

# Programme Guide

## **BAFHI**



Faculty of History  
School of Social Sciences  
**Indira Gandhi National Open University**

Dear Learner,

Welcome to IGNOU and the Bachelor of Arts (Major) History (BAFHI) programme under the Four Year Under Graduate Programme (FYUP) as per NEP 2020 guidelines. As you have joined one of the world's largest Open University, imparts system through Open and Distance mode, it is necessary that you are aware of the university and its functions. You will also be keen to know some detail about the programme you have joined and the way in which the university imparts instructions. This Programme Guide gives you the necessary information that will help you in knowing the university and pursuing the programme. It also gives the syllabus of the courses that are presently on offer. We therefore advice you to keep this Programme Guide safely till you complete the Programme.

When you enrol for the programme, you will be allotted a Learner Support Centre (LSC). you will receive support from IGNOU through the Regional Centre and LSC. (you may check the nearest LSC from your present place of residence from IGNOU's website).

As a distance learner, you may have several queries while pursuing the programme. We expect you to be directly in contact with the programme coordinator/ course coordinator, academic counsellor at the LSC, your Regional Centre, and your peers. For any queries or doubts, please write to us at the Email Id [bafhi\\_itihis@ignou.ac.in](mailto:bafhi_itihis@ignou.ac.in) While the University makes every effort to ensure that you pursue the programme of study without any difficulty, occasionally you might face problems. Please use the iGRAM platform (<http://igram.ignou.ac.in>) for quick resolution to such problems.

We advise you to be in touch with the Study Centre allotted to you for advice / timely day-to-day information related to this programme and also visit the university website at [www.ignou.ac.in](http://www.ignou.ac.in) at regular intervals. We wish you all the success in pursuing this B.A. (FYUP) Major programme in History.

**Programme Coordinator,**  
**Harshvardhan Singh Tomar**  
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## 1. THE UNIVERSITY

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The Indira Gandhi National Open University (IGNOU) is the world's largest Open University. It is a Central University established by an Act of Parliament in 1985, to advance and disseminate learning and knowledge by diverse means, including information communication technology. The objective is to provide opportunities for higher education to a large segment of the population and promote educational wellbeing of the larger society.

In a relatively short time, IGNOU has made a significant contribution in the areas of higher education, community education, extension activities and continual professional development. As a world leader in distance education, it has been conferred with an Award of Excellence by the Commonwealth of Learning (COL), Canada.

IGNOU offers its academic programmes through its 21 Schools of Studies and a network of 67 Regional Centres (including 11 Recognised Regional Centres for the Indian Army, Navy and Assam Rifles), and about 3500 Study Centres (SCs). The University also has a network of 12 Overseas Study Centres (OSC).

The University offers over two hundred academic, professional, vocational, awareness generating and skill-oriented programmes at the level of Certificate, Diploma, Bachelor's Degree, Master's Degree and Doctoral Degree.

Currently the emphasis is being laid by the University on developing interactive multimedia supported online learning as well as adding value to the traditional distance education delivery mode with modern technology enabled education within the framework of blended learning. It has decided to make the learning material available in digital format. As a national coordinator for SWAYAM, the university is offering 15 courses on SWAYAM with registration of 39,500 learners in 2019. IGNOU is the national coordinator for SWAYAM PRABHA with five educational DTH channels in areas of Humanities.

## 2. SCHOOL OF SOCIAL SCIENCES

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The School of Social Sciences (SOSS) is among the larger schools of studies at the University. SOSS offers academic programmes in eight disciplines: Anthropology, Economics, History, Library and Information Science, Political Science, Psychology, Public Administration and Sociology.

The School offers a number of certificate, diploma and degree programmes at the Bachelor's and Masters level. It has also expanded its academic activities through research degree programmes that apply newer methodologies to elicit a more creative response, both from within a discipline and from inter-disciplinary interactions.

### 3. B.A. MAJOR HISTORY (FYUP)

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The University has launched the Bachelor Degree Major Programmes and Honours Programmes with effect from January 2024 session. The Major degree in a specific discipline will be awarded to a student after successful completion of the courses for 3 years, whereas the students who continue the programme for 4<sup>th</sup> year also, will be awarded the Honours Degree of 4 years. **The course details of the 4<sup>th</sup> year will be provided subsequently.** The following bachelor degree programmes are on offer as Major (3 years)/ Honours (4-Years):

#### **Aims and Objectives Bachelor of Arts (Major) History (BAFHI)**

Beginning this January 2024, the School of Social Sciences is offering BA (FYUP) Major programmes in History. The B.A. Major in History (Programme Code: BAFHI) has a total of 29 courses, of which 15 are History courses, five Inter-disciplinary courses (Introductory level) Skill Enhancement courses/internship/dissertation and Six Minor, two ability skill enhancement and one Common Value-Added Courses courses. The programme is designed to enable the learner to take courses of their choice, learn at their own pace, and adopt an interdisciplinary approach to learning. It is thus a learner centric programme with flexibility, choices, mobility and employability built into it.

The Major/Honours degree programmes are designed to give an in-depth knowledge to a student in a discipline of his/her choice while providing exposure to other disciplines also. The Major (3 year)/Honours (4 year) programmes have the following objectives:

- To introduce the learner to the Early history, culture and antiquity of India.
- Learners will be able to become familiar with the social, political, economic and religious conditions of different periods of India.
- To introduce the students to the administration, art, literature and science of the India in different periods.
- To make the learners aware of the consequences of foreign invasions and colonial rule in India and various aspects of India's freedom movement.
- Learners will become familiar with Indian and other methods of writing history, concept of research
- To introduced various aspects of modern Asian and European countries.

#### **Who Can Join the Programme: Eligibility**

In keeping with the policy of 'openness' and flexibility, admission to Bachelor of Science Honours in Anthropology is open to all those who have completed 10 plus 2 in any stream- arts, science or commerce. There is no entrance test for seeking admission.

#### **Medium of Instruction: English and Hindi**

IGNOU has been one of the earliest universities to introduce credit based academic programmes with a choice of courses. With the introduction of semester system and an evaluation system based on 10 point grading system in 2019, IGNOU joins the Central and State Universities

across the country in introducing the Four-Year Under Graduate Programmes (FYUP) at the Undergraduate level.

The University has launched the Four - year Undergraduate Programme and the scheme is as follows:

There are exit points after first, second and third year. Those who exit after completing three years (120 credits) shall be awarded a Degree with Major in the chosen discipline. On completion of four years (160 credits), Degree with Honours in the chosen discipline shall be awarded. If you want to exit after the 1<sup>st</sup> Year you would need to complete one 4 credit vocational course besides the mandatory 40 credits (1<sup>st</sup> and 2<sup>nd</sup> semester) to receive the UG Certificate. Similarly, if you exit after completing two years having done 80-4 credits you would be awarded UG Diploma.

Programme Structure Template for Four Years Undergraduate Programmes (3-year Major /4-year Honours)

### HISTORY STRUCTURAL FRAMEWORK FOR FYUP

#### Major Programme

Year	Semester	Discipline Specific Courses Core	Minor (Only for other disciplines)	Ability Enhancement Courses	Inter-disciplinary courses (Introductory level) Skill Enhancement courses/ internship/ dissertation	Common Value-Added Courses	Total Credits
1 <sup>st</sup> Yr	1 <sup>st</sup> Semester	DSC-1 (6 credits)  BHIC 101  History of India	Minor-1  VOC (4 credits)  BECS184: Data Analysis  BPAS184: Logistics Management  BHDS184: Radio Lekhan  BCOS185: Entrepreneurship		IDC-1 (6 credits)  BEGG171: Media and Communication Skills  BHDS175: Madhyakansan Bharatiya Sahitya Evam Sanskrit  BHIE143: History of Environment  BPAG171: Disaster Management  BPCG171: General Psychology  BPYG171: Applied Ethics		20

		BCOS186: Personal Selling and Salesmanship		BABG171: Understanding Ambedkar  BSOG171: Indian Society: Images and Realities  BSKG178: Pracheen Bharatiya Rajni  <b>SEC-1</b> <b>(4 credits)</b>  BANS183: Tourism Anthropology  BCHS183: Laboratory Management Skills  BCOS183: Computer Application in Business  BEGS183: Writing and study Skills  BHDS183: Anuvad Sofhaant Evam Pravadi  BHIS183: Traditions and Perception of Craft in Bharat  BPCS183: Emotional Intelligence  BPCS185: Developing Emotional Competence  BSSS183: Life Skill  BTTS183: An Introduction to Machine Translation		
2 <sup>nd</sup> Semester	DSC-2 (6 credits)  BHIC 103:History of India -II	Minor-2 VOC (4 credits)  BECS184: Data Analysis	AEC-1 (4 credits)  BEVAE181: Environmental Studies		VAC-01 (6 credits)  BEDSV 101: Value Education	20

			BPAS184: Logistics Management				
			BHDS184: Radio Lekhan				
			BCOS185: Entrepreneurship				
			BCOS186: Personal Selling and Salesmanship				
Exit 1:			VOC (4 Credits)	Exit 1:			40 (+4)
II Yr	3 <sup>rd</sup> Semester	DSC-3 (6 credits) BHIC-105: History of India -III (c. 750 - 1206)  OR DSC-4 (6 credits) BHIC- 107: History of India - IV (c. 1206 - 1550)	Minor-3 DSC BHIC-115 History of Bharat - Earlier to Sevan cen. C.E (4 credits)	AEC-2 (4 credits)			20
	4 <sup>th</sup> Semester	DSC-5 (6 credits) BHIC 109: History of India -V (c. 1550 - 1605) DSC-6 (6 credits) BHIC 112 :	Minor-4 DSC (4 credits) BHIC-116 History of Bharat - Eighth to Seventeen th cen. C.E		SEC-2 (4 credits) BANS 184 Public Health and Epidemiology		20



