



**SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(UNIVERSITY OF DELHI)**

**PSP Area - IV, Dr. K.N. Katju Marg,
Sector 16, Rohini, Delhi - 110089**

(A college 100% funded by Govt. of NCT of Delhi)

Website: www.sscbsdu.ac.in, Email: cbs@sscbsdu.ac.in

Advt. No.: SSCBS/OFFICE/TA/2023/

Dated: 14/03/2023

WALK-IN-INTERVIEW FOR APPOINTMENT AS GUEST FACULTY

Dynamic, committed and academic oriented individuals are invited for Walk-in-Interview as per the following schedule for appointment as Guest Faculty as per the rules of the University of Delhi:

Production & Inventory Management (GE of Operations Research Department)*	Sem 2
Indian Economy (GE of Economics Department)*	Sem 2
IT Skills and Data Analysis – I (SEC)*	Sem 2
Financial Institutions & Markets*	Sem 6
Hindi (MIL) AEC*	Sem 2
Sanskrit (MIL) AEC*	Sem 2

***Syllabus attached**

Mode of Interview: Offline

Date of Interview: Will be informed through email and on college website (Tentative date of interview is 17th March, 2023)

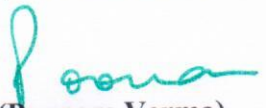
Eligibility Requirement:

The candidates who meets the minimum qualification and eligibility requirements as per the UGC Regulations, 2018 and as adopted by University of Delhi.

NOTE:

- The candidates who have already applied (in response to the advertisement released on 11th March, 2023) are required to report as per the schedule to be displayed on the college website and need not apply again.
- The applicants are advised to go through the syllabus of the paper.
- College reserves the right not to fill any posts.
- The superannuated (retired) teachers may also be considered for engagement as Guest faculty subject to maximum age limit of 70 years.
- Your appointment is subject to verification of your documents.
- Please follow our college website regularly for any update/corrigendum.**
- Remuneration for the guest faculty will be paid as per University of Delhi norms.




**(Poonam Verma)
Professor-Principal**

GENERIC ELECTIVES (GE-6): INDIAN ECONOMY

CREDIT DISTRIBUTION, ELIGIBILITY AND PRE-REQUISITES OF THE COURSE

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course
		Lecture	Tutorial	Practical/ Practice		
Indian Economy ECON030	4	3	1	0	Class XII pass	NIL

Learning Objectives

The Learning Objectives of this course are as follows:

- This course introduces the economic problems related to the Indian economy by familiarizing them with the research studies on areas relating to economic development and policy in India with an emphasis on contemporary debates.

Learning outcomes

The Learning Outcomes of this course are as follows:

- The students will be able to learn the development paradigm adopted in India since independence and evaluate its impact on economic as well as social indicators of progress.
- Students will have the ability to explore current policy debates and contribute to policy making in an informed way using relevant databases.
- They will also learn how to conduct independent research in these areas

SYLLABUS OF GE-3

Unit 1 : Historical and general overview of Indian economy since Independence

Unit 2 : Growth and structural change

Unit 3 : The Indian economy in a comparative perspective

Unit 4 : Key issues: poverty, inequality, education, health and gender

Unit 5 : Agriculture, industry, services and international trade

Practical component (if any) - NIL

Recommended readings

- Kumar, Dharma (2005) ed the article on The Indian Economy 1970 to 2003 in revised version of CEHI Vol II
- Balakrishnan, Pulapre(2010) *Economic Growth in India: History and Prospect*. OUP.
- Rakshit, Mihir (2011) *Macroeconomics of Post-reform India*. OUP
- Rakshit, Mihir (2010) *Money and Finance in the Indian Economy*. OUP
- Goyal, Ashima(ed) (2015) *A Concise handbook of Indian Economy in the 21st Century* .OUP
- Ghate, Chetan (ed) (2012) *The Oxford Handbook of Indian Economy*. OUP.

- Bosworth, B., Collins, S. M., & Virmani, A. (2007). *Sources of growth in the Indian economy*.
- Goyal, A. (Ed.). (2019). *A Concise Handbook of the Indian Economy in the 21st Century*. Oxford University Press.
- Pulapre Balakrishnan, 2007, “The Recovery of India: Economic Growth in the Nehru Era”, *Economic and Political Weekly*, November.
- Rakesh Mohan, 2019, *Moving India to a new Growth Trajectory: Need for a Comprehensive Big Push*, Brookings India, Section 1 and 2, 9-30.
- Ahluwalia, M. S., 2019, “India’s economic reforms: Achievements and Next Steps”, *Asian Economic Policy Review*, 14(1), 46-62.
- James, K.S., & Srinivas Goli, 2016, “Demographic Changes in India: Is the Country Prepared for the Challenge?” *Brown Journal of World Affairs*, Fall/Winter 2016, Volume XXIII, Issue I.
- Desai, S., 2015, “Demographic deposit, dividend and debt”, *The Indian Journal of Labour Economics*, 58, 217-232
- Arvind Subramanian and Josh Felman (2021) India’s Stalled Rise-How the State Has Stifled Growth, *Foreign Affairs* on 14.12. 2021
- Executive Summary, 2014, Report of the Expert Group to Review the Methodology for Measurement of Poverty (Rangarajan Committee report), GOI, 1-5
- Thomas, J. J. (2020). ‘Labour Market Changes in India, 2005–18’, *Economic and Political Weekly*, 55(34), 57

Note: Examination scheme and mode shall be as prescribed by the Examination Branch, University of Delhi, from time to time.

