

# **FACULTY OF VOCATIONAL STUDIES**

## **SYLLABUS of**

**B.Voc Photography & Journalism (Semester: I -II)**

**(Under Credit Based Continuous Evaluation Grading System)**

**Session: 2019-20**



**The Heritage Institution**

**KANYA MAHA VIDYALAYA  
JALANDHAR  
(Autonomous)**

## **Scheme of Studies and Examination**

B.Voc. (Photography and Journalism)

Session (2019-20)

Semester I Session(2019-20)										
Course Code	Course Name	Course Type	Credits L-T-P			Marks				Examination time (in Hours)
			Hours/ week	LTP	Total	Total	Ext.		CA	
							L	P		
BVPL-1421/ Or BVPL-1031/ Or BVPL-1431	Punjabi (Compulsory) <sup>1</sup> Basic Punjabi Or <sup>2</sup> Punjab History and Culture	C	2	2-0-0	2	50	40	-	10	3(Theory)
BVPL-1102	Communication Skills in English-I	C	4	4-0-0	4	50	40	-	10	3(Theory)
BVPM-1123	Basics of Computers-I	C	2	1-0-1	2	50	25	15	10	3(Theory) 3 (Practical)
BVPL-1314	Reporting Techniques	S	4	4-0-0	4	50	40	-	10	3 (Theory)
BVPL-1315	Trends of Journalism	S	4	4-0-0	4	50	40	-	10	3(Theory)
BVPM-1316	Introduction to Photography	S	4	2-0-2	4	75	30	30	15	3(Theory) 3(Practical)
BVPP-1317	Reporting Lab	S	8	0-0-4	4	50	-	40	10	3(Practical)
BVPP-1318	Field Visit and Report	S		0-0-2	2	50	-	40	10	-
AECD-1161	Drug Abuse (Compulsory Paper)	C	2	2-0-0	2	50	40	-	10	3(Theory)
SECF- 1492	Foundation Programme	C	2	2-0-0	2	25	20	-	5	1(Theory)
		Total			30	500				

**1 Special Papers in lieu of Punjabi (Compulsory)**

**2 Special paper in lieu of Punjabi (Compulsory ) (for those students who are not domicile of Punjab)**

**C- Compulsory**

**S-Skill Enhancement**

Semester II (Session 2019-20)										
Course code	Course Name	Course Type	Hours/ week	LTP		Marks				Examinati on time (in Hours)
					Total	Total	Ext.		CA	
							L	P		
BVPL-2421 / BVPL-2031 / BVPL-2431	Punjabi (Compulsory) Or <sup>1</sup> Basic Punjabi Or <sup>2</sup> Punjab History and Culture	C	2	2-0-0	2	50	40	-	10	3 (Theory)
BVPM-2102	Communication Skills in English-II	C	4	3-0-1	4	50	25	15	10	3 (Theory) 3 (Practical)
BVPL-2313	Basic of Journalism	C	2	2-0-0	2	50	40	-	10	3 (Theory)
BVPL-2314	Press Laws & Media Ethics	S	4	4-0-0	4	50	40	-	10	3 (Theory)
BVPM-2315	Audio/Visual Media	S	4	2-0-2	4	50	25	15	10	3 (Practical) 3(Theory)
BVPM-2316	Television Production- Idea to Screen	S	4	2-0-2	4	75	30	30	15	3 (Practical) 3(Theory)
BVPP-2317	Design & Graphics	S	6	0-0-3	3	50	-	40	10	3 (Practical)
BVPI-2318	Compulsory Training	S	-	0-0-3	3	50	-	50	-	-
AECD-2161	*Drug Abuse (Compulsory Paper)	C	2	2-0-0	2	50	40	-	10	3 (Theory)
SECM- 2502	Moral Education Programme	C	2	2-0-0	2	25	20	-	5	1 (Theory)
	Total				30	500				

