

BBA – 1st Semester- CORE SUBJECTS

1	Course Title	FUNDAMENTALS OF MANAGEMENT
2	Course Code	NBBA 101
3	Typology of Course	CORE SUBJECT
4	Course Duration/ LTP (Lectures, Tutorials, Practical)	60 hours of lectures for Theory (1 credit = 15 hours of theory learning based on 3 hrs./week) (1 credit = 30 hours of practical based on 2 hrs./week) (1 credit = 15 hours of tutorials based on 1 hr./week) (1 Semester = 15 weeks)
5	Credits	Theory = 4 Credits
6	Max.Marks and Time	100 Marks (80 TH + 20 IA) 4X5 + 4 X 15 = 80 Marks a. The exam of this course will be of 3 hours duration. b. There will be no objective type questions. c. Small Caselets could be added.
7	Course Objectives	The objective of the paper is to help the students understand the process of business management.
8	Course Outcomes	CO1.The students will be able to understand the basic concepts and functions of management. CO2. The students will be able to get knowledge and skills in planning, organizing, leading, and controlling. CO3. The students will be able to analyze and solve management-related problems. CO4. The students will be able to understand the role of management in organizational success.
9	Pedagogy of the Course Work	Class Room Lecture, Interactive sessions, PPT, Tutorials and Group Discussions, Case Studies etc.
10	Instructions for paper setters and candidates	Note : The question paper of each subject covering the entire course shall be divided into three sections: Section A (20 marks) This section will have 6 short answer questions from the entire syllabus. Students are required to attempt 4 questions from this section. Each question will carry 5 marks; the total weightage being 20 marks. Section B (30 marks) This section will consist of essay type questions from Unit I of the syllabus. The candidate will

		<p>be required to attempt two questions out of four questions. Each question will carry 15 marks; the total weightage being 30 marks.</p> <p>Section C (30 marks) This section will consist of essay type questions from Unit II of the syllabus. The candidate will be required to attempt two questions out of four questions. Each question will carry 15 marks; the total weightage being 30 marks.</p>
<p>11</p>	<p>Course Content</p>	<p style="text-align: center;">UNIT – I</p> <p>Management: Concept, Definitions, Nature, Scope, Levels, Principles, Functions and Significance of Management; Management vs. Administration; Role of Managers.</p> <p>Evolution of Management Thought: Classical, Neo-Classical Theory; Behavioural Sciences Approach; Quantitative, Systems, Contingency and Contemporary Approach (Likert, Drucker, Porter, Prahalad).</p> <p>Planning: Concept, Nature, Process, Significance and Types of Planning. Decision Making – Concept, Process and Types; Effective Decision making; Rationality in Decision Making; Management By Objectives (MBO).</p> <p>Organization: Concept, Nature, Process, Significance, Principles, Types; Organisational Structure – Concept and types. Span of Control – Concept and Types; Factors affecting span of control. Authority and Responsibility, Delegation of Authority, Centralization and Decentralization, Departmentation.</p> <p style="text-align: center;">UNIT – II</p> <p>Direction: Concept, Features, Principles, Importance and Limitations of Direction; Elements of Direction. Supervision – Concept and Features; Responsibilities, Functions and Qualities of Supervisors. Motivation – Concept, Features, Importance and Theories; Motivational Techniques. Leadership – Concept, Features, Functions, Importance, Styles and Theories. Communication – Concept, Features, Process, Importance, Channels and Barriers.</p> <p>Coordination: Concept, Features, Importance and Limitations of Coordination; Internal and External Coordination.</p> <p>Control: Concept, Features, Principles, Process, Importance and Limitations of Control; Essentials of a Good Control System; Relationship between Planning and Control. Techniques of Control</p> <p>Practical Work:</p> <ol style="list-style-type: none"> a. At least two cases on the above syllabus should be analysed and discussed. b. Draft different types of Organization structure. c. Draft Control charts

