

# Kurukshetra University, Kurukshetra

(Established by the State Legislature Act-XII of 1956)

("A++" Grade, NAAC Accredited)



## Scheme of Examination for Post Graduate Programme

### M.Sc. Home Science (Human Development)

as per NEP 2020  
Curriculum and Credit Framework for Postgraduate Programme

With Multiple Entry-Exit, Internship and CBCS-LOCF  
With effect from the session 2024-25 (in phased manner)

DEPARTMENT OF HOME SCIENCE  
FACULTY OF LIFE SCIENCES  
KURUKSHETRA UNIVERSITY, KURUKSHETRA -136119  
HARYANA, INDIA

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Chairperson  
Dept. of Home Science  
K.U. KURUKSHETRA,

**Programme Learning Outcomes (PLOs) for PG Programmes as per NEP-2020**

PLOs	<b>Master Degree in Home Science (Human Development)</b>
	<b>After the completion of Master degree in Home Science (Human Development) the student will be able to:</b>
PLO-1: Knowledge and Understanding	Demonstrate the fundamental and advanced knowledge of the subject and understanding of recent developments and issues, including methods and techniques, related to the <b>Home Science (Human Development)</b>
PLO-2: General Skills	Acquire the general skills required for performing and accomplishing the tasks as expected to be done by a skilled professional in the fields of <b>Home Science (Human Development)</b> .
PLO-3: Technical/ Professional Skills	Demonstrate the learning of advanced cognitive technical/professional skills required for completing the specialized tasks related to the profession and for conducting and analyzing the relevant research tasks indifferent domains of the <b>Home Science (Human Development)</b> .
PLO-4: Communication Skills	Effectively communicate the attained skills of the <b>Home Science (Human Development)</b> in well-structured and productive manner to the society at large.
PLO-5: Application of Knowledge and Skills	Apply the acquired knowledge and skills to the problems in the subject area, and to identify and analyze the issues where the attained knowledge and skills can be applied by carrying out research investigations to formulate evidence-based solutions to complex and unpredictable problems associated with the field of <b>Home Science (Human Development)</b> or otherwise.
PLO-6: Critical thinking and Research Aptitude	Attain the capability of critical thinking in intra/inter-disciplinary areas of the <b>Home Science (Human Development)</b> enabling to formulate, synthesize, and articulate issues for designing of research proposals, testing hypotheses, and drawing inferences based on the analysis.
PLO-7: Constitutional, Humanistic, Moral Values and Ethics	Know about constitutional, humanistic, moral and ethical values, and intellectual property rights to become a scholar/professional with ingrained values in expanding knowledge for the society, and to avoid unethical practices such as fabrication, falsification or misrepresentation of data or committing plagiarism.
PLO-8: Capabilities/qualities and mindset	To exercise personal responsibility for the outputs of own work as well as of group/team and for managing complex and challenging work(s) that requires new/strategic approaches.
PLO-9: Employability and job-ready skills	Attain the knowledge and skills required for increasing employment potential, adapting to the future work and responding to the rapidly changing demands of the employers/industry/society with time.



**Kurukshetra University, Kurukshetra**  
**Scheme of Examination for Postgraduate Programme M.Sc. Home Science (Human Development)**  
**As per NEP 2020 Curriculum and Credit Framework for Postgraduate Programmes**  
**(CBCS LOCF) with effect from the session 2024-25 (in phased manner)**

**Framework-2**

**Scheme-P**

Semester	Course Type	Course Code	Nomenclature of course	Theory (T)/ Practical (P)	Credits		Contact hours per week L: Lecture P: Practical T: Tutorial				Internal Assessment Marks	End Term Examination Marks	Total Marks	Examination hours
						Total	L	T	P	Total				
1	CC-1	M24-HDE-101	Theories of Human Development, Psychology and Behaviour	T	4	26	4	0	0	4	30	70	100	3
	CC-2	M24-HDE-102	Psychometrics and Techniques of Assessment in the field of Human Development	T	4		4	0	0	4	30	70	100	3
	CC-3	M24-HDE-103	Advanced Early Childhood: Care and Education	T	4		4	0	0	4	30	70	100	3
	CC-4	M24-HDE-104	Cross-Cultural Perspectives in Family Studies	T	4		4	0	0	4	30	70	100	3
	PC-1	M24-HDE-105	Practical: Approaches to Human Development	P	4		0	0	8	8	30	70	100	4
	PC-2	M24-HDE-106	Practical: Innovative Programmes in Early Childhood Development and Education	P	4		0	0	8	8	30	70	100	4
	Seminar	M24-HDE-107	SEMINAR	S	2		0	0	0	2	0	50	50	1
2	CC-5	M24-HDE-201	Advanced Lifespan Development: Issues and Concerns	T	4	26	4	0	0	4	30	70	100	3
	CC-6	M24-HDE-202	Rights, Laws, Policies and Programmes for Women and Children	T	4		4	0	0	4	30	70	100	3

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CC-7	M24-HDE-203	Developmental Disabilities and Psychological Disorders	T	4	26	4	0	0	4	30	70	100	3
CC-8	M24-HDE-204	Population and Family: Dynamics, Psychology and Welfare	T	4		4	0	0	4	30	70	100	3
PC-3	M24-HDE-205	Practical: Skill Development and Management of Programmes for Women and Children	P	4		0	0	8	8	30	70	100	4
PC-4	M24-HDE-206	Practical: Interventions for Differently Abled	P	4		0	0	8	8	30	70	100	4
CHM	M24-CHM-201	Constitutional, Human and Moral Values and IPR	T	2		2	0	0	2	15	35	50	3
Internship	M24-INT-200	AN INTERNSHIP COURSE OF 4 CREDITS OF 4-6 WEEKS DURATION DURING SUMMER VACATION AFTER IIND SEMESTER IS TO BE COMPLETED BY EVERY STUDENT. INTERNSHIP CAN BE EITHER FOR ENHANCING THE EMPLOYABILITY OR FOR DEVELOPING THE RESEARCH APTITUDE.								50	50	100	
CC-9	M24-HDE-301	Child and Family : Guidance , Counselling and Psycho Therapeutic Interventions	T	4	26	4	0	0	4	30	70	100	3
CC-10	M24-HDE-302	Mental Health and Well-being in Developmental Perspectives	T	4		4	0	0	4	30	70	100	3
DEC-1 Any one from M24-HDE-303/304/305/306	M24-HDE-303	Women and Gender Studies	T	4		4	0	0	4	30	70	100	3
	M24-HDE-304	Communication Processes & Techniques	T	4		4	0	0	4	30	70	100	3
	M24-HDE-305	Cognitive Development: Mind, Brain and Education	T	4		4	0	0	4	30	70	100	3
	M24-HDE-306	HIV/AIDS Counselling	T	4	4	0	0	4	30	70	100	3	

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DEC-2 Any one from M24- HDE- 307/308/ 309/ 310	M24- HDE-307	Behaviour Science	T	4
	M24- HDE-308	Health and Well Being	T	4
	M24- HDE-309	Family Ecology and Human Development	T	4
	M24- HDE-310	Family Support Therapy	T	4
PC-5	M24- HDE-311	Practical: Psycho Therapeutic Interventions for family	P	4
PC-6	M24- HDE-312	Practical: Interventions for Youth and Adults for their Health and Mental Well- being	P	4
OEC	M24- OEC- 323	Marriage and Family Dynamics	T	2
CC-11	M24- HDE-401	Research Methods, Statistics and Computer Applications	T	4
CC-12	M24- HDE-402	Growth and Development During Gerontology	T	4
DEC-3 Any one from M24- HDE- 403/404/ 405/ 406	M24- HDE-403	Organizational and Human Resource Development	T	4
	M24- HDE-404	Child and Human Rights	T	4
	M24- HDE-405	Emotions in Every Day Life	T	4
	M24- HDE-406	OR A MOOC Course from Swayam Portal of Equal Credits		

4	0	0	4	30	70	100	3
4	0	0	4	30	70	100	3
4	0	0	4	30	70	100	3
4	0	0	4	30	70	100	3
0	0	8	8	30	70	100	4
0	0	8	8	30	70	100	4
2	0	0	2	15	35	50	3
4	0	0	4	30	70	100	3
4	0	0	4	30	70	100	3
4	0	0	4	30	70	100	3
4	0	0	4	30	70	100	3

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DEC-4 Any one from M24- HDE- 407/408/ 409/410	M24- HDE-407	Parent and Community Science	T	4	4	0	0	4	30	70	100	3
	M24- HDE-408	Social Psychology and Development of Self	T	4	4	0	0	4	30	70	100	3
	M24- HDE-409	Stress, Culture & Heath	T	4	4	0	0	4	30	70	100	3
	M24- HDE-410	OR A MOOC Course from Swayam Portal of Equal Credits										
PC-7	M24- HDE-411	Practical ;:Care of The Elderly	P	4	0	0	8	8	30	70	100	4
PC-8	M24- HDE-412	Practical; Community Psychology	P	4	0	0	8	8	30	70	100	4
EEC	M24- HDE-413	Guidance and Counselling For Holistic Development	T	2	1	0	2	3	15	35	50	3(T)+3 (P)
4 (NOTE: IF A CANDIDATE IS OFFERED DISSERTATION COURSE, THEN HE/SHE WILL ALSO STUDY CC-11, DEC-3, DEC-4 & EEC FROM ABOVE COURSES OF SEMESTER 4)												
	Dissertati on/ Project work	M24- HDE-414	Dissertation/ Project work	D	12	0	0	0	12	0	300	300
TOTAL CREDITS				108		TOTAL MARKS				2700		

  
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## **Syllabus for Post Graduate Programme**

### **M.Sc. Home Science (Human Development)**

as per NEP 2020

Curriculum and Credit Framework for Postgraduate Programme

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DEPARTMENT OF HOME SCIENCE

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Dept. of Home Science  
K.U. KURUKSHETRA.

Session: 2024-25

**Part A - Introduction**

Name of Programme	<b>MSc. Home Science (Human Development)</b>		
Semester	<b>I</b>		
Name of the Course	<b>Theories of Human Development, Psychology and Behaviour</b>		
Course Code	M24-HDE-101		
Course Type	CC-1		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	<p>CLO 1: Understand the historical, philosophical, biological basis, traditions and theories of human development</p> <p>CLO 2: Comprehend the task of knowledge, construction of theories with reference to human development and childhood studies</p> <p>CLO 3: Appreciate and analyse the different theories of development</p> <p>CLO 4: Develop skills for critical appraisal and construction of theories of human development</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		


**Part B-Contents of the Course**

**Instructions for Paper- Setter:** The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.

Unit	Topics	Contact Hours
1	<b>1. Theory, construct, phenomena</b> 1.1 Meaning & Significance of Theories 1.2 Meaning & Significance of Human Development 1.3 Theorizing and its philosophical underpinning 1.4 Links between phenomena, theory and method 1.5 Comparative analysis of theories and their application	15

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	<p>1.6 Integrated approach to theory building.</p> <p><b>2. Experimental Psychology:</b></p> <p>2.1 Nature, Historical background</p> <p>2.2 Contributions of Weber, Fetchner, Wundt, Galton.</p> <p><b>3. Freud's Psychoanalytic Theory:</b></p> <p>3.1 Freudian Theory (Its Life History, Concepts, Stages, Contributions, Cross Cultural Relevance, Educational Implications, Criticism, Current Status etc. )</p>	
II	<p><b>4. Neo-Freudians</b> (Life History, Concepts, Theory, Contributions, Cross Cultural Relevance, Educational Implications, Criticism, Current Status etc.) of</p> <p>4.1 Alfred Adler</p> <p>4.2 Carl Gustav Jung,</p> <p>4.3 Eric Erickson</p> <p><b>5. Learning Theories</b> (Life History, Concepts, Theory, Contributions, Cross-Cultural relevance, Educational Implications, Criticism, Current Status etc.) of</p> <p>5.1 Pavlov,</p> <p>5.2 Watson,</p> <p>5.3 Skinner</p> <p><b>6. Cognitive Development Theory</b></p> <p>6.1 Piaget's Theory (Its Life History, Concepts, Cognitive Structures, Stages, Contributions, Cross-Cultural relevance, Educational Implications, Criticism, Current Status etc.)</p>	15
III	<p><b>7. Moral Development Theory</b></p> <p>7.1 Kohlberg's Theory (Its Life History, Concepts, Stages, Contributions, Cross-Cultural relevance, Educational Implications, Criticism, Current Status etc.)</p> <p><b>8. Social Learning and Social Cognition Theory</b></p> <p>8.1 Bandura's Theory (Its Life History, Concepts, Theory, Contributions, Cross-Cultural relevance, Educational Implications, Current Status etc.)</p> <p><b>9. Field Theories</b> (Life History, Basic Concepts, Contributions, Cross-Cultural relevance, Educational Implications, Criticism, Current Status etc.) of:</p> <p>9.1 Levin's Life Space</p> <p>9.2 Tolman's Purposive Behaviourism</p>	15
IV	<p><b>10. Theories of the Self</b> (Life History, Concepts, Theory, Contributions, Cross-Cultural relevance, Educational Implications, Criticism, Current Status etc.) of:</p> <p>10.1 Vygotsky's Socio-Cultural Perspective,</p> <p>10.2 Roger's Self Theory,</p> <p>10.3 Myers Briggs Type Indicator.</p> <p>10.4 Mead's Theory</p> <p>10.5 Maslow's Theory of Self Actualisation.</p>	15



11. Ecological Theory 11.1 Urie Bronfenbrenner. (Its Life History, Concepts, Theory, Contributions, Cross- Cultural relevance, Educational Implications, Criticism, Current Status etc.)			
12. Humanistic Psychology and Developmental Theory			
13. Language Theory 13.1 Chomsky's Theory of language development (Life History, Concepts, Contributions, Educational Implications, Current Status etc.)			
Total Contact Hours		60	
Suggested Evaluation Methods			
Internal Assessment: 30		End Term Examination: 70	
➤ Theory	30	➤ Theory:	70
• Class Participation:	5	Written Examination	
• Seminar/presentation/assignment/quiz/class test etc.:	1 0		
• Mid-Term Exam:	1 5		
Part C-Learning Resources			
Recommended Books/e-resources/LMS:			
1. Berry, J.W, Dasen, Saraswati, T.S. (1997). Handbook of Cross-Cultural Psychology, Volume II. MA: Allyn & Bacon.			
2. Berk, L.E. (2009). Child Development. MA: Pearson.			
3. Bornstien, M.H. (2012). Handbook of Cultural Developmental Science..New York: Psychology Press.			
4. Keller, H. (2001). Cultures of Infancy. New York: Psychology Press.			
5. Khalakdina, M. (2008). Human Development in the Indian Context: A Socio-cultural Focus. New Delhi: Sage.			
6. Palauiologou, I. (2012). Ethical practices in Early Childhood. L.A.: Sage			
7. Rice, F.P. (1998). Human Development: A life Span Approach. N.J.: Prentice Hall □			
8. Slater, A. & Bremmer, G. Eds. (2003). An Introduction to Developmental Psychology. U.K.: Blackwell.			
9. Smith, P.K. & Craig, H.M. Eds. (2004). Blackwell Handbook of Childhood Social Development. MA: Blackwell.			
10. Lightfoot, C., Cole, M., Cole, S. R. (2009). The Development of Children. Worth Publishers :USA.			
11. Yin, R. (1994). Case study research: Design and methods (2nd ed.) Beverly Hills, CA: Sage Publication.			
12. Nagpal, R. and Sell, H. (1985). Subjective well-being inventory. New Delhi: World Health Organization			

  
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Session: 2024-25			
Part A - Introduction			
Name of Programme	MSc. Home Science(Human Development)		
Semester	I		
Name of the Course	Psychometrics and Techniques of Assessment in the field of Human Development		
Course Code	M24-HDE-102		
Course Type	CC - 2		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1:To appraise the students with different methods and techniques of assessment in human development. CLO 2:To create critical understanding of measurement issues and techniques in psychological inquiry CLO 3:Enable students to develop skills and competencies in test construction and standardization CLO 4:To develop skills in psychological test administration, scoring, analysis, interpretation and report writing.		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B-Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>1. Psychological Measurement:</b> 1.1 Introduction to Psychological testing 1.2 History, Nature and Uses of Psychological tests 1.3 Errors in Psychological measurement 1.4 Terminologies associated with psychological tests 1.5 Scientific method, realism, truth and psychology, Scientific measurement in psychometrics <b>2. Measurement in the natural sciences:</b> 2.1 Concept of Measurement and Evaluation (Definition, Concept, Types, Uses, Relevance etc.) of:	15	

	2.2 Scales 2.3 Norms 2.4 Transformation	
II	<b>3. Observation Method:</b> 3.1 Concept, Types, Advantages, Limitations, Applications 3.2 Considerations for conducting Observations. 3.3 Theoretical perspectives: Checklists and their usage, Establishing reliability in observation record 3.4 Report writing and Evaluation. <b>4. Interview Method:</b> 4.1 Concept, Types, Advantages, Limitations, Applications, etc. 4.2 Preparation of Interview Schedule/guide 4.3 General considerations for conducting Interviews 4.4 Theoretical perspectives: Development of different types of Interview protocols. Analysis and coding of Interview data <b>5. Questionnaire Method:</b> 5.1 Characteristics, Types, Advantages, Limitations, Uses, etc. 5.2 Considerations for construction and administration of Questionnaire 5.3 Theoretical perspectives: Development of different types of Questionnaire Protocols 5.4 Analysis and Coding of Questionnaire Data	15
III	<b>6. Case Study Method:</b> 6.1 Characteristic features, Advantages, Disadvantages, Uses, etc. 6.2 Theoretical perspectives: Development of different types of Case Study protocols, Analysis and coding of case study data <b>7. Anthropometry:</b> 7.1 Body landmark, Instruments, etc. 7.2 Height, Weight and other Measurements of a child's nutritional status <b>8. Reliability and Validity:</b> 8.1 Definition, Types, Usage, etc. <b>9. Sociometry Techniques:</b> 9.1 Definition, Types, Usage, etc. 9.2 Their relevance in Studying Human relationships.	15
IV	<b>10. Test/Scale construction:</b> 10.1 Steps followed in scale/test construction 10.2 Scale standardization: Classical Test theory and Item Response theory 10.3 Sources of biases in psychological testing <b>11. Some Psychometric Methods:</b> 11.1 Techniques of evaluation with special reference to: Intelligence - The Wechsler's battery of tests Personality - Children's Apperception Test Interests Aptitude <b>12. Application of psychological tests for Assessment in  different settings:</b> 12.1 Clinical, Organizational, School and educational,	15

	developmental settings, Career counselling and guidance		
12.2	Various Scales used for children's assessment:		
	Seguin Form Board		
	Pandey's Cognitive development test		
	Coloured Progressive Matrices		
	Draw- A- Man Test		
	Bhatia's Battery -		
	Adjustment Inventories		
	Rotter's Incomplete Sentence Completion Test		
	Sex Role Inventory		
Total Contact Hours			60
Suggested Evaluation Methods			
Internal Assessment: 30		End Term Examination: 70	
➤ Theory	30	➤ Theory:	70
• Class Participation:	5	Written Examination	
• Seminar/presentation/assignment/quiz/class test etc.:	10		
• Mid-Term Exam:	15		
Part C-Learning Resources			
Recommended Books/e-resources/LMS:			
1.	Aylward, G. (1994). Practitioner's guide to developmental and psychological testing. New York: Plenum Press.		
2.	Blaxter, L., Hughes, C. and Tight, M. (1999). How to Research. New Delhi: Viva Books.		
3.	Hayes, N. (ed). (1997). Doing Qualitative Analysis in Psychology. Hove: Psychology Press.		
4.	Smith, J.A., Harre, R., and van Langenhove, L. (1995). Rethinking Psychology. London: Sage.		
5.	Yin, R. (1994). Case study research: Design and methods (2nd ed.)Beverly Hills, CA: Sage Publication.		
6.	Nagpal, R. and Sell, H. (1985). Subjective well-being inventory. New Delhi: World Health Organization		

  
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Session: 2024-25			
Part A - Introduction			
Name of Programme	MSc. Home Science(Human Development)		
Semester	I		
Name of the Course	Advanced Early Childhood: Care and Education		
Course Code	M24-HDE-103		
Course Type	CC-3		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Describe Historical Development, Aims and Principles, areas in the field of Early Childhood Care and Education CLO 2: Understand contribution of various agencies in Early Childhood Education CLO 3: Plan ECCE programs keeping in mind socio-cultural diversity and knowledge of Local, Global Methods and Practices CLO 4: Design strategies for effective capacity building and implementation of Early Childhood Development Programs Learn about the use of Play way methods to teach concepts like science, maths, Sst., art and craft etc.		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B-Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>1. Principles of Early childhood Care and Education:</b> 1.1 Importance, Need and Scope of ECCE. 1.2 Objectives of ECCE 1.3 Types of Preschools/Programmes: Play Centres, Day Care, Montessori, Kindergarten, Balwadi, Anganwadi etc. <b>2. Historical Trends (Overview):</b> 2.1 Contribution of the following thinkers to the development of ECCE (Their Principles, Contributions, Applications and Limitations)	15	

	<p>in the context of ECCE)</p> <p>Pestalozzi</p> <p>Rousseau</p> <p>Froebel</p> <p>Maria Montessori</p> <p>John Dewey</p> <p>Gijubhai Badheka</p> <p>Tarabai Modak</p> <p>M.K. Gandhi</p> <p>Rabindranath Tagore</p>	
II	<p><b>3. ECCE in India:</b></p> <p>3.1 Pre-Independence period.</p> <p>3.2 Post-Independence</p> <p>3.3 Kothari Commission.</p> <p>3.4 Contribution of the five-year plans to ECCE</p> <p>3.5 Yashpal Committee,</p> <p>3.6 Maharashtra Preschool Centre Act.</p> <p><b>4. Contribution of the following agencies/programmes to ECCE in India:</b></p> <p>4.1 ICCW,</p> <p>4.2 IAPE,</p> <p>4.3 NCERT</p> <p>4.4 ICDS</p> <p>4.5 UNICEF</p> <p>4.6 NCTE</p> <p>4.7 Mobile Crèches</p>	15
III	<p><b>5. Organisation of Pre-School Centres</b></p> <p>5.1 Concept of Organisation of Early Childhood Centres</p> <p>5.2 Administrative set up and Functions of Personnel working at different levels</p> <p>5.3 Building and Equipment: Location, Site,</p> <p>5.4 Arrangement of Rooms:</p> <p>Different Types and Sizes of Rooms,</p> <p>Playground, Storage facilities etc.</p> <p>5.5 Selection of different types of Outdoor and Indoor Equipment</p> <p>Maintenance and display of Equipment and Material</p> <p>5.6 Staff/Personnel Service Conditions and Role:</p> <p>Roles and Responsibilities</p> <p>Essential Qualities of a Care giver/Teacher, other Personnel etc</p> <p>5.7 Records and Report:</p> <p>Types, Aim and Purpose/Need, General Characteristics e.g.,</p> <p>Anecdotal, Cumulative, Sample work, Medical etc.</p> <p><b>6. Programme Planning:</b></p> <p>6.1 Principles and Steps in Programme Planning</p> <p>6.2 Planning:</p> <p>Setting Goals and Objectives of Plans of:</p> <p>Long term</p> <p>Short term</p> <p>Weekly and Daily</p>	15

	Annual and Monthly Theme Planning Routine and Schedules.	
IV	<p><b>7. Learning and Play:</b> 7.1 Definition, Principles and Methods of Learning 7.2 Effective Methods of Learning 7.3 Creating an effective Learning Environment in the Class 7.4 Role of Techniques in promoting Learning in Young Children</p> <p><b>8. Play:</b> 8.1 Definition, Concept, Types, Characteristics etc. 8.2 Role of Play in Overall Development of Children 8.3 Teacher's Role 8.4 Use of Play Way approach in the Curriculum for Young Children</p> <p><b>9. Activities for ECCE:</b> 9.1 Language Arts: Types of Activities to promote Listening (Songs, Object Talk, Picture Talk, Free Conversation, Books, Games, Stories) 9.2 Art and Craft - Creative Activities of Expression: Use of Chalks, Crayons, Paints, Paperwork &amp; Best Out of Waste 9.3 Music: Songs, Listening &amp; Singing 9.4 Mathematics Concepts like: Classification, Seriation, Counting, Addition Subtraction 9.5 Science and Social Studies: Observing classifying, concept formation.</p>	15
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
Part C-Learning Resources		
Recommended Books/e-resources/LMS:		
1. Bhatia & Bhatia (1995). Theory and Principles of Education, Doaba. House, Delhi.		
2. Brewer, JA (1998). Introduction to early childhood Education. (3rd Ed.). Boston: Allyn& Bacon.		
3. Carol, E.C. and Jan Allen (1993). Early childhood curriculum, University of Tennessee, New York: Macmillan.		
4. Day Barbara (1983). Early childhood education, New York: Macmillan.		
5. Gordon & Browne (1989). Beginning and Beyond, Second edition, Delmar Pub. Inc.		
6. Grewal, J.S. (1984). Early childhood education, Agra National Psychological Corporation Pub.		
7. Hildebrand Vema (1981). Introduction to Early Childhood Education, N.Y.: Macmillan.		
8. Hildebrand Vema (1985). Guiding the young child, N.Y. : Macmillan.		
9. Jenkins, E. (1977). A practical guide to early childhood curriculum, C.V. Mostey		



- Co.
10. Judith, E and Meyers, RG. (2000). Early Childhood Counts. A programming guide or Development. Washington: The World Bank. (Learning Resource series).
  11. Kaul, V. (1997). Early childhood education programme, New Delhi: NCERT.
  12. Kohn Ruth (1972). The Exploring Child. Mumbai: Orient Longman.
  13. Kulkarni S. (1988). Parent Education, Perspectives and Approaches. Jaipur. Ravat Publications.
  14. Maxim G. (1980). The very young, California: Wordsworth.
  15. Mohanti&Mohanti (1996). Early childhood care & education. New Delhi: Deep & Deep Publication.
  16. Moyley, J.R (1996). Just Playing: the role and status of play in early childhood Education. Milton Kayness : Open University Press.