1 Special Papers in lieu of Punjabi (Compulsory)

2 Special paper in lieu of Punjabi (Compulsory ) (for those students who are not domicile of Punjab)

C- Compulsory

S-Skill Enhancement

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPL-1421)**

**Punjabi (Compulsory)**

L-T-P  
2-0-0

Max. Marks 50  
Theory: 40  
IA:10

**ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ**

1. ਕਿਸੇ ਨਿਬੰਧ ਦਾ ਸਾਰ ਜਾਂ ਉਸਦਾ ਵਿਸ਼ਾ ਵਸਤੂ (ਦੋ ਵਿਚੋਂ ਇਕ) ।  
7 ਅੰਕ
2. ਆਤਮ ਅਨਾਤਮ : ਸਾਰ, ਵਿਸ਼ਾ-ਵਸਤੂ, ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ।  
ਅੰਕ 7
3. ਪੈਰਾ ਰਚਨਾ : ਤਿੰਨ ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਉਤੇ ਪੈਰਾ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇ ।  
ਅੰਕ 4
4. ਪੈਰਾ ਦੇ ਕੇ ਉਸ ਬਾਰੇ ਪੰਜ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉਤਰ।  
5 ਅੰਕ
5. ਨੰਬਰ 5 ਉਤੇ ਦਿਤੀ ਵਿਆਕਰਣ ਦੇ ਆਧਾਰ 'ਤੇ ਵਰਣਨਾਤਮਕ ਪ੍ਰਸ਼ਨ।  
ਅੰਕ 7
6. ਨੰਬਰ 6 ਵਿਚ ਮਾਤ ਭਾਸ਼ਾ ਦੇ ਪਹਿਲੀ ਭਾਸ਼ਾ ਅਤੇ ਦੂਜੀ ਭਾਸ਼ਾ ਵਜੋਂ ਅਧਿਆਪਨ, ਮਹੱਤਵ ਅਤੇ ਸਮੱਸਿਆਵਾਂ ਬਾਰੇ  
2 ਪ੍ਰਸ਼ਨ ਪੁਛੇ ਜਾਣਗੇ, ਜਿਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ 1 ਦਾ ਉਤਰ ਦੇਣਾ ਹੋਵੇਗਾ। 5 ਅੰਕ

**ਪਾਠਕ੍ਰਮ 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 : ਭਰੂਣ ਹਤਿਆ ਦੇ ਦੇਸ਼ ਵਿਚ, 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) ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
3. ਪੈਰਾ ਰਚਨਾ
4. ਪੈਰਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉਤਰ।
5. (ੳ)ਪੰਜਾਬੀ ਧੁਨੀ ਵਿਭੂਤ : ਉਚਾਰਨ ਅੰਗ, ਉਚਾਰਨ ਸਥਾਨ ਤੇ ਵਿਧੀਆਂ, ਸਵਰ, ਵਿਅੰਜਨ, ਸੁਰ।  
(ਅ)ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ : ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਪਭਾਸ਼ਾ ਦਾ ਅੰਤਰ, ਪੰਜਾਬੀ ਉਪਭਾਸ਼ਾਵਾਂ ਦੇ ਗੁਣਚਿੰਨ੍ਹ।
6. ਮਾਤ ਭਾਸ਼ਾ ਦਾ ਅਧਿਆਪਨ (ੳ) ਪਹਿਲੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉਤੇ (ਅ) ਦੂਜੀ ਭਾਸ਼ਾ ਦੇ ਤੌਰ ਉਤੇ

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPL-1031)**

**Basic Punjabi**

L-T-P  
2-0-0

Max. Marks 50  
Theory: 40  
IA:10

**ਅੰਕ ਵੰਡ ਤੇ ਪੇਪਰ ਸੈਟਰ ਲਈ ਹਦਾਇਤਾਂ**

1. ਪ੍ਰੈਤੀ ਅਖਰੀ ਦੀ ਬਣਤਰ ਅਤੇ ਤਰਤੀਬ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ।

10ਅੰਕ

(ਦੋ ਪ੍ਰਸ਼ਨਾਂ ਵਿਚੋਂ ਇਕ ਕਰਨਾ ਹੋਵੇਗਾ)

ਕਵਰਗ, ਚਵਰਗ, ਤਵਰਗ, ਟਵਰਗ ਆਦਿ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ ਪੁਛਿਆ ਜਾ ਸਕਦਾ ਹੈ। ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ ਅਤੇ ਲਗਾਂ ਮਾਤਰਾਂ ਦੀ ਵਰਤੋਂ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇਕ ਕਰਨਾ ਹੋਵੇਗਾ) 10

ਅੰਕ

2. ਬਿੰਦੀ, ਟਿਪੀ ਅਤੇ ਅਧਕ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ

5 ਅੰਕ

3. (ੳ) ਵਿਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ

5 ਅੰਕ

(ਅ) ਨਾਂਵ ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ ਅਤੇ ਲਿੰਗ ਵਚਨ ਸੰਬੰਧੀ ਮੁਢਲੀ ਕਿਸਮ ਦੇ ਪ੍ਰਸ਼ਨ (ਦੋ ਵਿਚੋਂ ਇਕ ਕਰਨਾ ਹੋਵੇਗਾ)

5 ਅੰਕ

**ਪਾਠ ਕ੍ਰਮ ਤੇ ਪਾਠ ਪੁਸਤਕਾਂ**

1. ਪ੍ਰੈਤੀ ਅਖਰੀ; ਪੈਰ ਬਿੰਦੀ ਵਾਲੇ ਵਰਣ ਅਤੇ ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ, ਲਗਾਂ ਮਾਤਰਾਂ

