

FACULTY OF ARTS & SOCIAL SCIENCES

SYLLABUS

FOR

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

Examinations: 2019-20



GURU NANAK DEV UNIVERSITY AMRITSAR

- Note:**
- (i) **Copy rights are reserved.**
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 - (ii) **Subject to change in the syllabi at any time.**
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Bachelor of Vocation (B.Voc.) Photography & Journalism

SEMESTER-I

Paper	Paper Title	Theory Marks	Practical Marks	Total Marks
I	Communication Skills in English-I	50	-	50
II	Punjabi (Compulsory) OR *ਮੁੱਢਲੀ ਪੰਜਾਬੀ OR **Punjab History & Culture (From Earliest Times to C-320)	50	-	50
III	Reporting Techniques	75	25	100
IV	Basics of journalism	50	50	100
V	Introduction to Photography	50	-	50
VI	Basics of Computers-I	30	20	50
	***Drug Abuse: Problem, Management and Prevention (Compulsory)	50		50
Total				400

SEMESTER-II

Paper	Paper Title	Theory Marks	Practical Marks	Total Marks
I	Communication Skills in English-II	35	15	50
II	Punjabi (Compulsory) OR *ਮੁੱਢਲੀ ਪੰਜਾਬੀ OR **Punjab History & Culture (C-320 to 1000 B.C)	50	-	50
III	Audio / Video Media	50	50	100
IV	Trends of Journalism	50		50
V	Television Production - Idea to Screen	100	50	150
	***Drug Abuse: Problem, Management and Prevention (Compulsory)	50	-	50
	Compulsory Training for one month			
Total				400

- Note :-**
1. *Special Paper in lieu of Punjabi compulsory
 2. **For those students who are not domicile of Punjab
 3. ***This Paper marks are not included in the total marks.

Bachelor of Vocation (B.Voc.) Photography & Journalism

SEMESTER-III

Paper	Paper Title	Theory Marks	Practical Marks	Total Marks
I	Radio Journalism and Programme Formats	75	25	100
II	Event Management	50	25	75
III	Basic of Camera Light and Sound	75	25	100
IV	Basic of Computers II	50	25	75
V	Fundamentals of Programming	50		50
Total				400

SEMESTER-IV

Paper	Paper Title	Theory Marks	Practical Marks	Total Marks
I	Introduction of Camera Operations	75	25	100
II	Brand Management	75	25	100
III	Lighting Techniques	75	25	100
IV	Script Writing	50	50	100
V	*ESL-221 Environmental Studies (Compulsory)	100		
	Compulsory Training for one month			
	Total			400

***Note :- This Paper marks are not included in the total marks. Student can opt this Paper whether in 4th Semester.**

Bachelor of Vocation (B.Voc.) Photography & Journalism

SEMESTER -V

Paper	Paper Title	Theory Marks	Practical Marks	Total Marks
I.	Feature Writing	50	50	100
II.	Photo Editing Techniques	50	50	100
III.	Shooting Techniques and Process	50	50	100
IV.	Photoshop	50	50	100
Total				400

SEMESTER -VI

Paper	Paper Title	Theory Marks	Practical Marks	Total Marks
I.	Video Production	50	50	100
II.	Video Project		75	75
III.	Video Editing	50		50
IV.	Onset Production Process-1	50		50
V.	Onset Production Process-2	50		50
VI.	Compulsory training		75	75
Total				400

Changes in previous year syllabus:

Semester I : Reporting Technique : Practical added of 25 marks

Semester IV: Broadcasting Techniques: changed into Script writing

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

Paper-I: COMMUNICATION SKILLS IN ENGLISH-I

Time: 3 Hours

Max. Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

The syllabus is divided in four sections as mentioned below:

Section–A

Reading Skills: Reading Tactics and strategies; Reading purposes–kinds of purposes and associated comprehension; Reading for direct meanings.

Section–B

Reading for understanding concepts, details, coherence, logical progression and meanings of phrases/ expressions.

Activities:

- Comprehension questions in multiple choice format
- Short comprehension questions based on content and development of ideas

Section–C

Writing Skills: Guidelines for effective writing; writing styles for application, personal letter, official/ business letter.

Activities

- Formatting personal and business letters.
- Organising the details in a sequential order

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

Section–D

Resume, memo, notices etc.; outline and revision.

Activities:

- Converting a biographical note into a sequenced resume or vice-versa
- Ordering and sub-dividing the contents while making notes.
- Writing notices for circulation/ boards

Recommended Books:

- *Oxford Guide to Effective Writing and Speaking* by John Seely.
- *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

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

Paper-II: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ

ਕੁਲ ਅੰਕ : 50

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

ਸੈਕਸ਼ਨ-ਏ

ਆਤਮ ਅਨਾਤਮ (ਕਵਿਤਾ ਭਾਗ),
(ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
(ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ, ਸਾਰ)

ਸੈਕਸ਼ਨ-ਬੀ

ਇਤਿਹਾਸਕ ਯਾਦਾਂ (ਇਤਿਹਾਸਕ ਲੇਖ-ਸੰਗ੍ਰਹਿ)
ਸੰਪਾ. ਸ.ਸ.ਅਮੋਲ,
ਪੰਜਾਬੀ ਸਾਹਿਤ ਪ੍ਰਕਾਸ਼ਨ, ਲੁਧਿਆਣਾ। (ਲੇਖ 1 ਤੋਂ 6)
(ਨਿਬੰਧ ਦਾ ਸਾਰ, ਲਿਖਣ-ਸ਼ੈਲੀ)

ਸੈਕਸ਼ਨ-ਸੀ

(ੳ) ਪੈਰਾ ਰਚਨਾ
(ਅ) ਪੈਰਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ।

ਸੈਕਸ਼ਨ-ਡੀ

(ੳ) ਪੰਜਾਬੀ ਧੁਨੀ ਵਿਉਂਤ : ਉਚਾਰਨ ਅੰਗ, ਉਚਾਰਨ ਸਥਾਨ ਤੇ ਵਿਧੀਆਂ, ਸਵਰ, ਵਿਅੰਜਨ,
ਸੁਰ-ਪ੍ਰਬੰਧ।
(ਅ) ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ : ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਪ-ਭਾਸ਼ਾ ਦਾ ਅੰਤਰ, ਪੰਜਾਬੀ
ਉਪਭਾਸ਼ਾਵਾਂ ਦੇ ਪਛਾਣ-ਚਿੰਨ੍ਹ।

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਦੇ ਚਾਰ ਭਾਗ ਹੋਣਗੇ। ਹਰ ਭਾਗ ਵਿੱਚੋਂ ਦੋ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।
2. ਵਿਦਿਆਰਥੀ ਨੇ ਕੁੱਲ ਪੰਜ ਪ੍ਰਸ਼ਨ ਕਰਨੇ ਹਨ। ਹਰ ਭਾਗ ਵਿੱਚੋਂ ਇੱਕ ਪ੍ਰਸ਼ਨ ਲਾਜ਼ਮੀ ਹੈ।
ਪੰਜਵਾਂ ਪ੍ਰਸ਼ਨ ਕਿਸੇ ਵੀ ਭਾਗ ਵਿੱਚੋਂ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ।
3. ਹਰੇਕ ਪ੍ਰਸ਼ਨ ਦੇ ਬਰਾਬਰ ਅੰਕ ਹਨ।
4. ਪੇਪਰ ਸੈੱਟ ਕਰਨ ਵਾਲਾ ਜੇਕਰ ਚਾਹੇ ਤਾਂ ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਵੱਧ ਤੋਂ ਵੱਧ ਚਾਰ
ਉਪ-ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕਰ ਸਕਦਾ ਹੈ।

