FACULTY OF VISUAL ARTS & PERFORMING ARTS

SYLLABUS

FOR

PG DIPLOMA IN FASHION MAKEOVER
(Semester: I – II)

Session: 2017-18

GURU NANAK DEV UNIVERSITY
AMRITSAR

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PG DIPLOMA IN FASHION MAKEOVER

SEMESTER–1

S.No.	Course	Total Marks	External	Exhibition	Time Allowed for Exams
1.	Technical Theory – I	100	100	-	3 Hrs.
2.	Workshop Practical – I	100	80	20	4 Hrs.
3.	Concept Development – I (Practical)	100	80	20	6 Hrs.
4.	Computer Application – I (Practical)	100	80	20	3 Hrs.
		Total Marks: 400			

PG DIPLOMA IN FASHION MAKEOVER
(SEMESTER–I)

1. Technical – I (Theory)

Time: 3 Hrs. **M.M. 100 (External)**

Instructions for the Paper Setters:
1. Students are required to attempt any five questions out of eight.
2. All questions carry equal marks.

- Introduction to Fashion Makeovers – acceptance, uses and importance in personal and professional world.
- Important Hygiene factors for make-ups.
- Cosmetic Science – I
- Structure of faces and face features: make-up application in view of that.
- Skin care and Skin analysis – kinds of skin types and technique to manage different skin types.
- Make-ups planning.
- Color Wheel and its use in fashion make-ups.
- Theme based make-up knowledge and guidelines – I

2. Workshop – I (Practical)

Time: 4 Hrs. **External: 80**
Exhibition: 20
Total Marks: 100

(a.) Make-ups Theme and its Application
- Basic make-ups and related tips
- Nude and Sheer make-up
- Fresh and fruity make-up
- Smoky look
- History based make-ups
- Camouflage make-up technique
- Fantasy make-up.

(b.) Hair styling-basic and contemporary-different
Hair look (best use of all the technique) complementing each make-up theme.

PG DIPLOMA IN FASHION MAKEOVER
(SEMESTER–I)

3. CONCEPT DEVELOPMENT – I (Practical)

Time: 6 Hrs.

External: 80
Exhibition: 20
Total Marks: 100

- Development of 3 concepts based on inspiration and trends.
- Design exploration using templates or sketches(based on concepts)
- Final portfolio completion and presentation.

4. COMPUTER APPLICATION – I (Practical)

Time: 3 Hrs.

External: 80
Exhibition: 20
Total Marks: 100

- ADOBE Photoshop
- Making mood boards/collages
- Editing pictures of faces/hairs to illustrate make-ups and hair style design.

PG DIPLOMA IN FASHION MAKEOVER

SEMESTER–II

S.No.	Course	Total Marks	External	Exhibition	Time Allowed for Exams
1.	Technical Theory – II	100	100	-	3 Hrs.
2.	Workshop Practical – II	100	80	20	4 Hrs.
3.	Concept Development – II (Practical)	100	80	20	6 Hrs.
4.	Computer Application – II (Practical)	100	80	20	3 Hrs.
5.	Industrial Training	200	160	40	-

- Time allotted for Industrial Training: 2 Months.
- Total Marks allotted for Semester II : 600
- Grand Total of Semester I+II = 400+600 = 1000.

PG DIPLOMA IN FASHION MAKEOVER
(SEMESTER–II)

1. TECHNICAL – II (THEORY)

Time: 3 Hrs. **M.M.: 100 (External)**

Instructions for the Paper Setters:
1. Students are required to attempt any five questions out of eight.
2. All questions carry equal marks.

- Make-ups and related health factors
- Anatomy – structure of head and neck and guidelines for enhancement.
- History of make-ups and related fashion trends.
- Entrepreneur and Business Awareness.
- Professional conduct
- Cosmetic Science – II (Advance Product Knowledge)
- Theme based Advanced make-up knowledge and guidelines – II
- Contouring and its technique according to different face types.

2. Workshop – II (Practical)

Time: 4 Hrs. **External: 80**
Exhibition: 20
Total Marks: 100

(a) Make-ups Theme and its Application
- Dramatic look
- Dolls and related make-ups look
- Character Make-ups
- Theatrical Make-ups
- Photographic Make-ups (black/white photographic make-ups)
- Men Make-up
- Face and Body Tattooing /make-ups.

(b) Hair styling- high fashion and period styling. (Including all the style followed in the past and today's highly appreciated fashionable hair style.

(c) Introduction to Air brushing-Knowledge of Advance Make-ups techniques and the product knowledge used in air brushing.

(d) Introduction to photography: Learning the photo shoot techniques, background to enhance make ups and costumes and method to provide sharp and fine look to make-ups.

PG DIPLOMA IN FASHION MAKEOVER
(SEMESTER–II)

3. CONCEPT DEVELOPMENT – II (Practical)

Time: 3 Hrs.

External: 80
Exhibition: 20
Total Marks: 100

- Development of 2 detailed concepts : Each concept should compromise of minimum 5-10 sheets (Mood broad, client board, concept board, design exploration, final design sheet, cost sheet , product range used , photo shoots)
- Professional portfolio (A3 size) completion.

4. COMPUTER APPLICATION – II (Practical)

Time: 6 Hrs.

External: 80
Exhibition: 20
Total Marks: 100

- Coral Draw – drawing face, features & illustrating make-ups & hair styles.
- Adobe Photoshop for advance rendering, editing and presentation.

5. INDUSTRIAL TRAINING FOR 2 MONTHS

External: 160
Exhibition: 40
Total Marks: 200

- Include exposure to industrial areas and learning professional world through experience.

FACULTY OF SOCIAL SCIENCES

SYLLABUS

FOR

HEALTH PSYCHOLOGY

Certificate/Diploma

(Semester: I – II)

Session: 2017-18

APEEJAY COLLEGE OF FINE ARTS, JALANDHAR.

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Semester – I:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1	Paper I	75		75	3 Hours
2	Paper II	75		75	3 Hours
3	Paper III		50	50	3 Hours
	Total			200	

Semester – II:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1	Paper I	75		75	3 Hours
2	Paper II	75		75	3 Hours
3	Paper III		50	50	3 Hours
	Total			200	

NOTE

Section A: There will be 10 short questions of 1.5 marks each

Section B: Out of 5 questions the student is to attempt any 4. Each question will be 9 marks each.

Section C: There will be 3 questions the student is to attempt any 2. Each question will be of 12 marks each.

SEMESTER – I

PAPER I

THEORY

Max Marks: 75

UNIT-1

An Introduction to Health Psychology: Meaning of Health Psychology - Relating Health Psychology to other fields -Nervous and Body system functions (brief introduction) –The Endocrine System – The Digestive System – The Respiratory System – The Cardiovascular System – The Immune System

UNIT-2

Enhancing Health and Preventing Illness: Smoking – Reasons for smoking – Smoking and Health – Preventing and Quitting smoking – Alcohol use and abuse: Alcoholics– Reasons for use and abuse of alcohol– Preventing and treating Alcohol abuse. Drug use and Abuse: Preventing and Stopping drug abuse. Nutrition: Consumption – Nutrition and Health – Weight control and diet – Exercise.

UNIT-3

Introduction to counseling: meaning, purpose and ethical considerations in counseling.

REFERENCES:

1. Shelley E. Taylor. Health Psychology Third Edition. McGraw Hill International Editions, 1995.
2. Neil Niven, Health Psychology Second Edition. Churchill Livingstone, London
3. Taimini. L.K. (1973). Glimpses into the Psychology of Yoga – The Theosopihical Publication House, Chennai.
4. Swaminathan, V.D, Latha Sathish, Psychology for Effective Living, Department of Psychology, University of Madras.

SEMESTER – I

PAPER II

THEORY

Max Marks: 75

UNIT-1

Stress Management: Stress - Definitions- Models of Stress – Theories of Stress - Stress reactions – Coping and Stress Management techniques- Pain and its management - Psychological reactions of a patient to loss – Stages of Acceptance by Kubler-Ross.

UNIT-2

Stress related disorders: coronary heart disease, hypertension,ulcers and migrainepain:causes, symptomsand treatments.

UNIT-3

Management of Ill and Yoga: Management of Chronic and Terminally ill – Quality of Life – Social support and rehabilitation. Role of Indian Treatment – Yoga Asanas – Principles in Yoga Practice – Pranayama.Brief introduction to psychotherapies: Psychodynamic,Behavioral,Cognitive-Behavioral therapy and Humanistic therapy.

REFERENCES:

1. Shelley E. Taylor. Health Psychology Third Edition. McGraw Hill International Editions, 1995.

2. Neil Niven, Health Psychology Second Edition. Churchill Livingstone, London

3. Taimini. L.K. (1973). Glimpses into the Psychology of Yoga – The Theosophical Publication House, Chennai.

4. Swaminathan, V.D, Latha Sathish, Psychology for Effective Living. Department of Psychology, University of Madras.

SEMESTER – I

PAPER III

PRACTICAL

Max Marks: 50

1. Health Checklist

2. Projective Technique

3. Stress Inventory

4. Coping Mechanism Questionnaire

5. BDI

SEMESTER – II

PAPER I

THEORY

Max Marks: 75

UNIT-1

Health Promotion and Illness prevention: Health and Behaviour, Changing Health habits; Cognitive behaviour approaches to health behaviour change.

UNIT-2

Health car System: Indian Scenario, Altitude of health professionals. Burnout in health professional.

UNIT-3

Promoting health Care: Designing health care work environment, Future challenges for health care. Growth of Health Psychology.

REFERENCES:

1. Shelley E. Taylor. Health Psychology Third Edition. McGraw Hill International Editions, 1995.
2. Ogden J. (2012) Health Psychology. McGraw Hill Foundation
3. Morrison V. & Bennett P. (2009). An Introduction to Health Psychology (2nd Edition) Pearson Education Ltd., New York.

SEMESTER – II

PAPER II: Occupational Health Psychology

THEORY

Max Marks: 75

UNIT-1
Occupational Health Psychology: Concept, Origin, Scope; role of Occupational Health Psychologists.

UNIT-2
Organization and Health: Work environment (Hazards and Safety), Work related Illness.

UNIT-3
Work-life Balance: Work – family conflict, Dimensions and levels of work – family balance, promoting work – family balance. Latest trends in occupational health psychology.

REFERENCES:
Lekha, S. & Houdanant J. (2010) Occupational Health Psychology, John Wiley & Sons Ltd. Publications.

PAPER B
MINOR CASE STUDYPROJECT
Max Marks: 50
(Evaluation and viva voce examination by subject expert)

FACULTY OF VISUAL ARTS AND PERFORMING ARTS

SYLLABUS

FOR

BACHELOR OF VOCATION (B.Voc.)
SOUND TECHNOLOGY
(Semester: I – VI)

Session: 2017-18

GURU NANAK DEV UNIVERSITY, AMRITSAR.

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BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER SYSTEM

SCHEME OF COURSE

Semester – I:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1	Introduction to Computers and Digital Audio	50	50	100	3 Hrs. Each
2	Basics of Music - I	50	50	100	3 Hrs. Each
3	Audio Production Lab. – I	–	50	50	3 Hrs.
4	Performing Arts	50	–	50	3 Hrs.
5	Communication Skills in English – I	–	–	50	3 Hrs.
6	Punjabi / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	–	–	50	3 Hrs.
7	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	–	–	50	3 Hrs.

Semester – II:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1	Introduction to Sound Technology	50	50	100	3 Hrs. Each
2	Basics of Music - II	50	50	100	3 Hrs. Each
3	Audio Production Lab. – II	-	50	50	3 Hrs.
4	Media Appreciation	50	-	50	3 Hrs.
5	Communication Skills in English – II	35	15	50	3 Hrs.
6	Punjabi / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	-	-	50	3 Hrs.
7	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	–	–	50	3 Hrs.

Note: * Marks of this Paper will not be included in the Total Marks.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER SYSTEM

Semester – III:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1.	Sound Recording and Mixing (Theory)	50	—	50	3 Hrs.
	Sound Recording and Mixing (Practical)	—	50	50	3 Hrs.
2.	Basics of Musical Composition (Theory)	50	—	50	3 Hrs.
	Basics of Musical Composition (Practical)	—	50	50	3 Hrs.
3.	Audio Production Lab. – III (Practical)	—	50	50	3 Hrs.
4.	Personality Development – I (Practical)		50	50	3 Hrs.
5.	Production Management (Theory)	50	—	50	3 Hrs.
	Production Management (Practical)	—	50	50	3 Hrs.
6.	* Environmental Studies–I	50	—	50	
	Total:	**150**	**250**	**400**	

Semester – IV:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1.	Sound Studio Management (Theory)	50	—	50	3 Hrs.
	Sound Studio Management (Practical)	—	50	50	3 Hrs.
2.	Electronic Music Production (Theory)	50	—	50	3 Hrs.
	Electronic Music Production (Practical)	—	50	50	3 Hrs.
3.	Audio Production and Multimedia (Practical)	—	100	100	3 Hrs.
4.	Personality Development – II (Practical)	—	50	50	3 Hrs.
5.	Production Design Workshop	50	—	50	
6.	* Environmental Studies–II	**50**	—	50	
	Total:	**150**	**250**	**400**	

*** Marks of Paper EVS will not be included in Grand Total.**

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER SYSTEM

Semester – V:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1.	Advertising, Marketing & Event Management	50	–	50	3 Hrs.
2.	Radio Journalism	50	50	100	3 Hrs. each
3.	Music Composition and Arrangement	–	100	100	3 Hrs.
4.	Studio and Live Music Recording	–	100	100	3 Hrs.
5.	Audio Post Production	–	50	50	3 Hrs.

Semester – VI:

S.No.	Subject	Total Marks
1.	Portfolio Development (Practical)	200
2.	Professional Skills (Viva–Voce)	50
3.	Industrial Training (6–8 weeks)	150

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

1. INTRODUCTION TO COMPUTERS AND DIGITAL AUDIO (Theory)

Time: 3 Hrs. Each **Total: 100 Marks**
Theory: 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit – I

- Introduction to Computers: Application, Input and Output Devices
- Storage Technologies: Optical Disks such as CDROM, DVD and Blue–Ray Disc
  Removable Media such as Memory Cards, USB Drives, External HDD
- Working with Windows, Difference between Windows and Macintosh
- Working with MS-Office, Introduction to MS-Word and MS-Powerpoint, various operations on a file, Page setup

Unit – II

- Internet: History, Working, Internet Services, The World Wide Web, Web Browsers
- Social Media, Blogs, Video Channels, Mobile Devices (Smartphone, Tablets, etc.)

Unit – III

- Digital Audio: Audio Sampling Rate, Bit Depth,
  Various File Formats: MP3, WMA, WAVE (PCM), AIFF, M4A, OGG, RA & RM
  Mono vs Stereo, Role of Sound Card

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

INTRODUCTION TO COMPUTERS AND DIGITAL AUDIO (Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Practical will be based on operational Knowledge of:

- Basic Window Functions
- MS-Office (Basic MS-Word & MS-Powerpoint)
- Internet and Digital Audio

Suggested Readings:

1. Windows Based Computer Courses by Gurvinder Singh and Rashpal Singh
2. MS-Office by BPB Publications
3. Computer Fundamentals by P.K. Sinha
4. Introduction to Computers by N. Subramanian
5. Introduction to Computers by Peter Norton
6. Introduction to Software Packages by R.K. Taxali
7. How to Do Everything with MP3 and Digital Music by Dave Johnson and Rick Broida

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

2. BASICS OF MUSIC – I (Theory)

Time: 3 Hrs. each **Total: 100 Marks**
Theory: 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit-I

Definitions: Swar, Alankar, Laya, Matra, Taal, Sam, Tali, Khali

Importance of Laya in Music

Unit-II

Study of Various Instruments: Harmonium, Tanpura, Tabla, Keyboard, Guitar

Writing of Taals: Teen Taal, Kehrawa in Ekgun & Dugun Layakaries in proper Noation

Unit-III

Fundamentals of "Western" Music

Music Genres (Country, Hip Hop, Jazz, Pop, Rock, Folk, Blues, Electronic)

Concepts and Applications of Melody, Harmony, Form, Chord

Music Notation, Oral and Written intervals, Rhythm, Scales, Chords

Octave, Semitone.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

BASICS OF MUSIC – I (Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Basic Playing Techniques: Harmonium, Tanpura, Tabla, Keyboard, Guitar

One Cinematic Song Presentation in Raag Yaman

Teen Taal & Kehrawa on Tabla

Practical knowledge of Notes & Scale

Suggested Readings:

1. Rag Parichya Part – I, II, and III by Shri Harish Chnder Srivastava
2. Sangeet Vishard Sangeet Karayalya, Hathras
3. Sangeet Nibandhavli, Dr. Gurnam Singh, published by Punjabi University, Patiala
4. Raag Parichey (Part 1, 2) by H.C.Shrivastava
5. Sangeet Shaster Darpan (Part–1, 2) by Shanti Gowardhan
6. Sangeet Subodh by Dr. Davinder Kaur
7. Alfred's Basic Guitar Method, Book 1 by Morton Manus, Ron Manus
8. Music Basics for Guitarists: Learn the Fundamentals of Music Theory, Chord Progressions, Scales, Notation, and More by String Letter Publishing

3. AUDIO PRODUCTION LAB. – I (Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Unit – I

Understanding Digital Audio

Working with various Audio file formats

Basic file operations

Working with Mono and Stereo Files

Audio Sampling Rate and Audio Bit Depth

Unit – II

Function of a Sound Card

Adjusting Windows Audio Properties

Speakers, Microphone, Line-in Levels

Audio CD: CD Burning, Extracting Audio from CD

Working with Media Players

Unit – III

Basic Sound Editing

Select an Editing tool

Make a selection

Trim/Cut/Crop

Inserting Markers, use of Markers

Adjusting Volume

Software: Sound Forge

Suggested Readings:

1. Sound Check: The Basics of Sound and Sound Systems by Tony Moscal
2. Back to Basics Audio by Julian Nathan
3. Sound Forge Pro in Simple Steps by Kogent Learning Solutions Inc.
4. Sound Forge Power! by Scott R. Garrigus
5. The Audio Expert: Everything You Need to Know About Audio by Ethan Winer
6. How to Do Everything with MP3 and Digital Music by Dave Johnson and Rick Broida

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

4. PERFORMING ARTS (Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit-I

Indian Music: Vedic, Traditional, Classical, Devotional, Ghazal, Folk, Sufi, Film Music

Traditional Indian Instruments

Western/Other Music Forms, Styles, Genres

Unit-II

Theatrical Styles and Techniques

Skit, Mimicry, Mime, One Act Play

Radio Theatre, Musical Plays

Unit-III

Classical Dance, Indian Folk and Tribal Dance

Contemporary Dance

Dance Dramas, Ballet

Suggested Readings:

1. Indian Theatre by N.C. Jain
2. A Guide to North Indian Classical Vocal Music by Indurama Srivastava
3. Sangeet Nibandhavli by Dr. Gurnam Singh
4. Indian Music History & Structure by Emmie Te Nijenhuis
5. Art of Theatre by Gordan Craig Edward
6. Indian Classical Dance by Shovan Narayan
7. Exploring Dance Forms and Styles by Helena Scheff, Marty Sprague, Susan McGreevy-Nicholas
8. Popular Music Genres: An Introduction by Stuart Borthwick, Ron Moy
9. Genre in Popular Music by Fabian Holt

5. Communication Skills in English – I

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

Course Contents:

1. Reading Skills: Reading Tactics and strategies; Reading purposes–kinds of purposes and associated comprehension; Reading for direct meanings; Reading for understanding concepts, details, coherence, logical progression and meanings of phrases/ expressions.

Activities:

a) Active reading of passages on general topics
b) Comprehension questions in multiple choice format
c) Short comprehension questions based on content and development of ideas

2. Writing Skills: Guidelines for effective writing; writing styles for application, resume, personal letter, official/ business letter, memo, notices etc.; outline and revision.

Activities:

a) Formatting personal and business letters.
b) Organising the details in a sequential order
c) Converting a biographical note into a sequenced resume or vice-versa
d) Ordering and sub-dividing the contents while making notes.
e) Writing notices for circulation/ boards

Suggested Pattern of Question Paper:

The question paper will consist of five skill–oriented questions from Reading and Writing Skills. Each question will carry 10 marks. The questions shall be phrased in a manner that students know clearly what is expected of them. There will be internal choice wherever possible.

10x5=50 Marks

i) Multiple choice questions on the language and meanings of an unseen passage.
ii) Comprehension questions with short answers on content, progression of ideas, purpose of writing etc. of an unseen passage.
iii) Personal letter and Official/Business correspondence
iv) Making point-wise notes on a given speech/ technical report OR
Writing notices for public circulation on topics of professional interest
v) Do as directed (10x1= 10 Marks) (change of voice, narration, combination of 2 simple sentences into one, subject-verb agreement, using appropriate tense, forms of verbs.

Recommended Books:

1. *Oxford Guide to Effective Writing and Speaking* by John Seely.
2. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

Paper-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ),
   (ਸੰਪਾ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
   ਲੇਖ : ਪਹੀਆ ਪ੍ਰਦੂਸ਼ਣ, ਭਰੂਣ ਹੱਤਿਆ ਦੇ ਦੇਸ਼ ਵਿਚ, ਨਾਰੀ ਸ਼ਕਤੀ, ਵਾਤਾਵਰਣੀ ਪ੍ਰਦੂਸ਼ਣ ਅਤੇ ਮਨੁੱਖ, ਏਡਜ਼ : ਇਕ ਗੰਭੀਰ ਸੰਕਟ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   (ਪ੍ਰੋ. ਮੋਹਨ ਸਿੰਘ, ਅੰਮ੍ਰਿਤਾ ਪ੍ਰੀਤਮ, ਸ਼ਿਵ ਕੁਮਾਰ ਬਟਾਲਵੀ, ਸੁਰਜੀਤ ਪਾਤਰ, ਪਾਸ਼)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
4. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**।
5. (ਓ) **ਪੰਜਾਬੀ ਧੁਨੀ ਵਿਉਂਤ** : ਉਚਾਰਨ ਅੰਗ, ਉਚਾਰਨ ਸਥਾਨ ਤੇ ਵਿਧੀਆਂ, ਸਵਰ, ਵਿਅੰਜਨ, ਸੁਰ।
   (ਅ) **ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ** : ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਪ-ਭਾਸ਼ਾ ਦਾ ਅੰਤਰ, ਪੰਜਾਬੀ ਉਪਭਾਸ਼ਾਵਾਂ ਦੇ ਪਛਾਣ-ਚਿੰਨ੍ਹ।
6. **ਮਾਤ ਭਾਸ਼ਾ ਦਾ ਅਧਿਆਪਨ**
   (ਓ) ਪਹਿਲੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ
   (ਅ) ਦੂਜੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ-ਵਸਤੂ, ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ।	10 ਅੰਕ
3.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
4.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ।	05 ਅੰਕ
5.	ਨੰਬਰ 5 ਉਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ 'ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
6.	ਨੰਬਰ 6 ਵਿਚ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਪਹਿਲੀ ਭਾਸ਼ਾ ਅਤੇ ਦੂਜੀ ਭਾਸ਼ਾ ਵਜੋਂ ਅਧਿਆਪਨ, ਮਹੱਤਵ ਅਤੇ ਸਮੱਸਿਆਵਾਂ ਬਾਰੇ ਚਾਰ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਦੋ ਦਾ ਉੱਤਰ ਦੇਣਾ ਹੋਵੇਗਾ।	5×2=10 ਅੰਕ

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

Paper-VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ–ਕ੍ਰਮ

1. ਪੈਂਤੀ ਅੱਖਰੀ; ਪੈਰ ਬਿੰਦੀ ਵਾਲੇ ਵਰਣ ਅਤੇ ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ, ਲਗਾਂ ਮਾਤਰਾਂ
2. ਲਗਾਖਰ (ਬਿੰਦੀ, ਟਿੱਪੀ, ਅੱਧਕ)
3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ,
   (ਅ) ਨਾਂਵ, ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸਣ, ਲਿੰਗ ਅਤੇ ਵਚਨ

ਅੰਕ ਵੰਡ ਤੇ ਪੇਪਰ ਸੈਟਰ ਲਈ ਹਦਾਇਤਾਂ

1. ਪੈਂਤੀ ਅੱਖਰੀ ਦੀ ਬਣਤਰ ਅਤੇ ਤਰਤੀਬ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ। **10 ਅੰਕ**
   (ਦੋ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ)
   ਕਵਰਗ, ਚਵਰਗ, ਤਵਰਗ, ਟਵਰਗ ਆਦਿ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾ ਸਕਦਾ ਹੈ। ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ ਅਤੇ ਲਗਾਂ ਮਾਤਰਾਂ ਦੀ ਵਰਤੋਂ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

2. ਬਿੰਦੀ, ਟਿੱਪੀ ਅਤੇ ਅੱਧਕ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**

3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**
   (ਅ) ਨਾਂਵ ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ ਅਤੇ ਲਿੰਗ ਵਚਨ ਸੰਬੰਧੀ ਮੁੱਢਲੀ ਕਿਸਮ ਦੇ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

PAPER – VII: DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

PROBLEM OF DRUG ABUSE

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) **Meaning of Drug Abuse:** Concept and Overview, Historical Perspective of Drug Abuse, Drug Dependence, Drug Addiction, Physical and Psychological Dependence: Drug Tolerance and withdrawal symptoms.

2) **Types of Abused Drugs and their Effects:**
   1) Stimulants: Amphetamines – Benzedrine, Dexedrine, Cocaine.
   2) Depressants: Alcohol Barbiturates: Nembutal, Seconal, Phenobarbital and Rohypnol.
   3) Narcotics: Heroin, Morphine, Oxycodone.
   4) Hallucinogens: Cannabis, Marijuana, Hashish, Hash Oil, MDMA, LSD.
   5) Steroids.

3) **Nature and Extent of the Problem:** Magnitude or prevalence of the menace of Drug Abuse in India and Punjab, Vulnerable groups by age, gender and economic status, Signs and Symptoms of Drug Abuse: Physical, Academic, Behavioural and Psychological Indicators.

References:

1. Ahuja, Ram (2003), Social Problems in India, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. The Drug Crime Connection. Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) Drug epidemic among Indian Youth, New Delhi: Mittal Pub.
5. Modi, Ishwar and Modi, Shalini (1997) Drugs: Addiction and Prevention, Jaipur: Rawat Publication.
6. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical Epidemiological Unit, All India Institute of Medical Sciences, 2004.
7. Sain, Bhim 1991, Drug Addiction Alcoholism, Smoking obscenity New Delhi: Mittal Publications.
8. Sandhu, Ranvinder Singh, 2009, Drug Addiction in Punjab: A Sociological Study. Amritsar: Guru Nanak Dev University.
9. Singh, Chandra Paul 2000. Alcohol and Dependence among Industrial Workers: Delhi: Shipra.
10. Sussman, S and Ames, S.L. (2008). Drug Abuse: Concepts, Prevention and Cessation, Cambridge University Press.
11. World Drug Report 2010, United Nations office of Drug and Crime.
12. World Drug Report 2011, United Nations office of Drug and Crime.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

1. INTRODUCTION TO SOUND TECHNOLOGY (Theory)

Time: 3 Hrs. each **Total: 100 Marks**
Theory: 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit – I

Basic Physics of Sound

Sound and Vibration, Samples

Waveforms & Wave Tables, Characteristics of Sound Waves

Frequency, Amplitude, Wavelength, Phase and Phase Shift, Harmonic content

Behavior of sound in rooms, Echoes, Reverberation, Modulation

Unit – II

Aesthetics of Sound

Sound Recording, Sound Design, Sound Editing& Mixing

Visual perception versus Sound perception

Dubbing & Post Synchronization

Foley Recording

Unit – III

The future of Sound Technology

Surround Sound, Dolby Digital in cinema

Digital sampler and synthesizer generated sounds

Film music in the 21st century

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

INTRODUCTION TO SOUND TECHNOLOGY (Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Basic Sound Recording Operations

Difference between Analogue & Digital Recording

Recording Speech and Voice Over

Introduction to Dubbing, Foley Recording

Suggested Readings:

1. Sound Check: The Basics of Sound and Sound Systems by Tony Moscal
2. Back to Basics Audio by Julian Nathan
3. Surround Sound by Tomlinson Holman
4. The Audio Expert: Everything You Need to Know About Audio by Ethan Winer
5. Computer Sound Design: Synthesis techniques and programming (Music Technology) by Eduardo Miranda
6. Computational Thinking in Sound: Teaching the Art and Science of Music and Technology by Gena R. Greher and Jesse M. Heines
7. Dhwani Aur Sangeet by Lalit Kishore Singh

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

2. BASICS OF MUSIC – II (Theory)

Time: 3 Hrs. each **Total: 100 Marks**
Theory: 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit-I

Definitions: Sangeet, Naad, Shruti

Notation of Drut Khayal in Raag Bhairav

Light Music, Bhajan/Devotional, Folk Songs, Sufi, Gazhal

Unit-II

Study of Various Instruments: Drums, Octapad, Flute, Sitar

Writing of Taals: Teen Taal, Ek Taal, Dadra and Kehrawa upto Chargun Layakaries in proper Noation

Unit-III

Notes and Stems, Note Heads

Dynamics and Symbols, Bar Lines

Major and Minor Chords

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

BASICS OF MUSIC – II (Practical)

Time: 3 Hrs. **Practical: 50 Marks**

One Vocal Composition in Raag Bhairav

Basic Playing Techniques: Flute, Sitar, Drums, Octapad

Ektaal & Dadra on Tabla

Practical Knowledge of Chord Progression (Major & Minor)

Suggested Readings:

1. Rag Parichya Part – I, II, and III by Shri Harish Chnder Srivastava
2. Sangeet Vishard Sangeet Karayalya, Hathras
3. Sangeet Nibandhavli, Dr. Gurnam Singh, published by Punjabi University, Patiala
4. Raag Parichey (Part 1, 2) by H.C.Shrivastava
5. Sangeet Shaster Darpan (Part–1, 2) by Shanti Gowardhan
6. Sangeet Subodh by Dr.Davinder Kaur
7. Alfred's Basic Guitar Method, Book 1 by Morton Manus, Ron Manus
8. Music Basics for Guitarists: Learn the Fundamentals of Music Theory, Chord Progressions, Scales, Notation, and More by String Letter Publishing

3. AUDIO PRODUCTION LAB. – II (Practical)

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

Unit – I

Sound Editing: Audio Restoration, Noise Reduction

Mix and Cross-fade

Choosing an input device & adjust levels

Mark in and Mark out

Convert marker to region

Unit – II

Sound Processes: Auto trim/crop, Bit–depth converter, Channel converter

Fade, Insert silence, Invert / flip, Mute

Normalize, Pan / expand, Resample

Reverse, Smooth/ enhance

Swap channel. Time stretch, Volume

Unit – III

Sound Effects: Acoustic mirror, Amplitude modulation, Chorus

Delay / Echo, Distortion, Dynamic, Envelope

Flange/ Wah–Wah, Crapper/ Snipper, Noise gate

Pitch, Reverb, Vibrate, Wave hammer

Software: Sound Forge

Suggested Readings:

1. Sound Forge Pro in Simple Steps by Kogent Learning Solutions Inc.
2. Sound Forge Power! by Scott R. Garrigus
3. The Audio Expert: Everything You Need to Know About Audio by Ethan Winer
4. Understanding Digital Music and Sound Forge by D. Sen
5. PC Audio Editing: From broadcasting to home CD by Roger Derry

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

4. MEDIA APPRCIATION (Theory)

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

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit-I

Origin and growth of Films in the world
Development of Cinema in India
Types of Films: War Films, Horror Films, Detective, Thriller and Spy Films, Science Fiction, Documentary Films
Ad Films

Unit-II

Brief history of sound and music in Films
Silent films, early sound films (Talkies)
Directors as sound pioneers
Audience reception on image and music
Psychological, Associative, and Emotional impact of Sound & Music

Unit-III

Growth and Development of Radio and Television in India
Emerging trends of Radio and Television, FM Radio
Satellite Radio & TV, D2H, IPTV

Suggested Readings:

1. Film History: An Introduction (2nd ed.) by Kristin Thompson & David Bordwell
2. History of Indian Cinema by R Saran
3. Bollywood: A History by Mihir Bose
4. Genre and Contemporary Hollywood by Steve Neal
5. Cinema Studies, The Key Concepts (3rd ed.) by Susan Haywood
6. An Introduction to Film Studies by Jill Nelmes
7. Broadcasting in India by P.C. Chattergee
8. This is All India Radio by P.C. Chattergee
9. Digital Sound Processing for Music and Multimedia by Ross Kirk, Andy Hunt

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

Paper–V: COMMUNICATION SKILLS IN ENGLISH – II

Time: 3 Hours **Max. Marks: 50**
Theory Marks: 35
Practical Marks: 15

Course Contents:

1. **Listening Skills:** Barriers to listening; effective listening skills; feedback skills. Attending telephone calls; note taking.

   Activities:
   a) Listening exercises – Listening to conversation, News and TV reports
   b) Taking notes on a speech/lecture

2. **Speaking and Conversational Skills**: Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.
   The study of sounds of English, stress
   Situation based Conversation in English
   Essentials of Spoken English
   Activities:
   a) Making conversation and taking turns
   b) Oral description or explanation of a common object, situation or concept
   c) Giving interviews

Suggested Pattern of Question Paper:

The question paper will consist of seven questions related to speaking and listening Skills. Each question will carry 5 marks. The nature of the questions will be as given below:-

Two questions requiring students to give descriptive answers.

Three questions in the form of practical exercises requiring students to give an appropriate response to a question, a proposal, a proposition, an invitation etc. For example, the paper setter may give a proposition and ask the students to agree or disagree with it or introduce a character giving invitations and ask the students to accept or refuse it etc.

Two questions requiring students to transcribe simple words in IPA symbols, marking stress.

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(SOUND TECHNOLOGY) SEMESTER – II

PRACTICAL / ORAL TESTING

Marks: 15

Course Contents:

1. Oral Presentation with/without audio visual aids.
2. Group Discussion.
3. Listening to any recorded or live material and asking oral questions for listening comprehension.

Questions:

1. Oral Presentation will be of 5 to 10 minutes duration. (Topic can be given in advance or it can be of student's own choice). Use of audio visual aids is desirable.
2. Group discussion comprising 8 to 10 students on a familiar topic. Time for each group will be 15 to 20 minutes.

Note: Oral test will be conducted by external examiner with the help of internal examiner.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

PAPER-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ)
   (ਸੰਪ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ, 2007
   ਲੇਖ : ਸਾਹਿਤ ਤੇ ਲੋਕ ਸਾਹਿਤ, ਅੱਖਾਂ, ਅਚੇਤਨ ਦਾ ਗੁਣ ਤੇ ਸੁਭਾਅ, ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈੱਟ, ਮਨੁੱਖੀ ਅਧਿਕਾਰ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ) (ਕਹਾਣੀਆਂ)
   ਪਠਾਣ ਦੀ ਧੀ (ਸੁਜਾਨ ਸਿੰਘ), **ਸਾਂਵੀ ਕੰਧ** (ਸੰਤੋਖ ਸਿੰਘ ਧੀਰ), **ਉਜਾੜ** (ਕੁਲਵੰਤ ਸਿੰਘ ਵਿਰਕ), **ਘੋਟਣਾ** (ਮੋਹਨ ਭੰਡਾਰੀ), **ਦਲਦਲ** (ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਸ਼ਬਦ-ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ** : ਪਰਿਭਾਸ਼ਾ, ਮੁੱਢਲੇ ਸੰਕਲਪ
4. **ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ**
5. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
6. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**
7. **ਮੁਹਾਵਰੇ ਅਤੇ ਅਖਾਣ**

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ ਵਸਤੂ, ਪਾਤਰ ਚਿਤਰਣ ।	10 ਅੰਕ
3-4.	3-4 ਨੰਬਰ ਉੱਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
5.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
6.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ	05 ਅੰਕ
7.	ਨੰਬਰ 7 ਵਿਚ ਅੱਠ ਅਖਾਣ ਅਤੇ ਅੱਠ ਮੁਹਾਵਰੇ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਪੰਜ-ਪੰਜ ਨੂੰ ਵਾਕਾਂ ਵਿਚ ਵਰਤ ਕੇ ਅਰਥ ਸਪੱਸ਼ਟ ਕਰਨੇ ਹੋਣਗੇ।	5+ 5=10 ਅੰਕ

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(SOUND TECHNOLOGY) SEMESTER – II

PAPER-VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ: 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ – ਕ੍ਰਮ

1. ਪੰਜਾਬੀ ਸ਼ਬਦ-ਬਣਤਰ
   ਸੰਯੁਕਤ ਅਤੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦ
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ **20 ਅੰਕ**
2. ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ
   ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ **15 ਅੰਕ**
3. ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ
   ਸਾਧਾਰਨ ਵਾਕ: ਕਿਸਮਾਂ
   ਸੰਯੁਕਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਮਿਸ਼ਰਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ ਦੇ ਵਿਭਿੰਨ ਸਮਾਜਿਕ ਪ੍ਰਸੰਗ **15 ਅੰਕ**

ਯੂਨਿਟ ਅਤੇ ਥੀਮ

1. **ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ:** ਸੰਯੁਕਤ ਸ਼ਬਦ; ਸਮਾਸੀ ਸ਼ਬਦ (ਜਿਵੇਂ ਲੋਕ ਸਭਾ); ਦੋਹਰੇ ਸ਼ਬਦ / ਦੁਹਰਰੁਕਤੀ (ਜਿਵੇਂ ਧੁੜ ਧਾੜ / ਭਰ ਭਰ), ਮਿਸ਼ਰਤ ਸ਼ਬਦਾਂ ਦੀ ਬਣਤਰ/ਸਿਰਜਨਾ; ਅਗੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਉਪ ਭਾਸ਼ਾ), ਪਿਛੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਰੰਗਲਾ), ਪੰਜਾਬੀ ਸ਼ਬਦ ਰਚਨਾ: ਪੜਨਾਵੀਂ ਰੂਪ, ਕਿਰਿਆ/ਸਹਾਇਕ ਕਿਰਿਆ ਦੇ ਰੂਪ; ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ: ਰੁੱਤਾਂ, ਮਹੀਨਿਆਂ, ਮੌਸਮਾਂ, ਗਿਣਤੀ ਨਾਲ ਸੰਬੰਧਿਤ ।
2. I. ਭਾਸ਼ਾ ਅਤੇ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਮਹੱਤਵ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
   II. ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
3. **ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ:** ਕਰਤਾ ਕਰਮ ਕਿਰਿਆ; ਸਾਧਾਰਨ ਵਾਕ, ਬਿਆਨੀਆ, ਪ੍ਰਸ਼ਨਵਾਚਕ, ਆਗਿਆਵਾਚਕ, ਸੰਯੁਕਤ ਅਤੇ ਮਿਸਰਤ ਵਾਕਾਂ ਦੀਆਂ ਕਿਸਮਾਂ; ਸੁਤੰਤਰ ਅਤੇ ਅਧੀਨ ਉਪਵਾਕ; ਸਮਾਨ (ਤੇ/ਅਤੇ) ਅਤੇ ਅਧੀਨ (ਜੋ/ਕਿ) ਯੋਜਕਾਂ ਦੀ ਵਰਤੋਂ; ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ: ਵਿਭਿੰਨ ਸਮਾਜਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ; ਘਰ ਵਿਚ, ਬਾਜ਼ਾਰ ਵਿਚ, ਮੇਲੇ ਵਿਚ, ਸ਼ੋਪਿੰਗ ਮਾਲ/ਸਿਨਮੇ ਵਿਚ, ਵਿਆਹ ਵਿਚ, ਧਾਰਮਿਕ ਸਥਾਨਾਂ ਵਿਚ, ਦੋਸਤਾਂ ਨਾਲ ਆਦਿ।

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪਹਿਲੇ ਯੂਨਿਟ ਵਿੱਚੋਂ ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਸ਼ਬਦਾਵਲੀ ਨਾਲ ਸਬੰਧਿਤ ਇਕ-ਇਕ ਅੰਕ ਦੇ ਪੰਜ (ਆਬਜੈਕਟਿਵ) ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।
   20 ਅੰਕ
2. ਦੂਸਰੇ ਯੂਨਿਟ ਵਿੱਚ ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ ਨਾਲ ਸੰਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇੱਕ-ਇੱਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   15 ਅੰਕ
3. ਤੀਜੇ ਯੂਨਿਟ ਵਿੱਚ ਪੰਜਾਬੀ ਵਾਕ-ਬਣਤਰ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਦੋ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਿਹਾਰਕ ਵਰਤੋਂ ਨਾਲ ਸਬੰਧਿਤ 5 ਅੰਕਾਂ ਦਾ ਇਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾਵੇਗਾ, ਜਿਸ ਵਿਚ ਵਿਦਿਆਰਥੀ ਨੂੰ ਕਿਸੇ ਸਮਾਜਿਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ ਵਿਚ ਵਰਤੇ ਜਾਂਦੇ ਪੰਜ ਵਾਕ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।
   ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਭਾਸ਼ਾ ਸਰਲ ਅਤੇ ਸਪਸ਼ਟ ਰੱਖੀ ਜਾਵੇ।
   15 ਅੰਕ

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

PAPER – VII: DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

DRUG ABUSE: MANAGEMENT AND PREVENTION

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) Consequences of Drug Abuse for:

1) Individual – Education, employment and income issues.
2) Family – Violence
3) Society – Crime.
4) Nation – Law and order problem.

2) Management of Drug abuse:

1) Medical Management: Medication for treatment and to reduce withdrawal effects, Drug De-addiction clinics, Relapse management.
2) Psycho-Social Management: Counselling, family and group therapy, behavioural and cognitive therapy, Environmental Intervention.

3) Prevention of Drug Abuse:

1) Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.
2) School
   Counselling, Teacher as role-model. Parent-Teacher-Health Professional Coordination, Random testing on students.
3) Media:
   Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program
4) Legisltaion: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

References:

1. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
2. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
3. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
4. Sain, Bhim 1991, *Drug Addiction Alcoholism*, Smoking obscenity New Delhi: Mittal Publications.
5. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab*: *A Sociological Study. Amritsar*: Guru Nanak Dev University.
6. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
7. World Drug Report 2011, United Nations office of Drug and Crime.
8. World Drug Report 2010, United Nations office of Drug and Crime.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – I: SOUND RECORDING AND MIXING (Theory)

Time: 3 Hrs **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT – I

Advanced Sound Editing Techniques
Balance output levels and pan
Superimposing Sounds

UNIT–II

Types and characteristics of Microphones
Microphone Inputs
Mono and Stereo Compatibility
Microphone Choice and Placement
Audio Cables and Connectors

UNIT–III

Introduction to Studio Equipment
Production Mixing and Mastering
Aesthetics and Techniques of multi–track
Working with various Sound Effects
Compressing Techniques

Suggested Readings:

- Sound Check: The Basics of Sound and Sound Systems by Tony Moscal
- The Audio Expert: Everything You Ned to Know About Audio by Ethan Winer
- Surround Sound by Tomlinson Holman
- Eargle's The Microphone Book: From Mono to Stereo to Surround – A Guide to Microphone Design and Application by Ray A. Rayburn
- Professional Microphone Techniques (Mix Pro Audio) **by** David Miles–Huber, Philip Williams
- Stereo Microphone Techniques by Bruce Bartlett

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

SOUND RECORDING AND MIXING (Practical)

Time: 3 Hrs **Practical:** 50 Marks

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

Advanced Sound Editing Techniques
Balance output levels and pan
Superimposing Sounds

UNIT–II

Types and characteristics of Microphones
Microphone Inputs
Mono and Stereo Compatibility
Microphone Choice and Placement
Audio Cables and Connectors

UNIT–III

Introduction to Studio Equipment
Production Mixing and Mastering
Aesthetics and Techniques of multi–track
Working with various Sound Effects
Compressing Techniques

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – II: BASICS OF MUSICAL COMPOSITION (Theory)

Time: 3 Hrs **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT – I

(Vocal & Instrumental Musical Composition)

Training of Voice Culture (Kanth Sadhana)
Musical Composition according to themes of Lyrics/Moods (Romantic, Sad, Cinematic, Devotional and other various forms)
Knowledge of four types of Instruments
Use of Percussion Instruments with various Compositions
Use of Manual and Electronic Non–Percussion Instruments

UNIT – II

(Western Composition)

Training of Voice through Sound Equipment (Microphone)
Western Musical Composition of variety of Lyrics, Moods and Beats
Knowledge of Western Percussion Instrument
Knowledge of Tone Quality of Non– Percussion Instruments

UNIT – III

(Music Arrangement)

Basic Knowledge of Western Instrument Tone through Microphone
Use of Western Instruments in Indian Musical Composition
Pronunciation of Words and Clarity of Voice in different Languages
Knowledge of stress of Words and Musical Notes of sound according to Mood
Introductory Music of Various Compositions and their Interlude
Backing of Musical Composition and Contour Music

Suggested Readings:

- Raag Parichay, Part I, II, III, IV – Shri Harishchander Srivastava
- Sangeet Vishard Sangeet Karayalya, Hathras
- Sangeet Subodh by Dr. Davinder Kaur
- The Art of Recording by William Moylan
- Creative Music Composition: The Young Composer's Voice by Margaret Lucy Wilkins
- Teaching Music Through Composition: A Curriculum Using Technology by Barbara Freedman
- Musical Creativity: Strategies and Tools in Composition and Improvisation by Guerino Mazzola, Joomi Park, Florian Thalmann
- Indian Music in Performance: A Practical Introduction by Neil Sorrell, Ram Narayan

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

BASICS OF MUSICAL COMPOSITION

(Practical)

Time: 3 Hrs **Practical:** 50 Marks

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

(Vocal & Instrumental Musical Composition)

Training of Voice Culture (Kanth Sadhana)
Musical Composition according to themes of Lyrics/Moods (Romantic, Sad, Cinematic, Devotional and other various forms)
Knowledge of four types of Instruments
Use of Percussion Instruments with various Compositions
Use of Manual and Electronic Non–Percussion Instruments

UNIT – II

(Western Composition)

Training of Voice through Sound Equipment (Microphone)
Western Musical Composition of variety of Lyrics, Moods and Beats
Knowledge of Western Percussion Instrument
Knowledge of Tone Quality of Non– Percussion Instruments

UNIT – III

(Music Arrangement)

Basic Knowledge of Western Instrument Tone through Microphone
Use of Western Instruments in Indian Musical Composition
Pronunciation of Words and Clarity of Voice in different Languages
Knowledge of stress of Words and Musical Notes of sound according to Mood
Introductory Music of Various Compositions and their Interlude
Backing of Musical Composition and Contour Music

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – III: AUDIO PRODUCTION LAB. – III

(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Multitrack Arrangement
The Multi track View
Wave Display
Recording in Edit view

UNIT–II

Tracks Control
Stereo Enhancement
Additional Effects

UNIT–III

Graphic Equalizer
Effects Channels
Recording Device, Monitor Record Level
MIDI Recording

Software (s): Sound Forge, Audition and Cubase

Suggested Readings:

- Mixing & Mastering with Cubase by Matthew Loel T. Hepworth
- The Power in Cubase: Tracking Audio, MIDI, and Virtual Instruments by Matthew Loel T. Hepworth
- Alfred's Teach Yourself Cubase by Alfred Publishing Co., Inc
- Adobe Audition Classroom in a Book by Adobe Creative Team
- The Focal Easy Guide to Adobe Audition by Antony Brown
- Sound Forge Power: The Official Guide by Brian Smithers and Premier Development
- Understanding Digital Music and Sound Forge by D. Sen
- Sound Forge in Simple Steps by Kogent Learning Solutions

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – IV: PERSONALITY DEVELOPMENT – I
(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Meaning and Definition of Personality
Aspects of Personality (Physical, Intellectual, Emotional and Social)
Personality Development: Need and Importance
Indicators of a Developed Personality

UNIT–II

Positive Attitude: Concept, traits of Positive thinking and high achievers
Techniques and Strategies for positive thinking
Indicators of Positive Attitude
Motivation: Techniques for self–motivation

UNIT–III

Goals Setting and Time Management
Goals: Meaning and Types
Time Management: Meaning and Concept, importance
Strategies for Time Management, identifying and avoiding time–wasters

Suggested Readings:

- Personality Development By John Aurther
- Social and Personality Development: An Advanced Textbook edited by Michael E. Lamb, Marc H. Bornstein
- Personality Development: A Psychoanalytic Perspective edited by Debbie Hindle, Marta Vaciago Smith
- Personality Development By Hurlock Mn
- You Can Win by Shiv Khera, McMillan Publishers
- The Ultimate Power of Positive Thinking by Stephen Richards
- Personality Development by Rajan K. Mishra, Richa Publication

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – V: PRODUCTION MANAGEMENT
(Theory)

Time: 3 Hrs **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT–I

Pre–Production and Development Phase
Script, Screenplay, Adaptations, Story Boarding
Common Crew Members, Set Design

UNIT–II

Production Phase
Role and responsibilities of above the line Production Crew
Role of Directors and Actors
Shooting Schedule

UNIT–III

Post–Production and Manipulation
Audio and Video Editing
Visual Effects, Sound Effects, Dubbing
Censorship, Distribution

Suggested Readings:

- TV Production by Gerald Millerson, Focal Press
- Film Production by Steven Bernstein, Focal Press
- Fundamentals of Television Production by Donald, Ralph & Span, Blackwell Publishing
- Film Production Management by Bastian Cleve, Focal Press
- Television Production Handbook by Zettl, Herbert, Thomson Wadsworth
- Art and Production by N.N Sarkar
- Techniques of T.V Production by Bretz Rudy, McGraw–Hill Book Co.
- Television Karyakrama Nirman Prakriya (Hindi) by Ashok Jailkhani and Manaraj Shah, Ranth Academy, New Delhi

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PRODUCTION MANAGEMENT
(Practical)

Time: 3 Hrs **Marks:** 50

Note: Practical Examiner can ask questions from the theory portion also.

UNIT–I

Pre–Production and Development Phase
Script, Screenplay, Adaptations, Story Boarding
Common Crew Members, Set Design

UNIT–II

Production Phase
Role and responsibilities of above the line Production Crew
Role of Directors and Actors
Shooting Schedule

UNIT–III

Post–Production and Manipulation
Audio and Video Editing
Visual Effects, Sound Effects, Dubbing
Censorship, Distribution

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – VI: ENVIRONMENTAL STUDIES–I

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. **The Multidisciplinary Nature of Environmental Studies:**
   - Definition, scope & its importance.
   - Need for public awareness.
2. **Natural Resources**:
   - Natural resources and associated problems:
     - **a) Forest Resources**: Use of over exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forests and tribal people.
     - **b) Water Resources**: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
     - **c) Mineral Resources**: Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
     - **d) Food Resources**: World food problems, change caused by agriculture and overgrazing, effects or modern agriculture, fertilizer-pesticide problem, salinity, case studies.
     - **e) Energy Resources**: Growing of energy needs, renewable and non-renewable energy resources, use of alternate energy sources, case studies.
     - **f) Land Recourses**: Land as a resource, land degradation, soil erosion and desertification.
   - Role of an individual in conservation of natural resources.
   - Equitable use of resources for sustainable lifestyles.
3. **Ecosystem:**
   - Concept of an ecosystem.
   - Structure and function of an ecosystem.
   - Producers, consumers and decomposers.
   - Energy flow in the ecosystem.
   - Ecological succession.
   - Food chains, food webs and ecological pyramids.
   - Introduction, types, characteristic features, structure and function of the following ecosystems:
     a. Forest ecosystem
     b. Grassland ecosystem
     c. Desert ecosystem
     d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

4. Social Issues and Environment:

- From unsustainable to sustainable development.
- Urban problems related to energy.
- Water conservation, rain water harvesting, watershed management.
- Resettlement and rehabilitation of people; its problems and concerns. Case studies.
- Environmental ethics: Issues and possible solutions.
- Climate change, global warning, acid rain, ozone layer depletion, nuclear accidents and holocause. Case studies.
- Wasteland reclamation.
- Consumerism and waste products.
- Environmental Protection Act:
  - Air (prevention and Control of Pollution) Act.
  - Water (prevention and Control of Pollution) Act.
  - Wildlife Protection Act.
  - Forest Conservation Act.
- Issues involved in enforcement of environmental legislation.
- Public awareness.

5. National Service Scheme

- **Introduction and Basic Concepts of NSS:** History, philosophy, aims & objectives of NSS; Emblem, flag, motto, song, badge etc.; Organizational structure, roles and responsibilities of various NSS functionaries.
- **Health, Hygiene & Sanitation:** Definition, needs and scope of health education; Food and Nutrition; Safe drinking water, water borne diseases and sanitation (Swachh Bharat Abhiyan); National Health Programme; Reproductive health.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – I: SOUND STUDIO MANAGEMENT

(Theory)

Time: 3 Hrs **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT – I

Sound Studio Design and Setup
Fundamentals of Studio Design and Layout
Control Room, Studio (Performance), Booth (Vocal)
Studio Acoustic and Soundproofing
Diffusers and Absorbers
Sound Lock

UNIT – II

Role of Audio Mixer, MIDI Controller
Professional Sound Card, Sound Monitors, Amplifier, Headphones
Microphones: types and features
Accessories: Audio cables and connectors
Connecting Electronic Musical Instruments

UNIT – III

Set up for Recording or Mixing space for optimal Acoustic balance
Appropriate Recording and Listening levels
Session Management: Media Transfer: Record to digital media
Troubleshoot a Recording System/Setup

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

SOUND STUDIO MANAGEMENT
(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

Practical Study of Sound Studio Design and Layout

Understanding the role of Studio Acoustic, Diffusers and Absorbers

Understanding the various Digital Audio Mixer Settings and Presets

Documenting a recording session or project (track lists and proposals)

Suggested Readings:

- RA, the Book: The Recording Architecture Book of Studio Design by Black Box Press
- Recording Studio Design By Philip Newell
- Handbook of Sound Studio Construction: Rooms for Recording and Listening By Ken Pohlmann
- Sound Studio: Audio techniques for Radio, Television, Film and Recording By Alec Nisbett
- Chasing Sound: Technology, Culture, and the Art of Studio Recording from Edison to LP By Susan Schmidt Horning

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – II: ELECTRONIC MUSIC PRODUCTION
(Theory)

Time: 3 Hrs **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

MIDI Recording
Input MIDI data using physical controllers
Synchronize MIDI tracks with recorded audio tracks

UNIT – II

Working with Loops
Creating and Editing Loops
Understanding Tempo/BPM
Mixing and Creating Tracks with Loops
Recording Loops

UNIT–III

Digital Music Sequencing
Generating Electronic Music
Software Synthesizers
Virtual Studio Technology
VST Plugins: VST instruments, VST effects, VST MIDI effects
Composing, Arranging, Editing, Mixing, Rendering the Music
Software (s): Cubase/Nuendo/FL Studio

Suggested Readings:

- FL Studio Power!: The Comprehensive Guide by Stephen Pease
- Fruity Loops: The Ultimate Electronic Virtual Music Studio by Jim Aikin
- The Fruity Loop's Beginner's Guide: The Absolute Basics
- Fruity Loops Bible
- Mixing & Mastering with Cubase by Matthew Loel T. Hepworth
- Get Creative with Cubase VST by Gemmell (PC Publishing)
- The Power in Cubase: Tracking Audio, MIDI, and Virtual Instruments by Matthew Loel T. Hepworth
- Alfred's Teach Yourself Cubase by Alfred Publishing Co., Inc
- Nuendo 5 Power!: The Comprehensive Guide by Ashley Shepherd

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

ELECTRONIC MUSIC PRODUCTION

(Practical)

Time: 3 Hrs **Practical:** 50 Marks

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

MIDI Recording
Input MIDI data using physical controllers
Synchronize MIDI tracks with recorded audio tracks

UNIT – II

Working with Loops
Creating and Editing Loops
Understanding Tempo/BPM
Mixing and Creating Tracks with Loops
Recording Loops

UNIT–III

Digital Music Sequencing
Generating Electronic Music
Software Synthesizers
Virtual Studio Technology
VST Plugins: VST instruments, VST effects, VST MIDI effects
Composing, Arranging, Editing, Mixing, Rendering the Music
Software (s): Cubase/Nuendo/FL Studio

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – III: AUDIO PRODUCTION AND MULTIMEDIA (Practical)

Time: 3 Hrs. **Practical:** 100 Marks

UNIT – I

Study of audio production techniques for Radio, Video, Film, Theatre and Multimedia.
Mixing criteria for Broadcast and Visual Productions

UNIT – II

Media production
Audio for Internet
Advanced digital audio workstation techniques

UNIT–III

Elements of Sound Track
Narration, Music, Silence, Dialogue, Ambience, Background score and Foley
Sound effects, Sound Design, Sync Sound, ADR

Software (s): Cubase/Nuendo/Sound Forge

Suggested Readings:

- Sound and Recording sixth edition by Francis Rumsey and Tim McCormick.\
- Sound Engineering Explained second edition by Michael Talbot–Smith
- Sound for film and Television third edition by Tomlinson Holman
- Master Handbook of Audio Production by Jerry C.Whitaker
- Producing Great Sound for Film and Video third edition by Jay Rose
- Sound and Music for the theatre by Dena Kaye and James Lebrecht
- Audio Production and Post– Production by Woody wood hal
- The Art of Recording by William Moylan
- Nuendo 5 Power!: The Comprehensive Guide by Ashley Shepherd
- Alfred's Teach Yourself Cubase by Alfred Publishing Co., Inc

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – IV: PERSONALITY DEVELOPMENT – II
(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Soft Skills: Meaning and Importance
Concepts: Work and Professional Ethics,
Self–Presentation, Self Confidence, Problem Solving Skills, Stress and Conflict Management
Team Spirit: Leadership Skills, Synergy and Team Building

UNIT–II

Placement Preparations: Group Discussions, Rules for Group Discussion
Personal Interview: Mock Interview and its Rules
Do's and Dont's: Dressing Sense, Strategies before and during the interview
Overcoming shyness, nervousness and fear

UNIT–III

Grooming: meaning and concept, various dimensions
Role of manners and etiquette in grooming
Strategies/Tips for grooming into an all–round groomed individual
Profile and Biography of: Abraham Lincoln, Dr. APJ Abdul Kalam, Amitabh Bachchan, Indira Nooyi

Suggested Readings:

- Personality Development By John Aurther
- Social and Personality Development: An Advanced Textbook edited by Michael E. Lamb, Marc H. Bornstein
- Personality Development: A Psychoanalytic Perspective edited by Debbie Hindle, Marta Vaciago Smith
- Personality Development By Hurlock Mn
- You Can Win by Shiv Khera, McMillan Publishers
- The Ultimate Power of Positive Thinking by Stephen Richards
- Personality Development by Rajan K. Mishra, Richa Publication

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – V: PRODUCTION DESIGN WORKSHOP (Theory)

Time: 3 Hrs **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT–I

Basic Camera Operations
Camera Accessories, Lenses and its types
Shot Composition, Camera Movements, Camera Shots and Camera Angles

UNIT–II

Basic Production Techniques
Indoor and Outdoor Shooting
Different TV and Film Formats

UNIT–III

Graphic Designing and Editing
Working with Vectors and Raster Graphics
Video Editing: NLE Software Interface and Basic Operations
Introduction to Animation and Types

Software(s): Basic Knowledge of Adobe Photoshop, Corel Draw, Adobe Premiere Pro, Adobe Flash and Autodesk 3D Studio Max

Suggested Readings:

- Production for Graphic Design, Fourth edition by Alan pipes
- The Adobe Photoshop CS5 Book for Digital Photographers (Voices That Mater) by Scot Kelby
- TV Production: Gerald Milerson, Focal Press
- Film Production: Steven Bernstein, Focal Press
- Creating Special Effects for TV and Video: Barnard Willkie
- Single Camera Video Production: R.B. Musburger
- Television Production Handbook: Zettl, Herbert, Published, Thomson Wadsworth
- Adobe Flash Professional Classroom in a Book by Pearson
- Adobe Premiere Pro Classroom in a Book by Pearson
- Introducing 3Ds Max: 3D For Beginners by Wiley India Pvt Ltd

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – VI: ENVIRONMENTAL STUDIES–II

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. Biodiversity and its Conservation:

- Definition: Genetic, species and ecosystem diversity.
- Biogeographical classification of India.
- Value of Biodiversity: Consumptive use; productive use, social, ethical, aesthetic and option values.
- Biodiversity of global, National and local levels.
- India as mega-diversity nation.
- Hot-spots of biodiversity.
- Threats to Biodiversity: Habitat loss, poaching of wild life, man wildlife conflicts.
- Endangered and endemic species of India.
- Conservation of Biodiversity: In situ and Ex-situ conservation of biodiversity.