2. ਲਗਾਖਰ (ਬਿੰਦੀ, ਟਿਪੀ, ਅਧਕ)

3. (ੳ) ਵਿਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਵਰਤੋਂ, (ਅ) ਨਾਂਵ, ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ, ਲਿੰਗ ਅਤੇ ਵਚਨ

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPL-1431)**

**Punjab History and Culture**

**L-T-P**  
**2-0-0**

**Max. Marks 50**  
**Theory: 40**  
**IA:10**

**Note: The question paper will consist of two sections**

**Section-A: This section will consist of 10 Questions, out of which 7 will have to be answered in not more than 10 lines (150 words) each. Each question will carry 2 marks. The total weightage for this section would be 14.**

**Section-B: It will consist of three essay type questions, each to be answered in not more than 4 pages (approximately 600 words) One question with internal choice would be set from each unit. Each question would carry 7 marks, the total marks for this section would be 21.**

**UNIT I**

1. Physical Features of the Punjab and their impact on History.
2. Sources of the ancient history of Punjab

**UNIT II**

3. Harappan Civilization: Antiquity, Extent, end, important places, script, town planning ; Political, social, economic and religious life of the Indus Valley People.
4. The Indo- Aryans :- Original home and settlement in Punjab, Social, Religious and Economic life during the Rig Vedic Age, Social, Religious and Economic life during later Vedic Age.

**UNIT III**

5. Teaching and impact of Buddhism and Jainism in the Punjab.
6. Alexander's invasion and its impact.

**Suggested Readings:**

1. L.M Joshi (ed) : History and Culture of the Punjab,- Art- 1, Patiala, 1989(3<sup>rd</sup> edition)
2. L.M Joshi and Fauja Singh (ed); History of Punjab, Vol. 1, Patiala, 1997.
3. Buddha Parkash; Glimpses of Ancient Punjab, Patiala, 1983.
4. B.N Sharma ; Life in Northern India, Delhi, 1966.

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPL-1102)**  
**COMMUNICATION SKILLS IN ENGLISH-I**

**L-T-P**  
**4-0-0**

**Max. Marks 50**  
**Theory: 40**  
**IA:10**

**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, official/ business letter, memo, notices etc; Correct use of grammar for writing.

**Activities:**

- a) Writing official 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 memos and notices for circulation/ boards
- f) Writing of reports on official matters
- g) Do as directed (change of voice, narration, combination of 2 simple sentences into one, subject- verb agreement, using appropriate tense, forms of verbs)

**Suggested Pattern of Question Paper:**

The question paper will consist of six skill-oriented questions from Reading and Writing Skills. First five questions will carry 5 marks each. Question No. six will be of 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.

- i) Comprehension question with short answers on content, progression of ideas, purpose of writing etc. of an unseen passage.
- ii) Official/Business letter (internal choice)
- iii) Making point-wise notes on a given speech/ technical report
- iv) Writing memos for office circulation notices /for public circulation on topics of professional interest (internal choice)
- v) Resume Writing / Report Writing
- vi) Do as directed (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. *Business Communication*, by Sinha, K.K. Galgotia Publishers, 2003.
3. *Business Communication* by Sethi, A and Adhikari, B., McGraw Hill Education 2009.
4. *Communication Skills* by Raman, M. & S. Sharma, OUP, New Delhi, India (2011).
5. *English Grammar in Use: A Self Study Reference and Practice Book Intermediate Learners Book* by Raymond Murphy, Cambridge University Press.



**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No. BVPM-1123)**  
**BASIC OF COMPUTERS-I**

**Course Outcomes**

On the completion of this course, the student will be able to:

**CO1:** Develop basic understanding of computer hardware/software, data processing and related terminology

**CO2:** perform basic word processing tasks in MS Word

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No. BVPM-1123)**  
**BASIC OF COMPUTERS-I**

**L-T-P**  
**1-0-1**

**Max. Marks 50**  
**Theory:25**  
**Practical:10**  
**Internal Assesment:15**

**Instructions for Examiner/Paper setter:**

Each question paper of theory will consist of eight questions and a candidate has to attempt five out of these. Each question will be of 5 marks.

**THEORY**

1. Introduction to Computer, Data Processing, Concept of data and information
2. Introduction of computer hardware and software
3. Introduction to MS- Word- General- Formatting, Editing, Spell-grammar check, Printing and saving, Mail Merge.

**PRACTICAL(10)**

1. Introduction to Ms Word.

**Suggested Readings:**

- > Windows based computer courses by Gurvinder singh and Rachhpal singh.
- > Introduction to computers by PK Sinha.
- > Fundamentals of information technology by Anshuman Sharma.
- > MS-office - BPB Publications.

