PADM698

Course Summary

Course : PADM698 **Title :** Comprehensive Examination in Public Administration
Length of Course : 8
Prerequisites : N/A **Credit Hours :** 0

Description

Course Description: THIS COURSE REQUIRES A PROCTORED EXAM. Comprehensive final examination for students in the Master of Public Administration program. IMPORTANT: You must have COMPLETED all other courses in the program and have a GPA of 3.0 in order to register for this course. As a Public Administration student, you must pass this comprehensive exam in order to have your degree conferred. The comprehensive exam must be taken by the course end date or a failing grade will be posted. If you fail your first course attempt to pass the comprehensive exam, you will need to get approval to register for a second attempt of the course and BOTH final course grades will show in your transcript.

Course Scope:

The Master of Public Administration degree program provides a unique program of study in administrative theory, the program and policy development process, and specific case studies in public policy. This degree program is designed to offer graduates of various undergraduate programs an opportunity to obtain high levels of proficiency of technical and managerial skills to enhance public service work. It aims at broad-level understanding of the goals and challenges of public administration and the relationship of these to more specialized aspects of planning, organization, management, and analysis in the public sector at the national, state and local levels. The degree program is designed to provide advanced study and prepare current and future government employees for management positions in government at all levels. Because of its focus on management and the expanding role of the private sector in providing traditional government services, the degree program is also applicable to industry and the non-profit sector.

Objectives

In addition to the institutional and degree level learning outcomes objectives, the Master of Public Administration seeks the following specific learning outcomes of its graduates:

- Assess the leading approaches to managing public organizations
- Evaluate the moral, legal, and ethical aspects of decision-making in the public sector
- Evaluate the government budgeting process and funding of government programs and organizations
- Appraise the role of government organizations in public policy development and implementation
- Develop solutions to a public issue that take into account multiple stakeholders and decision-makers

- Implement the core concept of public service by providing evidence of service to the public or nonprofit sector
- Critique a difficult political situation and offer creative and innovative solutions that take into account multiple stakeholders and decision-makers
- Implement the core concept of public service by providing evidence of service to the public or nonprofit sector
- Assess the part diversity, or lack thereof, plays in public administration

---

Outline

Week 1: Public Administration: Overview

Learning Objective(s)

All

Assignment(s)

Review syllabus, comp exam rubric, comp exam protocols, program objectives, review practice questions and submit student questions about the practice questions in the

Forum Introduction

Practice question #1:

Week 2: Public Administration: Administrative Theory

Learning Objective(s)

All

Assignment(s)

Practice question #2:

Website exploration: http://www.patheory.org/

Week 3: Public Administration: Private and Public Budget Process

---

Learning Objective(s)

All

Assignment(s)

Practice question #3:

Website exploration: http://www.whitehouse.gov/omb

Week 4: Public Administration: Assessment of Public Programs

Learning Objective(s)

All

Assignment(s)

Practice question #4:

Website exploration: http://www.fedworld.gov

Week 5: Public Administration: Public Policy

Learning Objective(s)

All

Assignment(s)

Practice question #5:

Identify a proctor.

Select a proctor by using the APUS proctoring service: https://www.apus.edu/proctor/select-proctor

Website exploration: http://www.policyalmanac.org/

Week 6: Public Administration: Administrative Law

Learning Objective(s)

All

Assignment(s)

Practice question #6:

Website exploration: http://www.cato.org/

Week 7: Review

Learning Objective(s)

All

Assignment(s)

Review previous notes. Resubmit when requested.

Schedule test date with proctor.

Week 8: Comp Exam

Learning Objective(s)

All

Assignment(s)

COMP EXAM (taken any time during week 8)

Evaluation

A grade for this course will be based upon the student's performance on the comprehensive examination. However, it is required that you participate in the practice questions leading up to the exam.

Students will answer FOUR (4) essay questions that will be graded as follows:

1. "**Pass with Distinction**" – This grade is assigned to essay answers that clearly demonstrate an understanding of the issue beyond what is typically expected of graduate students.
2. "**Pass**" – This grade is assigned for essays that meet the requirements for a graduate-level essay.
3. "**Fail**" – This grade is assigned for essays that clearly do not meet the requirements for a graduate-level essay. Please see the Capstone End of Program Manual for more detail.

Note: Standards for essay question evaluation will follow the Rubric Evaluation standards uploaded in the course.

To **Pass** the comprehensive exam, you must pass at least three of the four exam questions but answer all four.

For the practice questions and the actual **Comprehensive Exam**, you will be expected to provide references from seminal works in your field within every essay response.

