**LESSON PLAN**

**OF**

**MASS COMMUNICATION DEPT.**

**UG Courses**

**Odd Semester**



**2023-24**

**INDIRA GANDHI (PG) MAHILA MAHAVIDYALAYA**

**Affiliated to Kurukshetra University, Kurukshetra**

**Karnal Road, Kaithal -136027 (Haryana)**

**Indira Gandhi Mahila Mahavidyalaya,Kaithal**

**(2023– 2024)**

**Subject CODE-** B23-JMC-101 **Class – BAMC**

**Subject – INTRODUCTION TO COMMUNICATION Sem.-** : 1st

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| **Sr. No.** | **Date** | **Course content** |
| **1** | 21August-26August | Communication: definition and concept |
| **2** | 28August-2 September | Evolution of Communication |
| **3** | 4 September- 9 September | Indian Concept of Communication |
| **4** | 11 September – 16September | Elements and Process of Communication |
| **5** | 18 September -23September | Need and scope of Communication |
| **6** | 25 September – 30September | Principles of communication, Functions of communication |
| **7** | 3 October- 7 October | Barriers of communication |
| **8** | 9 October -14 October | Forms of communication: verbal and non –Verbal |
| **9** | 16 October-21 October | Levels of communicationintra-intra -personal, inte-rpersonal, group, public and mass communication |
| **10** | 23 October-28 October | Socialization and communication |
| **11** | 30 October-4 November | Models of communication: Sadharanikaran, Aristotle |
| **12** | 6 November - 9 November | Models of communication: SMR, SMCR, |
| **13** | 17 November-24 November | Models of communication: Berlo, Lasswell Shannon and Weaver • Osgood, Schramm • Dance, New Comb |

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**(2023– 2024)**

**Subject Code- B­23-JMC-102 Class – B.A.M.C I**

**Subject – INTRODUCTION TO JOURNALISM Sem.- 1st**

|  |  |  |
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| **Sr. No.** | **Date** | **Course content** |
| **1** | 21August-26August | Journalism: Concept, definition, elements, nature and scope |
| **2** | 28August-2 September | Indian concept of Journalism: Ancient Perspective |
| **3** | 4 September- 9 September | Functions and Skills of Journalism , Role of Journalism in Democracy |
| **4** | 11 September – 16September | Journalistic values -Truth, objectivity, fairness, balance, diversity and plurality |
| **5** | 18 September -23September | Contemporary Issues and Debates in Journalism |
| **6** | 25 September – 30September | Media Literacy: concept and definition , Relevance of media literacy in society |
| **7** | 3 October- 7 October | Convergence – meaning and concept |
| **8** | 9 October -14 October | Yellow Journalism |
| **9** | 16 October-21 October | Investigative Journalism, Data Journalism, Advocacy Journalism, Citizen Journalism |
| **10** | 23 October-28 October | New trends in journalism, Cyber journalism ,Journalism through social media |
| **11** | 30 October-4 November | MoJo (Mobile Journalism, Terminologies of journalism,PRACTICAL |
| **12** | 6 November - 9 November | TEST |
| **13** | 17 November-24 November | REVISION |

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**(2023– 2024)**

**Subject - B23-JMC-103**  **Class – B.A.M.C I**

**Subject –History of media Sem.- 1st**

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| **Sr. No.** | **Date** | **Course content** |
| **1** | 21August-26August | Invention of press |
| **2** | 28August-2 September | History and growth of Print Media in India |
| **3** | 4 September- 9 September | Role of Press in freedom movement |
| **4** | 11 September – 16September | Growth and Development of print media in Haryana |
| **5** | 18 September -23September | Invention of Radio |
| **6** | 25 September – 30September | History and Development of Radio in India |
| **7** | 3 October- 7 October | Growth of FM Radio in India |
| **8** | 9 October -14 October | History of Community Radio in India |
| **9** | 16 October-21 October | Invention of Television , History and Development of TV in India |
| **10** | 23 October-28 October | Emergence and development of Private Channels in Indi |
| **11** | 30 October-4 November | Invention of Cinema , History and Development of Indian Cinema |
| **12** | 6 November - 9 November | Development of Haryanavi Cinema, History of Traditional media, Types of Traditional Media: Folk Theatre, Folk Dance, Folk Music |
| **13** | 17 November-24 November | Popular folk media of Haryana, REVISION |