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Session: 2024-25			
Part A - Introduction			
Name of Programme	MSc. Home Science(Human Development)		
Semester	I		
Name of the Course	Cross-Cultural Perspectives in Family Studies		
Course Code	M24-HDE-104		
Course Type	CC -4		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Understand about the various forms of Families and their Significance in the Society CLO 2: Gain knowledge about various roles and relationships existing in different types of Family patterns and structures CLO 3: Gain knowledge about various theoretical perspectives of Family, their crisis and coping strategies CLO 4: Learn about the various Cultural practices, Societal exchanges and influences		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B-Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>1. The Family in Social Context:</b> 1.1 Family as a component of social system, Structure and Context 1.2 Family as an evolving and dynamic institution 1.3 Functions of family 1.4 Family life cycle <b>2. Socio-Cultural Studies of Family Pattern's in India:</b> 2.1 Family structure:(Concept, Characteristics, etc.) Traditional Extended Joint families 2.2 Alternate Families:(Concept, Characteristics, etc.) Single Parents' Families Childless Families	15	


	Cohabitation Marriage Families without Children Female headed Families Unitary Families Gay and Lesbian families 2.3 Family patterns in India: (Concept, Characteristics, Types etc.) Tribal Rural Urban 2.4 Role relationships in the Family: Sex roles and division of Labour 2.5 Cause and effect of Family structure on changing roles of Family 2.6 Sociological significance of Family	
II	<b>3. Approaches and Theories in Family Studies:</b> 3.1 Developmental Approach 3.2 Interactional Approach 3.3 Institutional Approach 3.4 Systemic Approach 3.5 Family Life Cycle Approach 3.6 Cyclical Theory 3.7 Progressive Theory 3.8 Structural-Functional Theory <b>4. Types of Family Crises and Coping Strategies:</b> 4.1 (Meaning, Types, Intervention & Services) Financial Behavioural Interpersonal Relationships Health	15
III	<b>5. Contemporary Issues and Concerns:</b> 5.1 Family Violence 5.2 Battered Women 5.3 Child Maltreatment 5.4 Sexual Abuse(Child Abuse) 5.5 Dowry and Family Violence 5.6 Child rearing and Socialization 5.7 Gender roles 5.8 Divorce and Remarriage 5.9 Family Planning 5.10 Effect of Industrialization on family 5.11 Major world trends in family patterns. <b>6. Disadvantaged Family:</b> 6.1 Various Needs 6.2 Various Problems 6.3 Societal Support Mechanism 6.4 Therapy and Rehabilitation	15
IV	<b>7. Family and Societal Exchanges/Influences:</b> 7.1 Health and Family 7.2 Education and Family 7.3 Work and family 7.4 Religion and Family	15

7.5	Beliefs, Values and Family	
7.6	Ecology and Family	
7.7	Government and Family	
8.	<b>Cultural Practises of Families:</b>	
8.1	Traditional Cultural Practises	
8.2	Modern Cultural Practises	
<b>Total Contact Hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. Adams, B.N. (1975). The Family: A sociological interpretation. Chicago: Rand Mc Nully.		
2. Ahuja, R (1997). Indian Social System (2nd Ed.).Jaipur: Rawat.		
3. Arcus. H.E. and Others (1993). Handbook of Family Life Education: The Practice of Family life education (Vol. II). N.Y.: Sage.		
4. Bahr, S.J. (1989). Family Interaction. N.Y.: Macmillan.		
5. Bharat, S & Desai, M. (1995). Indian Bibliographies on the Family. Bombay: Tata Institute of Social Sciences		
6. Bharat. S. (1996). Family measurement in India. New Delhi: Sage.		
7. Cole mar, J.C. (1988). Intimate relationships: Marriage and family patterns. N.Y.: Macmillan.		
8. Coor, R (1975). Family: Its structure and functions. New York: Macmillan.		
9. Das, H.S. & Bardis, P.O. (Eds.) (1978). The World Revolution in Family Patterns. New York: The Free Press.		
10. Hoover. H.M. & Hoover., HK (1979). Concepts and methodologies in family: An instructor's resource handbook. Boston: Allyn & Bacon.		

  
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Session: 2024-25			
Part A - Introduction			
Name of the Programme	MSc. Home Science (Human Development)		
Semester	I		
Name of the Course	Approaches to Human Development		
Course Code	M24-HDE-105		
Course Type	PC-1		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLOs: 1. Learn different methods and techniques of assessment of various aspects of human development 2. Gain practical experience of handling various psychological tests 3. Administration, scoring, interpretation of results and report writing 4. Learn basics of developing testing material/ tools		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	4 hours (or as decided by PGBOS)	
Part B-Contents of the Course			
<b>Overview of Methods of Child Study:</b>			
1. <b>Observation:</b> Preparation of Observational Check List to assess any of Physical, Motor, Social, Language, Emotional and Cognitive Developmental Tasks			
2. <b>Case Study:</b> In-depth Case Study of a selected child			
3. <b>Assessment of Various Developments of Children:</b> Using available Measurement tools and techniques and Writing Interpretative Reports e.g., study of anxiety, aspirations, interests, motivation, self concept etc.			
4. Tests scales and other methods of Assessment of : Intelligence Social and personality development Emotional development. Cognitive development Language Development Physical and motor development Home Environment			
5. Field Report and Project Report Writing Evaluation of Children and ECCE Programmes			
Practicals			Contact Hours
	<Instruction regarding Practicals><Syllabus/ List of Practicals>		120
Suggested Evaluation Methods			

Internal Assessment: 30		End Term Examination: 70	
➤ Practicum	30	➤ Practicum	70
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		
Part C-Learning Resources			
Recommended Books/e-resources/LMS:			


  
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Session: 2024-25			
Part A - Introduction			
Name of the Programme	MSc. Home Science(Human Development)		
Semester	I		
Name of the Course	Innovative Programmes in Early Childhood Development and Education		
Course Code	M24-HDE-106		
Course Type	PC-2		
Level of the course	400-499 or 500-599		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLOs:1 Develop skills to use principles of pedagogy and curricular framework for optimal development through ECCE programs CLOs:2 Develop ways to address socio-cultural diversity through local and global methods and practices CLOs:3 Devise and develop strategies for effective capacity building, implementation and assessment of early childhood care and education programs CLOs:4 Acquire necessary skills to work effectively with families and form collaborative relationships with them		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	4 hours (or as decided by PGBOS)	
Part B-Contents of the Course			
1. Visits to various centres, of ECCE: Day Care Centre Balwadi Anganwadi Mobile Creche etc.			
2. Planning and executing activities for children's all-round development in ECCE Centres.			
3. Preparing Teaching Material kits: Mobiles Masks Puppets (Making and manipulation) Making book for Children Picture Puzzles			
4. Music Orientation to Music Low-Cost Musical Instrument making			


  
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5.	Song Booklet Skills for Promoting Language Science Creativity Object/Picture Talk Story Book Poem Book Science Concepts Math Concepts Creativity File Readiness Games and Material		
6.	Preparing a Resource unit file		
7.	Role play of Home visits and conducting a Home visit to a known Family		
8.	Planning of Parent Teacher meeting: Stimulation of Meetings/Events/Functions Planning and Programme Evaluation		
9.	Placement and observation in different Early Childhood Education and Day Care centres for two weeks		
<b>Practicals</b>		<b>Contact Hours</b>	
	<Instruction regarding Practical><Syllabus/ List of Practical>	120	
<b>Suggested Evaluation Methods</b>			
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>	
➤ Practicum	30	➤ Practicum	70
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		
<b>Part C-Learning Resources</b>			
<b>Recommended Books/e-resources/LMS:</b>			

  
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Session: 2024-25	
Name of the Programme	M.Sc. Home Science (Human Development)
Semester	I
Name of the Course	Seminar
Course Code	M24-HDE-107
Course Type: (CC/DEC/PC/Seminar/CHM/OE C/EEC)	Seminar
Level of the course	400-499
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO1: To enhance the communication skill of students to express the subject effectively during academic and professional discourse. CLO2 : To improve their ability to comprehend and integrate academic text.
Credits	Seminar
	2
Teaching Hours per week	2
Max. Marks	50
Internal Assessment Marks	0
End Term Exam Marks	50
Examination Time	1 hour
<b>Instructions for Examiner:</b> Evaluation of the seminar will be done by the internal examiner(s) on the parameters a decided by staff council of the department. There will be no external examination/viva-voce examination.	

  
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Session: 2024-25			
Part A - Introduction			
Name of Programme	MSc. Home Science(Human Development)		
Semester	II		
Name of the Course	Advanced Lifespan Development: Issues and Concerns		
Course Code	M24-HDE-201		
Course Type	CC -5		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Demonstrate knowledge of developmental processes and principles CLO 2: Engage with the critical areas in the study of development in Childhood CLO 3: Demonstrate knowledge of domains of development during Childhood CLO 4: Gain knowledge about various special issues in the course of development		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	1. <b>Principles and Concepts of Development:</b> 1.1 Principles of Growth and Development. 1.2 Developmental Tasks 1.3 Basic concepts of Development 1.4 Maturation and Learning 1.5 Sensitive periods 1.6 Individual differences 1.7 Nature-nature-issues, 1.8 Critical periods 1.9 Sex differences. 1.10 Secular trends in growth 2. <b>Biological Bases of Development:</b>	15	

	2.1 Physiological processes. 2.2 The Human Genome & its significance for Human Development. 2.3 Genetic influences in different stages	
II	<b>3. Prenatal Development:</b> 3.1 Recapitulation of stages in Prenatal development. 3.2 Genetic and Environmental factors, Maternal Conditions and Teratogens 3.3 Importance of Indian practices during pregnancy. 4. Infancy : ( Birth-2 years) -The new born: Birth process and the Neonate. 4.1 Physical description 4.2 Sensory capacities and Reflexes 4.3 Becoming co-ordinated- Feeding, Sleeping, Crying, Imitation 4.4 Objects permanence and other Cognitive accomplishments 4.5 Early Language development 4.6 Social relationships during infancy 4.7 Early Emotional development, Temperament & Attachment 4.8 The Cultural experience of being an infant	15
III	<b>5. Early Childhood (2-6 years)</b> 5.1 Transition from infancy to childhood 5.2 Physical and Motor development 5.3 Language, Cognition and Emotions in early years 5.4 Play and Social relationships. The emerging Self 5.5 Early Socialization, Parenting and Cultural processes 5.6 Early Childhood Education <b>6. Middle Childhood (7-11 years)</b> 6.1 Physical and Motor development: Changes and Challenges 6.2 Sense of Industry and Personality development 6.3 Cognitive, Moral and Language development 6.4 Social Relationships-Peers, Siblings & Parents 6.5 The experience of schooling- Academic achievements	15
IV	<b>7. Adolescence (11-18 years):</b> 7.1 Transition from Childhood to Sexual maturity 7.2 Puberty and its Consequences 7.3 Early v/s late matures and Emotional changes 7.4 Development of Formal Operations 7.5 Adolescent thought integration of the self 7.6 Issues of Identity 7.7 Role of family, Peers 7.8 Role of Community and Ethnic group 7.9 Moral reasoning and Judgement <b>8. Special issues:</b> 8.1 Health 8.2 Sexuality, 8.3 Mental health 8.9 Conformity.	15
<b>Total Contact Hours</b>		60

Suggested Evaluation Methods			
Internal Assessment: 30		End Term Examination: 70	
➤ Theory	30	➤ Theory:	70
• Class Participation:	5	Written Examination	
• Seminar/presentation/assignment/quiz/class test etc.:	10		
• Mid-Term Exam:	15		
Part C-Learning Resources			
Recommended Books/e-resources/LMS:			



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Session: 2024-25			
Part A - Introduction			
Name of Programme	MSc. Home Science(Human Development)		
Semester	II		
Name of the Course	Rights, Laws, Policies and Programmes for Women and Children		
Course Code	M24-HDE-202		
Course Type	CC - 6		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Obtain knowledge of prevalent Social Policies as they relate to lives of Children and Women CLO 2: Be familiar with Constitutional provisions and Legislations for Women and Children CLO 3: Be able to engage with the linkages between Social policy, Legislations and Implementation of schemes and programs CLO 4: Gain knowledge about the supervision, evaluation of various programs, policies		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B-Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>1. Programme Planning:</b> 1.1 Definition, Objectives, Principles, Steps in planning 1.2 Defining project goals, Steps in goal formation <b>2. Management</b> 2.1 Meaning and importance of management 2.2 Objectives, Characteristics, Steps of management. 2.3 Importance of management skills.	15	
II	<b>3. Overview of Provisions:</b> 3.1 Policies and Action plans 3.2 Rights and Social policies 3.3 Five years plans <b>4. Constitutional Provisions Laws and Conventions</b> 4.1 Constitutional Provisions.	15	

	4.2 Legislations for women and children. 4.3 Conventions for protection of women & children.	
III	<b>5. Programmes for Children:</b> 5.1 Identification of specific programmes for children. 5.2 Types of programmes & their management. 5.3 Child welfare programme in India 5.4 Recent approaches. <b>6. Programmes for Family:</b> 6.1 Identification of specific programmes for family. 6.2 Types of programmes & their management. 6.3 Family welfare programmes in India 6.4 Recent approaches. 6.5 Family Counselling.	15
IV	<b>7. Linkages:</b> 7.1 Govt. role-Centre, State and Local level. 7.2 NGO and Corporate, Social responsibility in implementation of programmes 7.3 Effective initiatives in various domains. <b>8. Monitoring and Evaluation:</b> 8.1 Supervision, meetings to plan, feedback. 8.2 Project Report. 8.3 Programme evaluation and Review techniques. 8.4 Critical appraisals.	15
<b>Total Contact Hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b> 1. Bajpai, A (2003). Child Rights in India: Law, Policy and Practice. New Delhi 2. Bhargava, V. (2005) Adoption in India: Policies and Experiences. New Delhi: Sage Publications. 3. Census of India 4. Chopra, G. (2016) Child rights in India: challenges and social action. S.I.: Springer, India, private 5. Contemporary publications and documents of the Government of India, UN bodies, established 6. International and National Organisations. 7. Current Human Development Report		

  
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Session: 2024-25			
Part A - Introduction			
Name of Programme	MSc. Home Science(Human Development)		
Semester	II		
Name of the Course	Developmental Disabilities and Psychological Disorders		
Course Code	M24-HDE-203		
Course Type	CC - 7		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: The student will understand conceptual approaches to developmental disabilities CLO 2: The student will acquire knowledge of definitions, etiology, Diagnosis, and Assessment of disabilities CLO 3: Get acquainted with the educational modifications and interventions for various disabilities CLO 4: Gain knowledge about management of stress and various problems during lifespan		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least one question from each unit of the syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>1. Various approaches to defining and understanding differently abled:</b> 1.1 Philanthropic: Meaning, Examples etc. 1.2 Medical: Meaning, Examples etc. 1.3 Legal: Meaning, Examples etc. 1.4 Social: Meaning, Examples etc. 1.5 Political (rights perspective) <b>2. Types of impairments and disabilities:</b>	15	

	<p>2.1 Definitions, classification, aetiology, identification and assessment related to disabilities as defined by the Rights of Persons with Disabilities Act 2016</p> <p><b>3. Different types of impairments, causes and effects on individuals:</b></p> <p>3.1 Physical Cerebral palsy Epilepsy Spina bifida Spinal injuries (their Characteristics, Types etc)</p> <p>3.2 Intellectually Challenged: Characteristics, Types etc..</p> <p>3.3 Intellectual: Gifted</p> <p>3.4 Learning Disabilities their characteristics, types etc.,</p> <p>3.5 Emotional Retardation: Characteristics, Types etc.,</p> <p>3.6 Sensory: Visual Auditory their characteristics, types etc.</p>	
II	<p>4. Educational modifications and intervention programs for different types of Differently abled people</p> <p>5. Attitude of people, family and community towards differently able people and their impact on their developments</p> <p>6. Physical and social barriers in the development of persons with disabilities and their impact</p> <p>7. Modification of physical and social environments for differently able persons</p> <p>8. Enabling participation of differently able as a contributing member of society</p>	15
III	<p>9. Needs of differently abled children.</p> <p>10. Programs and policies for differently abled persons</p> <p>11. Use of assistive devices for differently abled persons</p> <p>12. Psychological approaches to disability</p> <p>13. Peer and Family counselling,</p> <p>14. Psychotherapeutic process</p>	15
IV	<p><b>15. Disability in India, Issues and Challenge:</b></p> <p>15.1 Family and Disability</p> <p>15.2 Peers and Disability</p> <p>15.3 Disability in School</p> <p>15.4 Disability in different Job sector</p> <p>15.5 Disability at old age</p> <p>15.6 Disability and Self Identity, Self esteem.</p> <p>15.7 Disability and Mental Health</p>	15
<b>Total Contact Hours</b>		<b>60</b>
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ Theory	30	➤ Theory: 70

• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<p align="center"><b>Part C- Learning Resources</b></p> <p><b>Recommended Books/e-resources/LMS:</b></p> <p>□ Ghai, A. (2019). Rethinking disability in India. Routledge India.</p> <p>Goodley, D., &amp; Lawthom, R. (Eds.). (2005). Disability and psychology: Critical introductions and reflections. Macmillan International Higher Education.</p> <p>□ Oliver, M. (1995). Understanding disability: From theory to practice. Macmillan International Higher Education.</p> <p>□ Srivastava, P., &amp; Kumar, P. (2015). Disability, its issues and challenges: psychosocial and legal aspects in Indian scenario. Delhi Psychiatry Journal, 18(1), 195-205.</p> <p>□ Vash C. L., &amp; Crewe, N. M. (2003). Psychology of disability. Springer publishing company</p>		

  
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Session: 2024-25			
Part A - Introduction			
Name of Programme	MSc. Home Science(Human Development)		
Semester	II		
Name of the Course	Population and Family: Dynamics, Psychology and Welfare		
Course Code	M24-HDE-204		
Course Type	CC - 8		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Obtain knowledge of population and its dynamics in developing countries CLO 2: Be familiar with various agencies working for mental health in India CLO 3: Be able to engage with various programs for reproductive health and family welfare services CLO 4: Gain knowledge about population growth, statistics and its consequences		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B-Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics		Contact Hours
I	<b>1. Population Dynamics:</b> 1.1 Study of population and Population dynamics in developed and developing Countries 1.2 Study of population dynamics in India <b>2. Population Education:</b> 2.1 Meaning, Objectives, Problems of population education in India. 2.2 Role of National, International and Non-governmental agencies. <b>3. Models of Mental Health Services:</b> 3.1 Mental, Social 3.2 Population Mental Health in India: Issues and Challenges		15
	<b>4. Population Statistics:</b> 4.1 Children and Women Morbidity, Mortality- Causes & Consequences. - Infant Morbidity and Mortality - Causes & Consequences.		

II	<b>5. Population Growths:</b> 5.1 Factors, Causes, Consequences, Statistics with special references to India	15
	<b>6. Birth Control Measures:</b> 6.1 Types of birth control measures -Benefits and Drawbacks 6.2 Role of Govt., NGO's etc. in Family Panning	
III	<b>7. Reproductive and Child Health Programmes:</b> 7.1 Measuring of RCH programmes, content, target groups 7.2 Various Programmes issues by govt. & various agencies 7.3 Reproductive rights of women.	15
	<b>8. Family Welfare Services:</b> 8.1 Community based assistance to Family 8.2 Day care Services: Services for Family in Poverty Services for Family with Problem Children	
IV	<b>9. Family Laws and Family Courts:</b> 9.1 Legal acts for family, children & women. 9.2 Various Family Courts run in India.	15
	<b>10 Roles of Agencies and Organisation:</b> 10.1 Various agencies involved in the welfare of Children. 10.2 Various agencies involved in the welfare of Family.	
	<b>11. National Commissions for Women</b>	
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
Part C-Learning Resources		
Recommended Books/e-resources/LMS:		
1. Diwan, Paras, Diwan Peeyushi (2000). Women and Legal Protection. Deep and Deep Publication, New Delhi		
2. Agosin, M. (2003). Women Gender and Human Rights. Rawat Publications, New Delhi		
3. Bajpai, A. (2003). Child Rights in India: Law, Policies and Practises. Oxford University Press, New Delhi		
4. Kumar, R. (2000). Women and Marriage. Anmol Publications Pvt. Limited: New Delhi		

  
 Chairperson  
 Dept. of Home Science  
 K.U. KURUKSHETRA.

Session: 2024-25			
Part A - Introduction			
Name of the Programme	MSc. Home Science(Human Development)		
Semester	II		
Name of the Course	Skill Development and Management of Programmes for Women and Children		
Course Code	M24-HDE-205		
Course Type	PC - 3		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLOs: 1. Obtain knowledge of prevalent social policies as they relate to lives of Children and Women 2. Be familiar with planning and implementation of projects for Women and Children 3. Be able to engage with the linkages between social policy, legislations and implementation of schemes and programs 4. Work for the rehabilitation of Women and Children		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	4 hours (or as decided by PGBOS)	
Part B-Contents of the Course			
1. Observational Visits and developing detailed reports of the various institutions and organizations working for Women and child welfare. 2. Developing Welfare Projects for areas such as: Health, Nutrition, Education, Rehabilitation of Children based on the information secure from an existing program in the locality. 3. Planning, Implementation strategies of projects in selected Women and Child Welfare institutions for testing their suitability. 4. Monitoring and Evaluation of services of Women and children welfare: Criteria and Impact. 5. Identification of specific programmes for children and families. 6. One month training in preschools/ NGOs /Orphanage /Old Age home/any other welfare organization and report submission.			
Practicals			Contact Hours
<Instruction regarding Practical><Syllabus/ List of Practical>			120
Suggested Evaluation Methods			
Internal Assessment: 30		End Term Examination: 70	
➤ Practicum	30	➤ Practicum	70
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		
Part C-Learning Resources			
Recommended Books/e-resources/LMS:			

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Session: 2024-25			
Part A - Introduction			
Name of the Programme	MSc. Home Science(Human Development)		
Semester	II		
Name of the Course	Interventions for Differently Abled		
Course Code	M24-HDE-206		
Course Type	PC -4		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLOs: 1. Demonstrate knowledge of screening children and adolescents with disability 2. Gain insight into methods used for working with differently able children and adolescents 3. Learn skills of providing guidance and counselling to children and their families 4. Gain insight into the various services and programs for the elderly in the society		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	4 hours (or as decided by PGBOS)	
Part B-Contents of the Course			
1. Case Study of Etymology, characteristics, diagnosis and assessment of their different Abilities in any of the mentioned children: Mentally subnormal children Visually impaired children Hearing impaired children Speech impaired children Orthopedically handicapped Learning disabled children Gifted children 2. Collaborative work with professionals in development of intervention packages for differently abled children (for any one category) 3. Conducting home based interventions 4. Conducting centre based interventions at schools/ child clinics/ paediatric wards/ special schools and so on 5. Planning and working with children and parents of differently abled 6. Case study of differently abled persons: a child and an adult 7. Visits to institutions/rehabilitation centres catering to children with special needs 8. Case study of an organization with particular reference to its physical and social Environment. 9. Plan and coordinate Art and Craft activities (any two) for children with special needs. 10. Reports and resource files to be maintained by students			



11. Viva-voice of the training of one month in an NGO/Hospitals/ Social Welfare Department/Special Institutions and its report

Practicals		Contact Hours
	<Instruction regarding Practical><Syllabus/ List of Practical>	120
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Practicum	30	➤ Practicum 70
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10	
• Mid-Term Exam:	15	
Part C-Learning Resources		
Recommended Books/e-resources/LMS:		

  
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Session: 2024-25			
Part A - Introduction			
Name of the Programme	Common to all PG Programmes		
Semester	II		
Name of the Course	Constitutional, Human and Moral Values, and IPR		
Course Code	M24-CHM-201		
Course Type	CHM		
Level of the course	400-499		
Pre-requisite for the course (if any)	B.Sc. Home Science/Any branch of life Sciences or Food/Nutrition/Dietetics/Psychology/Human Development as one of the main subject at under graduate level		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	<p>CLO-1: Learn the different Constitutional Values, Fundamental rights and duties enshrined in the India Constitution.</p> <p>CLO-2: Understand humanism, human virtues and values, and idea of International peace.</p> <p>CLO-3: Grasp the basic concepts of Moral Values and Professional Conduct which are required to become a part of the civil society and for developing professionalism.</p> <p>CLO-4: Understand concepts of Intellectual Property Rights, Copyright, Patent, Trademark etc., and about threats of Plagiarism.</p>		
Credits	Theory	Practical	Total
	2	0	2
Teaching Hours per week	2	0	2
Internal Assessment Marks	15	0	15
End Term Exam Marks	35	0	35
Max. Marks	50	0	50
Examination Time	3 hours		
Part B-Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			