2. Environmental Pollution:

- Definition, causes, effects and control measures of:
  a) Air Pollution
  b) Water Pollution
  c) Soil Pollution
  d) Marine Pollution
  e) Noise Pollution
  f) Thermal Pollution
  g) Nuclear Hazards
  h) Electronic Waste
- Solid Waste Management: Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster Management: Floods, Earthquake, Cyclone and Landslides.

3. Human Population and the Environment

- Population growth, variation among nations.
- Population explosion-Family welfare programme.
- Environment and human health.
- Human rights.
- Value education.
- HIV/AIDS.

- Women and child welfare.
- Role of information technology in environment and human health.
- Case studies.
- Road Safety Rules & Regulations**:** Use of Safety Devices while Driving, Do's and Don'ts while Driving, Role of Citizens or Public Participation, Responsibilities of Public under Motor Vehicle Act, 1988, General Traffic Signs.
- Accident & First Aid**:** First Aid to Road Accident Victims, Calling Patrolling Police & Ambulance.

4. National Service Scheme

- **Entrepreneurship Development:** Definition & Meaning; Qualities of good entrepreneur; Steps/ ways in opening an enterprise; Role of financial and support service Institutions.
- **Civil/Self Defense:** Civil defense services, aims and objectives of civil defense; Needs for self defense training.

5. Field Visits:

- Visit to a local area to document environmental assets–river/forest/grassland/hill/ mountain.
- Visit to a local polluted site–Urban/Rural/Industrial/Agricultural.
- Study of common plants, insects, birds.
- Study of simple ecosystems–pond, river, hill slopes etc.
- Contribution of the student to NSS/any other social cause for service of society.

Note: In this section the students will be required to visit and write on the environment of an area/ ecosystem/vi1lage industry/disaster/mine/dam/agriculture field/waste management/ hospital etc. with its salient features, limitations, their implications and suggestion for improvement.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – V

1. ADVERTISING, MARKETING & EVENT MANAGEMENT (THEORY)

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

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT–I

Introduction to Advertising; Types of Advertising; Print, Electronic and New Media
Relevance of Advertising in Marketing
Four P's of Marketing (Product, Price, Place and Promotion)
Importance of TRP
Understanding Market Trends

UNIT–II

The principles of Public relations
Staff of PR Department
Press Conferences and Interactions,
Social Media Campaigns and Promotions

UNIT–III

Planning of an Event, Types of Event
Role of Event Manager in Planning Team
Marketing the event
Budget Planning, Budgetary Control

Suggested Readings:

1. Advertising Made Simple by Frank Jefkins
2. Advertising Management by Aaker, Myers & Batra
3. Handbook on Public Relations by D.S. Mehta
4. P.R. Tools, Concepts Tools and Strategies by NN Sarkar
5. Business Public Relations by S.R. Sardana

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – V

2. RADIO JOURNALISM (THEORY)

Time: 3 Hrs. **Marks: 50**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT– I

Brief history of Radio from early years to the present stage
Print vs Electronic Media
Characteristics of Radio

UNIT– II

Public broadcasting, Private broadcasting systems in India
Radio Broadcasting Systems—MW, SW, FM;
Internet Radio, Satellite Radio, Community Radio

UNIT– III

Types and formats of Radio programmes— News, Interviews, Talks, Dramas, Discussions, Features, Documentaries, Jingles, Phone–ins, Roadshows, Spots, Sponsored programmes, Sponsorship and Info–commercials

Suggested Readings:

1. Broadcasting in India by P.C. Chattergee, Sage Publication, New Delhi
2. Broadcast Journalism by Boyd Andrew, Focal Press
3. This is All India Radio by P.C. Chattergee, Publication Division, New Delhi
4. Radio and TV Journalism by K.M. Shrivastava

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2. RADIO JOURNALISM (PRACTICAL)

Time: 3 Hrs. **Marks: 50**

Recording and submission of any one of Radio Formats

News Interviews, Talks, Dramas, Discussions, Features, Documentaries, Jingles, Phone–ins, Roadshows, Spots, Sponsored Programmes, Sponsorship and Info–commercials.

3. MUSIC COMPOSITION AND ARRANGEMENT (PRACTICAL)

Max. Marks: 100

UNIT–I

Composition: Material, Development, Balance, Contrast
Compositional strategies, Thematic Development,
Composing melody
Musical Form, Song Forms, Phrase structure
Beginnings and Endings

UNIT–II

Compositional terminology
Rhythmic Pattern
Rhythm: Designing Beats, using MIDI, VST
Patterns: Rhythmic and Melodic patterns

UNIT–III

Composition and Advanced Sound Manipulation
Sonic Manipulation: Filters, Effects, Processes, Audio Levelling

4. STUDIO AND LIVE MUSIC RECORDING (PRACTICAL)

Max. Marks: 100

UNIT–I

Multitrack Studio procedures with an emphasis on microphone and recording techniques
Music Recording and Production techniques

UNIT–II

Critical Listening and Discussion of Recording techniques, Concepts, and Aesthetics
Importance of Dubbing
Difference in Technique for Studio and Live Recording

UNIT–III

Recording Live to Single Track
Multitrack Recording
Difference between Single Track and Multitrack Recording
Importance of Live Sound Balancing

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – V

5. AUDIO POST PRODUCTION (PRACTICAL)

Max. Marks: 50

UNIT–I

Post Processing
Multitrack Mixing
Adjusting Audio/track Levels, Equalization

UNIT–II

Advanced Post Production Techniques
Emphasis on Signal processing
Mixdown Techniques

UNIT–III

Mastering/Delivery
Format digital audio for delivery via physical media or Internet
Convert mix files to standard formats for use in multimedia

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – VI

1. PORTFOLIO DEVELOPMENT (PRACTICAL)

Max. Marks: 200

Students would complete minimum of three individual Studio based Projects/Assignments during the semester

1. Production of Radio Jingle/Ad
2. Production for TV/Film/Theatre/Multimedia
3. Song/Album in any Form/Genre of Music

2. PROFESSIONAL SKILLS (VIVA–VOCE)

Max. Marks: 50

The Examiner can ask questions from all the skill based subjects covered in the semester

3. INDUSTRIAL TRAINING

Max. Marks: 150

- Industrial Training for minimum 6–8 weeks

FACULTY OF VISUAL ARTS AND PERFORMING ARTS

SYLLABUS

FOR

BACHELOR OF VOCATION (B.Voc.)
THEATRE AND STAGE CRAFT
(Semester: I – VI)

Session: 2017–18

GURU NANAK DEV UNIVERSITY, AMRITSAR.

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BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER SYSTEM

Eligibility:
+2 pass in any stream.

SCHEME OF COURSE

Semester – I:

PAPER	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
I	Introduction to Indian Theatre	50	–	50	3 Hrs.
II	Theatre Techniques and Designing – I	50	50	100	3 Hrs. each
III	Stage Craft – I	50	50	100	3 Hrs. each
IV	Performing Arts – I	–	50	50	3 Hrs.
V	Communication Skills in English – I			50	3 Hrs.
VI	**Punjabi Compulsory / ਮੁੱਢਲੀ ਪੰਜਾਬੀ**			50	3 Hrs.
VII	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	50	–	50	3 Hrs.

Semester – II:

PAPER	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
I	Tradition of Theatre in India	50	–	50	3 Hrs.
II	Theatre Techniques and Designing – II	50	50	100	3 Hrs. each
III	Stage Craft – II	50	50	100	3 Hrs. each
IV	Performing Arts – II	–	50	50	3 Hrs.
V	Communication Skills in English – II	35	15	50	3 Hrs.
VI	**Punjabi Compulsory / ਮੁੱਢਲੀ ਪੰਜਾਬੀ**			50	3 Hrs.
VII	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	50	–	50	3 Hrs.

Note: * Marks of this Paper will not be included in the Total Marks.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER SYSTEM

Semester – III:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1.	Forms of Theatre	50	–	50	3 Hrs.
2.	Stage Craft – III	–	50	50	3 Hrs.
3.	Study of Theatrical Script and Play (Theory)	50		50	3 Hrs.
4.	Study of Theatrical Script and Play (Practical)	--	50	50	3 Hrs.
5.	Performing Arts – III	–	50	50	3 Hrs.
6.	Personality Development – I		50	50	3 Hrs.
7.	Production Management (Theory)	50	--	50	3 Hrs.
8.	Production Management (Practical)	--	50	50	3 Hrs.
9.	Environmental Studies – I	50	–	50	
	Total:			**400**	

Semester – IV:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1.	Fundamentals of Direction – I	50	–	50	3 Hrs.
2.	Stage Craft – IV	–	50	50	3 Hrs.
3.	Fundamentals of Acting – I (Theory)	50	--	50	3 Hrs.
4.	Fundamentals of Acting – I (Practical)	--	50	50	3 Hrs.
5.	Audio Production (Theory)	50	--	50	3 Hrs.
6.	Audio Production (Practical)	--	50	50	3 Hrs.
7.	Personality Development – II (Practical)	–	50	50	3 Hrs.
8.	Production Design Workshop – I	–	50	50	3 Hrs.
9.	Environmental Studies – II	50	–	50	
	Total:			**400**	

* Marks of Paper EVS will not be included in Grand Total.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER SYSTEM

Semester – V:

PAPER	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
I	PUNJABI THEATRE	50	–	50	3 Hrs.
II	THEATRE (CREATIVITY AND INNOVATIONS)	50	50	100	3 Hrs. each
III	STAGE CRAFT (MAKE-UP)	50	50	100	3 Hrs. each
IV	INDIAN TELEVISION	50	50	100	3 Hrs.
V	PERFORMING ARTS	--	50	50	3 Hrs.
			Total:	**400**	

Semester – VI:

PAPER	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
I	THEATRICAL COSTUME	50	–	50	3 Hrs.
II	THEATRE (CRITICAL STUDY OF INDIAN AND WESTERN THEATRE)	50	50	100	3 Hrs. each
III	STAGE CRAFT (SPECIAL EFFECTS AUDIO/VISUAL)	50	50	100	3 Hrs. each
IV	EVENT MANAGEMENT	50	50	100	3 Hrs.
V	ONE PRODUCTION	--	50	50	3 Hrs.
			Total:	**400**	

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER– I: INTRODUCTION TO INDIAN THEATRE
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit–I

Origin of Theatre
Evolution of Theatre
Introduction to the Natya Shastra in relevance to Theatre
Drama Structure and Performances

Unit–II

Origin and Development of Sanskrit Drama
Elements of Sanskrit Drama
Plot, Characters, Aesthetic Analysis
Role of Sootradhaar in Sanskrit Plays

Unit–III

Elements of Drama
Theme, Character, Dialogues
Role of Music in Theatre

Suggested Readings:

1. Natya Shastra– Bharat Muni
2. The History of Indian Theatre–M.L. Varad Pande
3. Rang Bhavan – S.C. Sharma
4. On the Art of Theatre –Gordan Chraig
5. Bhartiya Natya Shastra aur Rangmanch – Prof. Mohan Vallabh Pant
6. The Indian Theatre – Mulak Raj Anand
7. Sanskrit Drama – Dr. A. B. Keeth
8. Indian Theatre – N.C. Jain
9. Natki Sahitya – Narindra Behl
10. Bhartiya Rangmanch – Adiya Rangacharya

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER – II. THEATRE TECHNIQUES AND DESIGNING – I
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit–I

Basics of Light
Intensity, Color
Direction, Focus

Unit–II

Introduction to Costumes
History of Costumes
Importance of Costumes
Various types of Costumes

Unit–III

Make–up Material & their uses
Role of Make–up in Theatre

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

THEATRE TECHNIQUES AND DESIGNING – I
(Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Study of various types of Light

Study of different Costumes & Make–ups

Warming up for a Theatrical Activity, Breathing and Relaxation, Training Body, Voice Modulation, Confidence Building in Group and Individual, Theatrical Games

Suggested Readings:

1. Theatrical Design & Production – J. Michael Gillete
2. Scene Design & Stage Lighting – W. Ozen
3. Natya Kala – Raghuvansh
4. The Craft of Play Direction – Curts Canefield
5. Rang Darshan – N.C. Jain
6. Abhinaya Kala – Prakash Syal

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER – III: STAGE CRAFT–I

(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit–I

Introduction to Stage Craft, Brief History
Various Components
Objectivesof Stage Craft

Unit–II

Importance of Stage Craft
Types of Stages
Stage Division

Unit–III

Significance of Set
Basis of Set Design
Parameters of Stages

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

STAGE CRAFT–I
(Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Study of different types of Stages and Set Designs

Study and Draw Plans and Elevations of Important Theatre Structure and explain their significance.

Suggested Readings:

1. Acting and Stage Craft made simple – Derek Bowskill
2. The Craft of Play Direction – CurtsCanefield
3. Scene Design & Stage Lighting – W. Ozen
4. Theatrical Design & Production – J. Michael Gillete
5. Natak Stage te Darshak – Dr. Kuldeep Singh Dhir
6. Natya Kala – Raghuvansh
7. Bhartiya Rangmanch – Adiya Rangacharya

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER – IV: PERFORMING ARTS – I
(Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Music Vocal
Voice Training
Singing Shudh &Vikrit Swaras
One Light Composition in Vocal Music

Music Instrumental
Playing Techniques of selected Instruments
Playing Shudh &Vikrit Swaras
One Dhun on any Musical Instrument

Dance
Developing flexibility through Dance
Knowledge of Hand Movements (Sanyukta &Asanyukta)
Eye Movements, Facial Expressions
Layakaries of Teen Taal & their recitation by hands

Suggested Readings:

1. Raag Parichay, Part I, II, III, IV – Shri Harishchander Srivastava
2. Sangeet Vishard Sangeet Karayalya, Hathras
3. Kathak Nritya Prichay by Subhashni Kapoor
4. Sangeet Shaster Darpan (Part–1, 2) by Shanti Gowardhan
5. Sangeet Subodh by Dr. Davinder Kaur
6. Nibandh Sangeeet – Laxmi Naryan Garg, Sangeet Karyalya, Hathras
7. Kathak Naritya Shiksha Dr. Puru Dadhich

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(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER– V. Communication Skills in English – I

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

Course Contents:

1. Reading Skills: Reading Tactics and strategies; Reading purposes–kinds of purposes and associated comprehension; Reading for direct meanings; Reading for understanding concepts, details, coherence, logical progression and meanings of phrases/ expressions.

Activities:

a) Active reading of passages on general topics
b) Comprehension questions in multiple choice format
c) Short comprehension questions based on content and development of ideas

2. Writing Skills: Guidelines for effective writing; writing styles for application, resume, personal letter, official/ business letter, memo, notices etc.; outline and revision.

Activities:

a) Formatting personal and business letters.
b) Organising the details in a sequential order
c) Converting a biographical note into a sequenced resume or vice-versa
d) Ordering and sub-dividing the contents while making notes.
e) Writing notices for circulation/ boards

Suggested Pattern of Question Paper:

The question paper will consist of five skill–oriented questions from Reading and Writing Skills. Each question will carry 10 marks. The questions shall be phrased in a manner that students know clearly what is expected of them. There will be internal choice wherever possible.

10x5=50 Marks

i) Multiple choice questions on the language and meanings of an unseen passage.
ii) Comprehension questions with short answers on content, progression of ideas, purpose of writing etc. of an unseen passage.
iii) Personal letter and Official/Business correspondence
iv) Making point-wise notes on a given speech/ technical report OR
Writing notices for public circulation on topics of professional interest
v) Do as directed (10x1= 10 Marks) (change of voice, narration, combination of 2 simple sentences into one, subject-verb agreement, using appropriate tense, forms of verbs.

Recommended Books:

1. *Oxford Guide to Effective Writing and Speaking* by John Seely.
2. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

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(THEATRE AND STAGE CRAFT) SEMESTER – I

Paper-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ–ਕ੍ਰਮ ਅਤੇ ਪਾਠ–ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ–ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ),
   (ਸੰਪਾ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
   ਲੇਖ : ਪਹੀਆ ਪ੍ਰਦੂਸ਼ਣ, ਭਰੂਣ ਹੱਤਿਆ ਦੇ ਦੇਸ਼ ਵਿਚ, ਨਾਰੀ ਸ਼ਕਤੀ, ਵਾਤਾਵਰਣੀ ਪ੍ਰਦੂਸ਼ਣ ਅਤੇ ਮਨੁੱਖ, ਏਡਜ਼ : ਇਕ ਗੰਭੀਰ ਸੰਕਟ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   (ਪ੍ਰੋ. ਮੋਹਨ ਸਿੰਘ, ਅੰਮ੍ਰਿਤਾ ਪ੍ਰੀਤਮ, ਸ਼ਿਵ ਕੁਮਾਰ ਬਟਾਲਵੀ, ਸੁਰਜੀਤ ਪਾਤਰ, ਪਾਸ਼)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
4. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**।
5. (ੳ) **ਪੰਜਾਬੀ ਧੁਨੀ ਵਿਉਂਤ** : ਉਚਾਰਨ ਅੰਗ, ਉਚਾਰਨ ਸਥਾਨ ਤੇ ਵਿਧੀਆਂ, ਸਵਰ, ਵਿਅੰਜਨ, ਸੁਰ।
   (ਅ) **ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ** : ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਪ–ਭਾਸ਼ਾ ਦਾ ਅੰਤਰ, ਪੰਜਾਬੀ ਉਪਭਾਸ਼ਾਵਾਂ ਦੇ ਪਛਾਣ–ਚਿੰਨ੍ਹ।
6. **ਮਾਤ ਭਾਸ਼ਾ ਦਾ ਅਧਿਆਪਨ**
   (ੳ) ਪਹਿਲੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ
   (ਅ) ਦੂਜੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ

ਅੰਕ–ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ–ਵਸਤੂ, ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ।	10 ਅੰਕ
3.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
4.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ।	05 ਅੰਕ
5.	ਨੰਬਰ 5 ਉਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ 'ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
6.	ਨੰਬਰ 6 ਵਿਚ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਪਹਿਲੀ ਭਾਸ਼ਾ ਅਤੇ ਦੂਜੀ ਭਾਸ਼ਾ ਵਜੋਂ ਅਧਿਆਪਨ, ਮਹੱਤਵ ਅਤੇ ਸਮੱਸਿਆਵਾਂ ਬਾਰੇ ਚਾਰ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਦੋ ਦਾ ਉੱਤਰ ਦੇਣਾ ਹੋਵੇਗਾ।	5×2=10 ਅੰਕ

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Paper-VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ–ਕ੍ਰਮ

1. ਪੈਂਤੀ ਅੱਖਰੀ; ਪੈਰ ਬਿੰਦੀ ਵਾਲੇ ਵਰਣ ਅਤੇ ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ, ਲਗਾਂ ਮਾਤਰਾਂ
2. ਲਗਾਖਰ (ਬਿੰਦੀ, ਟਿੱਪੀ, ਅੱਧਕ)
3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ,
   (ਅ) ਨਾਂਵ, ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸਣ, ਲਿੰਗ ਅਤੇ ਵਚਨ

ਅੰਕ ਵੰਡ ਤੇ ਪੇਪਰ ਸੈਟਰ ਲਈ ਹਦਾਇਤਾਂ

1. ਪੈਂਤੀ ਅੱਖਰੀ ਦੀ ਬਣਤਰ ਅਤੇ ਤਰਤੀਬ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ। **10 ਅੰਕ**
   (ਦੋ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ)
   ਕਵਰਗ, ਚਵਰਗ, ਤਵਰਗ, ਟਵਰਗ ਆਦਿ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾ ਸਕਦਾ ਹੈ। ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ ਅਤੇ ਲਗਾਂ ਮਾਤਰਾਂ ਦੀ ਵਰਤੋਂ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

2. ਬਿੰਦੀ, ਟਿੱਪੀ ਅਤੇ ਅੱਧਕ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**

3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**
   (ਅ) ਨਾਂਵ ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ ਅਤੇ ਲਿੰਗ ਵਚਨ ਸੰਬੰਧੀ ਮੁੱਢਲੀ ਕਿਸਮ ਦੇ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

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(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER – VII: DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

PROBLEM OF DRUG ABUSE

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) **Meaning of Drug Abuse:** Concept and Overview, Historical Perspective of Drug Abuse, Drug Dependence, Drug Addiction, Physical and Psychological Dependence: Drug Tolerance and withdrawal symptoms.

2) **Types of Abused Drugs and their Effects:**
   1) Stimulants: Amphetamines – Benzedrine, Dexedrine, Cocaine.
   2) Depressants: Alcohol Barbiturates: Nembutal, Seconal, Phenobarbital and Rohypnol.
   3) Narcotics: Heroin, Morphine, Oxycodone.
   4) Hallucinogens: Cannabis, Marijuana, Hashish, Hash Oil, MDMA, LSD.
   5) Steroids.

3) **Nature and Extent of the Problem:** Magnitude or prevalence of the menace of Drug Abuse in India and Punjab, Vulnerable groups by age, gender and economic status, Signs and Symptoms of Drug Abuse: Physical, Academic, Behavioural and Psychological Indicators.

References:

1. Ahuja, Ram (2003), Social Problems in India, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. The Drug Crime Connection. Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) Drug epidemic among Indian Youth, New Delhi: Mittal Pub.
5. Modi, Ishwar and Modi, Shalini (1997) Drugs: Addiction and Prevention, Jaipur: Rawat Publication.
6. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical Epidemiological Unit, All India Institute of Medical Sciences, 2004.
7. Sain, Bhim 1991, Drug Addiction Alcoholism, Smoking obscenity New Delhi: Mittal Publications.
8. Sandhu, Ranvinder Singh, 2009, Drug Addiction in Punjab: A Sociological Study. Amritsar: Guru Nanak Dev University.
9. Singh, Chandra Paul 2000. Alcohol and Dependence among Industrial Workers: Delhi: Shipra.
10. Sussman, S and Ames, S.L. (2008). Drug Abuse: Concepts, Prevention and Cessation, Cambridge University Press.
11. World Drug Report 2010, United Nations office of Drug and Crime.
12. World Drug Report 2011, United Nations office of Drug and Crime.

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(THEATRE AND STAGE CRAFT) SEMESTER – II

PAPER – I: TRADITION OF THEATRE IN INDIA
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit–I

Introduction to Regional/ Folk Theatre of India
Tamasha of Maharashtra, Yatra of Bengal
Ramlila of Uttar Pradesh, Bhand & Marasi Tradition of Punjab
Terukkuth of Tamil Nadu

Unit–II

Contribution of plays of Bhasa and Kalidasa in Traditional Theatre
Origin of Punjabi Theatre with reference to Nora Richard & I. C. Nanda
Religious Theatre – Raasleela
Parsi Theatre
Puppet Theatre

Unit–III

Modern Indian Theatre
Role of Academy of Dance, Drama & Music(SangeetNatak Academy) in Modern Theatre
Contribution of National School of Drama to Indian Theatre

Suggested Readings:

1. The History of Indian Theatre–M.L. Varad Pande
2. Rang Bhavan – S.C. Sharma
3. Bhartiya Natya Shastra aur Rangmanch – Prof. Mohan Vallabh Pant
4. The Indian Theatre – Mulak Raj Anand
5. Sanskrit Drama – Dr. A. B. Keeth
6. Indian Theatre – N.C. Jain
7. Natki Sahitya – Narindra Behl
8. Bhartiya Rangmanch – Adiya Rangacharya
9. Folk Theatre of India – Balwant Gargi
10. Punjabi Natak: Swaroop, Sidhant te Vikas – Dr. Gurdial Singh Phul

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(THEATRE AND STAGE CRAFT) SEMESTER – II

PAPER – II: THEATRE TECHNIQUES AND DESIGNING – II
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit–I

Blocking of Small Scenes

Blocking of Plays

Actor Placement, Movement

Abhinaya According to Natya Shashtra, Rasa &Bhava

Unit–II

Costume Design: Definition, Concept and Objectives

Fundamentals of Costume Design

Unit–III

Script Reading & Interpretation

Process of Play Development

Speech Work Out of different characters and importance of pronunciation

Role of Sound Effects&Visual Effects

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – II

THEATRE TECHNIQUES AND DESIGNING – II
(Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Yoga: Usage & Benefits in relevance to Theatre, Understanding Theatrical Vocabulary, Generating Emotions, Improvisations, Speech, and Action–Reaction Exercises, Controlling the Body and Depth, Tempo, Voice Tones and Voice Exercises

Suggested Readings:

1. Theatrical Design & Production – J. Michael Gillete
2. Scene Design & Stage Lighting – W. Ozen
3. Natya Shastra– Bharat Muni
4. Bhartiya Rangmanch – Adiya Rangacharya
5. Natya Kala – Raghuvansh
6. Abhinaya Kala – Prakash Syal
7. Rang Darshan – N.C. Jain
8. Styles of Theatre Acting – Sunita Dhir

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – II

PAPER – III: STAGE CRAFT – II
(Theory)

Time: 3 Hrs. each **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit–I

Ground Plans

Stage Setting Management

Set Decoration

Unit–II

Scenic Construction

Scenic Drawing Stage Craft Tools and Materials

Stage Properties: Trim Properties, Set Properties, Hard Properties

Furniture, Props

Unit–III

Stage Safety

Stage Types, Areas

Curtains and Rigging

Backstage Management

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(THEATRE AND STAGE CRAFT) SEMESTER – II

STAGE CRAFT – II
(Practical)

Time: 3 Hrs. each **Practical: 50 Marks**

Creating Elevations, Drawing & Enhancing A Model with Techniques, Working in an Unconventional Environment (Height, Confine Spaces and Dark) Using Props, Practice Stage Etiquette & Team Work.Study and Knowledge of visual understanding of significant Set Designs and Stages.

Suggested Readings:

1. Acting and Stage Craft made simple – Derek Bowskill
2. The Craft of Play Direction – CurtsCanefield
3. Scene Design & Stage Lighting – W. Ozen
4. Theatrical Design & Production – J. Michael Gillete
5. Natak Stage te Darshak – Dr. Kuldeep Singh Dhir
6. Natya Kala – Raghuvansh
7. Bhartiya Rangmanch – Adiya Rangacharya

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(THEATRE AND STAGE CRAFT) SEMESTER – II

PAPER – IV: PERFORMING ARTS – II
(Practical)

Time: 3 Hrs. **Theory: 50 Marks**

Music Vocal

One Drut Khyal in Raag Yaman

One Cinematic Song composed in Raag Yaman

One group presentation (Group Song, Group Bhajan/Shabad)

Music Instrumental

One Razakhani gat in Raag Yaman

One Cinematic song to be played on any musical Instrument

One Group presentation (Indian Orchestra or Folk Orchestra)

Dance

Recitation of Teen Taal & Ek Taal on Handin Ekgun & Dogun

Tatkar of Teen Taal & EkTaal upto Chargun Layakaries

One Group Dance Presentation (Folk/Contemporary)

Suggested Readings:

1. Raag Parichay, Part I, II, III, IV – Shri Harishchander Srivastava
2. Sangeet Vishard Sangeet Karayalya, Hathras
3. Kathak Nritya Prichay by Subhashni Kapoor
4. Sangeet Shaster Darpan (Part–1, 2) by Shanti Gowardhan
5. Sangeet Subodh by Dr. Davinder Kaur
6. Nibandh Sangeeet – Laxmi Naryan Garg, Sangeet Karyalya, Hathras
7. Kathak Naritya Shiksha Dr. Puru Dadhich

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(THEATRE AND STAGE CRAFT) SEMESTER – II

Paper–V: COMMUNICATION SKILLS IN ENGLISH – II

Time: 3 Hours **Max. Marks: 50**
Theory Marks: 35
Practical Marks: 15

Course Contents:

1. **Listening Skills:** Barriers to listening; effective listening skills; feedback skills. Attending telephone calls; note taking.

   Activities:
   a) Listening exercises – Listening to conversation, News and TV reports
   b) Taking notes on a speech/lecture

2. **Speaking and Conversational Skills**: Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.
   The study of sounds of English, stress
   Situation based Conversation in English
   Essentials of Spoken English
   Activities:
   a) Making conversation and taking turns
   b) Oral description or explanation of a common object, situation or concept
   c) Giving interviews

Suggested Pattern of Question Paper:

The question paper will consist of seven questions related to speaking and listening Skills. Each question will carry 5 marks. The nature of the questions will be as given below:-

Two questions requiring students to give descriptive answers.

Three questions in the form of practical exercises requiring students to give an appropriate response to a question, a proposal, a proposition, an invitation etc. For example, the paper setter may give a proposition and ask the students to agree or disagree with it or introduce a character giving invitations and ask the students to accept or refuse it etc.

Two questions requiring students to transcribe simple words in IPA symbols, marking stress.

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(THEATRE AND STAGE CRAFT) SEMESTER – II

PRACTICAL / ORAL TESTING

Marks: 15

Course Contents:

1. Oral Presentation with/without audio visual aids.
2. Group Discussion.
3. Listening to any recorded or live material and asking oral questions for listening comprehension.

Questions:

1. Oral Presentation will be of 5 to 10 minutes duration. (Topic can be given in advance or it can be of student's own choice). Use of audio visual aids is desirable.
2. Group discussion comprising 8 to 10 students on a familiar topic. Time for each group will be 15 to 20 minutes.

Note: Oral test will be conducted by external examiner with the help of internal examiner.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – II

PAPER-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ)
(ਸੰਪ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ, 2007
ਲੇਖ : ਸਾਹਿਤ ਤੇ ਲੋਕ ਸਾਹਿਤ, ਅੱਖਾਂ, ਅਚੇਤਨ ਦਾ ਗੁਣ ਤੇ ਸੁਭਾਅ, ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈੱਟ, ਮਨੁੱਖੀ ਅਧਿਕਾਰ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ) (ਕਹਾਣੀਆਂ)
ਪਠਾਣ ਦੀ ਧੀ (ਸੁਜਾਨ ਸਿੰਘ), **ਸਾਂਵੀ ਕੰਧ** (ਸੰਤੋਖ ਸਿੰਘ ਧੀਰ), **ਉਜਾੜ** (ਕੁਲਵੰਤ ਸਿੰਘ ਵਿਰਕ), **ਘੋਟਣਾ** (ਮੋਹਨ ਭੰਡਾਰੀ), **ਦਲਦਲ** (ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਸ਼ਬਦ-ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ** : ਪਰਿਭਾਸ਼ਾ, ਮੁੱਢਲੇ ਸੰਕਲਪ
4. **ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ**
5. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
6. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**
7. **ਮੁਹਾਵਰੇ ਅਤੇ ਅਖਾਣ**

ਅੰਕ–ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ ਵਸਤੂ, ਪਾਤਰ ਚਿਤਰਣ ।	10 ਅੰਕ
3–4.	3–4 ਨੰਬਰ ਉੱਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
5.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
6.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ	05 ਅੰਕ
7.	ਨੰਬਰ 7 ਵਿਚ ਅੱਠ ਅਖਾਣ ਅਤੇ ਅੱਠ ਮੁਹਾਵਰੇ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਪੰਜ-ਪੰਜ ਨੂੰ ਵਾਕਾਂ ਵਿਚ ਵਰਤ ਕੇ ਅਰਥ ਸਪੱਸ਼ਟ ਕਰਨੇ ਹੋਣਗੇ।	5+ 5=10 ਅੰਕ

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – II

Paper VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ: 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ – ਕ੍ਰਮ

1. ਪੰਜਾਬੀ ਸ਼ਬਦ-ਬਣਤਰ
   ਸੰਯੁਕਤ ਅਤੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦ
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ **20 ਅੰਕ**
2. ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ
   ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ **15 ਅੰਕ**
3. ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ
   ਸਾਧਾਰਨ ਵਾਕ: ਕਿਸਮਾਂ
   ਸੰਯੁਕਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਮਿਸ਼ਰਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ ਦੇ ਵਿਭਿੰਨ ਸਮਾਜਿਕ ਪ੍ਰਸੰਗ **15 ਅੰਕ**

ਯੂਨਿਟ ਅਤੇ ਥੀਮ

1. **ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ:** ਸੰਯੁਕਤ ਸ਼ਬਦ; ਸਮਾਸੀ ਸ਼ਬਦ (ਜਿਵੇਂ ਲੋਕ ਸਭਾ); ਦੋਹਰੇ ਸ਼ਬਦ / ਦੁਹਰਰੁਕਤੀ (ਜਿਵੇਂ ਧੂੜ ਧਾੜ / ਭਰ ਭਰ), ਮਿਸ਼ਰਤ ਸ਼ਬਦਾਂ ਦੀ ਬਣਤਰ/ਸਿਰਜਨਾ; ਅਗੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਉੱਪ ਭਾਸ਼ਾ), ਪਿਛੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਰੰਗਲਾ), ਪੰਜਾਬੀ ਸ਼ਬਦ ਰਚਨਾ: ਪੜਨਾਵੀਂ ਰੂਪ, ਕਿਰਿਆ/ਸਹਾਇਕ ਕਿਰਿਆ ਦੇ ਰੂਪ; ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ: ਰੁੱਤਾਂ, ਮਹੀਨਿਆਂ, ਮੌਸਮਾਂ, ਗਿਣਤੀ ਨਾਲ ਸੰਬੰਧਿਤ ।

2. I. ਭਾਸ਼ਾ ਅਤੇ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਮਹੱਤਵ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
   II. ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ

3. **ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ:** ਕਰਤਾ ਕਰਮ ਕਿਰਿਆ; ਸਾਧਾਰਨ ਵਾਕ, ਬਿਆਨੀਆ, ਪ੍ਰਸ਼ਨਵਾਚਕ, ਆਗਿਆਵਾਚਕ, ਸੰਯੁਕਤ ਅਤੇ ਮਿਸਰਤ ਵਾਕਾਂ ਦੀਆਂ ਕਿਸਮਾਂ; ਸੁਤੰਤਰ ਅਤੇ ਅਧੀਨ ਉਪਵਾਕ; ਸਮਾਨ (ਤੇ/ਅਤੇ) ਅਤੇ ਅਧੀਨ (ਜੋ/ਕਿ) ਯੋਜਕਾਂ ਦੀ ਵਰਤੋਂ; ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ: ਵਿਭਿੰਨ ਸਮਾਜਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ; ਘਰ ਵਿਚ, ਬਾਜ਼ਾਰ ਵਿਚ, ਮੇਲੇ ਵਿਚ, ਸ਼ੋਪਿੰਗ ਮਾਲ/ਸਿਨਮੇ ਵਿਚ, ਵਿਆਹ ਵਿਚ, ਧਾਰਮਿਕ ਸਥਾਨਾਂ ਵਿਚ, ਦੋਸਤਾਂ ਨਾਲ ਆਦਿ।

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪਹਿਲੇ ਯੂਨਿਟ ਵਿੱਚੋਂ ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਸ਼ਬਦਾਵਲੀ ਨਾਲ ਸਬੰਧਿਤ ਇਕ-ਇਕ ਅੰਕ ਦੇ ਪੰਜ (ਆਬਜੈਕਟਿਵ) ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।
   20 ਅੰਕ
2. ਦੂਸਰੇ ਯੂਨਿਟ ਵਿੱਚ ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁਢਲੀ ਜਾਣ ਪਛਾਣ ਨਾਲ ਸੰਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇੱਕ-ਇੱਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   15 ਅੰਕ
3. ਤੀਜੇ ਯੂਨਿਟ ਵਿੱਚ ਪੰਜਾਬੀ ਵਾਕ-ਬਣਤਰ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਦੋ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਿਹਾਰਕ ਵਰਤੋਂ ਨਾਲ ਸਬੰਧਿਤ 5 ਅੰਕਾਂ ਦਾ ਇਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾਵੇਗਾ, ਜਿਸ ਵਿਚ ਵਿਦਿਆਰਥੀ ਨੂੰ ਕਿਸੇ ਸਮਾਜਿਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ ਵਿਚ ਵਰਤੇ ਜਾਂਦੇ ਪੰਜ ਵਾਕ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।
   ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਭਾਸ਼ਾ ਸਰਲ ਅਤੇ ਸਪਸ਼ਟ ਰੱਖੀ ਜਾਵੇ। **15 ਅੰਕ**

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – II

PAPER – VII: DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

DRUG ABUSE: MANAGEMENT AND PREVENTION

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) Consequences of Drug Abuse for:
1) Individual – Education, employment and income issues.
2) Family – Violence
3) Society – Crime.
4) Nation – Law and order problem.

2) Management of Drug abuse:
1) Medical Management: Medication for treatment and to reduce withdrawal effects, Drug De-addiction clinics, Relapse management.
2) Psycho-Social Management: Counselling, family and group therapy, behavioural and cognitive therapy, Environmental Intervention.

3) Prevention of Drug Abuse:
1) Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.
2) School
   Counselling, Teacher as role-model. Parent-Teacher-Health Professional Coordination, Random testing on students.
3) Media:
   Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program
4) Legisltaion: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

References:

1. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
2. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
3. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
4. Sain, Bhim 1991, *Drug Addiction Alcoholism*, Smoking obscenity New Delhi: Mittal Publications.
5. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab*: *A Sociological Study. Amritsar*: Guru Nanak Dev University.
6. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
7. World Drug Report 2011, United Nations office of Drug and Crime.
8. World Drug Report 2010, United Nations office of Drug and Crime.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – I: FORMS OF THEATRE
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT–I

Ancient Indian Theatre
Study of Ramayana and Mahabharata
Indian Musical Theatre
Stage, Scenery
Actor, Music Artist

UNIT–II

Theatre Architecture, Ideal Theatre
Introduction to Improvisation
Its Nature and Purpose

UNIT–III

Forms of Drama
Comedy, Tragedy
Melodrama

Suggested Readings:

- Indian Theatre by N.C. Jain, Vikash Publishing House, New Delhi
- Nataki Sahit by Navnindra Behl Publication Bureau, Punjabi Uni. Patiala
- Rangmanch by Balwant Gargi, Navyug Publisher, Delhi
- The Natyashastra (English Translation) by Adya Rangacharya, Munshiram Manoharlal Publishers Pvt. Ltd.
- Classical Indian Theatre: a Comparative Study by Dr. Anjala Maharishi, N.S.D., New Delhi
- Traditional Indian Theatre: Multiple Streams by Kapila Vatsyayana
- The Indian Theatre by Hemendra Nath Das Gupta, Gyan Publishing House
- Indian Theatre, Ralph Yarrow

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – II: STAGE CRAFT–III
(Practical)

Time: 3 Hrs. **Practical: 50 Marks**

UNIT–I

Stage Lighting
Types of Lighting: Realistic, Symbolic, Expressionistic, Formalistic
Art & Technique of Lighting
Importance of Lighting Cue Sheet

UNIT–II

Lighting: Base Light, Diffusers, Dimmers and Reflectors
Various Lighting Equipments
Spot Light, Strip Light, Flood Light
Special Effect Lights, LED Lights
Special Effect Projectors

UNIT–III

Cross Sections, Cyclorama
Characteristics of Lights (Quality, Quantity, Colour Temperature)
Demonstration of Light, Apparatus
Using Lights and their Techniques

Suggested Readings:

- Guide to Stage Lighting by G.N. Dasgupta, Annapurna
- Scene Design & Stage Lighting by W.Oxen
- Rang Karmi Di Teesri Akh by Kewal Dhaliwal, Ravi Sahit Parkashan, Amritsar
- Stage Lighting by John A. Williams, London.
- Stage and Film by R. Myerscough, Sir Isaac Pitman
- Stage Lighting by Tapas Sen
- Drishya Adrishya by Nain Chander Jain

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – III: STUDY OF THEATRICAL SCRIPT AND PLAY

Time: 3 Hrs. **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Note: Practical Examiner can ask questions from the theory portion also.

UNIT–I

Principles of Script Analysis on a given situation
Basis of Character Analysis
Using Internal & External Aids,
Improvisation, Working on Individual/Group Skills

UNIT–II

Reading and Analysis of Play "Aashad Ka Ek Din" by Mohan Rakesh

UNIT–III

Reading and Analysis of Punjabi Play "Subhadra" by I.C. Nanda

Suggested Readings:

- Aashad Ka Ek Din by Mohan Rakesh
- Subhadra by I.C. Nanda
- Stage and Film, R. Myerscough, Sir Isaac Pitman
- Producing the Play by John Gassner, Philip Barber Publishers, Dryden Press
- Theatre at Work by C. Marowitz Unknown
- On the Art of Theatre by Gordon Craig, Edward, Heinemann
- Play Production by Henning Nelms, Barnes & Noble Books
- Natki Sahit by Navnindre Behl
- Indian Theatre by N.C.Jain
- Rang Manch Ke Sidhant by Mahesh, Anand Davindra Raj

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – IV: STUDY OF THEATRICAL SCRIPT AND PLAY (Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Principles of Script Analysis on a given situation
Basis of Character Analysis
Using Internal & External Aids,
Improvisation, Working on Individual/Group Skills

UNIT–II

Reading and Analysis of Play “Aashad Ka Ek Din” by Mohan Rakesh

UNIT–III

Reading and Analysis of Punjabi Play “Subhadra” by I.C. Nanda

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – V: PERFORMING ARTS – III
(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Training Voice for Theatrical singing,
Individual and Group Singing,
Singing for Various types of Theatre

UNIT–II

Various Musical Instruments and their role in Theatre
Various Rhythms'
Simple Instrumental Compositions or Rhythms in Theatre

UNIT–III

Understanding Choreography
Various types of Dance Forms for a Theatrical Presentation
Working on a given mood
Individual & Group Dance Choreography
Poetical Composition

Suggested Readings:

1. Raag Parichay, Part I, II, III, IV – Shri Harishchander Srivastava
2. Sangeet Vishard Sangeet Karayalya, Hathras
3. Sangeet Shaster Darpan (Part–1, 2) by Shanti Gowardhan
4. Sangeet Subodh by Dr. Davinder Kaur
5. Nibandh Sangeeet – Laxmi Naryan Garg, Sangeet Karyalya, Hathras
6. Kathak Naritya Shiksha Dr. Puru Dadhich
7. Sound and Music for the theatre by Dena Kaye and James Lebrecht

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – VI: PERSONALITY DEVELOPMENT – I

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Meaning and Definition of Personality
Aspects of Personality (Physical, Intellectual, Emotional and Social)
Personality Development: Need and Importance
Indicators of a Developed Personality

UNIT–II

Positive Attitude: Concept, traits of Positive thinking and high achievers
Techniques and Strategies for positive thinking
Indicators of Positive Attitude
Motivation: Techniques for self–motivation

UNIT–III

Goals Setting and Time Management
Goals: Meaning and Types
Time Management: Meaning and Concept, importance
Strategies for Time Management, identifying and avoiding time–wasters

Suggested Readings:

- Personality Development By John Aurther
- Social and Personality Development: An Advanced Textbook edited by Michael E. Lamb, Marc H. Bornstein
- Personality Development: A Psychoanalytic Perspective edited by Debbie Hindle, Marta Vaciago Smith
- Personality Development By Hurlock Mn
- You Can Win by Shiv Khera, McMillan Publishers
- The Ultimate Power of Positive Thinking by Stephen Richards
- Personality Development by Rajan K. Mishra, Richa Publication

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – VII: PRODUCTION MANAGEMENT (Theory)

Time: 3 Hrs. **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Note: Practical Examiner can ask questions from the theory portion also.

UNIT–I

Pre–Production and Development Phase
Script, Screenplay, Adaptations, Story Boarding
Common Crew Members, Set Design
Role of Radio Announcer and Foley Artist

UNIT–II

Production Phase
Role and responsibilities of above the line Production Crew
Role of Directors and Actors
Shooting Schedule
Radio Play

UNIT–III

Post–Production and Manipulation in Radio, TV and Films
Audio and Video Editing
Visual Effects, Sound Effects, Dubbing
Censorship, Distribution

Suggested Readings:

- TV Production by Gerald Millerson, Focal Press
- Film Production by Steven Bernstein, Focal Press
- Fundamentals of Television Production by Donald, Ralph & Span, Blackwell Publishing
- Film Production Management by Bastian Cleve, Focal Press
- Television Production Handbook by Zettl, Herbert, Thomson Wadsworth
- Art and Production by N.N Sarkar
- Techniques of T.V Production by Bretz Rudy, McGraw–Hill Book Co.
- Television Karyakrama Nirman Prakriya (Hindi) by Ashok Jailkhani and Manaraj Shah, Ranth Academy, New Delhi

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – VIII: PRODUCTION MANAGEMENT (Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Pre–Production and Development Phase
Script, Screenplay, Adaptations, Story Boarding
Common Crew Members, Set Design
Role of Radio Announcer and Foley Artist

UNIT–II

Production Phase
Role and responsibilities of above the line Production Crew
Role of Directors and Actors
Shooting Schedule
Radio Play

UNIT–III

Post–Production and Manipulation in Radio, TV and Films
Audio and Video Editing
Visual Effects, Sound Effects, Dubbing
Censorship, Distribution

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – VII: ENVIRONMENTAL STUDIES–I

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. **The Multidisciplinary Nature of Environmental Studies:**
   - Definition, scope & its importance.
   - Need for public awareness.
2. **Natural Resources**:
   - Natural resources and associated problems:
     - **a) Forest Resources**: Use of over exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forests and tribal people.
     - **b) Water Resources**: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
     - **c) Mineral Resources**: Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
     - **d) Food Resources**: World food problems, change caused by agriculture and overgrazing, effects or modern agriculture, fertilizer-pesticide problem, salinity, case studies.
     - **e) Energy Resources**: Growing of energy needs, renewable and non-renewable energy resources, use of alternate energy sources, case studies.
     - **f) Land Recourses**: Land as a resource, land degradation, soil erosion and desertification.
   - Role of an individual in conservation of natural resources.
   - Equitable use of resources for sustainable lifestyles.
3. **Ecosystem:**
   - Concept of an ecosystem.
   - Structure and function of an ecosystem.
   - Producers, consumers and decomposers.
   - Energy flow in the ecosystem.
   - Ecological succession.
   - Food chains, food webs and ecological pyramids.
   - Introduction, types, characteristic features, structure and function of the following ecosystems:
     a. Forest ecosystem
     b. Grassland ecosystem
     c. Desert ecosystem
     d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

4. Social Issues and Environment:

- From unsustainable to sustainable development.
- Urban problems related to energy.
- Water conservation, rain water harvesting, watershed management.
- Resettlement and rehabilitation of people; its problems and concerns. Case studies.
- Environmental ethics: Issues and possible solutions.
- Climate change, global warning, acid rain, ozone layer depletion, nuclear accidents and holocause. Case studies.
- Wasteland reclamation.
- Consumerism and waste products.
- Environmental Protection Act:
  - Air (prevention and Control of Pollution) Act.
  - Water (prevention and Control of Pollution) Act.
  - Wildlife Protection Act.
  - Forest Conservation Act.
- Issues involved in enforcement of environmental legislation.
- Public awareness.

5. National Service Scheme

- **Introduction and Basic Concepts of NSS:** History, philosophy, aims & objectives of NSS; Emblem, flag, motto, song, badge etc.; Organizational structure, roles and responsibilities of various NSS functionaries.
- **Health, Hygiene & Sanitation:** Definition, needs and scope of health education; Food and Nutrition; Safe drinking water, water borne diseases and sanitation (Swachh Bharat Abhiyan); National Health Programme; Reproductive health.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – I: FUNDAMENTALS OF DIRECTION – I (Theory)

Time: 3 Hrs. **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT–I

Role of a Director
Fundamentals of Direction: Interpretations, Acting, Blocking, Composition
Relationship between the Director and the Actor
Relationship between the Director and the Designer

UNIT–II

To interpret and block the scene
Procedure of Play Direction,
First Reading, Blocking the Play; Concentrating on Composition
Styles of Direction

UNIT–III

Study of Production Process from Directorial Point of View
Use of different elements in achieving the ultimate Goal in Play Production
Technical Rehearsals and Grand Rehearsals

Suggested Readings:

- Natak Da Nirdeshan by Dr. Atamjit Singh, Lok Geet Prakashan, Amritsar
- The Art of Play Direction by John Dolman, Harper and Rose, New York
- Rang Darshan by Nemichander Jain, Paramhans Press, Delhi
- Natak Nirdeshak, I.C. Nanda by Gurcharan Singh New Book Co., Jalandhar
- Production styles in Hindi and Punjabi Theatre by Dr. Navnindra Behl, Punjabi University, Patiala
- Directing the Play by Roose Evans Jamse, Studio Vista, London
- Fundamentals of Play Direction by Carea, Lawrence and Alexender, Holt Rinchart Winston Inc.
- Stage Direction by John Gielgud Heinemann, London Publication

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – II: STAGE CRAFT–IV
(Practical)

Time: 3 Hrs. **Practical: 5**0 Marks

UNIT – I

Introduction and Handling of Sound System
Varieties of Microphones, their usage and Placement
Public Addressing System

UNIT – II

Audio Mixer: Analogue and Digital Mixer
Graphic Equalizers
Compressors and Distributors

UNIT – III

Powered Speakers
Amplifiers, Audio Processors
Audio Cables and Connectors

Suggested Readings:

- Producing Great Sound for Film and Video third edition by Jay Rose
- Sound and Music for the theatre by Dena Kaye and James Lebrecht
- The Audio Expert: Everything You Ned to Know About Audio by Ethan Winer
- Eargle's The Microphone Book: From Mono to Stereo to Surround – A Guide to Microphone Design and Application by Ray A. Rayburn
- Professional Microphone Techniques (Mix Pro Audio) **by** David Miles–Huber, Philip Williams
- Stereo Microphone Techniques by Bruce Bartlett

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – III: FUNDAMENTALS OF ACTING –I (Theory)

Time: 3 Hrs. each **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT–I

Fundamental Elements of the Art of Acting:
Expression, Gesture, Posture, Movement, Voice and Language on a given theme
Acting, Walking, Turning, Adjustment, Entry, Exit on Stage on a given theme

UNIT–II

Enactment of Voice, Speech, Pauses and Breathing
Language and Speech Work Out, Improvisations,
Understanding Signs and Symbols

UNIT–III

Verse & Prose passages: Punjabi and Hindi Speech and Style
Preparing pieces of a given Characterization
Different usage of objects on Stage

Suggested Readings:

- Styles of Theatre Acting by Sunita Dhir, Gian Publishing House, New Delhi
- Abhinai Kala by Dr. Prakash Syal & Dr. Navnindra Behl , Publication Bureau, Punjabi University, Patiala
- The Professional Training of An Actor by Sonia Moore, Penguin Books, New York
- Classical Indian Theatre: a Comparative Study by Dr. Anjala Maharishi N.S.D., New Delhi
- Natyashastra Mein Angika Abhinaya by Dr. Bharttendu, Vishvabharati Research Institute, Gyanpur (Varanasi)
- Natyashastra Aur Abhinaya Kala by Jaidayal, AbhiruchiPrakashan, Delhi
- Abhinav Ka Ras–Vivechan by Nagein Das Parekh, Vishvavidyalya Prakashan, Varanasi

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – IV: FUNDAMENTALS OF ACTING –I
(Practical)

Time: 3 Hrs. each **Practical:** 50 Marks

Note: Practical Examiner can ask questions from the theory portion also.

UNIT–I

Fundamental Elements of the Art of Acting:
Expression, Gesture, Posture, Movement, Voice and Language on a given theme
Acting, Walking, Turning, Adjustment, Entry, Exit on Stage on a given theme

UNIT–II

Enactment of Voice, Speech, Pauses and Breathing
Language and Speech Work Out, Improvisations,
Understanding Signs and Symbols

UNIT–III

Verse & Prose passages: Punjabi and Hindi Speech and Style
Preparing pieces of a given Characterization
Different usage of objects on Stage

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – V: AUDIO PRODUCTION (Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

Understanding Digital Audio
Working with various Audio file formats
Basic Sound Editing Techniques
Sound Processes and Sound Effects

UNIT–II

Introduction to Studio Equipment
Basic Studio Techniques, Recording procedures
Microphone Inputs, Microphone Choice and Placement
Audio Cables and Connectors

UNIT–III

Aesthetics and Techniques of multi–track Sound
Audio Mixer and Controls
Audio Production: Mixing and Mastering

Suggested Readings:

- Sound Check: The Basics of Sound and Sound Systems by Tony Moscal
- The Audio Expert: Everything You Ned to Know About Audio by Ethan Winer
- Eargle's The Microphone Book: From Mono to Stereo to Surround – A Guide to Microphone Design and Application by Ray A. Rayburn
- Professional Microphone Techniques (Mix Pro Audio) by David Miles–Huber, Philip Williams
- Stereo Microphone Techniques by Bruce Bartlett
- Master Handbook of Audio Production by Jerry C.Whitaker
- Producing Great Sound for Film and Video third edition by Jay Rose
- Sound and Music for the theatre by Dena Kaye and James Lebrecht
- Audio Production and Post– Production by Woody wood hall
- The Art of Recording by William Moylan

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – VI: AUDIO PRODUCTION (Practical)

Time: 3 Hrs. **Practical:** 50 Marks

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

Understanding Digital Audio
Working with various Audio file formats
Basic Sound Editing Techniques
Sound Processes and Sound Effects

UNIT–II

Introduction to Studio Equipment
Basic Studio Techniques, Recording procedures
Microphone Inputs, Microphone Choice and Placement
Audio Cables and Connectors

UNIT–III

Aesthetics and Techniques of multi–track Sound
Audio Mixer and Controls
Audio Production: Mixing and Mastering

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – VII: PERSONALITY DEVELOPMENT – II
(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Soft Skills: Meaning and Importance
Concepts: Work and Professional Ethics,
Self–Presentation, Self Confidence, Problem Solving Skills, Stress and Conflict Management
Team Spirit: Leadership Skills, Synergy and Team Building

UNIT–II

Placement Preparations: Group Discussions, Rules for Group Discussion
Personal Interview: Mock Interview and its Rules
Do's and Dont's: Dressing Sense, Strategies before and during the interview
Overcoming shyness, nervousness and fear

UNIT–III

Grooming: meaning and concept, various dimensions
Role of manners and etiquette in grooming
Strategies/Tips for grooming into an all–round groomed individual
Profile and Biography of: Abraham Lincoln, Dr. APJ Abdul Kalam, Amitabh Bachchan, Indira Nooyi

Suggested Readings:

- Personality Development By John Aurther
- Social and Personality Development: An Advanced Textbook edited by Michael E. Lamb, Marc H. Bornstein
- Personality Development: A Psychoanalytic Perspective edited by Debbie Hindle, Marta Vaciago Smith
- Personality Development By Hurlock Mn
- You Can Win by Shiv Khera, McMillan Publishers
- The Ultimate Power of Positive Thinking by Stephen Richards
- Personality Development by Rajan K. Mishra, Richa Publication

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – VIII: PRODUCTION DESIGN WORKSHOP – I

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Basic Camera Operations
Camera Accessories, Lenses and its types
Shot Composition, Camera Movements, Camera Shots and Camera Angles

UNIT–II

Basic Production Techniques
Indoor and Outdoor Shooting
Different TV and Film Formats

UNIT–III

Graphic Designing and Editing
Working with Vectors and Raster Graphics
Video Editing: NLE Software Interface and Basic Operations
Introduction to Animation and Types

Software(s): Basic Knowledge of Adobe Photoshop, Corel Draw, Adobe Premiere Pro, Adobe Flash and Autodesk 3D Studio Max

Suggested Readings:

- Production for Graphic Design, Fourth edition by Alan pipes
- The Adobe Photoshop CS5 Book for Digital Photographers (Voices That Mater) by Scot Kelby
- TV Production: Gerald Milerson, Focal Press
- Film Production: Steven Bernstein, Focal Press
- Creating Special Effects for TV and Video: Barnard Willkie
- Single Camera Video Production: R.B. Musburger
- Television Production Handbook: Zettl, Herbert, Published, Thomson Wadsworth
- Adobe Flash Professional Classroom in a Book by Pearson
- Adobe Premiere Pro Classroom in a Book by Pearson
- Introducing 3Ds Max: 3D For Beginners **by** Wiley India Pvt Ltd

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – VII: ENVIRONMENTAL STUDIES–II

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. Biodiversity and its Conservation:

- Definition: Genetic, species and ecosystem diversity.
- Biogeographical classification of India.
- Value of Biodiversity: Consumptive use; productive use, social, ethical, aesthetic and option values.
- Biodiversity of global, National and local levels.
- India as mega-diversity nation.
- Hot-spots of biodiversity.
- Threats to Biodiversity: Habitat loss, poaching of wild life, man wildlife conflicts.
- Endangered and endemic species of India.
- Conservation of Biodiversity: In situ and Ex-situ conservation of biodiversity.

2. Environmental Pollution:

- Definition, causes, effects and control measures of:
  a) Air Pollution
  b) Water Pollution
  c) Soil Pollution
  d) Marine Pollution
  e) Noise Pollution
  f) Thermal Pollution
  g) Nuclear Hazards
  h) Electronic Waste
- Solid Waste Management: Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster Management: Floods, Earthquake, Cyclone and Landslides.

3. Human Population and the Environment

- Population growth, variation among nations.
- Population explosion-Family welfare programme.
- Environment and human health.
- Human rights.
- Value education.
- HIV/AIDS.

- Women and child welfare.
- Role of information technology in environment and human health.
- Case studies.
- Road Safety Rules & Regulations**:** Use of Safety Devices while Driving, Do's and Don'ts while Driving, Role of Citizens or Public Participation, Responsibilities of Public under Motor Vehicle Act, 1988, General Traffic Signs.
- Accident & First Aid**:** First Aid to Road Accident Victims, Calling Patrolling Police & Ambulance.

4. National Service Scheme

- **Entrepreneurship Development:** Definition & Meaning; Qualities of good entrepreneur; Steps/ ways in opening an enterprise; Role of financial and support service Institutions.
- **Civil/Self Defense:** Civil defense services, aims and objectives of civil defense; Needs for self defense training.

5. Field Visits:

- Visit to a local area to document environmental assets–river/forest/grassland/hill/ mountain.
- Visit to a local polluted site–Urban/Rural/Industrial/Agricultural.
- Study of common plants, insects, birds.
- Study of simple ecosystems–pond, river, hill slopes etc.
- Contribution of the student to NSS/any other social cause for service of society.