12	Suggested Readings	<ul style="list-style-type: none"> • Peter F. Drucker, ‘The Practice of Management’ • Weirich and Koontz, ‘Essentials of Management’ • Stoner and Freeman, ‘Management’ • David R Hampton, ‘Modern Management’ • Stephen P Robbins, David A DeCenzo, ‘Fundamentals of Management, Essential Concepts and Applications’ • VSP Rao & V. Hari Krishna, ‘Management Text & Cases’.
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1	CourseTitle	MICRO ECONOMICS
2	CourseCode	NBBA 102
3	Typology of Course	CORE SUBJECT
4	CourseDuration/ LTP (Lectures, Tutorials, Practical)	60 hours of lectures for Theory (1 credit = 15 hours of theory learning based on 3 hrs./week) (1 credit = 30 hours of practical based on 2 hrs./week) (1 credit = 15 hours of tutorials based on 1 hr./week) (1 Semester = 15 weeks)
5	Credits	Theory = 4 Credits
6	Max.Marksand Time	100 Marks (80 TH + 20 IA) $4 \times 5 + 4 \times 15 = 80$ Marks a. The exam of this course will be of 3 hours duration. b. There will be no objective type questions. c. Students are required to have the knowledge of the developments in the subject up to 6 months before the examination.
7	Course Objectives	To study the basic concepts of microeconomics relevant for Business decision making and helping them to understand the application of economic principles in business management.

8	Course Outcomes	CO1. The students will be able to understand the basic principles of microeconomics. CO2. The students will be able to get an understanding of how markets work and how prices are determined. CO3. The students will get familiarized with the behavior of consumers and firms. CO4. The students will be able to analyze the role of government in regulating markets.
9	Pedagogy of the Course Work	Class Room Lecture, Interactive sessions, PPT, Tutorials and Group Discussions, Case Studies etc.
10	Instructions for paper setters and candidates	Note : The question paper of each subject covering the entire course shall be divided into three sections: Section A (20 marks) This section will have 6 short answer questions from the entire syllabus. Students are required to attempt 4 questions from this section. Each question will carry 5 marks; the total weightage being 20 marks. Section B (30 marks) This section will consist of essay type questions from Unit I of the syllabus. The candidate will be required to attempt two questions out of four questions. Each question will carry 15 marks; the total weightage being 30 marks. Section C (30 marks) This section will consist of essay type questions from Unit II of the syllabus. The candidate will be required to attempt two questions out of four questions. Each question will carry 15 marks; the total weightage being 30 marks.
11	Course Content	<p style="text-align: center;">UNIT – I</p> <p>Theory of Demand; Demand Function, Law of Demand, Movement Along vs. Shift in Demand Curve.</p> <p>Concept of Elasticity of Demand; Types of Elasticity of Demand (Price, Income and Cross), Factors affecting Price Elasticity of Demand, Measurement and Importance of Price Elasticity of Demand</p> <p>Demand Forecasting: Need, Objectives and Methods.</p> <p>Supply: Determinants, Law of Supply and Elasticity of Supply.</p> <p>Theory of Production: Meaning and Concept of Production, Factors of Production and Production Function with One Variable Inputs, Law of Variable Proportions, Returns to Scale, Economies and Diseconomies of Scale.</p> <p style="text-align: center;">UNIT – II</p> <p>Concepts of Cost: Types and Importance of Cost, Cost Function, Short-run and Long-run Cost Curves.</p>

		<p>Concepts of Revenue: Total, Average and Marginal Revenue, Relationship between AR, MR and Price Elasticity of Demand, Importance of Revenue.</p> <p>Market Forms:</p> <p>Perfect Competition: Features, Equilibrium of Firm and Industry, Role of Time Element in Price Determination.</p> <p>Monopoly: Features, Equilibrium of Firm, Price Discrimination – Types, Conditions and Equilibrium, Regulation of Monopoly.</p> <p>Monopolistic Competition: Features, Equilibrium of Firm and Group, Selling Cost – Meaning, Effects, Equilibrium of Firm with respect to Selling Cost.</p> <p>Practical Work:</p> <p>Demand and supply analysis</p> <ul style="list-style-type: none"> • Choose a product • Research factors affecting demand and supply • Analyse how changes in these factors influence equilibrium price and quantity • Calculate price elasticity through historical data
12	Suggested Readings	<ul style="list-style-type: none"> • Dwivedi, D.N., Managerial Economics, Vikas Publishing House. • Salvatore, D., Managerial Economics in a Global Economy, Oxford University Press. • Peterson, L. and Jain, Managerial Eco., Pearson Education. • A. Kontsoyianis; Modern Micro-Economics. • M. Adhikary, Business Economics.

