FACULTY OF SOCIAL AND MANAGEMENT SCIENCES

Academic programmes run by the various Departments within the Faculty:

Department of Accounting
 B.Sc. Accounting

Department of Banking and Finance - B. Sc. Banking & Finance

Department of Economics
 B.Sc. Economics

• Department of Communication Studies- B. Sc. Mass Communication

• Department of Business Administration - B.Sc. Business Administration

Department of Political Science
 B.Sc. Political Science

• Department of Public Administration - B.Sc. Public Administration

B. Sc. ACCOUNTING

riist beines	ster 100 level					
Course	Course Title	Status	L	T	P	Credit
Code						Unit
ACC 101	Introduction to Accounting 1	C	2	1	0	3
ECO 101	Principles of Economics I	C	2	1	0	3
MTH 101	Introduction to Quantitative Methods 1	С	2	1	0	3
CSC 101	Introduction to Computer Science	С	2	0	1	3
BUS 101	Introduction to Business	C	2	1	0	3
POL 101	Introduction to Political Science	С	2	1	0	3
GST 101	Communication in English I	C	2	0	0	2
GST 103	Use of Library and Information Literacy	С	2	0	0	1
GST 105	Citizenship and Leadership Education	С	2	0	0	1
GST 107	Communication in French I	С	2	0	0	1
GST 109	Introduction to Music I	С	0	0	3	0
Total		1	1	ı	1	23

ACC 102	Principles of Accounting II	C	2	1	0	3
ECO 102	Principles of Economics II	С	2	1	0	3
MTH 102	Introduction to Quantitative	C	2	1	0	3
	Methods II					
BUS 102	Introduction to Business II	C	2	1	0	3
SMS 102	Introduction to Sociology	C	2	1	0	3
POL 102	Basic Forms and Organization	С	2	1	0	3
	of Government					
GST 102	Communication in English II	C	2	0	0	2
GST 104	History and Philosophy of	C	2	0	0	1
	Science					
GST 106	Philosophy and Logic	C	2	0	0	2
GST 108	Communication in French II	C	2	0	0	1
Total	<u> </u>	·			<u> </u>	24

B. Sc. BANKING and FINANCE

First Seme	ster 100 level					
Course	Course Title	Status	L	T	P	Credi
Code						t
						Units
ACC 101	Introduction to Accounting 1	С	2	1	0	3
ECO 101	Principles of Economics I	C	2	1	0	3
MTH 101	Introduction to Quantitative Methods 1	C	2	1	0	3
CSC 101	Introduction to Computer Science	С	2	0	1	3
HRM 101	Introduction to Behavioural Science I	C	2	1	0	3
POL 101	Introduction to Political Science	C	2	1	0	3
GST 101	Communication in English I	С	2	0	0	2
GST 103	Use of Library and Information	C	2	0	0	1
	Literacy					
GST 105	Citizenship and Leadership Education	С	2	0	0	1
GST 107	Communication in French I	C	2	0	0	1
GST 109	Introduction to Music I	С	0	0	3	0
Total						23
Second Ser	nester 100 level					
ACC 102	Principles of Accounting II	C	2	1	0	3
MTH 102	Quantitative Methods II	С	2	1	0	3
ECO 102	Principles of Economics II	С	2	1	0	3
SMS 102	Introduction to Sociology	C	2	1	0	3
HRM 102	Introduction to Behavioural Science II	C	2	1	0	3
POL 102	Basic Forms and Organization of	С	2	1	0	3
	Government					
GST 102	Communication in English II	C	2	0	0	2
GST 104	History and Philosophy of Science	C	2	0	0	1
GST 106	Philosophy and Logic	C	2	0	0	2
GST 108	Communication in French II	C	2	0	0	1
Total						24