Note: In this section the students will be required to visit and write on the environment of an area/ ecosystem/vi1lage industry/disaster/mine/dam/agriculture field/waste management/ hospital etc. with its salient features, limitations, their implications and suggestion for improvement.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – I: PUNJABI THEATRE (Theory)

Total Marks: 50

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT – I

1. Punjabi Theatre
   - Origin
   - Development
   - Modern Period
2. Contribution of following Contemporary Directors of Punjabi Theatre
   - S. Ajmer Singh Aulakh
   - S. Kewal Dhaliwal
   - Smt. Neelam Maan Singh

UNIT – II

3. Detailed Study of Play " Dhamak Nagare Di " Written by S.Gursharan Singh
   - Various Characters of the Play

UNIT –III

4. Dramatization
   - A Punjabi Story

Books Reference:

- Punjabi Natak Di Vikas Yatra – Dr. Gurdev Singh Sidhu
- Beej To Natak Tk – Dr. Satish Kumar Verma
- Punjabi Natak Vich Naveen Privartan – Navninder Behl
- Dhamak Nagare Di – Gursharan Singh
- Gursharan Singh Da Rang Manch – Ajmer Singh Aulakh

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – II THEATRE (CREATIVITY & INNOVATIONS) (Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT – I

1. Introduction to :
   - Imagination
   - Observation Creativity and Imitation
   - Their Purpose

UNIT – II

2. Introduction to Experimental Theatre Its Evolution and Development
3. The Different Context within which a Theatrical Activity Develops-
   - Social
   - Political
   - Religious

UNIT –III

4. Development of Punjabi Theatre
   - Experiments
   - Modern Punjabi Theatre

Books References:

- The Profession of stage – Tovastanogov
- Natyashatra – Bharat Muni
- Indian Theatre – N.C. Jain

PAPER – II: THEATRE (CREATIVITY & INNOVATIONS) (Practical)

Marks: 50

- Using imagination Developing Creativity
- Improvisation
- Experimentation of Props.
- Using Internal and external Aids as Tools for creativity

Book References:

- The Profession Of stage – Tovastanogov
- Natyashatra – Bharat Muni
- Indian Theatre – N.C. Jain

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – III: STAGE CRAFT MAKE-UP (THEORY)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT-1

1. Introduction to Make-up
2. Need and Importance

UNIT-2

3. Facial shapes
4. Make-up tools

UNIT-3

5. Make-up application technique
6. Usage of Masks and wigs

Books Reference:

- Stage Makeup : Richard Corson
- Natak Stage Te Darshak : Dr.Kuldeep Singh Dhir
- Rangkarmi Di Teesri Akh : Kewal Dhaliwal
- The Techniques of the Professional Make up Artist : Vincent J-R Kehoe

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – III: STAGE CRAFT MAKE-UP (PRACTICAL)

Marks: 50

- Recognition of Make-up tools
- Character make-up
- Usage of stylized/ Fantasy make-up
- Method of applying wigs and beards
- Making masks

Books Reference:

- Stage Makeup : Richard Corson
- Natak Stage Te Darshak : Dr.Kuldeep Singh Dhir
- Rangkarmi Di Teesri Akh : Kewal Dhaliwal
- The Techniques of the Professional Make up Artist : Vincent J-R Kehoe

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – IV: INDIAN TELEVISION (Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT-I

1. History of Television
   - Hindi Television
   - Punjabi Television

UNIT-II

2. Study of the following Classic Productions of television
   - Study of Hindi serial 'TAMAS' by Govind Nihlani written by Bhisham Sahni
   - Doordarshan's Punjabi serial 'Bhai Manna Singh'

UNIT-III

3. Detailed Study of Hindi feature Film 'Mother India' Directed by Mehboob Khan, Music Naushad

Books Refrences:

- Television in India Values and Concern – Saad Publications Delhi India
- Television Lekhan – Asgat Wahagat, Prabhat Ranjan
- Television Fundamentals –John Wilkinson
- Rangmanch te Television Natak- Dr. Navnindra Behl

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – IV: INDIAN TELEVISION (Practical)

Marks: 50

- Critical analysis of Hindi serial 'TAMAS' by Govind Nihlani written by Bhisham Sahni
- Television production reviews of Doordarshan's Punjabi serial 'Bhai Manna Singh'
- Analysis of Hindi feature Film 'Mother India' Directed by Mehboob Khan, Music Naushad
- Submit an Assignment on the critical analysis of Hindi film "Mughal-E-Azam"

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – V: Performing Arts (PRACTICAL)

Total Marks: 50

UNIT-1

- Musical Nukkad Natak Performance

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER – I: THEATRICAL COSTUME (THEORY)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT-1

1. Designing a costume of a specific historical Drama
2. Basis of Costume design.

UNIT-2

3. Role of a Costumes designer
4. Cotemporary Costumes trends in theatre

UNIT-3

5. Importance of Dress rehearsal
6. Features of men and women character Costumes

Books Reference:

- Indian Costumes : John Gassner
- Rang Darshan : N.C. Jain
- Continental Stage Craft : Knenneth Maigowan

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER–II: THEATRE (CRITICAL STUDY OF INDIAN AND WESTERN HEATRE)
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT – I

1. Study of Indian and Western Theatre Directors

- Abrahim Alkazi
- William Shakespeare
- Bertolt Brescht
- Habib Tanveer

UNIT – II

2. Study of Structure of Classical Indian Play

UNIT –III

3. Realistic and Non realistic styles of Western Theatre

Books References:

- Folk Theatre of India – Balwant Gargi
- The Theory of Modern Stage – Eric Bentley
- The Seven Ages of Indian Theatre –R.Southern
- Theatre De Thum –Kamlesh Uppal

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER –II: THEATRE (CRITICAL STUDY OF INDIAN AND WESTERN HEATRE) (Practical)

Marks: 50

UNIT – I

- Individual and Group Improvisation in Realistic and Non Realistic Styles

Books References:

- Folk Theatre of India – Balwant Gargi
- The Theory of Modern Stage – Eric Bentley
- The Seven Ages of Indian Theatre –R.Southern
- Theatre De Thum –Kamlesh Uppal

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER –III: STAGE CRAFT (SPECIAL EFFECTS AUDIO/VISUAL)
(THEORY)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT – I

1. Introduction to Special effects
2. Role and Importance

UNIT – II

1. Projection and Software Sound effects
2. Using Music for Sound effects
3. Sources of Sound Effects and Voice hours

UNIT – III

1. Vintage effects : Nature, Fire
2. Projection Modern Effects Nature Fire, Fog and Haze

Book References:

- Design –Aggarwal
- Rang Bhawan-S.C.Sharma

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER –III: STAGE CRAFT (SPECIAL EFFECTS AUDIO/VISUAL)
(Practical)

Marks: 50

- Demonstration of Special effects Apparatus
- Its Usage and Creating & Audio/Visual Effects

Books References:

- Design –Aggarwal
- Rang Bhawan- S.C. Sharma

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER – IV: EVENT MANAGEMENT (THEORY)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT-I

1. What is Event ?
2. How to manage An Event ?
3. Process of an Event Management

UNIT-II

4. Advertisement of an Event
   - Poster
   - Broacher
   - Flex Board

UNIT-III

5. Event Management for Social Awareness

Books References:

- Marketing your Event Planning Bussiness : A Creative Approach To Gaining The Competitive Edge (Judy Allen)
- Special Events : A New Generation and The Next Frontier (Joe Goldblatt)
- The Accidental Creative : How To Be Brilliant At A Moments Notice (Todd Henry)

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER – IV: EVENT MANAGEMENT (PRACTICAL)

Marks: 50

- Organize an Event of a Cultural Program
- Organize a Social Awareness Event On a Public place (a Short production)
- Create/ design
    - Posters
    - Pamphlet
    - Invitations
- Assignments on all Events

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER –V: ONE PRODUCTION (PRACTICAL)

Total Marks: 50

- Preparation of Production
- One Production By Each Student

FACULTY OF ECONOMICS & BUSINESS

Syllabus

For

BACHELOR OF VOCATION (B.Voc.)
E-Commerce and Digital Marketing

(Semester I - VI)

Session: 2017-18

GURU NANAK DEV UNIVERSITY
AMRITSAR

Note: (i) Copy rights are reserved.
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Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester System)

SCHEME

Semester-I

Paper No.	Subjects	Max. Marks		Total
		Th.	Pr.	
Paper-I	Fundamentals of Management	75	-	75
Paper-II	Fundamental of E-Commerce	75	-	75
Paper-III	Information Processing Lab	-	75	75
Paper-IV	Web Designing using HTML and DHTML	-	75	75
Paper-V	Communication Skills-I	50	-	50
Paper-VI	Punjabi (Compulsory) / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	50	-	50
	*Drug Abuse: Problem, Management and Prevention (Compulsory)	50	-	50
Total				**400**

Semester-II

Paper No.	Subjects	Max. Marks		Total
		Th.	Pr.	
Paper-I	Marketing Management	50	25	75
Paper-II	Internet Applications	75	-	75
Paper-III	Database Management System and Stuctured Query Language	50	25	75
Paper-IV	Web Designing using XML and CSS	-	75	75
Paper-V	Communication Skills-II	35	15	50
Paper-VI	Punjabi (Compulsory) / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	50	-	50
	*Drug Abuse: Problem, Management and Prevention (Compulsory)	50	-	50
Total				**400**

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

Semester-III

Paper No.	Subjects	Max. Marks		Total
		Th.	Pr.	
Paper-I	Consumer Behaviour	50	-	50
Paper-II	Fundamentals of Finance & Accountancy	50	25	75
Paper-III	PHP Programing and MySQL	50	25	75
Paper-IV	Content Management System using Word Press	50	25	75
Paper-V	Web Designing using Photoshop		50	50
Paper-VI	Website Development	-	75	75
ESL-221	* Environmental Studies – I (Compulsory)	50	-	
Total				**400**

Semester-IV

Paper No.	Subjects	Max. Marks		Total
		Th.	Pr.	
Paper-I	Retailing	50		50
Paper-II	Advertisement & sales management	50	25	75
Paper-III	Linux Server Management	50	25	75
Paper-IV	Content Management System using open cart	-	75	75
Paper-V	Web Designing using Corel Draw		50	50
Paper-VI	E-Commerce Website Development	-	75	75
ESL-222	* Environmental Studies – II (Compulsory)	50	-	
Total				**400**

***Note :- This Paper marks are not included in the total marks.**

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester System)

Semester- V

Paper No.	Subjects	Max Marks		Total
		Th.	Pr.	
Paper-I	Fundamentals of Entrepreneurship	75	-	75
Paper-II	Concepts of Social Media Marketing	50	25	75
Paper-III	E-commerce-Laws and Practices	75	-	75
Paper-IV	Programming in Java	50	25	75
Paper-V	Digital Marketing Development	-	100	100
	Total			**400**

Semester-VI

Paper No.	Subjects	Max. Marks		Total
		Th.	Pr.	
Paper-I	Supply Chain Management	75	-	75
Paper-II	Customer Relationship Management	75		75
Paper-III	Android Application Development	50	25	75
Paper-IV	Search Engine Optimization	50	25	75
Paper-V	Project Training		100	100
	Total			**400**

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-I)

Paper – I: Fundamentals of Management

Time: 3 Hours **Max. Marks: 75**

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

PART A

Management: Introduction – Meaning, nature and characteristics of Management – Scope and functional areas of management – Management as a science, art or profession Management & Administration – Principles of management – Social responsibility of management and Ethics. Functions of Management.

PART B

Human Resource Management: Acquisition of Human Resource – Human Resource Planning and Job Analysis: An Overview; Recruitment – Concept and Sources; Selection – Concept and Process; Placement, Induction, and Socialization.

Training and Development: Concept and Importance; Performance Appraisal System: Nature and Objectives.

Suggested Readings:

1. Koontz, H., "*Principles of Management (Ascent Series)"*, 2004, Tata McGraw Hill Publishing.
2. Robbins S.P. & Decenzo D., "*Fundamentals of Management: Essential Concepts and Applications*", Third Edition, 2000, Pearson Education.
3. Gomez, Meja, Balkin, Cardy, "*Managing Human Resources*", Pearson Education, New Delhi.
4. Aswathappa, K., "*Human Resource Management Text and Cases* , Tata McGraw – Hill,New Delhi.

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-I)

Paper – II: Fundamentals of E-commerce

Time: 3 Hours **Max. Marks: 75**

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

PART A

Introduction

E-Business - Origin and Need of E-Commerce, Factors affecting E -Commerce, Business dimension and technological dimension of E-Commerce, E-Commerce frame work Electronic Commerce Models, Value Chains in Electronic Commerce.

Internet and E-Business

Introduction to Internet and its application, Intranet and Extranets. World Wide Web, Internet Architectures, Internet Applications, Business Applications on Internet, E - Shopping, Electronic Data Interchange, Components of Electronic Data Interchange, Creating Web Pages using HTML.

PART B

Technology for Online Business: Internet, IT Infrastructure, Middleware Contents, Text and Integrating E-Business Applications, Mechanism of Making Payment Through Internet, Online Payment Mechanism, Electronic Payment Systems, Payment Gateways, Visitors to Website, Tools for Promoting Website, Plastic Money, Debit Card, Credit Card, Laws Relating to Online Transactions.

Applications in E-commerce: E-commerce Applications in Manufacturing, Wholesale, Retail and Service Sector

Suggested Readings:

1. E-Commerce Strategy, Technologies and Applications, Whitley, David, Tata McGraw Hill.
2. Electronic Commerce. , Schneider Gary P. and Perry, James T ,Thomson Learning.
3. E-Commerce: The Cutting Edge of Business, Bajaj, Kamlesh K & Nag, Debjani , McGraw Hill
4. E-Commerce: Business, Technology, Society, Laudon and Traver, Pearson Education
5. Designing Systems for Internet Commerce, Treese G. Winfield & Stewart C. Lawrance,

Addison Wesley.

Note: Latest edition of suggested books may be considered.

Paper-III: Information Processing Lab
(Practical)

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

UNIT-I

Introduction to Computers and its Applications:

- Computer as a system, basic concepts, functional units and their inter relation.
- Milestones in Hardware and Software.
- Batch oriented / on–line / real time applications.
- Application of computers.

Algorithm and Flowcharts Algorithm: Definition, Characteristics, Advantages and disadvantages, Examples Flowchart: Definition, Define symbols of flowchart, Advantages and disadvantages, Examples, Pseudocodes and decision tables.

UNIT-II

Interacting with the Computer:
Input Devices: Keyboard, mouse, pens, touch screens, Bar Code reader, joystick, source data Automation, (MICR, OMR, OCR), screen assisted data entry: portable / handheld terminals for Data collection, vision input systems.
Output Devices: Monitor, Serial line page printers, plotters, voice response units.
Data Storage Devices and Media: Primary storage (Storage addresses and capacity, types of Memory), Secondary storage, Magnetic storage devices and Optical Storage Devices

UNIT-III

MS–Word: Overview, creating, saving, opening, importing, exporting and inserting files, formatting pages, paragraphs and sections, indents and outdents, creating lists and numbering. Headings, styles, fonts and font size Editing, positioning and viewing texts, Finding and replacing text, inserting page breaks, page numbers, book marks, symbols and dates. Using tabs and tables, header, footer and printing.
MS–Power Point: Presentation overview, entering information, Presentation creation, opening and saving presentation, inserting audio and video.
MS-Excel: Exploring Microsoft Excel, Creating Workbook Files, Editing Worksheet, Managing Worksheets and Workbook Files, Formulas.

Text/References:

1. Computer Fundamentals – P.K. Sinha.
2. Norton, Peter: Introduction to Computers, McGraw Hill
3. Introduction to Computers – N. Subramanian.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-I)

Paper–IV: Web Designing using HTML & DHTML
(Practical)

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

Practical based on HTML

Unit-I

Introduction to HTML

1. Elements of Web page (Text , Image & Hyperlink Elements)
2. Html Tags

Using Tools

1. Structure of a page
2. Links & Navigation
3. Backgrounds
4. Animated Graphics

Unit-II

Working with Tables

1. Page Design & Layout with Links
2. Advanced Layout with Tables
3. Working Style Sheets

Unit-III

Forms & Frame

1. **HTML Forms (<form> element, Form controls, creating labels for control, structuring forms, focus, sending form data to server)**
2. **Using Frame (<frame>, <frameset> <noframes> element, creating links between frames, nested framesets)**

Unit-IV

Practical based on DHTML
Introduction to DHTML

1. Understanding DOM
2. Working with Layers
3. Drop Down Menus,Text Effects and Animation.

Web Supportive Formats & validating Html Code

Text/References:

1. HTML: The complete reference by Thomas A. Powell
2. New perspectives on creating Web pages with HTML/DHTML by Patrick Carey, Mark Kemper

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-I)

Paper-V: Communication Skills in English-I

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

Course Contents:

1. Reading Skills: Reading Tactics and strategies; Reading purposes–kinds of purposes and associated comprehension; Reading for direct meanings; Reading for understanding concepts, details, coherence, logical progression and meanings of phrases/ expressions.

Activities:

a) Active reading of passages on general topics
b) Comprehension questions in multiple choice format
c) Short comprehension questions based on content and development of ideas

2. Writing Skills: Guidelines for effective writing; writing styles for application, resume, personal letter, official/ business letter, memo, notices etc.; outline and revision.

Activities:

a) Formatting personal and business letters.
b) Organising the details in a sequential order
c) Converting a biographical note into a sequenced resume or vice-versa
d) Ordering and sub-dividing the contents while making notes.
e) Writing notices for circulation/ boards

Suggested Pattern of Question Paper:
The question paper will consist of five skill–oriented questions from Reading and Writing Skills. Each question will carry 10 marks. The questions shall be phrased in a manner that students know clearly what is expected of them. There will be internal choice wherever possible.

10x5=50 Marks

i) Multiple choice questions on the language and meanings of an unseen passage.
ii) Comprehension questions with short answers on content, progression of ideas, purpose of writing etc. of an unseen passage.
iii) Personal letter and Official/Business correspondence
iv) Making point-wise notes on a given speech/ technical report OR
Writing notices for public circulation on topics of professional interest
v) Do as directed (10x1= 10 Marks) (change of voice, narration, combination of 2 simple sentences into one, subject-verb agreement, using appropriate tense, forms of verbs.

Recommended Books:

1. *Oxford Guide to Effective Writing and Speaking* by John Seely.
2. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

Paper-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ),
   (ਸੰਪਾ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
   ਲੇਖ : ਪਹੀਆ ਪ੍ਰਦੂਸ਼ਣ, ਭਰੂਣ ਹੱਤਿਆ ਦੇ ਦੇਸ਼ ਵਿਚ, ਨਾਰੀ ਸ਼ਕਤੀ, ਵਾਤਾਵਰਣੀ ਪ੍ਰਦੂਸ਼ਣ ਅਤੇ ਮਨੁੱਖ, ਏਡਜ਼ : ਇਕ ਗੰਭੀਰ ਸੰਕਟ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   (ਪ੍ਰੋ. ਮੋਹਨ ਸਿੰਘ, ਅੰਮ੍ਰਿਤਾ ਪ੍ਰੀਤਮ, ਸ਼ਿਵ ਕੁਮਾਰ ਬਟਾਲਵੀ, ਸੁਰਜੀਤ ਪਾਤਰ, ਪਾਸ਼)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
4. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**।
5. (ੳ) **ਪੰਜਾਬੀ ਧੁਨੀ ਵਿਉਂਤ** : ਉਚਾਰਨ ਅੰਗ, ਉਚਾਰਨ ਸਥਾਨ ਤੇ ਵਿਧੀਆਂ, ਸਵਰ, ਵਿਅੰਜਨ, ਸੁਰ।
   (ਅ) **ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ** : ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਪ-ਭਾਸ਼ਾ ਦਾ ਅੰਤਰ, ਪੰਜਾਬੀ ਉਪਭਾਸ਼ਾਵਾਂ ਦੇ ਪਛਾਣ-ਚਿੰਨ੍ਹ।
6. **ਮਾਤ ਭਾਸ਼ਾ ਦਾ ਅਧਿਆਪਨ**
   (ੳ) ਪਹਿਲੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ
   (ਅ) ਦੂਜੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ-ਵਸਤੂ, ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ।	10 ਅੰਕ
3.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
4.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ।	05 ਅੰਕ
5.	ਨੰਬਰ 5 ਉਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ 'ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
6.	ਨੰਬਰ 6 ਵਿਚ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਪਹਿਲੀ ਭਾਸ਼ਾ ਅਤੇ ਦੂਜੀ ਭਾਸ਼ਾ ਵਜੋਂ ਅਧਿਆਪਨ, ਮਹੱਤਵ ਅਤੇ ਸਮੱਸਿਆਵਾਂ ਬਾਰੇ ਚਾਰ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਦੋ ਦਾ ਉੱਤਰ ਦੇਣਾ ਹੋਵੇਗਾ।	5×2=10 ਅੰਕ

Paper-VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Punjabi Compulsory)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ-ਕ੍ਰਮ

1. ਪੈਂਤੀ ਅੱਖਰੀ; ਪੈਰ ਬਿੰਦੀ ਵਾਲੇ ਵਰਣ ਅਤੇ ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ, ਲਗਾਂ ਮਾਤਰਾਂ
2. ਲਗਾਖਰ (ਬਿੰਦੀ, ਟਿੱਪੀ, ਅੱਧਕ)
3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ,
   (ਅ) ਨਾਂਵ, ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸਣ, ਲਿੰਗ ਅਤੇ ਵਚਨ

ਅੰਕ ਵੰਡ ਤੇ ਪੇਪਰ ਸੈਟਰ ਲਈ ਹਦਾਇਤਾਂ

1. ਪੈਂਤੀ ਅੱਖਰੀ ਦੀ ਬਣਤਰ ਅਤੇ ਤਰਤੀਬ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ। **10 ਅੰਕ**
   (ਦੋ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ)
   ਕਵਰਗ, ਚਵਰਗ, ਤਵਰਗ, ਟਵਰਗ ਆਦਿ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾ ਸਕਦਾ ਹੈ। ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ ਅਤੇ ਲਗਾਂ ਮਾਤਰਾਂ ਦੀ ਵਰਤੋਂ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

2. ਬਿੰਦੀ, ਟਿੱਪੀ ਅਤੇ ਅੱਧਕ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**

3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**
   (ਅ) ਨਾਂਵ ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ ਅਤੇ ਲਿੰਗ ਵਚਨ ਸੰਬੰਧੀ ਮੁੱਢਲੀ ਕਿਸਮ ਦੇ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY)

PROBLEM OF DRUG ABUSE

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

Instructions for the Paper Setters:

Section–A:(15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.

Section–B: (20 Marks) It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.

Section–C: (15 Marks) It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1) **Meaning of Drug Abuse:** Concept and Overview, Historical Perspective of Drug Abuse, Drug Dependence, Drug Addiction, Physical and Psychological Dependence: Drug Tolerance and withdrawal symptoms.

2) **Types of Abused Drugs and their Effects.**
   1) Stimulants: Amphetamines – Benzedrine, Dexedrine, Cocaine.
   2) Depressants: Alcohol Barbiturates: Nembutal, Seconal, Phenobarbital and Rohypnol.
   3) Narcotics: Heroin, Morphine, Oxycodone.
   4) Hallucinogens: Cannabis, Marijuana, Hashish, Hash Oil, MDMA, LSD.
   5) Steroids.

3) **Nature and Extent of the Problem:** Magnitude or prevalence of the menace of Drug Abuse in India and Punjab, Vulnerable groups by age, gender and economic status, Signs and Symptoms of Drug Abuse: Physical, Academic, Behavioural and Psychological Indicators.

References:

1. Ahuja, Ram (2003), *Social Problems in India*, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. *The Drug Crime Connection.* Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) *Drug epidemic among Indian Youth*, New Delhi: Mittal Pub.
5. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
6. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical Epidemiological Unit, All India Institute of Medical Sciences, 2004.

7. Sain, Bhim 1991, *Drug Addiction Alcoholism,* Smoking obscenity New Delhi: Mittal Publications.
8. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab*: A Sociological Study. Amritsar: Guru Nanak Dev University.
9. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
10. Sussman, S and Ames, S.L. (2008). *Drug Abuse: Concepts, Prevention and Cessation,* Cambridge University Press.
11. World Drug Report 2010, United Nations office of Drug and Crime.
12. World Drug Report 2011, United Nations office of Drug and Crime.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper – I: Marketing Management

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

PART A

Meaning and Definition of Marketing- Features of Marketing- Importance of Marketing – Functions of Marketing - Core Concept of Marketing - Need, Want, Demand, Value and Satisfaction, Production, Concept, Product concept, selling concept Marketing concept, holistic Marketing concept. Marketing Mix**:** Meaning, Seven Ps of marketing mix.

PART B

Market Segmentation: Concept and importance of Market Segmentation, Bases of market segmentation, Concept of Market Targeting and Positioning. Marketing Research: Meaning and Importance, Process of Marketing Research. Scope/Areas of Marketing Research: Consumer Research, Market Research, Product Research, Sales Research, Advertising & Sales Promotional Research

Practicals (Based on the above Units):

1. Case – studies regarding marketing management
2. Survey regarding marketing in retail malls
3. Preparation of market research project report and viva –voce
4. Oral / Seminar

Suggested Readings:

1. Philip Kotler: Marketing Management, Prentice Hall of India Ltd, New Delhi.
2. S.A.Sherlekar, “Marketing Management”, Himalaya Publishing House, Mumbai.
3. Marchannd & B.Vardharajan: An introduction to Marketing, Vikas Publishing House, 5 Ansari Road, New Delhi.
4. Biplab S Bose – Marketing Management Himalaya publishing House, Edition -2009
5. William I. Stanton, Ajay Pandit-Marketing Concepts & Cases,- The McGraw Hill companies Ltd. New Delhi

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper II- Internet Applications
(Theory)

Time: 3 Hours **Max. Marks: 75**

Note:

(ii) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

UNIT-I

Introduction: About internet and its working, business use of internet, services offered by Internet, evaluation of internet, internet service provider (ISP), windows environment for dial up Networking (connecting to internet), audio on internet, internet addressing (DNS) and IP addresses).

E–Mail Basic Introduction; Advantage and disadvantage, structure of an e–mail message, working of e–mail (sending and receiving messages), managing e–mail (creating new folder, deleting messages, forwarding messages, filtering messages) Implementation of outlook express.

UNIT-II

Internet Protocol: Introduction, file transfer protocol (FTP), Gopher, Telnet, other protocols like HTTP and TCP/IP.

WWW: Introduction, working of WWW, Web browsing (opening, viewing, saving and printing a web page and bookmark),

UNIT-III

Search Engine: About search engine, component of search engine, working of search engine, Difference between search engine and web directory.

Intranet and Extranet: Introduction, application of intranet, business value of intranet, working of intranet, role of extranet, working of extranet, difference between intranet and extranet.

Text/References:

1. “Understanding The Internet”, Kieth Sutherland, Butterworth-Heinemann; 1st Edition (October 31, 2000).
2. “Internet Technologies”, S. K. Bansal, APH Publishing Corporation (April 1, 2002).
3. “Data Communications and Networking”, Behrouz A. Forouzan, 3rd Edition.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper III: Database Management System and Structured Query Language

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

UNIT-I

Basic Concepts of Database Management (Database, Database System, why database, Data independence) an architecture for a database system (levels of the architecture, mappings, DBA, client/server architecture) Introduction to Relational db systems. Characteristics of database approach, data models, DBMS architecture and data independence.

UNIT-II

E-R Modeling: Entity types, Entity set, attribute and key, relationships, relation types, roles and structural constraints, weak entities, enhanced E-R and object modeling, Sub classes; Super classes, inheritance, specialization and generalization.

UNIT-III

Relational Data Model: Relational model concepts, relational constraints

UNIT-IV

ER and ER to relational mapping: Data base design using EER to relational language.

UNIT-V

Data Normalization: Functional Dependencies, Normal form up to 3rd normal form.
Concurrency & Recovery: Transaction processing, locking techniques and associated, security and authorization. Recovery Techniques, Database Security

Text/References:

1. C.J. Date, "An Introduction of Database System", The Systems Programming Series, 6/Ed, Addison-Wesley Publishing Company, Inc., 1995.
2. Silberscatz, Korth and Sudarshan, "Database System Concepts", Third Ed. McGraw Hill International Editions, Computer Science Series-1997.

Paper III: Practical lab based Database Management System and Structured Query Language
(Practical)

Time: 3 hours **Max. Marks: 25**

Retrieving data using the SQL select statement, Restricting and sorting data, Using single row function to customize output. Reporting aggregated data using the group function.

Displaying data from multiple tables –I, Displaying data from multiple tables-II, Using sub queries to solve problems,

Using set operators, Manipulating data, Using DDL statements to create and manage tables, Creating other schema objects, Managing objects with data dictionary, Controlling User access, Managing schema objects, Manipulating large data sets, Generating report by grouping related data, Retrieving data using sub queries.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper IV: Web Designing using XML and CSS *(Practical)*

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

Practical based on XML

Unit I

XML: Introduction, Syntax, Document structure, Document type Definitions, namespaces, XML schemas, Displaying raw XML documents, Displaying XML documents with CSS, XSLT stylesheets, XML Processors, Introduction XSL, XML transformed, XSL elements transforming with XSLT, web feeds (RSS).

Practical based on CSS

Unit II

Introduction to CSS and understanding CSS syntax, Adding Rules to a Style Sheet, managing style sheets (creating, Importing and embedding)

Controlling page layout, Understanding grouping and nesting

Styling text, Modifying background and foreground elements , Understanding tables, columns and lists ,Using global styles
Understanding CSS box model, Working with images, Creating navigation bars using CSS
Html Website using CSS.

References

1. CSS Cookbook by Christopher Schmitt
2. Beginning CSS Web Development: From Novice to Professional by Simon Collison
3. Professional CSS: Cascading Style Sheets for Web Design by Christopher Schmitt
4. Patrick Carey, HTML, XHTML and XML , Course Technology CENGAGE Learning, 2010.
5. Elliotte Rusty Harold and W. Scott Means, XML in a Nutshell, O'REILLY, 2001-2004.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper-V: COMMUNICATION SKILLS IN ENGLISH

Time: 3 Hours **Max. Marks: 50**
Theory Marks: 35
Practical Marks: 15

Course Contents:

1. **Listening Skills:** Barriers to listening; effective listening skills; feedback skills. Attending telephone calls; note taking.

   Activities:
   a) Listening exercises – Listening to conversation, News and TV reports
   b) Taking notes on a speech/lecture

2. **Speaking and Conversational Skills**: Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.
   The study of sounds of English, stress
   Situation based Conversation in English
   Essentials of Spoken English

   Activities:
   a) Making conversation and taking turns
   b) Oral description or explanation of a common object, situation or concept
   c) Giving interviews

Suggested Pattern of Question Paper:
The question paper will consist of seven questions related to speaking and listening Skills. Each question will carry 5 marks. The nature of the questions will be as given below:-
Two questions requiring students to give descriptive answers.
Three questions in the form of practical exercises requiring students to give an appropriate response to a question, a proposal, a proposition, an invitation etc. For example, the paper setter may give a proposition and ask the students to agree or disagree with it or introduce a character giving invitations and ask the students to accept or refuse it etc.
Two questions requiring students to transcribe simple words in IPA symbols, marking stress.

PRACTICAL / ORAL TESTING

Marks: 15

Course Contents:

1. Oral Presentation with/without audio visual aids.
2. Group Discussion.
3. Listening to any recorded or live material and asking oral questions for listening comprehension.

Questions:

1. Oral Presentation will be of 5 to 10 minutes duration. (Topic can be given in advance or it can be of student's own choice). Use of audio visual aids is desirable.
2. Group discussion comprising 8 to 10 students on a familiar topic. Time for each group will be 15 to 20 minutes.

Note: Oral test will be conducted by external examiner with the help of internal examiner.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ)
(ਸੰਪ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ, 2007
ਲੇਖ : ਸਾਹਿਤ ਤੇ ਲੋਕ ਸਾਹਿਤ, ਅੱਖਾਂ, ਅਚੇਤਨ ਦਾ ਗੁਣ ਤੇ ਸੁਭਾਅ, ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈੱਟ, ਮਨੁੱਖੀ ਅਧਿਕਾਰ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ) (ਕਹਾਣੀਆਂ)
ਪਠਾਣ ਦੀ ਧੀ (ਸੁਜਾਨ ਸਿੰਘ), **ਸਾਂਵੀ ਕੰਧ** (ਸੰਤੋਖ ਸਿੰਘ ਧੀਰ), **ਉਜਾੜ** (ਕੁਲਵੰਤ ਸਿੰਘ ਵਿਰਕ), **ਘੋਟਣਾ** (ਮੋਹਨ ਭੰਡਾਰੀ), **ਦਲਦਲ** (ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਸ਼ਬਦ-ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ** : ਪਰਿਭਾਸ਼ਾ, ਮੁੱਢਲੇ ਸੰਕਲਪ
4. **ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ**
5. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
6. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**
7. **ਮੁਹਾਵਰੇ ਅਤੇ ਅਖਾਣ**

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ ਵਸਤੂ, ਪਾਤਰ ਚਿਤਰਣ ।	10 ਅੰਕ
3-4.	3-4 ਨੰਬਰ ਉੱਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
5.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
6.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ	05 ਅੰਕ
7.	ਨੰਬਰ 7 ਵਿਚ ਅੱਠ ਅਖਾਣ ਅਤੇ ਅੱਠ ਮੁਹਾਵਰੇ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਪੰਜ-ਪੰਜ ਨੂੰ ਵਾਕਾਂ ਵਿਚ ਵਰਤ ਕੇ ਅਰਥ ਸਪੱਸ਼ਟ ਕਰਨੇ ਹੋਣਗੇ।	5+ 5=10 ਅੰਕ

Paper-VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Punjabi Compulsory)

ਸਮਾਂ: 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ – ਕ੍ਰਮ

1. ਪੰਜਾਬੀ ਸ਼ਬਦ-ਬਣਤਰ
   ਸੰਯੁਕਤ ਅਤੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦ
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ **20 ਅੰਕ**
2. ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ
   ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ **15 ਅੰਕ**
3. ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ
   ਸਾਧਾਰਨ ਵਾਕ: ਕਿਸਮਾਂ
   ਸੰਯੁਕਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਮਿਸ਼ਰਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ ਦੇ ਵਿਭਿੰਨ ਸਮਾਜਿਕ ਪ੍ਰਸੰਗ **15 ਅੰਕ**

ਯੂਨਿਟ ਅਤੇ ਥੀਮ

1. **ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ:** ਸੰਯੁਕਤ ਸ਼ਬਦ; ਸਮਾਸੀ ਸ਼ਬਦ (ਜਿਵੇਂ ਲੋਕ ਸਭਾ); ਦੋਹਰੇ ਸ਼ਬਦ / ਦੁਹਰਰੁਕਤੀ (ਜਿਵੇਂ ਧੂੜ ਧਾੜ / ਭਰ ਭਰ), ਮਿਸ਼ਰਤ ਸ਼ਬਦਾਂ ਦੀ ਬਣਤਰ/ਸਿਰਜਨਾ; ਅਗੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਉਪ ਭਾਸ਼ਾ), ਪਿਛੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਰੰਗਲਾ), ਪੰਜਾਬੀ ਸ਼ਬਦ ਰਚਨਾ: ਪੜਨਾਵੀਂ ਰੂਪ, ਕਿਰਿਆ/ਸਹਾਇਕ ਕਿਰਿਆ ਦੇ ਰੂਪ; ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ: ਰੁੱਤਾਂ, ਮਹੀਨਿਆਂ, ਮੌਸਮਾਂ, ਗਿਣਤੀ ਨਾਲ ਸੰਬੰਧਿਤ।

2. I. ਭਾਸ਼ਾ ਅਤੇ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਮਹੱਤਵ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
   II. ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ

3. **ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ:** ਕਰਤਾ ਕਰਮ ਕਿਰਿਆ; ਸਾਧਾਰਨ ਵਾਕ, ਬਿਆਨੀਆ, ਪ੍ਰਸ਼ਨਵਾਚਕ, ਆਗਿਆਵਾਚਕ, ਸੰਯੁਕਤ ਅਤੇ ਮਿਸਰਤ ਵਾਕਾਂ ਦੀਆਂ ਕਿਸਮਾਂ; ਸੁਤੰਤਰ ਅਤੇ ਅਧੀਨ ਉਪਵਾਕ; ਸਮਾਨ (ਤੇ/ਅਤੇ) ਅਤੇ ਅਧੀਨ (ਜੋ/ਕਿ) ਯੋਜਕਾਂ ਦੀ ਵਰਤੋਂ; ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ: ਵਿਭਿੰਨ ਸਮਾਜਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ; ਘਰ ਵਿਚ, ਬਾਜ਼ਾਰ ਵਿਚ, ਮੇਲੇ ਵਿਚ, ਸ਼ੋਪਿੰਗ ਮਾਲ/ਸਿਨਮੇ ਵਿਚ, ਵਿਆਹ ਵਿਚ, ਧਾਰਮਿਕ ਸਥਾਨਾਂ ਵਿਚ, ਦੋਸਤਾਂ ਨਾਲ ਆਦਿ।

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪਹਿਲੇ ਯੂਨਿਟ ਵਿੱਚੋਂ ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ। ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਸ਼ਬਦਾਵਲੀ ਨਾਲ ਸਬੰਧਿਤ ਇਕ-ਇਕ ਅੰਕ ਦੇ ਪੰਜ (ਆਬਜੈਕਟਿਵ) ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। **20 ਅੰਕ**
2. ਦੂਸਰੇ ਯੂਨਿਟ ਵਿੱਚ ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁਢਲੀ ਜਾਣ ਪਛਾਣ ਨਾਲ ਸੰਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇੱਕ-ਇੱਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ। **15 ਅੰਕ**
3. ਤੀਜੇ ਯੂਨਿਟ ਵਿੱਚ ਪੰਜਾਬੀ ਵਾਕ-ਬਣਤਰ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਦੋ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਿਹਾਰਕ ਵਰਤੋਂ ਨਾਲ ਸਬੰਧਿਤ 5 ਅੰਕਾਂ ਦਾ ਇਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾਵੇਗਾ, ਜਿਸ ਵਿਚ ਵਿਦਿਆਰਥੀ ਨੂੰ ਕਿਸੇ ਸਮਾਜਿਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ ਵਿਚ ਵਰਤੇ ਜਾਂਦੇ ਪੰਜ ਵਾਕ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।
   ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਭਾਸ਼ਾ ਸਰਲ ਅਤੇ ਸਪਸ਼ਟ ਰੱਖੀ ਜਾਵੇ। **15 ਅੰਕ**

DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY)

DRUG ABUSE: MANAGEMENT AND PREVENTION

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

Instructions for the Paper Setters:

Section–A:(15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.

Section–B: (20 Marks) It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.

Section–C: (15 Marks) It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1) Consequences of Drug Abuse for:
1) Individual – Education, employment and income issues.
2) Family – Violence
3) Society – Crime.
4) Nation – Law and order problem.

2) Management of Drug abuse:
1) Medical Management: Medication for treatment and to reduce withdrawal effects, Drug De-addiction clinics, Relapse management.
2) Psycho-Social Management: Counselling, family and group therapy, behavioural and cognitive therapy, Environmental Intervention.

3) Prevention of Drug Abuse:
1) Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.

2) School
Counselling, Teacher as role-model. Parent-Teacher-Health Professional Coordination, Random testing on students.

3) Media:
Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse,
Educational and awareness program

4) Legisltaion: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

References:

1. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
2. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
3. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
4. Sain, Bhim 1991, *Drug Addiction Alcoholism*, Smoking obscenity New Delhi: Mittal Publications.
5. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab*: *A Sociological Study. Amritsar*: Guru Nanak Dev University.
6. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
7. World Drug Report 2011, United Nations office of Drug and Crime.
8. World Drug Report 2010, United Nations office of Drug and Crime.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-III)

Paper – I: Consumer Behavior

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

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

PART – A

Introduction to Consumer Behaviour; Consumer Behaviour and Marketing Strategy. Consumer Motivation: Nature of motivation; Types of consumer needs and motives; Dynamics of motivation; Need conflict; Need Hierarchy Theory of Motivation and its applications; Measurement of Motives. Personality and Consumer Behaviour: Definition of personality; Theories of personality; Personality and consumer diversity; Self concept and self image. Consumer Perception: Elements of perception; Dynamics of perception, Perceptual process; Perception and marketing strategy; Perceived risk.

PART – B

Consumer Learning: Elements of consumer learning; Behavioural theories and Cognitive theories of learning. Consumer Attitude Formation: Definition of attitudes; Structural models of attitudes; Attitude Theories; Attitude formation; Strategies of attitude change; Measuring Attitude. Reference Group and Family Influences: Power of reference groups; Types of consumer related reference groups; Celebrity and other reference group appeals; Family decision making and consumption related roles; Family life cycle.

Suggested Readings:

- Loudon and Bitta, "*Consumer Behaviour"*, 4th edition, Tata Mc Graw
- Bennet and Kassarjian, "*Consumer Behaviour"*, Prentice Hall of India
- Batra and Kazmi, "*Consumer Behaviour", Text & cases*, Excel Books
- Schiffman and Kannak, "*Consumer Behaviour"*, Pearson Education

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-III)

Paper – II: Fundamentals of Finance and Accountancy

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

PART – A

Basic Accounting concepts: Kinds of Accounts, Financial Accounting vs. Cost Accounting, Financial Accounting vs. Management Accounting, Double Entry Book Keeping: Rules of Double Entry System, Preparation of Journal and Ledger Accounts problems, Trial balance, Manufacturing, Trading and Profit & Loss Account, Balance sheet. Problems with simple adjustments.

PART – B

Introduction to Finance: Nature, Scope and Objective. Finance Function. Role of Finance Manager. Sources of Finance: Long term & Short terms. Tools and Techniques of Financial Management: Comparative Analysis, Commonsize Analysis, Trend Analysis, Ratio Analysis. Working Capital: Concepts of Working Capital, Operating & Cash Cycles, Risk Return Trade off, Working Capital Estimation, Factors influencing working capital.

TALLY LAB PRACTICAL

1. Create a new company, group, voucher and ledger and record minimum 10 transactions and display the relevant results.
2. Prepare trial balance, Profit and Loss A/c and Balance Sheet (with minimum of any five adjustments).
3. Prepare inventory statement using (Calculate inventory by using all methods)

a) FIFO b) LIFO c) Simple Average Method d) Weighted Average Method

Suggested Readings:

- Pandey, I.M., "Financial Management", Vikas Publishing House, Delhi.
- Khan MY, Jain PK, "*Financial Management*", Tata McGraw Hill, New Delhi.
- Grewal, T.S. : Double Entry Book Keeping
- Jain and Narang : Advanced Accountancy
- Maheshwari S.N., "Financial Management-Principles & Practice", Sultan Chand & Sons

Note: Latest edition of suggested books may be considered.

Paper–III: PHP Programming and MYSQL

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

Understanding the Preliminaries : Introduction to web & internet, Introduction to server, Understanding localhost server , Starting PHP, PHP syntax and variables, Operators and Expressions, Conditional Branching and Looping Statements, Learning Arrays in PHP
The Core Logics and Techniques : String and Math functions in PHP, Introduction HTML Form Elements and Fields, Accessing PHP, HTTP Data, Query Strings and Hyperlinks, Describing Pre-Defined Variables - Super Global Arrays, Understanding Functions, Important PHP Functions, What are the Scope of variables, 2.8 Usage of Include and require statements
File Handling: The Plain Repository of Data Handling files and directories in PHP, Fetching information from files, Uploading and downloading files
PHP and MySQL - The Structured Repository PHP MySQL Connectivity, Integrating Web Forms and Database, Using PHP's MySQL Extension, Using PHP's PDO Extension
Advanced Techniques in PHP Introduction to Object Oriented Programming, Classes and Objects, Abstraction, Encapsulation, Inheritance and Polymorphism, Constructors and Destructors, Overloading, Overriding of functions, Exception Handling, Regular Expressions, Session Handling, Using Cookies **Content Management Systems** Knowing Content Management System, Introducing a CMS, Knowing how to configure the CMS, Working with the CMS, Sample Web Application Development using Wordpress
Relational Database Basics Brief History of MySQL, Relational Databases and Popular Databases, SQL Statements, Data Manipulation Language (DML) :INSERT, UPDATE, DELETE, SELECT,Data Definition Language (DDL) :CREATE, ALTER, DROP, Sub-Queries, Joins and Unions with MySQL ,Order By, Like , And & Or, Where , Between, Joins & Unions, Aggregate Functions and Grouping, Constraints and Normalization

References:

1. Beginning PHP and MySQL: From Novice to Professional, By W. Jason Gilmore.
2. PHP and MySQL Web Development , Luke Welling, Laura Thomson, Pearson publications.
3. Web Database Applications with PHP and MySQL, Hugh E. Williams, David Lane, O'Reilly.
4. Learning PHP, MySQL & JavaScript: With JQuery, CSS & HTML5, By Robin Nixon

 # Note: Practical Lab based on Php and MySQL

Paper–IV: Content Management System using WordPress

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

Installing WordPress:
Creating a Database, Installing WordPress, Installing Themes, Downloading a Theme from the, WordPress Dashboard, Manually Installing a Theme, Adding Custom Header with Theme Name, Author, etc.

Setting Up Your WordPress.com Account:
Creating an Account on WordPress or at your own website/localhost, Logging Into Your Account, Writing Your First Post with little explanation, Customizing Your Account, Personal Settings, General Settings

Changing Themes (How the Blog Looks)
Widgets, Editors, Writing Posts, Adding a Post, Using the Visual Editor, Adding Hyperlinks, Categories, Tags, & Reading/Writing Settings, Using Categories and Tags, Managing Categories
and Tags, Controlling the Number of Posts That Are Displayed, Understanding Comments, Managing and Moderating Comments, Trackbacks and Pingbacks

Making Pages
Adding and Deleting a Page, Pasting from Text Files, Changing the Page Order, Adding and Managing Media, Adding a Photo, Adding a Video, Adding Other Content (.pdf, .doc, etc.), Managing Uploaded Content, Media Settings, Working with Links, Adding Links, Managing Links

Appearance Customization
Changing the Header Image, Customizing the Sidebar with Widgets, Previewing Custom Fonts, Using the Dashboard, Managing Recent Comments, Tracking Statistics, Customizing the Dashboard's Appearance, Installing some important plugins,

SEO Ultimate
Fast Secure Contact Form, Efficient Related Posts, Wordpress Backup to dropbox, WP-DBBackup, WP-Polls, WP Survey and Quiz Tool, Subscribe to comments, Share button by lockerz Statpress Visitors, Google XML sitemaps, Social Login, First Visit Message

References:

1. Professional WordPress: Design and Development, Brad Williams, David Damstra, Hal Stern.
2. WordPress 3 Complete, April Hodge Silver

 # Note: Practical Lab based on WordPress

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-III)

Paper–V: Web designing using Photoshop
(Practical)

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

Note: Practical exam to be conducted by the external examiner.

Unit-I

Introduction to Photoshop: About Digital Images, Creating New Images, Scanning New images,Size and Resolution, Managing Workspace,
Using Tools: Toolbox & Options, Screen Modes, Cut , Copy & Paste, Working with selections,Color modes

Unit-II

Working with Layers: Layer Panel, Creating, Deleting & Hiding Layers, Layer Mask, Clip Mask, Group & Ungroup Layers, Blending Modes
Adjustments and Transforming Layers: Adjustment Layers, Color correction, Variations, Retouching Images, Clone Sources

Unit-III

Painting and Drawing Tool: Brushes, Strokes, Work Path, Painting Tools
Working with Channels & Action: Working with Channels, Creating Actions, Save New Action Group

Unit-IV

Working with Filters: Applying Filters, Liquefy, Vanishing Point, Filter Gallery
Working with Text and Extensions: Type Tools, Text with Path, Adjusting & converting Text
Detail of useful Extensions & use

Final assignments:
Web ads, Web Banners, Animated GIFs, Web Buttons and Design of two Web Templates.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-III)

Paper-VI: Website Development *(Practical)*

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

 # Creating a Dynamic Website

ESL–221: ENVIRONMENTAL STUDIES–I (COMPULSORY)

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. **The Multidisciplinary Nature of Environmental Studies:**
   - Definition, scope & its importance.
   - Need for public awareness.
2. **Natural Resources**:
   - Natural resources and associated problems:
     a) **Forest Resources**: Use of over exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forests and tribal people.
     b) **Water Resources**: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
     c) **Mineral Resources**: Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
     d) **Food Resources**: World food problems, change caused by agriculture and overgrazing, effects or modern agriculture, fertilizer-pesticide problem, salinity, case studies.
     e) **Energy Resources**: Growing of energy needs, renewable and non-renewable energy resources, use of alternate energy sources, case studies.
     f) **Land Recourses**: Land as a resource, land degradation, soil erosion and desertification.
   - Role of an individual in conservation of natural resources.
   - Equitable use of resources for sustainable lifestyles.
3. **Ecosystem:**
   - Concept of an ecosystem.
   - Structure and function of an ecosystem.
   - Producers, consumers and decomposers.
   - Energy flow in the ecosystem.
   - Ecological succession.
   - Food chains, food webs and ecological pyramids.
   - Introduction, types, characteristic features, structure and function of the following ecosystems:
     a. Forest ecosystem
     b. Grassland ecosystem
     c. Desert ecosystem
     d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

4. Social Issues and Environment:

- From unsustainable to sustainable development.
- Urban problems related to energy.
- Water conservation, rain water harvesting, watershed management.
- Resettlement and rehabilitation of people; its problems and concerns. Case studies.
- Environmental ethics: Issues and possible solutions.
- Climate change, global warning, acid rain, ozone layer depletion, nuclear accidents and holocause. Case studies.
- Wasteland reclamation.
- Consumerism and waste products.
- Environmental Protection Act:
  - Air (prevention and Control of Pollution) Act.
  - Water (prevention and Control of Pollution) Act.
  - Wildlife Protection Act.
  - Forest Conservation Act.
- Issues involved in enforcement of environmental legislation.
- Public awareness.

5. National Service Scheme

- **Introduction and Basic Concepts of NSS:** History, philosophy, aims & objectives of NSS; Emblem, flag, motto, song, badge etc.; Organizational structure, roles and responsibilities of various NSS functionaries.
- **Health, Hygiene & Sanitation:** Definition, needs and scope of health education; Food and Nutrition; Safe drinking water, water borne diseases and sanitation (Swachh Bharat Abhiyan); National Health Programme; Reproductive health.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-IV)

Paper – I: Retailing

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

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

PART A

Introduction to retailing: Definition and scope, evolution of retailing, types of retail, trends in retailing industry, benefits of retailing, retailing environment.

Retail purchasing and pricing: Purchase management:- Merchandise purchasing, open to buy, open to buy planning, analyzing the merchandise performance, Pricing strategies:-every day pricing, competitive based pricing, price skimming, market-oriented pricing, marginal cost pricing. Retail price strategies: - mark-up pricing, vendor pricing, competitive pricing, psychological pricing.

Information system in retailing: Acquiring and using information strategies, technology in retail, information sources, retail information system.

PART B

Retail marketing and promotion: Nature and scope:-relationship marketing, market strategies, retail research Understanding the retail customer:- retail market, population analysis, demographic analysis, consumer behavior Retail promotion Mix: - Retail promotion programme, retail advertising media, promotional budget. Customer services: - customer services, services quality gaps, service recovery.

Retailing in India: Evolution and trends in organised retailing, Indian organised retail market, FDI in Indian organised retail sector, retail scenario in India, future trends of retail in India.

Ethical and legal issues in Retailing: Dealing with ethical issues, social responsibility, environmental orientation, waste reduction at retail stores.

Suggested Readings

Suggested Readings:

- *Swapna Pradhan: Retailing Management (Tata McGraw Hill: New Delhi) Third Edition, (2009)*
- *Levy, Michael and Weitz, Barton A.: Retailing Management (Tata McGraw Hill: New Delhi)*
- *David J. Bloomberg, Stephen LeMay & : Logistics, Prentice-Hall of India Pvt Joe B. Hanna Ltd.,New Delhi, 2003.*
- *Donald J. Bowersox & David J. Closs : Logistical Management, Tata McGraw Hill Publishing Co. Ltd, New Delhi, 2004*

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-IV)

Paper –II: Advertising & Sales Management

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

PART A

Introduction to Advertisement: Concept and Definition of Advertisement, Social, Economic and Legal Implications of Advertisements, Setting Advertisement Objectives, Advertisement Agencies, Selection and Remuneration, Advertisement Campaign.

Advertisement Media: Media Plan, Type and Choice Criteria, Reach and Frequency of Advertisements, Cost of Advertisements Related to Sales, Media Strategy and Scheduling.

Design and Execution of Advertisements: Message Development, Different Types of Advertisements, Layout, Design Appeal, Copy Structure, Advertisement Production, Print, Radio. T.V. and Web Advertisements, Media Research, Testing Validity and Reliability of Ads, Measuring Impact of Advertisements

PART B

Sales Management : Definition and meaning, Objectives, Sales Research, Sales Forecasting, sales Forecasting methods, Sales Planning and control : Goal setting, Performance measurement, diagnosis and corrective actions.

Sales Organization: Need for sales Organizations, their structure, Sales Managers Functions and responsibilities, planning for major customers and sales Budget, Specific Characteristics of a successful salesman

Developing the sales Force: Recruitment, Selection ,Training and Motivation of Sales force

Suggested Readings:

- Belch, George E. and Michael A. Belch, *Adverlising and Promotion: An Integrated Marketing Communications Perspective*, 61h edition, Tata McGraw Hill Co., 2003.
- Batra, Rajeev, John G. Myers and David A. Aakers, *Adverlising Management,* 5th edition, Prentice Hall of India, New Delhi, 2003.
- *Professional Sales Management – Anderson, Hair and Bush*
- *Sales Management – Richard Rstill Edward W. Cundiff*

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-IV)

Paper – III: Linux Server Management

Time: 3 Hours **Max Marks: 75**
Theory:-50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

Linux Web Server administration:
Introduction to Apache Web Server, Installation of Apache Web Server, Start/Stop and Testing
Apache Web Server, Apache Web Server Logs, Performance Tuning of Apache Web Server, Introduction to Pure-FTPd (FTP Server), Installation of Pure-FTPd, Start/Stop and Testing Pure-FTPd, Pure-FTPd Logs, Performance Tuning of Pure-FTPd

Linux File & Print Server administration:
Network Information Services (NIS), NIS Installation, NIS - Lab Exercise, NFS - Network File System, NFS Installation, NFS - Lab Exercise, Introduction to SAMBA, Installation of SAMBA,
Start/Stop and Testing SAMBA, SAMBA Logging, Performance Tuning of SAMBA, Lab:Setting Samba as Windows PDC

Linux Mail Server administration:
DNS in a Nutshell, Basic DNS Setting (Manually), DNS Setting Using GUI Interface, Basic Sendmail Configuration

Linux Cache Server administration:
Introduction, Installation, Start/Stop Squid, Login, Advertisement Blocking using Adzap, Transparent Proxy, Authentication Proxy, Content Filtering using SquidGuard

Linux Firewall and Security administration:
Introduction to Firewall Security Administration, System & Network Security, Monitoring Your
Network, Introduction To Firewall, Setting Up Linux For Firewall, Netfilter and Iptables (Kernel 2.4.x onwards), Configuring IP Accounting.

References:

1. Red Hat Linux Networking & System Admin 3rd Edition Author: Terry Collings, Kurt Wall Publisher: Wiley India Pvt. Ltd.
2. Unix and Linux System Administration Handbook 4th Edition Author: Evi Nemeth, Trent R. Hein, Garth Snyder, Ben Whaley, Publisher: Pearson Education (2011)
3. Linux Administration : A Beginner's Guide 5th Edition Authored By: Wale Soyinka, Publisher: Tata McGraw - Hill Education (2008)
4. Linux System Administration Author: Tom Adelstein, Bill Lubanovic, Publisher: O'Reilly Media (2007)

 # Note: Practical Lab based on Linux Server Administration

Paper – IV: Content Management System using Open Cart

(Practical)

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

- What is Opencart and why use it?
- Theme Installation
- Module Installation & Modification
- Set Permalinks
- Customize contact form.
- Use of payment integration and learn to customize
- Use and customization of Forum & Newsletter plugins.
- Working with the Database (Importing, Exporting, Backups etc.).
- Making a back-up of your site.
- Installing and customizing themes and Modules.
- Clear idea and working with templates.
- Adding SEO friendly, using tags and managing them.
- Opencart URL & Menu Structure.
- Make live new project on server.
- Add Products, Categories using Opencart

References :

1. Getting Started with OpenCart Module Development, Rupak Nepali
2. Instant E-commerce with OpenCart: Build a Shop How-to , Murat Yilmaz
3. OpenCart 1. 4 Template Design Cookbook ,Tahsin Hasan

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-IV)

Paper V: Web designing using CorelDraw (*Practical)*

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

Note: Practical exam to be conducted by the external examiner.

Unit I

Getting Started with CorelDraw

Corel draw –An overview, menus and tools.

- Explore the CorelDraw X4 Interface
- Customize the Workspace
- Differentiate Between Raster and Vector Graphics

Unit II

Creating Graphical Objects

Drawing –lines, shapes .inserting-pictures, objects, tables, templates,

Unit III

Adding special effects, Exporting drawings, outlining & filling objects, inserting symbols & Clip arts.

Unit IV

Working in Corel draw presentation –adjusting the position, resizing, positioning, merging, color shades & shadows .working with advanced effects, special interactive effects.

Unit V

Creating- business cards, pamphlets, banners, news papers, books. Shortcut keys in Corel draw.

Paper-VI: E-Commerce Website Development *(Practical)*

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

Development of web portal handling E-Commerce operations

ESL–222: ENVIRONMENTAL STUDIES–II (COMPULSORY)

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. Biodiversity and its Conservation:

- Definition: Genetic, species and ecosystem diversity.
- Biogeographical classification of India.
- Value of Biodiversity: Consumptive use; productive use, social, ethical, aesthetic and option values.
- Biodiversity of global, National and local levels.
- India as mega-diversity nation.
- Hot-spots of biodiversity.
- Threats to Biodiversity: Habitat loss, poaching of wild life, man wildlife conflicts.
- Endangered and endemic species of India.
- Conservation of Biodiversity: In situ and Ex-situ conservation of biodiversity.

2. Environmental Pollution:

- Definition, causes, effects and control measures of:
  a) Air Pollution
  b) Water Pollution
  c) Soil Pollution
  d) Marine Pollution
  e) Noise Pollution
  f) Thermal Pollution
  g) Nuclear Hazards
  h) Electronic Waste
- Solid Waste Management: Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster Management: Floods, Earthquake, Cyclone and Landslides.

3. Human Population and the Environment

- Population growth, variation among nations.
- Population explosion-Family welfare programme.

- Environment and human health.
- Human rights.
- Value education.
- HIV/AIDS.
- Women and child welfare.
- Role of information technology in environment and human health.
- Case studies.
- Road Safety Rules & Regulations**:** Use of Safety Devices while Driving, Do's and Don'ts while Driving, Role of Citizens or Public Participation, Responsibilities of Public under Motor Vehicle Act, 1988, General Traffic Signs.
- Accident & First Aid**:** First Aid to Road Accident Victims, Calling Patrolling Police & Ambulance.

4. National Service Scheme

- **Entrepreneurship Development:** Definition & Meaning; Qualities of good entrepreneur; Steps/ ways in opening an enterprise; Role of financial and support service Institutions.
- **Civil/Self Defense:** Civil defense services, aims and objectives of civil defense; Needs for self defense training.

5. Field Visits:

- Visit to a local area to document environmental assets–river/forest/grassland/hill/ mountain.
- Visit to a local polluted site–Urban/Rural/Industrial/Agricultural.
- Study of common plants, insects, birds.
- Study of simple ecosystems–pond, river, hill slopes etc.
- Contribution of the student to NSS/any other social cause for service of society.

Note: In this section the students will be required to visit and write on the environment of an area/ ecosystem/vi1lage industry/disaster/mine/dam/agriculture field/waste management/ hospital etc. with its salient features, limitations, their implications and suggestion for improvement.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

Bachelor of Vocation (B.Voc.) (Semester-V)
(E-Commerce and Digital Marketing)

PAPER – I: FUNDAMENTALS OF ENTREPRENEURSHIP

Time: 3 Hours **Max. Marks: 75**

Note:

1. **The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.**
2. **The student can use only Non–programmable & Non–storage type Calculator.**

PART A

Concept of Entrepreneurship: The Entrepreneur: Definition, nature, and characteristics of entrepreneurship.Emergence of entrepreneurial class including women entrepreneurs. Theories of entrepreneurship;Socio-economic environment and the entrepreneur. The concepts of joint stoke company, public company, private company, Government Company, Partnership Company, Hindu undivided family.

Characteristics of Entrepreneur Leadership risk taking, decision making and business planning. Innovation and entrepreneurship, entrepreneurial behavior and motivation.

PART B

Entrepreneurial Development Programmes - Relevance and achievements, Role of government in organizing such programmes. Critical Evaluation.

Modern technology for entrepreneurship: concept, significance, benefits & avenues; websites, e-portals, wallet, blogs, social networking sites

Suggested Readings

- Hisrich, Robert D and Peters, Michael P, "*Entrepreneurship*", 2012, Tata McGraw Hill, Delhi.
- Srivastava, S.B., "A Practical Guide to Industrial Entrepreneurs", 1980, Sultan Chand & Sons, New Delhi.
- Kumar, A. et al., Entrepreneurial Development, New Age International Publisher, New Delhi.

