

SAINT CLARET COLLEGE, ZIRO

FIRST SEMESTER SYLLABUS AS PER RGU SEMESTRAL SCHEME
(subjected to syllabus enrichment by SCCZ for Claretines)

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BACHELOR OF COMMERCE

BCM 101: Business Communication

Marks: 80 (ESE) + 20 (CIA) = 100

Objectives: Having studied this paper, a student will be able to:

- a. Understand the basic concepts of communication and its importance
- b. Grab the idea of various writing skills
- c. Understand the concept of business letter, messages and drafting of the letters
- d. Understand the concepts of reports and able to write various kinds of reports

Unit 0: Baseline Analysis (2 hours): Introduction of basic concepts, objectives, and goal setting.

Unit1: Communication (4 hours):An overview of communication, creativity in communication, communication with concern and empathy, interpersonal communication, body language, distance and positioning, body orientation.

Unit 2: Writing (4 hours):Abstract writing, minutes writing, technical writing, preparing agenda for various meetings.

Unit 3: Business Letters (4 hours):Business letters, memo formats, appearance request letters, business letters, sales letters, collection letters, office memorandum, resume.

Unit 4: Writing Skills (4 hours): Planning business messages, rewriting & editing, first draft & reconstructing final draft.

Unit 5: Reports (4 hours): Preparation and oral presentation, Sales presentation, Speeches to motivate effective presentation, Non- verbal communication: Kinesics, Proxemics, Para language.

Unit 100: Advanced skills (10 hours): Revision of concepts, journal/magazine reviews, and assignments/projects.

Reference:

Vandana, S. (2006). The Written Word.Oxford: Oxford University Press.

Kaul. (2004). Effective Communication. New Delhi: Sultan Chand & Sons.

Kaul. (2012). Business Communication. New Delhi:Pentice Hall.

Ashraf, M. (2005). Professional Communication. Tata Mcgraw Hill.

Mishra, S.,&Muralikrishna, C. (2011). Communication Skills for Engineers. Noida: Dorling Kindersley Pvt. Ltd.

Bovee and Thill. (2013). Business Communications Today. New Delhi:Tata McGraw Hill.

Zmud, R. W., Lind, M. R., & Young, F. W. (1990). An attribute space for organizational communication channels. *Information Systems Research*, 1, 440-457. Osaka,Japan.

Cardon,P.W. (2016). Community, Culture, and Affordance in Social Collaboration and Communication. *International Journal of Business Communication*, 53: 440-457. Washington

BCM 102: Financial Accounting -I

Marks: 80 (ESE) + 20 (CIA) = 100

Objectives: Having studied this paper, a student will be able to:

- a. Understand the basics of various accounting terminologies.
- b. Understand keeping systematic records.
- c. Ascertain the operational profit and loss.

d. Ascertain the financial position of the business.

Unit 0: Baseline Analysis (2 hours): Introduction of basic concepts, objectives, and goal setting.

Unit1: Theoretical Framework of Accounting(4 hours): Definition, Features, Objectives, Functions and Scope of Accounting, Book-Keeping Vs. Accounting, Branches of Accounting, Cash Basis and Accrual Basis of Accounting, Accounting Concepts and Conversations, Accounting Equation, Classification of Accounts, Rules of Double Entry Book-Keeping (Theory).

Unit 2:Accounting Process(10 hours): Journal, Ledger, Cash Book, Subsidiary Books, Trial Balance. (Theory and Numerical).

Unit 3: Bank Reconciliation (6hours): Statement, Bills of Exchange, Accounting Treatment.(Theory and Numerical).

Unit 4: Depreciation Accounting (4 hours): Meaning, Causes, Objectives of Charging Depreciation, Methods of Charging Depreciation- Straight Line method and Diminishing Balance Method(Theory Only).

Unit 5: Final Accounts (10hours): Capital and Revenue. Preparation of Financial statements of Non-Corporate Business Entities with adjustments. Errors and their rectification.(Theory and Numerical).

Unit 100: Advanced skills (10 hours): Revision of concepts, journal/magazine reviews, and assignments/projects.

Reference:

Pandey, A.K.(2015).*Basics Financial Accounting*.Allahabad:Yashoda Publications,.

