B.Com. Programme

Under Choice Based Credit, Grading and Semester System Course Structure

(To be implemented from Academic Year- 2016-2017)

Semester I

No. of Courses	Semester I	Credits
1	Elective Courses (EC)	
1A	Discipline Specific Elective(DSE)Courses	
1	Accountancy and Financial Management I	03
1B	Discipline Related Elective(DRE)Courses	
2	Commerce I	03
3	Business Economics I	03
2	Ability Enhancement Courses (AEC)	
2A	Ability Enhancement Compulsory Courses (AECC)	
4	Business Communication !	03
5	Environmental Studies I	03
2B	*Skill Enhancement Courses (SEC)	
6	Any one course from the following list of the courses	02
3	Core Courses (CC)	
7	Mathematical and Statistical Techniques I	03
	Total Credits	20

	*List of Skill Enhancement Courses (SEC)
	for Semester I (Any One)
1	Foundation Course - I
2	Foundation Course in NSS - I
3	Foundation Course in NCC - I
4	Foundation Course in Physical Education - I



Revised Syllabus of Courses of B.Com. Programme at Semester I with Effect from the Academic Year 2016-2017

Ability Enhancement Courses (AEC)

5. Environmental Studies I

Sr. No.	Modules	No. of Lectures
1	Environment and Ecosystem	13
2	Natural Resources and Sustainable Development	13
3	Populations and Emerging Issues of Development	13
4	Urbanisation and Environment	13
5	Reading of Thematic Maps and Map Filling	08
	Total	60



Sr. No.	Modules / Units
1	Environment and Ecosystem
	Environment: Meaning, definition, scope and its components; concept of an ecosystem: definition, Characteristics, components and types, functioning and structure; Food Chain and Food Web- Ecological Pyramids - Man and environment relationship; Importance and scope of Environmental Studies.
2	Natural Resources and Sustainable Development
	Meaning and definitions; Classification and types of resources, factors influencing resource; Resource conservation- meaning and methods- I and non-conventional resources, problems associated with and management of water, forest and energy resources- resource utilization and sustainable development
3	Populations and Emerging Issues of Development
	Population explosion in the world and in India and arising concerns- Demographic Transition Theory - pattern of population growth in the world and in India and associated problems - Measures taken to control population growth in India; Human population and environement- Environment and Human Health – Human Development Index – The World Happiness Index
4	Urbanisation and Environment
	Concept of Urbanisation— Problems of migration and urban environment-changing landuse, crowding and stress on urban resources, degradation of air and water, loss of soil cover impact on biodiversity, Urban heat islands— Emerging Smart Cities and safe cities in India - Sustainable Cities
5	Reading of Thematic Maps and Map Filling
	Reading of Thematic Maps(4 Lectures) Located bars, Circles, Pie charts, Isopleths, Choroplethand Flow map, Pictograms - Only reading and interpretation. Map Filling: (4 Lectures) Map filling of World (Environmentally significant features) using point, line and polygon segment. Concept and Calculation of Ecological Footprint

Revised Syllabus of Courses of B.Com. Programme at Semester I with Effect from the Academic Year 2016-2017

Skill Enhancement Courses (SEC)

6. Foundation Course - I

Sr. No.	Modules	No. of Lectures
1	Overview of Indian Society	05
2	Concept of Disparity- 1	10
3	Concept of Disparity-2	10
4	The Indian Constitution	10
5	Significant Aspects of Political Processes	10
	Total	45



Sr. No.	Modules / Units
1	Overview of Indian Society
	Understand the multi-cultural diversity of Indian society through its demographic composition: population distribution according to religion, caste, and gender Appreciate the concept of linguistic diversity in relation to the Indian situation Understand regional variations according to rural, urban and tribal characteristics Understanding the concept of diversity as difference
2	Concept of Disparity- 1
	Understand the concept of disparity as arising out of stratification and inequality; Explore the disparities arising out of gender with special reference to violence against women, female foeticide (declining sex ratio), and portrayal of women in media; Appreciate the inequalities faced by people with disabilities and understand the issues of people with physical and mental disabilities
3	Concept of Disparity-2
	Examine inequalities manifested due to the caste system and inter-group conflicts arising thereof; Understand inter-group conflicts arising out of communalism; Examine the causes and effects of conflicts arising out of regionalism and linguistic differences
4	The Indian Constitution
	Philosophy of the Constitution as set out in the Preamble; The structure of the Constitution-the Preamble, Main Body and Schedules; Fundamental Duties of the Indian Citizen; tolerance, peace and communal harmony as crucial values in strengthening the social fabric of Indian society; Basic features of the Constitution
5	Significant Aspects of Political Processes
	The party system in Indian politics; Local self-government in urban and rural areas; the 73rd and 74th Amendments and their implications for inclusive politics; Role and significance of women in politics