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COMMON POOL OF GENERIC ELECTIVES (GE) COURSES OFFERED BY THE DEPARTMENTS

GENERIC ELECTIVES (GE-2): Production and Inventory Management

Credit distribution, Eligibility and Pre-requisites of the Course

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course
		Lecture	Tutorial	Practical/ Practice		
Production and Inventory Management & GE-2	4	3	0	1	Class XII Pass with Mathematics as one of the papers in Class XII	Nil

Learning Objectives

The objective of this course is to introduce fundamental concepts in production and inventory management and at the same time, develop the students' modelling and analytical skills.

Learning outcomes

After completion of the course, students will possess knowledge and skills required to

- Gain an understanding of key concepts of Production and Inventory management and its role in various organizations.
- Apply selective inventory control techniques and understand its significance.
- Determine optimal order quantity for various deterministic and probabilistic inventory models.
- Understand quantity discount models in inventory management.
- Formulate and develop Production Planning and Scheduling models.
- To apply and extend production and inventory models to analyse real world systems.

SYLLABUS OF GE-2

Unit I (Week 1-3): Introduction to Production and Inventory Management, Different types of costs in inventory system, Selective inventory classification (VED, XML, FNSD, ABC) and its use in controlling inventory.

Unit II (Week 4-10): Deterministic continuous review models: Economic order quantity (EOQ) model with and without shortages, Finite replenishment rate Inventory models without and with planned shortages. Determination of reorder point, Quantity discount models.

Unit III (Week 11-12): Probabilistic inventory models: Single period probabilistic inventory models with discrete and continuous demand.

Unit IV (Week 13-15): Introduction to Production Planning and Scheduling, Aggregate production plan, Formulation of lot size production problem: Wagner and Whitin algorithm. Basic concepts of Just-in-Time (JIT) and Material Requirement Planning (MRP).

Practical component (if any) -

Practical/Lab to be performed on a computer using OR/Statistical packages

1. Problems based on selective inventory classification. (ABC and FNS analysis)
2. To find optimal inventory policy for EOQ model.
3. To find optimal inventory policy for EOQ model with finite supply.
4. To find optimal inventory policy for EOQ model with backorders.
5. To solve all units quantity discounts model.
6. To solve Incremental quantity discount model
7. To find optimal inventory policy for Probabilistic inventory model with discrete demand.
8. To find optimal inventory policy for Probabilistic inventory model with continuous.
9. Solution of procurement/production scheduling model.

Essential/recommended readings

- Axsäter, S. (2015). *Inventory control* (3rd Edition). Springer.
- Buffa, Elwood S., & Sarin, Rakesh, K. (2009). *Modern Production/Operations Management* (8th ed.). Wiley, India.
- Hadley, G., & Whitin, T. M. (1963). *Analysis of inventory systems*. Prentice-Hall.
- Heizer, J., & Render, B. (2011). *Operations Management* (10th ed.). Pearson's Publication.
- Johnson, L.A., & Montgomery, D.C. (1974) *Operations Research in Production Planning, Scheduling and Inventory Control*. Wiley, New York.
- Waters, D. (2008). *Inventory control and management*. (2nd ed.). John Wiley & Sons.

Suggestive readings

- Naddor, E. (1966). *Inventory Systems*. Wiley.
- Silver, E. A., Pyke, D. F., & Peterson, R. (1998). *Inventory management and production planning and scheduling* (3rd ed.). Wiley.

Note: Examination scheme and mode shall be as prescribed by the Examination Branch, University of Delhi, from time to time.

IT Skills and Data Analysis - I

CREDIT DISTRIBUTION, ELIGIBILITY AND PRE-REQUISITES OF THE COURSE

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical /Practice		
IT Skills and Data Analysis - I	2			2	NIL	NIL

Learning Objectives

The primary objectives of the course will be to

- Familiarise the student with the quantitative skills required for representing and interpreting data for the purpose of decision making.
- Equip the student with some fundamental concepts, which play a critical role in understanding and visualizing real world data.
- Enable the student to analyze data and problem situations using relevant IT tools.

Learning Outcomes

By the end of the course students will be able to

- Represent and interpret data in tabular and graphical forms
- Understand and interpret the measures of central tendency and dispersion.
- Use IT tools such as spreadsheets to visualise and analyse data.

PEDAGOGY

Relevant concepts and theory will be introduced which will be supplemented by hands-on activities enabled by the use of spreadsheets. This is a two credit course and will comprise two lecture periods per week. As this is essentially an activity-based course, it will involve two consecutive lecture periods, once in a week.