B. Sc. BUSINESS ADMINISTRATION

First Semes	ter 100 level					
Course	Course Title	Status	L	T	P	CU
Code						
ACC 101	Introduction to Accounting 1	C	2	1	0	3
BUS 101	Introduction to Business I	С	2	1	0	3
MTH 101	Introduction to Quantitative		2	1	0	3
	Methods 1	C				
ECO 101	Principles of Economics I	C	2	1	0	3
CSC 101	Introduction to Computer Science	C	2	0	1	3
HRM 101	Introduction to Behavioural Science		2	1	0	3
	I	C				
GST 101	Communication in English I	С	2	0	0	2
GST 103	Use of Library and Information	C	2	0	0	1
	Literacy					
GST 105	Citizenship and Leadership	С	2	0	0	1
	Education					
GST 107	Communication in French I	C	2	0	0	1
GST 109	Introduction to Music I	C	0	0	3	0
Total	•		·			23
Second Sem	nester 100 level					
ACC 102	Principles of Accounting II	C	2	1	0	3
BUS 102	Introduction to Business II	C	2	1	0	3
	Introduction to Quantitative		2	1	0	
MTH 102	Methods II	C				3
	Introduction to Behavioral Sciences		2	1	0	
HRM 102	II	C				3
ECO 102	Principles of Economics II	C	2	0	1	3
SMS 102	Introduction to Sociology	C	2	0	0	3
GST 102	Communication in English II	C	2	0	0	2
GST 104	History and Philosophy of Science	С	2	0	0	1
GST 106	Philosophy and Logic	C	2	0	0	2
GST 108	Communication in French II	C	2	0	0	1
Total			•			24

B. Sc. ECONOMICS

First Sen	nester 100 level					
Course	Course Title	Status	L	T	P	Credi
Code						t
						Unit
ECO	Principles of Economics 1		2	1	0	3
101		C				

ECO 103	Introduction to Statistics 1	$ _{\mathcal{C}}$	2	1	0	3
ACC	Introduction to Accounting1	C	2	1	0	3
101	introduction to Accounting	С	2	1	U	3
MTH	Introduction to Quantitative		2	1	0	3
101	Methods 1	С		1	0	3
CSC	Introduction to Computer Science		2	0	1	3
101	introduction to Computer Science	С		U	1	3
BUS	Introduction to Business 1	C	2	1	0	3
101	introduction to Business 1	С	2	1	0	3
POL	Introduction to Political Science		2	1	0	3
10L 101	introduction to 1 ontical Science	С		1	0	3
GST	Communication in English I	C	2	0	0	2
101	Communication in English 1		2	U		2
GST	Use of Library and Information	С	2	0	0	1
103	Literacy					1
GST	Citizenship and Leadership	С	2	0	0	1
105	Education					1
GST	Communication in French I	С	2	0	0	1
107	Communication in Prench 1	C	2	U	U	1
	Into de dien de Marie I		0		2	0
GST	Introduction to Music I	С	0	0	3	0
109						
Total						26
!	emester 100 level	l ~	1 -	1 -	La	1 -
ECO 102	Principles of Economics II	С	2	1	0	3
ECO 104	Introduction to Statistics 1	С	2	1	0	3
MTH	Introduction to Quantitative					
102	Methods II	С	2	1	0	3
ACC 102	Principles of Accounting II	С	2	1	0	3
SMS 102	Introduction to Sociology	C	2	1	0	3
GST 102	Communication in English II	С	2	0	0	2
GST 104	History and Philosophy of	C	2	0	0	1
	Science					
GST 106	Philosophy and Logic	C	2	0	0	2
GST 108	Communication in French II	C	2	0	0	1
Total						21

B. Sc. Mass Communication

First Semester 100 level							
Course	Course Title	Status	L	T	P	CU	
Code							
MAC	Intro. To Mass Communication		2	1	0	3	
101		C					
MAC	History of Nigeria Mass Media		2	1	0	3	
103		C					
MAC	Basic Mass Communication Skills		2	1	0	3	
105		C					