Shukla & Grewal.(2010).*Advance Accounting*. New Delhi:S. Chand & Company.

Maheshwary, S.N. (2009).*Advanced Accountancy*. Vikas Publishing House.

Gupta, R.I. & Gupta, V.K.(2010).*Principles and Practice of accounting*. New Delhi:S. Chand & Company.

Tulsian.(2010).*Accountancy*.S. Chand &Company .

Gupta, R.L. &Radhaswamy.(2012).*AdvancedAccountancy*.New Delhi:Sultan Chand & Sons.

Dai, X. (2011). Thoughts on Construction of Conceptual Framework of Financial Accounting in China. *International Journal of Business and Management*,6(4),237-240.doi:10.5539/ijbm.v6n4p237,China

BCM 103: Business Economics

Marks: 80 (ESE) + 20 (CIA) =100

Objectives: Having studied this paper, a student will be able to:

- a. Understand the concept of economics, its types,nature and scope
- b. Understand the theory of consumer behaviour, different concepts of utility, concepts of demand, elasticity of demand, its types and methods of measurement
- c. Explain the concept of theory of production, various factors of production and their meanings and characteristics, laws of returns and returns to scale and different concepts of cost and their relationship
- d. Understand the concept of theory of exchange and market, different types of revenue and their relationship and determination of price under different market situation under short- run and long- run
- e. Explain the concept of theory of distribution, reward to factors of production and their nature and theories

Unit 0: Baseline Analysis (2 hours): Introduction of basic concepts, objectives, and goalsetting.

Unit 1: **Introduction (9-11 hours)**: Definition, nature, and scope of Economics. Micro and Macro Economics

Unit 2: **Theory of Consumer Behaviour(12 hours)**: Concept of utility, Law of diminishing marginal utility and law of Equi- marginal Utility .Demand; and Law of Demand; Elasticity of Demand, its types and methods of measurement.

Unit 3: **Theory of production (10 hours)**: Factors of production, their meaning and characteristics, Land; Labour; Capital; and entrepreneur. Laws of Returns & Returns to Scale; Cost curves- Total cost, Average cost and Marginal cost and their relationship.

Unit 4: **Theory of exchange (12 hours)**: Concept of Market. Revenue Curves- Total Revenue, Average Revenue and Marginal Revenue and their relationship. Equilibrium of Firm and Industry. Price determination under different market situation (Perfect competition, Monopolistic competition and Monopoly) under short- run and long -run.

Unit 5: **Theory of distribution(8hours)**: Reward to factors of production. Rent, Wages, Interest and Profit, their nature and theories.

Unit 100: Advanced skills (2 hours): Revision of concepts, journal/magazine reviews, and assignments/projects.

Reference:

Dewett, K.K. and Navalur, M.H. (1970). *Modern Economic Theory*. New Delhi: S. Chand and Company Ltd.

Bhatia, H.L. (2004). *Micro Economic Theory*. New Delhi: S. Chand & Company Pvt. Ltd.

Mithani, D.M. (2005). *Money Banking International Trade and Public Finance*. Bombay: Himalaya Publishing House.

Ahmed, R.U. (2005). *Business Economics*. Panbazar, Gwahati: Book Land.

Datt, R. and Sundaram, S.P.M. (2009). *Indian Economy*. New Delhi: S. Chand and Company.

Agarwala, S.K. (2009). *Economic System and Micro Economic Theory*. New Delhi: Galgotia Publishing Company.

Ahuja, H.L. (2004). *Advanced Economic Theory (9th ED.)*. New Delhi: S. Chand & Company Pvt. Ltd.

Lancaster, K.J. (1966). A New Approach to Consumer theory. *The Journal of Political Economy*, 74(2), 132-157.

Bagozzi, R.P., Gopinath, M., Nyer, P.U. (1999). " The role of emotions in marketing". *Journal of the Academy of Marketing Science*, 27(2), 184-206.

