

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
ADD ON CERTIFICATE COURSE IN FASHION DESIGNING**

- Note:**
- (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
  - (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.**

## ADD ON CERTIFICATE COURSE IN FASHION DESIGNING

**Paper-A**

**(THEORY)**

**Max. Marks.50**

**Time 3hrs.**

### **Instructions for paper setters:**

There will be a total of eight (8) questions. Candidate will be required to attempt any five (5) questions. All questions will have equal marks.

### **Unit-I**

- (I) Introduction to sewing machine.
  - a) Parts
  - b) Defects
  - c) Remedies
- (II) Equipment and supplies used in apparel construction.

### **Unit-II**

- (III) Basics of drafting ad its importance.

### **Unit-III**

- (IV) Anthropometric
- (V) Wardrobe planning

### **References:**

1. Bhatnagar, P. *“Decorative Design History in Indian Textiles and Costumes”* Abhishek Publications.
2. Clarke, S. *“Textile Design”* Laurence King Publishing Limited, London.
3. Diamond, J.D. *“The World of Fashion”* Fairchild Publications, New York.
4. Tozer, J and Levitt, S. *“Fabric of Society: A Century of People and their Clothes 1770-1870”* Laura Ashley Publications.



Principal  
Pt. Raj Mahila Maha Vidyalaya  
Jalandhar City

## ADD ON CERTIFICATE COURSE IN FASHION DESIGNING

**Paper-B**

**(Practical)**

**Max. Marks.100**

**Time 3hrs.**

### **Instruction for the paper setters:**

- (i) There will be two questions from unit I and one from unit II and one from unit-III
- ii) Students are allowed to use slopers for the adaptation.

### **OBJECTIVES:**

#### **To impart knowledge about:**

- i) Various construction techniques.
- ii) Applying these techniques in garment construction

### **Unit-I**

(I) Make sample of the following:

- a) Hand stitches: Hemming(visible, invisible), Basting( even, uneven, diagonal), running stitch, back stitch
- b) Seams: Plain, French, run and fell
- c) Decorative Seams: pleats(box, inverted), darts, pin tucks

(II) Embroidery Stitches: Button Hole stitch, Herring bone, stem, chain, satin, French knot

### **Unit-II**

(III) Drafting& Construction:

- a) Child bodice block and sleeve block
- b) Sleeve: plain, puff, cap
- c) Collars: Chinese band, peter pan, sailor, cape collar

(IV) Drafting of the following Kid garments:

- a) Romper
- b) Sun suit
- c) A-line frock
- d) Gathered frock

### **Unit-III**

(V) Construction of:

- a) Sun suit/romper
- b) Frocks:
  - i) A-line
  - ii) Gathered frock, yoke frock, low waist frock

### **References:**

1. Gupta, L. "Textbook of Clothing", Kalyani Publishers.
2. Golden, H., and Golden, V."Art in Everyday Life". Oxford and IBH Publishing, Calcutta.
- 3.. Trueman. "Home Science" Dainik Publishing.

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
CERTIFICATE COURSE IN BIOINFORMATICS**

- Note:** (i) **Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
- (ii) **Subject to change in the syllabi at any time. Please visit the college website time to time.**

## CERTIFICATE COURSE IN BIOINFORMATICS

### Scheme of Course

	<b>Title</b>	<b>Credits</b>	<b>Marks</b>
1.	Theory (5 hours/week)	7	75
2.	Practical (3 hours/week)	5	75
3.	Training	8	50
<b>Total</b>		<b>20</b>	<b>200</b>



— Principal  
Pooja Raj Mahila Maha Vidyalaya  
Jalandhar City

## Paper – I Basic Bioinformatics

**Time: 5 hrs**

**Periods: 7**

**Max. Marks: 75**

**Note for examiner:**

**Time : 3 Hrs.**

Each question paper will consist of three sections.

Section A will have ten questions of one mark each. All questions will be compulsory.

Section B will be comprised of ten questions. Seven are to be attempted and each question will carry five marks.

Section C will contain four essay type questions, two are to be attempted and each question will carry fifteen marks.

### Unit – I

Definition, History of Bioinformatics, its future scope, Bioinformatics Glossary, Internet and Bioinformatics, World Wide Web, Knowledge Discovery and Data mining.

### Unit – II

Introduction to genes and Proteins : Genome sequences, Protein sequences, Protein structure : secondary, tertiary, quaternary, motifs and domains.

Sequence Formats : Genbank DNA Sequences Entry, FASTA Sequence Entry Format, EMBL Format.

### Unit – III

Sequences Alignment : Introduction, Local and Global Alignment Concepts & Algorithms, Dynamic Programming , Gap penalty, Significance of Alignments, Scoring matrices PAM, BLOSUM, Statistics of Alignment score.

## Unit – IV

Sequence Information Sources :Primary Databases : NCBI, EMBL, GENBANK, ENTREZ, PUBMED. Understanding the structure of each source and using it on the web.

Protein Classification Approaches : SCOP, CATH. Database Searches for homologous sequences : BLAST & FASTA versions.

### Books Recommended: -

1. Bioinformatics: Sequences and Genome Analysis, D.W. Mount (2001) Cold Spring Harbor Laboratory Press.
2. Arthur M. Lesk (2002) “ Introduction to Bioinformatics” Oxford University Press.
3. T.K. Attwood & D.J Parry-Smith (2001), Introduction to Bioinformatics, Pearson Education Ltd. Low Price Edition

### Paper – II Practical

**Time: 3 hrs**

**Periods: 5**

**Max. Marks: 75**

1. To use Bioinformatics tool for sequence alignment : BLAST
2. To explore NCBI database and retrieve a sequence
3. To explore and use EMBL
4. GENBANK
5. ENTREZ
6. Protein classification database : SCOP
7. CATH
8. Protein Databank (PDB)
9. Pubmed in NCBI
10. SWISS-PROT

### Book Recommended:

1. S.Markel & D.Leon (2003): Sequence Analysis in a Nutshell: A Guide to common Tools & Databases “. O Reilly Press, Shroff Publishers & Distributors Pvt

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
CERTIFICATE COURSE IN COMMERCIAL BANKING IN INDIA**

- Note:**
- (i) **Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
  - (ii) **Subject to change in the syllabi at any time. Please visit the college website time to time.**

## CERTIFICATE COURSE IN COMMERCIAL BANKING IN INDIA

**Time: 3 Hours**

**M. Marks: 50**

### **Instructions for the Paper Setters:**

Eight questions of equal marks (Specified in the syllabus) are to be set containing four questions in each section. Candidates are required to attempt 5 questions, selecting atleast two questions from each Section. Fifth question can be attempted from any section.

### **SECTION A**

**Introduction:** Definition of banks, Evolution of Commercial Banks in India, Functions of Commercial Banks, Competitive Landscape of Banks in India.

**Banking Structure in India:** Banking Structure in India, Role of RBI vis-'-vis other commercial banks. **Bank Deposit Accounts:** Introduction to Bank Deposits, Types of Deposit Accounts, Strategies of mobilizing deposits, Common guidelines of opening and operating accounts, deposit related services, Deposit services offered to Non-Resident Indians, Deposit Insurance

**Basics of Bank Lending:** Principles of Lending and Loan Policy, Basics of Loan. Appraisal, Credit decision making and review, Types of Advances, Management of Non-Performing Assets.

### **SECTION B**

**Bank Investments :** Investment Policy, Statutory Reserve Requirements, Non-SLR Requirements, Banks' Investment Classification and Valuation Norms.

**Other Activities of Commercial Banks :** Other Basic Banking activities, Para -banking Activities.

**Relationship between Banks and Customers :** Strategy for expanding customer base, services to different customer groups, competition among banks for customers, customer relationship management, Banking Options ombudsman Scheme, Know Your Customer (KYC) norms Evolving Trends in Modern Banking Technology, Outsourcing of Non-core Activities, Financial Inclusion

### **Suggested Readings:**

1. IIBF, "*Principles and practices of banking*", 2nd Edition, McMillian Publishers.
2. Suresh, P., & Paul, J. (2014). *Management of banking and financial services*. Pearson Education India.
3. Sunderam and Varshney, "*Banking theory law and practices*". Sultan Chand and Sons.

**SYLLABUS FOR**  
**CERTIFICATE COURSE IN COMMUNICATION SKILLS**

**CERTIFICATE COURSE IN**  
**COMMUNICATION SKILLS IN ENGLISH**  
**(ADD ON COURSE)**

Time: 3 Hours

Max. Marks: 100

Theory: 70

Practical: 30

**Instructions for the paper setters :**

**Testing:** The external paper setter appointed by Guru Nanak Dev University as per rules will set Seven questions of practical nature. Each question will carry 10 marks.

**Practical:** The practical/ oral examination will be conducted by the examiner appointed by G.N.D.U. as per rules. The examiner will test the listening and speaking skills of the examinees by holding (a) group discussion/ debate and by playing a recorded cassette or by reading out a passage himself/ herself and asking questions. The examiner may utter some words and/ or sentences and ask the examinees to write the same words/ sentences etc. same.

**I. Communication**

- Defining Communication
  - Types of Communication
  - Meaning of Communication Skills
  - Types of Communication Skills
- 10

**II. Grammar and Language Skills**

- Use of Tenses
  - Use of Voice and Narration
  - Use of Punctuation
  - Use of Determiners and Prepositions
- 20

**III. Writing Skills**

- Application
  - Personal Letters
  - Resume Writing
- 10

**IV. Reading Skills**

- Meaning and Types of Reading
  - Comprehension
- 10

**V. Listening Skills**

- Listening to T.V. News/ Audio Cassettes
  - Note Taking
- 10

**VI. Speaking**

- Group discussion
  - Debate
- 10

**Books Recommended:**

1. *A Course in Grammar and Composition* by Geetha Nagaraj, Foundation Books, 2006.
2. *A Course in Listening and Speaking-I* by V. Sasikumar et. al, Foundation Books.



Principal  
Pans Raj Mahila Maha Vidyalaya  
Jalandhar City

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
CERTIFICATE COURSE IN COSMETOLOGY  
(Semester I & II)**

- Note:**
- (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.
  - (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.

## Certificate Course in Cosmetology

### Semester-I

**Duration – 30 Hrs**

**Marks - 100**

**Theory 40**

**Practical -60**

**Instructions for the examiner:** Eight questions of equal marks (specified in the syllabus) are to be set, two in each of the four sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section. Practical Paper will be set on the spot by the examiner

#### SECTION-A

- Threading
- Waxing
- Bleaching

#### SECTION-B

- Massage
- Basic manipulations of massage
- Facial

#### SECTION-C

- Principles of hair styling
- Thermal hair styling
- Self makeup

#### SECTION-D

- Introduction to hair cuts
- Tools handling
- Haircuts – Straight, U,V

#### References:

*Milady, "Standard Text book of Cosmetology"*

*Veena Pitre, "A Professional Guide to Hair Dressing and Beauty Therapy"*

*Mary Healy, "Text book of Cosmetology", Prentice- Hall of India Private Limited, New Delhi.*



Principal  
Pooja Raj Mahila Maha Vidyalaya  
Jalandhar City

## Certificate Course in Cosmetology

### Semester-II

**Duration – 30 Hrs**

**Marks - 100**

**Theory 40**

**Practical -60**

**Instructions for the examiner:** Eight questions of equal marks (specified in the syllabus) are to be set, two in each of the four sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section. Practical Paper will be set on the spot by the examiner

#### SECTION-A

- Manicure
- Pedicure

#### SECTION-B

- Mehendi
- Nail art

#### SECTION-C

- Hair styling : Braids, Basic Buns
- Party makeup

#### SECTION-D

- Introduction to hair cuts
- Tools handling
- Haircuts-Layers, Steps.

#### References:

*Milady, "Standard Text book of Cosmetology"*

*Veena Pitre, "A Professional Guide to Hair Dressing and Beauty Therapy"*

*Mary Healy, "Text book of cosmetology" Prentice- Hall of India Private Limited, New Delhi.*

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
CERTIFICATE COURSE IN ENVIRONMENT PROTECTION**

- Note:**
- (i) **Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
  - (ii) **Subject to change in the syllabi at any time. Please visit the college website time to time.**

  
— Principal  
Hans Raj Mahila Maha Vidyalyaya  
Jalandhar City

## Certificate Course in Environment Protection

**Theory :100 marks**

**30 hours**

**Instructions for paper setters:** In each theory paper, the question paper will consist of eight questions. Candidates are required to attempt five questions in all. All the questions will carry equal marks.

- 1. Hydrosphere:** Global water balance, Hydrological cycle, Evapotranspiration
- 2. Physical water quality parameters:** Suspended solids, turbidity, colour, taste, odour and temperature
- 3. Chemical water quality parameters:** Total dissolved solids, alkalinity, acidity, hardness metals, organic and nutrients
- 4. Water treatment:** Sedimentation, coagulation, filtration and chlorination, water quality standards with reference to ISI0500: 1991.
- 5. Microbiology of water:** Types and classification of micro organisms, MPN test, Coliform bacteria
- 6. Biodiversity:** Biogeography zones of India, Diverse flora and fauna of India, Conservation of Biodiversity, Conservation strategies, Wild life of India, National parks and Sanctuaries.

### Projects

1. Project Regarding Management of Biodiversity/Future strategies
2. Still Model/Working Model of water treatment.
3. Visit to study Biodiversity
4. Viva Voce

### Books Recommended:

1. Abbasi, S. A. and Ramasami, E. (1999). Biotechnological methods of pollution control, Universities Press, Hyderabad.
2. Garg, S. K., Garg, R. and Garg, R. (2007). Environmental Science and Ecological Studies. Khanna Publishers, New Delhi.
3. Tambrell, J (2005). Introduction to Toxicology. Taylor and Francis, London.
4. Pantra, S. C. (2005). Environmental Science, New Central Book Agency (P) Ltd., Kolkata.
5. Bailey, N.T.J. (1995), Statistical Methods in Biology. Cambridge University Press, Cambridge.