		History of India -VII (c. 1606 - 1750)					
Exit 2:			Exit 2:				30 (~4)
III Yr	3 <sup>rd</sup> Seme ster	<p>DSC-7 (6 credits)</p> <p>BHIC- 101 : Social Formations and Cultural Patterns of the Ancient World or DSC-8 (6 credits)</p> <p>BHIC- 106: Rise of the Modern West - I or DSC-09 (6 credits)</p> <p>BHIC-111 History of Modern Europe or DSC-10 (6 credits)</p> <p>BHIC 108 : Rise of the Modern West - II .....</p> <p>DSC-11 (6 credits)</p> <p>BHIC 104 : Social Formations and Cultural Patterns of the Medieval</p>	<p>Minor-5 DSC (4 credits)</p> <p>History of India from c. 1707 to 1950 -</p>		SEC-3 (4 credits)		20



		World or DSC-12 (6 credits) BHIC 103 Rise of the Modern West - II Credit-6 or DSC-13 (6 credits) BHIC-114 History of Modern Europe -II (c. 1780 - 1939)					
	6 <sup>th</sup> Seme- ster	DSC-14 (6 credits) BHIC-110 History of India -VI (c. 1760 - 1867) DSC-15 (6 credits) BHIC 113: History of India -VIII (c. 1867 - 1960) (6 credits)	Minor-6 DSC (4 credits) The Study of Greater Bharat Or The Science And Technolog y in Ancient Bharat  Proposed Course (A course Will be Developed		Internship Course (4 credits)		20
<b>Total</b> <b>1</b>		<b>60 Cr</b>	<b>24 Cr</b>	<b>08 Cr</b>	<b>22 Cr</b>	<b>06 Cr</b>	<b>120 Cr</b>
<b>Exit 3: UG Degree with Major</b>							<b>120 Cr.</b>

#### NOTE:

It may be noted that the list of Minor Courses, Ability Enhancement Courses (AEC), Skill Enhancement Courses (SEC), Interdisciplinary Courses (ID) Value Added Courses (VAC), Vocational Courses (VOC) is dynamic and new courses are added to the basket from time to time. University regularly adds new courses. The courses mentioned list given above is indicative only and You will get know the latest updated list of courses from the Common Prospectus and also when you register/re-register for each year.

\*Discipline Specific Minor courses are four credit courses. These courses are to be selected from other disciplines from the basket of courses. Choose any one discipline to complete all the three Discipline Specific Minor Courses.

### **3.1 FEATURES FOUR YEAR UNDERGRADUTE PROGRAMME AS PER NEP 2020**

The University has launched the Bachelor Degree Major Programmes and Honours Programmes with effect from January 2024 session. The Major degree in a specific discipline will be awarded to a student after successful completion of the courses for 3 years, whereas the students who continue the programme for 4th year also, will be awarded the Honours Degree of 4 years. The course details of the 4th year will be provided subsequently. The following bachelor degree programmes under FYUP, is on offer as Major (3 years) Honours (4-Years):

#### **3.2 Objectives:**

Beginning this January 2024, the School of Social Sciences is offering B.A. (FYUP) Major programmes in History. The programme is designed to enable the learner to take courses of their choice, learn at their own pace, and adopt an interdisciplinary approach to learning. It is thus a learner centric programme with flexibility, choices, mobility and employability built into it.

The Major/Honours degree programmes are designed to give an in-depth knowledge to a student in a discipline of his/her choice while providing exposure to other disciplines also. The Major (3 year) Honours (4 year) programmes have the following objectives:

- Introduce the learner to the main themes and topics in a discipline of humanities, social sciences and sciences with core and elective courses.
- Facilitate the learners to work towards ability and skill enhancement through exposure to appropriate courses.
- Introduce learners to reading and writing skills through assignments and exercises of such kind required at an undergraduate level.
- Expose the learners to the importance of interdisciplinary by enabling them to offer courses outside their disciplines.

Eligibility: 10+2 or its equivalent

Medium of Instruction: English and Hindi

### 3.3 Credits and Duration:

The University follows the credit system for offering all its programmes. One credit is equal to 30 hours of learners study time. To earn Bachelor's Degree, a learner has to complete 120 credits in minimum six semesters (Three years). The 120 credits of the programme have to be earned by completing the courses in different categories. Similarly, the credit load for an Honours degree programme of 4 years will be 160 credits. The details of the courses for the 4th year will be provided subsequently. The credit load of courses per Semester under different categories is 20 credits. The Major degree programmes have a mix of following categories of courses:

#### COURSES FOR BAFHI BACHELOR OF ARTS (MAJOR) HISTORY (1<sup>st</sup> Year)

a) **Discipline Specific Core Courses (DSC):** The Total credit weightage under this Category will be 60 credits. Each of the Courses is of 6 credits. A learner needs to choose one Discipline in which he/she wants to earn the Major degree. Once selected, it is not changeable.

Course Code	Title of the Course	No. of Credits
Semester-1	BHIC 101: History of India -I	6
Semester- 2	BHIC 102: Social Formations and Cultural Patterns of the Ancient World	6
Semester- 3	BHIC 103: History of India -II	6
	BHIC 106: History of India -III (c. 750 - 1206)	6
Semester- 4	BHIC 107: History of India - IV (c. 1206 - 1550)	6
	BHIC 109: History of India -V (c. 1550 - 1606)	6

b) **Interdisciplinary Course (ID):** The learners are required to take one Course of 6 credits under this Category in the first semester. This course will be other than the Major and Minor Disciplines taken by the students.

It may be noted that the list of Interdisciplinary Courses (ID) Value Added Courses is dynamic and University regularly adds new courses. The list given below is indicative only and you will get the latest updated list of courses when you register/re-register for each year.

Sr. No	Course Code	Title of The Course	Credits
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		<b>English</b>	
1.	BEGG 171	Media and Communication Skills	6
		<b>Hindi</b>	
2.	BHDG175	Madhyakaneen Bharatiya Sahitya Evam Sanskriti	6
		<b>Public Administration</b>	
3.	BPAG 171	Disaster Management	6
		<b>Psychology</b>	
4.	BPCG 171	General Psychology	6
		<b>Philosophy</b>	
5.	BPYG 171	Applied Ethics	6
		<b>Political Science</b>	
6.	BABG 171	Understanding Ambedkar	6
		<b>Sociology</b>	
7.	BSOG 171	Indian Society: Images and Realities	6
		<b>Sanskrit</b>	
8.	BSKG 178	Pracheen Bharatiya Rajniti	6

- c) **Skill Enhancement Courses (SEC):** Learners are required to study 4 courses of 4 credits each from this Category. One course in each semester will be offered starting from 1st, 4th, 5th, and 6th semester.

It may be noted that the list of Skill Enhancement Courses is dynamic and University regularly adds new courses. The list given below is indicative only and you will get the latest updated list of courses when you register/re-register for each year.

Sr. No	Course Code	Title of The Course	Credits
1.	BANS 183	Tourism Anthropology	4
2.	BCHS 183	Laboratory Management Skills	4
3.	BCOS183	Computer Application in Business	4
4.	BEGS 183	Writing and study Skills	4

5.	BHDS 183	Anuvaad Sidhaant Evam Pravidhi	4
6.	BHIS 183	Traditions and Perception of Craft in Bharat	4
7.	BPCS 183	Emotional Intelligence	4
8.	BPCS 185	Developing Emotional Competence	4
9.	BSSS 183	Life Skills	4
10.	BTTS 183	An Introduction to Machine Translation	4
11.	BBCS 485	Bioinformatics	4

- d) **Ability Enhancement Course:** Two courses worth 8 credits (4 credits each) will be offered from this category in 2nd and 3rd semesters.

It may be noted that the list of Ability Enhancement Courses is dynamic and University regularly adds new courses. The list given below is indicative only and you will get the latest updated list of courses when you register/re-register for each year.

Sr. No	Course Code	Title of The Course	Credits
1.	BEVAE 181	Environmental Studies	4

- e) **Value- Added Course:** One course of 6 credits is offered to the learner from this Category. The course is on offer only in the first Semester.

It may be noted that the list of Value Added Courses is dynamic and University regularly adds new courses. The list given below is indicative only and you will get the latest updated list of courses when you register/re-register for each year.

Sr. No	Course Code	Title of The Course	Credits
1.	BEDSV 101	Value Education	6

- f) **Vocational Courses:** The learner is required to study 3 vocational courses (4 credits each) worth 12 credits in a span of 3 years (6 semesters). These may be related to the Major discipline or otherwise as per the choice of the student.

It may be noted that the list of Vocational Courses is dynamic and University regularly adds new courses. The list given below is indicative only and you will get the latest

**updated list of courses when you register/re-register for each year.**

Sr. No	Course Code	Title of The Course	Credits
1.	BECS 184	Data Analysis	4
2.	BPAS 184	Logistics Management	4
3.	BHDS 184	Radio Lekhan	4
4.	BCOS 185	Entrepreneurship	4
5.	BCOS 186	Personal Selling and Salesmanship	4

**Exit from the Programme:** The students who would like to take exist from the programme after completion of first or second year, will have to complete a Vocational Course worth 4 credits in addition to the required number of courses to be completed in these years (40+4 credits after first year and 80+4 credits after 2nd year).

#### **4. Planning Your Bachelor's Studies**

As mentioned earlier, each credit of this programme is equivalent to 30 hours of learner study comprising all learning activities (i.e. reading and comprehending the print material, listening to audios, watching videos, attending counselling sessions, teleconferencing and writing assignments responses). This means that you will have to devote approximately 180 hours of study for a six-credit course (30 x 6) and 120 study hours for a four-credit course (30 x 4). Since you have three courses of six credits and one four-credit course to complete in the first semester and a similar workload in the second semester, you need to put in a total of 1200 hours of study in a year. This means that you will have to devote around four hours of study every day for at least 300 days in a year. You are therefore advised to adjust your reading schedule keeping this workload in view. With this schedule, you will be able to complete all courses of the First year.