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**(2023– 2024)**

**Subject CODE-** B23-JMC-104 **Class – BAMC**

**Subject –** COMPUTER APPLICATIONS  **Sem.-** : 1st

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| **Sr. No.** | **Date** | **Course content** |
| **1** | 21August-26August | Introduction to the Computer : Origin, Evolution and Generation of computer |
| **2** | 28August-2 September | Discussion on Characteristics of computer,Types of computer |
| **3** | 4 September- 9 September | Introduction to the Block diagram of Computer |
| **4** | 11 September – 16September | Discussion on Basic components of a computer,  Discussion on input and output devices of the computer |
| **5** | 18 September -23September | Introduction to the Storage organization : Primary and Secondary memory |
| **6** | 25 September – 30September | Introduction to software, Discussion on types of software - System software & Application software |
| **7** | 3 October- 7 October | Discussion on operating system and its functions |
| **8** | 9 October -14 October | Introduction to MS word and its uses, |
| **9** | 16 October-21 October | Discussion on operating system and its functions and various menus, Toolbars and Buttons |
| **10** | 23 October-28 October | Introduction to the paragraph and page formatting & discussion on creation and working with tables, mail merge |
| **11** | 30 October-4 November | Introduction to MS PowerPoint and its uses and creating a new presentation |
| **12** | 6 November - 9 November | Introduction to Excel and its uses |
| **13** | 17 November-24 November | Revision |

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**(2023– 2024)**

**Subject CODE-** B23-JMC-105  **Class – BAMC**

**Subject – Public Speaking and the art of anchoring**  **Sem.-** : 1st

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| **Sr. No.** | **Date** | **Course content** |
| **1** | 21August-26August | Public Speaking, Speech |
| **2** | 28August-2 September | Overcoming Fear of Public Speaking |
| **3** | 4 September- 9 September | 3P’s of Public Speaking (Preparation, Practice, Performance) |
| **4** | 11 September – 16September | Art of Informative & Persuasive speaking |
| **5** | 18 September -23September | Types of Public Speaking; Physical, Online, Political, Organizational, Educational, Motivational. |
| **6** | 25 September – 30September | Ted Talks, Public Speaking in Media. |
| **7** | 3 October- 7 October | Voice Over for TV in commercials/ Corporate videos/ radio commercials/ TV Documentaries |
| **8** | 9 October -14 October | Studio and Camera facing techniques |
| **9** | 16 October-21 October | Overcoming fright, Warm-up techniques. |
| **10** | 23 October-28 October | On camera movements, holding props, Scripts, cue cards etc. Teleprompter and its function |
| **11** | 30 October-4 November | Anchor: qualities. Role, skills and responsibilities , Professional ethics- dress sense, Anchoring with and without prompter. Studio and outdoor anchoring |
| **12** | 6 November - 9 November | Practical Work |
| **13** | 17 November-24 November | Test |

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**(2023– 2024)**

**Subject - Paper- XI Class – BAMC**

**Subject –** Media & language (Hindi-II) **Sem.-** : 3rd

|  |  |  |
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| Serial no. | Weeks | Course content |
| 1 | **1 Aug - 5 Aug** | हिंदी भाषा का सामान्य परिचय भाषा का अर्थ, परिभाषा और अवधारणा |
| 2. | **7Aug - 12Aug** | भाषा परिवर्तन के का |
| 3. | **14Aug - 19Aug** | भाषा की उत्पत्ति और विकास |
| 4. | **21Aug - 26 Aug** | देवनागरी लिपि मानकीय स्वरूप |
| 5. | **28 Aug - 2Sep** | हिंदी भाषा की प्रमुख बोलियां का परिचय |
| 6. | **4Sep - 9Sep** | समानार्थक शब्द, विलोम आर्थिक, अनेकार्थक पर्यायवाची |
| 7. | **11 Sep - 16Sep** | उपसर्ग और प्रत्यय |
| 8. | **18 Sep - 23Sep** | शब्द भेद, शब्द शुद्धी |
| 9. | **25 Sep – 30 Sep** | शब्द स्रोत तत्सम तद्भव देसी विदेशी |
| 10. | **3 Oct - 7Oct** | लेखन का अर्थ परिभाषा व अवधारणा |
| 11. | **9Oct - 14Oct** | लेखन के प्रकार - सृजनात्मक लेखन, पत्रकारिता लेखन, नाटक लेखन |
| 12. | **16Oct - 21Oct** | लेखन के प्रकार - कविता लेखन पटकथा लेखन कहानी लेखन व साहित्य लेखन |
| 13. | **23Oct - 28Oct** | प्रिंट मीडिया लेखन के प्रकार व स्वरूप |
| 14. | **30Oct - 4 Nov** | प्रिंट मीडिया की भाषा का विकास |
| 15. | **6 Nov - 9Nov** | भाषा के विभिन्न स्वरूप -उपयोग महत्व,सीमाएं |
| 16. | **17 Nov - 18 Nov** | Revision |
| 17. | **20 Nov – 24 Nov** | Revision |

