APEEJAY COLLEGE OF FINE ARTS,

JALANDHAR

1.3.2

Number of courses that include experiential learning through project work/field work/internship during the year.

- BPT
- BCA
- BD
- BFA
- BCOM
- BBA
- MA (FINE ARTS)
- MA (DANCE)
- MA (MUSIC VOCAL)
- MA (MUSIC INSTRUMENTAL)
- MCOM
- BJMC
- DIPLOMA IN COUNSELLING
- MSC IT

BACHELOR OF PHYSIOTHERAPY (PART-IV)

Internship / Externship

otational six months compulsory internship / externship after the successful completion of the nal examination should cover the clinical branches concerned with the physiotherapy such as:

1. Neurology – Neurology IN patient, Neurosurgery, NS-ICU
2. Orthopedics and Trauma Ward
3. Cardiothoracic and ICU
4. Respiratory Care Unit
5. Pediatrics Unit
6. Gynaecology Unit
7. Burns & Plastic Surgery Unit

   Physiotherapy OPD

Bachelor of Computer Applications (Semester-VI)
Batch from Year 2020 To Year 2023

Paper – IV: PROJECT

Max. Marks: 300

General Instructions:

1. A software module based on the work done in the entire course is to be developed.
2. The soft copy of the module shall be submitted to the College/Institute till April 30 of the respective semester.
3. The software module shall be developed in groups, consisting of at most two students in a group.
4. The respective college shall depute guide(s)/supervisor(s) under whose supervision the software module shall be developed. The guide/supervisor shall clarify that the work done is original & authenticated. The certificate found to be incorrect at any stage shall attract the proceedings against all the stakeholders, as per the University rules.
5. The evaluation of the module shall be done as per the common ordinance of UG/PG w.e.f. 2012–2013 under semester system.

BACHELOR OF DESIGN (SEMESTER–VIII)
(Fashion, Textile and Interior Design)

Total Marks: 300

DESIGN AND DISPLAY

Any commercial production and out put off the training with report

Note: the evaluation of the report will be done by external examiner

BACHELOR OF FINE ARTS (SEMESTER SYSTEM)
Batch from Year 2021 to Year 2025

BACHELOR OF FINE ARTS (APPLIED ART)

SEMESTER – VII

Paper –IX: SUMMER TRAINING
(Practical)

Max. Marks: 50

As every student must work as a Trainee in any organization which is recommended by the College or student's own choice. The training is to further enhance the skills learnt during the course of study and prepare for working in the environment of industry/profession.

- Training can be done in Graphic design studios, Advertising Agencies, Publication Houses, Newspapers, Photography Studio etc.

B.COM (PASS & HONS.) (SEMESTER SYSTEM)
Syllabus for the Batch from Year 2020 To Year 2023

Scheme of Examination

SEMESTER–I:

Course Code	Course Title	Maximum Marks	Number of Lectures (L)	Tutorials (T) per week
BCG–101	English (Compulsory)	50	6	–
BCG–102	Punjabi (Compulsory) OR wZ[Ybh gzikph OR **Punjab History & Culture(From Earliest Times to C 320) (Special Paper in lieu of Punjabi Compulsory)**	50	6	–
BCG–103	Financial Accounting	50	6	2
BCG–104	Business Organisation	50	6	–
BCG–105	Business Communication	50	6	–
BCG–106	BusinessStatistics	50	6	–
BCG–107	Computer Fundamentals	50	4	

SEMESTER–II:						
Course Code	**Course Title**	**Th.**	**Pr.**	**Maximum Marks**	**Number of Lectures (L)**	**Tutorials (T) per week**
BCG–201	English(Compulsory)			50	6	–
BCG–202	Punjabi (Compulsory) OR wZ[Ybh gzikph OR **Punjab History & Culture (C 320 to 1000 A.D.) (Special Paper in lieu of Punjabi Compulsory)**			50	6	–
	*Drug Abuse: Problem, Management and Prevention (Compulsory)	100	-	100		
BCG–203	Advanced Financial Accounting	40	10	50	6	2 (Practical)
BCG–204	Commercial Laws			50	6	–
BCG–205	BusinessEconomics			50	6	–
BCG–206	Functional Management			50	4	2
BCG–207	Seminar			50	–	–

***Note: The marks of Paper will not be added in the total marks.**

SEMESTER–VI:

Course Code	Course Title	Maximum Marks	Number of Lectures (L)	Tutorials (T) per week
BCG–601	English(Compulsory)	50	6	–
BCG–602 BCG–602	PunjabiCompulsory / m·Fll pjwbl (pMjwb dw ieiqhws q s`iBAwcwr) Punjab History & Culture (1947 2000 A.D.)	50	6	–
BCG–603	Operations Research	50	6	–
BCG–604	Corporate Governance	50	6	–
BCG–605	Workshop	50	6	–
	Specialisation Course 1	50	6	–
	Specialisation Course 2	50	6	–

SPECIALISATIONS:
Any of the following groups each having two papers in Semester VI can be chosen as specialization by the students.

