

GOVERNMENT COLLEGE, BARAN (Raj.)

Mangrol bypass, Baran (Raj.)-325205

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SR.NO.

Date:

1.3.1: Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Supporting documents

1.Syllabus: https://hte.rajasthan.gov.in/college/gcbaran/ap.php

2. Reports: https://heyzine.com/flip-book/e3bca1de5a.html#page/1

3.Women cell:

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt.college_bar an/uploads/doc/women%20cell%20merged_compressed.pdf

4. Gender sensitization action plan

5. Econtent:

https://hte.rajasthan.gov.in/college/gcbaran/http-hte-rajasthan-gov-in-dept-dce-university-of-kota-govt-college-baran-uploads-doc-under-graduate-pdf

https://www.youtube.com/channel/UCKAEewZG5jZJRqS1y0JjzAg



Government College Baran

Gender Sensitization Action Plan (2018-2024)

Government College Baran ensures equal concern for girls and boys in the institution in all curricular, co-curricular and extra-curricular activities. Following is the broad outline of the Action Plan.

S.No.	Targets/Goals to be achieved	Activities to be conducted to accomplish the Goal	In-Charge	Focus Area	Time Line
1.	Creating Gender Sensitized environment in the campus	Monitoring on-going activities	Teaching and Non- Teaching Staff/HoDs/Administrative Staff	Safety and Security, Counselling for female students	Continuous Process
2.	Orienting stakeholders towards UGC's Policy of Anti- Ragging	Organizing orientation sessions, special lectures about Gender Equality, preventing all forms of violence for the stakeholders in the institution.	Anti Ragging Cell and Anti-Women Harassment Cell	Safety and Security	Throughout the Session
	Encouraging female students to apply for scholarship schemes and special funds for women provided through various State Government Schemes	Announcements of notices and circulars sent from affiliating university and Directorate College Education Rajasthan, Jaipur.	All Head of Departments, Faculty and Staff	Women Empowerment And Students Progression	July to December (as per the deadline set by Govt.)
4.	Creating awareness in female students for self-empowerment	Organizing various lectures, activities, programs on Health Awareness, Financial Management, Legal awareness, Career Guidance, etc.	Women's Cell NSS Units All Departments	Women Empowerment, Knowledge of basic rights and Govt. Schemes	Throughout the Session
5.	Facilitating building self- esteem in female students and spread gender sensitization among all students	Celebration of the International Women's Day every year	Women Cell, NSS Units All Departments Student Union Counsellors	Women Empowerment	Month of March
6.	Developing general awareness among female students about contemporary issues related to women	Organizing special activities and programs for female students on various issues related to women	All HoDs NSS Units Women Cell Anti Women Harassment Cell Student Union Counsellors	Women Empowerment	Throughout the Session

(Dr. KHUSHBOO NIYARTA)

प्राचीनर्दे राजतीत म बारा (राजहरूम)



CRITERION 1.3.1

CURRICULUM ENRICHMENT

Institution integrates crosscutting issues relevance to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.

Academically, general electives and compulsory papers are offered within and across the Department so that students can examine the issues related to Gender. Ethics and Environment.

Professional Ethics – Professional ethics are taught to students as part of their holistic development. Papers such as Business Communication, Business Law, etc lead to a greater awareness of professional ethics in students. Compulsory papers such has Elementary Computer Education, General Hind i and General English are added to the curriculum with an aim to enhance basic know-how of technology and professional communication. This also leads to holistic development in students apart from academic knowledge in their core specializations. Value added courses on Communication skills, Personality development, Self Help & Personal Growth attempts to strengthen their confidence and assimilate professional values. Students are acquainted with the importance of referencing in assignments and significance of Intellectual Property Rights. Importance for team work, group activities and developing leadership qualities has been a major objective during the 'Anandam' Program. Inclusions in course content, seminars, field trips, Student Council events, co-curricular activities, sports are also some of the initiatives that inculcate professional ethics among students.

Gender —Awareness of gender issues makes students more sensitive and sensitized citizens. Gender sensitization is vital to the overall growth and development of students. Papers such as Contemporary India, History of India, Women in Indian History etc. highlight women's struggles through the ages leading to greater sensitization of gender inequity. Apart from papers, various activities and programmes are organized under the umbrella of Women's Cell, Anti — Ragging Cell, NSS, Human Rights etc. to create awareness and sensitization towards Gender. Special lectures on women's financial independence, legal rights and education are also organized. I Am Shakti -Udaan Yojna' launched by the Department of Women and Child Development, Govt. of Rajasthan has also been instrumental in highlighting issues like menstrual health on common platform. Students at tender age are now informed about difficulties and issues pertaining to women health.

Human Values – The College has several committees such as Human Rights and Equal Opportunity Cell, *Gandhi Adhya kendra*, *Upbhokta* Club, Skill Development for students, Tobacco Matters, Cultural Committee, NSS, Woman Cell, Scouts, etc. The members of these committees organise various activities emphasizing Human Values and environmental concerns. An attempt is made towards inculcating social, moral, and ethical values in the students. Special Camps are conducted by all 04 NSS units to familiarize students with the prevailing problems of rural India.