1	CourseTitle	FINANCIAL ACCOUNTING
2	CourseCode	NBBA 103
3	Typology of Course	CORE SUBJECT

4	CourseDuration/ LTP (Lectures, Tutorials, Practical)	45 hours of lectures for Theory + 15 hours of tutorials (1 credit = 15 hours of theory learning based on 3 hrs./week) (1 credit = 30 hours of practical based on 2 hrs./week) (1 credit = 15 hours of tutorials based on 1 hr./week) (1 Semester = 15 weeks)
5	Credits	4 Credits Theory +Tutorials = 3+1 credits
6	Max.Marks and Time	100 Marks (80 TH + 20 IA) 4X5 + 4 X 15 = 80 Marks a. The exam of this course will be of 3 hours duration. b. There will be no objective type questions. c. Students are required to have the knowledge of the developments in the subject up to 6 months before the examination. d. Use of non-programmable calculators by the students in the Examination Hall is allowed. The calculators will not be provided by the University/College to the examinees.
7	Course Objectives	The primary objective of the paper is to familiarize the students with the basic accounting principles and techniques of preparing and presenting the accounts for user of accounting information.
8	Course Outcomes	CO1.The students will be able to understand accounting principles and concepts. CO2. The students will be able to know how recording of financial transactions is done. CO3.The students will get familiarized with the accounting cycle and the preparation of financial statements. CO4. The students will be able to understand the accounting treatment of corporate transactions like issue of shares and debentures.
9	Pedagogy of the Course Work	Class Room Lecture, Interactive sessions, PPT, Tutorials and Group Discussions, Case Studies etc.
10	Instructions for paper setters and candidates	Note : The question paper of each subject covering the entire course shall be divided into three sections: Section A (20 marks) This section will have 6 short answer/numerical questions from the entire syllabus. Students are required to attempt 4 questions from this section. Each question will carry 5 marks; the total weightage being 20 marks. Section B (30 marks) This section will consist of essay type/numerical questions from Unit I of the syllabus. The candidate will be required to attempt two questions out of four questions. Each question will carry 15 marks; the total weightage being 30 marks. Section C (30 marks) This section will consist of essay type/numerical questions from Unit II of the syllabus. The candidate will be required to attempt two questions out of four questions. Each question will carry 15 marks; the

		<p>total weightage being 30 marks.</p> <p>Important Note:In all numerical papers the paper setter is required to set numerical questions as follows: Section A: Four numerical questions out of six questions. Section B and C: At least two numerical questions out of four questions.</p>
11	Course Content	<p>UNIT- I</p> <p>Accounting: Definitions, Objectives, Nature, Functions, Branches and Limitations. Book Keeping and Accounting. Interrelationship of Accounting with other Disciplines. Generally Accepted Accounting Principles (GAAP), Concepts and Conventions. Accounting cycle</p> <p>Accounting Equation</p> <p>Basics of GST</p> <p>Journal</p> <p>Ledger</p> <p>Cash Book</p> <p>Trial Balance</p> <p>Depreciation (SLM & WDV)</p> <p>Final Accounts: Trading, Profit and Loss Account and Balance Sheet of a Sole Proprietary Concern.</p> <p>UNIT II</p> <p>Accounting for Issue and Forfeiture of Shares, Reissue of Shares</p> <p>Accounting for Issue of Debentures, Redemption of Debentures</p> <p>Practical Work:</p> <p>Students shall be expected to learn creation of vouchers and recording transactions, preparing reports, cash-book, ledger accounts, trial balance, income statement and balance-sheet by using any one reputed accounting software</p>

		<p>package. Evaluation of lab work shall be done separately and shall not be a part of theory paper of financial accounting. Internal assessment of 20 marks shall be based on this lab work.</p>
12	Suggested Readings	<ul style="list-style-type: none"> • Anthony, R.N., and J.S. Reece, “Accounting Principles”, Richard D. Irwin, Inc. • Monga, J.R., “Financial Accounting: Concepts and Applications”, Mayoor Paper Backs, New Delhi. • Shukla, M.C., T.S. Grewal and S.C.Gupta, “Advanced Accounts”, Vol-I, S. Chand & Co., New Delhi. • Gupta, R.L. and M. Radhaswamy, “Advanced Accountancy”, Vol-I, Sultan Chand & Sons, New Delhi. • Maheshwari, S.N. and. S. K. Maheshwari, “Financial Accounting”, Vikas Publishing House, New Delhi. • Sehgal, Ashok, and Deepak Sehgal, “Advanced Accounting”, Part -I, Taxmann Applied Services, New Delhi. • Tulsian, P.C., “Advanced Accounting”, Tata Mc Graw Hill, New Delhi.

