

B.A. (Hons.) Public Policy & Governance

SEMESTER-I															
GENERAL EDUCATION COMPONENT															
Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Marks (Theory) I	E	TO	Marks (Practical) I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
General Education	FGI501	Foundations of Governance in India	4	-	4	30	70	100	-	-	-	100	60	-	60
	AMI501	Ancient & Early Medieval India	4	-	4	30	70	100	-	-	-	100	60	-	60
	GEE501	Basics of Geography & Environment	4	-	4	30	70	100	-	-	-	100	60	-	60
	ISO501	Introduction to Sociology: Indian Society	3	-	3	30	70	100	-	-	-	100	45	-	45
	ECS501	English & Communication Skills-I	3	-	3	30	70	100	-	-	-	100	45	-	45
General Education Total			18	-	18	150	350	500	-	-	-	500	270	-	270
SKILL EDUCATION COMPONENT															
Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Marks (Theory) I	E	TO	Marks (Practical) I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
Skill Education	DSL501	Data Skills Lab-I (Excel for Public Data)	-	2	2	-	-	-	30	70	100	100	-	60	60
	PNM501	Policy Reading & Note-making Lab	-	2	2	-	-	-	30	70	100	100	-	60	60
	CQR501	CSAT Quant & Reasoning-I	2	-	2	30	70	100	-	-	-	100	30	-	30
	OJT501	OJT-I: Local Governance Exposure	-	6	6	-	-	-	105	245	350	350	-	180	180
Skill Education Total			2	10	12	30	70	100	165	315	480	580	30	300	330

Total Credits (T)	Total Credits (P)	Total Credits (TO)	Total Marks	Total Hours
20	10	30	1080	600



ARX
RESEARCH

SEMESTER-II

GENERAL EDUCATION COMPONENT

Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Theory Marks I	E	TO	Practical Marks I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
General Education	ICP502	Indian Constitution & Political System	4	-	4	30	70	100	-	-	-	100	60	-	60
	MMM502	Medieval & Modern India up to 1857	4	-	4	30	70	100	-	-	-	100	60	-	60
	ECO502	Principles of Economics	4	-	4	30	70	100	-	-	-	100	60	-	60
	ISC502	Indian Society: Structures & Challenges	3	-	3	30	70	100	-	-	-	100	45	-	45
	ECS502	English & Communication Skills-II	3	-	3	30	70	100	-	-	-	100	45	-	45
General Education Total			18	-	18	150	350	500	-	-	-	500	270	-	270

SKILL EDUCATION COMPONENT

Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Theory Marks I	E	TO	Practical Marks I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
Skill Education	DSL502	Data Skills Lab-II (Dashboards & Analysis)	-	2	2	-	-	-	30	70	100	100	-	60	60
	CQR502	CSAT Quant & Reasoning-II	2	-	2	30	70	100	-	-	-	100	30	-	30
	PCL502	Policy Communication Lab	-	2	2	-	-	-	30	70	100	100	-	60	60
	OJT502	OJT-II: NGO / CSR / Social Sector Internship	-	6	6	-	-	-	105	245	350	350	-	180	180
Skill Education Total			2	10	12	30	70	100	165	315	480	580	30	300	330

Total Credits (T)	Total Credits (P)	Total Credits (TO)	Total Marks	Total Hours
20	10	30	1080	600

SEMESTER-III

GENERAL EDUCATION COMPONENT

Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Theory Marks I	E	TO	Practical Marks I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
General Education	MHN601	Modern History (1857-1947)	4	-	4	30	70	100	-	-	-	100	60	-	60
	PAG601	Public Administration & Governance	4	-	4	30	70	100	-	-	-	100	60	-	60
	WPP601	World Political Philosophy (PSIR Core)	4	-	4	30	70	100	-	-	-	100	60	-	60
	EDP601	Economics for Development & Public Policy	3	-	3	30	70	100	-	-	-	100	45	-	45
	STG601	Science & Technology for Governance	3	-	3	30	70	100	-	-	-	100	45	-	45
General Education Total			18	-	18	150	350	500	-	-	-	500	270	-	270

SKILL EDUCATION COMPONENT

Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Theory Marks I	E	TO	Practical Marks I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
Skill Education	PYD601	Python for Public Data Handling	-	2	2	-	-	-	30	70	100	100	-	60	60
	FSR601	Field Survey & Research Methods Lab	-	2	2	-	-	-	30	70	100	100	-	60	60
	GSA601	UPSC GS Answer Writing Lab-I	2	-	2	30	70	100	-	-	-	100	30	-	30
	OJT601	OJT-III: District Administration Internship	-	6	6	-	-	-	105	245	350	350	-	180	180
Skill Education Total			2	10	12	30	70	100	165	315	480	580	30	300	330

Total Credits (T)	Total Credits (P)	Total Credits (TO)	Total Marks	Total Hours
20	10	30	1080	600

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

SEMESTER-IV

GENERAL EDUCATION COMPONENT

Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Theory Marks I	E	TO	Practical Marks I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
General Education	IPT602	Indian Polity: Advanced Themes (GS-II Full Coverage)	4	-	4	30	70	100	-	-	-	100	60	-	60
	IEC602	Indian Economy: Sectors, Budget & Planning	4	-	4	30	70	100	-	-	-	100	60	-	60
	IRF602	International Relations & Indian Foreign Policy	4	-	4	30	70	100	-	-	-	100	60	-	60
	ACH602	Indian Art, Culture & Heritage	3	-	3	30	70	100	-	-	-	100	45	-	45
	CMP602	Comparative Politics (PSIR Core)	3	-	3	30	70	100	-	-	-	100	45	-	45
General Education Total			18	-	18	150	350	500	-	-	-	500	270	-	270

SKILL EDUCATION COMPONENT

Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Theory Marks I	E	TO	Practical Marks I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
Skill Education	PDA602	Policy Data Analysis (R/Python)	-	2	2	-	-	-	30	70	100	100	-	60	60
	CGM602	Communication for Governance & Media	2	-	2	30	70	100	-	-	-	100	30	-	30
	GSA602	UPSC GS Answer Writing Lab-II	2	-	2	30	70	100	-	-	-	100	30	-	30
	OJT602	OJT-IV: Legislative Research / MP-MLA Office Internship	-	6	6	-	-	-	105	245	350	350	-	180	180
Skill Education Total			4	8	12	60	140	200	135	315	450	650	60	240	300

Total Credits (T)	Total Credits (P)	Total Credits (TO)	Total Marks	Total Hours
-------------------	-------------------	--------------------	-------------	-------------

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

22	8	30	1150	570
----	---	----	------	-----



ARX
RESEARCH

SEMESTER-V

GENERAL EDUCATION COMPONENT

Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Theory Marks I	E	TO	Practical Marks I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
General Education	ECC701	Environment, Ecology & Climate Change (GS-III Full)	4	-	4	30	70	100	-	-	-	100	60	-	60
	CPE701	Contemporary Political Economy (GS-III & PSIR)	4	-	4	30	70	100	-	-	-	100	60	-	60
	IWO701	International Organisations & World Order (PSIR Paper II)	4	-	4	30	70	100	-	-	-	100	60	-	60
	EIM701	Ethics, Integrity & Moral Philosophy (GS-IV)	3	-	3	30	70	100	-	-	-	100	45	-	45
	PPT701	Public Policy: Theory & Practice	3	-	3	30	70	100	-	-	-	100	45	-	45
General Education Total			18	-	18	150	350	500	-	-	-	500	270	-	270

SKILL EDUCATION COMPONENT

Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Theory Marks I	E	TO	Practical Marks I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
Skill Education	IEM701	Impact Evaluation & M&E Lab	-	2	2	-	-	-	30	70	100	100	-	60	60
	ESL701	UPSC Essay Lab-I	2	-	2	30	70	100	-	-	-	100	30	-	30
	PDW701	Policy Design Workshop	-	2	2	-	-	-	30	70	100	100	-	60	60
	OJT701	OJT-V: Major Internship (NITI, Think Tanks, UN, CSR)	-	6	6	-	-	-	105	245	350	350	-	180	180
Skill Education Total			2	10	12	30	70	100	165	315	480	580	30	300	330

Total Credits (T)	Total Credits (P)	Total Credits (TO)	Total Marks	Total Hours
-------------------	-------------------	--------------------	-------------	-------------

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

20	10	30	1080	600											
SEMESTER-VI															
GENERAL EDUCATION COMPONENT															
Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Theory Marks I	E	TO	Practical Marks I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
General Education	IFA801	Indian Foreign Policy: Advanced Themes	4	-	4	30	70	100	-	-	-	100	60	-	60
	PPG801	Public Policy & Governance in India (Capstone Theory)	4	-	4	30	70	100	-	-	-	100	60	-	60
	EPL801	Ethics & Politics in Public Life	4	-	4	30	70	100	-	-	-	100	60	-	60
General Education Total			12	-	12	90	210	300	-	-	-	300	180	-	180
SKILL EDUCATION COMPONENT															
Category	Subject Code	Subject Name	Credits T	Credits P	Credits TO	Theory Marks I	E	TO	Practical Marks I	E	TO	Total (T+P)	Hours T	Hours P	Hours TO
Skill Education	ESL802	UPSC Essay Lab-II	2	-	2	30	70	100	-	-	-	100	30	-	30
	IPD802	Interview & Personality Development Module	2	-	2	30	70	100	-	-	-	100	30	-	30
	APV802	Advanced Data & Policy Visualisation	-	2	2	-	-	-	30	70	100	100	-	60	60
	MCP802	Major Capstone Project + OJT-VI	-	12	12	-	-	-	105	245	350	350	-	360	360
Skill Education Total			4	14	18	60	140	200	135	315	450	650	30	420	450

Total Credits (T)	Total Credits (P)	Total Credits (TO)	Total Marks	Total Hours
16	14	30	950	630

SYLLABUS - BACHELOR OF ARTS IN PUBLIC POLICY

SUBJECT: Foundations of Governance in India
CODE: FGI501
CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

Objectives

This course introduces students to the basic ideas, institutions, and processes that shape governance in India. It helps learners understand how the Indian State functions, how constitutional principles guide authority, and how institutions, policies, and public administration work together to deliver development. The course also encourages students to link governance concepts with India's democratic experience, public service delivery challenges, and emerging policy needs.

Unit-Wise Syllabus

Unit I – Foundations of the Indian State

Topics

- Meaning and elements of the State
- Constitutionalism and rule of law
- Sovereignty and legitimacy
- Indian constitutional values: justice, liberty, equality, fraternity

Key Learning

- Understand how the modern Indian state evolved
- Learn constitutional principles guiding governance
- Appreciate the ethical foundations of state authority

Unit II – Structure of Government

Topics

- Union Executive: President, Vice President, Prime Minister & Cabinet

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Parliament: Composition, powers, law-making
- Judiciary: Supreme Court, judicial review, independence

Key Learning

- Understand institutional design and inter-branch balance
- Learn how institutions safeguard democracy
- Grasp the working of the executive–legislature–judiciary triangle

Unit III – Federalism & Local Governance

Topics

- Union–State relations: Legislative, administrative, financial
- Finance Commission, GST Council
- Panchayati Raj & Municipalities (73rd & 74th Amendments)
- Decentralisation and cooperative federalism

Key Learning

- Learn how federalism shapes policy implementation
- Understand the importance of local governments in development
- Explore federal institutions and their evolving roles

Unit IV – Governance Processes and Institutions

Topics

- Bureaucracy: Roles, functions, and reforms
- Regulatory bodies (TRAI, SEBI, CCI, UGC etc.)
- e-Governance and digital public infrastructure
- RTI, citizen charters, social audit

Key Learning

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Understand how governance systems deliver services
- Study administrative accountability and transparency tools
- Learn the importance of technology in public service delivery

Unit V – Contemporary Governance Challenges

Topics

- Development and welfare policies
- Governance and inclusive growth
- Public grievance redressal
- Ethical governance and challenges of corruption

Key Learning

- Understand major governance challenges in India
- Learn how policy reforms aim to improve administration
- Connect governance issues with everyday public life

Text Books / References (India-standard, UPSC-preferred)

1. Rajni Kothari – Politics in India
2. Granville Austin – The Indian Constitution: Cornerstone of a Nation
3. Fadia & Fadia – Indian Government and Politics
4. DK Basu – Introduction to the Constitution of India
5. Second ARC Reports (Selected chapters: Ethics, e-Governance, Public Order, Citizen-Centric Administration)

SUBJECT: Ancient & Early Medieval India

CODE: AMI501

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

Objectives

This course introduces students to the major cultural, political, social, and economic developments of Ancient and Early Medieval India (from the Indus Valley civilisation to the 12th century CE). It aims to help learners understand the evolution of state structures, religion, society, and material culture, and how these shaped India's long-term historical trajectory. Students will also explore historiographical debates and archaeological insights relevant for understanding India's early past.

Unit-Wise Syllabus

Unit I – Sources & Historiography

Topics

- Archaeological sources: artefacts, monuments, inscriptions, coins
- Literary sources: Vedic texts, Sangam literature, Buddhist-Jain texts
- Approaches: colonial, nationalist, Marxist, and recent interpretations

Key Learning

- Understand methods used to reconstruct ancient Indian history
- Interpret archaeological and textual evidence
- Learn major historiographical debates

Unit II – Indus Valley Civilisation & Vedic Age

Topics

- Features of Harappan civilisation: economy, town planning, religion
- Decline theories
- Early and Later Vedic society: polity, social hierarchy, rituals
- Transition from pastoralism to agriculture

Key Learning

- Recognise Harappan contributions to urban culture

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Understand Vedic social organisation and political structures
- Connect early social change with material conditions

Unit III – Mahajanapadas, Mauryan Empire & Post-Mauryan Developments

Topics

- Rise of states, republics, and second urbanisation
- Buddhism, Jainism, Ajivika traditions
- Mauryan administration, economy, and Ashoka's dhamma
- Indo-Greeks, Shakas, Kushanas, Satavahanas

Key Learning

- Understand emergence of complex state structures
- Examine Ashoka's moral and administrative policies
- Analyse regional and transregional interactions in early India

Unit IV – Gupta Age & Early Medieval Transformations

Topics

- Gupta polity, economy, science, literature
- Feudalism debate
- Rise of regional kingdoms—Pallavas, Chalukyas, Rashtrakutas, Pratiharas
- Changes in land relations, temples, and Brahmanical authority

Key Learning

- Appreciate Gupta cultural achievements
- Understand early medieval political and economic transformation
- Study the growth of regional power centres

Unit V – Society, Religion & Culture (Up to 1200 CE)

Topics

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Varna–Jati system and social mobility
- Status of women; family and kinship
- Bhakti and temple movements
- Art, architecture, sculpture
- Education centres: Nalanda, Vikramshila, Kanchi

Key Learning

- Explore long-term cultural processes in Indian civilisation
- Study evolution of religious ideas and devotional traditions
- Understand continuity and change in social institutions
- Text Books / References (most preferred in India)
- Upinder Singh – A History of Ancient and Early Medieval India (Gold standard)
- R.S. Sharma – India’s Ancient Past
- Romila Thapar – Early India: From the Origins to AD 1300
- D.N. Jha – Ancient India: An Introductory Outline
- A.L. Basham – The Wonder That Was India
- Credit / Hours / Marks Table

ARX
RESEARCH

SUBJECT: Basics of Geography & Environment

CODE: GEE501

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

Objectives

This course introduces students to the fundamental concepts of physical geography, environmental systems, and ecological processes. It helps learners understand how landforms, climate, water systems, soils, and ecosystems interact to shape human life. The course also builds a clear foundation for environmental governance, disaster management, and sustainable development—essential for both Civil Services preparation and public policy work in India.