Unit	Topics	Contact Hours
I	<b>Constitutional Values:</b> Historical Perspective of Indian Constitution; Basic Values enshrined in the Preamble of the Indian Constitution; Concept of Constitutional Morality; Patriotic Values and Ingredients Nation Building; Fundamental Rights and Duties ; Directive Principles of the State Policy.	8
II	<b>Humanistic Values:</b> Humanism. Human Virtues and Civic Sense; Social Responsibilities of Human Beings; Ethical ways to deal with human aspirations; Harmony with society and nature; Idea of International Peace and Brotherhood (Vasudhaiva Kutumbkam).	7
III	<b>Moral Values and Professional Conduct</b> Understanding Morality and Moral Values; Moral Education and Character Building; Ethics of Relations: Personal, Social and Professional; Introduction to Gender Sensitization; Affirmative approach towards Weaker Sections (SCs, STs, OBCs, EWS& DAs); Ethical Conduct in Higher Education Institutions;	8

	Professional Ethics.	
IV	<b>Intellectual Property Rights:</b> Meaning, Origins and Nature of Intellectual Property Rights (IPRs); Different Kinds of IPRs – Copyright, Patent, Trademark, Trade Secret/Design, Traditional Knowledge; Infringement and Offences of IPRs – Remedies and Penalties; Basics of Plagiarism policy of UGC.	7
	<b>Note: Scope of the syllabus shall be restricted to generic and introductory level of mentioned topics.</b>	
<b>Total Contact Hours</b>		30
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 15</b>		<b>End Term Examination: 35</b>
➤ Theory	15	➤ Theory 35
• Class Participation:	4	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	4	
• Mid-Term Exam:	7	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b> Ahuja, V K. (2017). <i>Law relating to Intellectual Property Rights</i> , India, IN: Lexis Nexis. Bajpai, B. L., <i>Indian Ethos and Modern Management</i> , New Royal Book Co., Lucknow, 2004. Basu, D.D., <i>Introduction to the Constitution of India</i> (Students Edition) Prentice Hall of India Pvt. Ltd., New Delhi, 20th ed., 2008. Dhar, P.L. & R.R. Gaur, <i>Science and Humanism</i> , Commonwealth Publishers, New Delhi, 1990. George, Susan, <i>How the Other Half Dies</i> , Penguin Press, 1976. Govindarajan, M., S. Natarajan, V.S. Sendilkumar (eds.), <i>Engineering Ethics (Including Human Values)</i> , Prentice Hall of India Private Ltd, New Delhi, 2004. Harries, Charles E., Michael S. Pritchard & Michael J. Robins, <i>Engineering Ethics</i> , Thompson Asia, New Delhi, 2003. Illich, Ivan, <i>Energy &amp; Equity</i> , Trinity Press, Worcester, 1974. Meadows, Donella H., Dennis L. Meadows, Jorgen Randers & William W. Behrens, <i>Limits to Growth: Club of Rome's Report</i> , Universe Books, 1972. Myneni, S.R., <i>Law of Intellectual Property</i> , Asian Law House. Narayanan, P, <i>IPRs</i> . Neeraj, P., & Khusdeep, D. (2014). <i>Intellectual Property Rights</i> , India, IN: PHI learning Private Limited. Nithyananda, K V. (2019). <i>Intellectual Property Rights: Protection and Management</i> , India, IN: Cengage Learning India Private Limited. Palekar, Subhas, <i>How to practice Natural Farming</i> , Pracheen (Vaidik) Krishi Tantra Shodh, Amravati, 2000. Phaneesh, K.R., <i>Constitution of India and Professional Ethics</i> , New Delhi. Pylee, M.V., <i>An Introduction to Constitution of India</i> , Vikas Publishing, New Delhi, 2002. Raman, B.S., <i>Constitution of India</i> , New Delhi, 2002. Reddy, B., <i>Intellectual Property Rights and the Law</i> , Gogia Law Agency. Reddy, N.H., Santosh Ajmera, <i>Ethics, Integrity and Aptitude</i> , McGraw Hill, New Delhi. Sharma, Brij Kishore, <i>Introduction to the Constitution of India</i> , New Delhi, Schumacher, E.F., <i>Small is Beautiful: A Study of Economics as if People Mattered</i> , Blond & Briggs, Britain, 1973. Singles, Shubham et. al., <i>Constitution of India and Professional Ethics</i> , Cengage Learning India Pvt. Ltd., Latest Edition, New Delhi, 2018. Tripathy, A.N., <i>Human Values</i> , New Age International Publishers, New Delhi, 2003. Wadehra, B.L., <i>Law relating to Intellectual Property</i> , Universal Law Publishing Co. <b>Relevant Websites, Movies and Documentaries:</b> Value Education Websites, <a href="http://uhv.ac.in">http://uhv.ac.in</a> , <a href="http://www.uptu.ac.in">http://www.uptu.ac.in</a> . Story of Stuff, <a href="http://www.storyofstuff.com">http://www.storyofstuff.com</a> Cell for IPR Promotion and Management: <a href="http://cipam.gov.in/">http://cipam.gov.in/</a> . World Intellectual Property Organization: <a href="https://www.wipo.int/about-ip/en/">https://www.wipo.int/about-ip/en/</a> Office of the Controller General of Patents, Designs & Trademarks: <a href="http://www.ipindia.nic.in/">http://www.ipindia.nic.in/</a> Al Gore, <i>An Inconvenient Truth</i> , Paramount Classics, USA.		

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# **Kurukshetra University, Kurukshetra**

(Established by the State Legislature Act-XII of 1956)

("A++" Grade, NAAC Accredited)



## **Scheme of Examination for Post Graduate Programme**

### **Master of Library & Information Science**

as per NEP 2020

**Curriculum and Credit Framework for Postgraduate Programme**

**With Multiple Entry-Exit, Internship and CBCS-LOCF**

**With effect from the session 2024-25 (in phased manner)**

**DEPARTMENT OF LIBRARY & INFORMATION  
SCIENCE**

**FACULTY OF Arts & Languages**

**KURUKSHETRA UNIVERSITY, KURUKSHETRA -136119  
HARYANA, INDIA**

*[Signature]*  
Chairperson  
Deptt. of Lib. & Inf. Sc.  
K.U. Kurukshetra-136119

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# Kurukshetra University, Kurukshetra

Scheme of Examination for Postgraduate Programme M. Lib. I. Sc.  
as per NEP 2020 Curriculum and Credit Framework for Postgraduate Programmes  
(CBCS LOCF) with effect from the session 2024-25 (in phased manner)

## Framework-1 Scheme-Q

Semester	Course Type	Course Code	Nomenclature of course	Theory (T)/ Practical (P)	Credits		Contact hours per week L: Lecture P: Practical T: Tutorial				Internal Assessment Marks	End Term Examination Marks	Total Marks	Examination hours
						Total	L	T	P	Total				
1	CC-1	M24-LIS-101	Library and Information Society	T	4	22	4	0	0	4	30	70	100	3
	CC-2	M24- LIS - 102	Library Classification & Cataloguing (Theory)	T	4		4	0	0	4	30	70	100	3
	CC-3	M24- LIS - 103	Information Sources & Services (Theory)	T	4		4	0	0	4	30	70	100	3
	CC-4	M24-LIS-104	Information Literacy	T	4		4	0	0	4	30	70	100	3
	PC-1	M24-LIS-105	Library Classification & Cataloguing (Practice)	P	4		0	0	8	8	30	70	100	4
	SEMINAR	M24-LIS-106	LIS Contemporary Issues	S	2		0	0	0	2	0	50	50	1
2	CC-5	M24-LIS-201	Management of Library and Information Centers	T	4	22	4	0	0	4	30	70	100	3
	CC-6	M24-LIS-202	ICT Applications in LIS (Theory)	T	4		4	0	0	4	30	70	100	3

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Semester	Course Type	Course Code	Nomenclature of course	Theory (T)/ Practical (P)	Credits		Contact hours per week L: Lecture P: Practical T: Tutorial				Internal Assessm ent Marks	End Term Examination Marks	Total Marks	Examination hours
						Total	L	T	P	Total				
	CC-7	M24-LIS-203	School Library System	T	4		4	0	0	4	30	70	100	3
	PC-2	M24-LIS-204	Information Sources & Services (Practice)	P	4		0	0	8	8	30	70	100	4
	PC-3	M24-LIS-205	ICT Application in LIS (Practice)	P	4		0	0	8	8	30	70	100	4
	CHM	M24-CHM-201	Constitutional, Human & Moral Values and IPR	T	2		2	0	0	2	15	35	50	3
	Internship	M24-INT-200	An Internship Course of 4 Credits of 4-6 weeks duration during summer vacation after IInd semester is to be completed by every student. Internship can be either for enhancing the employability or for developing the research aptitude.									50	50	100
3	CC-8	M24-LIS-301	Research Methods & Statistical Techniques	T	4	22	4	0	0	4	30	70	100	3
	CC-9	M24-LIS-302	Information Storage and Retrieval (Advance)	T	4		4	0	0	4	30	70	100	3
	DEC-1	M24-LIS-303	Information Resources in Social Sciences	T	4		4	0	0	4	30	70	100	3
		M24-LIS-304	Information Resources in Sciences	T	4									
	DEC-2	M24-LIS-305	Information Communication & Society	T	4		4	0	0	4	30	70	100	3
		M24-LIS-306	Metric Studies	T	4		4	0	0	4	30	70	100	3

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Semester	Course Type	Course Code	Nomenclature of course	Theory (T)/ Practical (P)	Credits		Contact hours per week L: Lecture P: Practical T: Tutorial				Internal Assessm ent Marks	End Term Examination Marks	Total Marks	Examination hours
						Total	L	T	P	Total				
	PC-4	M24-LIS-307	Digital Library and Content Management System	P	4		0	0	8	8	30	70	100	4
	OEC	M24-OEC-	Information Literacy ( <i>For students of other Subjects</i> )	T	2		2	0	0	2	15	35	50	3
4	CC-10	M24-LIS-401	Electronic Resource Management (Advance)	T	4		4	0	0	4	30	70	100	3
	DEC-3 Choose any one	M24-LIS-402	Information Analysis, Consolidation & Repackaging	T	4		4	0	0	4	30	70	100	3
		M24-LIS-403	Marketing of Information Products and Services	T	4		4	0	0	4	30	70	100	3
	Dissertation /Project work	M24-LIS-413		D	12	22	0	0	0	12	0	300	300	
	EEC	M24-LIS-414	Research Ethics	T	2		2	0	0	2	15	35	50	3

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# **Kurukshetra University, Kurukshetra**

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## **Syllabus of the Post Graduate Programme**

### **Master of Library & Information Science**

as per NEP 2020

Curriculum and Credit Framework for Postgraduate Programme

With Multiple Entry-Exit, Internship and CBCS-LOCF

With effect from the session 2024-25 (in phased manner)

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE  
FACULTY OF ARTS AND LANAGUGES

KURUKSHETRA UNIVERSITY, KURUKSHETRA -136119  
HARYANA, INDIA

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**Programme Learning Outcomes(PLOs) for M.Lib.I.Sc. Programme as per NEP-2020**


**Programme Learning Outcomes(PLOs):** PLOs include outcomes specific to disciplinary areas of learning associated with the chosen field (s) of learning as well as generic learning outcomes. These also include transferable skills and competencies that post graduates of all programmes of study should acquire and be able to demonstrate for the award of the Degree. The programme learning outcomes would also focus on knowledge and skills that prepare students for further study, employment, research and responsible citizenship.

PLOs	Master Degree in Library and Information Science
	<b>After the completion of Master degree in Library and Information Science, the student will be able to:</b>
PLO-1: Knowledge and Understanding	Demonstrate the fundamental and advanced knowledge of the subject and understanding of recent developments and issues, including methods and techniques, related to Library and Information Science.
PLO-2: General Skills	Acquire the general skills required for performing and accomplishing the tasks as expected to be done by a skilled professional in the field of Library and Information Science.
PLO-3: Technical/ Professional Skills	Demonstrate the learning of advanced cognitive technical/professional skills required for completing the specialized tasks related to the profession and for conducting and analyzing the relevant research tasks in different domains of Library and Information Science.
PLO-4: Communication Skills	Effectively communicate the attained skills of Library and Information Science in well-structured and productive manner to the society at large.
PLO-5: Application of Knowledge and Skills	Apply the acquired knowledge and skills to the problems in the subject area, and to identify and analyze the issues where the attained knowledge and skills can be applied by carrying out research investigations to formulate evidence-based solutions to complex and unpredictable problems associated with the field of Library and Information Science or otherwise.
PLO-6: Critical thinking and Research Aptitude	Attain the capability of critical thinking in intra/inter-disciplinary areas of Library and Information Science enabling to formulate, synthesize, and articulate issues for designing of research proposals, testing hypotheses, and drawing inferences based on the analysis.
PLO-7: Constitutional, Humanistic, Moral Values and Ethics	Know constitutional, humanistic, moral and ethical values, and intellectual property rights to become a scholar/professional with ingrained values in expanding knowledge for the society, and to avoid unethical practices such as fabrication, falsification or misrepresentation of data or committing plagiarism.



PLO-8: Capabilities/qualities and mindset	To exercise personal responsibility for the outputs of own work as well as of group/team and for managing complex and challenging work(s) that requires new/strategic approaches.
PLO-9: Employability and job- ready skills	Attain the knowledge and skills required for increasing employment potential, adapting to the future work and responding to the rapidly changing demands of the employers/industry/society with time.

**Master of Library and Information Science (M.Lib.I.Sc.)** will be a two-year degree with multiple entry/exit facility. If a student makes an exit after completing 1<sup>st</sup> year, he/she will be awarded **Bachelor of Library and Information Science (B.Lib.I.Sc.)** degree (equivalent to **PG Diploma in Library and Information Science**, as per NEP 2020), subject to fulfilment of other requirements.

  
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Session: 2024 – 25			
Part A - Introduction			
Name of the Programme	Master of Library & Information Science		
Semester	1 <sup>st</sup> Semester		
Name of the Course	Library and Information Society		
Course Code	M24-LIS-101		
Course Type	CC-I		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO): After completing this Course, the Learner will be able to:			
M24-LIS-101.1	Understand the Role and Development of Libraries in Society.		
M24-LIS-101.2	Understand the Implications of Five Laws of Library & Information Science.		
M24-LIS-101.3	Familiarise with Librarianship as a Profession and Library related Laws.		
M24-LIS-101.4	Familiarize with Professional Associations and extension services.		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B – Contents of the Course			
<b>Instructions for Paper Setter:</b> The Examiner will set 9 questions asking 2 Questions from each unit and one Compulsory Question by taking Course Learning Outcomes (CLOs) into consideration. The Compulsory Question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 Questions, selecting one question from each Unit and the compulsory question. All Questions will carry equal marks.			
Unit	Topics		Contact Hours
I	Concept of Library in Society - Social and historical foundations of library - Development of libraries with special reference to India		15

	- Different types of libraries - their distinguishing features and functions	
II	<b>Normative Principles of Library and Information Science</b> - Five Laws of Library Science and their Implications on Library and Information Activities	15
III	<b>Laws relating to Libraries and Information Centres</b> - Library Legislation in India: Need and essential features - Copyright Act and Delivery of Books (Public Libraries) Act - Librarianship as a Profession - Professional ethics	15
IV	<b>Professional Association, Public Relations, Extension Activities and Resource Sharing</b> - Professional Associations and their role with particular reference to ILA, IASLIC, IFLA and UNESCO - Definition: Facets and programmes of PR and Extension Services - Resource Sharing and Library Networking	15
<b>Total Contact Hours</b>		<b>60</b>
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
<b>Theory</b>	<b>30</b>	<b>Theory</b>   <b>70</b>
• Class Participation	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.	10	
• Mid-Term Exam	15	
<b>Part C – Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. GARDENER (Frank M). Public Library Legislation: A Comparative Study.1971. Paris, UNESCO.		
2. HARRISON (Colin) and BEENHAM (Rosemary). The Basic of Librarianship.1987. London. Clive-Bengley.		
3. INDIA MINISTRY OF EDUCATION, Report of the Advisory Committee for Libraries.1959.Delhi, Manager of Publications.		
4. JEFFERSON (G). Libraries and Society.1969. London, James Clarks and Co.		
5. KHANNA (J K). Fundamentals of Library Organisation.		
6. KHANNA (J K). Library and Society.1987.Kurukshetra; Research Publication		
7. SAINI (O P). Pustakālaya aura Samāja. (Hindi medium)		

*[Signature]*  
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Session: 2024 – 25			
Part A - Introduction			
Name of the Programme	Master of Library & Information Science		
Semester	1 <sup>st</sup> Semester		
Name of the Course	Library Classification & Cataloguing		
Course Code	M24- LIS -102		
Course Type	CC-2		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO): After completing this Course, the Learner will be able to:			
M24- LIS -102.1	Understand the various aspects of Library Classification.		
M24- LIS -102.2	Understand salient features of major Classification Schemes and Current Trends in Classification.		
M24- LIS -102.3	Know different types of Catalogue and understand the process of Library Cataloguing.		
M24- LIS -102.4	Understand the concept of Subject Cataloguing and the process of deriving/assigning Subject Headings.		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B – Contents of the Course			
<b>Instructions for Paper Setter:</b> The Examiner will set 9 questions asking 2 Questions from each unit and one Compulsory Question by taking Course Learning Outcomes (CLOs) into consideration. The Compulsory Question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 Questions, selecting one question from each Unit and the compulsory question. All Questions will carry equal marks.			
Unit	Topics		Contact Hours
I	Unit – I: Library Classification - Library Classification: Definition, Need and Purpose		15

	<ul style="list-style-type: none"><li>- Subjects: Basic, Compound and Complex</li><li>- Planes of Work. Notation: Need, Type and Quality</li><li>- Call Number: Class Number, Book Number and Collection Number</li></ul>	
II	<b>Unit-II: Classification Schemes &amp; Current Trends</b> <ul style="list-style-type: none"><li>- Overview of Colon Classification: Postulates of Facet Analysis and Facet Sequence, Fundamental Categories, Principles of Helpful Sequence and Facet Sequence, Phase Relations, Devices</li><li>- Main features of latest editions of DDC and UDC.</li><li>- Current Trends: Web Dewey, OCLC Classify and Folksonomy.</li></ul>	15
III	<b>Unit-III: Bibliographic Description</b> <ul style="list-style-type: none"><li>- Catalogue – Definition, Need and Purpose, Types of Library Catalogue.</li><li>- Physical Forms: Conventional and Non-conventional</li><li>- Kinds of Entries and their functioning according to CCC and AACR-II.</li></ul>	15
IV	<b>Unit-IV: Subject Cataloguing</b> <ul style="list-style-type: none"><li>- Definition, Need, Purpose and problems of Subject Cataloguing, Methods of Subject Cataloguing. Chain Procedure and Sears List of Subject Headings. Latest trends in Library Cataloguing: OPAC, MARC, ISBD, CCF, RDA</li></ul>	15
<b>Total Contact Hours</b>		<b>60</b>
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
<b>Theory</b>	<b>30</b>	<b>Theory</b> <b>70</b>
• Class Participation	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.	10	
• Mid-Term Exam	15	
<b>Part C – Learning Resources</b>		
1. <b>Recommended Books/e-resources/LMS:</b> DEWEY (Melvil). Dewy Decimal Classification and Relative Index. 23 <sup>rd</sup> Ed. 2011. OCLC Online Computer Library Centre, Ohio.		

2. DHYANI (Pushpa). Theory of Library Classification. 2000. VishwaPrakashan, Delhi.
3. KRISHAN KUMAR. Theory of Library Classification. 1985. Vikas, Delhi.
4. RANGANATHAN (SR). Colon Classification. Revised ed. 6. 1963. Ess Ess Publications.
5. RANGANATHAN (S R) Prolegomena to library classification. 3<sup>rd</sup>ed. 1967. Sarda Ranganathan Endowment, Bombay.
6. TRIPATHI (S M) and SHOKEEN (N S). Fundamentals of Library Classification (Hindi Medium). 1988. Y.K., Agra.
7. ALA, et al. 2010. Resource Description and Access.




Session: 2024 – 25			
Part A - Introduction			
Name of the Programme	Master of Library & Information Science		
Semester	1 <sup>st</sup> Semester		
Name of the Course	Information Sources and Services		
Course Code	M24- LIS -103		
Course Type	CC-3		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO): After completing this Course, the Learner will be able to:			
M24- LIS -103.1	In-depth understanding the classification and characteristics of various Information sources and services		
M24- LIS -103.2	Identifying and differentiating between Primary, Secondary and Tertiary sources of Information		
M24- LIS -103.3	Know the evaluation and utilization of Information Sources		
M24- LIS -103.4	Understand the types and purpose of Reference Service		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B – Contents of the Course			
Instructions for Paper Setter: The Examiner will set 9 questions asking 2 Questions from each unit and one Compulsory Question by taking Course Learning Outcomes (CLOs) into consideration. The Compulsory Question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 Questions, selecting one question from each Unit and the compulsory question. All Questions will carry equal marks.			
Unit	Topics		Contact Hours
I	- Documentary Sources of Information: Print, Non-print and Electronic Resources. - Primary, Secondary and Tertiary Sources		15

	- Human and Institutional Resources of Information	
II	- Reference Books: Types, Uses and Criteria for Evaluation. - Types and Uses of Encyclopaedias, Dictionaries, Year Books, Directories, Geographical Sources, Biographical Sources.	15
III	- Overview of Information Services: Recent trends - Reference Service: Definition, Need, Types and Functions - Role of Reference Librarian - Reference Process: Reference Question; Reference Interview - Referral Service	15
IV	- Current Awareness Service (CAS) - Selective Dissemination of Information (SDI) - Press Clipping Service - Indexing and Abstracting Service - Document Delivery Service	15
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
Theory	30	Theory 70
• Class Participation	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.	10	
• Mid-Term Exam	15	
Part C – Learning Resources		
Recommended Books/e-resources/LMS:		
1. ATHERTON (Pauline). Handbook for information systems and services. 1977. UNESCO, Paris.		
2. BOPP (Richard E) and SMITH (Linda C), Ed. Reference and information services: An Introduction. Rev. ed. 1995. Libraries Un., USA.		
3. BUNCH (Allan). Basics of information work, 1995. Clive Bingley. London.		
4. CHANDLER (G) How to find out: A guide to sources of information for all, Ed. 4. 1971. Pergamon, Oxford.		
5. CHOWDHURY (GG). Information users and usability in the digital age. 2011. Neal-Schuman Publishers, Inc., New York.		
6. GUHA (B) Documentation and information. Rev. ed. 2. 1983. World Press, Calcutta. K.G. Saur, Michigan.		
7. KATZ (William A). Introduction to reference work, Ed. 7 2V, 1996. McGraw Hill, New York.		
8. KAWATRA (PS). Fundamentals of Documentation. 983. Sterling Pub., New Delhi.		



9. KRISHAN KUMAR. Reference Service. Rev. ed. 3. 1987. Vikas, New Delhi.
10. TRIPATHI (S M). Modern bibliographical control, Bibliography and documentation. 1992. Y.K., Agra.
11. USHA PAWAN and GUPTA (Pawan Kumar) Sandarbh Sewa: Saidhantik avom Kriyatmak. 1994. RBSA, Jaipur. (Hindi Medium).
12. RANGANATHAN (S R). Reference Service. (1991). Sarada Ranganathan Endowment, Bangalore.
13. ROWLEY (J E). The Basics of Information Systems. 1996. Facet Publishing, London.
14. SINGH, S. Handbook on International Sources on Reference and Information. 2001. CREST Publishing, New Delhi
15. TRIPATHI (S.M.). New Dimensions on Reference and Information Services. (Hindi Medium) 1998. Y.K., Agra.