**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**FACULTY OF FASHION DESIGNING**

**SYLLABUS FOR**

**CERTIFICATE COURSE IN FASHION DESIGNING  
(Semester I)**

- Note:**
- (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
  - (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.**

**Principal**  
**Hans Raj Mahila Maha Vidyalyaya**  
**Jalandhar City**

**CERTIFICATE COURSE IN FASHION DESIGNING  
(SEMESTER I)**

**PAPER 101 - PATTERN MAKING**

**(Practical)**

**Time: 4 Hours**

**Max. Marks: 150**

**Instructions to the Examiner: Question paper will have one question from each unit. Each question will carry equal marks.**

**Module I**

**Basics of Pattern Making:** What is pattern making, Basic points on body, How to take measurements, Basic bodice and basic sleeve of kids (2 yrs.)

**Module II**

**Infant's Garment Patterns:** Pattern making, Layout and cutting of Jhabla, bloomer, romper, Aline frock.

**Module III**

Pattern making, layout and cutting of boy's bushirt, boy's shorts

**Module IV**

**Casual Wear:** To make patterns of a casual dress for girl aged 2 to 3 years, To make patterns of a casual dress for boy aged 2 to 3 years, The dress to be designed by the student. It should be picked up from the collection of illustration work.

**Module V**

**Night Wear:** To make patterns of a night dress for girl aged 5 to 6 years, To make patterns of a night dress for boy aged 5 to 6 years, The dress to be designed by the student. It should be picked up from the collection of illustration work.

**Module VI**

**Party Wear:** To make patterns of a party wear dress for girl aged 7 to 8 years, To make patterns of a party wear dress for boy aged 7 to 8 years, The dress to be designed by the student. It should be picked up from the collection of illustration work.

**References:**

1. Carr Harold & Latham Barbara, "The technology of clothing manufacture", Oxford Pub. USA.
2. Cooking G, "Introduction to clothing manufacture", Blackwell Science, UK.
3. "Complete Guide to Sewing", Reader Digest
4. Mullick, Prem Lata. "Garment construction skills", Kalyani Publishers, New Delhi
5. Winfred Aldrich. "Metric pattern cutting". Blackwell Science, UK

## PAPER 102- GARMENT CONSTRUCTION

(Practical)

**Time: 4 Hours**

**Max. Marks:150**

**Instructions to the examiner: Students are required to construct any one garment. Basic foundation pattern can be used.**

### Module I

**Basic Stitches and Machine Practice:** Hand stitches: Running, Hemming, Slip stitch, Fastener attachment: Button, Button hole, Hook, Eyelet, Snap fastner, Sewing practice with seams.

### Module II

Stitching of Jhabla, Bloomer, A line frock

### Module III

Stitching of boy's bushirt, boy's shorts

### Module IV

**Casual Wear:** Layout, cutting and stitching of a casual dress for girl aged 2 to 3 years, Layout, cutting and stitching of a casual dress for boy aged 2 to 3 years, The dress to be designed by the student. It should be picked up from the collection of illustration work.

### Module V

**Night Wear:** Layout, cutting and stitching of a night dress for girl aged 5 to 6 years, Layout, cutting and stitching of a night dress for boy aged 5 to 6 years, The dress to be designed by the student. It should be picked up from the collection of illustration work.

### Module VI

**Party Wear:** Layout, cutting and stitching of a party wear dress for girl aged 7 to 8 years, Layout, cutting and stitching of a party wear dress for boy aged 7 to 8 years, The dress to be designed by the student. It should be picked up from the collection of illustration work.

### References:

1. Carr Harold & Latham Barbara, "The Technology of Clothing Manufacture", Oxford Pub. USA, 1994.
2. Cooking G, "Introduction to Clothing Manufacture", Blackwell Science, UK, 1991.
3. Winfred Aldrich, Metric Pattern Cutting, Blackwell Science, UK

## PAPER 103 - BASICS OF DESIGN

(Practical)

**Time: 4 Hours**

**Max. Marks: 150**

**Instructions to the Examiner:** Question paper will have one question from each unit. Each question will carry equal marks.

### Module I

**Sketching:** Line drawing – rendering in 3 tones, Simple object Drawing: cubes, cuboid, common objects etc., Perspective drawing : Interiors, exteriors, any large object, nature, trees, landscape, Textures in Pencil rendering and colours

### Module II

**Elements of Design:** Make motifs of 6 inch by 6 inch using lines, Positive and negative, Form, Space, Composition, Colours, Colour wheel, Colour interaction, Colour composition

### Module III

**Illustration Kids:** Kids croquis boy and girl, Make poses, face, arms, legs, hands, hair style, features, feet.

### Module IV

**Designing of Kids Wear:** Dress rendering on croquis, Use of various design details and learn how to sketch on croquis.

### Module V

**Baby Textures and Rendering:** Bring fabrics from market and learn to render them, Create your own baby textures.

### Module VI

**Board Formation:** Mood board, Presentation sheets, fabric samples

### References:

1. Peacock John, "Fashion Accessories - Men", Thames and Hudson, London.
2. Peacock John, "The Complete 20" Century Source Book", Thames and Hudson, London.

  
Principal  
Pans Raj Mahila Maha Vidyalyaya  
Jalandhar City

## PAPER 104 - CONCEPT OF FASHION AND TEXTILES

(Theory)

**Time: 3 Hours**

**Max. Marks: 100**

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

### Module I & II

**Design Idea :** Knowledge of different types of necklines, collars, skirts, silhouettes, trouser and trimmings.

### Module III & IV

**Basics of Textiles:** Knowledge of different fabric making techniques: weaving, knitting, non woven's, braids and laces. Traditional textiles : ikat, patola, kalamkari, sanganeri, brocades, baluchari, poonam, pitambhar, kota, chanderi, maheshwari, paithani, and baluchari.

### Module V & VI

**Fashion Terminology & Concepts:** Fad, classics, ready to wear, haute couture, style, trend, prêt a porter, and silhouette. Fashion principles.

### References:

1. Ajgaonkar D B, "Knitting Technology", University Publishing Co-operation, Mumbai.
2. Brackenbury Terry, "Knitting Clothing Technology", Blackwell Science, UK.
3. Spancer David J, "Knitting Technology", Pergeman Press

  
Principal  
Pitara Raj Mahila Maha Vidyalaya  
Jalandhar City

## PAPER 105 - COMPUTERS

(Practical)

**Time: 3 Hours**

**Max. Marks: 100**

**Instructions to the Examiner:** Question paper will have one question from each unit. Each question will carry equal marks

### Module I

**Basics of Information Technology :** Development in the computers, History of computers, Modem history- Type and computer generations, Shapes/Types of computers (Super computers, Mainframe Computers, Minicomputer's, Workstations, Personal Computers, Variants of Personal Computers), RAM and ROM, Peripheral device:-Input devices, Output devices- Computer classification- Digital, Analog.

Introduction to computer and associated terms; Computer; Input devices, Output devices, CPU - Central Processing Unit, Secondary storage devices, Hardware, Peripheral devices or peripherals, Terminal, Port, Advantages of a computer.

**Ms-Windows:-**Introduction-Windows, Multi-tasking;, Arranging the open application Windows; Cut and paste, Object linking and embedding; Finding files and folders; My computer; Windows explorer; Creating a folder, Using Recycle Bin; Taskbar settings

Display properties; Recycle Bin; Pre- Viewing the document with a quick view; Paths for window Accessories; Icon properties, Using the taskbar features; IMAGING, Saving folder display option; Web View; Using the web view wizard.

### Module II and III

**MS Word:** System requirements, Working with word, Parts or MS-Word screen, Creating a document, moving around the document, File operations, Editing the text; Formatting the text; Change case, Moving the text, Copying the text;, Undo, Redo and Repeat, Function icon and shortcut keys, Some shortcut keys for formatting, Exiting Word-Formatting; Paragraph options, Drop cap, Borders and shading; Bullets and numbering, Tab stop, Find, Replace and Go To; Spelling and Grammar; AutoText, AutoCorrect, Word count, Text background, Breaks, Columns-Tables, Inserting objects & Page design, Table; Inserting objects, Header /Footer; Footnotes and Endnotes, Mail merge, Views; Printing & creating styles, Mail merge, Views, Full screen, Ruler, Zooming; Information, Printing and protecting the document; protecting the



document; Style, Template.

**MS PowerPoint-** Introduction to PowerPoint:-invoking Microsoft PowerPoint; The initial screens, The standard toolbar; The formatting toolbar; The drawing palette, Getting ahead with PowerPoint, Slide layouts, Getting more familiar with PowerPoint, Editing a slide, Working with slides, Slide back ground, Applying templates, PowerPoint views, Built-in wizards, Working with objects, Inserting the clip art picture into slide, Slide show; Using slide transitions, Text build, Graphics, Creating tables; Organization chart, Animation, Inserting sound in powerpoint; printing

\*Prepare a PowerPoint presentation based on the project report.

**Internet-**Introduction to internet, What is internet? Connecting to the internet, Web browsers, how does the Internet work? What you can do with the Internet, History of internet;-WWW; World Wide Web, search engines, Advantages of electronic mail, E-mail addresses and mail boxes, How E-mail works?; E-mail options, E-mail software, Micro-Soft outlook express.

### **References**

1. Taylor, P. “Computers in the Fashion Industry”, Heinemann Publications.
2. Veisinet, D.D. “Computer Aided Drafting and Design – Concept and Application”.
3. Winfred, A., “CAD in Clothing and Textiles”, Blackwell Science.



Principal  
Pooja Raj Mahila Maha Vidyakanya  
Jalandhar City

## **PAPER 106 - WORKSHOP**

**(Practical)**

**Time: 3 Hours**

**Max. Marks: 100**

**Instructions to the examiner:** The examiner will set one question from each module. Questions may have sub-parts

### **Module I**

**Workshop on External:** Basic Stitches of Hand Embroidery

**Internal:** Weaving

### **Module II**

**Workshop on External:** Machine demonstration

**Internal:** Yarn craft

### **Module III**

**Workshop on External :** Knitting technology

**Internal:** Rendering techniques.

### **Module IV**

**Workshop on External:** T shirt designing of kids age group (0-14)

**Internal:** Collage making

### **Module V**

**Workshop on External:** Fabric study

**Internal:** Hand knitting and crochet

### **Module VI**

**Workshop on External:** **Stitching** of knits

**Internal:** accessory designing for kids

### **References**

1. Anand M.R.. “Textiles and Embroideries of India”, Marg Publications, Bombay.
2. Naik S. “Traditional Embroideries of India”, APH Publishing Corporation, New Delhi.
3. Mathew A. “Vogue Dictionary of Crochet Stitches”, David and Charles, London.
4. Snook B. .“Creative Art of Embroidery”, Numbly Pub. Group Ltd., London.

## PAPER 107- COMMUNICATION SKILLS – I

(Theory)

**Time: 3 Hours**

**Max. Marks: 100**

### **Instructions for the examiner**

The question paper will consist of objective (40 marks) and subjective (60 marks) questions carrying 100 marks in total.

Two objective questions from part-1 (Communication ) and part -2 (Comprehension) will be set carrying 20 marks, 10 each

Six questions will be set from part 2,3 and 4 i.e. Reading skills, Writing skills and Grammar carrying 30 marks 5 marks each

**Communication:** Introduction, Basic forms of communication, Barriers.

**Reading Skills:** Introduction, Reading purposes- Kinds of purposes, Guidelines for reading skills, Writing skills, Introduction, Guidelines for effective writing, Business letters, Personal letters, Making point- wise notes on a given speech, Précis.

**Grammar:** Voice, Narration, Tenses



Principal  
Pans Raj Mahila Maha Vidyalaya  
Jalandhar City

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
CERTIFICATE COURSE IN FRENCH LANGUAGE**

- Note:** (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.
- (ii) Subject to change in the syllabi at any time. Please visit the college website at any time.

  
Principal  
Hans Raj Mahila Maha Vidyalaya  
Jalandhar City

## CERTIFICATE COURSE IN FRENCH LANGUAGE

### PAPER-I (Theory)

**M.M.: 50 marks**

**Time: 3 hours**

#### **Instructions to Paper Setter:**

**Theory-** Eight questions will be set from entire syllabus. Candidates are required to attempt any five questions. Each Question carries ten marks.

#### **Unit- I**

- Greeting and Usage: Les Salutations
- Vocabulaire Verbe etre, avoir et aller
- Les nombres cardinaux Presentez-vous Translation

#### **Unit- II**

- Grammaire: Les articles; Les adjectifs; Les adjectifs demonstratifs
- Vrebes ER, IR et RE; Verbe pronominal; L imperatif Sentence Construction and Dialogue Articles partitifs et contractes
- Interrogation La negation Les nationalites; Les jours de la semaine; Les moins de 1 annee Les couleurs; Les professions Time

### Paper- II (Theory)

**M.M.: 50 marks**

**Time: 3 hours**

#### **Instructions to Paper Setter:**

**Theory-** Eight questions will be set from entire syllabus. Candidates are required to attempt any five questions. Each Question carries ten marks.