Unit-Wise Syllabus

Unit I – Fundamentals of Physical Geography

Topics

- Earth's structure and geological time scale
- Continental drift, plate tectonics, mountain building
- Weathering, erosion, and geomorphic processes
- Landforms: fluvial, aeolian, glacial, and coastal

Key Learning

- Understand the structure and evolution of Earth
- Analyse landform creation through internal and external forces
- Link geological processes with India's physical landscape

Unit II – Climatology & Monsoon Systems

Topics

- Solar radiation, heat balance, temperature distribution
- Atmospheric pressure, winds, cyclones, anticyclones

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Indian monsoon: mechanism, onset, variability, El Niño/La Niña
- Climate change fundamentals

Key Learning

- Learn key atmospheric processes
- Understand monsoon behaviour and climate variability in India
- Analyse climate change impacts on agriculture and water resources

Unit III – Hydrology, Water Resources & Soils

Topics

- Hydrological cycle and river systems
- Watershed concepts; groundwater resources
- Soil types, distribution, fertility, degradation
- Desertification and soil conservation

Key Learning

- Understand India's river basins and water management challenges
- Study soil formation and sustainable utilisation
- Learn about erosion control and watershed management practices

Unit IV – Ecosystems, Biodiversity & Environmental Issues

Topics

- Ecosystem structure and functions
- Types of ecosystems: forest, grassland, desert, aquatic
- Biodiversity: levels, hotspots, threats

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Climate change, pollution, waste management
- Conservation strategies

Key Learning

- Understand ecosystem dynamics and ecological balance
- Learn about biodiversity's significance and threats
- Examine major environmental problems and policy responses

Unit V – Disaster Management & Sustainable Development

Topics

- Types of disasters: earthquakes, floods, cyclones, drought
- Risk, vulnerability, mitigation strategies
- NDMA, SDMA, early warning systems
- Concept of sustainable development
- UN SDGs and India's climate commitments

Key Learning

- Study key frameworks for disaster preparedness
- Understand India's disaster governance structures
- Learn sustainability principles relevant for policy and governance

Text Books / References (India-standard, UPSC-preferred)

1. G.C. Leong – Certificate Physical and Human Geography
2. Savindra Singh – Physical Geography
3. Majid Husain – Environment & Ecology

4. NCERT (Class 6–12) – Geography and Environment chapters
5. Down To Earth Reports – Climate change, water, pollution

SUBJECT: Introduction to Sociology – Indian Society

CODE: ISO501

CATEGORY: General Education Component

Credit	Hours	Marks		
3	45	I	E	T
		30	70	100

Objectives

This course introduces students to the foundational concepts of sociology and helps them understand the structure, diversity, and dynamics of Indian society. It explains how social groups, institutions, and cultural processes shape everyday life in India. The course also builds a conceptual foundation for analysing caste, class, gender, religion, and social change—central themes in public administration, governance, and Civil Services preparation.

Unit-Wise Syllabus

Unit I – Understanding Sociology

Topics

- Meaning, scope, and significance of sociology
- Society, community, association
- Social structure and social system
- Culture, norms, values

Key Learning

- Understand basic sociological concepts
- Learn how human behaviour is shaped by society
- Build conceptual clarity for analysing Indian social institutions

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Unit II – Social Institutions in India

Topics

- Family, kinship, marriage
- Caste system: features, mobility, changes
- Class system and economic inequality
- Religion and secularism

Key Learning

- Examine how social institutions organise Indian society
- Understand caste and class as systems of stratification
- Analyse religion and secularism in social life

Unit III – Social Groups & Identities

Topics

- Tribal communities: issues and development
- Other Backward Classes (OBCs)
- Minorities and identity politics
- Gender and patriarchy

Key Learning

- Study marginalised groups and social justice issues
- Understand identity, conflict, and inclusion
- Analyse gender roles and contemporary debates

Unit IV – Social Change in India

Topics

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

- Sanskritisation, Westernisation, Modernisation
- Social movements: Dalit, women, tribal, environmental
- Urbanisation and migration
- Technology and social change

Key Learning

- Understand forces shaping social transformation in India
- Examine the role of reform movements
- Analyse how economic and technological changes reshape society

Unit V – Contemporary Social Issues

Topics

- Poverty, inequality, caste discrimination
- Communalism, regionalism
- Youth, education, and changing aspirations
- Media and society

Key Learning

- Analyse major challenges facing Indian society
- Study how policy interventions aim to reduce inequalities
- Understand the role of media in shaping public opinion

Text Books / References (India-standard & UPSC-preferred)

1. Nadeem Hasnain – Indian Society and Culture
2. Ram Ahuja – Indian Society: Social Problems and Issues

3. Yogendra Singh – Modernization of Indian Tradition
4. M.N. Srinivas – Social Change in Modern India
5. NCERT Sociology (Class 11–12) – Introduction to Sociology, Indian Society

SUBJECT: English & Communication Skills – I

CODE: ECS501

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
3	45	30	70	100

Objectives

This course builds foundational communication skills essential for academic work, public service, and professional settings. It strengthens reading, writing, comprehension, and oral communication abilities. Students learn to express ideas clearly, structure written content effectively, and develop confidence in interpersonal communication. The course also introduces practical skills useful for report writing, presentations, and public-facing roles in governance and policy.

Unit-Wise Syllabus

Unit I – Foundations of Communication

Topics

- Process, elements, and types of communication
- Barriers to effective communication
- Principles of clear expression
- Listening skills

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Key Learning

- Understand how communication works
- Learn how to overcome communication barriers
- Develop accuracy and clarity in expression

Unit II – Reading & Comprehension Skills

Topics

- Reading strategies: skimming, scanning, inference
- Identifying main ideas and arguments
- Vocabulary building in context
- Comprehension exercises (policy passages, newspaper editorials, reports)

Key Learning

- Improve reading accuracy and speed
- Build analytical and interpretive ability
- Strengthen comprehension of complex texts

Unit III – Writing Skills

Topics

- Paragraph structure and coherence
- Formal writing: emails, official notes, summaries
- Report writing and précis writing
- Grammar for clarity and correctness

Key Learning

- Learn organised and concise writing
- Build official communication competence

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a slightly smaller, bold, sans-serif font. To the left of the text is a stylized graphic of a human head profile in profile, facing right. Inside the head, there are circuit-like lines and nodes, suggesting technology or research. The entire logo is rendered in a light blue-grey color.

- Strengthen grammar and syntax

Unit IV – Oral Communication

Topics

- Public speaking basics
- Debate and discussion skills
- Group discussion etiquette
- Interview fundamentals

Key Learning

- Improve articulation and presentation
- Develop confidence in public forums
- Understand techniques to participate in discussions

Unit V – Communication for Public Life

Topics

- Communication in governance and administration
- Media literacy
- Reading policy briefs and government documents
- Ethics in communication

Key Learning

- Understand communication needs in government settings
- Analyse media messages critically
- Learn ethical principles in information sharing

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a smaller, all-caps, sans-serif font. To the left of the text is a stylized graphic of a human head profile in profile, facing right. Inside the head, there are several interconnected nodes and lines, resembling a neural network or a circuit board, symbolizing research and technology.

Text Books / References (preferred in India)

1. Meenakshi Raman & Sangeeta Sharma – Technical Communication
2. Pushp Lata & Sanjay Kumar – Communication Skills
3. Wren & Martin – High School English Grammar & Composition
4. Norman Lewis – Word Power Made Easy
5. Editorials from The Hindu, Indian Express, Mint – recommended practice material

SUBJECT: Data Skills Lab - I (Excel for Public Data)

CODE: DSL501

CATEGORY: Skill Education Component

Credit (Practical)	Hours	Marks		
		I	E	T
2	60	30	70	100

Objectives

This course introduces students to foundational data skills using Microsoft Excel, focusing on the kinds of data commonly used in governance, development studies, public policy, and competitive examinations. The aim is to build confidence in handling datasets, performing basic analysis, creating summaries, and preparing clean data sheets for decision-making. The course encourages hands-on problem-solving through real government datasets from NSSO, NFHS, RBI, Census, and economic surveys.

Unit-Wise Syllabus

Unit I – Introduction to Data & Excel Environment

Topics

- Basics of datasets and data formats
- Excel interface, worksheets, cell references
- Data types, sorting, filtering

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Importing data from CSV/online sources

Key Learning

- Understand how public datasets are structured
- Learn basic navigation and file handling
- Build confidence in exploring raw data

Unit II – Data Cleaning & Preparation

Topics

- Removing duplicates, handling blanks
- Find/replace, text functions
- Splitting/merging data
- Standardising entries for analysis

Key Learning

- Clean messy public datasets effectively
- Prepare data for analysis and visualisation
- Understand importance of accuracy in policy datasets

Unit III – Data Analysis Fundamentals

Topics

- Basic formulae: SUM, AVERAGE, COUNT, IF, nested IF
- Logical & statistical functions
- Descriptive analysis (mean, median, mode)
- Conditional formatting for insights

Key Learning

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a smaller, all-caps, sans-serif font. To the left of the text is a stylized graphic of a human head profile in profile, facing right. Inside the head, there are circuit-like lines and nodes, suggesting data processing or research. The entire logo is rendered in a light blue-grey color.

- Perform quick analysis using structured formulae
- Identify patterns and trends in development data
- Apply statistical thinking in interpretation

Unit IV – Working with Public Policy Datasets

Topics

- Census datasets: population, literacy, migration
- NFHS datasets: health, nutrition indicators
- RBI & Economic Survey tables: inflation, GDP, employment
- Building pivot tables

Key Learning

- Interpret social and economic indicators
- Use pivot tables for multi-level summaries
- Connect data analysis with governance challenges

Unit V – Visualisation & Reporting

Topics

- Creating charts: bar, line, pie, area
- Dashboard basics
- Formatting tables for presentation
- Exporting data, charts, and summaries

Key Learning

- Present data findings clearly
- Build simple dashboards



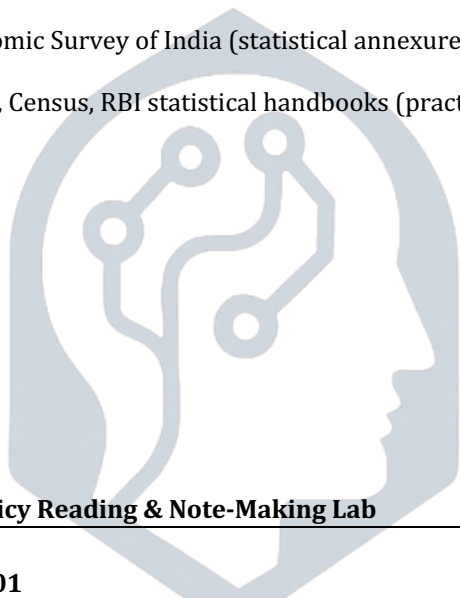
ARX
RESEARCH

- Prepare reports for decision-making

Text Books / References

(Best-suited for Indian public data and governance work)

1. Excel for Beginners – Spoken Tutorial (IIT Bombay)
2. J.P. Mishra – Data Analysis with Excel
3. Government of India – Open Data Portal (data.gov.in)
4. Economic Survey of India (statistical annexures)
5. NFHS, Census, RBI statistical handbooks (practice datasets)



ARX
RESEARCH

SUBJECT: Policy Reading & Note-Making Lab

CODE: PNM501

CATEGORY: Skill Education Component

Credit (Practical)	Hours	Marks		
		I	E	T
2	60	30	70	100

Objectives

This course trains students in systematic reading, comprehension, and structured note-making using materials from governance, public policy, and current affairs. It helps learners break down complex texts—such as government reports, policy briefs, newspaper editorials, and academic articles—into clear, concise notes suitable for UPSC preparation and policy analysis. The focus is on building analytical reading habits, identifying arguments, extracting insights, and creating notes that aid revision and understanding.

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Unit-Wise Syllabus

Unit I – Reading Frameworks

Topics

- Types of texts: policy briefs, reports, essays, editorials
- Identifying themes, arguments, evidence
- Distinguishing facts, opinions, assumptions
- Critical reading skills

Key Learning

- Understand how policy texts are structured
- Improve analytical reading ability
- Learn to extract arguments and evidence

Unit II – Note-Making Techniques

Topics

- Linear notes, flowcharts, mind maps
- Cornell system, two-column method
- Colour-coding and keyword tagging
- Note-making for long reports (ARC, NITI, World Bank)

Key Learning

- Build structured note-making habits
- Learn to condense large texts without losing meaning
- Use different formats for different contexts

Unit III – Working with Public Policy Material

Topics

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

- Reading ARC reports
- Economic Survey abstracts
- Parliamentary Standing Committee summaries
- NITI Aayog discussion papers
- Policy indicators and data tables

Key Learning

- Learn to understand government language and framing
- Convert complex official documents into crisp notes
- Build familiarity with major national policy sources

Unit IV – Reading Newspapers & Editorials

Topics

- The Hindu, Indian Express, LiveMint
- Editorial analysis frameworks
- Mapping issues and stakeholders
- Preparing weekly issue-wise notes

Key Learning

- Strengthen daily reading discipline
- Develop a structured editorial analysis method
- Build issue-wise and theme-wise understanding

Unit V – Preparing High-Quality Notes for Revision

Topics

- Converting notes into micro-notes

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

- Monthly policy compendiums
- UPSC-style theme-based note preparation
- Digital tools for organising notes

Key Learning

- Create revision-friendly notes
- Maintain long-term continuity in current affairs
- Build personalised note-banks for exams and interviews

Text Books / References

(Most useful and widely preferred in India)

1. ARC Reports – Key chapters for governance
2. Economic Survey of India – Executive summaries
3. NITI Aayog Discussion Papers
4. The Hindu & Indian Express – Editorials for analysis
5. PRS Legislative Research – Bill summaries & issue briefs
6. UNDP & World Bank Policy Notes – For practice material



SUBJECT: CSAT Quant & Reasoning - I

CODE: QOR501

CATEGORY: Skill Education Component

Credit (Theory)	Hours	Marks		
		I	E	T
2	30	30	70	100

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Objectives

This course builds foundational quantitative aptitude and reasoning skills required for the Civil Services Aptitude Test (CSAT). The aim is to strengthen mathematical clarity, logical thinking, analytical reasoning, and problem-solving speed. Students learn structured techniques for solving common CSAT question types and develop confidence in handling numerical and verbal reasoning tasks under time constraints.