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.) (Semester-V)
(E-Commerce and Digital Marketing)

PAPER-II: CONCEPTS OF SOCIAL MEDIA MARKETING

Time: 3 hrs. **Max. Marks:-75**
Th: 50
Pr: 25

Note:

1. **In theory eight questions are to be set in all. The candidates are required to attempt five of them. All questions are to be of equal marks. The maximum marks of the paper are 50.**
2. **The student can use only Non–programmable & Non–storage type Calculator.**
3. **Practical exam to be conducted by the external examiner.**

Introduction to Digital Marketing
Key Concepts of Digital Marketing, Traditional Marketing vs. Digital Marketing, The Opportunity of Digital Marketing, Characteristics of Digital Marketing, Implications of Digital Marketing, Strategies in Digital Marketing

Google Webmaster Tool
Introduction to Webmaster Tools, Start with the fundamentals, Get your site working on Webmaster Tools, Refine personal and site settings, Manage, monitor and maintain your site, Use the reports and features, Remove Content from Google, Search Traffic & Search Appearance, Google Index & Crawl, HTML Improvements, Sitemaps, Crawl Rate, Crawl Errors and Crawl Stats, Blocked URL's and Fetch as Google, Add and verify your new site to Webmaster Tools

Google Analytics
Introduction to Google Analytics, How Google analytics works?
Understanding Google Analytics Account Structure, Starting with Google analytics, How to set up analytics account, How to add analytics code in website, Understanding goals and conversions, How to setup goals?
Understanding different types of goals, Understanding bounce & bounce rate, Difference between exit rate & bounce rate, How to reduce bounce rate?
Understanding filters & segments? How to set up filters & segments? How to view customized reports?
Monitoring traffic sources, Monitoring traffic behaviour

SMO (Social Media Optimization) –Facebook, Twitter, YouTube
Introduction to Social Media,Types of Social Media,How Social Media is affecting Google Search,How to choose right social media,Integrating social media into your website and blogs,Facebook Marketing,Introduction to Facebook,Difference between Profiles, Places, Groups and Pages,Social media and communications strategy,Facebook Connect(Like, Share, Comment),Facebook pages(Creating, Managing, Retention),Pages (Dos & Don'ts),Facebook Apps,Measuring and Monitoring, Sponsored Stories,Latest trends,Advantages and Challenges

Twitter Marketing
Introduction to Micro blogging and Twitter, Twitter Demographics, Use for reputation, promotion, sales, conversing, Who to follow,Tweeting,Searching tweets and users, Measuring Influence, Tools, Tracking Code, Twitter Account Promotion, How to Shorten and Measure your URLs

Google + Marketing
What is Google Plus ,Features, Tools & Techniques, Creating Profiles & Pages, Social Strategies and Tactics for Google+,Integration with your site, Google Plus : Circles | Hangouts | Stream, Google +1,Google Plus for Businesses, Photo Sharing Social Network : Picasa,Video Sharing Social Network : YouTube

Email Marketing
Introduction to Email Marketing, How Email Marketing Works, Sending Email

Bachelor of Vocation (B.Voc.) (Semester-V)
(E-Commerce and Digital Marketing)

PAPER – III: E-COMMERCE-LAW AND PRACTICES

Time: 3 Hours **Max. Marks: 75**

Note:

1. **The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.**
2. **The student can use only Non–programmable & Non–storage type Calculator.**

PART A

The Indian Contract Act, 1872 Contract – Meaning, Characteristics and kinds, Essentials of valid contract – Offer and acceptance, Discharge of contract – Modes of discharge Breach of Contracts and its remedies. Contract of Indemnity and Guarantee

The Sale of Goods Act, 1930 Contract of sale, meaning and difference between sale and agreement to sell., Conditions and warranties, Performance of contract of sale ,Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.

Consumer Protection Act: Definitions, objectives, redressal machineries

PART B

Cyber Laws (Information Technology) Act 2000

Definition b. Digital signature c) Electronic governance d) Attribution, acknowledgement and dispatch of electronic records e) Regulation of certifying authorities f) Digital signatures certificates g) Duties of subscribers h) Penalties and adjudication i) Appellate Tribunal j) Offences

Features of Indirect Tax

Central Sales Tax- Features, Terms, definitions, Interstate sale, registration, Various forms for filing of sales tax returns under CST .Sales outside territorial waters under CST

Introduction to Value Added Tax (VAT) Act 2005-Concept, Features, Registration, Taxable & Exempt Supplies, TIN, VAT Bill, Tax Credit, Filing of VAT Returns, Penalties & Fines under VAT

Suggested Readings

- Kapoor, N.D., “Mercantile Law”, 21st Edition, Sultan Chand & Sons.
- Tulsian, P. C., “Business Laws”, 2nd Edition (2000), Tata McGraw Hill.
- Balachandran, V., “Indirect Taxes”, Sultan Chand & Sons, New Delhi.
- KulBhushan, “How to Deal with VAT”, 2005, Pearson Education.

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.) (Semester-V)
(E-Commerce and Digital Marketing)

PAPER-IV: PROGRAMMING IN JAVA

Time: 3 Hours

Max. Marks: 75
50 (TH)
25 (Pr.)

Note:

1. In theory eight questions are to be set in all. The candidates are required to attempt five of them. All questions are to be of equal marks. The maximum marks of the paper is 50.

2. The student can use only Non–programmable & Non–storage type Calculator.

Note: Practical exam to be conducted by the external examiner.

UNIT-I

Introduction to JAVA: Object Orientation Concepts, Platform Independence & Cross Platform Computing, Control statements, Operators & Data types.

UNIT-II

Classes & Methods, constructors, Inheritance & Polymorphism. Packages & Interfaces, Multithreading in Java.

UNIT-III

Exception Handling, String handling in Java & Input/output in Java, Java Servelets.

References:

1. "Java–The Complete Reference", Hurbert Schildt, Tata MacGraw Hill.
2. "Introduction to Java Programming", Y. Daniel Mliang, Pearsons Publications.
3. "Beginning Web Programming with HTML, XHTML, and CSS", Jon Duckett, John Wiley & Sons, 06 Aug. 2004.

PAPER-V: DIGITAL MARKETING DEVELOPMENT (PRACTICAL)

Time: 3 Hours **Max. Marks: 100**

Note: Practical exam to be conducted by the external examiner.
Planning and Implementing a Digital marketing campaign

Bachelor of Vocation (B.Voc.) (Semester-VI)
(E-Commerce and Digital Marketing)

PAPER-I: SUPPLY CHAIN MANAGEMENT

Time: 3 Hours **Max. Marks: 75**

Note:

1. **The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.**
2. **The student can use only Non–programmable & Non–storage type Calculator.**

PART A

SCM- Definition- Objectives- Evolution- need- Issues involved in developing SCM Framework- Types. SCM activities- Constituents- Organisation.

Forecasting- Importance, Different kinds of Forecasting Techniques in Estimating Demands, Methods used to Determine accuracy of forecast, Sourcing and vendor selection, Routing and route Sequencing.

PART B

Inventory Management, EOQ, Minimum Level and Safety Stock, Reordering level, Maximum level, Rational of Discounts of Bulk Purchase, Uncertainty and Inventory management, Lead Time Uncertainty and Product availability. Innovations in Supply chain management.

Procurement and Outsourcing: Outsourcing, Benefits and Risks, Framework for make/ buy decision, E -Procurement, Framework of E -procurement. Dimension of Customer Value, Conformance of Requirement, Product Selection, Price and Brand, Value added Services, Strategic Pricing, Smart Pricing, Customer Value Measures.

Books for reference:

- Supply Chain Management, Kulkarni Sarika & Sharma Ashok
- Supply Chain Management concept and cases, Rahul V

Note: Latest edition of suggested books may be considered.

PAPER-II: CUSTOMER RELATIONSHIP MANAGEMENT

Time: 3 Hours **Max. Marks: 75**

Note:

1 The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

2. The student can use only Non–programmable & Non–storage type Calculator.

PART A

Customer Relationship Management: Definition, meaning and scope, attracting and retaining customers. Building loyalty, developing loyalty program. Types of relationship marketing. Customer lifecycle.

CRM: overview and evolution of the concept, CRM and relationship marketing, CRM strategy, importance of customer divisibility in CRM, customer mental process, customer satisfaction Index.

PART B

Building customer value: satisfaction and loyalty, total customer satisfaction, cultivating customer relationship, rural customer relations, sales force automation, contact management, concept, enterprise marketing management, core beliefs, CRM in India.

Value chain: concept, integration business management, benchmarks and metrics, culture change, alignment with customer Eco system, vendor selection. Establishing customer relationship on the internet, technology issues in CRM implementation.

Suggested Readings:

- CRM Paul Green Berg(1997)- Tata Mc Graw Hill.
- Marketing Management : Philip Kotler (2002), Prentice hall, 2013.

Note: Latest edition of suggested books may be considered.

PAPER-III: ANDROID APPLICATION DEVELOPMENT

Time: 3 Hours **Max. Marks: 75**
50 (Th)
25 (Pr)

Note:

1. **In theory eight questions are to be set in all. The candidates are required to attempt five of them. All questions are to be of equal marks. The maximum marks of the paper are 50.**
2. **The student can use only Non–programmable & Non–storage type Calculator.**
3. **Practical exam to be conducted by the external examiner.**

Part A

Introduction to Android

A little Background about mobile technologies
Overview of Android - An Open Platform for Mobile development Open Handset Alliance
What does Android run On – Android Internals? Why to use Android for mobile development?

Developing for Android: My First Android Application

How to setup Android Development Environment.
Android development Framework - Android-SDK
Eclipse Emulators – What is an Emulator / Android AVD?
Creating & setting up custom Android emulator
Android Project Framework
My First Android Application

Android Activities and UI Design

Understanding Intent**,** Activity, Activity Lifecycle and Manifest Creating
Application and new Activities
Expressions and Flow control, Android Manifest Simple UI -Layouts and Layout
Properties, Fundamental Android UI Design
Introducing Layouts, Creating new Layouts, Drawable Resources
Resolution and density independence (px,dip,dp,sip,sp)
XML Introduction to GUI objects viz.
Push Button, Text / Labels, Edit Text, Toggle Button, Weight Sum Padding, Layout Weight

Advanced UI Programming

Event driven Programming in Android (Text Edit, Button clicked etc.)
Creating a splash screen Event driven Programming in Android
Android Activity Lifecycle
Creating threads for gaming requirement
Understanding the Exception handler

Toast, Menu, Dialog, List and Adapters

What is Menu?
Custom vs. System Menus
Creating and Using Handset menu Button (Hardware)
What is Android Themes What is Dialog? How to create an Alter Dialog?
What is Toast in Android?
List & Adapters
Manifest.xml File Update

Part B

Multimedia Programming using Android

Multimedia audio formats - Creating and Playing
Multimedia audio formats - Kill / Releasing (Memory Management) How to associate audio in any application
How to associate video playback with an event

Database - SQLite

Introducing SQLite
SQLite Open Helper and creating a database Opening and closing a database
Working with cursors Inserts, updates, and deletes

Notifications

Notification Manager
Pending Intent Notifications (Show and Cancel)

How to develop your own custom made Web Browser

How to use Webview object in XML Permission for using the Internet
Methods for associated with 'Go', 'Back', 'Forward' etc.

Android Development using other Tools

Other ways to Develop Android Applications
Graphics / Game development using Adobe CS5.5 Flash How to render .apk file from Adobe Flash

Testing and Debugging Android Application

Role and Use of Dalvik
Debug Monitor Server (DDMS) How to debug android application
Use of Step Filters, Breakpoints, Suspend and Resume
How to use LogCat (Verbose, Debug, Info, Warn, Error, Assert) Use of Perspectives

Installation of .apk

How to install .apk into your Android Mobile.

References:

1. Android Programming: The Big Nerd Ranch Guide (Big Nerd Ranch Guides), 2013 by Bill Phillips and Brian Hardy
2. Professional Android 4 Application Development, 2012 by Reto Meier
3. Android Application Development in 24 Hours, Sams Teach Yourself (4th Edition), 2015 by Carmen Delessio and Lauren Darcey.

PAPER-IV: SEARCH ENGINE OPTIMIZATION

Time: 3hrs. **Max. Marks: 75**
Theory:50
Practical:25

1. **The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.**
2. **The student can use only Non–programmable & Non–storage type calculator.**

Note: Practical exam to be conducted by the external examiner.

Part-A

Understanding SEO: Search engine basics, creating an SEO Plan
Search strategies : Building your site for SEO, keywords and your website, Pay-per-click and SEO, Maximizing Pay-per-click strategies, increasing keyword success, understanding and using campaign targeting, managing keyword and pay-per-click campaigns, keyword tools and services, tagging your website, understanding the role of links and linking.

Optimizing Search Strategies: Adding your site to directories, pay-for-inclusion services, robots, spiders and crawlers, adding social media optimization, plugging in to SEO, automated optimization

Part-B

Maintaining SEO
What is SEO,What are Search Engines,Introduction to SERP,How Search Engine work?,What are Keywords & Different types of keywords,Keywords Research & Analysis,Keywords Research Tool (Google Keyword Planner),Search Operator, Punctuation & Symbols,On page optimization,Keywords Optimization,Contents Optimization,Understand Your audience for content planning,Website Navigation,Title, Meta Description Tags,Alt Tag,Meta Robot Tags,Robot.txt,Using Google Webmaster Tool & Website Verification,Sitemap Creation and Submission in Webmaster Tool,Off-Site Optimization,Directory, Book marketing, Article & Press Release submissions,Blog & Forum Postings

SEM (Search Engine Marketing)
Key Concepts of SEM**,**SEO vs. SEM**,**AdWords and AdSense**,**What is pay-per-click**,**Google AdWords Account Structure**,**Benefits and Features of AdWords**,**Keywords Research & Planning**,**Match Types: Board, Phrase, Exact & Negative Match**,**Cost-Per-Click**,**Impression, Click through Rate, quality score, Ad Rank**,**Ad Extensions: Location, Site Links, call etc.**,**Creating a Campaign**,**Setting Bids and Budgets**,**Campaign Management**,**Google Search and Display Network**,**Language & Location Targeting**,**Mobile Targeting**,**Keyword Targeting**,**Placement Targeting**,**Text Ads, Image Ads, Video Ads, Mobile Ads**,**Writing Ad Copy**,**Shopping Campaign Setup**,**Google Merchant Centre**,**Reporting and Analysis**,**Google Ad Words Tools**,**Display Planner**,**Ad Preview and Diagnosis,My Client Centre

References:

1. **Search Engine Optimization Bible, Jerri L. Ledford, Wiley Publishing**

PAPER–V: PROJECT

Max. Marks: 100

Note: Practical exam to be conducted by the External Examiner.

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.

FACULTY OF VISUAL ARTS AND PERFORMING ARTS

SYLLABUS

FOR

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE
(Semester: I – VI)

Session: 2017–18

GURU NANAK DEV UNIVERSITY, AMRITSAR.

Note: (i) Copy rights are reserved.
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Please visit the University website time to time.

BACHELOR OF VOCATION (B.Voc.)
(CONTEMPORARY FORMS OF DANCE) SEMESTER SYSTEM

SCHEME OF COURSE

Different Levels of B.Voc. (Contemporary Forms of Dance)

NSQF Level	Total Duration	Exit Awards
4	1 Semester	Certificate (Contemporary Forms of Dance)
5	2 Semesters	Diploma (Contemporary Forms of Dance)
6	4 Semesters	Advanced Diploma (Contemporary Forms of Dance)
7	6 Semesters	Degree: B.Voc (Contemporary Forms of Dance)

SCHEME OF COURSE

Semester – I:

S.No.	Subject	Theory	Practical	Total Marks
1.	Introduction to Contemporary Forms of Dance	50	–	50
2.	Contemporary Dance Techniques	–	100	100
3.	Movement and Gestures – I	–	100	100
4.	Viva Voce – I	–	50	50
5.	Communication Skills in English– I	50	–	50
6.	Punjabi Compulsory / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	50	–	50
7.	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	50	–	50

Semester – II:

S.No.	Subject	Theory	Practical	Total Marks
1.	Dance as a form of Art	50	–	50
2.	Movement and Gestures –II	–	100	100
3.	Fitness through Dance	–	100	100
4.	Viva–Voce – II	–	50	50
5.	Communication Skills in English – II	35	15	50
6.	Punjabi Compulsory / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	50	–	50
7.	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	50	–	50

Note: * Marks of this Paper will not be included in the Total Marks.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER SYSTEM)

Semester – III:

S.No.	Subject	Theory	Practical	Total Marks
1.	Analytical Study of Contemporary Dance	100	–	100
2.	Choreographically Skills	–	100	100
3.	Hip Hop Dancing Form	–	100	100
4.	Personality Development – I	50	–	50
5.	Viva Voce–I	–	50	50
6.	* Environmental Studies	50	–	50

Semester – IV:

S.No.	Subject	Theory	Practical	Total Marks
1.	Study of Latin American Dances	100	–	100
2.	Stage Performance Skills	–	100	100
3.	Salsa Dancing Form	–	100	100
4.	Personality Development – II	50	–	50
5.	Viva–Voce		50	50
6.	* Environmental Studies	50	–	50

* Marks of EVS will not be included in the Total Marks

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER SYSTEM)

Semester – V:

S.No.	Subject	Theory	Practical	Total Marks
1.	Theoratical Aspect of Theatre and Stage Craft	50	–	50
	Practical Approach to Theatre and Stage Craft	–	50	50
2.	Yoga through Dance	–	50	50
3.	Theoretical Survey of Sufi Dancing Forms	50		50
	Practical Approach to Sufi Dancing Forms		50	50
4.	Advance Study of Contemporary Dances	–	50	50
5.	Dance Fusions – An Inter Relationship Study	50		50
	Practical Approach to Dance Fusion		50	50
			Total:	**400**

Semester – VI:

S.No.	Subject	Theory	Practical	Total Marks
1.	Role of Theatre & Yoga in Dance	50	–	50
	Practical Approach to Theatre and Stage Craft	–	50	50
2.	Portfolio Development (Viva Voce)	–	50	50
3.	Theoretical Study of Raqs Sharqi (Practical)	50	–	50
	Practical Demonstration of Raqs Sharqi	–	50	50
4.	History of Indian Ballet Dance	50	–	50
5.	Stage Performance (Contemporary Dances)	–	100	100
			Total:	**400**

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – I)

1. INTRODUCTION TO CONTEMPORARY FORMS OF DANCE *(Theory)*

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setter:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Course Contents:

Origin of Contemporary Dance

Basic Study of various Dance Forms

- Ballet
- Modern Dance
- Jazz
- Musical Theatre Dance
- Tap Dance
- Crossover Styles

Detailed knowledge of Hip Hop, Break Dancing, Lyrical, Bollywood

Suggested Readings:

- Contemporary Dance (Starstruck) by Cathy West
- Dancing Heads: A Hand– And Footbook for Creative/Contemporary Dance by Ickstadt
- Dance Analysis – Technique within Contemporary Dance by Kathryn Hughes
- Indian Contemporary Dance by Utpal K. Banerjee
- Talk About Contemporary Dance by Elisabeth Couturier, Philippe Noisette
- Contemporary Indian Dance: New Creative Choreography in India by Prof. Ketu Katrak
- Looking at Contemporary Dance: A Guide by Marc Raymond Strauss Nadel Strauss

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2. CONTEMPORARY DANCE TECHNIQUES (*Practical)*

Time: 20 Minutes **Practical: 100 Marks**

Importance of Music and Rhythm

Knowledge of Stage and its Proper utilization

Practical understanding of Relaxation & Freedom

Ability to recitation of basic Rythms (Talas) on hand.

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3. MOVEMENT AND GESTURES – I
(Performance Skill Viva Voice & Practical)

Time: 20 Minutes **Practical: 100 Marks**

Basic Study of Movement & Gestures

- Hand Movements
- Foot Movements
- Facial Expressions
- Overall Body Gestures

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4. VIVA–VOCE

Practical: 50

Note: The examiner can ask questions from all the skill based subjects.
Ability to Demonstrate basic Rythms (Talas) on hand.

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5. COMMUNICATION SKILLS IN ENGLISH–I

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

Course Contents:

1. **Reading Skills**: Reading Tactics and strategies; Reading purposes–kinds of purposes and associated comprehension; Reading for direct meanings; Reading for understanding concepts, details, coherence, logical progression and meanings of phrases/ expressions.

Activities:

a) Active reading of passages on general topics
b) Comprehension questions in multiple choice format
c) Short comprehension questions based on content and development of ideas

2. **Writing Skills**: Guidelines for effective writing; writing styles for application, resume, personal letter, official/ business letter, memo, notices etc.; outline and revision.

Activities:

a) Formatting personal and business letters.
b) Organising the details in a sequential order
c) Converting a biographical note into a sequenced resume or vice-versa
d) Ordering and sub-dividing the contents while making notes.
e) Writing notices for circulation/ boards

Suggested Pattern of Question Paper:

The question paper will consist of five skill–oriented questions from Reading and Writing Skills. Each question will carry 10 marks. The questions shall be phrased in a manner that students know clearly what is expected of them. There will be internal choice wherever possible.

10x5=50 Marks

i) Multiple choice questions on the language and meanings of an unseen passage.
ii) Comprehension questions with short answers on content, progression of ideas, purpose of writing etc. of an unseen passage.
iii) Personal letter and Official/Business correspondence
iv) Making point-wise notes on a given speech/ technical report **OR**
Writing notices for public circulation on topics of professional interest
v) Do as directed (10x1= 10 Marks) (change of voice, narration, combination of 2 simple sentences into one, subject-verb agreement, using appropriate tense, forms of verbs.

Recommended Books:

1. *Oxford Guide to Effective Writing and Speaking* by John Seely.
2. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

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6. ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ–ਕ੍ਰਮ ਅਤੇ ਪਾਠ–ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ–ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ),
   (ਸੰਪਾ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
   ਲੇਖ : ਪਹੀਆ ਪ੍ਰਦੂਸ਼ਣ, ਭਰੂਣ ਹੱਤਿਆ ਦੇ ਦੇਸ਼ ਵਿਚ, ਨਾਰੀ ਸ਼ਕਤੀ, ਵਾਤਾਵਰਣੀ ਪ੍ਰਦੂਸ਼ਣ ਅਤੇ ਮਨੁੱਖ, ਏਡਜ਼ : ਇਕ ਗੰਭੀਰ ਸੰਕਟ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   (ਪ੍ਰੋ. ਮੋਹਨ ਸਿੰਘ, ਅੰਮ੍ਰਿਤਾ ਪ੍ਰੀਤਮ, ਸ਼ਿਵ ਕੁਮਾਰ ਬਟਾਲਵੀ, ਸੁਰਜੀਤ ਪਾਤਰ, ਪਾਸ਼)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
4. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**।
5. (ੳ) **ਪੰਜਾਬੀ ਧੁਨੀ ਵਿਉਂਤ** : ਉਚਾਰਨ ਅੰਗ, ਉਚਾਰਨ ਸਥਾਨ ਤੇ ਵਿਧੀਆਂ, ਸਵਰ, ਵਿਅੰਜਨ, ਸੁਰ।
   (ਅ) **ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ** : ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਪ–ਭਾਸ਼ਾ ਦਾ ਅੰਤਰ, ਪੰਜਾਬੀ ਉਪਭਾਸ਼ਾਵਾਂ ਦੇ ਪਛਾਣ–ਚਿੰਨ੍ਹ।
6. **ਮਾਤ ਭਾਸ਼ਾ ਦਾ ਅਧਿਆਪਨ**
   (ੳ) ਪਹਿਲੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ
   (ਅ) ਦੂਜੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ

ਅੰਕ–ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ–ਵਸਤੂ, ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ।	10 ਅੰਕ
3.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
4.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ।	05 ਅੰਕ
5.	ਨੰਬਰ 5 ਉਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ 'ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
6.	ਨੰਬਰ 6 ਵਿਚ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਪਹਿਲੀ ਭਾਸ਼ਾ ਅਤੇ ਦੂਜੀ ਭਾਸ਼ਾ ਵਜੋਂ ਅਧਿਆਪਨ, ਮਹੱਤਵ ਅਤੇ ਸਮੱਸਿਆਵਾਂ ਬਾਰੇ ਚਾਰ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਦੋ ਦਾ ਉੱਤਰ ਦੇਣਾ ਹੋਵੇਗਾ।	5×2=10 ਅੰਕ

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6. ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ-ਕ੍ਰਮ

1. ਪੈਂਤੀ ਅੱਖਰੀ; ਪੈਰ ਬਿੰਦੀ ਵਾਲੇ ਵਰਣ ਅਤੇ ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ, ਲਗਾਂ ਮਾਤਰਾਂ
2. ਲਗਾਖਰ (ਬਿੰਦੀ, ਟਿੱਪੀ, ਅੱਧਕ)
3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ,
   (ਅ) ਨਾਂਵ, ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸਣ, ਲਿੰਗ ਅਤੇ ਵਚਨ

ਅੰਕ ਵੰਡ ਤੇ ਪੇਪਰ ਸੈਟਰ ਲਈ ਹਦਾਇਤਾਂ

1. ਪੈਂਤੀ ਅੱਖਰੀ ਦੀ ਬਣਤਰ ਅਤੇ ਤਰਤੀਬ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ। **10 ਅੰਕ**
   (ਦੋ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ)
   ਕਵਰਗ, ਚਵਰਗ, ਤਵਰਗ, ਟਵਰਗ ਆਦਿ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾ ਸਕਦਾ ਹੈ। ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ ਅਤੇ ਲਗਾਂ ਮਾਤਰਾਂ ਦੀ ਵਰਤੋਂ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

2. ਬਿੰਦੀ, ਟਿੱਪੀ ਅਤੇ ਅੱਧਕ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**

3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**
   (ਅ) ਨਾਂਵ ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ ਅਤੇ ਲਿੰਗ ਵਚਨ ਸੰਬੰਧੀ ਮੁੱਢਲੀ ਕਿਸਮ ਦੇ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

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7. DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

PROBLEM OF DRUG ABUSE

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) **Meaning of Drug Abuse:** Concept and Overview, Historical Perspective of Drug Abuse, Drug Dependence, Drug Addiction, Physical and Psychological Dependence: Drug Tolerance and withdrawal symptoms.

2) **Types of Abused Drugs and their Effects:**
   1) Stimulants: Amphetamines – Benzedrine, Dexedrine, Cocaine.
   2) Depressants: Alcohol Barbiturates: Nembutal, Seconal, Phenobarbital and Rohypnol.
   3) Narcotics: Heroin, Morphine, Oxycodone.
   4) Hallucinogens: Cannabis, Marijuana, Hashish, Hash Oil, MDMA, LSD.
   5) Steroids.

3) **Nature and Extent of the Problem:** Magnitude or prevalence of the menace of Drug Abuse in India and Punjab, Vulnerable groups by age, gender and economic status, Signs and Symptoms of Drug Abuse: Physical, Academic, Behavioural and Psychological Indicators.

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References:

1. Ahuja, Ram (2003), Social Problems in India, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. The Drug Crime Connection. Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) Drug epidemic among Indian Youth, New Delhi: Mittal Pub.
5. Modi, Ishwar and Modi, Shalini (1997) Drugs: Addiction and Prevention, Jaipur: Rawat Publication.
6. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical Epidemiological Unit, All India Institute of Medical Sciences, 2004.
7. Sain, Bhim 1991, Drug Addiction Alcoholism, Smoking obscenity New Delhi: Mittal Publications.
8. Sandhu, Ranvinder Singh, 2009, Drug Addiction in Punjab: A Sociological Study. Amritsar: Guru Nanak Dev University.
9. Singh, Chandra Paul 2000. Alcohol and Dependence among Industrial Workers: Delhi: Shipra.
10. Sussman, S and Ames, S.L. (2008). Drug Abuse: Concepts, Prevention and Cessation, Cambridge University Press.
11. World Drug Report 2010, United Nations office of Drug and Crime.
12. World Drug Report 2011, United Nations office of Drug and Crime.

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CONTEMPORARY FORMS OF DANCE (SEMESTER – II)

1. DANCE AS A FORM OF ART *(Theory)*

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setter:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Course Contents:

Detailed knowledge of Elements of Creative Dance

Dance as a form of Communication

Comprehensive study of Dance as a form of Art

Dance Aesthetics and Behavior

Freedom of Expression in Contemporary Forms of Dance

Purpose of Dance in different aspects of life

Suggested Readings:

- Dancing Heads: A Hand– And Footbook for Creative/Contemporary Dance by Ickstadt
- Dance Analysis – Technique within Contemporary Dance by Kathryn Hughes
- Indian Contemporary Dance by Utpal K. Banerjee
- Talk About Contemporary Dance by Elisabeth Couturier, Philippe Noisette
- Contemporary Indian Dance: New Creative Choreography in India by Prof. Ketu Katrak
- Looking at Contemporary Dance: A Guide by Marc Raymond Strauss Nadel Strauss

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2. MOVEMENT AND GESTURES – II
(Performance Skill Viva Voice & Practical)

Time: 20 Minutes **Practical: 100 Marks**

Practical study of following elements of Dance

- Body
- Action
- Space
- Timing
- Energy

Importance of Rhythm in Dance

Practical Demonstration of basic Rythms (Talas) in hand

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3. FITNESS THROUGH DANCE *(Practical)*

Time: 20 Minutes **Practical: 100 Marks**

Practical approach of Physical Fitness through different aspects of Dance given below:

- Aerobics
- Bhangra
- Rhythmic Exercises through Dance
- Relaxing through Dance
- Body Toning

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4. VIVA–VOCE

Practical: 50 Marks

Note: The examiner can ask questions from all the skill based subjects.
Practical demonstrations of basic Rythms (Talas) in hand

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5. COMMUNICATION SKILLS IN ENGLISH–I

Time: 3 Hours **Max. Marks: 50**
Theory Marks: 35
Practical Marks: 15

Course Contents:

1. **Listening Skills:** Barriers to listening; effective listening skills; feedback skills. Attending telephone calls; note taking.
   Activities:
   a) Listening exercises – Listening to conversation, News and TV reports
   b) Taking notes on a speech/lecture

2. **Speaking and Conversational Skills**: Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.
   The study of sounds of English, stress
   Situation based Conversation in English
   Essentials of Spoken English
   Activities:
   a) Making conversation and taking turns
   b) Oral description or explanation of a common object, situation or concept
   c) Giving interviews

Suggested Pattern of Question Paper:
The question paper will consist of seven questions related to speaking and listening Skills. Each question will carry 5 marks. The nature of the questions will be as given below:-
Two questions requiring students to give descriptive answers.
Three questions in the form of practical exercises requiring students to give an appropriate response to a question, a proposal, a proposition, an invitation etc. For example, the paper setter may give a proposition and ask the students to agree or disagree with it or introduce a character giving invitations and ask the students to accept or refuse it etc.
Two questions requiring students to transcribe simple words in IPA symbols, marking stress.

PRACTICAL / ORAL TESTING

Marks: 15

Course Contents:

1. Oral Presentation with/without audio visual aids.
2. Group Discussion.
3. Listening to any recorded or live material and asking oral questions for listening comprehension.

Questions:

1. Oral Presentation will be of 5 to 10 minutes duration. (Topic can be given in advance or it can be of student's own choice). Use of audio visual aids is desirable.
2. Group discussion comprising 8 to 10 students on a familiar topic. Time for each group will be 15 to 20 minutes.

Note: Oral test will be conducted by external examiner with the help of internal examiner.

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6. ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ)
   (ਸੰਪ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ, 2007
   ਲੇਖ : ਸਾਹਿਤ ਤੇ ਲੋਕ ਸਾਹਿਤ, ਅੱਖਾਂ, ਅਚੇਤਨ ਦਾ ਗੁਣ ਤੇ ਸੁਭਾਅ, ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈੱਟ, ਮਨੁੱਖੀ ਅਧਿਕਾਰ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ) (ਕਹਾਣੀਆਂ)
   ਪਠਾਣ ਦੀ ਧੀ (ਸੁਜਾਨ ਸਿੰਘ), **ਸਾਂਵੀ ਕੰਧ** (ਸੰਤੋਖ ਸਿੰਘ ਧੀਰ), **ਉਜਾੜ** (ਕੁਲਵੰਤ ਸਿੰਘ ਵਿਰਕ), **ਘੋਟਣਾ** (ਮੋਹਨ ਭੰਡਾਰੀ), **ਦਲਦਲ** (ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਸ਼ਬਦ-ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ** : ਪਰਿਭਾਸ਼ਾ, ਮੁੱਢਲੇ ਸੰਕਲਪ
4. **ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ**
5. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
6. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**
7. **ਮੁਹਾਵਰੇ ਅਤੇ ਅਖਾਣ**

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ ਵਸਤੂ, ਪਾਤਰ ਚਿਤਰਣ ।	10 ਅੰਕ
3–4.	3–4 ਨੰਬਰ ਉੱਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
5.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
6.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ	05 ਅੰਕ
7.	ਨੰਬਰ 7 ਵਿਚ ਅੱਠ ਅਖਾਣ ਅਤੇ ਅੱਠ ਮੁਹਾਵਰੇ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਪੰਜ-ਪੰਜ ਨੂੰ ਵਾਕਾਂ ਵਿਚ ਵਰਤ ਕੇ ਅਰਥ ਸਪੱਸ਼ਟ ਕਰਨੇ ਹੋਣਗੇ।	

5+ 5=10 ਅੰਕ

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – II)

6. ਮੁੱਢਲੀ ਪੰਜਾਬੀ

(In lieu of Compulsory Punjabi)

ਸਮਾਂ: 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ – ਕ੍ਰਮ

1. ਪੰਜਾਬੀ ਸ਼ਬਦ-ਬਣਤਰ
   ਸੰਯੁਕਤ ਅਤੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦ
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ **20 ਅੰਕ**
2. ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ
   ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ **15 ਅੰਕ**
3. ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ
   ਸਾਧਾਰਨ ਵਾਕ: ਕਿਸਮਾਂ
   ਸੰਯੁਕਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਮਿਸ਼ਰਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ ਦੇ ਵਿਭਿੰਨ ਸਮਾਜਿਕ ਪ੍ਰਸੰਗ **15 ਅੰਕ**

ਯੂਨਿਟ ਅਤੇ ਥੀਮ

1. **ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ:** ਸੰਯੁਕਤ ਸ਼ਬਦ; ਸਮਾਸੀ ਸ਼ਬਦ (ਜਿਵੇਂ ਲੋਕ ਸਭਾ); ਦੋਹਰੇ ਸ਼ਬਦ / ਦੁਹਰਰੁਕਤੀ (ਜਿਵੇਂ ਧੂੜ ਧਾੜ / ਭਰ ਭਰ), ਮਿਸ਼ਰਤ ਸ਼ਬਦਾਂ ਦੀ ਬਣਤਰ/ਸਿਰਜਨਾ; ਅਗੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਉਪ ਭਾਸ਼ਾ), ਪਿਛੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਰੰਗਲਾ), ਪੰਜਾਬੀ ਸ਼ਬਦ ਰਚਨਾ: ਪੜਨਾਵੀਂ ਰੂਪ, ਕਿਰਿਆ/ਸਹਾਇਕ ਕਿਰਿਆ ਦੇ ਰੂਪ; ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ: ਰੁੱਤਾਂ, ਮਹੀਨਿਆਂ, ਮੌਸਮਾਂ, ਗਿਣਤੀ ਨਾਲ ਸੰਬੰਧਿਤ ।
2. I. ਭਾਸ਼ਾ ਅਤੇ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਮਹੱਤਵ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
   II. ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
3. **ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ:** ਕਰਤਾ ਕਰਮ ਕਿਰਿਆ; ਸਾਧਾਰਨ ਵਾਕ, ਬਿਆਨੀਆ, ਪ੍ਰਸ਼ਨਵਾਚਕ, ਆਗਿਆਵਾਚਕ, ਸੰਯੁਕਤ ਅਤੇ ਮਿਸਰਤ ਵਾਕਾਂ ਦੀਆਂ ਕਿਸਮਾਂ; ਸੁਤੰਤਰ ਅਤੇ ਅਧੀਨ ਉਪਵਾਕ; ਸਮਾਨ (ਤੇ/ਅਤੇ) ਅਤੇ ਅਧੀਨ (ਜੋ/ਕਿ) ਯੋਜਕਾਂ ਦੀ ਵਰਤੋਂ; ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ: ਵਿਭਿੰਨ ਸਮਾਜਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ; ਘਰ ਵਿਚ, ਬਾਜ਼ਾਰ ਵਿਚ, ਮੇਲੇ ਵਿਚ, ਸ਼ੋਪਿੰਗ ਮਾਲ/ਸਿਨਮੇ ਵਿਚ, ਵਿਆਹ ਵਿਚ, ਧਾਰਮਿਕ ਸਥਾਨਾਂ ਵਿਚ, ਦੋਸਤਾਂ ਨਾਲ ਆਦਿ।

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪਹਿਲੇ ਯੂਨਿਟ ਵਿੱਚੋਂ ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਸ਼ਬਦਾਵਲੀ ਨਾਲ ਸਬੰਧਿਤ ਇਕ-ਇਕ ਅੰਕ ਦੇ ਪੰਜ (ਆਬਜੈਕਟਿਵ) ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।
   20 ਅੰਕ
2. ਦੂਸਰੇ ਯੂਨਿਟ ਵਿੱਚ ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁਢਲੀ ਜਾਣ ਪਛਾਣ ਨਾਲ ਸੰਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇੱਕ-ਇੱਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   15 ਅੰਕ
3. ਤੀਜੇ ਯੂਨਿਟ ਵਿੱਚ ਪੰਜਾਬੀ ਵਾਕ-ਬਣਤਰ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਦੋ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਿਹਾਰਕ ਵਰਤੋਂ ਨਾਲ ਸਬੰਧਿਤ 5 ਅੰਕਾਂ ਦਾ ਇਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾਵੇਗਾ, ਜਿਸ ਵਿਚ ਵਿਦਿਆਰਥੀ ਨੂੰ ਕਿਸੇ ਸਮਾਜਿਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ ਵਿਚ ਵਰਤੇ ਜਾਂਦੇ ਪੰਜ ਵਾਕ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।
   ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਭਾਸ਼ਾ ਸਰਲ ਅਤੇ ਸਪਸ਼ਟ ਰੱਖੀ ਜਾਵੇ। **15 ਅੰਕ**

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CONTEMPORARY FORMS OF DANCE (SEMESTER – II)

7. DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

DRUG ABUSE: MANAGEMENT AND PREVENTION

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) Consequences of Drug Abuse for:

1) Individual – Education, employment and income issues.
2) Family – Violence
3) Society – Crime.
4) Nation – Law and order problem.

2) Management of Drug abuse:

1) Medical Management: Medication for treatment and to reduce withdrawal effects, Drug De-addiction clinics, Relapse management.
2) Psycho-Social Management: Counselling, family and group therapy, behavioural and cognitive therapy, Environmental Intervention.

3) Prevention of Drug Abuse:

1) Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.
2) School
   Counselling, Teacher as role-model. Parent-Teacher-Health Professional Coordination, Random testing on students.
3) Media:
   Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program
4) Legisltaion: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – II)

References:

1. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
2. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
3. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
4. Sain, Bhim 1991, *Drug Addiction Alcoholism*, Smoking obscenity New Delhi: Mittal Publications.
5. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab*: *A Sociological Study. Amritsar*: Guru Nanak Dev University.
6. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
7. World Drug Report 2011, United Nations office of Drug and Crime.
8. World Drug Report 2010, United Nations office of Drug and Crime.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

1. ANALYTICAL STUDY OF CONTEMPORARY DANCE *(Theory)*

Time: 3 Hrs. **Theory: 100 Marks**

Instructions for Paper Setter:

Section A: 10 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: **7** long answer type questions should be set out of which 4 have to be attempted of 10 marks each. (10x04=40)

Section C: 3 Essay type questions should be set out of which 2 have to be attempted of 15 marks each. (15x02 = 30)

Course Contents:

An Analytical Study of Contemporary Dances on the behalf of following aspects.

- Study of Improvisation Techniques in Dance
- Movement Analysis
- Narrative Elements
- Analyzing & Evaluating Dance Performances
- Critical Analysis
- Understanding Choreography
- Role of Choreographer
- Social Relevance of Dance

Suggested Readings:

- Dancing Heads: A Hand– And Footbook for Creative/Contemporary Dance by Ickstadt
- Dance Analysis – Technique within Contemporary Dance by Kathryn Hughes
- Contemporary Indian Dance: New Creative Choreography in India by Prof. Ketu Katrak

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

2. CHOREOGRAPHICALLY SKILLS *(Practical)*

Practical: 100 Marks

Dance Composition Techniques

Leadership

Creativity

Discipline

Musical Choreography

Knowledge and understanding of a range of Dance styles

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

3. HIP HOP DANCING FORM *(Practical)*

Practical: 100 Marks

Practical approach of Hip Hop Styles:

- Breaking,
- Locking
- Popping
- Freestyle

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

4. PERSONALITY DEVELOPMENT – I *(Theory)*

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setter:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT–I

Meaning and Definition of Personality

Aspects of Personality (Physical, Intellectual, Emotional and Social)

Personality Development: Need and Importance

Indicators of a Developed Personality

UNIT–II

Positive Attitude: Concept, traits of Positive thinking and high acheivers

Techniques and Strategies for positive thinking

Indicators of Positive Attitude

Motivation: Techniques for self–motivation

UNIT–III

Goals Setting and Time Management

Goals: Meaning and Types

Time Management: Meaning and Concept, importance

Strategies for Time Management, identifying and avoiding time–wasters

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CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

5. VIVA VOCE – I *(Practical)*

Time: 20 Minutes **Practical: 50 Marks**

Music Vocal

Voice Training

Fundamentals of "Western" Music

One Light Composition in Vocal Music (Indian/Western)

Music Instrumental

Playing Techniques of selected Instruments

Practical Understanding of Notations and Rhythms

One Composition on Keyboard (for Dance)

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

6. ENVIRONMENTAL STUDIES

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. **The Multidisciplinary Nature of Environmental Studies:**
   - Definition, scope & its importance.
   - Need for public awareness.
2. **Natural Resources**:
   - Natural resources and associated problems:
     - **a) Forest Resources**: Use of over exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forests and tribal people.
     - **b) Water Resources**: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
     - **c) Mineral Resources**: Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
     - **d) Food Resources**: World food problems, change caused by agriculture and overgrazing, effects or modern agriculture, fertilizer-pesticide problem, salinity, case studies.
     - **e) Energy Resources**: Growing of energy needs, renewable and non-renewable energy resources, use of alternate energy sources, case studies.
     - **f) Land Recourses**: Land as a resource, land degradation, soil erosion and desertification.
   - Role of an individual in conservation of natural resources.
   - Equitable use of resources for sustainable lifestyles.
3. **Ecosystem:**
   - Concept of an ecosystem.
   - Structure and function of an ecosystem.
   - Producers, consumers and decomposers.
   - Energy flow in the ecosystem.
   - Ecological succession.
   - Food chains, food webs and ecological pyramids.
   - Introduction, types, characteristic features, structure and function of the following ecosystems:
     a. Forest ecosystem
     b. Grassland ecosystem
     c. Desert ecosystem
     d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

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CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

4. Social Issues and Environment:

- From unsustainable to sustainable development.
- Urban problems related to energy.
- Water conservation, rain water harvesting, watershed management.
- Resettlement and rehabilitation of people; its problems and concerns. Case studies.
- Environmental ethics: Issues and possible solutions.
- Climate change, global warning, acid rain, ozone layer depletion, nuclear accidents and holocause. Case studies.
- Wasteland reclamation.
- Consumerism and waste products.
- Environmental Protection Act:
  - Air (prevention and Control of Pollution) Act.
  - Water (prevention and Control of Pollution) Act.
  - Wildlife Protection Act.
  - Forest Conservation Act.
- Issues involved in enforcement of environmental legislation.
- Public awareness.

5. National Service Scheme

- **Introduction and Basic Concepts of NSS:** History, philosophy, aims & objectives of NSS; Emblem, flag, motto, song, badge etc.; Organizational structure, roles and responsibilities of various NSS functionaries.
- **Health, Hygiene & Sanitation:** Definition, needs and scope of health education; Food and Nutrition; Safe drinking water, water borne diseases and sanitation (Swachh Bharat Abhiyan); National Health Programme; Reproductive health.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

1. STUDY OF LATIN AMERICAN DANCES *(Theory)*

Time: 3 Hrs. **Theory: 100 Marks**

Instructions for Paper Setter:

Section A: 10 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: **7** long answer type questions should be set out of which 4 have to be attempted of 10 marks each. (10x04=40)

Section C: 3 Essay type questions should be set out of which 2 have to be attempted of 15 marks each. (15x02 = 30)

Course Contents:

- **Study of following Latin American Dances:**
- History and Origin of Latin American
- Latin Folk Dances and other forms
- Ballroom Dance
- Cha–Cha–Cha
- Rumba
- Sumba
- Pasodoble
- Salsa
- Merengue
- Bachata

Suggested Readings:

- Theory and Technique Of Latin–American Dancing by Frank Borrows
- Songs and Dances of Latin America by Hal Leonard Publishing Co.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

2. STAGE PERFORMANCE SKILLS *(Practical)*

Practical: 100 Marks

Practical approach of following Stage Performance Skills:

Importance of Theme

Importance of Costumes, Make Up, Props

Light and Sound

Stage Craft

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CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

3. SALSA DANCING FORM *(Practical)*

Practical: 100 Marks

Practical demonstration of Salsa Dance on the behalf of following aspects

- Importance of Technique
- Avoiding Injuries
- Creating the Style
- Moving with Grace

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CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

4. PERSONALITY DEVELOPMENT – II *(Theory)*

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setter:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT–I

Soft Skills: Meaning and Importance

Concepts: Work and Professional Ethics,

Self–Presentation, Self Confidence, Problem Solving Skills, Stress and Conflict Management

Team Spirit: Leadership Skills, Synergy and Team Building

UNIT–II

Placement Preparations: Group Discussions, Rules for Group Discussion

Personal Interview: Mock Interview and its Rules

Do's and Dont's: Dressing Sense, Strategies before and during the interview

Overcoming shyness, nervousness and fear

UNIT–III

Grooming: meaning and concept, various dimensions

Role of manners and etiquette in grooming

Strategies/Tips for grooming into an all–round groomed individual

Profile and Biography of: Abraham Lincoln, Dr. APJ Abdul Kalam, Amitabh Bachchan, Indira Nooyi

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CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

5. VIVA–VOCE *(Practical)*

Practical: 50 Marks

Music Vocal

Training Voice for Dance

Singing for Individual and Group Dance Performance

Poetical Composition

Music Instrumental

Various Musical Instruments and their role in Dance

Various Rhythms'

Simple Instrumental Compositions or Rhythms in Dance

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

6. ENVIRONMENTAL STUDIES

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. Biodiversity and its Conservation:
- Definition: Genetic, species and ecosystem diversity.
- Biogeographical classification of India.
- Value of Biodiversity: Consumptive use; productive use, social, ethical, aesthetic and option values.
- Biodiversity of global, National and local levels.
- India as mega-diversity nation.
- Hot-spots of biodiversity.
- Threats to Biodiversity: Habitat loss, poaching of wild life, man wildlife conflicts.
- Endangered and endemic species of India.
- Conservation of Biodiversity: In situ and Ex-situ conservation of biodiversity.

2. Environmental Pollution:
- Definition, causes, effects and control measures of:
  a) Air Pollution
  b) Water Pollution
  c) Soil Pollution
  d) Marine Pollution
  e) Noise Pollution
  f) Thermal Pollution
  g) Nuclear Hazards
  h) Electronic Waste
- Solid Waste Management: Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster Management: Floods, Earthquake, Cyclone and Landslides.

3. Human Population and the Environment
- Population growth, variation among nations.
- Population explosion-Family welfare programme.

- Environment and human health.
- Human rights.
- Value education.
- HIV/AIDS.
- Women and child welfare.
- Role of information technology in environment and human health.
- Case studies.
- Road Safety Rules & Regulations**:** Use of Safety Devices while Driving, Do's and Don'ts while Driving, Role of Citizens or Public Participation, Responsibilities of Public under Motor Vehicle Act, 1988, General Traffic Signs.
- Accident & First Aid**:** First Aid to Road Accident Victims, Calling Patrolling Police & Ambulance.

4. National Service Scheme

- **Entrepreneurship Development:** Definition & Meaning; Qualities of good entrepreneur; Steps/ ways in opening an enterprise; Role of financial and support service Institutions.
- **Civil/Self Defense:** Civil defense services, aims and objectives of civil defense; Needs for self defense training.

5. Field Visits:

- Visit to a local area to document environmental assets–river/forest/grassland/hill/ mountain.
- Visit to a local polluted site–Urban/Rural/Industrial/Agricultural.
- Study of common plants, insects, birds.
- Study of simple ecosystems–pond, river, hill slopes etc.
- Contribution of the student to NSS/any other social cause for service of society.

Note: In this section the students will be required to visit and write on the environment of an area/ ecosystem/vi1lage industry/disaster/mine/dam/agriculture field/waste management/ hospital etc. with its salient features, limitations, their implications and suggestion for improvement.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – V)

1. Theoratical Aspect of Theatre and Stage Craft (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit–I

Origin of Theatre
Evolution of Theatre
Introduction to the Natya Shastra in context to Theatre

Unit–II

Drama Structure and Performances
Study of Costumes & Make–ups on different themes
Role of Voice Modulation

Practical Approach to Theatre and Stage Craft (Practical)

50 Marks

Warming up for a Theatrical Activity
Breathing and Relaxation Excercises
Training Body
Voice Modulation
Practical Approach to make-ups on different themes

Suggested Readings:

1. Natya Shastra– Bharat Muni
2. The History of Indian Theatre–M.L. Varad Pande
3. Rang Bhavan – S.C. Sharma
4. On the Art of Theatre –Gordan Chraig
5. Bhartiya Natya Shastra aur Rangmanch – Prof. Mohan Vallabh Pant
6. The Indian Theatre – Mulak Raj Anand

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – V)

2. Yoga through Dance (Practical)

Practical: 50 Marks

Role of Music & Dance in Yoga

The Sixty-four Yogini Asanas

Yoga & the Anatomy of the Human Body

Role of Meditation Illustrations in Dance

BodyFlexibility through Yoga Demonstration

Pranayamas Demonstration

Exclusive Excersives for Dance & Fitness

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – V)

3. Theoratical Survey of Sufi Dancing Forms (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Introduction to Hazrat Inayat Khan, Poet, Mystic, Musician.
Reflections on Dance by Hazrat Pir-o- Murshid Inayat Khan.
Sufi Dance as Healing Therapy
Sufi Dances Performaces in Film Music Demonstration

Practical Approach to Sufi Dancing Forms (Practical)

50 Marks

Introduction to Hazrat Inayat Khan, Poet, Mystic, Musician.
Reflections on Dance by Hazrat Pir-o- Murshid Inayat Khan.
Sufi Dance as Healing Therapy

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – V)

4. Advance Study of Contemporary Dances

Viva Voce: 50 Marks

Vica Covering following Topics:-

1. Theatre & Stage Craft
2. Yoga, Music & Dance – Depicting Inter-relation
3. Sufi Dancing Forms
4. Role of Dance in Personality Development

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – V)

5. Dance Fusion – An Inter Relationship Study (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

1. Fusion of Dance on various Themes
2. Inter Relationship Study:-
2.1 Salsa with Classical
2.2 Jazz with hip hop
2.3 Sufism with Contemporary
2.4 Yoga with Zumba

Practical Approach to Dance Fusion (Practical)

50 Marks

1. Fusion of Dance on various themes to be Performed
2. Depiction as well as Performance of Inter Relation of :-
2.1 Salsa with Classical
2.2 Jazz with hip hop
2.3 Sufism with Contemporary
2.4 Yoga with Zumba

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – VI)

1. Role of Theatre & Yoga in Dance (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit–I

Stage Setting Management & Decoration of Sets
Stage Properties
Back Stage Management & Stage Safety

Unit–II

Light & Sound Arrangement
Gymnastic Exercises for Dance
Yoga Rhythm & Mudras used in Dance
Role of Dhyana used in Dance

Practical Approach to Theatre and Stage Craft (Practical)

50 Marks

Types of Sets
Managing Props & Stage Properties
Importance of Blocking
Light & Sound Arrangement & Demosntrations.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – VI)

2. Portfolio Development (Viva Voce)

Viva Voce: 50 Marks

Introduction to Portfolio Development

Preparing Resume / Brochure

Recording of Performances

Making and Presentation of a Show Reel

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – VI)

3. Theoratical Study of Raqs Sharqi (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit-I

Introduction & History of Raqs Shariqi
Evolution of Bellydance
Rhythmic Structures For Belly dance
Techniques & Movements

Unit-II

Study of Costume in Egypt, Lebanon & Turkey
Study of Tribal Costumes
Health and Belly Dancing
Belly dancing In Popular Culture

Practical Demonstration of Raqs Sharqi (Practical)

50 Marks

Rhythmic Structures For Belly dance
Techniques & Movements
Costumes for the Performance

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – VI)

4. History of Indian Ballet Dance (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit-1

Origin and Development of Western Ballet
Ballet in various Cultures
Different Ballets of Pt. Uday Shankar – Survey & Study

Unit-2

Origin and Development of Traditional Indian Ballet Dance – Historical Study
Indigenous Ballets with Illustration
Modern Ballets with Illustration

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – VI)

5. Stage Performance (Contemporary Dances)

(Practical)

100 Marks

1. Presentation by the students on the given Contemporary Form of Dance
2. Demonstrating all the Syllabus covered in Previous Semester i.e. I to V
3. Yoga Asanas Relating to Dance
4. Make-ups, Costumes used for Different contemporary dances.

FACULTY OF SOCIAL SCIENCES

SYLLABUS

FOR

HUMAN RIGHTS

Certificate/Add-on

(Semester: I – II)

Session: 2017-18

APEEJAY COLLEGE OF FINE ARTS, JALANDHAR.

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Semester – I:

S.No.	Subject	Total Marks	Time Allowed for Exam
1	Paper I	100	3 Hours
2	Seminar	50	
3	VIVA-VOCE	50	
	Total	200	

Semester – II:

S.No.	Subject	Total Marks	Time Allowed for Exam
1	Paper II	100	3 Hours
2	Seminar	50	
3	VIVA-VOCE	50	
	Total	200	

Certificate / Add-on in Human Rights

Time: 3 Hours **Max. Marks: 100**

The following pattern of setting of question paper shall be observed.

Paper - I

Human Rights: Concept, Types and Sources
Historical Development of Human Rights:

- The Magna Carta, 1215
- The English Bill of Rights, 1689
- The American declaration of Independence, 1776
- The French declaration on the rights of Man and Citizen, 1789
- Human Rights movements in India (contributions of Raja Ram Mohan Rai, Ishwar Chander Vidya Sagar, B.R. Ambedkar and M.K. Gandhi)

Human Rights: The Core International Conventions

- Human Rights provisions in the U.N. Charter, 1945
- The Universal Declaration of Human Rights, 1948
- The International Covenant on civil and political rights, 1966
- The International Covenant on economic, social and cultural rights, 1966
- Brief overview of optional protocol I and II to International Convention of Civil and Political Rights (ICCPR)
- Brief overview of other core conventions on Human Rights
    - Convention on all forms of discrimination against women (CEDAW), 1979
    - The convention against torture (CAT), 1984
    - The convention on the rights of the child (CRC), 1984

Human Values:

- The essence, determinants and consequences of values in human actions;
- Dimensions of values;
- Values in public and private life;
- Role of family and school in inculcating values;
- lessons from the lives and teachings of great leaders

Paper – II

The legislative framework and the Institutional Mechanism in India

- The Constitutional Provisions
  - Preamble
  - Fundamental Rights
  - Director principles
  - Fundamental Duties
- Human Rights Institutions in India
  - National Human Rights Commission
  - State Human Rights Commission
  - Brief reference to commissions for women, schedule caste, schedule tribes, Minorities and children

Case Study

Case study based on:

- Role of Judiciary, Non-governmental organizations (NGO) and Media
- Recent legislative developments concerning Human Rights
  - Right to Information Act (RTI)
  - Domestic violence Act
  - Maintenance of elderly persons
- Any other topic with the approval of the concerned teacher

Professional Ethics: Role of Ethics in various Professions

Meaning, nature and scope of Ethics in Profession; Professional Code of Ethics : its role and importance; The conflict between Professional Ethics and Morality; Individual Professional Obligations towards: Employer Clients/Customers, Other Professionals - relations of collegiality, specific expectations of reciprocity Profession as a collectivity Society - responsibility to serve the public interest

Suggested Readings:

1. Paras Diwan and Peeyushi Diwan, Human Rights and the Law, Deep & Deep Publications, New Delhi, 1996.
2. P.S. Jaswal and Nishtha Jaswal, Human Rights and the Law, APH Publishing Co., New Delhi, 1996.
3. B.P.S. Sehgal (Ed), Human Rights in India: Problems and Perspectives Deep & Deep Publications, New Delhi, 1995.
4. G.S. Bajwa, Human Rights in India: Implementation and Violations, Anmol Publications, New Delhi, 1995.
5. Thomas Buergenthal, Human Rights, Butterworths, London, 1979.

FACULTY OF VISUAL ARTS & PERFORMING ARTS

SYLLABUS

FOR

PG DIPLOMA IN FASHION MAKEOVER
(Semester: I – II)

Session: 2017-18

GURU NANAK DEV UNIVERSITY
AMRITSAR

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PG DIPLOMA IN FASHION MAKEOVER

SEMESTER–1

S.No.	Course	Total Marks	External	Exhibition	Time Allowed for Exams
1.	Technical Theory – I	100	100	-	3 Hrs.
2.	Workshop Practical – I	100	80	20	4 Hrs.
3.	Concept Development – I (Practical)	100	80	20	6 Hrs.
4.	Computer Application – I (Practical)	100	80	20	3 Hrs.
		Total Marks: 400			

PG DIPLOMA IN FASHION MAKEOVER
(SEMESTER–I)

1. Technical – I (Theory)

Time: 3 Hrs. **M.M. 100 (External)**

Instructions for the Paper Setters:
1. Students are required to attempt any five questions out of eight.
2. All questions carry equal marks.

- Introduction to Fashion Makeovers – acceptance, uses and importance in personal and professional world.
- Important Hygiene factors for make-ups.
- Cosmetic Science – I
- Structure of faces and face features: make-up application in view of that.
- Skin care and Skin analysis – kinds of skin types and technique to manage different skin types.
- Make-ups planning.
- Color Wheel and its use in fashion make-ups.
- Theme based make-up knowledge and guidelines – I

2. Workshop – I (Practical)

Time: 4 Hrs. **External: 80**
Exhibition: 20
Total Marks: 100

(a.) Make-ups Theme and its Application
- Basic make-ups and related tips
- Nude and Sheer make-up
- Fresh and fruity make-up
- Smoky look
- History based make-ups
- Camouflage make-up technique
- Fantasy make-up.

(b.) Hair styling-basic and contemporary-different
Hair look (best use of all the technique) complementing each make-up theme.

PG DIPLOMA IN FASHION MAKEOVER
(SEMESTER–I)

3. CONCEPT DEVELOPMENT – I (Practical)

Time: 6 Hrs.

External: 80
Exhibition: 20
Total Marks: 100

- Development of 3 concepts based on inspiration and trends.
- Design exploration using templates or sketches(based on concepts)
- Final portfolio completion and presentation.

4. COMPUTER APPLICATION – I (Practical)

Time: 3 Hrs.

External: 80
Exhibition: 20
Total Marks: 100

- ADOBE Photoshop
- Making mood boards/collages
- Editing pictures of faces/hairs to illustrate make-ups and hair style design.