- Composition
- Paragraph writing
- Unseen comprehension
  - Civilisation (France, monuments, lieux, fetes etc)

### **Paper III (Practical)**

**M.M.: 50 marks Viva Voce**

Speaking and listening skills

#### **Recommended Books:**

1. Connexions / Le nouveau sans frontie res
2. Merieux Regine, "CONNEXIONS-II" Yves Loiseau, Published by Didi
3. Philippe Dominique & Jacky Girardet, "Nouveau Sans Frontières II"

  
Principal  
Pans Raj Mahila Maha Vidyalaya  
Jalandhar City

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
CERTIFICATE COURSE IN HUMAN RIGHTS**

- Note:** (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.
- (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.

## CERTIFICATE COURSE IN HUMAN RIGHTS

**Time: 3 Hours**

**Max. Marks: 50**

**Note: Question paper may consist of two sections as follows:**

**Section A:** The examiner shall set 10 questions and the candidate will attempt any six questions carrying four marks. Answer to each question shall be about 250 words.

**Section B:** The examiner shall set eight questions divided into four units. In each unit there will be two questions and the candidate shall attempt one questions form each unit in about 1000 words.

### Unit-I

1. Human Rights: Meaning, Nature
2. Evolution of Human Rights

### Unit –II

3. The Universal Declaration of Human Rights
4. The Protection of Human Rights Act 1992; Role of National Human Rights Commission

### Unit- III

5. Role of Non-Government Organizations in the Protection and Promotion of Human Rights

### Unit – IV

6. Major Group Rights

#### References:

1. A.B. Kalaish, Human Rights in International Law, New Delhi, Deep & Deep, 1986.
2. Chiranjivi, J., Nirmal (ed.), Human Rights in India, Historical, Social and Political Perspectives, New Delhi, OUP, 2004.
3. Satnam Singh Deol, Human Rights in India: Theory and Practice, New Delhi, Serials Publications, 2011.
4. D.P. Khanna, Reforming Human Rights, New Delhi, Manas Publications, 2004.
5. Mahartay Begum (ed.) Human Rights in India: Issues and Perspective, Delhi, APH Publishing Corporation, 2000.
6. Rajinder Sachar, Human Rights; Perspectives and Challanges, Gyan, New I

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR**

**CERTIFICATE COURSE IN REPORTING, ANCHORING AND NEWS READING**

- Note:** (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.
- (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.

*Principal*  
**Hans Raj Mahila Maha Vidyalyaya**  
Jalandhar City

**Certificate course in Reporting, Anchoring and News Reading**

**Theory**

**Time: 3 Hours**

**Max. Marks: 50**

**Instructions for the paper setters:**

**There will be 8 questions. Candidate will have to attempt any 5 questions. All questions will carry equal marks.**

**Unit-I**

What is news? Different types of news; emergencies, politics, crime, local and national, government, planning and developments, conflict and controversy, pressure groups, industry, health, human interest.

**Unit –II**

Personalities, sport, seasonal news, special local interest, weather

Elements of news

**Unit-III**

News sources: reporters, contacts, newsroom diary, files, check calls, news agency services, news from politicians, pressure groups.

**Unit-IV**

Principles of writing news stories; articles and opinions for different media

Reporting: Qualities and responsibilities of a news anchors and presenters, the talent, anchor versus newsreaders, qualities of a newscaster.

Women newscasters, more than just a newsreader, professionalism, voice modulation.

**Practicals:**

Max



*Principal*  
**Priya Raj Mahila Maha Vidyalyaya**  
Jalandhar City

1. Write 20 news stories of your own.
2. Recording 5 bulletins of Radio news.
3. Recording 5 bulletins of TV news.
4. EFP (Electronic field Production)
5. How to gather Electronic News? (ENG)
6. How to face the camera? (Anchoring)
7. Conducting Camera facing exercises.

**References:**

1. J. Kumar, Kewal “Mass Communication in India” ,Jaico Publications, Mumbai.
2. Lyver, Das “Basics of Video Sound”, Focal Press.
3. Kamath, M.V., ”Professional Journalism”, Vikas Publications.



— Principal  
Pans Raj Mahila Maha Vidyalaya  
Jalandhar City

# SYLLABUS FOR DIPLOMA IN JOURNALISM AND MEDIA

## Diploma in Journalism and Media

### Semester-I

#### General Course Content

#### Paper-I

#### COMMUNICATION SKILLS - I

1. **Reading Skills:** Reading Tactics and strategies; Reading Purposes-kinds of purposes and associated comprehension; Reading for direct meanings; Reading for understanding details, coherence, logical progression and meanings of phrases/expressions.

#### Activities:

- a) Active reading of passages on general topics
  - b) Comprehension questions in multiple choice format
  - c) Short comprehension questions based on content and development of ideas
2. **Writing Skills:** Guidelines for effective writing; writing styles for application, personal letter, official/business letter, memo, notices; outline and revision.

#### Activities:

- a) Formatting personal and business letters
- b) Organizing the details in a sequential order
- c) Converting a biographical note into a sequenced resume or vice-versa
- d) Ordering and sub-dividing the contents while making notes
- e) Writing notices for circulation/boards

Scan



Principal  
Pune Raj Mahila Maha Vidyalyaya  
Jalandhar City

**Paper-III**  
**Time : 3 Hours**

## **HISTORY OF MEDIA**

**Max. Marks: 100**

The question paper will consist of three sections as per following pattern:

**Section-A:** The examiner will set 10 questions. Candidate will attempt all the questions carrying 2 mark each in 5-10 sentences or 50 words each. The total weightage of this Section will be 20 marks.

**Section-B:** The examiner will set 10 questions which will cover the entire syllabus. Candidate will attempt any 8 questions in at least 2-3 pages each. Each question will carry 5 marks. The total weightage of this Section will be 40 marks.

**Section-C:** The examiner will set 4 questions which will cover the entire syllabus. Candidate will attempt any 2 questions in at least 4-5 pages each. Each question will carry 20 marks. The total weightage of this Section will be 40 marks

- Brief History of Indian Journalism
- The origin of Print Media in India, Contributions of James Augustus Hickey, James Silk Buckingham, Mahatma Gandhi, Raja Ram Mohan Roy, Dyal Singh Majithia.
- Revolutionary Journalism during freedom struggle
- History of Punjabi Journalism: Ajit, NawaZamana, Jagbani,
- The Statesman, The Times of India, Amrit Bazar Patrika, The Tribune, The Hindu
- Brief History of Radio
- Brief History of Television and Cable
- Brief History of Cinema
- Problems faced by Punjabi Journalism



**Principal**  
**Priya Raj Mahila Maha Vidyalyaya**  
**Jalandhar City**

**Skill Oriented Component**

**Paper-IV COMMUNICATION: PRINCIPLES AND PRACTICES**

**Time : 3 Hours**

**Max. Marks: 100**

The question paper will consist of three sections as per following pattern:

**Section-A:** The examiner will set 10 questions. Candidate will attempt all the questions carrying 2 mark each in 5-10 sentences or 50 words each. The total weightage of this Section will be 20 marks.

**Section-B:** The examiner will set 10 questions which will cover the entire syllabus. Candidate will attempt any 8 questions in at least 2-3 pages each. Each question will carry 5 marks. The total weightage of this Section will be 40 marks.

**Section-C:** The examiner will set 4 questions which will cover the entire syllabus. Candidate will attempt any 2 questions in at least 4-5 pages each. Each question will carry 20 marks. The total weightage of this Section will be 40 marks

- **Fundamentals of Communication:** Meaning of communication, Concept of communication, Need of communication, Communication as a process, Nature of communication, Functions of communication, 7C's of communication, Barriers of communication.
- **Types of Communication:** Intrapersonal, Interpersonal, Group, Mass communication, Public communication, Verbal and Non-verbal communication
- **Traditional Folk Media:** Its relevance in modern digital world
- **Introduction to Theories and Models of Communication**
- **Digital India**



**Principal  
Pans Raj Mahila Maha Vidyalaya  
Jalandhar City**

**Paper-IV**

**BASICS OF COMPUTERS**

**Time : 3 Hours**

**Max. Marks: Theory 75  
Practical 25**

The question paper will consist of three sections as per following pattern:

**Section-A:** The examiner will set 10 questions. Candidate will attempt all the questions carrying 2 mark each in 5-10 sentences or 50 words each. The total weightage of this Section will be 20 marks.

**Section-B:** The examiner will set 10 questions which will cover the entire syllabus. Candidate will attempt any 7 questions in at least 2-3 pages each. Each question will carry 5 marks. The total weightage of this Section will be 35 marks.

**Section-C:** The examiner will set 4 questions which will cover the entire syllabus. Candidate will attempt any 2 questions in at least 4-5 pages each. Each question will carry 10 marks. The total weightage of this Section will be 20 marks

- Brief Introduction to Computers: History of computers, Generations, Hardware and Software, Keyboard Functions.
- MS office and its applications: MS word and its features, MS Excel, Important commands of MS office.
- Power Point Presentation: An overview
- Corel Draw: Coral tools, use of object manager
- Internet: Internet and its working, uses of internet, Web Browsing, search engines, applications of internet
- Page Maker: Working with text, Page setup, Formatting Techniques, Graphics and Drawings.
- Quark Express

**Practical:**

- Making PPTs
- Making 2 banners in Coral Draw
- Making a tabloid size page of a newspaper

**Practical will be taken by external examiner.**

  
Principal  
Pans Raj Mahila Maha Vidyalaya  
Jalandhar City

Scanned by CamScanner

Paper-VI

## NEWS REPORTING-I

Time : 3 Hours

Max. Marks: Theory 75  
Practical 25

The question paper will consist of three sections as per following pattern:

**Section-A:** The examiner will set 10 questions. Candidate will attempt all the questions carrying 2 mark each in 5-10 sentences or 50 words each. The total weightage of this Section will be 20 marks.

**Section-B:** The examiner will set 10 questions which will cover the entire syllabus. Candidate will attempt any 7 questions in at least 2-3 pages each. Each question will carry 5 marks. The total weightage of this Section will be 35 marks.

**Section-C:** The examiner will set 4 questions which will cover the entire syllabus. Candidate will attempt any 2 questions in at least 4-5 pages each. Each question will carry 10 marks. The total weightage of this Section will be 20 marks.

- Qualities and responsibilities of a reporter; difference between news and views, types of journalism.
- Definition of News: Concept of news, Types of News, Elements of News, Structure of News, criteria of news selection.
- Source of News
- Beats
- News from news agency
- Role of sub-editor and news editor
- Basic News Writing
- Headlines; types of headlines, Lead; types of leads
- Interviewing: pre-interview homework, interviewing and writing interview based reports
- Types of reporting: basics of covering accidents, natural disasters, crime, court, sports, business, budget, politics, speech, entertainment, elections
- Investigative reporting, Science reporting, Environment reporting.
- Glossary of Journalism

**Practical:**

- Making news of various events.

**Practical will be taken by external examiner.**



Principal  
Pune Raj Mahila Maha Vidyalyaya  
Jalandhar City

2014-15 / 15-16

Semester-II  
Paper-II  
Media and Law

Time: 3 hours

Total Marks: 100

The question paper will consist of three sections as per the following pattern:

**Section-A:** The examiner will set 10 questions. Candidate will attempt all the questions carrying 2 marks each in 5-10 sentences. The total weightage of this section will be 20 marks.

**Section-B:** The examiner will set 10 questions covering entire syllabus. Candidate will attempt any 8 questions in at least 2-3 pages each. Each question will carry 5 marks. The total weightage of this section will be 40 marks.

**Section-C:** The examiner will set 4 questions covering entire syllabus. Candidate will attempt any 2 questions in at least 4-5 pages each. Each question will carry 20 marks. The total weightage of this section will be 40 marks.

- Fundamental rights
- Freedom of Press
- Freedom of speech and expression
- Press commissions
- PCI and RNI
- Press and Registration of books act, 1867
- Prasar Bharti act
- Intellectual Property rights
- Copyright act 1957
- Official secrets act 1923
- Right to information act 2005
- Defamation act
- General acts: Juvenile justice Act, domestic violence act, NDPS act, working journalist act



Principal  
Pooja Raj Mahila Maha Vidyakaya  
Jalandhar City Scanner

**Paper-III**  
**News reporting –II**

Time: 3 hours

Total Marks: 100

Theory: 75 marks, Practical: 25 marks

The question paper will consist of three sections as per the following pattern:

**Section-A:** The examiner will set 10 questions. Candidate will attempt all the questions carrying 2 marks each in 5-10 sentences. The total weightage of this section will be 20 marks.

**Section-B:** The examiner will set 10 questions covering entire syllabus. Candidate will attempt any 7 questions in at least 2-3 pages each. Each question will carry 5 marks. The total weightage of this section will be 35 marks.

**Section-C:** The examiner will set 4 questions covering entire syllabus. Candidate will attempt any 2 questions in at least 4-5 pages each. Each question will carry 10 marks. The total weightage of this section will be 20 marks.

- Features & articles, columns
- Difference between news, feature, articles & editorial
- Editorial Department: Structure of Editorial Department, Editor, Managing Editor, Ombudsman, Sub-Editor, News Editor.
- Opinion Writing : Editorial, Op-ed Page, Middles, Weekend pullouts, Letter to Editor, Supplements
- Interviews-Types & techniques
- Backgrounders, Reviews (Books/Films/Documentaries), Review of Performing Arts
- Magazine Reporting: Current trends, style and future
- Covering press conferences and writing from press releases, events and meetings
- **Practical:-**
- Interviews
- Writing features and human interest stories
- Writing letter to the editor

Principal

**Prans Raj Mahila Maha Vidyalaya**  
**Jalandhar City**

**Paper-IV**  
**Editing for newspapers**

Time: 3 hours

Total Marks: 100

Theory: 75 marks, Practical: 25 marks

The question paper will consist of three sections as per the following pattern:

**Section-A:** The examiner will set 10 questions. Candidate will attempt all the questions carrying 2 marks each in 5-10 sentences. The total weightage of this section will be 20 marks.

