

GGDS COLLEGE, KHERI GURNA

TEACHING PLAN  
ENGLISH (COMMUNICATION SKILLS)  
B.A: 2<sup>ND</sup> SEMESTER (JAN-APRIL 2017)

| Topics                                    | References    | No. of sessions |
|---|---------------|-----------------|
| <b>UNIT: I</b>                            |               |                 |
| Pippa's Song                              | RR1 Ch 1      |                 |
| Apparently with No Surprise               | RR1 Ch 2      | 1-3             |
| Fool and Flea                             | RR1 Ch 3      | 4-6             |
| Magic of Love                             | RR 1 Ch4      | 7-9             |
| The Charge of the Light Brigade           | RR 1Ch5       | 10-12           |
| Where the Mind is without Fear            | RR 1 Ch 6     | 13-15           |
| The Soul's Prayer                         | RR 1 Ch7      | 16-18           |
| I Sit and Look Out                        | RR 1Ch 8      | 19-21           |
| Women's Rights                            | RR 1 Ch 9     | 22-24           |
| Goodbye Party for Miss Pushpa T.S         | RR 1 Ch 10    | 25-27<br>28-30  |
| <b>UNIT: II</b>                           |               |                 |
| Translation from Hindi/Punjabi to English | RR 2 Ex. 4-43 | 31-35           |
| Grammar Exercises 4 – 43                  |               | 36-66           |
| Revision and Doubt Sessions               |               | 67-70           |

**Recommended Readings**

1. Orient Blackswan: *The Poetic Palette*
2. John Eastwood: *Oxford English Grammar*
3. Sparknotes from Internet ([www.sparknotes.com](http://www.sparknotes.com))

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**INTERNAL ASSESSMENT BREAKUP**

Mid- Semester Test : 10 Marks

Written Assignment : 5 Marks

Attendance : 5 Marks

Class Participation : 5 Marks

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**Total : 25 Marks**

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**GGDSD COLLEGE, KHERI GURNA**

**TEACHING PLAN**

**Physical Education**

**B.A. : 2<sup>ND</sup> SEMESTER (JAN-APRIL 2017)**

| Topics  | References                           | No. of sessions |
|---|--------------------------------------|-----------------|
| <b>UNIT: I</b>  |                                      |                 |
| <b>Olympic Games:</b> - organization, Administration and salient features of Ancient and Modern Olympic Games.  | TB-1, Ch-1, TB-2, Ch-16, R-4, Ch-62  | 1-5             |
| <b>Asian and Commonwealth games:-</b> Introduction, and development of games.   | TB-1, Ch-2, R-1, Ch-7, R-4, Ch-62    | 6-10            |
| <b>Sociological Aspects of Physical Education:</b> Meaning of Sociology & Sports sociology and importance of sports sociology in Physical Education, Socialization in sports at Home, Schools and Community | TB-1, Ch-3, R-2, Ch-8, 9, 10         | 11-15           |
| <b>Adventure Sports ; Meaning Objectives, Types of Activities and Safety Measures.</b>  | TB-1, Ch-4,                          | 16-19           |
| <b>Pollution:</b> Meaning, causes, bad effects and remedial measures of Air & Water pollution.  | TB-1, Ch-5, TB-2, Ch-9.4, R-4, Ch-30 | 20-25           |
| <b>Volleyball:</b> History, layout, General rules and regulation, officials, Major tournaments and Arjuna awardees.   | TB-1, Ch-6, R-3, Ch-9                | 26-31           |
| <b>SHOT PUT (Perry O. Brein Technique):</b> Rules and regulations, Layout and Technique.<br><br><b>LONG JUMP:</b> Rules and regulations, Layout and Technique.  | TB-1, Ch-7, R-3, Ch-1                | 32-38           |
| <b>UNIT: II</b>   |                                      |                 |
| <b>Posture:</b> - Meaning and Characteristics of Good posture, Causes and correction of poor posture, Posture of Walking, Standing, Sitting and lying.  | TB-1, Ch-1, TB-2, Ch-11, R-4, Ch-44  | 39-41           |
| <b>Postural deformities:</b> - Meaning Causes, and correction exercise for spine (Kyphosis, Lordosis, Scoliosis), foot (Flat foot) and legs (Knock knees & bow legs, ) deformities                          | TB-1, Ch-2, R-4, Ch-44               | 42-45           |
| <b>Disability and Rehabilitation:-</b> Meaning, Causes and prevention of disability Rehabilitation: Meaning, Services available, role of community and role of United Nations in Rehabilitation             | TB-1, Ch-3, TB-2, Ch-13, R-4, Ch-47  | 46-50           |

|   |                                  |       |
|---|----------------------------------|-------|
| <b>Massage:</b> Meaning, Principles, Types, benefits and contraindications of various techniques of massage, Effects of Massage on Skin, Circulatory, Nervous and muscular System | TB-1,Ch-4, R-4,Ch-49             | 51-56 |
| <b>Balanced Diet:-</b> Component, sources and function of each component  | TB-1,Ch-5,TB-2,Ch-6<br>R-4,Ch-26 | 57-62 |
| <b>Doping:-</b> Meaning, types, bad effects and control.  | TB-1,Ch-6,TB-2,Ch-7<br>R-4,Ch-32 | 62-66 |
| <b>Warming up and Cooling down:</b> Warming up and Cooling down in sports and its effects.  | TB-1,Ch-7,R-1,Ch-4<br>R-4,Ch-35  | 67-72 |

