



## **Educational Administration : A Study**

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### **Abstract**

An educational institution's programme can only be successful if all of the necessary resources, both human and material, are in place and put to good use. This is what we mean when we talk about educational administration. There's no one procedure or conduct that falls under the umbrella word "Administration." You might think of it as a big tarp that covers a lot of ground and encompasses many different processes like the ones listed above. In the realm of educational administration, the same thing happens. When an educational organisation has a specific objective or goal in mind, the idea of educational administration is appropriate.

**Key words:** Educational Administration planning, organizing programme etc.

### **Introduction**

The leader of the educational organisation meticulously develops numerous programmes and activities in order to reach these objectives or aims. A school, college, or university may be the educational institution in this case. With the help of other educators, parents, and students, the institution's president puts these events together. This person is responsible for motivating them, coordinating their efforts with those of other instructors, and exercising control over them. He or she assesses how well they are doing in accomplishing the program's goals and how far they have come toward achieving them. The strategies and programmes of the school or college or institution benefit from his comments and, if necessary, modifications. As a result, educational administration encompasses all of these procedures that are aimed at accomplishing or implementing the school's or college's objectives or aims.

### **Nature of Educational Administration:**

The Educational Administration has the following nature:

- Different procedures or features of educational administration are what are meant by the term "administration," which doesn't relate to a single activity. A project's success or failure depends on its ability to plan, organise and lead.
- There are no financial incentives for educational administrators.
- In educational administration, human resources are more important than material resources since it is a social business.
- There is a fine line between the two when it comes to running schools. For this reason, there is no formula that can maintain the human relationships that have prevailed here.
- In many aspects, educational administration is comparable to general administration, but it is also quite different from general administration.
- The management of educational institutions is a difficult task.

### **Objectives of Educational Administration:**

Every physical and human resource as well as instructional components must be coordinated to provide effective educational administration. In addition, it takes a high level of human empathy, understanding,



expertise, and talent in order to be effective. Equipment and instructional materials are the primary physical resources that contribute to a project.

Pupils, instructors, supervisors, administrators, and their parents all count as part of the human resource pool. Educational theory and practise includes a wide range ranging from educational philosophy and aims to curriculum design and instructional methods and laws and regulations.

All of these components have been brought together to form a cohesive whole, or "parts, formed into whole." As a result, educational administration's primary goal is to accomplish a variety of distinct goals.

These are:

**1. To provide proper education to students:**

An important point that should be made in today's public schools is that a high-quality education does not have to come at an exorbitant price to be effective. Instead, it refers to high-quality instruction delivered by qualified instructors at a price that everyone can afford. This goal also calls for an increase in both the quantity and quality of schooling.

**2. To Ensure Adequate Utilization of All Resources:**

In order to achieve the different educational goals, it is necessary to make the most of all available resources, including human, material, and financial ones.

**3. To Ensure Professional Ethics And Professional Development Among Teachers:**

Teachers have a critical role in helping the programme go forward on schedule since they are the more experienced and mature human aspects. Innovative teaching methods and service-learning programmes should be promoted, and students should be given the opportunity and resources to develop and test their ideas. Educators should strive to cultivate a desire for hard work, devotion, and commitment to their profession as a result of the administration's efforts.

**4. To organize educational programmes for acquainting students with the art of democratic living and giving them excellent training in democratic citizenship.**

**5. To mobilize the community:**

The goal of educational administration is the same as that of general administration: to maintain and enhance ties with the surrounding community. Community support and cooperation is needed in order to expand, enhance quality, and ensure fair and seamless examinations in education.

**6. To organize co-curricular activities effectively for developing talents of students and work efficiency of educational teachers.**

**Scope of Educational Administration:**

**1. The educational administration encompasses all the levels of education in its jurisdiction.**

These are:

- Pre-school education or pre-primary education.
- Primary or elementary schooling.
- Education up to and including a high school diploma.



- Education after high school, often known as postsecondary education,
- Higher or tertiary education.

The type and method of administration for all of the aforementioned educational levels should be determined by educational administration.

**2. It covers all forms of education such as:**

- Formal Training.
- A Guide to Adult and Non-Formal Education
- Education in the general field of study
- Training in a Profession
- Assistive Technology
- Education for teachers
- Integrating Academics and Extracurricular Activities into the Curriculum
- Engineering, medicine, business administration, and computer science are examples of technical and professional education.

**3. It includes all types and strategies of management that encompasses the following:**

- Democrat-led government
- Administration by a Tick of the Clock
- Non-Administrative Management
- In-depth Governing

**4. Educational administration covers the following aspects relating to management in its jurisdiction:**

- Planning
- Organizing
- Directing
- Coordinating
- Supervising
- Keeping in control
- Evaluating

**5. Educational Administration takes place at various levels such as:**

- a. “Central level
- b. State level
- c. District level
- d. Block level and
- e. Institutional level”



## Conclusion

Education is the cornerstone of society's and the state's progress on the intellectual, cultural, spiritual, social, and economic fronts. To do this, it aims to cultivate a person's whole growth as a society's most valuable asset, including the development of their mental and physical ability, as well as their moral values, and the creation of citizens capable of making informed social decisions. A successful educational management relies on the ability of individuals to think creatively and critically, as well as their level of education. Preparation is required for public administration in education. In management, scientific ideas and theories, principles, procedures, and technology are used to create an art form. As a subject, public administration is unique in that students learn the scientific foundations of national and regional levels of control action while studying.

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