SYLLABUS

Unit I : What is Statistics ? (Weeks 1 - 6)

This unit provides an introduction to the fundamentals of datasets, sources of data, frequency distributions and graphical representations of data. The aim is to give students a hands-on experience of initiating data analysis through a spreadsheet.

- Concept of datasets (Variables, Observations)
Reference 1, Chapter 2
- Different types of variables (Quantitative and Qualitative)
Reference 1, Chapter 2
- Distinction between primary and secondary sources of data
Reference 1, Chapter 2
- Basic idea of using questionnaire to collect primary data for analysis
Reference 2, Chapter 1 [Section 1.6]
- How to construct a questionnaire
Reference 1, Chapter 1
- Concept of frequency distribution: cumulative and relative frequencies
Reference 2, Chapter 2
- Introduction to spreadsheet
Reference 2, Chapter 2
- Tabular and graphical presentation of data: data tables, frequency curve, histogram, bar graphs, pie charts (through the use of spreadsheets)
Reference 2, Chapter 2

Unit II: Measures of Central Tendency and Dispersion (Weeks 7 - 14)

The focus of this unit will be to familiarise the student with summary statistics to describe datasets. In particular, two important characteristics of data, viz., central tendency and dispersion, will be used to summarise datasets using a spreadsheet. The concept of the Normal distribution and its characteristics will be discussed to highlight its relevance in modelling real life phenomenon.

- Measures of central tendency: mean, median, mode
Reference 2, Chapter 3
- Examples of situations where it is appropriate to use the mean, median and mode as a measure of central tendency
Reference 2, Chapter 3
- Weighted mean
Reference 2, Chapter 3
- Measures of dispersion: range, variance, standard deviation
Reference 2, Chapter 3

- Quartiles, deciles and percentiles
Reference 2, Chapter 3
- Visualize the measures of central tendency and dispersion through frequency curve and histogram
Reference 2, Chapter 3
- Skewness and kurtosis
Reference 2, Chapter 3
- Normal curve and its basic properties : visual representation of population characteristics (height, weight, IQ etc.)
Reference 2, Chapter 5 [Section 5.6]

References (Readings and Resources)

1. Rowntree, D., Statistics without tears - A primer for non-mathematicians, Allyn and Bacon, 2018.
2. Levin, Rubin, Rastogi and Siddiqui, Statistics for Management, 7th Edn, 2014

Suggested Data Sources

The following data sets are suggested to carry out the activities

1. <https://data.worldbank.org/>
2. <https://www.statista.com/>
3. <https://data.gov.in/>
4. <https://censusindia.gov.in/>
5. <https://www.kaggle.com/>
6. <http://data.un.org/>

Evaluation Scheme

As per University Guidelines

Weekly Plan

Weeks I and II: Students learn about the concept of datasets (Variables, Observations) ; Different type of Variables (Quantitative and Qualitative); Distinction between primary and secondary sources of data

Weeks III and IV: Basic idea of using questionnaire and how to construct a it; Concept of frequency distribution - cumulative and relative frequencies; Introduction to spreadsheet

Weeks V and VI: Tabular and graphical presentation of data: data tables, frequency curve, histogram, bar graphs, pie charts. Students to explore various representations on spreadsheet using datasets

Weeks VII and VIII: Introduction of Measures of Central Tendency: Mean, Median, Mode through appropriate examples explaining the use of each one of them in various situations. Understanding the concept of Weighted mean;

Weeks IX and X: Measures of dispersion: Range, Variance, Standard deviation; Visualizing the measures of central tendency and dispersion through frequency curve and histogram. Understanding Quartiles, deciles and percentiles numerically.

Weeks XI and XII: Representation of population characteristics using the basic properties of a Normal Curve, skewness and kurtosis.

Weeks XIII and XIV: Assignments based on Units 1 and 2 using spreadsheets to consolidate the learning of concepts covered.

MC 602: FINANCIAL INSTITUTIONS AND MARKETS

Course Objectives:

The objective of this paper is to introduce students to role and functioning of financial markets, financial products that are traded in such financial markets and institutions associated with financial markets. It explains the role of financial system on economic development. Various conceptual issues related to risk and return, the role of regulatory bodies, mechanism of commercial banking, operations of insurance companies and mutual funds are discussed elaborately. This will enable them to take the rational decision in financial environment.

Learning Outcomes:

- Financial architecture of an economy and its key players.
- The fabrication of Indian Financial markets.
- Working of Capital market, debt market, money market in India
- Functioning of different players in the financial market including Regulators like RBI ,SEBI, PFRDA and IRDA

Course Content:

Unit I

(2 Weeks)

Indian Financial System and major Institutions:

Structure of Indian Financial System: An overview of the Indian financial system, major reforms in the last decade: Payment banks, GST, monetary policy, Insolvency and Bankruptcy code; issues in financial reforms and restructuring; future agenda of reforms;

Regulatory Institutions in India : RBI,SEBI,IRDA,PFRDA, Corporate Governance and SEBI Role of central bank and commercial banks, Commercial Banking : Role of Banks, NPA, Risk Management in Banks, Basel Norms, Products offered by Banks and FIs: Retail banking and corporate banking products. Universal Banking: need and importance, trends and RBI guidelines, Core banking solution (CBS); RTGS and internet banking, CAMELS rating system, Basel Norms, MCLR based lending NBFCs and its types; comparison between Banks and NBFCs.