The University offers a lot of flexibility and openness in the courses and duration for the completion of programmes. You should **take full advantage of this flexibility**. As indicated earlier you can finish this programme in three years by earning 120 credits. If you are not able to complete it within this period, you can take a maximum of six years to complete the programme. It would be better if you plan it in a systematic way. At the beginning of each semester/year, the University will make available study materials and assignments according to scheme of study. It is, however, up to you to decide which courses you will complete in a particular year. Completion of a course would involve studying the course, completing the assignments and obtaining pass marks in both assignments and the term end examination. If you are busy



elsewhere and not able to fully devote yourself to the programme you should fix your targets every year. If you feel that instead of 44 credits you would do only 24 or 36 credits in a year, plan it from the beginning of the year, study only those courses, do the assignments for them and appear for term end exam. Carry over the rest to next year. Again, next year, decide your goals for that year. Whenever you decide to do the previous year's course download fresh assignments from IGNOU website, submit them according to the schedule and appear in the term end examination (For details see Section 7.1 of this Programme Guide). Through a proper planning you can finish this programme according to your convenience.

## 5. FEE STRUCTURE AND SCHEDULE OF PAYMENT

A prescribed fee (which is Rs. 15,500/- at present) is to be paid for the Bachelor of Arts (Major) History Programme @Rs 5500/- per year at present. In the First year, in addition to prescribed fee (which is Rs. 5500/- at present), a prescribed Registration fee (which is Rs. 300/- at present) (non-refundable) and an University Development fee (which is Rs 200/- at present) also has to be paid. The programme fee should be paid only by means of Debit Card/Credit Card through online mode only. Fee once paid is not refundable.

According to the University policy, the programme fees is subject to revision. In that case, the revised fee shall be payable.

Although the Bachelor of Science/Arts programme is a semester-based programme, registration is done annually. Just as you have registered for the first two semesters at the start of the programme, you will have to re-register for the Second year (third and fourth semesters) and Third year (fourth and fifth semesters) before the beginning of the academic year. Please visit the University website at regular intervals for all the updates.

The submission of Re Registration form and payment of programme fee must be done at the beginning of each year, as per schedule given below, by online mode only, by means of Debit Card/Credit Card.

Schedule for Re-Registration\*

For January Session	For July Session	Late Fee
1st August to 2 <sup>nd</sup> October	1st Feb to 31st March	Nil
3rd October to 31st October	1st April to 30th April	₹ 200.00
1st November to 30th November	1st May to 31st May	₹ 500.00
1st December to 20th December	1st June to 20th June	₹ 1000.00

\* Above fee and dates are indicative only. As and when it is necessary, the University can revise the date/s and/or re-registration fee and the fee shall be payable by you as per schedule of payment notified by the University.



Timely payment of programme fees is the responsibility of the learner. The learner is expected to remit the fees as early as possible without waiting for the last date. Non-payment of fee would result in the withdrawal of access to study material and permission to write the examinations. It may also result in the cancellation of your admission. If any learner willfully appears in an examination without proper registration for a course, disciplinary action shall be taken against him or her as per rules of the University.

## 6. INSTRUCTIONAL SYSTEM

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The methodology of instruction adopted by the University is different from that in the conventional universities. The Open University system is more learner-oriented in which the learner is an active participant in the teaching-learning process. Most of the instruction is imparted through distance rather than face-to-face communication.

The University follows a multi-media approach for instruction. It comprises of

- Self-Learning Material
- Audio-video programmes transmitted through radio and television
- Teleconferencing sessions
- Face-to-face counselling at Study Centres by Academic Counsellors
- Assignments/ Tutorials/ Practicals/ Dissertation/ Project work

### 6.1 Course Material

Course material, in print or eBook format, is the primary form of instruction. You should concentrate mainly on the course materials that are sent to you in the form of printed books or eBooks. The course material would be sufficient to write assignment responses and prepare for the Term End Examination (TEE). We would, however, suggest you to read additional material, especially those given in the Suggested Reading section of the course material.

The course material prepared by the University is self-learning in nature. Each course is printed in the form of a single book or eBook. The course is divided into a number of **Blocks**. A six-credit course generally has four to five Blocks. Each Block consists of Units (minimum two to maximum five units). Normally, the Units covered in a Block have a thematic unity. The introduction section of the book provides an overview of the course, its objectives, guidelines for studying the material, etc. The Block introduction explains the coverage of the Block as a whole as well as the coverage of each Unit in that Block.

Each Unit is structured in a way to facilitate self-study by you. Each Unit begins with learning **Objectives** which will give you an idea on what you are expected to learn from the Unit. The **Introduction** provides an overview of the major theme of the unit. An attempt is made to forge a link with the topics of the previous Units and the topic to be covered in the Unit. This is

followed by the main text, which is divided into various sections and subsections. At the end of each section we have provided questions for self-evaluation under the heading of **Check Your Progress**. You should attempt this part, as it will help you in assessing the immediate absorption and check your understanding of the topic. Questions in Check Your Progress are for your practice only, and you should not submit answers to these questions to the University for assessment. Hint answers to the Check Your Progress exercises are provided at the end of the unit. We have not provided the full length answers, as we would like to encourage you to write in your own words and not rely on memorizing the course material.

The section **Let Us Sum Up** gives a brief account of what has been discussed in the Unit. This summary enables you to recall the main points covered in the Unit. Each unit ends with **References** which gives the list of books and articles that have been consulted to prepare the unit. In addition, at the end of each Block/Course, a list of **Suggested Readings** is given. Some of these books listed in this section will be available in the libraries at the Regional Centres.

In order to comprehend the SLMs, read the Units carefully and note down the important points. You can use the space in the margin of the printed pages for making notes and writing your comments. While reading the Units, you may mark the difficult words and look for the meaning of such words in a dictionary. If you still do not understand something, consult your counsellor during the face-to-face sessions at the LSC for clarification. Alternatively, you may write to the course coordinator/programme coordinator for clarification.

### **Dispatch of Study Material**

The dispatch of material will start once the online process of registration is complete. You can expect to receive your study material within one month of closing of the registration for the programme. If any course material is missing or you receive wrong or defective material, please address your query to the Regional Centre or write to Student Services Centre at [ssc@ignou.ac.in](mailto:ssc@ignou.ac.in)

For the students who have applied for digitized version, the SLM maybe accessed from [www.ignou.ac.in/eGyankosh/](http://www.ignou.ac.in/eGyankosh/) BA (M) History.

### **6.2 Academic Counselling**

In distance education, face-to-face contact between the learners and their academic tutors/counsellors is an important activity. The purpose of such an interaction is to answer some of your questions and clarify your doubts, which may not be possible through any other means of communication. It is also intended to provide you an opportunity to meet fellow learners.

There are experienced academic counsellors at the Study Centres to provide academic counselling and guidance to you in the courses that you have selected for study. The academic counselling sessions for each of the courses are held at suitable intervals throughout the academic session. Attendance in the academic counselling sessions for theory courses is not compulsory, but we would suggest you to attend these sessions as they may be useful in certain respects, such as to share your views on the subject with teachers and fellow learners,

comprehend some of the complex ideas or difficult issues, and get clarifications for any doubts which you would not otherwise try to raise.

Face-to-face counselling will be provided to you at the Study Centre assigned to you. You should note that the academic counselling sessions will be very different from the usual classroom teaching or lectures. Academic counsellors will not be delivering lectures or speeches. They will try to help you to overcome difficulties, which you face while studying for this programme. In these sessions, you must look into the subject-based difficulties and any other issues arising out of such difficulties. Besides, some of the audio and video material that is available at that time will be played in the counselling sessions. The University normally organizes Four academic counselling sessions for a 4-credit and six sessions for a six-credit course. In case there are less than 10 students in LSC, the learners will be clubbed with nearby LSC.

Before you attend the academic counselling sessions, please go through your course material and note down the points to be discussed. Unless you have gone through the Units, there may not be much to discuss. Try to concentrate on relevant and important issues. Try also to understand each other's points of view. You may also establish personal contact with your fellow participants to get mutual help for academic purposes. Try to get the maximum possible help from your academic counsellors.

### **6.3 Learner Support Centre**

To provide effective student support, we have set up a number of Study Centres all over the country. You will be allotted one of these Study Centres taking into consideration your place of residence or work. However, each Study Centre can handle only a limited number of students and despite our best efforts, it may not always be possible to allot the Study Centre of your choice. The particulars regarding the Study Centre to which you are assigned will be communicated to you.

Every Study Centre will have:

- A Coordinator who will coordinate different activities at the centre.
- An Assistant Coordinator and other support staff appointed on a part-time basis.
- Academic Counsellors in different courses to provide counselling and guidance to you in the courses you have chosen.

A Study Centre will have six major functions:

**Counselling:** Face-to-face counselling for the courses will be provided at the LSC. Online sessions might also be conducted by the academic counsellor for theory. However, Practical sessions will be conducted in the face -to face- mode at the allotted LSC. As mentioned earlier, there will be four academic counselling sessions for a 4-credit theory component, and two sessions for the Practical component.

The schedule of the counselling sessions will be communicated to you by the Coordinator of your Learner Support Centre.

### **Evaluation of Assignments/ Tutorial**

Tutor Marked Assignments (TMA) will be evaluated by the Academic Counsellors appointed for different courses at the LSC. These assignments will be returned to you with tutor's comments and marks obtained. These comments will help you in your studies. In a similar manner, Tutorial (included in the assignment as a separate activity) will be completed and submitted at the LSC which will be evaluated by the academic counsellor. Separate passing marks (35%) must be obtained in both the components separately.