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**  
**(Course No.BVPL-1314)**  
**REPORTING TECHNIQUES**

**Course Outcomes**

On the completion of this course, the student will be able to:

- CO1:** To identify the different styles of writing the news.
- CO2:** To enhance the interview skills.
- CO3:** To develop the role and function of Sub-Editor.

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPL-1314)**

**REPORTING TECHNIQUES**

**Theory**

**L-T-P**  
**4-0-0**

**Max. Marks: 50**  
**Theory: 40**  
**IA: 10**

**Instructions for Examiner/Paper setter:**

Question paper shall consist of four sections. Candidate shall attempt five Questions in all, by at least selecting one question from each unit and the 5<sup>th</sup> question may be attempted from any of the four sections. Each question will be of 8 marks.

**Unit -1**

**News-** Meaning of news, Elements of news, sources of news, cyber laws

**Unit-2**

**Editorial page-** Functions of chief editor, define the concept of editorial page, editorial page setup, How to differentiate between facts and opinion.

Backgrounder, stringer, correspondence, How to verify information, undertake background checks and confirm the accuracy of any facts that are gathered.

**Unit-3**

**Interview-** How to conduct an interview for news story, How to define the purpose/objective of the interview, How to correctly read and interpret the interview brief, How to conduct background research on the interview,

**Unit-4**

How to prepare a list of interview questions and talking points, How to verify information and confirm the accuracy of any facts that are researched and/ or collected during the interview, How to plan for interviews (outdoor or in the studio) - including choice of setting, time, budget, resources and equipment required, Different interview styles.

**Suggested Readings:**

- Reporting & Communication Skill-V.S. Gupta, Neha Publishers
- Reporting-B.N.Ahuja, Surjit Publications
- Editing-B.N Ahuja On Editing-NBT

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**  
**(Course No.BVPL-1315)**

**TRENDS OF JOURNALISM**

**Course Outcomes**

On the completion of this course, the student will be able to:

- CO1:** To make students familiar with the history of the Indian press.
- CO2:** To develop the practical knowledge of print media.
- CO3:** To enhance the knowledge about the new trends in journalism.

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPL-1315)**

**TRENDS OF JOURNALISM**

**L-T-P**  
**4-0-0**

**Max. Marks 50**  
**Theory: 40**  
**IA:10**

**Instructions for Examiner/Paper setter:**

Question paper shall consist of four sections. Candidate shall attempt five Questions in all, by at least selecting one question from each unit and the 5<sup>th</sup> question may be attempted from any of the four sections. Each question will be of 8 marks.

**Unit-1**

Early Anglo Indian newspapers, Hickey's gazette, Buckingham's journal,  
 Press Legislations during freedom struggle

**Unit-2**

Birth and spread of Vernacular/ Language Press in India, Invention of printing press

**Unit-3**

News Agencies: growth and development  
 International Agencies: PTI, Reuters, AFP, AP and their current scenario

**Unit-4**

Current trends in English and language journalism in India  
 New technology in Indian Media and globalization

**References**

1. Handbook of Journalism and Mass Communication, Vir Bala Aggarwal, concept Publishing Company.
2. Mass Communication in India, Keval J Kumar, Jaico Publishing House

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPM-1316)**

**INTRODUCTION TO PHOTOGRAPHY**

**Course Outcomes**

On the completion of this course, the student will be able to:

- C01:** To make students clear about the importance of photographs and utility of photography and its applications in mass media .
- C02:** To develop the practical knowledge of photography techniques.
- C03:** To enhance the knowledge of different camera lenses.
- C04:** understand and apply various composition techniques of photography

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPM-1316)**

**INTRODUCTION TO PHOTOGRAPHY**

**L-T-P**  
**2-0-2**

**Max. Marks 75**  
**Theory: 30**  
**Practical:30**  
**IA:15**

**Instructions for Examiner/Paper setter:**

Question paper shall consist of four sections. Candidate shall attempt five Questions in all, by at least selecting one question from each unit and the 5<sup>th</sup> question may be attempted from any of the four sections. Each question will be of 6 marks.

**Unit-1**

Introduction to light.  
 Meaning of Photography and its nature  
 Different types of Camera angles and shots, camera movements  
 Different types of lights

**Unit-2**

Types of Photography: Product photography, Nature Photography, Sports photography, Event Photography, Aerial Photography

**Unit-3**

Camera lens and its types, Types of still camera, Aperture, shutter speed, Depth of field,

**Unit-4**

Composition: Rule of thirds, Head room., reflectors, Point of Interest

**Practical**

- Shutter speed oriented photography
- Aperture oriented photography
- Depth of field oriented photography.
- Use different camera shots and angles.
- Use different lights.
- Use different compositions.