Semester	Course Type/ Course Code	Nomenclature of the Paper	Credits	Level
I	BBA-PUN (COMPL-01)-101	ਪੰਜਾਬੀ ਇਕਾਂਗੀ ਅਤੇ ਵਿਹਾਰਕ ਪੰਜਾਬੀ Punjabi Ikangi Ate Viharak Punjabi	2	100
II	BBA-PUN (COMPL-02)-201	ਪੰਜਾਬੀ ਕਹਾਣੀ ਅਤੇ ਵਿਹਾਰਕ ਪੰਜਾਬੀ Punjabi Kahani Ate Viharak Punjabi	2	100

Semester-I
BBA/ BBA (Honours)/ BBA (Honours with Research)
COMPULSORY PUNJABI
ਪੰਜਾਬੀ ਲਾਜ਼ਮੀ
ਪੰਜਾਬੀ ਇਕਾਂਗੀ ਅਤੇ ਵਿਹਾਰਕ ਪੰਜਾਬੀ
Punjabi Ikangi Ate Viharak Punjabi
BBA-PUN (COMPL-01)-101

ਕ੍ਰੈਡਿਟ-2

Semester-I

Credit Distribution, Eligibility and Pre-Requisites of the Course

Course title & Code	Credits	Credit distribution of the Course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/ Practice		
Punjabi Ikangi Ate Viharak Punjabi BBA-PUN (COMPL-01)-101	2	3	1	0	Class 10 & 12th pass in any stream	Studied Punjabi up to 10th Standard or working knowledge of Punjabi Language

Credits: 2

L/T/P=3/1/0

Learning objective

- ਇਸ ਕੋਰਸ ਰਾਹੀਂ ਵਿਦਿਆਰਥੀਆਂ ਨੂੰ ਪੰਜਾਬੀ ਇਕਾਂਗੀ ਦੇ ਸਿਧਾਂਤ ਬਾਰੇ ਗਿਆਨ ਪੈਦਾ ਹੋਵੇਗਾ।
- ਇਸ ਕੋਰਸ ਰਾਹੀਂ ਵਿਦਿਆਰਥੀ ਪੰਜਾਬੀ ਇਕਾਂਗੀ ਵਿਸ਼ੇ ਦੀ ਸਮਝ ਪੈਦਾ ਕਰ ਸਕਣਗੇ।
- ਇਸ ਕੋਰਸ ਰਾਹੀਂ ਪੰਜਾਬੀ ਇਕਾਂਗੀ ਦੇ ਵਿਭਿੰਨ ਸੰਦਰਭਾਂ ਅਤੇ ਵਿਹਾਰਕ ਪੰਜਾਬੀ ਸੰਬੰਧੀ ਜਾਣਕਾਰੀ ਹਾਸਿਲ ਕਰਨਗੇ।
- ਇਸ ਕੋਰਸ ਦਾ ਉਦੇਸ਼ ਵਿਦਿਆਰਥੀਆਂ ਅੰਦਰ ਪੰਜਾਬੀ ਇਕਾਂਗੀ ਦੇ ਵਿਭਿੰਨ ਪੱਖਾਂ ਬਾਰੇ ਗਿਆਨ ਪੈਦਾ ਕਰਨਾ ਹੈ।

Learning outcomes

- ਇਸਕੋਰਸਰਾਹੀਂਵਿਦਿਆਰਥੀਪੰਜਾਬੀਇਕਾਂਗੀਸਬੰਧੀਸਮਝਪੈਦਾਕਰਨਦੇਸਮਰੱਥਹੋਣਗੇ।
- ਇਸਅਧਿਐਨਰਾਹੀਂਪੰਜਾਬੀਵਿਆਕਰਣਦੀਵਰਤੋਂਸਬੰਧੀਜਾਣਕਾਰੀਹਾਸਿਲਹੋਵੇਗੀ।
- ਇਸਅਧਿਐਨਰਾਹੀਂਵਿਹਾਰਕਪੰਜਾਬੀਸਬੰਧੀਚਰਚਾਕਰਦੇਹੋਏਵਿਦਿਆਰਥੀਪੰਜਾਬੀਵਿਆਕਰਣਦੀਆਂਬਰੀਕੀਆਂਨੂੰਸਮਝਣਦੇਸਮਰੱਥਹੋਣਗੇ।
- ਇਸਪਰਚੇਦੇਅਧਿਐਨਰਾਹੀਂਵਿਦਿਆਰਥੀਆਂਵਿੱਚਅਨੁਵਾਦਦੀਸਮੱਸਿਆਨੂੰਹੱਲਕਰਨਦੀਸੁਝਪੈਦਾਹੋਵੇਗੀ।