Unit-Wise Syllabus

Unit I – Basic Numeracy

Topics

- Number systems
- Fractions, decimals, percentages
- Ratios & proportions
- Simple & compound interest

Key Learning

- Strengthen basic arithmetic foundations
- Learn fast and accurate calculation techniques
- Understand how numerical concepts appear in CSAT questions

Unit II – Algebra & Arithmetic Applications

Topics

- Linear equations
- Inequalities
- Averages, mixtures, alligation
- Time & work, time & distance

Key Learning

- Apply algebra to practical problems
- Learn shortcut techniques for CSAT application
- Improve numerical intuition for problem-solving

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

Unit III – Logical Reasoning

Topics

- Syllogisms
- Coding–decoding
- Blood relations
- Directions
- Analytical puzzles

Key Learning

- Strengthen logical structuring of problems
- Improve pattern recognition and inference skills
- Build confidence for complex reasoning sets

Unit IV – Data Interpretation

Topics

- Tables, bar charts, pie charts
- Line graphs and mixed graphs
- Percentage and ratio-based interpretation
- CSAT-style DI problem sets

Key Learning

- Interpret data patterns quickly
- Apply arithmetic to real-world datasets
- Build accuracy under time pressure



ARX
RESEARCH

Unit V – Comprehension-Based Quant & Reasoning

Topics

- Word problems
- Caselets
- Quantitative passages
- Integrated reasoning questions

Key Learning

- Understand multi-step problem contexts
- Build comprehension for applied quantitative scenarios
- Improve decision-making under exam-like situations

Text Books / References (widely used in India)

1. R.S. Aggarwal – Quantitative Aptitude for Competitive Exams
2. Arun Sharma – CSAT Paper II
3. Nishit Sinha – Logical Reasoning & Data Interpretation
4. Previous Years' CSAT Papers (highly recommended)
5. UPSC PYQ compilations (Arihant / TMH / McGraw Hill)

ARX
RESEARCH

SUBJECT: OJT-I (Local Governance Exposure)

CODE: OJT501

CATEGORY: Skill Education Component (Practical)

Credit (Practical)	Hours	Marks		
		I	E	T
6	180	105	245	350

Objectives

This On-the-Job Training module introduces students to the functioning of local governance institutions such as Gram Panchayats, Municipalities, and Block offices. The aim is to expose learners to the actual working environment of decentralised administration, public service delivery, welfare schemes, and citizen interaction. Through field assignments, observations, interviews, and reports, students learn how policies translate into action at the grassroots level and develop practical skills for careers in governance and public administration.

Structure & Weekly Plan

Weeks 1-2: Orientation & Preparatory Briefing

Topics

- 73rd & 74th Constitutional Amendments
- Functions of Panchayats/Municipalities
- Key stakeholders: Sarpanch, Ward Members, BDO, EO
- Ethical guidelines and field protocols

Key Learning

- Understand constitutional basis of local governments
- Learn administrative roles and responsibilities

Weeks 3-6: Field Placement in Panchayat / Municipality

Activities

- Attend Gram Sabha / Ward Sabha
- Observe public service counters (birth certificates, licences, property tax)
- Study implementation of schemes (MGNREGA, PMAY, Swachh Bharat, ICDS)
- Maintain daily field diary

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Key Learning

- Understand day-to-day administrative functioning
- Observe challenges in service delivery

Weeks 7–9: Data & Documentation Work

Activities

- Survey local indicators: water, sanitation, education, health
- Interview frontline workers: ASHA, Anganwadi, Panchayat Secretary
- Analyse local budgets, Gram Panchayat Development Plan (GPDP)
- Prepare issue briefs

Key Learning

- Learn documentation and reporting skills
- Link data with governance outcomes

Weeks 10–12: Community Interaction & Case Analysis

Activities

- Interact with SHGs, youth clubs, elders, school committees
- Identify local governance challenges
- Prepare short case studies on:
 - water supply
 - sanitation
 - road connectivity
 - livelihood

Key Learning

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Understand citizen expectations and grievances
- Analyse gaps between policy and ground reality

Weeks 13–15: Final Report & Presentation

Activities

- Prepare consolidated internship report
- Submit field diary & case studies
- Make policy recommendations
- Oral presentation before faculty panel

Key Learning

- Develop structured policy communication
- Gain confidence in presenting governance insights

Evaluation Scheme

(I = Internal, E = External)

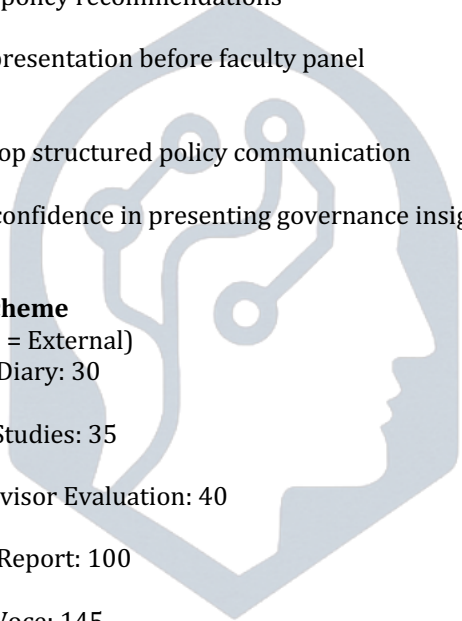
- Field Diary: 30
- Case Studies: 35
- Supervisor Evaluation: 40
- Final Report: 100
- Viva-Voce: 145

Total = 350 Marks

Suggested Readings

1. Ministry of Panchayati Raj – Guidelines & Annual Reports
2. Handbook on Gram Panchayat Development Planning – MoPR

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

3. PRS Legislative Research – Briefs on local governance
4. Second ARC Report – Local Governance
5. MGNREGA, PMAY, SBM official manuals (Government of India)

SUBJECT: Indian Constitution & Political System

CODE: ICP502

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

Objectives

This course provides a clear and structured understanding of the Indian Constitution and the working of India’s political system. It introduces key constitutional principles, institutional frameworks, rights and duties of citizens, and the functioning of the executive, legislature, and judiciary. Students learn how constitutional values shape governance and how democratic institutions operate to uphold accountability. The course builds a strong foundation for Civil Services preparation, public policy careers, and informed citizenship.

Unit-Wise Syllabus

Unit I – Making of the Constitution

Topics

- Historical background
- Constituent Assembly debates
- Objectives Resolution
- Preamble: meaning, values, legal status
- Basic Structure doctrine

Key Learning

- Understand the vision behind the Constitution
- Learn how foundational principles guide governance
- Analyse the significance of Basic Structure

Unit II – Fundamental Rights, Duties & Directive Principles

Topics

- Fundamental Rights: scope, limitations, key judgments
- Directive Principles: nature, classification, relevance
- Fundamental Duties
- Relationship between FRs, DPSPs and FD

Key Learning

- Understand citizen–state relationships
- Study landmark constitutional cases
- Build clarity on rights and policy goals

Unit III – Union Government

Topics

- President: election, powers, ordinances
- Vice-President
- Prime Minister & Council of Ministers
- Cabinet system
- Parliament: Lok Sabha, Rajya Sabha, legislative process

Key Learning

- Learn the functioning of parliamentary democracy
- Understand executive authority and accountability
- Study how laws are made in India

Unit IV – Judiciary & Federal Structure

Topics

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

- Supreme Court and High Courts
- Judicial review and activism
- Centre–State relations: legislative, administrative, financial
- Inter-State Council, NITI Aayog
- Governors, emergency provisions

Key Learning

- Understand judicial authority and checks and balances
- Study federal design and power-sharing
- Analyse constitutional mechanisms for dispute resolution

Unit V – Electoral System & Political Processes

Topics

- Election Commission
- Political parties and party system
- Anti-defection law
- Pressure groups, social movements
- Voting behaviour

Key Learning

- Understand how elections sustain democracy
- Learn how parties influence governance
- Analyse political participation and representation

Text Books / References (India-standard, UPSC-preferred)

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

1. M. Laxmikanth – Indian Polity
2. D.D. Basu – Introduction to the Constitution of India
3. Granville Austin – Cornerstone of a Nation
4. Subhash Kashyap – Our Constitution
5. PRS Legislative Research – Bill summaries and issue briefs

SUBJECT: Medieval & Modern India up to 1857

CODE: MMM502

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

Objectives

This course introduces students to the major political, social, cultural, and economic developments in India from the early medieval period to the Revolt of 1857. It focuses on state formation, administrative systems, agrarian relations, cultural synthesis, and the gradual expansion of European trading powers. Students learn to interpret change over centuries, understand the impact of the Mughal Empire, regional kingdoms, rise of colonialism, and the early Indian response to British rule. The course builds a strong foundation for UPSC GS-I and History optional themes.

Unit-Wise Syllabus

Unit I – Early Medieval India (700–1200 CE)

Topics

- Nature of early medieval polity
- Rashtrakutas, Cholas, Palas
- Agrarian structure, land grants, feudalism debate
- Growth of trade, temples, and regional cultures

Key Learning

- Understand regional political patterns
- Study economic and agrarian transformations

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Analyse cultural developments and temple societies

Unit II – Delhi Sultanate

Topics

- Foundation and expansion: Slave, Khalji, Tughlaq, Sayyid, Lodi dynasties
- Administration and military system
- Economy, Iqta system, revenue reforms
- Bhakti and Sufi movements

Key Learning

- Study administrative innovations under the Sultanate
- Understand religious and cultural synthesis
- Analyse state–society relationships

Unit III – Mughal Empire

Topics

- Establishment and consolidation
- Akbar’s administration, Mansabdari, revenue reforms
- Jahangir–Shah Jahan–Aurangzeb: policies and challenges
- Mughal economy, trade, art, literature
- Decline of Mughal Empire: debates

Key Learning

- Understand Mughal imperial institutions
- Examine cultural and architectural achievements
- Analyse causes behind decline

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Unit IV – Regional States & Rise of Marathas

Topics

- Rajputs, Sikhs, Marathas, Jats
- Asaf Jahis, Awadh, Bengal
- Maratha polity and revenue system
- 18th-century decentralisation debate

Key Learning

- Study emergence of regional power centres
- Analyse transformations after Mughal decline
- Understand political diversity of 18th-century India

Unit V – Advent of Europeans & Development till 1857

Topics

- Portuguese, Dutch, French, English expansion
- Anglo-Mysore and Anglo-Maratha wars
- British administrative and economic policies
- Social reforms and intellectual awakening
- Revolt of 1857: causes, spread, impact

Key Learning

- Understand transformation from trading company to colonial state
- Study early resistance and Indian reform movements
- Analyse the nature and legacy of the 1857 Revolt

ARX
RESEARCH

Text Books / References (India-standard, UPSC-preferred)

1. Satish Chandra – Medieval India (Vol. I & II)
2. Bipan Chandra – Modern India
3. Irfan Habib – Agrarian System of Mughal India
4. Jadunath Sarkar – A Short History of Aurangzeb
5. Romila Thapar & Hermann Kulke – Medieval India: Themes in Indian History

SUBJECT: Principles of Economics

CODE: ECO502

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

Objectives

This course introduces the foundational concepts of microeconomics and macroeconomics required to understand markets, production, consumption, price formation, business cycles, and national income. It builds conceptual clarity for analysing economic decisions at the individual and societal levels. The course also links economic principles with India's development challenges—growth, inflation, unemployment, fiscal policy, and welfare schemes—making it essential for public policy and Civil Services preparation.

Unit-Wise Syllabus

Unit I – Introduction to Economics

Topics

- Basic concepts: scarcity, choice, opportunity cost
- Positive vs. normative economics
- Production possibilities curve
- Types of economic systems

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Key Learning

- Understand how economics studies decision-making
- Learn fundamental concepts that guide resource allocation
- Analyse trade-offs in policy choices

Unit II – Consumer Behaviour & Demand

Topics

- Utility analysis: total, marginal utility
- Indifference curves and budget line
- Law of demand, elasticity of demand
- Consumer equilibrium

Key Learning

- Understand how individuals make consumption choices
- Study effects of price, income, and substitution
- Learn elasticity concepts useful for taxation and pricing

Unit III – Production, Cost & Supply

Topics

- Factors of production
- Production function, law of variable proportion
- Cost curves, economies of scale
- Supply law, elasticity of supply

Key Learning

- Study how firms organise production

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Understand cost behaviour and efficiency
- Analyse supply-side behaviour relevant for policy

Unit IV – Markets & Price Determination

Topics

- Perfect competition
- Monopoly, price discrimination
- Oligopoly and game theory basics
- Market failures—externalities, public goods

Key Learning

- Compare different market structures
- Understand how prices are determined
- Analyse need for regulation and government intervention

Unit V – Macroeconomic Foundations

Topics

- National income concepts: GDP, GNP, NDP
- Inflation and unemployment
- Business cycles
- Fiscal policy, monetary policy
- Introduction to Indian macroeconomic issues

Key Learning

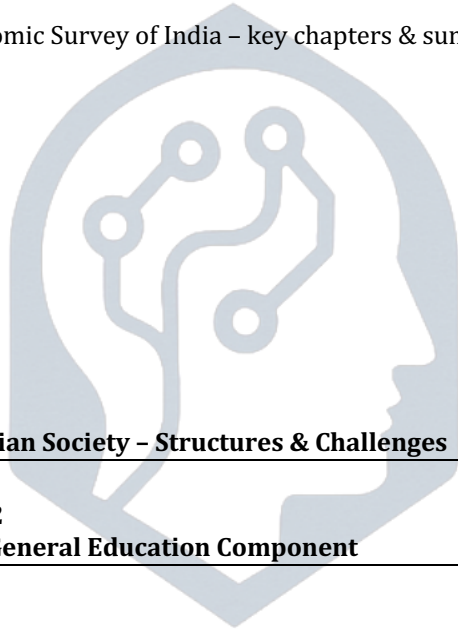
- Understand aggregate economic indicators
- Study stabilisation policies and their instruments
- Link macroeconomic theory with real issues in India

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



Text Books / References (preferred in India)

1. N. Gregory Mankiw – Principles of Economics
2. Ahuja – Principles of Microeconomics
3. Ramesh Singh – Indian Economy
4. NCERT Economics (Class 11-12) – Indian Economic Development, Introductory Micro & Macro
5. Economic Survey of India – key chapters & summaries



ARX
RESEARCH

SUBJECT: Indian Society – Structures & Challenges

CODE: ISC502

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
3	45	30	70	100

Objectives

This course helps students understand the structure, diversity, and functioning of Indian society through a sociological lens. It examines caste, class, gender, religion, family, and social institutions while analysing how these shape identity, inequality, and social change. The course also highlights contemporary challenges—communal tensions, regionalism, poverty, migration—and links them with policy interventions. It builds a strong foundation for governance, public service delivery, social sector work, and Civil Services preparation.