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**(2023– 2024)**

**Subject - Paper- XII Class – BAMC**

**Subject – Basics of Editing Sem.-** : 3rd

|  |  |  |
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| **Sr. No.** | **Date** | **Course content** |
| **1** | **1 Aug - 5 Aug** | Meaning, Definition and concept of editing, process of editing, significance of editing in journalism, |
| **2** | **7Aug - 12Aug** | Structure of news desk, nature of work and the role of news desk people |
| **3** | **14Aug - 19Aug** | Difference between editing for newspaper and magazine. |
| **4** | **21Aug - 26 Aug** | Skill of editing, Do’s and Don’ts of editing. Subbing of news and news reports |
| **5** | **28 Aug - 2Sep** | Qualities of sub editor, ability to analyse, synthesize, evaluate unfamiliar material critical thinking |
| **6** | **4Sep - 9Sep** | Understanding news worthy items. Role of news editor, Chief sub editor and copy editor in a news organisation, Function of News Agency |
| **7** | **11 Sep - 16Sep** | Headlines writing –types, Do’s and Don’ts of headlines writing, functions and importance, |
| **8** | **18 Sep - 23Sep** | Lead & its various types, Concept of 5w’s, 1H, |
| **9** | **25 Sep – 30 Sep** | inverted style of news writing and its advantages, Brief introduction to printing technology, |
| **10** | **3 Oct - 7Oct** | Printing technology, from letterpress to offset, Photo need and importance. Various applications of Photoshop. |
| **11** | **9Oct - 14Oct** | Printing technology, from letterpress to offset, Photo need and importance. Various applications of Photoshop. |
| **12** | **16Oct - 21Oct** | Page designing principles Lay out preparation for a newspaper. |
| **13** | **23Oct - 28Oct** | Use of computers in print production, DTP, Page maker, and there applications. |
| **14** | **30Oct - 4 Nov** | Quark Express & InDesign software and there applications. |
| **15** | **6 Nov - 9Nov** | PRACTICAL WORK |
| **16** | **17 Nov - 18 Nov** | TEST |
| **17** | **20 Nov – 24 Nov** | Revision |

**Indira Gandhi Mahila Mahavidyalaya,Kaithal**

**(2023– 2024)**

**Subject - Paper- XIII Class – BAMC**

**Subject – Fundamentals of Advertising and Public Relations Sem.-** : 3rd

|  |  |  |
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| **Sr. No.** | **Date** | **Course content** |
| **1** | **1 Aug - 5 Aug** | Definition and concept of Advertising and its Function, Growth of Advertising with special reference to India |
| **2** | **7Aug - 12Aug** | Evaluation and Development of Advertising with special reference to India, Advertising to Indian Society. |
| **3** | **14Aug - 19Aug** | Media for Advertisement: newspaper, magazines, radio |
| **4** | **21Aug - 26 Aug** | television, outdoor, transit, point of Purchase, direct mail and internet etc. |
| **5** | **28 Aug - 2Sep** | Advertising appeals definition and types, advertising campaign, concept and importance |
| **6** | **4Sep - 9Sep** | Advertising agency, structure and functions |
| **7** | **11 Sep - 16Sep** | Definition and concept of Public relations, Growth and development of PR with special reference to India, Functions of PR, |
| **8** | **18 Sep - 23Sep** | Qualities and functions of a PRO, PR tools: Press Release |
| **9** | **25 Sep – 30 Sep** | Press Conference, Press note, Press Briefing, meet the press, press tours, exhibitions |
| **10** | **3 Oct - 7Oct** | Difference and similarities between advertising and PR, Public opinion, |
| **11** | **9Oct - 14Oct** | propaganda and its techniques, Publicity, |
| **12** | **16Oct - 21Oct** | Public relation departments in public and private sectors |
| **13** | **23Oct - 28Oct** | structure and function of a PR agency |
| **14** | **30Oct - 4 Nov** | Concept of Corporate Communication and corporate social responsibility |
| **15** | **6 Nov - 9Nov** | PR campaign |
| **16** | **17 Nov - 18 Nov** | TEST |
| **17** | **20 Nov – 24 Nov** | Revision |