Environment and Sustainability — Students study a compulsory course on Environmental Studies at the Undergraduate level to understand the relationship between ecology economy and society on the at large. This helps students to evolve into responsible citizens who are ecologically, environmentally, and socially informed. The motive of this course is to make young minds aware and inculcate a self-inclination to protect the natural resources while ensuring sustainable lifestyle and development.

प्रचियाय| राजकीय स्नादकोत्तर महाविद्यालय वारी (राजस्थान)



CRITERION 1.3.1

CURRICULUM ENRICHMENT

द्वितीय प्रश्न पत्र- (ब) समसामयिक भारत (1947-2000)

समय: 3 घण्टा

पूर्णाक:100

नोट : विद्यार्थियों से अपेक्षा की जाती है कि वे महत्वपूर्ण ऐतिहासिक स्थल/घटना से सम्बन्धित भौगोलिक जानकारी प्राप्त करें।

खण्ड अ

इस खण्ड में एक अनिवार्य प्रश्न जिसमे प्रत्येक इकाई से 02 लघु प्रश्न लेते हुए कुल 10 प्रश्न होंगें। प्रत्येक लघु प्रश्न का उत्तर लगभग 20 शब्दों में हो। कुल अंक - 10

खण्ड ब

खण्ड स

इस खण्ड में 4 प्रश्न वर्णनात्मक होंगे। (प्रश्न में भाग भी हो सकते हैं) जो सभी इकाईयों में से दिये जायेंगे किन्तु प्रत्येक इकाई से एक से अधिक प्रश्न नहीं होगा। 2 प्रश्नों के उत्तर दिये जाने हैं। प्रत्येक प्रश्न का उत्तर लगभग 500 शब्दों में हो। कुल अंक - 40

इकाई- प्रथम

स्वतंत्रता आन्दोलन की विरासत-अहिंसा के सामाजिक और सांस्कृतिक मूल्य, राष्ट्रीय एकीकरण, सामाजिक समानता, महिलाओं की भागीदारी, देशी रियासतों के भारत संघ में एकीकरण की प्रक्रिया और समस्यायें (1947-49) और 1956 में राज्यों का पुनर्गठन, विस्थापितों के पुनर्वास की समस्या, भारतीय संविधान का निर्माण-मुख्य विशेषतायें और मुख्य संशोधन

इकाई- द्वितीय

कृषि सुधार और भूदान आन्दोलन, नियोजित अर्थव्यवस्था, औद्योगीकरण-नीतियाँ, कार्यक्रम व प्रगति, मिश्रित अर्थव्यवस्था, हरित क्रांति, बैकों का राष्ट्रीयकरण व प्रिवी पर्स की समाप्ति, उदारीकरण

इकाई- तृतीय

मुख्य राजनीतिक दल व प्रजातन्त्र में उनकी भूमिका, एक दलीय प्रभुत्व से गठबंधन की राजनीति तक, भारतीय विदेश नीति के तत्व, पड़ोसी राष्टों से उसके संबंध, असंग्लग्नता की नीति व सार्क.

इकाई- चतुर्थ

सामाजिक संरचना में परिवर्तन- चुनौतियाँ व समस्याएँ, जनसंख्या वृद्धि, बेरोजगारी, गरीबी, साम्प्रदायिकता, सामाजिक <mark>आंदोलन,-नारी,</mark> दलित व अन्य पिछडा वर्ग, मध्यम वर्ग की भूमिका।

इकाई- पंचम

विज्ञान और तकनीक के क्षेत्र की प्रगति व उपलिब्धियाँ-नृत्य,संगीत,चित्रकला, साहित्य एवं जनसंचार में बदलती प्रवृत्तियाँ ।

पाठ्य पुस्तकें-

- 1. विपिन चन्द्र, मृदुला मुखर्जी एवं आदित्य मुखर्जी : आजादी के बाद का भारत (1947-2000), हिन्दी माध्यम क्रियान्त्रयन निदेशालय, दिल्ली विश्वविद्यालय, नई दिल्ली
- 2. भारत 2005, वार्षिक सन्दर्भ ग्रंथ, प्रकाशन विभाग, सूचना एवं प्रसारण मंत्रालय, भारत सरकार, नई दिल्ली
- 3. बी.के. शर्मा एवं शैलबाला : समसामयिक भारत

19

राजकीय स्नादकोतारे महाविद्यालय

वारी (राजस्थान)



Paper –II Contemporary India (1947-2000 A.D.)

Duration: 3 hrs.

Max Marks: 100

Note: The question paper will contain three sections as under -

One compulsory question with 10 parts, having 2 parts from each unit, short answer in 20 Section-A:

words for each part.

Total marks: 10

Section-B:

10 questions, 2 questions from each unit, 5 questions to be attempted, taking one from each

unit, answer approximately in 250 words.

Total marks: 50

Section-C: 04 questions (question may have sub division) covering all units but not more than one

question from each unit, descriptive type, answer in about 500 words, 2 questions to be

attempted.