Unit-Wise Syllabus

Unit I – Structure of Indian Society

Topics

- Caste system: features, change, mobility
- Class system and economic stratification
- Tribes and their socio-economic issues
- Minorities: constitutional safeguards

Key Learning

- Understand India's stratification systems
- Analyse caste and class as social realities
- Learn the challenges faced by marginalised groups

Unit II – Family, Marriage & Kinship

Topics

- Types of families: joint, nuclear, extended
- Kinship and lineage patterns
- Marriage practices and changes
- Women's status and gender relations

Key Learning

- Study changing family structures
- Analyse gender roles within households
- Understand kinship as a social institution

Unit III – Social Institutions & Cultural Patterns

Topics

- Religion and secularism

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

- Socialisation and cultural values
- Role of education in social mobility
- Youth and changing aspirations

Key Learning

- Learn how social institutions shape behaviour
- Understand cultural differences and unity
- Examine education as a tool for change

Unit IV – Social Change in India

Topics

- Westernisation, Sanskritisation, Modernisation
- Urbanisation and migration
- Impact of technology and media
- Social movements: Dalit, women, environmental

Key Learning

- Examine forces driving social transformation
- Understand issues of displacement and urban challenges
- Appreciate role of social movements in democracy

Unit V – Contemporary Social Challenges

Topics

- Poverty and inequality
- Regionalism and communalism
- Rural distress and agrarian social issues

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a slightly smaller, bold, sans-serif font. To the left of the text is a stylized graphic of a human head profile in profile, facing right. Inside the head, there are several interconnected nodes and lines, resembling a network or a brain's neural pathways. The entire logo is rendered in a light blue color.

- Crime, deviance, and youth issues

Key Learning

- Analyse present-day social problems
- Understand link between policy and social justice
- Develop sensitivity towards vulnerable sections

Text Books / References (India-standard, UPSC-preferred)

1. Ram Ahuja – Indian Society: Social Problems and Issues
2. Nadeem Hasnain – Indian Society and Culture
3. M.N. Srinivas – Social Change in Modern India
4. Yogendra Singh – Modernization of Indian Tradition
5. NCERT Sociology (Class 11-12) – Indian Society, Social Change & Development



ARX
RESEARCH

SUBJECT: English & Communication Skills – II

CODE: ECS502

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
3	45	30	70	100

Objectives

This course develops advanced communication skills necessary for academic writing, public speaking, and professional engagement within governance and public policy domains. It strengthens a student’s ability to summarise complex ideas, write structured arguments, analyse texts critically, and communicate persuasively. ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The course also focuses on formal communication techniques required in government settings—official notes, briefs, minutes, and presentations. It prepares students for Civil Services Mains, interviews, and professional administrative work.

Unit-Wise Syllabus

Unit I – Advanced Reading & Critical Analysis

Topics

- Analytical reading of essays, reports, editorials
- Identifying claims, assumptions, and evidence
- Evaluating arguments
- Note-making from dense reading material

Key Learning

- Improve critical reading accuracy
- Learn how to interpret and question arguments
- Build skills for academic and policy analysis

Unit II – Academic & Professional Writing

Topics

- Structure of academic essays
- Thesis statement and paragraph coherence
- Summary writing, précis writing
- Formal writing: office memos, reports, briefs

Key Learning

- Write clearly structured academic content
- Produce concise official communications
- Develop high-quality summaries and précis



ARX
RESEARCH

Unit III – Presentation & Public Speaking Skills

Topics

- Presentation design and delivery
- Body language, voice modulation
- Techniques for effective speaking
- Handling Q&A and panel discussions

Key Learning

- Gain confidence in public speaking
- Learn to communicate persuasively
- Improve clarity and impact in presentations

Unit IV – Communication for Governance & Public Policy

Topics

- Drafting policy briefs and executive summaries
- Writing responses to public grievances
- Media communication and press notes
- Ethics in governance communication

Key Learning

- Understand administrative communication formats
- Learn clarity and responsibility in official writing
- Build credibility through ethical communication

Unit V – Applied Communication: UPSC & Professional Settings

Topics

- Mains answer-writing basics



ARX
RESEARCH

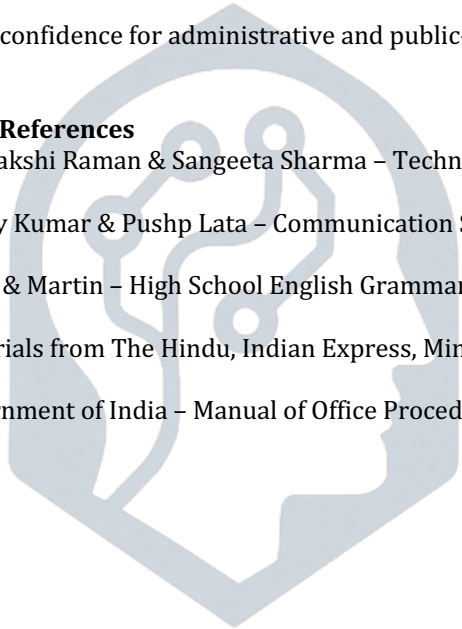
- Interview communication
- Group discussion dynamics
- Real-world tasks: minutes drafting, note-sheet writing

Key Learning

- Strengthen exam-oriented writing
- Develop interview-ready articulation
- Build confidence for administrative and public-facing tasks

Text Books / References

1. Meenakshi Raman & Sangeeta Sharma – Technical Communication
2. Sanjay Kumar & Pushp Lata – Communication Skills
3. Wren & Martin – High School English Grammar & Composition
4. Editorials from The Hindu, Indian Express, Mint
5. Government of India – Manual of Office Procedure (selected sections)



ARX
RESEARCH

SUBJECT: Data Skills Lab – II (Dashboards & Analysis)

CODE: DSL502

CATEGORY: Skill Education Component (Practical)

Credit (Practical)	Hours	Marks		
		I	E	T
2	60	30	70	100

Objectives

This course builds on the fundamentals learned in Data Skills Lab-I and trains students in intermediate to advanced Excel-based data analysis and dashboard creation. The objective is to enable learners to work with larger datasets from government sources, perform multi-level analysis using pivot tables, and create user-friendly dashboards for policy insights. The course also introduces students to basic data storytelling—an essential skill in governance, public administration, and UPSC preparation.

Unit-Wise Syllabus

Unit I – Advanced Excel Functions

Topics

- Logical functions: AND, OR, IFERROR
- Lookup functions: VLOOKUP, HLOOKUP, XLOOKUP
- Text functions for cleaning datasets
- Date & time functions

Key Learning

- Use advanced functions for efficient analysis
- Clean and organise large datasets
- Apply lookup formulae to merge and compare public data

Unit II – Pivot Tables & Multi-Level Analysis

Topics

- Creating pivot tables
- Grouping data: months, categories, states
- Calculated fields
- Pivot charts and slicers

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Key Learning

- Summarise complex datasets quickly
- Perform district-wise, state-wise, region-wise comparisons
- Build interactive dashboards with slicers

Unit III – Data Visualisation Techniques

Topics

- Choosing the right chart
- Combo charts, clustered charts
- Conditional formatting for insight generation
- Visual storytelling principles

Key Learning

- Present data in meaningful visual formats
- Understand colour, scale, and layout choices
- Communicate insights clearly and concisely

Unit IV – Working with Government & Policy Datasets

Topics

- NFHS health indicators
- Census population and socio-economic data
- Agriculture, employment, and inflation datasets
- Public expenditure and budget tables

Key Learning

- Analyse real Indian development indicators
- Connect trends with policy implications

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH is displayed in a large, light blue, sans-serif font. The word 'ARX' is positioned above the word 'RESEARCH'. In the background, there is a faint, stylized graphic of a human head profile with circuit-like lines and nodes, suggesting data analysis or research.

- Build familiarity with national data sources

Unit V – Dashboard Creation & Reporting

Topics

- Designing Excel dashboards
- Linking charts, slicers, and pivot tables
- Creating automated summary sheets
- Exporting dashboard outputs (PDF, images)
- Preparing a policy-oriented data brief

Key Learning

- Build functional dashboards for governance tasks
- Prepare professional data reports
- Present insights in policy-friendly formats

Text Books / References

1. IIT Bombay – Excel Spoken Tutorial Series
2. J.P. Mishra – Data Analytics Using Excel
3. Government Data Sources:
 - Census India, NFHS, RBI, MOSPI, NSSO, Economic Survey
4. World Bank Data Catalogue (for practice)
5. Data.gov.in – India’s open-data portal



ARX
RESEARCH

SUBJECT: CSAT Quant & Reasoning – II

CODE: CQR502

CATEGORY: Skill Education Component (Theory)

Credit	Hours	Marks		
		I	E	T
2	30	30	70	100

Objectives

This course builds upon the foundations established in CSAT Quant & Reasoning – I and focuses on intermediate to advanced-level problem solving, speed techniques, and UPSC-specific analytical reasoning. The aim is to develop high accuracy and time management skills essential for CSAT Paper II. Students learn to handle complex reasoning sets, decision-making problems, and higher-order quantitative questions, ensuring readiness for the latest exam patterns.

Unit-Wise Syllabus

Unit I – Higher Arithmetic & Applied Mathematics

Topics

- Profit-loss-discount
- Partnership
- Quadratic equations
- Permutation & combination (basics)
- Probability (introductory concepts)

Key Learning

- Strengthen multi-step arithmetic skills
- Learn techniques for tricky applied math questions
- Enhance quantitative decision-making

Unit II – Advanced Logical Reasoning

Topics

- Analytical puzzles (advanced)

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Seating arrangements
- Ranking & ordering
- Input-output reasoning
- Logical deduction

Key Learning

- Handle multi-layered reasoning problems
- Improve pattern interpretation and logic-building
- Develop accuracy for complex CSAT sets

Unit III – Data Interpretation & Data Sufficiency Topics

- Multi-graph DI sets
- Missing data problems
- Ratio & percentage-based DI
- Data sufficiency questions

Key Learning

- Solve high-difficulty DI sets
- Learn sufficiency-based judgement
- Improve precision under time pressure

Unit IV – Decision-Making & Problem Solving Topics

- Ethical decision-making scenarios
- Situational judgement

The logo for ARX RESEARCH features the word "ARX" in a large, bold, sans-serif font above the word "RESEARCH" in a slightly smaller, bold, sans-serif font. To the left of the text is a stylized graphic of a human head profile in profile, facing right. Inside the head, there is a circuit-like pattern of lines and nodes, suggesting technology or research. The entire logo is rendered in a light blue-grey color.

- Analytical decision questions
- UPSC-style applied problem solving

Key Learning

- Approach reasoning with real-world judgement
- Develop clarity in decision-based MCQs
- Practice exam-relevant case-based reasoning

Unit V – Reading Comprehension for CSAT

Topics

- Long passages
- Inference-based questions
- Tone, theme, perspective analysis
- Fact vs. opinion identification

Key Learning

- Improve comprehension accuracy
- Handle passages without prior knowledge
- Build the ability to decode complex texts quickly

Text Books / References

1. Arun Sharma – CSAT Paper II Manual
2. Nishit Sinha – Logical Reasoning & Data Interpretation
3. R.S. Aggarwal – Modern Approach to Verbal & Non-Verbal Reasoning
4. Previous years' UPSC CSAT Papers



ARX
RESEARCH

SUBJECT: Policy Communication Lab

CODE: PCL502

CATEGORY: Skill Education Component (Practical)

Credit (Practical)	Hours	Marks		
		I	E	T
2	60	30	70	100

Objectives

This course trains students in writing and presenting policy information clearly, accurately, and persuasively. It develops skills needed for drafting briefs, memos, summaries, reports, and public communication commonly used in government and public policy institutions. The focus is on improving clarity, structure, tone, and precision in communication. Students also practise oral communication through presentations, structured briefs, and simulated administrative tasks.

Unit-Wise Syllabus

Unit I – Fundamentals of Policy Communication

Topics

- Purpose and audiences of policy communication
- Clarity, brevity, and tone
- Structure of official communication
- Elements of persuasive writing

Key Learning

- Understand communication demands in policy spaces
- Learn to communicate with clarity and precision
- Develop audience-centric writing skills

Unit II – Drafting Policy Briefs & Notes

Topics

- Structure of a policy brief
- Executive summaries
- Issue–analysis–recommendation framework
- Noting and drafting for government use

Key Learning

- Learn to prepare short, effective policy briefs
- Develop structured analytical writing
- Gain familiarity with bureaucratic communication formats

Unit III – Reporting & Summarisation Skills

Topics

- Minutes of meetings
- Official letters and memos
- Press notes and public statements
- Précis and summary writing

Key Learning

- Write accurate minutes and official notes
- Develop strong summarisation skills
- Understand government documentation style

Unit IV – Visual & Digital Communication

Topics

- Formatting reports for clarity



ARX
RESEARCH

- Use of charts and tables
- Basics of policy slide-making
- Infographics and communication design

Key Learning

- Learn visual communication for policy reports
- Present data/findings effectively
- Strengthen design skills for administrative use

Unit V – Oral Communication & Presentations

Topics

- Presentation structure and flow
- Voice, pace, articulation
- Speaking in meetings and committees
- Simulated policy presentation exercises

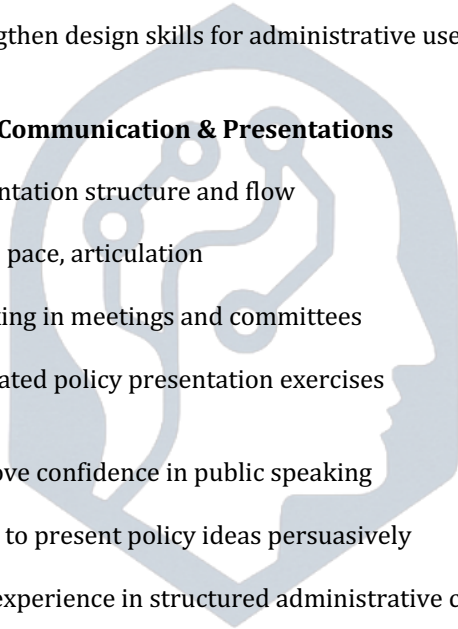
Key Learning

- Improve confidence in public speaking
- Learn to present policy ideas persuasively
- Gain experience in structured administrative communication

Text Books / References

1. OECD – Government at a Glance (communication modules)
2. PRIA & UNDP – Communication manuals for development practitioners
3. Meenakshi Raman & Sangeeta Sharma – Technical Communication

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

4. PRS Legislative Research – Sample briefs and note formats
5. Government of India – Manual of Office Procedure (selected chapters)

SUBJECT: OJT-II (NGO / CSR / Social Sector Internship)

CODE: OJT502

CATEGORY: Skill Education Component (Practical)

Credit (Practical)	Hours	Marks		
		I	E	T
6	180	105	245	350

Objectives

This On-the-Job Training module immerses students in the operations of NGOs, CSR foundations, and social sector organisations. It helps learners understand how development programmes are designed, implemented, monitored, and evaluated at grassroots and institutional levels. Students interact with field teams, beneficiaries, and programme managers, thereby gaining practical experience in project documentation, survey work, reporting, and community engagement. The internship develops professional skills crucial for roles in public policy, development consulting, and social entrepreneurship.