**Section-B:** The examiner will set 10 questions covering entire syllabus. Candidate will attempt any 7 questions in at least 2-3 pages each. Each question will carry 5 marks. The total weightage of this section will be 35 marks.

**Section-C:** The examiner will set 4 questions covering entire syllabus. Candidate will attempt any 2 questions in at least 4-5 pages each. Each question will carry 10 marks. The total weightage of this section will be 20 marks.

- Editing: concept, process and significance
- Editorial Values: objectivity, facts, impartiality and balance
- Concept of news and news making
- Difference between newspaper/ radio and TV news editing
- Challenges before editor : bias, slants and pressures
- Editorial structure of newspaper/magazines/ news agencies radio and TV
- Editorial hierarchy and job of various functionaries
- Functioning of News Desk, Integrated News Room
- News Flow and Editing: Role and Responsibility of Gatekeepers
- News Selection: News Value and Other Parameters
- Handling a News Copy, Planning and Visualizing of News
- Rewriting News Stories
- Headlines and Intro, Style Book, Style Sheet
- Translation and Trans creation

**Practical:**

- Copy Editing (Editing of Copy Given in the Class)
- Writing Headlines, Intro/Lead Writing



Principal  
Pooja Raj Mahila Maha Vidyalaya  
Jalandhar City

**Paper-V**  
**Design and Pagination**

Time: 3 hours

Total Marks: 100

Theory: 75 marks, Practical: 25 marks

The question paper will consist of three sections as per the following pattern:

**Section-A:** The examiner will set 10 questions. Candidate will attempt all the questions carrying 2 marks each in 5-10 sentences. The total weightage of this section will be 20 marks.

**Section-B:** The examiner will set 10 questions covering entire syllabus. Candidate will attempt any 7 questions in at least 2-3 pages each. Each question will carry 5 marks. The total weightage of this section will be 35 marks.

**Section-C:** The examiner will set 4 questions covering entire syllabus. Candidate will attempt any 2 questions in at least 4-5 pages each. Each question will carry 10 marks. The total weightage of this section will be 20 marks.

- Pagination - typography for legibility, harmony and white space; makeup vertical design;
- principles of artistic design – balance, contrast, proportion and unity
- Principles of page makeup, mechanics of dummies, positioning, vertical and horizontal
- makeup and flexibility; dos and don'ts of good layout
- Traditional and contemporary make-up concepts.
- Front page makeup; inside news page makeup; sports page makeup; edit-page makeup;
- lifestyle page makeup; special page makeup; Sunday magazine page makeup
- Special effects – wraparounds and skews, photo cutouts, mortises and insets
- reverses, display headlines, color, info-graphics, cartoons and caricatures
- Design and pagination software – QuarkXPress (page design), Photoshop, Corel Draw, Illustrator and In design

**Practical:-**

- Designing pages of a newspaper

Scanned by



Principal  
Kansh Raj Mahila Maha Vidyalaya  
Jalandhar City

**Semester-II**

**Paper-VI**

**Development communication**

Time: 3 hours

Total Marks: 100

The question paper will consist of three sections as per the following pattern:

**Section-A:** The examiner will set 10 questions. Candidate will attempt all the questions carrying 2 marks each in 5-10 sentences. The total weightage of this section will be 20 marks.

**Section-B:** The examiner will set 10 questions covering entire syllabus. Candidate will attempt any 8 questions in at least 2-3 pages each. Each question will carry 5 marks. The total weightage of this section will be 40 marks.

**Section-C:** The examiner will set 4 questions covering entire syllabus. Candidate will attempt any 2 questions in at least 4-5 pages each. Each question will carry 20 marks. The total weightage of this section will be 40 marks.

- The meaning of development; first world, second world and third world; major development
- Theories -dominant paradigm – its rise and fall –alternative paradigm – modernization approach-
- Development communication, theories of development communication.
- Development and communication campaigns – diffusion of innovations research – social marketing of family planning, health and pro-social innovations
- Communication strategies for empowerment, participatory and sustainable development communication
- Folk media as a tool for development
- Development communication in action – international agencies and development aid – FAO, ILO, UNDP, UNESCO, UNFPA, UNICEF and WHO; SITE and Kheda experiments in India; and Kerala model of development
- Role of radio, television, internet, ICTs (Information and Communication Technologies) and print media for development in the current scenario. 113

Scanned by



**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
DIPLOMA COURSE IN BIO-INFORMATICS**

- Note:** (i) **Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
- (ii) **Subject to change in the syllabi at any time. Please visit the college website time to time.**

**DIPLOMA COURSE IN BIOINFORMATICS**

	<b>Title</b>	<b>Credits</b>	<b>Marks</b>
1.	Theory (5 hours/week)	7	75
2.	Practical (3 hours/week)	5	75
3.	Training	8	50
	<b>Total</b>	<b>20</b>	<b>200</b>



*Principal*  
**Prans Raj Mahila Maha Vidyakaya**  
Jalandhar City

## Paper – I Computational Biology and Biological Databases

Time : 3 hrs

Periods: 7  
Marks: 75

### Instructions to paper setter:

#### Each question will consist of three sections:

Section A will have ten questions of one mark each. All questions will be compulsory. Section B will be comprised of ten questions. Seven are to be attempted and each question will carry 5 marks.

Section C will contain four essay type questions, two are to be attempted and each question will carry 15 marks.

### Unit – I

Introduction to Computational Biology

Multiple Sequence Alignment

Progressive alignment – Clustal W, T-Coffee, Position specific Scoring Matrices (PSSM)

Probabilistic Models : Markov Chain, Hidden Markov Models, Role of HMMs in Gene Prediction, training HMMs, HMM Scoring Algorithms.

### Unit – II

Protein Classification and Structure Visualisation:

Overview of Protein structure, PDB and MMDB databases

Protein Structure Visualisation Databases and Tools – Cn3D, Swiss-PDB viewer, Rasmol

Protein structure alignment: VAST, DALI

### Unit – III

Protein structure prediction:

Use of Sequence patterns for protein structure prediction

Prediction of Protein structure from amino acid sequence

Motifs, Profiles, Patterns

### Unit – IV

Biological Databases: Introduction, Importance of biological databases,

Types of biological databases

Sequence databases :- Grnbank, EMBL

Protein databases:- PDB, SWISS-PROT, TrEMBL

Genome databases – KEGG

Organism databases – Flybase, Ecoli



Principal  
Pooja Raj Mahila Maha Vidyalaya  
Jalandhar City

### **Books Recommended:**

1. Bioinformatics: Sequence and genome analysis, D.W. Mount (2001) Cold Spring Harbor Laboratory Press.
2. D.Baxenvanis and F.Oulette, (2002) "Bioinformatics: A Practical guide to the analysis of genes and proteins" Wiley Indian Edition.
3. Watermann M.S (Eds). Introduction to computational Biology, Chapman and Hill. London (1995)
4. Bishop M.J (Eds). DNA and Protein Sequence Analysis, A Practical Approach, IRL Press Oxford. (1997).
5. Suhai(Eds). Theoretical and computational methods in genome research, Plenum Press, N.York(1997).

### **Paper – II Practical**

**Time: 3 hrs**

**Max. marks : 75**

1. Multiple sequence alignment tool: Clustal W
2. Multiple sequence alignment tool: T-Coffee
3. Protein Visualisation tool : Rasmol
4. To use tool: Swiss-PDB viewer
5. To use tool Cn-3D.
6. To use and explore database: PDB
7. To use and explore database: SWISS-PROT & TrEMBL
8. To use and explore database: KEGG
9. To explore genome database: Flybase



— Principal  
Pooja Raj Mahila Maha Vidyalaya  
Jalandhar City

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
DIPLOMA COURSE IN ENVIRONMENT PROTECTION**

- Note:**
- (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
  - (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.**

  
Principal  
Hans Raj Mahila Maha Vidyalyaya  
Jalandhar City

## Diploma Course in Environment Protection

**Theory: 100**

**30 hours**

**Instructions for paper setters:** In each theory paper, the question paper will consist of eight questions. Candidates are required to attempt five questions in all. All the questions will carry equal marks.

**1. Sewage Treatment:** Waste water characteristics, Classification, Primary, Secondary and Final treatment concepts of dissolved oxygen, BOD, COD, final disposal of sewage.

**2. Bioremediation:** Types of bioremediation, Use of fungi, Algae and bacteria in biosorption, Precautions for using bioremediations, Phytoremediation and a bioaccumulation of metals using plants.

**3. Environment Ethics and Laws:** State laws regarding the protection of environment pollution, 42<sup>nd</sup> Constitutional Amendment and issue of Environment Protection 1976, Indian constitutional provisions regarding environmental protection, Factories Acts, 1948 (Amended in 1987), Wild Life Protection Act, 1972 (Amended in 1995), Water Protection and Pollution Control Act, 1974 (Amended in 1998), establishment of the department of Environment and forest 1985, Air Prevention and Control of Pollution Act, 1981 (Amended in 1987), Motor vehicle Act, 1938 (Amended in 1988), Kyoto meet on climate change, Kyoto Protocol (1977).

**4. Pesticides and their effect on Health:** Introduction of some common pesticides, effect of DDT, BHC, Parathion, Carbaryl, Aldrin and their persistence in soil, biological magnification, mode of poisoning of pesticides, Degradation and mobility of pesticides, prevention measures.

**5. Rain water Harvesting:** Conservation of ground water and its budgeting, Rainwater harvesting, its need and advantages, Recharge to ground water (Natural and Artificial), Sources of water recharge, methods of artificial recharge to ground water.

**6. Future Strategies:** Sustainable development earth charter, Rio declaration, population problem and suggested solutions, conservation of renewable resources, conservation of forests, conservation of ozone layer and global warming control.

### Project

1. Project Regarding Management of Waste water/future strategies
2. Still Model/Working Model of waste water Management.
3. Visit to sewage treatment plant.
4. Viva Voce

  
Principal  
Pune Raj Mahila Maha Vidyalaya  
Jalandhar City

**Books Recommended:**

1. Abbasi, S.A. and Ramasami, E. (1999). Biotechnological methods of pollution control, Universities Press, Hyderabad.
2. Alexander, M. (1999). Biodegradation and Bioremediation, Academic Press, San Diego.
3. Alloway, B. and Ayres, D.C. (1997). Chemical Principle of Environmental Pollution. Blakie Academic and Professional, London.
4. Bailey, N.T.J. (1995), Statistical Methods in Biology. Cambridge University Press, Cambridge.
5. Patnaik, P. (1999). A Comprehensive Guide to the Hazardous Properties of Chemical Substances, Wiley, New York.
6. Wild, A. (1993), Soils and Environment. Cambridge University Press, Cambridge.
7. Pantra, S. C. (2005). Environmental Science, New Central Book Agency (P) Ltd., Kolkata.
8. Tambrell, J (2005). Introduction to Toxicology. Taylor and Francis, London.



— Principal  
Preeti Raj Mahila Maha Vidyalaya  
Jalandhar City

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**FACULTY OF FASHION DESIGNING**

**SYLLABUS FOR**

**DIPLOMA COURSE IN FASHION DESIGNING  
(Semester II)**

- Note:**
- (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
  - (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.**

**DIPLOMA COURSE IN FASHION DESIGNING  
(SEMESTER II)**

**PAPER-109- PATTERN DEVELOPMENT  
(Practical)**

**Time: 4 Hours**

**Max. Marks: 150**

**Instructions to the examiner:** The examiner will set one question from each unit. Questions may have sub-parts.

**Distribution of marks**

File Submission      50 marks (internal)

Exam 100 marks (external)

<b>Module I: Basics of Pattern Making</b> <ul style="list-style-type: none"><li>• Pattern making tools and their use</li><li>• How to take measurements</li><li>• Basic bodice front and back</li><li>• Basic sleeve</li></ul>	<b>Module IV: collars</b> <ul style="list-style-type: none"><li>• Peterpan</li><li>• Sailors</li><li>• Mandrin</li><li>• Shirt</li><li>• Convertible</li><li>• Shawl</li></ul>
<b>Module II: Dart manipulation by slas and spread and pivot method</b> <ul style="list-style-type: none"><li>• Two dart</li><li>• Single dart</li><li>• Darts to flare</li><li>• Darts to princess line</li><li>• Darts to yoke</li><li>• Dart to multiple darts</li></ul>	<b>Module V and VI</b> <ul style="list-style-type: none"><li>• Basic skirt</li><li>• Casual dress</li><li>• Salwar suit</li></ul>
<b>Module III: sleeve variation</b> <ul style="list-style-type: none"><li>• Puff</li><li>• Leg o mutton</li><li>• Tulip</li><li>• Lantern</li><li>• Raglan</li></ul>	

**References**

1. "Complete Guide to Sewing", Reader Digest.
2. Mullick, Prem Lata, "Garment Construction Skills", Kalyani Publishers, New Delhi.
3. Winfred Aldrich, Metric Pattern Cutting, Blackwell Science, UK



## PAPER 110 - GARMENT CONSTRUCTION

(Practical)

Time: 4 Hours

Max. Marks: 150

**Instructions to the examiner:** Students are required to construct any one garment with atleast 4 design features. Basic foundation pattern can be used.