**Library:** For each course, some of the books suggested under 'Suggested Readings' will be available in Library at the Regional Centre.

**Information and Advice:** At the LSC, you will get relevant information regarding the courses offered by the University, academic counselling schedules, examination schedule, etc. You will also get guidance in choosing your elective and application oriented courses.

**Audio-Video Facilities:** The LSC is equipped with audio-video facilities to help you make use of the audio and video materials prepared for different courses. Media notes, describing the contents of each programme, will also be available at the Study Centre. This will help you to know the contents of each programme.

**Interaction with Fellow-learners:** The LSC gives you an opportunity to interact with fellow learners. It is the contact point for you. All important information is communicated to the Coordinators of the LSC and Regional Director. The Coordinators would display a copy of such important circular/notification on the notice board of the LSC for the benefit of all IGNOU learners. You are, therefore, advised to get in touch with your LSC for day-to-day information about counselling schedule, assignments, tutorials, and practical.

### **6.4 Interactive Radio Counselling**

#### **6.5 GyanDarshan**

IGNOU in collaboration with Doordarshan now has an exclusive Educational TV Channel called Gyan Darshan. It is available through cable TV network. The channel telecasts educational programmes for 24 hours every day. Live telecast is from 3-5 p.m. and repeat from 8-10 p.m. Apart from programmes of IGNOU, it will have educational programmes produced by various national education institutions. You should try to get access to it through your cable operator. The schedule of programmes and live sessions is available at the study centres one month in advance. You can also get the schedule of programmes and live sessions from the University website.

#### **6.6 GyanVani**

Gyan Vani is an educational FM Radio network providing programmes covering different aspects and levels of education including Primary and Secondary Education, Adult Education, Technical and Vocational Education, Higher Education and Extension Education. There will be



programmes on various aspects and courses of Bachelor of Arts. The schedule of the programmes is uploaded on the University website.

### 6.7 Teleconference/EDUSAT

To reach our learners spread in different parts of the country we take the help of teleconferencing. These sessions are conducted from Delhi. The students can attend these at the regional centres and specified study centres of IGNOU. It is a one way video and two way audio facility. The teleconferencing is available on Gyan Darshan-2 and Edusat. The faculty members at Delhi and other experts as resource persons participate in these sessions. You can put your problems and questions to these experts through the telephone available at receiving centres. These will help in resolving your queries related to courses and other general information pertaining to the Bachelors of Arts programme.

## 7. EVALUATION

The system of evaluation followed by the University is also different from that of conventional universities. IGNOU has a multi tier system of evaluation.

- Self-assessment exercises within each unit of study.
- Continuous evaluation mainly through assignments which are tutor-marked, practical assignments and seminar/workshops/extended contact programmes, etc. Depending on the nature of the course opted for.
- The Term End Examinations.
- Project/Practical work depending upon the requirement of the course.

The evaluation consists of two parts: i) continuous evaluation through assignments, and ii) term end examination. In the final result, all the assignments of a course carry 30% weightage while 70% weightage is given for the Term End Examination (TEE). University follows a grading system for continuous evaluation as well as term-end examination. It is done on a ten point scale using the letter grades as given below. The University has decided to provide numerical marking also in the grade card and award of division for the Bachelor of Arts.

Letter Grade	Numerical Grade	Percentage
O (Outstanding)	10	$\geq 85$
A+ (Excellent)	9	$\geq 75$ to $< 85$
A (Very Good)	8	$\geq 65$ to $< 75$
B+ (Good)	7	$\geq 55$ to $< 65$
B (Above Average)	6	$\geq 50$ to $< 55$

C (Average)	5	$\geq 40$ to $< 50$
D (Pass)	4	$\geq 35$ to $< 40$
F (Fail)	0	$< 35$
Ab (Absent)	0	Absent

You are required to score at least 35% marks (Grade D) in both continuous evaluation (assignments) as well as the term-end examination of each course. You are also required to obtain 35% in Practical or Tutorial component. In the overall computation also you must get at least 35% marks (Grade D) in each course to claim the B.A. degree. The scores of continuous evaluation and term-end examination are not complementary to each other for qualifying a course.

Learner who do not qualify in the term-end examination are allowed to take up the Term End Examination in the next semester. It means you can take the TEE of the first year courses during the second year of your study. Similarly, second year courses can be carried over to the third year.

### 7.1 Assignments

Assignments constitute the continuous evaluation. **The marks that you secure in the assignments will be counted in your final result.** As mentioned earlier, an assignment of a course carries 30% weightage. You are therefore advised to take your assignment seriously. A simple omission on your part may put you in great inconvenience later.

For each course of this programme, you have to do two to three Tutor Marked Assignments (TMAs) depending upon the nature of the course. The TMA for each semester can be downloaded from the Student Zone of the University website.

You have to complete the assignment within the due dates specified in the assignment booklet. You will not be allowed to appear for the term-end examination for any course if you do not submit the assignment in time for that course. If you appear in term-end examination, without submitting the assignments, the result of the term-end examination is liable to be cancelled.

Ensure that your assignment responses are complete in all respects. Before submission you should ensure that you have answered all the questions in all assignments. Incomplete assignment responses may affect your grades adversely.

The main purpose of TMA is to test your comprehension of the learning materials you receive from us and also to help you get through the courses. The evaluators/academic counsellors after correcting the assignments return them back to you with their comments and marks. The comments will guide you in your study and help in improving it. It is therefore important that you collect the evaluated TMA along with a copy of the assessment sheet containing the comments of the evaluator on your performance. Tutorial are reflective exercises that promote

critical thinking. The responses for the practical activities are open ended and to be written in one's hand writing.

The content provided in the printed course materials should be sufficient for answering the assignments. Please do not worry about the non-availability of extra reading materials for working on the assignments. However, if you have access to other books, you may make use of them. The assignments are designed in such a way as to help you concentrate mainly on the course material and exploit your personal experience.

**You have to submit your assignment response sheets to the Coordinator of the Study Centre assigned to you.** For your own record, retain a copy of all the assignment responses which you submit to the Coordinator. If you do not get back your duly evaluated tutor marked assignments along with a copy of the assessment sheet containing comments of the evaluator on your assignment within a month after submission, please try to get it personally from your Study Centre. This may help you to improve upon future assignments.

**Keep duplicate copies of assignment responses of TMAs submitted to Study Centres.** They may be required to be produced at Student Evaluation Division on demand. Also maintain an account of the corrected assignment responses received by you after evaluation. This will help you to represent your case to the University in case any problem arises.

If you do not get a pass grade in any assignment, you have to submit it again. Get fresh assignments from the Student Zone tab of the University website. However, once you get the pass grade in an assignment, you cannot re-submit it for improvement of grade. Assignments are not subject to re-evaluation except for factual errors, if any, committed by the evaluator. The discrepancy noticed by you in the evaluated assignments should be brought to the notice of the Coordinator of the Study Centre, so that the correct score is forwarded by him/her to the Student Evaluation Division at Headquarters.

In case you find that the score indicated in the assignment sheet of your Tutor Marked Assignment has not been correctly reflected or is not entered in your grade card, you are advised to contact the **Coordinator of your Study Centre** with a request to forward the correct award list to the Student Evaluation Division at the Headquarters.

Do not enclose or express doubts for clarification, if any, about study material or assignment along with the assignment. **Send your doubts in a separate cover to the Director, School of Social Sciences, IGNOU, Maidan Garhi, New Delhi-110068.** Give your complete enrolment number, name, address, title of the Course, and the number of the Unit or the assignment, etc. on top of your letter. If you have any specific grievances, you use the iGRAM (<http://igram.ignou.ac.in>) platform for a early response from the University.

## **SPECIFIC INSTRUCTIONS FOR TUTOR MARKED ASSIGNMENTS (TMA)**



- 1) Write your Enrolment Number, Name, Full Address, Signature and Date on the top right hand corner of the first page of your response sheet.
- 2) Write the Programme Title, Course Code, Course Title, Assignment Code and Name of your Study Centre on the left hand corner of the first page of your response sheet. **Course Code and Assignment Code may be reproduced from the assignment.** The top of the first page of your response sheet should look like this:

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ENROLMENT NO. : .....	NAME : .....
PROGRAMME CODE: .....	ADDRESS: .....
COURSE CODE	
COURSE TITLE	
ASSIGNMENT CODE : .....	SIGNATURE: .....
STUDY CENTRE : .....	DATE : .....

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- 3) Read the assignments carefully and follow the specific instructions, if any, given on the assignment itself about the subject matter or its presentation.
- 4) Go through the Units on which the assignments are based. Make some points regarding the question and then rearrange those points in a logical order and draw up a rough outline of your answer. While answering an essay type question, give adequate attention to introduction and conclusion. The introduction must provide a brief interpretation of the question and how you propose to develop it. The conclusion must summarise your response to the question. Make sure that the answer is logical and coherent, and has clear connections between sentences and paragraphs. The answer should be relevant to the question given in the assignment. Make sure that you have attempted all the main points of the question. Once you are satisfied with your answer, write down the final version neatly and underline the points you wish to emphasise. While solving numerical problems, use proper format and give working notes wherever necessary.
- 5) Use only foolscap size paper for your response and tie all the pages carefully. Avoid using very thin paper. Allow a 4 cm margin on the left and at least 4 lines in between each answer. This may facilitate the evaluator to write useful comments in the margin at appropriate places.
- 6) Write the responses in your own hand. Do not print or type the answers. Do not copy your answers from the Units/Blocks sent to you by the University. It is advised to write your answers in your own words as it will help in grasping the study material.