PG DIPLOMA IN FASHION MAKEOVER

SEMESTER–II

S.No.	Course	Total Marks	External	Exhibition	Time Allowed for Exams
1.	Technical Theory – II	100	100	-	3 Hrs.
2.	Workshop Practical – II	100	80	20	4 Hrs.
3.	Concept Development – II (Practical)	100	80	20	6 Hrs.
4.	Computer Application – II (Practical)	100	80	20	3 Hrs.
5.	Industrial Training	200	160	40	-

- Time allotted for Industrial Training: 2 Months.
- Total Marks allotted for Semester II : 600
- Grand Total of Semester I+II = 400+600 = 1000.

PG DIPLOMA IN FASHION MAKEOVER
(SEMESTER–II)

1. TECHNICAL – II (THEORY)

Time: 3 Hrs. **M.M.: 100 (External)**

Instructions for the Paper Setters:
1. Students are required to attempt any five questions out of eight.
2. All questions carry equal marks.

- Make-ups and related health factors
- Anatomy – structure of head and neck and guidelines for enhancement.
- History of make-ups and related fashion trends.
- Entrepreneur and Business Awareness.
- Professional conduct
- Cosmetic Science – II (Advance Product Knowledge)
- Theme based Advanced make-up knowledge and guidelines – II
- Contouring and its technique according to different face types.

2. Workshop – II (Practical)

Time: 4 Hrs. **External: 80**
Exhibition: 20
Total Marks: 100

(a) Make-ups Theme and its Application
- Dramatic look
- Dolls and related make-ups look
- Character Make-ups
- Theatrical Make-ups
- Photographic Make-ups (black/white photographic make-ups)
- Men Make-up
- Face and Body Tattooing /make-ups.

(b) Hair styling- high fashion and period styling. (Including all the style followed in the past and today's highly appreciated fashionable hair style.

(c) Introduction to Air brushing-Knowledge of Advance Make-ups techniques and the product knowledge used in air brushing.

(d) Introduction to photography: Learning the photo shoot techniques, background to enhance make ups and costumes and method to provide sharp and fine look to make-ups.

PG DIPLOMA IN FASHION MAKEOVER
(SEMESTER–II)

3. CONCEPT DEVELOPMENT – II (Practical)

Time: 3 Hrs.

External: 80
Exhibition: 20
Total Marks: 100

- Development of 2 detailed concepts : Each concept should compromise of minimum 5-10 sheets (Mood broad, client board, concept board, design exploration, final design sheet, cost sheet , product range used , photo shoots)
- Professional portfolio (A3 size) completion.

4. COMPUTER APPLICATION – II (Practical)

Time: 6 Hrs.

External: 80
Exhibition: 20
Total Marks: 100

- Coral Draw – drawing face, features & illustrating make-ups & hair styles.
- Adobe Photoshop for advance rendering, editing and presentation.

5. INDUSTRIAL TRAINING FOR 2 MONTHS

External: 160
Exhibition: 40
Total Marks: 200

- Include exposure to industrial areas and learning professional world through experience.

FACULTY OF SOCIAL SCIENCES

SYLLABUS

FOR

HEALTH PSYCHOLOGY

Certificate/Diploma

(Semester: I – II)

Session: 2017-18

APEEJAY COLLEGE OF FINE ARTS, JALANDHAR.

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Semester – I:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1	Paper I	75		75	3 Hours
2	Paper II	75		75	3 Hours
3	Paper III		50	50	3 Hours
	Total			200	

Semester – II:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1	Paper I	75		75	3 Hours
2	Paper II	75		75	3 Hours
3	Paper III		50	50	3 Hours
	Total			200	

NOTE

Section A: There will be 10 short questions of 1.5 marks each

Section B: Out of 5 questions the student is to attempt any 4. Each question will be 9 marks each.

Section C: There will be 3 questions the student is to attempt any 2. Each question will be of 12 marks each.

SEMESTER – I

PAPER I

THEORY

Max Marks: 75

UNIT-1

An Introduction to Health Psychology: Meaning of Health Psychology - Relating Health Psychology to other fields -Nervous and Body system functions (brief introduction) –The Endocrine System – The Digestive System – The Respiratory System – The Cardiovascular System – The Immune System

UNIT-2

Enhancing Health and Preventing Illness: Smoking – Reasons for smoking – Smoking and Health – Preventing and Quitting smoking – Alcohol use and abuse: Alcoholics– Reasons for use and abuse of alcohol– Preventing and treating Alcohol abuse. Drug use and Abuse: Preventing and Stopping drug abuse. Nutrition: Consumption – Nutrition and Health – Weight control and diet – Exercise.

UNIT-3

Introduction to counseling: meaning, purpose and ethical considerations in counseling.

REFERENCES:

1. Shelley E. Taylor. Health Psychology Third Edition. McGraw Hill International Editions, 1995.
2. Neil Niven, Health Psychology Second Edition. Churchill Livingstone, London
3. Taimini. L.K. (1973). Glimpses into the Psychology of Yoga – The Theosopihical Publication House, Chennai.
4. Swaminathan, V.D, Latha Sathish, Psychology for Effective Living, Department of Psychology, University of Madras.

SEMESTER – I

PAPER II

THEORY

Max Marks: 75

UNIT-1

Stress Management: Stress - Definitions- Models of Stress – Theories of Stress - Stress reactions – Coping and Stress Management techniques- Pain and its management - Psychological reactions of a patient to loss – Stages of Acceptance by Kubler-Ross.

UNIT-2

Stress related disorders: coronary heart disease, hypertension,ulcers and migrainepain:causes, symptomsand treatments.

UNIT-3

Management of Ill and Yoga: Management of Chronic and Terminally ill – Quality of Life – Social support and rehabilitation. Role of Indian Treatment – Yoga Asanas – Principles in Yoga Practice – Pranayama.Brief introduction to psychotherapies: Psychodynamic,Behavioral,Cognitive-Behavioral therapy and Humanistic therapy.

REFERENCES:

1. Shelley E. Taylor. Health Psychology Third Edition. McGraw Hill International Editions, 1995.

2. Neil Niven, Health Psychology Second Edition. Churchill Livingstone, London

3. Taimini. L.K. (1973). Glimpses into the Psychology of Yoga – The Theosophical Publication House, Chennai.

4. Swaminathan, V.D, Latha Sathish, Psychology for Effective Living. Department of Psychology, University of Madras.

SEMESTER – I

PAPER III

PRACTICAL

Max Marks: 50

1. Health Checklist

2. Projective Technique

3. Stress Inventory

4. Coping Mechanism Questionnaire

5. BDI

SEMESTER – II

PAPER I

THEORY

Max Marks: 75

UNIT-1

Health Promotion and Illness prevention: Health and Behaviour, Changing Health habits; Cognitive behaviour approaches to health behaviour change.

UNIT-2

Health car System: Indian Scenario, Altitude of health professionals. Burnout in health professional.

UNIT-3

Promoting health Care: Designing health care work environment, Future challenges for health care. Growth of Health Psychology.

REFERENCES:

1. Shelley E. Taylor. Health Psychology Third Edition. McGraw Hill International Editions, 1995.
2. Ogden J. (2012) Health Psychology. McGraw Hill Foundation
3. Morrison V. & Bennett P. (2009). An Introduction to Health Psychology (2nd Edition) Pearson Education Ltd., New York.

SEMESTER – II

PAPER II: Occupational Health Psychology

THEORY

Max Marks: 75

UNIT-1
Occupational Health Psychology: Concept, Origin, Scope; role of Occupational Health Psychologists.

UNIT-2
Organization and Health: Work environment (Hazards and Safety), Work related Illness.

UNIT-3
Work-life Balance: Work – family conflict, Dimensions and levels of work – family balance, promoting work – family balance. Latest trends in occupational health psychology.

REFERENCES:
Lekha, S. & Houdanant J. (2010) Occupational Health Psychology, John Wiley & Sons Ltd. Publications.

PAPER B
MINOR CASE STUDYPROJECT
Max Marks: 50
(Evaluation and viva voce examination by subject expert)

FACULTY OF VISUAL ARTS AND PERFORMING ARTS

SYLLABUS

FOR

BACHELOR OF VOCATION (B.Voc.)
SOUND TECHNOLOGY
(Semester: I – VI)

Session: 2017-18

GURU NANAK DEV UNIVERSITY, AMRITSAR.

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BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER SYSTEM

SCHEME OF COURSE

Semester – I:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1	Introduction to Computers and Digital Audio	50	50	100	3 Hrs. Each
2	Basics of Music - I	50	50	100	3 Hrs. Each
3	Audio Production Lab. – I	–	50	50	3 Hrs.
4	Performing Arts	50	–	50	3 Hrs.
5	Communication Skills in English – I	–	–	50	3 Hrs.
6	Punjabi / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	–	–	50	3 Hrs.
7	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	–	–	50	3 Hrs.

Semester – II:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1	Introduction to Sound Technology	50	50	100	3 Hrs. Each
2	Basics of Music - II	50	50	100	3 Hrs. Each
3	Audio Production Lab. – II	-	50	50	3 Hrs.
4	Media Appreciation	50	-	50	3 Hrs.
5	Communication Skills in English – II	35	15	50	3 Hrs.
6	Punjabi / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	-	-	50	3 Hrs.
7	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	–	–	50	3 Hrs.

Note: * Marks of this Paper will not be included in the Total Marks.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER SYSTEM

Semester – III:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1.	Sound Recording and Mixing (Theory)	50	—	50	3 Hrs.
	Sound Recording and Mixing (Practical)	—	50	50	3 Hrs.
2.	Basics of Musical Composition (Theory)	50	—	50	3 Hrs.
	Basics of Musical Composition (Practical)	—	50	50	3 Hrs.
3.	Audio Production Lab. – III (Practical)	—	50	50	3 Hrs.
4.	Personality Development – I (Practical)		50	50	3 Hrs.
5.	Production Management (Theory)	50	—	50	3 Hrs.
	Production Management (Practical)	—	50	50	3 Hrs.
6.	* Environmental Studies–I	50	—	50	
	Total:	**150**	**250**	**400**	

Semester – IV:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1.	Sound Studio Management (Theory)	50	—	50	3 Hrs.
	Sound Studio Management (Practical)	—	50	50	3 Hrs.
2.	Electronic Music Production (Theory)	50	—	50	3 Hrs.
	Electronic Music Production (Practical)	—	50	50	3 Hrs.
3.	Audio Production and Multimedia (Practical)	—	100	100	3 Hrs.
4.	Personality Development – II (Practical)	—	50	50	3 Hrs.
5.	Production Design Workshop	50	—	50	
6.	* Environmental Studies–II	**50**	—	50	
	Total:	**150**	**250**	**400**	

*** Marks of Paper EVS will not be included in Grand Total.**

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER SYSTEM

Semester – V:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1.	Advertising, Marketing & Event Management	50	–	50	3 Hrs.
2.	Radio Journalism	50	50	100	3 Hrs. each
3.	Music Composition and Arrangement	–	100	100	3 Hrs.
4.	Studio and Live Music Recording	–	100	100	3 Hrs.
5.	Audio Post Production	–	50	50	3 Hrs.

Semester – VI:

S.No.	Subject	Total Marks
1.	Portfolio Development (Practical)	200
2.	Professional Skills (Viva–Voce)	50
3.	Industrial Training (6–8 weeks)	150

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

1. INTRODUCTION TO COMPUTERS AND DIGITAL AUDIO (Theory)

Time: 3 Hrs. Each **Total: 100 Marks**
Theory: 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit – I

- Introduction to Computers: Application, Input and Output Devices
- Storage Technologies: Optical Disks such as CDROM, DVD and Blue–Ray Disc
  Removable Media such as Memory Cards, USB Drives, External HDD
- Working with Windows, Difference between Windows and Macintosh
- Working with MS-Office, Introduction to MS-Word and MS-Powerpoint, various operations on a file, Page setup

Unit – II

- Internet: History, Working, Internet Services, The World Wide Web, Web Browsers
- Social Media, Blogs, Video Channels, Mobile Devices (Smartphone, Tablets, etc.)

Unit – III

- Digital Audio: Audio Sampling Rate, Bit Depth,
  Various File Formats: MP3, WMA, WAVE (PCM), AIFF, M4A, OGG, RA & RM
  Mono vs Stereo, Role of Sound Card

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

INTRODUCTION TO COMPUTERS AND DIGITAL AUDIO (Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Practical will be based on operational Knowledge of:

- Basic Window Functions
- MS-Office (Basic MS-Word & MS-Powerpoint)
- Internet and Digital Audio

Suggested Readings:

1. Windows Based Computer Courses by Gurvinder Singh and Rashpal Singh
2. MS-Office by BPB Publications
3. Computer Fundamentals by P.K. Sinha
4. Introduction to Computers by N. Subramanian
5. Introduction to Computers by Peter Norton
6. Introduction to Software Packages by R.K. Taxali
7. How to Do Everything with MP3 and Digital Music by Dave Johnson and Rick Broida

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

2. BASICS OF MUSIC – I (Theory)

Time: 3 Hrs. each **Total: 100 Marks**
Theory: 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit-I

Definitions: Swar, Alankar, Laya, Matra, Taal, Sam, Tali, Khali

Importance of Laya in Music

Unit-II

Study of Various Instruments: Harmonium, Tanpura, Tabla, Keyboard, Guitar

Writing of Taals: Teen Taal, Kehrawa in Ekgun & Dugun Layakaries in proper Noation

Unit-III

Fundamentals of "Western" Music

Music Genres (Country, Hip Hop, Jazz, Pop, Rock, Folk, Blues, Electronic)

Concepts and Applications of Melody, Harmony, Form, Chord

Music Notation, Oral and Written intervals, Rhythm, Scales, Chords

Octave, Semitone.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

BASICS OF MUSIC – I (Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Basic Playing Techniques: Harmonium, Tanpura, Tabla, Keyboard, Guitar

One Cinematic Song Presentation in Raag Yaman

Teen Taal & Kehrawa on Tabla

Practical knowledge of Notes & Scale

Suggested Readings:

1. Rag Parichya Part – I, II, and III by Shri Harish Chnder Srivastava
2. Sangeet Vishard Sangeet Karayalya, Hathras
3. Sangeet Nibandhavli, Dr. Gurnam Singh, published by Punjabi University, Patiala
4. Raag Parichey (Part 1, 2) by H.C.Shrivastava
5. Sangeet Shaster Darpan (Part–1, 2) by Shanti Gowardhan
6. Sangeet Subodh by Dr. Davinder Kaur
7. Alfred's Basic Guitar Method, Book 1 by Morton Manus, Ron Manus
8. Music Basics for Guitarists: Learn the Fundamentals of Music Theory, Chord Progressions, Scales, Notation, and More by String Letter Publishing

3. AUDIO PRODUCTION LAB. – I (Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Unit – I

Understanding Digital Audio

Working with various Audio file formats

Basic file operations

Working with Mono and Stereo Files

Audio Sampling Rate and Audio Bit Depth

Unit – II

Function of a Sound Card

Adjusting Windows Audio Properties

Speakers, Microphone, Line-in Levels

Audio CD: CD Burning, Extracting Audio from CD

Working with Media Players

Unit – III

Basic Sound Editing

Select an Editing tool

Make a selection

Trim/Cut/Crop

Inserting Markers, use of Markers

Adjusting Volume

Software: Sound Forge

Suggested Readings:

1. Sound Check: The Basics of Sound and Sound Systems by Tony Moscal
2. Back to Basics Audio by Julian Nathan
3. Sound Forge Pro in Simple Steps by Kogent Learning Solutions Inc.
4. Sound Forge Power! by Scott R. Garrigus
5. The Audio Expert: Everything You Need to Know About Audio by Ethan Winer
6. How to Do Everything with MP3 and Digital Music by Dave Johnson and Rick Broida

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

4. PERFORMING ARTS (Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit-I

Indian Music: Vedic, Traditional, Classical, Devotional, Ghazal, Folk, Sufi, Film Music

Traditional Indian Instruments

Western/Other Music Forms, Styles, Genres

Unit-II

Theatrical Styles and Techniques

Skit, Mimicry, Mime, One Act Play

Radio Theatre, Musical Plays

Unit-III

Classical Dance, Indian Folk and Tribal Dance

Contemporary Dance

Dance Dramas, Ballet

Suggested Readings:

1. Indian Theatre by N.C. Jain
2. A Guide to North Indian Classical Vocal Music by Indurama Srivastava
3. Sangeet Nibandhavli by Dr. Gurnam Singh
4. Indian Music History & Structure by Emmie Te Nijenhuis
5. Art of Theatre by Gordan Craig Edward
6. Indian Classical Dance by Shovan Narayan
7. Exploring Dance Forms and Styles by Helena Scheff, Marty Sprague, Susan McGreevy-Nicholas
8. Popular Music Genres: An Introduction by Stuart Borthwick, Ron Moy
9. Genre in Popular Music by Fabian Holt

5. Communication Skills in English – I

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

Course Contents:

1. Reading Skills: Reading Tactics and strategies; Reading purposes–kinds of purposes and associated comprehension; Reading for direct meanings; Reading for understanding concepts, details, coherence, logical progression and meanings of phrases/ expressions.

Activities:

a) Active reading of passages on general topics
b) Comprehension questions in multiple choice format
c) Short comprehension questions based on content and development of ideas

2. Writing Skills: Guidelines for effective writing; writing styles for application, resume, personal letter, official/ business letter, memo, notices etc.; outline and revision.

Activities:

a) Formatting personal and business letters.
b) Organising the details in a sequential order
c) Converting a biographical note into a sequenced resume or vice-versa
d) Ordering and sub-dividing the contents while making notes.
e) Writing notices for circulation/ boards

Suggested Pattern of Question Paper:

The question paper will consist of five skill–oriented questions from Reading and Writing Skills. Each question will carry 10 marks. The questions shall be phrased in a manner that students know clearly what is expected of them. There will be internal choice wherever possible.

10x5=50 Marks

i) Multiple choice questions on the language and meanings of an unseen passage.
ii) Comprehension questions with short answers on content, progression of ideas, purpose of writing etc. of an unseen passage.
iii) Personal letter and Official/Business correspondence
iv) Making point-wise notes on a given speech/ technical report OR
Writing notices for public circulation on topics of professional interest
v) Do as directed (10x1= 10 Marks) (change of voice, narration, combination of 2 simple sentences into one, subject-verb agreement, using appropriate tense, forms of verbs.

Recommended Books:

1. *Oxford Guide to Effective Writing and Speaking* by John Seely.
2. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

Paper-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ),
   (ਸੰਪਾ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
   ਲੇਖ : ਪਹੀਆ ਪ੍ਰਦੂਸ਼ਣ, ਭਰੂਣ ਹੱਤਿਆ ਦੇ ਦੇਸ਼ ਵਿਚ, ਨਾਰੀ ਸ਼ਕਤੀ, ਵਾਤਾਵਰਣੀ ਪ੍ਰਦੂਸ਼ਣ ਅਤੇ ਮਨੁੱਖ, ਏਡਜ਼ : ਇਕ ਗੰਭੀਰ ਸੰਕਟ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   (ਪ੍ਰੋ. ਮੋਹਨ ਸਿੰਘ, ਅੰਮ੍ਰਿਤਾ ਪ੍ਰੀਤਮ, ਸ਼ਿਵ ਕੁਮਾਰ ਬਟਾਲਵੀ, ਸੁਰਜੀਤ ਪਾਤਰ, ਪਾਸ਼)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
4. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**।
5. (ਓ) **ਪੰਜਾਬੀ ਧੁਨੀ ਵਿਉਂਤ** : ਉਚਾਰਨ ਅੰਗ, ਉਚਾਰਨ ਸਥਾਨ ਤੇ ਵਿਧੀਆਂ, ਸਵਰ, ਵਿਅੰਜਨ, ਸੁਰ।
   (ਅ) **ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ** : ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਪ-ਭਾਸ਼ਾ ਦਾ ਅੰਤਰ, ਪੰਜਾਬੀ ਉਪਭਾਸ਼ਾਵਾਂ ਦੇ ਪਛਾਣ-ਚਿੰਨ੍ਹ।
6. **ਮਾਤ ਭਾਸ਼ਾ ਦਾ ਅਧਿਆਪਨ**
   (ਓ) ਪਹਿਲੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ
   (ਅ) ਦੂਜੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ-ਵਸਤੂ, ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ।	10 ਅੰਕ
3.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
4.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ।	05 ਅੰਕ
5.	ਨੰਬਰ 5 ਉਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ 'ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
6.	ਨੰਬਰ 6 ਵਿਚ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਪਹਿਲੀ ਭਾਸ਼ਾ ਅਤੇ ਦੂਜੀ ਭਾਸ਼ਾ ਵਜੋਂ ਅਧਿਆਪਨ, ਮਹੱਤਵ ਅਤੇ ਸਮੱਸਿਆਵਾਂ ਬਾਰੇ ਚਾਰ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਦੋ ਦਾ ਉੱਤਰ ਦੇਣਾ ਹੋਵੇਗਾ।	5×2=10 ਅੰਕ

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

Paper-VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ–ਕ੍ਰਮ

1. ਪੈਂਤੀ ਅੱਖਰੀ; ਪੈਰ ਬਿੰਦੀ ਵਾਲੇ ਵਰਣ ਅਤੇ ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ, ਲਗਾਂ ਮਾਤਰਾਂ
2. ਲਗਾਖਰ (ਬਿੰਦੀ, ਟਿੱਪੀ, ਅੱਧਕ)
3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ,
   (ਅ) ਨਾਂਵ, ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸਣ, ਲਿੰਗ ਅਤੇ ਵਚਨ

ਅੰਕ ਵੰਡ ਤੇ ਪੇਪਰ ਸੈਟਰ ਲਈ ਹਦਾਇਤਾਂ

1. ਪੈਂਤੀ ਅੱਖਰੀ ਦੀ ਬਣਤਰ ਅਤੇ ਤਰਤੀਬ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ। **10 ਅੰਕ**
   (ਦੋ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ)
   ਕਵਰਗ, ਚਵਰਗ, ਤਵਰਗ, ਟਵਰਗ ਆਦਿ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾ ਸਕਦਾ ਹੈ। ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ ਅਤੇ ਲਗਾਂ ਮਾਤਰਾਂ ਦੀ ਵਰਤੋਂ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

2. ਬਿੰਦੀ, ਟਿੱਪੀ ਅਤੇ ਅੱਧਕ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**

3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**
   (ਅ) ਨਾਂਵ ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ ਅਤੇ ਲਿੰਗ ਵਚਨ ਸੰਬੰਧੀ ਮੁੱਢਲੀ ਕਿਸਮ ਦੇ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – I

PAPER – VII: DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

PROBLEM OF DRUG ABUSE

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) **Meaning of Drug Abuse:** Concept and Overview, Historical Perspective of Drug Abuse, Drug Dependence, Drug Addiction, Physical and Psychological Dependence: Drug Tolerance and withdrawal symptoms.

2) **Types of Abused Drugs and their Effects:**
   1) Stimulants: Amphetamines – Benzedrine, Dexedrine, Cocaine.
   2) Depressants: Alcohol Barbiturates: Nembutal, Seconal, Phenobarbital and Rohypnol.
   3) Narcotics: Heroin, Morphine, Oxycodone.
   4) Hallucinogens: Cannabis, Marijuana, Hashish, Hash Oil, MDMA, LSD.
   5) Steroids.

3) **Nature and Extent of the Problem:** Magnitude or prevalence of the menace of Drug Abuse in India and Punjab, Vulnerable groups by age, gender and economic status, Signs and Symptoms of Drug Abuse: Physical, Academic, Behavioural and Psychological Indicators.

References:

1. Ahuja, Ram (2003), Social Problems in India, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. The Drug Crime Connection. Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) Drug epidemic among Indian Youth, New Delhi: Mittal Pub.
5. Modi, Ishwar and Modi, Shalini (1997) Drugs: Addiction and Prevention, Jaipur: Rawat Publication.
6. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical Epidemiological Unit, All India Institute of Medical Sciences, 2004.
7. Sain, Bhim 1991, Drug Addiction Alcoholism, Smoking obscenity New Delhi: Mittal Publications.
8. Sandhu, Ranvinder Singh, 2009, Drug Addiction in Punjab: A Sociological Study. Amritsar: Guru Nanak Dev University.
9. Singh, Chandra Paul 2000. Alcohol and Dependence among Industrial Workers: Delhi: Shipra.
10. Sussman, S and Ames, S.L. (2008). Drug Abuse: Concepts, Prevention and Cessation, Cambridge University Press.
11. World Drug Report 2010, United Nations office of Drug and Crime.
12. World Drug Report 2011, United Nations office of Drug and Crime.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

1. INTRODUCTION TO SOUND TECHNOLOGY (Theory)

Time: 3 Hrs. each **Total: 100 Marks**
Theory: 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit – I

Basic Physics of Sound

Sound and Vibration, Samples

Waveforms & Wave Tables, Characteristics of Sound Waves

Frequency, Amplitude, Wavelength, Phase and Phase Shift, Harmonic content

Behavior of sound in rooms, Echoes, Reverberation, Modulation

Unit – II

Aesthetics of Sound

Sound Recording, Sound Design, Sound Editing& Mixing

Visual perception versus Sound perception

Dubbing & Post Synchronization

Foley Recording

Unit – III

The future of Sound Technology

Surround Sound, Dolby Digital in cinema

Digital sampler and synthesizer generated sounds

Film music in the 21st century

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

INTRODUCTION TO SOUND TECHNOLOGY (Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Basic Sound Recording Operations

Difference between Analogue & Digital Recording

Recording Speech and Voice Over

Introduction to Dubbing, Foley Recording

Suggested Readings:

1. Sound Check: The Basics of Sound and Sound Systems by Tony Moscal
2. Back to Basics Audio by Julian Nathan
3. Surround Sound by Tomlinson Holman
4. The Audio Expert: Everything You Need to Know About Audio by Ethan Winer
5. Computer Sound Design: Synthesis techniques and programming (Music Technology) by Eduardo Miranda
6. Computational Thinking in Sound: Teaching the Art and Science of Music and Technology by Gena R. Greher and Jesse M. Heines
7. Dhwani Aur Sangeet by Lalit Kishore Singh

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(SOUND TECHNOLOGY) SEMESTER – II

2. BASICS OF MUSIC – II (Theory)

Time: 3 Hrs. each **Total: 100 Marks**
Theory: 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit-I

Definitions: Sangeet, Naad, Shruti

Notation of Drut Khayal in Raag Bhairav

Light Music, Bhajan/Devotional, Folk Songs, Sufi, Gazhal

Unit-II

Study of Various Instruments: Drums, Octapad, Flute, Sitar

Writing of Taals: Teen Taal, Ek Taal, Dadra and Kehrawa upto Chargun Layakaries in proper Noation

Unit-III

Notes and Stems, Note Heads

Dynamics and Symbols, Bar Lines

Major and Minor Chords

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(SOUND TECHNOLOGY) SEMESTER – II

BASICS OF MUSIC – II (Practical)

Time: 3 Hrs. **Practical: 50 Marks**

One Vocal Composition in Raag Bhairav

Basic Playing Techniques: Flute, Sitar, Drums, Octapad

Ektaal & Dadra on Tabla

Practical Knowledge of Chord Progression (Major & Minor)

Suggested Readings:

1. Rag Parichya Part – I, II, and III by Shri Harish Chnder Srivastava
2. Sangeet Vishard Sangeet Karayalya, Hathras
3. Sangeet Nibandhavli, Dr. Gurnam Singh, published by Punjabi University, Patiala
4. Raag Parichey (Part 1, 2) by H.C.Shrivastava
5. Sangeet Shaster Darpan (Part–1, 2) by Shanti Gowardhan
6. Sangeet Subodh by Dr.Davinder Kaur
7. Alfred's Basic Guitar Method, Book 1 by Morton Manus, Ron Manus
8. Music Basics for Guitarists: Learn the Fundamentals of Music Theory, Chord Progressions, Scales, Notation, and More by String Letter Publishing

3. AUDIO PRODUCTION LAB. – II (Practical)

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

Unit – I

Sound Editing: Audio Restoration, Noise Reduction

Mix and Cross-fade

Choosing an input device & adjust levels

Mark in and Mark out

Convert marker to region

Unit – II

Sound Processes: Auto trim/crop, Bit–depth converter, Channel converter

Fade, Insert silence, Invert / flip, Mute

Normalize, Pan / expand, Resample

Reverse, Smooth/ enhance

Swap channel. Time stretch, Volume

Unit – III

Sound Effects: Acoustic mirror, Amplitude modulation, Chorus

Delay / Echo, Distortion, Dynamic, Envelope

Flange/ Wah–Wah, Crapper/ Snipper, Noise gate

Pitch, Reverb, Vibrate, Wave hammer

Software: Sound Forge

Suggested Readings:

1. Sound Forge Pro in Simple Steps by Kogent Learning Solutions Inc.
2. Sound Forge Power! by Scott R. Garrigus
3. The Audio Expert: Everything You Need to Know About Audio by Ethan Winer
4. Understanding Digital Music and Sound Forge by D. Sen
5. PC Audio Editing: From broadcasting to home CD by Roger Derry

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4. MEDIA APPRCIATION (Theory)

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

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit-I

Origin and growth of Films in the world
Development of Cinema in India
Types of Films: War Films, Horror Films, Detective, Thriller and Spy Films, Science Fiction, Documentary Films
Ad Films

Unit-II

Brief history of sound and music in Films
Silent films, early sound films (Talkies)
Directors as sound pioneers
Audience reception on image and music
Psychological, Associative, and Emotional impact of Sound & Music

Unit-III

Growth and Development of Radio and Television in India
Emerging trends of Radio and Television, FM Radio
Satellite Radio & TV, D2H, IPTV

Suggested Readings:

1. Film History: An Introduction (2nd ed.) by Kristin Thompson & David Bordwell
2. History of Indian Cinema by R Saran
3. Bollywood: A History by Mihir Bose
4. Genre and Contemporary Hollywood by Steve Neal
5. Cinema Studies, The Key Concepts (3rd ed.) by Susan Haywood
6. An Introduction to Film Studies by Jill Nelmes
7. Broadcasting in India by P.C. Chattergee
8. This is All India Radio by P.C. Chattergee
9. Digital Sound Processing for Music and Multimedia by Ross Kirk, Andy Hunt

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Paper–V: COMMUNICATION SKILLS IN ENGLISH – II

Time: 3 Hours **Max. Marks: 50**
Theory Marks: 35
Practical Marks: 15

Course Contents:

1. **Listening Skills:** Barriers to listening; effective listening skills; feedback skills. Attending telephone calls; note taking.

   Activities:
   a) Listening exercises – Listening to conversation, News and TV reports
   b) Taking notes on a speech/lecture

2. **Speaking and Conversational Skills**: Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.
   The study of sounds of English, stress
   Situation based Conversation in English
   Essentials of Spoken English
   Activities:
   a) Making conversation and taking turns
   b) Oral description or explanation of a common object, situation or concept
   c) Giving interviews

Suggested Pattern of Question Paper:

The question paper will consist of seven questions related to speaking and listening Skills. Each question will carry 5 marks. The nature of the questions will be as given below:-

Two questions requiring students to give descriptive answers.

Three questions in the form of practical exercises requiring students to give an appropriate response to a question, a proposal, a proposition, an invitation etc. For example, the paper setter may give a proposition and ask the students to agree or disagree with it or introduce a character giving invitations and ask the students to accept or refuse it etc.

Two questions requiring students to transcribe simple words in IPA symbols, marking stress.

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(SOUND TECHNOLOGY) SEMESTER – II

PRACTICAL / ORAL TESTING

Marks: 15

Course Contents:

1. Oral Presentation with/without audio visual aids.
2. Group Discussion.
3. Listening to any recorded or live material and asking oral questions for listening comprehension.

Questions:

1. Oral Presentation will be of 5 to 10 minutes duration. (Topic can be given in advance or it can be of student's own choice). Use of audio visual aids is desirable.
2. Group discussion comprising 8 to 10 students on a familiar topic. Time for each group will be 15 to 20 minutes.

Note: Oral test will be conducted by external examiner with the help of internal examiner.

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(SOUND TECHNOLOGY) SEMESTER – II

PAPER-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ)
   (ਸੰਪ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ, 2007
   ਲੇਖ : ਸਾਹਿਤ ਤੇ ਲੋਕ ਸਾਹਿਤ, ਅੱਖਾਂ, ਅਚੇਤਨ ਦਾ ਗੁਣ ਤੇ ਸੁਭਾਅ, ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈੱਟ, ਮਨੁੱਖੀ ਅਧਿਕਾਰ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ) (ਕਹਾਣੀਆਂ)
   ਪਠਾਣ ਦੀ ਧੀ (ਸੁਜਾਨ ਸਿੰਘ), **ਸਾਂਵੀ ਕੰਧ** (ਸੰਤੋਖ ਸਿੰਘ ਧੀਰ), **ਉਜਾੜ** (ਕੁਲਵੰਤ ਸਿੰਘ ਵਿਰਕ), **ਘੋਟਣਾ** (ਮੋਹਨ ਭੰਡਾਰੀ), **ਦਲਦਲ** (ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਸ਼ਬਦ-ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ** : ਪਰਿਭਾਸ਼ਾ, ਮੁੱਢਲੇ ਸੰਕਲਪ
4. **ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ**
5. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
6. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**
7. **ਮੁਹਾਵਰੇ ਅਤੇ ਅਖਾਣ**

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ ਵਸਤੂ, ਪਾਤਰ ਚਿਤਰਣ ।	10 ਅੰਕ
3-4.	3-4 ਨੰਬਰ ਉੱਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
5.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
6.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ	05 ਅੰਕ
7.	ਨੰਬਰ 7 ਵਿਚ ਅੱਠ ਅਖਾਣ ਅਤੇ ਅੱਠ ਮੁਹਾਵਰੇ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਪੰਜ-ਪੰਜ ਨੂੰ ਵਾਕਾਂ ਵਿਚ ਵਰਤ ਕੇ ਅਰਥ ਸਪੱਸ਼ਟ ਕਰਨੇ ਹੋਣਗੇ।	5+ 5=10 ਅੰਕ

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PAPER-VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ: 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ – ਕ੍ਰਮ

1. ਪੰਜਾਬੀ ਸ਼ਬਦ-ਬਣਤਰ
   ਸੰਯੁਕਤ ਅਤੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦ
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ **20 ਅੰਕ**
2. ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ
   ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ **15 ਅੰਕ**
3. ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ
   ਸਾਧਾਰਨ ਵਾਕ: ਕਿਸਮਾਂ
   ਸੰਯੁਕਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਮਿਸ਼ਰਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ ਦੇ ਵਿਭਿੰਨ ਸਮਾਜਿਕ ਪ੍ਰਸੰਗ **15 ਅੰਕ**

ਯੂਨਿਟ ਅਤੇ ਥੀਮ

1. **ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ:** ਸੰਯੁਕਤ ਸ਼ਬਦ; ਸਮਾਸੀ ਸ਼ਬਦ (ਜਿਵੇਂ ਲੋਕ ਸਭਾ); ਦੋਹਰੇ ਸ਼ਬਦ / ਦੁਹਰਰੁਕਤੀ (ਜਿਵੇਂ ਧੁੜ ਧਾੜ / ਭਰ ਭਰ), ਮਿਸ਼ਰਤ ਸ਼ਬਦਾਂ ਦੀ ਬਣਤਰ/ਸਿਰਜਨਾ; ਅਗੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਉਪ ਭਾਸ਼ਾ), ਪਿਛੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਰੰਗਲਾ), ਪੰਜਾਬੀ ਸ਼ਬਦ ਰਚਨਾ: ਪੜਨਾਵੀਂ ਰੂਪ, ਕਿਰਿਆ/ਸਹਾਇਕ ਕਿਰਿਆ ਦੇ ਰੂਪ; ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ: ਰੁੱਤਾਂ, ਮਹੀਨਿਆਂ, ਮੌਸਮਾਂ, ਗਿਣਤੀ ਨਾਲ ਸੰਬੰਧਿਤ ।
2. I. ਭਾਸ਼ਾ ਅਤੇ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਮਹੱਤਵ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
   II. ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
3. **ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ:** ਕਰਤਾ ਕਰਮ ਕਿਰਿਆ; ਸਾਧਾਰਨ ਵਾਕ, ਬਿਆਨੀਆ, ਪ੍ਰਸ਼ਨਵਾਚਕ, ਆਗਿਆਵਾਚਕ, ਸੰਯੁਕਤ ਅਤੇ ਮਿਸਰਤ ਵਾਕਾਂ ਦੀਆਂ ਕਿਸਮਾਂ; ਸੁਤੰਤਰ ਅਤੇ ਅਧੀਨ ਉਪਵਾਕ; ਸਮਾਨ (ਤੇ/ਅਤੇ) ਅਤੇ ਅਧੀਨ (ਜੋ/ਕਿ) ਯੋਜਕਾਂ ਦੀ ਵਰਤੋਂ; ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ: ਵਿਭਿੰਨ ਸਮਾਜਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ; ਘਰ ਵਿਚ, ਬਾਜ਼ਾਰ ਵਿਚ, ਮੇਲੇ ਵਿਚ, ਸ਼ੋਪਿੰਗ ਮਾਲ/ਸਿਨਮੇ ਵਿਚ, ਵਿਆਹ ਵਿਚ, ਧਾਰਮਿਕ ਸਥਾਨਾਂ ਵਿਚ, ਦੋਸਤਾਂ ਨਾਲ ਆਦਿ।

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪਹਿਲੇ ਯੂਨਿਟ ਵਿੱਚੋਂ ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਸ਼ਬਦਾਵਲੀ ਨਾਲ ਸਬੰਧਿਤ ਇਕ-ਇਕ ਅੰਕ ਦੇ ਪੰਜ (ਆਬਜੈਕਟਿਵ) ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।
   20 ਅੰਕ
2. ਦੂਸਰੇ ਯੂਨਿਟ ਵਿੱਚ ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ ਨਾਲ ਸੰਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇੱਕ-ਇੱਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   15 ਅੰਕ
3. ਤੀਜੇ ਯੂਨਿਟ ਵਿੱਚ ਪੰਜਾਬੀ ਵਾਕ-ਬਣਤਰ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਦੋ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਿਹਾਰਕ ਵਰਤੋਂ ਨਾਲ ਸਬੰਧਿਤ 5 ਅੰਕਾਂ ਦਾ ਇਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾਵੇਗਾ, ਜਿਸ ਵਿਚ ਵਿਦਿਆਰਥੀ ਨੂੰ ਕਿਸੇ ਸਮਾਜਿਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ ਵਿਚ ਵਰਤੇ ਜਾਂਦੇ ਪੰਜ ਵਾਕ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।
   ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਭਾਸ਼ਾ ਸਰਲ ਅਤੇ ਸਪਸ਼ਟ ਰੱਖੀ ਜਾਵੇ।
   15 ਅੰਕ

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – II

PAPER – VII: DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

DRUG ABUSE: MANAGEMENT AND PREVENTION

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) Consequences of Drug Abuse for:

1) Individual – Education, employment and income issues.
2) Family – Violence
3) Society – Crime.
4) Nation – Law and order problem.

2) Management of Drug abuse:

1) Medical Management: Medication for treatment and to reduce withdrawal effects, Drug De-addiction clinics, Relapse management.
2) Psycho-Social Management: Counselling, family and group therapy, behavioural and cognitive therapy, Environmental Intervention.

3) Prevention of Drug Abuse:

1) Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.
2) School
   Counselling, Teacher as role-model. Parent-Teacher-Health Professional Coordination, Random testing on students.
3) Media:
   Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program
4) Legisltaion: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

References:

1. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
2. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
3. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
4. Sain, Bhim 1991, *Drug Addiction Alcoholism*, Smoking obscenity New Delhi: Mittal Publications.
5. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab*: *A Sociological Study. Amritsar*: Guru Nanak Dev University.
6. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
7. World Drug Report 2011, United Nations office of Drug and Crime.
8. World Drug Report 2010, United Nations office of Drug and Crime.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – I: SOUND RECORDING AND MIXING (Theory)

Time: 3 Hrs **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT – I

Advanced Sound Editing Techniques
Balance output levels and pan
Superimposing Sounds

UNIT–II

Types and characteristics of Microphones
Microphone Inputs
Mono and Stereo Compatibility
Microphone Choice and Placement
Audio Cables and Connectors

UNIT–III

Introduction to Studio Equipment
Production Mixing and Mastering
Aesthetics and Techniques of multi–track
Working with various Sound Effects
Compressing Techniques

Suggested Readings:

- Sound Check: The Basics of Sound and Sound Systems by Tony Moscal
- The Audio Expert: Everything You Ned to Know About Audio by Ethan Winer
- Surround Sound by Tomlinson Holman
- Eargle's The Microphone Book: From Mono to Stereo to Surround – A Guide to Microphone Design and Application by Ray A. Rayburn
- Professional Microphone Techniques (Mix Pro Audio) **by** David Miles–Huber, Philip Williams
- Stereo Microphone Techniques by Bruce Bartlett

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

SOUND RECORDING AND MIXING (Practical)

Time: 3 Hrs **Practical:** 50 Marks

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

Advanced Sound Editing Techniques
Balance output levels and pan
Superimposing Sounds

UNIT–II

Types and characteristics of Microphones
Microphone Inputs
Mono and Stereo Compatibility
Microphone Choice and Placement
Audio Cables and Connectors

UNIT–III

Introduction to Studio Equipment
Production Mixing and Mastering
Aesthetics and Techniques of multi–track
Working with various Sound Effects
Compressing Techniques

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – II: BASICS OF MUSICAL COMPOSITION (Theory)

Time: 3 Hrs **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT – I

(Vocal & Instrumental Musical Composition)

Training of Voice Culture (Kanth Sadhana)
Musical Composition according to themes of Lyrics/Moods (Romantic, Sad, Cinematic, Devotional and other various forms)
Knowledge of four types of Instruments
Use of Percussion Instruments with various Compositions
Use of Manual and Electronic Non–Percussion Instruments

UNIT – II

(Western Composition)

Training of Voice through Sound Equipment (Microphone)
Western Musical Composition of variety of Lyrics, Moods and Beats
Knowledge of Western Percussion Instrument
Knowledge of Tone Quality of Non– Percussion Instruments

UNIT – III

(Music Arrangement)

Basic Knowledge of Western Instrument Tone through Microphone
Use of Western Instruments in Indian Musical Composition
Pronunciation of Words and Clarity of Voice in different Languages
Knowledge of stress of Words and Musical Notes of sound according to Mood
Introductory Music of Various Compositions and their Interlude
Backing of Musical Composition and Contour Music

Suggested Readings:

- Raag Parichay, Part I, II, III, IV – Shri Harishchander Srivastava
- Sangeet Vishard Sangeet Karayalya, Hathras
- Sangeet Subodh by Dr. Davinder Kaur
- The Art of Recording by William Moylan
- Creative Music Composition: The Young Composer's Voice by Margaret Lucy Wilkins
- Teaching Music Through Composition: A Curriculum Using Technology by Barbara Freedman
- Musical Creativity: Strategies and Tools in Composition and Improvisation by Guerino Mazzola, Joomi Park, Florian Thalmann
- Indian Music in Performance: A Practical Introduction by Neil Sorrell, Ram Narayan

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

BASICS OF MUSICAL COMPOSITION

(Practical)

Time: 3 Hrs **Practical:** 50 Marks

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

(Vocal & Instrumental Musical Composition)

Training of Voice Culture (Kanth Sadhana)
Musical Composition according to themes of Lyrics/Moods (Romantic, Sad, Cinematic, Devotional and other various forms)
Knowledge of four types of Instruments
Use of Percussion Instruments with various Compositions
Use of Manual and Electronic Non–Percussion Instruments

UNIT – II

(Western Composition)

Training of Voice through Sound Equipment (Microphone)
Western Musical Composition of variety of Lyrics, Moods and Beats
Knowledge of Western Percussion Instrument
Knowledge of Tone Quality of Non– Percussion Instruments

UNIT – III

(Music Arrangement)

Basic Knowledge of Western Instrument Tone through Microphone
Use of Western Instruments in Indian Musical Composition
Pronunciation of Words and Clarity of Voice in different Languages
Knowledge of stress of Words and Musical Notes of sound according to Mood
Introductory Music of Various Compositions and their Interlude
Backing of Musical Composition and Contour Music

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – III: AUDIO PRODUCTION LAB. – III

(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Multitrack Arrangement
The Multi track View
Wave Display
Recording in Edit view

UNIT–II

Tracks Control
Stereo Enhancement
Additional Effects

UNIT–III

Graphic Equalizer
Effects Channels
Recording Device, Monitor Record Level
MIDI Recording

Software (s): Sound Forge, Audition and Cubase

Suggested Readings:

- Mixing & Mastering with Cubase by Matthew Loel T. Hepworth
- The Power in Cubase: Tracking Audio, MIDI, and Virtual Instruments by Matthew Loel T. Hepworth
- Alfred's Teach Yourself Cubase by Alfred Publishing Co., Inc
- Adobe Audition Classroom in a Book by Adobe Creative Team
- The Focal Easy Guide to Adobe Audition by Antony Brown
- Sound Forge Power: The Official Guide by Brian Smithers and Premier Development
- Understanding Digital Music and Sound Forge by D. Sen
- Sound Forge in Simple Steps by Kogent Learning Solutions

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – IV: PERSONALITY DEVELOPMENT – I
(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Meaning and Definition of Personality
Aspects of Personality (Physical, Intellectual, Emotional and Social)
Personality Development: Need and Importance
Indicators of a Developed Personality

UNIT–II

Positive Attitude: Concept, traits of Positive thinking and high achievers
Techniques and Strategies for positive thinking
Indicators of Positive Attitude
Motivation: Techniques for self–motivation

UNIT–III

Goals Setting and Time Management
Goals: Meaning and Types
Time Management: Meaning and Concept, importance
Strategies for Time Management, identifying and avoiding time–wasters

Suggested Readings:

- Personality Development By John Aurther
- Social and Personality Development: An Advanced Textbook edited by Michael E. Lamb, Marc H. Bornstein
- Personality Development: A Psychoanalytic Perspective edited by Debbie Hindle, Marta Vaciago Smith
- Personality Development By Hurlock Mn
- You Can Win by Shiv Khera, McMillan Publishers
- The Ultimate Power of Positive Thinking by Stephen Richards
- Personality Development by Rajan K. Mishra, Richa Publication

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – V: PRODUCTION MANAGEMENT
(Theory)

Time: 3 Hrs **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT–I

Pre–Production and Development Phase
Script, Screenplay, Adaptations, Story Boarding
Common Crew Members, Set Design

UNIT–II

Production Phase
Role and responsibilities of above the line Production Crew
Role of Directors and Actors
Shooting Schedule

UNIT–III

Post–Production and Manipulation
Audio and Video Editing
Visual Effects, Sound Effects, Dubbing
Censorship, Distribution

Suggested Readings:

- TV Production by Gerald Millerson, Focal Press
- Film Production by Steven Bernstein, Focal Press
- Fundamentals of Television Production by Donald, Ralph & Span, Blackwell Publishing
- Film Production Management by Bastian Cleve, Focal Press
- Television Production Handbook by Zettl, Herbert, Thomson Wadsworth
- Art and Production by N.N Sarkar
- Techniques of T.V Production by Bretz Rudy, McGraw–Hill Book Co.
- Television Karyakrama Nirman Prakriya (Hindi) by Ashok Jailkhani and Manaraj Shah, Ranth Academy, New Delhi

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PRODUCTION MANAGEMENT
(Practical)

Time: 3 Hrs **Marks:** 50

Note: Practical Examiner can ask questions from the theory portion also.

UNIT–I

Pre–Production and Development Phase
Script, Screenplay, Adaptations, Story Boarding
Common Crew Members, Set Design

UNIT–II

Production Phase
Role and responsibilities of above the line Production Crew
Role of Directors and Actors
Shooting Schedule

UNIT–III

Post–Production and Manipulation
Audio and Video Editing
Visual Effects, Sound Effects, Dubbing
Censorship, Distribution

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – III

PAPER – VI: ENVIRONMENTAL STUDIES–I

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. **The Multidisciplinary Nature of Environmental Studies:**
   - Definition, scope & its importance.
   - Need for public awareness.
2. **Natural Resources**:
   - Natural resources and associated problems:
     - **a) Forest Resources**: Use of over exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forests and tribal people.
     - **b) Water Resources**: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
     - **c) Mineral Resources**: Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
     - **d) Food Resources**: World food problems, change caused by agriculture and overgrazing, effects or modern agriculture, fertilizer-pesticide problem, salinity, case studies.
     - **e) Energy Resources**: Growing of energy needs, renewable and non-renewable energy resources, use of alternate energy sources, case studies.
     - **f) Land Recourses**: Land as a resource, land degradation, soil erosion and desertification.
   - Role of an individual in conservation of natural resources.
   - Equitable use of resources for sustainable lifestyles.
3. **Ecosystem:**
   - Concept of an ecosystem.
   - Structure and function of an ecosystem.
   - Producers, consumers and decomposers.
   - Energy flow in the ecosystem.
   - Ecological succession.
   - Food chains, food webs and ecological pyramids.
   - Introduction, types, characteristic features, structure and function of the following ecosystems:
     a. Forest ecosystem
     b. Grassland ecosystem
     c. Desert ecosystem
     d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

4. Social Issues and Environment:

- From unsustainable to sustainable development.
- Urban problems related to energy.
- Water conservation, rain water harvesting, watershed management.
- Resettlement and rehabilitation of people; its problems and concerns. Case studies.
- Environmental ethics: Issues and possible solutions.
- Climate change, global warning, acid rain, ozone layer depletion, nuclear accidents and holocause. Case studies.
- Wasteland reclamation.
- Consumerism and waste products.
- Environmental Protection Act:
  - Air (prevention and Control of Pollution) Act.
  - Water (prevention and Control of Pollution) Act.
  - Wildlife Protection Act.
  - Forest Conservation Act.
- Issues involved in enforcement of environmental legislation.
- Public awareness.

5. National Service Scheme

- **Introduction and Basic Concepts of NSS:** History, philosophy, aims & objectives of NSS; Emblem, flag, motto, song, badge etc.; Organizational structure, roles and responsibilities of various NSS functionaries.
- **Health, Hygiene & Sanitation:** Definition, needs and scope of health education; Food and Nutrition; Safe drinking water, water borne diseases and sanitation (Swachh Bharat Abhiyan); National Health Programme; Reproductive health.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – I: SOUND STUDIO MANAGEMENT

(Theory)

Time: 3 Hrs **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT – I

Sound Studio Design and Setup
Fundamentals of Studio Design and Layout
Control Room, Studio (Performance), Booth (Vocal)
Studio Acoustic and Soundproofing
Diffusers and Absorbers
Sound Lock

UNIT – II

Role of Audio Mixer, MIDI Controller
Professional Sound Card, Sound Monitors, Amplifier, Headphones
Microphones: types and features
Accessories: Audio cables and connectors
Connecting Electronic Musical Instruments

UNIT – III

Set up for Recording or Mixing space for optimal Acoustic balance
Appropriate Recording and Listening levels
Session Management: Media Transfer: Record to digital media
Troubleshoot a Recording System/Setup

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

SOUND STUDIO MANAGEMENT
(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

Practical Study of Sound Studio Design and Layout

Understanding the role of Studio Acoustic, Diffusers and Absorbers

Understanding the various Digital Audio Mixer Settings and Presets

Documenting a recording session or project (track lists and proposals)

Suggested Readings:

- RA, the Book: The Recording Architecture Book of Studio Design by Black Box Press
- Recording Studio Design By Philip Newell
- Handbook of Sound Studio Construction: Rooms for Recording and Listening By Ken Pohlmann
- Sound Studio: Audio techniques for Radio, Television, Film and Recording By Alec Nisbett
- Chasing Sound: Technology, Culture, and the Art of Studio Recording from Edison to LP By Susan Schmidt Horning

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – II: ELECTRONIC MUSIC PRODUCTION
(Theory)

Time: 3 Hrs **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

MIDI Recording
Input MIDI data using physical controllers
Synchronize MIDI tracks with recorded audio tracks

UNIT – II

Working with Loops
Creating and Editing Loops
Understanding Tempo/BPM
Mixing and Creating Tracks with Loops
Recording Loops

UNIT–III

Digital Music Sequencing
Generating Electronic Music
Software Synthesizers
Virtual Studio Technology
VST Plugins: VST instruments, VST effects, VST MIDI effects
Composing, Arranging, Editing, Mixing, Rendering the Music
Software (s): Cubase/Nuendo/FL Studio

Suggested Readings:

- FL Studio Power!: The Comprehensive Guide by Stephen Pease
- Fruity Loops: The Ultimate Electronic Virtual Music Studio by Jim Aikin
- The Fruity Loop's Beginner's Guide: The Absolute Basics
- Fruity Loops Bible
- Mixing & Mastering with Cubase by Matthew Loel T. Hepworth
- Get Creative with Cubase VST by Gemmell (PC Publishing)
- The Power in Cubase: Tracking Audio, MIDI, and Virtual Instruments by Matthew Loel T. Hepworth
- Alfred's Teach Yourself Cubase by Alfred Publishing Co., Inc
- Nuendo 5 Power!: The Comprehensive Guide by Ashley Shepherd

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

ELECTRONIC MUSIC PRODUCTION

(Practical)

Time: 3 Hrs **Practical:** 50 Marks

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

MIDI Recording
Input MIDI data using physical controllers
Synchronize MIDI tracks with recorded audio tracks

UNIT – II

Working with Loops
Creating and Editing Loops
Understanding Tempo/BPM
Mixing and Creating Tracks with Loops
Recording Loops

UNIT–III

Digital Music Sequencing
Generating Electronic Music
Software Synthesizers
Virtual Studio Technology
VST Plugins: VST instruments, VST effects, VST MIDI effects
Composing, Arranging, Editing, Mixing, Rendering the Music
Software (s): Cubase/Nuendo/FL Studio

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – III: AUDIO PRODUCTION AND MULTIMEDIA (Practical)

Time: 3 Hrs. **Practical:** 100 Marks

UNIT – I

Study of audio production techniques for Radio, Video, Film, Theatre and Multimedia.
Mixing criteria for Broadcast and Visual Productions

UNIT – II

Media production
Audio for Internet
Advanced digital audio workstation techniques

UNIT–III

Elements of Sound Track
Narration, Music, Silence, Dialogue, Ambience, Background score and Foley
Sound effects, Sound Design, Sync Sound, ADR

Software (s): Cubase/Nuendo/Sound Forge

Suggested Readings:

- Sound and Recording sixth edition by Francis Rumsey and Tim McCormick.\
- Sound Engineering Explained second edition by Michael Talbot–Smith
- Sound for film and Television third edition by Tomlinson Holman
- Master Handbook of Audio Production by Jerry C.Whitaker
- Producing Great Sound for Film and Video third edition by Jay Rose
- Sound and Music for the theatre by Dena Kaye and James Lebrecht
- Audio Production and Post– Production by Woody wood hal
- The Art of Recording by William Moylan
- Nuendo 5 Power!: The Comprehensive Guide by Ashley Shepherd
- Alfred's Teach Yourself Cubase by Alfred Publishing Co., Inc

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – IV: PERSONALITY DEVELOPMENT – II
(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Soft Skills: Meaning and Importance
Concepts: Work and Professional Ethics,
Self–Presentation, Self Confidence, Problem Solving Skills, Stress and Conflict Management
Team Spirit: Leadership Skills, Synergy and Team Building

UNIT–II

Placement Preparations: Group Discussions, Rules for Group Discussion
Personal Interview: Mock Interview and its Rules
Do's and Dont's: Dressing Sense, Strategies before and during the interview
Overcoming shyness, nervousness and fear

UNIT–III

Grooming: meaning and concept, various dimensions
Role of manners and etiquette in grooming
Strategies/Tips for grooming into an all–round groomed individual
Profile and Biography of: Abraham Lincoln, Dr. APJ Abdul Kalam, Amitabh Bachchan, Indira Nooyi

Suggested Readings:

- Personality Development By John Aurther
- Social and Personality Development: An Advanced Textbook edited by Michael E. Lamb, Marc H. Bornstein
- Personality Development: A Psychoanalytic Perspective edited by Debbie Hindle, Marta Vaciago Smith
- Personality Development By Hurlock Mn
- You Can Win by Shiv Khera, McMillan Publishers
- The Ultimate Power of Positive Thinking by Stephen Richards
- Personality Development by Rajan K. Mishra, Richa Publication

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – V: PRODUCTION DESIGN WORKSHOP (Theory)

Time: 3 Hrs **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT–I

Basic Camera Operations
Camera Accessories, Lenses and its types
Shot Composition, Camera Movements, Camera Shots and Camera Angles

UNIT–II

Basic Production Techniques
Indoor and Outdoor Shooting
Different TV and Film Formats

UNIT–III

Graphic Designing and Editing
Working with Vectors and Raster Graphics
Video Editing: NLE Software Interface and Basic Operations
Introduction to Animation and Types

Software(s): Basic Knowledge of Adobe Photoshop, Corel Draw, Adobe Premiere Pro, Adobe Flash and Autodesk 3D Studio Max

Suggested Readings:

- Production for Graphic Design, Fourth edition by Alan pipes
- The Adobe Photoshop CS5 Book for Digital Photographers (Voices That Mater) by Scot Kelby
- TV Production: Gerald Milerson, Focal Press
- Film Production: Steven Bernstein, Focal Press
- Creating Special Effects for TV and Video: Barnard Willkie
- Single Camera Video Production: R.B. Musburger
- Television Production Handbook: Zettl, Herbert, Published, Thomson Wadsworth
- Adobe Flash Professional Classroom in a Book by Pearson
- Adobe Premiere Pro Classroom in a Book by Pearson
- Introducing 3Ds Max: 3D For Beginners by Wiley India Pvt Ltd

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – IV

PAPER – VI: ENVIRONMENTAL STUDIES–II

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. Biodiversity and its Conservation:

- Definition: Genetic, species and ecosystem diversity.
- Biogeographical classification of India.
- Value of Biodiversity: Consumptive use; productive use, social, ethical, aesthetic and option values.
- Biodiversity of global, National and local levels.
- India as mega-diversity nation.
- Hot-spots of biodiversity.
- Threats to Biodiversity: Habitat loss, poaching of wild life, man wildlife conflicts.
- Endangered and endemic species of India.
- Conservation of Biodiversity: In situ and Ex-situ conservation of biodiversity.

2. Environmental Pollution:

- Definition, causes, effects and control measures of:
  a) Air Pollution
  b) Water Pollution
  c) Soil Pollution
  d) Marine Pollution
  e) Noise Pollution
  f) Thermal Pollution
  g) Nuclear Hazards
  h) Electronic Waste
- Solid Waste Management: Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster Management: Floods, Earthquake, Cyclone and Landslides.

3. Human Population and the Environment

- Population growth, variation among nations.
- Population explosion-Family welfare programme.
- Environment and human health.
- Human rights.
- Value education.
- HIV/AIDS.

- Women and child welfare.
- Role of information technology in environment and human health.
- Case studies.
- Road Safety Rules & Regulations**:** Use of Safety Devices while Driving, Do's and Don'ts while Driving, Role of Citizens or Public Participation, Responsibilities of Public under Motor Vehicle Act, 1988, General Traffic Signs.
- Accident & First Aid**:** First Aid to Road Accident Victims, Calling Patrolling Police & Ambulance.

4. National Service Scheme

- **Entrepreneurship Development:** Definition & Meaning; Qualities of good entrepreneur; Steps/ ways in opening an enterprise; Role of financial and support service Institutions.
- **Civil/Self Defense:** Civil defense services, aims and objectives of civil defense; Needs for self defense training.

5. Field Visits:

- Visit to a local area to document environmental assets–river/forest/grassland/hill/ mountain.
- Visit to a local polluted site–Urban/Rural/Industrial/Agricultural.
- Study of common plants, insects, birds.
- Study of simple ecosystems–pond, river, hill slopes etc.
- Contribution of the student to NSS/any other social cause for service of society.