**Distribution of marks:**

Garment Submission 50 marks (Internal)

Exam 100 marks (External)

Practical paper will be set on the spot by the examiner

<b>Module I: Basics</b> <ul style="list-style-type: none"><li>• Samples of<ul style="list-style-type: none"><li>○ bias facing</li><li>○ bias binding</li><li>○ shaped facing</li><li>○ placket</li><li>○ darts</li><li>○ basic sleeve and its attachment to bodice</li></ul></li></ul>	<b>Module IV: Skirt</b> <ul style="list-style-type: none"><li>• Slim skirt</li><li>• Skirt with yoke and gathers/ pleats</li></ul>
<b>Module II: Collars</b> <ul style="list-style-type: none"><li>• Peter pan collar</li><li>• Convertible</li><li>• Shawl collar</li><li>• Shirt collar</li></ul>	<b>Module V: Western Casual Dress</b> Stitching of any one self designed casual dress
<b>Module III: Sleeves</b> <ul style="list-style-type: none"><li>• Puff</li><li>• Leg o mutton</li><li>• Shirt sleeve with cuff and placket</li><li>• Petal sleeve</li></ul>	<b>Module VI: Suit and Salwar</b> Stitching of casual suit and basic salwar.

### References

1. "Complete Guide to Sewing", Reader Digest.
2. Mullick, Prem Lata, "Garment Construction Skills", Kalyani Publishers, New Delhi.
3. Winfred Aldrich, Metric Pattern Cutting, Blackwell Science, UK



Principal  
Pune Raj Mahila Maha Vidyalaya  
Jalandhar City

**PAPER 111- FASHION ILLUSTRATION**

**(Practical)**

**Time: 4 Hours**

**Max. Marks: 150**

**Instructions to the examiner:**

The examiner will set one question from each unit. Questions may have sub-parts.

**Module I and II**

**Female Croquis:** Female basic block 12 and ½, Fleshing, Pose formation,

**Module III and IV**

**Features:** Hair styles, Features, Arms, Legs, Hands, Feet.

**Module V and VI**

**Draping and Rendering :** Sports wear, Casual wear, Formal wear

**References**

1. Allen and Seaman, "Fashion Drawing – The Basic Principles", B.T. Batsford, London
2. Elisabetta Drudi, T.Paci, "Figure Drawing for Fashion", The Pepin Press.
3. Ireland, Patrick John, "Fashion Design Drawing and Presentation", B.T. Batsford,

  
— Principal  
Pooja Raj Mahila Maha Vidyalaya  
Jalandhar City

**PAPER 112- WARDROBE PLANNING**  
(Theory)

**Time: 3 Hours**

**Max. Marks: 100**

**Instructions for the Examiners/Paper Setters:** There will be 8 questions in all. Students are required to attempt 5 questions (20 Marks each).

**Distribution of marks:**

Total 8 questions to be set.

Attempt any 5 questions.

Subjective 30 marks

Objective 20 Marks (40 % paper to be objective type)

**Course Contents**

<p><b>Module I: Selection of Suitable Fabric for Family</b></p> <ul style="list-style-type: none"> <li>• Age</li> <li>• Climate</li> <li>• Occupation</li> <li>• Occasion</li> <li>• Figure</li> <li>• Fashion</li> </ul>	<p><b>Module IV: Design</b></p> <ul style="list-style-type: none"> <li>• Principles and elements of design</li> </ul>
<p><b>Module II: General Principles of Clothing Construction</b></p> <ul style="list-style-type: none"> <li>• Study of body measurements in relation to height and age.</li> <li>• Importance of drafting and making patterns</li> <li>• Placing and cutting of paper patterns in relation to texture and design of fabric</li> <li>• Calculating the amount of material required for the different garments.</li> </ul>	<p><b>Module V: Intelligent Buying of Ready Made Garments</b></p> <ul style="list-style-type: none"> <li>• Appearance – Size, design, line and colour</li> <li>• Fabric – Durability and serviceability</li> <li>• Workmanship – cutting, sewing, finishing and fitting</li> <li>• cost</li> </ul>
<p><b>Module III: Fitting</b></p> <ul style="list-style-type: none"> <li>• Common fitting problems and how to remedy the fitting defects.</li> </ul>	 <p>— Principal  <b>Priya Raj Mahila Maha Vidyalaya</b>  <b>Jalandhar City</b></p>

**References:**

1. Ajgaonkar, D. B. “Knitting Technology”, University Publishing Co-operation, Mumbai.
2. Brackenbury Terry, “Knitting Clothing Technology”, Blackwell Science, UK.
3. Spancer David J, “Knitting Technology”, Pergeman Press

**PAPER 113- COMPUTERS**  
**(Practical)**

**Time: 3 Hours**

**Max. Marks: 100**

**Instruction to the Examiner:** Two questions to be set from syllabus.

**Distribution of marks:**

Project submission    25 marks (Internal)  
Exam                      65 Marks (External)  
Viva                        10 Marks (External)

**Module I, II, III:**

**Corel Draw:**-Introduction-What is CorelDraw? Starting with CorelDraw; Working with CorelDraw;-Creating Graphic Objects and Drawing:-Drawing Objects; Drawing Spirals; Drawing Lines and curves with the freehand tool; Lines and curves using the Bezier Tool; selecting an object; moving the objects; shaping the objects; working with colors; filing; outlining

Working With Text:-Adding paragraph Adding paragraph text to fixed sized frames; Adding paragraph text to automatic sized frames; Text Conversion; Artistic text to paragraph text; Artistic text to curves; Adding; modifying and removing the text; Line thickness; Distance between line and text; Superscript; Subscript; Text Case; Text spacing; spacing after paragraph; text alignment Transformation:-Categories of transformation; skewing; mirroring; welding; blending; transparency; contouring; lenses; perspective; power clips; formatting; import dialogue box options Object Organization:-Cloning; grouping and ungrouping; combining and breaking; locking and unlocking; object manager; layer manager

New features of Corel Draw 10:-Customization; tools; text handling; image optimizer; color and printing.

Corel draw:designing& rendering fashion details showing like:

- (A) Collars
- (B) Sleeves
- (C) Skirts
- (D) Trousers
- (E) Top

**References:**

- Veisinet DD, “Computer Aided Drafting and Design – Concept and Ap
- Taylor P, “Computers in the Fashion Industry”, Heinemann Pub., 1990.
- Winfred Aldrich, “CAD in Clothing and Textiles”, Blackwell Science 1994.

  
— Principal  
Kans Raj Mahila Maha Vidyalaya  
Jalandhar City

**PAPER 114- WORKSHOP**  
**(Practical)**

**Time: 3 Hours**

**Max. Marks: 100**

**Instructions for the Examiner:** The examiner will set one question covering the whole syllabus. The question will have Sub parts.

**Module I**

**Workshop on External:** CAD

**Internal:** Accessory design: hand bags

**Module II**

**Project on Following:**

Source file of different types of buttons, trims, tags and labels available in the market along with rates.

A study on different types of machines available in the industry for weaving and knitting fabrics.  
Basic fabric folder of woven fabrics for the purpose of studying fabric type

**Module III**

**Workshop on External :** Presentation techniques

**Internal:** Embellishment techniques

- Quilting
- Applique
- Pom-Poms
- fringes
- Mirror work

**Module IV**

**Project on Following:**

To study different types of casual, formal and semi-formal wear for kids with survey of malls and shops along with price range and fabric type.

Basic fabric folder of knitted fabrics for the purpose of studying different types of knits available and varieties of combination available.

**Module V**

**Workshop on External:** Digital Printing

**Internal:** Smocking

**Module VI**

**Project on Following:**

Basic fabric folder of non-woven and open weave fabrics available in the market along with whole sale retail rate, for the purpose of studying fabric type.

A survey study of an Indian and an international designer and find who is most available along with details and pictures

**References:**

1. Anand M.R.. “Textiles and Embroideries of India”, Marg Publications, Bombay.
2. Naik S. “Traditional Embroideries of India”, APH Publishing Corporation, New Delhi.
3. Mathew A. “Vogue Dictionary of Crochet Stitches”, David and Charles, London.
4. Snook B. .“Creative Art of Embroidery”, Numbly Pub. Group Ltd., London.

  
Principal  
Pooja Raj Mahila Maha Vidyalaya  
Jalandhar City

## PAPER 115 - COMMUNICATION SKILLS-II

**Time: 3 Hours**

**Max. Marks: 100**

**Theory Marks: 75**

**Practical Marks: 25**

### **Instructions for the Examiner**

The question paper will consist of objective (40 marks) and subjective (60 marks) questions carrying 100 marks in total.

Two objective questions from part-1 (Communication ) and part -2 (Comprehension) will be set carrying 20 marks , 10 each

Six questions will be set from part 2,3 and 4 i.e. Reading skills, Writing skills and Grammar carrying 30 marks 5 marks each

### **Theory:**

**Communication** : Introduction , Channels of communication, Barriers.

**Listening Skills**: Introduction, Types, Barriers , Feedback skills, Note taking.

**Writing Skills**: Covering letters, Resume, Notice, Memo.

### **Grammar:**

Subject – Verb agreement, Combination of two simple sentences into one, Tenses.

Practical: 25 marks.

General introduction

General interview

Listening comprehension

### **References:**

1. Singh R. Vandana, “The written words”, Oxford University Publication.
2. Sharma R.C., “Business Correspondence and Report Writing”, McGraw Hills Publishe
3. Korlahalli J.S., “Essentials of good Communication”, Sultan Chand and Sons  
Publishers.

1)

  
Principal  
Pt. Raj Mohini Maha Vidyalaya  
Jalandhar City

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR**

**DIPLOMA IN REPORTING, ANCHORING AND NEWS READING**

**Note: (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters be prosecuted.**

**(ii) Subject to change in the syllabi at any time. Please visit the college web time.**

*aj*  
— Principa  
Hans Raj Mahila Maha Vidyalaya  
Jalandhar City

**Diploma in Reporting , Anchoring and News Reading**

**Theory**

**Time: 3 Hours**

**Max. Marks: 50**

**Instructions for the paper setters:**

**There will be 8 questions. Candidate will have to attempt any 5 questions. All questions will carry equal marks.**

**Unit-I**

Getting the story: newsroom conference, copy- testing, balance of news, visuals and actuality, the angle, choosing the contact, staged news conferences, beating the clock, work to sequence.

**Unit-II**

Feature- Definition- different types of features-difference between news story and feature story- yellow journalism, editorial writing, and letters to the editor.

**Unit-III**

How to cover a press conference; the chief reporter; duties, responsibilities and qualities of a chief reporter, Reporting-objective, investigations, interpretative and interview

**Unit-IV**

ENG Production Features- Satellite, uplink- Electronic field Production (EFP), Preproduction- Production Equipment check- production: setup, Production: Rehearsals – Production: Videotaping – Production: strike and Equipment check

**Practicals:**

**Max. Marks: 50**

1. Personality Development
2. Voice Culture
3. Language
4. General Awareness
5. Facing Camera
6. Technical aspects

**References:**

1. J. Kumar, Kewal “Mass Communication in India” ,Jaico Publications, Mumbai.
2. Lyver, Das “Basics of Video Sound”, Focal Press.
3. Parthasarthy, Rangaswami, “Basic News Writing”, Sterling Publications.

  
Principal  
Pt. Raj Mahila Maha Vidyalaya  
Jalandhar City

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR**

**ADVANCE DIPLOMA COURSE IN BIOINFORMATICS**

- Note:**
- (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
  - (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.**

### Scheme of Course

	<b>Title</b>	<b>Credits</b>	<b>Marks</b>
1.	Theory (5 hours/week)	7	75
2.	Practical (3 hours/week)	5	75
3.	Training	8	50
<b>Total</b>		<b>20</b>	<b>200</b>

  
Principal  
Kansh Raj Mahila Maha Vidyakaya  
Jalandhar City

## Paper – I Drug Discovery, Phylogenetic Analysis & PERL

**Time: 5 hrs**

**Periods: 7**

**Max. Marks: 75**

**Note for examiner:**

**Time: 3 Hrs.**

Each question paper will consist of three sections.

Section A will have ten questions of one mark each. All questions will be compulsory.

Section B will be comprised of ten questions. Seven are to be attempted and each question will carry five marks.

Section C will contain four essay type questions, two are to be attempted and each question will carry fifteen marks.

### Unit – I

**Drug Discovery:** Introduction to pharmacogenomics, SNPs, Drug Discovery Technologies: Structure Based and Ligand Based Drug Designing. Computer Aided Drug Designing, Docking ADME Property Prediction

### Unit – II

**Phylogenetic Analysis:** Molecular Data, Homology and paralogy concepts, Phylogenetic Trees- Rooted and Unrooted, Construction of Trees-Distance Methods, Clustering Methods, Character Based Methods, Bootstrap Analysis.

### Unit – III

**PERL:** Introduction to PERL, Role of PERL in Bioinformatics, Downloading & installing perl, Perl syntax, variables and constants, operators, arrays and hashes.



Principal  
Pans Raj Mahila Maha Vidyalaya  
Jalandhar City

## Unit – IV

**PERL:** Control Structures, Regular expressions, functions, working with subroutines, file handling introduction to Bioperl.

### Books Recommended: -

- Lengauer T (2004) Bioinformatics from Genomes to Drugs (Volume1 and 2). *John Wiley and Sons*.
- Mount D. W. (2004). Bioinformatics & Genome Analysis. *Cold Spring Harbor Laboratory*.
- Salemi M., and Vandamme A. (2003). The Phylogenetic Handbook: A Practical Approach to DNA and Protein Phylogeny. *Cambridge University Press*.
- Wyke A and Thomas D (2001). PERL Beginner guide. *Tata Mcgraw Hill*
- *Company Ltd., New Delhi*.
- James D.Tisdall, (2001). "Beginning Perl for Bioinformatics," *O'Riley and Associates*.