- 7) Do not copy from the response sheets of other students. If copying is noticed, the assignment will be rejected.
- 8) Write each assignment separately. All the assignments should not be written in continuity.
- 9) Write the question number with each answer.
- 10) The completed assignment should be submitted to the Coordinator of the Study Centre allotted to you. TMAs submitted at any other place will not be evaluated.
- 11) After submitting the TMA, get the acknowledgement from the Coordinator on the prescribed assignment remittance-cum-acknowledgement card.
- 12) In case you have requested for a change of Study Centre, you should submit your TMA only to the original Study Centre until the change of Study Centre is notified by the University.
- 13) If you find that there is any factual error in evaluation of your assignments e.g. any portion of your assignment response has not been evaluated or the total of score recorded on your assignment response is incorrect, you should approach the Coordinator of your study centre for correction and transmission of correct score to headquarters.

## 7.2 Term End Examination

As stated earlier, the term-end examination is the major component of the evaluation system and carries 70% weightage in the final result. You must fill the Term End Examination (TEE) form online before the last dates i.e. 31<sup>st</sup> March for June exam and 30<sup>th</sup> September for December exam. **Please regularly check IGNOU website for latest updated information.**

The University conducts TEE twice a year i.e., in June and December. You can, however, take the examination only after completing one year of study. This means that **the Term End Examination for your first and second semesters will be conducted together at the end of First year.** Similarly, for third and fourth semesters and for the fifth and sixth semesters, the TEE will be conducted together at the end of the Second and Third year of the programme. If you miss taking any examination at the end of the year, you may take those courses in next TEE conducted in June or December.

A learner is permitted to appear in the TEE, subject to the following conditions: -

- Registration for the courses is valid and not time barred.
- Required number of assignments in the course has been submitted by the due date.
- Minimum time to pursue these courses as per the provision of the programme has been completed.
- Examination fee is paid for all the courses in which the learner is writing the examination.

In the case of non-compliance of any of the above conditions, the result of all such courses is liable to be withheld by the University.

In case you fail to get a pass score (35% marks) in the Term End Examination, you will have to reappear at the next Term End Examination for that course within the total span of the programme i.e. six years.

### **Submission of Online Examination Form**

The learners are required to fill in the Examination form to appear in the TEE each time i.e. for every exam (December/June) a learner has to apply a fresh. Fill-in the exam form online for all the courses that a learner plans to take in a TEE. Only one form is to be submitted online for all the courses that a learner plans to take in a TEE. To avoid discrepancies in filling up examination forms and avoid hardship in appearing in the TEE, you are advised to:

- 1) Remain in touch with the LSC/ Regional Centre/ Student Evaluation Division for change in schedule of submission of examination form
- 2) Fill-up all the particulars carefully and properly in the examination form to avoid rejection/ delay in processing of the form
- 3) Retain proof of submission of examination form till you download your Hall Ticket.

### **Examination Fee and Mode of Payment**

The schedule for submission of TEE Form is available at the IGNOU website during each session. The prescribed fee (which is Rs. 200/- at present) is payable per course. The mode of payment of examination fee is online only through Credit Card/Debit Card/Net Banking Examination fee once paid is neither refundable nor adjustable even if the learner fails to appear in the examination.

### **Hall Ticket for Term End Examination**

No hall ticket shall be dispatched to the examinees. Hall Tickets of all examinees are uploaded on the University website 7 to 10 days before the commencement of the Term End Examinations.

Students are advised to take the printout of the Hall Ticket from the University website after entering the enrolment number and name of the programme of study, and report at the examination centre along with the Identity Card issued by the University as tested by the Director of the Regional Centre. Without a valid IGNOU Student ID Card issued by the Regional Centre/ University, examinees will not be permitted to appear in the examination.

Every student must bring his/her identity card for appearing in the TEE along with the Hall Ticket. Students will be allowed to appear in the TEE for those courses only for which registration is valid and the prescribed minimum duration of study is completed. In case, any learner has misplaced the Identity Card issued by the University, it is mandatory to apply for a duplicate Identity Card to the Regional Centre concerned well before commencement of the

examinations. The learner without valid ID Card will not be allowed to enter the Examination Centre premises.

### **Examination Date Sheet**

Examination date sheet (i.e., schedule which indicates the date and time of examination for each course) is uploaded on the University website at least fifteen days from the commencement of the TEE. You are advised to see whether there is any clash in the examination dates of the courses of the same year, you wish to take, i.e., Examination of any two courses of the same year, you wish to take are scheduled on the same day at the same time. There might be a clash in the dates of the courses from different years. Declaration of Result. In this case, you are advised to take the TEE for one course and the other course in the next TEE.

It is your duty to check whether you are registered for a course and whether you are eligible to appear for that examination. If you neglect this and take the examination without being eligible for it, your result will be cancelled.

All efforts are made to declare the results well before the deadline for submission of Examination Form for the next TEE. In case, result for a course is not declared you should fill the Examination Form for that course without Examination Fee. In case, you appear in the TEE of that course, you have to send a demand draft (drawn in favour of IGNOU, New Delhi) of requisite amount to the Registrar, Student Evaluation Division (SED) Division, New Delhi failing which your result of that course will not be declared.

### **Early Declaration of Result**

In order to facilitate learners who have secured admission for higher studies or got selected for employment, etc. and are required to produce statement of marks/grade cards by a specified date, the University provides for early declaration of result. The learner can apply for early processing of his/her answer scripts and declaration of result. Such a student is required to apply in prescribed form (available on the University website) along with i) fee of ₹ 1000/- per course through demand draft drawn in favour of IGNOU and payable at New Delhi, and ii) attested photocopy of the admission/employment offer. You must submit the request for early declaration of result before the commencement of TEE, that is, before June 1st or December 1st for June and December TEE respectively. The University in such cases will make arrangement for early processing of answer scripts and declare the result as a special case possibly within a month's time from the conduct of examination.

### **Re-Evaluation of Examination Scripts**

Students who are not satisfied with the marks/grade awarded to them in the TEE may apply in prescribed form for re-evaluation within one month from the date of declaration of results, i.e. the date on which results are made available on the University website on payment of prescribed fee (which is Rs. 750/- at present) per course is payable online. The better of the two scores of original marks/grade and marks/grade after re-evaluation will be considered and updated in the student's record.

Re-evaluation is permissible in TEE only and not in practical, project report, workshop, assignment, tutorials, seminar, etc. A sample application form with rules and regulations for this purpose is available at the University's website.

### **Improvement in Division/Class**

Students of the Bachelor degree programme who have completed the programme and wish to improve their Division / Class may do so by appearing in TEE. Only those students of the programme who fall short of less than 2% marks to secure 2nd and 1st division are eligible for reexamination.

Students may apply in the prescribed form from 1st to 30th April for June TEE and from 1st to 31st October for December TEE along with prescribed fee (which is ₹ 750/- at present) per course by means of a demand draft drawn in favour of IGNOU and payable at New Delhi. **PLEASE VERIFY THE DATES ON IGNOU WEBSITE.**

Improvement is permissible in TEE only and not in Practicals /Lab courses, Project, Workshop, Assignment, Seminar, tutorials, etc.

Students wishing to improve their marks will have to apply within six-months from the date of issue of final statement of marks/grade card to them, subject to the condition that their registration for the programme/course being applied for improvement, is valid till the next TEE in which they wish to appear for improvement. Rules and regulations in detail for this purpose are available at the University's website.

**Obtaining Photocopy of Answer Scripts:** After the declaration of result, if the learner is not satisfied with the marks awarded, he or she can request for a Photocopy of Answer Scripts. The request for obtaining Photocopy of Answer Scripts by the student must be made within 45 days from the date of declaration of result to the Student Evaluation Division, IGNOU, New Delhi in the prescribed format along with prescribed fee to be paid online.

While communicating with the University regarding examinations, please write your enrolment number and complete address clearly. In the absence of such details, the Student Evaluation Division will not be able to attend to your problems.

## **8. OTHER USEFUL INFORMATION**

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### **IGNOU Web Site**

www.ignou.ac.in the official website of the University offers relevant information to the general public and student support facilities to the learners through the Single Window Information and Student Support (SWISS). These include:

- Online registration for fresh admission of various programmes

Online Re-Registration  
Online submission of Term-End Examination Form  
Results of the Term End Examinations  
Checking status of study material  
Downloads Assignments/Question papers/Forms  
Catalogue of audio/video programmes  
Schedule of Gyan Darshan/Gyan Vani/ programmes  
Admission announcements  
Addresses of regional and study centres  
Update on the latest happenings at the University  
Checking of student's mailing address  
Entrance test results  
TEE date-sheet  
Examination Hall Ticket  
Course Completion Status



Accessing e-GyanKosh: using this web site you can download your course material and view video related to your courses.

#### **Scholarships and Reimbursement of Fees**

Reserved categories viz., scheduled caste/scheduled tribe and learners with physical disability, have to pay the fees at the time of admission to the University along with other students.

Learners with physical disability admitted to IGNOU are eligible for Government of India scholarships. They are advised to collect the scholarship forms from the Directorate of Social Welfare or Office of the Social Welfare Officer of the concerned State Government and submit the filled-in forms to them through the concerned Regional Director of IGNOU to SRD.

Similarly, for reimbursement of programme fees SC/ST students have to submit their forms to the Directorate of the Social Welfare or Office of the Social Welfare Officer of the respective State Government through the concerned Regional Director of IGNOU.

#### **Change of Medium**

Change of medium is permitted within 30 days from the receipt of first set of course material in the first semester/year ONLY, on payment of prescribed fee (which is at present ₹ 350/- plus ₹ 350/- per 4 credit course and ₹ 700/- per 6 credit course for BAPSH programme). Payment should be made by way of a Demand Draft drawn in favour of "IGNOU" payable at the place of



concerned Regional Centre. All such requests for change of Medium should be addressed to the concerned Regional Centre only, as per schedule.