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

Paper-II: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ : 3 ਘੰਟੇ

ਕੁਲ ਅੰਕ: 50

ਪਾਠ-ਕ੍ਰਮ

ਸੈਕਸ਼ਨ-ਏ

ਪੈਂਤੀ ਅੱਖਰੀ, ਅੱਖਰ ਕ੍ਰਮ, ਪੈਰ ਬਿੰਦੀ ਵਾਲੇ ਵਰਣ ਅਤੇ ਪੈਰ ਵਿਚ ਪੈਣ ਵਾਲੇ ਵਰਣ ਅਤੇ ਮਾਤ੍ਰਵਾਂ (ਮੁੱਢਲੀ ਜਾਣ-ਪਛਾਣ)
ਲਗਾਖਰ (ਬਿੰਦੀ, ਟਿੱਪੀ, ਅੱਧਕ) : ਪਛਾਣ ਅਤੇ ਵਰਤੋਂ

ਸੈਕਸ਼ਨ-ਬੀ

ਪੰਜਾਬੀ ਸ਼ਬਦ-ਬਣਤਰ : ਮੁੱਢਲੀ ਜਾਣ-ਪਛਾਣ
(ਸਾਧਾਰਨ ਸ਼ਬਦ, ਸੰਯੁਕਤ ਸ਼ਬਦ, ਮਿਸ਼ਰਤ ਸ਼ਬਦ, ਮੂਲ ਸ਼ਬਦ, ਅਗੇਤਰ ਅਤੇ ਪਿਛੇਤਰ)

ਸੈਕਸ਼ਨ-ਸੀ

ਨਿੱਤ ਵਰਤੋਂ ਦੀ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ : ਬਾਜ਼ਾਰ, ਵਪਾਰ, ਰਿਸ਼ਤੇ-ਨਾਤੇ, ਖੇਤੀ ਅਤੇ ਹੋਰ ਧੰਦਿਆਂ ਆਦਿ ਨਾਲ ਸੰਬੰਧਤ।

ਸੈਕਸ਼ਨ-ਡੀ

ਹਫ਼ਤੇ ਦੇ ਸੱਤ ਦਿਨਾਂ ਦੇ ਨਾਂ, ਬਾਰਾਂ ਮਹੀਨਿਆਂ ਦੇ ਨਾਂ, ਰੁੱਤਾਂ ਦੇ ਨਾਂ, ਇਕ ਤੋਂ ਸੌ ਤਕ ਗਿਣਤੀ ਸ਼ਬਦਾਂ ਵਿਚ

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਦੇ ਚਾਰ ਭਾਗ ਹੋਣਗੇ। ਹਰ ਭਾਗ ਵਿਚੋਂ ਦੋ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।
2. ਵਿਦਿਆਰਥੀ ਨੇ ਕੁੱਲ ਪੰਜ ਪ੍ਰਸ਼ਨ ਕਰਨੇ ਹਨ। ਹਰ ਭਾਗ ਵਿਚੋਂ ਇਕ ਪ੍ਰਸ਼ਨ ਲਾਜ਼ਮੀ ਹੈ। ਪੰਜਵਾਂ ਪ੍ਰਸ਼ਨ ਕਿਸੇ ਵੀ ਭਾਗ ਵਿਚੋਂ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ।
3. ਹਰੇਕ ਪ੍ਰਸ਼ਨ ਦੇ ਬਰਾਬਰ ਅੰਕ ਹਨ।
4. ਪੇਪਰ ਸੈੱਟ ਕਰਨ ਵਾਲਾ ਜੇਕਰ ਚਾਹੇ ਤਾਂ ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਵੱਧ ਤੋਂ ਵੱਧ ਚਾਰ ਉਪ-ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕਰ ਸਕਦਾ ਹੈ।

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

**Punjab History & Culture (From Earliest Times to C 320)
(Special Paper in lieu of Punjabi compulsory)**

Time: 3 Hours

Max. Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section A

1. Physical features of the Punjab and its impact on history.
2. Sources of the ancient history of Punjab

Section B

3. Harappan Civilization: Town planning; social, economic and religious life of the Indus Valley People.
4. The Indo-Aryans: Original home and settlements in Punjab.

Section C

5. Social, Religious and Economic life during *Rig Vedic Age*.
6. Social, Religious and Economic life during *Later Vedic Age*.

Section D

7. Teachings and impact of Buddhism
8. Jainism in the Punjab

Suggested Readings

1. L. M Joshi (ed.), *History and Culture of the Punjab*, Art-I, Patiala, 1989 (3rd edition)
2. L.M. Joshi and Fauja Singh (ed.), *History of Punjab*, Vol.I, Patiala 1977.
3. Budha Parkash, *Glimpses of Ancient Punjab*, Patiala, 1983.
4. B.N. Sharma, *Life in Northern India*, Delhi. 1966.
5. Chopra, P.N., Puri, B.N., & Das, M.N.(1974). *A Social, Cultural & Economic History of India*, Vol. I, New Delhi: Macmillan India.

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

**Paper-III REPORTING TECHNIQUES
(Theory)**

Time: 3 Hours

Max. Marks: 100

Theory: 75

Practical: 25

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

News- Meaning of news, Elements of news, tools of news, how to maintain the network for sources of news,

SECTION-B

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

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

SECTION-C

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

SECTION-D

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

Suggested Readings:

- Reporting & Communication Skill-V.S. Gupta
- Reporting-B.N.Ahuja
- Editing-B.N Ahuja On Editing-NBT

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

**REPORTING TECHNIQUES
(Practical)**

Marks: 25

Instructions to the Examiners/Paper Setters:

- Viva
- Cover and Write five types of beats.
- Cover an interview and write it for a magazine.

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

**Paper-IV BASICS OF JOURNALISM
(Theory)**

Time: 3 Hours

Max. Marks 100

Theory: 50

Practical:50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

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

SECTION-B

Understanding News, Elements of News, Structure of News, Source of News,Writing Headlines, Lead, Body of News, Beats.

SECTION-C

Forms of Journalism- Online Journalism, Yellow Journalism, Citizen Journalism, Crony Journalism, Photo Journalism.

SECTION-D

E- newspaper, internet editions, cyber laws.

Suggested Readings:

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

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

**BASICS OF JOURNALISM
(Practical)**

Skill Component

Marks 50

Instructions to the Examiners/Paper Setters: Practical will be taken on the basis of

- Assignments and File Work
- How to write a Press Note
- How to write for web
- How to create Blog
- How to work on web Portal
- Writing analytical pieces about current events
- Group discussions
- Report of an Event
- Viva Voce
- How to write script for a programme

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

Paper-V INTRODUCTION TO PHOTOGRAPHY

Time: 3 Hours

Max. Marks 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Meaning of Photography and its nature, Types of Photography.

SECTION-B

Camera lens and its types, Aperture, shutter speed, Depth of field.

SECTION-C

Types of still camera.

SECTION-D

Camera angles and shots

Suggested Readings:

1. Digital Photographer's Handbook – Tom
2. The Photography – Graham Clarke
3. Creative Photography Work Book – John Hedgecoe's
4. Photography - Bill Apton

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

Paper-VI BASIC OF COMPUTERS-I

Time: 3 Hrs

Max. Marks: 50

Theory: 30

Practical: 20

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Introduction to Computer, Data Processing

SECTION-B

Concept of data and information

SECTION-C

Introduction of computer hardware and software

SECTION-D

Introduction to MS- Word- General- Formatting, Editing, Spell-grammar check, Printing and saving, Mail Merge.

PRACTICAL

Marks: 20

1. Introduction to Ms Word.

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

Drug Abuse: Problem, Management and Prevention
PROBLEM OF DRUG ABUSE

Time: 3 Hours

Max. Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section – A

Meaning of Drug Abuse:

Meaning, Nature and Extent of Drug Abuse in India and Punjab.

Section – B

Consequences of Drug Abuse for:

Individual	:	Education, Employment, Income.
Family	:	Violence.
Society	:	Crime.
Nation	:	Law and Order problem.

Section – C

Management of Drug Abuse:

Medical Management: Medication for treatment and to reduce withdrawal effects.

Section – D

Psychiatric Management: Counselling, Behavioural and Cognitive therapy.

Social Management: Family, Group therapy and Environmental Intervention.