## Paper – II Practical

**Time: 3 hrs**

**Periods: 5**

**Max. Marks: 75**

11. To explore the data dbSNP (NCBI)
12. To install and use Evolutionary analysis software
13. To install and use Docking software
14. To use Swiss-PDB Viewer

### PERL

1. A program to declare and use variables
2. A program to use operators
3. Use of Arrays in PERL
4. Use of Hashes in PERL
5. A program related to regular expressions
6. A program on File Handling



Principal  
Pooja Raj Mahila Maha Vidyalyaya  
Jalandhar City

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
ADVANCED DIPLOMA IN ENVIRONMENT PROTECTION**

- Note:**
- (i) **Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
  - (ii) **Subject to change in the syllabi at any time. Please visit the college website time to time.**

  
— Principal  
Hans Raj Mahila Maha Vidyalyaya  
Jalandhar City

## Advanced Diploma in Environment Protection

**Theory:100**

**30 hours**

**Instructions for paper setters:** In each theory paper, the question paper will consist of eight questions. Candidates are required to attempt five questions in all. All the questions will carry equal marks.

**1. Lithosphere:** Composition of rocks and minerals, magmas, igneous rocks, weathering, elastic and non elastic sediments and sedimentary rocks, metamorphic rocks, Earth's interior and crust, Lithosphere and asthenosphere, continents and ocean basins, earth's relief features, geological time scale, plate tectonics, Continental drift, tectonic system, earth's internal energy systems.

**2. World Soils:** Comprehensive soil classification system, diagnostic horizons, Important Soil types of Punjab.

**3. Waste Management:** Solid waste management by Biotechnology, Land filling, ocean dumping, Disposal of medical waste, Immunization waste.

**4. Polymer Waste Management:** Electronic waste, Problem and management, Plastics, Biodegradation and non-biodegradable waste, problem of water resistance to degradation, Microbial degradation of polymers.

**5. Hazardous Waste:** Types of radioactive wastes, Disposal methods of radioactive waste, Reprocessing of spent uranium fuel and its disposal converting radio waste to solid form, Radioactive waste detector.

**6. Vermicomposting:** Introduction, Vermiculture conditions and maintenance, Vermicomposting techniques, Comparison of natural compost manure and vermicompost, Waste to manure, Advantages of vermicompost over chemical fertilizers.

### Project

1. Preparation of compost from waste leaves of campus.
2. Project Regarding Management of Polymer Waste.
3. Still Model/Working Model of Solid Waste Management
4. Visit to Solid waste Management Plant.
5. Viva Voce.

### Books Recommended:

1. Patnaik, P. (1999). A Comprehensive Guide to the Hazardous Properties of Chemical Substances, Wiley, New York.
2. Rao, C.S. (1995), Environmental Pollution Control Engineering, Wiley Eastern, New Delhi.
3. Wild, A. (1993), Soils and Environment. Cambridge University Press, Cambridge.
4. C. Lu. Frank and Kacew, Sam (2002). Lu's Basic Toxicology: Fundamentals, target organs and risk assessment; 4<sup>th</sup> Edition, Taylor and Francis, London.
5. Tambrell, J (2005). Introduction to Toxicology. Taylor and Francis, London.

  
Principal  
Pooja Raj Mahila Maha Vidyalaya  
Jalandhar City

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
ADVANCED DIPLOMA IN FASHION DESIGNING  
(SEMESTER III & IV)**

- Note:**
- (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be Prosecuted.
  - (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.

  
— Principal  
Hans Raj Mahila Maha Vidyalaya  
Jalandhar City

**ADVANCED DIPLOMA IN FASHION DESIGNING  
(SEMESTER III)**

**PAPER 117 - PATTERN MAKING DEVELOPMNET**

**(Practical)**

**Time: 4 Hours**

**Max. Marks: 150**

**Instructions to the Examiner:**

Question paper will have one question from each unit. Each question will carry equal marks. Practical paper will be set on the spot by the examiner. Students are required to make all pattern pieces of any one dress. Basic pattern can be provided.

**Module I**

Pattern making of blouse (female)

4 dart Blouse

Choli cut blouse

**Module II**

Petti coat (6 panel)

Simple suit

Designer suit

**Module III**

**Pattern making, layout and cutting of following:**

Casual dress

Skirt (circular, pleated, pegged)

style reading and layout

**References:**

1. "Complete Guide to Sewing", Reader Digest.
2. Mullick, PremLata, "Garment Construction Skills", Kalyani Publishers, New Delhi.
3. Winfred Aldrich, Metric Pattern Cutting, Blackwell Science, UK



*Principal*  
**Praveen Raj Mahila Maha Vidyakaya**  
Jalandhar City

**PAPER 118- GARMENT CONSTRUCTION**

**(Practical)**

**Time: 4 Hours**

**Max. Marks: 150**

**Instruction to the Examiner**

Students are required to construct any one garment. Basic foundation pattern can be used.

**Course Contents**

**Module I**

Construction of the garments: Simple blouse, Choli cut blouse

**Module II**

Simple salwar suit, One piece Casual dress, petticoat, Designer suit, Skirt (circular, pegged)

**Module III**

Fancy embroideries stitches

**References:**

1. "Complete Guide to Sewing", Reader Digest.
2. Mullick, PremLata, "Garment Construction Skills", Kalyani Publishers, New Delhi.
3. Winfred Aldrich, Metric Pattern Cutting, Blackwell Science, UK



Principal  
Piano Raj Mahila Maha Vidyalaya  
Jalandhar City

## **PAPER 119- SURFACE ORNAMENTATION**

**(Practical)**

**Time: 4 Hours**

**Max. Marks: 150**

### **Instruction to the Examiner**

Practical paper will be set on the spot by the examiner

Two questions to set, where each question will be of 25 marks. Internal choice can be given.

### **Distribution of marks:**

File Submission      50marks (Internal)

Exam                      100 marks (External)

### **Module I**

Make at least 2 articles each of the following

Free hand painting, mirror work

### **Module II**

Block printing

### **Module III**

Stencil printing

### **Reference:**

1. Singh Kiran, "Textiles in Ancient India", VishwaVidyalaya.
2. Oar S.N., "Costumes of India and Pakistan", OB Tataporevala Sons and Co. Ltd.
3. Kumar Ritu, "Costumes & Textiles of Royal India", Christies Book Ltd, London,.
4. Ghurey, G.S., "Indian Costumes", The Popular Book Depot



**Principal**  
**Prans Raj Mahila Maha Vidyalaya**  
**Jalandhar City**

**PAPER 120 - CONCEPT OF FASHION**

**(Theory)**

**Time: 3 Hours**

**Max.**

**Marks: 100**

**Instruction to the Examiner:**

Attempt any five questions out of eight. All questions carry equal marks.

**Distribution of marks:**

Subjective	60 marks
Objective	40 Marks (40 % paper to be objective type)

**Module I**

Concept of fashion

- (A) Fashion terminology
- (B) Origin of fashion
- (C) Fashion theories
- (D) Fashion forecasting
- (E) Sales Forecasting
- (F) Fashion cycle

**Module II**

Study on three Indian fashion designers

- (A) Tarun Tahiliani
- (B) J.J Valaya
- (C) Ritu Beri

**Module III**

Study of any two international designers

**References:**

1. Clarke, S. "Textile design", Laurence king publishing Ltd, London.
2. Bhatnagar, P. "Tradition Indian Costume and Textile", Abhishek publication,

## PAPER121 - COMPUTER DESIGNING

(Practical)

**Time: 3 Hours**

**Max.**

**Marks: 100** Instructions to the Examiner

Two question to be set from syllabus.

### Distribution of marks:

Project submission	50 marks (Internal)
Exam	40 Marks (External)
Viva	10 Marks (External)

### Module I

**Adobe-Photoshop:**-Introduction-PhotoShop Environment; Toolbox and Tools; Bitmap images and Vector graphics; Image size and resolution: Pixel Dimension, Image resolution, Monitor Resolution, Printer Resolution, Screen Frequency, File Size; Working with Image Files: Open the image files, Print Resolution, Save the Image Files; Duplication and Cropping the Image; File Compression; Image File Formats; PhotoShop Images In Other Applications; Object Linking And Embedding (OLE); Palettes in Photoshop: Layer Palette, Channels Palette, Path Palette, History Palette, Action Palette, Picker Palette, Swatches Palette, Scratch Palette, Info Palette

Working with Colour:-Colour modes and models: HSB model; RGB model: RGB mode; CMYK model: CMYK mode; \* a \* b model; Lab model; Bitmap mode; Grayscale mode; Dutone mode; Indexed color mode; Multichannel Mode; Colour gamut's; Monitor display:

Channel and bit depth; Conversion between bit depths; Conversion between Colour modes;

Conversion between color modes: Conversion between Grayscale and Bitmap mode, Grayscale image to bitmap mode, Predefine bitmap conversion method, Halftone screens for bitmap-mode images, Custom halftone screen for Bitmap-mode image; Conversion to Indexed color;

Conversion option for indexed color images; Indexed color tables

Drawing and Editing:-Shapes; Work path; Shape layer; Creating a work path; Creating rasterized shapes; Using the shape tools; Saving custom shapes; PEN TOOL: Drawing a straight segments;

Drawing curve; Freeform tool; The magnetic pen; Overlapping; Path palette



Selection of path segment; Moving; reshaping; deleting of path segments; Moving; reshaping; copying; and deleting path components; Aligning and distributing path components; Editing of anchor points; Managing paths (Photoshop); Converting paths to selection borders; Adding color to paths (photoshop); Painting tools; Brush tool; Customizing brush libraries; Creating and editing brushes; Setting brush options; Selecting a blending mode; Specifying opacity; pressure; exposure; Art history brush tool; Retouching tool; Smudge tool; Focus tools; Toning tools; Sponge tool; Erasing; Eraser tool; Magic eraser tool; Background eraser tool; Auto Erase option; Gradient filling; Applying a gradient fill; Creating gradient fills; Intermediate colors to a gradient; Gradient transparency; Noise gradient fills; Managing gradients; Paint Bucket Tool; Filling & Stroking; Filling Patterns; To fill the work canvas; To fill a selection with a pattern; Transforming and Manipulating objects; Transforming objects in two dimensions; Transforming objects in three dimensions; Transforming perspective; Specifying the Transform; Applying transformations; Freely transforming and previewing effects

Layers, Channels, Masks:-Layers; Layers sets; Layer Palette: Viewing and Selection of Layers; Linking Layers; Creating a Layered image; Adding Layers; Duplicating of Layers; Grouping of Layers; Moving; Aligning the contents of Layers; Aligning &Distributing the contents of Linked; Editing of Layers; Locking of Layers; Clipping of Layers; Specifying Layer properties; Layer Style dialog box; Blending Options: Specifying Fill Opacity;-Specifying Knock Options; Blending of Channels; Grouping Blend effects; Specifying range of Blend Layers; Layer Style;

Displaying Layer Styles; Palette Styles; Managing Layer Style; Applying Layer Style; Channels and Masks; Channel palette; Selecting and Editing Channels; Managing Channels: Changing the order of Channels; Duplicating of channels; Splitting of Channels; Merging of Channels; Deleting of Channels; Mixing of Colour Channels; Adding Spot colors; Creating spot Channel~; Modifying of,Spot Channels; Channel Calculations to blend Layers and Channels; Blending Modes; Masks; Quick Mask Mode; Quick Mask Options; Storing Masks; Saving a Masks Selection; Alpha Channels

Filters for special effects:-Plug-in Filters; Blending Filter Effects; Loading Images and textures; Types of Filters; Lighting Effects type; Choosing a Lighting Effects type; Lighting Effects; Texture

Text in Image Editing:- Type tool; Paragraph Type: Type layers; Rasterizing Type Layers;



Warping Type layers; Creating work path from type; Converting type to shapes; Formatting characters; Changing the case; Formatting Paragraphs; Aligning and Justifying type; Indenting Paragraphs; Paragraph Space; Hyphenation and Justification; Adjusting Hyphenation; Preventing unwanted word breaks; Adjusting spacing; Working with composition; Every line Composer; Single-line Composer

## Module-II

Photoshop:

- (A) Study tools in detail
- (B) Draping simulation – Make Croquis in Corel and drape a dress in adobe
- (C) Make a Fashion Show invitation Card
- (D) Design cover page of any fashion magazine.

### References

1. Fowler, A. “Modern Creative Design and its application”, The Gorge Wahi Publication, Michigan.
2. Veisinet DD, “Computer Aided Drafting and Design – Concept and Application’.
3. Taylor P, “Computers in the Fashion Industry”, Heinemann Publications.
4. Winfred Aldrich, “CAD in Clothing and Textiles”, Blackwell Science.



— Principal  
Pooja Raj Mahila Maha Vidyalaya  
Jalandhar City

**PAPER 122:- WORKSHOP AND TRAINING (SEM -3)**

**(Practical)**

**Time: 3 Hours**

**Max.**

**Marks: 100**

**Instructions to the Examiner:**

Distribution of marks:

Project submission 100 marks (Internal)

**Module I**

**(A) Personality Development**

Self-grooming and speaking skills

**Module II**

**(B) Textile Designing**

Fabric beautification using different textile decoration techniques.

**Module III**

**(C) Seminar on Retailing**

Concept of store and non-store retailing

**References:**

Clarke, S. "Textile design", Laurence king publishing ltd, London.



Principal  
Pans Raj Mahila Maha Vidyakaya  
Jalandhar City

**PAPER 123 - FASHION MERCHANDISING-I (SEM -3)**

**(Theory)**

**Time: 3 Hours**

**Max.**

**Marks: 100** **Instructions to the Examiner**

There will be 8 questions in all. Students are required to attempt 5 questions (20 Marks each).

**Module I**

Fashion merchandising: introduction, concept ,planning, role and responsibility of merchandising,

**Module II**

Range Development: product and range development on the basis of fashion calendar

**Module III**

Sales promotion, Promotional stores and techniques

**Module IV**

Visual merchandising, role of visual merchandiser, equipment and tools etc.