### **Change or Correction of Address**

There is a printed form for the change/correction of address/name. A copy of the same is available online on the university websites under Student Zone. In case there is any correction or change in your address, you are directed to make use of that form addressed to the Registrar, Student Registration Division (through concerned Regional Director). You are advised not to write letters to any other officer in the University in this regard. Normally, it takes four to six weeks to effect the change. Therefore, you are advised to make your own arrangements to redirect the mail to the changed address during this period.

### **Change of Study Centre**

A student is required to opt for only such study centres which are activated for the programme. As far as possible the university will allot the study centre opted for by the student. However, the university may change the study centre at its convenience without concurrence of the student at any time.

For the purpose of change of Study Centre, you have to send a request to the Director of your Regional Centre. A copy of the same may be sent to the Student Evaluation Division at the headquarters.

Counselling facilities for a programme may not be available at all the Centres. Therefore, you are advised to make sure that counselling facilities are available for the programme you have chosen, at the new Centre opted for. As far as possible the request for change of Study Centre is considered favourably. However, the allotment of a new Study Centre is subject to availability of seats for the programme at the new Centre asked for.

### **Change of Regional Centre**

If you want to transfer from one region to another, you have to send your application seeking transfer to the Regional Centre from where you are seeking a transfer marking copy to the Regional Centre where you would like to be transferred to. Further, you have to obtain a certificate from the Coordinator of the Study Centre from where you are seeking transfer regarding the number of assignments submitted. The Regional Director from where the learner is seeking the transfer will transfer all records including details of fee payment to the new Regional Centre under intimation to the Registrar, Student Registration Division (SRD) and the learner as well. For change of Region in practical oriented courses like Psychology, 'No Objection Certificate' has to be obtained from the concerned Regional Centre/Study Centre where you wish to transfer. In case any learner is keen for transfer from Army/Navy/ Air Force Regional Centre to any other Regional Centre of the University during the cycle/session, he/she would have to pay the fee-share money to the Regional Centre. In case the learner seeks transfer at the beginning of the session/cycle, the required programme course fee for the session/cycle shall be deposited at the Regional Centre. However, the transfer shall be subject to availability of seats wherever applicable.

### **Issue of Duplicate Grade Card/Mark sheet**



A duplicate Grade Card is issued after a request is made on the prescribed form along with a draft of prescribed fee (which is ₹ 200/- at present) to be paid in favour of IGNOU, New Delhi. The form for the purpose is available on the IGNOU website.

### **Issue of Duplicate Degree Certificate**

A duplicate degree certificate can be issued after a request is made on the prescribed form along with a demand draft of prescribed fee (which is 750/- at present) in favour of IGNOU, New Delhi. The following documents are required to be attached with the requests for issue of duplicate degree certificate:

- 1) Affidavit on non-judicial stamp paper of prescribed amount (which is ₹ 10/- at present).
- 2) Copy of FIR lodged with the police station regarding loss of Degree Certificate.
- 3) Demand Draft/IPO for requisite fee.

The form and the format for the purpose are given on the University website.

### **Re-admission**

If you are not able to complete the programme in a maximum of 6/8 years, the University has made a special provision for re-admission. You have to take the following two steps for re-admission:

- a) Take admission afresh in the Programme like other students by fulfilling the admission criteria and paying requisite fee for the Programme.
- b) Apply to the University for the transfer of credits you have earned under the old enrolment with applicable fee.

Full credit transfer may be allowed if the syllabus and methodology now in vogue are similar to that governing the student under the old enrolment.

### **Simultaneous Registration**

A learner is permitted to register for only one programme in the given academic session. You are, therefore, advised to seek admission to only one programme in the given academic session. However, you are allowed to take a certificate programme of 6 months duration along with other programmes. Violation of this rule will result in cancellation of admission to all the programmes and forfeiture of the programme fees.

<http://www.ignou.ac.in/userfiles/Notification%20Simultaneous%20programs%202-9-2022.pdf>

### **Migration Certificate**

For Migration Certificate, requisition may be sent to the Regional Director along with the following documents:

- 1) Application (can be obtained from the IGNOU website)
- 2) Attested copy of the mark sheet.

- 3) Prescribed Fee (which is ₹ 500/- at present) in the form of demand draft drawn in favour of IGNOU payable at the city where the Regional Centre is located.

#### **Refund of Fees**

The refund request will be considered as under:

- a) Before the last date for submission of admission form Programme fee will be refunded after deduction of prescribed amount.
- b) Within 15 days from the last date for submission of admission form-Programme fee will be refunded after deduction of prescribed amount.
- c) Within 30 days from the last date for submission of admission form-Programme fee will be refunded after deduction of prescribed amount.
- d) After 30 days from the closure of the last date- No refund will be allowed.

The last dates for submission of admission form will be considered separately i.e., last date without late fee and last date with late fee. However, late fee, if any, will not be refunded.

In cases of (a) to (c) above, the candidate will make a written request to the Regional Director (RD) concerned for such a refund. The Regional Centre (RC) will process the cases as soon as possible after ascertaining the credit of the same in IGNOU Accounts.

#### **Disputes on Admission and other University Matters**

The place of jurisdiction for filing of a Suit, if necessary, will be only at New Delhi/Delhi.

### **9. SOME USEFUL ADDRESSES**

During the course of your study, you might require some additional information about rules and regulations as well as how to resolve some of the issues in completing your studies at IGNOU. You must know whom to contact for specific information. Here is a list of addresses and contact numbers and emails of offices in the University to contact for specific information or problem.

Identity Card, Fee receipt, Bonafide Certificate, Migration, Scholarship forms	Concerned Regional Centre
Non-receipt of study material	Material Production and Distribution Division
Schedule/information regarding Exam form, Entrance test, Date-sheet, IGNOU Hall ticket	Asst. Registrar ( Exam-II), SED, Block-12, IGNOU, Maidan Garhi, New Delhi-110068 E-mail: <a href="mailto:evaluationssed@ignou.ac.in">evaluationssed@ignou.ac.in</a> Ph. 29536743, 29535924-32 / Extn-2202, 2209

<b>Result, Re-evaluation, Grade Card, Provisional Certificate, Early declaration of Result, Transcript</b>	Dy. Registrar ( Exam.III), SED, Block-12, IGNOU, Maidan Garhi, New Delhi-110068 E-mail sedgrievance@ignou.ac.in Ph. 29536103, 29535924-32/Extn. 2201, 2211, 1316
<b>Non- reflection of Assignment Grades/Marks</b>	Asst. Registrar (Assignment), SED, Block-3, Room No-12, IGNOU, Maidan Garhi, New Delhi-110068 E-mail : assignments@ignou.ac.in Ph. 29535924, Extn-1312, 1319, 1325
<b>Original Degree/ Diploma/ Verification of Degree/Diploma</b>	Dy. Registrar ( Exam.I), SED, Block-9, IGNOU, Maidan Garhi, New Delhi-110068 E-mail evaluationsed@ignou.ac.in Ph.29535438, 29535924-32/Extn-2224, 2213
<b>Student Grievances related to evaluation</b>	Asst. Registrar (Student Grievance), SED, Block-3, IGNOU, Maidan Garhi, New Delhi-110068 E-mail sedgrievance@ignou.ac.in Ph. 29532294, 29535924-32/Extn-1313
<b>Academic Content</b>	Director of the School concerned or bapshoss@ignou.ac.in
<b>Student Support Services and Student Grievances, Pre-admission inquiry of various courses in IGNOU</b>	Regional Director, Student Service Centre, IGNOU, Maidan Garhi, New Delhi-110068 E-mail sso@ignou.ac.in Ph. 29535714, 29533869, 2953380 Fax-29533129

Most of the operations of the University are online. Whenever you are required to submit a hard copy, the University has made available different application forms on its website. Download these forms from the Student Zone of the University website. You should also visit the website of your Regional Centre for information related to induction meeting, counselling sessions, assignment/project submission and other related information.

## PART II

## SYLLABI OF COURSES

**SEMESTER-I, CORE COURSE -I****BHIC 101-History of India-I****6 credits**

History is concerned about change and historical change. Historical analysis allows us to explore the formation of varied societies in a region. Investigation of causes and formulation of explanations along with a more finer reading of the text allows us to arrive at a nuanced understanding of the historical events. There may be multiple interpretations and varied perspectives, but what is important is how evidence is sought and understood, how explanations are forwarded. This process depends upon a meticulous and honest investigation aided by logical analysis and scientific method. This course presents historical analysis along these lines.

We have moved away from constructing the histories of kings and dynasties. Now the focus is on the investigation of factors which have shaped people, events and institutions that make the Indian society. It is with these aims that the present Course is designed. The period is from the earliest times to the decline of the Mauryan empire. The Course is divided into four Themes which contain a number of units. The Units explore the transition from one phase to another, cultures and civilizations, their characteristics, evolution of regional patterns and finally changes in polity, economy, religion, society, science and technology during this period.