Note: In this section the students will be required to visit and write on the environment of an area/ ecosystem/vi1lage industry/disaster/mine/dam/agriculture field/waste management/ hospital etc. with its salient features, limitations, their implications and suggestion for improvement.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – V

1. ADVERTISING, MARKETING & EVENT MANAGEMENT (THEORY)

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

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT–I

Introduction to Advertising; Types of Advertising; Print, Electronic and New Media
Relevance of Advertising in Marketing
Four P's of Marketing (Product, Price, Place and Promotion)
Importance of TRP
Understanding Market Trends

UNIT–II

The principles of Public relations
Staff of PR Department
Press Conferences and Interactions,
Social Media Campaigns and Promotions

UNIT–III

Planning of an Event, Types of Event
Role of Event Manager in Planning Team
Marketing the event
Budget Planning, Budgetary Control

Suggested Readings:

1. Advertising Made Simple by Frank Jefkins
2. Advertising Management by Aaker, Myers & Batra
3. Handbook on Public Relations by D.S. Mehta
4. P.R. Tools, Concepts Tools and Strategies by NN Sarkar
5. Business Public Relations by S.R. Sardana

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – V

2. RADIO JOURNALISM (THEORY)

Time: 3 Hrs. **Marks: 50**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT– I

Brief history of Radio from early years to the present stage
Print vs Electronic Media
Characteristics of Radio

UNIT– II

Public broadcasting, Private broadcasting systems in India
Radio Broadcasting Systems—MW, SW, FM;
Internet Radio, Satellite Radio, Community Radio

UNIT– III

Types and formats of Radio programmes— News, Interviews, Talks, Dramas, Discussions, Features, Documentaries, Jingles, Phone–ins, Roadshows, Spots, Sponsored programmes, Sponsorship and Info–commercials

Suggested Readings:

1. Broadcasting in India by P.C. Chattergee, Sage Publication, New Delhi
2. Broadcast Journalism by Boyd Andrew, Focal Press
3. This is All India Radio by P.C. Chattergee, Publication Division, New Delhi
4. Radio and TV Journalism by K.M. Shrivastava

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2. RADIO JOURNALISM (PRACTICAL)

Time: 3 Hrs. **Marks: 50**

Recording and submission of any one of Radio Formats

News Interviews, Talks, Dramas, Discussions, Features, Documentaries, Jingles, Phone–ins, Roadshows, Spots, Sponsored Programmes, Sponsorship and Info–commercials.

3. MUSIC COMPOSITION AND ARRANGEMENT (PRACTICAL)

Max. Marks: 100

UNIT–I

Composition: Material, Development, Balance, Contrast
Compositional strategies, Thematic Development,
Composing melody
Musical Form, Song Forms, Phrase structure
Beginnings and Endings

UNIT–II

Compositional terminology
Rhythmic Pattern
Rhythm: Designing Beats, using MIDI, VST
Patterns: Rhythmic and Melodic patterns

UNIT–III

Composition and Advanced Sound Manipulation
Sonic Manipulation: Filters, Effects, Processes, Audio Levelling

4. STUDIO AND LIVE MUSIC RECORDING (PRACTICAL)

Max. Marks: 100

UNIT–I

Multitrack Studio procedures with an emphasis on microphone and recording techniques
Music Recording and Production techniques

UNIT–II

Critical Listening and Discussion of Recording techniques, Concepts, and Aesthetics
Importance of Dubbing
Difference in Technique for Studio and Live Recording

UNIT–III

Recording Live to Single Track
Multitrack Recording
Difference between Single Track and Multitrack Recording
Importance of Live Sound Balancing

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – V

5. AUDIO POST PRODUCTION (PRACTICAL)

Max. Marks: 50

UNIT–I

Post Processing
Multitrack Mixing
Adjusting Audio/track Levels, Equalization

UNIT–II

Advanced Post Production Techniques
Emphasis on Signal processing
Mixdown Techniques

UNIT–III

Mastering/Delivery
Format digital audio for delivery via physical media or Internet
Convert mix files to standard formats for use in multimedia

BACHELOR OF VOCATION (B.Voc.)
(SOUND TECHNOLOGY) SEMESTER – VI

1. PORTFOLIO DEVELOPMENT (PRACTICAL)

Max. Marks: 200

Students would complete minimum of three individual Studio based Projects/Assignments during the semester

1. Production of Radio Jingle/Ad
2. Production for TV/Film/Theatre/Multimedia
3. Song/Album in any Form/Genre of Music

2. PROFESSIONAL SKILLS (VIVA–VOCE)

Max. Marks: 50

The Examiner can ask questions from all the skill based subjects covered in the semester

3. INDUSTRIAL TRAINING

Max. Marks: 150

- Industrial Training for minimum 6–8 weeks

FACULTY OF VISUAL ARTS AND PERFORMING ARTS

SYLLABUS

FOR

BACHELOR OF VOCATION (B.Voc.)
THEATRE AND STAGE CRAFT
(Semester: I – VI)

Session: 2017–18

GURU NANAK DEV UNIVERSITY, AMRITSAR.

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BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER SYSTEM

Eligibility:
+2 pass in any stream.

SCHEME OF COURSE

Semester – I:

PAPER	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
I	Introduction to Indian Theatre	50	–	50	3 Hrs.
II	Theatre Techniques and Designing – I	50	50	100	3 Hrs. each
III	Stage Craft – I	50	50	100	3 Hrs. each
IV	Performing Arts – I	–	50	50	3 Hrs.
V	Communication Skills in English – I			50	3 Hrs.
VI	**Punjabi Compulsory / ਮੁੱਢਲੀ ਪੰਜਾਬੀ**			50	3 Hrs.
VII	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	50	–	50	3 Hrs.

Semester – II:

PAPER	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
I	Tradition of Theatre in India	50	–	50	3 Hrs.
II	Theatre Techniques and Designing – II	50	50	100	3 Hrs. each
III	Stage Craft – II	50	50	100	3 Hrs. each
IV	Performing Arts – II	–	50	50	3 Hrs.
V	Communication Skills in English – II	35	15	50	3 Hrs.
VI	**Punjabi Compulsory / ਮੁੱਢਲੀ ਪੰਜਾਬੀ**			50	3 Hrs.
VII	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	50	–	50	3 Hrs.

Note: * Marks of this Paper will not be included in the Total Marks.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER SYSTEM

Semester – III:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1.	Forms of Theatre	50	–	50	3 Hrs.
2.	Stage Craft – III	–	50	50	3 Hrs.
3.	Study of Theatrical Script and Play (Theory)	50		50	3 Hrs.
4.	Study of Theatrical Script and Play (Practical)	--	50	50	3 Hrs.
5.	Performing Arts – III	–	50	50	3 Hrs.
6.	Personality Development – I		50	50	3 Hrs.
7.	Production Management (Theory)	50	--	50	3 Hrs.
8.	Production Management (Practical)	--	50	50	3 Hrs.
9.	Environmental Studies – I	50	–	50	
	Total:			**400**	

Semester – IV:

S.No.	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
1.	Fundamentals of Direction – I	50	–	50	3 Hrs.
2.	Stage Craft – IV	–	50	50	3 Hrs.
3.	Fundamentals of Acting – I (Theory)	50	--	50	3 Hrs.
4.	Fundamentals of Acting – I (Practical)	--	50	50	3 Hrs.
5.	Audio Production (Theory)	50	--	50	3 Hrs.
6.	Audio Production (Practical)	--	50	50	3 Hrs.
7.	Personality Development – II (Practical)	–	50	50	3 Hrs.
8.	Production Design Workshop – I	–	50	50	3 Hrs.
9.	Environmental Studies – II	50	–	50	
	Total:			**400**	

* Marks of Paper EVS will not be included in Grand Total.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER SYSTEM

Semester – V:

PAPER	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
I	PUNJABI THEATRE	50	–	50	3 Hrs.
II	THEATRE (CREATIVITY AND INNOVATIONS)	50	50	100	3 Hrs. each
III	STAGE CRAFT (MAKE-UP)	50	50	100	3 Hrs. each
IV	INDIAN TELEVISION	50	50	100	3 Hrs.
V	PERFORMING ARTS	--	50	50	3 Hrs.
			Total:	**400**	

Semester – VI:

PAPER	Subject	Theory	Practical	Total Marks	Time Allowed for Exam
I	THEATRICAL COSTUME	50	–	50	3 Hrs.
II	THEATRE (CRITICAL STUDY OF INDIAN AND WESTERN THEATRE)	50	50	100	3 Hrs. each
III	STAGE CRAFT (SPECIAL EFFECTS AUDIO/VISUAL)	50	50	100	3 Hrs. each
IV	EVENT MANAGEMENT	50	50	100	3 Hrs.
V	ONE PRODUCTION	--	50	50	3 Hrs.
			Total:	**400**	

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER– I: INTRODUCTION TO INDIAN THEATRE
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit–I

Origin of Theatre
Evolution of Theatre
Introduction to the Natya Shastra in relevance to Theatre
Drama Structure and Performances

Unit–II

Origin and Development of Sanskrit Drama
Elements of Sanskrit Drama
Plot, Characters, Aesthetic Analysis
Role of Sootradhaar in Sanskrit Plays

Unit–III

Elements of Drama
Theme, Character, Dialogues
Role of Music in Theatre

Suggested Readings:

1. Natya Shastra– Bharat Muni
2. The History of Indian Theatre–M.L. Varad Pande
3. Rang Bhavan – S.C. Sharma
4. On the Art of Theatre –Gordan Chraig
5. Bhartiya Natya Shastra aur Rangmanch – Prof. Mohan Vallabh Pant
6. The Indian Theatre – Mulak Raj Anand
7. Sanskrit Drama – Dr. A. B. Keeth
8. Indian Theatre – N.C. Jain
9. Natki Sahitya – Narindra Behl
10. Bhartiya Rangmanch – Adiya Rangacharya

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER – II. THEATRE TECHNIQUES AND DESIGNING – I
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit–I

Basics of Light
Intensity, Color
Direction, Focus

Unit–II

Introduction to Costumes
History of Costumes
Importance of Costumes
Various types of Costumes

Unit–III

Make–up Material & their uses
Role of Make–up in Theatre

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

THEATRE TECHNIQUES AND DESIGNING – I
(Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Study of various types of Light

Study of different Costumes & Make–ups

Warming up for a Theatrical Activity, Breathing and Relaxation, Training Body, Voice Modulation, Confidence Building in Group and Individual, Theatrical Games

Suggested Readings:

1. Theatrical Design & Production – J. Michael Gillete
2. Scene Design & Stage Lighting – W. Ozen
3. Natya Kala – Raghuvansh
4. The Craft of Play Direction – Curts Canefield
5. Rang Darshan – N.C. Jain
6. Abhinaya Kala – Prakash Syal

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER – III: STAGE CRAFT–I

(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit–I

Introduction to Stage Craft, Brief History
Various Components
Objectivesof Stage Craft

Unit–II

Importance of Stage Craft
Types of Stages
Stage Division

Unit–III

Significance of Set
Basis of Set Design
Parameters of Stages

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

STAGE CRAFT–I
(Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Study of different types of Stages and Set Designs

Study and Draw Plans and Elevations of Important Theatre Structure and explain their significance.

Suggested Readings:

1. Acting and Stage Craft made simple – Derek Bowskill
2. The Craft of Play Direction – CurtsCanefield
3. Scene Design & Stage Lighting – W. Ozen
4. Theatrical Design & Production – J. Michael Gillete
5. Natak Stage te Darshak – Dr. Kuldeep Singh Dhir
6. Natya Kala – Raghuvansh
7. Bhartiya Rangmanch – Adiya Rangacharya

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER – IV: PERFORMING ARTS – I
(Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Music Vocal
Voice Training
Singing Shudh &Vikrit Swaras
One Light Composition in Vocal Music

Music Instrumental
Playing Techniques of selected Instruments
Playing Shudh &Vikrit Swaras
One Dhun on any Musical Instrument

Dance
Developing flexibility through Dance
Knowledge of Hand Movements (Sanyukta &Asanyukta)
Eye Movements, Facial Expressions
Layakaries of Teen Taal & their recitation by hands

Suggested Readings:

1. Raag Parichay, Part I, II, III, IV – Shri Harishchander Srivastava
2. Sangeet Vishard Sangeet Karayalya, Hathras
3. Kathak Nritya Prichay by Subhashni Kapoor
4. Sangeet Shaster Darpan (Part–1, 2) by Shanti Gowardhan
5. Sangeet Subodh by Dr. Davinder Kaur
6. Nibandh Sangeeet – Laxmi Naryan Garg, Sangeet Karyalya, Hathras
7. Kathak Naritya Shiksha Dr. Puru Dadhich

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER– V. Communication Skills in English – I

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

Course Contents:

1. Reading Skills: Reading Tactics and strategies; Reading purposes–kinds of purposes and associated comprehension; Reading for direct meanings; Reading for understanding concepts, details, coherence, logical progression and meanings of phrases/ expressions.

Activities:

a) Active reading of passages on general topics
b) Comprehension questions in multiple choice format
c) Short comprehension questions based on content and development of ideas

2. Writing Skills: Guidelines for effective writing; writing styles for application, resume, personal letter, official/ business letter, memo, notices etc.; outline and revision.

Activities:

a) Formatting personal and business letters.
b) Organising the details in a sequential order
c) Converting a biographical note into a sequenced resume or vice-versa
d) Ordering and sub-dividing the contents while making notes.
e) Writing notices for circulation/ boards

Suggested Pattern of Question Paper:

The question paper will consist of five skill–oriented questions from Reading and Writing Skills. Each question will carry 10 marks. The questions shall be phrased in a manner that students know clearly what is expected of them. There will be internal choice wherever possible.

10x5=50 Marks

i) Multiple choice questions on the language and meanings of an unseen passage.
ii) Comprehension questions with short answers on content, progression of ideas, purpose of writing etc. of an unseen passage.
iii) Personal letter and Official/Business correspondence
iv) Making point-wise notes on a given speech/ technical report OR
Writing notices for public circulation on topics of professional interest
v) Do as directed (10x1= 10 Marks) (change of voice, narration, combination of 2 simple sentences into one, subject-verb agreement, using appropriate tense, forms of verbs.

Recommended Books:

1. *Oxford Guide to Effective Writing and Speaking* by John Seely.
2. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

Paper-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ–ਕ੍ਰਮ ਅਤੇ ਪਾਠ–ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ–ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ),
   (ਸੰਪਾ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
   ਲੇਖ : ਪਹੀਆ ਪ੍ਰਦੂਸ਼ਣ, ਭਰੂਣ ਹੱਤਿਆ ਦੇ ਦੇਸ਼ ਵਿਚ, ਨਾਰੀ ਸ਼ਕਤੀ, ਵਾਤਾਵਰਣੀ ਪ੍ਰਦੂਸ਼ਣ ਅਤੇ ਮਨੁੱਖ, ਏਡਜ਼ : ਇਕ ਗੰਭੀਰ ਸੰਕਟ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   (ਪ੍ਰੋ. ਮੋਹਨ ਸਿੰਘ, ਅੰਮ੍ਰਿਤਾ ਪ੍ਰੀਤਮ, ਸ਼ਿਵ ਕੁਮਾਰ ਬਟਾਲਵੀ, ਸੁਰਜੀਤ ਪਾਤਰ, ਪਾਸ਼)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
4. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**।
5. (ੳ) **ਪੰਜਾਬੀ ਧੁਨੀ ਵਿਉਂਤ** : ਉਚਾਰਨ ਅੰਗ, ਉਚਾਰਨ ਸਥਾਨ ਤੇ ਵਿਧੀਆਂ, ਸਵਰ, ਵਿਅੰਜਨ, ਸੁਰ।
   (ਅ) **ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ** : ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਪ–ਭਾਸ਼ਾ ਦਾ ਅੰਤਰ, ਪੰਜਾਬੀ ਉਪਭਾਸ਼ਾਵਾਂ ਦੇ ਪਛਾਣ–ਚਿੰਨ੍ਹ।
6. **ਮਾਤ ਭਾਸ਼ਾ ਦਾ ਅਧਿਆਪਨ**
   (ੳ) ਪਹਿਲੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ
   (ਅ) ਦੂਜੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ

ਅੰਕ–ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ–ਵਸਤੂ, ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ।	10 ਅੰਕ
3.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
4.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ।	05 ਅੰਕ
5.	ਨੰਬਰ 5 ਉਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ 'ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
6.	ਨੰਬਰ 6 ਵਿਚ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਪਹਿਲੀ ਭਾਸ਼ਾ ਅਤੇ ਦੂਜੀ ਭਾਸ਼ਾ ਵਜੋਂ ਅਧਿਆਪਨ, ਮਹੱਤਵ ਅਤੇ ਸਮੱਸਿਆਵਾਂ ਬਾਰੇ ਚਾਰ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਦੋ ਦਾ ਉੱਤਰ ਦੇਣਾ ਹੋਵੇਗਾ।	5×2=10 ਅੰਕ

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – I

Paper-VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ–ਕ੍ਰਮ

1. ਪੈਂਤੀ ਅੱਖਰੀ; ਪੈਰ ਬਿੰਦੀ ਵਾਲੇ ਵਰਣ ਅਤੇ ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ, ਲਗਾਂ ਮਾਤਰਾਂ
2. ਲਗਾਖਰ (ਬਿੰਦੀ, ਟਿੱਪੀ, ਅੱਧਕ)
3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ,
   (ਅ) ਨਾਂਵ, ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸਣ, ਲਿੰਗ ਅਤੇ ਵਚਨ

ਅੰਕ ਵੰਡ ਤੇ ਪੇਪਰ ਸੈਟਰ ਲਈ ਹਦਾਇਤਾਂ

1. ਪੈਂਤੀ ਅੱਖਰੀ ਦੀ ਬਣਤਰ ਅਤੇ ਤਰਤੀਬ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ। **10 ਅੰਕ**
   (ਦੋ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ)
   ਕਵਰਗ, ਚਵਰਗ, ਤਵਰਗ, ਟਵਰਗ ਆਦਿ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾ ਸਕਦਾ ਹੈ। ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ ਅਤੇ ਲਗਾਂ ਮਾਤਰਾਂ ਦੀ ਵਰਤੋਂ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

2. ਬਿੰਦੀ, ਟਿੱਪੀ ਅਤੇ ਅੱਧਕ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**

3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**
   (ਅ) ਨਾਂਵ ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ ਅਤੇ ਲਿੰਗ ਵਚਨ ਸੰਬੰਧੀ ਮੁੱਢਲੀ ਕਿਸਮ ਦੇ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

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(THEATRE AND STAGE CRAFT) SEMESTER – I

PAPER – VII: DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

PROBLEM OF DRUG ABUSE

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) **Meaning of Drug Abuse:** Concept and Overview, Historical Perspective of Drug Abuse, Drug Dependence, Drug Addiction, Physical and Psychological Dependence: Drug Tolerance and withdrawal symptoms.

2) **Types of Abused Drugs and their Effects:**
   1) Stimulants: Amphetamines – Benzedrine, Dexedrine, Cocaine.
   2) Depressants: Alcohol Barbiturates: Nembutal, Seconal, Phenobarbital and Rohypnol.
   3) Narcotics: Heroin, Morphine, Oxycodone.
   4) Hallucinogens: Cannabis, Marijuana, Hashish, Hash Oil, MDMA, LSD.
   5) Steroids.

3) **Nature and Extent of the Problem:** Magnitude or prevalence of the menace of Drug Abuse in India and Punjab, Vulnerable groups by age, gender and economic status, Signs and Symptoms of Drug Abuse: Physical, Academic, Behavioural and Psychological Indicators.

References:

1. Ahuja, Ram (2003), Social Problems in India, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. The Drug Crime Connection. Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) Drug epidemic among Indian Youth, New Delhi: Mittal Pub.
5. Modi, Ishwar and Modi, Shalini (1997) Drugs: Addiction and Prevention, Jaipur: Rawat Publication.
6. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical Epidemiological Unit, All India Institute of Medical Sciences, 2004.
7. Sain, Bhim 1991, Drug Addiction Alcoholism, Smoking obscenity New Delhi: Mittal Publications.
8. Sandhu, Ranvinder Singh, 2009, Drug Addiction in Punjab: A Sociological Study. Amritsar: Guru Nanak Dev University.
9. Singh, Chandra Paul 2000. Alcohol and Dependence among Industrial Workers: Delhi: Shipra.
10. Sussman, S and Ames, S.L. (2008). Drug Abuse: Concepts, Prevention and Cessation, Cambridge University Press.
11. World Drug Report 2010, United Nations office of Drug and Crime.
12. World Drug Report 2011, United Nations office of Drug and Crime.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – II

PAPER – I: TRADITION OF THEATRE IN INDIA
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit–I

Introduction to Regional/ Folk Theatre of India
Tamasha of Maharashtra, Yatra of Bengal
Ramlila of Uttar Pradesh, Bhand & Marasi Tradition of Punjab
Terukkuth of Tamil Nadu

Unit–II

Contribution of plays of Bhasa and Kalidasa in Traditional Theatre
Origin of Punjabi Theatre with reference to Nora Richard & I. C. Nanda
Religious Theatre – Raasleela
Parsi Theatre
Puppet Theatre

Unit–III

Modern Indian Theatre
Role of Academy of Dance, Drama & Music(SangeetNatak Academy) in Modern Theatre
Contribution of National School of Drama to Indian Theatre

Suggested Readings:

1. The History of Indian Theatre–M.L. Varad Pande
2. Rang Bhavan – S.C. Sharma
3. Bhartiya Natya Shastra aur Rangmanch – Prof. Mohan Vallabh Pant
4. The Indian Theatre – Mulak Raj Anand
5. Sanskrit Drama – Dr. A. B. Keeth
6. Indian Theatre – N.C. Jain
7. Natki Sahitya – Narindra Behl
8. Bhartiya Rangmanch – Adiya Rangacharya
9. Folk Theatre of India – Balwant Gargi
10. Punjabi Natak: Swaroop, Sidhant te Vikas – Dr. Gurdial Singh Phul

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(THEATRE AND STAGE CRAFT) SEMESTER – II

PAPER – II: THEATRE TECHNIQUES AND DESIGNING – II
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit–I

Blocking of Small Scenes

Blocking of Plays

Actor Placement, Movement

Abhinaya According to Natya Shashtra, Rasa &Bhava

Unit–II

Costume Design: Definition, Concept and Objectives

Fundamentals of Costume Design

Unit–III

Script Reading & Interpretation

Process of Play Development

Speech Work Out of different characters and importance of pronunciation

Role of Sound Effects&Visual Effects

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – II

THEATRE TECHNIQUES AND DESIGNING – II
(Practical)

Time: 3 Hrs. **Practical: 50 Marks**

Yoga: Usage & Benefits in relevance to Theatre, Understanding Theatrical Vocabulary, Generating Emotions, Improvisations, Speech, and Action–Reaction Exercises, Controlling the Body and Depth, Tempo, Voice Tones and Voice Exercises

Suggested Readings:

1. Theatrical Design & Production – J. Michael Gillete
2. Scene Design & Stage Lighting – W. Ozen
3. Natya Shastra– Bharat Muni
4. Bhartiya Rangmanch – Adiya Rangacharya
5. Natya Kala – Raghuvansh
6. Abhinaya Kala – Prakash Syal
7. Rang Darshan – N.C. Jain
8. Styles of Theatre Acting – Sunita Dhir

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(THEATRE AND STAGE CRAFT) SEMESTER – II

PAPER – III: STAGE CRAFT – II
(Theory)

Time: 3 Hrs. each **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Unit–I

Ground Plans

Stage Setting Management

Set Decoration

Unit–II

Scenic Construction

Scenic Drawing Stage Craft Tools and Materials

Stage Properties: Trim Properties, Set Properties, Hard Properties

Furniture, Props

Unit–III

Stage Safety

Stage Types, Areas

Curtains and Rigging

Backstage Management

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(THEATRE AND STAGE CRAFT) SEMESTER – II

STAGE CRAFT – II
(Practical)

Time: 3 Hrs. each **Practical: 50 Marks**

Creating Elevations, Drawing & Enhancing A Model with Techniques, Working in an Unconventional Environment (Height, Confine Spaces and Dark) Using Props, Practice Stage Etiquette & Team Work.Study and Knowledge of visual understanding of significant Set Designs and Stages.

Suggested Readings:

1. Acting and Stage Craft made simple – Derek Bowskill
2. The Craft of Play Direction – CurtsCanefield
3. Scene Design & Stage Lighting – W. Ozen
4. Theatrical Design & Production – J. Michael Gillete
5. Natak Stage te Darshak – Dr. Kuldeep Singh Dhir
6. Natya Kala – Raghuvansh
7. Bhartiya Rangmanch – Adiya Rangacharya

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PAPER – IV: PERFORMING ARTS – II
(Practical)

Time: 3 Hrs. **Theory: 50 Marks**

Music Vocal

One Drut Khyal in Raag Yaman

One Cinematic Song composed in Raag Yaman

One group presentation (Group Song, Group Bhajan/Shabad)

Music Instrumental

One Razakhani gat in Raag Yaman

One Cinematic song to be played on any musical Instrument

One Group presentation (Indian Orchestra or Folk Orchestra)

Dance

Recitation of Teen Taal & Ek Taal on Handin Ekgun & Dogun

Tatkar of Teen Taal & EkTaal upto Chargun Layakaries

One Group Dance Presentation (Folk/Contemporary)

Suggested Readings:

1. Raag Parichay, Part I, II, III, IV – Shri Harishchander Srivastava
2. Sangeet Vishard Sangeet Karayalya, Hathras
3. Kathak Nritya Prichay by Subhashni Kapoor
4. Sangeet Shaster Darpan (Part–1, 2) by Shanti Gowardhan
5. Sangeet Subodh by Dr. Davinder Kaur
6. Nibandh Sangeeet – Laxmi Naryan Garg, Sangeet Karyalya, Hathras
7. Kathak Naritya Shiksha Dr. Puru Dadhich

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(THEATRE AND STAGE CRAFT) SEMESTER – II

Paper–V: COMMUNICATION SKILLS IN ENGLISH – II

Time: 3 Hours **Max. Marks: 50**
Theory Marks: 35
Practical Marks: 15

Course Contents:

1. **Listening Skills:** Barriers to listening; effective listening skills; feedback skills. Attending telephone calls; note taking.

   Activities:
   a) Listening exercises – Listening to conversation, News and TV reports
   b) Taking notes on a speech/lecture

2. **Speaking and Conversational Skills**: Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.
   The study of sounds of English, stress
   Situation based Conversation in English
   Essentials of Spoken English
   Activities:
   a) Making conversation and taking turns
   b) Oral description or explanation of a common object, situation or concept
   c) Giving interviews

Suggested Pattern of Question Paper:

The question paper will consist of seven questions related to speaking and listening Skills. Each question will carry 5 marks. The nature of the questions will be as given below:-

Two questions requiring students to give descriptive answers.

Three questions in the form of practical exercises requiring students to give an appropriate response to a question, a proposal, a proposition, an invitation etc. For example, the paper setter may give a proposition and ask the students to agree or disagree with it or introduce a character giving invitations and ask the students to accept or refuse it etc.

Two questions requiring students to transcribe simple words in IPA symbols, marking stress.

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(THEATRE AND STAGE CRAFT) SEMESTER – II

PRACTICAL / ORAL TESTING

Marks: 15

Course Contents:

1. Oral Presentation with/without audio visual aids.
2. Group Discussion.
3. Listening to any recorded or live material and asking oral questions for listening comprehension.

Questions:

1. Oral Presentation will be of 5 to 10 minutes duration. (Topic can be given in advance or it can be of student's own choice). Use of audio visual aids is desirable.
2. Group discussion comprising 8 to 10 students on a familiar topic. Time for each group will be 15 to 20 minutes.

Note: Oral test will be conducted by external examiner with the help of internal examiner.

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PAPER-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ)
(ਸੰਪ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ, 2007
ਲੇਖ : ਸਾਹਿਤ ਤੇ ਲੋਕ ਸਾਹਿਤ, ਅੱਖਾਂ, ਅਚੇਤਨ ਦਾ ਗੁਣ ਤੇ ਸੁਭਾਅ, ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈੱਟ, ਮਨੁੱਖੀ ਅਧਿਕਾਰ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ) (ਕਹਾਣੀਆਂ)
ਪਠਾਣ ਦੀ ਧੀ (ਸੁਜਾਨ ਸਿੰਘ), **ਸਾਂਵੀ ਕੰਧ** (ਸੰਤੋਖ ਸਿੰਘ ਧੀਰ), **ਉਜਾੜ** (ਕੁਲਵੰਤ ਸਿੰਘ ਵਿਰਕ), **ਘੋਟਣਾ** (ਮੋਹਨ ਭੰਡਾਰੀ), **ਦਲਦਲ** (ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਸ਼ਬਦ-ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ** : ਪਰਿਭਾਸ਼ਾ, ਮੁੱਢਲੇ ਸੰਕਲਪ
4. **ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ**
5. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
6. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**
7. **ਮੁਹਾਵਰੇ ਅਤੇ ਅਖਾਣ**

ਅੰਕ–ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ ਵਸਤੂ, ਪਾਤਰ ਚਿਤਰਣ ।	10 ਅੰਕ
3–4.	3–4 ਨੰਬਰ ਉੱਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
5.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
6.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ	05 ਅੰਕ
7.	ਨੰਬਰ 7 ਵਿਚ ਅੱਠ ਅਖਾਣ ਅਤੇ ਅੱਠ ਮੁਹਾਵਰੇ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਪੰਜ-ਪੰਜ ਨੂੰ ਵਾਕਾਂ ਵਿਚ ਵਰਤ ਕੇ ਅਰਥ ਸਪੱਸ਼ਟ ਕਰਨੇ ਹੋਣਗੇ।	5+ 5=10 ਅੰਕ

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Paper VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ: 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ – ਕ੍ਰਮ

1. ਪੰਜਾਬੀ ਸ਼ਬਦ-ਬਣਤਰ
   ਸੰਯੁਕਤ ਅਤੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦ
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ **20 ਅੰਕ**
2. ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ
   ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ **15 ਅੰਕ**
3. ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ
   ਸਾਧਾਰਨ ਵਾਕ: ਕਿਸਮਾਂ
   ਸੰਯੁਕਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਮਿਸ਼ਰਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ ਦੇ ਵਿਭਿੰਨ ਸਮਾਜਿਕ ਪ੍ਰਸੰਗ **15 ਅੰਕ**

ਯੂਨਿਟ ਅਤੇ ਥੀਮ

1. **ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ:** ਸੰਯੁਕਤ ਸ਼ਬਦ; ਸਮਾਸੀ ਸ਼ਬਦ (ਜਿਵੇਂ ਲੋਕ ਸਭਾ); ਦੋਹਰੇ ਸ਼ਬਦ / ਦੁਹਰਰੁਕਤੀ (ਜਿਵੇਂ ਧੂੜ ਧਾੜ / ਭਰ ਭਰ), ਮਿਸ਼ਰਤ ਸ਼ਬਦਾਂ ਦੀ ਬਣਤਰ/ਸਿਰਜਨਾ; ਅਗੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਉੱਪ ਭਾਸ਼ਾ), ਪਿਛੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਰੰਗਲਾ), ਪੰਜਾਬੀ ਸ਼ਬਦ ਰਚਨਾ: ਪੜਨਾਵੀਂ ਰੂਪ, ਕਿਰਿਆ/ਸਹਾਇਕ ਕਿਰਿਆ ਦੇ ਰੂਪ; ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ: ਰੁੱਤਾਂ, ਮਹੀਨਿਆਂ, ਮੌਸਮਾਂ, ਗਿਣਤੀ ਨਾਲ ਸੰਬੰਧਿਤ ।

2. I. ਭਾਸ਼ਾ ਅਤੇ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਮਹੱਤਵ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
   II. ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ

3. **ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ:** ਕਰਤਾ ਕਰਮ ਕਿਰਿਆ; ਸਾਧਾਰਨ ਵਾਕ, ਬਿਆਨੀਆ, ਪ੍ਰਸ਼ਨਵਾਚਕ, ਆਗਿਆਵਾਚਕ, ਸੰਯੁਕਤ ਅਤੇ ਮਿਸਰਤ ਵਾਕਾਂ ਦੀਆਂ ਕਿਸਮਾਂ; ਸੁਤੰਤਰ ਅਤੇ ਅਧੀਨ ਉਪਵਾਕ; ਸਮਾਨ (ਤੇ/ਅਤੇ) ਅਤੇ ਅਧੀਨ (ਜੋ/ਕਿ) ਯੋਜਕਾਂ ਦੀ ਵਰਤੋਂ; ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ: ਵਿਭਿੰਨ ਸਮਾਜਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ; ਘਰ ਵਿਚ, ਬਾਜ਼ਾਰ ਵਿਚ, ਮੇਲੇ ਵਿਚ, ਸ਼ੋਪਿੰਗ ਮਾਲ/ਸਿਨਮੇ ਵਿਚ, ਵਿਆਹ ਵਿਚ, ਧਾਰਮਿਕ ਸਥਾਨਾਂ ਵਿਚ, ਦੋਸਤਾਂ ਨਾਲ ਆਦਿ।

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪਹਿਲੇ ਯੂਨਿਟ ਵਿੱਚੋਂ ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਸ਼ਬਦਾਵਲੀ ਨਾਲ ਸਬੰਧਿਤ ਇਕ-ਇਕ ਅੰਕ ਦੇ ਪੰਜ (ਆਬਜੈਕਟਿਵ) ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।
   20 ਅੰਕ
2. ਦੂਸਰੇ ਯੂਨਿਟ ਵਿੱਚ ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁਢਲੀ ਜਾਣ ਪਛਾਣ ਨਾਲ ਸੰਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇੱਕ-ਇੱਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   15 ਅੰਕ
3. ਤੀਜੇ ਯੂਨਿਟ ਵਿੱਚ ਪੰਜਾਬੀ ਵਾਕ-ਬਣਤਰ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਦੋ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਿਹਾਰਕ ਵਰਤੋਂ ਨਾਲ ਸਬੰਧਿਤ 5 ਅੰਕਾਂ ਦਾ ਇਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾਵੇਗਾ, ਜਿਸ ਵਿਚ ਵਿਦਿਆਰਥੀ ਨੂੰ ਕਿਸੇ ਸਮਾਜਿਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ ਵਿਚ ਵਰਤੇ ਜਾਂਦੇ ਪੰਜ ਵਾਕ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।
   ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਭਾਸ਼ਾ ਸਰਲ ਅਤੇ ਸਪਸ਼ਟ ਰੱਖੀ ਜਾਵੇ। **15 ਅੰਕ**

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – II

PAPER – VII: DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

DRUG ABUSE: MANAGEMENT AND PREVENTION

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) Consequences of Drug Abuse for:
1) Individual – Education, employment and income issues.
2) Family – Violence
3) Society – Crime.
4) Nation – Law and order problem.

2) Management of Drug abuse:
1) Medical Management: Medication for treatment and to reduce withdrawal effects, Drug De-addiction clinics, Relapse management.
2) Psycho-Social Management: Counselling, family and group therapy, behavioural and cognitive therapy, Environmental Intervention.

3) Prevention of Drug Abuse:
1) Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.
2) School
   Counselling, Teacher as role-model. Parent-Teacher-Health Professional Coordination, Random testing on students.
3) Media:
   Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program
4) Legisltaion: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

References:

1. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
2. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
3. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
4. Sain, Bhim 1991, *Drug Addiction Alcoholism*, Smoking obscenity New Delhi: Mittal Publications.
5. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab*: *A Sociological Study. Amritsar*: Guru Nanak Dev University.
6. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
7. World Drug Report 2011, United Nations office of Drug and Crime.
8. World Drug Report 2010, United Nations office of Drug and Crime.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – I: FORMS OF THEATRE
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT–I

Ancient Indian Theatre
Study of Ramayana and Mahabharata
Indian Musical Theatre
Stage, Scenery
Actor, Music Artist

UNIT–II

Theatre Architecture, Ideal Theatre
Introduction to Improvisation
Its Nature and Purpose

UNIT–III

Forms of Drama
Comedy, Tragedy
Melodrama

Suggested Readings:

- Indian Theatre by N.C. Jain, Vikash Publishing House, New Delhi
- Nataki Sahit by Navnindra Behl Publication Bureau, Punjabi Uni. Patiala
- Rangmanch by Balwant Gargi, Navyug Publisher, Delhi
- The Natyashastra (English Translation) by Adya Rangacharya, Munshiram Manoharlal Publishers Pvt. Ltd.
- Classical Indian Theatre: a Comparative Study by Dr. Anjala Maharishi, N.S.D., New Delhi
- Traditional Indian Theatre: Multiple Streams by Kapila Vatsyayana
- The Indian Theatre by Hemendra Nath Das Gupta, Gyan Publishing House
- Indian Theatre, Ralph Yarrow

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – II: STAGE CRAFT–III
(Practical)

Time: 3 Hrs. **Practical: 50 Marks**

UNIT–I

Stage Lighting
Types of Lighting: Realistic, Symbolic, Expressionistic, Formalistic
Art & Technique of Lighting
Importance of Lighting Cue Sheet

UNIT–II

Lighting: Base Light, Diffusers, Dimmers and Reflectors
Various Lighting Equipments
Spot Light, Strip Light, Flood Light
Special Effect Lights, LED Lights
Special Effect Projectors

UNIT–III

Cross Sections, Cyclorama
Characteristics of Lights (Quality, Quantity, Colour Temperature)
Demonstration of Light, Apparatus
Using Lights and their Techniques

Suggested Readings:

- Guide to Stage Lighting by G.N. Dasgupta, Annapurna
- Scene Design & Stage Lighting by W.Oxen
- Rang Karmi Di Teesri Akh by Kewal Dhaliwal, Ravi Sahit Parkashan, Amritsar
- Stage Lighting by John A. Williams, London.
- Stage and Film by R. Myerscough, Sir Isaac Pitman
- Stage Lighting by Tapas Sen
- Drishya Adrishya by Nain Chander Jain

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – III: STUDY OF THEATRICAL SCRIPT AND PLAY

Time: 3 Hrs. **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Note: Practical Examiner can ask questions from the theory portion also.

UNIT–I

Principles of Script Analysis on a given situation
Basis of Character Analysis
Using Internal & External Aids,
Improvisation, Working on Individual/Group Skills

UNIT–II

Reading and Analysis of Play "Aashad Ka Ek Din" by Mohan Rakesh

UNIT–III

Reading and Analysis of Punjabi Play "Subhadra" by I.C. Nanda

Suggested Readings:

- Aashad Ka Ek Din by Mohan Rakesh
- Subhadra by I.C. Nanda
- Stage and Film, R. Myerscough, Sir Isaac Pitman
- Producing the Play by John Gassner, Philip Barber Publishers, Dryden Press
- Theatre at Work by C. Marowitz Unknown
- On the Art of Theatre by Gordon Craig, Edward, Heinemann
- Play Production by Henning Nelms, Barnes & Noble Books
- Natki Sahit by Navnindre Behl
- Indian Theatre by N.C.Jain
- Rang Manch Ke Sidhant by Mahesh, Anand Davindra Raj

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – IV: STUDY OF THEATRICAL SCRIPT AND PLAY (Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Principles of Script Analysis on a given situation
Basis of Character Analysis
Using Internal & External Aids,
Improvisation, Working on Individual/Group Skills

UNIT–II

Reading and Analysis of Play “Aashad Ka Ek Din” by Mohan Rakesh

UNIT–III

Reading and Analysis of Punjabi Play “Subhadra” by I.C. Nanda

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – V: PERFORMING ARTS – III
(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Training Voice for Theatrical singing,
Individual and Group Singing,
Singing for Various types of Theatre

UNIT–II

Various Musical Instruments and their role in Theatre
Various Rhythms'
Simple Instrumental Compositions or Rhythms in Theatre

UNIT–III

Understanding Choreography
Various types of Dance Forms for a Theatrical Presentation
Working on a given mood
Individual & Group Dance Choreography
Poetical Composition

Suggested Readings:

1. Raag Parichay, Part I, II, III, IV – Shri Harishchander Srivastava
2. Sangeet Vishard Sangeet Karayalya, Hathras
3. Sangeet Shaster Darpan (Part–1, 2) by Shanti Gowardhan
4. Sangeet Subodh by Dr. Davinder Kaur
5. Nibandh Sangeeet – Laxmi Naryan Garg, Sangeet Karyalya, Hathras
6. Kathak Naritya Shiksha Dr. Puru Dadhich
7. Sound and Music for the theatre by Dena Kaye and James Lebrecht

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – VI: PERSONALITY DEVELOPMENT – I

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Meaning and Definition of Personality
Aspects of Personality (Physical, Intellectual, Emotional and Social)
Personality Development: Need and Importance
Indicators of a Developed Personality

UNIT–II

Positive Attitude: Concept, traits of Positive thinking and high achievers
Techniques and Strategies for positive thinking
Indicators of Positive Attitude
Motivation: Techniques for self–motivation

UNIT–III

Goals Setting and Time Management
Goals: Meaning and Types
Time Management: Meaning and Concept, importance
Strategies for Time Management, identifying and avoiding time–wasters

Suggested Readings:

- Personality Development By John Aurther
- Social and Personality Development: An Advanced Textbook edited by Michael E. Lamb, Marc H. Bornstein
- Personality Development: A Psychoanalytic Perspective edited by Debbie Hindle, Marta Vaciago Smith
- Personality Development By Hurlock Mn
- You Can Win by Shiv Khera, McMillan Publishers
- The Ultimate Power of Positive Thinking by Stephen Richards
- Personality Development by Rajan K. Mishra, Richa Publication

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – VII: PRODUCTION MANAGEMENT (Theory)

Time: 3 Hrs. **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Note: Practical Examiner can ask questions from the theory portion also.

UNIT–I

Pre–Production and Development Phase
Script, Screenplay, Adaptations, Story Boarding
Common Crew Members, Set Design
Role of Radio Announcer and Foley Artist

UNIT–II

Production Phase
Role and responsibilities of above the line Production Crew
Role of Directors and Actors
Shooting Schedule
Radio Play

UNIT–III

Post–Production and Manipulation in Radio, TV and Films
Audio and Video Editing
Visual Effects, Sound Effects, Dubbing
Censorship, Distribution

Suggested Readings:

- TV Production by Gerald Millerson, Focal Press
- Film Production by Steven Bernstein, Focal Press
- Fundamentals of Television Production by Donald, Ralph & Span, Blackwell Publishing
- Film Production Management by Bastian Cleve, Focal Press
- Television Production Handbook by Zettl, Herbert, Thomson Wadsworth
- Art and Production by N.N Sarkar
- Techniques of T.V Production by Bretz Rudy, McGraw–Hill Book Co.
- Television Karyakrama Nirman Prakriya (Hindi) by Ashok Jailkhani and Manaraj Shah, Ranth Academy, New Delhi

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – VIII: PRODUCTION MANAGEMENT (Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Pre–Production and Development Phase
Script, Screenplay, Adaptations, Story Boarding
Common Crew Members, Set Design
Role of Radio Announcer and Foley Artist

UNIT–II

Production Phase
Role and responsibilities of above the line Production Crew
Role of Directors and Actors
Shooting Schedule
Radio Play

UNIT–III

Post–Production and Manipulation in Radio, TV and Films
Audio and Video Editing
Visual Effects, Sound Effects, Dubbing
Censorship, Distribution

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – III

PAPER – VII: ENVIRONMENTAL STUDIES–I

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. **The Multidisciplinary Nature of Environmental Studies:**
   - Definition, scope & its importance.
   - Need for public awareness.
2. **Natural Resources**:
   - Natural resources and associated problems:
     - **a) Forest Resources**: Use of over exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forests and tribal people.
     - **b) Water Resources**: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
     - **c) Mineral Resources**: Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
     - **d) Food Resources**: World food problems, change caused by agriculture and overgrazing, effects or modern agriculture, fertilizer-pesticide problem, salinity, case studies.
     - **e) Energy Resources**: Growing of energy needs, renewable and non-renewable energy resources, use of alternate energy sources, case studies.
     - **f) Land Recourses**: Land as a resource, land degradation, soil erosion and desertification.
   - Role of an individual in conservation of natural resources.
   - Equitable use of resources for sustainable lifestyles.
3. **Ecosystem:**
   - Concept of an ecosystem.
   - Structure and function of an ecosystem.
   - Producers, consumers and decomposers.
   - Energy flow in the ecosystem.
   - Ecological succession.
   - Food chains, food webs and ecological pyramids.
   - Introduction, types, characteristic features, structure and function of the following ecosystems:
     a. Forest ecosystem
     b. Grassland ecosystem
     c. Desert ecosystem
     d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

4. Social Issues and Environment:

- From unsustainable to sustainable development.
- Urban problems related to energy.
- Water conservation, rain water harvesting, watershed management.
- Resettlement and rehabilitation of people; its problems and concerns. Case studies.
- Environmental ethics: Issues and possible solutions.
- Climate change, global warning, acid rain, ozone layer depletion, nuclear accidents and holocause. Case studies.
- Wasteland reclamation.
- Consumerism and waste products.
- Environmental Protection Act:
  - Air (prevention and Control of Pollution) Act.
  - Water (prevention and Control of Pollution) Act.
  - Wildlife Protection Act.
  - Forest Conservation Act.
- Issues involved in enforcement of environmental legislation.
- Public awareness.

5. National Service Scheme

- **Introduction and Basic Concepts of NSS:** History, philosophy, aims & objectives of NSS; Emblem, flag, motto, song, badge etc.; Organizational structure, roles and responsibilities of various NSS functionaries.
- **Health, Hygiene & Sanitation:** Definition, needs and scope of health education; Food and Nutrition; Safe drinking water, water borne diseases and sanitation (Swachh Bharat Abhiyan); National Health Programme; Reproductive health.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – I: FUNDAMENTALS OF DIRECTION – I (Theory)

Time: 3 Hrs. **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT–I

Role of a Director
Fundamentals of Direction: Interpretations, Acting, Blocking, Composition
Relationship between the Director and the Actor
Relationship between the Director and the Designer

UNIT–II

To interpret and block the scene
Procedure of Play Direction,
First Reading, Blocking the Play; Concentrating on Composition
Styles of Direction

UNIT–III

Study of Production Process from Directorial Point of View
Use of different elements in achieving the ultimate Goal in Play Production
Technical Rehearsals and Grand Rehearsals

Suggested Readings:

- Natak Da Nirdeshan by Dr. Atamjit Singh, Lok Geet Prakashan, Amritsar
- The Art of Play Direction by John Dolman, Harper and Rose, New York
- Rang Darshan by Nemichander Jain, Paramhans Press, Delhi
- Natak Nirdeshak, I.C. Nanda by Gurcharan Singh New Book Co., Jalandhar
- Production styles in Hindi and Punjabi Theatre by Dr. Navnindra Behl, Punjabi University, Patiala
- Directing the Play by Roose Evans Jamse, Studio Vista, London
- Fundamentals of Play Direction by Carea, Lawrence and Alexender, Holt Rinchart Winston Inc.
- Stage Direction by John Gielgud Heinemann, London Publication

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – II: STAGE CRAFT–IV
(Practical)

Time: 3 Hrs. **Practical: 5**0 Marks

UNIT – I

Introduction and Handling of Sound System
Varieties of Microphones, their usage and Placement
Public Addressing System

UNIT – II

Audio Mixer: Analogue and Digital Mixer
Graphic Equalizers
Compressors and Distributors

UNIT – III

Powered Speakers
Amplifiers, Audio Processors
Audio Cables and Connectors

Suggested Readings:

- Producing Great Sound for Film and Video third edition by Jay Rose
- Sound and Music for the theatre by Dena Kaye and James Lebrecht
- The Audio Expert: Everything You Ned to Know About Audio by Ethan Winer
- Eargle's The Microphone Book: From Mono to Stereo to Surround – A Guide to Microphone Design and Application by Ray A. Rayburn
- Professional Microphone Techniques (Mix Pro Audio) **by** David Miles–Huber, Philip Williams
- Stereo Microphone Techniques by Bruce Bartlett

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – III: FUNDAMENTALS OF ACTING –I (Theory)

Time: 3 Hrs. each **Theory:** 50 Marks

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT–I

Fundamental Elements of the Art of Acting:
Expression, Gesture, Posture, Movement, Voice and Language on a given theme
Acting, Walking, Turning, Adjustment, Entry, Exit on Stage on a given theme

UNIT–II

Enactment of Voice, Speech, Pauses and Breathing
Language and Speech Work Out, Improvisations,
Understanding Signs and Symbols

UNIT–III

Verse & Prose passages: Punjabi and Hindi Speech and Style
Preparing pieces of a given Characterization
Different usage of objects on Stage

Suggested Readings:

- Styles of Theatre Acting by Sunita Dhir, Gian Publishing House, New Delhi
- Abhinai Kala by Dr. Prakash Syal & Dr. Navnindra Behl , Publication Bureau, Punjabi University, Patiala
- The Professional Training of An Actor by Sonia Moore, Penguin Books, New York
- Classical Indian Theatre: a Comparative Study by Dr. Anjala Maharishi N.S.D., New Delhi
- Natyashastra Mein Angika Abhinaya by Dr. Bharttendu, Vishvabharati Research Institute, Gyanpur (Varanasi)
- Natyashastra Aur Abhinaya Kala by Jaidayal, AbhiruchiPrakashan, Delhi
- Abhinav Ka Ras–Vivechan by Nagein Das Parekh, Vishvavidyalya Prakashan, Varanasi

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – IV: FUNDAMENTALS OF ACTING –I
(Practical)

Time: 3 Hrs. each **Practical:** 50 Marks

Note: Practical Examiner can ask questions from the theory portion also.

UNIT–I

Fundamental Elements of the Art of Acting:
Expression, Gesture, Posture, Movement, Voice and Language on a given theme
Acting, Walking, Turning, Adjustment, Entry, Exit on Stage on a given theme

UNIT–II

Enactment of Voice, Speech, Pauses and Breathing
Language and Speech Work Out, Improvisations,
Understanding Signs and Symbols

UNIT–III

Verse & Prose passages: Punjabi and Hindi Speech and Style
Preparing pieces of a given Characterization
Different usage of objects on Stage

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – V: AUDIO PRODUCTION (Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

Understanding Digital Audio
Working with various Audio file formats
Basic Sound Editing Techniques
Sound Processes and Sound Effects

UNIT–II

Introduction to Studio Equipment
Basic Studio Techniques, Recording procedures
Microphone Inputs, Microphone Choice and Placement
Audio Cables and Connectors

UNIT–III

Aesthetics and Techniques of multi–track Sound
Audio Mixer and Controls
Audio Production: Mixing and Mastering

Suggested Readings:

- Sound Check: The Basics of Sound and Sound Systems by Tony Moscal
- The Audio Expert: Everything You Ned to Know About Audio by Ethan Winer
- Eargle's The Microphone Book: From Mono to Stereo to Surround – A Guide to Microphone Design and Application by Ray A. Rayburn
- Professional Microphone Techniques (Mix Pro Audio) by David Miles–Huber, Philip Williams
- Stereo Microphone Techniques by Bruce Bartlett
- Master Handbook of Audio Production by Jerry C.Whitaker
- Producing Great Sound for Film and Video third edition by Jay Rose
- Sound and Music for the theatre by Dena Kaye and James Lebrecht
- Audio Production and Post– Production by Woody wood hall
- The Art of Recording by William Moylan

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – VI: AUDIO PRODUCTION (Practical)

Time: 3 Hrs. **Practical:** 50 Marks

Note: Practical Examiner can ask questions from the theory portion also.

UNIT – I

Understanding Digital Audio
Working with various Audio file formats
Basic Sound Editing Techniques
Sound Processes and Sound Effects

UNIT–II

Introduction to Studio Equipment
Basic Studio Techniques, Recording procedures
Microphone Inputs, Microphone Choice and Placement
Audio Cables and Connectors

UNIT–III

Aesthetics and Techniques of multi–track Sound
Audio Mixer and Controls
Audio Production: Mixing and Mastering

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – VII: PERSONALITY DEVELOPMENT – II
(Practical)

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Soft Skills: Meaning and Importance
Concepts: Work and Professional Ethics,
Self–Presentation, Self Confidence, Problem Solving Skills, Stress and Conflict Management
Team Spirit: Leadership Skills, Synergy and Team Building

UNIT–II

Placement Preparations: Group Discussions, Rules for Group Discussion
Personal Interview: Mock Interview and its Rules
Do's and Dont's: Dressing Sense, Strategies before and during the interview
Overcoming shyness, nervousness and fear

UNIT–III

Grooming: meaning and concept, various dimensions
Role of manners and etiquette in grooming
Strategies/Tips for grooming into an all–round groomed individual
Profile and Biography of: Abraham Lincoln, Dr. APJ Abdul Kalam, Amitabh Bachchan, Indira Nooyi

Suggested Readings:

- Personality Development By John Aurther
- Social and Personality Development: An Advanced Textbook edited by Michael E. Lamb, Marc H. Bornstein
- Personality Development: A Psychoanalytic Perspective edited by Debbie Hindle, Marta Vaciago Smith
- Personality Development By Hurlock Mn
- You Can Win by Shiv Khera, McMillan Publishers
- The Ultimate Power of Positive Thinking by Stephen Richards
- Personality Development by Rajan K. Mishra, Richa Publication

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – VIII: PRODUCTION DESIGN WORKSHOP – I

Time: 3 Hrs. **Practical:** 50 Marks

UNIT–I

Basic Camera Operations
Camera Accessories, Lenses and its types
Shot Composition, Camera Movements, Camera Shots and Camera Angles

UNIT–II

Basic Production Techniques
Indoor and Outdoor Shooting
Different TV and Film Formats

UNIT–III

Graphic Designing and Editing
Working with Vectors and Raster Graphics
Video Editing: NLE Software Interface and Basic Operations
Introduction to Animation and Types

Software(s): Basic Knowledge of Adobe Photoshop, Corel Draw, Adobe Premiere Pro, Adobe Flash and Autodesk 3D Studio Max

Suggested Readings:

- Production for Graphic Design, Fourth edition by Alan pipes
- The Adobe Photoshop CS5 Book for Digital Photographers (Voices That Mater) by Scot Kelby
- TV Production: Gerald Milerson, Focal Press
- Film Production: Steven Bernstein, Focal Press
- Creating Special Effects for TV and Video: Barnard Willkie
- Single Camera Video Production: R.B. Musburger
- Television Production Handbook: Zettl, Herbert, Published, Thomson Wadsworth
- Adobe Flash Professional Classroom in a Book by Pearson
- Adobe Premiere Pro Classroom in a Book by Pearson
- Introducing 3Ds Max: 3D For Beginners **by** Wiley India Pvt Ltd

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – IV

PAPER – VII: ENVIRONMENTAL STUDIES–II

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. Biodiversity and its Conservation:

- Definition: Genetic, species and ecosystem diversity.
- Biogeographical classification of India.
- Value of Biodiversity: Consumptive use; productive use, social, ethical, aesthetic and option values.
- Biodiversity of global, National and local levels.
- India as mega-diversity nation.
- Hot-spots of biodiversity.
- Threats to Biodiversity: Habitat loss, poaching of wild life, man wildlife conflicts.
- Endangered and endemic species of India.
- Conservation of Biodiversity: In situ and Ex-situ conservation of biodiversity.

2. Environmental Pollution:

- Definition, causes, effects and control measures of:
  a) Air Pollution
  b) Water Pollution
  c) Soil Pollution
  d) Marine Pollution
  e) Noise Pollution
  f) Thermal Pollution
  g) Nuclear Hazards
  h) Electronic Waste
- Solid Waste Management: Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster Management: Floods, Earthquake, Cyclone and Landslides.

3. Human Population and the Environment

- Population growth, variation among nations.
- Population explosion-Family welfare programme.
- Environment and human health.
- Human rights.
- Value education.
- HIV/AIDS.

- Women and child welfare.
- Role of information technology in environment and human health.
- Case studies.
- Road Safety Rules & Regulations**:** Use of Safety Devices while Driving, Do's and Don'ts while Driving, Role of Citizens or Public Participation, Responsibilities of Public under Motor Vehicle Act, 1988, General Traffic Signs.
- Accident & First Aid**:** First Aid to Road Accident Victims, Calling Patrolling Police & Ambulance.

4. National Service Scheme

- **Entrepreneurship Development:** Definition & Meaning; Qualities of good entrepreneur; Steps/ ways in opening an enterprise; Role of financial and support service Institutions.
- **Civil/Self Defense:** Civil defense services, aims and objectives of civil defense; Needs for self defense training.

5. Field Visits:

- Visit to a local area to document environmental assets–river/forest/grassland/hill/ mountain.
- Visit to a local polluted site–Urban/Rural/Industrial/Agricultural.
- Study of common plants, insects, birds.
- Study of simple ecosystems–pond, river, hill slopes etc.
- Contribution of the student to NSS/any other social cause for service of society.