References:

Pathak, B. Indian Financial System (4th ed). Pearson Publication [Chapter 1, 13, 16, 24]

Goods and Services Tax: <http://www.gstcouncil.gov.in/about-gst> Insolvency & Bankruptcy Code:

FINANCIAL INSTITUTIONS AND MARKETS

<http://www.mca.gov.in/Ministry/pdf/TheInsolvencyandBankruptcyofIndia.pdf>

RBI Guidelines on Payment Banks, Monetary Policy Committee, Universal Banking, CAMELS rating system and MCLR based lending.

Unit II

(3 Weeks)

Financial Markets in India:

Introduction to Financial Markets in India: Role and Importance of Financial Markets, Types of Financial Markets: Money Market; Capital Market; Factors affecting Financial Markets, Linkages Between Economy and Financial Markets, Integration of Indian Financial Markets with Global Financial Markets, Mutual Fund: types of Mutual Funds and different types of schemes, concept of NAV, Credit Rating Agencies : Role and mechanism, Merchant Bank: role and types, Venture Capital Funds concept, stages of investment , exit options; Private Equity. Foreign Exchange Market: Foreign Exchange Market (Introductory, only Conceptual) Foreign Capital – FDI & FII

References:

Khan, M.Y. Financial Services (8th ed). Mc Graw Hill Education [Chapter 7,9,14]

Pathak, B. Indian Financial System (4th ed). Pearson Publication [Chapter 15,17,19]

Saunders, A. & Cornett, M.M. on Financial Markets and Institutions (3rd Ed.). Tata McGraw Hill [chapter 8]

Unit III

(4 Weeks)

Capital Market in India:

Introduction to Stock Markets, Regional and Modern Stock Exchanges, International Stock Exchanges, Demutualization of exchanges, Comparison between NSE and BSE, Primary and Secondary market, Raising of funds in International Markets: ADRs and GDRs, FCCB and Euro Issues; Indian Stock Indices and their construction, maintenance, adjustment for corporate actions (rights, bonus and stock split;) on index with numerical, Classification of Securities to be included in the Index, Bulls and Bears in Stock Markets, Factors influencing the movement of stock markets, indicators of maturity of stock markets, Major Instruments traded in stock markets: Equity Shares, Debentures, Myths attached to Investing in Stock Markets. Trading of securities on a stock exchange; Selection of broker, capital and margin

FINANCIAL INSTITUTIONS AND MARKETS

requirements of a broker, MTM and VAR Margins (with numerical), kinds of brokers, opening of an account to trade in securities, DEMAT System, placing an order for purchase/sale of shares, margin trading and margin adjustment, contract note and settlement of contracts, Algorithmic trading, Settlement mechanism at BSE & NSE. Corporate Listings: Listing and Delisting of Corporate Stocks Commodity Markets - Structure, Operations and trends

References:

Pathak, B. on Indian Financial System (4th ed.) Pearson Publication [Chapter 6,8]

Saunders, A. & Cornett, M. M. Financial Markets and Institutions (3rd Ed.). Tata McGraw Hill [chapter 9]

Bombay Stock Exchange website on Adjustment for Corporate Actions :

<https://www.bseindia.com/markets/MarketInfo/DispNoticesNCirculars.aspx?noticeno=20190325-45>

Bombay Stock Exchange website on Compulsory Rolling Settlement:

https://www.bseindia.com/static/markets/equity/EQReports/tra_Settlement.aspx

National Stock Exchange and Bombay Stock Exchange website. FAQs on margins as applicable for transactions on Cash and Derivatives segments:

https://www.nseindia.com/content/assist/asst_Margins_faq.pdf

National Stock Exchange website on listing of Securities:

https://www.nseindia.com/corporates/content/eligibility_criteria.htm

NIFM, Department of Economic Affairs on A Study on Algorithmic Trading/High Frequency Trading in the Indian Capital Market

<https://dea.gov.in/sites/default/files/NIFM%20Report%20on%20Algo%20trading.pdf> [Page 1-13]

SEBI guidelines.Delisting of securities: https://www.sebi.gov.in/legal/regulations/jun-2009/sebi-delisting-of-equity-shares-regulations-2009-last-amended-on-november-14-2018-_34625.html

Unit IV

(3 Weeks)

Money Markets & Debt Markets in India:

Money Market: Meaning, role and participants in money markets, Segments of money markets, Call Money Markets, Repos and reverse Repo concepts, Treasury Bill Markets, Market for Commercial Paper, Commercial Bills and Certificate of Deposit.

FINANCIAL INSTITUTIONS AND MARKETS

Debt Market: Introduction and meaning, Primary Market for Corporate Securities in India: Issue of Corporate Securities, Market for Government/Debt Securities in India, Secondary market for government/debt securities, Over subscription and devolvement of Government Securities, Government securities issued by State Governments, Municipal Bonds, Corporate Bonds vs. Government Bonds.

