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शक्ति उत्थान आश्रम लखीसराय बिहार

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Case Studies In Business Studies(PLANNING)

Question 11.

Holistic Education Public School in Bahadurgarh decides to implement the literacy programme of the government in the school. It is decided that within the year, the forty five support staff employees of the school will be made literate by the school counsellors and social workers. In order to enhance the learning process, the school decides to use audio-visual aids. To start the programme, the school has to first procure the literacy books from State Resource Centre at Jamia. Besides the curriculum, each literacy book contains a series of nine tests which the volunteers have to get completed by the learners during the programme. Moreover, by implementing the plan of 'each one teach one', each student of the school from classes fifth to tenth will be encouraged to make one person literate. The student volunteers may select a learner by adopting any one of the two ways; either from the slum areas adopted by the school or on their own within the vicinity of their residence. As per the norms of the Delhi Government, it is mandatory for the volunteers to send back the filled copy of only the ninth test paper in the series to the authorities as a conclusive proof of the completion of the course, else the certificate of commendation will not be awarded to them. Considering the implementation of the programme to be a part of its corporate social responsibility initiative, the school has decided to spend around Rs. 50,000 on the distribution of free stationery items, refreshments of the learners, etc.

In context of the above case:

1. Identify the various types of plans being used by Holistic Education Public School in order to implement the literacy programme in their school by quoting the lines from the paragraph.
2. Categorise the various types of plans as identified in part (a) into single use plans and standing plans.

Answer:

1. The various types of plans being used by the school to implement the literacy programme in the school are:
 - **Objectives:** "It is decided that within the year, all the forty five support staff employees of the school will be made literate by the school counsellors and social workers."

- **Strategy:** "In order to enhance the learning process, the school decides to use audio visual aids."
 - **Policy:** "Moreover, by implementing the plan of 'each one teach one,' each student of the school from classes fifth to tenth will be encouraged to make one person literate."
 - **Procedure:** "To start the programme the school has to first procure the literacy books from State Resource Centre at Jamia. Besides the curriculum, each literacy book contains a series of nine tests which the volunteers have to get completed by the learners during the programme."
 - **Method:** "The student volunteers may select a learner by adopting any one of the two ways; either from the slum areas adopted by the school or on their own within the vicinity of their residence."
 - **Rule:** "As per the norms of the Delhi Government, it is mandatory for the volunteers to send back the filled copy of only the ninth test paper in the series to the authorities as a conclusive proof of the completion of the course, else the certificate of commendation will not be awarded to them."
 - **Budget:** "Considering the implementation of the programme to be a part of its corporate social responsibility initiative, the school has decided to spend around ₹ 50,000 on the distribution of free stationery items, refreshments of the learners, etc."
2. Single use plans are the ones that are formulated to deal with new or non-repetitive situations that may arise in an organisation from time to time. This includes programmes, budgets and projects.

Standing plans refer to the types of plans which once formulated may be used for a long period of time in similar or repetitive situations that may prevail in an organisation. These include objectives, strategies, policies, procedures methods and rules.