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

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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

<table>
<thead>
<tr>
<th>Paper</th>
<th>Paper Title</th>
<th>Theory Marks</th>
<th>Practical Marks</th>
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</thead>
<tbody>
<tr>
<td>I</td>
<td>Communication Skills in English-I</td>
<td>50</td>
<td>-</td>
<td>50</td>
</tr>
<tr>
<td>II</td>
<td>Punjabi (Compulsory) OR ਪੰਜਾਬੀ ਪੰਜਾਬੀ OR <strong>Punjab History &amp; Culture (From Earliest Times to C-320)</strong></td>
<td>50</td>
<td>-</td>
<td>50</td>
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<tr>
<td>III</td>
<td>Reporting Techniques</td>
<td>75</td>
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<td>IV</td>
<td>Basics of journalism</td>
<td>50</td>
<td>50</td>
<td>100</td>
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<tr>
<td>V</td>
<td>Introduction to Photography</td>
<td>50</td>
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<tr>
<td>VI</td>
<td>Basics of Computers-I</td>
<td>30</td>
<td>20</td>
<td>50</td>
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<td></td>
<td>***Drug Abuse: Problem, Management and Prevention (Compulsory)</td>
<td>50</td>
<td>-</td>
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#### SEMESTER-II

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<tbody>
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<td>I</td>
<td>Communication Skills in English-II</td>
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<td>50</td>
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<td>Punjabi (Compulsory) OR ਪੰਜਾਬੀ ਪੰਜਾਬੀ OR <strong>Punjab History &amp; Culture (C-320 to 1000 B.C)</strong></td>
<td>50</td>
<td>-</td>
<td>50</td>
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<tr>
<td>III</td>
<td>Audio / Video Media</td>
<td>50</td>
<td>50</td>
<td>100</td>
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<tr>
<td>IV</td>
<td>Trends of Journalism</td>
<td>50</td>
<td>-</td>
<td>50</td>
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<tr>
<td>V</td>
<td>Television Production - Idea to Screen</td>
<td>100</td>
<td>50</td>
<td>150</td>
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<td></td>
<td>***Drug Abuse: Problem, Management and Prevention (Compulsory)</td>
<td>50</td>
<td>-</td>
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<tr>
<td></td>
<td><strong>Compulsory Training for one month</strong></td>
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<td><strong>Total</strong></td>
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</table>

**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**

<table>
<thead>
<tr>
<th>Paper</th>
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<th>Theory Marks</th>
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<td>II</td>
<td>Event Management</td>
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<td>75</td>
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<td>III</td>
<td>Basic of Camera Light and Sound</td>
<td>75</td>
<td>25</td>
<td>100</td>
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<td>IV</td>
<td>Basic of Computers II</td>
<td>50</td>
<td>25</td>
<td>75</td>
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<tr>
<td>V</td>
<td>Fundamentals of Programming</td>
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**SEMESTER-IV**

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<tr>
<td>I</td>
<td>Introduction of Camera Operations</td>
<td>75</td>
<td>25</td>
<td>100</td>
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<tr>
<td>II</td>
<td>Brand Management</td>
<td>75</td>
<td>25</td>
<td>100</td>
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<td>III</td>
<td>Lighting Techniques</td>
<td>75</td>
<td>25</td>
<td>100</td>
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<td>IV</td>
<td>Script Writing</td>
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<td>V</td>
<td>*Environmental Studies (Compulsory)</td>
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<td></td>
<td><strong>Compulsory Training for one month</strong></td>
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*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**

<table>
<thead>
<tr>
<th>Paper</th>
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<td>I.</td>
<td>Feature Writing</td>
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<td>II.</td>
<td>Photo Editing Techniques</td>
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<td>III.</td>
<td>Shooting Techniques and Process</td>
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<td>IV.</td>
<td>Photoshop</td>
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**SEMESTER -VI**

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<tr>
<td>I.</td>
<td>Video Production</td>
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<td>IV.</td>
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<td>V.</td>
<td>Onset Production Process-2</td>
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<td>VI.</td>
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<td><strong>Total</strong></td>
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<td><strong>400</strong></td>
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</table>

**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
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: पीठाधी (छपाभी)