Note: In this section the students will be required to visit and write on the environment of an area/ ecosystem/vi1lage industry/disaster/mine/dam/agriculture field/waste management/ hospital etc. with its salient features, limitations, their implications and suggestion for improvement.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – I: PUNJABI THEATRE (Theory)

Total Marks: 50

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT – I

1. Punjabi Theatre
   - Origin
   - Development
   - Modern Period
2. Contribution of following Contemporary Directors of Punjabi Theatre
   - S. Ajmer Singh Aulakh
   - S. Kewal Dhaliwal
   - Smt. Neelam Maan Singh

UNIT – II

3. Detailed Study of Play " Dhamak Nagare Di " Written by S.Gursharan Singh
   - Various Characters of the Play

UNIT –III

4. Dramatization
   - A Punjabi Story

Books Reference:

- Punjabi Natak Di Vikas Yatra – Dr. Gurdev Singh Sidhu
- Beej To Natak Tk – Dr. Satish Kumar Verma
- Punjabi Natak Vich Naveen Privartan – Navninder Behl
- Dhamak Nagare Di – Gursharan Singh
- Gursharan Singh Da Rang Manch – Ajmer Singh Aulakh

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – II THEATRE (CREATIVITY & INNOVATIONS) (Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT – I

1. Introduction to :
   - Imagination
   - Observation Creativity and Imitation
   - Their Purpose

UNIT – II

2. Introduction to Experimental Theatre Its Evolution and Development
3. The Different Context within which a Theatrical Activity Develops-
   - Social
   - Political
   - Religious

UNIT –III

4. Development of Punjabi Theatre
   - Experiments
   - Modern Punjabi Theatre

Books References:

- The Profession of stage – Tovastanogov
- Natyashatra – Bharat Muni
- Indian Theatre – N.C. Jain

PAPER – II: THEATRE (CREATIVITY & INNOVATIONS) (Practical)

Marks: 50

- Using imagination Developing Creativity
- Improvisation
- Experimentation of Props.
- Using Internal and external Aids as Tools for creativity

Book References:

- The Profession Of stage – Tovastanogov
- Natyashatra – Bharat Muni
- Indian Theatre – N.C. Jain

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – III: STAGE CRAFT MAKE-UP (THEORY)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT-1

1. Introduction to Make-up
2. Need and Importance

UNIT-2

3. Facial shapes
4. Make-up tools

UNIT-3

5. Make-up application technique
6. Usage of Masks and wigs

Books Reference:

- Stage Makeup : Richard Corson
- Natak Stage Te Darshak : Dr.Kuldeep Singh Dhir
- Rangkarmi Di Teesri Akh : Kewal Dhaliwal
- The Techniques of the Professional Make up Artist : Vincent J-R Kehoe

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – III: STAGE CRAFT MAKE-UP (PRACTICAL)

Marks: 50

- Recognition of Make-up tools
- Character make-up
- Usage of stylized/ Fantasy make-up
- Method of applying wigs and beards
- Making masks

Books Reference:

- Stage Makeup : Richard Corson
- Natak Stage Te Darshak : Dr.Kuldeep Singh Dhir
- Rangkarmi Di Teesri Akh : Kewal Dhaliwal
- The Techniques of the Professional Make up Artist : Vincent J-R Kehoe

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – IV: INDIAN TELEVISION (Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

UNIT-I

1. History of Television
   - Hindi Television
   - Punjabi Television

UNIT-II

2. Study of the following Classic Productions of television
   - Study of Hindi serial 'TAMAS' by Govind Nihlani written by Bhisham Sahni
   - Doordarshan's Punjabi serial 'Bhai Manna Singh'

UNIT-III

3. Detailed Study of Hindi feature Film 'Mother India' Directed by Mehboob Khan, Music Naushad

Books Refrences:

- Television in India Values and Concern – Saad Publications Delhi India
- Television Lekhan – Asgat Wahagat, Prabhat Ranjan
- Television Fundamentals –John Wilkinson
- Rangmanch te Television Natak- Dr. Navnindra Behl

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – IV: INDIAN TELEVISION (Practical)

Marks: 50

- Critical analysis of Hindi serial 'TAMAS' by Govind Nihlani written by Bhisham Sahni
- Television production reviews of Doordarshan's Punjabi serial 'Bhai Manna Singh'
- Analysis of Hindi feature Film 'Mother India' Directed by Mehboob Khan, Music Naushad
- Submit an Assignment on the critical analysis of Hindi film "Mughal-E-Azam"

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – V

PAPER – V: Performing Arts (PRACTICAL)

Total Marks: 50

UNIT-1

- Musical Nukkad Natak Performance

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER – I: THEATRICAL COSTUME (THEORY)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT-1

1. Designing a costume of a specific historical Drama
2. Basis of Costume design.

UNIT-2

3. Role of a Costumes designer
4. Cotemporary Costumes trends in theatre

UNIT-3

5. Importance of Dress rehearsal
6. Features of men and women character Costumes

Books Reference:

- Indian Costumes : John Gassner
- Rang Darshan : N.C. Jain
- Continental Stage Craft : Knenneth Maigowan

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER–II: THEATRE (CRITICAL STUDY OF INDIAN AND WESTERN HEATRE)
(Theory)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT – I

1. Study of Indian and Western Theatre Directors

- Abrahim Alkazi
- William Shakespeare
- Bertolt Brescht
- Habib Tanveer

UNIT – II

2. Study of Structure of Classical Indian Play

UNIT –III

3. Realistic and Non realistic styles of Western Theatre

Books References:

- Folk Theatre of India – Balwant Gargi
- The Theory of Modern Stage – Eric Bentley
- The Seven Ages of Indian Theatre –R.Southern
- Theatre De Thum –Kamlesh Uppal

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER –II: THEATRE (CRITICAL STUDY OF INDIAN AND WESTERN HEATRE) (Practical)

Marks: 50

UNIT – I

- Individual and Group Improvisation in Realistic and Non Realistic Styles

Books References:

- Folk Theatre of India – Balwant Gargi
- The Theory of Modern Stage – Eric Bentley
- The Seven Ages of Indian Theatre –R.Southern
- Theatre De Thum –Kamlesh Uppal

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER –III: STAGE CRAFT (SPECIAL EFFECTS AUDIO/VISUAL)
(THEORY)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT – I

1. Introduction to Special effects
2. Role and Importance

UNIT – II

1. Projection and Software Sound effects
2. Using Music for Sound effects
3. Sources of Sound Effects and Voice hours

UNIT – III

1. Vintage effects : Nature, Fire
2. Projection Modern Effects Nature Fire, Fog and Haze

Book References:

- Design –Aggarwal
- Rang Bhawan-S.C.Sharma

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER –III: STAGE CRAFT (SPECIAL EFFECTS AUDIO/VISUAL)
(Practical)

Marks: 50

- Demonstration of Special effects Apparatus
- Its Usage and Creating & Audio/Visual Effects

Books References:

- Design –Aggarwal
- Rang Bhawan- S.C. Sharma

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER – IV: EVENT MANAGEMENT (THEORY)

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setters:

Section A: 7 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT-I

1. What is Event ?
2. How to manage An Event ?
3. Process of an Event Management

UNIT-II

4. Advertisement of an Event
   - Poster
   - Broacher
   - Flex Board

UNIT-III

5. Event Management for Social Awareness

Books References:

- Marketing your Event Planning Bussiness : A Creative Approach To Gaining The Competitive Edge (Judy Allen)
- Special Events : A New Generation and The Next Frontier (Joe Goldblatt)
- The Accidental Creative : How To Be Brilliant At A Moments Notice (Todd Henry)

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER – IV: EVENT MANAGEMENT (PRACTICAL)

Marks: 50

- Organize an Event of a Cultural Program
- Organize a Social Awareness Event On a Public place (a Short production)
- Create/ design
    - Posters
    - Pamphlet
    - Invitations
- Assignments on all Events

BACHELOR OF VOCATION (B.Voc.)
(THEATRE AND STAGE CRAFT) SEMESTER – VI

PAPER –V: ONE PRODUCTION (PRACTICAL)

Total Marks: 50

- Preparation of Production
- One Production By Each Student

FACULTY OF ECONOMICS & BUSINESS

Syllabus

For

BACHELOR OF VOCATION (B.Voc.)
E-Commerce and Digital Marketing

(Semester I - VI)

Session: 2017-18

GURU NANAK DEV UNIVERSITY
AMRITSAR

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Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester System)

SCHEME

Semester-I

Paper No.	Subjects	Max. Marks		Total
		Th.	Pr.	
Paper-I	Fundamentals of Management	75	-	75
Paper-II	Fundamental of E-Commerce	75	-	75
Paper-III	Information Processing Lab	-	75	75
Paper-IV	Web Designing using HTML and DHTML	-	75	75
Paper-V	Communication Skills-I	50	-	50
Paper-VI	Punjabi (Compulsory) / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	50	-	50
	*Drug Abuse: Problem, Management and Prevention (Compulsory)	50	-	50
Total				**400**

Semester-II

Paper No.	Subjects	Max. Marks		Total
		Th.	Pr.	
Paper-I	Marketing Management	50	25	75
Paper-II	Internet Applications	75	-	75
Paper-III	Database Management System and Stuctured Query Language	50	25	75
Paper-IV	Web Designing using XML and CSS	-	75	75
Paper-V	Communication Skills-II	35	15	50
Paper-VI	Punjabi (Compulsory) / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	50	-	50
	*Drug Abuse: Problem, Management and Prevention (Compulsory)	50	-	50
Total				**400**

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

Semester-III

Paper No.	Subjects	Max. Marks		Total
		Th.	Pr.	
Paper-I	Consumer Behaviour	50	-	50
Paper-II	Fundamentals of Finance & Accountancy	50	25	75
Paper-III	PHP Programing and MySQL	50	25	75
Paper-IV	Content Management System using Word Press	50	25	75
Paper-V	Web Designing using Photoshop		50	50
Paper-VI	Website Development	-	75	75
ESL-221	* Environmental Studies – I (Compulsory)	50	-	
Total				**400**

Semester-IV

Paper No.	Subjects	Max. Marks		Total
		Th.	Pr.	
Paper-I	Retailing	50		50
Paper-II	Advertisement & sales management	50	25	75
Paper-III	Linux Server Management	50	25	75
Paper-IV	Content Management System using open cart	-	75	75
Paper-V	Web Designing using Corel Draw		50	50
Paper-VI	E-Commerce Website Development	-	75	75
ESL-222	* Environmental Studies – II (Compulsory)	50	-	
Total				**400**

***Note :- This Paper marks are not included in the total marks.**

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester System)

Semester- V

Paper No.	Subjects	Max Marks		Total
		Th.	Pr.	
Paper-I	Fundamentals of Entrepreneurship	75	-	75
Paper-II	Concepts of Social Media Marketing	50	25	75
Paper-III	E-commerce-Laws and Practices	75	-	75
Paper-IV	Programming in Java	50	25	75
Paper-V	Digital Marketing Development	-	100	100
	Total			**400**

Semester-VI

Paper No.	Subjects	Max. Marks		Total
		Th.	Pr.	
Paper-I	Supply Chain Management	75	-	75
Paper-II	Customer Relationship Management	75		75
Paper-III	Android Application Development	50	25	75
Paper-IV	Search Engine Optimization	50	25	75
Paper-V	Project Training		100	100
	Total			**400**

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-I)

Paper – I: Fundamentals of Management

Time: 3 Hours **Max. Marks: 75**

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

PART A

Management: Introduction – Meaning, nature and characteristics of Management – Scope and functional areas of management – Management as a science, art or profession Management & Administration – Principles of management – Social responsibility of management and Ethics. Functions of Management.

PART B

Human Resource Management: Acquisition of Human Resource – Human Resource Planning and Job Analysis: An Overview; Recruitment – Concept and Sources; Selection – Concept and Process; Placement, Induction, and Socialization.

Training and Development: Concept and Importance; Performance Appraisal System: Nature and Objectives.

Suggested Readings:

1. Koontz, H., "*Principles of Management (Ascent Series)"*, 2004, Tata McGraw Hill Publishing.
2. Robbins S.P. & Decenzo D., "*Fundamentals of Management: Essential Concepts and Applications*", Third Edition, 2000, Pearson Education.
3. Gomez, Meja, Balkin, Cardy, "*Managing Human Resources*", Pearson Education, New Delhi.
4. Aswathappa, K., "*Human Resource Management Text and Cases* , Tata McGraw – Hill,New Delhi.

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-I)

Paper – II: Fundamentals of E-commerce

Time: 3 Hours **Max. Marks: 75**

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

PART A

Introduction

E-Business - Origin and Need of E-Commerce, Factors affecting E -Commerce, Business dimension and technological dimension of E-Commerce, E-Commerce frame work Electronic Commerce Models, Value Chains in Electronic Commerce.

Internet and E-Business

Introduction to Internet and its application, Intranet and Extranets. World Wide Web, Internet Architectures, Internet Applications, Business Applications on Internet, E - Shopping, Electronic Data Interchange, Components of Electronic Data Interchange, Creating Web Pages using HTML.

PART B

Technology for Online Business: Internet, IT Infrastructure, Middleware Contents, Text and Integrating E-Business Applications, Mechanism of Making Payment Through Internet, Online Payment Mechanism, Electronic Payment Systems, Payment Gateways, Visitors to Website, Tools for Promoting Website, Plastic Money, Debit Card, Credit Card, Laws Relating to Online Transactions.

Applications in E-commerce: E-commerce Applications in Manufacturing, Wholesale, Retail and Service Sector

Suggested Readings:

1. E-Commerce Strategy, Technologies and Applications, Whitley, David, Tata McGraw Hill.
2. Electronic Commerce. , Schneider Gary P. and Perry, James T ,Thomson Learning.
3. E-Commerce: The Cutting Edge of Business, Bajaj, Kamlesh K & Nag, Debjani , McGraw Hill
4. E-Commerce: Business, Technology, Society, Laudon and Traver, Pearson Education
5. Designing Systems for Internet Commerce, Treese G. Winfield & Stewart C. Lawrance,

Addison Wesley.

Note: Latest edition of suggested books may be considered.

Paper-III: Information Processing Lab
(Practical)

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

UNIT-I

Introduction to Computers and its Applications:

- Computer as a system, basic concepts, functional units and their inter relation.
- Milestones in Hardware and Software.
- Batch oriented / on–line / real time applications.
- Application of computers.

Algorithm and Flowcharts Algorithm: Definition, Characteristics, Advantages and disadvantages, Examples Flowchart: Definition, Define symbols of flowchart, Advantages and disadvantages, Examples, Pseudocodes and decision tables.

UNIT-II

Interacting with the Computer:
Input Devices: Keyboard, mouse, pens, touch screens, Bar Code reader, joystick, source data Automation, (MICR, OMR, OCR), screen assisted data entry: portable / handheld terminals for Data collection, vision input systems.
Output Devices: Monitor, Serial line page printers, plotters, voice response units.
Data Storage Devices and Media: Primary storage (Storage addresses and capacity, types of Memory), Secondary storage, Magnetic storage devices and Optical Storage Devices

UNIT-III

MS–Word: Overview, creating, saving, opening, importing, exporting and inserting files, formatting pages, paragraphs and sections, indents and outdents, creating lists and numbering. Headings, styles, fonts and font size Editing, positioning and viewing texts, Finding and replacing text, inserting page breaks, page numbers, book marks, symbols and dates. Using tabs and tables, header, footer and printing.
MS–Power Point: Presentation overview, entering information, Presentation creation, opening and saving presentation, inserting audio and video.
MS-Excel: Exploring Microsoft Excel, Creating Workbook Files, Editing Worksheet, Managing Worksheets and Workbook Files, Formulas.

Text/References:

1. Computer Fundamentals – P.K. Sinha.
2. Norton, Peter: Introduction to Computers, McGraw Hill
3. Introduction to Computers – N. Subramanian.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-I)

Paper–IV: Web Designing using HTML & DHTML
(Practical)

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

Practical based on HTML

Unit-I

Introduction to HTML

1. Elements of Web page (Text , Image & Hyperlink Elements)
2. Html Tags

Using Tools

1. Structure of a page
2. Links & Navigation
3. Backgrounds
4. Animated Graphics

Unit-II

Working with Tables

1. Page Design & Layout with Links
2. Advanced Layout with Tables
3. Working Style Sheets

Unit-III

Forms & Frame

1. **HTML Forms (<form> element, Form controls, creating labels for control, structuring forms, focus, sending form data to server)**
2. **Using Frame (<frame>, <frameset> <noframes> element, creating links between frames, nested framesets)**

Unit-IV

Practical based on DHTML
Introduction to DHTML

1. Understanding DOM
2. Working with Layers
3. Drop Down Menus,Text Effects and Animation.

Web Supportive Formats & validating Html Code

Text/References:

1. HTML: The complete reference by Thomas A. Powell
2. New perspectives on creating Web pages with HTML/DHTML by Patrick Carey, Mark Kemper

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-I)

Paper-V: Communication Skills in English-I

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

Course Contents:

1. Reading Skills: Reading Tactics and strategies; Reading purposes–kinds of purposes and associated comprehension; Reading for direct meanings; Reading for understanding concepts, details, coherence, logical progression and meanings of phrases/ expressions.

Activities:

a) Active reading of passages on general topics
b) Comprehension questions in multiple choice format
c) Short comprehension questions based on content and development of ideas

2. Writing Skills: Guidelines for effective writing; writing styles for application, resume, personal letter, official/ business letter, memo, notices etc.; outline and revision.

Activities:

a) Formatting personal and business letters.
b) Organising the details in a sequential order
c) Converting a biographical note into a sequenced resume or vice-versa
d) Ordering and sub-dividing the contents while making notes.
e) Writing notices for circulation/ boards

Suggested Pattern of Question Paper:
The question paper will consist of five skill–oriented questions from Reading and Writing Skills. Each question will carry 10 marks. The questions shall be phrased in a manner that students know clearly what is expected of them. There will be internal choice wherever possible.

10x5=50 Marks

i) Multiple choice questions on the language and meanings of an unseen passage.
ii) Comprehension questions with short answers on content, progression of ideas, purpose of writing etc. of an unseen passage.
iii) Personal letter and Official/Business correspondence
iv) Making point-wise notes on a given speech/ technical report OR
Writing notices for public circulation on topics of professional interest
v) Do as directed (10x1= 10 Marks) (change of voice, narration, combination of 2 simple sentences into one, subject-verb agreement, using appropriate tense, forms of verbs.

Recommended Books:

1. *Oxford Guide to Effective Writing and Speaking* by John Seely.
2. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

Paper-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ),
   (ਸੰਪਾ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
   ਲੇਖ : ਪਹੀਆ ਪ੍ਰਦੂਸ਼ਣ, ਭਰੂਣ ਹੱਤਿਆ ਦੇ ਦੇਸ਼ ਵਿਚ, ਨਾਰੀ ਸ਼ਕਤੀ, ਵਾਤਾਵਰਣੀ ਪ੍ਰਦੂਸ਼ਣ ਅਤੇ ਮਨੁੱਖ, ਏਡਜ਼ : ਇਕ ਗੰਭੀਰ ਸੰਕਟ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   (ਪ੍ਰੋ. ਮੋਹਨ ਸਿੰਘ, ਅੰਮ੍ਰਿਤਾ ਪ੍ਰੀਤਮ, ਸ਼ਿਵ ਕੁਮਾਰ ਬਟਾਲਵੀ, ਸੁਰਜੀਤ ਪਾਤਰ, ਪਾਸ਼)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
4. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**।
5. (ੳ) **ਪੰਜਾਬੀ ਧੁਨੀ ਵਿਉਂਤ** : ਉਚਾਰਨ ਅੰਗ, ਉਚਾਰਨ ਸਥਾਨ ਤੇ ਵਿਧੀਆਂ, ਸਵਰ, ਵਿਅੰਜਨ, ਸੁਰ।
   (ਅ) **ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ** : ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਪ-ਭਾਸ਼ਾ ਦਾ ਅੰਤਰ, ਪੰਜਾਬੀ ਉਪਭਾਸ਼ਾਵਾਂ ਦੇ ਪਛਾਣ-ਚਿੰਨ੍ਹ।
6. **ਮਾਤ ਭਾਸ਼ਾ ਦਾ ਅਧਿਆਪਨ**
   (ੳ) ਪਹਿਲੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ
   (ਅ) ਦੂਜੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ-ਵਸਤੂ, ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ।	10 ਅੰਕ
3.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
4.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ।	05 ਅੰਕ
5.	ਨੰਬਰ 5 ਉਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ 'ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
6.	ਨੰਬਰ 6 ਵਿਚ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਪਹਿਲੀ ਭਾਸ਼ਾ ਅਤੇ ਦੂਜੀ ਭਾਸ਼ਾ ਵਜੋਂ ਅਧਿਆਪਨ, ਮਹੱਤਵ ਅਤੇ ਸਮੱਸਿਆਵਾਂ ਬਾਰੇ ਚਾਰ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਦੋ ਦਾ ਉੱਤਰ ਦੇਣਾ ਹੋਵੇਗਾ।	5×2=10 ਅੰਕ

Paper-VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Punjabi Compulsory)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ-ਕ੍ਰਮ

1. ਪੈਂਤੀ ਅੱਖਰੀ; ਪੈਰ ਬਿੰਦੀ ਵਾਲੇ ਵਰਣ ਅਤੇ ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ, ਲਗਾਂ ਮਾਤਰਾਂ
2. ਲਗਾਖਰ (ਬਿੰਦੀ, ਟਿੱਪੀ, ਅੱਧਕ)
3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ,
   (ਅ) ਨਾਂਵ, ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸਣ, ਲਿੰਗ ਅਤੇ ਵਚਨ

ਅੰਕ ਵੰਡ ਤੇ ਪੇਪਰ ਸੈਟਰ ਲਈ ਹਦਾਇਤਾਂ

1. ਪੈਂਤੀ ਅੱਖਰੀ ਦੀ ਬਣਤਰ ਅਤੇ ਤਰਤੀਬ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ। **10 ਅੰਕ**
   (ਦੋ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ)
   ਕਵਰਗ, ਚਵਰਗ, ਤਵਰਗ, ਟਵਰਗ ਆਦਿ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾ ਸਕਦਾ ਹੈ। ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ ਅਤੇ ਲਗਾਂ ਮਾਤਰਾਂ ਦੀ ਵਰਤੋਂ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

2. ਬਿੰਦੀ, ਟਿੱਪੀ ਅਤੇ ਅੱਧਕ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**

3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**
   (ਅ) ਨਾਂਵ ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ ਅਤੇ ਲਿੰਗ ਵਚਨ ਸੰਬੰਧੀ ਮੁੱਢਲੀ ਕਿਸਮ ਦੇ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY)

PROBLEM OF DRUG ABUSE

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

Instructions for the Paper Setters:

Section–A:(15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.

Section–B: (20 Marks) It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.

Section–C: (15 Marks) It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1) **Meaning of Drug Abuse:** Concept and Overview, Historical Perspective of Drug Abuse, Drug Dependence, Drug Addiction, Physical and Psychological Dependence: Drug Tolerance and withdrawal symptoms.

2) **Types of Abused Drugs and their Effects.**
   1) Stimulants: Amphetamines – Benzedrine, Dexedrine, Cocaine.
   2) Depressants: Alcohol Barbiturates: Nembutal, Seconal, Phenobarbital and Rohypnol.
   3) Narcotics: Heroin, Morphine, Oxycodone.
   4) Hallucinogens: Cannabis, Marijuana, Hashish, Hash Oil, MDMA, LSD.
   5) Steroids.

3) **Nature and Extent of the Problem:** Magnitude or prevalence of the menace of Drug Abuse in India and Punjab, Vulnerable groups by age, gender and economic status, Signs and Symptoms of Drug Abuse: Physical, Academic, Behavioural and Psychological Indicators.

References:

1. Ahuja, Ram (2003), *Social Problems in India*, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. *The Drug Crime Connection.* Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) *Drug epidemic among Indian Youth*, New Delhi: Mittal Pub.
5. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
6. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical Epidemiological Unit, All India Institute of Medical Sciences, 2004.

7. Sain, Bhim 1991, *Drug Addiction Alcoholism,* Smoking obscenity New Delhi: Mittal Publications.
8. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab*: A Sociological Study. Amritsar: Guru Nanak Dev University.
9. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
10. Sussman, S and Ames, S.L. (2008). *Drug Abuse: Concepts, Prevention and Cessation,* Cambridge University Press.
11. World Drug Report 2010, United Nations office of Drug and Crime.
12. World Drug Report 2011, United Nations office of Drug and Crime.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper – I: Marketing Management

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

PART A

Meaning and Definition of Marketing- Features of Marketing- Importance of Marketing – Functions of Marketing - Core Concept of Marketing - Need, Want, Demand, Value and Satisfaction, Production, Concept, Product concept, selling concept Marketing concept, holistic Marketing concept. Marketing Mix**:** Meaning, Seven Ps of marketing mix.

PART B

Market Segmentation: Concept and importance of Market Segmentation, Bases of market segmentation, Concept of Market Targeting and Positioning. Marketing Research: Meaning and Importance, Process of Marketing Research. Scope/Areas of Marketing Research: Consumer Research, Market Research, Product Research, Sales Research, Advertising & Sales Promotional Research

Practicals (Based on the above Units):

1. Case – studies regarding marketing management
2. Survey regarding marketing in retail malls
3. Preparation of market research project report and viva –voce
4. Oral / Seminar

Suggested Readings:

1. Philip Kotler: Marketing Management, Prentice Hall of India Ltd, New Delhi.
2. S.A.Sherlekar, “Marketing Management”, Himalaya Publishing House, Mumbai.
3. Marchannd & B.Vardharajan: An introduction to Marketing, Vikas Publishing House, 5 Ansari Road, New Delhi.
4. Biplab S Bose – Marketing Management Himalaya publishing House, Edition -2009
5. William I. Stanton, Ajay Pandit-Marketing Concepts & Cases,- The McGraw Hill companies Ltd. New Delhi

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper II- Internet Applications
(Theory)

Time: 3 Hours **Max. Marks: 75**

Note:

(ii) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

UNIT-I

Introduction: About internet and its working, business use of internet, services offered by Internet, evaluation of internet, internet service provider (ISP), windows environment for dial up Networking (connecting to internet), audio on internet, internet addressing (DNS) and IP addresses).

E–Mail Basic Introduction; Advantage and disadvantage, structure of an e–mail message, working of e–mail (sending and receiving messages), managing e–mail (creating new folder, deleting messages, forwarding messages, filtering messages) Implementation of outlook express.

UNIT-II

Internet Protocol: Introduction, file transfer protocol (FTP), Gopher, Telnet, other protocols like HTTP and TCP/IP.

WWW: Introduction, working of WWW, Web browsing (opening, viewing, saving and printing a web page and bookmark),

UNIT-III

Search Engine: About search engine, component of search engine, working of search engine, Difference between search engine and web directory.

Intranet and Extranet: Introduction, application of intranet, business value of intranet, working of intranet, role of extranet, working of extranet, difference between intranet and extranet.

Text/References:

1. “Understanding The Internet”, Kieth Sutherland, Butterworth-Heinemann; 1st Edition (October 31, 2000).
2. “Internet Technologies”, S. K. Bansal, APH Publishing Corporation (April 1, 2002).
3. “Data Communications and Networking”, Behrouz A. Forouzan, 3rd Edition.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper III: Database Management System and Structured Query Language

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

UNIT-I

Basic Concepts of Database Management (Database, Database System, why database, Data independence) an architecture for a database system (levels of the architecture, mappings, DBA, client/server architecture) Introduction to Relational db systems. Characteristics of database approach, data models, DBMS architecture and data independence.

UNIT-II

E-R Modeling: Entity types, Entity set, attribute and key, relationships, relation types, roles and structural constraints, weak entities, enhanced E-R and object modeling, Sub classes; Super classes, inheritance, specialization and generalization.

UNIT-III

Relational Data Model: Relational model concepts, relational constraints

UNIT-IV

ER and ER to relational mapping: Data base design using EER to relational language.

UNIT-V

Data Normalization: Functional Dependencies, Normal form up to 3rd normal form.
Concurrency & Recovery: Transaction processing, locking techniques and associated, security and authorization. Recovery Techniques, Database Security

Text/References:

1. C.J. Date, "An Introduction of Database System", The Systems Programming Series, 6/Ed, Addison-Wesley Publishing Company, Inc., 1995.
2. Silberscatz, Korth and Sudarshan, "Database System Concepts", Third Ed. McGraw Hill International Editions, Computer Science Series-1997.

Paper III: Practical lab based Database Management System and Structured Query Language
(Practical)

Time: 3 hours **Max. Marks: 25**

Retrieving data using the SQL select statement, Restricting and sorting data, Using single row function to customize output. Reporting aggregated data using the group function.

Displaying data from multiple tables –I, Displaying data from multiple tables-II, Using sub queries to solve problems,

Using set operators, Manipulating data, Using DDL statements to create and manage tables, Creating other schema objects, Managing objects with data dictionary, Controlling User access, Managing schema objects, Manipulating large data sets, Generating report by grouping related data, Retrieving data using sub queries.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper IV: Web Designing using XML and CSS *(Practical)*

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

Practical based on XML

Unit I

XML: Introduction, Syntax, Document structure, Document type Definitions, namespaces, XML schemas, Displaying raw XML documents, Displaying XML documents with CSS, XSLT stylesheets, XML Processors, Introduction XSL, XML transformed, XSL elements transforming with XSLT, web feeds (RSS).

Practical based on CSS

Unit II

Introduction to CSS and understanding CSS syntax, Adding Rules to a Style Sheet, managing style sheets (creating, Importing and embedding)

Controlling page layout, Understanding grouping and nesting

Styling text, Modifying background and foreground elements , Understanding tables, columns and lists ,Using global styles
Understanding CSS box model, Working with images, Creating navigation bars using CSS
Html Website using CSS.

References

1. CSS Cookbook by Christopher Schmitt
2. Beginning CSS Web Development: From Novice to Professional by Simon Collison
3. Professional CSS: Cascading Style Sheets for Web Design by Christopher Schmitt
4. Patrick Carey, HTML, XHTML and XML , Course Technology CENGAGE Learning, 2010.
5. Elliotte Rusty Harold and W. Scott Means, XML in a Nutshell, O'REILLY, 2001-2004.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper-V: COMMUNICATION SKILLS IN ENGLISH

Time: 3 Hours **Max. Marks: 50**
Theory Marks: 35
Practical Marks: 15

Course Contents:

1. **Listening Skills:** Barriers to listening; effective listening skills; feedback skills. Attending telephone calls; note taking.

   Activities:
   a) Listening exercises – Listening to conversation, News and TV reports
   b) Taking notes on a speech/lecture

2. **Speaking and Conversational Skills**: Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.
   The study of sounds of English, stress
   Situation based Conversation in English
   Essentials of Spoken English

   Activities:
   a) Making conversation and taking turns
   b) Oral description or explanation of a common object, situation or concept
   c) Giving interviews

Suggested Pattern of Question Paper:
The question paper will consist of seven questions related to speaking and listening Skills. Each question will carry 5 marks. The nature of the questions will be as given below:-
Two questions requiring students to give descriptive answers.
Three questions in the form of practical exercises requiring students to give an appropriate response to a question, a proposal, a proposition, an invitation etc. For example, the paper setter may give a proposition and ask the students to agree or disagree with it or introduce a character giving invitations and ask the students to accept or refuse it etc.
Two questions requiring students to transcribe simple words in IPA symbols, marking stress.

PRACTICAL / ORAL TESTING

Marks: 15

Course Contents:

1. Oral Presentation with/without audio visual aids.
2. Group Discussion.
3. Listening to any recorded or live material and asking oral questions for listening comprehension.

Questions:

1. Oral Presentation will be of 5 to 10 minutes duration. (Topic can be given in advance or it can be of student's own choice). Use of audio visual aids is desirable.
2. Group discussion comprising 8 to 10 students on a familiar topic. Time for each group will be 15 to 20 minutes.

Note: Oral test will be conducted by external examiner with the help of internal examiner.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-II)

Paper-VI: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ)
(ਸੰਪ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ, 2007
ਲੇਖ : ਸਾਹਿਤ ਤੇ ਲੋਕ ਸਾਹਿਤ, ਅੱਖਾਂ, ਅਚੇਤਨ ਦਾ ਗੁਣ ਤੇ ਸੁਭਾਅ, ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈੱਟ, ਮਨੁੱਖੀ ਅਧਿਕਾਰ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ) (ਕਹਾਣੀਆਂ)
ਪਠਾਣ ਦੀ ਧੀ (ਸੁਜਾਨ ਸਿੰਘ), **ਸਾਂਵੀ ਕੰਧ** (ਸੰਤੋਖ ਸਿੰਘ ਧੀਰ), **ਉਜਾੜ** (ਕੁਲਵੰਤ ਸਿੰਘ ਵਿਰਕ), **ਘੋਟਣਾ** (ਮੋਹਨ ਭੰਡਾਰੀ), **ਦਲਦਲ** (ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਸ਼ਬਦ-ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ** : ਪਰਿਭਾਸ਼ਾ, ਮੁੱਢਲੇ ਸੰਕਲਪ
4. **ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ**
5. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
6. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**
7. **ਮੁਹਾਵਰੇ ਅਤੇ ਅਖਾਣ**

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ ਵਸਤੂ, ਪਾਤਰ ਚਿਤਰਣ ।	10 ਅੰਕ
3-4.	3-4 ਨੰਬਰ ਉੱਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
5.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
6.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ	05 ਅੰਕ
7.	ਨੰਬਰ 7 ਵਿਚ ਅੱਠ ਅਖਾਣ ਅਤੇ ਅੱਠ ਮੁਹਾਵਰੇ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਪੰਜ-ਪੰਜ ਨੂੰ ਵਾਕਾਂ ਵਿਚ ਵਰਤ ਕੇ ਅਰਥ ਸਪੱਸ਼ਟ ਕਰਨੇ ਹੋਣਗੇ।	5+ 5=10 ਅੰਕ

Paper-VI: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Punjabi Compulsory)

ਸਮਾਂ: 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ – ਕ੍ਰਮ

1. ਪੰਜਾਬੀ ਸ਼ਬਦ-ਬਣਤਰ
   ਸੰਯੁਕਤ ਅਤੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦ
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ **20 ਅੰਕ**
2. ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ
   ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ **15 ਅੰਕ**
3. ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ
   ਸਾਧਾਰਨ ਵਾਕ: ਕਿਸਮਾਂ
   ਸੰਯੁਕਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਮਿਸ਼ਰਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ ਦੇ ਵਿਭਿੰਨ ਸਮਾਜਿਕ ਪ੍ਰਸੰਗ **15 ਅੰਕ**

ਯੂਨਿਟ ਅਤੇ ਥੀਮ

1. **ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ:** ਸੰਯੁਕਤ ਸ਼ਬਦ; ਸਮਾਸੀ ਸ਼ਬਦ (ਜਿਵੇਂ ਲੋਕ ਸਭਾ); ਦੋਹਰੇ ਸ਼ਬਦ / ਦੁਹਰਰੁਕਤੀ (ਜਿਵੇਂ ਧੂੜ ਧਾੜ / ਭਰ ਭਰ), ਮਿਸ਼ਰਤ ਸ਼ਬਦਾਂ ਦੀ ਬਣਤਰ/ਸਿਰਜਨਾ; ਅਗੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਉਪ ਭਾਸ਼ਾ), ਪਿਛੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਰੰਗਲਾ), ਪੰਜਾਬੀ ਸ਼ਬਦ ਰਚਨਾ: ਪੜਨਾਵੀਂ ਰੂਪ, ਕਿਰਿਆ/ਸਹਾਇਕ ਕਿਰਿਆ ਦੇ ਰੂਪ; ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ: ਰੁੱਤਾਂ, ਮਹੀਨਿਆਂ, ਮੌਸਮਾਂ, ਗਿਣਤੀ ਨਾਲ ਸੰਬੰਧਿਤ।

2. I. ਭਾਸ਼ਾ ਅਤੇ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਮਹੱਤਵ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
   II. ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ

3. **ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ:** ਕਰਤਾ ਕਰਮ ਕਿਰਿਆ; ਸਾਧਾਰਨ ਵਾਕ, ਬਿਆਨੀਆ, ਪ੍ਰਸ਼ਨਵਾਚਕ, ਆਗਿਆਵਾਚਕ, ਸੰਯੁਕਤ ਅਤੇ ਮਿਸਰਤ ਵਾਕਾਂ ਦੀਆਂ ਕਿਸਮਾਂ; ਸੁਤੰਤਰ ਅਤੇ ਅਧੀਨ ਉਪਵਾਕ; ਸਮਾਨ (ਤੇ/ਅਤੇ) ਅਤੇ ਅਧੀਨ (ਜੋ/ਕਿ) ਯੋਜਕਾਂ ਦੀ ਵਰਤੋਂ; ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ: ਵਿਭਿੰਨ ਸਮਾਜਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ; ਘਰ ਵਿਚ, ਬਾਜ਼ਾਰ ਵਿਚ, ਮੇਲੇ ਵਿਚ, ਸ਼ੋਪਿੰਗ ਮਾਲ/ਸਿਨਮੇ ਵਿਚ, ਵਿਆਹ ਵਿਚ, ਧਾਰਮਿਕ ਸਥਾਨਾਂ ਵਿਚ, ਦੋਸਤਾਂ ਨਾਲ ਆਦਿ।

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪਹਿਲੇ ਯੂਨਿਟ ਵਿੱਚੋਂ ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ। ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਸ਼ਬਦਾਵਲੀ ਨਾਲ ਸਬੰਧਿਤ ਇਕ-ਇਕ ਅੰਕ ਦੇ ਪੰਜ (ਆਬਜੈਕਟਿਵ) ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। **20 ਅੰਕ**
2. ਦੂਸਰੇ ਯੂਨਿਟ ਵਿੱਚ ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁਢਲੀ ਜਾਣ ਪਛਾਣ ਨਾਲ ਸੰਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇੱਕ-ਇੱਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ। **15 ਅੰਕ**
3. ਤੀਜੇ ਯੂਨਿਟ ਵਿੱਚ ਪੰਜਾਬੀ ਵਾਕ-ਬਣਤਰ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਦੋ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਿਹਾਰਕ ਵਰਤੋਂ ਨਾਲ ਸਬੰਧਿਤ 5 ਅੰਕਾਂ ਦਾ ਇਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾਵੇਗਾ, ਜਿਸ ਵਿਚ ਵਿਦਿਆਰਥੀ ਨੂੰ ਕਿਸੇ ਸਮਾਜਿਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ ਵਿਚ ਵਰਤੇ ਜਾਂਦੇ ਪੰਜ ਵਾਕ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।
   ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਭਾਸ਼ਾ ਸਰਲ ਅਤੇ ਸਪਸ਼ਟ ਰੱਖੀ ਜਾਵੇ। **15 ਅੰਕ**

DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY)

DRUG ABUSE: MANAGEMENT AND PREVENTION

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

Instructions for the Paper Setters:

Section–A:(15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.

Section–B: (20 Marks) It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.

Section–C: (15 Marks) It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1) Consequences of Drug Abuse for:
1) Individual – Education, employment and income issues.
2) Family – Violence
3) Society – Crime.
4) Nation – Law and order problem.

2) Management of Drug abuse:
1) Medical Management: Medication for treatment and to reduce withdrawal effects, Drug De-addiction clinics, Relapse management.
2) Psycho-Social Management: Counselling, family and group therapy, behavioural and cognitive therapy, Environmental Intervention.

3) Prevention of Drug Abuse:
1) Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.

2) School
Counselling, Teacher as role-model. Parent-Teacher-Health Professional Coordination, Random testing on students.

3) Media:
Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse,
Educational and awareness program

4) Legisltaion: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

References:

1. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
2. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
3. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
4. Sain, Bhim 1991, *Drug Addiction Alcoholism*, Smoking obscenity New Delhi: Mittal Publications.
5. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab*: *A Sociological Study. Amritsar*: Guru Nanak Dev University.
6. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
7. World Drug Report 2011, United Nations office of Drug and Crime.
8. World Drug Report 2010, United Nations office of Drug and Crime.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-III)

Paper – I: Consumer Behavior

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

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

PART – A

Introduction to Consumer Behaviour; Consumer Behaviour and Marketing Strategy. Consumer Motivation: Nature of motivation; Types of consumer needs and motives; Dynamics of motivation; Need conflict; Need Hierarchy Theory of Motivation and its applications; Measurement of Motives. Personality and Consumer Behaviour: Definition of personality; Theories of personality; Personality and consumer diversity; Self concept and self image. Consumer Perception: Elements of perception; Dynamics of perception, Perceptual process; Perception and marketing strategy; Perceived risk.

PART – B

Consumer Learning: Elements of consumer learning; Behavioural theories and Cognitive theories of learning. Consumer Attitude Formation: Definition of attitudes; Structural models of attitudes; Attitude Theories; Attitude formation; Strategies of attitude change; Measuring Attitude. Reference Group and Family Influences: Power of reference groups; Types of consumer related reference groups; Celebrity and other reference group appeals; Family decision making and consumption related roles; Family life cycle.

Suggested Readings:

- Loudon and Bitta, "*Consumer Behaviour"*, 4th edition, Tata Mc Graw
- Bennet and Kassarjian, "*Consumer Behaviour"*, Prentice Hall of India
- Batra and Kazmi, "*Consumer Behaviour", Text & cases*, Excel Books
- Schiffman and Kannak, "*Consumer Behaviour"*, Pearson Education

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-III)

Paper – II: Fundamentals of Finance and Accountancy

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

PART – A

Basic Accounting concepts: Kinds of Accounts, Financial Accounting vs. Cost Accounting, Financial Accounting vs. Management Accounting, Double Entry Book Keeping: Rules of Double Entry System, Preparation of Journal and Ledger Accounts problems, Trial balance, Manufacturing, Trading and Profit & Loss Account, Balance sheet. Problems with simple adjustments.

PART – B

Introduction to Finance: Nature, Scope and Objective. Finance Function. Role of Finance Manager. Sources of Finance: Long term & Short terms. Tools and Techniques of Financial Management: Comparative Analysis, Commonsize Analysis, Trend Analysis, Ratio Analysis. Working Capital: Concepts of Working Capital, Operating & Cash Cycles, Risk Return Trade off, Working Capital Estimation, Factors influencing working capital.

TALLY LAB PRACTICAL

1. Create a new company, group, voucher and ledger and record minimum 10 transactions and display the relevant results.
2. Prepare trial balance, Profit and Loss A/c and Balance Sheet (with minimum of any five adjustments).
3. Prepare inventory statement using (Calculate inventory by using all methods)

a) FIFO b) LIFO c) Simple Average Method d) Weighted Average Method

Suggested Readings:

- Pandey, I.M., "Financial Management", Vikas Publishing House, Delhi.
- Khan MY, Jain PK, "*Financial Management*", Tata McGraw Hill, New Delhi.
- Grewal, T.S. : Double Entry Book Keeping
- Jain and Narang : Advanced Accountancy
- Maheshwari S.N., "Financial Management-Principles & Practice", Sultan Chand & Sons

Note: Latest edition of suggested books may be considered.

Paper–III: PHP Programming and MYSQL

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

Understanding the Preliminaries : Introduction to web & internet, Introduction to server, Understanding localhost server , Starting PHP, PHP syntax and variables, Operators and Expressions, Conditional Branching and Looping Statements, Learning Arrays in PHP
The Core Logics and Techniques : String and Math functions in PHP, Introduction HTML Form Elements and Fields, Accessing PHP, HTTP Data, Query Strings and Hyperlinks, Describing Pre-Defined Variables - Super Global Arrays, Understanding Functions, Important PHP Functions, What are the Scope of variables, 2.8 Usage of Include and require statements
File Handling: The Plain Repository of Data Handling files and directories in PHP, Fetching information from files, Uploading and downloading files
PHP and MySQL - The Structured Repository PHP MySQL Connectivity, Integrating Web Forms and Database, Using PHP's MySQL Extension, Using PHP's PDO Extension
Advanced Techniques in PHP Introduction to Object Oriented Programming, Classes and Objects, Abstraction, Encapsulation, Inheritance and Polymorphism, Constructors and Destructors, Overloading, Overriding of functions, Exception Handling, Regular Expressions, Session Handling, Using Cookies **Content Management Systems** Knowing Content Management System, Introducing a CMS, Knowing how to configure the CMS, Working with the CMS, Sample Web Application Development using Wordpress
Relational Database Basics Brief History of MySQL, Relational Databases and Popular Databases, SQL Statements, Data Manipulation Language (DML) :INSERT, UPDATE, DELETE, SELECT,Data Definition Language (DDL) :CREATE, ALTER, DROP, Sub-Queries, Joins and Unions with MySQL ,Order By, Like , And & Or, Where , Between, Joins & Unions, Aggregate Functions and Grouping, Constraints and Normalization

References:

1. Beginning PHP and MySQL: From Novice to Professional, By W. Jason Gilmore.
2. PHP and MySQL Web Development , Luke Welling, Laura Thomson, Pearson publications.
3. Web Database Applications with PHP and MySQL, Hugh E. Williams, David Lane, O'Reilly.
4. Learning PHP, MySQL & JavaScript: With JQuery, CSS & HTML5, By Robin Nixon

 # Note: Practical Lab based on Php and MySQL

Paper–IV: Content Management System using WordPress

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

Installing WordPress:
Creating a Database, Installing WordPress, Installing Themes, Downloading a Theme from the, WordPress Dashboard, Manually Installing a Theme, Adding Custom Header with Theme Name, Author, etc.

Setting Up Your WordPress.com Account:
Creating an Account on WordPress or at your own website/localhost, Logging Into Your Account, Writing Your First Post with little explanation, Customizing Your Account, Personal Settings, General Settings

Changing Themes (How the Blog Looks)
Widgets, Editors, Writing Posts, Adding a Post, Using the Visual Editor, Adding Hyperlinks, Categories, Tags, & Reading/Writing Settings, Using Categories and Tags, Managing Categories
and Tags, Controlling the Number of Posts That Are Displayed, Understanding Comments, Managing and Moderating Comments, Trackbacks and Pingbacks

Making Pages
Adding and Deleting a Page, Pasting from Text Files, Changing the Page Order, Adding and Managing Media, Adding a Photo, Adding a Video, Adding Other Content (.pdf, .doc, etc.), Managing Uploaded Content, Media Settings, Working with Links, Adding Links, Managing Links

Appearance Customization
Changing the Header Image, Customizing the Sidebar with Widgets, Previewing Custom Fonts, Using the Dashboard, Managing Recent Comments, Tracking Statistics, Customizing the Dashboard's Appearance, Installing some important plugins,

SEO Ultimate
Fast Secure Contact Form, Efficient Related Posts, Wordpress Backup to dropbox, WP-DBBackup, WP-Polls, WP Survey and Quiz Tool, Subscribe to comments, Share button by lockerz Statpress Visitors, Google XML sitemaps, Social Login, First Visit Message

References:

1. Professional WordPress: Design and Development, Brad Williams, David Damstra, Hal Stern.
2. WordPress 3 Complete, April Hodge Silver

 # Note: Practical Lab based on WordPress

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-III)

Paper–V: Web designing using Photoshop
(Practical)

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

Note: Practical exam to be conducted by the external examiner.

Unit-I

Introduction to Photoshop: About Digital Images, Creating New Images, Scanning New images,Size and Resolution, Managing Workspace,
Using Tools: Toolbox & Options, Screen Modes, Cut , Copy & Paste, Working with selections,Color modes

Unit-II

Working with Layers: Layer Panel, Creating, Deleting & Hiding Layers, Layer Mask, Clip Mask, Group & Ungroup Layers, Blending Modes
Adjustments and Transforming Layers: Adjustment Layers, Color correction, Variations, Retouching Images, Clone Sources

Unit-III

Painting and Drawing Tool: Brushes, Strokes, Work Path, Painting Tools
Working with Channels & Action: Working with Channels, Creating Actions, Save New Action Group

Unit-IV

Working with Filters: Applying Filters, Liquefy, Vanishing Point, Filter Gallery
Working with Text and Extensions: Type Tools, Text with Path, Adjusting & converting Text
Detail of useful Extensions & use

Final assignments:
Web ads, Web Banners, Animated GIFs, Web Buttons and Design of two Web Templates.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-III)

Paper-VI: Website Development *(Practical)*

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

 # Creating a Dynamic Website

ESL–221: ENVIRONMENTAL STUDIES–I (COMPULSORY)

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. **The Multidisciplinary Nature of Environmental Studies:**
   - Definition, scope & its importance.
   - Need for public awareness.
2. **Natural Resources**:
   - Natural resources and associated problems:
     a) **Forest Resources**: Use of over exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forests and tribal people.
     b) **Water Resources**: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
     c) **Mineral Resources**: Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
     d) **Food Resources**: World food problems, change caused by agriculture and overgrazing, effects or modern agriculture, fertilizer-pesticide problem, salinity, case studies.
     e) **Energy Resources**: Growing of energy needs, renewable and non-renewable energy resources, use of alternate energy sources, case studies.
     f) **Land Recourses**: Land as a resource, land degradation, soil erosion and desertification.
   - Role of an individual in conservation of natural resources.
   - Equitable use of resources for sustainable lifestyles.
3. **Ecosystem:**
   - Concept of an ecosystem.
   - Structure and function of an ecosystem.
   - Producers, consumers and decomposers.
   - Energy flow in the ecosystem.
   - Ecological succession.
   - Food chains, food webs and ecological pyramids.
   - Introduction, types, characteristic features, structure and function of the following ecosystems:
     a. Forest ecosystem
     b. Grassland ecosystem
     c. Desert ecosystem
     d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

4. Social Issues and Environment:

- From unsustainable to sustainable development.
- Urban problems related to energy.
- Water conservation, rain water harvesting, watershed management.
- Resettlement and rehabilitation of people; its problems and concerns. Case studies.
- Environmental ethics: Issues and possible solutions.
- Climate change, global warning, acid rain, ozone layer depletion, nuclear accidents and holocause. Case studies.
- Wasteland reclamation.
- Consumerism and waste products.
- Environmental Protection Act:
  - Air (prevention and Control of Pollution) Act.
  - Water (prevention and Control of Pollution) Act.
  - Wildlife Protection Act.
  - Forest Conservation Act.
- Issues involved in enforcement of environmental legislation.
- Public awareness.

5. National Service Scheme

- **Introduction and Basic Concepts of NSS:** History, philosophy, aims & objectives of NSS; Emblem, flag, motto, song, badge etc.; Organizational structure, roles and responsibilities of various NSS functionaries.
- **Health, Hygiene & Sanitation:** Definition, needs and scope of health education; Food and Nutrition; Safe drinking water, water borne diseases and sanitation (Swachh Bharat Abhiyan); National Health Programme; Reproductive health.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-IV)

Paper – I: Retailing

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

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

PART A

Introduction to retailing: Definition and scope, evolution of retailing, types of retail, trends in retailing industry, benefits of retailing, retailing environment.

Retail purchasing and pricing: Purchase management:- Merchandise purchasing, open to buy, open to buy planning, analyzing the merchandise performance, Pricing strategies:-every day pricing, competitive based pricing, price skimming, market-oriented pricing, marginal cost pricing. Retail price strategies: - mark-up pricing, vendor pricing, competitive pricing, psychological pricing.

Information system in retailing: Acquiring and using information strategies, technology in retail, information sources, retail information system.

PART B

Retail marketing and promotion: Nature and scope:-relationship marketing, market strategies, retail research Understanding the retail customer:- retail market, population analysis, demographic analysis, consumer behavior Retail promotion Mix: - Retail promotion programme, retail advertising media, promotional budget. Customer services: - customer services, services quality gaps, service recovery.

Retailing in India: Evolution and trends in organised retailing, Indian organised retail market, FDI in Indian organised retail sector, retail scenario in India, future trends of retail in India.

Ethical and legal issues in Retailing: Dealing with ethical issues, social responsibility, environmental orientation, waste reduction at retail stores.

Suggested Readings

Suggested Readings:

- *Swapna Pradhan: Retailing Management (Tata McGraw Hill: New Delhi) Third Edition, (2009)*
- *Levy, Michael and Weitz, Barton A.: Retailing Management (Tata McGraw Hill: New Delhi)*
- *David J. Bloomberg, Stephen LeMay & : Logistics, Prentice-Hall of India Pvt Joe B. Hanna Ltd.,New Delhi, 2003.*
- *Donald J. Bowersox & David J. Closs : Logistical Management, Tata McGraw Hill Publishing Co. Ltd, New Delhi, 2004*

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-IV)

Paper –II: Advertising & Sales Management

Time: 3 Hours **Max. Marks: 75**
Theory: 50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

PART A

Introduction to Advertisement: Concept and Definition of Advertisement, Social, Economic and Legal Implications of Advertisements, Setting Advertisement Objectives, Advertisement Agencies, Selection and Remuneration, Advertisement Campaign.

Advertisement Media: Media Plan, Type and Choice Criteria, Reach and Frequency of Advertisements, Cost of Advertisements Related to Sales, Media Strategy and Scheduling.

Design and Execution of Advertisements: Message Development, Different Types of Advertisements, Layout, Design Appeal, Copy Structure, Advertisement Production, Print, Radio. T.V. and Web Advertisements, Media Research, Testing Validity and Reliability of Ads, Measuring Impact of Advertisements

PART B

Sales Management : Definition and meaning, Objectives, Sales Research, Sales Forecasting, sales Forecasting methods, Sales Planning and control : Goal setting, Performance measurement, diagnosis and corrective actions.

Sales Organization: Need for sales Organizations, their structure, Sales Managers Functions and responsibilities, planning for major customers and sales Budget, Specific Characteristics of a successful salesman

Developing the sales Force: Recruitment, Selection ,Training and Motivation of Sales force

Suggested Readings:

- Belch, George E. and Michael A. Belch, *Adverlising and Promotion: An Integrated Marketing Communications Perspective*, 61h edition, Tata McGraw Hill Co., 2003.
- Batra, Rajeev, John G. Myers and David A. Aakers, *Adverlising Management,* 5th edition, Prentice Hall of India, New Delhi, 2003.
- *Professional Sales Management – Anderson, Hair and Bush*
- *Sales Management – Richard Rstill Edward W. Cundiff*

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-IV)

Paper – III: Linux Server Management

Time: 3 Hours **Max Marks: 75**
Theory:-50
Practical: 25

Note:

(i) The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

(ii) The student can use only Non–programmable & Non–storage type calculator.

(iii) Practical exam to be conducted by the external examiner.

Linux Web Server administration:
Introduction to Apache Web Server, Installation of Apache Web Server, Start/Stop and Testing
Apache Web Server, Apache Web Server Logs, Performance Tuning of Apache Web Server, Introduction to Pure-FTPd (FTP Server), Installation of Pure-FTPd, Start/Stop and Testing Pure-FTPd, Pure-FTPd Logs, Performance Tuning of Pure-FTPd

Linux File & Print Server administration:
Network Information Services (NIS), NIS Installation, NIS - Lab Exercise, NFS - Network File System, NFS Installation, NFS - Lab Exercise, Introduction to SAMBA, Installation of SAMBA,
Start/Stop and Testing SAMBA, SAMBA Logging, Performance Tuning of SAMBA, Lab:Setting Samba as Windows PDC

Linux Mail Server administration:
DNS in a Nutshell, Basic DNS Setting (Manually), DNS Setting Using GUI Interface, Basic Sendmail Configuration

Linux Cache Server administration:
Introduction, Installation, Start/Stop Squid, Login, Advertisement Blocking using Adzap, Transparent Proxy, Authentication Proxy, Content Filtering using SquidGuard

Linux Firewall and Security administration:
Introduction to Firewall Security Administration, System & Network Security, Monitoring Your
Network, Introduction To Firewall, Setting Up Linux For Firewall, Netfilter and Iptables (Kernel 2.4.x onwards), Configuring IP Accounting.

References:

1. Red Hat Linux Networking & System Admin 3rd Edition Author: Terry Collings, Kurt Wall Publisher: Wiley India Pvt. Ltd.
2. Unix and Linux System Administration Handbook 4th Edition Author: Evi Nemeth, Trent R. Hein, Garth Snyder, Ben Whaley, Publisher: Pearson Education (2011)
3. Linux Administration : A Beginner's Guide 5th Edition Authored By: Wale Soyinka, Publisher: Tata McGraw - Hill Education (2008)
4. Linux System Administration Author: Tom Adelstein, Bill Lubanovic, Publisher: O'Reilly Media (2007)

 # Note: Practical Lab based on Linux Server Administration

Paper – IV: Content Management System using Open Cart

(Practical)

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

- What is Opencart and why use it?
- Theme Installation
- Module Installation & Modification
- Set Permalinks
- Customize contact form.
- Use of payment integration and learn to customize
- Use and customization of Forum & Newsletter plugins.
- Working with the Database (Importing, Exporting, Backups etc.).
- Making a back-up of your site.
- Installing and customizing themes and Modules.
- Clear idea and working with templates.
- Adding SEO friendly, using tags and managing them.
- Opencart URL & Menu Structure.
- Make live new project on server.
- Add Products, Categories using Opencart

References :

1. Getting Started with OpenCart Module Development, Rupak Nepali
2. Instant E-commerce with OpenCart: Build a Shop How-to , Murat Yilmaz
3. OpenCart 1. 4 Template Design Cookbook ,Tahsin Hasan

Bachelor of Vocation (B.Voc.)
(E-Commerce and Digital Marketing) (Semester-IV)

Paper V: Web designing using CorelDraw (*Practical)*

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

Note: Practical exam to be conducted by the external examiner.

Unit I

Getting Started with CorelDraw

Corel draw –An overview, menus and tools.

- Explore the CorelDraw X4 Interface
- Customize the Workspace
- Differentiate Between Raster and Vector Graphics

Unit II

Creating Graphical Objects

Drawing –lines, shapes .inserting-pictures, objects, tables, templates,

Unit III

Adding special effects, Exporting drawings, outlining & filling objects, inserting symbols & Clip arts.

Unit IV

Working in Corel draw presentation –adjusting the position, resizing, positioning, merging, color shades & shadows .working with advanced effects, special interactive effects.

Unit V

Creating- business cards, pamphlets, banners, news papers, books. Shortcut keys in Corel draw.

Paper-VI: E-Commerce Website Development *(Practical)*

Time: 3 Hours **Max. Marks: 75**

Note: Practical exam to be conducted by the external examiner.

Development of web portal handling E-Commerce operations

ESL–222: ENVIRONMENTAL STUDIES–II (COMPULSORY)

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. Biodiversity and its Conservation:

- Definition: Genetic, species and ecosystem diversity.
- Biogeographical classification of India.
- Value of Biodiversity: Consumptive use; productive use, social, ethical, aesthetic and option values.
- Biodiversity of global, National and local levels.
- India as mega-diversity nation.
- Hot-spots of biodiversity.
- Threats to Biodiversity: Habitat loss, poaching of wild life, man wildlife conflicts.
- Endangered and endemic species of India.
- Conservation of Biodiversity: In situ and Ex-situ conservation of biodiversity.

2. Environmental Pollution:

- Definition, causes, effects and control measures of:
  a) Air Pollution
  b) Water Pollution
  c) Soil Pollution
  d) Marine Pollution
  e) Noise Pollution
  f) Thermal Pollution
  g) Nuclear Hazards
  h) Electronic Waste
- Solid Waste Management: Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster Management: Floods, Earthquake, Cyclone and Landslides.

3. Human Population and the Environment

- Population growth, variation among nations.
- Population explosion-Family welfare programme.

- Environment and human health.
- Human rights.
- Value education.
- HIV/AIDS.
- Women and child welfare.
- Role of information technology in environment and human health.
- Case studies.
- Road Safety Rules & Regulations**:** Use of Safety Devices while Driving, Do's and Don'ts while Driving, Role of Citizens or Public Participation, Responsibilities of Public under Motor Vehicle Act, 1988, General Traffic Signs.
- Accident & First Aid**:** First Aid to Road Accident Victims, Calling Patrolling Police & Ambulance.

4. National Service Scheme

- **Entrepreneurship Development:** Definition & Meaning; Qualities of good entrepreneur; Steps/ ways in opening an enterprise; Role of financial and support service Institutions.
- **Civil/Self Defense:** Civil defense services, aims and objectives of civil defense; Needs for self defense training.

5. Field Visits:

- Visit to a local area to document environmental assets–river/forest/grassland/hill/ mountain.
- Visit to a local polluted site–Urban/Rural/Industrial/Agricultural.
- Study of common plants, insects, birds.
- Study of simple ecosystems–pond, river, hill slopes etc.
- Contribution of the student to NSS/any other social cause for service of society.

Note: In this section the students will be required to visit and write on the environment of an area/ ecosystem/vi1lage industry/disaster/mine/dam/agriculture field/waste management/ hospital etc. with its salient features, limitations, their implications and suggestion for improvement.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

Bachelor of Vocation (B.Voc.) (Semester-V)
(E-Commerce and Digital Marketing)

PAPER – I: FUNDAMENTALS OF ENTREPRENEURSHIP

Time: 3 Hours **Max. Marks: 75**

Note:

1. **The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.**
2. **The student can use only Non–programmable & Non–storage type Calculator.**

PART A

Concept of Entrepreneurship: The Entrepreneur: Definition, nature, and characteristics of entrepreneurship.Emergence of entrepreneurial class including women entrepreneurs. Theories of entrepreneurship;Socio-economic environment and the entrepreneur. The concepts of joint stoke company, public company, private company, Government Company, Partnership Company, Hindu undivided family.

Characteristics of Entrepreneur Leadership risk taking, decision making and business planning. Innovation and entrepreneurship, entrepreneurial behavior and motivation.

PART B

Entrepreneurial Development Programmes - Relevance and achievements, Role of government in organizing such programmes. Critical Evaluation.

Modern technology for entrepreneurship: concept, significance, benefits & avenues; websites, e-portals, wallet, blogs, social networking sites

Suggested Readings

- Hisrich, Robert D and Peters, Michael P, "*Entrepreneurship*", 2012, Tata McGraw Hill, Delhi.
- Srivastava, S.B., "A Practical Guide to Industrial Entrepreneurs", 1980, Sultan Chand & Sons, New Delhi.
- Kumar, A. et al., Entrepreneurial Development, New Age International Publisher, New Delhi.