BCM 104: Business Organisation and Environment

Marks: 80 (ESE) + 20 (CIA) =100

Objectives: Having studied this paper, a student will be able to:

- a. Understand the concept, characteristics, components and objectives of business
- b. Understand the various forms of business organisation, both corporate and non-corporate and its meaning, characteristics, advantages and disadvantages
- c. Analyse the meaning and concepts of business environment
- d. Understand the meaning of social responsibility of business, and concept of globalisation, privatisation, MNCs and WTO

Unit 0: Baseline Analysis (2 hours): Introduction of basic concepts, objectives, and goalsetting.

Unit 1: **Concept, Characteristics and Objectives of Business (8 hours)**: Components of business: Trade, Industry and Communication- their meaning and characteristics.

- Unit 2: **Forms of business organisation; non- corporate (6 hours):** Sole trader, Partnership and H.U.F., L.C.P. Formation and characteristics, advantages and disadvantages.
- Unit 3: **Forms of business organisation; Corporate(6hours):** Company; meaning and characteristics, types of companies, advantages and disadvantages of company form of organisation. Co-operative societies and non- profit organisation, public enterprises (concept).
- Unit 4: **Business Environment(8 hours):** Meaning, Concept and Reference. Types- Micro and Macro, NABARD, Economic and Non-economic, Political, Economic, Social and Technological, Legal, Demographic, International.
- Unit 5: **Social Responsibility of Business (5 hours):** Social responsibility of business, Globalisation and Privatisation, MNCs, WTO and its functioning.
- Unit 100: Advanced skills (2 hours):** Revision of concepts, journal/magazine reviews, and assignments/projects.

Reference:

- Joshi, R.M. (2009). *International Business*. Jai Singh Road, New Delhi: Oxford University Press.
- NCERT. (2006). *Business Studies*. New Delhi: NCERT.
- Kar, R. (2007). *Business Studies*. Panbazar Guwahati: Book Land.
- Saleem, S. (2010). *Business Environment*. New Delhi: Dorling Kindersley Pvt. Ltd.
- Bhusan, Y.K. (2008). *Business Organisation*. New Delhi: Sultan Chand Pvt. Ltd.
- Morrison, J. (2002). *The International Business Environment*. Basingstoke, Palgrave.
- Pugh, D.S. (2007). *Organisation Theory*. London: Penguin Books.
- De Mooj, M. (2003). Convergence and Divergence in Consumer Behaviour: Implications for global advertising. *International Journal of Advertising*, vol.22, no.2, pp.183-202.
- Sharma, B. R. (2014). What Drives Employee Engagement: Personal Attributes or Organisational Climate?. *Abhigyan*, 31(4), 15-27.

B. A. MASS COMMUNICATION

Sl. No.	Course Code	Paper	Type Of Course	Credits
SEMESTER I				
1.	BMC 101	Introduction to Communication & Journalism	MANDATORY	80 Semester Exams 20 CIA Exam Duration 3Hrs.
<p>Unit I: Nature and Characteristics of Communication</p> <ol style="list-style-type: none"> 1. Communication : Definition, nature and scope 2. Human needs for communication; functions of communication 3. Types of communication: Verbal communication, Non-verbal communication , Intrapersonal communication, Interpersonal communication, Group communication, Public communication and Mass communication, Barriers in Communication <p>Unit II: Growth and Development of Media in India</p> <ol style="list-style-type: none"> 1. History of the press 2. Advent of Radio 3. The birth of Television 4. Emergence of Online Journalism <p>Unit III: History of Media in Northeast Growth and Development of press in the Northeast, Role of Christian Missionaries, Basic features of the press in Northeast, Eminent journalist and writers of the region</p> <p>Unit IV: Current Status of Media in Northeast Current trend and media organizations in the region, Ownership Pattern, Status of journalists, Problems and Challenges of the press in Northeast.</p> <p>Assignments:</p> <ol style="list-style-type: none"> 1. PowerPoint Presentation 2. Basic Layout Design on MS office word and MS office Publisher 				
2.	BMC 102	Communicative English	MANDATORY	80 Semester Exams 20 CIA Exam Duration 3Hrs
<p>Unit I: English as a Language of Communication</p> <ol style="list-style-type: none"> 1. Verbal and Non-verbal communication 2. Spoken and Written Communication 3. Intra-personal, Inter-personal, and Group Communication 4. Aims & Scope of Learning Communicative English 5. Background of English language 6. Lingua Franca & Vernacular Language <p>Unit II: Basic Grammar</p> <ol style="list-style-type: none"> 1. Parts of Speech 2. Persons 				

