

THE ISLAMIA UNIVERSITY BAHAWALPUR
Department of Political Science
Managing Public & Non –Profit Organization.
(Public Administration)

BS PA VII Semester

Course code PA01704

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Class Days: Wednesday (2.30 to 4.00) and Thursday (1.30 to 3.00)

Instructor: Jamshid Karim Khan

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Course Outline:

To introduce the students regarding Managing Public & Non –Profit Organization

To critically analyses the Managing Public & Non –Profit Organization.

To highlight the Public & Non –Profit Organization

Learning out Comes:

This Course shall help the student as follows:

- In preparing themselves for the real- world leadership issues confronted by nonprofit manager.
- Student will also be exposed to the latest thinking about fundraising board and volunteer development budgeting, marketing, and strategic direction for the nonprofit sector.

Methodology:

Participatory approaches develop within the students during the class by lecture discussion, question answer session workshop and presentations.

Relevant readings circulated and discussed in the class. In the end of semester student will be tested through the Quiz class participation and end term exm.

Grading policy:

1. Mid Term 30 Marks
2. Final Term 50 Marks
Presentation 05 Marks
Class Work & test 05 Marks
2. Assignments 05 Marks

Attendance Criteria

I). 96 to 100% 05 Marks
II). 92 to 96 % 04 Marks
III). 88 to 92 % 03 Marks
IV). 84 to 88% 02 Marks
V). 80 to 84% 01 Marks

Course Content:

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S/no	Sessions	Topics
1	1-2	Class introduction, subject over view, Definition and source of Organization.
2	3-4	Understanding Nature and Scope of Managing Public & Non –Profit Organization.
3	5-7	Budgeting and Nonprofit Organization
4	8-9	Fundraising for Nonprofit Organization
5	10	How to read a Nonprofit Organization financial statement.
	11-12	Leader ship in a Nonprofit Organization
7	13-15	Nonprofit Board and Volunteer Development
8	16-17	Principles of marketing for Nonprofit organization
		Mid Exam
9	18-19	Strategy for Nonprofit organizations.
10	20-21	Capital Campaigns
11	22-23	Introduction to Grant Writing
12	24-25	Media for Nonprofits
13	27-28	Courtney Museum Simulation
14	29-30	ILO Conventions and institutionalization of Human Rights.
15	31	Assignments / Quiz
16	32	Assignments / Test/ Presentation
		Final Exam,

Recommended Text :

1. McLaughlin, Thomas A. (2009). Street –Smart Financial Basie’s for Nonprofit Managers 3rd ED