**Suggested Readings:**

1. Digital Photographer's Handbook – Tom Ang, DK Publishers
2. The Photography – Graham Clarke, Oxford University Press
3. Creative Photography Work Book – John Hedgecoe's, Amherst Media
4. Photography - Bill Apto

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPP-1317)**

**REPORTING LAB**  
**Practical**

**Course Outcomes**

On the completion of this course, the student will be able to:

**CO1:** To develop the basic concept of Reporting

**CO2:** To understand how to manage various situations may arise during reporting

**CO3:** To understand how to use various equipments used in reporting

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPP-1317)**

**REPORTING LAB**  
**Practical**

**L-T-P**  
**0-0-4**

**Max. Marks 50**  
**Practical:40**  
**IA:10**

**Instructions to the Examiners/Paper Setters:**

- ☐ Viva
- ☐ Assignments and File Work.
- ☐ Cover an interview and write it for a magazine.
- ☐ Cover and Write five types of beats
- ☐ How to write a Press Note
- ☐ How to write for web
- ☐ How to create Blog
- ☐ How to work on web Portal
- ☐ Writing analytical pieces about current events

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPP-1318)**

**FIELD VISIT AND REPORT**

**L-T-P**  
**0-0-2**

**Max. Marks 50**  
**Practical:40**  
**IA:10**

**Course outcomes**

The objective of the field visit is to help students to know the work environment of media organizations

After the field visit students will come to know:

**CO1:** the real work environment in media organizations.

**CO2:** how projects are done in coordination and cooperation of various teams

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPP-1318)**

**FIELD VISIT AND REPORT**

**L-T-P**

**0-0-2**

**Max. Marks 50**

**Practical:40**

**IA:10**

**The Marks will be awarded to the candidate on the basis of report  
submitted of the visit**

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-I)**  
**(Course No.AECD-1161)**  
**Drug Abuse: Problem, Management and Prevention**  
**PROBLEM OF DRUG ABUSE**

**L-T-P**  
**2-0-0**

**Max. Marks 50**  
**Theory:40**  
**Internal Assesment:10**

**Instructions for the Paper Setters:**

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

**Section–B: (10 Marks):** It will consist of four questions. Candidates will be required to attempt two questions, each question carrying five marks. Answer to any of the questions should not exceed three pages.

**Section–C: (10 Marks):** It will consist of two essay type 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.
- B.A./B.Sc. (Semester System) (12+3 System of Education) (*Semester-I*) (*Session 2017-18*)  
(*Faculty of Arts & Social Sciences*)
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.)**  
**Photography & Journalism (Semester-I)**

**(Course No.BVPL-2421)**

**Punjabi (Compulsory)**

L-T-P  
2-0-0

Max. Marks 50  
Theory: 40  
IA:10

**ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ**

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

**ਪਾਠਕ੍ਰਮ ਅਤੇ ਪਾਠਪੁਸਤਕਾਂ**

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, ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈਟ।
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), ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
3. ਸ਼ਬਦਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ : ਪਰਿਭਾਸ਼ਾ, ਮੁਢਲੇ ਸੰਕਲਪ
4. ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ
5. ਪੈਰਾ ਰਚਨਾ
6. ਪੈਰਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉਤਰ
7. ਮੁਹਾਵਰੇ ਅਤੇ ਅਖਾਣ



**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**

**(Course No.BVPL-2031)**

**Basic Punjabi**

**L-T-P**  
**2-0-0**

**Max. Marks 50**  
**Theory: 40**  
**IA:10**

**ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ**

1. ਪਹਿਲੇ ਯੂਨਿਟ ਵਿੱਚੋਂ ਪੰਜਾਬੀ ਸ਼ਬਦ ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ। ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਸ਼ਬਦਾਵਲੀ ਨਾਲ ਸੰਬੰਧਿਤ ਇਕ-ਇਕ ਅੰਕ ਦੇ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।

10 ਅੰਕ

2. ਦੂਸਰੇ ਯੂਨਿਟ ਵਿੱਚ **ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁਢਲੀ ਜਾਣ ਪਛਾਣ** ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ।