Structure & Weekly Workflow

Weeks 1-2: Orientation & Induction

Topics

- Evolution of NGOs and CSR ecosystem in India
- Structure of development organisations
- Ethical norms, field conduct, documentation expectations
- Introduction to project cycles: planning, implementation, evaluation

Key Learning

- Understand institutional frameworks in the development sector

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Learn expectations and professional standards for fieldwork

Weeks 3–6: Field Exposure & Project Implementation

Activities

- Participate in ongoing development projects (health, education, livelihood, environment)
- Attend field meetings, training sessions, SHG gatherings
- Observe beneficiary selection and targeting
- Maintain daily field diary

Key Learning

- Understand ground-level challenges in implementation
- Learn how field teams interact with communities

Weeks 7–9: Data Collection & Reporting

Activities

- Conduct baseline or midline surveys
- Interview beneficiaries and field workers
- Prepare qualitative field notes
- Analyse project indicators

Key Learning

- Collect and interpret field data accurately
- Build reporting and primary research skills

Weeks 10–12: CSR & Organisational Processes

Topics / Activities

- Understand CSR governance and compliance



ARX
RESEARCH

- Work with documentation teams
- Learn proposal writing basics
- Exposure to M&E frameworks

Key Learning

- Study how funding decisions are made
- Learn to communicate findings effectively

Weeks 13–15: Final Deliverables

Activities

- Internship report (programme analysis + field insights)
- Issue brief on one identified challenge
- Presentation to organisational mentors and college panel

Key Learning

- Prepare structured policy-oriented analysis
- Improve professional communication and presentation skills

Evaluation Scheme



ARX
RESEARCH

Component	Marks
Field Diary	30
Supervisor's Assessment	40
Case Studies / Survey Work	35
Final Report	100
Viva-Voce	145
Total	350

Suggested Readings & References

1. UNDP – Project implementation & evaluation manuals
2. TISS – Manuals on social sector fieldwork
3. PRIA – Participatory rural appraisal guides
4. Ministry of Corporate Affairs – CSR Rules (2014)
5. NGO annual reports (CRY, SEWA, Pratham, Akshaya Patra, Teach For India)

ARX
RESEARCH

SUBJECT: Modern History (1857–1947)

CODE: MHN601

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Objectives

This course traces the major social, political, and economic developments in India from the Revolt of 1857 to Independence. It helps students understand the rise of nationalism, growth of political institutions, socio-religious reform movements, economic exploitation under colonial rule, and constitutional evolution. The aim is to build a strong foundation for UPSC GS-I, Modern Indian History optional sections, and for appreciating India's modern nation-building journey.

Unit-Wise Syllabus

Unit I – The Revolt of 1857 & Aftermath

Topics

- Nature, causes, and spread of the Revolt
- Role of different social groups
- British suppression & consequences
- Queen's Proclamation 1858

Key Learning

- Analyse the character of 1857
- Understand British administrative reorganisation post-1857
- Learn why 1857 marks a turning point

Unit II – Socio-Religious Reform Movements

Topics

- Brahmo Samaj, Arya Samaj
- Aligarh Movement
- Prarthana Samaj, Ramakrishna Mission
- Social reformers: Raja Rammohan Roy, Swami Vivekananda, Sir Syed Ahmad Khan
- Women's reforms, caste reform efforts

Key Learning

- Study origins of social awakening
- Connect reform movements with nationalism

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

- Understand diversity of reformist thought

Unit III – Rise of Nationalism

Topics

- Formation of Indian National Congress
- Moderate & Extremist phases
- Swadeshi movement
- Partition of Bengal
- Revolutionary nationalism

Key Learning

- Understand ideological evolution within the national movement
- Study strategies from petitions to mass agitation
- Learn how nationalism gained a mass base

Unit IV – Gandhian Phase & Mass Movements

Topics

- Gandhi's political philosophy and methods
- Champaran, Kheda, Ahmedabad
- Non-Cooperation Movement
- Civil Disobedience Movement
- Quit India Movement
- Role of women, peasants, labour

Key Learning

- Understand transformation of the freedom struggle under Gandhi

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a slightly smaller, bold, sans-serif font. To the left of the text is a stylized graphic of a human head profile in profile, facing right. Inside the head, there is a network of interconnected nodes and lines, resembling a brain or a digital circuit. The entire logo is rendered in a light blue color.

- Study methods of non-violent resistance
- Analyse social base of mass movements

Unit V – Constitutional Developments & Path to Independence

Topics

- Government of India Acts (1909, 1919, 1935)
- Round Table Conferences
- Rise of Muslim League
- INA & Subhas Chandra Bose
- Cabinet Mission Plan
- Partition & Independence

Key Learning

- Understand constitutional evolution under colonialism
- Analyse political negotiations leading to freedom
- Learn causes behind Partition and post-colonial legacies

Text Books / References (India-standard, UPSC-preferred)

1. Bipan Chandra – India's Struggle for Independence
2. Sumit Sarkar – Modern India
3. Shekhar Bandopadhyaya – From Plassey to Partition
4. Sekhar Bandyopadhyay – Nationalist Movement in India
5. NCERT – Modern India (Class 12)

SUBJECT: Public Administration & Governance

CODE: PAG601

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

Objectives

This course introduces the evolution, principles, structures, and processes of Public Administration with a clear focus on the Indian governance system. It enables students to understand how public organisations function, how policies are implemented, and how administrative accountability is maintained. The course connects classical theories with contemporary administrative reforms, making it crucial for UPSC GS-II, Public Administration optional, and careers in governance and policy implementation.

Unit-Wise Syllabus

Unit I – Foundations of Public Administration

Topics

- Meaning, scope, significance
- Evolution of the discipline: Wilson to contemporary paradigms
- Classical, Neo-classical, and Modern approaches
- New Public Management & Governance

Key Learning

- Understand theoretical foundations of administration
- Distinguish between traditional and modern governance models
- Learn administrative values and principles

Unit II – Organisation & Management

Topics

- Principles of organisation: hierarchy, unity of command, span of control
- Leadership styles
- Motivation theories

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Decision-making: Simon, participative models

Key Learning

- Learn how organisations are structured
- Understand factors influencing employee performance
- Analyse decision-making in public bodies

Unit III – Public Personnel Administration

Topics

- Recruitment, training, promotion
- Performance management
- Civil service neutrality
- Administrative ethics and accountability

Key Learning

- Understand functioning of the civil services
- Study ethical behaviour standards in governance
- Learn appraisal and training processes

Unit IV – Public Financial Administration

Topics

- Budget: types, process, performance budgeting
- Role of Finance Ministry
- Public expenditure management
- Audit: CAG, parliamentary committees

Key Learning

- Learn how government manages public funds

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



- Understand budgetary cycles and reforms
- Study accountability through audit systems

Unit V – Governance Processes & Reforms in India

Topics

- e-Governance: models, challenges
- Citizen-centric administration
- RTI & transparency frameworks
- Role of NGOs, SHGs, civil society
- Administrative reforms (ARC recommendations)

Key Learning

- Connect governance theory with Indian administrative practice
- Study citizen-focused approaches and digital governance
- Analyse reforms aimed at improving service delivery

Text Books / References (UPSC-preferred, Indian context)

1. Mohit Bhattacharya – New Horizons of Public Administration
2. Avasthi & Maheshwari – Public Administration
3. Nicholas Henry – Public Administration and Public Affairs
4. Fadia & Fadia – Public Administration: Theory & Practice
5. Second ARC Reports – Ethics, e-Governance, Personnel Administration

SUBJECT: World Political Philosophy

CODE: WPP601

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

Objectives

This course introduces major ideas, thinkers, and debates in world political philosophy from ancient to modern times. It explains how philosophical arguments on justice, liberty, equality, rights, power, and the state shaped political systems across centuries. Students learn to interpret classical texts, compare differing traditions, and understand how philosophical thought influences modern governance and public policy. The course also strengthens the theoretical foundation required for UPSC GS-II, PSIR Paper-I, and advanced public policy analysis.

Unit-Wise Syllabus

Unit I – Foundations of Western Political Thought

Topics

- Plato: justice, ideal state, philosopher-king
- Aristotle: citizenship, virtue, classification of governments
- Cicero and Roman contributions
- Stoicism and natural law

Key Learning

- Understand classical debates on justice and politics
- Study origins of constitutionalism and citizenship
- Learn how Greek thought shaped political theory

Unit II – Medieval & Renaissance Thought

Topics

- St Augustine: two cities, justice, divine order
- Thomas Aquinas: law, reason, church-state relation

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Machiavelli: power, realism, statecraft
- Humanism and early modern secularism

Key Learning

- Analyse transition from religious to secular political ideas
- Understand Machiavelli's break from moral-political fusion
- Learn foundations of modern political realism

Unit III – Social Contract & Liberal Tradition

Topics

- Hobbes: human nature, sovereignty, social contract
- Locke: natural rights, limited government, consent
- Rousseau: general will, freedom, equality
- Montesquieu: separation of powers

Key Learning

- Study origins of modern individual rights
- Understand debates on authority and freedom
- Learn constitutional principles emerging from liberalism

Unit IV – Utilitarianism, Marxism & Critical Traditions

Topics

- Bentham & Mill: utility, liberty, representative government
- Karl Marx: historical materialism, class struggle, alienation
- Gramsci: hegemony and civil society
- Frankfurt School: critique of modernity

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH is displayed in a large, light blue, sans-serif font. The word 'ARX' is positioned above the word 'RESEARCH'. In the background, there is a faint, stylized graphic of a human head profile facing right, with a network of lines and nodes inside, suggesting a brain or a complex system.

Key Learning

- Understand alternative visions of justice and equality
- Analyse capitalism, power, and ideology
- Learn critical tools for studying state and society

Unit V – Contemporary Political Philosophy

Topics

- John Rawls: justice as fairness
- Robert Nozick: libertarianism
- Amartya Sen: capability approach
- Charles Taylor & multiculturalism
- Feminist political theory

Key Learning

- Study modern debates on justice, rights, and diversity
- Understand competing visions of welfare and freedom
- Connect contemporary theory with policy problems

Text Books / References

(Most respected and UPSC/PSIR-preferred)

1. George Sabine – A History of Political Theory
2. Brian Nelson – Western Political Thought
3. C.L. Wayper – Political Thought
4. John Rawls – A Theory of Justice (selected chapters)
5. Amartya Sen – Development as Freedom

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a smaller, all-caps, sans-serif font. To the left of the text is a stylized graphic of a human head profile in profile, facing right, with a network of lines and nodes inside, suggesting a brain or digital network. The entire logo is rendered in a light blue color.

SUBJECT: Economics for Development & Public Policy

CODE: EDP601

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
3	45	30	70	100

Objectives

This course introduces the core economic ideas required to understand development policy, government interventions, poverty alleviation, welfare outcomes, and market-state balance in an emerging economy like India. It links economic theory directly with policy choices—subsidies, public expenditure, labour reforms, agriculture policies, and fiscal decisions. Students develop the ability to interpret economic indicators, evaluate government programmes, and analyse macro-micro linkages relevant for UPSC GS-III and public policy careers.

Unit-Wise Syllabus

Unit I – Foundations of Development Economics

Topics

- Difference between growth and development
- Human development indicators
- Poverty, inequality, unemployment: measurement and trends
- Structural transformation

Key Learning

- Understand multidimensional development
- Learn key indicators used in Indian policy debates
- Analyse why some sectors lag behind others

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Unit II – Market Failures & Role of the State

Topics

- Public goods and externalities
- Asymmetric information
- Rationale for government intervention
- Regulation vs. deregulation

Key Learning

- Learn why markets alone cannot solve all problems
- Study how government resolves coordination failures
- Understand policy tools used for correcting distortions

Unit III – Public Finance & Welfare Economics

Topics

- Taxation principles and design
- Public expenditure patterns
- Fiscal deficit and FRBM norms
- Welfare schemes and leakages

Key Learning

- Analyse India's fiscal choices and constraints
- Understand welfare design issues
- Learn how budgets shape development outcomes

Unit IV – Agriculture, Labour & Social Sector Policies

Topics

- Agricultural reforms, MSP, PDS



ARX
RESEARCH

- Rural employment and labour reforms
- Health, education, nutrition programmes
- Decentralisation and service delivery

Key Learning

- Understand rural economic challenges
- Evaluate major reforms and schemes
- Learn role of state and local bodies in social delivery

Unit V – Indian Economy & Policy Challenges

Topics

- Inflation, unemployment, MSME issues
- Financial inclusion and digital economy
- Urbanisation and infrastructure gaps
- Climate change and sustainability economics

Key Learning

- Study contemporary challenges shaping India's development
- Link macroeconomic issues with sectoral policy
- Build analytical skills for policy evaluation

Text Books / References (India-standard & UPSC-appropriate)

1. Abhijit Banerjee & Esther Duflo – Poor Economics
2. Amartya Sen & Jean Dreze – India: Development and Participation
3. Ramesh Singh – Indian Economy
4. Mishra & Puri – Indian Economy

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

5. Economic Survey of India – relevant chapters

SUBJECT: Introduction to Public Policy

CODE: IPP601

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
3	45	30	70	100

Objectives

This course offers a foundational understanding of the public policy process, its institutional structures, and analytical frameworks. It explains how governments identify problems, design interventions, implement programmes, and evaluate outcomes. Students learn the vocabulary of policymaking, understand the role of various actors, and become familiar with Indian and global policy models. The course builds analytical readiness for UPSC GS-II and GS-III, and prepares students for policy research, governance roles, and development-sector careers.

Unit-Wise Syllabus

Unit I – Foundations of Public Policy

Topics

- What is public policy?
- Policy vs. law vs. programme
- Types of public policies
- Historical evolution of policy thinking

Key Learning

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Learn core concepts of policy studies
- Understand where policies fit in governance
- Gain a conceptual vocabulary for policy analysis

Unit II – Policy Actors & Institutions

Topics

- Role of the State
- Legislature, Executive, Judiciary
- Bureaucracy and public agencies
- Civil society, media, industry, international bodies
- Centre–State dynamics in policymaking

Key Learning

- Understand the multi-actor nature of policymaking
- Analyse how institutions shape policy choices
- Study India’s institutional strengths and barriers

Unit III – Policy Cycle & Analytical Tools

Topics

- Stages: agenda setting, formulation, adoption, implementation, evaluation
- Policy problem definition
- Cost–benefit analysis
- Stakeholder analysis
- Evidence-based policymaking

Key Learning

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH is displayed in a large, light blue, sans-serif font. The word 'ARX' is on the top line and 'RESEARCH' is on the bottom line. To the left of the text is a faint, stylized graphic of a human head profile in profile, facing right, with a network of lines and nodes inside, suggesting a brain or a complex system.