3. Articles
4. Verb "To Be"

Unit III: Essential Grammar & Vocabulary

1. Tenses
2. Voices
3. Direct & Indirect Speech
4. Punctuation
5. Vocabulary Building: Using Dictionary and Thesaurus
6. Idioms & Phrases

Unit IV: Speaking Skills

1. Monologue, Dialogue, Group Discussion
2. Interview
3. Public Speaking
4. Effective Communication / Mis-Communication
5. Phonetics
6. Phonology: Pitch, intonation, stress, accent, transcription

3.	BMC 103	Environmental Studies	MANDATORY	80 Semester Exams 20 CIA Exam Duration 3Hrs
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Unit I. Introduction to environment studies

1. Definition, scope and importance
2. Public awareness and its importance

Unit II: Natural Resources

1. Renewable and non-renewable resources
2. Natural resources and associated problems: Forest resources , Water resources , Mineral resources, Food resources , Energy resources , Land resources
3. Role of media in conservation of natural resources.

Unit III: Environmental Issues

1. Pollution : Concept, definition & types
2. Environmental Pollution (Social Pollution & Natural Pollution)
3. Ground water pollution-Arsenic and Fluoride pollution and drinking water problem in India.
4. Environmental Pollution and Human Health
5. Global Warming, Ozon layer depletion, acid rain
6. Biodiversity at Global, National and Local levels
7. India as a mega-diversity nation
8. Media's role in disseminating of information in ecology
9. Man animal Conflict

10. Environment versus Development debates
11. Role of media towards in mitigating various environmental problems

Unit IV: Environmental Journalism

1. Concept objective and scope
2. Environmental ethics & Media

4.	BMC 104	Introduction to Northeast India	MANDATORY	80 Semester Exams 20 CIA Exam Duration 3Hrs
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Unit I: Physiographic Features

Natural resources - Landscape, Forest, Water, Cultivation, International borders

Unit II: Demographic profile

Area, Race, Major tribes, population and social structure

Unit III: Culture and Practices

Language, Religion and Festivals, Traditional beliefs and practices, Customary laws

Unit IV: Challenges and Prospects

Inner- Line Permit, Human Rights, Socio-political Movements, Immigration, Act-East Policy, Tourism & Cottage Industry

Suggested Readings for Mass Communication:

Introduction to Communication (BMC 101) & Theories of Communication (BMC 203):

1. Kumar K. J. (2009). *Mass Communication in India*, Jaico Publishing House.
2. McQuail, Denis. (2005). *McQuail's Mass Communication Theory*, Sage Publications.
3. Mehta.D.S. *Mass Communications & Journalism in India*, Allied Publisher Limited.
4. Mahajan Kamlesh. *Communication & Society (The Emerging Human Concern)*, Classical Publication Company, New Delhi.
5. Robin Jeffery. *India's Newspaper Revolution*, Oxford University Press
6. G. Parthsarathi. *History of Indian Journalism*.
7. Singhal Arvind. *India's Communication Revolution*
8. Downs F.S.: *The Mighty Works of God – A Brief History of the Council of Baptist Churches in North-East India: The Mission Period 1836-1950*; Christian Litarature Centre, Guawhati, 1971
9. N Maheswar: *The Resuscitation of the Assamese Language by the American Baptist Missionaries*, Omsons Publications, 2008, xxvi, 502 p, ISBN : 8190720502,
10. Sword V.H. *Baptists in Assam – A Century of Missionary Service (1836-1936)*; spectrum Publications, Guwahati/Delhi, 1992

Environmental Studies (BMC 103):

1. Agarwal K.C. (2001). *Environmental Biology*. Nidi Publications Ltd.

2. Bharucha.E. (2004). *Environmental Studies for Undergraduate Courses*. New Delhi: University Grants Commission.
3. Kumar . M & Gupta. R (2011). *Biodiversity: An overview*. New delhi: New Age International (P) Ltd.