1. **ACCOUNTING & FINANCE**

BCG–611	Portfolio Management	50	6	–
BCG–612	Financial Services	50	6	–

2. **BANKING & INSURANCE**

BCG–621	Foreign Exchange Management	50	6	–
BCG–622	Risk Management and Insurance	50	6	–

3. **COMPUTER APPLICATIONS & E–BUSINESS**

BCG–631	Windows and Networking	50	6	–
BCG–632	E-Marketing	50	6	–

B.COM (PASS & HONS.) (SEMESTER-VI)
Syllabus for the Batch from Year 2020 To Year 2023

BCG–605:WORKSHOP

Time: 3 Hours **Max.Marks: 50**

Following three options shall be given to students out of which a student has to opt any one:

1. Workshop on Goods & Services Tax (GST)
2. Workshop on Income Tax & e-filing
3. Workshop on Basics of stock Market.

This paper carries 50 marks Evaluation will be done by the external examiner. The examination will be conducted by internal examiner/examiners depending upon options offered. The students shall be required to maintain a file containing various documents related to the particular workshop chosen by them which will be verified by the external examiner. The Division of marks shall be 30 for practical and 20 for Viva.

The Contents of the three workshops is as follows:

Workshop on Goods & Services Tax (GST)

- Accounting in GST
- Computing GST Tax
- Applicability of CGST, IGST, SGST, UTGST on Different Transactions and adjustment of credit.
- Preparation of GST PMT Registers
- Reverse Charge mechanism
- TCS and Reverse Charge Implications in case of E Commerce Transactions in GST
- Billing and Invoicing in GST
- Composition Scheme in GST

Workshop on Income Tax & e-filing

- Applying for PAN
- E-Filing ITR for Salaried Individuals.
- Advance Tax Computation both for individuals & firms
- E-Filing ITR for Small Proprietorship Business.
- Deductions and E-Filing ITR for Partnership Business
- Filing Challans related to self-assessment Tax, Advance Tax.
- TDS Accounting, e-payment of challan 281, Return form 260, Checking form 26AS. Issue of Certificate, Concept of 15G & 15H forms.
- Payroll Processing

Workshop on Basics of stock Market.

- Investment Foundation: Investment-Meaning, Objectives, Characteristics, Gambling, Speculation & Trading.
- Investment Alternatives: Bank Deposits, Post Office saving schemes, Equity shares, Preference Shares, Debentures.
- Exchanges in India – NSE, BSE, MCX- their organization & management.
- Depositories-Introduction, Role, Importance, Dematerialization,
- DEMAT Account-Account Opening Formalities, Expenses.
- Orders & Margins – All types.
- Security Analysis-Introduction to Fundamental analysis and Technical analysis.
- Understanding Business News Channels.
- Trading at Stock Exchange- Live Online trading, Clearing & settlement, Contract Note & Trading costs.

BACHELOR OF BUSINESS ADMINISTRATION (SEMESTER SYSTEM)
Syllabus for the Batch From Year 2020 To Year 2023

SEMESTER – III:

Course Code	Course Title	Total Marks	Number of Lectures (L)	Tutorials (T) per week
BBA-301	English (Compulsory)	50	6	--
BBA-302	gzikph bkiwh$ wZYbh gzikph (ln lieu of Compulsory Punjabi) Punjab History & Culture (From 1000 to 1605 A.D)	50	6	--
BBA-303	Statistics for Business	50	6	-
BBA-304	Fundamentals of Human Resource Management	50	6	--
BBA-305	Fundamentals of Marketing Management	50	6	--
BBA-306	Indian Financial System	50	6	--
BBA-307	Management Accounting	50	6	2

SEMESTER – IV:

Course Code	Course Title	Total Marks	Number of Lectures (L)	Tutorials (T) per week
BBA-401	English (Compulsory)	50	6	--
BBA-402	gzikph bkiwh /wZYbh gzikph **/Punjab History & Culture (From 1605 to 1849 A. D.) (Special Paper in lieu of Punjabi Compulsory)**	50	6	--
BBA-403	Financial Management	50	6	--
BBA-404	Production and Operations Management	50	6	--
BBA-405	Business Environment	50	6	--
BBA-406	Operations Research	50	6	2
BBA-407	Fundamentals of Insurance	50	6	
BBA-408	Seminar	50		
ESL-222	*Environment Studies–II	100 (Qualifying)	3	-

*** Note:The marks of ESL-222 (Environmental Studies) will not be added in the Total Marks.**

BACHELOR OF BUSINESS ADMINISTRATION (SEMESTER SYSTEM)
Syllabus for the Batch From Year 2020 To Year 2023

SEMESTER – VI:

Course Code	Course Title	Total Marks	Number of Lectures (L)	Tutorials (T) per week
BBA-601	English (Compulsory)	50	6	--
BBA-602	PunjabiCompulsory / mFl pjbl / Punjab History & Culture (1947 2000 A.D.)	50	6	--
BBA-603	Income Tax	50	6	--
BBA-604	Fundamentals of Capital Markets	50	6	--
BBA-605	Viva-Voce	50		
	Any one Group from the following:			
BBA-611	**Group A** Services Marketing	50	6	--
BBA-612	E-Marketing	50	6	--
BBA-621	**Group B** Training and Development	50	6	--
BBA-622	Contemporary Issues in Human Resource Management	50	6	--
BBA-631	**Group C** Security Analysis and Portfolio Management	50	6	
BBA-632	Contemporary Issues in Accounting	50	6	
BBA-641	**Group D** Export- Import Management and Documentation	50	6	--
BBA-642	Global Strategic Management	50	6	--

MASTER OF COMMERCE (SEMESTER SYSTEM)
Syllabus for the Batch From Year 2020 To Year 2022

SCHEME OF COURSES

SEMESTER-I:

Course No.	Course Title	Th.	Pr.	Marks
MC –101	Managerial Economics			100
MC – 102	Statistical Analysis for Business	60	40	100
MC – 103	Management Principles and Organization Behaviour			100
MC – 104	Business Environment			100
MC – 105	Management Accounting and Control Systems			100
MC – 106	Seminar			50

SEMESTER-II:

Course No.	Course Title	Th.	Pr.	Marks
MC–201	Corporate Financial Accounting and Auditing			100
MC – 202	Financial Management			100
MC – 203	Research Methodology	60	40	100
MC – 204	Marketing Management			100
MC – 205	Human Resource Management			100
MC – 206	Viva voce			50

MASTER OF COMMERCE (SEMESTER SYSTEM)
Syllabus for the Batch From Year 2020 To Year 2022

SEMESTER IIICourse No.	Course Title	Marks
MC - 301	Banking and Insurance Services	100
MC - 302	Seminar	50

Note: Any two of the following groups, each having two papers

Group A: Accounting and Finance

MC – 311	Security Analysis and Portfolio Management	100
MC – 312	Contemporary Accounting	100

Group B: Business Studies

MC – 321	Strategic Management	100
MC – 322	Security Market Operations	100

Group C: International Business

MC – 331	International Economics Organizations	100
MC – 332	Management of International Business Operations	100

Group D : Marketing

MC – 351	Consumer Behaviour	100
MC – 352	Retail Management	100

SEMESTER – IV:

Course No.	Course Title	Marks
MC– 401	International Accounting	100
MC– 402	E-Commerce	100
MC– 403	*Viva voce*	50

***Note: Any one of the following groups, each having three papers.**

Group A: Accounting and Finance

MC – 411	International Financial Management	100
MC – 412	Financial Markets and Financial Services	100
MC – 413	Corporate Tax Law and Planning	100

Group B: Business Studies

MC – 421	Goods & Services Tax (GST)	100
MC – 422	Entrepreneurship Development and Project Management	100
MC – 423	Business Ethics & Environment Management	100

Group C: International Business

MC – 431	International Financial Markets and Foreign Exchange	100
MC – 432	International Financial Management	100
MC – 433	International Marketing	100

Group D: Marketing Management

MC – 451	Advertising and Sales Management	100
MC – 452	Brand and Distribution Management	100
MC – 453	Services Marketing	100

Total Marks: 2200

M.A. FINE ARTS (SEMESTER SYSTEM)
BATCH FROM YEAR 2020 TO YEAR 2022

M.A. FINE ARTS (SEMESTER–I)

Outlines of Tests, Syllabi and Courses of Reading

There will be four Papers of 100 Marks each.