  
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Session: 2024 – 25			
Part A - Introduction			
Name of the Programme	Master of Library & Information Science		
Semester	1 <sup>st</sup> semester		
Name of the Course	Information Literacy		
Course Code	M24-LIS-104		
Course Type	CC-4		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO): After completing this Course, the Learner will be able to:			
M24- LIS -104.1	Understand the concept of Information Literacy and its importance for Lifelong Learning.		
M24- LIS -104.2	Know the different Models, Standards and Framework of Information Literacy.		
M24- LIS -104.3	Know the information literacy Skills for different persons and Programmes in different Types of Libraries.		
M24- LIS -104.4	Impart Information Literacy Instructions and prepare significant Information Literacy products while understanding the misleading information.		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B – Contents of the Course			
Instructions for Paper Setter: The Examiner will set 9 questions asking 2 Questions from each unit and one Compulsory Question by taking Course Learning Outcomes (CLOs) into consideration. The Compulsory Question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 Questions, selecting one question from each Unit and the compulsory question. All Questions will carry equal marks.			
Unit	Topics		Contact Hours

I	<ul style="list-style-type: none"><li>- Information Literacy: Concept, Definition, Need and Importance</li><li>- Types of Information Literacy –Technology Literacy, Media Literacy, Computer Literacy &amp; Digital Literacy</li><li>- Information Literacy and Lifelong Learning</li><li>- Levels of Information Literacy- Entry, Mid and High</li></ul>	15
II	<ul style="list-style-type: none"><li>- Models, Standards, Framework &amp; Guidelines of Information Literacy: SCONUL, ACRL, UNESCO, IFLA, Search Process Model, Big6 Skills</li><li>- Information Literacy: Initiatives and Forums in India</li></ul>	15
III	<ul style="list-style-type: none"><li>- Information Literacy Skills for Individuals, Professionals, Researchers and Library Professionals</li><li>- Role of libraries in Information Literacy: School, College and University Libraries, Public Libraries, Special Libraries</li></ul>	15
IV	<ul style="list-style-type: none"><li>- Library Induction, Lecture, Demonstration, Practicals, Assignments</li><li>- Information Literacy Products: Library Brochure, Web based Access Instruction</li><li>- Information Overload, Fake News, Misinformation and Disinformation, Cyberbullying, Netiquettes</li></ul>	15
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
Theory	30	Theory 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
Part C – Learning Resources		
Recommended Books/e-resources/LMS:		
<ol style="list-style-type: none"><li>1. ANDRETTA (S).Ways of experiencing information literacy: Making the case for a relational approach. 2012. Oxford, Chandos.</li><li>2. GODWIN(P) and PARKER(J). Information literacy meets library 2.0.2009. Santa Barbara, Facet.</li><li>3. MACKEY(TP) and JACOBSON(TE). (2011). Teaching information literacy online. 2011. London, Neal- Schuman.</li><li>4. ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES (ACRL). Information Literacy Competency Standards for Higher Education. 2000. Chicago, American Library Association.<a href="http://www.ala.org/ala/acrl/acrlstandards/informationliteracycompetency.htm">http://www.ala.org/ala/acrl/acrlstandards/informationliteracycompetency.htm</a></li><li>5. BAWDEN (David). Information and Digital Literacy: a review of concepts. <i>Journal of Documentation</i> 57, 2; 2001; 218-259.</li><li>6. BRUCE (Christine).The Seven Faces of Information Literacy. 1997. Adelaide,Auslib Press.</li><li>7. COUNCIL OF AUSTRALIAN UNIVERSITY LIBRARIANS. Information Literacy Standards. 2001. Canberra ,Council of Australian University Librarians.</li></ol>		

8. PRESIDENTIAL COMMITTEE ON INFORMATION LITERACY, AMERICAN LIBRARY ASSOCIATION. Final Report. 1989. Chicago: American Library Association. <http://www.ala.org/ala/acrl/acrlpubs/whitepapers/presidential.htm>
9. SOCIETY OF COLLEGE, NATIONAL AND UNIVERSITY LIBRARIES (SCONUL). Information skills in higher education: a SCONUL Position Paper. 1999. London, SCONUL. [http://www.sconul.ac.uk/activities/inf\\_lit/papers/Seven\\_pillars.html](http://www.sconul.ac.uk/activities/inf_lit/papers/Seven_pillars.html)
10. TORRAS (MC) and SAETRE (T P). (2009). Information Literacy Education. 2009. Oxford, Chandos Publishing.
11. CARDIFF UNIVERSITY LIBRARY SERVICES. 2016. Handbook for Information Literacy Teaching. <http://sites.cardiff.ac.uk/ilrb/handbook/>

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Session: 2024-25			
Part A – Introduction			
Name of the Programme	Master of Library & Information Science		
Semester	1 <sup>st</sup> Semester		
Name of the Course	Library Classification and Cataloguing Practice		
Course Code	M24-LIS-105		
Course Type	PC-I		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO): After completing this Course, the Learner will be able to:			
MLIS-204.1	Develop skills of Subject Analysis using Classification Schemes.		
MLIS-204.2	Classifying the documents according to CC and DDC.		
MLIS-204.3	Develop skills of document analysis using Resource Description and Analysis (RDA).		
MLIS-204.4	Prepare Catalogue Entries according to RDA.		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	3 Hours	
Part B- Contents of the Course			
Note for the Examiner The paper shall be divided into two parts-A&B and will be intended to know practical skills in the use and application of software.			
Practicals			Contact Hours
Unit-I: Colon Classification (6 <sup>th</sup> Rev. ed.)  Marks: 10  Note: There will be <i>Seven</i> Titles and the examinees will be required to classify any <i>Five</i> titles only.  Syllabus			120

- Simple Subject.
- Fundamental Categories.
- Facet Analysis and Facet Sequence.
- Devices.
- Common Isolates.
- Phase Relations.

## Unit-II: Dewey Decimal Classification (23<sup>rd</sup> ed.)

**Marks: 30**

**Note:** There will be *Fifteen* Titles and the examinees will be required to classify any *Ten* titles only.

### Syllabus

- Simple Subject (Summaries).
- Introduction to Schedules.
- Use of Tables.
- Relative Index.

## Unit-III: Resource Description and Access (RDA)

**Marks: 30**

**Note:** (i) Preparation of Catalogue Entry of Two Documents out of Three in RDA: 20 Marks

(ii) Viva-voce: 10 Marks

### Syllabus

Preparation of Entries of Simple Books, Composite Books and Periodicals

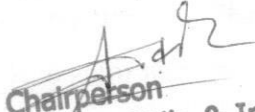
### Suggested Evaluation Methods

Internal Assessment: 30		End Term Examination: 70	
➤ Practicum	30	➤ Practicum	70
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		

### Part C – Learning Resources

#### Recommended Books/e-resources/LMS:

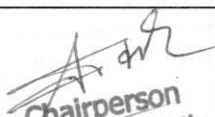
8. DEWEY (Melvil). Dewy Decimal Classification and Relative Index. 23<sup>rd</sup> Ed. 2011. OCLC Online Computer Library Centre, Ohio.
9. DHYANI (Pushpa). Theory of Library Classification. 2000. VishwaPrakashan, Delhi.
10. KRISHAN KUMAR. Theory of Library Classification. 1985. Vikas, Delhi.
11. RANGANATHAN (SR). Colon Classification. Revised ed. 6. 1963. Ess Ess Publications.
12. RANGANATHAN (S R) Prolegomena to library classification. 3<sup>rd</sup>ed. 1967. Sarda Ranganathan Endowment, Bombay.
13. TRIPATHI (S M) and SHOKEEN (N S). Fundamentals of Library Classification (Hindi Medium). 1988. Y.K., Agra.
14. ALA, et al. 2010. Resource Description and Access.

  
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### Template for Seminar with 2 Credits

<b>Session: 2024-25</b>	
<b>Name of the Programme</b>	<b>Master of Library &amp; Information Science</b>
<b>Semester</b>	<b>1<sup>st</sup> semester</b>
<b>Name of the Course</b>	LIS Contemporary Issues
<b>Course Code</b>	M24-LIS-106
<b>Course Type: (CC/DEC/PC/Seminar/CH M/OEC/EEC)</b>	Seminar
<b>Level of the course</b>	450
<b>Course Learning Outcomes (CLO): After competing this Course, the Learner will be able to:</b>	
<b>MLIS-106.1</b>	Collect relevant information on a particular topic of contemporary relevance in Library & Information Science
<b>MLIS-106.2</b>	Organize ideas in the form of logical presentation
<b>MLIS-106.3</b>	Prepare power point presentation or organized ideas
<b>MLIS-106.4</b>	Make effective presentations
<b>Credits</b>	Seminar
	2
<b>Teaching Hours per week</b>	2
<b>Max. Marks</b>	50
<b>Internal Assessment Marks</b>	0
<b>End Term Exam Marks</b>	50
<b>Examination Time</b>	1 hour
<p><b>Instructions for Examiner:</b> Evaluation of the seminar will be done by the internal examiner(s) on the parameters as decided by staff council of the department. There will be no external examination/viva-voce examination.</p>	

  
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Session: 2024 – 25

**Part A - Introduction**

Name of the Programme	Master of Library & Information Science
Semester	2 <sup>nd</sup> Semester
Name of the Course	Management of Library and Information Centers
Course Code	M24-LIS-201
Course Type	CC-5
Level of the course	400-499
Pre-requisite for the course (if any)	

**Course Learning Outcomes (CLO): After completing this Course, the Learner will be able to:**

M24-LIS-201.1	Understand the Management aspects of Library & Information Centres.
M24-LIS-201.2	Understand Library Finance and Budgeting.
M24-LIS-201.3	Familiarize with the different Sections of the Library & Information Centres.
M24-LIS-201.4	Understand different aspects of Library maintenance and Space Management.

Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		

**Part B – Contents of the Course**


**Instructions for Paper Setter:** The Examiner will set 9 questions asking 2 Questions from each unit and one Compulsory Question by taking Course Learning Outcomes (CLOs) into consideration. The Compulsory Question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 Questions, selecting one question from each Unit and the compulsory question. All Questions will carry equal marks.

Unit	Topics	Contact Hours
I	<b>Library Environment</b> - Organisation, Management and Administration: A Conceptual Framework.	15

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	<ul style="list-style-type: none"><li>- Library Organisational Structure, Ranganathan's Staff Formula</li><li>- Library Committee: Types, functions and powers.</li></ul>	
II	<b>Library Finance and Budgeting</b> <ul style="list-style-type: none"><li>- Sources of Finance.</li><li>- Methods of Estimating Library Finance.</li><li>- Budget Preparation for different types of Libraries.</li><li>- General Administration: Annual Report, Library Statistics, Library Rules.</li></ul>	15
III	<b>Sections of the Library</b> <ul style="list-style-type: none"><li>- Book Selection and Procurement: Principles, Policy, Committee, Tools and Procedure.</li><li>- Technical Processing Section.</li><li>- Periodicals Section.</li><li>- Circulation Section.</li><li>- Reference Section</li></ul>	15
IV	<b>Maintenance, Building and Space Management</b> <ul style="list-style-type: none"><li>- Maintenance Section: Stacking, Shelving, Shelf Rectification, Stock Verification, Binding etc.</li><li>- Basic elements in designing library building.</li><li>- Furniture and Equipments.</li></ul>	15
<b>Total Contact Hours</b>		<b>60</b>
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
<b>Theory</b>	<b>30</b>	<b>Theory 70</b>
• Class Participation	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.	10	
• Mid-Term Exam	15	
<b>Part C – Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. Application of Management Techniques to Library and Information Systems, 12th IASLIC Conference, Roorkee, 1979.		
2. MITTAL (R L). Library Administration: Theory and Practice. 5 <sup>th</sup> ed. 1983. New Delhi, Metropolitan.		
3. MOOKERJEE (Subodh Kumar) and SENGUPTA (Beneyendra). Library Organization and Library Administration. 1972. Calcutta, World Press.		
4. PANWAR (B S) and VYAS (S D). Library Management. 1986. Delhi; R.R. Publishing Corporation.		
5. RANGANATHAN (S R) Library Manual for Authorities, Librarians and Honorary Library Workers. 2nd ed. 1967. Bombay, Asia.		
6. SINGH (M). Library and Information Management: Theory and Practice. 1983. Delhi, IBT.		
7. SINGH (R S P). Fundamentals of Library Administration and Management. 1990. Delhi, Prabha.		
8. STEUART (Robert) and EASTILICK (John T). Libraries Management. 2nd ed.1991.		

Colorado, Libraries Unlimited.  
9. TRIPATHI (S M). Granthalyaprabandh (Hindi medium).

  
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**Part A - Introduction**

Name of the Programme	Master of Library & Information Science
Semester	2 <sup>nd</sup> Semester
Name of the Course	ICT Application in LIS
Course Code	M24-LIS-202
Course Type	CC-6
Level of the course	400-499
Pre-requisite for the course (if any)	

**Course Learning Outcomes (CLO): After completing this Course, the Learner will be able to:**

M24-LIS-201.1	Familiarize with classification of Computers and Hardware components.
M24-LIS-201.2	Understand the concept of Computer Software.
M24-LIS-201.3	Familiarize with different Communication Technologies.
M24-LIS-201.4	Understand the Areas of Application of Computers in Libraries.

Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		

**Part B – Contents of the Course**

**Instructions for Paper Setter:** The Examiner will set 9 questions asking 2 Questions from each unit and one Compulsory Question by taking Course Learning Outcomes (CLOs) into consideration. The Compulsory Question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 Questions, selecting one question from each Unit and the compulsory question. All Questions will carry equal marks.

Unit	Topics	Contact Hours
I	<b>Unit-I: Computer Hardware</b> <ul style="list-style-type: none"> <li>The Evolution and Characteristics of Computers.</li> <li>Classification of Computers: Super Computer, Mainframe Computer, Mini Computer and Micro Computer. Digital vs.</li> </ul>	15

	Analog Computers. – <i>Computer Architecture:</i> Input Devices, Output Devices, Central Processing Unit. Memory (Auxiliary).	
II	<b>Unit-II: Computer Software</b> – System and Application Software. – Operating Systems: Single and Multiuser. – Basics Features of MS Windows and Linux. – Application Software: Concept and Types.	15
III	<b>Unit-III: Communication Technology (Networking)</b> – <i>Communication:</i> An Overview – <i>Networks:</i> Concept and Components – <i>Network Media:</i> Wire and Wireless. – <i>Network Types:</i> PAN, LAN, MAN and WAN. – <i>Topologies:</i> Bus, Star, Ring, Token Ring, Tree and Mesh.	15
IV	– Role of Computers in Libraries – Library automation: definition, need, purpose & objectives – Application of Computers in Library Activities: Housekeeping Operations – Library management software: Basic Features of SOUL and KOHA	15
<b>Total Contact Hours</b>		<b>60</b>
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
<b>Theory</b>	<b>30</b>	<b>Theory</b> <b>70</b>
• Class Participation	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.	10	
• Mid-Term Exam	15	
<b>Part C – Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. Bharathiar University. Introduction to Information Technology. <a href="http://buc.edu.in/sde_book/bcom_ca.pdf">http://buc.edu.in/sde_book/bcom_ca.pdf</a>		
2. BHARIHOKE (Deepak). Fundamentals of Information Technology. 4 <sup>th</sup> Ed. Excel Books. New Delhi, 2012.		
3. BOTT, Ed. Introducing Windows 10 for IT Professionals. Microsoft Press. Washington, 2015.		
4. GILL (Nasib Singh). Handbook of Computer Fundamentals. Jain Book Agency. Delhi, 2016.		
5. GOOKIN (Dan). Word 2016 For Dummies. Wiley & Sons, Inc., 2013.		
6. Introducing Windows 10. Microsoft Press, Preview eBook. <a href="http://download.microsoft.com/download/D/2/B/D2B18586-8C4F-4F40-828D-99D96489152A/Microsoft_Press_eBook_Introducing_Windows_10_Preview_PDF.pdf">http://download.microsoft.com/download/D/2/B/D2B18586-8C4F-4F40-828D-99D96489152A/Microsoft_Press_eBook_Introducing_Windows_10_Preview_PDF.pdf</a>		
7. LAMBERT (Joan) and FRYE (Curtis). Microsoft Office 2016 Step by Step. Microsoft		



- Press. Washington. 2015. <https://ptgmedia.pearsoncmg.com/images/9780735699236/samplepages/9780735699236.pdf>
8. LAMBERT (Joan) and LAMBERT (Steve). Windows 10 Step by Step. Microsoft Press, Washington, 2015. <https://ptgmedia.pearsoncmg.com/images/9780735697959/samplepages/9780735697959.pdf>
  9. LEON (Alexis) and LEON (Mathews). Fundamentals of Information Technology. 2<sup>nd</sup> Ed. Vikas Publishing House Pvt. Ltd. New Delhi. 2009.
  10. LEON-GARCIA (Alberto) and WIDJAJA (Indra). Communication Networks: Fundamental concepts and key architectures. 2<sup>nd</sup> Ed. McGraw-Hill, 2006.
  11. LOWE (Doug). PowerPoint 2013 For Dummies. Wiley & Sons, Inc., 2013.
  12. LOWE (Doug). PowerPoint 2016 For Dummies. Wiley & Sons, Inc., 2015.
  13. McFedries (Paul). Teach Yourself Visually Windows 10. Wiley, 2015.
  14. Nagpal (D P). Computer Fundamentals. S. Chand. New Delhi. 2008.
  15. NORTON (Peter). Introduction to Computers. Tata McGraw-Hill. New York. 6<sup>th</sup> Edition. 2008. <https://onlinestudy4u.files.wordpress.com/2012/10/introduction-to-computers-by-peter-norton-6th-ed.pdf>
  16. ROWLEY (Jennifer). Computers for libraries. 3<sup>rd</sup> ed. Library Association. London. 1993.
  17. SALARIA (R S), Computer Fundamentals. Jain Book Agency. Delhi, 2015.
  18. SINHA (P K) and Sinha (P). Foundations of computing. BPB Publications. 2008. <http://www.edutechlearners.com/computer-fundamentals-p-k-sinha-free-pdf/>
  19. TANENBAUM (Andrew S) and WETHERALL (David J.). Computer networks. 5<sup>th</sup> Ed. Prentice Hall of India Pvt. Ltd. 2011. <https://inspirit.net.in/books/networking/Computer%20Networks%20-%20A%20Tanenbaum.pdf>  
<https://montes.bloomu.edu/Readings/Computer%20Networks%20-%20A%20Tanenbaum%20-%205th%20edition.pdf>
  20. Umesh Kumar Singh. Fundamentals of Computer and Information Technology. Jain Book Agency. Delhi, 2013.
  21. WANG (Wallace). Office 2013 For Dummies. Wiley & Sons, Inc., 2013.
  22. WEVERKA (Peter). Microsoft Office Home and Student Edition 2013 All-in-One for Dummies. John Wiley & Sons, Inc., 2013.
  23. WEVERKA (Peter). Windows 10 For Seniors For Dummies. Wiley & Sons, Inc., 2015.

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Session: 2024 – 25			
Part A - Introduction			
Name of the Programme	Master of Library & Information Science		
Semester	2 <sup>nd</sup> Semester		
Name of the Course	School Library System		
Course Code	M24-LIS-203		
Course Type	CC-7		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO): After completing this Course, the Learner will be able to:			
M24-LIS-203.1	Know the role and functioning of school libraries in elementary and secondary education.		
M24-LIS-203.2	Understand the collection development and different types of sources in school libraries.		
M24-LIS-203.3	Familiarize with different information services provided in school libraries.		
M24-LIS-203.4	Familiarize with the policies and guidelines of various regulatory agencies for school libraries.		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B – Contents of the Course			
Instructions for Paper Setter: The Examiner will set 9 questions asking 2 Questions from each unit and one Compulsory Question by taking Course Learning Outcomes (CLOs) into consideration. The Compulsory Question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 Questions, selecting one question from each Unit and the compulsory question. All Questions will carry equal marks.			
Unit	Topics		Contact Hours
I	School Library System: Basic Concept - Definition, scope & objectives		15



	<ul style="list-style-type: none"><li>- Components: Mobile Library, Cluster Library, Classroom Library, Centralized school library, School Community Library</li><li>- Role of School libraries in Elementary and Secondary Education</li></ul>	
II	<b>Information Sources and Collection Development</b> <ul style="list-style-type: none"><li>- Information sources for children: Illustrated books, Reference books, Newspapers and magazines, Audio-video collection, Digital resources.</li><li>- Collection Development: Selection, Acquisition &amp; Maintenance.</li></ul>	15
III	<b>Users and Information Services</b> <ul style="list-style-type: none"><li>- Users of school library and their information needs</li><li>- Information services in school libraries: Reference Service, Circulation Service, Library hours, Internet-based services.</li><li>- Promotion of reading habits among children</li></ul>	15
IV	<b>Initiatives for School Libraries</b> <ul style="list-style-type: none"><li>- Recommendations of Commissions and Committees on school library development</li><li>- Guidelines of Educational Boards and National Bodies for School Libraries.</li><li>- Role of School Librarian</li><li>- Role of Professional Associations</li></ul>	15
<b>Total Contact Hours</b>		<b>60</b>
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
<b>Theory</b>	<b>30</b>	<b>Theory 70</b>
• Class Participation	5	<b>Written Examination</b>
• Seminar/presentation/assignment/quiz/class test etc.	10	
• Mid-Term Exam	15	
<b>Part C – Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. AL-MISFE (AM). A combined public/school library system for the educational district of Riyadh. 1989. Saudi Arabia: A model for planning.		
2. AMUCHEAZI (ON). The need for community oriented school library services for the effective implementation of the universal Basic Education Programme. <i>Nigeria School Library Journal</i> . 4, 182; 2001; 39-44.		
3. BROPHY (P). The academic library. 2005. London, Facet Pub.		
4. BUDD (J). The changing academic library: Operations, cultures, environments. 2005. Chicago, Association of College and Research Libraries.		
5. CANAVOR (N) and KROLL (C). NASSAU School Library System & American Association		

- of School Librarians. 2000. The school library: Where learning meets the future. New York, Nassau School Library System.
6. CHRISTIAN (A R). (2013). Academic library management: Universities, colleges and institutions. 2013. Jaipur, Vista Publishers.
  7. COHEN (LB). Library 2.0 initiatives in academic libraries. 2007. Chicago, Association of College and Research Libraries.
  8. DANIEL (CI). 2001. The school libraries and the librarians: making a difference in the knowledge age. Being a compendium of papers presented at the 39th National conference and AGM of the NLA held at Owerri, 2001; 109-104.
  9. DIKE (VW). The role of the school library in reading promotion. Nigerian School Librarianship: Yesterday, Today and Tomorrow. 1998. D.F Elaturoti. Ed. Ibadan, Nigerian School Library Association.
  10. DUTCHESS COUNTY BOCES SCHOOL LIBRARY SYSTEM (N.Y.). School library system notes. 1986. Red Hook, N.Y: The System.
  11. ELATUROTU (DF). Learning resources and development for Nigerian school libraries. In: Elaturoti, D.F. (Ed). Nigerian school Librarianship: Yesterday, Today and Tomorrow. 1998. Ibadan, Nigerian school library Association.
  12. ELGUINDI. Electronic resource management. Practical perspectives in a new technical services model. 2013. Stanton Harcourt, Chandos Publishing Ltd.
  13. FAYOSE (PO). School Library Resource centres for Educational Excellence. 1995. Ibadan, AENL publishers.
  14. FREEMAN (P). Pathfinder: An operational guide for the school librarian. 1975. New York, Harper & Row Publishers.
  15. IFLA/UNESCO. The school libraries and learning for all: IFLA/UNESCO school library manifesto. 2000. IFLANET.
  16. IFLA/UNESCO. IFLA/UNESCO school library manifesto: the school library in teaching and learning for all. 2002. Retrieved from <http://www.ifla.org>. 22/06/08
  17. Islam, M.A. School libraries in Bangladesh: A state-of-the-art report. *School libraries Worldwide*. 4, 2; 1998; 37-38.
  18. LIBRARY AND INFORMATION TECHNOLOGY ASSOCIATION (U.S.). Open source software for libraries: An open source for libraries collaboration. 2002. Chicago: LITA.
  19. MORRIS (FO). Schools Library Services 1990-2000. *School Librarian*. 49, 1; 2004; 12-13.
  20. PATRICK (R J). *Guidelines for library cooperation: Development of academic library consortia*. 1972. Santa Monica, Calif, System Development Corp.
  21. PECK (P). Crash course in children's services. 2006. Westport, Conn: Libraries Unlimited.
  22. RADFORD (M L) and SNELSON (P). Academic library research: Perspectives and current trends. 2008. Chicago, Association of College and Research Libraries.
  23. RANGANATHAN (S.R.). New Education and School Library. 2006. New Delhi, Ess Ess Publication.
  24. THANUSKODI (S). Challenges of academic library management in developing countries. 2013. Hershey PA, Information Science Reference.

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Session: 2024-25

Part A - Introduction

Name of the Programme	Master of Library & Information Science
Semester	2 <sup>nd</sup> Semester
Name of the Course	Information Sources & Services (Practice)
Course Code	M24-LIS-204
Course Type	PC-2
Level of the course	400-499
Pre-requisite for the course (if any)	

Course Learning Outcomes (CLO): After completing this Course, the Learner will be able to:

M24-LIS-204.1	Develop practical skills for evaluating Information Sources
M24-LIS-204.2	Inculcate practical skills in responding to different Reference Queries
M24-LIS-204.3	Compile a Bibliography of information Sources
M24-LIS-204.4	Prepare a News Paper Clippings

Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	3 Hours	

Part B- Contents of the Course

**Note for the Examiner:** The paper shall be divided into two parts-A&B and will be intended to know practical skills in the use and application of software.