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

References:

1. Ahuja, Ram (2003), *Social Problems in India*, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) *Drug epidemic among Indian Youth*, New Delhi: Mittal Pub.
5. Kessel, Neil and Henry Walton. 1982, *Alcoholism*. Harmond Worth: Penguin Books.
6. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
7. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical Epidemiological Unit, All India Institute of Medical Sciences, 2004.
8. Ross Coomber and Others. 2013, *Key Concept in Drugs and Society*. New Delhi: Sage Publications.
9. Sain, Bhim 1991, *Drug Addiction Alcoholism, Smoking obscenity* New Delhi: Mittal Publications.
10. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab: A Sociological Study*. Amritsar: Guru Nanak Dev University.
11. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.
12. Sussman, S and Ames, S.L. (2008). *Drug Abuse: Concepts, Prevention and Cessation*, Cambridge University Press.
13. Verma, P.S. 2017, “*Punjab’s Drug Problem: Contours and Characteristics*”, Economic and Political Weekly, Vol. LII, No. 3, P.P. 40-43.
14. World Drug Report 2016, United Nations office of Drug and Crime.
15. World Drug Report 2017, United Nations office of Drug and Crime.

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

Paper-I: COMMUNICATION SKILLS IN ENGLISH-II

Time: 3 Hours

Max. Marks: 50
Theory Marks: 35
Practical Marks: 15

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Course Contents:

SECTION–A

Listening Skills: Barriers to listening; effective listening skills; feedback skills.

Activities: Listening exercises – Listening to conversation, News and TV reports

SECTION–B

Attending telephone calls; note taking and note making.

Activities: Taking notes on a speech/lecture

SECTION–C

Speaking and Conversational Skills: Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.

Activities: 1) Making conversation and taking turns
 2) Oral description or explanation of a common object, situation or concept

SECTION–D

The study of sounds of English,
 Stress and Intonation,
 Situation based Conversation in English,
 Essentials of Spoken English.

Activities: Giving Interviews

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

PRACTICAL/ ORAL TESTING

Marks: 15

Course Contents:

1. Oral Presentation with/ without audio visual aids.
2. Group Discussion.
3. Listening to any recorded or live material and asking oral questions for listening comprehension.

Questions:

1. Oral Presentation will be of 5 to 10 minutes duration (Topic can be given in advance or it can be student's own choice). Use of audio visual aids is desirable.
2. Group discussion comprising 8 to 10 students on a familiar topic. Time for each group will be 15 to 20 minutes.

Note: Oral test will be conducted by external examiner with the help of internal examiner.

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

Paper-II: ਪੰਜਾਬੀ (ਲਾਜ਼ਮੀ)

ਸਮਾਂ : 3 ਘੰਟੇ

ਕੁਲ ਅੰਕ : 50

ਪਾਠ-ਕ੍ਰਮ ਅਤੇ ਪਾਠ-ਪੁਸਤਕਾਂ

ਸੈਕਸ਼ਨ-ਏ

ਆਤਮ ਅਨਾਤਮ (ਕਹਾਣੀ ਭਾਗ),
(ਸੰਪ. ਸੁਹਿੰਦਰ ਬੀਰ ਅਤੇ ਵਰਿਆਮ ਸਿੰਘ ਸੰਧੂ)
ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
(ਵਿਸ਼ਾ-ਵਸਤੂ, ਪਾਤਰ ਚਿਤਰਨ)

ਸੈਕਸ਼ਨ-ਬੀ

ਇਤਿਹਾਸਕ ਯਾਦਾਂ (ਇਤਿਹਾਸਕ ਲੇਖ-ਸੰਗ੍ਰਹਿ)
ਸੰਪਾ. ਸ.ਸ.ਅਮੋਲ,
ਪੰਜਾਬੀ ਸਾਹਿਤ ਪ੍ਰਕਾਸ਼ਨ, ਲੁਧਿਆਣਾ। (ਲੇਖ 7 ਤੋਂ 12)
(ਸਾਰ, ਲਿਖਣ ਸ਼ੈਲੀ)

ਸੈਕਸ਼ਨ-ਸੀ

(ੳ) ਸ਼ਬਦ-ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ : ਪਰਿਭਾਸ਼ਾ, ਮੁੱਢਲੇ ਸੰਕਲਪ
(ਅ) ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ

ਸੈਕਸ਼ਨ-ਡੀ

(ੳ) ਸੰਖੇਪ ਰਚਨਾ
(ਅ) ਮੁਹਾਵਰੇ ਅਤੇ ਅਖਾਣ

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਦੇ ਚਾਰ ਭਾਗ ਹੋਣਗੇ। ਹਰ ਭਾਗ ਵਿੱਚੋਂ ਦੋ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।
2. ਵਿਦਿਆਰਥੀ ਨੇ ਕੁੱਲ ਪੰਜ ਪ੍ਰਸ਼ਨ ਕਰਨੇ ਹਨ। ਹਰ ਭਾਗ ਵਿੱਚੋਂ ਇੱਕ ਪ੍ਰਸ਼ਨ ਲਾਜ਼ਮੀ ਹੈ। ਪੰਜਵਾਂ ਪ੍ਰਸ਼ਨ ਕਿਸੇ ਵੀ ਭਾਗ ਵਿੱਚੋਂ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ।
3. ਹਰੇਕ ਪ੍ਰਸ਼ਨ ਦੇ ਬਰਾਬਰ ਅੰਕ ਹਨ।
4. ਪੇਪਰ ਸੈੱਟ ਕਰਨ ਵਾਲਾ ਜੇਕਰ ਚਾਹੇ ਤਾਂ ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਵੱਧ ਤੋਂ ਵੱਧ ਚਾਰ ਉਪ-ਪ੍ਰਸ਼ਨਾਂ ਵਿੱਚ ਕਰ ਸਕਦਾ ਹੈ।

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

Paper-II: ਮੁੱਢਲੀ ਪੰਜਾਬੀ
(In lieu of Compulsory Punjabi)

ਸਮਾਂ: 3 ਘੰਟੇ

ਕੁਲ ਅੰਕ: 50

ਪਾਠ-ਕ੍ਰਮ

ਸੈਕਸ਼ਨ-ਏ

ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ : ਪਛਾਣ ਅਤੇ ਵਰਤੋਂ
(ਨਾਂਵ, ਪੜਨਾਂਵ, ਕਿਰਿਆ, ਵਿਸ਼ੇਸ਼ਣ, ਕਿਰਿਆ ਵਿਸ਼ੇਸ਼ਣ, ਸਬੰਧਕ, ਯੋਜਕ ਅਤੇ ਵਿਸਮਿਕ)

ਸੈਕਸ਼ਨ-ਬੀ

ਪੰਜਾਬੀ ਵਾਕ ਬਣਤਰ : ਮੁੱਢਲੀ ਜਾਣ-ਪਛਾਣ
(ੳ) ਸਾਧਾਰਨ ਵਾਕ, ਸੰਯੁਕਤ ਵਾਕ ਅਤੇ ਮਿਸ਼ਰਤ ਵਾਕ (ਪਛਾਣ ਅਤੇ ਵਰਤੋਂ)
(ਅ) ਬਿਆਨੀਆ ਵਾਕ, ਪ੍ਰਸ਼ਨਵਾਚਕ ਵਾਕ ਅਤੇ ਹੁਕਮੀ ਵਾਕ (ਪਛਾਣ ਅਤੇ ਵਰਤੋਂ)