Introduction to Northeast India (BMC 104):

1. BaruahSanjib, *Beyond Counter-insurgency: Breaking the Impasse in Northeast India*, Oxford University Press, ISBN 019569876-2
2. Borua P.C: *AsamarBatoriKakat – AtiRuprekha (1846-1946/47)*; Lawyer’s Book Stall, Guwahati, 1993
3. Das, Samir Kumar, *Governing India's Northeast*, ISBN 978-81-322-1146-4

B. A. (GENERAL; COMPULSORY PAPER)

BENG -101(C): ENGLISH COMPULSORY - I

Objectives: Having studied this paper, a student will be able to:-

- a. To provide students with a first-hand knowledge of the essential of English literary works.
- b. To enable students to learn the basic English Grammar and communication skills.

ESE Format:

- a. Student will be required to answer five questions.
- b. Each unit will carry questions with internal choice.
- c. Each unit in the final examination will carry 16 marks.

Contents:

Unit -0: Foundational Unit (4-5 hours), Revision of Tense and Parts of Speech

Unit-A: Studying Prose Writing In English

Jawaharlal Nehru: Animals in Prison.

Gerald Durrell: Vanishing Animals.

Jim Corbett: Kunwar Singh.

Unit-B: Grammar and Usage

Prepositions, Voice Change, Correction of Errors, Direct-Indirect Speech, Use of Verb

Unit-C: Comprehension and Composition

An unseen passage for comprehension

Paragraph/Précis writing/Formal Letter Writing

Unit-D: Studying Drama

William Shakespeare: As You Like It

Unit-E: Communication/ Conversational Skills

Communication Skills; LSRW; Experimenting with the English Language in conversation and writing (exercises in this unit shall be based on the conversational use of English language in real life situations. The learners and the teachers may use their autonomy in developing creative and critical writing skills.)

Unit -100: Advanced Skills (4-5 hours), Essay, short story, caricature.

References.

Verghese , Josef S. (2014) . *A Book of Idioms*. New Delhi:Maanu Graphics.

Abrams, M.H. ed; (2004). *A Glossary of Literary Terms*. Bangalore: Earl Mc Peek.

Bhanot T.R. & Martin.(2006) . *Scholar's Senior English Grammar and Composition*. New Delhi: Scholar Publishing House.

Shakespeare. William. ed;(2013). *As You Like It*. New Delhi: Peacock Books.

Cuddon, J.A. (1998) .*Dictionary of Literary Terms & Literary Theory*. New Delhi: Penguin Books.

B. A. (ANTHROPOLOGY)
BANT 101: Foundations of Anthropology

Marks: 80 (ESE) + 20 (CIA) =100

Objectives: Having studied this paper, a student will be able to:

- a. Explain the meaning, genesis, aim & scope, and the major branches of anthropology and to examine its relationship with allied subjects
- b. Define the concept of Society, Culture, and Civilization
- c. Explain the principles, concepts and Theories of organic evolution
- d. Understand the basic concepts and terms in archaeological anthropology

Unit 0: Baseline Analysis (2 hours): Introduction of basic concepts, Objectives and Goal Setting.

Unit 1: Introduction to Anthropology (4 hours): Meaning, Genesis, Aims, Scope and Relevance. Anthropology and its relation with allied subjects (Sociology, History, Economics, Political Science, Geography, Geology, Human Biology and Archeology).

Unit 2: Major Branches of Anthropology (4 hours): Socio-Cultural Anthropology, Biological/ Physical Anthropology, Archeological Anthropology and Linguistic Anthropology.

Unit 3: Definition & Concepts in Social Anthropology (3 hours): culture, society and civilization.

Unit 4: Principles & Theories of Organic Evolution (10 hours): Convergence, Divergence, Parallelism, Adaptive Radiation, Irreversibility and Speciation; Theories of Evolution: Lamarckism, Neo Lamarckism, Darwinism, Synthetic Theory.

Unit 5: Basic concepts in Archeological Anthropology (8 hours): Tool, Artifacts, Industry, Assemblage, Periodization in Prehistory - A Brief introduction to different cultural stages in Prehistory and Protohistory (Three Age System of Thomsen), Concept of Culture in Prehistory.