**Indira Gandhi Mahila Mahavidyalaya,Kaithal**

**(2023– 2024)**

**Subject -**  Paper-XIV **Class – BAMC**

**Subject – Introduction to Photography Sem.-** : 3rd

|  |  |  |
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| **Sr. No.** | **Date** | **Course content** |
| **1** | **1 Aug - 5 Aug** | Introduction to Photography, meaning, definition, scope, purpose. History of Photography |
| **2** | **7Aug - 12Aug** | Development of Photography with special reference to India, Invention of photojournalism |
| **3** | **14Aug - 19Aug** | Similarities and differences between human eye and cameras. Concept of lighting, design or composition in Photography |
| **4** | **21Aug - 26 Aug** | Basics of Composition , How to get camera angles, Language of Photography |
| **5** | **28 Aug - 2Sep** | Contrast, Motion, Depth and space, Importance of Color lighting to photography |
| **6** | **4Sep - 9Sep** | Camera basics, camera types, Parts of camera |
| **7** | **11 Sep - 16Sep** | Lenses, types and functions of lens, shutter speed, |
| **8** | **18 Sep - 23Sep** | Aperture, zoom, |
| **9** | **25 Sep – 30 Sep** | focal length, Camera modes |
| **10** | **3 Oct - 7Oct** | White balance, depth of field, rule of first. |
| **11** | **9Oct - 14Oct** | Art of Caption writing, Landscape photography ,Portraits |
| **12** | **16Oct - 21Oct** | Night photography, children, animals and birds, Factors influencing a photography |
| **13** | **23Oct - 28Oct** | Genres of Photography, Photo Feature, |
| **14** | **30Oct - 4 Nov** | Photo Journalism its growth and significance |
| **15** | **6 Nov - 9Nov** | Factors influencing a photography |
| **16** | **17 Nov - 18 Nov** | PRACTICAL WORK |
| **17** | **20 Nov – 24 Nov** | Test |

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**(2023– 2024)**

**Subject - Paper- XV Class – BAMC**

**Subject – Introduction to Audio-Visual Media Sem.-** : 3rd

|  |  |  |
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| **Sr. No.** | **Date** | **Course content** |
| **1** | **1 Aug - 5 Aug** | Introduction to the syllabus and discussion of broadcasting policy and code. |
| **2** | **7Aug - 12Aug** | Discussion of definition: concept characteristics need and scope of audio media. |
| **3** | **14Aug - 19Aug** | Discussion of Earlier history of audio media phonograph, grammar phone, magnetic, recording electrical, recording and digital recording. |
| **4** | **21Aug - 26 Aug** | Revision and test. |
| **5** | **28 Aug - 2Sep** | Discussion of history of radio and radio as a mass media |
| **6** | **4Sep - 9Sep** | Discussion on need and scope of radio. |
| **7** | **11 Sep - 16Sep** | Introduction to types of radio - public-private, community, internet radio. |
| **8** | **18 Sep - 23Sep** | Revision and test. |
| **9** | **25 Sep – 30 Sep** | Discussion on concept definition and characteristics of visual media. |
| **10** | **3 Oct - 7Oct** | Discussion on earlier history of visual media |
| **11** | **9Oct - 14Oct** | Types of Visual Media: Magnetic Recording, Electrical Recording and Digital Recording |
| **12** | **16Oct - 21Oct** | History of Television, Television in India, |
| **13** | **23Oct - 28Oct** | Doordarshan, Private Channels |
| **14** | **30Oct - 4 Nov** | Cable TV, Internet Television, Popular Channels, News, Entertainment, Sports, Films, Lifestyle, Regional, Musical etc.. |
| **15** | **6 Nov - 9Nov** | Revision |
| **16** | **17 Nov - 18 Nov** | TEST |
| **17** | **20 Nov – 24 Nov** | Revision |