Note: Time for Theory Papers 3 hours and for Practical Papers 6 hours daily for the examination.

(i) Period for Theory: One period of 60 minutes duration i.e. 45 minutes for lecture and 15 minutes for slide projection daily.

(ii) Practical Papers : Two hours daily for each paper

Paper I: (Theory)
Aesthetics and Principles of Arts Appreciation. **….100 Marks**

Paper II: (Theory)
History of Indian Art **…100 Marks**

Paper III: (Practical) (12 Hours a week)
(Option A): Landscape Painting

Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Paper III Option (B): Sculpture
Three dimensional studies from life and nature
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **….20 Marks**

Paper III Option (C): Graphic Arts
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Paper IV (Practical) 12 hours a week
Composition (Creative)
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Note:

(i) Attendance in departmental seminars and extension lectures shall be obligatory for all students.

(ii) Student taking up an option sculpture or Graphic Arts will have to take the same option for both practical papers in Part-I and in Part-II.

M.A. FINE ARTS (SEMESTER SYSTEM)
BATCH FROM YEAR 2020 TO YEAR 2022

M.A. FINE ARTS (SEMESTER–II)

Outlines of Tests, Syllabi and Courses of Reading

There will be four Papers of 100 Marks each.

Note: Time for Theory Papers 3 hours and for Practical Papers 6 hours daily for the examination.

(iii) Period for Theory: One period of 60 minutes duration i.e. 45 minutes for lecture and 15 minutes for slide projection daily.

(iv) Practical Papers : Two hours daily for each paper

Paper I: (Theory)
Aesthetics and Principles of Arts Appreciation. **….100 Marks**

Paper II: (Theory)
History of Indian Art upto A.D. 1850 **…100 Marks**

Paper III: (Practical) (12 Hours a week)
(Option A): Landscape Painting
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Paper III Option (B): Sculpture
Three dimensional studies from life and nature
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Paper III Option (C): Graphic Arts
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Paper IV (Practical) 12 hours a week
Composition (Creative)
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Note:

i. **Attendance in departmental seminars and extension lectures shall be obligatory for all students.**
ii. **Student taking up an option sculpture or Graphic Arts will have to take the same option for both practical papers in Part-I and in Part-II.**

M.A. FINE ARTS (SEMESTER SYSTEM)
BATCH FROM YEAR 2020 TO YEAR 2022

M.A. FINE ARTS (SEMESTER–III)

Paper I: (Theory)
(Part A) History of European Art **….100 Marks**

Paper II: (Theory)
(Part A) Modern Movements in Art in Europe, U.S.A. and India **…100 Marks**

Paper III: (Practical) (12 Hours a week)
Life Drawing and Painting
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Paper-IV: (Practical) (12 Hours a week)
Creative Composition **(Option A):**
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Sculpture (Option B)
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Graphics (Option C)
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **…….20 Marks**

Note:

i. **Attendance in departmental seminars and extension lectures shall be obligatory for all students.**
ii. **Student taking up an option sculpture or Graphic Arts will have to take the same option for both practical papers in Part-I and in Part-II.**

M.A. FINE ARTS (SEMESTER SYSTEM)
BATCH FROM YEAR 2020 TO YEAR 2022

M.A. FINE ARTS (SEMESTER–IV)

Paper I: (Theory)
(Part A) History of European Art **….100 Marks**

Paper II: (Theory)
(Part A) Modern Movements in Art in Europe, U.S.A. and India **…100 Marks**

Paper III: (Practical) (12 Hours a week)
Life Drawing and Painting
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **….20 Marks**

Paper-IV : (Practical) (12 Hours a week)

Creative Composition **(Option A):**
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **….20 Marks**

Sculpture(Option B)
Practical Exam **.80 Marks**
(Part B) Exhibition Work **.20 Marks**

Graphics (Option C)
Practical Exam **…..80 Marks**
(Part B) Exhibition Work **….20 Marks**

Note:

i. **Attendance in departmental seminars and extension lectures shall be obligatory for all students.**
ii. **Student taking up an option sculpture or Graphic Arts will have to take the same option for both practical papers in Part-I and in Part-II.**

M.A. DANCE (SEMESTER SYSTEM)
BATCH FROM YEAR 2020 TO YEAR 2022

M.A. Dance (Semester – IV)

Paper–XVII: Research Project

Max. Marks: 50

Note:

Student is required to prepare one research project. Submitted projects must reach to the Secrecy Branch of Guru Nanak Dev University in time i.e. 30 April of the IV semester.