**BBA/ BBA (Honours)/ BBA (Honours with Research)
COMPULSORY PUNJABI**

**ਪੰਜਾਬੀਲਾਜ਼ਮੀ
ਪੰਜਾਬੀ ਇਕਾਂਗੀ ਅਤੇ ਵਿਹਾਰਕ ਪੰਜਾਬੀ
Punjabi Ikangi Ate Viharak Punjabi
BBA-PUN (COMPL-01)-101**

Semester:I

ਨਿਰਧਾਰਤਕੋਰਸਸਮਾਂ: 60ਘੰਟੇ

L-100

ਕੁੱਲਅੰਕ :50

ਕ੍ਰੈਡਿਟ- 2

ਲਿਖਤੀਅੰਕ: 45

ਇੰਟਰਨਲਅਸੈਸਮੈਂਟ :05

ਯੂਨਿਟ ਪਹਿਲਾ :ਪੁਸਤਕ : "ਛੇਦਰਸ਼ਨ" ਸੰਤਸਿੰਘਸੇਖੋਂ, ਪਬਲੀਕੇਸ਼ਨਬਿਊਰੋ, ਪੰਜਾਬਯੂਨੀਵਰਸਿਟੀ, ਚੰਡੀਗੜ੍ਹ
(ਨਿਸ਼ਾਤਬਾਗ਼) ਇਕਾਂਗੀਨੂੰਛੱਡਕੇ)

40 ਘੰਟੇ

- ੳ) ਇਕਾਂਗੀਦਾਵਿਸ਼ਾਵਸਤੂਅਤੇਸਾਰ
- ਅ) ਇਕਾਂਗੀਦਾਕਲਾਪੱਖਅਤੇਪਾਤਰਚਿਤਰਣ
- ੲ) ਇਕਾਂਗੀਦੀ ਰੰਗਮੰਚੀ ਸਾਰਥਕਤਾ

ਯੂਨਿਟ ਦੂਜਾ: ਵਿਹਾਰਕਪੰਜਾਬੀ

20 ਘੰਟੇ

- ੳ) ਤਕਨੀਕੀਸ਼ਬਦਾਵਲੀਨਿਰਧਾਰਿਤ25ਸ਼ਬਦ
- ਅ) ਮੁਹਾਵਰੇ
- ੲ) ਚਿੱਠੀਪੱਤਰਵਪਾਰਕਤੇਦਫ਼ਤਰੀ
- ਸ) ਅਨੁਵਾਦ (ਅੰਗਰੇਜ਼ੀ ਤੋਂ ਪੰਜਾਬੀ)

ਨੋਟ: ਲਾਜ਼ਮੀਪੰਜਾਬੀਵਿਸ਼ੇਦੇਕ੍ਰੈਡਿਟ 2 ਹੋਣਗੇਅਤੇਪੇਪਰ 50 ਅੰਕਾਂਦਾਹੋਵੇਗਾ।

ਲਾਜ਼ਮੀਪੰਜਾਬੀਦਾਸਮਾਂ 4 ਘੰਟੇਹਫ਼ਤਾਹੋਵੇਗਾ, ਜਿਸ ਵਿੱਚ ਹਫ਼ਤੇ ਦੇ ਘੱਟੋ-ਘੱਟ ਛੇ ਪੀਰੀਅਡ (40 ਮਿੰਟ ਪ੍ਰਤੀ ਪੀਰੀਅਡ) ਹੋਣਗੇ।

ਨਿਰਧਾਰਤਪੁਸਤਕਾਂ

1. ਛੇਦਰਸ਼ਨ, ਸੰਤਸਿੰਘਸੇਖੋਂ, ਪਬਲੀਕੇਸ਼ਨਬਿਊਰੋ, ਪੰਜਾਬਯੂਨੀਵਰਸਿਟੀ, ਚੰਡੀਗੜ੍ਹ
2. ਮਨਜੀਤਪਾਲਕੌਰ, 'ਪੰਜਾਬੀਨਾਟਕਤੇਰੰਗਮੰਚਵਿਕਾਸਦੀਆਂਸਮੱਸਿਆਵਾਂ', ਗੁਰੂਨਾਨਕਦੇਵਯੂਨੀਵਰਸਿਟੀਅੰਮ੍ਰਿਤਸਰ 1991
3. ਡਾ. ਕੁਲਦੀਪਸਿੰਘਧੀਰ, 'ਨਾਟਕ, ਸਟੇਜਤੇਦਰਸ਼ਕ', ਪਬਲੀਕੇਸ਼ਨਬਿਊਰੋ, ਪੰਜਾਬੀਯੂਨੀਵਰਸਿਟੀਪਟਿਆਲਾ।
4. ਡਾ. ਸੁਰਜੀਤਸਿੰਘ, 'ਸਿਰਜਨਾਤਮਕਨਾਟਕਨਿਰਦੇਸ਼ਨ', ਪਬਲੀਕੇਸ਼ਨਬਿਊਰੋ, ਪੰਜਾਬੀਯੂਨੀਵਰਸਿਟੀਪਟਿਆਲਾ 1985