**Indira Gandhi Mahila Mahavidyalaya,Kaithal**

**(2023– 2024)**

**Subject - Paper- XXI Class – BAMC**

**Subject – Media Management Sem.-** : 5TH

|  |  |  |
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| **Sr. No.** | **Date** | **Course content** |
| **1** | **1 Aug - 5 Aug** | Ownership patterns in media |
| **2** | **7Aug - 12Aug** | Inflow of capital in Indian media, Major heads of income |
| **3** | **14Aug - 19Aug** | Introduction to media houses: Times group, Hindustan times group |
| **4** | **21Aug - 26 Aug** | Express group, Hindu Group, India Today group |
| **5** | **28 Aug - 2Sep** | Bhaskar group, Jagran group, Sahara group |
| **6** | **4Sep - 9Sep** | Tribune group, Malayalam Manorama group, Enadu group, |
| **7** | **11 Sep - 16Sep** | Aanand Bazar Patrika Group, Rajasthan Patrika group. Prasar Bharti, |
| **8** | **18 Sep - 23Sep** | Zee networks, Star India, NDTV group, |
| **9** | **25 Sep – 30 Sep** | Enadu Group, Sun Network, TV18 Group. |
| **10** | **3 Oct - 7Oct** | Structure and functioning of radio and television channel |
| **11** | **9Oct - 14Oct** | Role of editorial, technical, marketing and HR sections |
| **12** | **16Oct - 21Oct** | Recruitment, hiring and training of staff |
| **13** | **23Oct - 28Oct** | Media marketing techniques, Ad collection and corporate strategies |
| **14** | **30Oct - 4 Nov** | Space and time selling |
| **15** | **6 Nov - 9Nov** | Media As an Industry and Profession |
| **16** | **17 Nov - 18 Nov** | Test |
| **17** | **20 Nov – 24 Nov** | Revision |

**Indira Gandhi Mahila Mahavidyalaya,Kaithal**

**(2023– 2024)**

**Subject - Paper- XXII Class – BAMC**

**Subject – Basics of Radio Production Sem.-** : 5TH

|  |  |  |
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| **Sr. No.** | **Date** | **Course content** |
| **1** | **1 Aug - 5 Aug** | Radio Station Structure, |
| **2** | **7Aug - 12Aug** | Functions and duties of Team Members: show producer, Radio jockey, copy writer, |
| **3** | **14Aug - 19Aug** | casual announcer and show composer etc |
| **4** | **21Aug - 26 Aug** | Radio Scripts |
| **5** | **28 Aug - 2Sep** | Types of Studio, Basics of Studio Setup |
| **6** | **4Sep - 9Sep** | Different types of Equipments, Basics of Sound Recording |
| **7** | **11 Sep - 16Sep** | Rehearsal , Techniques, Do’s & Don’ts |
| **8** | **18 Sep - 23Sep** | Meaning & Process of Audio Editing |
| **9** | **25 Sep – 30 Sep** | Basics Principles of Audio Editing, |
| **10** | **3 Oct - 7Oct** | Practical work |
| **11** | **9Oct - 14Oct** | Types of Audio Editing, Editing Software’s |
| **12** | **16Oct - 21Oct** | Development of Voice Skills, Voice Modulation Techniques |
| **13** | **23Oct - 28Oct** | Qualities of RJ and Voice of Artiest, Practice of Indoor and Outdoor Recording |
| **14** | **30Oct - 4 Nov** | Practice of Indoor and Outdoor Recording |
| **15** | **6 Nov - 9Nov** | Practice of Radio Programme Production |
| **16** | **17 Nov - 18 Nov** | Test |
| **17** | **20 Nov – 24 Nov** | Revision |