Total marks: 40

Unit-I

Legacy of freedom struggle- Socio-Cultural values of Non- Violence, National integration, Social Equality, Women participation. Problems and process of integration of Princely States into Indian Dominion (1947-1949) and their re-organization in 1956, Problems of displaced persons and rehabilitation Process. Framing of Indian Constitution - Main features and major amendments

Unit-II

Agrarian reforms and Bhudan Movement, Planned economy. Industrialization-Policy, Programme and Progress. Mixed economy, Green revolution, Nationalisation of Banks and abolition of Privy Purses, Liberalization.

Unit-III

Major Political parties and their role in democracy, From one party dominance to Coalition. Elements of foreign policy: relations with neighbors, Non-Alignment and SAARC.

Changing social structure: Challenges and problems-population growth, unemployment, poverty, communalism. Social movements- woman, dalits and other Backward Classes. Role of middle class.

Unit-V

Progress and achievements in Science and technology, Changing trends in dance, music painting, Literature and Mass Media

Books Recommended:

- 1. Guha, Ramchandra: India After Gandhi
- 2. Khilnani, Sunil: The Idea of India (also in Hindi)
- 3. Sen, Amartya: Class in India
- 4. Dixit, J.N.: Indian Foreign Policy
- 5. विपिन चंद्र, मुदुला मुखर्जी एवं आदित्य मुखर्जी : आजादी के बाद का भारत (1947-2000)
- बी.कं. शर्मा एवं शैल बाला : समसामियक भारत।
- 7. डॉ. पोसवाल सञ्जन : समसामयिक भारत।

राजकीय स्वादकाताः अवनेद्यालय



Paper -II Indian Culture & Heritage

Duration: 3 hrs.

Max Marks: 100

Note: The question paper will contain three sections as under

One compulsory question with 10 parts, having 2 parts from each unit, short answer in 20 Section-A:

Total marks: 10 words for each part.

10 questions, 2 questions from each unit, 5 questions to be attempted, taking one from each Section-B:

Total marks: 50 unit, answer approximately in 250 words

04 questions (question may have sub division) covering all units but not more than one Section-C:

question from each unit, descriptive type, answer in about 500 words, 2 questions to be

Total marks: 40 attempted.

Unit-I (Culture & Civilization)

a. Meaning and salient features of Indian culture, unity in diversity, difference between culture and

The historical framework of Indian culture, culture links in ancient India and the outside world.

c. Cultural synthesis of Indian culture with Islam and West.

d. Indian towns and places of cultural importance, centre of learning in ancient India.

Unit-II (Religion & Society)

a. Six system of Indian Philosophy.

b. Indus and Vedic Religion, Buddhism and Jainism, Bhagvistm.

c. Bhakti movement and Sufism, Shikism

Framwork of Indian Society: Varnashram & caste system in Ancient India and chages in society during medieval India. Position of Women in India through in Ages.

Unit-III (Literature & Science)

a. Vedic literature, Epics: Ramayan, Mahabharat, Sanskrit Literature of ancient India.

Kalidas, Tulsidas, Ravindra nath Tagore and Bhartendu Harish Chandra.

c. Journalism in Pre-independence India and its role in freedom struggle.

d. Development of Science in ancient India. Contribution of C.V. Raman and J.C. Bose to science, Role of Indians in industrial growth in first half of twentieth century.

Unit- IV (Art and Architecture)

a. Rock art in Pre-historic times, Main features of Buddist architecture, Contribution of Jainism to Indian Art, Development of art under Maurayas, Kushans and Cholas.

b. Development of temple architecture sculpture and painting in ancient India style and main features.

c. A Brief surveys of mughal architecture and painting, Indian classical dances

Unit-V (Indian Renaissance and freedom struggle)

Social and religious reform movement in North and South India. Muslim reform movement in modern

Main streams of freedom struggle. Role of Gokhale, Tilak, Ghandhi and Veer Savarkar, Lala Hardayal and Subhash Bose of freedom struggle.

Role of woman in freedom struggle

d. Our constitution - Formation and salient feature.

Books Recommended:

1. Pande, G.C. The foundation of Indian Culture, Vol. I & II

2. Hiriyanna, M Essentials of Indian Philosophy 3. Pande, Sushmita Medieval Bhakti Movement

4. Majumdar, R.C. (Ed.) The history of culture of Indian people Vols.

I to XII (Relevant portion)

5. Nehru, J.L. Discovery of India 6. Hussain, Abid The National Culture of India

7. Bipin Chandra Freedom Struggle

8. Sevaram Krishnan, V Culture Heritage of India (Bhawan Publication)

> राजकीय स्नातकोत्तर महाविद्यालय बाराँ (राजस्थान)



Paper II - Survey of Rajasthan History (From earliest times to 1956 A.D.)

Paper-II

3 hrs Duration

100 Marks

Note: The question paper will contain three sections as under -

Section-A: One compulsory question with 10 parts, having 2 parts from each unit, short answer in 20

words for each part. Total marks: 10

Section-B: 10 questions, 2 questions from each unit, 5 questions to be attempted, taking one from

each unit, answer approximately in 250 words. Total marks: 50

Section-C: 04 questions (question may have sub division) covering all units but not more than one

question from each unit, descriptive type, answer in about 500 words, 2 questions to be

attempted. Total marks: 40

Unit-

(a) An outline of proto-historic culture: Kalibanga, Ahar, Bairath and other new sites.