10 ਅੰਕ

3. ਤੀਜੇ ਯੂਨਿਟ ਵਿੱਚ ਪੰਜਾਬੀ ਵਾਕ-ਬਣਤਰ ਨਾਲ ਸੰਬੰਧਿਤ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਅੰਕਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਇਕ-ਇਕ ਜਾਂ ਦੋ-ਦੋ ਅੰਕਾਂ ਦੇ ਛੋਟੇ ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ। ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵਿਹਾਰਕ ਵਰਤੋਂ ਨਾਲ ਸੰਬੰਧਿਤ ਇਕ ਪ੍ਰਸ਼ਨ ਪੁੱਛਿਆ ਜਾਵੇਗਾ, ਜਿਸ ਵਿੱਚ ਵਿਦਿਆਰਥੀ ਨੂੰ ਕਿਸੇ ਸਮਾਜਿਕ/ਸਭਿਆਚਾਰਕ ਪ੍ਰਸੰਗ ਵਿੱਚ ਵਰਤੇ ਜਾਂਦੇ ਪੰਜ ਵਾਕ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ। ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਭਾਸ਼ਾ ਸਰਲ ਅਤੇ ਸਪਸ਼ਟ ਰੱਖੀ ਜਾਵੇ।

15 ਅੰਕ

**ਪਾਠ ਕ੍ਰਮ ਤੇ ਪਾਠ ਪੁਸਤਕਾਂ**

1. ਪੰਜਾਬੀ ਸ਼ਬਦ-ਬਣਤਰ

ਸੰਯੁਕਤ ਅਤੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦ,  
ਨਿੱਤ ਵਰਤੋਂ

ਦੀ

ਪੰਜਾਬੀ

ਸ਼ਬਦਾਵਲੀ

10 ਅੰਕ

2. ਭਾਸ਼ਾ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਮੁੱਢਲੀ ਜਾਣ ਪਛਾਣ

ਗੁਰਮੁਖੀ

ਲਿਪੀ

ਦੀਆਂ

ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ

10ਅੰਕ

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); ਦੇਹਰੇ 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. **ਭਾਸ਼ਾ ਅਤੇ ਮਾਤ ਭਾਸ਼ਾ** ਦੇ ਮਹੱਤਵ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ

. ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ ਸੰਬੰਧੀ ਪ੍ਰਸ਼ਨ

3. **ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ**: ਕਰਤਾ ਕਰਮ ਕਿਰਿਆ; ;ਯਕੋਭ ਵਾਕ, ਬਿਆਨੀਆ, ਪ੍ਰਸ਼ਨਵਾਚਕ, ਆਗਿਆਵਾਚਕ, ਸੰਯੁਕਤ ਅਤੇ ਮਿਸ਼ਰਤ 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/ਸਿਨੇਮੇ ਵਿਚ, ਵਿਆਹ ਵਿਚ, ਧਾਰਮਿਕ ਸਥਾਨਾਂ ਵਿਚ, ਦੋਸਤਾਂ ਨਾਲ ਆਦਿ।

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**

**(Course No.BVPL-2431)**

**Punjab History and Culture**

**L-T-P**  
**2-0-0**

**Max. Marks 50**  
**Theory: 40**  
**IA:10**

**Note: The question paper will consist of two sections**

**Section-A: This section will consist of 10 Questions, out of which 7 will have to be answered in not more than 10 lines (150 words) each. Each question will carry 2 marks. The total weightage for this section would be 14.**

**Section-B: It will consist of three essay type questions, each to be answered in not more than 4 pages (approximately 600 words) One question with internal choice would be set from each unit. Each question would carry 7 marks, the total marks for this section would be 21.**

**UNIT I**

1. Punjab under Chandragupta Maurya and Ashoka.
2. The Kushans and their contribution to the Punjab

**UNIT II**

3. The Punjab under the Gupta Emperor.
4. The Punjab under the Vardhana Emperor

**UNIT III**

5. The Punjab from 7<sup>th</sup> Century to 1000 A.D. (A Survey of political and social-cultural History of Punjab)
6. Development of Art and Architecture of Punjab.

**Suggested Readings:**

1. L.M Joshi (ed) : History and Culture of the Punjab, - Art- 1, Patiala, 1989(3<sup>rd</sup> edition)
2. L.M Joshi and Fauja Singh (ed); History of Punjab, Vol. 1, Patiala, 1997.
3. Buddha Parkash; Glimpses of Ancient Punjab, Patiala, 1983.
4. B.N Sharma ; Life in Northern India, Delhi, 1966

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**

**(Course No.BVPM-2102)**

**COMMUNICATION SKILLS IN ENGLISH-II**

**L-T-P**  
**3-0-1**

**Max. Marks 50**  
**Theory:25**  
**Practical:15**  
**IA:10**

**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 five questions related to speaking and listening skills. Each question will carry 5 marks. **(5x5=25)**