ਸੈਕਸ਼ਨ-ਸੀ

ਪੈਰਾ ਰਚਨਾ
ਸੰਖੇਪ ਰਚਨਾ

ਸੈਕਸ਼ਨ-ਡੀ

ਚਿੱਠੀ ਪੱਤਰ (ਘਰੇਲੂ ਅਤੇ ਦਫ਼ਤਰੀ)
ਅਖਾਣ ਅਤੇ ਮੁਹਾਵਰੇ

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ

1. ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਦੇ ਚਾਰ ਭਾਗ ਹੋਣਗੇ। ਹਰ ਭਾਗ ਵਿਚੋਂ ਦੋ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ।
2. ਵਿਦਿਆਰਥੀ ਨੇ ਕੁੱਲ ਪੰਜ ਪ੍ਰਸ਼ਨ ਕਰਨੇ ਹਨ। ਹਰ ਭਾਗ ਵਿਚੋਂ ਇਕ ਪ੍ਰਸ਼ਨ ਲਾਜ਼ਮੀ ਹੈ। ਪੰਜਵਾਂ ਪ੍ਰਸ਼ਨ ਕਿਸੇ ਵੀ ਭਾਗ ਵਿਚੋਂ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ।
3. ਹਰੇਕ ਪ੍ਰਸ਼ਨ ਦੇ ਬਰਾਬਰ ਅੰਕ ਹਨ।
4. ਪੇਪਰ ਸੈੱਟ ਕਰਨ ਵਾਲਾ ਜੇਕਰ ਚਾਹੇ ਤਾਂ ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਵੰਡ ਅੱਗੋਂ ਵੱਧ ਤੋਂ ਵੱਧ ਚਾਰ ਉਪ-ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕਰ ਸਕਦਾ ਹੈ।

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

Punjab History & Culture (C. 320 to 1000 B. C)
(Special Paper in lieu of Punjabi compulsory)

Time: 3 Hours

Max. Marks :50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section A

1. Alexander's Invasion and its Impact
2. Punjab under Chandragupta Maurya and Ashoka.

Section B

3. The Kushans and their Contribution to the Punjab.
4. The Panjab under the Gupta Empire.

Section C

5. The Punjab under the Vardhana Emperors
6. Socio-cultural History of Punjab from 7th to 1000 A.D.

Section D

7. Development of languages and Education with Special reference to Taxila
8. Development of Art & Architecture

Suggested Readings

1. L. M Joshi (ed), *History and Culture of the Punjab*, Art-I, Punjabi University, Patiala, 1989 (3rd edition)
2. L.M. Joshi and Fauja Singh (ed.), *History of Punjab* , Vol.I, Punjabi University, Patiala, 1977.
3. Budha Parkash, *Glimpses of Ancient Punjab*, Patiala, 1983.
4. B.N. Sharma: *Life in Northern India*, Delhi. 1966.

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

**Paper-III AUDIO/ VIDEO MEDIA
(Theory)**

Time: 3 Hrs.

Max. Marks: 100

Theory: 50

Practical: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Meaning of audio-visual media, How to undertake research and collect information to generate ideas for a programme, Press Council of India, Norms of Journalistic Conduct, Code of ethics and core values such as impartiality, communal harmony and secularism.

SECTION-B

Production- types of production, Estimate the effort associated with realizing the idea, Plan own work and work for additional staff (e.g. photographers, videographers and copy desk) according to deadlines.

SECTION-C

Evaluate story ideas for their suitability to the particular medium and corresponding implications on budget, time schedule and resource requirement

SECTION-D

Understand and apply audio visual aids as an effective way to convey information, The brief for the story/ script and the specific areas where audio visual aids can be used, Various types of graphs, charts and analytical tools – that can be used to represent information and support the story. How audio visual aids can complement a story, emphasize certain aspects and how they can be used to deliver information in a simple, interesting or graphical manner.

Suggested Readings:

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

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

**AUDIO/ VIDEO MEDIA
(Practical)**

Marks: 50

Radio

- Writing for different formats of radio
- Radio recording of different formats:RJ, interview, Radio Talk, Drama
- Practical exercises involving: Television
- Story treatment
- Scripts
- Storyboards
- Budgets
- Floor Plan, Sets, make-up, costume, jewelry, lights, audio, graphic rehearsals
- Shooting Schedules
- Post-Production editing

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

Paper-IV TRENDS OF JOURNALISM

Time: 3 Hrs.

Max. Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Early Anglo Indian newspapers, Hickey's gazette, Buckingham's journal, Legislations from 1799 to 1878

SECTION-B

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

SECTION-C

News Agencies: growth and development

SECTION-D

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

References

1. Broadcast Journalism– Jan R Hakemuldaer, PP Singh
2. Broadcasting in India–H.R. Luthra
3. Broadcasting in India–P.C Joshi
4. Cyberspace Aur Media : Sudhir Pachauri
5. Electronic Media & the Internet : Ramesh Agarwal & Bharat Bhushan

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

**Paper-V TELEVISION PRODUCTION-IDEA TO SCREEN
(Theory)**

Time: 3 Hrs.

Max. Marks: 150

Theory: 100

Practical: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

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

SECTION-B

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

SECTION-C

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

SECTION-D

Media Research Methodology: Writing support materials (Teacher guidance notes), Designing Evaluation Tools and Techniques, Evaluation and field testing of programme, Preview and Analysis of programme.

Suggested Readings:

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

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

**TELEVISION PRODUCTION-IDEA TO SCREEN
(Practical)**

Marks: 50

Focuses on a production of TV programme from conceptualisation through post-production. Familiarizes with: Story treatment, Scripts, Storyboards, Budgets, Floor plan, sets, makeup, costume, jewelry, lights, audio, graphic rehearsals, Shooting schedules, Post-Production editing. The student will have to attend one month compulsory training after completion of one year of course in a reputed institute related to Media Industry. On the completion of the training each student will submit his performance report and the certificate from where he has got his training.

COMPULSORY TRAINING FOR ONE MONTH

The student will have to attend one month compulsory training after completion of 2nd Semester of course in a reputed institute related to Media Industry. On the completion of the training each student will submit his performance report and the certificate from where he has got his training.

Drug Abuse: Problem, Management and Prevention
DRUG ABUSE: MANAGEMENT AND PREVENTION

Time: 3 Hours

Max. marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section – A

Prevention of Drug abuse:

Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.

Section – B

School: Counselling, Teacher as role-model. Parent-teacher-Health Professional Coordination, Random testing on students.

Section – C

Controlling Drug Abuse:

Media: Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program

Section – D

Legislation: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

References:

1. Ahuja, Ram (2003), *Social Problems in India*, Rawat Publication, Jaipur.
2. Extent, Pattern and Trend of Drug Use in India, Ministry of Social Justice and Empowerment, Government of India, 2004.
3. Inciardi, J.A. 1981. *The Drug Crime Connection*. Beverly Hills: Sage Publications.
4. Kapoor. T. (1985) *Drug epidemic among Indian Youth*, New Delhi: Mittal Pub.
5. Kessel, Neil and Henry Walton. 1982, *Alcoholism. Harmond Worth*: Penguin Books.
6. Modi, Ishwar and Modi, Shalini (1997) *Drugs: Addiction and Prevention*, Jaipur: Rawat Publication.
7. National Household Survey of Alcohol and Drug abuse. (2003) New Delhi, Clinical Epidemiological Unit, All India Institute of Medical Sciences, 2004.
8. Ross Coomber and Others. 2013, *Key Concept in Drugs and Society*. New Delhi: Sage Publications.
9. Sain, Bhim 1991, *Drug Addiction Alcoholism, Smoking obscenity* New Delhi: Mittal Publications.
10. Sandhu, Ranvinder Singh, 2009, *Drug Addiction in Punjab: A Sociological Study*. Amritsar: Guru Nanak Dev University.
11. Singh, Chandra Paul 2000. *Alcohol and Dependence among Industrial Workers*: Delhi: Shipra.

12. Sussman, S and Ames, S.L. (2008). *Drug Abuse: Concepts, Prevention and Cessation*, Cambridge University Press.
13. Verma, P.S. 2017, "*Punjab's Drug Problem: Contours and Characteristics*", *Economic and Political Weekly*, Vol. LII, No. 3, P.P. 40-43.
14. World Drug Report 2016, United Nations office of Drug and Crime.
15. World Drug Report 2017, United Nations office of Drug and Crime.

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

Paper-I RADIO JOURNALISM AND PROGRAMME FORMATS

Time: 3Hrs.

Max. Marks: 100

Theory: 75

Practical: 25

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section A

Principles For Formatting: Variety is the password, Menu for everybody, Music has the priority, Programme objectivity, Information, Entertainment & Education, Fixed point & Flexible point, Intimacy with listener, Knowing the target, Channel Identity, Special audience.