Topics for Project Guidance: Growing Social Problems in India:

- Substance abuse- impact on youth & challenges for the future
- HIV/AIDS- awareness, prevention, treatment and services
- Problems of the elderly- causes, implications and response
- Issue of child labour- magnitude, causes, effects and response
- Child abuse- effects and ways to prevent
- Trafficking of women- causes, effects and response

Note:

Out of the 45 lectures allotted for 5 units for Semester I, about 15 lectures may be allotted for project guidance

Faculty of Commerce, University of Mumbai16 | Page

B.Com. Programme

Under Choice Based Credit, Grading and Semester System Course Structure

(To be implemented from Academic Year- 2016-2017)

Semester II

No. of Courses	Semester II	Credits
1	Elective Courses (EC)	
1A	Discipline Specific Elective(DSE)Courses	
1	Accountancy and Financial Management II	03
1B	Discipline Related Elective(DRE)Courses	
2	Commerce II	03
3	Business Economics II	03
2	Ability Enhancement Courses (AEC)	
2A	Ability Enhancement Compulsory Courses (AECC)	
4	Business Communication II	03
5	Environmental Studies II	03
2B	**Skill Enhancement Courses (SEC)	
6	Any one course from the following list of the courses	02
3	Core Courses (CC)	
7	Mathematical and Statistical Techniques II	03
	Total Credits	20

	*List of Skill Enhancement Courses (SEC) for Semester II (Any One)
1	Foundation Course - II
2	Foundation Course in NSS - II
3	Foundation Course in NCC - II
4	Foundation Course in Physical Education - II



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Revised Syllabus of Courses of B.Com. Programme at Semester II with Effect from the Academic Year 2016-2017

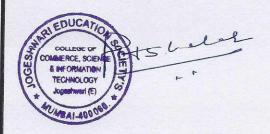
Ability Enhancement Courses (AEC)

4. Environmental Studies II

Sr. No.	Modules	No. of Lectures
1	Solid Waste Management for Sustainable Society	
2	Agriculture and Industrial Development	
3	Tourism and Environment	
4	Environmental Movements and Management	
5	Map Filling	
	Total	60



Sr. No.	Modules / Units
1	Solid Waste Management for Sustainable Society
	Classification of solid wastes – Types and Sources of Solid Waste; Effects of Solid Waste Pollution- Health hazards, Environmental Impacts; Solid Waste Management – solid waste management in Mumbai- Schemes and initiatives run by MCGM – role of citizens in waste management in Mumbai
2	Agriculture and Industrial Development
	Environmental Problems Associated with Agriculture: Loss of Productivity, Land Degradation ,desertification - Uneven Food Production - Hunger, Malnutrition and Food Security - Sustainable Agricultural practices Environmental Problems Associated with Industries - pollution -Global warming, Ozone Layer Depletion , Acid rain, - Sustainable Industrial practices - Green Business and Green Consumerism, Corporate Social Responsibility
3	Tourism and Environment
	Tourism: Meaning, Nature, Scope and importance —Typology of tourism-classification; Tourism potentials in India and challenges before India; New Tourism Policy of India; Consequences of tourism: Positive and Negative Impacts on Economy, Culture and environment—Ecotourism
4	Environmental Movements and Management
	Environmental movements in India: Save Narmada Movement, Chipko Movement, Appiko Movement, Save Western Ghat and Save Jaitapur; Environmental Management: Concept, need and relevance; Concept of ISO 14000 and 16000; Concept of Carbon Bank and Carbon Credit.EIA - Environment Protection Acts — Concept and components of Geospatial Technology-Applications of GST in Environmental Management.
5	Map Filling
	Map filling of Konkan and Mumbai (Environmentally significant features and GST centers) using point, line and polygon segment. Concept and Calculation of Environmental Performance Index (EPI)