### **Text Books:**

- 1.Health, Physical Education & Sports DR. Nishan Singh, DR.Paramvir Singh Grewal
- 2.Health and Physical Education DR. Nishan Singh,DR.G.S. Kang

### **References:**

- 1.Health, Physical Education & Sports DR.S.S.Basra
2. Foundation of Physical Education DR.Ramesh Chandra Pradhan
- 3.Rules of Games And Sports DR.A.K. Srivastava
4. Essentials of Physical Education and Olympic Movements Sh.Ajmer Singh, Dr. Rashpal Singh Brar

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### **INTERNAL ASSESSMENT BREAKUP**

|                     |            |
|---------------------|------------|
| Mid- Semester Test  | : 10 Marks |
| Written Assignment  | : 5 Marks  |
| Attendance          | : 5 Marks  |
| Class Participation | : 4 Marks  |

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**Total : 24 Marks**

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**GGDSD COLLEGE, KHERI GURNA**

**TEACHING PLAN**  
**PAPER BAP-103: WINDOWS AND OFFICE AUTOMATION**  
**B.A. 2nd SEMESTER (JAN-APRIL 2017)**

| Topics  | References             | No. of sessions |
|---|------------------------|-----------------|
| <b><u>UNIT: I</u></b>   |                        |                 |
| Introduction to Operating system: Definition, need of system, operating system services, functions of operating systems as resource manager.  | TB-1,Ch-1,R-1,2,3,Ch-1 | 1-5             |
| Types of Operating systems: simple batch systems, multi-programmed systems, time sharing systems, multi tasking system, multi user systems, multi processor systems, Network Operating System.    | TB-1,Ch-1,R-1,3,Ch-1   | 6-10            |
| Introduction to System Software: System VS Application Software, Compiler Vs Interpreter, Linker, Loaders   | TB-1,Ch-1,R-2,Ch-1     | 11-15           |
| MS Windows 2007: Windows concepts, working with windows-Desktop, Basic layout, Icons, Opening Windows.  | TB-2,Ch-1,R-2,Unit-3   | 16-22           |
| Window Characteristics, Window Controls, Resize Windows, Arrange Windows, task bar, Working with Screen Saver.  | TB-2,Ch-1,R-2,Unit-3   | 23-28           |
| Files and Folder-organization, Searching for files, working with folders through window explorer.   | TB-2,Ch-2,R-2,Unit-3   | 29-33           |
| Maintenance-Recycle Bin, Disk Cleanup   | TB-2,Ch-2,R-2,Unit-3   | 34-36           |
| Control Panel, Add and Remove Programs  | TB-2,Ch-2,R-2,Unit-3   | 37-39           |
| <b><u>UNIT: II</u></b>  |                        |                 |
| Worksheets: MS-EXCEL 2007: Creating worksheet, entering data into worksheet, Entering, data, dates, alphanumeric, values, saving & quitting worksheet, Opening and moving and existing worksheet, | TB-2,Ch-7,R-2,Unit-7   | 40-47           |
| Toolbars and Menus, keyboard shortcut. Working with single and multiple workbooks, working with formulation & cell referencing, formatting of worksheet.  | TB-2,Ch-7,R-2,Unit-7   | 48-55           |
| MS-ACCESS 2007: Introduction to MS-ACCESS-2007 working with databases and tables, queries in Access.  | TB-2,Ch-8,R-2,Unit-8   | 56-60           |
| Introduction to forms, sorting and filtering, controls. Creating reports, Using Macro   | TB-2,Ch-9,R-2,Unit-8   | 61-66           |

**Text Books:**

1. Abraham Silberschatz, Peter B. Galvin, Operating System Concepts, Addison –Wesley Publishing Co. Engineering,
2. Windows 2007, The Complete Reference Guide.

**References:**

1. Windows Based Computers by Himant Kapila, S.Dinesh Publications.
2. Window Based Computer Courses by Gurvinder Singh and Rachhpal Singh, Kalyani Publications.
3. S.S Bhatia, Vikram Gupta, Kalyani Publications.
4. Shubhnandan S. Jamwal, Programming in C, Pearson Publications.

**INTERNAL ASSESSMENT BREAKUP**

Mid- Semester Test: 05 Marks

Written Assignment: 05 Marks

Class Test : 05 Marks

|              |                   |
|--------------|-------------------|
| <b>Total</b> | <b>: 15 Marks</b> |
|--------------|-------------------|