(b) An outline of Matsya Janapad with special reference to Shivi and Malav Janpadas.

(c) Various theories of origin of Rajputs.

(d) Early Chauhan rulers and Prithvi Raj Chauhan III

Unit-II

(a) Achievements of Maharana Kumbha.

(b) Rise of Marwar under Maldeo

(c) Resistance of Rajput rulers against Turks upto 1526 A.D.

(d) The policy of collaboration with Mughals and resistance of Rajput states with special reference to Man Singh of Amber, Rai Singh of Bikaner, Rana Sanga and Maharana Pratap of Mewar and Chandrasen and Durgadas of Marwar.

Unit- III

(a) Causes and results of Maratha penetration in Rajputana.

(b) Circumstances and consequence of the treaties of 1818 between Rajput rulers and company with special referree to Mewar, Marwar and Kota.

(c) Uprising of 1857-causes and results with special reference to Kota.

(d) Causes of political awakening in Rajasthan.

Unit-IV

(a) Peasant movement in Rajasthan with special reference to Bijolia and Barad.

(b) Tribal Movements -contribution of Govind Giri and Motilal Tejawat. Lok Devta Baba Ram Deo History & Litt.

(c) Prajamandal movement in Rajasthan

(d) Integration of Rajasthan (1948-1956)

Unit-V

(a) Various Schools of Rajasthani Painting with special reference to Bundi and Kota Fort architecture with special reference to Ranthambore, Gagron and Chittor.

(b) Development of Rajasthani Literature with special reference to Charan Literature

(c) Bhakti movement in Rajasthan with special reference to Meera, Saint Dadu & Pipa, Sufism in Rajasthan

(d) Arya samaj and its effectes in Rajasthan.

प्राचाय राजकीय स्नातकोत्तर महाविद्यालय याराँ (राजस्थान)



Section-B 10 questions, 2 questions from each unit, 5 questions to be attempted, taking one from each unit,

answer approximately in 250 words.

Total marks: 50

Section-C: 04 questions (question may have sub division) covering all units but not more than one question

from each unit, descriptive type, answer in about 500 words, 2 questions to be attempted.

Total marks: 40

Unit -I

(a) Turkish Invasion and Rajput struggle

- Establishment of Delhi Sultanate and consolidation Mohammad Gori, Iltutmish, (b) Razia and Balban
- Khalji Imperialism- Expansion in North and South India. (c)
- Economic and Administrative policy of Allauddin Khilji (d)

Unit -II

- (a) Mohamad Bin Tughlag: Planning and its failures, Estimate as a ruler
- Firoz Tughlag: Agriculture reforms and public works (b)
- Vijaynagar and Bahamani Kingdom and causes of their decline (c)
- (d) Social and economic condition during Sultanate period.

Unit-III

- Political condition of India on the eve of Babur's invasion, Establishment of Mughal Empire, Literary (a) talent of Babur
- (b) Humayun: Early difficulties and causes of his failures
- Shershah: Expansion fo his empire and administration (c)
- Expansion and consolidation of the Mughal empire under Akbar. (d)

Unit-IV

- Jahangir and Mewar, Role of Nurjahan in the Mughal court. (a)
- Reign of Shahjahan: An estimate (b)
- Deccan policy of Aurangzeb and downfall of Mughal Empire (c)
- (d) Rise of Marathas, Achivements of Shivaji and his administration.

Unit-V

- Religious and Rajput policy of the Mughals. (a)
- Literature, Architecture and Painting during the Mughal period -An introductory study. (b)
- (c) Mughal administration, Mansabdari and Land Revenue System.
- (d) Bhakti Movement and Sufism during the medieval period.
- (e) Economy, Trade and Commerce during the medieval period.

Books Rcommended:

(1) J.N. Sarkar

: Mughal Administration

(2) S.R. Sharma

: Religious policy of Mughal Emperors

(3) R.P. Tripathi

: Rise and fall of the Mughal Empire.

(4) U.N.Dey

: Administrative system of Delhi Sultanate(1206-1413), kitab Mahal

Allahabad ,1959

(5) Sushmita Pandey

: Medieval Bhakti movement. kusumanjali Prakashan (Merrut), 1989.

:6) के. आर. कानूनगो

:शेरशाह और उसका समय, वैज्ञानिक तथा तकनीकी आयोग

:7) हरिशचन्द्र वर्मा

:मध्यकालीन भारत, हिन्दी माध्यम कार्यान्वयन निदेशालय, दिल्ली विश्वविधालय

;8) बनारसी प्रसाद सक्सेना

:मुगल सम्राट शाहजहाँ, राजस्थानी हिन्दी ग्रन्थ अकादमी, जयपर

राजकीय स्वाट े तर महाविद्यालय



ELEMENTARY COMPUTER APPLICATIONS

(Compulsory Paper)

(B.A./B.Sc./B.Com. Pt.Integrated B.Sc.-M.Sc. coures) Exam-2022-22

Scheme:

Exam Duration: 2 Hrs.

