

**M.Phil.
PAPER III (B)**

MANAGEMENT OF PHYSICAL EDUCATION

1. Philosophy, Personality and an Administrator/ Manager.
2. Principles, Policies and Standard Practices of Management
3. Office Management.
4. Class Management and Management of Teaching Staff.
5. Managing Sports Facilities Designing and Planning Sports Facilities, Sports Facility Specifications, Standards and Structures.
6. Management of Sports Equipment-Selection, Purchase, Maintenance and Security.
7. Financial Management in Physical Education and sports.
8. Risk Management in Sports.
9. Legal Aspects of Physical Education and Administration in Sports.
10. Community Involvement and Public Relation.
11. Stress, Burnout and Conflicts in Management of Physical Education and Sports.
12. Management of Recreation and Leisure Services.

REFERENCES :

Railey, Jim H. and Tschauner, Peggy Railey. Managing physical Education Fitness Sports Performances.

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Frost, J. and Lockhart, B.D. Marshall Stanley, J. Administration of physical Education and Athletics- Concept and practices (New Delhi : Universal Book stall, 1992) 2nd Ed.

Honine, James G. and Milbourn, Gene Jn. Human Behavior in the work Environment, (California : Good year publishing company, Inc. 1988)

Davis, Keith, Human Behavior at work, (New Delhi : Tata Mc Graw-Hill publishing company Ltd., 1981, 8th Ed.

Whiteside, Lynn. W. Effective Management Techniques for getting Things Done. (Delhi : Vikas publication 1971)

Bucher, Charles A. Administration of physical Education and Athletic programs (London : The C.V. Mosby Company, 1983) 8th Ed.

Allen Louis A. Management Kland organization. (New York : McGraw Hill book Company, Inc. 1958)

Connellan, Thomas K. How to Improve Human Performance. (New York : Hanpeng & Row publishers, 1978)

Manlen. C. and Cowling Alan. Managing Human Resources. (London : Edward Annold Act fision of Holder and Stoughton 1990) 2nd Ed.

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