## Practical Exposure

PAPER BAP-104: PRACTICAL BASED ON PAPER BAP-103

**B.A. 2<sup>nd</sup> SEMESTER (JAN-APRIL 2017)**

| Topics  | Software Package & Venus                               | No. of sessions |
|---|--|-----------------|
| Windows 2007 : Windows concepts, working with windows-Desktop, Basic layout, Icons, Opening Windows, Window Characteristics, Window Controls, Resize Windows, Arrange Windows, task bar, Working with Screen Saver. Files and Folder-organization.. | MS Windows 2007,MS OFFICE 2007, MS DOS & Computer Lab  | 2 days a week   |
| Searching for files, working with folders through window explorer. Maintenance-Recycle Bin, Disk Cleanup, Add and Remove Programs, Control Panel  | MS Windows 2007,MS OFFICE 2007, MS DOS & Computer Lab  | 2 days a week   |
| Worksheets: MS-EXCEL 2007: Creating worksheet, entering data into worksheet, Entering data into worksheet, Entering, data, dates, alphanumeric, values, saving & quitting worksheet, Opening and moving and existing worksheet,.                    | MS Windows 2007, MS OFFICE 2007, MS DOS & Computer Lab | 2 days a week   |
| Toolbars and Menus, keyboard shortcut. Working with single and multiple workbooks, working with formulation & cell referencing, formatting of worksheet   | MS Windows 2007, MS OFFICE 2007, MS DOS & Computer Lab | 2 days a week   |
| MS-ACCESS 2007: Introduction to MS-ACCESS-2007 working with databases and tables, queries in Access. Introduction to forms, sorting and filtering, controls. Creating reports, Using Macro.   | MS Windows 2007, MS OFFICE 2007, MS DOS & Computer Lab | 2 days a week   |

### PRACTICAL MARKS BREAKUP

Lab Record : 05 Marks

Viva Voce : 10 Marks

Program Development and Execution: 25 Marks

**Total : 40 Marks**

**GGDSD COLLEGE, KHERI GURNA**

**TEACHING PLAN  
MICRO ECONOMICS AND INDIAN ECONOMY - II  
BA: 2<sup>nd</sup> SEMESTER (Jan-May, 2017)**

| <b><u>UNIT-I</u></b>   |   |                        |
|--|---|------------------------|
| <b>Topics</b>  | <b>References</b>   | <b>No. of sessions</b> |
| Price and Output Determination of the Firm and Industry under Perfect Competition in the Short and Long run;   | R-1, Ch-1<br>R-2, Ch-22,23                                    | 1-9                    |
| Price and output determination under Monopoly in the short and long run except Discriminating Monopoly.  | R-1, Ch-3<br>R-2, Ch-25                                       | 10-15                  |
| Marginal Productivity Theory of distribution; Factor Pricing (with special reference to labour) under Perfect and Imperfect Competition,                 | R-1, Ch-4<br>R-2, Ch-35                                       | 16-19                  |
| Rent and other theories of rent  | R-1, Ch-5<br>R-2, Ch-38                                       | 20-23                  |
| Interest: Classical and Loanable Funds Theory of Interest  | R-1, Ch-6<br>R-2, Ch-40                                       | 24-30                  |
| Profit: Risk and Uncertainty Theories.   | R-1, Ch-7<br>R-2, Ch-41                                       | 31-32                  |
| <b><u>UNIT-II</u></b>  |   |                        |
| Features of Indian Tax Structure,  | R-1, Ch-8<br>R-4, Ch-50                                       | 33-36                  |
| Foreign Trade: Direction and Composition of Exports and Imports and changes therein since Independence,  | R-1, Ch-9<br>R-3, Ch-44<br>R-4, Ch-36                         | 37-41                  |
| Balance of Payments: Concept, Trends, causes, measure of its disequilibrium.   | R-1, Ch-10<br>R-3, Ch-45<br>R-4, Ch-37                        | 42-45                  |
| Planning: Objectives, Strategy and Achievements of Indian Planning (Plan wise details to be excluded), Critical Evaluation of the latest Five Year Plan, | R-1, Ch-11, 12, 13<br>R-3, Ch-10, 19, 20<br>R-4, Ch-56,58     | 45-53                  |
| Major Indian Economic Problems: Population Growth, Poverty, unemployment and Inflation.  | R-1, Ch-14, 15, 16,<br>17, 18<br>R-3, Ch-23, 25<br>R-4, Ch-44 | 53-65                  |

**References**

1. Jain, T.R., Trahen, M and Sandhu, A.S. (2015), Macroeconomics and Indian, VK Global Publications Pvt. Ltd. New Delhi
2. Jhingan, M.L. (2011), Advanced Economic Theory, Vrinda Publications Pvt. Ltd., New Delhi.
3. Datt, G. and Mahajan, A. (2014), Indian Economy, S. Chand and Company Pvt. Ltd., New Delhi.
4. Puri, V.K. and Misra, S.K. (2013), Indian Economy, Himalya Publishing House, New Delhi.

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**INTERNAL ASSESSMENT BREAKUP**

Mid Semester Test : 10 Marks

Class Attendance : 10 Marks

Class Participation : 5 Marks

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**Total : 25 Marks**

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**GGDSD COLLEGE, KHERI GURNA**