References:

Pathak, B. Indian Financial System (4th ed). Pearson Publication [Chapter 10]
Saunders, A. & Cornett, M.M. Financial Markets and Institutions (3rd Ed). Tata McGraw Hill. [chapter 5,6]

Text Books:

1. Bhole L.M. and Mahakud J., Financial Institutions and Markets: Structure, Growth and Innovations (6th Edition). McGraw Hill Education, Chennai, India
2. Saunders, Anthony & Cornett, Marcia Millon (2007). Financial Markets and Institutions (3rd ed.). Tata McGraw Hill
3. Pathak, Bharati V., Indian Financial System: Markets, Institutions and Services, Pearson education, New Delhi, Second edition, 2008.

Additional Readings:

1. Jeff Madura, Financial Institutions and Markets, Cengage Learning EMEA, 2008
2. Meir G. Kohn (Latest ed) Financial Institutions and Markets, Oxford University Press, 2004
3. Fabozzi, Frank J. and Modigliani, Franco, Capital Markets: Institutions and Markets, Prentice Hall of India, New Delhi, Third edition, 2005.

Teaching Learning Process:

Lecture, discussion, Power Point presentations, demonstration of live trading. Course contents may be discussed in the light of latest SEBI regulations and RBI guidelines. Website of SEBI, RBI, BSE and NSE must be referred to for any amendment in the guidelines.

Assessment Methods:

Internal Assessment:	25 marks
Written Theory Exam:	75 marks

FINANCIAL INSTITUTIONS AND MARKETS

Keywords:

Banks and NBFCs, Basel Norms, NPAs, Money Market, Capital Market, Merchant Banker, Foreign Exchange market, Stock Market, Stock Exchanges, NSE, BSE, Trading and Settlement, Mutual Funds, NAV, Money market, debt market.

ABILITY ENHANCEMENT COURSE
Offered by
DEPARTMENT OF HINDI

AEC 1:हिन्दी भाषा: सम्प्रेषण और संचार (हिन्दी क)

Credit distribution, Eligibility and Pre-requisites of the Course

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course
		Lecture	Tutorial	Practical/ Practice		
हिन्दी भाषा: सम्प्रेषण और संचार	02	2	--	---	हिंदी - क (उन विद्यार्थियों के लिए जिन्होंने 12 वीं कक्षा तक हिंदी पढ़ी है।)	हिंदी - क (उन विद्यार्थियों के लिए जिन्होंने 12 वीं कक्षा तक हिंदी पढ़ी है।)

पाठ्यक्रम का उद्देश्य (Learning Objectives)

- सम्प्रेषण के स्वरूप और सिद्धांतों से विद्यार्थियों को परिचित कराना
- सम्प्रेषण के विभिन्न माध्यमों की जानकारी देना
- प्रभावी सम्प्रेषण का गुण विकसित करना
- विद्यार्थी की भाषाई दक्षता और भाषा कौशल को बढ़ावा देना
- संचार माध्यमों के लिए लेखन कौशल का विकास

पाठ्यक्रम अधिगम प्रतिफल (Learning outcomes)

- सम्प्रेषण की अवधारणा और प्रक्रिया से परिचित हो सकेंगे
- सम्प्रेषण की तकनीक और कार्यशैली की बहुआयामी समझ का विकास
- प्रभावी सम्प्रेषण करना सीखेंगे

- पत्र-लेखन, प्रतिवेदन, अनुच्छेद लेखन की व्यावहारिक जानकारी प्राप्त कर सकेंगे
- मीडिया के विविध रूपों के लिए लेखन करना

SYLLABUS OF AEC-1

इकाई 1: सम्प्रेषण: सामान्य परिचय

(1-7 सप्ताह)

- सम्प्रेषण की अवधारणा
- सम्प्रेषण की प्रक्रिया
- सम्प्रेषण के विविध आयाम
- सम्प्रेषण और संचार

इकाई 2 : सम्प्रेषण और संचार के विविध रूप

(8-15 सप्ताह)

- सम्प्रेषण के प्रकार
- सर्वेक्षण आधारित रिपोर्ट तैयार करना संभावित विषय: (कोरोना और मानसिक स्वास्थ्य, जागरूकता संबंधी अभियान, कूड़ा निस्तारण योजना)
- अनुच्छेद लेखन, संवाद लेखन, डायरी लेखन
- ब्लॉग लेखन, सम्पादकीय लेखन

सहायक पुस्तकें :

1. नए जनसंचार माध्यम और हिन्दी: सुधीश पचौरी, अचला शर्मा
2. सूचना और सम्प्रेषण: तकनीकी की समझ: स्मिता मिश्र
3. सम्प्रेषण: चिन्तन और दक्षता: मंजु मुकुल
4. संवाद पथ पत्रिका: केन्द्रीय हिन्दी संस्थान
5. हिन्दी का सामाजिक सन्दर्भ: रवीन्द्रनाथ श्रीवास्तव
6. सम्प्रेषणपरक व्याकरण: सिद्धांत और स्वरूप: सुरेश कुमार

मूल्यांकन पद्धति: (Assessment Method)