Revised Syllabus of Courses of B.Com. Programme at Semester II with Effect from the Academic Year 2016-2017

Skill Enhancement Courses (SEC)

6. Foundation Course - II

Sr. No.	Modules	No. of Lectures
1	Globalisation and Indian Society	07
2	Human Rights	10
3	Ecology	10
4	Understanding Stress and Conflict	10
5	Managing Stress and Conflict in Contemporary Society	08
	Total	45



Sr. No	Modules /Units
1	Globalisation and Indian Society
	Understanding the concepts of liberalization, privatization and globalization; Growth of information technology and communication and its impact manifested in everyday life; Impact of globalization on industry: changes in employment and increasing migration; Changes in agrarian sector due to globalization; rise in corporate farming and increase in farmers' suicides.
2	Human Rights
	Concept of Human Rights; origin and evolution of the concept; The Universal Declaration of Human Rights; Human Rights constituents with special reference to Fundamental Rights stated in the Constitution
3	Ecology
	Importance of Environment Studies in the current developmental context; Understanding concepts of Environment, Ecology and their interconnectedness; Environment as natural capital and connection to quality of human life; Environmental Degradation- causes and impact on human life; Sustainable development- concept and components; poverty and environment
4	Understanding Stress and Conflict
	Causes of stress and conflict in individuals and society; Agents of socialization and the role played by them in developing the individual; Significance of values, ethics and prejudices in developing the individual; Stereotyping and prejudice as significant factors in causing conflicts in society. Aggression and violence as the public expression of conflict
5	Managing Stress and Conflict in Contemporary Society
	Types of conflicts and use of coping mechanisms for managing individual stress; Maslow's theory of self-actualisation; Different methods of responding to conflicts in society; Conflict-resolution and efforts towards building peace and harmony in society



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(To be implemented from Academic Year- 2017-2018)

	Year- 2017-2018)	Academic	itea from A	(10 be impiemen	
Credit	Semester IV	No. of Courses	Credits	Semester III	No. of Courses
	Elective Courses (EC)	1		Elective Courses (EC)	1
DSE) Course	Discipline Specific Elective(D	1A	Courses	Discipline Specific Elective(DSE)	1A
	Discipline Specific Elective(D	1Aa	Courses	Discipline Specific Elective(DSE)	1Aa
03	Accountancy and Financial Management IV	1	03	Accountancy and Financial Management III	1
OSE) Course:	Discipline Specific Elective(D	1Ab	Courses	Discipline Specific Elective(DSE)	1Ab
03	*Any one course from the following list of the courses	2	03	*Any one course from the following list of the courses	2
ORE) Course	Discipline Related Elective(D	1B	Courses	Discipline Related Elective(DRE)	1B
03	Commerce IV	3	03	Commerce III	3
03	Business Economics IV	4	03	Business Economics III	4
S (AEC)	Ability Enhancement Courses	2	EC)	Ability Enhancement Courses (A	2
	**Skill Enhancement Courses Group A	2A	c)	*Skill Enhancement Courses (SEG Group A	
03	*Any one course from the following list of the courses	5	03	*Any one course from the following list of the courses	
s (SEC)	**Skill Enhancement Courses Group B	2B	c)	*Skill Enhancement Courses (SEC Group B	
02	Any one course from the following list of the courses		02	Any one course from the following list of the courses	
	Core Courses (CC)			Core Courses (CC)	3
03	Business Law II	7	03	Business Law I	7
s 20	Total Credits		20	Total Credits	

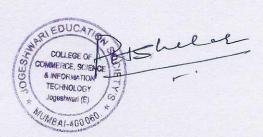
1Ab *List of Discipline Specific Elective (DSE) Courses for Semester III (Any One)			1Ab *List of Discipline Specific Elective(DSE) Courses for Semester IV (Any One)
1	Financial Accounting and Auditing - Introduction to Management Accounting	1	Financial Accounting and Auditing - Auditing
2	Business Management - Marketing	2	Business Management- Marketing
3	Banking & Finance- Introduction to Banking in India	3	Banking & Finance- Introduction to Banking in India
4	Commerce- International Business Relations	4	Commerce- International Business Relations