**SYLLABUS****Block 1 Reconstructing Ancient Indian History**

Unit 1 History of Ancient India

Unit 2 Geographical Regions and Sources

Unit 3 Prehistoric Period

Unit 4 Hunting Gathering Societies

**Block 2 The Advent of Food Production and Harappan Civilization**

Unit 5 The Neolithic Phase

Unit 6 Harappan Civilisation -I

Unit 7 Harappan Civilisation- II

Unit 8 Harappan Civilisation- III

**Block 3 Vedic Period and Cultures in Transition**

Unit 9 Vedic period- I Unit 10 Vedic period- II

Unit 11 Emergence of Iron

Unit 12 Intellectual Developments and Asceticism

Unit 13 Jainism, Buddhism and Ajivikas

**Block 4 India: 6th Century BCE to 200 BCE**

Unit 14 Janapadas and Mahajanapadas

Unit 15 Alexander's Invasion of the Northwest

Unit 16 Rise of Magadha

Unit 17 The Mauryan Empire

Unit 18 Mauryas

Unit 19 Attitudes towards Environment, Science and Technology

Unit 20 Gender Perspectives

**BHIC 102-Social Formations and Cultural  
Patterns of the Ancient World**

**6 credit**

The course will have around 16 units. The main theme and sub-themes are as below

**SYLLABUS**

**Unit wise Structure**

**Theme I - Evolution of Humankind**

Unit 1 Pre History and Sources

Unit 2 Biological Evolution of Humans

Unit 3 Paleolithic and Mesolithic Cultures

**Theme II - Food Production**

Unit 4 Domestication of Plants and Animals

Unit 5 Early Agriculture in Different Regions

Unit 6 Consequences of Agriculture.

**Theme III - Bronze Age Civilizations**

Unit 7 Bronze Age Civilizations : Main Features

Unit 8 Egyptian Civilization

Unit 9 Shang Civilization in China

**Theme IV - Iron Age**

Unit 10 Use of Iron and its Implications

Unit 11 Nomadic groups in Central and West Asia

**Theme V - Formation of Empires**

Unit 12 Formation of Empires; Assyrian and Babylonian

Unit 13 Formation of Empires; Sassanids

**Theme VI - Ancient Greece**

Unit 14 Slave Society in Greece : Polity and Economy

Unit 15 Greek Cultural Traditions

**BHIC 103 -History of India-II**

**6 credits**

The present Course covers the period between 200 BCE till the time of Harshavardhana. This was the period when new types of agrarian and social relations emerged in India. Regional elements started crystallising. This Course looks at the urbanization in the early centuries of the Christian Era, Gupta economy and its attendant „feudalisation“, flowering of art and architecture, religion and religious practices, women’s changing status in society, science and technology and languages and literature. The focus is on processes which mark the transition from the early historical period to the beginnings of the early medieval period. The Course is divided into four Themes which contain a number of units.

**SYLLABUS**

**Block 1 India: 200 BCE to 300 CE**

Unit 1 The Sungas and Kusanas

Unit 2 Emergence of Regional Powers

Unit 3 Early State Formation in Deccan and Tamilakam

Unit 4 Agrarian Settlements and Agrarian societies



Unit 5 Trade Networks and Urbanization

**Block 2 Guptas and Post-Gupta State and Society**

Unit 6 Rise of Guptas Unit

7 Post-Gupta Kingdoms in North India

Unit 8 Harsha and the Rise of Kannauj

Unit 9 Kingdoms in the Deccan and South

**Block 3 Transition to Early Medieval India**

Unit 10 Trade and Urbanization

Unit 11 Status of Women

Unit 12 Crafts and Craftpersons

Unit 13 Religions and Religious practices

**Block 4 Cultural Developments**

Unit 14 Languages and Literature

Unit 15 Sculpture and Architecture

Unit 16 Science and Technology

Unit 17 Economy and Trade

Unit 18 Environment, Forests and Water Resources

**BHIC 105-History of India-III (c.750-1206)**

**6 credits**

This Course deals with the history of India from the mid eighth century CE to the beginning of the thirteenth century. Significant changes took place during this period. Some scholars believe that there was a further consolidation of the feudal structure which had come into existence by the Gupta period. However, others believe that the period between the 8<sup>th</sup> till the 12 centuries witnessed the third phase of urban growth. One thing that was certain was that agriculture expanded considerably in this period, regional polities emerged, there was an efflorescence of regional languages and literature, the proximity between certain merchant guilds and kings was established, architecture especially in the field of temple architecture, flourished. So did art, for example the Cola bronzes are known for their beauty and finesse. This period functioned as a gateway which ushered in the 'new' period of Indian history-the Sultanate.

**SYLLABUS**

- Unit 1 Historical Sources
- Unit 2 The Political Scenario I :Rajputs; Rise and struggle to power
- Unit 3 The Political Scenario II :Rashtrakutas and Palas
- Unit 4 The Political Scenario III : Cholas and Chalukyas
- Unit 5 Art and Architecture : North India & South India
- Unit 6 Arab conquest of Sindh, Turkish invasions, Mohd.Ghazni and Mohd Ghouri
- Unit 7 Social, Cultural and Technological impacts : Arab and Turkish invasions
- Unit 8 Society, economy, polity and culture : East and North East India
- Unit 9 Political and cultural expansion in South East Asia
- Unit 10 Agriculture, Landlord, peasants and tribals : The Feudalism debate
- Unit 11 Castes, gender and professions
- Unit 12 Trade, trade routes and maritime trade
- Unit 13 Merchant GUILDS and urbanization of North Indian and South India
- Unit 14 Developments in religions
- Unit 15 Education, intellectual traditions, interactions and philosophy
- Unit 16 Languages and Literature
- Unit 17 Science, technology and environment

**BHIC 107-History of India IV (c.1206-1550)**

**6 credits**

**SYLLABUS**

**Block 1 Interpreting the Delhi Sultanate**

- Unit 1 Survey of Sources

**Block 2 Political Formations**

- Unit 2 Delhi Sultanate: Consolidation and Expansion
- Unit 3 Evolution of Institutions: Sultan, Nobility and Ulama
- Unit 4 Administrative Institutions
- Unit 5 Vijayanagar: Expansion and Consolidation
- Unit 6 Evolution of Institutions: Kingship and the Nayaka System

- Unit 7 Deccan Kingdoms  
Unit 8 Emergence of New Kingdoms in the 15th century: Malwa, Gujarat, Jaunpur, Bengal, Mewar, Kashmir

**Block3 Society and Economy**

- Unit 9 Land Administration  
Unit 10 Agrarian Classes  
Unit 11 Technology and Society  
Unit 12 Money, Currency, Monetization and Urban Economy  
Unit 13 Inland and Oceanic Trade

**Block 4 Religious Ideas and Visual Culture**

- Unit 14 Bhakti Tradition  
Unit 15 Sufi Tradition  
Unit 16 Vedantic and Sramanic Traditions  
Unit 17 Temples, Mosques and Dargahs: Forms, Contexts and Meanings  
Unit 18 Palaces, Forts, Mausoleums and Public works: Forms, Contexts and Meanings  
Unit 19 Paintings

**BHIC 109-History of India-V (c. 1550-1605)**

**6 credits**

**SYLLABUS**

**Block 1 Sources and Historiography**

- Unit 1 Indo Persian histories and Persian literary traditions  
Unit 2 Indic literary traditions and European sources

**Block2 Indian Political System**

- Unit 3 Regional and Local Polities

- Unit 4 Timurid Antecedents
- Unit 5 Mughal Conquests: Warfare and Alliances
- Unit 6 Afghan Polity
- Unit 7 The Nayaks

### **Block 3 Consolidation of Mughal Rule**

- Unit 8 Historiography on State
- Unit 9 Ideas on Kingship
- Unit 10 Administrative Structure
- Unit 11 Administrative Institutions: Mansab and Jagir
- Unit 12 Composition of Nobility
- Unit 13 Fiscal System

### **Block 4 Economic Processes**

- Unit 14 Agrarian Economy and Agrarian Relations
- Unit 15 Exchange Economy: Money and Currency
- Unit 16 Towns, Cities and Growth of Urban Centres

### **Block 5 Imagining the Sacred**

- Unit 17 State and Religion

### **Block 6 Literature and Translations**

- Unit 18 Patronage of Literary Culture

### **Interdisciplinary Courses**

It may be noted that the list of Interdisciplinary Courses (ID) is dynamic and University regularly adds new courses. The list given above is indicative only and you will get the latest updated list of courses when you register/re-register for each year.

**Media and Communication Skills (BEGG 171)**

**6 Credits**

Through this course we propose to introduce you to the various channels of mass media such as the newspaper, magazine, radio, television and, last but not the least, the internet. The internet today, with things like blogs, message boards, podcasts, video sharing, etc., has given the ordinary man and woman more power than s/he ever enjoyed in the past and, which until recent times, was availed only by the mass media producers. New technologies have transformed the world of media. They have shattered the social boundaries of the world. People now live in close proximity because of the new inventions in technology. The idea of communication may be very simple but it leads to immensely interesting and sophisticated ramifications. Through this course we take up the functions and elements of communication and give you various strategies and rules about how to write for different mediums of mass communications.

### **Madhyakaneen Bharatiya Sahitya Evam Sanskriti (BHDG 175)**

#### **Disaster Management (BPAG 171)**

**6 Credits**

Human vulnerability to disasters is an age-old phenomenon. Disasters play havoc with the lives of people. They cause excessive losses to the humanity and infrastructure. Disaster management as an area of study is of recent origin. Disaster management education seeks to provide understanding of different techniques and impediments in the way of disaster mitigation. IGNOU was the first University in India to launch a Certificate Programme in Disaster Management through ODL in 1999.

The Course aims to familiarise the learners with the meaning and classification of disasters; institutional framework of disaster management in India; importance of preparedness, prevention and mitigation; major steps in disaster response; dimensions of damage assessment; relevance of rehabilitation, reconstruction and recovery; climate change; relationship between disasters and development; relevance of indigenous knowledge, and disaster management strategies.

This introductory and multi-disciplinary course has no prerequisites and students from science/social science/ commerce background can take it up.

#### **General Psychology (BPCG 171)**

**6 Credits**

The course is offered in first semester and aims to introduce the learner to the basic processes, various applications and fields of psychology. It will also explain the theories and methods in psychology.