MAC 107	Writing for the Mass Media	C	2	1	0	3
MAC	African Communication System		2	1	0	3
109	7 uncan Communication System	С		1	U	3
ECO	Principles of Economics	C	2	1	0	3
101	Timespies of Beonomies	С	_	1		
CSC	Introduction to Computer Science		2	0	1	3
101		С				
MTH	Introduction to Quantitative Methods		2	1	0	3
101		C				
GST	Communication in English I	C	2	0	0	2
101	Ç					
GST	Use of Library and Information Literacy	C	2	0	0	1
103						
GST	Citizenship and Leadership Education	C	2	0	0	1
105						
GST	Communication in French I	C	2	0	0	1
107						
GST	Introduction to Music I	С	0	0	3	0
109						
Total						29
Second Se	emester 100 level					
MAC						
102	Intro. To Photojournalism	C	2	1	0	3
MAC						
104	Introduction to Public Relations	C	2	1	0	3
MAC	Basic Techniques for Radio and TV					
106	Production	C	2	1	1	3
MAC						
108	Introduction to Advertising	C	2	1	0	3
GST 102	Communication in English II	C	2	0	0	2
GST 104	History and Philosophy of Science	С	2	0	0	1
GST 106	Philosophy and Logic	C	2	0	0	2
GST 108	Communication in French II	C	2	0	0	1
Total						18

B. Sc. POLITICAL SCIENCE

First Semester 100 level								
Course	Course Title	Status	L	T	P	CU		
Code								
POL 101	Introduction to Political Science I	С	2	1	0	3		
POL 103	Introduction to Nigerian Government and		2	1	0	3		
	Politics I	C						
ECO 101	Principles of Economics 1	С	2	1	0	3		
ACC 101	Introduction to Accounting1	С	2	1	0	3		
MTH	Introduction to Quantitative Methods 1		2	1	0	3		
101		C						

CSC 101	Introduction to Computer Science	C	2	0	1	3			
GST	Communication in English I	С	2	0	0	2			
101									
GST	Use of Library and Information Literacy	C	2	0	0	1			
103									
GST	Citizenship and Leadership Education	C	2	0	0	1			
105									
GST 107	Communication in French I	C	2	0	0	1			
GST 109	Introduction to Music I	С	0	0	3	0			
Total									
Second Se	Second Semester 100 level								
POL 102	Introduction to Political Science II	С	2	1	0	3			
POL 104	Introduction to Nigerian Government &	C	2	1	0	3			
	Politics II								
MTH									
102	Introduction to Quantitative Methods II	C	2	1	0	3			
ECO 102	Principles of Economics II	C	2	1	0	3			
BUS 102	Introduction to Business	C	2	1	0	3			
SMS 102	Introduction to Sociology	C	2	1	0	3			
GST 102	Communication in English II	C	2	0	0	2			
GST 104	History and Philosophy of Science	C	2	0	0	1			
GST 106	Philosophy and Logic	C	2	0	0	2			
GST 108	Communication in French II	C	2	0	0	1			
Total						24			

B. Sc. PUBLIC ADMINISTRATION

First Semo	ester 100 level					
Course	Course Title	Status	L	T	P	CU
Code						
PUB 101	Introduction to Public		2	1	0	3
	Administration I	C				
POL 101	Introduction to Political Science	C	2	1	0	3
MTH	Introduction to Quantitative		2	1	0	3
101	Methods	C				
CSC 101	Introduction to Computer Science	C	2	0	1	3
ECO 101	Principles of Economics	C	2	1	0	3
ACC 101	Introduction to Accounting	C	2	1	0	3
GST	Communication in English I	С	2	0	0	2
101						
GST	Use of Library and Information	C	2	0	0	1
103	Literacy					
GST	Citizenship and Leadership	C	2	0	0	1
105	Education					
GST 107	Communication in French I	C	2	0	0	1
GST 109	Introduction to Music I	C	0	0	3	0
Total		•	•	•	•	23

Second Se	mester 100 level						
	Introduction to Public						
PUB 102	Administration II	C		2	1	0	3
	Introduction to Office						
PUB 104	Management	C		2	1	0	3
PUB 106	Forms of Government and			2	1	0	3
	Administration	C					
PUB 108	Principles of Local Government	C		2	1	0	3
	Administration						
SMS 102	Introduction to Sociology		C	2	1	0	3
SMS 104	Introduction to Psychology		C	2	1	0	3
GST 102	Communication in English II		C	2	0	0	2
GST 104	History and Philosophy of		С	2	0	0	1
	Science						
GST 106	Philosophy and Logic		C	2	0	0	2
GST 108	Communication in French II		C	2	0	0	1
Total							24

COURSE DESCRIPTIONS

GST 101 Communication in English I (Study Skills)

(2 UNITS)