COLLEGE OF COMMERCE, SCIENCE O

Faculty of Commerce, University of Mumbai

*LIS	st of Skill Enhancement Courses (SEC) Group A for Semester III (Any One)	*Lis	st of Skill Enhancement Courses (SEC) Group A for Semester IV (Any One)
_1	Advertising I	1	Advertising II
2	Field Sales Management I	2	Field Sales Management II
3	Public Relations I	3	Public Relations II
4	Mass Communication I	4	Mass Communication II
5	Travel & Tourism Management Paper I	5	Travel & Tourism Management II
6	Journalism I	6	Journalism II
7	Company Secretarial Practice I	7	Company Secretarial Practice II
8	Rural Development I	8	Rural Development II
9	Co-operation I	9	Co-operation II
10	Mercantile Shipping I	10	Mercantile Shipping II
11	Indian Economic Problem I	11	Indian Economic Problem II
12	Computer Programming I	12	Computer Programming II
13	Logistic and Supply Chain Management I	13	Logistic and Supply Chain Management I
14	Economic System I	14	Economic System II
Vote	e: Course selected in Semester III will continue i	n Sei	mester IV

*[*List of Skill Enhancement Courses (SEC) Group B for Semester III (Any One)		List of Skill Enhancement Courses (SEC) Group B for Semester IV (Any One)
1	Foundation Course- Contemporary Issues - III	1	Foundation Course- Contemporary Issues - IV
2	Foundation Course in NSS - III	2	Foundation Course in NSS - IV
3	Foundation Course in NCC - III	3	Foundation Course in NCC - IV
4	Foundation Course in Physical Education - III	4	Foundation Course in Physical Education - IV
No	nte: Course selected in Semester III will continue	in S	



B.Com. Programme

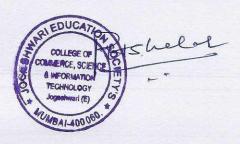
Under Choice Based Credit, Grading and Semester System Course Structure

(To be implemented from Academic Year- 2017-2018)

Semester III

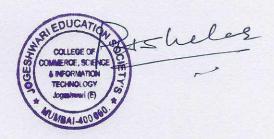
No. of Courses	Semester III	Credits
1	Elective Courses (EC)	
1A	Discipline Specific Elective(DSE) Courses	
1Aa	Discipline Specific Elective(DSE) Courses	
1	Accountancy and Financial Management III	03
1Ab	Discipline Specific Elective(DSE) Courses	
2	*Any one course from the following list of the courses	03
1B	Discipline Related Elective(DRE) Courses	
3	Commerce III	03
4	Business Economics III	03
2	Ability Enhancement Courses (AEC)	
2A	*Skill Enhancement Courses (SEC) Group A	
5	*Any one course from the following list of the courses	03
28	*Skill Enhancement Courses (SEC) Group B	
6	Any one course from the following list of the courses	02
3	Core Courses (CC)	
7	Business Law I	03
	Total Credits	20

1Ab *List of Discipline Specific Elective (DSE) Course Semester III (Any One)	
1	Financial Accounting and Auditing - Introduction to Management Accounting
2	Business Management - Marketing Management
3	Banking & Finance- Introduction to Banking in India
4	Commerce- International Business Relations



	*List of Skill Enhancement Courses (SEC) Group A for Semester III (Any One)	
1	Advertising I	
2	Field Sales Management I	
3	Public Relations I	
4	Mass Communication I	
5	Travel & Tourism Management Paper I	
6	Journalism I	
7	Company Secretarial Practice I	
8	Rural Development I	
9	Co-operation I	
10	Mercantile Shipping I	
11	Indian Economic Problem I	
12	Computer Programming I	
13	Logistic and Supply Chain Management I	
14	Economic System I	

1	Foundation Course – Contemporary Issues- III	
2	Foundation Course in NSS - III	
3	Foundation Course in NCC - III	
4	Foundation Course in Physical Education - III	



Revised Syllabus of Courses of B.Com. Programme at Semester III with Effect from the Academic Year 2017-2018

2 Ability Enhancement Courses (AEC) 2B * Skill Enhancement Courses (SEC) Group B

6. Foundation Course- Contemporary Issues- III

Sr. No.	Modules	No. of Lectures
1	Human Rights Provisions, Violations and Redressal	12
2	Dealing With Environmental Concerns	11
3	Science and Technology I	11
4	Soft Skills for Effective Interpersonal Communication	11
	Total	45