Practicals	Contact Hours
<p><b>The Distribution of Marks and Scheme of Examination will be as follows:</b></p> <ol style="list-style-type: none"> <li>The examinees will be required to evaluate <b>One</b> Information Source. <b>Marks: 10</b></li> <li>The examinees will be required to give the answer of <b>Ten</b> Reference Queries. <b>Marks: 20</b></li> </ol>	120

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3. The examinees will be required to Compile a bibliography of <i>Ten</i> Information Sources (APA Style). <b>Marks: 20</b>			
4. The examinees will be required to Prepare <i>Ten</i> Newspaper Clippings on current topics. <b>Marks:20</b>			
<b>Suggested Evaluation Methods</b>			
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>	
➤ <b>Practicum</b>	<b>30</b>	➤ <b>Practicum</b>	<b>70</b>
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		
<b>Part C – Learning Resources</b>			
<b>Recommended Books/e-resources/LMS:</b>			
1. GUHA (B) Documentation and information. Rev. ed. 2. 1983. World Press, Calcutta. K.G. Saur, Michigan.			
2. KATZ (William A). Introduction to reference work, Ed. 7 2V, 1996. McGraw Hill, New York.			
3. SINGH, S. Handbook on International Sources on Reference and Information.2001. CREST Publishing, New Delhi			
4. TRIPATHI (S.M.). New Dimensions on Reference and Information Services.(Hindi Medium) 1998. Y.K., Agra.			
5. <a href="https://egyankosh.ac.in/bitstream/123456789/35290/5/Unit-4.pdf">https://egyankosh.ac.in/bitstream/123456789/35290/5/Unit-4.pdf</a>			
6. <a href="https://egyankosh.ac.in/bitstream/123456789/33140/1/Unit-2.pdf">https://egyankosh.ac.in/bitstream/123456789/33140/1/Unit-2.pdf</a>			
7. <a href="https://egyankosh.ac.in/bitstream/123456789/35290/5/Unit-4.pdf">https://egyankosh.ac.in/bitstream/123456789/35290/5/Unit-4.pdf</a>			
8. <a href="https://library.ifla.org/id/eprint/240/1/153-gaur-en.pdf">https://library.ifla.org/id/eprint/240/1/153-gaur-en.pdf</a>			
9. <a href="https://library.ifla.org/id/eprint/2273/1/167-sugiarti-en.pdf">https://library.ifla.org/id/eprint/2273/1/167-sugiarti-en.pdf</a>			
<a href="https://egyankosh.ac.in/bitstream/123456789/35899/5/Unit-3.pdf">https://egyankosh.ac.in/bitstream/123456789/35899/5/Unit-3.pdf</a>			

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Session: 2024-25

**Part A - Introduction**

Name of the Programme	Master of Library & Information Science
Semester	2 <sup>nd</sup> Semester
Name of the Course	ICT Application in LIS (Practice)
Course Code	M24-LIS-205
Course Type	PC-3
Level of the course	400-499
Pre-requisite for the course (if any)	

**Course Learning Outcomes (CLO):** After completing this Course, the Learner will be able to:

M24-LIS-204.1	Use MS WORD efficiently
M24-LIS-204.2	Use MS POWER POINT efficiently
M24-LIS-204.3	Conduct Web-search and Communicate through E-mail
M24-LIS-204.4	Use KOHA for basic Library Operations

Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	3 Hours	

**Part B- Contents of the Course**


**Note for the Examiner:** The paper shall be divided into two parts-A&B and will be intended to know practical skills in the use and application of software.

Practicals	Contact Hours
<b>MS Office</b> <ul style="list-style-type: none"> <li>- <b>MS WORD:</b> Standard Toolbars, Creating a Document, Editing a Document, Formatting a Document, Maintaining Mailing List.</li> <li>- <b>MS POWER POINT:</b> Creating Presentation Slides, Formatting/ Adding Graphics. Animation and Slide Transition, Slide Show. Customizing and Printing.</li> </ul>	120



<b>Online Searching</b> <ul style="list-style-type: none"> <li>– Basic Web Searching</li> <li>– E-mail</li> </ul>			
<b>Introduction to KOHA</b>			
<b>Suggested Evaluation Methods</b>			
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>	
<b>➤ Practicum</b>	<b>30</b>	<b>➤ Practicum</b>	<b>70</b>
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		
<b>Part C – Learning Resources</b>			
<b>Recommended Books/e-resources/LMS:</b>			
1. Bharathiar University. Introduction to Information Technology. <a href="http://buc.edu.in/sde_book/bcom_ca.pdf">http://buc.edu.in/sde_book/bcom_ca.pdf</a>			
2. BHARIHOKE (Deepak). Fundamentals of Information Technology. 4 <sup>th</sup> Ed. Excel Books. New Delhi, 2012.			
3. BOTT, Ed. Introducing Windows 10 for IT Professionals. Microsoft Press. Washington, 2015.			
4. GILL (Nasib Singh). Handbook of Computer Fundamentals. Jain Book Agency. Delhi, 2016.			
5. GOOKIN (Dan). Word 2016 For Dummies. Wiley & Sons, Inc., 2013.			
6. Introducing Windows 10. Microsoft Press, Preview eBook. <a href="http://download.microsoft.com/download/D/2/B/D2B18586-8C4F-4F40-828D-99D96489152A/Microsoft_Press_eBook_Introducing_Windows_10_Preview_PDF.pdf">http://download.microsoft.com/download/D/2/B/D2B18586-8C4F-4F40-828D-99D96489152A/Microsoft_Press_eBook_Introducing_Windows_10_Preview_PDF.pdf</a>			
7. LAMBERT (Joan) and FRYE (Curtis). Microsoft Office 2016 Step by Step. Microsoft Press. Washington, 2015. <a href="https://ptgmedia.pearsoncmg.com/images/9780735699236/samplepages/9780735699236.pdf">https://ptgmedia.pearsoncmg.com/images/9780735699236/samplepages/9780735699236.pdf</a>			
8. LAMBERT (Joan) and LAMBERT (Steve). Windows 10 Step by Step. Microsoft Press, Washington, 2015. <a href="https://ptgmedia.pearsoncmg.com/images/9780735697959/samplepages/9780735697959.pdf">https://ptgmedia.pearsoncmg.com/images/9780735697959/samplepages/9780735697959.pdf</a>			
9. LEON (Alexis) and LEON (Mathews). Fundamentals of Information Technology. 2 <sup>nd</sup> Ed. Vikas Publishing House Pvt. Ltd. New Delhi. 2009.			
10. LEON-GARCIA (Alberto) and WIDJAJA (Indra). Communication Networks: Fundamental concepts and key architectures. 2 <sup>nd</sup> Ed. McGraw-Hill, 2006.			
11. LOWE (Doug). PowerPoint 2013 For Dummies. Wiley & Sons, Inc., 2013.			
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16. ROWLEY (Jennifer). Computers for libraries. 3 <sup>rd</sup> ed. Library Association. London. 1993.			
17. SALARIA (R S), Computer Fundamentals. Jain Book Agency. Delhi, 2015.			

18. SINHA (P K) and Sinha (P). Foundations of computing. BPB Publications. 2008.  
<http://www.edutechlearners.com/computer-fundamentals-p-k-sinha-free-pdf/>
19. TANENBAUM (Andrew S) and WETHERALL (David J.). Computer networks. 5<sup>th</sup> Ed.  
Prentice Hall of India Pvt. Ltd. 2011. <https://inspirit.net.in/books/networking/Computer%20Networks%20-%20A%20Tanenbaum.pdf>  
<https://montcs.bloomu.edu/Readings/Computer%20Networks%20-%20A%20Tanenbaum%20-%205th%20edition.pdf>
20. Umesh Kumar Singh. Fundamentals of Computer and Information Technology. Jain Book Agency. Delhi, 2013.
21. WANG (Wallace). Office 2013 For Dummies. Wiley & Sons, Inc., 2013.
22. WEVERKA (Peter). Microsoft Office Home and Student Edition 2013 All-in-One for Dummies. John Wiley & Sons, Inc., 2013.
23. WEVERKA (Peter). Windows 10 For Seniors For Dummies. Wiley & Sons, Inc., 2015.

  
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Session: 2024-25			
Part-A - Introduction			
Name of the Programme	Common to all PG Programmes		
Semester	2 <sup>nd</sup>		
Name of the Course	Constitutional, Human and Moral Values, and IPR		
Course Code	M24-CHM-201		
Course Type	CHM		
Level of the course	400-499		
Pre-requisite for the course (if any)	-		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	<p>CLO-1: Learn the different Constitutional Values, Fundamental rights and duties enshrined in the India Constitution.</p> <p>CLO-2: Understand humanism, human virtues and values, and ide of International peace.</p> <p>CLO-3: Grasp the basic concepts of Moral Values and Professional Conduct which are required to become a part of the civil society and for developing professionalism.</p> <p>CLO-4: Understand concepts of Intellectual Property Rights, Copyright, Patent, Trademark etc., and about threats of Plagiarism.</p>		
Credits	Theory	Practical	Total
	2	0	2
Teaching Hours per week	2	0	2
Internal Assessment Marks	15	0	15
End Term Exam Marks	35	0	35
Max. Marks	50	0	50
Examination Time	3 hours		
Part B-Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unitand the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>Constitutional Values:</b> Historical Perspective of Indian Constitution; Basic Values enshrined in the Preamble of the Indian Constitution; Concept of Constitutional Morality; Patriotic Values and Ingredients Nation Building; Fundamental Rights and Duties ; Directive Principles of the State Policy.	8	
II	<b>Humanistic Values:</b> Humanism, Human Virtues and Civic Sense; Social Responsibilities of Human Beings; Ethical ways to deal with human aspirations; Harmony	7	

	with society and nature; Idea of International Peace and Brotherhood (VasudhaivKutumbkam).	
III	<b>Moral Values and Professional Conduct</b> Understanding Morality and Moral Values; Moral Education and Character Building; Ethics of Relations: Personal, Social and Professional; Introduction to Gender Sensitization; Affirmative approach towards Weaker Sections (SCs, STs, OBCs, EWS& DAs); Ethical Conduct in Higher Education Institutions; Professional Ethics.	8
IV	<b>Intellectual Property Rights:</b> Meaning, Origins and Nature of Intellectual Property Rights (IPRs);Different Kinds of IPRs – Copyright, Patent, Trademark, Trade Secret/Dress, Design, Traditional Knowledge; Infringement and Offences of IPRs – Remedies and Penalties; Basics of Plagiarism policy of UGC.	7
<b>Note: Scope of the syllabus shall be restricted to generic and introductory level of mentioned topics.</b>		
<b>Total Contact Hours</b>		30
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 15</b>		<b>End Term Examination: 35</b>
➤ <b>Theory</b>	<b>15</b>	➤ <b>Theory</b> <b>35</b>
• Class Participation:	4	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	4	
• Mid-Term Exam:	7	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. Ahuja, V K. (2017). <i>Law relating to Intellectual Property Rights</i> , India, IN: Lexis Nexis.		
2. Bajpai, B. L., <i>Indian Ethos and Modern Management</i> , New Royal Book Co., Lucknow, 2004.		
3. Basu, D.D., <i>Introduction to the Constitution of India</i> (Students Edition) Prentice Hall of India Pvt. Ltd., New Delhi, 20th ed., 2008.		
4. Dhar, P.L. & R.R. Gaur, <i>Science and Humanism</i> , Commonwealth Publishers, New Delhi, 1990.		
5. George, Sussan, <i>How the Other Half Dies</i> , Penguin Press, 1976.		
6. Govindarajan, M., S. Natarajan, V.S. Sendilkumar (eds.), <i>Engineering Ethics (Including Human Values)</i> , Prentice Hall of India Private Ltd, New Delhi, 2004.		
7. Harries, Charles E., Michael S. Pritchard & Michael J. Robins, <i>Engineering Ethics</i> , Thompson Asia, New Delhi, 2003.		
8. Illich, Ivan, <i>Energy &amp; Equity</i> , Trinity Press, Worcester, 1974.		
9. Meadows, Donella H., Dennis L. Meadows, Jorgen Randers & William W. Behrens, <i>Limits to Growth: Club of Rome's Report</i> , Universe Books, 1972.		
10. Myneni, S.R, Law of Intellectual Property, Asian Law House.		
11. Narayanan, P, <i>IPRs</i> .		
12. Neeraj, P., &Khusdeep, D. (2014). <i>Intellectual Property Rights</i> , India, IN: PHI learning Private Limited.		
13. Nithyananda, K V. (2019). <i>Intellectual Property Rights: Protectionand Management</i> . India, IN: Cengage Learning India PrivateLimited.		
14. Palekar, Subhas, <i>How to practice Natural Farming</i> , Pracheen (Vaidik) KrishiTantraShodh,		

# **Kurukshetra University, Kurukshetra**

(Established by the State Legislature Act-XII of 1956)

("A++" Grade, NAAC Accredited)



## **Scheme of Examination for Post Graduate Programme M.Sc. FORENSIC SCIENCE**

as per NEP 2020

Curriculum and Credit Framework for Postgraduate Programme

With Multiple Entry-Exit, Internship and CBCS-LOCF  
With effect from the session 2024-25 (in phased manner)

DEPARTMENT OF ZOOLOGY  
FACULTY OF LIFE SCIENCES

KURUKSHETRA UNIVERSITY, KURUKSHETRA -136119

HARYANA, INDIA

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Chairperson  
Deptt. of Zoology  
K.U. Kurukshetra

**Kurukshetra University, Kurukshetra**  
**Scheme of Examination for Postgraduate Programme M.Sc. Forensic Science**  
as per NEP 2020 Curriculum and Credit Framework for Postgraduate Programmes  
(CBCS LOCF) with effect from the session 2024-25 (in phased manner)  
**Framework-2**  
**Scheme-P**

Semester	Course Type	Course Code	Nomenclature of course	Theory (T)/ Practical (P)	Credits		Contact hours per week L: Lecture P: Practical S: Seminar				Internal Assessment Marks	End Term Examination Marks	Total Marks	Examination hours
						Total	L	S	P	Total				
1	CC-1	M24-FSC-101	General Forensic Science	T	4	26	4	0	0	4	30	70	100	3
	CC-2	M24-FSC-102	Instrumental Analysis- I	T	4		4	0	0	4	30	70	100	3
	CC-3	M24-FSC-103	Forensic Biology	T	4		4	0	0	4	30	70	100	3
	CC-4	M24-FSC-104	Forensic Psychology and Statistics	T	4		4	0	0	4	30	70	100	3
	PC-1	M24-FSC-105	Practical based on Papers M24-FSC-101 & M24-FSC-102	P	4		0	0	8	8	30	70	100	4
	PC-2	M24-FSC-106	Practical based on Papers M24-FSC-103 & M24-FSC-104	P	4		0	0	8	8	30	70	100	4
	SEMINAR	M24-FSC-107	Seminar	S	2		0	2	0	2	0	50	50	1
2	CC-5	M24-FSC-201	Forensic Chemistry and Toxicology	T	4	26	4	0	0	4	30	70	100	3
	CC-6	M24-FSC-202	Instrumental Analysis II	T	4		4	0	0	4	30	70	100	3
	CC-7	M24-FSC-203	Questioned Document Examination	T	4		4	0	0	4	30	70	100	3
	CC-8	M24-FSC-204	DNA Profiling	T	4		4	0	0	4	30	70	100	3
	PC-3	M24-FSC-205	Practical based on Papers M24-FSC-201 &	P	4		0	0	8	8	30	70	100	4

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K.U. Kurukshetra

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4	CC-11	M24-FSC-401	Forensic Physics	T	4	26	4	0	0	4	30	70	100	3
	CC-12	M24-FSC-402	Forensic Dactylography and other impressions	T	4		4	0	0	4	30	70	100	3
	DEC-3	M24-FSC-403	Forensic Genetics, Serology and Bioinformatics	T	4		4	0	0	4	30	70	100	3
		OR A MOOC Course from Swayam Portal of Equal Credits					-	-	-	-	-	-	-	-
	DEC-4	M24-FSC-404	Forensic Pharmacology and Drug Analysis	T	4		4	0	0	4	30	70	100	3
		OR A MOOC Course from Swayam Portal of Equal Credits					-	-	-	-	-	-	-	-
	PC-7	M24-FSC-405	Practical based on Papers M24-FSC-401 to M24-FSC-402	P	4		0	0	8	8	30	70	100	4
	PC-8	M24-FSC-406	Practical based on Papers M24-FSC-403 to M24-FSC-404	P	4		0	0	8	8	30	70	100	4
	EEC	M24-FSC-407	Entrepreneurship Approaches in Forensic Science	T	2		2	0	0	2	15	35	50	3
<b>OR DISSERTATION</b> <b>(NOTE: IF A CANDIDATE IS OFFERED DISSERTATION COURSE, THEN HE/SHE WILL ALSO STUDY CC-11, DEC-3, DEC-4 &amp; EEC FROM ABOVE COURSES OF SEMESTER 4)</b>														
	Dissertation/Project work	M24-FSC-408	Dissertation/Project Work	D	12	26	0	0	0	-	0	300	300	-
<b>TOTAL CREDITS</b>						<b>108</b>	<b>TOTAL MARKS</b>						<b>2700</b>	

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 22/6/24  
 Chairperson  
 Deptt. of Zoology  
 K.U. Kurukshetra

**Programme Learning Outcomes (PLOs) for M.Sc. Forensic Science as per NEP-2020**

PLOs	Master Degree in Forensic Science
<b>After the completion of Master degree in Forensic Science the student will be able to:</b>	
PLO-1: Knowledge and Understanding	Demonstrate the fundamental and advanced knowledge of the subject and understanding of recent developments and issues, including methods and techniques, related to the <b>Forensic Science</b> .
PLO-2: General Skills	Acquire the general skills required for performing and accomplishing the tasks as expected to be done by a skilled professional in the fields of <b>Forensic Science</b> .
PLO-3: Technical/ Professional Skills	Demonstrate the learning of advanced cognitive technical/professional skills required for completing the specialized tasks related to the profession and for conducting and analyzing the relevant research tasks in different domains of the <b>Forensic Science</b> .
PLO-4: Communication Skills	Effectively communicate the attained skills of the <b>Forensic Science</b> in well-structured and productive manner to the society at large.
PLO-5: Application of Knowledge and Skills	Apply the acquired knowledge and skills to the problems in the subject area, and to identify and analyze the issues where the attained knowledge and skills can be applied by carrying out research investigations to formulate evidence-based solutions to complex and unpredictable problems associated with the field of <b>Forensic Science</b> or otherwise.
PLO-6: Critical thinking and Research Aptitude	Attain the capability of critical thinking in intra/inter-disciplinary areas of the <b>Forensic Science</b> enabling to formulate, synthesize, and articulate issues for designing of research proposals, testing hypotheses, and drawing inferences based on the analysis.
PLO-7: Constitutional, Humanistic, Moral Values and Ethics	Know constitutional, humanistic, moral and ethical values, and intellectual property rights to become a scholar/professional with ingrained values in expanding knowledge for the society, and to avoid unethical practices such as fabrication, falsification or misrepresentation of data or committing plagiarism.
PLO-8: Capabilities/qualities and mindset	To exercise personal responsibility for the outputs of own work as well as of group/team and for managing complex and challenging work(s) that requires new/strategic approaches.
PLO-9: Employability and job-ready skills	Attain the knowledge and skills required for increasing employment potential, adapting to the future work and responding to the rapidly changing demands of the employers/industry/society with time.

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**Chairperson**  
**Deptt. of Zoology**  
**K.U. Kurukshetra**



# **Kurukshetra University, Kurukshetra**

(Established by the State Legislature Act-XII of 1956)

("A++" Grade, NAAC Accredited)



## **Syllabus of the Programme for Post Graduate Programme M.Sc. FORENSIC SCIENCE**

as per NEP 2020

Curriculum and Credit Framework for Postgraduate Programme

With Multiple Entry-Exit, Internship and CBCS-LOCF

With effect from the session 2024-25 (in phased manner)

DEPARTMENT OF ZOOLOGY  
FACULTY OF LIFE SCIENCES

KURUKSHETRA UNIVERSITY, KURUKSHETRA -136119

HARYANA, INDIA

FSC-1

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22/6/24  
Chairperson  
Deptt. of Zoology  
K.U. Kurukshetra

Session: 2024-25			
Part A – Introduction			
Name of Programme	M.Sc. Forensic Science		
Semester	1		
Name of the Course	General Forensic Science		
Course Code	M24-FSC-101		
Course Type	CC-1		
Level of the course	400-499		
Pre-requisite for the course (if any)	Science Subjects at UG Level		
Course Learning Outcomes (CLO)	<p>CLO1: Students will be able to understand the history and background of forensic science.</p> <p>CLO2: Students will be able to understand crime scene management and have knowledge about the handling of crime exhibits.</p> <p>CLO3: Students will be able to describe the reconstruction of a crime scene, the basic principles of photography, and its relevance.</p> <p>CLO4: Students will gain knowledge of the structure of police and judiciary organizations.</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<p><b>Forensic Science:</b> History, development, and need of Forensic Science; basic concept of Forensic Science; branches of Forensic Science. Basic Principles of Forensic Science, Ethics in Forensic Science, and Function and Responsibilities of Forensic Scientists. Organizational setup of Forensic Science Laboratories: CFSL, SFSL, GEQD, DFSS, NICFS, NCRB, Mobile Forensic Science Laboratory.</p> <p><b>Physical evidence:</b> classification and role of physical evidence in criminal investigations and trials. Type of physical evidence. Processing of physical evidence-discovering, recognizing, and examination of physical evidence. Introduction to fingerprints, classification, and types of fingerprints; Evidence related to firearms; types of firearms; components of firearms; cartridge composition.</p>	15	
II	<p><b>Crime Scene Management:</b> Introduction, characteristics and types of crime scenes, role of the first responding officer, Protection and recording methods of crime scene, crime scene documentation, crime scene sketching searching techniques of crime scene, 3D scanning techniques. Collection, preservation, packing, labelling, and forwarding of physical clues, safety measures in evidence collection, maintaining chain of custody, mobile kits</p>	15	

	and equipment's their utility on crime scene, blood pattern analysis.	
III	<b>Forensic Photography:</b> Basic principles and techniques of photography, types of cameras, working of digital cameras, and basics of digital imaging, lenses, shutters, depth of field, film exposure, development, and printing techniques. UV, IR, and fluorescence illumination guided photography. digital photography, videography, and surveillance photography. Crime scene and laboratory photography, microphotography, macrophotography, and photogrammetry.	15
IV	<b>Criminal Justice System:</b> Structure of Police and Judicial Organizations. Introduction of sections of IPC, IEA, and CrPC 1973 related to inquest, evidence in inquiries and trials, bailable or non-bailable offenses, cognizable or non-cognizable, summons and warrant cases, expert witnesses, admissibility of forensic reports in court, and expert testimony: admissibility of expert testimony, pre-court preparation and court appearance, examination in chief, cross-examination, and re-examination. Indian Constitution, Articles 20, 21.	15
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
Part C-Learning Resources		
Recommended Books/e-resources/LMS:		
1. B.R. Sharma: Forensic Science in Criminal Investigation and Trials, Universal Law Publishing; Fourth edition 2013.		
2. David R. Redsicker: The Practical Methodology of Forensic Photography, Second Edition CRC Press, 2001.		
3. James, S.H and Nordby, J.J.: Forensic Science: An introduction to scientific and investigative techniques 3 <sup>rd</sup> edit. CRC Press, USA.		
4. Nanda, B.B. and Tewari, R.K.: Forensic Science in India: A vision for the twenty first century Select Publisher, New Delhi (2001)		
5. Richard Saferstein. Criminalistics: An Introduction to Forensic Science. 10 <sup>th</sup> edit. Prentice-Hall, New Jersey.		
6. Upshaw Downs, Swienton A. R.: Ethics in Forensic Science, Academic press. 2012.		
7. H.L. Blitzer and J. Jacobia: Forensic Digital Imaging and Photography, Academic Press (2002).		

Session: 2024-25			
Part A – Introduction			
Name of Programme	M.Sc. Forensic Science		
Semester	1		
Name of the Course	Instrumental Analysis-I		
Course Code	M24-FSC-102		
Course Type	CC-2		
Level of the course	400-499		
Pre-requisite for the course (if any)	Science Subjects at UG Level		
Course Learning Outcomes (CLO)	<p>CLO1: The students will be able to understand the principles and workings of optical and electronic microscopes used for the characterization of micro evidence.</p> <p>CLO2: Students will be able to gain knowledge about the concept of different chromatographic techniques that are used to separate chemical compounds.</p> <p>CLO3: Students will be aware of the basics of spectroscopy, sources of radiation, their utility, and their limitations.</p> <p>CLO4: The student will be able to recognize the best-suited techniques to be employed for the examination of evidence.</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>Microscopy:</b> Principles and Techniques of Microscopy: Light Microscope, Phase Contrast, Fluorescence, Stereomicroscope, Polarizing, Comparison, Electron Microscope (Scanning, Transmission), Forensic Application of Microscopy; Microspectrophotometer.	15	
II	<b>Chromatography:</b> Basic principles and types of chromatography. Thin Layer Chromatography: Theory and Instrumentation of TLC, HPTLC, Stationary Phases, Visualization Methods, Densitometers, and Applications. <b>Gas chromatography:</b> Principle and Instrumentation of GC, Types of GC (GLC and GSC), Column Types and Structure, Detectors for GC (TCD, FID, ECD, NPD, etc.), and Evaluation of the Chromatograph; Pyrolysis GC, GC-MS; Applications. <b>High-performance liquid chromatography:</b> principles and instrumentation of HPLC, injection system, column structure, detectors for HPLC, advantages and limitations of HPLC, applications.	15	
III	<b>Spectroscopy:</b> Basic concept, property of EMR, interaction of radiation with matter, types of spectrometry, components of optical spectroscopy, source of	15	

	radiation, wavelength selector, optical detectors. UV-Visible, IR, and Raman spectroscopy: principles, instrumentation, single beam and double beam spectrophotometers, interpretation of spectra, qualitative and quantitative analysis. Atomic absorption and emission spectroscopy: principles, instrumentation, types of AAS and ICP-AES, quantitative and qualitative analysis, advantages and limitations of AAS and AES, and their forensic applications.	
IV	<b>Mass Spectroscopy:</b> Principle, instrumentation, ion sources, type of mass analyzer (quadrupole, time of flight, double focusing, tandem mass spectroscopy, detectors for mass spectroscopy, and their applications. <b>NMR spectroscopy and neutron activation analysis:</b> principles, techniques, and forensic application. X-ray spectroscopy: principles and techniques of X-ray diffraction and X-ray florescence spectrometers and their applications.	15
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
Part C-Learning Resources		
Recommended Books/e-resources/LMS:		
1. Barbara Wheeler and Lori J. Wilson. Practical Forensic Microscopy: A Laboratory Manual, Wiley		
2. Lee and Caensstem. Advances in Forensic Science, Vol. 2. Instrumental Analysis.		
3. B. K. Sharma. Instrumental Methods of Chemical Analysis, Goel Publishing House, 26 <sup>th</sup> Edition (2007).		
4. D. A. Skoog, D. M. West, F. James Holler and S. R. Crouch, Fundamentals of Analytical Chemistry, 8th Edition, Thomson, 2004.		
5. G.Chatwal and S. Anand, Instrumental Methods of Chemical Analysis, 7 <sup>th</sup> Edition Himalaya Publishing House.		
6. Hobart H. Willard, Instrumental Methods of Analysis (Chemistry) Wadsworth Publishing Company.		