**Indira Gandhi Mahila Mahavidyalaya,Kaithal**

**(2023– 2024)**

**Subject - Paper- XXIII Class – BAMC**

**Subject – Writing for Radio and Television Sem.-** : 5TH

|  |  |  |
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| **Sr. No.** | **Date** | **Course content** |
| **1** | **1 Aug - 5 Aug** | Objectives and principles of Radio Broadcasting  Basics Principles of Writing |
| **2** | **7Aug - 12Aug** | Introduction to Radio Writing and its Process  Radio’s Characteristics and Limitations as Mass Media |
| **3** | **14Aug - 19Aug** | Radio Programme Production Terminology  Rule and Regulation |
| **4** | **21Aug - 26 Aug** | Various formats of Radio writing: Meaning & Importance  Radio news |
| **5** | **28 Aug - 2Sep** | Radio talks  Radio features  Radio Drama, Entertainment and Advertisements |
| **6** | **4Sep - 9Sep** | Current affairs Programs |
| **7** | **11 Sep - 16Sep** | Objectives and principles of TV Broadcasting  Television as a medium of mass communication |
| **8** | **18 Sep - 23Sep** | Understanding the medium – Nature & Importance and Limitations  Basics Principles of TV Writing |
| **9** | **25 Sep – 30 Sep** | Production Team Members  Rule and Regulations |
| **10** | **3 Oct - 7Oct** | Various Formats of Television Writing: Meaning & Scope |
| **11** | **9Oct - 14Oct** | News, Documentary, Advertisements |
| **12** | **16Oct - 21Oct** | Voice Over, Short Films, Serials |
| **13** | **23Oct - 28Oct** | Reality Shows, Shop Operas Etc... |
| **14** | **30Oct - 4 Nov** | Test |
| **15** | **6 Nov - 9Nov** | Revision |
| **16** | **17 Nov - 18 Nov** | Test |
| **17** | **20 Nov – 24 Nov** | Revision |

**Indira Gandhi Mahila Mahavidyalaya,Kaithal**

**(2023– 2024)**

**Subject - Paper- XXIV Class – BAMC**

**Subject – Reporting skills & Practice Sem.-** : 5TH

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| **Sr. No.** | **Date** | **Course content** |
| **1** | **1 Aug - 5 Aug** | News story structure, headlines, lead and body; various formats of news writing, inverted pyramid, chronological |
| **2** | **7Aug - 12Aug** | Circle style of news writing; beats, News sources |
| **3** | **14Aug - 19Aug** | Research and References, Story Idea and its importance, |
| **4** | **21Aug - 26 Aug** | Types of Reporting: investigative Reporting; Interpretative reporting, Principles of Reporting |
| **5** | **28 Aug - 2Sep** | Duties & Responsibilities of a reporter in a news organisation, |
| **6** | **4Sep - 9Sep** | Skills required for a reporter, Role of Bureau chief; Special correspondent, stringers, |
| **7** | **11 Sep - 16Sep** | Press conference. Interview--types, purpose, technique; Press release. News Agencies: Role and importance |
| **8** | 1. **Sep - 23Sep** | Specialized Reporting-Health ,Science,Sports,Political ,Election, Business,  Agriculture ,Life style & Culture  Seminar, workshop & Social |
| **9** | **25 Sep – 30 Sep** | Specialized Reporting- Agriculture ,Life style & Culture  Seminar, workshop & Social |
| **10** | **3 Oct - 7Oct** | Editorials: editorial page versus news pages: editorials, |
| **11** | **9Oct - 14Oct** | Types of editorials; middles, features, columns and  Letters to the editor; qualities and responsibilities of and Editorial Writer. Difference between Article, Feature and News feature. |
| **12** | **16Oct - 21Oct** | Types of editorials; middles, features, columns and  Letters to the editor; |
| **13** | **23Oct - 28Oct** | Qualities and responsibilities of and Editorial Writer. Difference between Article, Feature and News feature. |
| **14** | **30Oct - 4 Nov** | PRACTICAL WORK |
| **15** | **6 Nov - 9Nov** | Revision |
| **16** | **17 Nov - 18 Nov** | Test |
| **17** | **20 Nov – 24 Nov** | Revision |