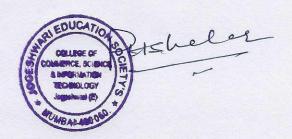
Sr. No.	Modules / Units	
1	Human Rights Violations and Redressal	
	 A. Scheduled Castes- Constitutional and legal rights, Forms of Redressal mechanisms. B. Scheduled tribes- Constitutional and legal rights, Forms of Redressal mechanisms. C. Women- Constitutional and legal rights, Forms of violations, mechanisms. D. Children- Constitutional and legal rights, Forms of violations, Redress mechanisms. C. Lectures) D. Children- Constitutional and legal rights, Forms of violations, Redress mechanisms. C. Lectures) D. Children- Constitutional and legal rights, Forms of violations, Redress mechanisms. C. Lectures) E. People with Disabilities, Minorities, and the Elderly population- Constitution 	ns, sal
	and legal rights, Forms of violations, Redressal mechanisms. (4 Lectures)	1,50.1
2	Dealing With Environmental Concerns	
	 A. Concept of Disaster and general effects of Disasters on human life- physic psychological, economic and social effects. (3 Lectures) B. Some locally relevant case studies of environmental disasters. (2 Lectures) C. Dealing with Disasters - Factors to be considered in Prevention, Mitigatic (Relief and Rehabilitation) and disaster Preparedness. (3 Lectures) D. Human Rights issues in addressing disasters- issues related to compensation equitable and fair distribution of relief and humanitarian approach 	on on,
		to
3	Science and Technology – I (3 Lectures)	
	A. Development of Science- the ancient cultures, the Classical era, the Midd	llo
	Ages, the Renaissance, the Age of Reason and Enlightenment. (3 Lectures) B. Nature of science- its principles and characteristics; Science as empirical actions are considered as a constant of the constant	
	practical, theoretical, validated knowledge. C. Science and Superstition- the role of science in exploding myths, blind belie and prejudices; Science and scientific temper- scientific temper as fundamental duty of the Indian citizen. C. Science in everyday life- technology, its meaning and role in developmental duty of the Indian citizen.	а
	Interrelation and distinction between science and technology. (3 Lectures)	
4	Soft Skills for Effective Interpersonal Communication	
	Part A (4 Lectures) Effective Listening - Importance and Features. Verbal and Non-Verbal Communication; Public-Speaking and Presentation Skills. Barriers to Effective Communication; Importance of Self-Awareness and Book Language.	
DUCATION	Part B (4 Lectures) Formal and Informal Communication - Purpose and Types. Writing Formal Applications, Statement of Purpose (SOP) and Resume. Preparing for Group Discussions, Interviews and Presentations. Part C (3 Lectures) Leadership Skills and Self-Improvement - Characteristics of Effective Leadership.	/e
OLLEGE OF ERICE, SCIENCE FORMATION CHINOLOGY gestimati (E)	Styles of Leadership and Team-Building.	

Faculty of Commerce, University of Mumbai

41 | Page

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- 10. Reza, B. K., Disaster Management, Global Publications, New Delhi, 2010.
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Projects / Assignments (for Internal Assessment)

- i. Projects/Assignments should be drawn for the component on Internal Assessment from the topics in **Module 1 to Module 4**.
- ii. Students should be given a list of possible topics at least 3 from each Module at the beginning of the semester.
- iii. The Project/Assignment can take the form of Street-Plays / Power-Point Presentations / Poster Exhibitions and similar other modes of presentation appropriate to the topic.
- iv. Students can work in groups of not more than 8 per topic.
- v. Students must submit a hard / soft copy of the Project / Assignment before appearing for the semester end examination.