Introduction: the nature and functions of language, varieties and styles of English usage. Time Management. Study Skills: contemporary definition of literacy, introduction to the language skills. Vocabulary development: word formation, meaning relationships, register. Listening and Lecture Comprehension. Note-taking/note-making. Introduction to Reading for Academic Purposes. Revision and Test-taking skills

30h(L); C

GST 102 Communication in English II:

(2 UNITS)

Awareness raising: sources and types of writing errors. Grammatical structures: elements of the sentence. Word, phrase and clause. Sentence types: classification by structure and function. The paragraph: definition and characteristics, patterns of development. Varieties of writing: discourse types, writing formats. The Mechanics of writing. The academic writing processes. 30h(L); C

GST 103 Use of the Library

(1 UNITS)

Definition and types of library. Example of a library set up (Introduction to the EUIM library). Organisation of a library. Forms of recorded information: print, non-print and electronic forms. Reference sources and services. Serials and periodicals. Use of ICT in the library. Internet applications: e-resources, social media networks, databases. Virtual libraries. Organisation and retrieval of knowledge. The library catalogues. Classification schemes. Introduction to report writing. Search strategies, referencing, referencing styles

15h (L); C

GST 104 History and Philosophy of Science

(1 UNITS)

Origins and scope of science, nature and meaning of science, goals of scientific enquiry. The meaning and origin of philosophy, relationship between philosophy and science. The scientific revolution. Scientific approach to knowledge, the scientific method, matter: elements, compounds and mixtures, force and energy. Origin of life and evolution. Man and his cosmic environment, sky, solar and stellar systems. Space science and exploration. Energy resources and utilization, renewable energy, exploitation and conversion of natural resources. Science and technology, food processing and preservation. The ecosystem, Environmental degradation and pollution.

15h (L); C

GST 105 Citizenship and Leadership Education

(2 UNITS)

Citizenship, qualities of a good citizen. Human rights, limitations to citizen's rights, protection of citizens' rights, Duties and Obligations: duties of citizens, obligations of citizens to the state. Moral principles and moral obligations. Drugs and medicines, drug abuse and its effects, drugs and health care, prescription and compliance, natural medicines and ethnotherapy. Family life education: reproductive health, harmful health practices safe motherhood, relationships and sexual behaviour. Concepts of health and disease: concepts of well-being and disease, disease causation, HIV/AIDS, transmission, prevention and control, stigmatization of PLWHA. Leadership, qualities of a good leader responsibility, Types of leadership, Leadership and Political Power; Goal setting, vision and mission, Delegation of duties

15h (L); C

GST 106 Philosophy and Logic

(2 UNITS)

Philosophy as a rational enquiry, branches of philosophy, schools of thought in Western philosophy, African philosophy. The nature of logic, basic symbolic logic, Types of argument. Fallacies. Ethics. Contemporary ethical problems. Introduction to metaphysics, metaphysical problems. Socio-political philosophy. Justice and the State. 30h(L); C

GST 107: Communication in French I

(1 Unit)

This course is an introduction to basic skills in French language as a means of communication. These skills are practically introduced in their usage for the oral and written communication, beginning from the French alphabets and sounds in contrast to those of English. Also, Communication in French will bring to the students basic grammatical elements that make for intelligibility in the language such as the use of articles determined by gender and number, conjugation of verbs for sentence construction. They are also to be guided in the reading and comprehension simple texts in French.

15h (L); C

GST 108: Communication in French II

(1 Unit)

Course Description: The main objective of this course is to build on the background of the basic communication skills laid in GST 107. The course further emphasizes the practical use of French language the by students. This objective is to be attained by facilitating students' ability to read French texts and encourage free communication in the language both in the oral and written skills. Practical exercises are part of the engagements through the listening and the speaking skills.

15h (L); C

GST 109 Introduction to Music I

(2 UNITS)

Elements of music; rhythm combination and extension. Choral singing, ensemble work and special instrument (including voice).