- कुल अंक : 50
- लिखित परीक्षा : 38 अंक
- आंतरिक मूल्यांकन: 12 अंक

Examination scheme and mode: Subject to directions from the Examination Branch/University of Delhi from time to time

AEC 2:हिंदी औपचारिक लेखन (हिन्दी ख)

Credit distribution, Eligibility and Pre-requisites of the Course

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course	Department Offering the Course
		Lecture	Tutorial	Practical/ Practice			
हिंदी औपचारिक लेखन	02	2	--	---	हिंदी - ख (उन विद्यार्थियों के लिए जिन्होंने 10 वीं कक्षा तक हिंदी पढ़ी है।)	हिंदी - ख (उन विद्यार्थियों के लिए जिन्होंने 10 वीं कक्षा तक हिंदी पढ़ी है।)	हिन्दी

पाठ्यक्रम का उद्देश्य (Course Objectives)

- विद्यार्थी की भाषाई दक्षता और लेखन-कौशल को बढ़ावा देना
- कार्यालयी और व्यावसायिक हिंदी की समझ विकसित करना
- हिंदी भाषा दक्षता और तकनीक के अंतः संबंध को रेखांकित करना
- कार्यालयों में व्यावहारिक कार्य के विभिन्न पक्षों से अवगत कराना
- हिन्दी प्रयोग से जुड़े फील्ड वर्क आधारित विश्लेषण और लेखन पर बल

पाठ्यक्रम अधिगम प्रतिफल (Course Learning Outcomes)

- विद्यार्थी कार्यालयी और व्यावसायिक हिंदी की विशेषताओं से परिचित होंगे

- कार्यालयों में होने वाले व्यावहारिक कार्य का ज्ञान
- सूचना के अधिकार के लिए लेखन करना सकेंगे
- मार्केट सर्वेक्षण हेतु प्रश्नावली का निर्माण तथा उसका विश्लेषण करना जानेंगे
- विद्यार्थी टिप्पण, प्रारूपण, प्रतिवेदन, विज्ञप्ति तैयार करना सीख सकेंगे

SYLLABUS OF AEC-2

इकाई- 1: लेखन दक्षता का विकास (1-7 सप्ताह)

- कार्यालयी हिंदी
- व्यावसायिक हिंदी
- टिप्पण और प्रारूपण : सामान्य परिचय
- प्रतिवेदन और विज्ञप्ति का महत्व

इकाई- 2: औपचारिक लेखन के प्रकार (8-15 सप्ताह)

- स्ववृत्त लेखन
- सूचना के अधिकार के लिए लेखन
- कार्यालयी और व्यावसायिक पत्र लेखन
- किसी व्यावसायिक कार्यक्रम के संदर्भ में प्रेस विज्ञप्ति तैयार करना

सहायक पुस्तकें:

1. प्रयोजनमूलक और कार्यालयी हिन्दी: कृष्णकुमार गोस्वामी
2. प्रयोजनमूलक हिन्दी की नई भूमिका: कैलाशचन्द्र पाण्डेय
3. प्रयोजनमूलक हिन्दी: सिद्धांत और प्रयोग: दंगल झाल्टे
4. प्रशासनिक हिन्दी: हरिमोहन, तक्षशिला प्रकाशन
5. राजभाषा हिंदी और उसका विकास: हीरालाल बाछोतिया, किताबघर प्रकाशन

मूल्यांकन पद्धति: (Assessment Method)

- कुल अंक : 50
- लिखित परीक्षा : 38 अंक
- आंतरिक मूल्यांकन: 12 अंक

AEC 3 :सोशल मीडिया और ब्लॉग लेखन (हिन्दी ग)

Credit distribution, Eligibility and Pre-requisites of the Course

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course	Department Offering the Course
		Lecture	Tutorial	Practical/ Practice			
सोशल मीडिया और ब्लॉग लेखन	02	2	--	---	हिंदी - ग (उन विद्यार्थियों के लिए जिन्होंने 8 वीं कक्षा तक हिंदी पढ़ी है।)	हिंदी - ग (उन विद्यार्थियों के लिए जिन्होंने 8 वीं कक्षा तक हिंदी पढ़ी है।)	हिन्दी

पाठ्यक्रम का उद्देश्य (Course Objectives)

- हिंदी सोशल मीडिया के विभिन्न माध्यमों की जानकारी
- सोशल मीडिया की कार्यशैली की समझ
- सोशल मीडिया के महत्व और प्रभाव से मूल्यांकन
- ब्लॉग बनाना और लेखन
- सोशल मीडिया का व्यावहारिक ज्ञान

पाठ्यक्रम अधिगम प्रतिफल (Course Learning Outcomes):

- सोशल मीडिया प्लेटफॉर्म की जानकारी मिलेगी।
- सोशल मीडिया की कार्य-शैली की समझ विकसित होगी।
- ब्लॉग लेखन करने के साथ हिंदी के प्रमुख ब्लॉगों का अध्ययन और विश्लेषण कर सकेंगे।
- सोशल मीडिया के महत्व और उसकी भूमिका को रेखांकित कर सकेंगे।