Section B

Writing for Radio: Writing for the ear, Spoken word, RadioTalk, News, Slogans, Interview & Discussion, Feature & Documentary, Drama & Serial, Music Programmes, Outside Broadcast (OB), Commentary, Voice Cast, Vox Pop.

Section C

Radio Commercial- Types, Copy Writing. Keeping Rapport with the Listener, Presenting Music Programmes, Forming a personality for the programme/station.

Section D

Concept of Good Presentation : Link Announcement & Continuity Presentation, News Reading, Pronunciation, Use of silence, Voice Culture, Phone In, Radio Bridge, Chat Show

Suggested Readings:

1. T.V Journalism – KM Srivastva
2. Radio Production– Robert Macleish
3. Broadcast Journalism- PC Chatterjee

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

**RADIO JOURNALISM AND PROGRAMME FORMATS
(Practical)**

Marks: 25

1. Identifying & Working with equipment: Microphones, its type & usage, Recording equipment & handling Recording, Dubbing & Editing in Studio Working with Computer.
2. Production Techniques of Programme: Recording of voice Selection & use of Effects & Music Dubbing & Editing Preparation of Final Programme.
3. Production of Commercial/Drama, Feature/News Reel/Music

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

Paper-II EVENT MANAGEMENT

(Theory)

Time: 3Hrs.

Max. Marks 75

Theory: 50

Practical: 25

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section A

Event management- definition, concept and principles, Organizing an event and its promotion

Section B

Marketing- definition, marketing mix, marketing tools, Concepts of sponsorship and role of sponsor

Section C

Seven point formula for writing a report, Media tools- press conferences, press release

Section D

Junkets, Communique, Exhibitions – meaning, types and importance

References:

1. Event management by Swarup K Goyal, Adhyayan publisher
2. Event Management and PR by Savita Mohan, Enkay Publishing House

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

**EVENT MANAGEMENT
(Practical)**

Marks: 25

Instructions to the Examiners/Paper Setters: Practical will be taken on the basis of Assignments and File Work

- Assignments and File Work on organization of an event in campus or outside campus by the students,
- Organize or attend press conference
- Viva Voce
- Visit-press conferences, event management office

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

Paper-III BASICS OF CAMERA LIGHTS AND SOUND

(Theory)

Time: 3Hrs.

Max. Marks: 100

Theory: 75

Practical: 25

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section A

Camera: Video camera, Types of video camera, Different types of shots, camera movements, Tilt, Track, Crane movements etc, Lenses: Different types of lenses and their application

Section B

Lighting: Lights and lighting, Basics of lighting, Techniques, Different types of lights used in videography

Section C

What is sound Unit of sound, Voicing Use of filters & reflectors?

Section D

Types of microphones, use of audio mixers for recording & editing of sound

Suggested Readings:

1. Single Camera Video: Michael H. Adams
2. Modern Radio Production: Carl Hansman
3. Broadcast Technology: Srivastava

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

**BASICS OF CAMERA LIGHTS AND SOUND
(Practical)**

Marks: 25

Instructions to the Examiners/Paper Setters: Practical will be taken on the basis of Assignments and File Work

Camera:

- (a) Focuses on Cameras & Recorders controls
- (b) Shooting techniques
- (c) Basic theory of Video recording

Lights:

- (a) Providing theory, rules & principles of quality lighting
- (b) Shows the creative use of back-lighting
- (c) Proper placement of lights & lighting equipment for principle subjects and sets both on location and in the studio.

Sound:

- (a) Demonstration of various pieces of audio recording equipment
- (b) Creative use of sound effects & music tracts

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

Paper-IV BASICS OF COMPUTERS II

Time: 3 Hrs.

Max. Marks:75

Theory: 50

Practical: 25

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

(THEORY)

Section A

Introduction about internet and its working, business use of internet, services offered by internet, evaluation of internet, internet service provider (ISP), windows environment for dial up networking (connecting to internet), audio on internet, internet addressing (DNS) and IP addresses.

E-mail: Basic introduction, advantage and disadvantage, structure of an e-mail message, working of e-mail (sending and receiving message), managing e-mail (creating new folder, deleting messages, forwarding messages, filtering messages) implementation of outlook express.

Section B

WWW: Introduction, working of WWW, web browsing.

Search Engine: Introduction to Search engine, components of search engine, working of search engine, difference between search engine and web directory.

Section C

Corel Draw-X7

1. Concepts of vector graphics.
2. Color palette, Pasteboard, &. Print Page

Section D

Corel Draw-X7

1. Using ruler unit's etc...
2. Corel Tools (Pick Shape, Knife, Eraser, Zoom, Freehand, Natural Pen, Dimensions, Ellipse and Polygon etc.).
3. Transformations, Trimming, Welding, Intersection of Objects, Snapping, Using Object Manager.
4. Giving effects, (Envelope, Adding Perspective, Contours, Blending Image.)

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

(PRACTICAL)

Marks: 25

The students need to implement exercises based on units mentioned above.

In Unit I, the student should be able to demonstrate working of email i.e. Create, edit, send, email, manage email, send text and media as attachment , using different folders like draft, spam, trash, creating labels etc.

In Units II and Units III, the students should be able to demonstrate the usage of the tools mention and create logos, banners, business cards, leaflets etc.

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

Paper-V FUNDAMENTALS OF PROGRAMMING**Time: 3Hrs.****Max. Marks 50****Instructins for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section A

Meaning of master control room which could include live/ recorded programming, international feeds, advertisements, promos, channel logos/branding

Maintaining equipment including monitors, satellite receivers, servers, playout systems and other broadcast automation equipment.

Section B

Build play out lists by accurately lining-up recorded programming, feeds, commercial and promo tapes/files in accordance to programming and advertisement playlists/ schedules.

Section C

Switch between live/recorded programming, commercials and promos in accordance to schedules maintaining on-air continuity.

Section D

Troubleshoot issues that may arise in master control room equipment such as playout automation systems, servers, switchers, monitors, routers, satellite receivers, meters etc., audio/video quality and signal availability.

The roles and responsibilities of key departments that the team has maximum interaction with, including ingest, archival, engineering, programming and advertisement traffic. Fundamentals of programming and production.

Suggested Readings:

1. Irby, Kenny, Digital Camera Scores Big Points With Newspapers, 1 February, 2000,
2. Irby, Kenny, L.A. Times Photographer Fired Over Altered Image, 2 April, 2003,
3. IT Managers Journal, 9 March, 2005, Sony iPod Attack Dents Apple Share Price Iwo Jima, Inc., Iwo Jima - The Picture, 2005,

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

EMESTER-IV**Paper-I INTRODUCTION TO CAMERA OPERATIONS
(Theory)****Time: 3 Hours****Max. Marks: 100****Theory: 75****Practical: 25****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section A

- DSLR Camera
- Role of Assistant Camera **Man in** Production
- Hot Shoe
- Briefing and Location Hunting

Section B

- Filters
- Compositions
- Shots
- Photo Editing

Section C

- Aperture
- Shutter Speed
- Reflectors
- Focal Length

Section D

- Snoot
- Budget for Production
- DOP
- Cinematographer
- Safety tips for Shoot
- Role of Properties for Production

Suggested Readings :

1. The Photographer's Handbook -Tom
2. Digital Photography - Mukesh Srivastava
3. Photography - Bill Apton

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

**INTRODUCTION TO CAMERA OPERATIONS
(Practical)**

Marks :25

Instructions for the Examiner/ Paper Setters:

- How to maintain Shooting equipments
- Working With DSLR Camera
- Shot composition & Frame shots continuation
- Packaging tips for equipments after work
- Scheduling for shoot

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

**Paper-II BRAND MANAGEMENT
(Theory)**

Time: 3Hrs.