QUESTION PAPER PATTERN (Semester III)

The Question Paper Pattern for Semester End Examination shall be as follows:

TOTAL MARKS: 75

QUESTION NUMBER	DESCRIPTION	MARKS ASSIGNED
1	 i. Question 1 A will be asked on the meaning / definition of concepts / terms from all Modules. ii. Question 1 B will be asked on the topic of the Project / Assignment done by the student during the Semester iii. In all 8 Questions will be asked out of which 5 have to be attempted. 	 a) Total marks: 15 b) For 1 A, there will be 3 marks for each subquestion. c) For 1 B there will be 15 marks without any break-up.
2	Descriptive Question with internal option (A or B) on Module 1	15
3	Descriptive Question with internal option (A or B) on Module 2	15
4	Descriptive Question with internal option (A or B) on Module 3	15
5	Descriptive Question with internal option (A or B) on Module 4	15

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Faculty of Commerce, University of Mumbai

43 | Page

DURATION: 150 MINUTES

IV SEM

B.Com. Programme

Under Choice Based Credit, Grading and Semester System Course Structure

(To be implemented from Academic Year- 2017-2018)

Semester IV

No. of Courses	Semester IV	Credits
1 1 1	Elective Courses (EC)	
1A	Discipline Specific Elective(DSE) Courses	
1Aa	Discipline Specific Elective(DSE) Courses	
1	Accountancy and Financial Management IV	03
1Ab	Discipline Specific Elective(DSE) Courses	A Section
2	*Any one course from the following list of the courses	03
1B	Discipline Related Elective(DRE) Courses	
3	Commerce IV	03
4	Business Economics IV	03
2	Ability Enhancement Courses (AEC)	
2A	*Skill Enhancement Courses (SEC) Group A	
5	*Any one course from the following list of the courses	03
2B	*Skill Enhancement Courses (SEC) Group B	
6	Any one course from the following list of the courses	02
3	Core Courses (CC)	
7	Business Law II	03
	Total Credits	20

1Ab	*List of Discipline Specific Elective (DSE) Courses for Semester IV (Any One)	
1	Financial Accounting and Auditing - Auditing	
2	Business Management- Marketing Management	
3		
4	Commerce- International Business Relations	



	*List of Skill Enhancement Courses (SEC) Group A for Semester IV (Any One)	
1	Advertising II	
2	Field Sales Management II	
3	Public Relations II	
4	Mass Communication II	
5	Travel & Tourism Management II	
6	Journalism II	
7	Company Secretarial Practice II	
8	Rural Development II	
9	Co-operation II	
10	Mercantile Shipping II	
11	Indian Economic Problem II	
12	Computer Programming II	
L3	Logistic and Supply Chain Management I	
4	Economic System II	

1	Foundation Course- Contemporary Issues - IV	
2	Foundation Course in NSS - IV	
3	Foundation Course in NCC - IV	
4	Foundation Course in Physical Education - IV	

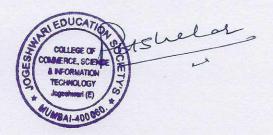


Revised Syllabus of Courses of B.Com. Programme at Semester IV with Effect from the Academic Year 2017-2018

2 Ability Enhancement Courses (AEC) 2B * Skill Enhancement Courses (SEC) Group B

6. Foundation Course- Contemporary Issues- IV

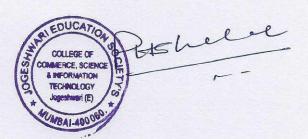
Sr. No.	Modules	No. of Lectures
1	Significant, Contemporary Rights of Citizens	12
2	Approaches to understanding Ecology	11
3	Science and Technology –II	11
4	Introduction to Competitive Exams	11
	Total	45



Sr. No.	Modules / Units
1	Significant, Contemporary Rights of Citizens
	A. Rights of Consumers-Violations of consumer rights and important provisions of the Consumer Protection Act, 2016; Other important laws to protect consumers; Consumer courts and consumer movements. (3 Lectures)
	B. Right to Information- Genesis and relation with transparency and accountability; important provisions of the Right to Information Act, 2005; some success stories. (3 Lectures)
	C. Protection of Citizens'/Public Interest-Public Interest Litigation, need and procedure to file a PIL; some landmark cases. (3 Lectures)
	D. Citizens' Charters, Public Service Guarantee Acts. (3 Lectures)
2	Approaches to understanding Ecology
	A. Understanding approaches to ecology- Anthropocentrism, Biocentrism and Eco centrism, Ecofeminism and Deep Ecology. (3 Lectures)
	B. Environmental Principles-1: the sustainability principle; the polluter pays principle; the precautionary principle. (4 Lectures)
	C. Environmental Principles-2: the equity principle; human rights principles; the participation principle. (4 Lectures)
3	Science and Technology –II
	Part A:Some Significant Modern Technologies, Features and Applications (7 Lectures) i. Laser Technology- Light Amplification by Stimulated Emission of Radiation; use of laser in remote sensing, GIS/GPS mapping, medical use.
	ii. Satellite Technology- various uses in satellite navigation systems, GPS, and imprecise climate and weather analyses.
	iii. Information and Communication Technology- convergence of various technologies like satellite, computer and digital in the information revolution of today's society.
	iv. Biotechnology and Genetic engineering- applied biology and uses in medicine, pharmaceuticals and agriculture; genetically modified plant, animal and human life.
	v. Nanotechnology- definition: the study, control and application of phenomena and materials at length scales below 100 nm; uses in medicine, military intelligence and consumer products.
	Part B:Issues of Control, Access and Misuse of Technology. (4 Lectures)