भाग : 3 मिनट
बंटे मौके : 50
पाठ-कूल अंके पाठ-पुमतवं

मेंबर-के

आधार अंकांक (क्रिकेट रूप)
(खंड. मुद्रित धारण अंके नियतकार भिन्न अंक)
मजबूत रूपमें छोड़ पूर्ववलीमात्री, अभियुक्तवर।
(पूर्णफल मिलित दिनिकाभाषा, मध्य)

मेंबर-भी

एक्टिव गतिविधि (एक्टिव रूप-नियतवर)
मैं. म.व.बांसेल,
प्रसंसन मिलित पूर्वांक, देय-भाषा। (खंड 1 ते 6)
(विचार त वचन, विचार-शैली)

मेंबर-भी

(त) प्रेमजी नवराम

(अ) प्रेमजी पुत्र वे पूर्ववं वे पुजूरत।

मेंबर-भी

(त) पीठाधी पुत्री विनिदुः

(अ) ज्ञान इंतज़ामी

अंक-खंड अंके दिनिकाभाषा कतै उपरिवर्तितां

1. पूर्ववं पुजूरत वे चर डाँड जात्वा वालो। तब ज्ञान दिनित वे पूर्ववं पुजूरत जात्वा।
2. विनिदुः पुत्री दे चंद्र विनिदुः विनिदुः विनिदुः वालो। तब ज्ञान दिनित वे पूर्ववं पुजूरत जात्वा।
3. उत्तर पुजूरत दे प्रेमजी वालो।
4. पुजूरत मेंट बलत लक्ष देख लेख। तब पुजूरत दे दंड अंके पुजूरत दंड वे दंड वालो।

छपाभी-भाषा विनिदुः वालो।
Bachelor of Vocation (B.Voc.) Photography & Journalism (Semester-I)

Paper-II: प्रौद्योगिकी पता लगानी
(In lieu of Compulsory Punjabi)

भाग-बूढ़

मैथिली

पेड़ी ग्रामीण, नाँदकू दूध, खेत फिटी लगे सटर अरे पेड़ दिंध धुर
सप्ताह (फिटी, दिंधी, अपव) : पहाड़ अगे दरुः

मैथिली-बी

पत्ता चुर चुर : मैथिली-चुर
(पत्ता चुर, मैथिल चुर, रिस्ता चुर, सूता चुर, पात्र घूरे अरे दिंधड़व)

मैथिली-मी

हिंदी दरुः दरुः पत्ता चुर हो : घातक, धातक, रिस्ता-रखी, पेड़ी अरे दरुः पत्ता अरुः रहत मईसुड़ा।

मैथिली-बड़ी

उड़े दे मैठ दिंठा दे तां, धरुः फिटी दे तां, झुंड़े दे रां, हिंदी दे मैठ फिटी दरुः हिंदी

अंत-बड़ा अरुः फिटी दरुः लड़ी उत्पन्न

1. भूमि पेड़ दे चाव जगा देखा। जब जगा दिखा दे भूमि पेड़े मटड़े।
2. फिटी दरुः है दिंठ भूमि दिखा देखा उठा। जब जगा दिखे दिंठ भूमि लड़ी दे।
3. ठंडे दिंठ भूमि दे घटक अरुः उठा।
4. फेंक मैठ अरुः दरुः देखा दे उं भूमि दी दंड अरुः दंड उं दंड रात लैंड-भूमि दिंठ वर रवी दे।
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.

Section C
5. Social, Religious and Economic life during Rig 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)
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

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:
2. Journalism in India, R Parthasarathy
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
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:**

**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.
References:

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.
Paper-II: पंजाबी (स्त्रावरी)

समय : 3 घंटे
पूण्य-भा अंश पूण्य-प्रमाण

मेलबोर्ड-इले

अध्याय अद्वैत (चंद्रबीति बण्ना).
(संधि, मूर्तियों द्वारा अंश दलितान्त्रिक समग्र मंगल)
बागु तलब टेक अंशीयामिती, स्मृति-उत्सव।
(खिस-बुझु, फुट किरात)

मेलबोर्ड-इत्यादि

विविधाविश्व जानता (विविधाविश्व श्रेणी-मूलधारता)
मूल, स.क.म.अन्श, भन्नी मानित धर्मविश्व, सुविधाविश्व। (खेप 7 देखिए 12)
(खेप, किरात माली)