**Module V**

Store merchandising: concept, operations and planning, advantages and disadvantages, Exhibition and display

**Module VI**

Careers and job roles in merchandising

**References:**

1. Colussy, K.M. and Greenberg S. "Rendering Fashion Fabric and Prints".
2. David, B. and Dommelen, V. "Design and Decorating Interiors", John Willey and Sons, New York

  
Principal  
Pans Raj Mahila Maha Vidyakya  
Jalandhar City

## **PAPER 124: APPAREL SEWING TECHNIQUES**

**(Theory)**

**Time: 3 Hours**

**Max. Marks:**

### **100 Instructions to the Examiner**

There will be 8 questions in all. Students are required to attempt 5 questions (20 Marks each).

### **Module I & II**

Products Standards and Specifications

- Products standards
- Sources of quality and performance standards
- Standards for quality, size and fit and performance
- Developing and using specifications for apparel manufacturing

### **MODULE III & IV**

Garment Analysis and Specification Development

- Role of garment analysis
- Style description
- Positioning strategy
- Sizes and fit
- Material selection
- Garment components assembly
- Final garment assembly and finishing
- Style presentation

### **Module V & VI**

Creative and Technical Design

- Influence on the design process
- Creative design
- Technical design
- Apparel design technology

### **References:**

1. Gupta, L. "Textbook of Clothing", Kalyani publishers.
2. Irene E. Mc Dermott.; Jeanne L. Norris, "Opportunity in Clothing
3. Kulshrestha, U. and Kashyap, R. "Clothing Behaviors"

  
Principal  
Pt. Raj Mohita Maha Vidyalyaya  
Jalandhar City

**ADVANCED DIPLOMA IN FASHION DESIGNING  
(SEMESTER IV)**

**PAPER-125 PATTERN DEVELOPMENT  
(Practical)**

**Time: 10.00 Hours each month (approx.)**

**Max. Marks: 150**

**Instructions to the examiner:**

Students are required to make all pattern pieces of any design given by the examiner, which will include any four topics from the mentioned content. Basic pattern can be provided.

**Course Contents**

<b>Module I</b> <ul style="list-style-type: none"><li>• Pattern making of Kalidaar suits and its Layout</li></ul>	<b>Module IV</b> <ul style="list-style-type: none"><li>• Pattern making of trouser and layout</li></ul>
<b>Module II:</b> <ul style="list-style-type: none"><li>• Party wear dress</li></ul>	<b>Module V</b> <ul style="list-style-type: none"><li>• Pattern making of designer saree</li></ul>
<b>Module III</b> <ul style="list-style-type: none"><li>• Fusion Dress</li></ul>	

**References:**

1. Mullick, PremLata, "Garment Construction Skills", Kalyani Publishers, New Delhi
2. "Complete Guide to Sewing", Reader Digest
3. Winfred Aldrich, Metric Pattern Cutting, Blackwell Science, UK

  
— Principal  
Pans Raj Mahila Maha Vidyalaya  
Jalandhar City

## PAPER-126 GARMENT CONSTRUCTION

(Practical)

**Time: 4 Hours**

**Max.**

**Marks: 150** Instructions to the examiner:

Students are required to construct any one garment with at least 4 design features. Basic foundation pattern can be used.

**Distribution of marks:**

Garment Submission 50 marks (Internal)

Exam 100 marks (External)

### Course Contents

Construction of the garments mentioned:

- (A) Kalidaarkurta
- (B) One piece dress
- (C) Fusion dress
- (D) Trouser

Incorporate the embroideries in the garments

### References:

1. .Mullick, PremLata, "Garment Construction Skills", Kalyani Publishers, New Delhi.
2. "Complete Guide to Sewing", Reader Digest
3. Winfred Aldrich, Metric Pattern Cutting, Blackwell Science, UK



Principal  
Pans Raj Mahila Maha Vidyalaya  
Jalandhar City

## PAPER-127 FABRIC ORNAMENTATION

(Practical)

**Time: 4 Hours**

**Max.**

**Marks: 150** Instructions to the examiner:

Two question to be set, where each question will be of 50 marks. Internal choice can be given.

**Distribution of marks:**

File Submission 50 marks (Internal)

Exam 100 marks (External)

### Module 1

Tie & die

### Module 2

Screen printing

### Module 3

Digital printing

### Module 4

Batik printing

### Module 5

Samples of 5 traditional embroideries

To make at least three articles with samples

**References:**

1. .Mullick, PremLata, "Garment Construction Skills", Kalyani Publishers, New Delhi.
2. "Complete Guide to Sewing", Reader Digest
3. Winfred Aldrich, Metric Pattern Cutting, Blackwell Science, UK

  
Principal  
Pt. Raj Mahila Maha Vidyalaya  
Jalandhar City

## PAPER 128 - CREATIVE EXPRESSIONS

(Theory+Practical)

**Time: 3 Hours**

**Max.**

**Marks: 100** Instructions to the examiner:

Two question to be set, where each question will be of 50 marks. Internal choice can be given.

### Course Contents

- (A) Accessory designing (bags, footwear, and jewelry etc)
- (B) Traditional textiles ( woven & printed textiles any six)
- (C) Make up (hairstyles, party make up etc)
- (D) Personality development
- (E) Dressing and styling

### References:

1. Diamond, J. "Fashion Apparel Accessories & Home Furnishing"
2. Fowler, A. "Modern Creative Design and its application", The Gorge Wahi Publication, Michigan.



Principal  
Pans Raj Mahila Maha Vidyalyaya  
Jalandhar City

## PAPER-129 CAD

(Practical)

**Time: 3 Hours**

**Max.**

**Marks: 100** **Instruction to the Examiner:**

Two question to be set, where each question will be of 50 marks. Internal choice can be given.

### **Distribution of marks:**

Project submission 25 marks (Internal)

Exam 75 Marks (External)

### **Designing the following themes:**

Taking inspiration from the moodboard & story board

(A) Beach wear

(B) Indo western

(C) Club wear

By using corel draw & adobe photoshop

### **References:**

1. Veisinet DD, "Computer Aided Drafting and Design – Concept and Application".
2. Taylor P, "Computers in the Fashion Industry", Heinemann Publications.
3. Winfred Aldrich, "CAD in Clothing and Textiles", Blackwell Science.

  
— Principal  
Pitara Raj Mahila Maha Vidyalaya  
Jalandhar City

**PAPER-130 WORKSHOP/TRAINING**

**(Practical)**

**Time: 3 Hours**

**Max.**

**Marks: 100**

**Instruction to the Examiner**

**Distribution of marks:**

Project submission : 100marks(Internal)

**Course Contents**

- Interaction with Textile designer – textile designing
- Seminar on merchandising
- Interaction with accessory designer to accessories fashion collection

**Module I**

- Indian Costumes:
  - Punjab,
  - Jammu Kashmir,
  - Rajasthan,
  - Maharashtra,
  - Gujrat,
  - Kerala,
  - Karnatka,
  - Manipur,
  - Himachal Pardesh,
  - Tamil Nadu,
  - West Bengal

**Module-II**

- Western traditional costumes:
  - Egypt, greek, rome, french, byzantine, british

**References:**

Fowler, A. (1951).“Modern Creative Design and its application”, The Gorge Wahi Publication, Michigan.

  
Principal  
P.K. Raj Mahila Maha Vidyakaya  
Jalandhar City

## PAPER 131 - EXPORT IMPORT MANAGEMENT

**Time: 3 Hours**

**Max. Marks: 100**

### **Instructions to the examiner**

Total 8 Questions to be set. The student has to perform any 5. All questions carry equal marks.

The examiner should cover all the topics in the question paper.

### **Unit 1**

#### **Planning for Export**

- Organize the logistics options for shipment
- Carry out risk assessment for shipment plan
- Explain the trade policies and guidelines to all concerned and ensure it is followed
- Plan the shipment strategy
- Use the export planning tools available
- Carry out **SWOT** analysis for shipment vertical
- Make sure the organization's domestic and international marketing activities are aligned and updated with current policies and guidelines

### **Unit 2**

#### **Manage Export Processes and Check Documentation**

- Manage documentation related to pre & post shipment
- Check and manage export sales contract
- Manage the central excise/customs clearance: regulations, procedures and documentation
- Supervise the processing of an export order
- Check all pre-shipment documents including:
  - invoice
  - packing list
  - GR form
  - Ar-4/ ar4a form
  - Etc licence
  - Indent
  - Acceptance of contract
  - Letter Of Credit (LOC)

  
Principal  
Punjab Raj Mahila Maha Vidyalaya  
Jalandhar City

- QC certificate
- Port trust date
- Any other
- Sign of inspector/ customs div
- Check the EXIM documents pertaining to Pre and Post Shipment.
- Liaise with customs and excise officials, if required
- Take care of applications for export incentives
- Obtain advance license from Jt DGFT (Director General of Foreign Trade),
- ensure adherence with contracts and agreements
- Look after freight forwards, CHA (Customs House Agent), transporter
- Communicate effectively with suppliers, consignee, agents , transporters
- Manage and supervise the follow up with logistics companies to ensure timely shipments of goods
- Negotiation & co-ordination

### Unit 3

#### Supervise and Evaluate Performance

- Set goals and targets as per organizational directives for all reporting executives.
- Create quantified measures and metrics to analyze the performance delivered by subordinates
- Set tangible and achievable incentives for subordinates as per the goals and targets assigned
- Ensure and implement strict adherence of all activities performed by subordinates to organizational guidelines
- Monitor and supervise all the activities performed by subordinates and ensure optimization to achieve the set goals
- Evaluate performance of subordinates and reporting executives on the designed measures and metrics as per the guidelines of the Organization
- Assist and support reporting executives whenever necessary or applicable
- Document all performance indicators and metrics of subordinates in the prescribed format of organization
- Perform all appraisal related process flow for subordinates, as per respective performance documents

- Handover all the documents and appropriate support measures to human resources department for official records.
- Ensure and implement proper process flow for feedbacks and queries received from subordinates

#### **Unit 4**

##### **Ensure Shipping Compliance**

- Follow the general invoicing instructions
- Check that the packing list requirement is met
- Ensure packing instructions are being followed including:
  - Carton specifications
  - Packing standards
  - Flat pack cargo
  - Pre-packs packing standards
  - Garments on hangers (GOH)
  - Exceptions to packing requirements
  - Shipping marks & labels
  - Bar code labels
- Follow the shipping guidelines
- Follow the routing guidelines
- Ensure tendering of freight to consolidator as per process and ensure sequence instruction is followed

#### **Unit 5**

##### **Manage Export Marketing Operations**

- Analyze the export marketing business & the operations involved
- Interpret the export marketing terms & understand the processes involved
- Apply export-market entry strategies
- Analyze the factors that affect cost in export marketing
- Be adept in understanding foreign currencies & conversion
- Be updated on current market trade in respect of various foreign currencies
- Manage the export distribution across geography

- Understand the institutional framework for export promotional council & world trade organization
- coordinate with export promotional council/ministry of commerce & industry for affiliation & documentation formalities
- Understand & interpret the various export schemes
- Interpret export financing methods and terms of payment
- Carry out export credit and foreign exchange risk management
- Apply export promotional strategies where appropriate
- Carry out all export marketing functions effectively

### **Unit 6**

#### **Comply with Industry, Regulatory and Organizational Requirements**

- Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures
- Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel
- Apply and follow these policies and procedures within your work practices
- Provide support to your supervisor and team members in enforcing these considerations
- Identify and report any possible deviation to these requirements

### **Unit 7**

#### **Analyze Foreign Trade Logistics**

- Check pre shipment document
- Understand and identify the best suitable logistics as per buyer's standard
- Interpret and negotiate the logistics cost with different type of shipment mode
- Track the shipment and follow up for payment
- Communicate with logistic agency, buying offices and buyers
- Apply knowledge of different types of Transport and the best suitable method
- Manage logistics processes as per norms

### **Unit 8**

#### **Maintaining A Healthy, Safe and Secure Working Environment in the Organization**

- Comply with health and safety related instructions applicable to the workplace

- Carry out own activities in line with approved guidelines and procedures
- Maintain a healthy lifestyle and guard against dependency on intoxicants
- Follow environment management system related procedures
- Minimize health and safety risks to self and others due to own actions
- seek clarifications ,from supervisors or other authorized personnel in case of perceived risks
- Monitor the workplace and work processes for potential risks and threats
- Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned
- Report hazards and potential risks/ threats to supervisors or other authorized
- Personnel participate in mock drills/ evacuation procedures organized at the workplace
- Undertake first aid, fire-fighting and emergency response training ,if asked to do so
- take action based on instructions in the event of fire, emergencies or accidents
- Follow organization procedures for shutdown and evacuation when required

### References

1. Kumar, A. (2005). *Export and Import Management*. Excel Books India.



— Principal  
**Prians Raj Mahika Maha Vidyalyaya**  
 Jalandhar City

## PAPER 132 - APPAREL SEWING TECHNIQUES

(Theory)

**Time: 3 Hours**

**Max. Marks: 100**

There will be 8 questions in all. Students are required to attempt 5 questions (20 Marks each).

### Module I

#### Dimensions of Apparel Management

- System for quality management
- Methods of assuring quality

### Module II

#### Costs, Costing, Pricing and Profit

- Costs and profits
- Systems of costing
- Stages of costing
- Determining product costs
- Cost/volume relationship
- Pricing strategies

### Module III

#### Materials Sourcing and Selection

- Sourcing decisions in apparel firms
- Material sourcing process
- Selecting Fabrics

### Module IV

#### Sourcing Product Development and Production

- Sourcing Issues
- Global Sourcing
- Trade legalization
- Costing imported goods

#### References

1. Mullick, PremLata, "Garment Construction Skills", Kalyani Publishers, New Delhi.
2. Winfred Aldrich, Metric Pattern Cutting, Blackwell Science, UK.