- Learn how policies evolve through stages
- Practise basic analytical frameworks
- Develop clarity on evaluation approaches

Unit IV – Policy Implementation

Topics

- Top-down vs. bottom-up approaches
- Implementation bottlenecks
- Local governance and decentralisation
- Monitoring and accountability mechanisms
- Direct Benefit Transfer and digital governance

Key Learning

- Understand practical challenges in execution
- Examine role of local institutions and frontline workers
- Learn tools for tracking policy performance

Unit V – Public Policy in India: Case Studies

Topics

- Health: National Health Mission
- Education: NEP 2020, Samagra Shiksha
- Social protection: MGNREGA, PDS
- Digital governance: Aadhaar, UPI
- Climate & environment policies

Key Learning

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

- Learn from India-specific policy experiences
- Analyse successes and failures
- Connect theory with real-world public policy

Text Books / References

(UPSC-standard & policy schools’ recommended texts)

1. Dye, Thomas R. – Understanding Public Policy
2. James E. Anderson – Public Policymaking
3. Deborah Stone – Policy Paradox
4. Pratap Bhanu Mehta (ed.) – The Oxford Handbook of Indian Politics
5. Government policy documents: Economic Survey, NITI Aayog Reports, PRS Research

SUBJECT: Applied Public Policy Lab

CODE: APPL601

CATEGORY: Skill Education Component (Practical)

Credit (Practical)	Hours	Marks		
		I	E	T
3	90	30	70	100

Objectives

This lab provides hands-on exposure to real policy problems, enabling students to apply concepts, analyse evidence, and prepare structured policy outputs. The course simulates the work environment of policy think-tanks, government departments, research units, and development organisations. Students work on live datasets, draft policy briefs, craft implementation frameworks, and evaluate programmes. The aim is to develop analytical competence and practical skills essential for UPSC, governance roles, and public policy careers.

Unit-Wise Syllabus

Unit I – Problem Definition & Diagnostic Tools

Topics

- Identifying policy problems
- Framing diagnostic questions

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Understanding root-cause analysis
- Theory of Change basics

Key Learning

- Learn to define problems with clarity
- Use causal analysis for policy framing
- Develop structured thinking for real-world issues

Unit II – Evidence Gathering & Data Use

Topics

- Quantitative and qualitative evidence
- Survey instruments, FGD basics
- Using NFHS, Census, NSS, PLFS data
- Understanding RCTs and policy experiments

Key Learning

- Learn how evidence shapes policy choices
- Gain experience in working with large Indian datasets
- Understand experimental methods in policymaking

Unit III – Policy Design & Alternatives

Topics

- Creating policy options
- Cost-benefit and cost-effectiveness frameworks
- Risk assessment
- Institutional design considerations

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



Key Learning

- Compare policy alternatives using structured evaluation
- Learn trade-offs, feasibility analysis, and constraints
- Understand how institutions influence policy design

Unit IV – Implementation Mapping

Topics

- Stakeholder mapping
- Service delivery chain analysis
- Identification of bottlenecks
- Role of local governance and frontline workers

Key Learning

- Understand implementation challenges
- Learn to create practical delivery frameworks
- Develop realistic, feasible implementation plans

Unit V – Policy Output Preparation

Topics

- Drafting policy briefs
- Writing executive summaries
- Preparing policy memos
- Slide-deck creation for policy presentation
- Final applied policy project (live case or simulation)

Key Learning

- Create professional policy documents

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a smaller, all-caps, sans-serif font. The text is light blue and is positioned to the right of a large, faint, light blue graphic of a human head profile containing a circuit board pattern.

- Present findings in clear, structured formats
- Build readiness for think-tank and government assignments

Text Books / References

1. Dunn, William – Public Policy Analysis
2. Deborah Stone – Policy Paradox
3. OECD Policy Manuals – evidence and evaluation
4. NITI Aayog – policy documents and case studies
5. PRS Legislative Research – bill summaries and policy briefs

SUBJECT: Statistics & Quantitative Techniques

CODE: SQT602

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

Objectives

This course trains students in the essential statistical and quantitative tools used in public policy, governance, economics, and social sciences. It helps learners understand how to collect, summarise, analyse, and interpret data for decision-making. The course also builds strong foundations for UPSC CSAT, GS-III, Economic Survey reading, and policy research assignments. Emphasis is placed on conceptual clarity, manual computation, and interpretation rather than advanced mathematics.

Unit-Wise Syllabus

Unit I – Introduction to Statistics

Topics

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Meaning, scope, importance
- Types of data: primary, secondary
- Levels of measurement: nominal, ordinal, interval, ratio
- Frequency distribution, tabulation, graphical representation

Key Learning

- Understand statistical thinking
- Learn to summarise raw data into meaningful forms
- Use charts and tables to interpret information

Unit II – Measures of Central Tendency & Dispersion

Topics

- Mean, median, mode
- Partition values: quartiles, percentiles
- Range, variance, standard deviation
- Coefficient of variation

Key Learning

- Build confidence in descriptive statistics
- Judge variability in real datasets
- Strengthen interpretation skills relevant to policy indicators

Unit III – Correlation, Regression & Index Numbers

Topics

- Karl Pearson's correlation
- Spearman's rank correlation



ARX
RESEARCH

- Linear regression (two variables)
- Index numbers: CPI, WPI, Laspeyres & Paasche indices

Key Learning

- Learn relationships between variables
- Understand forecasting and prediction basics
- Interpret key Indian economic indices

Unit IV – Probability & Sampling Techniques

Topics

- Basic probability rules
- Conditional probability
- Sampling methods: random, stratified, systematic
- Sampling errors & non-sampling errors

Key Learning

- Strengthen reasoning for uncertainty-based questions
- Learn how surveys and government datasets are created
- Understand sample representativeness for fieldwork

Unit V – Hypothesis Testing & Decision Tools

Topics

- Null and alternative hypotheses
- Type I & Type II errors
- t-test (conceptual), chi-square (conceptual)
- Decision-making tools: cost–benefit basics, sensitivity analysis

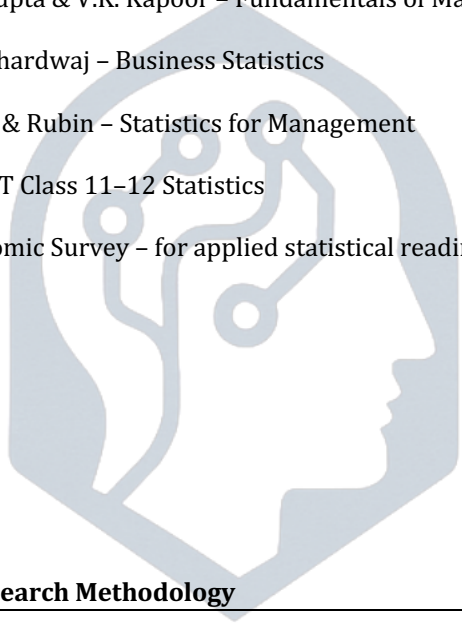
Key Learning

- Understand foundations of inferential statistics
- Interpret test results without excess mathematics
- Apply quantitative logic to policy decisions

Text Books / References

(Indian standard + UPSC-supportive)

1. S.C. Gupta & V.K. Kapoor – Fundamentals of Mathematical Statistics
2. R.S. Bhardwaj – Business Statistics
3. Levin & Rubin – Statistics for Management
4. NCERT Class 11–12 Statistics
5. Economic Survey – for applied statistical reading



ARX RESEARCH

SUBJECT: Research Methodology

CODE: RMT602

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
4	60	30	70	100

Objectives

This course introduces the fundamental concepts, tools, and processes of social science research. It trains students to identify research problems, design appropriate methodologies, collect and analyse data, and prepare structured research outputs. The course builds competence for academic projects, field

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

studies, policy research, and UPSC preparation. It provides practical understanding of qualitative and quantitative methods suitable for public policy and governance work.

Unit-Wise Syllabus

Unit I – Foundations of Research

Topics

- Meaning, purpose, and characteristics of research
- Types: basic, applied, exploratory, descriptive, evaluative
- Research ethics
- Selecting and defining a research problem

Key Learning

- Understand what makes research systematic
- Learn how to refine and frame research questions
- Develop ethical sensitivity

Unit II – Research Design

Topics

- Components of research design
- Qualitative vs. quantitative approaches
- Sampling designs
- Validity and reliability

Key Learning

- Choose appropriate methods for different research tasks
- Understand sampling logic
- Learn the structure of a sound research design



ARX
RESEARCH

Unit III – Methods of Data Collection

Topics

- Interviews and FGDs
- Surveys and questionnaires
- Observation, case study
- Use of secondary data

Key Learning

- Gain hands-on understanding of field tools
- Learn strengths and limitations of each method
- Develop competence in multi-source data gathering

Unit IV – Data Analysis

Topics

- Coding & categorisation
- Descriptive statistics
- Basic inferential techniques
- Interpreting qualitative findings

Key Learning

- Analyse data logically and systematically
- Interpret quantitative results
- Extract themes from qualitative material

Unit V – Report Writing & Presentation

Topics

- Structure of a research report



ARX
RESEARCH

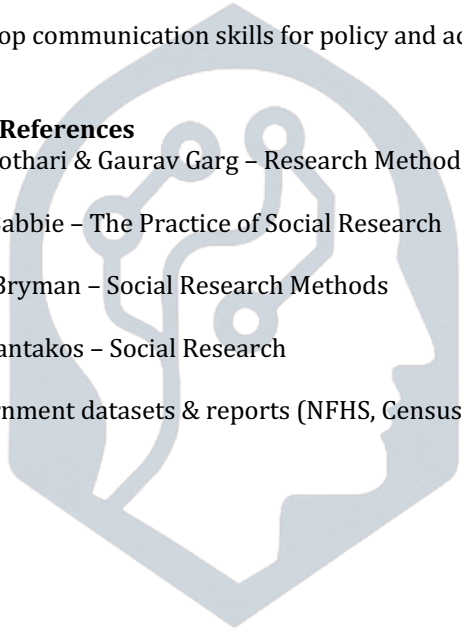
- Referencing styles
- Preparing tables, charts, and annexures
- Writing abstracts, summaries, conclusions

Key Learning

- Write coherent research documents
- Present findings clearly and professionally
- Develop communication skills for policy and academic contexts

Text Books / References

1. C.R. Kothari & Gaurav Garg – Research Methodology
2. Earl Babbie – The Practice of Social Research
3. Alan Bryman – Social Research Methods
4. S. Sarantakos – Social Research
5. Government datasets & reports (NFHS, Census, NSS, NITI Aayog)



ARX
RESEARCH

SUBJECT: Indian Polity & Constitution – II

Credit	Hours	Marks		
4	60	I	E	T

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

		30	70	100
--	--	----	----	-----

CODE: IPC602

CATEGORY: General Education Component

Objectives

This course deepens understanding of India's constitutional architecture and institutional functioning. It focuses on the powers, structures, and working of major constitutional bodies, the federal system, local governance, and key governance mechanisms. The course links constitutional theory with contemporary administrative and political developments. It is aligned closely with UPSC GS-II and builds conceptual clarity essential for public administration and policy work.

Unit-Wise Syllabus

Unit I – Union Government & Constitutional Offices

Topics

- President: powers, election, impeachment
- Vice President
- Prime Minister & Cabinet
- Cabinet Committees
- Attorney General, Comptroller & Auditor General

Key Learning

- Understand functioning of top constitutional offices
- Study Cabinet structure and executive decision-making
- Learn oversight roles in Indian governance

Unit II – Parliament & Legislative Processes

Topics

- Lok Sabha & Rajya Sabha structure
- Law-making process
- Parliamentary privileges

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Parliamentary committees: PAC, Estimates, Ethics
- Anti-defection law

Key Learning

- Learn how parliamentary oversight operates
- Understand legislative checks on the Executive
- Study committee system in detail

Unit III – Federalism & Centre–State Relations

Topics

- Union, State, and Concurrent Lists
- Inter-State Council
- Zonal Councils
- Finance Commission & devolution
- Governor’s role
- Cooperative & Competitive Federalism

Key Learning

- Analyse federal tensions and cooperative mechanisms
- Understand fiscal federalism and 15th Finance Commission
- Study important Supreme Court cases affecting federal balance

Unit IV – Local Government & Decentralisation

Topics

- 73rd & 74th Constitutional Amendments
- Panchayats, Municipalities, District Planning Committees

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

- Urban governance challenges
- Grassroots planning and local service delivery

Key Learning

- Understand democratic decentralisation
- Study roles and limitations of local bodies
- Learn how frontline service delivery works

Unit V – Constitutional Bodies, Statutory Bodies & Tribunals

Topics

- Election Commission, UPSC, Finance Commission
- NHRC, CIC, CVC, Lokpal
- NGT, tribunals system
- Role of regulatory bodies

Key Learning

- Understand oversight institutions and their mandates
- Learn strengths and constraints of accountability bodies
- Study tribunalisation and its implications

Text Books / References (UPSC standard)

1. M. Laxmikanth – Indian Polity
2. D.D. Basu – Introduction to the Constitution of India
3. Subhash Kashyap – Our Parliament, Our Constitution
4. Granville Austin – Working a Democratic Constitution

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- 5. Supreme Court case compilations (important judgments)

SUBJECT: Public Finance & Budgeting

CODE: PFB602

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
3	45	30	70	100

Objectives

This course helps students understand how governments mobilise resources, allocate expenditure, manage deficits, and ensure financial accountability. It explains the full budgeting process—from policy prioritisation to parliamentary approval—along with fiscal rules, audits, and modern reforms. It builds the analytical skills needed to interpret the Union Budget, Economic Survey, state budgets, and public financial data. The course is essential for UPSC GS-III, Indian Polity-II, governance roles, and public policy work.