**TEACHING PLAN  
HISTORY OF INDIA, 1000 A.D. TO 1707 A.D.  
B.A.: 2<sup>ND</sup> SEMESTER (JAN-APRIL, 2017)**

| <b>Topics</b>  | <b>References</b>                                  | <b>No. of sessions</b> |
|--|--|------------------------|
| <b><u>UNIT: I</u></b>  |  |                        |
| <i>Invasions of Mahmud Ghaznavi:</i><br>Their effects; conquest of North- West India by Mohammad Ghauri; causes of the success of the Turks. | TB-1, Ch-1<br>R-1, Ch-6                            | 1-8                    |
| <i>Consolidation of the Sultanate:</i><br>Delhi under Iltutmish and Balban.  | TB-1, Ch-2<br>R-1, Ch-7<br>R-2, Ch-9<br>R-3, Ch-7  | 9-15                   |
| <i>Ala-ud-Din Khalji:</i><br><br>Conquests, administrative and economic reforms  | TB-1, Ch-3<br>R-1, Ch-8<br>R-2, Ch-11<br>R-3, Ch-3 | 16-20                  |
| <i>The Tughlaqs:</i><br><br>Muhammad-bin-Tughlaq's administrative experiments; Firoz Tughlaq's reforms.                                      | TB-1, Ch-4<br>R-1, Ch-10<br>R-2, Ch-14, 15         | 21-25                  |
| <i>The Vijaynagar Kingdom:</i><br>Establishment and Expansion, Causes of Decline.  | TB-1, Ch-5<br>R-1, Ch-15                           | 26-30                  |
| <b><u>UNIT: II</u></b>   |  |                        |
| <i>Establishment :</i><br>Establishment of the Mughal Empire under Babur.  | TB-1, Ch-6<br>R-1, Ch-2                            | 31-35                  |
| <i>Administration:</i><br>Administration of Sher Shah Suri and his reforms   | TB-1, Ch-6<br>R-1, Ch-4                            | 36-40                  |
| <i>Rajput and Religious policies:</i><br>Rajput and Religious policies of the Mughals  | TB-1, Ch-10<br>R-1, Ch-9                           | 41-45                  |
| <i>Shivaji:</i><br><br>His conquests and administration  | TB-1, Ch-11<br>R-1, Ch-9<br>R-3, Ch-13             | 46-52                  |
| <i>Mughal Administration:</i><br>Central and provincial administration; land revenue and mansabdari System                                   | TB-1, Ch-12<br>R-1, Ch-12<br>R-3, Ch-14            | 53-60                  |
| <b><u>UNIT: III</u></b>  |  |                        |
| Ala-ud-din Khalji's Empire (1316 A.D.)   | TB-1, Ch-3   | 61-63                  |

|  |            |       |
|--|------------|-------|
| Political Condition of India on the eve of Babur's invasion. | TB-1, Ch-6 | 64-65 |
| The Mughal Empire under Akbar (1605 A.D.)                    | TB-1, Ch-7 | 66-67 |
| The Mughal Empire under Aurangzeb (1707 A.D.)                | TB-1, Ch-8 | 68-70 |

### **Text book**

1. A.C. Arora: "Madhkalin Bharat Da Itihas (Punjabi & Hindi)", Pardeep Publication, Jalandhar

### **References:**

1. V.D. Mahajan, History of Medieval India (Sultanate Period & Mughal Period), S. Chand & Company Publication, Delhi.
2. ;[fozdo f;zx, wXekbhB Gkos dk fJfsjk;(1000 JhH ^ 1526JhH) gpbhe/PB fp:{o', gzikph :{Bhtof;Nh, gfNnkkb.
3. S.D.Gajrani : History of Medieval India 1000- 1750 A.D., Madaan Publication, Patiala

### **INTERNAL ASSESSMENT BREAKUP**

|                     |            |
|---------------------|------------|
| Mid- Semester Test  | : 10 Marks |
| Written Assignment  | : 5 Marks  |
| Attendance          | : 5 Marks  |
| Class Participation | : 5 Marks  |

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**Total : 25 Marks**

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**GGSD COLLEGE, KHERI GURNA**

**TEACHING PLAN  
POLITICAL SCIENCE  
B.A.: 2<sup>ND</sup> SEMESTER (JAN-APRIL 2017)**

| <b>Topics</b>   | <b>References</b>                      | <b>No. of sessions</b> |
|---|--|------------------------|
| <b>UNIT: I</b>  |  |                        |
| <i>Political System:</i><br>Meaning, Definition and Characteristics                                   | TB-1, Ch-1.<br>R-3, Ch-1               | 1-4                    |
| <i>Functions of Political System:</i><br>Views of Almond and David Easton                             | TB-1, Ch-1.<br>R-3, Ch-1               | 5-9                    |
| <i>Political Culture:</i><br><br>Political Culture: Meaning, Characteristics and Types                | TB-1, Ch-2.<br>R-2, Ch-14              | 10-16                  |
| <i>Political Socialization:</i><br><br>Political Socialization: Meaning, Characteristics and Agencies | TB-1, Ch-3.<br>R-2, Ch-14              | 17-22                  |
| <i>Rights:</i><br><br>Meaning, Definition and Types   | TB-1, Ch-4.<br>R-1, Ch-9               | 23-28                  |
| <i>Duties:</i><br><br>Meaning, Relationship between the Rights and Duties                             | TB-1, Ch-4.<br>R-1, Ch-9               | 29-33                  |
| <b>UNIT: II</b>   |  |                        |
| <i>Liberty:</i><br><br>Meaning, Types and its Safeguards  | TB-1, Ch-5.<br>R-1, Ch-10              | 34-38                  |
| <i>Equality:</i><br>Meaning, Definition, Types and Relationship between Liberty & Equality            | TB-1, Ch-6.<br>R-1, Ch-10              | 39-45                  |
| <i>Justice:</i><br>Meaning, Definition and Characteristics  | TB-1, Ch-7.<br>R-2, Ch-10              | 46-52                  |
| <i>Democracy:</i><br><br>Meaning, Characteristics and Types   | TB-1, Ch-8.<br>R-4, Ch-1,2             | 53-57                  |
| <i>Social Change:</i><br><br>Meaning, Definition and Characteristics                                  | TB-1, Ch-9.<br>R-2, Ch-11              | 58-61                  |
| <i>Theories of Democracy:</i><br><br>Theories of Democracy: Liberal and Marxian                       | TB-1, Ch-10,11.<br>R-5, Ch-1,2,3,4,5,6 | 62-66                  |