The nature of the questions will be as given below:-

**One** question 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.

**One** question requiring students to transcribe simple words in IPA symbols and marking stress.

**Recommended Books:**

1. *Oxford Guide to Effective Writing and Speaking* by John Seely.
2. *Business Communication* by Sethi, A and Adhikari, B., McGraw Hill Education 2009.
3. *Communication Skills* by Raman, M. & S. Sharma, OUP, New Delhi, India (2011).
4. *A Course in Phonetics and Spoken English* by J. Sethi and P.V. Dhamija, Phi Learning

**PRACTICAL / ORAL TESTING**

**Marks: 10**

**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 7 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.)**  
**Photography & Journalism (Semester-II)**

**(Course No.BVPL-2313)**

**BASICS OF JOURNALISM**

**Theory**

**Course Outcomes**

On the completion of this course, the student will be able to:

- CO1:** To identify the different styles of writing the news.
- CO2:** To enhance the interview skills.
- CO3:** To develop the role and function of Sub-Editor.

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**

**(Course No.BVPL-2313)**

**BASICS OF JOURNALISM**  
**Theory**

**L-T-P**  
**2-0-0**

**Max. Marks: 50**  
**Theory: 40**  
**IA: 10**

**Instructions for Examiner/Paper setter:**

Question paper shall consist of four sections. Candidate shall attempt five Questions in all, by at least selecting one question from each unit and the 5<sup>th</sup> question may be attempted from any of the four sections. Each question will be of 8 marks.

**Unit-1**

- ☐ Journalism- meaning and concept
- ☐ Qualities , rights and responsibilities of a reporter

**Unit-2**

Brief history of The Hindu, Hindustan Times, Times of India, Ajit, Punjabi Tribune, The Statesman, The Tribune, Amrit Bazzar Patrika, Amar Ujala

**Unit-3**

- ☐ Forms of Journalism- Online Journalism, Yellow Journalism, Citizen Journalism, Crony Journalism, Photo Journalism, MOJO, Use of Gimble

**Unit -4**

- ☐ E- newspaper, internet editions,

**Suggested Readings:**

1. Warren Carl. Modern news reporting: Harper and Bros
2. Journalism in India, R Parthasarathy
3. Mudgal Rahul. Emerging trends in Journalism: Sarup and Sons

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**

**(Course No.BVPL-2314)**

**Press Laws and Media Ethics**

**Course Outcomes**

On the completion of this course, the student will be able to:

**CO1:** To understand various laws applied to journalism

**CO2:** To understand how different laws can be used to collect information.



**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**

**(Course No.BVPL-2314)**

**Press Laws and Media Ethics**

**L-T-P**  
**4-0-0**

**Max. Marks: 50**  
**Theory:40**  
**IA : 10**

**Instructions for Examiner/Paper setter:**

Question paper shall consist of four sections. Candidate shall attempt five Questions in all, by at least selecting one question from each unit and the 5<sup>th</sup> question may be attempted from any of the four sections. Each question will be of 8 marks.

**Unit-1**

- Freedom of press
- Article-19 (1) (a)
- Vernacular Press Act, Gagging Act,

**Unit-2**

- Press, Law, Society & Democracy
- Constitutional Safeguards to Freedom of Press
- PCI, Press Council Act 1978, Parshar Bharti

**Unit-3**

- Law of Defamation
- Right to Information
- Official Secret Act

**Unit-4**

- Copyright Act
- Working Journalist Act
- Code of Conduct: AIR, TV and Cable Act, 1995

**Suggested Readings:**

1. Mass Media Laws & Regulations : C.S. Rayudu, S B Nageshwar Rao:  
Himalays Publishing House

2. Press in the Indian Constitution : R.K. Ravindran
3. Principles & Ethics of Journalism : Dr. Jan R. Hakemuldar, Dr. Fay
4. Press Laws in India: DD Basu Lexis Nexis

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**  
**(Course No.BVPM-2315)**

**AUDIO/ VISUAL MEDIA**

**Course Outcomes**

On the completion of this course, the student will be able to:

- CO1:** To develop the basic concept of Radio & TV production .
- CO2:** To develop the practical knowledge of Radio & TV production.
- CO3:** To enhance the knowledge of different equipments of Radio & TV production.

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**  
**(Course No.BVPM-2315)**

**AUDIO/ VISUAL MEDIA**

**L-T-P**  
**2-0-2**

**Max. Marks 50**  
**Theory:25**  
**Practical:15**  
**IA:10**

**Instructions for Examiner/Paper setter:**

Question paper shall consist of four sections. Candidate shall attempt five Questions in all, by at least selecting one question from each unit and the 5<sup>th</sup> question may be attempted from any of the four sections. Each question will be of 5 marks.

**Unit-1**

- Meaning of audio-visual media.
- Audio-visual aids.

**Unit-2**

- How audio-visual aids can be used to deliver information in a simple, interesting manner.
- How to undertake research and collect information to generate ideas for a programme.