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
ADVANCE DIPLOMA COURSE IN FRENCH LANGUAGE**

- Note:** (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.
- (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.

## Advance Diploma Course in French Language

### PAPER-I (Theory)

**M.M.: 50 marks**

**Time: 3 hours**

#### **Instructions to Paper Setter:**

**Theory-** Eight questions will be set from entire syllabus. Candidates are required to attempt any five questions. Each Question carries ten marks.

- Defining words, concepts and objects
- French slang
- Reporting uncertain information
- Origin of some French words
- Advertising and slogans
- Colloquial expressions
- French sayings
- Advising according to different registers
- Genuine spoken French
- Expressing feelings and sensations
- Playing with the language
- French literature
- Writing a text message
- Describing a picture in details
- Presenting a document

  
Principal  
Pans Raj Mahila Maha Vidyalaya  
Jalandhar City

## Paper- II (Theory)

**M.M.: 50 marks**

**Time: 3 hours**

### **Instructions to Paper Setter:**

**Theory:** Eight questions will be set from entire syllabus. Candidates are required to attempt any five questions. Each Question carries ten marks.

- Origin of some French words
- The media
- Advertising
- French music
- Comic books
- French authors and literature
- French poetry
- History of the French language/different varieties of French

## **Paper III (Practical) Viva Voce**

**M.M.: 50 marks**

**Time: 3 hrs**

- Lots of speaking/debating
- Lots of listening
- Understanding different accents
- Producing various styles of written and spoken French

### **Recommended Books:**

4. Connexions / Le nouveau sans frontie res
5. Merieux Regine, "CONNEXIONS-II" Yves Loiseau, Published by Didier.
6. Philippe Dominique & Jacky Girardet, "Nouveau Sans Frontières II"



**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR**

**ADVANCE DIPLOMA IN REPORTING, ANCHORING AND NEWS READING**

- Note:** (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.
- (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.

Principal  
Hans Raj Mahila Maha Vidyalyaya  
Jalandhar City

## Advance Diploma in Reporting, Anchoring and News Reading

### Theory

Time: 3 Hours

Max. Marks: 50

#### Instructions for the paper setters:

There will be 8 questions. Candidate will have to attempt any 5 questions. All questions will carry equal marks.

#### Unit-I

Photo Journalism-definition, duties and responsibilities and qualities of news photographer  
Photo selection criteria, cartoons, Structure of news desk

#### Unit-II

The Editor – function and responsibilities of an Editor, , the news editor functions, duties and qualities, chief sub-editor – sub editors – their functions, duties and qualities

#### Unit-III

Proof reading – symbols of proof reading, duties and responsibilities of a proof reader, copy editing – symbols of copy editing, Editing – techniques of Editing, news room organisation and operation

#### Unit-IV

Functions of Radio newsroom – news editor – producer – role of the broadens journalism reporter – writing radio talk

TV newsroom – news editor – producers, TV reporters, writing TV and Radio report, understanding the various roles of live and recorded television presenters

- Do's and Don'ts for the presenter
- Developing language skills
- Body language
- Creating a bond with the unseen audience
- Overcoming glitches
- Preparing and researching for your subject

#### Practicals:

Max. Marks: 50

1. Voice, speech and breath exercise, Correcting diction
2. Familiarisation with the technical parameters of camera, multi-camera setups, light and sound.
3. Interview skills, live reporting, Interaction with celebrity presenters
4. Demo film
5. Grooming and make-up
6. Performing with make shift teleprompters

#### References:

1. J. Kumar, Kewal “Mass Communication in India” ,Jaico Publications, Mumbai.
2. Parthasarthy, Rangaswami, “Basic News Writing”, Sterling Publications.
3. Upton, Barbara, ”Photography”, Little Borwn and Co., Boston.

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR**

**SHORT TERM COURSE IN EFFLUENT TREATMENT**

- Note:**
- (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.**
  - (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.**

## SHORT TERM COURSE IN EFFLUENT TREATMENT

Max. Marks-50

Theory- 35

Practical- 10

Project Report- 05

Time-Theory-1.5 hr

### Instruction to paper setter:

#### Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set containing two questions in each section.. Candidates are required to attempt 5 questions, selecting one question from each Section. Fifth question can be attempted from any section.

### SECTION – A

**Industries & Environment:** Industrial scenario in India - Industrial activity and Environment - Uses of Water by industry - Sources and types of industrial wastewater - Industrial wastewater and environmental impacts - Regulatory requirements for treatment of industrial wastewater - Industrial waste survey - Industrial wastewater generation rates, characterization and variables - Population equivalent - Toxicity of industrial effluents and Bioassay tests.

### SECTION - B

**Treatment of Industrial Wastewater:** Equalisation - Neutralisation - Oil separation - Flotation - Precipitation - Heavy metal Removal - Refractory organics separation by adsorption - Aerobic and anaerobic biological treatment - Sequencing batch reactors - High Rate reactors - Chemical oxidation - Ozonation - Photocatalysis - Wet Air Oxidation – Evaporation, Ion Exchange , Membrane Technologies - Nutrient removal. Technologies used in advanced treatment – Classification of technologies Removal of Colloids and suspended particles, Depth Filtration, Surface Filtration, Membrane Filtration, Absorption, Advanced oxidation process, Gas stripping process.

### SECTION - C

**Management of Treatment Plants:** Individual and Common Effluent Treatment Plants - Joint treatment of industrial wastewater - Zero effluent discharge systems - Quality requirements for Wastewater reuse - Industrial reuse - Disposal on water and land - Residu

wastewater treatment - Quantification and characteristics of Sludge - Thickening, digestion, conditioning, dewatering and disposal of sludge - Management of RO rejects.

## SECTION - D

**Practical Application in Industries:** Industrial manufacturing process description, wastewater characteristics, source reduction options and waste treatment flow sheet for Textiles, Tanneries, electroplating, metal finishing, Pulp and paper, Petroleum Refining, Pharmaceuticals, Sugar and Distilleries, Food Processing, fertilizers, Thermal Power Plants and Industrial Estates.

### Suggested Readings

1. Eckenfelder, W.W., "Industrial Water Pollution Control", McGraw-Hill, 2001.
2. Arceivala, S.J., "Wastewater Treatment for Pollution Control", Tata McGrawHill, 2008.
3. Frank Woodard, "Industrial waste treatment Handbook", Butterworth Heinemann, New Delhi, 2001.

### Practicals

1. To operate and maintain flow measurement equipments at waste treatment sites of industries.
2. Preliminary treatment processes (equalization, screening, and pH adjustment) of waste waters
3. Physical-chemical treatment processes (coagulation, flocculation, and sedimentation)
4. To study applications of Pressure and gravity filters (including membrane filters) in waste water treatment
5. Physical treatment processes (air stripping and carbon adsorption), and processes for treatment of metal waste streams.
6. Project Report Writing

  
Principal  
Pune Raj Mahila Maha Vidyalaya  
Jalandhar City

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
SHORT TERM COURSE IN HUMAN VALUES**

- Note:** (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.
- (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.

— Principal  
Hans Raj Mahila Maha Vidyalaya  
Jalandhar City

## SHORT TERM COURSE IN HUMAN VALUES

### मानवीय मूल्य

कुल अंक - 50

समय - 3 घण्टे

#### प्रश्न पत्र बनाने वाले के लिए निर्देश -

क. भाग 'क' में कुल सात प्रश्न डाले जाएंगे और विद्यार्थी के लिए किन्हीं पांच प्रश्नों का उट्टार देना अनिवार्य होगा। प्रत्येक प्रश्न छः अंकों का होगा। सभी इकाईयों को एक समान महत्व दिया जाए।

ख. भाग 'ख' में कुल तीन प्रश्न दस-दस अंकों के डाले जाएंगे। विद्यार्थी को उनमें से किन्हीं दो का उट्टार देना अनिवार्य होगा।

#### इकाई - I

- (i) मानवीय मूल्यों से संबंधित विभिन्न परिभाषाएं एवम् मत।
- (ii) सार्वभौमिक रूप से सुख-समृद्धि का आधार मानवीय मूल्य।

#### इकाई - II

- (i) वर्तमान युग में मानवीय मूल्यों की आवश्यकता।
- (ii) नैतिकता का मूलाधार विषयक चिन्तन।

#### इकाई - III

- (i) पारिवारिक सद्भाव और मानवीय मूल्य।
- (ii) सार्वभौमिक मानवीय आकांक्षाएं सुख और समृद्धि।

#### इकाई - IV

- (i) सामूहिक कार्य और स्वयंसेवी धारणा, अधिकार और कर्तव्य।
- (ii) नैतिक दृष्टिकोण - पर्यावरण के प्रति, समाज के प्रति, वृद्धों के प्रति, शारीरिक एवम् मानसिक अक्षम के प्रति।

#### इकाई - V

- (i) मूल्यपरक शिक्षा और संस्कृत ग्रंथ।
- (ii) आध्यात्मिकता, साकारत्मक दृष्टिकोण एवम् वैज्ञानिक सद्भाव।

#### संबन्धित पुस्तकें

- (i) त्रिपाठी - मानवीय मूल्य - न्यू ऐज पब्लिशर्स, नई दिल्ली।
- (ii) आर.आर. सांगल - मानवीय मूल्य - एडिसेल पब्लिशर्स, नई दिल्ली।
- (iii) डॉ. सरला भारद्वाज - संस्कृत साहित्य में मानवीय मूल्य - पंजाब हिन्दी साहित्य अकादमी, जालन्धर।
- (iv) जय श्री सुरेश और बी.एस. राघवन - मानवीय मूल्य और पेशेवर नैतिकता - एम. चांद पब्लिशर्स, नई दिल्ली।

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR  
SHORT TERM COURSE IN SELF DEFENCE**

- Note:** (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.
- (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.

— Principal  
Hans Raj Mahila Maha Vidyalaya  
Jalandhar City

## SHORT TERM COURSE IN SELF DEFENCE

**Time: 3 Hours**  
**50**

**Max. Marks:**

### **Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four UNIT (1-4). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

### **UNIT 1- GENDER**

- GENDER- UNDERSTANDING GENDER
- EMERGING ISSUES AND CHALLENGES
- CONSTITUTIONAL AND LEGAL PERSPECTIVES

### **UNIT 2- PERSONAL SAFETY AND SELF DEFENCE**

- CONCEPTS AND STRATEGIES
- TYPES OF THREATS- BULLYING, MUGGING, EVE TEASING, DOMESTIC VIOLENCE, SEXUAL ABUSE, HOSTILE ENCOUNTERS
- ROLE AND SIGNIFICANCE OF SELF DEFENCE TRAINING

### **UNIT 3- MARTIAL ARTS**

- IMPORTANCE, CONCEPTS AND TECHNIQUES
- PRACTICAL TRAINING

### **UNIT 4- HEALTH NUTRITION AND LIFE STYLE**

- CONCEPT
- BALANCED DIET AND ITS IMPORTANCE IN HEALTHY LIFE STYLE

**HANS RAJ MAHILA MAHA VIDYALAYA, JALANDHAR**



**SYLLABUS FOR**

**SHORT TERM COURSE IN VEDIC CHETNA**

- Note:**
- (i) Copy rights are reserved. Nobody is allowed to print it in any form. Defaulters will be prosecuted.
  - (ii) Subject to change in the syllabi at any time. Please visit the college website time to time.

## SHORT TERM COURSE IN VEDIC CHETNA

वैदिक चेतना

कुल अंक - 50

समय - 3 घण्टे

### प्रश्न पत्र डालने हेतु आवश्यक निर्देश -

इस प्रश्न-पत्र के दो खण्ड होंगे। भाग 'क' और भाग 'ख'। भाग 'क' में कुल सात प्रश्न डाले जाएंगे और विद्यार्थी के लिए किन्हीं पांच प्रश्नों का उट्टर देना अनिवार्य होगा। प्रत्येक प्रश्न छः अंकों का होगा और भाग 'ख' में चार प्रश्न डाले जाएंगे जिनमें से किन्हीं दो का विस्तृत उट्टर देना होगा। प्रत्येक प्रश्न दस अंकों का होगा। सभी इकाईयों को समान रूप से महत्व दिया जाए।

### इकाई - I

- (i) वेदों की संक्षिप्त जानकारी।
- (ii) ऋग्वेद एवम् यजुर्वेद की सामान्य विशेषताएं।

### इकाई - II

- (i) वेद और उसका वैज्ञानिक रूप।
- (ii) वैदिक विज्ञान - अर्थ एवम् स्वरूप।

### इकाई - III

- (द्व) वेदकालीन समाज तथा आदर्श।
- (द्वद्व) वैदिक काल में नारी।

### इकाई - IV

- (द्व) वेदों की शाश्वत प्रासंगिकता।
- (द्वद्व) वर्तमान समय में वेदों की उपादेयता।

### संबन्धित पुस्तकें

- (i) बलदेव उपाध्याय - वैदिक साहित्य और संस्कृति - महताब राय नागरी मुद्रण काशी
- (ii) वाचस्पति गैरोला - वैदिक साहित्य और संस्कृति - संवर्तिका प्रकाशन
- (iii) डॉ. रामेश्वर दयाल गुप्त - वैदिक वाङ्मय में विज्ञान - महर्षि संदीपनी वेद विद्या प्रतिष्ठान उज्जैन
- (iv) डॉ. राजकिशोर सिंह - वैदिक साहित्य का इतिहास - प्रकाशन केन्द्र रेलवे क्रासिंग, सीतापुर रोड, लखनऊ!