5. ਡਾ. ਸਤਨਾਮਸਿੰਘਸੰਧੂ, 'ਸਾਹਿਤਦੀਹੋਂਦਵਿਧੀ', ਹੈਰੀਟੇਜਪਬਲੀਕੇਸ਼ਨ, ਪਟਿਆਲਾ 1974
6. ਡਾ. ਕਿਰਪਾਲਕਜ਼ਾਕ, (ਸੰਪਾ) ਬਲਜੀਤਕੌਰਜੀਤੀ, 'ਰੰਗਮੰਚਚਿੰਤਨ', ਗ੍ਰੇਸੀਅਸਬੁਕਸਪਟਿਆਲਾ, 2013
7. ਹਰਕੀਰਤਸਿੰਘ, 'ਭਾਸ਼ਾਤੇਭਾਸ਼ਾਵਿਗਿਆਨ', ਬਾਹਰੀਪਬਲੀਕੇਸ਼ਨ, ਚੰਡੀਗੜ੍ਹ 1974
8. ਸ. ਸ. ਖਹਿਰਾ, ਪੰਜਾਬੀਭਾਸ਼ਾ : ਵਿਆਕਰਣਅਤੇਬਣਤਰ, ਪੰਜਾਬੀਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ
9. ਜੋਗਿੰਦਰਸਿੰਘਪੁਆਰਾਅਤੇਹੋਰ, ਪੰਜਾਬੀਭਾਸ਼ਾਦਾਵਿਆਕਰਨ, ਪੰਜਾਬੀਭਾਸ਼ਾਅਕਾਦਮੀ, ਜਲੰਧਰ 1997

ਪੇਪਰਸੈਟਰ/ ਅਧਿਆਪਕਲਈਹਦਾਇਤਾਂਅਤੇਪ੍ਰਸ਼ਨਪੱਤਰਦੀਰੂਪਰੇਖਾ

1. ਪ੍ਰਸ਼ਨਪੱਤਰਦੇਕੁਲ 50 ਅੰਕਹਨਜੇਕਿ ਦੇਕੈਡਿਟਦੇਬਰਾਬਰਹੈਅਤੇਕੋਰਸਦਾਨਿਰਧਾਰਿਤਸਮਾਂ 60 ਘੰਟੇਹੋਵੇਗਾ
2. ਲਿਖਤੀਪ੍ਰਸ਼ਨਪੱਤਰ 45 ਅੰਕਾਂਦਾਹੋਵੇਗਾ
3. ਇੰਟਰਨਲਅਸੈਸਮੈਂਟਦੇ 5 ਅੰਕਹੋਣਗੇ
4. ਪੇਪਰਦਾਸਮਾਂ 3 ਘੰਟਾਹੋਵੇਗਾ

ਯੂਨਿਟਅਤੇਅੰਕਾਂਦੀਵੰਡ

1. ਯੂਨਿਟਦੇਤਿੰਨਭਾਗਹੋਣਗੇਅਤੇਅੰਕ25ਹੋਣਗੇ

ੳ ਇਸਭਾਗਵਿੱਚੋਂ ਇਕਾਂਗੀਨਾਟਕਦੇਵਿਸ਼ੇ, ਸਾਰ, ਕਲਾਤਮਕਪੱਖ, ਪਾਤਰਚਿਤਰਣਅਤੇ ਰੰਗਮੰਚੀ ਸਾਰਥਕਤਾ ਨਾਲਸੰਬਧਿਤਤਿੰਨਪ੍ਰਸ਼ਨਪੁੱਛੇ ਜਾਣਗੇ। ਵਿਦਿਆਰਥੀ ਨੇ ਇਹਨਾਂ ਵਿੱਚੋਂ ਕਿਸੇ ਦੋਪ੍ਰਸ਼ਨਾਂ ਦਾ ਉੱਤਰ ਦੇਣਾ ਹੋਵੇਗਾ। ਇਸ ਪ੍ਰਸ਼ਨ ਦੇ $10 \times 2 = 20$ ਅੰਕਹੋਣਗੇ