Max. Marks 100

Theory: 75

Practical: 25

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section A

Understanding brand, brand vs products, benefits of branding, Advertising- definition, meaning, types

Section B

Advertising agencies- meaning, importance and types, Branding attributes, significance of branding to consumers and firms

Section C

Brand equity, Brand ambassadors- meaning and importance for a fashion industry

Section D

Public relations- meaning and importance, PR Officer and his functions, importance for a fashion organization

References:

1. Strategic brand management, Keller, 3 rd edition, Prentice Hall
2. Best practices cases in branding, , Keller, 3 rd edition, Prentice Hall
3. Urban, hauser and Dholakia, , N. Essentials of new product management
4. Donald Lehman, Product Management. Tata Mac Graw Hill

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BRAND MANAGEMENT

(Practical)

Max. Marks 25

Instructions to the Examiners/Paper Setters: Practical will be taken on the basis of Assignments and File Work

- Assignments and File Work on
 - Brand ambassadors
 - Brands
 - PR agencies
 - Types of advertising
 - Advertising Agencies
- Viva Voce

Bachelor of Vocation (B.Voc.) Photography & Journalism (Semester-IV)
Paper-III LIGHTING TECHNIQUES
(Theory)

Time: 3Hrs.

Max. Marks: 100

Theory: 75

Practical: 25

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section A

Operating the lights and lighting console for a shoot at a media organization that may operate as television channels, advertising agencies or film/television/photography production houses
 Adjusting the lighting balance to meet requirements, whether for TV, live event or a corporate/studio shoot, adjusting the changes in lighting consistently, controlling out of sight lighting operations, and maintaining communications with programme staff

Section B

Coordinating activities within the lighting team on the day of shooting in order to facilitate the production process and achieve the desired results.
 Adhere to safety instructions while handling lights/equipment to ensure the safety of everyone on the set/location.

Section C

Understand the different aspects of lighting. Identify important members of the production team (in relation to the lighting department) and their roles and responsibilities.

Section D

The film-making/photography process, and all the activities involved in the process. Different types of lights (spot, broad, flood, soft, dimmer, etc.). Different types of bulbs (HMI, Fluorescent, LED, etc. How light levels can affect the mood of the production. How to operate and move lighting stands or equipment on all different types of terrain

Suggested Readings:

1. Dunleavy, Dennis, Camera Phones Prevail: Citizen Shutterbugs and the London Bombings, 9 July, 2005,
2. Faas, Horst et. al. (ed.). Requiem: By The Photographers Who Died In Vietnam And Indochina. London: Jonathan Cape.

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

**LIGHTING TECHNIQUES
(Practical)**

Marks: 25

Make a project on different types of lighting used during indoor and outdoor shooting.

Make a file on lighting equipments and their role to change the mood of the location

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

Paper-IV SCRIPT WRITING**Time: 3 Hours****Max. Marks: 100****Theory: 50****Practical: 50****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section A

- Understanding the Script Writing
- Searching for writing
- Writing for radio and television

Section B

- Writing for Commercial
- Elements for good script writing
- Structure of Script

Section C

- Role of Writer
- Genres of Script
- Formats for Script Writing
- Script Breakdown

Section D

- Story board for shoot
- Laws for Writing
- Qualities and Responsibilities of script writer

Suggested Readings:

1. Writing Scripts for TV .Radio and Films - Edgar E. Willis
2. Writing Skills - Judith F. Olson
3. The art of Dramatic Writing - Lajos Egri

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(PRACTICAL)

Marks: 50

Instructions for the Examiners/Paper Setters:

Practical will be taken on the basis of

- Assignments and File Work
- Writing Script for different types of Radio Programmes.
- Writing Script for T.V.
- Writing Script for Commercials

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

COMPULSORY TRAINING FOR ONE MONTH

The student will have to attend one month compulsory training after completion of 4th Semester of course in a reputed institute related to Media Industry. On the completion of the training each student will submit his performance report and the certificate from where he has got his training.

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

ESL 221 ENVIRONMENTAL STUDIES (COMPULSORY PAPER)

Time: 3 Hrs.

Max. Marks: 100

Teaching Methodologies

The Core Module Syllabus for Environmental Studies includes class room teaching and field work. The syllabus is divided into 8 Units [Unit-1 to Unit-VII] covering 45 lectures + 5 hours for field work [Unit-VIII]. The first 7 Units will cover 45 lectures which are class room based to enhance knowledge skills and attitude to environment. Unit-VIII comprises of 5 hours field work to be submitted by each candidate to the Teacher in-charge for evaluation latest by 15 December, 2019.

Exam Pattern: **End Semester Examination- 75 marks**
 Project Report/Field Study- 25 marks [based on submitted report]
 Total Marks- 100

The structure of the question paper being:

Part-A, Short answer pattern with inbuilt choice – **25 marks**
 Attempt any five questions out of seven distributed equally from Unit-1 to Unit-VII.
 Each question carries 5 marks. Answer to each question should not exceed 2 pages.

Part-B, Essay type with inbuilt choice – **50 marks**
 Attempt any five questions out of eight distributed equally from Unit-1 to Unit-VII. Each question carries 10 marks. Answer to each question should not exceed 5 pages.

Project Report / Internal Assessment:

Part-C, Field work – **25 marks [Field work equal to 5 lecture hours]**

The candidate will submit a hand written field work report showing photographs, sketches, observations, perspective of any topic related to Environment or Ecosystem. The exhaustive list for project report/area of study are given just for reference:

1. Visit to a local area to document environmental assets: River / Forest/ Grassland / Hill / Mountain / Water body / Pond / Lake / Solid Waste Disposal / Water Treatment Plant / Wastewater Treatment Facility etc.
2. Visit to a local polluted site – Urban / Rural / Industrial / Agricultural
3. Study of common plants, insects, birds
4. Study of tree in your areas with their botanical names and soil types
5. Study of birds and their nesting habits
6. Study of local pond in terms of wastewater inflow and water quality
7. Study of industrial units in your area. Name of industry, type of industry, Size (Large, Medium or small scale)
8. Study of common disease in the village and basic data from community health centre
9. Adopt any five young plants and photograph its growth
10. Analyze the Total dissolved solids of ground water samples in your area.
11. Study of Particulate Matter (PM_{2.5} or PM₁₀) data from Sameer website. Download from Play store.
12. Perspective on any field on Environmental Studies with secondary data taken from Central Pollution Control Board, State Pollution Control Board, State Science & Technology Council etc.

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

Unit-I**The multidisciplinary nature of environmental studies**

Definition, scope and importance, Need for public awareness

(2 lectures)**Unit-II****Natural Resources: Renewable and non-renewable resources:**

Natural resources and associated problems.

- (a) Forest resources: Use and over-exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forests and tribal people.
- (b) Water resources: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
- (c) Mineral resources: Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
- (d) Food resources: World food problems, changes caused by agriculture and overgrazing, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity, case studies.
- (e) Energy resources: Growing energy needs, renewable and non-renewable energy sources, use of alternate energy sources, case studies.
- (f) Land resources: Land as a resource, land degradation, man induced landslides, soil erosion and desertification.
 - Role of an individual in conservation of natural resources.
 - Equitable use of resources for sustainable lifestyles.