M.M. Pass Marks: 36

Theory: 100

Contact Hrs. : 2 hrs/week

Multiple Questions-100 and Q.P. of four series for theory. Each question shall carry 1 mark, with no negative marking. As such, 1 mark shall be awarded for the correct answer in each question.

Note:

- 1. The marks secured in this paper shall not be counted in awarding the division to a candidate.
- 2. The candidate has to clear compulsory paper in four chances.
- 3. Non appearing or absent in the examination of compulsory paper will be counted a chance.

Syllabus for compulsory paper of "Elementary Computer Applications"

(First year of B.A./B.Sc./B.Com/Intergrated B.Sc.-M.Sc. Courses)

- Introduction to Information Technology: evolution and generation of computers, types of
 computers, micro, mini, mainframe and super computer, Architecture of a computer system:
 CPU, ALU, Memory (RAM, ROM families), cache memory, input/output devices, pointing
 devices. Development of Super Computers in India "PARAM": History, Characteristics,
 Strength, Weakness and basic Architecture.
- Number system: (Binary, octal, decimal and hexadecimal) and their inter-conversions, character codes (ASCII, EBCDIC and Unicode). Logic gates. Boolean Algebra, machine, assembly and high level language including 3 GL and 4 GL.
- Concept of Operating system: types of operating systems, need of OS, batch processing, multi-processing, Single user & Multi user OS, distributed and time sharing operating systems, Process and memory management concept, Introduction to Unix, Linux, Windows, Windows NT systems and their simple commands.
- Internet: Concepts, email services, world wide web, web browsers, search engines. Exploring
 various Citizen-centric services of Govt. of India such as Income Tax Services, Passport Seva,
 Ticket Booking(IRCTC & RSRTC), National Voters Service Portal, LPG service.
- Word processing packages: standard features like tool bar, word wrap, text formatting, paragraph formatting. Effects to text, Mail-merge.
- Presentation packages: Slide creation, slide shows, adding graphics, formatting, customizing and printing custom and animation.
- Computer networking: Type of networks, LAN, MAN and WAN, concept of bridges and routers, gateways and modems. ISDN and leased lines, Teleconferencing and videoconferencing.
- Multimedia Technology: Introduction, framework for multimedia devices, image compression standards, JPEG, MPEG and MIDI formats.
- 9. Database Management Systems: Data, field and records, information database, creation of a database file, insertion, deletion and updating of records, modifying structure, editing and browsing of records, searching, sorting and indexing of records, retrieving of records and report generation. Data processing in government organizations.
- 10. E-commerce: Concept of e-commerce, benefits and growth of e-commerce, security considerations and hazards of virus and other security risks, anti-virus software, electronic payment system. E-Commerce: An Indian perspective, Digilocker, attendance.gov.in, mygov.in, Swachh Bharat Mission, E-Hospital, National Scholarship portal, E-Sampark, UID, various modes of Digital payment of govt. of India.

Note: The theory Q. P. will carry 100 multiple choice questions of 1 mark each. Question paper of four series shall be printed. Duration of Question Paper shall be of two hours.

पाजकीय लगावका है सहातियालक बार्च स्टब्स्



Paper I- Business Law

Duration: 3 hrs.

Max. Marks: 100

Note: The question paper will contain three sections as under-

Section-A:

One compulsory question with 10 parts, having 2 parts from each unit,

short answer in 20 words for each part.

Total Marks: 10

Section-B:

10 question, 2 question from each unit, 5 questions to be attempted,

talking one from each unit, answer approximately in 250 words.

Section-C:

04 question (question may have sub division) covering all units but not more than one question from each unit, descriptive type, answer in about 500 words, 2 questions to be attempted. Total Marks: 40

Unit-I

The Indian Contract Act, 1872

Meaning and essentials of a valid contract;

Proposal and Acceptance;

Capacity to contract of the parties;

Consideration:

(Section 1 to 37)

· Free Consent :

void Agreements

Preformance and Discharge of Contract

Unit-II

Contingent Contracts;

Quasi Contracts;

(Section 38 to 75)

Remedies for breach of contract.

Contract of Indemnity and Guarantee.

(Section 124 to 147)

Unit-III

Contract of Bailment;

Contract of Pledge:

(Section 148 to 181)

· Contracts of Agency,

(Section 182 to 238)

Unit-IV

The Sale of Goods Act. 1930

- Contract of Sale and Agreement to sell;
- Rules relating to transfer of property;

Conditions and warranty;

Delivery and payment of goods;

Right of an unpaid seller;

(Section 76 to 123)

2 Page

- Auction sale- Essentials in brief;
- Remedies for breach of contracts of sale.

Unit-V

The Consumer Protection Act, 1986

- Meaning and Definitions
- Rights of a consumer.
- District Consumer Forum;
 - Establishment and composition;
 - Complaint Redressal Procedure.
- State and National Commission;
 - Establishment and composition;

Redressal procedure for complaints and appeal.

राजकीय स्नातलोत्तर महाविद्यालय बारीं (राजस्थान)



B.Com. Part-1

2022-23

Modern Business Communication

UNIT

Business Communications: - Meaning, Nature, Importance Objectives, Basic Forms, Process of Communication, Essentials & Importance of Effective Communication, Factors Affecting Business Communication. Theories of Business Communication.