ਅ ਇਸਭਾਗਵਿਚਇਕਾਂਗੀ ਅਤੇ ਇਕਾਂਗੀਕਾਰਾਂਸੰਬੰਧੀ ਦਸਲਘੁਸਵਾਲਪੁੱਛੇਜਾਣਗੇ, ਵਿਦਿਆਰਥੀ ਨੇ ਇਹਨਾਂ ਵਿੱਚੋਂ ਪੰਜ ਸੁਆਲ ਕਰਨੇ ਹੋਣਗੇ। ਇਸ ਭਾਗ ਦੇ $5 \times 1 = 5$ ਅੰਕ ਹੋਣਗੇ।

ਯੂਨਿਟਦੇਦੋਪੰਜਭਾਗਹੋਣਗੇਅਤੇਅੰਕ 20ਹੋਣਗੇ:

ੳ ਨਿਰਧਾਰਤਤਕਨੀਕੀਸ਼ਬਦਾਵਲੀਵਿੱਚੋਂਸੱਤਸ਼ਬਦਾਂਵਿੱਚੋਂਪੰਜਸ਼ਬਦਾਂਕਰਨੇਹੋਣਗੇ। ਇਸਦੇ $5 \times 1 = 5$ ਅੰਕਹੋਣਗੇ

ਅ ਸੱਤ ਮੁਹਾਵਰੇਪੁੱਛੇਜਾਣਗੇਵਿਦਿਆਰਥੀਆਂਨੇਕੋਈਪੰਜਦੀਵਾਕਾਂਵਿੱਚਵਰਤੋਂਕਰਨੀਹੋਵੇਗੀ। ਇਸਦੇ $5 \times 1 = 5$ ਅੰਕਹੋਣਗੇ

ੲ ਵਪਾਰਕਜਾਂਦਫ਼ਤਰੀ ਵਰਤੋਂਨਾਲਸੰਬਧਿਤਦੋਵਿੱਚੋਂਇੱਕਚਿੱਠੀ-ਪੱਤਰਲਿਖਣਲਈਕਿਹਾਜਾਵੇਗਾ। ਇਸਦੇ $5 \times 1 = 5$ ਅੰਕਹੋਣਗੇ

ਸ ਇੱਕਅੰਗਰੇਜ਼ੀਪੈਰ੍ਰੇਦਾਪੰਜਾਬੀਵਿੱਚਅਨੁਵਾਦਕਰਨਾਹੋਵੇਗਾ। ਇਸਦੇ $5 \times 1 = 5$ ਅੰਕਹੋਣਗੇ

ਮੁੱਢਲੀਪੰਜਾਬੀ (ਭਾਗਪਹਿਲਾ) ਲਈਪਰਿਭਾਸ਼ਕਸ਼ਬਦਾਵਲੀ

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|-------------------------|-------------|
| 1. Abatement | ਕਟੌਤੀ, ਕਮੀ |
| 2. Abstract | ਸੁਖਮ, ਅਮੁਰਤ |
| 3. Acceptance | ਸਵੀਕ੍ਰਿਤੀ |
| 4. Accommodation | ਨਿਰਬਾਹ |
| 5. Accountant | ਲੇਖਾਕਾਰ |
| 6. Accumulated earnings | ਸੰਚਿਤ ਕਮਾਈ |
| 7. Adaptation | ਅਨੁਕੂਲਣ |

8.	Residual	ਰਹਿੰਦ-ਖੂੰਹਦ, ਅਵਸ਼ੇਸ਼
9.	Psycho-analysis	ਮਨੋਵਿਸ਼ਲੇਸ਼ਣ
10.	Administrative expenses	ਪ੍ਰਸ਼ਾਸਨੀ ਖਰਚ
11.	Affidavit	ਹਲਫ਼ੀਆ ਬਿਆਨ
12.	Ambiguous	ਅਸਪਸ਼ਟ
13.	Chronological	ਕਾਲ-ਕ੍ਰਮਿਕ
14.	Analytical	ਵਿਸ਼ਲੇਸ਼ਣਾਤਮਕ
15.	Apparatus	ਉਪਕਰਣ, ਯੰਤਰ
16.	Province	ਪ੍ਰਦੇਸ਼, ਪ੍ਰਾਂਤ
17.	Autonomous	ਸਵਾਧੀਨ, ਖੁਦਮੁਖਤਿਆਰ
18.	Traditional	ਪਰੰਪਰਾਗਤ, ਰੂੜੀਗਤ
19.	Black marketing	ਚੋਰ-ਬਾਜ਼ਾਰੀ
20.	Body of doctrine	ਸਿਧਾਂਤਾਂ ਦਾ ਸੰਗ੍ਰਹਿ
21.	Boom	ਤੇਜ਼ੀ, ਗਰਮ ਬਾਜ਼ਾਰੀ
22.	Compensation	ਮੁਆਵਜ਼ਾ, ਹਾਨਪੂਰਤੀ
23.	Decentralization	ਵਿਕੇਂਦ੍ਰੀਕਰਨ
24.	Devaluation	ਅਵਮੁਲਣ
25.	Taxation	ਕਰ ਲਾਉਣਾ

