



Smart Leaders IAS

Smart Way to Succeed

PUBLIC ADMINISTRATION TEST BATCH 2026



“ A COURSE UNIQUELY
DESIGNED FOR YOU ”

Rs. 3000/ only

Off / Online

Test Batch.... a look

Weekly Schedule

Monday	Simple terminologies and concepts
Tuesday	Foundation building through simple “Define/Compare” drills
Wednesday	Interlinking theory with Indian examples and current affairs
Thursday	Comparison and critique of thinkers and concepts
Friday	Active revision and syllabus consolidation
Saturday	90-minute UPSC Style Mock Test (125 Marks)
Sunday	Mandatory mental reset to prevent burnout

Why this Course is for you?



Highly Affordable Pricing

Full test batch access available for just Rs. 3000/only.



Daily Skill Variation

Offers a weekly syllabus featuring different formats of writing and analysis every day.



Universal Relevance

Perfectly suitable for both absolute beginners and seasoned veterans.



Rigorous Weekly Schedule

Covers the entire Public Administration syllabus systematically over a meticulously planned 9-week timeline.



Guaranteed Skill Growth

An assured process specifically built to elevate your knowledge and writing skills.

DETAILED WEEKLY TEST SYLLABUS

Week 1 (June 8 – June 14)

- Meaning, scope, and significance of Public Administration.
- Wilson's vision of Public Administration.
- Evolution of the discipline and its present status.
- New Public Administration; Public Choice approach.
- Challenges of liberalization, Privatisation, Globalisation; Good Governance; New Public Management.
- Kautilya Arthashastra; Mughal administration; Legacy of British rule.
- Indianization of Public services, revenue administration, district administration, local self Government.

Week 2 (June 15 – June 21)

- Principles of Organization: Hierarchy, Span of Control, Unity of Command, Delegation, Coordination.
- Theories of Organization: Scientific Management (Taylor), Administrative Theory (Fayol), Bureaucratic Theory (Weber).
- Human Relations School (Elton Mayo); Behavioral approach; Decision-making (Herbert Simon).
- Chief Executive; Line and Staff agencies; Boards and Commissions.
- Personnel Administration: Recruitment, Training, Promotion, Pay and Service conditions.
- Classification of services; Generalists and Specialists; Neutrality and Anonymity.
- Financial Administration: Budget, types, process; Accounts and Audit.

Week 3 (June 22 – June 28)

- Theories (systems, contingency); Structure and forms (Ministries, Departments, Corporations, Companies, Boards, Commissions, Ad hoc/advisory bodies).
- Headquarters and Field relationships; Regulatory Authorities; PPPs.
- Public sector in modern India; Forms of PSUs; Problems of autonomy, accountability, and control; Impact of liberalization/privatization.

Week 4 (June 29 – July 5)

- Concepts of accountability and control; Legislative, Executive, Judicial control over administration.
- Citizen and Administration; Role of media, interest groups, voluntary organizations; Civil society.
- Citizen's Charters; Right to Information; Social audit.
- Administrative Law: Meaning, scope, significance; Dicey on Administrative Law; Delegated legislation; Administrative Tribunals.
- O&M; Work study and work management; e-Governance applications; MIS, PERT, CPM.

Week 5 (July 6 – July 12)

- Comparative Public Administration: Historical and sociological factors; Administration and politics in different countries.
- Ecology of administration; Riggsian models and their critique.
- Development Dynamics: Concept of development; Changing profile of development administration.
- 'Anti-development thesis'; Bureaucracy and development; Strong state versus the market debate.
- Impact of liberalization on administration in developing countries; Women and development; Self-Help Groups.

Week 6 (July 13 – July 19)

- Personnel Administration: Importance of HRM; Recruitment; Training; Career advancement; Position classification.
- From Patronage to Merit; Public Service Values and Ethics.
- Employer-Employee relations; Rights of civil servants; Conduct rules; Grievance redressal mechanisms.
- Civil service reforms in India; Code of Ethics; Whistleblower protection.

Week 7 (July 20 – July 26)

- Public Policy: Models of policy-making; Processes (conceptualization, planning, implementation, monitoring, evaluation); State theories.
- Financial Admin: Monetary and fiscal policies; Budget types; Budgetary process; Financial control; Accounts and audit.
- Financial Management: Budget as a political instrument; Parliamentary control; Role of finance ministry; Accounting techniques; Audit; CGA; CAG.

Week 8 (July 27 – August 2)

- Union Govt: Executive, Parliament, Judiciary; Cabinet Secretariat; PMO; Central Secretariat; Ministries/Departments; Boards; Commissions; Field organizations.
- Plans and Priorities: Planning machinery (NITI Aayog/NDC); Indicative planning; Decentralized planning.
- State Govt: Union-State relations; Governor; CM; Chief Secretary; State Secretariat; Directorates.
- District Admin: Role of the Collector; Union-State-local relations; Law and order administration; Democratic decentralization.

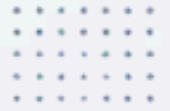
Week 9 (August 3 – August 9)

- Rural/Urban Administration: Institutions and agencies since Independence; Rural development programmes: foci and strategies.
- 73rd/74th Amendments; Municipal governance features; Global-local debate; New localism; City management.
- Law & Order: British legacy; National Police Commission; Investigative agencies; Countering insurgency/terrorism; Police-public relations.
- Significant Issues: Values; Regulatory Commissions; NHRC; Coalition regimes; Corruption; Disaster management.

Final Week (Mock Tests)

- **August 12 – Paper I Full Test**
- **August 14 – Paper II Full Test**

A Model Weekly Schedule



1

Day 1: Simple Terminologies and Concepts

What is the "Politics-Administration Dichotomy"?
Explain the term "Social Equity" as conceptualized during Minnowbrook I.
Explain "Subsidiarity" in the context of Local Self-Government.

2

Day 2: Define/Compare Drills

Compare Wilson's "Science of Administration" with Taylor's "Scientific Management."
How does "New Public Administration" differ from "New Public Management" in its treatment of the citizen?
Compare "Good Governance" (World Bank) with "Ethical Governance" (Second ARC).

3

Day 3: Interlinking Theories with Examples & Current Affairs

Apply the "Public Choice Approach" to analyze the "Freebie Culture" in Indian State Elections of 2025–26.
Use "New Public Management" principles to evaluate the "Privatization of Indian Railways" (Tejas/Bharat Gaurav models).
Discuss the "Digital Divide" in India as a challenge to "Good Governance."

4

Day 4: Thinkers and Concepts

"Calling Wilson the father of Public Administration does injustice to equally eminent prior contributions."
"Ethics in public services has been the central concern of Kautiliya's Arthashastra."
Compare Woodrow Wilson and Kautiliya on any three points: their view of the relationship between politics and administration, accountability of officials, and welfare of citizens.

5

Day 5: Active Revision

Some "thought triggers" and casual mismap training:
Summarize the "Minnowbrook I II, and III" outcomes in one flowchart.
Mind-map the "Challenges of LPG" for a civil servant in a tribal district.
Take the PYQ and write three c-counter-arguments challenging the thesis, then three supporting arguments.

6

Day 6: UPSC Modeling Test (125 Marks / 90 Minutes)

Section - A (3 Questions)
Section - B (3 Questions)

7

Day 7: Day of Rest



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