

# Traversing ON Educational Planning- Valuable Insights

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*Abstract*— Education is the fundamental commodity which dignifies a person and society at large. Educational planning has to explore the best possible means of making the greatest use of available resources leading to the maximum realization of the educational aims and objectives, both individual and social. It ensures success of the institution. It takes into consideration the important issues, conditions, constraints and factors in education. Its focus is on future objectives, vision and goals. It is proactive in nature in that it emphasizes perception and ability to apply theory and profit from it in advance of action. This article presents the fundamentals and inevitable factors of educational planning.

**Key words:** Educational Planning, Institution, System, Education

## I. INTRODUCTION

Educational planning may be defined as a systematic design of action for realization of educational aims and objectives for individual and social development through maximum utilization of available resources. In practical perspective, educational planning is defined as a process utilized by an administrator while performing the role of a leader, decision-maker, and change agent and so on.

## II. CHARACTERISTICS

- 1) To make every programme of an educational institution or organisation grand success.
- 2) Proper educational planning saves time, effort and money as planning in every field is a time-saving, an effort-saving and a money-saving activity.
- 3) Educational planning is a sound method of solving educational problems by avoiding the trial and error method of doing things.
- 4) Educational planning is essential for the best utilization of available resources.
- 5) Educational planning checks wastage and failure and contributes to the smoothness, ease and efficiency of the administrative process in the field of education.
- 6) Through proper planning in education, education can be the best means by which society will preserve and develop its future value system, way of life of an individual, knowledge, skills and applications, and culture of the country.
- 7) Through proper educational planning, the means and ends of the society can be properly interacted through educational system. It implies that the educational system utilizes a large proportion of the country's educated talents and a major part of public expenditure.
- 8) Educational planning is highly essential for preparing a blueprint or plan of action for every programme of an educational institution or organisation.
- 9) Planning in education is necessary for making one's educational journey goal-oriented and purposeful.

- 10) It is essential to maintain, sustain and enhance the thinking process of an individual, institution or organisation.
- 11) Planning in education is necessary to highlight the universal aims of education required for every nation for its development in every respect.
- 12) To bring total development of a nation in time, in which educational development is one among its various aspects.

## III. TYPES OF EDUCATIONAL PLANNING:

### A. Administrative Planning:

Generally speaking administrative planning refers to planning in administrative perspective. In the field of education, administrative planning relates to distribution of responsibilities and powers for different levels of education. In administrative educational planning, the administrative responsibilities and powers are phase-wise planned in relation to the level of different educational administrators.

This planning of education makes a detail plan on structure and organisation of education at different levels – primary, secondary, higher secondary, higher – general, technical and professional. This planning prepares planning on duration of an educational programme, organisation and co-ordination of educational programmes, financial allocation or budget for the programme, engagement of educational officials in the programme, and smooth management of the programme etc.

### B. Academic or Curricular Planning:

This type of educational planning refers to planning for smooth academic transaction of the syllabus for any course at any level of education. It encompasses planning on education in relation to needs and demands of the individual and society. This includes:

- Formulation of educational goals,
- formation of curriculum committee for development of curriculum and selection of appropriate strategies and methods of teaching,
- planning of content units,
- planning for evaluation,
- planning for review of the curriculum,
- planning for use of library,
- planning for special provision for the gifted
- and remedial instruction for slow learners etc.

### C. Co-curricular Planning:

This planning of education is necessary for bringing total development of a student in one point and total development of an educational institution or organisation in another point. This planning includes planning for student welfare services, planning for sports and games, planning for social

activities and programmes, planning for cultural activities and programmes, planning for hobbies etc.

#### D. Instructional Planning:

This sort of planning in education is macro-level in nature as it deals with planning in classroom situation in relation to a particular topic of a concerned subject. This planning refers to emotional and organisational climate of the classroom.

It includes planning for specification or instructional objectives, selection and organisation of learning activities, selection of appropriate means for presentation of learning experiences, monitoring of the learning or instructional progress, selection of suitable evaluation techniques for learning outcomes etc.

#### E. Institutional Planning:

This type of educational planning gives a practical shape to the meaning of educational planning. In this context educational planning refers to the needs and requirements of every institution to be achieved through creation and maintenance of a planning atmosphere in the institution.

### IV. NEED FOR EDUCATIONAL PLANNING

The developments taking place in and the increasing complexity of the educational system have made educational planning an absolute necessity. The nation today faces problems such as population explosion, increasing aspirations among different sections of the society, manpower needs, mismatch between educational products and the demands of the economy. These problems place demands on the system of education for solutions. In order that the system of education meets these problems, planning becomes imperative and the competence to plan becomes mandatory.

#### A. Educational Planning is an Inevitable Because:

- 1) It ensures success of the institution. It takes into consideration the important issues, conditions, constraints and factors in education. Its focus is on future objectives, vision and goals. It clarifies goals and the means to achieve those goals. Thus it eliminates trial-and-error process, reduces chances of failure and ensures success. In other words, it provides intelligent direction to activity.
- 2) The scarcity of financial and other non-material resources poses a challenge to education. Planning is a response to such challenges and explores the possibilities of alternative uses and optimum utilization of limited resources.
- 3) (3) Effective and efficient planning saves time, effort and money.
- 4) (4) It is a co-ordinated means of attaining pre-determined purposes.
- 5) (5) Education is a public service demanded by the public and supplied by the government. For any government effort of such a large magnitude as education, planning is absolutely necessary.

### V. CONCLUSION

Through proper planning in education, education can be the best means by which society will preserve and develop its future value system, way of life of an individual,

knowledge, skills and applications, and culture of the country. It implies that the educational system utilizes a large proportion of the country's educated talents and a major part of public expenditure. Thus the means and ends of the society can be properly interacted through educational system

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