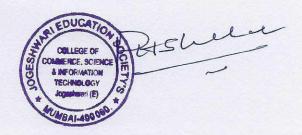
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Sr. No.	Modules / Units	
4	Introd	uction to Competitive Exams
	cr	. Basic information on Competitive Examinations- the pattern, eligibility iteria and local centres:
		Examinations conducted for entry into professional courses - Graduate Record Examinations (GRE), Graduate Management Admission Test GMAT), Common Admission Test (CAT) and Scholastic Aptitude Test (SAT).
	II.	Examinations conducted for entry into jobs by Union Public Service Commission, Staff Selection Commission (SSC), State Public Service Commissions, Banking and Insurance sectors, and the National and State Eligibility Tests (NET / SET) for entry into teaching profession.
	Part B.	Soft skills required for competitive examinations- (7 Lectures)
	i.	Information on areas tested: Quantitative Ability, Data Interpretation, Verbal Ability and Logical Reasoning, Creativity and Lateral Thinking
	ii.	Motivation: Concept, Theories and Types of Motivation
	iii.	Goal-Setting: Types of Goals, SMART Goals, Stephen Covey's human endowment
	iv.	Time Management: Effective Strategies for Time Management
	v.	Writing Skills: Paragraph Writing, Report Writing, Filing an application under the RTI Act, Consumer Grievance Letter.



References

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- 3. Bhatnagar Mamta and Bhatnagar Nitin, Effective Communication and Soft Skills, Pearson India, New Delhi, 2011.
- 4. G Subba Rao, Writing Skills for Civil Services Examination, Access Publishing, New Delhi, 2014
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- 6. Mohapatra, Gaur Krishna Das, Environmental Ecology, Vikas, Noida, 2008.
- 7. Motilal, Shashi, and Nanda, Bijoy Lakshmi, *Human Rights: Gender and Environment*, Allied Publishers, New Delhi, 2007.
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Projects / Assignments (for Internal Assessment)

- i. Projects/Assignments should be drawn for the component on Internal Assessment from the topics in **Module 1 to Module 4**.
- ii. Students should be given a list of possible topics at least 3 from each Module at the beginning of the semester.
- iii. The Project/Assignment can take the form of Street-Plays / Power-Point Presentations / Poster Exhibitions and similar other modes of presentation appropriate to the topic.
- iv. Students can work in groups of not more than 8 per topic.
- v. Students must submit a hard / soft copy of the Project / Assignment before appearing for the semester end examination.

QUESTION PAPER PATTERN (Semester III)

The Question Paper Pattern for Semester End Examination shall be as follows:

TOTAL MARKS: 75

DURATION: 150 MINUTES

QUESTION NUMBER	DESCRIPTION	MARKS ASSIGNED
1	 i. Question 1 A will be asked on the meaning / definition of concepts / terms from all Modules. ii. Question 1 B will be asked on the topic of the Project / Assignment done by the student during the Semester 	 a) Total marks: 15 b) For 1 A, there will be 3 marks for each subquestion. c) For 1 B there will be 15 marks
	iii. In all 8 Questions will be asked out of which 5 have to be attempted.	without any break-up.
2	Descriptive Question with internal option (A or B) on Module 1	15
3	Descriptive Question with internal option (A or B) on Module 2	15
4	Descriptive Question with internal option (A or B) on Module 3	15
5	Descriptive Question with internal option (A or B) on Module 4	15

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101 | Page