- विद्यार्थी सोशल मीडिया पर कार्य करना सीख सकेंगे

SYLLABUS OF AEC-3

इकाई 1. सोशल मीडिया और ब्लॉग

- सोशल मीडिया : अर्थ और परिभाषा
- सोशल मीडिया का प्रभाव और महत्व
- सोशल मीडिया के प्रकार (विकीपीडिया, ब्लॉग, सोशल नेटवर्किंग साइट्स, ट्विटर, यूट्यूब, इन्स्टाग्राम आदि)
- ब्लॉग लेखन: सामान्य परिचय

इकाई 2: सोशल मीडिया का व्यावहारिक पक्ष

- किसी सामाजिक अभियान के प्रचार के लिए सोशल मीडिया हेतु एक विज्ञापन तैयार करना
- अपना निजी ब्लॉग तैयार करने की प्रक्रिया
- सोशल मीडिया से बनने वाली किसी खबर पर रिपोर्ट तैयार करना
- सोशल मीडिया से सम्बन्धित विविध विषयों पर आलेख तैयार करना

सहायक पुस्तकें :

1. सामाजिक मीडिया और हम: रवीन्द्र प्रभात, नोशन प्रेस
2. सोशल मीडिया: स्वर्ण सुमन, हार्पर कॉलिन्स पब्लिशर इण्डिया
3. भूमंडलीकरण और मीडिया: कुमुद शर्मा
4. मीडिया और हिन्दी: बदलती प्रवृत्तियाँ: रविन्द्र जाधव, वाणी प्रकाशन
5. रेडियो लेखन, मधुकर गंगाधर, बिहार हिंदी ग्रंथ अकादमी, पटना, प्रथम संस्करण- 1974
6. रेडियो वार्ता शिल्प, सिद्धनाथ कुमार, राधाकृष्ण प्रकाशन, नई दिल्ली, प्रथम प्रकाशन- 1992

मूल्यांकन पद्धति: (Assessment Method)

- कुल अंक : 50
- लिखित परीक्षा : 38 अंक
- आंतरिक मूल्यांकन: 12 अंक

ABILITY ENHANCEMENT COURSE
Offered by
DEPARTMENT OF SANSKRIT

AEC 1: Sanskrit A: Advance Neeti Literature in Sanskrit

Credit distribution, Eligibility and Pre-requisites of the Course

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course
		Lecture	Tutorial	Practical/ Practice		
Sanskrit A: Advance Neeti Literature in Sanskrit	02	02	00	NA	12th Pass with Sanskrit	Nil

Learning Objectives

This course aims at making the students acquainted with general outline of Sanskrit literature. This course will help the learners be familiar with the tradition of Prose literature with some focus on individual contributors of Sanskrit prose writing.

Learning outcomes

- The students will learn the advance form of Sanskrit language
- The stories and verses prescribed in the course will help the learners develop an understanding of the moral and ethical values that will be useful in their day-to-day life.
- They will be familiar with the rich history of Sanskrit Literature.
- This course will enhance their skills of chaste Sanskrit pronunciation as well as competence and performance of the language.
- This will help them translate and explain the prescribed Sanskrit texts in their native language.

SYLLABUS OF AEC-1 (Sanskrit A)

Unit: I

Weeks: 08

Course Content/Prescribed Books

Origin and development of Nītikāvya: Kathāsaritsāgara, Pañcatantra, Hitopadeśa, Cāṇakyanīti.

Unit: II**Weeks: 07****Course Content/Prescribed Books**

Pancatantra, First Story, Verses: 1-35
(Translation, Explanation and Grammar)

Essential/recommended readings

- Pancatantra, Subodh Publications, ISBN: 9788170780403, 8170780403, 2017
- Pancatantra, Prashant Acharya, Notion Press Media Pvt Ltd., ISBN: 9798885915229
- Pancatantra,

Suggested readings

1. शर्मा, उमाशंकर ऋषि: संस्कृत साहित्य का इतिहास, चौखम्बा भारती अकादमी, वाराणसी
2. उपाध्याय, बलदेव: संस्कृत साहित्य का इतिहास, शारदा निकेतन, वाराणसी
3. प्रीतिप्रभा, गोयल: संस्कृत साहित्य का इतिहास, राजस्थानी ग्रन्थगार, जोधपुर
4. त्रिपाठी, राधावल्लभ: संस्कृत साहित्य का अभिनव इतिहास, विश्वविद्यालय प्रकाशन, वाराणसी
5. Keith, A.B., History of Classical Sanskrit Literature, MLBD, Delhi, हिन्दी अनुवाद सहित, मंगलदेव शास्त्री, मोतीलाल बनारसीदास, दिल्ली
6. M. Krishnamachariyar Shastri: History of Classical Sanskrit Literature, MLBD, Delhi
7. Gaurinath Shastri: A Concise History of Sanskrit Literature, MLBD, Delhi

Examination scheme and mode: Subject to directions from the Examination Branch/University of Delhi from time to time

AEC 1: Sanskrit B: Introductory Upanishad and Geeta
Credit distribution, Eligibility and Pre-requisites of the Course

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course
		Lecture	Tutorial	Practical/ Practice		
Sanskrit B: Introductory Upanishad and Geeta	02	02	00	NA	Class X Pass with Sanskrit	-

Learning Objectives

This course aims at making

- the students acquainted with general outline of Sanskrit literature.
- the learners be familiar with the tradition of Indian Philosophical literature
- with some focus on individual contributors of Sanskrit prose writing.