Unit 100: Advanced Skills (2 hours): Revision of concepts, Journal / Magazine review, Assignments/Projects.

Recommended readings:

1. Basu, Indrani. 2010. *Anthropology: The Study of Man*. S Chand Limited, New Delhi.
2. Bhattacharya, DK. 2010. *Prehistoric Archeology*. PalakaPrakashan, New Delhi.
3. Das, BM, 2010. *Outlines of Physical Anthropology*. Kitab Mahal, New Delhi.
4. Ember and Ember. 2002. *Anthropology*. Pearson Education, New Delhi.
5. Haviland, William. 2010. *An Introduction to Anthropology*. Cengage Learnings.
6. Haviland, William. 2010. *Cultural Anthropology*. Cengage Learnings.
7. Majumdar, DN and TN Madan. 1997. *An Introduction to Social Anthropology*. Asia Publishing House, New Delhi.
8. Sarana, Gopala. 1977. *Introducing Anthropology*. Indian Anthropological Society, Calcutta.

B. A. (ECONOMICS)

BECO- 101: ECONOMIC THEORY

Total marks: 100(80- ESE and 20- CIA)

Objectives: Having studied the paper, a student will be able to

- a. Explain the basic economic issues in developing countries.
- b. Explain the demand analysis of consumer behaviour.
- c. Describe various market structures and the production function.
- d. Explain the national income, classical theory of output and employment.

Unit 0: Baseline analysis: Course objectives and goal- setting, fundamental of economic with influence to micro and macro economy.

Unit I: BASIC ECONOMIC ISSUES

Unlimited wants, Resources scarcity, Choice, Opportunity cost; Economic problems of a developing country: Low income, unutilized resources, low level of technology and of human and physical capital, acute poverty and inequality in the distribution of income; Economics- Micro and Macro- their difference and subjects matters.

Unit II: DEMAND ANALYSIS

Consumer behaviour: utility: marginal and total, diminishing marginal utility, utility maximizing rule; Nature of demand function, shifts in demand curve; Supply function, shifts in supply curve, market equilibrium; price determination, Elasticity of supply.

Unit III: THEORY OF PRODUCTION

Production function, Returns to scale, marginal and average product of inputs, short- run total, marginal, and average cost curves and their relationships total, average and marginal revenue, profit maximizing output, and cost minimization; market structure- Features of perfect competition Monopoly, duopoly and oligopoly: their features

Unit IV: NATIONAL INCOME AND ITS CLASSICAL DETERMINATION

Gross domestic product (GDP), GNP, NDP, NNP and percapita income, circular flow of income and expenditure; classical theory of output and employment, Say's law, evaluation of classical model

Unit V: KEYNESIAN MODEL AND MACRO- POLICIES

Keynesians determination of income: consumption function, saving function, investment multiplier; Fiscal policy: its objectives and instruments.

Unit 100 Advanced skills: model making, assignment, seminar presentation.

References:

- Koutsoyiaanis, a (2006). *Modern micro Economics*. Hongkong: Macmillan.
- Salvatore, D (2009). *Principles of microeconomics*. New Delhi: oxford university press.
- Salvatore, D (2008). *Microeconomics theory and application*. London: oxford university press.
- Ahuja, H.L (1977). *Principles of Micro- economics*. Delhi: S. chand limited
- Shapiro, Edward, (1987) *micro- economics*

B. A. (EDUCATION)
BEDU-101: ELEMENTS OF EDUCATION

Objectives:

1. To acquaint the students with the basics of education.
2. To familiarize the students with the aims and objectives of education.
3. To develop the awareness among the students about the structure, agencies and other aspects of education.
4. To familiarize the students with the basics of educational technology.

ESE Pattern:

Five Questions with internal choice. The candidate must attempt all five.

Contents:

Unit - I: Concept and Aims of Education

- Meaning, Definition, Nature and Scope of Education; Types of Education: Formal, Non-formal and Informal; Individual and Social Aims; Vocational Aims; Democratic Aim; Moral and Cultural Aims

Unit - II: Educational Structure

- Educational Ladder; Secondary Education Commission, Kothari Commission and New Education Policy on Structure of Education; New pattern of Education(10+2+3)

Unit - III: Education Psychology

- Meaning, Nature and Scope of Educational Psychology; Implications of Psychology in Education
- Concept of Growth and Development; Stages of Human Development: Infancy, Childhood, Adolescence ; Determinants of Growth and Development.