मेलबोर्ड-इत्यादि

(3) समस्या-सचिव किए माध्यम उपलब्ध : पहलावणा, मूंगले मेलबोर्ड
(अ) मूंगले मूर्तीश्रोत

मेलबोर्ड-इत्यादि

(4) मूंगले उपलब्ध
(अ) मूंगले मूंगले मूंगले

अंब-स्त्री अंश विविधाविश्व लक्ष्य उपलब्धियाँ

1. पूण्य भंडर दे चाँद झोप टेको। तब झोप दिशें दे पूण्य भंडर टेको।
2. विविधाविश्व के बुझु भाष धर्म बताते रह। तब झोप दिशें दिश धर्म समांवी के।
3. उदाहर धर्म दे धर्मविश्व भर रह।
4. पूर्व मूंगल चलन दृश्य निदारण सर्वां धर्म पांड टेक उंग 11 एक चाँद झोप धर्म-पुष्पालं दिश चाँद मंडल टेक ल।
Bachelor of Vocation (B.Voc.) Photography & Journalism (Semester-II)

Paper-II: पंजाबी पेशावी
(In lieu of Compulsory Punjabi)

भाषा: 3 अंके
तथ्यांश: 50

पाठ-चूहा

मैत्री-पत्र

मैत्री मूलतांत्रिक : पाठ्य पत्र अंके लड़ते
(रंग, प्रवाह, विशेषाधिकार, विशेषाधिकार, विशेषाधिकार, मंत्रीपत्र, पेशेवर अंके विशेषाधिकार)

मैत्री-सी

पेशावी लेख पत्रिका : पंजाबी पत्र-पत्रिका
(थ) मनपत्र लेख, मैत्री-पत्र अंके विशेषाधिकार लेख (पाठ्य पत्र अंके लड़ते)
(भ) विशेषाधिकार लेख, पृष्ठमापन लेख अंके विशेषाधिकार लेख (पाठ्य पत्र अंके लड़ते)

मैत्री-मी

पेशावी उपलब्ध
मैत्री उपलब्ध

मैत्री-बी

विशेष पेशावी (पत्रों अंके चड़ाई)
अंकर अंके भुजाते

अंक-देखि अंके व्याख्यात लेखी उत्तरकांत

1. पृष्ठ पेशावी दे लेख कोण उद्देश्य। तव कोण हिंदू दे पृष्ठ पेशावी लटको?
2. हिंदुस्तानी से दुःख कोण पृष्ठ लटके रहते। तव कोण हिंदू दे पृष्ठ क्या हिंदू दे रहते?
3. पेशावी पृष्ठ दे प्रवाह अंके रहते?
4. पेशावी मैन वेतन देना में तव पृष्ठ से देखि बैठे रहे तव चाह आयू की पृष्ठ में देखि चाह अंके रहते?
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)
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

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


References:
1. Ahuja, Ram (2003), Social Problems in India, Rawat Publication, Jaipur.
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
1. Identifying & Working with equipment: Microphones, its type & usage, Recording equipment & handling Recording, Dubbing & Editing in Studio Working with Computer.


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

Suggested Readings :
1. The Photographer's Handbook - Tom
2. Digital Photography - Mukesh Srivastava
3. Photography - Bill Apton
INTRODUCTION TO CAMERA OPERATIONS
(Practical)  

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

Marks : 25
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
Bachelor of Vocation (B.Voc.) Photography & Journalism (Semester-IV)

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

(PRACTICAL)

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 220 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 handwritten 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 groundwater samples in your area.
11. Study of Particulate Matter (PM$_{2.5}$ or PM$_{10}$) data from Sämeer 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.
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)
Bachelor of Vocation (B.Voc.) Photography & Journalism (Semester-IV)

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:-
2. Down to Earth, Centre for Science and Environment, New Delhi.
9. State of India’s Environment 2018 by Centre for Sciences and Environment, 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 mark.

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)

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

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 mark.

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

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.

**Croping 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 flair, 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 -Scon Kelby
3. The Digital Photography Book - Scott Kelby
PHOTOSHOP
(Practical)

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.

Marks: 50
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 linage 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), grips, 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
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
Bachelor of Vocation (B.Voc.) Photography & Journalism (Semester-VI)

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

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.