DINET II

Types of Business Communication:- On The Basis Of Relations, Flow Of Information, Nature or Approach, Scope, Mediums. Communication Networks- Grapevine Communication and Its Channels. Principles of Effective Communication (7C), Necessary Conditions and Requisites for Effective Communication. Effective Listening:- Meaning, Definition, Principles, Elements, Types, And Barriers Affecting The Listening.

UNIT III

Barriers And Remedies Of Business Communication. Meaning, Definition and objectives of Self-Development. Meaning Definition of Inter Dependence, Attitude, Development of Positive Personal Attitudes. Meaning Definition And Objectives Of SWOT Analysis, Process Of SWOT Analysis, SWOT Analysis for Personality Development, Audience Analysis.

UNIT IV

Writing Skills:- Appearance Request Letters, The first Draft, Reconstructing the final Draft, Selecting appropriate channel. Business Letters- Inquiries, Orders, & Complaints. Correspondence With Public Authorities, Drafting Press Note, Drafting Representations, CV and Resume Writing, Writing Report And Proposals.

5 Page

UNITY

Modern Techniques of Communication: - Digital Communication- Internet, Fex, E-Mail, Social Media, Video Conferencing, SMS, Advantages of Modern Communication, Problems In Modern Communication. Interview- Types, Preparing for Interview, Conducting and Facing Interview, Mock Interviews and Group discussion. Presentation Skills:- Meaning and objective of Presentations, Principles Of Effective Presentations, Importance & basic Steps in making Power Point Presentations (PPT), Public Speaking Skills And Its Principles.

राजकीय स्नातः । वाविधालय

बारी (चनर कर)



University of Kota, Kota

ENVIRONMENTAL STUDIES ,DISASTER MANAGEMENT & PHILOSOPHY OF SPORTS- SESSION-2022-23

Scheme of Examination:

Time 11/2 Hrs.

Max. Marks 100

Min Pass Marks 36

In pursuance of the directions of the Hon'ble Supreme Court of India and the University Grants Commission, New Delhi, the University of Kota has declared to introduce compulsory paper of "Environmental Studies" in Part-1 of all streams (B.A./B.Sc./B.com.) etc. w.e.f. the session 2005-2006 and onwards. The marks secured in this paper will not be counted for working out the division. The candidate can clear this paper in three chances. Therefore all the candidates regular/Ex/Non-Collegiate appearing in Part-1 of B.A./B. Sc and B.Com etc. examination of 2006 are required to appear and clear this paper and they must enter this paper in their examination forms. The code number of this paper is 5106.

The syllabus and scheme of examination is as under:

The question paper shall contain 50 objective type questions with multiple choice (four) answers. The student will be required to blacken the circle of correct choice of answer on the computer scan able OMR sheet with the help of H.B. pencil. Evaluation of the answer sheets be made with the help of computer. Four different types of question papers (A,B,C, and D) each containing 50 questions shall be printed. The student will be required to mark/write the type of question paper he is answering on the answer sheet, so that answers marked by him/her may be correctly assessed with the help of relevant key of answers, by the computer.

Each question shall carry one mark, with no negative marking. As such, one mark shall be awarded for the correct answer in each question.

Note:

- The marks secured in this paper shall not be counted in awarding the division to a candidate.
- 2. The candidate has to clear compulsory paper in three chances.
- 3. Non appearing or absent in the examination of compulsory paper will be counted a chance.

प्राचीर्य राजकीय स्नाट े. र एछादिखालय बाराँ (जिस्सान)

Unit 1: Introduction to environmental studies

- · Multidisciplinary nature of environmental studies;
- · Scope and importance; Concept of sustainability and sustainable development.

(2 lectures)

Unit 2: Ecosystems

- What is an ecosystem? Structure and function of ecosystem; Energy flow in an ecosystem: food chains, food webs and ecological succession. Case studies of the following ecosystems:
- a) Forest ecosystem
- b) Grassland ecosystem
- c) Desert ecosystem
- d) Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

(6 lectures)

Unit 3: Natural Resources: Renewable and Non-renewable Resources

- Land resources and landuse change; Land degradation, soil erosion and desertification.
- Deforestation: Causes and impacts due to mining, dam building on environment, forests, biodiversity and tribal populations.
- Water: Use and over-exploitation of surface and ground water, floods, droughts, conflicts over water (international & inter-state).
- Energy resources: Renewable and non renewable energy sources, use of alternate energy sources, growing energy needs, case studies.

(8 lectures)

Unit 4: Biodiversity and Conservation

- Levels of biological diversity : genetic, species and ecosystem diversity; Biogeographic zones of India; Biodiversity patterns and global biodiversity hot spots
- India as a mega-biodiversity nation; Endangered and endemic species of India
- Threats to biodiversity: Habitat loss, poaching of wildlife, man-wildlife conflicts, biological invasions; Conservation of biodiversity: In-situ and Ex-situ conservation of

राजकीय स्नात जेतर महाविद्यालय बार्री (राजस्थान)

biodiversity. • Ecosystem and biodiversity services: Ecological, economic, social, ethical, aesthetic and Informational value.