Unit - IV: Concept of Educational Technology

- Meaning, Nature and Scope of Educational Psychology; Types of Educational Technology: Hardware, Software & System Approach; Utility of Education Technology in Formal and Non-Formal Education; Limitations of Educational Technology with reference to India.

Unit - V: Conceptual Framework of Curriculum

- Meaning and nature of curriculum; Principles of curriculum; Bases of curriculum; Concept of syllabus and Co-curricular Activities

Recommended Readings:

1. Aggarwal, J. C. (1973). *Progress of Education in Free India*. Arya Book Depot. N. Delhi
2. Chauhan, S. S. (1978). *Advanced Educational Psychology*. Vikash Publishing House. New Delhi.
3. Kundu, C. L. & D. N. Tutto (1971). *Educational Psychology*. Sterling Publishers. Delhi.
4. S. R. Jaiswal. *Principles of Education*.
5. R. S. Pandey. *Principles of Education*.
6. S. P. Choube. *Educational Psychology*.
7. S. N. Mukherjee. *Education in India: Today and Tomorrow*.
8. Secondary Education Commission 1952-53.
9. Indian Education Commission 1964-65.
10. Altekar. *Education in Ancient India*.
11. Mathur. *A Sociological Approach to Indian Education*.
12. Roucek & others. *Sociological Foundation of Education*.
13. Otaway. *Education and Society*.
14. Ross James. *Ground Work of Educational Philosophy*.
15. Ross James. *Ground Work of Educational Psychology*.

BA (ENGLISH)
BENG - 101(E): INTRODUCING ENGLISH LITERATURE - I

Objectives: Having studied this paper, a student will be able to:-

- a. To acquaint the students with simple forms of literature.
- b. To help them acquire basic knowledge of some common literary forms

ESE Pattern:

- a. Students will be required to explain with reference to the context one passage each from unit B and C with and internal choice. (2x8=16)
- b. They will be required to answer three questions, one each from unit B to D out of a total of six essay type questions on understanding of the prescribed texts with an internal choice in every unit. (3x16=48)
- c. They will be required to define with illustration any four out of the six given literary terms. (4x4=16)

Contents:

Unit-O: Foundational Unit (4-5 hours), Periods of English Literature, Greek Mythology

Unit - A: Explanation from the texts

All poems in Unit B and C are for detailed study.

Unit - B: Poetry

Robert Burns - A Red, Red Rose

William Wordsworth - *from*The Prelude, Book I
from Prometheus Unbound

Unit - C: Poetry

Alfred Lord Tennyson - Break, Break, Break

Robert Browning - My Last Duchess

Mathew Arnold - Longing

Unit - D: Short Stories

Guy de Maupassant - The Necklace

Graham Green - The End of the Party

Unit - E: Literary Terms

Simile, metaphor, alliteration, assonance, personification, hyperbole, epithet, transferred epithet, epigram, synecdoche, irony, antithesis, oxymoron, onomatopoeia, paradox, metonymy, pun.

Unit 100: Advanced Skills (4-5 hours) Composing poems, Newsletter, Analyzing figures of speech

References:

C.M. Bowra.(1961).*Romantic Imagination*. Oxford University Press.

J.R. Watson.(1992).*English Poetry of the Romantic Period*.Longman.

Bernard, Richards.(1830).*The English Poetry of the Victorian Poets*. Longman.

Vergheese , Josef S. (2014) . *A Book of Idioms*. New Delhi:Maanu Graphics.

Abrams, M.H. ed; (2004).*A Glossary of Literary Terms*. Bangalore: Earl Mc Peek.

Bhanot T.R. & Martin.(2006) . *Scholar's Senior English Grammar and Composition*. New Delhi: Scholar Publishing House.

Ghosal, Binod. (2015). Unknown Number *Sahitya Akademi's Bi- Monthly Journal* , 5 (4), 63-65.