Session: 2024-25			
Part A – Introduction			
Name of Programme	M.Sc. Forensic Science		
Semester	1		
Name of the Course	Forensic Biology		
Course Code	M24-FSC-103		
Course Type	CC-3		
Level of the course	400-499		
Pre-requisite for the course (if any)	Science Subjects at UG Level		
Course Learning Outcomes (CLO)	<p>CLO1: Students will be able to understand the microscopic and macroscopic examination of biological samples like hair, fibers, and diatoms recovered from crime scenes.</p> <p>CLO2: It will explicate the insect development and geographical distribution for assistance in estimating the time since death and locating the probable crime scene.</p> <p>CLO3: It will also provide information about poaching and hunting of protected animal species and trade in the international market.</p> <p>CLO4: Students will be skilled forensic biologists so as to gain knowledge of forensic analysis of biological evidence to help investigating agencies.</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>Forensic biology:</b> types of biological evidence, identification, collection, preservation, and significance of biological evidence. Hair-morphology of hair, hair growth cycle, human and animal hair, and its microscopic examination, determination of origin, race, sex, and body site. Fibers: classification, characteristics, and forensic analysis of animal and plant origin fibers. Blood- composition and identification; species identification; blood grouping. Composition and examination of semen evidence. Sex chromatin. <b>Biological characterisation</b> of saliva-visual examination, salivary amylase test. Identification of other body fluids like sweat, urine, milk, and fecal matter.	15	
II	<b>Forensic Microbiology:</b> Definition, Types, and Identification of Bacteria and Viruses in Forensic Science; Microbial Profiles as Identification Tools; Use of Microorganisms in Bioterrorism; Anthrax; Transmission of HIV as a Criminal Act; Role of Microbes in Food Poisoning. <b>Forensic Entomology:</b> Introduction, general entomology and arthropod biology, insects and invertebrates of Forensic importance, collection of	15	

	entomological evidence, their life cycle, the role of aquatic insects in Forensic investigations. Insect succession on carrion and its relationship to determining time since death, insect applications to medical-legal entomology.	
III	<b>Forensic Botany:</b> Introduction, types, significance, location, collection, and Forensic evaluation of botanical evidences such as pollen grains, leaves, seeds, etc. Wood: types of wood, soft and hard wood. Identification and comparison. Diatoms: types, life cycle, morphology, methods of extraction from tissue and bones, their identification, and significance.	15
IV	<b>Wild life Forensic:</b> scope, different protected and endangered species of animals. Wild life crime investigation: procedure, tools, and techniques. Wild Life Protection Act-1972 and their schedules and appendix of CITES, red data book, animal poaching, animal abuse, wild life trading. Identification of pug marks. Identification of wild life clue materials such as hair, skin, fur, bones, nails, horns, teeth, etc. by conventional and modern methods. Application of DNA fingerprinting in wild life forensic. Case studies related to wild life crime.	15
Total Contact Hours		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. Richard Li. Forensic Biology: Identification and DNA Analysis of Biological Evidence, CRC Press.		
2. Alan Gunn: <i>Essential Forensic Biology</i> , 2 <sup>nd</sup> Edition, John Wiley and Sons. 2009		
3. Eckert, W. G. & James, S.H.: Interpretation of Blood Stain, Evidence, Elsevier, New York (1989).		
4. Bruce Budowle, et al.: Microbial Forensics 2 <sup>nd</sup> Edition, Academic Press, Wiley-Blackwell, 2012.		
5. Robertson, J. Forensic Examination of Hair. Taylor and Francis, USA. 1996.		
6. Heather Miller Coyle, Forensic Botany: Principles and Applications to Criminal Casework. 1 <sup>st</sup> edition, CRC Press; 2004.		
7. Jane E. Huffman, and John R. Wallace, Wildlife Forensics: Methods and Applications, Wiley Blackwell. 2011		
8. Chowdhari, S., Forensic Biology B.P.R. &D, Govt. of India		



Session: 2024-25			
Part A – Introduction			
Name of Programme	M.Sc. Forensic Science		
Semester	1		
Name of the Course	Forensic Psychology and Statistics		
Course Code	M24-FSC-104		
Course Type	CC-4		
Level of the course	400-499		
Pre-requisite for the course (if any)	Science Subjects at UG Level		
Course Learning Outcomes (CLO)	<p>CLO1: The students will be able to understand the role of psychology and psychiatry in resolving forensic cases, preparing written psychological reports, and interviewing criminals.</p> <p>CLO2: The students will acquire skills in scientific methods of interrogation like polygraph tests, brain mapping, etc.</p> <p>CLO3: The study of statistics will aid the students in verifying the laboratory findings, thus establishing the variability of the outcome of any analysis so conducted in forensic investigations.</p> <p>CLO4: To learn about the research methodology, sampling methods, and statistical analysis of data.</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>Forensic Psychology:</b> Introduction to Forensic Psychology; scope & ethics; distinction between Forensic and therapeutic evaluation. Genetic basis of Psychology, Legal aspect of Forensic psychology practice. <b>Forensic Psychiatry:</b> Introduction, classification of mental disorders, Forensic psychiatric examination. Difference between real and feigned insanity. Mental disorder and criminal and civil responsibilities. Tests for determining criminal responsibility, Me Naughten Rule.	15	
II	<b>Crime investigation-</b> Types and classification of crimes and criminals, criminal profiling, and modus operandi. Brain Fingerprinting, Polygraph, Hypnosis, Narco Analysis- Principle, technique and their role in criminal justice system. Brain Electrical Oscillation Signature (BEOS), Layered Voice Analysis (LVA), Suspect Detection System (SDS).	15	
III	<b>Measures of central value:</b> Arithmetic mean, mode and median Definition, calculation and its properties. <b>Measures of Dispersion:</b>	15	

	a. Range, Interquartile range, Quartile deviation. b. Mean deviation and standard deviation. <b>Correlation:</b> Methods studying correlation – Scatter diagram method, Graphic method, Karl Pearson coefficient of correlation, Rank correlation. <b>Regression analysis</b> (Regression lines and regression equation.)	
IV	<b>Concept of sampling and sampling methods:</b> Definition and law of sampling, judgment sampling, Random sampling, stratified sampling, systematic sampling, multi-stages sampling and quota sampling. <b>Test of significance</b> for large samples and small samples. <b>Chi-square analysis</b> <b>Analysis of variance</b> <b>Probability:</b> Law of probability, Theoretical probability distribution: Binomial distribution, Poison distribution, Normal distribution. <b>Computer in Forensic statistics:</b> MS excel, Data library, Statistical softwares.	15
<b>Total Contact Hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ <b>Theory</b>	<b>30</b>	➤ <b>Theory:</b> <b>70</b>
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. Bruce A. Arrigo: Introduction to Forensic Psychology, Academic press London. 2. CR Kothari: Research methodology, Methods and Techniques, 2 <sup>nd</sup> edt. New age International Publishers. 3. Daniel, Wayne W. Bio-statistics: A Foundation for Analysis in the Health Sciences, 7 <sup>th</sup> edition. John Wiley, 2000. 4. David L. Shapiro: Forensic Psychology Assessment and Investigative Approach, Allyn and Bacon Publisher. 5. Goon, A.M, Gupta, M.K and Dasgupta: B Fundamental of Statistics Vol. I. 6. Hess, A. K. and Weiner, I. B.: Handbook of Forensic Psychology, John Wiley & Sons. 7. Smoller: Biostatistics and Epidemiology: A Primer for Health and Biomedical Professionals, Sylvia Wassertheil.		

Session: 2024-25			
Part A – Introduction			
Name of the Programme		M.Sc. Forensic Science	
Semester		1	
Name of the Course		Practical based on Papers M24-FSC-101 & M24-FSC-102	
Course Code		M24-FSC-105	
Course Type		PC-1	
Level of the course		400-499	
Pre-requisite for the course (if any)		Science Subjects at UG Level	
Course Learning Outcomes (CLO)	<b>CLO1:</b> Students will be able to understand the recording methods of crime scenes. <b>CLO2:</b> Students will be able to understand crime scene management and have knowledge about the handling of crime exhibits. <b>CLO3:</b> Students will gain experimental knowledge on the handling of various types of microscopes of forensic significance. <b>CLO4:</b> Students will gain experimental knowledge on chromatographic and spectroscopic techniques.		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	4 hours	
Part B- Contents of the Course			
Practicals			Contact Hours
Practical Contents	1. Sketching and photography of mock crime scene. 2. Collection, preservation and packing of physical evidences. 3. Reconstruction and evaluation of various mock crime scene e.g. accident, theft etc. 4. Report Writing in respect of crime scene. 5. Searching of evidence by Polylight. 6. Evaluation of bloodstain patterns 7. Various types of microscopes – their components and working. 8. To demonstrate polygraph test. 9. Prepare TLC plate and identify dyes. 10. Separation of components by column chromatography. 11. To understand the working of GC, GC-MS and HPLC. 12. Visit to Forensic Science laboratory and preparation of report 13. Estimation of macromolecules by spectrophotometry. 14. Recoding of fingerprints		120

Suggested Evaluation Methods			
Internal Assessment: 30		End Term Examination: 70	
➤ Practicum	30	➤ Practicum	70
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		
Part C-Learning Resources			
Recommended Books/e-resources/LMS:			
1. Chemistry Working Manual Directorate of Forensic Science MHA, Government of India.			
2. Online manuals contain details of each experiment			

Session: 2024-25			
Part A – Introduction			
Name of the Programme		M.Sc. Forensic Science	
Semester		1	
Name of the Course		Practical based on Papers M24-FSC-103 & M24-FSC-104	
Course Code		M24-FSC-106	
Course Type		PC-2	
Level of the course		400-499	
Pre-requisite for the course (if any)		Science Subjects at UG Level	
Course Learning Outcomes (CLO)	CLO1: Students will gain practical knowledge on the forensic analysis of biological samples like hair, fibers, etc. for personal identification. CLO2: Students will gain practical skills to identify botanical evidence of forensic interest. CLO3: Students will gain practical knowledge of the analysis of blood and semen. CLO4: The students will be skilled forensic biologists who have the knowledge of forensic analysis of biological evidence to help investigate agencies.		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	4 hours	
Part B- Contents of the Course			
Practicals			Contact Hours
Practical Contents	1. Morphological examination of human and animal hairs 2. Preparation of slide for scale pattern study of hairs 3. Identification of blood by chemical, micro-chemical test and UV-Visible spectrophotometer. 4. Identification of sex from blood samples 5. Detection of species of origin by immune double diffusion method. 6. ABO typing from dried blood stains. 7. Identification of spermatozoa from dried seminal stains 8. Microscopic study of fur and feathers of various birds 9. Pug marks collection and identification 10. Identification of various body fluids e.g. urine, semen, saliva, milk, etc. 11. Microscopic and chemical examination of different plants, and animal's fibers 12. Microscopic examination of soft and hard woods		120

	13. Extraction and morphological study of various diatom and pollen grain.		
<b>Suggested Evaluation Methods</b>			
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>	
➤ Practicum	30	➤ Practicum	70
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		
<b>Part C-Learning Resources</b>			
<b>Recommended Books/e-resources/LMS:</b>			
1. Forensic Biology, Working Manual of Directorate of Forensic Science Services MHA, Government of India.			
2. Online manuals contain details of each experiments			



Session: 2024-25	
Name of the Programme	M.Sc. Forensic Science
Semester	1
Name of the Course	Seminar
Course Code	M24-FSC-107
Course Type: (CC/DEC/PC/Seminar/CHM/OEC/EEC)	Seminar
Level of the course	400-499
Course Learning Outcomes (CLO)	CLO1: To enhance the communication skill of students to express the subject effectively during academic and professional discourse and to improve their ability to comprehend, and integrate academic text.
Credits	Seminar
	2
Teaching Hours per week	2
Max. Marks	50
Internal Assessment Marks	0
End Term Exam Marks	50
Examination Time	1 hour
<b>Instructions for Examiner:</b> Evaluation of the seminar will be done by the internal examiner(s) on the parameters as decided by staff council of the department. There will be no external examination/viva-voce examination.	

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Session: 2024-25			
Part A – Introduction			
Name of Programme	M.Sc. Forensic Science		
Semester	2		
Name of the Course	Forensic Chemistry and Toxicology		
Course Code	M24-FSC-201		
Course Type	CC-5		
Level of the course	400-499		
Pre-requisite for the course (if any)	Science Subjects at UG Level		
Course Learning Outcomes (CLO)	<p>CLO1: The students will understand the chemical tests that are used in forensic chemistry.</p> <p>CLO2: It will also provide information about the general chemistry and analysis of legal and illegal alcoholic substances, as well as evidence related to petroleum products and drugs of abuse.</p> <p>CLO3: The students will learn about the medico- legal aspects of different types of toxic substances.</p> <p>CLO4: The students will be skilled in the collection, preservation, and identification of poisons from different types of biological and non-biological materials.</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>Forensic Chemistry:</b> Introduction, Colour and Spot Tests, Microcrystal Tests, Inorganic and Organic Analysis. Beverages: alcoholic and non-alcoholic beverages, country-made liquor, illicit liquors, medicinal preparations containing alcohol constituents. detection and estimation of ethanol. Breathe alcohol analyzer. Analysis of trace evidence—cosmetic dyes, pigments, clues to trap cases. <b>Drug of Abuse:</b> classification of drugs, drugs of abuse in sports. Narcotic drugs and psychotropic substances such as cocaine, cannabis, barbiturates, benzodiazepines, amphetamine, opium, and designer drugs. NDPS act.	15	
II	<b>Analysis of Petroleum Products:</b> Analysis of petrol, kerosene, diesel, and lubricants by BIS methods and ASTM methods. Detection of adulterants in gasoline, diesel, and engine oils, including parameters like- flash point, distillation range, density, kinematic viscosity, smoke point, and aniline point (Commodity Act and Petroleum Act). Arson Investigation: Chemistry of Fire, Fire Pattern, Extraction of Fire	15	

	Accelerants from Fire Debris, Analysis of Fire Accelerants by UV-visible Spectrophotometry, TLC, Head Space GC. Analysis of oils and fats, analysis of gold in cheated cases.	
III	<b>Forensic Toxicology:</b> Introduction and scope of Forensic Toxicology, classification of poisons, legal aspects of poisoning, law related to poisoning, drug paraphernalia, types of poisoning. Antidotes, factors modifying the action of poisons, LD-50, ED50, and signs and symptoms of common poisons. Collection and preservation of post-mortem material for poison analysis; extraction and isolation methods of poisons from post-mortem material. Format of autopsy report.	15
IV	<b>General Studies and Analysis of Vegetable Poisons:</b> Abrus, Dhatura, Marking Nuts, Nux-Vomica, Oleander, and Aconite. Snake venoms and insect poisons, Irrespirable gases, and food poisoning. <b>Insecticides and Metallic Poisons:</b> Types of agriculture poisons, organophosphorus compounds, organochlorinated compounds, carbamates, pyrethroids, aluminum phosphite, and zinc phosphite. Arsenic, mercury, and phosphorous: introduction, poisoning characteristics, and analysis.	15
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
Part C-Learning Resources		
Recommended Books/e-resources/LMS:		
1. C.K. Parikh. Parikh's test book of medical jurisprudence Forensic medicine and toxicology, 2. Dettean J. D. Kirk's Fire Investigation, 5 <sup>th</sup> Ed., Prentice Hall, Eaglewood Cliffs, N.J (2002) 3. EGC Clarke, Analysis of drugs and poisons. 3 <sup>rd</sup> edition. Vol. 1 and 2, pharmaceutical press. 4. Maudham Bassett et al. Vogel's Textbook of Quantitative Chemical Analysis, 6 <sup>th</sup> Ed., Longman Essex (2004). 5. Modi: Textbook of Medical jurisprudence & Toxicology, M.M. Tripathi Publication. 6. R.T. Morrison, R.N. Boyd; Organic Chemistry, 6th Ed., Prentice Hall, New Delhi (2003) 7. S.N. Tiwari: Analytical Toxicology, Govt. of India Publications, New Delhi, 1987. 8. Saferstein, R: Forensic Science Hand Book, Vol I, II and III, Pretince Hall, NI, 1982.		

Session: 2024-25

**Part A – Introduction**

Name of Programme	M.Sc. Forensic Science
Semester	2
Name of the Course	Instrumental Analysis-II
Course Code	M24-FSC-202
Course Type	CC-6
Level of the course	400-499
Pre-requisite for the course (if any)	Science Subjects at UG Level

Course Learning Outcomes (CLO)	<p>CLO1: Students will gain knowledge of the basics of DNA extraction and amplification methods.</p> <p>CLO2: To understand basic principles and theory of centrifugation and electrophoresis techniques and their applications.</p> <p>CLO3: The learners will understand the principles and techniques of assay techniques and radio chemical techniques.</p> <p>CLO4: The students will get knowledge of the different immunological techniques and their assistance in Forensic investigations.</p>
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Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		

**Part B- Contents of the Course**

**Instructions for Paper- Setter:** The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.

Unit	Topics	Contact Hours
I	<b>Molecular Biology Techniques:</b> PCR –DNA amplification, autoradiography, blotting techniques and Forensic utility. Cell and tissue culture techniques: pH and buffers, culture media preparations, sterilization techniques.	15
II	<b>Centrifugation Techniques:</b> Centrifugation, cold and ultracentrifuges basic principle, instrumentation, G-value & relationship between RPM, applications of analytical centrifugation. <b>Electrophoresis:</b> Introduction, principles, factors affecting electrophoresis, types of electrophoresis. High and low voltage electrophoresis, capillary electrophoresis. immuno-electrophoresis, SDS-PAGE and iso- electric focusing; their application.	15
III	<b>Enzyme Techniques:</b> Enzyme kinetics, enzyme assay techniques such as visible UV spectrophotometric methods, Luminescence method, Radioisotope methods and Immuno-chemical methods. <b>Radio-chemical Techniques:</b> Radioisotope, nature of radioactivity, detection and measurements of radioactivity and applications.	15
IV	<b>Immunochemical Techniques:</b> Introduction, Antigen-Antibody	15

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Reactions—Theory and Principles, Monoclonal and Polyclonal Antibodies, Production of Antibodies, Immunoprecipitation and agglutination-based techniques such as immune diffusion, cross-over electrophoresis, etc. Labelling of antibodies and their detection methods: ELISA, and RIA: their basic principles, techniques, and forensic applications		
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
Part C-Learning Resources		
Recommended Books/e-resources/LMS:		
1. Thomas J. Kindt, et al. Kuby Immunology, 6 <sup>th</sup> edition 2001		
2. David. L.Nelson& Michael M, Cox Lenninges; Principles of Biochemistry, 4 <sup>th</sup> edition, Freeman Pub. 2005.		
3. Keith Wilson & John Walker; Practical Biochemistry-Principles & Techniques, 5 <sup>th</sup> Edition, Cambridge University Press2000.		
4. Peterson: Clinical and Forensic Application of Capillary Electrophoresis, 2001.		



Session: 2024-25			
Part A – Introduction			
Name of Programme	M.Sc. Forensic Science		
Semester	2		
Name of the Course	Questioned Document Examination		
Course Code	M24-FSC-203		
Course Type	CC-7		
Level of the course	400-499		
Pre-requisite for the course (if any)	Science Subjects at UG Level		
Course Learning Outcomes (CLO)	<p>CLO1: The student will be able to identify the types of questioned documents and their handling processes.</p> <p>CLO2: It will provide information about the principles and handwriting examination procedure.</p> <p>CLO3: The student will be able to recognize the method of examination to be applied in forgeries, printing, or other manipulations done to the document.</p> <p>CLO4: The student will be skilled in evaluating the parameters required to prove or disapprove of the authenticity of the document.</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>Document Examination:</b> Introduction and classification of documents, genuine and forged documents, and holographic documents Preliminary examination of documents, ways of procurement, handling, and marking of documents Basic tools for forensic document examination. Ink and paper examination: their types, composition, and forensic examination. Various types of writing instruments—ball pen, gel pen, fountain pen, fiber tip pen, dating document.	15	
II	<b>Handwriting:</b> principles, class and individual characteristics, natural variations, master pattern, Handwriting form. Handwriting forgery, disguise writing, anonymous letters, Identification of signature-characteristics of genuine and forged signatures and standards for comparison.	15	
III	<b>Examination of various printing devices and printed documents.</b> Photostat scanned and faxed document examination. Examination of typewriters and typed documents, inkjet printers, LaserJet printers, thermal jet printers, and dot matrix printers Identification of printed materials and ink and toner. Working and examination of electronic and	15	



	daisy-wheel printers, cheque writers. Steganography. Printing processes: introduction and characteristics: letterpress, screen printing, intaglio printing, and digital printing processes.	
IV	<b>Examination of altered documents:</b> Methods and examination of alteration, obliterations, edition, erasures, secret writing, sequence of strokes, restoration of intended writing and other impressions and charred document. Examination of stamps and seal impressions. Examination of security documents, fake currency notes, passport, visa, credit cards and ATM. Study of advance techniques for examination of documents such as VSC and ESDA. <b>Miscellaneous:</b> Photographic techniques to questioned document-Discovery of facts by comparison with known material. Fry test and Daubert standards, Report writing, reasons for opinion, presentation of expert evidence on documents case. Concept of database of currency, Passport, VISA.	15
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
Part C-Learning Resources		
Recommended Books/e-resources/LMS:		
1) Ellen, D The scientific examination of Documents, Methods and techniques. 3 <sup>rd</sup> ed.,Taylor & Francis Ltd. (2006).		
2) Hilton, O. The Scientific Examination of Questioned Document, 1982, Elsaevier North Holland Inc. New York.		
3) Huber, A. R. and Headrick, A.M.: Handwriting identification: facts and fundamental CRC Press, (1999)		
4) Kelly J.S. and Lindblom B.S. Scientific examination of questioned documents. 2 <sup>nd</sup> edition CRC press.		
5) Morris R.N. Forensic Handwriting Identification (fundamental concepts and Principals) 1st edition Academic Press Inc. (2000).		
6) Osborn, A. S. Questioned Documents 1929, Boyd Printing Co. Chicago.		
7) Wilson R. Harrison; Suspect Documents Their Scientific Examination, Universal Law Pub. Delhi Indian.		
8) Mehta, M. K. The identification of Handwriting & Cross Examination of Experts, N.M. Tripathi, Allahabad. 1970.		