(8 Lectures)**Unit-III****Ecosystems**

- Concept of an ecosystem
- Structure and function of an ecosystem
- Producers, consumers and decomposers
- Energy flow in the ecosystem
- Ecological succession
- Food chains, food webs and ecological pyramids
- Introduction, types, characteristic features, structure and function of the following ecosystem: Forest ecosystem, Grassland ecosystem, Desert ecosystem, Aquatic ecosystems (ponds, streams, lakes, rivers, ocean estuaries)

(6 Lectures)**Unit-IV****Biodiversity and its conservation**

- Introduction – Definition: genetic, species and ecosystem diversity
- Biogeographical classification of India
- Value of biodiversity: consumptive use, productive use, social, ethical aesthetic and option values
- Biodiversity at global, national and local levels
- India as a mega-diversity nation
- Hot-spots of biodiversity
- Threats to biodiversity: habitat loss, poaching of wildlife, man wildlife conflicts
- Endangered and endemic species of India
- Conservation of biodiversity: In-situ and Ex-situ conservation of biodiversity

(8 Lectures)

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Unit-V**Environmental Pollution**

Definition

- Causes, effects and control measures of Air pollution, Water pollution, Soil pollution, Marine pollution, Noise pollution, Thermal pollution, Nuclear pollution
- Solid waste management: Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution
- Pollution case studies
- Disaster management: floods, earthquake, cyclone and landslides

(8 Lectures)**Unit-VI****Social Issues and the Environment**

- From unsustainable to sustainable development
- Urban problems and related to energy
- Water conservation, rain water harvesting, watershed management
- Resettlement and rehabilitation of people; its problems and concerns. Case studies.
- Environmental ethics: Issues and possible solutions
- Climate change, global warming, acid rain, ozone layer depletion, nuclear accidents and holocaust. Case studies.
- Wasteland reclamation
- Consumerism and waste products
- Environmental Protection Act, 1986
- Air (Prevention and Control of Pollution) Act, 1981
- Water (Prevention and control of Pollution) Act, 1974
- Wildlife Protection Act
- Forest Conservation Act
- Issues involved in enforcement of environmental legislation
- Public awareness

(7 Lectures)**Unit-VII****Human Population and the Environment**

- Population growth, variation among nations
- Population explosion – Family Welfare Programmes
- Environment and human health
- Human Rights
- Value Education
- HIV / AIDS
- Women and Child Welfare
- Role of Information Technology in Environment and Human Health
- Case Studies

(6 Lectures)**Unit-VIII****Field Work**

- Visit to a local area to document environmental assets
river/forest/grassland/hill/mountain
- Visit to a local polluted site – Urban / Rural / Industrial / Agricultural
- Study of common plants, insects, birds
- Study of simple ecosystems-pond, river, hill slopes, etc

(Field work equal to 5 lecture hours)

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

References:-

1. Bharucha, E. 2005. Textbook of Environmental Studies, Universities Press, Hyderabad.
2. Down to Earth, Centre for Science and Environment, New Delhi.
3. Heywood, V.H. &Waston, R.T. 1995. Global Biodiversity Assessment, Cambridge House, Delhi.
4. Joseph, K. &Nagendran, R. 2004. Essentials of Environmental Studies, Pearson Education (Singapore) Pte. Ltd., Delhi.
5. Kaushik, A. & Kaushik, C.P. 2004. Perspective in Environmental Studies, New Age International (P) Ltd, New Delhi.
6. Rajagopalan, R. 2011. Environmental Studies from Crisis to Cure. Oxford University Press, New Delhi.
7. Sharma, J. P., Sharma. N.K. &Yadav, N.S. 2005. Comprehensive Environmental Studies, Laxmi Publications, New Delhi.
8. Sharma, P. D. 2009. Ecology and Environment, Rastogi Publications, Meerut.
9. State of India's Environment 2018 by Centre for Sciences and Environment, New Delhi
10. Subramanian, V. 2002. A Text Book in Environmental Sciences, Narosa Publishing House, New Delhi.

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

Paper-I

**FEATURE WRITING
(Theory)**

Time : 3 Hours

Max. Marks: 100

Theory: 50

Practical: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: This section will consist of 12 short answer type questions. Candidates need to attempt any 10 questions. Each question will carry 1 marks.

Section B: This section will consist of 6 essay type questions. Candidates need to attempt any 4 questions. Each question will carry 5 marks.

Section C: This section will consist of 4 long essay type questions. Candidates need to attempt any 2 questions. Each question will carry 10 marks

- Defining a feature: What is a feature?, Difference between feature and news report, discuss various features stories published in newspapers and magazines.
- Research: Looking for ideas, primary and secondary sources of information, use of library and other reference material, newspapers and magazines as resources: Developing focus themes and news pegs.
- Elements of feature, Types of features, columns and columnists, human interest story, news features, sidebars, color stories, personalities profile, professional profiles, seasonal stories, backgrounder, fly on the wall / behind the scenes, testimony, vox-pop/expert views, opinion poll, reviews, analysis, features syndicates.
- Writing the features; gathering and organizing information; structure: title, body, transitions, closing, feature leads: summary lead, narrative lead, descriptive lead, quotation lead, combination lead, question lead, tools and techniques of writing: focus, anecdotes, description, quotations.

Suggested Books:

1. The art of Feature Writing by Contractor. Iluned (Icon Publication)
2. Feature Writing for Newspapers by Williamson. Daniel R. (Hastings House)
3. Feature Writing by Prassan Kumar (Shri Vidya Publication)

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

**FEATURE WRITING
(Practical)**

Marks: 50

Instructions for the Examiners/Paper Setters:

Practical will be taken on the basis of

- Assignments and File Work
- Writing Features / Articles on personal experience.
- 10-15 Types of features. Features not to be copied.
- Discuss various feature stories published in newspapers and magazines
Primary and secondary sources of information, use of library and other reference material.

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

Paper-II

PHOTO EDITING TECHNIQUES

Time : 3 Hours

Max. Marks: 100

Theory: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: This section will consist of 12 short answer type questions. Candidates need to attempt any 10 questions. Each question will carry 1 marks.

Section B: This section will consist of 6 essay type questions. Candidates need to attempt any 4 questions. Each question will carry 5 marks.

Section C: This section will consist of 4 long essay type questions. Candidates need to attempt any 2 questions. Each question will carry 10 marks.

Photoshop:

- Photo Editing
- Importance of Photo Editing
- Cropping
- Color Grading
- Cloning
- Editing Softwares
- Role of Sharpness in Photo Editing
- Framing
- Differentiate Between Image resize and resample
- Removing Noise and Artifacts
- Formats of Pictures
- How to manipulate image color depth
- Histogram
- Healing Brush
- Level Adjustment layer
- Blending Modes
- Light Room

Suggested Books :

1. The Digital Photography - Scott Kelby
2. The Photographer's Handbook -Tom
3. Digital Photography - Mukesh Srivastava

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

**PHOTO EDITING TECHNIQUES
(Practical)**

Max. Marks: 50

Instructions for the Examiners/Paper Setters: Practical will be taken on the basis of assignments and file work

- Editing of Photographs
- Photographs clicked by Students
- Use of editing Softwares
- photo feature

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

Paper-III SHOOTING TECHNIQUES AND PROCESS**Time: 3 Hrs****Max. Marks: 100****Theory: 50****Note: The question paper covering the entire course shall be divided into three sections.****Section A:** This section will consist of 12 short answer type questions. Candidates need to attempt any 10 questions. Each question will carry 1 marks.**Section B:** This section will consist of 6 essay type questions. Candidates need to attempt any 4 questions. Each question will carry 5 marks.**Section C:** This section will consist of 4 long essay type questions. Candidates need to attempt any 2 questions. Each question will carry 10 marks.**To know about the camera:** Working with different camera, focusing, use of aperture and shutter speed, use of camera lenses. manual and automatic exposure. zoom in - zoom out, camera movements, camera angles, image resolution for final output, rule of third, depth of field.**Reflectors:** Basic knowledge of reflectors, types of reflectors, how to choose the reflectors, the reflectors.**Filters:** Using of filters, types of filters -polarizing filter, neutral density filters, warming & cooling filters, enhancements filters, graduated color filters.**Lighting:** Three point of lighting techniques, Types of lights used according to the shoot.**Location:** Understand the location for shooting, indoor shoot, outdoor shoot, importance of location for shooting.**Use of Flash:** Concept and nature of flash in photography, bounce flash, off camera without a trigger.**Crew:** Handling the camera and its equipments, clapper board, use of monitor during shoot.**Suggested Readings:**

1. The Photographer's Handbook -Tom
2. Digital Photography - Mukesh Srivastava
3. Television Production Handbook - Herbert Zettl

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

**SHOOTING TECHNIQUES AND PROCESS
(Practical)**

Marks: 50

Instructions for the Examiners/Paper Setters: Practical will be taken on the basis of

- A project: a video advertisement on social awareness.
- Presentation on the given video project
- Dubbing and Mixing of audio project.