- Research project should based on any topic prescribed in the syllabus of Semester I to IV of M.A.
- Project should not be less than 25-30 pages.

Research methodology to be duly adopted in the project properly.

M.A. MUSIC INSTRUMENTAL (SEMESTER SYSTEM)
BATCH FROM YEAR 2020 TO YEAR 2022

SEMESTER – IV

PAPER–XVII: RESEARCH PROJECT

Max. Marks: 50

Note:

Student is required to prepare one research project. Submitted projects must reach to the Secrecy Branch of Guru Nanak Dev University in time i.e. 30 April of the IV semester.

- Research project should based on any topic prescribed in the syllabus of Semester I to IV of M.A.
- Project should not be less than 25-30 pages.

  Research methodology to be duly adopted in the project properly.

M.A. MUSIC VOCAL (SEMESTER SYSTEM)
BATCH FROM YEAR 2020 TO YEAR 2022

SEMESTER-IV

PAPER–XVII: RESEARCH PROJECT (MINOR)

Max. Marks: 50

Note: Student is required to prepare one research project. Submitted projects must reach to the Secrecy Branch of Guru Nanak Dev University in time i.e. 30 April of the IV semester.

- Research project should based on any topic prescribed in the syllabus of Semester I to IV of M.A.
- Project should not be less than 25-30 pages.
- Research methodology to be duly adopted in the project properly.

B.A. JOURNALISM & MASS COMMUNICATION
(THREE YEARS DEGREE COURSE) (SEMESTER SYSTEM)

SEMESTER-III

Course Code	Paper	Marks	Practical Marks	Total Marks
		Theory		
301	Cyber Journalism	75	-	75
302	Reporting and Editing - II	75	-	75
303	History of Broadcasting in India: Policies & Principles	75	-	75
304	News Feature Writing	75	-	75
305	Development and Communication	75	-	75
	Practical			
306	Reporting & Editing Lab.	-	25	25
307	Cyber Lab	-	25	25
308	Feature Writing Lab	-	25	25
			Total	**450**

SEMESTER-IV

Course Code	Paper	Marks	Practical Marks	Total Marks
		Theory		
401	Media and Business Communication	75		75
402	Programme Formats: Radio & TV	75		75
403	Video Production: Idea to Screen	75		75
404	Folk Media	75		75
405	Advertising: Concepts & Principles	75		75
ESL-221	*Environmental Studies (Compulsory)	*100		*100
	Practical			
406	Radio & TV Production Lab.	-	25	25
407	Operation & Handling of Video Equipments	-	25	25
408	Advertising Lab	-	25	25
			Total	**450**

***Note :- This Paper marks are not included in the total marks. Student can opt this Paper whether in 4th Semester.**

Note : Soon after the End of Fourth Semester Examinations the Students shall undergo a Functional Exposure Training of four weeks duration in Print Media, Radio Journalism, Television Journalism and Television Production and will submit a Functional Exposure Report containing the actual experiential learning at least eight weeks before the commencement of End Term Examination of the Fifth Semester.

Diploma in Counselling (Semester-I)

PRACTICAL

Time: 3 Hours **Marks: 50**

6 Practicals are to be conducted in the form of Case Studies, Psychological Testing and Report Writing.

Diploma in Counselling (Semester-II)

MAJOR CASE STUDY/ PROJECT WORK

Marks: 100

Evaluation and Viva Voce Examination by External Subject Expert
(Evaluation of Case Study/ Project Report: 50 Marks;
Viva-Voce Examination: 50 Marks)

M.Sc. (IT) (Semester-IV)
BATCH FROM YEAR 2020 to YEAR 2022

MIT–405P: Project Work

Time: 3 Hrs. **Max. Marks: 200**

1. Candidates have to submit only one hard copy and CD of documentation which shall be kept with the course supervisor/guide in the college only. Further, supervisor/guide OR principal of college shall forward two copies of DVD (Digital Versatile Disk) containing all the documentation files of the students (file name to be saved as Rollno_of_the_ student .pdf) to the concerned branch of the University. Covering letter (duly signed by the principal/Head of the college/institute) should contain the following information.
   Candidate name, Candidate Roll no, Project Title of the student and .pdf file name of his project documentation.
2. *The assignment shall be evaluated by a board of three examiner (two (02) External examiners and one (01) internal examiner) as approved by the BOS.*
3. The Project is to be submitted as per the common ordinances for P.G. courses under semester system.