

EXTENSION PROGRAMME PLANNING

BY:

**DR. UPASANA, ASSISTANT PROFESSOR,
MAHILA COLLEGE DALMIANAGAR,
ROHTAS**



Introduction



A programme means a prospectus, or a statement issued to promote understanding and interest in an enterprise.

Planning is a process, which involves studying the past, and present to forecast the future and in the light of that forecast determining the goals to be achieved and what must be done to reach them.

Extension Programme is a statement of situation, objectives, problems and solutions.

Programme Planning is a decision-making process involving critical analysis of the existing situation and the problems, evaluation of the various alternatives to solve these problems and the selection of the relevant ones, giving necessary priorities based upon local needs and resources by the cooperative efforts of the people both official and non-official with a view to facilitate the individual and community growth and development.



Definitions

Leagans (1961) says that an "extension programme" is a set of clearly defined, consciously conceived objectives or ends, derived from an adequate analysis of the situation, which are to be achieved through extension.

Cont....

Lawrence (1962) says that an "extension programme" is the sum of all the activities and undertakings of a county extension services. It includes:

- (i) programme planning process
- (ii) written programme statement
- (iii) plan of work
- (iv) programme execution
- (v) results
- (vi) evaluation.

Importance of Extension Programme Planning



Principles of Extension Programme Planning



1. Extension programmes should be based on an analysis of the past experiences, present situation and future needs.
2. Extension programmes should have clear and significant objectives, which could satisfy important needs of the people.
3. Extension programmes should fix up priority on the basis of available resources and time.
4. Extension programmes should clearly indicate the availability and utilization of resources.
5. Extension programmes should have a general agreement at various levels.

Cont....

6. Extension programmes should involve people at the local level.
7. Extension programmes should involve relevant institutions and organization.
8. Extension programme should have definite plan of work.
9. Extension programme should provide for evaluation of results and reconsideration of the programme.
10. Extension programmes should provide for equitable distribution of benefits amongst the members of the community.

Steps in Extension Programme Planning Process

The process of extension, as applied to development programmes, involves five essential phases (SOTER) i.e.,

1. Analyzing the Situation,
2. Objectives or Goals to be Accomplished,
3. Teaching,
4. Evaluating the Teaching,
5. Reconsidering

These steps are intended only to clarify the necessary actions in carrying out a planned extension educational effort.

STEPS OF PROGRAMME PLANNING





1. Collection of facts

- It is the starting point of programme planning process. Pertinent data may be collected from the available records and survey of the area.
- Information relating to the people, their enterprises, levels of technology, facilities and constraints, values etc. may be collected.
- Information may also be collected from Panchayats, Cooperatives and other organizations in the area.



2. Analysis of the situation

The data and information collected are then analyzed with the local people. This shall help in understanding the situation in its proper perspective.



3. Identification of the problems



- A proper analysis and interpretation of the data shall help in correctly identifying the problems.
- There may be many problems, but only the urgent and significant ones, which may be solved with the available resources and within the limits of time, should be selected.
- Selections of many problems, which cannot be properly managed, lead to a failure of the programme and generate frustration among the people.



4. Determination of objectives and goals

- The objectives are set forth based on the significant needs identified. The objectives should be direct and stated in clear terms.
- To make the objectives realistic and actionable, there is need to state them in terms of specific goals.
- It is necessary to discuss with the local people and local institutions, which legitimize the programme
GOAL

5. Developing plan of work and calendar operations

- The plan of work should be in written form and shall indicate who shall do what job.
- The plan should have all the essential details and no important point should be left out.
- The calendar of operations shall be prepared on the basis of the plan of work and shall specify when a particular work shall be done, preferably mentioning date and time



6. Follow through plan of work and calendar of operations

- This is not a routine type of work as many people may think.
- Training of participants, conducting method demonstrations, making regular visits and monitoring are some of the important functions the extension agent shall perform at this stage.
- Obtaining feed back information is extremely important at this stage.





7. Evaluation of progress

- Evaluation is the process of determining the extent to which we have been able to attain our objectives.
- It should be a continuous process not only to measure the result but also to ensure that all the steps are correctly followed.
- Evaluation may be formal or informal, depending on the importance programme and on the trained manpower, facilities and time.

8.Reconsideration & revision of the programme



Based on the results of evaluation, the programme should be reconsidered and revised, if needed.



This reconsideration should be done not only with the participants; but also with the scientists, administrators in extension organization and local bodies like Panchayats, etc.



Reconsideration shall help in making necessary corrections and modifications in the extension programme by removing the defects.



Thank You