(8 lectures)

Unit 5: Environmental Pollution

- Environmental pollution: types, causes, effects and controls; Air, water, soil and noise pollution
- · Nuclear hazards and human health risks
- Solid waste management: Control measures of urban and industrial waste.
 Pollution case studies.

(8 lectures)

Unit 6: Environmental Policies & Practices

- \bullet Climate change, global warming, ozone layer depletion, acid rain and impacts on human communities and agriculture 2/2
- Environment Laws: Environment Protection Act; Air (Prevention & Control of Pollution)
 Act; Water (Prevention and control of Pollution) Act; Wildlife Protection Act; Forest
 Conservation Act. International agreements: Montreal and Kyoto protocols and Convention on Biological Diversity (CBD).
- Nature reserves, tribal populations and rights, and human wildlife conflicts in Indian context.

(7 lectures)

Unit 7: Human Communities and the Environment

- Human population growth: Impacts on environment, human health and welfare.
- Resettlement and rehabilitation of project affected persons; case studies.
- Disaster management: floods, earthquake, cyclones and landslides.
- Environmental movements: Chipko, Silent valley, Bishnois of Rajasthan.
- Environmental ethics: Role of Indian and other religions and cultures in environmental conservation.
- Environmental communication and public awareness, case studies (e.g., CNG vehicles in Delhi).

जिकीय स्नातकोत्तर महाविद्यालय बार्स (राजाः आनः)

Unit 8: Field work

- Visit to an area to document environmental assets: river/ forest/ flora/fauna, etc.
- Visit to a local polluted site-Urban/Rural/Industrial/Agricultural.
- Study of common plants, insects, birds and basic principles of identification.
- Study of simple ecosystems-pond, river, Delhi Ridge, etc.

(Equal to 5 lectures)

Unit-9: Philosophy of Sports

- Define sports and Physical education, classification of Sports activities.
- · Sports as a way of life.
- · Team work and sports.
- · Peace through sports in the world.
- Development of social and moral values through sports.
- · Personality development and sports.
- · Physiological changes in Human body through sports activity.

Suggested Readings:

- 1. Carson, R. 2002. Silent Spring. Houghton Mifflin Harcourt.
- 2. Gadgil, M., & Guha, R. 1993. This Fissured Land: An Ecological History of India. Univ. of California Press.
- 3. Gleeson, B. and Low, N. (eds.) 1999. Global Ethics and Environment, London, Routledge.
- 4. Gleick, P. H. 1993. Water in Crisis. Pacific Institute for Studies in Dev., Environment & Security. Stockholm Env. Institute, Oxford Univ. Press.
- 5. Groom, Martha J., Gary K. Meffe, and Carl Ronald Carroll. Principles of Conservation Biology. Sunderland: Sinauer Associates, 2006.
- 6. Grumbine, R. Edward, and Pandit, M.K. 2013. Threats from India's Himalaya dams. Science, 339: 36-37.
- 7. McCully, P. 1996. Rivers no more: the environmental effects of dams (pp. 29-64). Zed Books.
- 8. McNeill, John R. 2000. Something New Under the Sun: An Environmental History of the Twentieth Century.

राजकीय स्नातकोतर महाविद्यालय बाराँ (राजस्थान)

- 9. Odum, E.P., Odum, H.T. & Andrews, J. 1971. Fundamentals of Ecology. Philadelphia: Saunders.
- 10. Pepper, I.L., Gerba, C.P. & Brusseau, M.L. 2011. Environmental and Pollution Science. Academic Press.
- 11. Rao, M.N. & Datta, A.K. 1987. Waste Water Treatment. Oxford and IBH Publishing Co. Pvt. Ltd.
- 12. Raven, P.H., Hassenzahl, D.M. & Berg, L.R. 2012. Environment. 8th edition. John Wiley & Sons.
- 13. Rosencranz, A., Divan, S., & Noble, M. L. 2001. Environmental law and policy in India. Tripathi 1992. 14. Sengupta, R. 2003. Ecology and economics: An approach to sustainable development. OUP.
- 15. Singh, J.S., Singh, S.P. and Gupta, S.R. 2014. Ecology, Environmental Science and Conservation. S. Chand Publishing, New Delhi.
- 16. Sodhi, N.S., Gibson, L. & Raven, P.H. (eds). 2013. Conservation Biology: Voices from the Tropics. John Wiley & Sons.
- 17. Thapar, V. 1998. Land of the Tiger: A Natural History of the Indian Subcontinent.
- 18. Warren, C. E. 1971. Biology and Water Pollution Control. WB Saunders.
- 19. Wilson, E. O. 2006. The Creation: An appeal to save life on earth. New York: Norton.
- 20. World Commission on Environment and Development. 1987. Our Common Future. Oxford University Press.

प्राचीर्य राजकीय स्नातको ह महाविद्यालय बाराँ (सजरवान)



GENERAL ENGLISH EXAM. - 2023

(Common to all Faculties) (B.A./B.Com/B.Sc.) Compulsory for all students

Duration: 11/2 hrs

Min. Pass Marks: 36

Max.Marks:100

Objectives

An essentially language based course that aims at making students study English Prose with a view to enlarge their comprehension of the language and develop all the four skills. It also aims at giving them basic skills in grammar, widening their vocabulary and teaching them to write simple and correct English.