#### **Applied Ethics (BPYG 171)**

**6 Credits**

Applied Ethics is the science of morals or that branch of philosophy which is concerned with the practical application of certain principles of morality. It concerns the moral conduct of individuals in the real world scenario. It deals with ethics in the workplace; in and of the environment; of the self as concerning the ethical considerations of suicide

and euthanasia; of law and other aspects of public life. Thus, within the scope of the practical aspect of ethics is environmental ethics, business ethics, medical ethics, cyber ethics, professional ethics and so on.

#### **Understanding Ambedkar (BABG-171)**

**6 Credits**

This course introduces you to the social, economic and political ideas of Ambedkar. It deals with Ambedkar's philosophical contribution towards sociological interpretations of gender, caste and cultural issues; Indian economy and class question; ideas of politics such as nation, state, democracy and law and constitutionalism. This is expected that learners will strengthen their creative thinking with a collective approach to understand ongoing social, political cultural and economic phenomena of the society.

#### **Indian Society: Images and Reality (BSOG 171)**

**6 Credits**

This course seeks to provide an interdisciplinary introduction to Indian society. It tries to understand the perceptions and the existing realities around major institutions of Indian society such as nation, village, caste, class, tribe etc.

#### **Pracheen Bharatiya Rajniti (BSKG 178)**

### **ABILITY ENHANCEMENT COMPULSORY COURSE**

It may be noted that the list of Ability Enhancement Courses is dynamic and University regularly adds new courses. The list given above is indicative only and you will get the latest updated list of courses when you register/re-register for each year.

#### **Environment Studies (BEVAE 181)**

**4 Credits**

Earth is the only known planet in the solar system that supports life. Despite the vastness of the earth, life exists only in a very thin layer enveloping the earth called biosphere. Sun is the only source of energy which enables continuous interaction among various life forms. For a long period of time, there has been a symbiotic relationship between human being and nature. Due to excessive human interference and unsustainable practices, millions of people's life and livelihoods and other living organisms on the earth are at risk. These environmental issues have now become common problems and shared responsibility of each individual on the earth to act judiciously to reverse these negative impacts. Therefore, there has been a growing need to create awareness amongst all the stakeholders. Keeping this in view, Environmental Study is being introduced as a compulsory course for all the learners at under-Graduate level.



## HINDI

### SKILL ENHANCEMENT COURSES

It may be noted that the list of Skill Enhancement Courses is dynamic and University regularly adds new courses. The list given above is indicative only and you will get the latest updated list of courses when you register/re-register for each year.

#### ROPOLOGY

#### **Tourism Anthropology (BANS 183)**

**4 Credits**

In the industrial sector today, tourism is the fastest growing. Human beings with their innate curiosity and the urge to know what lies beyond their immediate horizons have ventured to far off places since time immemorial. Tourism is intrinsic to human desire to travel and explore thus, every human being at one point of time or the other has explored as a tourist, be it going on a short vacation, pilgrimage etc. Tourism affects not only the lives of the people who visit places as a tourist but also has a huge impact on the spaces visited that is the host communities their social and economic lives, the natural environment, artistic productions and so on. Thus, anthropology is intricately associated with tourism.

In this course we will try to understand the anthropology of tourism and tourists. It's development through an anthropological lens to understand the commodification of culture owing to tourism. The course will also take into account the tangible and intangible heritages and the new emerging avenues in the field of tourism anthropology.

#### **Laboratory Management Skills**

#### **Computer Applications in Business**

#### **Writing and Study Skills (BEGS 183)**

**4 Credits**

In order to be successful in the sphere of education and the work place, it is important to develop good study habits and improve our writing skills. In this course Writing and Study Skills (4 credits) we begin with the basics of good writing which includes developing our critical, analytical and interpretive skills. Along with that we need to improve our vocabulary and refine our punctuation skills. We also need grammar to write not only with fluency but with accuracy. The course also includes note taking skills and development of the skill of summary writing.

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#### Traditions and Perception of Craft in Bharat (BHIS 183)

4 Credits

This course is an attempt to introduce the younger Bharatiya (Indian) generation to the timeless creativity of the human hand and mind in Bharat (India). Knowledge and practices associated with craft have been an integral part of the Bharatiya (Indian) Knowledge System since the Saraswati-Sindhu Civilization. From the Pasupati seal (circa 2350–2000 BCE) and Dancing girl (circa 2300–1750 BC) of Saraswati-Sindhu civilization to the 21<sup>st</sup> century bamboo craft of the North-Eastern Bhartiya (Indian) states, Bharat (India) has seen the finest hands synchronising with the most innovative minds. Not only did the country support a huge diversity in materials, processes, makers, and contexts in the development of crafts, but also created a strong patronage system to build a sustainable ecosystem for the craft communities. Today, Bhartiya (Indian) craft is not only a vestige of the past, but a contemporary practice of production and consumption that is sustainable, green, respects the human hand, contributes to the wellbeing of the mind, and strengthens the economy. The course, thus, establishes craft also as a contemporary discourse, a living tradition which is relevant to the modern economy as well as a sustainable lifestyle. There are fourteen Units, which cover all the aspects concerning crafts in Bharat (India) from the historical development of crafts, to the challenges different crafts (handicrafts) face in modern times, the prospect of its growth, its significance in society and human life and the cases of marvelous achievements and greatness of craft traditions.

#### Emotional Intelligence (BPCS 183)

4 Credits

The course is offered in the *third semester*. This course will help the learner to know the concept of Emotional Intelligence (EI) and introduce the various components of emotional competencies. Various models of EI and their assessment will be described. Further, the course will cover the applications of EI in various settings and strategies to improve EI.

**Developing Emotional Competence (BPCS 185)**

**4 Credits**

The course is a skill enhancement course and is offered in the *third semester*. The course will introduce the concept of emotion and highlight the relationship between emotional intelligence and emotional competence. Further, it will help the learners know and acquire different strategies to develop emotional competencies.

**Life Skills (BSSS 183)**

**4 Credits**

The course on Life Skills has been developed to equip the learners with information pertaining to diverse fields of life. Mostly individuals find that such information is either scattered or confusing due to multiple reasons. Present course makes most of the relevant information available in a consolidated form. This course intends to create awareness about miscellaneous legal issues which a citizen must be aware of. Issues associated with public health have been discussed along with information related to First Aid. This course addresses a very important dimension of present-day life; digital literacy. Financial literacy is a must skill for the new age learners, therefore couple of units have been devoted to teach the skill of banking. Governments have been regularly extending various kinds of civil, legal, administrative, etc. services for the benefits of the citizens. In the spirit of federal structure of our governance, some of these services and administrative functions have been decentralised. The last section of the course talks about career skills, where apart from discussing several career opportunities available to the youth, unit elaborates the ever-increasing avenues of self-employment.

**An Introduction to Machine Translation (BTTS 183)**

In this skill enhancement course, we are going to learn about ancient and modern translation theories, multilingualism, translation of technical terms and institutions working in the area of translation. Then issues and challenges occurring in translation shall be discussed in detail including linguistic and cultural differences, ambiguity, fidelity, untranslatability *et. al.* We shall also discuss the historic development of translation industry in India and the world and skills required to hunt jobs in the translation, interpretation and localization market. All this information shall lead to a strong fundamental understanding of the learners about translation theory, multilingualism, challenges in translation and translation industry scenario. This will equip students in handling the progression of the course which entails various approaches and methods to Machine Translation (MT). Learners shall be studying the challenges occurring in the output of machine translation. They are also going to learn how to build the corpus, database, terminology and wordnet mechanisms required to build a robust machine translation system. Moreover, learners will be exposed to the

various tool building techniques and methods essential to develop a machine translation system. Lastly the course discusses evaluation methodologies, usage and the state-of-the-art in machine translation systems.

### **Bioinformatics (BBCS 485)**

Bioinformatics is one of the emerging fields of allied sciences. Researchers from disciplines like Mathematics, Physics, Biology, Computer Science, and Statistics contributed to the development of this subject. It involves the development of algorithms, databases, and computational tools to understand biological processes, predict protein structures, analyze genomic sequences, and much more. Bioinformatics subject has vast applications in the field of Medicine, Pharmacy with special emphasis on drug design and development. Bioinformatics is an interdisciplinary field that combines biology, computer science, mathematics, and statistics to analyze and interpret biological data, particularly data from molecular biology.

### **VOCATIONAL COURSES – Semester 1 and 2**

It may be noted that the list of Vocational Courses is dynamic and University regularly adds new courses. The list given above is indicative only and you will get the latest updated list of courses when you register/re-register for each year.OPO

#### **LOGY**

#### **Data Analysis (BECS 184)**

**4 Credits**

Many students who have mathematical, statistical and/or Economics background are pursuing Honours Program. They need to equip themselves with skills on applying statistical and mathematical knowledge in analysing real life situations. Such application oriented skill will enable them to find jobs in various social and cultural organisations, NGOs, etc. at lower and middle level. The course on Data Analysis aims at catering to this need.

#### **Logistics Management (BPAS 184)**

**4 Credits**

Logistics Management is the part of supply chain management that involves planning, implementing, controlling the movement, storage of goods and services and related information between the point of origin and the point of consumption to meet the needs of the customers.

This Course on 'Logistics management' attempts to introduce the learners to the concept, principles of logistics, logistics management cycle. The important components of logistics management that includes procurement of material and inventory control, handling, packaging, transportation, warehousing, storage, information monitoring are analysed. The emerging trends in the area of logistics management that encompasses





must have a set of behaviors it regards as permissible and another that it regards as taboo. The presence of diverse perspectives and traditions thus promote solidarity and mutual understanding, which help prevent societies from becoming intolerant. Multiculturalism gives the privilege to the society for respecting, understanding and tolerating each one's culture. Multicultural diversity means a commitment to inclusion and support of individuals from all groups and communities.