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.) (Semester-V)
(E-Commerce and Digital Marketing)

PAPER-II: CONCEPTS OF SOCIAL MEDIA MARKETING

Time: 3 hrs. **Max. Marks:-75**
Th: 50
Pr: 25

Note:

1. **In theory eight questions are to be set in all. The candidates are required to attempt five of them. All questions are to be of equal marks. The maximum marks of the paper are 50.**
2. **The student can use only Non–programmable & Non–storage type Calculator.**
3. **Practical exam to be conducted by the external examiner.**

Introduction to Digital Marketing
Key Concepts of Digital Marketing, Traditional Marketing vs. Digital Marketing, The Opportunity of Digital Marketing, Characteristics of Digital Marketing, Implications of Digital Marketing, Strategies in Digital Marketing

Google Webmaster Tool
Introduction to Webmaster Tools, Start with the fundamentals, Get your site working on Webmaster Tools, Refine personal and site settings, Manage, monitor and maintain your site, Use the reports and features, Remove Content from Google, Search Traffic & Search Appearance, Google Index & Crawl, HTML Improvements, Sitemaps, Crawl Rate, Crawl Errors and Crawl Stats, Blocked URL's and Fetch as Google, Add and verify your new site to Webmaster Tools

Google Analytics
Introduction to Google Analytics, How Google analytics works?
Understanding Google Analytics Account Structure, Starting with Google analytics, How to set up analytics account, How to add analytics code in website, Understanding goals and conversions, How to setup goals?
Understanding different types of goals, Understanding bounce & bounce rate, Difference between exit rate & bounce rate, How to reduce bounce rate?
Understanding filters & segments? How to set up filters & segments? How to view customized reports?
Monitoring traffic sources, Monitoring traffic behaviour

SMO (Social Media Optimization) –Facebook, Twitter, YouTube
Introduction to Social Media,Types of Social Media,How Social Media is affecting Google Search,How to choose right social media,Integrating social media into your website and blogs,Facebook Marketing,Introduction to Facebook,Difference between Profiles, Places, Groups and Pages,Social media and communications strategy,Facebook Connect(Like, Share, Comment),Facebook pages(Creating, Managing, Retention),Pages (Dos & Don'ts),Facebook Apps,Measuring and Monitoring, Sponsored Stories,Latest trends,Advantages and Challenges

Twitter Marketing
Introduction to Micro blogging and Twitter, Twitter Demographics, Use for reputation, promotion, sales, conversing, Who to follow,Tweeting,Searching tweets and users, Measuring Influence, Tools, Tracking Code, Twitter Account Promotion, How to Shorten and Measure your URLs

Google + Marketing
What is Google Plus ,Features, Tools & Techniques, Creating Profiles & Pages, Social Strategies and Tactics for Google+,Integration with your site, Google Plus : Circles | Hangouts | Stream, Google +1,Google Plus for Businesses, Photo Sharing Social Network : Picasa,Video Sharing Social Network : YouTube

Email Marketing
Introduction to Email Marketing, How Email Marketing Works, Sending Email

Bachelor of Vocation (B.Voc.) (Semester-V)
(E-Commerce and Digital Marketing)

PAPER – III: E-COMMERCE-LAW AND PRACTICES

Time: 3 Hours **Max. Marks: 75**

Note:

1. **The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.**
2. **The student can use only Non–programmable & Non–storage type Calculator.**

PART A

The Indian Contract Act, 1872 Contract – Meaning, Characteristics and kinds, Essentials of valid contract – Offer and acceptance, Discharge of contract – Modes of discharge Breach of Contracts and its remedies. Contract of Indemnity and Guarantee

The Sale of Goods Act, 1930 Contract of sale, meaning and difference between sale and agreement to sell., Conditions and warranties, Performance of contract of sale ,Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.

Consumer Protection Act: Definitions, objectives, redressal machineries

PART B

Cyber Laws (Information Technology) Act 2000

Definition b. Digital signature c) Electronic governance d) Attribution, acknowledgement and dispatch of electronic records e) Regulation of certifying authorities f) Digital signatures certificates g) Duties of subscribers h) Penalties and adjudication i) Appellate Tribunal j) Offences

Features of Indirect Tax

Central Sales Tax- Features, Terms, definitions, Interstate sale, registration, Various forms for filing of sales tax returns under CST .Sales outside territorial waters under CST

Introduction to Value Added Tax (VAT) Act 2005-Concept, Features, Registration, Taxable & Exempt Supplies, TIN, VAT Bill, Tax Credit, Filing of VAT Returns, Penalties & Fines under VAT

Suggested Readings

- Kapoor, N.D., “Mercantile Law”, 21st Edition, Sultan Chand & Sons.
- Tulsian, P. C., “Business Laws”, 2nd Edition (2000), Tata McGraw Hill.
- Balachandran, V., “Indirect Taxes”, Sultan Chand & Sons, New Delhi.
- KulBhushan, “How to Deal with VAT”, 2005, Pearson Education.

Note: Latest edition of suggested books may be considered.

Bachelor of Vocation (B.Voc.) (Semester-V)
(E-Commerce and Digital Marketing)

PAPER-IV: PROGRAMMING IN JAVA

Time: 3 Hours

Max. Marks: 75
50 (TH)
25 (Pr.)

Note:

1. In theory eight questions are to be set in all. The candidates are required to attempt five of them. All questions are to be of equal marks. The maximum marks of the paper is 50.

2. The student can use only Non–programmable & Non–storage type Calculator.

Note: Practical exam to be conducted by the external examiner.

UNIT-I

Introduction to JAVA: Object Orientation Concepts, Platform Independence & Cross Platform Computing, Control statements, Operators & Data types.

UNIT-II

Classes & Methods, constructors, Inheritance & Polymorphism. Packages & Interfaces, Multithreading in Java.

UNIT-III

Exception Handling, String handling in Java & Input/output in Java, Java Servelets.

References:

1. "Java–The Complete Reference", Hurbert Schildt, Tata MacGraw Hill.
2. "Introduction to Java Programming", Y. Daniel Mliang, Pearsons Publications.
3. "Beginning Web Programming with HTML, XHTML, and CSS", Jon Duckett, John Wiley & Sons, 06 Aug. 2004.

PAPER-V: DIGITAL MARKETING DEVELOPMENT (PRACTICAL)

Time: 3 Hours **Max. Marks: 100**

Note: Practical exam to be conducted by the external examiner.
Planning and Implementing a Digital marketing campaign

Bachelor of Vocation (B.Voc.) (Semester-VI)
(E-Commerce and Digital Marketing)

PAPER-I: SUPPLY CHAIN MANAGEMENT

Time: 3 Hours **Max. Marks: 75**

Note:

1. **The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.**
2. **The student can use only Non–programmable & Non–storage type Calculator.**

PART A

SCM- Definition- Objectives- Evolution- need- Issues involved in developing SCM Framework- Types. SCM activities- Constituents- Organisation.

Forecasting- Importance, Different kinds of Forecasting Techniques in Estimating Demands, Methods used to Determine accuracy of forecast, Sourcing and vendor selection, Routing and route Sequencing.

PART B

Inventory Management, EOQ, Minimum Level and Safety Stock, Reordering level, Maximum level, Rational of Discounts of Bulk Purchase, Uncertainty and Inventory management, Lead Time Uncertainty and Product availability. Innovations in Supply chain management.

Procurement and Outsourcing: Outsourcing, Benefits and Risks, Framework for make/ buy decision, E -Procurement, Framework of E -procurement. Dimension of Customer Value, Conformance of Requirement, Product Selection, Price and Brand, Value added Services, Strategic Pricing, Smart Pricing, Customer Value Measures.

Books for reference:

- Supply Chain Management, Kulkarni Sarika & Sharma Ashok
- Supply Chain Management concept and cases, Rahul V

Note: Latest edition of suggested books may be considered.

PAPER-II: CUSTOMER RELATIONSHIP MANAGEMENT

Time: 3 Hours **Max. Marks: 75**

Note:

1 The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.

2. The student can use only Non–programmable & Non–storage type Calculator.

PART A

Customer Relationship Management: Definition, meaning and scope, attracting and retaining customers. Building loyalty, developing loyalty program. Types of relationship marketing. Customer lifecycle.

CRM: overview and evolution of the concept, CRM and relationship marketing, CRM strategy, importance of customer divisibility in CRM, customer mental process, customer satisfaction Index.

PART B

Building customer value: satisfaction and loyalty, total customer satisfaction, cultivating customer relationship, rural customer relations, sales force automation, contact management, concept, enterprise marketing management, core beliefs, CRM in India.

Value chain: concept, integration business management, benchmarks and metrics, culture change, alignment with customer Eco system, vendor selection. Establishing customer relationship on the internet, technology issues in CRM implementation.

Suggested Readings:

- CRM Paul Green Berg(1997)- Tata Mc Graw Hill.
- Marketing Management : Philip Kotler (2002), Prentice hall, 2013.

Note: Latest edition of suggested books may be considered.

PAPER-III: ANDROID APPLICATION DEVELOPMENT

Time: 3 Hours **Max. Marks: 75**
50 (Th)
25 (Pr)

Note:

1. **In theory eight questions are to be set in all. The candidates are required to attempt five of them. All questions are to be of equal marks. The maximum marks of the paper are 50.**
2. **The student can use only Non–programmable & Non–storage type Calculator.**
3. **Practical exam to be conducted by the external examiner.**

Part A

Introduction to Android

A little Background about mobile technologies
Overview of Android - An Open Platform for Mobile development Open Handset Alliance
What does Android run On – Android Internals? Why to use Android for mobile development?

Developing for Android: My First Android Application

How to setup Android Development Environment.
Android development Framework - Android-SDK
Eclipse Emulators – What is an Emulator / Android AVD?
Creating & setting up custom Android emulator
Android Project Framework
My First Android Application

Android Activities and UI Design

Understanding Intent**,** Activity, Activity Lifecycle and Manifest Creating
Application and new Activities
Expressions and Flow control, Android Manifest Simple UI -Layouts and Layout
Properties, Fundamental Android UI Design
Introducing Layouts, Creating new Layouts, Drawable Resources
Resolution and density independence (px,dip,dp,sip,sp)
XML Introduction to GUI objects viz.
Push Button, Text / Labels, Edit Text, Toggle Button, Weight Sum Padding, Layout Weight

Advanced UI Programming

Event driven Programming in Android (Text Edit, Button clicked etc.)
Creating a splash screen Event driven Programming in Android
Android Activity Lifecycle
Creating threads for gaming requirement
Understanding the Exception handler

Toast, Menu, Dialog, List and Adapters

What is Menu?
Custom vs. System Menus
Creating and Using Handset menu Button (Hardware)
What is Android Themes What is Dialog? How to create an Alter Dialog?
What is Toast in Android?
List & Adapters
Manifest.xml File Update

Part B

Multimedia Programming using Android

Multimedia audio formats - Creating and Playing
Multimedia audio formats - Kill / Releasing (Memory Management) How to associate audio in any application
How to associate video playback with an event

Database - SQLite

Introducing SQLite
SQLite Open Helper and creating a database Opening and closing a database
Working with cursors Inserts, updates, and deletes

Notifications

Notification Manager
Pending Intent Notifications (Show and Cancel)

How to develop your own custom made Web Browser

How to use Webview object in XML Permission for using the Internet
Methods for associated with 'Go', 'Back', 'Forward' etc.

Android Development using other Tools

Other ways to Develop Android Applications
Graphics / Game development using Adobe CS5.5 Flash How to render .apk file from Adobe Flash

Testing and Debugging Android Application

Role and Use of Dalvik
Debug Monitor Server (DDMS) How to debug android application
Use of Step Filters, Breakpoints, Suspend and Resume
How to use LogCat (Verbose, Debug, Info, Warn, Error, Assert) Use of Perspectives

Installation of .apk

How to install .apk into your Android Mobile.

References:

1. Android Programming: The Big Nerd Ranch Guide (Big Nerd Ranch Guides), 2013 by Bill Phillips and Brian Hardy
2. Professional Android 4 Application Development, 2012 by Reto Meier
3. Android Application Development in 24 Hours, Sams Teach Yourself (4th Edition), 2015 by Carmen Delessio and Lauren Darcey.

PAPER-IV: SEARCH ENGINE OPTIMIZATION

Time: 3hrs. **Max. Marks: 75**
Theory:50
Practical:25

1. **The paper setter is required to set eight questions in all and the candidates will be required to attempt any five questions out of these eight questions. All questions will carry equal marks.**
2. **The student can use only Non–programmable & Non–storage type calculator.**

Note: Practical exam to be conducted by the external examiner.

Part-A

Understanding SEO: Search engine basics, creating an SEO Plan
Search strategies : Building your site for SEO, keywords and your website, Pay-per-click and SEO, Maximizing Pay-per-click strategies, increasing keyword success, understanding and using campaign targeting, managing keyword and pay-per-click campaigns, keyword tools and services, tagging your website, understanding the role of links and linking.

Optimizing Search Strategies: Adding your site to directories, pay-for-inclusion services, robots, spiders and crawlers, adding social media optimization, plugging in to SEO, automated optimization

Part-B

Maintaining SEO
What is SEO,What are Search Engines,Introduction to SERP,How Search Engine work?,What are Keywords & Different types of keywords,Keywords Research & Analysis,Keywords Research Tool (Google Keyword Planner),Search Operator, Punctuation & Symbols,On page optimization,Keywords Optimization,Contents Optimization,Understand Your audience for content planning,Website Navigation,Title, Meta Description Tags,Alt Tag,Meta Robot Tags,Robot.txt,Using Google Webmaster Tool & Website Verification,Sitemap Creation and Submission in Webmaster Tool,Off-Site Optimization,Directory, Book marketing, Article & Press Release submissions,Blog & Forum Postings

SEM (Search Engine Marketing)
Key Concepts of SEM**,**SEO vs. SEM**,**AdWords and AdSense**,**What is pay-per-click**,**Google AdWords Account Structure**,**Benefits and Features of AdWords**,**Keywords Research & Planning**,**Match Types: Board, Phrase, Exact & Negative Match**,**Cost-Per-Click**,**Impression, Click through Rate, quality score, Ad Rank**,**Ad Extensions: Location, Site Links, call etc.**,**Creating a Campaign**,**Setting Bids and Budgets**,**Campaign Management**,**Google Search and Display Network**,**Language & Location Targeting**,**Mobile Targeting**,**Keyword Targeting**,**Placement Targeting**,**Text Ads, Image Ads, Video Ads, Mobile Ads**,**Writing Ad Copy**,**Shopping Campaign Setup**,**Google Merchant Centre**,**Reporting and Analysis**,**Google Ad Words Tools**,**Display Planner**,**Ad Preview and Diagnosis,My Client Centre

References:

1. **Search Engine Optimization Bible, Jerri L. Ledford, Wiley Publishing**

PAPER–V: PROJECT

Max. Marks: 100

Note: Practical exam to be conducted by the External Examiner.

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.

FACULTY OF VISUAL ARTS AND PERFORMING ARTS

SYLLABUS

FOR

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE
(Semester: I – VI)

Session: 2017–18

GURU NANAK DEV UNIVERSITY, AMRITSAR.

Note: (i) Copy rights are reserved.
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Please visit the University website time to time.

BACHELOR OF VOCATION (B.Voc.)
(CONTEMPORARY FORMS OF DANCE) SEMESTER SYSTEM

SCHEME OF COURSE

Different Levels of B.Voc. (Contemporary Forms of Dance)

NSQF Level	Total Duration	Exit Awards
4	1 Semester	Certificate (Contemporary Forms of Dance)
5	2 Semesters	Diploma (Contemporary Forms of Dance)
6	4 Semesters	Advanced Diploma (Contemporary Forms of Dance)
7	6 Semesters	Degree: B.Voc (Contemporary Forms of Dance)

SCHEME OF COURSE

Semester – I:

S.No.	Subject	Theory	Practical	Total Marks
1.	Introduction to Contemporary Forms of Dance	50	–	50
2.	Contemporary Dance Techniques	–	100	100
3.	Movement and Gestures – I	–	100	100
4.	Viva Voce – I	–	50	50
5.	Communication Skills in English– I	50	–	50
6.	Punjabi Compulsory / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	50	–	50
7.	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	50	–	50

Semester – II:

S.No.	Subject	Theory	Practical	Total Marks
1.	Dance as a form of Art	50	–	50
2.	Movement and Gestures –II	–	100	100
3.	Fitness through Dance	–	100	100
4.	Viva–Voce – II	–	50	50
5.	Communication Skills in English – II	35	15	50
6.	Punjabi Compulsory / ਮੁੱਢਲੀ ਪੰਜਾਬੀ	50	–	50
7.	* Drug Abuse: Problem, Management and Prevention (Compulsory Paper)	50	–	50

Note: * Marks of this Paper will not be included in the Total Marks.

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CONTEMPORARY FORMS OF DANCE (SEMESTER SYSTEM)

Semester – III:

S.No.	Subject	Theory	Practical	Total Marks
1.	Analytical Study of Contemporary Dance	100	–	100
2.	Choreographically Skills	–	100	100
3.	Hip Hop Dancing Form	–	100	100
4.	Personality Development – I	50	–	50
5.	Viva Voce–I	–	50	50
6.	* Environmental Studies	50	–	50

Semester – IV:

S.No.	Subject	Theory	Practical	Total Marks
1.	Study of Latin American Dances	100	–	100
2.	Stage Performance Skills	–	100	100
3.	Salsa Dancing Form	–	100	100
4.	Personality Development – II	50	–	50
5.	Viva–Voce		50	50
6.	* Environmental Studies	50	–	50

* Marks of EVS will not be included in the Total Marks

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CONTEMPORARY FORMS OF DANCE (SEMESTER SYSTEM)

Semester – V:

S.No.	Subject	Theory	Practical	Total Marks
1.	Theoratical Aspect of Theatre and Stage Craft	50	–	50
	Practical Approach to Theatre and Stage Craft	–	50	50
2.	Yoga through Dance	–	50	50
3.	Theoretical Survey of Sufi Dancing Forms	50		50
	Practical Approach to Sufi Dancing Forms		50	50
4.	Advance Study of Contemporary Dances	–	50	50
5.	Dance Fusions – An Inter Relationship Study	50		50
	Practical Approach to Dance Fusion		50	50
			Total:	**400**

Semester – VI:

S.No.	Subject	Theory	Practical	Total Marks
1.	Role of Theatre & Yoga in Dance	50	–	50
	Practical Approach to Theatre and Stage Craft	–	50	50
2.	Portfolio Development (Viva Voce)	–	50	50
3.	Theoretical Study of Raqs Sharqi (Practical)	50	–	50
	Practical Demonstration of Raqs Sharqi	–	50	50
4.	History of Indian Ballet Dance	50	–	50
5.	Stage Performance (Contemporary Dances)	–	100	100
			Total:	**400**

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – I)

1. INTRODUCTION TO CONTEMPORARY FORMS OF DANCE *(Theory)*

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setter:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Course Contents:

Origin of Contemporary Dance

Basic Study of various Dance Forms

- Ballet
- Modern Dance
- Jazz
- Musical Theatre Dance
- Tap Dance
- Crossover Styles

Detailed knowledge of Hip Hop, Break Dancing, Lyrical, Bollywood

Suggested Readings:

- Contemporary Dance (Starstruck) by Cathy West
- Dancing Heads: A Hand– And Footbook for Creative/Contemporary Dance by Ickstadt
- Dance Analysis – Technique within Contemporary Dance by Kathryn Hughes
- Indian Contemporary Dance by Utpal K. Banerjee
- Talk About Contemporary Dance by Elisabeth Couturier, Philippe Noisette
- Contemporary Indian Dance: New Creative Choreography in India by Prof. Ketu Katrak
- Looking at Contemporary Dance: A Guide by Marc Raymond Strauss Nadel Strauss

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – I)

2. CONTEMPORARY DANCE TECHNIQUES (*Practical)*

Time: 20 Minutes **Practical: 100 Marks**

Importance of Music and Rhythm

Knowledge of Stage and its Proper utilization

Practical understanding of Relaxation & Freedom

Ability to recitation of basic Rythms (Talas) on hand.

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CONTEMPORARY FORMS OF DANCE (SEMESTER – I)

3. MOVEMENT AND GESTURES – I
(Performance Skill Viva Voice & Practical)

Time: 20 Minutes **Practical: 100 Marks**

Basic Study of Movement & Gestures

- Hand Movements
- Foot Movements
- Facial Expressions
- Overall Body Gestures

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CONTEMPORARY FORMS OF DANCE (SEMESTER – I)

4. VIVA–VOCE

Practical: 50

Note: The examiner can ask questions from all the skill based subjects.
Ability to Demonstrate basic Rythms (Talas) on hand.

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CONTEMPORARY FORMS OF DANCE (SEMESTER – I)

5. COMMUNICATION SKILLS IN ENGLISH–I

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

Course Contents:

1. **Reading Skills**: Reading Tactics and strategies; Reading purposes–kinds of purposes and associated comprehension; Reading for direct meanings; Reading for understanding concepts, details, coherence, logical progression and meanings of phrases/ expressions.

Activities:

a) Active reading of passages on general topics
b) Comprehension questions in multiple choice format
c) Short comprehension questions based on content and development of ideas

2. **Writing Skills**: Guidelines for effective writing; writing styles for application, resume, personal letter, official/ business letter, memo, notices etc.; outline and revision.

Activities:

a) Formatting personal and business letters.
b) Organising the details in a sequential order
c) Converting a biographical note into a sequenced resume or vice-versa
d) Ordering and sub-dividing the contents while making notes.
e) Writing notices for circulation/ boards

Suggested Pattern of Question Paper:

The question paper will consist of five skill–oriented questions from Reading and Writing Skills. Each question will carry 10 marks. The questions shall be phrased in a manner that students know clearly what is expected of them. There will be internal choice wherever possible.

10x5=50 Marks

i) Multiple choice questions on the language and meanings of an unseen passage.
ii) Comprehension questions with short answers on content, progression of ideas, purpose of writing etc. of an unseen passage.
iii) Personal letter and Official/Business correspondence
iv) Making point-wise notes on a given speech/ technical report **OR**
Writing notices for public circulation on topics of professional interest
v) Do as directed (10x1= 10 Marks) (change of voice, narration, combination of 2 simple sentences into one, subject-verb agreement, using appropriate tense, forms of verbs.

Recommended Books:

1. *Oxford Guide to Effective Writing and Speaking* by John Seely.
2. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – I)

6. ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ–ਕ੍ਰਮ ਅਤੇ ਪਾਠ–ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ–ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ),
   (ਸੰਪਾ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
   ਲੇਖ : ਪਹੀਆ ਪ੍ਰਦੂਸ਼ਣ, ਭਰੂਣ ਹੱਤਿਆ ਦੇ ਦੇਸ਼ ਵਿਚ, ਨਾਰੀ ਸ਼ਕਤੀ, ਵਾਤਾਵਰਣੀ ਪ੍ਰਦੂਸ਼ਣ ਅਤੇ ਮਨੁੱਖ, ਏਡਜ਼ : ਇਕ ਗੰਭੀਰ ਸੰਕਟ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   (ਪ੍ਰੋ. ਮੋਹਨ ਸਿੰਘ, ਅੰਮ੍ਰਿਤਾ ਪ੍ਰੀਤਮ, ਸ਼ਿਵ ਕੁਮਾਰ ਬਟਾਲਵੀ, ਸੁਰਜੀਤ ਪਾਤਰ, ਪਾਸ਼)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
4. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**।
5. (ੳ) **ਪੰਜਾਬੀ ਧੁਨੀ ਵਿਉਂਤ** : ਉਚਾਰਨ ਅੰਗ, ਉਚਾਰਨ ਸਥਾਨ ਤੇ ਵਿਧੀਆਂ, ਸਵਰ, ਵਿਅੰਜਨ, ਸੁਰ।
   (ਅ) **ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ** : ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਪ–ਭਾਸ਼ਾ ਦਾ ਅੰਤਰ, ਪੰਜਾਬੀ ਉਪਭਾਸ਼ਾਵਾਂ ਦੇ ਪਛਾਣ–ਚਿੰਨ੍ਹ।
6. **ਮਾਤ ਭਾਸ਼ਾ ਦਾ ਅਧਿਆਪਨ**
   (ੳ) ਪਹਿਲੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ
   (ਅ) ਦੂਜੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉੱਤੇ

ਅੰਕ–ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ–ਵਸਤੂ, ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ।	10 ਅੰਕ
3.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
4.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ।	05 ਅੰਕ
5.	ਨੰਬਰ 5 ਉਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ 'ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
6.	ਨੰਬਰ 6 ਵਿਚ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਪਹਿਲੀ ਭਾਸ਼ਾ ਅਤੇ ਦੂਜੀ ਭਾਸ਼ਾ ਵਜੋਂ ਅਧਿਆਪਨ, ਮਹੱਤਵ ਅਤੇ ਸਮੱਸਿਆਵਾਂ ਬਾਰੇ ਚਾਰ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਦੋ ਦਾ ਉੱਤਰ ਦੇਣਾ ਹੋਵੇਗਾ।	5×2=10 ਅੰਕ

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – I)

6. ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ-ਕ੍ਰਮ

1. ਪੈਂਤੀ ਅੱਖਰੀ; ਪੈਰ ਬਿੰਦੀ ਵਾਲੇ ਵਰਣ ਅਤੇ ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ, ਲਗਾਂ ਮਾਤਰਾਂ
2. ਲਗਾਖਰ (ਬਿੰਦੀ, ਟਿੱਪੀ, ਅੱਧਕ)
3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ,
   (ਅ) ਨਾਂਵ, ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸਣ, ਲਿੰਗ ਅਤੇ ਵਚਨ

ਅੰਕ ਵੰਡ ਤੇ ਪੇਪਰ ਸੈਟਰ ਲਈ ਹਦਾਇਤਾਂ

1. ਪੈਂਤੀ ਅੱਖਰੀ ਦੀ ਬਣਤਰ ਅਤੇ ਤਰਤੀਬ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ। **10 ਅੰਕ**
   (ਦੋ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ)
   ਕਵਰਗ, ਚਵਰਗ, ਤਵਰਗ, ਟਵਰਗ ਆਦਿ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾ ਸਕਦਾ ਹੈ। ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ ਅਤੇ ਲਗਾਂ ਮਾਤਰਾਂ ਦੀ ਵਰਤੋਂ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

2. ਬਿੰਦੀ, ਟਿੱਪੀ ਅਤੇ ਅੱਧਕ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**

3. (ੳ) ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ **10 ਅੰਕ**
   (ਅ) ਨਾਂਵ ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ ਅਤੇ ਲਿੰਗ ਵਚਨ ਸੰਬੰਧੀ ਮੁੱਢਲੀ ਕਿਸਮ ਦੇ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇੱਕ ਕਰਨਾ ਹੋਵੇਗਾ) **10 ਅੰਕ**

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7. DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

PROBLEM OF DRUG ABUSE

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) **Meaning of Drug Abuse:** Concept and Overview, Historical Perspective of Drug Abuse, Drug Dependence, Drug Addiction, Physical and Psychological Dependence: Drug Tolerance and withdrawal symptoms.

2) **Types of Abused Drugs and their Effects:**
   1) Stimulants: Amphetamines – Benzedrine, Dexedrine, Cocaine.
   2) Depressants: Alcohol Barbiturates: Nembutal, Seconal, Phenobarbital and Rohypnol.
   3) Narcotics: Heroin, Morphine, Oxycodone.
   4) Hallucinogens: Cannabis, Marijuana, Hashish, Hash Oil, MDMA, LSD.
   5) Steroids.

3) **Nature and Extent of the Problem:** Magnitude or prevalence of the menace of Drug Abuse in India and Punjab, Vulnerable groups by age, gender and economic status, Signs and Symptoms of Drug Abuse: Physical, Academic, Behavioural and Psychological Indicators.

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References:

1. Ahuja, Ram (2003), Social Problems in India, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. The Drug Crime Connection. Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) Drug epidemic among Indian Youth, New Delhi: Mittal Pub.
5. Modi, Ishwar and Modi, Shalini (1997) Drugs: Addiction and Prevention, Jaipur: Rawat Publication.
6. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical Epidemiological Unit, All India Institute of Medical Sciences, 2004.
7. Sain, Bhim 1991, Drug Addiction Alcoholism, Smoking obscenity New Delhi: Mittal Publications.
8. Sandhu, Ranvinder Singh, 2009, Drug Addiction in Punjab: A Sociological Study. Amritsar: Guru Nanak Dev University.
9. Singh, Chandra Paul 2000. Alcohol and Dependence among Industrial Workers: Delhi: Shipra.
10. Sussman, S and Ames, S.L. (2008). Drug Abuse: Concepts, Prevention and Cessation, Cambridge University Press.
11. World Drug Report 2010, United Nations office of Drug and Crime.
12. World Drug Report 2011, United Nations office of Drug and Crime.

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CONTEMPORARY FORMS OF DANCE (SEMESTER – II)

1. DANCE AS A FORM OF ART *(Theory)*

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setter:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Course Contents:

Detailed knowledge of Elements of Creative Dance

Dance as a form of Communication

Comprehensive study of Dance as a form of Art

Dance Aesthetics and Behavior

Freedom of Expression in Contemporary Forms of Dance

Purpose of Dance in different aspects of life

Suggested Readings:

- Dancing Heads: A Hand– And Footbook for Creative/Contemporary Dance by Ickstadt
- Dance Analysis – Technique within Contemporary Dance by Kathryn Hughes
- Indian Contemporary Dance by Utpal K. Banerjee
- Talk About Contemporary Dance by Elisabeth Couturier, Philippe Noisette
- Contemporary Indian Dance: New Creative Choreography in India by Prof. Ketu Katrak
- Looking at Contemporary Dance: A Guide by Marc Raymond Strauss Nadel Strauss

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2. MOVEMENT AND GESTURES – II
(Performance Skill Viva Voice & Practical)

Time: 20 Minutes **Practical: 100 Marks**

Practical study of following elements of Dance

- Body
- Action
- Space
- Timing
- Energy

Importance of Rhythm in Dance

Practical Demonstration of basic Rythms (Talas) in hand

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3. FITNESS THROUGH DANCE *(Practical)*

Time: 20 Minutes **Practical: 100 Marks**

Practical approach of Physical Fitness through different aspects of Dance given below:

- Aerobics
- Bhangra
- Rhythmic Exercises through Dance
- Relaxing through Dance
- Body Toning

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4. VIVA–VOCE

Practical: 50 Marks

Note: The examiner can ask questions from all the skill based subjects.
Practical demonstrations of basic Rythms (Talas) in hand

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5. COMMUNICATION SKILLS IN ENGLISH–I

Time: 3 Hours **Max. Marks: 50**
Theory Marks: 35
Practical Marks: 15

Course Contents:

1. **Listening Skills:** Barriers to listening; effective listening skills; feedback skills. Attending telephone calls; note taking.
   Activities:
   a) Listening exercises – Listening to conversation, News and TV reports
   b) Taking notes on a speech/lecture

2. **Speaking and Conversational Skills**: Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.
   The study of sounds of English, stress
   Situation based Conversation in English
   Essentials of Spoken English
   Activities:
   a) Making conversation and taking turns
   b) Oral description or explanation of a common object, situation or concept
   c) Giving interviews

Suggested Pattern of Question Paper:
The question paper will consist of seven questions related to speaking and listening Skills. Each question will carry 5 marks. The nature of the questions will be as given below:-
Two questions requiring students to give descriptive answers.
Three questions in the form of practical exercises requiring students to give an appropriate response to a question, a proposal, a proposition, an invitation etc. For example, the paper setter may give a proposition and ask the students to agree or disagree with it or introduce a character giving invitations and ask the students to accept or refuse it etc.
Two questions requiring students to transcribe simple words in IPA symbols, marking stress.

PRACTICAL / ORAL TESTING

Marks: 15

Course Contents:

1. Oral Presentation with/without audio visual aids.
2. Group Discussion.
3. Listening to any recorded or live material and asking oral questions for listening comprehension.

Questions:

1. Oral Presentation will be of 5 to 10 minutes duration. (Topic can be given in advance or it can be of student's own choice). Use of audio visual aids is desirable.
2. Group discussion comprising 8 to 10 students on a familiar topic. Time for each group will be 15 to 20 minutes.

Note: Oral test will be conducted by external examiner with the help of internal examiner.

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6. ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ : 50**

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

1. **ਗਿਆਨ ਮਾਲਾ** (ਵਿਗਿਆਨਕ ਤੇ ਸਮਾਜ-ਵਿਗਿਆਨਕ ਲੇਖਾਂ ਦਾ ਸੰਗ੍ਰਹਿ)
   (ਸੰਪ. ਡਾ. ਸਤਿੰਦਰ ਸਿੰਘ, ਪ੍ਰੋ. ਮਹਿੰਦਰ ਸਿੰਘ ਬਨਵੈਤ), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ, 2007
   ਲੇਖ : ਸਾਹਿਤ ਤੇ ਲੋਕ ਸਾਹਿਤ, ਅੱਖਾਂ, ਅਚੇਤਨ ਦਾ ਗੁਣ ਤੇ ਸੁਭਾਅ, ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈੱਟ, ਮਨੁੱਖੀ ਅਧਿਕਾਰ।
2. **ਆਤਮ ਅਨਾਤਮ** (ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ) (ਕਹਾਣੀਆਂ)
   ਪਠਾਣ ਦੀ ਧੀ (ਸੁਜਾਨ ਸਿੰਘ), **ਸਾਂਵੀ ਕੰਧ** (ਸੰਤੋਖ ਸਿੰਘ ਧੀਰ), **ਉਜਾੜ** (ਕੁਲਵੰਤ ਸਿੰਘ ਵਿਰਕ), **ਘੋਟਣਾ** (ਮੋਹਨ ਭੰਡਾਰੀ), **ਦਲਦਲ** (ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
   ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।

3. **ਸ਼ਬਦ-ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ** : ਪਰਿਭਾਸ਼ਾ, ਮੁੱਢਲੇ ਸੰਕਲਪ
4. **ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ**
5. **ਪੈਰ੍ਹਾ ਰਚਨਾ**
6. **ਪੈਰ੍ਹਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ**
7. **ਮੁਹਾਵਰੇ ਅਤੇ ਅਖਾਣ**

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1.	ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।	10 ਅੰਕ
2.	**ਆਤਮ ਅਨਾਤਮ** : ਸਾਰ, ਵਿਸ਼ਾ ਵਸਤੂ, ਪਾਤਰ ਚਿਤਰਣ ।	10 ਅੰਕ
3–4.	3–4 ਨੰਬਰ ਉੱਤੇ ਦਿੱਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।	10 ਅੰਕ
5.	ਪੈਰ੍ਹਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰ੍ਹਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।	05 ਅੰਕ
6.	ਪੈਰ੍ਹਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ	05 ਅੰਕ
7.	ਨੰਬਰ 7 ਵਿਚ ਅੱਠ ਅਖਾਣ ਅਤੇ ਅੱਠ ਮੁਹਾਵਰੇ ਪੁੱਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਪੰਜ-ਪੰਜ ਨੂੰ ਵਾਕਾਂ ਵਿਚ ਵਰਤ ਕੇ ਅਰਥ ਸਪੱਸ਼ਟ ਕਰਨੇ ਹੋਣਗੇ।	

5+ 5=10 ਅੰਕ

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6. ਮੁੱਢਲੀ ਪੰਜਾਬੀ

(In lieu of Compulsory Punjabi)

ਸਮਾਂ: 3 ਘੰਟੇ **ਕੁਲ ਅੰਕ: 50**

ਪਾਠ – ਕ੍ਰਮ

1. ਪੰਜਾਬੀ ਸ਼ਬਦ-ਬਣਤਰ
   ਸੰਯੁਕਤ ਅਤੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦ
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ **20 ਅੰਕ**
2. ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ
   ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ **15 ਅੰਕ**
3. ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ
   ਸਾਧਾਰਨ ਵਾਕ: ਕਿਸਮਾਂ
   ਸੰਯੁਕਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਮਿਸ਼ਰਤ ਵਾਕ: ਕਿਸਮਾਂ
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ ਦੇ ਵਿਭਿੰਨ ਸਮਾਜਿਕ ਪ੍ਰਸੰਗ **15 ਅੰਕ**

ਯੂਨਿਟ ਅਤੇ ਥੀਮ

1. **ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ:** ਸੰਯੁਕਤ ਸ਼ਬਦ; ਸਮਾਸੀ ਸ਼ਬਦ (ਜਿਵੇਂ ਲੋਕ ਸਭਾ); ਦੋਹਰੇ ਸ਼ਬਦ / ਦੁਹਰਰੁਕਤੀ (ਜਿਵੇਂ ਧੂੜ ਧਾੜ / ਭਰ ਭਰ), ਮਿਸ਼ਰਤ ਸ਼ਬਦਾਂ ਦੀ ਬਣਤਰ/ਸਿਰਜਨਾ; ਅਗੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਉਪ ਭਾਸ਼ਾ), ਪਿਛੇਤਰਾਂ ਰਾਹੀਂ (ਜਿਵੇਂ ਰੰਗਲਾ), ਪੰਜਾਬੀ ਸ਼ਬਦ ਰਚਨਾ: ਪੜਨਾਵੀਂ ਰੂਪ, ਕਿਰਿਆ/ਸਹਾਇਕ ਕਿਰਿਆ ਦੇ ਰੂਪ; ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ: ਰੁੱਤਾਂ, ਮਹੀਨਿਆਂ, ਮੌਸਮਾਂ, ਗਿਣਤੀ ਨਾਲ ਸੰਬੰਧਿਤ ।
2. I. ਭਾਸ਼ਾ ਅਤੇ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਮਹੱਤਵ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
   II. ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ
3. **ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ:** ਕਰਤਾ ਕਰਮ ਕਿਰਿਆ; ਸਾਧਾਰਨ ਵਾਕ, ਬਿਆਨੀਆ, ਪ੍ਰਸ਼ਨਵਾਚਕ, ਆਗਿਆਵਾਚਕ, ਸੰਯੁਕਤ ਅਤੇ ਮਿਸਰਤ ਵਾਕਾਂ ਦੀਆਂ ਕਿਸਮਾਂ; ਸੁਤੰਤਰ ਅਤੇ ਅਧੀਨ ਉਪਵਾਕ; ਸਮਾਨ (ਤੇ/ਅਤੇ) ਅਤੇ ਅਧੀਨ (ਜੋ/ਕਿ) ਯੋਜਕਾਂ ਦੀ ਵਰਤੋਂ; ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਰਤੋਂ: ਵਿਭਿੰਨ ਸਮਾਜਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ; ਘਰ ਵਿਚ, ਬਾਜ਼ਾਰ ਵਿਚ, ਮੇਲੇ ਵਿਚ, ਸ਼ੋਪਿੰਗ ਮਾਲ/ਸਿਨਮੇ ਵਿਚ, ਵਿਆਹ ਵਿਚ, ਧਾਰਮਿਕ ਸਥਾਨਾਂ ਵਿਚ, ਦੋਸਤਾਂ ਨਾਲ ਆਦਿ।

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪਹਿਲੇ ਯੂਨਿਟ ਵਿੱਚੋਂ ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਸ਼ਬਦਾਵਲੀ ਨਾਲ ਸਬੰਧਿਤ ਇਕ-ਇਕ ਅੰਕ ਦੇ ਪੰਜ (ਆਬਜੈਕਟਿਵ) ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।
   20 ਅੰਕ
2. ਦੂਸਰੇ ਯੂਨਿਟ ਵਿੱਚ ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁਢਲੀ ਜਾਣ ਪਛਾਣ ਨਾਲ ਸੰਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਤਿੰਨ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇੱਕ-ਇੱਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   15 ਅੰਕ
3. ਤੀਜੇ ਯੂਨਿਟ ਵਿੱਚ ਪੰਜਾਬੀ ਵਾਕ-ਬਣਤਰ ਨਾਲ ਸਬੰਧਿਤ 5-5 ਅੰਕਾਂ ਦੇ ਦੋ ਵਿਹਾਰਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।
   ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਿਹਾਰਕ ਵਰਤੋਂ ਨਾਲ ਸਬੰਧਿਤ 5 ਅੰਕਾਂ ਦਾ ਇਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾਵੇਗਾ, ਜਿਸ ਵਿਚ ਵਿਦਿਆਰਥੀ ਨੂੰ ਕਿਸੇ ਸਮਾਜਿਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ ਵਿਚ ਵਰਤੇ ਜਾਂਦੇ ਪੰਜ ਵਾਕ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।
   ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਭਾਸ਼ਾ ਸਰਲ ਅਤੇ ਸਪਸ਼ਟ ਰੱਖੀ ਜਾਵੇ। **15 ਅੰਕ**

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – II)

7. DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION (COMPULSORY PAPER)

DRUG ABUSE: MANAGEMENT AND PREVENTION

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

Instructions for the Paper Setters:

Section–A: It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages. **(15 Marks)**

Section–B: It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages. **(20 Marks)**

Section–C: It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages. **(15 Marks)**

1) Consequences of Drug Abuse for:

1) Individual – Education, employment and income issues.
2) Family – Violence
3) Society – Crime.
4) Nation – Law and order problem.

2) Management of Drug abuse:

1) Medical Management: Medication for treatment and to reduce withdrawal effects, Drug De-addiction clinics, Relapse management.
2) Psycho-Social Management: Counselling, family and group therapy, behavioural and cognitive therapy, Environmental Intervention.

3) Prevention of Drug Abuse:

1) Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.
2) School
   Counselling, Teacher as role-model. Parent-Teacher-Health Professional Coordination, Random testing on students.
3) Media:
   Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program
4) Legisltaion: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – II)

References:

1. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
2. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
3. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
4. Sain, Bhim 1991, *Drug Addiction Alcoholism*, Smoking obscenity New Delhi: Mittal Publications.
5. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab*: *A Sociological Study. Amritsar*: Guru Nanak Dev University.
6. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
7. World Drug Report 2011, United Nations office of Drug and Crime.
8. World Drug Report 2010, United Nations office of Drug and Crime.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

1. ANALYTICAL STUDY OF CONTEMPORARY DANCE *(Theory)*

Time: 3 Hrs. **Theory: 100 Marks**

Instructions for Paper Setter:

Section A: 10 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: **7** long answer type questions should be set out of which 4 have to be attempted of 10 marks each. (10x04=40)

Section C: 3 Essay type questions should be set out of which 2 have to be attempted of 15 marks each. (15x02 = 30)

Course Contents:

An Analytical Study of Contemporary Dances on the behalf of following aspects.

- Study of Improvisation Techniques in Dance
- Movement Analysis
- Narrative Elements
- Analyzing & Evaluating Dance Performances
- Critical Analysis
- Understanding Choreography
- Role of Choreographer
- Social Relevance of Dance

Suggested Readings:

- Dancing Heads: A Hand– And Footbook for Creative/Contemporary Dance by Ickstadt
- Dance Analysis – Technique within Contemporary Dance by Kathryn Hughes
- Contemporary Indian Dance: New Creative Choreography in India by Prof. Ketu Katrak

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

2. CHOREOGRAPHICALLY SKILLS *(Practical)*

Practical: 100 Marks

Dance Composition Techniques

Leadership

Creativity

Discipline

Musical Choreography

Knowledge and understanding of a range of Dance styles

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

3. HIP HOP DANCING FORM *(Practical)*

Practical: 100 Marks

Practical approach of Hip Hop Styles:

- Breaking,
- Locking
- Popping
- Freestyle

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

4. PERSONALITY DEVELOPMENT – I *(Theory)*

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setter:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT–I

Meaning and Definition of Personality

Aspects of Personality (Physical, Intellectual, Emotional and Social)

Personality Development: Need and Importance

Indicators of a Developed Personality

UNIT–II

Positive Attitude: Concept, traits of Positive thinking and high acheivers

Techniques and Strategies for positive thinking

Indicators of Positive Attitude

Motivation: Techniques for self–motivation

UNIT–III

Goals Setting and Time Management

Goals: Meaning and Types

Time Management: Meaning and Concept, importance

Strategies for Time Management, identifying and avoiding time–wasters

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

5. VIVA VOCE – I *(Practical)*

Time: 20 Minutes **Practical: 50 Marks**

Music Vocal

Voice Training

Fundamentals of "Western" Music

One Light Composition in Vocal Music (Indian/Western)

Music Instrumental

Playing Techniques of selected Instruments

Practical Understanding of Notations and Rhythms

One Composition on Keyboard (for Dance)

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

6. ENVIRONMENTAL STUDIES

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. **The Multidisciplinary Nature of Environmental Studies:**
   - Definition, scope & its importance.
   - Need for public awareness.
2. **Natural Resources**:
   - Natural resources and associated problems:
     - **a) Forest Resources**: Use of over exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forests and tribal people.
     - **b) Water Resources**: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
     - **c) Mineral Resources**: Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
     - **d) Food Resources**: World food problems, change caused by agriculture and overgrazing, effects or modern agriculture, fertilizer-pesticide problem, salinity, case studies.
     - **e) Energy Resources**: Growing of energy needs, renewable and non-renewable energy resources, use of alternate energy sources, case studies.
     - **f) Land Recourses**: Land as a resource, land degradation, soil erosion and desertification.
   - Role of an individual in conservation of natural resources.
   - Equitable use of resources for sustainable lifestyles.
3. **Ecosystem:**
   - Concept of an ecosystem.
   - Structure and function of an ecosystem.
   - Producers, consumers and decomposers.
   - Energy flow in the ecosystem.
   - Ecological succession.
   - Food chains, food webs and ecological pyramids.
   - Introduction, types, characteristic features, structure and function of the following ecosystems:
     a. Forest ecosystem
     b. Grassland ecosystem
     c. Desert ecosystem
     d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – III)

4. Social Issues and Environment:

- From unsustainable to sustainable development.
- Urban problems related to energy.
- Water conservation, rain water harvesting, watershed management.
- Resettlement and rehabilitation of people; its problems and concerns. Case studies.
- Environmental ethics: Issues and possible solutions.
- Climate change, global warning, acid rain, ozone layer depletion, nuclear accidents and holocause. Case studies.
- Wasteland reclamation.
- Consumerism and waste products.
- Environmental Protection Act:
  - Air (prevention and Control of Pollution) Act.
  - Water (prevention and Control of Pollution) Act.
  - Wildlife Protection Act.
  - Forest Conservation Act.
- Issues involved in enforcement of environmental legislation.
- Public awareness.

5. National Service Scheme

- **Introduction and Basic Concepts of NSS:** History, philosophy, aims & objectives of NSS; Emblem, flag, motto, song, badge etc.; Organizational structure, roles and responsibilities of various NSS functionaries.
- **Health, Hygiene & Sanitation:** Definition, needs and scope of health education; Food and Nutrition; Safe drinking water, water borne diseases and sanitation (Swachh Bharat Abhiyan); National Health Programme; Reproductive health.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

1. STUDY OF LATIN AMERICAN DANCES *(Theory)*

Time: 3 Hrs. **Theory: 100 Marks**

Instructions for Paper Setter:

Section A: 10 Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: **7** long answer type questions should be set out of which 4 have to be attempted of 10 marks each. (10x04=40)

Section C: 3 Essay type questions should be set out of which 2 have to be attempted of 15 marks each. (15x02 = 30)

Course Contents:

- **Study of following Latin American Dances:**
- History and Origin of Latin American
- Latin Folk Dances and other forms
- Ballroom Dance
- Cha–Cha–Cha
- Rumba
- Sumba
- Pasodoble
- Salsa
- Merengue
- Bachata

Suggested Readings:

- Theory and Technique Of Latin–American Dancing by Frank Borrows
- Songs and Dances of Latin America by Hal Leonard Publishing Co.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

2. STAGE PERFORMANCE SKILLS *(Practical)*

Practical: 100 Marks

Practical approach of following Stage Performance Skills:

Importance of Theme

Importance of Costumes, Make Up, Props

Light and Sound

Stage Craft

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

3. SALSA DANCING FORM *(Practical)*

Practical: 100 Marks

Practical demonstration of Salsa Dance on the behalf of following aspects

- Importance of Technique
- Avoiding Injuries
- Creating the Style
- Moving with Grace

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

4. PERSONALITY DEVELOPMENT – II *(Theory)*

Time: 3 Hrs. **Theory: 50 Marks**

Instructions for Paper Setter:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (05x06= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x02=20)

UNIT–I

Soft Skills: Meaning and Importance

Concepts: Work and Professional Ethics,

Self–Presentation, Self Confidence, Problem Solving Skills, Stress and Conflict Management

Team Spirit: Leadership Skills, Synergy and Team Building

UNIT–II

Placement Preparations: Group Discussions, Rules for Group Discussion

Personal Interview: Mock Interview and its Rules

Do's and Dont's: Dressing Sense, Strategies before and during the interview

Overcoming shyness, nervousness and fear

UNIT–III

Grooming: meaning and concept, various dimensions

Role of manners and etiquette in grooming

Strategies/Tips for grooming into an all–round groomed individual

Profile and Biography of: Abraham Lincoln, Dr. APJ Abdul Kalam, Amitabh Bachchan, Indira Nooyi

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

5. VIVA–VOCE *(Practical)*

Practical: 50 Marks

Music Vocal

Training Voice for Dance

Singing for Individual and Group Dance Performance

Poetical Composition

Music Instrumental

Various Musical Instruments and their role in Dance

Various Rhythms'

Simple Instrumental Compositions or Rhythms in Dance

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – IV)

6. ENVIRONMENTAL STUDIES

Time: 3 Hrs. **Max. Marks: 50**
Theory Lectures: 1½ Hours/ Week

Section–A: (15 Marks): It will consist of five short answer type questions. Candidates will be required to attempt three questions, each question carrying five marks. Answer to any of the questions should not exceed two pages.
Section–B: (20 Marks): It will consist of four essay type questions. Candidates will be required to attempt two questions, each question carrying ten marks. Answer to any of the questions should not exceed four pages.
Section–C: (15 Marks): It will consist of two questions. Candidate will be required to attempt one question only. Answer to the question should not exceed 5 pages.

1. Biodiversity and its Conservation:
- Definition: Genetic, species and ecosystem diversity.
- Biogeographical classification of India.
- Value of Biodiversity: Consumptive use; productive use, social, ethical, aesthetic and option values.
- Biodiversity of global, National and local levels.
- India as mega-diversity nation.
- Hot-spots of biodiversity.
- Threats to Biodiversity: Habitat loss, poaching of wild life, man wildlife conflicts.
- Endangered and endemic species of India.
- Conservation of Biodiversity: In situ and Ex-situ conservation of biodiversity.

2. Environmental Pollution:
- Definition, causes, effects and control measures of:
  a) Air Pollution
  b) Water Pollution
  c) Soil Pollution
  d) Marine Pollution
  e) Noise Pollution
  f) Thermal Pollution
  g) Nuclear Hazards
  h) Electronic Waste
- Solid Waste Management: Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster Management: Floods, Earthquake, Cyclone and Landslides.

3. Human Population and the Environment
- Population growth, variation among nations.
- Population explosion-Family welfare programme.

- Environment and human health.
- Human rights.
- Value education.
- HIV/AIDS.
- Women and child welfare.
- Role of information technology in environment and human health.
- Case studies.
- Road Safety Rules & Regulations**:** Use of Safety Devices while Driving, Do's and Don'ts while Driving, Role of Citizens or Public Participation, Responsibilities of Public under Motor Vehicle Act, 1988, General Traffic Signs.
- Accident & First Aid**:** First Aid to Road Accident Victims, Calling Patrolling Police & Ambulance.

4. National Service Scheme

- **Entrepreneurship Development:** Definition & Meaning; Qualities of good entrepreneur; Steps/ ways in opening an enterprise; Role of financial and support service Institutions.
- **Civil/Self Defense:** Civil defense services, aims and objectives of civil defense; Needs for self defense training.

5. Field Visits:

- Visit to a local area to document environmental assets–river/forest/grassland/hill/ mountain.
- Visit to a local polluted site–Urban/Rural/Industrial/Agricultural.
- Study of common plants, insects, birds.
- Study of simple ecosystems–pond, river, hill slopes etc.
- Contribution of the student to NSS/any other social cause for service of society.

Note: In this section the students will be required to visit and write on the environment of an area/ ecosystem/vi1lage industry/disaster/mine/dam/agriculture field/waste management/ hospital etc. with its salient features, limitations, their implications and suggestion for improvement.

References/Books:

1. Agarwal, K. C. 2001. Environmental Biology, Nidhi Publications Ltd. Bikaner.
2. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
3. Down to Earth, Centre for Science and Environment, New Delhi.
4. Jadhav, H. & Bhosale, V. M. 1995. Environmental Protection and Laws. Himalaya Pub.
5. Joseph, K. and Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
6. Kaushik, A. & Kaushik, C. P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
7. Miller, T. G. Jr. 2000. Environmental Science, Wadsworth Publishing Co.
8. Sharma, P. D. 2005. Ecology and Environment, Rastogi Publications, Meerut.
9. Booklet on Safe Driving. Sukhmani Society (Suvidha Centre), District Court Complex, Amritsar
10. Kanta, S., 2012. Essentials of Environmental Studies, ABS Publications, Jalandhar.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – V)

1. Theoratical Aspect of Theatre and Stage Craft (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit–I

Origin of Theatre
Evolution of Theatre
Introduction to the Natya Shastra in context to Theatre

Unit–II

Drama Structure and Performances
Study of Costumes & Make–ups on different themes
Role of Voice Modulation

Practical Approach to Theatre and Stage Craft (Practical)

50 Marks

Warming up for a Theatrical Activity
Breathing and Relaxation Excercises
Training Body
Voice Modulation
Practical Approach to make-ups on different themes

Suggested Readings:

1. Natya Shastra– Bharat Muni
2. The History of Indian Theatre–M.L. Varad Pande
3. Rang Bhavan – S.C. Sharma
4. On the Art of Theatre –Gordan Chraig
5. Bhartiya Natya Shastra aur Rangmanch – Prof. Mohan Vallabh Pant
6. The Indian Theatre – Mulak Raj Anand

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – V)

2. Yoga through Dance (Practical)

Practical: 50 Marks

Role of Music & Dance in Yoga

The Sixty-four Yogini Asanas

Yoga & the Anatomy of the Human Body

Role of Meditation Illustrations in Dance

BodyFlexibility through Yoga Demonstration

Pranayamas Demonstration

Exclusive Excersives for Dance & Fitness

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – V)

3. Theoratical Survey of Sufi Dancing Forms (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Introduction to Hazrat Inayat Khan, Poet, Mystic, Musician.
Reflections on Dance by Hazrat Pir-o- Murshid Inayat Khan.
Sufi Dance as Healing Therapy
Sufi Dances Performaces in Film Music Demonstration

Practical Approach to Sufi Dancing Forms (Practical)

50 Marks

Introduction to Hazrat Inayat Khan, Poet, Mystic, Musician.
Reflections on Dance by Hazrat Pir-o- Murshid Inayat Khan.
Sufi Dance as Healing Therapy

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – V)

4. Advance Study of Contemporary Dances

Viva Voce: 50 Marks

Vica Covering following Topics:-

1. Theatre & Stage Craft
2. Yoga, Music & Dance – Depicting Inter-relation
3. Sufi Dancing Forms
4. Role of Dance in Personality Development

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – V)

5. Dance Fusion – An Inter Relationship Study (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

1. Fusion of Dance on various Themes
2. Inter Relationship Study:-
2.1 Salsa with Classical
2.2 Jazz with hip hop
2.3 Sufism with Contemporary
2.4 Yoga with Zumba

Practical Approach to Dance Fusion (Practical)

50 Marks

1. Fusion of Dance on various themes to be Performed
2. Depiction as well as Performance of Inter Relation of :-
2.1 Salsa with Classical
2.2 Jazz with hip hop
2.3 Sufism with Contemporary
2.4 Yoga with Zumba

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – VI)

1. Role of Theatre & Yoga in Dance (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit–I

Stage Setting Management & Decoration of Sets
Stage Properties
Back Stage Management & Stage Safety

Unit–II

Light & Sound Arrangement
Gymnastic Exercises for Dance
Yoga Rhythm & Mudras used in Dance
Role of Dhyana used in Dance

Practical Approach to Theatre and Stage Craft (Practical)

50 Marks

Types of Sets
Managing Props & Stage Properties
Importance of Blocking
Light & Sound Arrangement & Demosntrations.

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – VI)

2. Portfolio Development (Viva Voce)

Viva Voce: 50 Marks

Introduction to Portfolio Development

Preparing Resume / Brochure

Recording of Performances

Making and Presentation of a Show Reel

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – VI)

3. Theoratical Study of Raqs Sharqi (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit-I

Introduction & History of Raqs Shariqi
Evolution of Bellydance
Rhythmic Structures For Belly dance
Techniques & Movements

Unit-II

Study of Costume in Egypt, Lebanon & Turkey
Study of Tribal Costumes
Health and Belly Dancing
Belly dancing In Popular Culture

Practical Demonstration of Raqs Sharqi (Practical)

50 Marks

Rhythmic Structures For Belly dance
Techniques & Movements
Costumes for the Performance

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – VI)

4. History of Indian Ballet Dance (Theory)

Time Allowed: 3 Hrs. 50 Marks

Instructions for Paper Setters:

Section A: **7** Very short answer type questions should be set out of which 5 have to be attempted of 6 marks each. (5x6= 30)

Section B: 3 long answer type questions should be set out of which 2 have to be attempted of 10 marks each. (10x2=20)

Unit-1

Origin and Development of Western Ballet
Ballet in various Cultures
Different Ballets of Pt. Uday Shankar – Survey & Study

Unit-2

Origin and Development of Traditional Indian Ballet Dance – Historical Study
Indigenous Ballets with Illustration
Modern Ballets with Illustration

BACHELOR OF VOCATION (B.Voc.)
CONTEMPORARY FORMS OF DANCE (SEMESTER – VI)

5. Stage Performance (Contemporary Dances)

(Practical)

100 Marks

1. Presentation by the students on the given Contemporary Form of Dance
2. Demonstrating all the Syllabus covered in Previous Semester i.e. I to V
3. Yoga Asanas Relating to Dance
4. Make-ups, Costumes used for Different contemporary dances.

FACULTY OF SOCIAL SCIENCES

SYLLABUS

FOR

HUMAN RIGHTS

Certificate/Add-on

(Semester: I – II)

Session: 2017-18

APEEJAY COLLEGE OF FINE ARTS, JALANDHAR.

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Semester – I:

S.No.	Subject	Total Marks	Time Allowed for Exam
1	Paper I	100	3 Hours
2	Seminar	50	
3	VIVA-VOCE	50	
	Total	200	

Semester – II:

S.No.	Subject	Total Marks	Time Allowed for Exam
1	Paper II	100	3 Hours
2	Seminar	50	
3	VIVA-VOCE	50	
	Total	200	

Certificate / Add-on in Human Rights

Time: 3 Hours **Max. Marks: 100**

The following pattern of setting of question paper shall be observed.

Paper - I

Human Rights: Concept, Types and Sources
Historical Development of Human Rights:

- The Magna Carta, 1215
- The English Bill of Rights, 1689
- The American declaration of Independence, 1776
- The French declaration on the rights of Man and Citizen, 1789
- Human Rights movements in India (contributions of Raja Ram Mohan Rai, Ishwar Chander Vidya Sagar, B.R. Ambedkar and M.K. Gandhi)

Human Rights: The Core International Conventions

- Human Rights provisions in the U.N. Charter, 1945
- The Universal Declaration of Human Rights, 1948
- The International Covenant on civil and political rights, 1966
- The International Covenant on economic, social and cultural rights, 1966
- Brief overview of optional protocol I and II to International Convention of Civil and Political Rights (ICCPR)
- Brief overview of other core conventions on Human Rights
    - Convention on all forms of discrimination against women (CEDAW), 1979
    - The convention against torture (CAT), 1984
    - The convention on the rights of the child (CRC), 1984

Human Values:

- The essence, determinants and consequences of values in human actions;
- Dimensions of values;
- Values in public and private life;
- Role of family and school in inculcating values;
- lessons from the lives and teachings of great leaders

Paper – II

The legislative framework and the Institutional Mechanism in India

- The Constitutional Provisions
  - Preamble
  - Fundamental Rights
  - Director principles
  - Fundamental Duties
- Human Rights Institutions in India
  - National Human Rights Commission
  - State Human Rights Commission
  - Brief reference to commissions for women, schedule caste, schedule tribes, Minorities and children

Case Study

Case study based on:

- Role of Judiciary, Non-governmental organizations (NGO) and Media
- Recent legislative developments concerning Human Rights
  - Right to Information Act (RTI)
  - Domestic violence Act
  - Maintenance of elderly persons
- Any other topic with the approval of the concerned teacher

Professional Ethics: Role of Ethics in various Professions

Meaning, nature and scope of Ethics in Profession; Professional Code of Ethics : its role and importance; The conflict between Professional Ethics and Morality; Individual Professional Obligations towards: Employer Clients/Customers, Other Professionals - relations of collegiality, specific expectations of reciprocity Profession as a collectivity Society - responsibility to serve the public interest

Suggested Readings:

1. Paras Diwan and Peeyushi Diwan, Human Rights and the Law, Deep & Deep Publications, New Delhi, 1996.
2. P.S. Jaswal and Nishtha Jaswal, Human Rights and the Law, APH Publishing Co., New Delhi, 1996.
3. B.P.S. Sehgal (Ed), Human Rights in India: Problems and Perspectives Deep & Deep Publications, New Delhi, 1995.
4. G.S. Bajwa, Human Rights in India: Implementation and Violations, Anmol Publications, New Delhi, 1995.
5. Thomas Buergenthal, Human Rights, Butterworths, London, 1979.