Learning outcomes

The students will learn

- the teachings of Upanisads and Gita
- three major knowledge systems of Traditional Indian Philosophy
- the mantras and verses, prescribed in the course, will help the learners to develop an understanding of the moral and ethical values that will be useful in their day-to-day life.
- They will be familiar with the rich history of Sanskrit Literature.
- This course will enhance their skills of chaste Sanskrit pronunciation as well as competence and performance of the language also.
- This will help them translate and explain the prescribed Sanskrit texts in their native language.

SYLLABUS OF AEC-1

Unit: I

Weeks: 08

Course Content/Prescribed Books

General Introduction to Upanisads

Text Introduction to Ishavasyopanishad- Karma, Vidya-Avidya, Satya, Atman

Unit: II

Weeks : 07

Course Content/Prescribed Books

Introduction to Geeta: Background, Purpose,

Gyanyoga

Karmayoga

Bhaktiyoga

Essential/recommended readings

1. भगवद्गीता, शाङ्करभाष्य अनुवाद सहित, अनुवादक श्रीहरिकृष्णदास गोयन्दका, गीता प्रेस, गोरखपुर
2. Valmiki Ramayana – Valmiki.iitk.ac.in
3. गीताभाष्यनवाम्बरा- डॉ० शिवनारायण शास्त्री
4. Ishavasyopnishad- Geeta Press, Gorakhpur, 1992
5. Ishavasyopnishad- Swami Sharvananda, Shri RamKrishna Math, Mylapur, Madras, 1943
6. Ishavasyopnishad, Dr. Shashi Tiwari, Bhartiya Vidya Prakashan, Delhi, 1997

Suggested readings

1. Bhagawadgita with the commentary of Shankaracharya – A.K. Warrior,
2. Bhagawadgita – Dr. S. Radhakrishnan
3. Śrīmadbhagavadgītā, The Scripture of Mankind, text in Devanagari with transliteration in English and notes by Swami Tapasyananda, Sri Ramakrishna Math, 1984

Examination scheme and mode: Subject to directions from the Examination Branch/University of Delhi from time to time

AEC 1: Sanskrit C: Introduction to Sanskrit Language

Credit distribution, Eligibility and Pre-requisites of the Course

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course
		Lecture	Tutorial	Practical/ Practice		
Sanskrit C: Introduction to Sanskrit Language	02	02	00	NA	12 th Pass students who never studied Sanskrit OR Studied it upto Class VIII only.	Nil

Learning Objectives

This course aims at making the students acquainted with general outline of Sanskrit Grammar and Composition. This course will enhance their skills of chaste Sanskrit pronunciation as well as competence and performance of the language.

Learning outcomes

- The students will learn the basic Sanskrit language.
- They will learn to create and understand this Language independently.
- This course will enhance the ability to understand classical Sanskrit texts.
- Through the practice of this prescribed syllabus, students will be able to enhance their knowledge of structural patterns of Sanskrit.

SYLLABUS OF AEC-1

Unit: I

Weeks: 08

Basic Sanskrit Sentence Formation (Active Voice) using the following:

कारक एवं विभक्ति: कर्ता, कर्म एवं करण

वचन एवं लिङ्गः

शब्दरूपः राम, बालक, लता, अस्मद्, युष्मद्, तत्, इदम्, किम्, सर्व, हरि, मति, जल, फल,
पुष्प, ज्ञान, भोजन, धन, गुरु

क्रियारूपः निम्नलिखित धातुओं का केवल लट्, लृट् एवं लङ् लकार में रूपः

भू, पठ्, लिख्, खाद्, चल्, गम् (गच्छ्), हस्, वद्, पा (पिब्), अस्, गै (गाय), भ्रम्,
स्था (तिष्ठ्), दृश् (पश्य्), पच्, वर्ष्, दा (यच्छ्)

शब्दकोशः संस्कृत सामान्य शब्दों के लिए शब्दकोश

यत्र, तत्र, कुत्र, श्व, अद्य, कथम्, यथा, तथा, च, अथवा

Unit: II

Weeks: 07

व्यावहारिक वाक्य संरचना

Essential/recommended readings

- पाण्डेय, राधामोहनः संस्कृत सहचर, स्टूडेंट्स फ्रेंड्स पटना, बिहार
- नौटियाल, चक्रधरः बृहद् अनुवाद चन्द्रिका, मोतीलाल बनारसीदास, दिल्ली
- रूपचन्द्रिका, डॉ० ब्रह्मानन्द त्रिपाठी, चौखम्बा सुरभारती प्रकाशन, वाराणसी

Suggested readings

Examination scheme and mode: Subject to directions from the Examination Branch/University of Delhi from time to time