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Paper-IV

**PHOTOSHOP
(Theory)**

Time : 3 Hours

**Max.Marks:100
Theory: 50**

Note: The question paper covering the entire course shall be divided into three sections.

Section A: This section will consist of 12 short answer type questions. Candidates need to attempt any 10 questions. Each question will carry 1 marks.

Section B: This section will consist of 6 essay type questions. Candidates need to attempt any 4 questions. Each question will carry 5 marks.

Section C: This section will consist of 4 long essay type questions. Candidates need to attempt any 2 questions. Each question will carry 10 marks.

Understanding the Software : Photoshop

Selection Tool: Marquee tool, lasso tool, quick selection tools, magic wand tool.

Cropping Tools:

Retouching Tools: Scaling, brush, patch tool, red eye tool, stamp tool, clone tool, eraser tool, background eraser tool, burn tool, dodge tool, sponge tool, pen tool, text tool.

Blur Tool - Motion blur, Gaussian blur, radial blur, smart blur.

Layer : Basics layers, adjustment layers, 3D Layers.

Shapes : Vector shape, pattern shapes.

Filters : Cloud, lens flare, lighting, blur, color adjustment, blend and fade, combining multiple effects with masks or duplicate images, distort, brush strokes, Stylize - diffuse, emboss, extend, find edges, glowing edges, tiles, solarize .

Images Adjustment: Levels, curves, color balance, brightness, hue/ saturation,

Desaturate, gradient, channel mixer.

Suggested Books :

1. Art & Design In Photoshop - Steve Caplin
2. The Adobe Photoshop CS6 -Scott Kelby
3. The Digital Photography Book - Scott Kelby

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

**PHOTOSHOP
(Practical)**

Marks: 50

Instructions for the Examiners/Paper Setters: Practical will be taken on the basis of

- Working on Photoshop with different tools , filters & viva.
- Working on at least 10 creative company logos, Photoshop banners and making project file.

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

Paper-I

**VIDEO PRODUCTION
(Theory)**

Time : 3 Hours

Max. Marks : 100

Theory: 50

Practical:50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: This section will consist of 12 short answer type questions. Candidates need to attempt any 10 questions. Each question will carry 1 marks.

Section B: This section will consist of 6 essay type questions. Candidates need to attempt any 4 questions. Each question will carry 5 marks.

Section C: This section will consist of 4 long essay type questions. Candidates need to attempt any 2 questions. Each question will carry 10 marks.

Requirement For Production : Director of photographs & camera crew, hiring crew members & short list and selecting the appropriate crew, shooting schedule, creative and technical requirement of production, carry out and lineage the locations

Camera: Nature and scope of camera, three stages of production, recruit camera team, concepts of operating the camera, prepare for shoots, multi camera shoot, understanding of framing, various shooting medium (digital / tape / film), gibs, jimmy jib, lenses, dolly, light meters, camera accessories .

Editing: Understand the concept of video editing, vfx, sfx, softwares of video editing, online editing, off line editing, rule of editing, types of editing - cut to cut, a/b roll, assembly and insert editing, color balancing, mixing, formats of video and audio, capturing the footage.

Suggested Books:

1. Television Production Handbook - Herbet Zettl
2. Video Production Handbook - Gerald Millerson
3. Video production -Vasuki Belavadi

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

**VIDEO PRODUCTION
(Practical)**

Marks: 50

In this paper, each Student is supposed to submit 3 Projects after the consultation of teacher in-charge.

- Make a News Bulletin
- Produce an Interview Show
- Produce a Vox-Pop Show
- Record 10 Piece to Camera
- Make a composite Program
- Tele-shopping Program

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

Paper-II

**VIDEO PROJECT
(Specialization)**

Max. Marks: 75

Project on Video Production basis on the Course:

Instructions for the Examiners:

This Project will consist of 75 marks and candidate has to make Project on audio and video production.

- News Production Packaging- Anchor Link, VO-Video Footage, Piece to Camera Etc.
- Ads Production
- Documentary
- Tele-films
- Short Film
- Stand Up Comedy
- Walk the Talk
- Discussion based shows
- Celebrity Interview

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

Paper-III

VIDEO EDITING

Time : 3 Hours

Max. Marks : 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: This section will consist of 12 short answer type questions. Candidates need to attempt any 10 questions. Each question will carry 1 marks.

Section B: This section will consist of 6 essay type questions. Candidates need to attempt any 4 questions. Each question will carry 5 marks.

Section C: This section will consist of 4 long essay type questions. Candidates need to attempt any 2 questions. Each question will carry 10 marks.

Editing: Assemble and insert recording, preparing the edit maker , making work tapes and other dubs, bars and tone , play and record settings

Offline editing: Making an edit, marking edit points, making changes, change after an edit is recorded, audio edits, EDL's.

Online Editing: Computer editing system, online editing software's , Control track editing system, list cleaning, nonlinear editing (offline and online).

Components of a nonlinear editing system: the capture card, storage, monitors, picture quality and storage space, digitalizing and logging clips, adjusting audio and video during capture.

Basic effects: titles and graphics, digital video effects, motion effects, sound effects, tape dropout, filters, file formats: jpeg, QuickTime, Tiff, BMP and other.

Suggested Reading:

1. The Technique of Film and Video Editing: History, Theory, and Practice- Ken Dancyger
2. Digital Video Editing Fundamentals - Wallace Jackson

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Paper-IV

ONSET PRODUCTION PROCESS -1

Time : 3 Hours

Max. Marks : 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: This section will consist of 12 short answer type questions. Candidates need to attempt any 10 questions. Each question will carry 1 marks.

Section B: This section will consist of 6 essay type questions. Candidates need to attempt any 4 questions. Each question will carry 5 marks.

Section C: This section will consist of 4 long essay type questions. Candidates need to attempt any 2 questions. Each question will carry 10 marks.

Script Editing: Understand a detail of the concept, adapt the script to production requirements, manage the relationship between script writer and producer.

Propping The Set : Estimate props requirement, procure props, transport and store props, dress set prior to shoot, manage continuity of items.

Graphics Requirement : Understanding animation requirements, conceptualizing creative ideas for production, plan tools and workflow, Visual effects.

Creative Brief: Script briefing, direction briefing, casting output, channel communication, producers meeting, locking the team.

Live onset Direction: Evaluate production concepts and ideas, conceptualize the creative vision, presentation of product, communicate requirements to the team, direct the production process, direct the post-production process.

Suggested Books :

1. Television Production - Jim Owens
2. The Complete Film Production Handbook - Eve Light Honthaner
3. 3D Animation Essentials - Andy Beane

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

Paper-V**ONSET PRODUCTION PROCESS -2****Time: 3 Hours****Max. Marks: 50****Note: The question paper covering the entire course shall be divided into three sections.****Section A:** This section will consist of 12 short answer type questions. Candidates need to attempt any 10 questions. Each question will carry 1 marks.**Section B:** This section will consist of 6 essay type questions. Candidates need to attempt any 4 questions. Each question will carry 5 marks.**Section C:** This section will consist of 4 long essay type questions. Candidates need to attempt any 2 questions. Each question will carry 10 marks.

- Aspects of production: Record keeping, Shot logger, lined scripting, wardrobe, makeup and set
- Prompters and cue cards.
- Film formats: Super 8, 35mm, large formats
- Sound recording for film
- Chroma key
- Camera Monitor
- Time code
- Comparison of all video formats
- VHS and Super VHS
- Beta cam
- DV, DVcam and DVCpro
- HDTV
- Capture, post production and distribution.

Suggested Readings:

1. Digital Video Camerawork - Peter Ward
2. Video Field Production and Editing - Ronald Compesi

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

Paper-VI

COMPULSARY TRAINING

Max. Marks: 75

Instructions for the Examiners:

- Compulsory industrial training for 45 days in reputed Media institutions (TV/Radio/ web channels, News Channel/ PR Company etc).
- Essential to submit a training report, along with a copy of certificate.