**Text book**

*Political Science* By J.S. Badyal (Raj Publishers, Jalandhar)

**References**

*Prof. Vivek Ravi, GGSD College, Kheri Gurna*

1. A.C.Kapoor: *Principles of Political Science*, S.Chand and Company, New Delhi
2. *Political Theory* by Hoveyda Abbas and Ranjay Kumar, Pearson
3. *Comparative Political Systems*, Charles F. Andrain, M.E. Sharpe, England
4. *Social Change* by Jay Weinstein, Rowman and Littlefield Publishers, INC, Plymouth, UK
5. *Theories of Democracy*, Ronald J. Terchek and Thomas C. Conte, Rowman and Littlefield Publishers, INC, Plymouth, UK

### **INTERNAL ASSESSMENT BREAKUP**

Mid- Semester Test : 12 Marks

Written Assignment : 6 Marks

Attendance : 6 Marks

Class Participation : 6 Marks

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**Total : 30 Marks**

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**GGDSD COLLEGE, KHERI GURNA**

**TEACHING PLAN**  
**ENGLISH (COMMUNICATION SKILLS)**  
**B.A.: 2<sup>ND</sup> SEMESTER (JAN-APRIL, 2017)**

| Topics   | References   | No. of sessions                           |
|--|--|---|
| <b><u>UNIT: I</u></b>  |  |   |
| <i>The Poetic Palette:</i><br>Pippa's Song: Robert Browning<br>Apparently With No Surprise: Emily Dickinson<br>Fool and Flea: Jeet Thayil<br>Magic Of Love: Helen Farries<br>The Charge of the Light Brigade: Alfred Tennyson<br>Where the Mind is Without Fear: Rabindranath Tagore | TB, Ch.<br>R.1, Ch. 4<br>R. 2, Ch. 3<br>R. 3, Ch. 2<br><br>R. 5, Ch. 4<br>R. 6, Ch. 2 (Part 1) | 1-2<br>3-4<br>5-6<br>7-8<br>9-10<br>11-12 |
| <i>The Poetic Palette:</i><br>The Soul's Prayer: Sarojini Naidu<br>I Sit and Look Out: Walt Whitman<br>Women's Rights: Annie Louise Walker<br>Goodbye Party for Miss Pushpa T.S.: Nissim Ezekiel   | TB, Ch.<br>R. 4, Ch. 3<br>R. 7, Ch.2<br>R. 8, Part. 4  | 13-14<br>15-16<br>17-18<br>19-20          |
| <b><u>UNIT: II</u></b>   |  |   |
| <i>Translation:</i><br>Hindi/Punjabi into English  |  | 21-26                                     |
| <b><u>UNIT: III</u></b>  |  |   |
| <i>Practice Grammar:</i><br>The Present Tense<br>The Past Tense<br>The Future Tense<br>Subject/Object Questions, negatives and answers   | TB, Ch.<br>R. 9, Ch. 21,22,23<br>R. 9, Ch. 24,26,27<br>R. 9, Ch .28, 30.<br>R. 10, Ch. 32      | 27-37<br>38-48<br>49-59<br>60-70          |

**Text books**

*The Poetic Palette* (Orient BlackSwan, Second Edition, 2016)  
 Oxford Practice Grammar by John Eastwood (Ed. 2014)

**References**

1. Woolford, John et al. *Robert Browning: Selected Poems*. New York: Routledge, 2013.
2. Leiter, Sharon. *Critical Companion to Emily Dickinson: A Literary Reference to Her Life and Work*. America: Infobase Publishing, 2007.
3. Kumar, Akshaya. *Poetry, Politics and Culture: Essays on Indian Texts and Contexts*. U.K.: Routledge, 2014.
4. Prasad, Amar Nath. *Critical Response To Indian Poetry In English*. Delhi: Sarup & Sons, 2008.
5. Learning, Gale, Cengage. *A Study Guide to Alfred Lord Tennyson's The Charge of the Light Brigade*. U.K.: Cengage Learning, 2015.
6. Kurian, Anna. *Texts And Their Worlds - I Literature Of India An Introduction*. New Delhi: Foundation Books, 2006.

7. Asselineau, Roger. *The Evolution of Walt Whitman*. America: University of Iowa Press, 1999.
8. Mitchell, Juliet. "Woman and Equality." *The Rights and Wrongs of Women*. Eds. Juliet Mitchell, and Ann Oakley. Harmondsworth: Penguin, 1976.
9. Allen, W. Stannard. *Living English Structure*. South Asia: Dorling Kindersley, 2013.
10. Singh, Vandana R. *The Written Word*. New Delhi: Oxford University Press, 2003.