Session: 2024-25			
Part A – Introduction			
Name of Programme	M.Sc. Forensic Science		
Semester	2		
Name of the Course	DNA Profiling		
Course Code	M24-FSC-204		
Course Type	CC-8		
Level of the course	400-499		
Pre-requisite for the course (if any)	Science Subjects at UG Level		
Course Learning Outcomes (CLO)	<p>CLO1: Students will be able to understand the basic structure of the human genome and DNA molecules.</p> <p>CLO2: To understand various DNA typing methods, such as RFLP, STR, and SNPs, with their limitations and advantages.</p> <p>CLO3: To understand different methods of extraction of DNA by conventional and recent methods.</p> <p>CLO4: Students will be capable of performing DNA profiling on any biological samples aimed at investigations</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>Introduction to the Human Genome:</b> Human chromosomes and karyotypes, human nuclear genome. Mutation-types and cause, gens and alleles, human genetics, and heredity. Calculation of allele frequencies. Basic structure, types, and properties of DNA and RNA, mt DNA, DNA modifying enzymes, DNA replication, and restriction enzymes.	15	
II	<b>Forensic DNA Profiling:</b> History and Development of DNA Finger Printing Concept of length and sequence variation: VNTRs, STRs, mini-STRs, and SNPs. STR-markers-nomenclature of STR markers. <b>Methods of DNA Profiling:</b> Principles and Techniques of RFLP and STR Profiling, their Advantages and Limitations Gender identification: Y-STR and mt-DNA profiling. <b>DNA Amplification (PCR):</b> principle, method, DNA primers, factors affecting PCR, and advantages of PCR-based techniques over RFLP.	15	
III	<b>DNA sample preparation:</b> Sample sources for DNA, collection and preservation of samples for DNA testing, conventional and recent methods of DNA extraction (for samples blood, tissue, hair, tooth and	15	

	bones), separation methods, DNA quality check, DNA Quantitation methods, DNA sequencing. DNA data base- CODIS, STRbase. NGS (New Generation Sequencing Rapid DMNA)	
IV	<p><b>Nucleic acid hybridization:</b> Preparation of nucleic acid probes for DNA profiling, Single locus and multi locus probes, and cDNA probes; Methods of labelling of DNA probes; detection methods.</p> <p><b>Forensic Issues:</b> Degraded DNA, contamination, mixed samples and low copy number. Result interpretation, Quality assurance in DFP testing. Legal standards for admissibility of DNA profiling</p> <p><b>Forensic Significance of DNA Profiling:</b> Personal identification, paternity testing, wild life Forensics, veterinary, agriculture and mass disaster. Report writing and presentation of report in case of DNA profiling.</p>	15
Total Contact Hours		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. Daniel L. Hartl & Elizabeth W. Jones; Genetics- Principle & Analysis, 4 <sup>th</sup> Ed., Jones & Bartlett Pub. 1998. 2. Jaiprakash G. Shewale, Ray H. Liu Forensic DNA Analysis: Current Practices and Emerging Technologies, CRC Press, 2013 3. John M Butler: Forensic DNA Typing. Elsevier Academic Press. 4. Keith Immen and Norah Rudus, 1997. An introduction to Forensic DNA Analysis. CRC Press, New York. 5. Lee M.C. and Gaenesten, R.E: DNA and other Polymorphism in Forensic Science. Year book Medical Published.		

Session: 2024-25			
Part A – Introduction			
Name of the Programme		M.Sc. Forensic Science	
Semester		2	
Name of the Course		Practical based on Papers M24-FSC-201 & M24-FSC-202	
Course Code		M24-FSC-205	
Course Type		PC-3	
Level of the course		400-499	
Pre-requisite for the course (if any)		Science Subjects at UG Level	
Course Learning Outcomes (CLO)	CLO1: The students will gain experimental knowledge of various chemical tests that are used in forensic chemistry. CLO2: Learners will gain skills in forensic analysis of alcoholic substances and evidence related to petroleum products and drugs of abuse. CLO3: The students will be skilled in using various techniques, like TLC and spectroscopy, for differentiating toxic substances. CLO4: The students will be skilled in the identification of poisons from different types of biological and non-biological materials.		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	4 hours	
Part B- Contents of the Course			
Practicals			Contact Hours
Practical Contents	1. Preparation of the Normal, Molar and Standard & buffer solutions. 2. Chemical and spectrophotometric analysis of phenolphthalein in trap cases. 3. Tests for metallic poisons- Preliminary and Confirmatory 4. Estimation of ethanol and methanol from blood/ urine samples. 5. Extraction and identification of insecticides from biological materials. 6. Identification of phosphine by colour tests 7. Identification of alcoholic beverages as per BIS. 8. Analysis of Petroleum products as per BIS. 9. Identification of dyes in the petroleum by TLC. 10. Practical demonstration of petroleum analysis by GLC 11. Screening of common drugs by UV – Vis spectrometry		120

	12. Separation and identification of plant poisons and cosmetics dyes by TLC 13. To perform chemical tests for plant poisons 14. Demonstration of electrophoresis technique. 15. Preparation of media sterilization techniques maintenance of microbial culture and standard plate count.	
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ <b>Practicum</b>	<b>30</b>	➤ <b>Practicum</b> <b>70</b>
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. Working Manual Forensic chemistry, Directorate of Forensic Science MHA, Government of India. 2. Working Manual Forensic Toxicology. Directorate of Forensic Science MHA, Government of India. 3. Online manuals contain details of each experiments		

Session: 2024-25			
Part A – Introduction			
Name of the Programme		M.Sc. Forensic Science	
Semester		2	
Name of the Course		Practical based on Papers M24-FSC-203 & M24-FSC-204	
Course Code		M24-FSC-206	
Course Type		PC-4	
Level of the course		400-499	
Pre-requisite for the course (if any)		Science Subjects at UG Level	
Course Learning Outcomes (CLO)	CLO1: The student will gain practical skills in the analysis of evidence related to questioned handwriting. CLO2: Students will be capable of performing an analysis of security documents. CLO3: Students will be capable of performing examinations on different forged documents. CLO4: Students will be research-oriented and have the have the ability to innovate in the subdomains of document analysis and DNA profiling.		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	4 hours	
Part B- Contents of the Course			
Practicals			Contact Hours
Practical Contents	1. Study the general and individual characteristics of handwriting 2. Examination of disguise handwriting. 3. Examination of alteration and obliteration in documents. 4. To study the natural variations in handwriting written in different circumstances 5. Detection of simulated and traced forgeries. 6. Examination of security documents. 7. Examination of mechanical and chemical erasure in documents. 8. To examine printed and type scripts document. 9. Examination of sequence of intersecting strokes 10. To examine intended writing. 11. To examine counterfeit currency. 12. Examination of rubber stamp impressions 13. Extraction of DNA from blood etc. 14. DNA Quality check: Agarose gel electrophoresis. 15. DNA Quantitation by UV Spectrophotometry.		120



Suggested Evaluation Methods			
Internal Assessment: 30		End Term Examination: 70	
➤ Practicum	30	➤ Practicum	70
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		
Part C-Learning Resources			
Recommended Books/e-resources/LMS:			
1. Working Manual. Questioned Documents Examination, Directorate of Forensic Science MHA, Government of India.			
2. Working Manual. DNA Fingerprinting, Directorate of Forensic Science MHA, Government of India.			
3. Online manuals contain details of each experiments			

Session: 2024-25			
Part A – Introduction			
Name of the Programme	M.Sc. Forensic Science		
Semester	2		
Name of the Course	Constitutional, Human and Moral values, and IPR		
Course Code	M24-CHM-201		
Course Type	CHM		
Level of the course (As per Annexure-I)	400-499		
Pre-requisite for the course (if any)	NA		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: CLO 2: CLO 3: CLO 4:		
Credits	Theory	Practical	Total
	2	0	2
Teaching Hours per week	2	0	2
Internal Assessment Marks	15	0	15
End Term Exam Marks	35	0	35
Max. Marks	50	0	50
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics		Contact Hours
I	Syllabus will be provided by the central pool		
II			
III			
IV			
Total Contact Hours			30
Suggested Evaluation Methods			
Internal Assessment: 15		End Term Examination: 35	
➤ Theory	15	➤ Theory	35
• Class Participation:	4	Written Examination	
• Seminar/presentation/assignment/quiz/class test etc.:	4		
• Mid-Term Exam:	7		
Part C-Learning Resources			
Recommended Books/e-resources/LMS:			

# **Kurukshetra University, Kurukshetra**

(Established by the State Legislature Act-XII of 1956)

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## **Scheme of Examination for Post Graduate Programme**

### **POST GRADUATE DIPLOMA IN HOSPITALITY AND EVENT MANAGEMENT**

As per NEP 2020

Curriculum and Credit Framework for Postgraduate Programme

With Internship and CBCS-LOCF

With effect from the session 2024-25 (in phased manner)

DEPARTMENT OF TOURISM AND HOTEL  
MANAGEMENT  
FACULTY OF COMMERCE AND MANAGEMENT

KURUKSHETRA UNIVERSITY, KURUKSHETRA-136119

HARYANA, INDIA

# Kurukshetra University, Kurukshetra

**Scheme of Examination for Postgraduate Programme - P.G Diploma in Hospitality and Event Management**  
**As per NEP 2020 Curriculum and Credit Framework for Postgraduate Programmes**  
**(CBCS LOCF) with effect from the session 2024-25 (in phased manner)**

## Framework-2 Scheme-Q

Semester	Course Type	Course Code	Nomenclature of course	Theory (T)/ Practical(P)	Credits		Contact hours per week L: Lecture P: Practical T: Tutorial				Internal Assessment Marks	End Term Examination Marks	Total Marks	Examination hours
						Total	L	T	P	Total				
1	CC-1	P24- HEM-101	Introduction to Hospitality Industry	T	4	26	4	0	0	4	30	70	100	3
	CC-2	P24- HEM-102	Event Marketing	T	4		4	0	0	4	30	70	100	3
	CC-3	P24- HEM-103	Event Planning and Management	T	4		4	0	0	4	30	70	100	3
	CC-4	P24- HEM-104	MICE Management	T	4		4	0	0	4	30	70	100	3
	CC-5	P24- HEM-105	Principles of Management for Hotels	T	4		4	0	0	4	30	70	100	3
	PC-1	P24- HEM-106	Event Production and Logistic planning	P	4		0	0	8	8	30	70	100	4
	SEMINAR	P24- HEM-107		S	2		0	0	0	2	0	50	50	1

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2	CC-6	P24-HEM-201	Tourism Business	T	4	26	4	0	0	4	30	70	100	3
	CC-7	P24-HEM-202	Customer Relationship Management	T	4		4	0	0	4	30	70	100	3
	CC-8	P24-HEM-203	Specialized Catering Management	T	4		4	0	0	4	30	70	100	3
	CC-9	P24-HEM-204	Sales Management	T	4		4	0	0	4	30	70	100	3
	CC-10	P24-HEM-205	Environmental Practices in Hotels	T	4		4	0	0	4	30	70	100	3
	PC-2	P24-HEM-206	Banquet Events Management	P	4		0	0	0	8	30	70	100	4
	CHM	M24-CHM-201	Constitutional, Human and Moral values and IPR	T	2		2	0	0	2	15	35	50	3
	Internship	M24-INT-200	An internship course of 4 Credits of 4-6 weeks duration during summer vacation After IInd semester is to be completed by every student. Internship can be either for Enhancing the employability or for developing the research aptitude.								50	50	100	

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Table -1

Course composition-Theory/ Theory +Tutorial			
Course Credit	Internal Assessment marks	End term exam marks	Total marks
2	15	35	50
4	30	70	100

Table-2: Course composition- Theory+Practical

Course Credit	Theory		Practical		Total marks
	Internal Assessment marks	End term exam marks	Internal Assessment marks	End term exam marks	
1+1	10	20	5	15	50
2+0	15	35	-	-	50
3+1	20	50	10	20	100
4+0	30	70	-	-	100
0+4	NA	NA	30	70	100

Table-3

Total Internal Assessment Marks (Theory)	Class Participation	Seminar/Presentation/Assignment/Quiz/class test, etc.	Mid-Term Exam
10	4	0	6
15	4	4	7
20	5	5	10
30	5	10	15

Table-4

Total Internal Assessment Marks (Practicum)	Class Participation	Seminar/Demonstration/Viva-Voce/Lab record, etc.	Mid-Term Exam
5	0	5	0
10	5	5	0
30	5	10	15

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**Programme Learning Outcomes (PLOs) for PG Programmes (Post Graduate Diploma in Hospitality and Event Management) as per NEP-2020**

PLOs	Post Graduate Diploma in Hospitality and Event Management After the completion of Post Graduate Diploma in Hospitality and Event Management the student will be able to:
PLO-1: Knowledge and Understanding	Demonstrate the fundamental and advanced knowledge of the subject and understanding of recent developments and issues, including methods and techniques, related to the Hospitality and Event Management.
PLO-2: General Skills	Acquire the general skills required for performing and accomplishing the tasks as expected to be done by a skilled professional in the fields of Hospitality and Event Management.
PLO-3: Technical/ Professional Skills	Demonstrate the learning of advanced cognitive technical/professional skills required for completing the specialized tasks related to the profession and for conducting and analyzing the relevant research tasks indifferent domains of Hospitality and Event Management.
PLO-4: Communication Skills	Effectively communicate the attained skills of the Hospitality and Event Management in well-structured and productive manner to the society at large.
PLO-5: Application of Knowledge and Skills	Apply the acquired knowledge and skills to the problems in the subject area, and to identify and analyze the issues where the attained knowledge and skills can be applied by carrying out research investigations to formulate evidence-based solutions to complex and unpredictable problems associated with the field of Hospitality and Event Management or otherwise.
PLO-6: Critical thinking and Research Aptitude	Attain the capability of critical thinking in intra/inter-disciplinary areas of the Hospitality and Event Management enabling to formulate, synthesize, and articulate issues for designing of research proposals, testing hypotheses, and drawing inferences based on the analysis.
PLO-7: Constitutional, Humanistic, Moral Values and Ethics	Know constitutional, humanistic, moral and ethical values, and intellectual property rights to become a scholar/professional with ingrained values in expanding knowledge for the society, and to avoid unethical practices such as fabrication, falsification or misrepresentation of data or committing plagiarism.
PLO-8: Capabilities/qualities and mindset	To exercise personal responsibility for the outputs of own work as well as of group/team and for managing complex and challenging work(s) that requires new/strategic approaches.
PLO-9: Employability and job-ready skills	Attain the knowledge and skills required for increasing employment potential, adapting to the future work and responding to the rapidly changing demands of the employers/industry/society with time.

# **Kurukshetra University, Kurukshetra**

(Established by the State Legislature Act-XII of 1956)

("A++" Grade, NAAC Accredited)



## **Syllabus of the Programme for POST GRADUATE DIPLOMA IN HOSPITALITY AND EVENT MANAGEMENT**

As per NEP 2020

**Curriculum and Credit Framework for Postgraduate Programme**

With Internship and CBCS-LOCF

**With effect from the session 2024-25 (in phased manner)**

**DEPARTMENT OF TOURISM AND HOTEL  
MANAGEMENT**

**FACULTY OF COMMERCE AND MANAGEMENT**

**KURUKSHETRA UNIVERSITY, KURUKSHETRA-136119**

**HARYANA, INDIA**

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# **PGDHEM**

## **Semester – I**



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Session: 2024-25			
Part A - Introduction			
Name of Programme	PGDHEM		
Semester	1 <sup>st</sup>		
Name of the Course	Introduction to Hospitality Industry		
Course Code	P24-HEM-101		
Course Type	CC-1		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	<p>CLO 101.1: Knowledge of National and International Hotel Industry and enhance ability to classify various types of hotels.</p> <p>CLO 101.2: Develop an understanding of functions, organizational structure of major departments in a hotel.</p> <p>CLO 101.3: Recognize different type of rooms and its features.</p> <p>CLO 101.4: Cultivate the attributes and skills required to work efficiently in a hotel. Also recognize the latest trends of hotel industry.</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<p><b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.</p>			
Unit	Topics		Contact Hours
I	<b>INTRODUCTION TO HOTEL INDUSTRY</b> <ul style="list-style-type: none"> <li>• Introduction, definition, origin and importance of hospitality industry. A brief history of hotels – India &amp; Abroad</li> <li>• Classification of hotels based on – Location, Size, Type of guest, Length of stay of guest. Ownership basis- Independent Hotels, Affiliation and Accreditation. Ownership basis- Management contracts, Franchise, Chain Hotels. Vacation ownership/Time share and Condominium Hotels with examples of hotel groups involved in this business concept</li> <li>• On the Basis of Star Grading- Star ratings and Heritage Classifications, Government's Classification Committee adopted in India, Basis on which Star ratings are granted along</li> </ul>		15

	with the Performa of Star Classification. <ul style="list-style-type: none"><li>● <b>OVERVIEW OF OTHER CONCEPTS-</b> Spa, Boutique hotels, All Suite, Budget Hotels, Green Hotels, Ecotels etc.</li></ul> Major hotel chains.	
II	<b>INTRODUCTION TO HOTEL DEPARTMENTS</b> <ul style="list-style-type: none"><li>● Introduction to front of house areas and Back of house areas of Hotel. Organizational structure of star categorized hotels.</li><li>● Organisational Structure, functions and sections of Front Office, Housekeeping, F &amp; B Service, F &amp; B Production departments.</li><li>● Functions of ancillary departments- Engineering &amp; Maintenance Department, Human Resource Department, Finance Department, Accounts Department, Marketing &amp; Sales Department, and Material Management &amp; Purchasing Department.</li><li>● Job analysis of major position (Room Division and F &amp; B Department)</li></ul> Inter departmental Communication.	15
III	<b>GUEST ROOM &amp; PUBLIC AREA FACILITIES</b> <ul style="list-style-type: none"><li>● Types of rooms</li><li>● Meal Plans (AP, MAP, CP, and EP).</li><li>● Room Status Terminology</li><li>● Standard layout (single, double, twin, suite rooms)</li><li>● Smoking, Non-Smoking &amp; Barrier free rooms</li><li>● Room Facilities and Room Supplies for standard rooms and VIP guest rooms.</li><li>● Room Tariff</li></ul> Public Area Facilities.	15
IV	<b>IMPRESSION MANAGEMENT</b> <ul style="list-style-type: none"><li>● <b>Attribute to work in hotel industry</b><ul style="list-style-type: none"><li>● Importance of looking presentable &amp; attractive</li><li>Right dressing &amp; make-up, Hair &amp; inner glow</li><li>Poise &amp; Posture</li><li>Eye-Contact &amp; body language</li><li>Physical fitness</li><li>Appearance</li><li>Speech-vocabulary, pronunciation, diction, voice tone, clarity</li><li>Body language-verbal, non-verbal, postures, eye-contact etc</li></ul></li></ul> Emerging trends, latest developments and future of hotel industry.	15
<b>Total Contact Hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ <b>Theory</b>	30	➤ <b>Theory:</b> 70
● Class Participation:	5	Written Examination
● Seminar/presentation/assignment/quiz/class test etc.:	10	
● Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		

### **SUGGESTED TEXTBOOKS**

- Food & Beverage Training Manual– Sudhir Andrews (Tata McGraw Hill).
- Front Office Training Manual– Sudhir Andrews (Tata McGraw Hill).
- Housekeeping Training Manual– Sudhir Andrews (Tata McGraw Hill).
- Introduction to Tourism & Hospitality Industry – Sudhir Andrews – TATA Mc Graw Hill

### **SUGGESTED REFERENCE BOOKS**

- Managing Hospitality Operations – Mohinder Chand, Anmol Publications New Delhi.
- Hotel Management-educational & environmental aspects-Yoginder K. Sharma
- Hotel, Hostel and Hospital Housekeeping – Joan C Branson & Margaret Lennox
- Introduction to Hospitality-John R. Walker University of South Florida Publisher: Prentice Hall
- Managing Front Office Operations – Kasavana & Brooks

  
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Session: 2024-25			
Part A - Introduction			
Name of Programme	PGDHEM		
Semester	1 <sup>st</sup>		
Name of the Course	Event Marketing		
Course Code	P24-HEM- 102		
Course Type	CC-2		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	<p>CLO 102.1: Identify unique marketing challenges due to the nature of the tourism and learning hospitality marketing system.</p> <p>CLO 102.2: Analyze the relationship between market and consumer behaviour for segmentation and target marketing.</p> <p>CLO 102.3: Learn 4 Ps of Marketing Mix for Hospitality Product</p> <p>CLO 102.4: Develop the understanding of expanded service marketing Mix Strategies</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>Concept and Origin of marketing</b> Evolution of Marketing and understanding the markets Tourism and Hospitality Marketing Hospitality & Tourism Products- Features & Design Mapping the Product- Functions Core Principles of Marketing	15	

	Concepts of Service Marketing Forecasting market Demand.	
II	<b>Relationship between Market and Consumer</b> Micro & Macro Marketing Environment Consumer Behaviour Buyer Decision making Process Market Research Market Segmentation Targeting and Market Positioning Internal Marketing P.R for Tourism and Hospitality Industry.	15
III	<b>4 P's of Marketing</b> <b>Product:</b> Concept of Hospitality & Tourism Product, Managing Product: New Product Development, Product Life Cycle, hospitality product marketing strategies <b>Place:</b> Concept of Hospitality Distribution, Distribution Channels, Management of Channels <b>Price:</b> Concept of price & pricing, factors affecting hospitality pricing, methods of pricing, pricing Strategies <b>Promotion:</b> Concept of Promotion & Promotion Mix, Developing Promotion for Hospitality Product, Advertising, Personnel Selling, Sales Promotion, Public Relation and Important Promotion tools in Hospitality.	15
IV	<b>Expanded Service Marketing Mix</b> <b>People:</b> Service Encounters, People in Tourism service encounters- Consumers, Employees, Residents, Important practices of managing people and service encounters in hospitality- CRM and its Techniques, Internal Marketing and Capacity Building. <b>Process:</b> Procedures, Mechanisms, Time & cost Management, Balancing Capacity and demand management of hospitality services using process. <b>Physical evidence:</b> Concept & function of physical evidence, service capes and servuction frameworks, components of physical evidence, and managing evidence in hospitality industry. <b>PACKAGING:</b> Concept & function of packaging	15
Total Contact Hours		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination

• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
<b>SUGGESTED READING:</b>		
<ul style="list-style-type: none"> <li>• Philip, K., John, T. &amp; James M,(2016). Marketing for hospitality and tourism (6TH ed.). New Delhi, India: Pearson India education.</li> <li>• Prasana, K. (2016). Marketing of hospitality and tourism services (2nd ed). New Delhi, India: Mc Graw Hill education India.</li> <li>• Devashish, D. (2011). Tourism marketing (1st ed). New Delhi, India: Pearson India education service.</li> </ul>		

Session: 2024-25			
Part A - Introduction			
Name of Programme	PGDHEM		
Semester	1 <sup>st</sup>		
Name of the Course	Event Planning & Management		
Course Code	P24-HEM-103		
Course Type	CC-3		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 103.1: Define the concept, its advantages & disadvantages & types of events. CLO 103.2 Explain key elements of pre-events planning. CLO 103.3 Point out event marketing & HR Requirement. CLO 103.4 Create knowledge about various issues of events such as event catering, event entertainment, financial & crowd management for events.		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	Introduction to event: The Concept, Nature, Definition and scope, C's of Events, advantage and disadvantage of Events, Various Categories and Typologies, Organization structure of event management companies, Emerging trends in event industry.	15	
II	Organizing & Designing of Events, Event planning – Concept, Process and Design, Pre- Event Research, Studying Event feasibility, legal compliances, Event Venue Finding Logistics and Ambience	15	
I	Event Marketing & Human Resource for event Marketing & Promotion of Events: Nature of Event Marketing, Process of Event Marketing, The Marketing Mix, Sponsorship.	15	

	Promotion: Image/ Branding, Advertising, Publicity and Public Relation. The Human Research Planning Process: Need Assessment; Policies and Procedures: Job Description; Recruitment and selection; training and development of event staff: Developing Leadership and Supervision skills during Events, Group development, Skills required to be a good event planner.	
IV	Important Issues in Event planning Event Catering, Events Decorations, Entertainment planning for events and Speaker selection, Various Protocols during Events, Time Management Events, Financial Management of Events. Safety and Security: Occupational Safety and Health, Incident Reporting, Crowd Management and Evacuation.	15
<b>Total Contact hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ <b>Theory</b>	30	➤ <b>Theory:</b> 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. A.K. Bhatia, 'Event Management', Sterling Publishers Pvt. Ltd. Delhi.		
2. Anton Shone & Bryn Parry, 'Successful Event Management, Coleman, Lee & Frankle, Powerhouse Conferences. Educational Institute of AHMA		
3. Hoyle, Dorf & Jones, Meaning conventions & Group business. Educational institute of AH & MA.		
4. Joe Jeff Goldblatt, "Special Events: Best Practices in Modern Event Management (Hospitality, Travel & Tourism)", John Willy and Sons, New York		
5. Leonard H. Hoyle, Jr, 'Event Marketing', John Willy and Sons, New York		
6. Lynn Van Der Wagen, Carlos, Event Management, Pearson, New Delhi.		
7. Sanjay Singh Gaur, Sanjay V Saggere, Event Marketing Management, Vikas Publication, New Delhi		
8. John Beech, Sebastian Kaiser, Robert Kaspar - The Business of Events Management, Pearson Publications		

Session: 2024-25			
Part A - Introduction			
Name of Programme	PGDHEM		
Semester	1 <sup>st</sup>		
Name of the Course	MICE Management		
Course Code	P24-HEM-104		
Course Type	CC-4		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 104.1: Learn the basic concept of MICE CLO 104.2: Know the organizer and sponsors of MICE CLO 104.3: Explore the key players of MICE CLO 104.4: Study the important elements of MICE		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	Introduction to MICE: Historical Evolution of MICE in India, Components of MICE, Economical and Social significance of MICE, MICE & Hotel Industry, Impact of MICE, Careers in MICE, Different types of gathering, Emerging trends in MICE, Convention visitor Bureaus - functions, structure, and funding sources ICPB & ICCA;	15	
II	MICE organizer and Sponsors: Major types of organizations that hold gatherings, Types of meetings held by the different categories of organizations, Typical lead times for planning the various types of gatherings, Differences between the marketing strategies used to build attendance, Associations that support the professional development of those responsible for producing gatherings	15	
III	Key Players of MICE – DMOs, history of DMOs, role and functions of DMOs, Marketing, Sales, and Services offered by DMOs, DMOs Association—DMAI MICE Venues- Hotels, Convention Centers, Conference Centers Retreat Facilities, Cruise Ships, Specific Use Facilities, Colleges and Universities, Unusual Venues and related issues. A Brief overview on Exhibitions, Service Contractors, Destination Management Companies, Special Events Management	15	