**Indira Gandhi Mahila Mahavidyalaya,Kaithal**

**(2023– 2024)**

**Subject - Paper- XXV Class – BAMC**

**Subject –** Current Affairs & Media Issues-III **Sem.-** : 5TH

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| **Sr. No.** | **Date** | **Course content** |
| **1** | **1 Aug - 5 Aug** | Major current international, national & regional development and issues during the term |
| **2** | **7Aug - 12Aug** | Important people and their positions people in news. |
| **3** | **14Aug - 19Aug** | Important issues covered by print/ radio/ television and new media |
| **4** | **21Aug - 26 Aug** | Follow up of major stories and editorials during the term. |
| **5** | **28 Aug - 2Sep** | Follows up/ discussion of popular columns write ups |
| **6** | **4Sep - 9Sep** | articles, features middles |
| **7** | **11 Sep - 16Sep** | letter to editors and blogs |
| **8** | **18 Sep - 23Sep** | Readings from popular magazines and their names |
| **9** | **25 Sep – 30 Sep** | news and infotainment |
| **10** | **3 Oct - 7Oct** | Comparative study of issues covered by media |
| **11** | **9Oct - 14Oct** | Discussion on photo feature, photo journalism |
| **12** | **16Oct - 21Oct** | cartoons and other material of print media |
| **13** | **23Oct - 28Oct** | Discussion on content/ footage/style/presentation etc |
| **14** | **30Oct - 4 Nov** | issue taken up by various television channel radio stations. news and other platforms |
| **15** | **6 Nov - 9Nov** | Important issues covered by print/ radio/ television and new media |
| **16** | **17 Nov - 18 Nov** | Test |
| **17** | **20 Nov – 24 Nov** | Revision |

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**(2023– 2024)**

**Paper-XXII Class – BMC**

**Subject – Basics of Radio Production Sem.- 5TH**

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| **Sr. No.** | **Date** | **Course content** |
| **1** | **24July-29July** | Radio Station Structure, |
| **2** | **31July- 5 Aug** | Functions and duties of Team Members: show producer, Radio jockey, copy writer, |
| **3** | **7Aug - 12Aug** | casual announcer and show composer etc |
| **4** | **14Aug - 19Aug** | Radio Scripts |
| **5** | **21Aug - 26 Aug** | Types of Studio, Basics of Studio Setup |
| **6** | **28 Aug - 2Sep** | Different types of Equipments, Basics of Sound Recording |
| **7** | **4Sep - 9Sep** | Rehearsal , Techniques, Do’s & Don’ts |
| **8** | **11 Sep - 16Sep** | Meaning & Process of Audio Editing |
| **9** | **18 Sep - 23Sep** | Basics Principles of Audio Editing, |
| **10** | **25 Sep – 30 Sep** | Practical work |
| **11** | **3 Oct - 7Oct** | Types of Audio Editing, Editing Software’s |
| **12** | **9Oct - 14Oct** | Development of Voice Skills, Voice Modulation Techniques |
| **13** | **16Oct - 21Oct** | Qualities of RJ and Voice of Artiest, Practice of Indoor and Outdoor Recording |
| **14** | **23Oct - 28Oct** | Practice of Indoor and Outdoor Recording |
| **15** | **30Oct - 4 Nov** | Practice of Radio Programme Production |
| **16** | **6 Nov - 9Nov** | Test |
| **17** | **17 Nov - 18 Nov** | Revision |
| **18** | **20 Nov – 24 Nov** | Revision |

**Indira Gandhi Mahila Mahavidyalaya,Kaithal**

**(2023– 2024)**

**Subject - Class – BAMC**

**Subject –** : Current Affairs & Media Issues-III **Sem.-5th**

**Sem.-5th**

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| **Sr. No.** | **Date** | **Course content** |
| **1** | **24July-29July** | Major current international, national & regional development and issues during the term |
| **2** | **31July- 5 Aug** | Important people and their positions people in news. |
| **3** | **7Aug - 12Aug** | Important issues covered by print/ radio/ television and new media |
| **4** | **14Aug - 19Aug** | Follow up of major stories and editorials during the term. |
| **5** | **21Aug - 26 Aug** | Follows up/ discussion of popular columns write ups |
| **6** | **28 Aug - 2Sep** | articles, features middles |
| **7** | **4Sep - 9Sep** | letter to editors and blogs |
| **8** | **11 Sep - 16Sep** | Readings from popular magazines and their names |
| **9** | **18 Sep - 23Sep** | news and infotainment |
| **10** | **25 Sep – 30 Sep** | Comparative study of issues covered by media |
| **11** | **3 Oct - 7Oct** | Discussion on photo feature, photo journalism |
| **12** | **9Oct - 14Oct** | cartoons and other material of print media |
| **13** | **16Oct - 21Oct** | Discussion on content/ footage/style/presentation etc |
| **14** | **23Oct - 28Oct** | issue taken up by various television channel radio stations. news and other platforms |
| **15** | **30Oct - 4 Nov** | Important issues covered by print/ radio/ television and new media |
| **16** | **6 Nov - 9Nov** | Test |
| **17** | **17 Nov - 18 Nov** | Revision |
| **18** | **20 Nov – 24 Nov** | Revision |