**INTERNAL ASSESSMENT BREAKUP**

Mid- Semester Test : 10 Marks

Class Participation : 10 Marks

Attendance : 5 Marks

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**Total : 25 Marks**

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GGDSD COLLEGE, KHERI GURNA

TEACHING PLAN  
SOCIOLOGY

B.A.: 2<sup>ND</sup> SEMESTER (JAN-APRIL 2017)

| Topics   | References                   | No. of sessions |
|--|------------------------------|-----------------|
| <b>UNIT: I</b>   |                              |                 |
| <i>Social Processes:</i><br>Social Processes: Concept, Types: Integrative (Cooperation, Accommodation, Assimilation) and Disintegrative (Competition and Conflict)       | TB-1, Ch-15,16.<br>R-1, Ch-1 | 1-6             |
| <i>Social Groups:</i><br>Social Groups: Definition ,Characteristics ,Types (Primary and Secondary, In-group and Out-group, Reference Group)                              | TB-1, Ch-17.<br>R-1, Ch-2    | 7-12            |
| <i>Social Institutions:</i><br>Social Institutions: Concept, Marriage (Definition and Types), Family (Definition, Types and Functions), Kinship (Meaning and Functions). | TB-1, Ch-19,20,21.<br>R-2    | 13-18           |
| <b>UNIT: II</b>  |                              |                 |
| <i>Social Control:</i><br>A detailed study   | TB-1, Ch-23.<br>R-2          | 19-24           |
| <i>Social Deviance:</i><br>A detailed study  | TB-1, Ch-24.<br>R-2          | 25-29           |

**Text book**

*General Sociology* By- Dr. Savinderjit Kaur (New Academic Publishing House)

**References**

1. Gisburt, PSJ, 1993. *Fundamentals of Sociology*, Bombay:Orient Longman
2. Marshall, Gordon (ed) 2000. *Dictionary of Sociology*, Delhi:Oxford University Press

**INTERNAL ASSESSMENT BREAKUP**

Mid- Semester Test : 12 Marks  
Written Assignment : 6 Marks  
Attendance : 6 Marks  
Class Participation : 6 Marks

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**Total : 30 Marks**

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GGSD COLLEGE, KHERI GURNA

TEACHING PLAN

ELEMENTARY PUNJABI (ਵਿੱਥਕ ਫਿਰ ਨਕਬ)

BA : 2<sup>ND</sup> SEMESTER (JAN-APRIL, 2017)

| Topics (Theoretical)   | References           | No. of sessions |
|--|----------------------|-----------------|
| <b>UNIT: I</b>   |                      |                 |
| ਸ਼ਬਦ ਪ੍ਰਬੰਧ: ਸ਼ਬਦ i ਯਕ ਠਿ ਠੋਸ਼ - ਦੋ ਅੱਖਰੀ ਸ਼ਬਦਾਂ ਦੇ ਸ਼ਬਦ ਜੋੜ, ਫਸਬ ਨਿਯੋਹ<br>ਸ਼ਬਦਾਂ ਦੇ ਸ਼ਬਦ i ਯ, ਪ੍ਰ-ਅੱਖਰੀ ਸ਼ਬਦਾਂ ਦੇ ਸ਼ਬਦ ਜੋੜ  | www.learnpunjabi.org | 1-15            |
| <b>UNIT: II</b>  |                      |                 |
| ਸ਼ਬਦਾਂ ਦੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਦੇ ਵਿਆਕਰਣਕ ਵਰਗਾਂ ਦੀ ਪਛਾਣ - ਸ਼ਬਦਾਂ ਦੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਦਾ<br>ਸਿਧਾਂਤ, ਪਛਾਣ ਤੇ ਵਰਤੋਂ (ਨਾਂਵ, ਪੜਨਾਂਵ, ਵਿਸ਼ੇਸ਼ਣ, ਕਿਰਿਆ, ਕਿਰਿਆ ਵਿਸ਼ੇਸ਼ਣ ਆਦਿ)<br>ਫਿਨਕੋਏ ਠੋਰਕ ਠਿ ਗਸਕਡ ਸ/ ਠੋਸ਼ (ਫਰ, ਠੁਬ, ਗੁਏ, ਏਕ ਨਕਫ)                           | www.learnpunjabi.org | 16-30           |
| <b>UNIT: III</b>   |                      |                 |
| ਸ਼ਬਦ ਬਣਤਰਾਂ ਅਤੇ ਵਿਆਕਰਣਕ ਇਕਾਈਆਂ ਦਾ ਸਿਧਾਂਤ ਤੇ ਵਰਤੋਂ- ਪੰਜਾਬੀ ਸ਼ਬਦ<br>ਪਡਸੋਕ ਠਕ ਫ; ਯਕ, ਗਸਕਡ ਸ/ ਠੋਸ਼ (ਨਰ/ਠੋ, ਫਗਸੋ, ; ਠਕ; , ਠਯ ਠੇਸ਼),<br>ਫਿਨਕੋਏ ਫਯੇਕਯਿਨਕ ਠਕ ਫ; ਯਕ, ਗਸਕਡ ਸ/ ਠੋਸ਼ (ਵਾਕੰਸ਼, ਉਪਵਾਕ ਤੇ ਵਾਕ)<br>ਸ਼ਬਦਾਂ ਦਾ ਫਿਨਕੋਏ ਠੁਬ- ਫ; ਯਕ ਸ/ਫਯ ਕੋ | www.learnpunjabi.org | 31-55           |
| <b>UNIT: IV</b>  |                      |                 |
| ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹਾਂ ਦੀ ਪਛਾਣ ਤੇ ਵਰਤੋਂ  | www.learnpunjabi.org | 56-70           |

**References**

- 1) www.learnpunjabi.org
- 2) ਠਕ ਫਿਠਠੋ ਫ; ਯ, ਗਯ ਕਫ ਫਿਰ ਨਕਬ ; ਠਾਠ ( Computer Application to learn and teach punjabi)