45h (P); C

ACC 101: Introduction to Accounting 1

3

Credits

This is a foundation course in Accounting that is aimed at exposing the student to the basic techniques of recording and classifying different types of costs and revenues that are associated with transactions and compiling simple financial statements and reports. Topics covered include historical overview of the systematic evolution of Accounting as an independent scientific discipline, definitions branches of accounting, users and uses of accounting information and quality of such information, basic concepts in accounting and procedures and practices in accounting, meaning and measurement of assets, liabilities, income and costs, accounting equation, bookkeeping (books of primary entry, ledgers, bank reconciliation statements, etc.) the trial balance, uses of suspense accounts, preparation of financial statements, distinction between cash and trade discounts, reserves and provisions for them, conceptual framework for the preparation and presentation of financial statements, Introduction to SAS 1 and 2 and their equivalents-IAS, IFRS, etc.

ACC 102: Principles of Accounting II

3

Credits

Pre-requisite ACC 101

This course focuses in some greater details on the topics discussed in ACC 101. It examines the preparation and presentation of simple financial statements for the sole trader, partnerships, and limited liability companies. Other topics examined in the course include elementary accounting theory relating to depreciation and inventory valuation, end of year adjustments, introduction to manual, mechanical and electronic system of bookkeeping. Accounting standards such as SASs, and IAS, IFRS etc. are also examined in greater details.

BUS 101: Introduction to Business I

3

Credits

The key objective of this course is to introduce the student to the key issues in the administration of a business enterprise. Topics covered include: concept and survey of business, the modem business world and the environment in which business activities take place and in which business decisions are made, the composition, nature and function of the business organization as well as its role as a social and economic unit, including an understanding of concept of corporate social responsibility of the business enterprise.

ECO 101: Principles of Economics 1

3

Credits

This is an introductory course. The focus is on microeconomic aspect of economic theory which is concerned with the individual decision making units in the economy. Topics covered include: Theories of demand and supply and price formation, the theory of consumer behaviour, the theory of the firm; the theory of costs and theory of production, market structure and the theory of production.

This course is a continuation of ECO 101. It is an introductory course on the macro aspects of economic theory. Topics covered include the subject matter of economics and basic economic problems of society- Price stability, Full employment, healthy and reasonable rate of economic growth, healthy balance of payments position, stable exchange rate position, national income accounting including elementary models of income and employment; Introduction to money and banking; macroeconomic policy objectives and instruments; public finance including government budgets; international trade; balance of payments and commercial policies; Introduction to Economic growth and development.

ECO 103: Introduction to Statistics I

3

Credits This is a basic course in general introduction to statistics, with special reference to the Probability Theory. Topics covered include, Origin and Development of Statistics as an independent scientific discipline, the scope and limitations of Statistics, Set theory, Counting techniques in Statistics-permutations and combinations, Frequency Distribution Measures of Central Tendency and Dispersion, Skewness and Kurtosis (including moments), Probability Theory Distributions, the Bayes Theorem, Mathematical Expectations.

ECO 104: Introduction to Statistics II Credits

3

This programme systematically develops the work covered in the first Semester up to and including the following topics: the Normal Binomial and Poison Distribution, Estimation Theory Tests of Statistical Hypotheses including t-F and Chi-Square Test, Analysis of Least Squares Method, Correlation and Regression Analysis, Elementary Sampling Theory and Design of Experiments, Non Parametric Methods, Introduction to the Central Limit Theory (CLT) and the Law of Large Numbers.

HRM 101: Introduction to Behavioural Sciences I Credits

3

This course introduces the student to the essence and foundations of the behavioural sciences. It exposes the student to relevant areas of knowledge in the fields of psychology, sociology, political science, economics, philosophy and history. It is designed to provide the student with the key concepts for understanding, describing, analysing and predicting behaviour in a variety of work settings. Particular attention is paid to such issues as: the meaning and dimensions of behaviour and emotions, the nature of individuals and individual differences, personality theories, motivation, perception and social behaviour and interaction, and psychopathological states.

HRM 102: Behavioral Sciences II Credits

3

This course introduces the student to the essence and foundation of the behavioural sciences. It exposes the student to relevant areas of knowledge in the fields of psychology, sociology, political sciences, economics, philosophy and history. It is designed to provide the student with the key concepts for understanding, describing, analyzing and predicting behaviour in a variety of work settings. Particular attention is paid to such issues as the meaning and dimensions of behaviour and emotions the nature of individuals and individual differences, personality theories, motivation, perception and social behaviour and interaction, and psychopathological states. The course also examines issues of groups and group dynamics, the organizational work context of behaviour, power, politics and decision making in organizations leadership

and communication, organization development and change, the structure and development of attitudes, morality, aggression and equity in society, and knowledge and its social as well as ideological basis. With the help of conceptual analysis based on experimental learning the student is helped to understand the behavioural foundation of organizational functioning.