Unit-Wise Syllabus

Unit I – Foundations of Public Finance

Topics

- Meaning, scope, importance
- Public vs. private finance
- Principles of public finance
- Allocation, distribution, stabilisation functions

Key Learning

- Understand why governments spend and tax
- Learn the economic logic of public finance
- Analyse government’s role in correcting market failures

Unit II – Taxation Theory & Structure in India

Topics

- Canons of taxation

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Direct and indirect taxes
- GST structure and compensation formula
- Tax expenditure and compliance

Key Learning

- Understand tax design principles
- Study India's tax reforms and GST framework
- Analyse progressivity, equity, and efficiency

Unit III – Public Expenditure & Fiscal Policy Topics

- Classification of expenditure
- Subsidies and transfers
- Capital vs. revenue spending
- Fiscal policy tools: counter-cyclical role
- FRBM Act and fiscal rules

Key Learning

- Understand spending priorities and constraints
- Study fiscal deficit, revenue deficit, and borrowing
- Learn why reforms like FRBM are essential

Unit IV – Budgeting Process in India

Topics

- Budget preparation stages
- Role of Finance Ministry

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a slightly smaller, bold, sans-serif font. To the left of the text is a stylized graphic of a human head profile in profile, facing right. Inside the head, there is a circuit-like pattern of lines and nodes, suggesting technology or research. The entire logo is rendered in a light blue-grey color.

- Parliamentary process and budget passage
- Outcome budgeting, gender budgeting
- Medium-term expenditure frameworks

Key Learning

- Understand how India's budget is made
- Learn reforms that improve transparency and efficiency
- Study budgeting as a policy instrument

Unit V – Accountability, Audit & Financial Institutions

Topics

- CAG: powers and reports
- PAC, Estimates Committee
- Role of RBI in public finance
- Finance Commission: devolution and grants
- Public procurement and transparency

Key Learning

- Learn how financial accountability is ensured
- Study audit mechanisms and oversight institutions
- Understand centre–state financial relations

Text Books / References

1. H.L. Bhatia – Public Finance
2. Musgrave & Musgrave – Public Finance in Theory and Practice

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



3. Economic Survey of India – fiscal policy chapters
4. Union Budget Documents – receipts, expenditure, FRBM statements
5. RBI Reports – state finances, monetary & fiscal interactions

SUBJECT: Political Processes in India

CODE: PPI602

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
3	45	30	70	100

Objectives

This course examines how democratic politics actually functions in India beyond constitutional design. It explains the working of political parties, electoral behaviour, social cleavages, identity politics, centre–state dynamics, and the everyday exercise of power. Students learn to interpret political behaviour using sociological and political-theory lenses. The course is directly aligned with UPSC GS-II and PSIR Paper-I (Indian Government & Politics).

Unit-Wise Syllabus

Unit I – Indian Democracy: Nature & Evolution

Topics

- Features of Indian democracy
- Phases of democratic deepening
- Electoral and party competition
- Constitutional ideals vs. political practice

Key Learning

- Understand evolution of democratic culture
- Study how political behaviour shapes institutions
- Learn tensions between principles and practice

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Unit II – Political Parties & Party System

Topics

- National & state parties
- Coalition politics
- Party ideology, leadership, cadre structure
- Internal democracy within parties
- Funding & election expenditure

Key Learning

- Analyse the changing character of India's party system
- Understand centrality of parties in governance
- Study organisational factors influencing political outcomes

Unit III – Elections, Voting Behaviour & Representation

Topics

- Electoral system & reforms
- Voter turnout trends
- Caste, class, religion, region in voting
- Role of Election Commission
- Women's political representation

Key Learning

- Study drivers of voting behaviour
- Understand challenges in electoral reforms
- Learn representational gaps in Indian democracy

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

Unit IV – Social Movements & Identity Politics

Topics

- Farmers movements, Dalit movements, women's movements
- Regional aspirations
- Ethnic and linguistic politics
- Civil society, NGOs, new forms of mobilisation

Key Learning

- Understand social roots of political mobilisation
- Learn how identities shape policy outcomes
- Analyse new collective action in India

Unit V – Centre–State Relations & Political Economy

Topics

- Political dimensions of federalism
- Role of Governors
- Regional parties and coalition federalism
- Political economy of development
- Welfare politics & competitive populism

Key Learning

- Analyse federal tensions and alignments
- Study influence of politics on economic choices
- Understand welfare–politics interactions

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a slightly smaller, bold, sans-serif font. To the left of the text is a stylized graphic of a human head profile in profile, facing right. Inside the head, there is a network of interconnected nodes and lines, resembling a brain or a digital network. The entire logo is rendered in a light blue-grey color.

Text Books / References

1. Rajni Kothari – Politics in India
2. Paul Brass – The Politics of India Since Independence
3. Zoya Hasan (ed.) – Politics and the State in India
4. Atul Kohli – Democracy and Discontent
5. Yogendra Yadav & Suhas Palshikar – party system and electoral studies

SUBJECT: Skill Enhancement Course / Elective – I

CODE: SEC/ELE603

CATEGORY: Skill Education / Elective

Credit	Hours	Marks		
		I	E	T
2	30	30	70	100

Elective Chosen: Policy Writing & Documentation Skills
(You may later replace this with any other elective; format will remain identical.)

Objectives

This course trains students to prepare high-quality policy documents used in government, think-tanks, NGOs, CSR, and administrative work. It sharpens clarity, structure, analytical depth, and precision in writing. Students learn formats such as policy briefs, issue notes, cabinet notes, concept notes, and official communications. This elective directly improves performance in UPSC Mains, interview, and real policy jobs.

Unit-Wise Syllabus

Unit I – Foundations of Policy Documentation

Topics

- Types of policy documents
- Purpose, audience, and tone
- Importance of structure, clarity, brevity

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Understanding official writing standards

Key Learning

- Develop clarity on formats and expectations
- Learn why documentation is central to governance

Unit II – Policy Briefs & Issue Notes

Topics

- Components of a standard policy brief
- Problem–analysis–recommendation structure
- Writing issue notes for decision-makers
- Executive summaries

Key Learning

- Prepare concise, actionable briefs
- Understand logic and flow of policy arguments

Unit III – Government Documentation Formats

Topics

- Note sheets
- Office memoranda
- Cabinet notes: purpose, structure, style
- Minutes of meetings

Key Learning

- Gain familiarity with bureaucratic writing
- Improve accuracy and professionalism

A large, light blue watermark logo for ARX RESEARCH. It features a stylized profile of a human head facing right, with a circuit-like pattern inside. To the right of the head, the text 'ARX' is written in a large, bold, sans-serif font, and 'RESEARCH' is written below it in a slightly smaller, bold, sans-serif font.

ARX
RESEARCH

Unit IV – Evidence & Data in Policy Writing

Topics

- Using tables, charts, and graphs
- Interpreting government datasets
- Citing evidence responsibly
- Avoiding overstatement

Key Learning

- Strengthen evidence-based writing
- Learn to integrate data smoothly

Unit V – Final Output & Review

Activities

- Draft one full policy brief
- Prepare one government-style note
- Prepare one summary report
- Peer review and rewriting

Key Learning

- Demonstrate competence through real outputs
- Practise revision, clarity, and precision techniques

Text Books / References

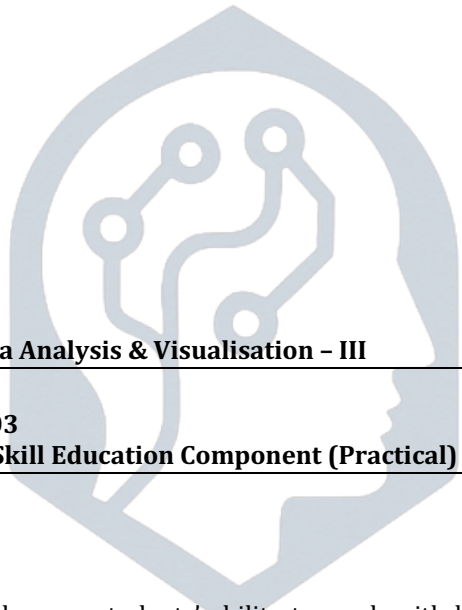
1. OECD Public Policy Writing Guidelines
2. PRS Legislative Research – Bill summaries & briefs
3. Government of India – Manual of Office Procedure

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

4. UNDP & World Bank – policy writing toolkits
5. The Hindu / Indian Express editorials for analytical writing practice



ARX

RESEARCH

SUBJECT: Data Analysis & Visualisation - III

CODE: DAV603
CATEGORY: Skill Education Component (Practical)

Credit (Practical)	Hours	Marks		
		I	E	T
2	60	30	70	100

Objectives

This course advances students’ ability to work with large datasets, apply analytical tools, and design clear visual representations suitable for public policy, governance, and research settings. It trains learners in dashboard design, multi-chart storytelling, data cleaning, and insight communication. The focus is on creating professional-level visualisations used in policy briefs, presentations, development reports, and administrative reviews.

Unit-Wise Syllabus

Unit I – Advanced Data Cleaning Techniques

Topics

- Handling missing, duplicate, and inconsistent values
- Outlier detection

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Text-to-columns, data parsing
- Standardisation for multi-source data

Key Learning

- Improve reliability of datasets
- Master pre-processing for accurate insights
- Build strong foundations for dashboard work

Unit II – Pivot-Based Analytics (Advanced)

Topics

- Multi-pivot modelling
- Using pivot charts with timelines
- Slicers & interactivity
- Creating interconnected analytical modules

Key Learning

- Analyse multi-variable, multi-level datasets
- Create interactive analytical views
- Understand relationships & patterns in public datasets

Unit III – Visual Design for Policy Storytelling

Topics

- Multi-chart dashboards
- Choosing chart types for policy contexts
- Colour, layout, hierarchy principles
- Avoiding bias in visual representation



ARX
RESEARCH

Key Learning

- Present insights clearly and responsibly
- Design visually clean, policy-ready outputs
- Learn communication principles used in government presentations

Unit IV – Government & International Datasets

Topics

- NFHS, NSS, PLFS, Census datasets
- RBI & MOSPI time-series
- UNDP HDR, World Bank WDI
- Live case analysis: health, education, poverty, labour

Key Learning

- Interpret India's development data
- Work comfortably with statistical indicators
- Build policy-linked visualisation portfolios

Unit V – Final Dashboard Project

Activities

- Build one end-to-end dashboard
- Combine pivot tables + slicers + charts
- Prepare a short insight report
- Present findings to a review panel

Key Learning

- Demonstrate complete analytical workflow
- Produce professional-grade visualisations

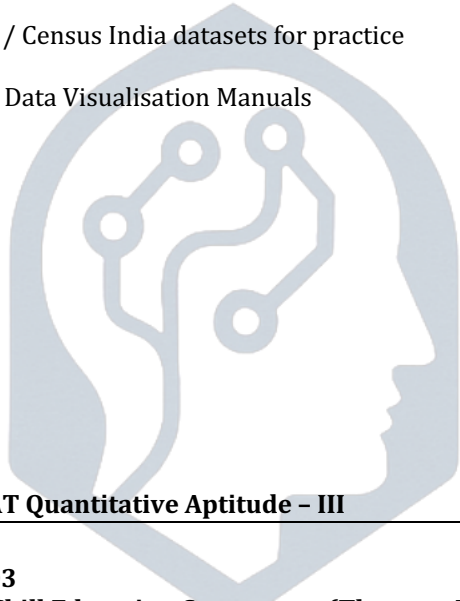
ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH is displayed in a large, light blue, sans-serif font. The word 'ARX' is positioned above the word 'RESEARCH'. In the background, there is a faint, stylized graphic of a human head profile facing right, with a circuit-like pattern of lines and nodes inside, suggesting data analysis or research.

- Communicate insights effectively

Text Books / References

1. IIT Bombay – Excel Data Analytics Tutorials
2. Cole Nussbaumer Knaflic – Storytelling With Data
3. World Bank Data Catalogue, data.gov.in, RBI Database
4. NFHS / Census India datasets for practice
5. OECD Data Visualisation Manuals



ARX
RESEARCH

SUBJECT: CSAT Quantitative Aptitude - III

CODE: CQA603

CATEGORY: Skill Education Component (Theory + Practice)

Credit	Hours	Marks		
		I	E	T
2	30	30	70	100

Objectives

This course builds advanced-level quantitative aptitude and analytical reasoning skills required for the UPSC CSAT Paper. It focuses on high-difficulty problems, speed-accuracy optimisation, time-saving strategies, and mock-test style practice. Students learn to handle tricky arithmetic, complex reasoning sets, and data-based questions under time pressure. The course ensures that every learner attains exam readiness and gains confidence in scoring above qualifying thresholds.

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Unit-Wise Syllabus

Unit I – Advanced Arithmetic & Shortcuts

Topics

- Advanced percentage applications
- Successive discounts, mixtures, ratios
- Time–work, time–distance with complex variations
- Number system shortcuts

Key Learning

- Strengthen multi-step arithmetic problem-solving
- Learn rapid-calculation techniques
- Improve accuracy in quantitative reasoning

Unit II – High-Level Logical Reasoning

Topics

- Multi-variable reasoning puzzles
- Dual-row/complex seating arrangements
- Circular arrangements with conditions
- Logical deductions and truth-based questions

Key Learning

- Handle multi-layered logic sets efficiently
- Improve structured reasoning ability
- Prepare for toughest CSAT sections

Unit III – Advanced Data Interpretation

Topics

- Caselets with hidden variables

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

- Multi-graph analysis (line + bar + table)
- Problem-based DI (growth, rate, proportion)
- Data comparison and ranking

Key Learning

- Decode complex DI sets under time pressure
- Strengthen interpretation of policy/economic graphs
- Learn to derive conclusions quickly

Unit IV – Reading Comprehension: Exam-Focused Practice Topics

- Long passages (400–500 words)
- High-inference questions
- Abstract reasoning passages
- Fact-based vs. interpretative questions

Key Learning

- Improve comprehension speed
- Identify the central idea and embedded assumptions
- Handle abstract passages with ease

Unit V – Mock Tests, Analysis & Strategy Topics

- Practice full-length CSAT sections
- Error logging and pattern identification
- Strategy building for difficult papers

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



ARX
RESEARCH

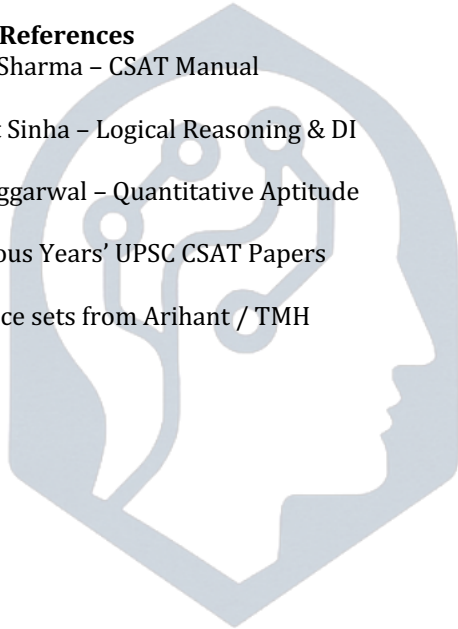
- Time optimisation techniques

Key Learning

- Build real exam temperament
- Recognise personal weaknesses and fix them
- Develop a reliable exam-day strategy

Text Books / References

1. Arun Sharma – CSAT Manual
2. Nishit Sinha – Logical Reasoning & DI
3. R.S. Aggarwal – Quantitative Aptitude
4. Previous Years’ UPSC CSAT Papers
5. Practice sets from Arihant / TMH



ARX
RESEARCH

SUBJECT: Ethics & Public Leadership

CODE: EPL603

CATEGORY: General Education Component

Credit	Hours	Marks		
		I	E	T
3	45	30	70	100

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Objectives

This course explores the ethical foundations of public life, focusing on integrity, accountability, fairness, and leadership in governance. Students learn how moral values influence decision-making, how public servants navigate dilemmas, and how ethical conduct strengthens democratic institutions. The course prepares learners for roles in civil services, public administration, development organisations, and leadership positions. It also aligns closely with UPSC GS-IV (Ethics, Integrity & Aptitude).