**Suggested Readings**

- ਸੰਧੂ, ਸਤਿਨਾਮ ਸਿੰਘ, ਗੁਰਮੁਖੀ ਸਿੱਖੋ, ਪਬਲੀਕੇਸ਼ਨ ਬਿਊਰੋ, ਪੰਜਾਬੀ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ।
- ਸੀਤਾ ਰਾਮ ਬਹਾਰੀ, ਪੰਜਾਬੀ ਸਿਖੀਏ, ਪਬਲੀਕੇਸ਼ਨ ਬਿਊਰੋ, ਪੰਜਾਬੀ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ।
- Ujjal Singh Bahri and Paramjit Singh Walia, Introductory Punjabi, Publication Bureau, Punjabi University, Patiala, 2003

**INTERNAL ASSESSMENT BREAKUP**

|                     |          |                 |
|---------------------|----------|-----------------|
| Mid- Semester Test  | :        | 10 Marks        |
| Written Assignment  | :        | 5 Marks         |
| Presentation        | :        | 5 Marks         |
| Class Participation | :        | 5 Marks         |
| <b>Total</b>        | <b>:</b> | <b>25 Marks</b> |



**GGDSD COLLEGE, KHERI GURNA**

**TEACHING PLAN**

**PUNJABI**

**BA: 2<sup>ND</sup> SEMESTER (JAN-APRIL, 2017)**

| <b>Topics (Theoretical)</b>   | <b>References</b>                                    | <b>No. of sessions</b> |
|---|--|------------------------|
| <b>UNIT I</b>   |  |                        |
| <u>tkose fttle</u>  |  |                        |
| ftfr nkB ns/; fGnkuko   | TB-1, Ch.1   | 1-3                    |
| r'p{wfj bK dh fBtlebhi dD   | TB-1, Ch.2   | 4-7                    |
| fBok; j'Dk wBk W  | TB-1, Ch.3   | 8-11                   |
| wbh gVkJh   | TB-1, Ch.4   | 12-19                  |
| Tj ; fj o fi iE/wlfpoy pfDnk  | TB-1, Ch.5   | 20-24                  |
| gi kphnk dh XleV yV elpvh   | TB-1, Ch.6   | 25-28                  |
| pkbhtjv ftu plb/plb/  | TB-1, Ch.7   | 29-31                  |
| gkbdh   | TB-1, Ch.8   | 20-35                  |
| gi kph be r kfJeh d/uko Ew  | TB-1, Ch.9   | 35-38                  |
| GoD j ffsnk - fJfsj k; , toswkB s/Gftly   | TB-1, Ch.10  | 39-41                  |
|   | TB-1, Ch.11  | 42-47                  |
| <b>UNIT II</b>  |  |                        |
| ftnkeoB<br>ਭਾਸ਼ਾ ਵੰਨਗੀਆਂ: ਭਾਸ਼ਾ ਦਾ ਟਕਸਾਲੀ ਰੂਪ, ਭਾਸ਼ਾ ਅਤੇ ਉਹ ਭਾਸ਼ਾ ਦਾ ਅੰਤਰ ਅਤੇ ਅੰਤਰ ਸੰਬੰਧ, ਪੰਜਾਬੀ ਉਪਭਾਸ਼ਾਵਾਂ ਤੇ ਪਛਾਣ ਚਿੰਨ੍ਹ। | RB-1, Ch.2, 2.1, 2.3, 2.4, 2.4.2<br>RB-3, Ch.1, Ch.3 | 48-55                  |
| ਸ਼ਬਦ ਬਣਤਰ ਅਤੇ ਸ਼ਬਦ ਰਚਨਾ: ਪਰਿਭਾਸ਼ਾ, ਮੁਢਲੇ ਸੰਕਲਪ  | RB-3, Ch.16-17<br>RB-2, Ch.11-12                     | 56-60                  |
| ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ ਅਤੇ ਰੂਪਾਂਤਰਨ   | RB-1, Ch.3, 3.3<br>RB-2, Ch.3-10                     | 61-64                  |
| ftj kfoe gi kph L gñ BN, fogòN fbyDk, foft T{fbyDk, noi h ns/ glso  | RB-3,Part-2,<br>Ch.2-4                               | 65-70                  |

**Text books**

1. pokV, okfi dogkb f; x ns/i'rK, i rsko f; x, tkose fttle (; wekbh gi kph tkose ; r'fj ), gpbheਸ਼B fpT'p', gi kph : Bhtof; Nh, gfNnkbk

**References**

- 1) ; xk, ; yftdo f; x, gi kph Gkਸ਼ਕ ftfr nkB, gi kph Gkਸ਼ਕ nekdwh, i bXo
- 2) yfj ok, ; fodo f; x, gi kph Gkਸ਼ਕ-ftnkeoB ns/ pDso, gpbheਸ਼B fpT'p', gi kph : Bhtof; Nh, gfNnkbk, 2006

3) j oehos f; x, fr nkBh bkb f; x, gi kph ft nkeoD, gi kp ; NN : Bhtof; Nh N'e; N-ple  
p'ov umhr VQ 2010

### **Suggested Readings**

➤ ਖੋਜ ਪਤ੍ਰਿਕਾ, ਭਾਸ਼ਾ ਵਿਗਿਆਨ ਵਿਸ਼ੇਸ਼ ਅੰਕ

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### **INTERNAL ASSESSMENT BREAKUP**

|                     |          |                 |
|---------------------|----------|-----------------|
| Mid- Semester Test  | :        | 15 Marks        |
| Written Assignment  | :        | 4 Marks         |
| Presentation        | :        | 3 Marks         |
| Class Participation | :        | 3 Marks         |
| <b>Total</b>        | <b>:</b> | <b>25 Marks</b> |