B. A. (GEOGRAPHY)
BGEO 101: PHYSICAL BASIS OF GEOGRAPHY

Total Marks: 100 (80- End Semester and 20- Sessional)

Objectives Having studied this paper, a student will be able to:

- a. Explain with examples the nature, scope & branches of physical geography
- b. Describe various endogenetic and exogenetic forces working with resultant landforms
- c. Discriminate between weather and climate and its associated phenomenon
- d. Explain atmospheric occurrence and associated phenomenon
- e. Explain the relief of ocean floor and associated conditions of oceans

Unit 0 Baseline Analysis: Course Objectives & Goal Setting, fundamentals of Geography with special reference to physical geography

Unit- I The field of Physical Geography

Nature and scope of Physical Geography
Branches of Physical Geography and their interrelations

Unit- II Geomorphology

Internal structure of the Earth
Definition, classification and formation of Rocks
Volcanoes and Earthquakes

Unit-III Climatology

Concept of Weather and Climate
Composition and Structure of Atmosphere

Unit-IV Distribution of Temperature (Vertical); Pressure, Wind System and Precipitation

Cyclone and Anti-cyclone

Unit-V Oceanography

Temperature and Salinity of ocean water
Ocean Currents
Relief features of ocean bottom (with special reference to Indian Ocean)

Unit 100 Advanced Skills: Practical on Scale; Map; Relief & Elevation by contour & profile drawing

References:

- Bunnett, R.B. (1965). *Physical Geography in Diagrams*. New Delhi: Orient Longman Ltd.
Chritchfield, H.J. (1983). *Applied Climatology*. New Delhi: Prentice Hall of India Pvt. Ltd
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B. A. (HISTORY)

BHIS- 101: HISTORY OF ANCIENT INDIA (UPTO 1200 CE)

Objectives: Having studied this paper, a student will be able to:

- a) Describe the vast variation in sources to reconstruct the history of ancient India.
- b) Explain the process of the evolution of ancient Indian culture.
- c) Explain various dynasties and the important events of their reign.
- d) Describe the administrative system of various dynasties and significance of Art and Architecture.
- e) Understand the early history of North-East India.

Unit-0 Baseline Analysis: Meaning, nature, scope and branches of History; revision of basic concepts; objectives; Goal-setting.

Unit-I: Sources: Archaeological, Literary and Oral (a)Paleolithic, (b)Mesolithic and Neolithic Culture, (c)Indus Civilization: Extent, Basic features and Decline.

Unit-II: a) The Vedic Culture (Early and Later): Polity, Society, Economy and Rituals, (b)Mahajanapadas, (c)Life and Teachings of Gautama Buddha and Mahavira.

Unit-III: The Mauryan Period: (a)Foundation and consolidation of the Mauryan Empire- ChandraGuptaMaurya, (b)Ashoka- Conquests and the policy of Dhamma.

Unit-IV: The Guptas and the Post-Guptas: (a)Samudragupta: Conquests; Chandragupta II: Empire Builder, (b)HarshaVardhana: Conquests and Administration, (c)RajendraChola: Administration, Art and Architecture.

Unit-V: Early History of North East: (a) Pre-History of Arunachal Pradesh,

(b) BhaskarVarman and his State, (c) Decline of the Kingdom of Kamrupa.

Unit- 100: Advanced Skills (3 Hours): Revision, Quiz, Discussion, Project.

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B. A. (POLITICAL SCIENCE)

BPOL-101: POLITICAL THEORY - I

Objective:

This is an introductory paper to the basic concepts, idea and theories in Political Theory. Various perspectives and dimensions and the contemporary relevance of these will be discussed in details.

Content:

Unit I - Meaning, Nature and Scope of Political Science.

Unit II - Approaches to the Study of Political science – Traditional (Philosophical, Historical, Institutional & Legal) and Modern (Behavioural) and Marxist

Unit III - Relations with other Social Sciences: Geography, Economics, sociology.

Unit IV - Theories of the Origin of State – Liberal (Historical or Evolutionary, Social Contract) & Marxian

Unit V - Concepts : Rights, Liberty and Equality.

Recommended Readings:

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