**Unit-3**

- Brief history of Radio and TV in India.
- Production- stages of production.
- 

**Unit-4**

- Importance of voice modulation in Radio.
- Structure of story and screenplay.

**Note: Paper will be set on the spot by examiner**

**Radio:**

- ☐ Writing for different formats of radio
- ☐ Radio recording of different formats: RJ, interview, Radio Talk, Drama

**Television:** Any T.V based video project

**Suggested Readings:**

- ☐ Radio & TV Journalism: KM Srivastva
- ☐ TV Production- Gerald Millerson: Focal Press
- ☐ Broadcast Journalism: PP Joshi

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**

**(Course No.BVPM-2316)**

**TELEVISION PRODUCTION-IDEA TO SCREEN**

**Course Outcomes**

On the completion of this course, the student will be able to:

- C01:** To develop the basic concept of script & storyboard .
- C02:** To develop the practical knowledge of TV production.
- C03:** To enhance the knowledge of different shooting techniques.

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**  
**(Course No.BVPM-2316)**

**TELEVISION PRODUCTION-IDEA TO SCREEN**

**L-T-P**  
**2-0-2**

**Max. Marks :75**  
**Theory:30**  
**Practical:30**  
**IA:15**

**Instructions for Examiner/Paper setter:**

Question paper shall consist of four sections. Candidate shall attempt five Questions in all, by at least selecting one question from each unit and the 5<sup>th</sup> question may be attempted from any of the four sections. Each question will be of 6 marks.

**Unit-1**

Selection of the Programme Topic: Developing programme briefs (Objectives, Contents, Duration etc), Researching the topic, Programme Resources, Style and format, structuring the programme,.

**Unit-2**

Storyboard and Script Designing, Script Layout Video Recording and Editing: What is editing?

**Unit-3**

Rules of editing, Editing sound: U matic, Beta & VHS, Types of editing. Cut to cut ,A/B roll, Assembly and Insert Editing

**Unit-4**

**Sound:** Meaning, Characteristics`

**Audio Editing:** Linear and Non-Linear Audio Editing

**Types of Sound Effects**

**Mixing and Dubbing Techniques**

Voice Modulation, Mono, Stereo and Surround Sound

**Practical:**

- Budget Planning (News, Film, Serial, Documentary)
- Preparation of Storyboard
- Preparation of Script
- Piece to camera, Walk Through, Vox-Pop
- Editing using various effects

**Suggested Readings:**

1. TV Production: Gerald Millerson: Focal Press
2. Media Writing: Samuelson
3. Modern Radio Production: Carl Hansman Donnel: Cengage Learning

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**  
**(Course No.BVPP-2317)**

**Design & Graphics**

**CO1:** To understand various principals applied while designing newspapers and magazine.

**CO2:** To understand functions of various designing software

**CO3:** To understand modern techniques of printing and papers used for printing



**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**

**(Course No.BVPP-2317)**

**Design & Graphics**

**L-T-P**  
**0-0-3**

**Max. Marks: 50**  
**Practical:40**  
**IA : 10**

**Note: Paper will be set on the spot by examiner**

- Designing, Lay outing and Illustrations
- Graphic Designing exercises
- Typesetting, Composition
- Designing of Lay-outs for various magazines/newspapers
- Designing pamphlets, folders, flash cards, flip charts
- Evaluation of all such assignments
- Visit to printing press of various kinds

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**  
**(Course No.BVPI-2318)**

**COMPULSORY TRAINING**

**L-T-P**  
**0-0-3**

**Max. Marks 50**  
**Practical:40**  
**IA:10**

**Instructions for the Examiners:**

- Compulsory industrial training for 15 days in reputed Media institutions (TV/Radio/Web Channels, News Channel/PR Company etc.)
- Essential to submit a training report, along with a copy of certificate.

**Bachelor of Vocation (B.Voc.)**  
**Photography & Journalism (Semester-II)**

**(Course No.AECD-2161)**  
**Drug Abuse: Problem, Management and Prevention**  
**PROBLEM OF DRUG ABUSE**

**L-T-P**  
**2-0-0**

**Max. Marks 50**  
**Theory:40**  
**Internal Assesment:10**

**Instructions for the Paper Setters:**

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

**Section–B: (10 Marks) :**It will consist of four questions. Candidates will be required to attempt two questions, each question carrying five marks. Answer to any of the questions should not exceed three pages.

**Section–C: (10 Marks):** It will consist of two essay type 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) Legislaion: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.  
22 B.A./B.Sc. (Semester System) (12+3 System of Education) (Semester–II) (Session 2017-18) (Faculty of Arts & Social Sciences)

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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.