Unit-Wise Syllabus

Unit I – Foundations of Ethics

Topics

- Meaning, nature, and scope of ethics
- Moral philosophy: deontology, utilitarianism, virtue ethics
- Values: integrity, empathy, compassion, justice
- Distinction between ethics, morals, and laws

Key Learning

- Understand key ethical principles
- Learn classical approaches to evaluate actions
- Develop value orientation necessary for public service

Unit II – Ethics in Governance

Topics

- Ethical governance and good governance
- Citizen-centric administration
- Accountability and transparency
- Code of Conduct vs. Code of Ethics

Key Learning

- Understand importance of ethics in institutions
- Learn how ethical governance builds public trust

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Study administrative behaviour in democratic systems

Unit III – Public Service Values & Leadership

Topics

- Objectivity, impartiality, neutrality
- Integrity in public organisations
- Leadership styles and qualities
- Role of civil services in democracy

Key Learning

- Develop understanding of public service motivations
- Study leadership traits essential for governance
- Learn from examples of exemplary public servants

Unit IV – Emotional Intelligence & Decision-Making

Topics

- Components of emotional intelligence
- Role of EI in administration
- Compassionate leadership
- Ethical dilemmas: case-based discussions

Key Learning

- Strengthen emotional competence
- Understand EI's role in public service
- Practise solving ethical dilemmas with balance and fairness



ARX
RESEARCH

Unit V – Ethical Issues in Contemporary Governance

Topics

- Corruption and conflict of interest
- Abuse of authority
- Ethical issues in digital governance
- Whistleblowing, citizen charters, grievance redressal

Key Learning

- Analyse real problems affecting governance
- Understand institutional tools to reduce unethical practices
- Learn how ethical conduct sustains democratic legitimacy

Text Books / References

1. G. Subba Rao & P. Narayana – Ethics, Integrity & Aptitude
2. Ramesh Kumar – Ethics for Civil Services
3. Second ARC Report – Ethics in Governance
4. Michael Sandel – Justice (selected chapters)
5. Case studies from UPSC GS-IV and PRS governance reports



ARX
RESEARCH

SUBJECT: Public Policy Practicum

CODE: PPP603

CATEGORY: Skill Education Component (Practical + Fieldwork)

Credit	Hours	Marks		
		I	E	T
4	120	30	70	100

Objectives

This practicum trains students to apply public policy frameworks to real problems, work with datasets, engage with stakeholders, and produce actionable policy documents. It bridges classroom learning with field realities and prepares learners for roles in governance, think-tanks, research organisations, development agencies, and civil services. Students complete a full policy cycle—from problem identification to evidence gathering, stakeholder mapping, solution design, and final presentation.

Unit-Wise Structure

Unit I – Problem Identification & Scoping

Topics / Tasks

- Selecting a sector: health, education, agriculture, urban issues, labour, climate
- Developing a clear problem statement
- Understanding beneficiaries and administrative context
- Designing a Theory of Change

Key Learning

- Learn to define policy problems precisely
- Understand institutional settings and constraints
- Build clarity on causal pathways

Unit II – Field Exposure, Interviews & Data Work

Tasks

- Conduct stakeholder interactions (citizens, officials, NGOs)
- Primary data collection: surveys, interviews, FGDs
- Secondary data: NFHS, NSS, Census, RBI, SECC

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Preparing a field diary

Key Learning

- Understand what frontline realities look like
- Learn multi-source evidence collection
- Build confidence in analysing field-level challenges

Unit III – Policy Analysis & Option Building

Topics / Tasks

- Designing viable policy alternatives
- Cost-benefit and feasibility analysis
- Institutional constraints
- Risk assessment and mitigation

Key Learning

- Evaluate alternatives with structured frameworks
- Learn practical trade-offs
- Strengthen analytical decision-making

Unit IV – Implementation Mapping

Tasks

- Stakeholder mapping
- Process-flow diagrams & service delivery chains
- Identifying bottlenecks
- Monitoring indicators & targets

Key Learning

- Study real administrative challenges

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a smaller, all-caps, sans-serif font. To the left of the text is a stylized graphic of a human head profile in profile, facing right. Inside the head, there is a circuit-like pattern of lines and nodes, suggesting technology or research. The entire logo is rendered in a light blue-grey color.

- Understand how to design workable implementation plans
- Learn how performance indicators are chosen

Unit V – Final Deliverables & Presentation

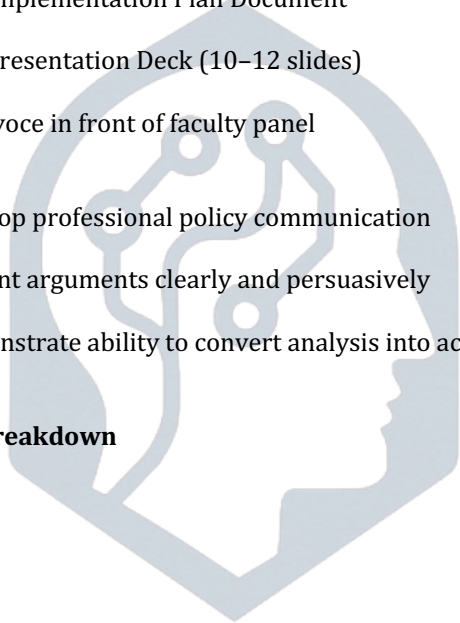
Final Outputs

- One complete Policy Brief
- One Implementation Plan Document
- One Presentation Deck (10–12 slides)
- Viva-voce in front of faculty panel

Key Learning

- Develop professional policy communication
- Present arguments clearly and persuasively
- Demonstrate ability to convert analysis into action

Evaluation Breakdown



ARX
RESEARCH

Component	Marks
Field Diary	20
Fieldwork Performance	20
Data Analysis & Evidence Use	20
Draft Policy Brief	20
Final Policy Document	20
Viva-Voce Presentation	20
Total	100

Text Books / References

1. William Dunn – Public Policy Analysis
2. Deborah Stone – Policy Paradox
3. NITI Aayog – policy frameworks, best practices
4. PRS Legislative Research – policy notes & bill analyses
5. Government datasets: NFHS, NSSO, PLFS, Census, RBI

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a slightly smaller, bold, sans-serif font. To the left of the text is a stylized, light blue silhouette of a person's head in profile, facing right, with a circular shape above it resembling a brain or a lightbulb. The entire logo is rendered in a light blue color.

SUBJECT: OJT-III (Government / Think-Tank / Research Internship)

CODE: OJT603

CATEGORY: Skill Education Component (Full-Scale Internship)

Credit	Hours	Marks		
		I	E	T
6	180	105	245	350

Objectives

This internship places students inside government departments, policy think-tanks, research institutes, district administrations, CSR divisions, development organisations or legislative support bodies. It enables students to engage directly with live policy problems, government data, programme documents, and administrative teams.

The purpose is to train them in real-world decision-making, drafting, problem-solving, documentation, field assessment, and evidence-based policy analysis. This internship is the final professional step before graduation and is aligned with expectations of public policy careers, Civil Services, and governance roles.

Structure & Weekly Plan

Phase 1 (Weeks 1–2): Institutional Induction

Activities

- Orientation to ministry/department/think-tank
- Understanding organisational mandate
- Learning official communication channels
- Ethical guidelines, confidentiality, field protocols

Key Learning

- Understand institutional culture and hierarchy
- Learn documentation and communication norms

Phase 2 (Weeks 3–6): Field & Desk Research

Tasks

- Assist with data collection and verification
- Analyse government datasets (NFHS, Census, NSS, PLFS, Budget docs)
- Participate in field visits, meetings, stakeholder interviews

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

- Prepare detailed field notes

Key Learning

- Learn how evidence is generated and validated
- Understand frontline service delivery and administrative challenges

Phase 3 (Weeks 7–10): Drafting & Policy Analysis

Tasks

- Prepare background notes and issue briefs
- Assist with programme reviews
- Draft minutes of meetings
- Conduct comparative analysis of schemes
- Create problem trees and solution matrices

Key Learning

- Use policy analysis tools in real settings
- Strengthen analytical writing and structured thinking

Phase 4 (Weeks 11–13): Programme Monitoring & Evaluation

Tasks

- Develop monitoring indicators
- Study performance dashboards
- Conduct beneficiary feedback exercises
- Draft M&E notes for superiors

Key Learning

- Understand how programmes are reviewed
- Learn evaluation logic used in government and think-tanks

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



Phase 5 (Weeks 14–15): Final Report & Presentation

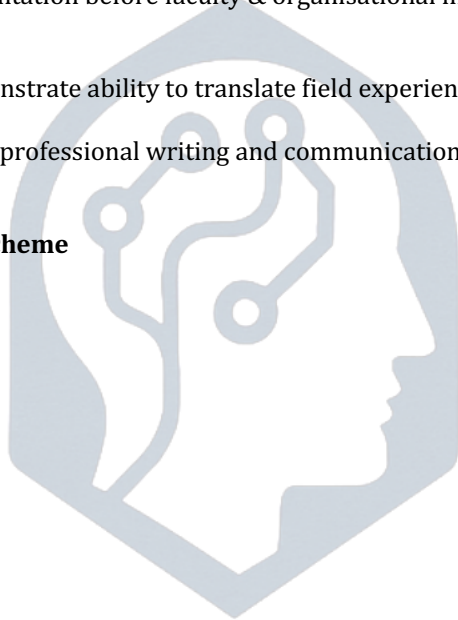
Deliverables

- Internship Report (analysis + field findings + policy gaps)
- Policy Brief (8–10 pages)
- Implementation Plan / Reform Note
- Presentation before faculty & organisational mentor

Key Learning

- Demonstrate ability to translate field experience into policy recommendations
- Build professional writing and communication skills

Evaluation Scheme



ARX
RESEARCH

Component	Marks
Daily Field Diary	30
Supervisor's Assessment	40
Mid-term Review	35
Field Research Output	50
Policy Brief	75
Final Report	70
Viva-Voce	50
Total	350

Possible Internship Hosts

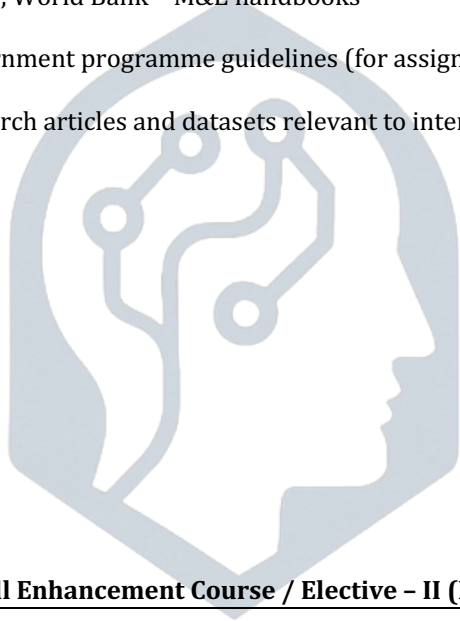
- NITI Aayog
- District Collectorates
- State Planning Boards
- PRS Legislative Research
- Observer Research Foundation (ORF)
- Ministry Divisions (Education, Health, Rural Development, etc.)

The logo for ARX RESEARCH features the text 'ARX' in a large, bold, sans-serif font above the word 'RESEARCH' in a slightly smaller, bold, sans-serif font. To the left of the text is a stylized, light blue silhouette of a human head in profile, facing right, with a gear-like shape inside the head area.

- Development organisations (UNICEF, UNDP, WFP – as observers/assistants)
- CSR wings of corporates

Text Books / References

1. NITI Aayog – Best Practices, Evaluation Frameworks
2. PRS Legislative Research – Bill summaries and briefs
3. UNDP, World Bank – M&E handbooks
4. Government programme guidelines (for assigned sector)
5. Research articles and datasets relevant to internship topic



ARX
RESEARCH

SUBJECT: Skill Enhancement Course / Elective – II (Project Management for Public Policy)

CODE: SEC/ELE604

CATEGORY: Skill Education / Elective

Credit	Hours	Marks		
		I	E	T
2	30	30	70	100

Objectives

This course introduces students to the fundamentals of project management, specifically tailored for government schemes, CSR initiatives, social sector interventions, and development projects. It provides tools required for planning, scheduling, budgeting, risk assessment, monitoring, and reporting.

The aim is to make students industry-ready for roles in public administration, NGOs, consultancies, and policy evaluation units.

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.

Unit-Wise Syllabus

Unit I – Introduction to Project Management

Topics

- What is a project?
- Project cycle in public policy
- Stakeholders and institutional context
- Logical framework approach

Key Learning

- Understand project structure and life cycle
- Learn how government and NGO projects are conceptualised

Unit II – Planning & Scheduling

Topics

- Work breakdown structure
- Gantt charts
- PERT and CPM (conceptual)
- Resource allocation

Key Learning

- Learn to break large projects into manageable components
- Use basic visual planning tools

Unit III – Budgeting & Financial Management

Topics

- Cost estimation methods
- Budget formats in government and CSR



ARX
RESEARCH

- Variance analysis
- Fund utilisation and reporting

Key Learning

- Understand budgeting needs of development projects
- Learn how financial progress is tracked

Unit IV – Monitoring, Evaluation & Risk Management

Topics

- Monitoring indicators
- Output vs. outcome measurement
- Risk assessment & mitigation
- Mid-term corrections

Key Learning

- Learn accountability tools used in public systems
- Relate M&E to programme improvement

Unit V – Documentation & Final Presentation

Activities

- Drafting a mini project report
- Preparing a monitoring framework
- Creating a project summary slide-deck
- Final group presentation

Key Learning

- Develop practical documentation skills
- Learn to present project insights professionally

ARXRESEARCH® Course design, Structure, and Pedagogy are protected by copyright. Unauthorized use prohibited.



Text Books / References

1. UNDP Project Management Handbook
2. World Bank – Project Cycle Guidelines
3. Asian Development Bank – Project Design Toolkit
4. Government of India – Outcome Budget Manuals
5. Simple PERT/CPM resources from NCERT & planning manuals



ARX
RESEARCH