HCP-COMPL-1A-101: HISTORY AND CULTURE OF PUNJAB UPTO C. 18THCENTURY C.E
(All Candidates other than B.A.)

Credit:2
Theory Exam: 45
Internal Assessment: 5
Level of Course: 100

Course Objective: The paper will equip the students with a basic understanding of the History and Culture of Punjab

Learning Outcome:

1. To familiarise the students with the history and culture of Punjab under Harappan and Vedic times.
2. To familiarise the students with devotional movements in ancient and medieval times.
3. To familiarise the students with the emergence of Sikhism.

Pedagogy of the Course

There will be direct teaching where the students will be referred to the primary works. There will be continuous evaluation of the students through assignments and semester tests. Towards the end of the session, there will be a written examination.

Instructions for the Paper Setter:

1. The duration of the examination shall be 3 hours with a maximum of 45 marks. There will be 5 questions overall. Question no.1 will be compulsory. There will be eight short questions. Students have to attempt any 5 in 25-30 words. Each question carried 1 mark. The students have to attempt any four essay-type questions, picking 2 out of each unit in about 700-1000 words. Each question carries 10 marks.
2. Internal Assessment will be divided into the following criteria:
Mid Semester Test: : 2marks
Assignment Report and Class presentation : 2 marks
Attendance : 1 mark

Note: For Private/Centre for Distant and Online Education students, who have not been assessed earlier for the internal assessment, the marks secured by them in the written paper will proportionally be increased in lieu of the internal examination.

UNIT I

Harappan Civilization: extent and town planning and socio-economic life; Life in Vedic Age: socio-economic and religious, Growth and impact of Jainism and Buddhism in Panjab; Bhakti movement: Main features; prominent saints and their contribution.

UNIT II

Evolution of Sikhism: teaching of Guru Nanak; Institutional Development- Manji, Masand, Sangat and Pangat; Transformation of Sikhism: Martyrdom of Guru Arjan; New Policy of Guru Hargobind, martyrdom of Guru Tegh Bahadur, Institution of Khalsa: New baptism; Significance

Suggested Readings:

Joshi, L.M. and Fauja Singh (eds), *History and Culture of the Punjab*, Vol. I, Punjabi University, Patiala, 1977.

Prakash, Buddha, *Glimpses of Ancient Punjab*, Punjabi University, Patiala, 1983.

Thapar, Romila, *The Penguin History of India: From the Origins to AD 1300*, Penguin Books, New Delhi, 2002.

Basham, A.L., *The Wonder That Was India: A Survey of the History and Culture of the Indian Sub-continent Before the Coming of the Muslims*. London: Picador, 2004 reprint.

Sharma, B.N., *Life in Northern India*, Munshi Ram Manohar Lal, Delhi, 1966.

Singh, Kirpal, *History and Culture of the Punjab*, Part II (Medieval Period), Publication Bureau, Punjabi University, Patiala, 1990 (3rd ed.).

Grewal, J.S., *The Sikhs of the Punjab: The New Cambridge History of India*, Orient Longman, Hyderabad, 1990.

Singh, Khushwant, *A History of the Sikhs*, Vol I: 1469-1839, Oxford University Press, Delhi, 1991.

Chopra, P.N., Puri, B.N., *Social, Cultural and Economic History of India*, Vol. II, Macmillan, Delhi, 1974.

Hussain, Yusuf, *Glimpse of Medieval Indian Culture*, Asia Publishing House, Bombay, 1973 (rep).

Note: The following categories of students shall be entitled to take the option of History & Culture of Punjab in lieu of Punjabi as a compulsory subject:

- A. The students who have not studied Punjabi up to class 10th.
- B. Ward of/and Defence Personnel and Central Govt. Employee/Employees who are transferrable on an All India basis.
- C. Foreigners