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**GGDSD COLLEGE, KHERI GURNA**

**TEACHING PLAN  
PUNJABI LITERATURE  
BA: II SEM (JAN-APRIL, 2017)**

| <b>Topics (Theoretical)</b>  | <b>References</b> | <b>No. of sessions</b> |
|--|-------------------|------------------------|
| <b>UNIT -I</b>   |                   |                        |
| gī kph ; kfj s dk fJfsj k; (nkXfBe ekb 1901-1995)  |                   |                        |
| nkXfBe gī kph ; kfj s l f; Xkse-fJfsj k; e gfogy   | TB-1, Ch.1        | 1-7                    |
| nkXfBe gī kph ekft l fBek; ns/ftek;  | TB-1, Ch.2        | 8-13                   |
| nkXfBw gī kph r bg l fBek; ns/ftek;  | TB-1, Ch.3        | 14-20                  |
| nkXfBe gī kph BkNe ns/fJeKrh l fBek; ns/ftek;  | TB-1, Ch.4        | 21-26                  |
| nkXfBe gī kph tkose l fBek; ns/ftek;   | TB-1, Ch.5        | 27-32                  |
| gī kph nkbuBk l fBek; ns/ftek;   | TB-1, Ch.6        | 33-36                  |
| <b>UNIT -II</b>  |                   |                        |
| fJeKrh-: ksok  |                   |                        |
| wK dk fvgNh  | TB-2, Ch.1        | 36-39                  |
| dī k ft nkj  | TB-2, Ch.2        | 40-42                  |
| wpd/dk ok; B   | TB-2, Ch.3        | 43-45                  |
| wB dhnk wB ftu   | TB-2, Ch.4        | 46-49                  |
| i tkJh   | TB-2, Ch.5        | 50-53                  |
| nkg phsh   | TB-2, Ch.6        | 54-57                  |
| TXkbh j 'Jh eVh  | TB-2, Ch.7        | 58-60                  |
| ngwkB  | TB-2, Ch.8        | 61-63                  |
| nī hN; B   | TB-2, Ch.9        | 64-67                  |
| pr kB/pj V dh SK   | TB-2, Ch.10       | 68-71                  |
| j BhwB   | TB-2, Ch.11       | 72-74                  |
| gī BN  |                   | 75-76                  |
| <b>UNIT III</b>  |                   |                        |
| Gkosh ekft ਸ਼ਕ; so- nfGXk, beਸ਼Dk, ftਨੀ Bk, oge, Tlgwk, nfus: ,<br>teਲ਼sh, ; kXkoBheoB, o; , nbæko |                   | 77-82                  |

**Text books**

1. i ; ftdo f; x ns/ wkB f; x, gī kph ; kfj s dk fJfsj k; (nkXfBe ekb 1901-1995),  
ਪਬਲੀਕੇਸ਼ਨ ਬਿਊਰੋ, ਪੰਜਾਬੀ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ, 2011

2. oxpho f; x ns/ towk, ; shw e|wko, fJekrh : ksok (fJekrh ; rfj), पबलीकेसन बिउरो, गि क्पि : Bhtof; Nh, gfNnkbk, 2011

## **References**

- 1) j oehos f; x, Gkshk ftfr nkB ns/gi kph Gkshk, pkj oh gpfbsoi , fd|bh, 1973
- 2) uhwk, pbd/t f; x, gi kph Gkshk ftfr nkB ns/ftnkeoB (seBheh shpdktbh dk ftshk esh), gi kph : Bhtof; Nh, gfNnkbk, 2000
- 3) pNk f; x pokV, gi kph ftnkeoB l f; Xks s/ftj ko, uSBk gshkshB, bfXnkDk, 2008
- 4) gw gshksh f; x, f; Xkse Gkshk ftfr nkB, wdkB gpfbsoi , gfNnkbk, 2002
- 5) yfj ok, ; fodo f; x, gi kph Gkshk-ftnkeoB ns/ pDso, gpbhesB fpTp', gi kph : Bhtof; Nh, gfNnkbk, 2006
- 6) j oehos f; x, fr nkBh bkb f; x, gi kph ftnkeoD, gi kp ; NN : Bhtof; Nh N'e; N-pje pov uwhr Vj 2010
- 7) ; xk, ; yftdo f; x, gi kph Gkshk ftfr nkB, gi kph Gkshk nekdwh, i bXo, 1999

## **Suggested Readings**

- ਖੋਜ ਪਤ੍ਰਿਕਾ, ਭਾਸ਼ਾ ਵਿਗਿਆਨ ਵਿਸ਼ੇਸ਼ ਅੰਕ

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### **INTERNAL ASSESSMENT BREAKUP**

|                     |   |          |
|---------------------|---|----------|
| Mid- Semester Test  | : | 15 Marks |
| Written Assignment  | : | 4 Marks  |
| Presentation        | : | 3 Marks  |
| Class Participation | : | 3 Marks  |

|              |          |                 |
|--------------|----------|-----------------|
| <b>Total</b> | <b>:</b> | <b>25 Marks</b> |
|--------------|----------|-----------------|

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