The question paper will have 50 multiple choice questions. Each question will carry 2 marks.

1) Comprehension and vocabulary

Prose: "The Many Worlds of Literature"by Jashir Jain (Publisher : Macmillan), Indian.

The following chapters are to the included in the final syllabus chapter-1,3,4,5,9,10,15, (I & II part) Rest chapters to the excluded.

- 1) 20 Questions based on the content from the prescribed text.
- 2) 10 Questions based on one unseen passage.
- 20 Questions on Basic Language Skills: Parts of speech, Determiners, Voice, Reported-Speech, Correct Verbs, form of Modals, Phrasal Verbs, Prepositions and Question Tags.

RECOMMENDED BOOKS

- 1. A Practical English Grammar by A.J. Thomson & A.V. Martinet
- 2. Oxford English Grammar Course by Michael Swan & Catherine Walter
- 3. Fundamentals of English Grammar by Betty Azar
- 4. Advanced English Grammar by Martin Hewings
- 5. Practical English Writing Skills by Mona Scheraga
- 6. CVs and Job Applications by Judith Leigh
- 7. How to Write a CV that Works by Paul Megee
- 8. Writing Effective Email by Nancy Flynn & Tom Flynn

राजकीय स्नातको त भराविद्यालय बारों (तजावान)



सामान्य हिन्दी परीक्षा 2023

निर्देश : इस प्रश्नपत्र के प्राप्तांक श्रेणी निर्धारण में सम्मिलित नहीं किये जायेंगे ।

उत्तीर्ण अंक 36	अवधि- 11/2 घण्टे
प्रश्न -13	अंक - 25
प्रश्न -12	अंक - 25
प्रश्न -25	अंक - 50
	प्रश्न -13 प्रश्न -12

1. नर हो न निराश करो मन को	मेथिलीशरण गुप्त
2. हिमालय के आंगन में	जयशंकर प्रसाद
3. जागो फिर एक बार (भाग दो)	निराला
4. दिल्ली	दिनकर
5. हम अनिकंतन	बालकृष्ण शर्मा नवीन
6. झांसी की रानी	सुभद्रा कुमारी चौहान
7. गीत फरोश	भवानी प्रसाद मिश्र
8. बादल को घिरते देखा है	नागार्जुन
9. पन्द्रह अगस्त	गिरिजा कुमार माथुर
10. मैं हार नहीं मानूंगा	श्री अटल बिहारी वाजपेयी
11. शहीद की मां	रघुराज सिंह हाडा

गद्य भाग	
1. नाखून क्यों बढ्ते है	हजारी प्रसाद द्विवंदी
2. राष्ट्र का स्वरूप	वासुदेव शरण अग्रवाल
3. गेहूँ बनाम गुलाब	रामवृक्ष बेनीपुरी
4. भवानी शंकरी वंदे	कुबेर नाथ राय
5. बड़े घर की बेटी	प्रेमचन्द
6. अदम्य जीवन	रांगेय राधव
7. उत्सर्ग	राम कुमार वर्मा
8. गांधी जी से भेंट (आत्म कथा से)	राजेन्द्र प्रसाद
9. महाराजपुर से ग्वारी घाट (सौदर्य की नदी नमंदा से)	अमृत लाल बगड़
10. भिक्तिन	महादेवी वर्मा
11. हिन्दी हमारी मातृ भाषा है	मनहर चौहान

राजकीय स्नातकोत्तर महाविद्यालय बाराँ (राजस्थान)

व्याकरण भाग

- 1. संधि
- 2. समास
- 3. उपसर्ग
- 4. प्रत्यय
- 5. विलोम
- 6. पर्यायवाची
- 7. शुद्धीकरण शब्द एवं वाक्य
- 8. वाक्यांश
- 9. मुहावरे
- 10.कहावतें
- 11.शब्दयुग
- 12.अनेकार्थी
- 13.परिभाषिक शब्दावली
- 14.तत्सम
- 15.तद्भव
- 16.देशज
- अनिवार्य प्रश्न पत्र में उपर्युक्त प्रकार के प्रश्नों का समाहार करते हुये सत्र 2019-20 में परिवर्तन होंगे।
- 2. प्रश्न पत्र में कुल 50 प्रश्न पूछे जावेंगे।
- 3. प्रश्न पत्र की अवधि 11/2 घंटे की होगी ।
- 4. अनिवार्य हिन्दी 2019-20 में बहुविकल्पीय होगा।

सहायक ग्रन्थ :

आधार पुस्तक : गद्य साहित्य और पद्य साहित्य

1. हिन्दी व्याकरण : कामता प्रसाद गुरु, किताब घार, दिल्ली

2. हिन्दी व्याकरण : डॉ. नरेन्द्र भानावत

3. हिन्दी व्याकरण : डॉ. वेंकट शर्मा

प्राचार्य

राजकीय रनातकोत्तर ग्रहाविद्यालय यार्थ (राजस्थान)