Grading:

Name	Points

Materials

Book Title: No books required. A study guide will be in the classroom, referring to past courses & their books.

Author: NOTE

Publication Info:

ISBN: NTR

Students are responsible for the information contained in all required texts from their required, core, major, and elective courses in their graduate course of study. Additional resources can be found in the APUS Library in the Public Administration Library Guide and eReserves for all courses. Please search by course title.

Additional Resources

American Psychological Association. (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

The Capstone Manual is your guide for this class. Links follow where you can find the manual and other valuable information. If you are not able to link directly, copy and paste the links in your browser. You may need to log in with your APUS login credentials.

http://apus.libguides.com/APUS_ePress/EOP_Manual

Web Sites

In addition to the required course texts, the following public domain web sites are useful. Please abide by the university's academic honesty policy when using Internet sources as well. Note web site addresses are subject to change.

Site Name	Web Site URL/Address
Public Administrative Theory Network	http://www.patheory.org/
Almanac of Policy Issues	http://www.policyalmanac.org/
US Dept of Commerce	http://www.fedworld.gov
Office of Management and Budget	http://www.whitehouse.gov/omb
The Cato Institute	http://www.cato.org/

Course Guidelines

Citation and Reference Style

- Attention Please: Students will follow the APA Format as the sole citation and reference style used in written work submitted as part of coursework to the University. Assignments completed in a narrative essay or composition format must follow the citation style cited in the APA Format.

Tutoring

- Tutor.com offers online homework help and learning resources by connecting students to certified tutors for one-on-one help. AMU and APU students are eligible for 10 free hours* of tutoring provided by APUS. Tutors are available 24/7 unless otherwise noted. Tutor.com also has a SkillCenter Resource Library offering educational resources, worksheets, videos, websites and career help. Accessing these resources does not count against tutoring hours and is also available 24/7. Please visit the APUS Library and search for 'Tutor' to create an account.

Late Assignments

- Students are expected to submit classroom assignments by the posted due date and to complete the course according to the published class schedule. The due date for each assignment is listed under each Assignment.
- Generally speaking, late work may result in a deduction up to 20% of the grade for each day late, not to exceed 5 days.
- As a working adult I know your time is limited and often out of your control. Faculty may be more flexible if they know ahead of time of any potential late assignments.

Turn It In

- Faculty may require assignments be submitted to Turnitin.com. Turnitin.com will analyze a paper and report instances of potential plagiarism for the student to edit before submitting it for a grade. In some cases professors may require students to use Turnitin.com. This is automatically processed through the Assignments area of the course.

Academic Dishonesty

- Academic Dishonesty incorporates more than plagiarism, which is using the work of others without citation. Academic dishonesty includes any use of content purchased or retrieved from web services such as CourseHero.com. Additionally, allowing your work to be placed on such web services is academic dishonesty, as it is enabling the dishonesty of others. The copy and pasting of content from any web page, without citation as a direct quote, is academic dishonesty. When in doubt, do not copy/paste, and always cite.

Submission Guidelines

- Some assignments may have very specific requirements for formatting (such as font, margins, etc) and submission file type (such as .docx, .pdf, etc) See the assignment instructions for details. In general, standard file types such as those associated with Microsoft Office are preferred, unless otherwise specified.

Disclaimer Statement

- Course content may vary from the outline to meet the needs of this particular group.

Communicating on the Forum

- Forums are the heart of the interaction in this course. The more engaged and lively the exchanges, the more interesting and fun the course will be. Only substantive comments will receive credit. Although there is a final posting time after which the instructor will grade comments, it is not sufficient to wait until the last day to contribute your comments/questions on the forum. The purpose of the forums is to actively participate in an on-going discussion about the assigned content.
- "Substantive" means comments that contribute something new and hopefully important to the discussion. Thus a message that simply says "I agree" is not substantive. A substantive comment contributes a new idea or perspective, a good follow-up question to a point made, offers a response to a question, provides an example or illustration of a key point, points out an inconsistency in an argument, etc.
- As a class, if we run into conflicting view points, we must respect each individual's own opinion. Hateful and hurtful comments towards other individuals, students, groups, peoples, and/or societies will not be tolerated.

University Policies

Student Handbook

- Drop/Withdrawal policy

- Extension Requests

- Academic Probation

- Appeals

- Disability Accommodations

The mission of American Public University System is to provide high quality higher education with emphasis on educating the nation's military and public service communities by offering respected, relevant, accessible, affordable, and student-focused online programs that prepare students for service and leadership in a

diverse, global society.