IV	Important Elements in MICE Planning - Planning and Producing MICE Gatherings; Food and Beverage issues in MICE; Legal Issues in the MICE, Technology and the Meeting Professional, concept of Green Meetings and Social Responsibility, International Aspects in MICE	15
<b>Total Contact hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ <b>Theory</b>	<b>30</b>	➤ <b>Theory:</b>   <b>70</b> Written Examination
• Class Participation:	5	
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
<ol style="list-style-type: none"> <li>1. Fenich, George G, Meetings, Expositions, Events, and Conventions, India: Pearson Education Inc</li> <li>2. Lynn V. and Brenda R., Event Management, Pearson Publication, New Delhi</li> <li>3. Van der Wagen, L. &amp; Carlos, B.R. (2005). Event management for tourism cultural, Business and Sporting Events, Upper Saddle River, N.I. Pearson, Prentice Hall.</li> <li>4. S.N. Bagchi and Anita Sharma Food and Beverage Service, Aman Publication New Delhi.</li> <li>5. Lawson, F.R. Congress, Conventions and Conference: facility Supply and demand International Journal of Tourism management, September, 18-8-1980.</li> <li>6. Goldblatt, JJ Special Events: Art and Science of Celebration New York, Van Nostrand Reinhold, 1990.</li> </ol>		

Session: 2024-25			
Part A - Introduction			
Name of Programme	PGDHEM		
Semester	1 <sup>st</sup>		
Name of the Course	Principles of Management		
Course Code	P24-HEM-105		
Course Type	CC-5		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	<p>CLO 105.1 To enrich the conceptual Clarity about Management Concept.</p> <p>CLO 105.2 To enhance knowledge about broad Functions of Management.</p> <p>CLO 105.3 To develop an understanding about Application of Management.</p> <p>CLO 105.4 To inculcate practical understanding and Challenges for Entrepreneurs.</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics		Contact Hours
I	<b>MANAGEMENT &amp; PLANNING</b> <b>Management:</b> Definition, Nature and Purpose, management as a Science or art or profession, Systems, contingency and operational Approaches to management, Functions of managers; Social responsibility of management. Systems, contingency and operational approaches to management. External and internal environment affecting managerial decisions		15

  
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	<b>Planning:</b> Meaning, Nature, Types of plans, steps in Planning, Concept of management by objectives Decision Making: Importance and Limitations of Rational decision making; Development of Alternatives and the limiting Factors; Evolution of alternatives, selecting an alternative, Programmed and Non-programmer Decisions.	
II	<b>UNIT-2 ORGANISATION &amp; STAFFING</b> <b>Organization:</b> Organization structure, centralization vs decentralization, strategy & structure, flat & tall structures, work specialization, departmentalization, chain of command, span of control and formalization, Common organizational designs – Simple, bureaucratic, matrix, virtual, boundary less, feminine – Organization as an open system & influence of environment over organizational dynamics with reference to technological innovations.  <b>Staffing:</b> Definition of staffing, Situational Factors Affecting Staffing, Selection: Matching the person with the job, Position requirements and job design, Skill and Personal Characteristics Needed in Managers.	15
III	<b>MOTIVATION, LEADERSHIP AND CONTROLLING</b> <b>Motivation:</b> Meaning & Theories of Motivation, Maslow's Hierarchy Theory, Alderfer's ERG Theory, Herzberg's Theory, McGregor's Theory. <b>Leadership:</b> Meaning and definition of Leadership, Ingredients of Leadership, Trait Approaches to leadership, Charismatic Leadership Approach, Leadership Behaviour and styles. <b>Controlling:</b> Control meaning and Process, Control as a Feedback System, Feed Forward, and Requirements for effective controls.	15
IV	<b>MANAGEMENT FOR ENTREPRENEURIAL PROSPECTIVE</b> <b>Global, innovative and entrepreneurial prospective of management:</b> Basics of global and entrepreneurial management; entrepreneurial planning; entrepreneurial organizing and staffing; entrepreneurial leading; entrepreneurial controlling and challenges.	15
Total Contact Hours		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ Theory	30	➤ Theory: 70
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		

## SUGGESTED READINGS

- Weihrich, Heinz, Mark V Cannice & Harold Koontz: Management: A Global innovative and Entrepreneurial Perspective, Tata McGraw – Hill, New Delhi.
- Stoner, James A F, Freeman, R Edward & Gilbert Jr, Daniel R: Management, Pearson Education, New Delhi.
- Robbins, S P and Decenzo, D: Fundamentals of Management, Pearson Education, New Delhi.
- Terry, G.R. & Franklin, S G.: Principles of Management, McGraw Hill Higher Education.
- Peter F. Drucker, Management: Tasks, Responsibilities and Practices, Routledge, London and New York.

## OPEN SOURCES:

From internet and other sources regarding management Concept

- Prasad, L.M; Principles and Practice of Management, Sultan Chand & Sons
- Ghuman, Karminder & K. Aswathappa: Management: Concept, Practice & Case, Tata McGraw-Hill, New Delhi.
- Kase, F.L. and Rasonu, J.E: Organization and Management – A System and Contingency Approach, McGraw Hill Book Company, New York.
- Becker, P.E: The Practices of Management, London.
- May, D: The Evolution of Management Thought Ronald Press, New York.
- Singh, A.N.: The Skills of Management, Gover Earnborough.
- Ricks. S.: Management of Organization, Macmillan publication, Hong Kong.
- Crompton, Summer and Webber: Organizational Behaviour and the Practices of Management, Scott, Poresman, Gleneve.
- K.S., Jae: Management, Prentice Hall, New Delhi.

Session: 2024-25			
Part A - Introduction			
Name of the Programme	PGDHEM		
Semester	1 <sup>st</sup>		
Name of the Course	Event Production and Logistic planning		
Course Code	P24 HEM -106		
Course Type	PC-1		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 106.1 Outline entertainment & décor related requirement for event CLO 106.2 Discover audio-visual and lightning system in production CLO 106.3 Identify special effect, staging & tenting requirement. CLO 106.4 Prepare for various logistics for events.Applicable for practical components>		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	4 hours (or as decided by PGBOS)	
Part B- Contents of the Course			
Practicals			Contact Hours
Unit s	Syllabus/ List of Practicals		
1	Entertainment & Decor Defining Entertainment: forms, reasons & content of entertainments; Staging entrainment; Working with performers Décor: Design theory – its elements, principles, categories of Décor; Setup consideration for Décor  Audio – Visual & Lightning systems Audio System -Acoustic theory and its relationship to the event space, uses of an audio system, main audio system groups and their components, Signal path & equipment location in the Event Space, Pre event sound check & system operations during event, risk & safety		30
2	Visual presentation – purpose, visual sources, signal processing, projection equipment's, display equipment's, Multimedia presentation, visual equipment's setup & operations during event, risk & safety  Lighting – Objective of event lightning, quality, lightning instruments, Event lightning Design, lightning concept, setup & operations; risk & safety  Special Effects, Staging & tenting Special effect – types of special effects		30

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3	Staging – the language of stage, types & construction of stages, placement, stage draping, stage sets, risk & safety  Tenting – types, various accessories of tents, setup considerations, new tent technology.	30
4	Miscellaneous technical resources and logistics & operations Miscellaneous - Electric power, Rigging and trussing & other temporary structure.  Logistics – setup & teardown	30
<b>Total contact hours</b>		120

#### Suggested Evaluation Methods

Internal Assessment: 30		End Term Examination: 70	
➤ Practicum	30	➤ Practicum	70
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		

#### Part C-Learning Resources

##### Recommended Books/e-resources/LMS:

1. Doug Matthews (2008), Special Event Production, Elsevier Inc.
2. Lynn V. and Brenda R., Event Management, Pearson Publication, New Delhi
3. Van der Wagen, L. & Carlos, B.R. (2005). Event management for tourism cultural, Business and Sporting Events, Upper Saddle River, N.I. Pearson, Prentice Hall.
4. S.N. Bagchi and Anita Sharma Food and Beverage Service, Aman Publication New Delhi.
5. Lawson, F.R. Congress, Conventions and Conference: facility Supply and demand International Journal of Tourism management, September, 18-8-1980.
6. Goldblatt, JJ Special Events: Art and Science of Celebration New York, Van Nostrand Reinhold, 1990.



Session: 2024-25	
Name of the Programme	PGDHEM
Semester	1 <sup>st</sup>
Name of the Course	Seminar
Course Code	P24-HEM -107
Course Type: (CC/DEC/PC/Seminar/CHM/OEC/EEC)	Seminar
Level of the course	400-499
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLOs 107.1 Encourage active participation from students rather than passive listening.  CLOs 107.2 To improve the presentation and communication skills
Credits	Seminar 2
Teaching Hours per week	2
Max. Marks	50
Internal Assessment Marks	0
End Term Exam Marks	50
Examination Time	1 hour
<b>Instructions for Examiner:</b> Evaluation of the seminar will be done by the internal examiner(s) on the parameters as decided by staff council of the department. There will be no external examination/viva-voce examination.	



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# **PGDHEM**

## **Semester – II**

  
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Session: 2024-25			
Part A - Introduction			
Name of Programme	PGDHEM		
Semester	2 <sup>nd</sup>		
Name of the Course	Tourism Business		
Course Code	P24-HEM-201		
Course Type	CC-6		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 201.1: Knowledge of basic concepts and essentials of Destination CLO 201. 2: Analysis of Tourism Demand & Travel Motivations CLO 201.3: Understand tourism impacts. CLO 201.4: Identify travel and tourism sector stakeholders and their role		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics		Contact Hours
I	<b>BASIC CONCEPTS OF TOURISM</b> <ul style="list-style-type: none"> <li>• Meaning and Definitions: Tourism, excursion, leisure and recreation, tourist, visitor and traveller, Itinerary,</li> <li>• Characteristics of Tourism</li> <li>• Forms &amp; Types of tourism</li> <li>• 5 A's of Tourism</li> <li>• Concept of Destination Tourism System- Leiper Model</li> </ul>		15
II	<b>TOURISM DEMAND &amp; MOTIVATIONS</b> <ul style="list-style-type: none"> <li>• Travel Motivation: Concept</li> <li>• Theory of Travel Motivations</li> <li>• Crompton's Push and Pull Theory</li> <li>• Tourism Demand</li> </ul>		15

	<ul style="list-style-type: none"><li>• Typology of Tourists</li><li>• Tourist Plog's Allo-centric and Psycho-centric Model of Destination Preferences.</li></ul>	
III	<b>TOURISM IMPACTS</b> <ul style="list-style-type: none"><li>• Positive and negative impacts of Tourism on Environment, Economy, Society and culture</li><li>• Doxey's Iridex Index- Demonstration Effect</li></ul> Butler's Tourism Area Life Cycle (TALC).	15
IV	<b>TOURISM SECTOR:</b> Type and Role of following stakeholder in Tourism Industry. <ul style="list-style-type: none"><li>• Accommodation</li><li>• Transportation</li><li>• Intermediaries (Travel agents and Tour Operators)</li><li>• Tour Package</li><li>• Government &amp; Tourism</li></ul>	15
<b>Total Contact Hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ <b>Theory</b>	<b>30</b>	➤ <b>Theory:</b> <b>70</b>
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
<ul style="list-style-type: none"><li>• Hotel Law by Amitabh Devendra, Oxford University Press</li><li>• Hotel &amp; Tourism Laws by Jagmohan Negi</li><li>• Related Guidelines &amp; Reports from Ministry of Tourism, Govt of India</li><li>• HOSPITALITY LAW: Managing Legal Issues in the Hospitality Industry by Barth, S</li><li>• Food &amp; Beverage Law: Food Safety and Hygiene by Negi, J</li></ul>		

Session: 2024-25			
Part A - Introduction			
Name of Programme	PGDHEM		
Semester	2 <sup>nd</sup>		
Name of the Course	Customer Relationship Management		
Course Code	P24-HEM-202		
Course Type	CC-7		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	<p>CLO 202.1: Apply the concept of CRM, the benefits delivered by CRM, the contexts in which it is used, the technologies that are deployed and how it can be implemented.</p> <p>CLO 202.2: Understanding customers and customer behaviour.</p> <p>CLO 202.3: Implement various technological tools for data mining and also successful implementation of CRM in the Organizations</p> <p>CLO 202.4: Design customer relationship management strategies by understanding customers' preferences for the long-term sustainability of the Organizations.</p>		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics		Contact Hours
I	<b>Emerging Concepts in Customer Relationship Management:</b> Meaning and Definition of CRM, Importance of CRM, Conceptual Framework of Customer Relationship Management; The Value Pyramid, Customer Interaction Cycle, Customer Profiling and Total Customer Experience, Goals of a CRM Strategy and Obstacles, CRM Solutions Map, Discussing People, Processes and Technology, CRM myths.		15
II	<b>CRM Process and Implementation:</b> Issues and Strategies; Winning Markets through Effective CRM; CRM as a business strategy, CRM Process, Strategies for Customer Acquisition; Customer Retention, Effective Customer Relation Management		15

	through Customer Knowledge Management; Customer Interaction Management, Call Centre management in CRM. Customer Centricity in CRM-Concept of Customer centricity, Customer touch points, Customer Service, Measuring Customer lifetime value.	
III	<b>Technological Support in CRM:</b> Introduction, technological Applications in CRM, types of Technological Applications in CRM, Customer Databases and Information Systems, Database Marketing Strategies, Data Mining for CRM - Some Relevant Issues	15
IV	<b>e-CRM – Emerging Trend in CRM:</b> Introduction, Importance of e-CRM in Service Marketing, Challenges involved in formulating and implementing e-CRM strategies, Changing Patterns of e-CRM Solutions in the Future; e-CRM architecture and its components, Five engines of e-CRM, Evolution of e-customer and e-marketing, e-CRM for personalized services, Relevance of CRM for Hotel Industry	15
<b>Total Contact hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ <b>Theory</b>	<b>30</b>	➤ <b>Theory:</b> <b>70</b>
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
1. Jagdish N Sheth, Parvatiyar Atul, G Shainesh, Customer Relationship Management: Emerging Concepts, Tools and Applications, 1st Edition, Tata McGraw Hill, June 2008		
2. Judith W. Kincaid, Customer Relationship Management Getting it Right, Pearson Education		
3. H.Peeru Mohamed , A Sagadevan, Customer Relationship Management, A Step by Step Approach, Vikas Publishing House		
4. Customer Centricity –Focus on right customer for strategic advantage, by Peter Fader, Wharton Digital Press, 2012		



Session: 2024-25			
Part A - Introduction			
Name of Programme	PGDHEM		
Semester	2 <sup>nd</sup>		
Name of the Course	Specialized Catering Management		
Course Code	P24-HEM-203		
Course Type	CC-8		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 203.1: Understand the intricacies of managing specialized catering operations. CLO 203.2 Develop and execute menus tailored to specific events or dietary needs. CLO 203.3 Plan and manage a variety of specialized catering events. CLO 203.4 Understand the role of sustainability in catering operations.		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>Introduction to Specialized Catering</b> Overview of the Catering Industry; various forms of Specialized Catering: Corporate, Wedding, Mobile, Personalized, Dietary, etc. The specialized Catering Operation- Planning, Implementation, and Control; Roles and Responsibilities in a Catering Team	15	
II	<b>Menu Planning and Development</b> Principles of Menu Planning; Creating Menus for Different Types of Events; Understanding Dietary Restrictions and Preferences Costing and Pricing for Catering Menus.	15	
III	<b>Managing Specialized Events</b> Wedding Catering: Menu Design, Event Planning, and Execution Corporate Catering: Meeting Diverse Needs, Menu Flexibility	15	

	Dietary Catering: Vegan, Gluten-Free, Allergen-Friendly, etc. Themed Events: Cultural, Holiday, and Specialty Catering	
IV	<b>Sustainability and Ethics in Catering Operations</b> Understanding Sustainable Practices in Catering Sourcing and Using Local and Organic Ingredients Managing Waste and Recycling in Catering Operations Ethical Considerations: Fair Trade, Animal Welfare, Labor Practices	15
<b>Total Contact hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ <b>Theory</b>	<b>30</b>	➤ <b>Theory:</b> <b>70</b>
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<ul style="list-style-type: none"><li>• Off-Premises Catering Management, Bill J. Hansen, Chris Thomas</li><li>• Food and Beverage Management, Bernard Davis, Andrew Lockwood, Ioannis Pantelidis, Peter Alcott</li><li>• Sustainable Foodservice: A Practical Guide, Paul Kuck</li></ul>		



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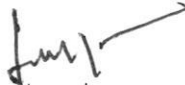
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Session: 2024-25			
PartA – Introduction			
Name of Programme	PGDHEM		
Semester	2 <sup>nd</sup>		
Name of the Course	Sales Management in Hotels		
Course Code	P24-HEM-204		
CourseType	CC-9		
Level of the course	400-499		
Pre-requisite for the course (ifany)			
CourseLearningOutcomes (CLO) After completing this course, the learner will be able to:	CLO 204. 1: To Understand the concept, theories and functions of sales management CLO 204. 2: To know the selling process and sales techniques CLO 204. 3: To provide the understanding of Sales budget, sales quota and designing of sales strategies CLO 204.4 : to understand the process of managing the sales force		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B-Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unitand the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<b>INTRODUCTION TO SALES MANAGEMENT</b> The Psychology of Selling, Seller Buyer Behaviors, The Buying and Selling Funnels Meaning, Importance, Sales Organizations Qualities and Responsibilities of Sales Manager. Types of Sales Organizations	15	
II	<b>SELLING SKILLS AND SELLING TECHNIQUES</b>	15	

  
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	Selling And Business Styles, Selling Skills, Selling Process, Types Of Sales Calls, How To Find And Qualify Leads Component Parts Of An Effective Sales Presentation Including Closing The Sale, Recognizing And Overcoming Objections Theories Of Selling	
III	<b>MANAGING SALES BUDGET, SALES TERRITORY &amp; SALES QUOTA</b>  Approaches And Techniques, The Budgeting Process, Methods Of Sales Budgeting, Sales Control, Purpose Of Sales Control  Sales Territory, Meaning, Size Designing Sales Quota, Procedure For Sales Quota. Types Of Sales Quota, Methods Of Setting Quota.	15
IV	<b>SALES FORCE MANAGEMENT</b> Recruitment And Selection Of Sales Force Training Of Sales Force. Motivating Sales Force, Importance, Process And Factors In The Motivation Compensation-Meaning, Types Of Compensation Plans Evaluation Of Sales Force By Performance And Appraisal Process	15
<b>Total Contact hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ <b>Theory</b>	<b>30</b>	➤ <b>Theory: 70</b>
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>PartC-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
<ul style="list-style-type: none"><li>• Salesmanship Practices and Problems Paperback, by Bertrand R. Canfield</li><li>• Selling &amp; Sales Management 6th Edition by David Jobber</li><li>• Sales Management shaping future sales leaders by John F. Tanner JR., Earl D. Honeycutt JR. &amp; Robert C. Erffmeyer, Perason Eduation</li><li>• Anderson, R. Professional Sales Management. Englewood Cliff, New Jersey, Prentice Hall Inc.</li></ul>		



Session: 2024-25			
Part A - Introduction			
Name of Programme	PGDHEM		
Semester	2 <sup>nd</sup>		
Name of the Course	Environmental Practices in hotels		
Course Code	P24-HEM-205		
Course Type	CC-10		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 205.1: Understanding environmental issues and their impact on Hospitality industry. CLO 205.2: Identifying practices adopted by hospitality industry towards water and energy management. CLO 205.3: Develop sensitivity and high work ethics towards waste management. CLO 205.4: Evaluating environmental certification for hospitality industry.		
Credits	Theory	Practical	Total
	4	0	4
Teaching Hours per week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Max. Marks	100	0	100
Examination Time	3 hours		
Part B- Contents of the Course			
<b>Instructions for Paper- Setter:</b> The examiner will set 9 questions asking two questions from each unit and one compulsory question by taking course learning outcomes (CLOs) into consideration. The compulsory question (Question No. 1) will consist at least 4 parts covering entire syllabus. The examinee will be required to attempt 5 questions, selecting one question from each unit and the compulsory question. All questions will carry equal marks.			
Unit	Topics	Contact Hours	
I	<ul style="list-style-type: none"> <li>• Introduction Environment and Ecology</li> <li>• Environmental Impacts of Tourism and Hotel Industry</li> <li>• Importance and impact of Environment on Hospitality Industry</li> <li>• Indoor Environment in hotels</li> </ul>	15	
II	Water & Energy Management <ul style="list-style-type: none"> <li>• Sources of water pollution by hotels</li> <li>• Importance and practices of water conservation</li> <li>• Control of water consumption (Kitchen, Housekeeping, Guest room, Rest room)</li> <li>• Principles of energy management</li> <li>• Types of energy sources – (Renewable, nonrenewable)</li> <li>• Conservation measures adopted by hotel industry <ul style="list-style-type: none"> <li>• Alternative energy sources for hospitality industry</li> </ul> </li> </ul>	15	
III	Waste Management	15	

	<ul style="list-style-type: none"> <li>• Introduction: Waste Management</li> <li>• Types of wastes (dry/wet, organic / inorganic, biodegradable / non-bio-degradable)</li> <li>• Sources of solid waste found in hotels (e- waste &amp; paper waste, organic-waste, glass, plastic, metals)</li> <li>• 3R's principle (Reduce, Reuse, Recycle)</li> <li>• Strategies and Practices adopted by hotel for managing waste.</li> </ul>	
IV	<ul style="list-style-type: none"> <li>• Environmental protection practices as part of Corporate Social Responsibility in the Hospitality Industry</li> <li>• Environmental Certification for Hotels &amp; Tourism Businesses in India</li> <li>• Sustainable development</li> <li>• Ecotel in India- Definition, Scope and Importance</li> </ul>	15
<b>Total Contact Hours</b>		60
<b>Suggested Evaluation Methods</b>		
<b>Internal Assessment: 30</b>		<b>End Term Examination: 70</b>
➤ <b>Theory</b>	<b>30</b>	➤ <b>Theory:</b> <b>70</b>
• Class Participation:	5	Written Examination
• Seminar/presentation/assignment/quiz/class test etc.:	10	
• Mid-Term Exam:	15	
<b>Part C-Learning Resources</b>		
<b>Recommended Books/e-resources/LMS:</b>		
<b>SUGGESTED READINGS:</b>		
<ol style="list-style-type: none"> <li>1. Environment Management for Hotels: A students Handbook-David Kirk</li> <li>2. Managing Hotels and Restaurant-Dr. Jag Mohan Negi</li> <li>3. Managing Environment for Leisure and Recreation-Rich Board Hurst</li> <li>4. The Human Impact on the Natural Environment, Oxford-Blackwell</li> <li>5. Hotel Management "Educational and Environment Aspects-Yogendra K. Sharma</li> <li>6. Best Designed Ecological Hotels-Martin N. Kunz</li> <li>7. Environment Management in the Hospitality Industry -Kathryn Webster</li> <li>8. Environment Management for Hotels, Oxford, Butterwort-Heinemann</li> </ol>		



Session: 2024-25			
Part A - Introduction			
Name of the Programme	PGDHEM		
Semester	2 <sup>nd</sup>		
Name of the Course	Banquet Events Management		
Course Code	P24-HEM 206		
Course Type	PC-2		
Level of the course	400-499		
Pre-requisite for the course (if any)			
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 206.1: To Explore various banquet events setups CLO 206.2: To Know the Mise en place for banquets <b>Operations</b> CLO 206.3: To Understand various types of Buffet layout CLO 206.4: To Evaluate food control methods and know the decoration styles		
Credits	Theory	Practical	Total
	0	4	4
Teaching Hours per week	0	8	8
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Max. Marks	0	100	100
Examination Time	0	4 hours (or as decided by PGBOS)	
Part B- Contents of the Course			
Units	Practicals		Contact Hours
1	Banquet Event Management: Banquets overview - types of banquets (formal and informal), understanding Banquet organizational Structure; Function selling-menus Banquet - Sitting plans-theatre, classroom etc. Formal, Banquet Event Sheet,		30
2	Banquet - Mise-en-place, Service, Toasting and sequencing of events Banqueting exercises, Informal gathering, Reception, Cocktail parties, Seminars Exhibitions, Fashion shows, Trade Fairs, Wedding, Organizing Theme functions.		30
3	Buffet Laying- Introduction, Types of Buffets, Table layout and configuration,		30
4	Buffet Clothing and dressing - table Display and decoration, Types and Limitations of food to be served, Mis-en-place, Checklist and its proper supervision, Food & Beverage control-its application and buffet management.		30

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	Total contact hours		120
Suggested Evaluation Methods			
Internal Assessment: 30		End Term Examination: 70	
➤ Practicum	30	➤ Practicum	70
• Class Participation:	5	Lab record, Viva-Voce, write-up and execution of the practical	
• Seminar/Demonstration/Viva-voce/Lab records etc.:	10		
• Mid-Term Exam:	15		
Part C-Learning Resources			
Recommended Books/e-resources/LMS:			
Jaffrey T Clarke, Table and Bar Dennis R Lilicrap, Food and Beverage Service Matt A Casdo, Food and Beverage Service Michael M Coltman, Beverage Management			