MAC 101: Introduction to Mass Communication Credits

3

This course provides an overview of how the modes of communication evolved and used by human beings from preliterate to literate societies. Functions and limitations of these modes will be examined. Significance of advances made in modern times in both verbal and non-verbal communication will similarly be examined. Definitions of what or what contemporary communication entails will be examined. The course also introduces the students to the models of communication and adjuncts of mass communication.

MAC I02: Introduction to Photojournalism Credits

3

The course introduces students to the concept of photography, various types of photographs and their use in journalism. A study of technical and aesthetic qualities of photographs and how these affect editorial decision concerning the use of picture in publications. The course also discourses essential issues in cinematography. Practical work in layout and design and other duties of a newspaper or magazine picture editor.

MAC 103: History of the Nigerian Mass Media Credits

3

This course examines the evolution and development of the mass media in Nigeria will be examined including the journalistic style, which has emerged over the years. Their contribution to the political economy, religious and cultural life of the people. Critical analysis of significant events and personalities that have featured in and characterized the Nigerian Mass Media from the Political, Social and Economic points of view. The course underscores the dynamics of the Mass Media in Nigeria and their institutional role.

MAC 104: Introduction Public Relations Credits

3

The course introduces the student to the basic concept of Public Relations, the application of planned and sustained programme of communications between an organization and those audiences essential to its success. The student will be made to understand public relations as a dynamic process that involves continuous attention to a host of related factors. A planned effort or management function. The relationship between an organization and its publics. Evaluation of public attitudes and opinions. Employing communication to manage and change the environment.

MAC 105: Basic Mass Communications Skills Credits

3

The course explores the basic concepts in communication as these relate to listening, reading and written communication. Examines information gathering and processing from the standpoint of listeners, readers, speakers and writers. Success or failure in developing receptive and expressive communication and instructional communication.

MAC I06: Basic Techniques for Radio/TV Credits

3

An introductory course that emphasizes the basic techniques in Radio and Television production will be given. The course covers the nature of Audio and Video production skills. This course introduces students to the basic skills in production of news and programmes in the electronic media, attention will be given to use of equipment and writing for Radio and Television (electronic media).

MAC 107: Writing for the Mass Media Credits

3

Practice in writing for the mass media with emphasis on development of the journalist style, proficiency in grammar and use of language. The visual image and the spoken and written word as they relate to one another will be examined.

MAC 108: Introduction to Advertising Credits

3

A general review of the fundamental principles and tenets of the Advertising discipline. Types of Advertising, criticism against Advertising and its place in society.

MAC 109: African Communications System

3

Credits

The course traces the dominant modes of communication used in traditional African society, the various instruments, relevance in modern society and its application for development

POL 101: Introduction to Political Science

3

Credits

The course introduces students to the nature of politics, its organization and its study. Emphasis is placed on the foundation of politics as a system of political life. The course also acquaints students with the problem of application of the scientific method to the study of politics, to the history and various approaches of the subject matter and to a number of basic concepts in Political Science. The students are exposed in this course to the nature of political science, state, society and nation, power, authority and influence, theories of sovereignty and separation of powers. Constitution and constitutionalism; types of government, e.g. presidential and parliamentary systems, legitimacy, democracy and dictatorship, other forms of political ideology, party systems, electoral and social change, Public opinion.

Pol 102: Basic Forms and Organization of Government

3 Credits/Units

This course introduces students to the basic forms of Government and the variety of their organization. Various regimes are identified and compared in terms of their institutional similarities and the basic ideas on which the regimes are founded. Students are also introduced to the Principles of Comparative Government and to the similarities in political values, institutional arrangements, bureaucratic structures, leadership and administrative styles. The course examines also the various ways of organization of governments into Legislature, Executive and Judiciary. The functions of government, forms of political administrative system i.e. unitary, federalism, confederalism, parliamentary and presidential systems as well as the hybrid. Political parties and pressure groups as facilitators in organizing the state. The law-making powers of the state and the legislative process.

POL 103: Introduction to Nigerian Government Politics I 3 Credits

This course identifies and discusses various indigenous political systems Nigeria before the establishment of British colonial administration. It discusses the variety of power configurations among the pre-colonial political systems in terms of the social and economic conditions which explain the differences among the various political systems. The course also examines the processes of constitutional development in Nigeria in chorological and sequential order. It examines the Clifford, Richard, McPherson, Littleton, Independence and Republican constitutions, the rise of nationalism, electoral systems in Nigeria before and after independence

POL 104: Introduction to Nigerian Government and Politics II

The course picks up from the amalgamation of Nigeria by Lord Lugard and introduces students to the workings of Colonialism and its effects on the Economy and Society. The Institutions of Colonial Rule are studied and this is followed by an understanding of Nigerian Nationalism and other forms of reaction on Colonial Rule, the Constitutional Evolution and Emergence of Political Parties. Students are also introduced to issues and problems such as National Unity, Federalism, Economic Development and Foreign Policy. The course also examines the relationship of the citizen to the state in terms of the duties and obligations of the citizen to the state. The responsibility of the state to the citizen must also be investigated. The nature of strained relations and the processes of rectification. Political obligations, basis of freedom, loyalty and patriotism.

PUB 101: Introduction to Public Administration ICredits

3

This course examines the nature of public administration, similarities and differences between public and private administration, functions of public administration, conceptual approaches to the study of public administration: the goal model, decision-making model, the classical model, human relation model and the sociological model.

PUB 102: Introduction to Public Administration II

3 Credits/Units

Topics to be examined are: typologies of organizations; the nature, strength and weaknesses of the civil service; features of the ideal type bureaucracy. Public Administration and other Social Sciences Also to be considered are the functions of Public Administration in modem society. Brief examination of key areas of the sphere of public administration such as public financial management, administrative law and administrative responsibility, comparative public administration, intergovernmental relations, international public administration, development administration, etc. (3 credits)

PUB 104: Introduction to Office Management

3 Credits/Units

This course is aimed at exposing the student to office procedure and techniques. It covers issues such as Nature of office management; office organization, physical condition, management techniques; corporate filing, salary administration, personnel attitude to work and work rtlmws the management official procedure job design and control; office machines and equipment; sales invoice, purchasing and stock taking; records and filling system; communications and types of letters; correspondences-inward and outward mails stationary and fraud prevention and investigation report; writing types of minute and Types of meetings

PUB 106: Forms of Government and Administration Credits

3

This course identifies and introduces students to forms of government and the variety of their organizations. Various regimes are identified and compared in terms of their institutional similarities and the basic idea on the on which the regimes are founded. Students are introduced to the principles of

comparative government and to the similarities and differences in political values institutional arrangement, bureaucratic structure and administrative styles.

PUB 108: Principles of Local Government Administration Credits

This course is aimed at introducing students to the broad concept of Local Government, Administrative institutions and processes. Areas to be covered include the meaning, types and functions of Local Government, significance and role of Local, the legal status of I ,ocal Government, Local Government autonomy and finance. Others include Local Government functions such as promoting grass root part icipat ion, mass mobilization and community development, typologies of local Government system and the philosophical bases for local government

SMS 102: Introduction to Sociology Credits

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The nature, definition, history, perspectives and application of sociology and other social science disciplines and the scientific method will be examined. Sociological concepts such as: society, culture: social structure, social roles and statuses, socialization, social institutions, social sanctions, social groupings, and community. The course also examines at an elementary level some issues in the ethnography of Nigeria, including giving students an overview of the Nigerian peoples in the perspective of archeological, historical and ethnographic information. The political, economic, social and religious organizations of the culture life of existing ethnic groups in Nigeria and the changes from early times to present times will be considered. Societies to he studied include: Edo, Ijaw, Urhobo, Itsekiri, Igbo, Yoruba, Tiv, Hausa, Fulani, Nupe, Biram, Kanuri, etc Introduction to Anthropology: Introduction to and survey of human origins and cultural achievements; Social Anthropology, historical, theoretical and methodological perspectives will be considered.