

BBA – 2nd Semester

1	CourseTitle	HUMAN RESOURCE MANAGEMENT
2	CourseCode	NBBA 201
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) 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 familiarize the students with the different aspects of managing human resource in the organization.
8	Course Outcomes	CO1. The students will be able to understand the role of HRM in organizational success. CO2. The students will be able to get knowledge and skills in HRM practices. CO3. The students will be able to analyze and solve HRM-related problems. CO4. The students will be able to understand challenges and future trends in HRM.
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	<p>Note : The question paper of each subject covering the entire course shall be divided into three sections:</p> <p>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.</p> <p>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.</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>
11	Course Content	<p style="text-align: center;">UNIT – I</p> <p>Human Resource Management: Introduction, Meaning, Definitions, Nature, Functions, Importance and Limitations of HRM. Contemporary Issues in HRM: HRM Challenges, HRM in the Digital Age, Future Trends in HRM</p> <p>Human Resource Planning: Introduction, Definitions, Features, Need, Objectives, Process, Types, and Benefits of HR Planning; Factors affecting HR Planning; Problems in HR planning and Suggestions for Making HR Planning Effective; Succession Planning</p> <p>Job Analysis and Job Design: Job Analysis – Introduction, Objectives, Benefits, Process, Techniques and Problems in Job Analysis. Job Design – Meaning, Objectives and Techniques of Job Design.</p> <p>Recruitment and Selection: Recruitment – Meaning and Definitions, Importance, Purpose, Process, Factors, Sources, Methods of Recruitment; Factors affecting Recruitment; Constraints, Challenges and Recent Trends in Recruitment. Selection – Meaning and Definitions, Selection Process and Methods.</p> <p style="text-align: center;">UNIT – II</p> <p>Training and Development: Training – Concepts, Importance; Identification of Training Needs; Types of Training; Designing and Evaluation of Training Programmes. Development – Concept of Development; Employee Development Programs; Difference between Training and Development.</p> <p>Performance Appraisal: Concept, Objectives, Methods of Performance Appraisal; Suggestions to make performance appraisal effective; Performance Improvement Techniques</p> <p>Internal Mobility and Transfers: Promotions – Definition, Purpose, and Basis of Promotion. Demotions – Meaning, Causes and Policy of Demotions. Transfer – Definitions, Purpose, Types and Policy of Transfer.</p>

		<p>Separations – Definitions and Forms of Separations</p> <p>Practical Work:</p> <ol style="list-style-type: none"> a. Preparation of Job Descriptions and Job specifications for a Job profile b. Choose any MNC and present your observations on training program c. Develop a format for performance appraisal of an employee. d. Analysis of components of pay structure based Financial and non-financial incentives.
12	Suggested Readings	<ul style="list-style-type: none"> • Dessler, Personnel Human Resource Management, Prentice Hall of India. • D A DeCenzo and S P Robbins, Personnel/ Human Resource Management, Prentice Hall of India. • Ian Beardwell and Len Holden, Human Resource Management, Macmillan. • Wendell French, The Personnel Management Process, Houghton Mifflin Co., Boston... • M S Saiyadain, Human Resource Management, TataMcGraw • VSP Rao, Human Resource Management, Excel Books.

1	Course Title	MACRO ECONOMICS
2	Course Code	NBBA 202
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. Students are required to have the knowledge of the developments in the subject up to 6 months before the examination.
7	Course Objectives	The course aims at providing the knowledge of basic concepts of the Macro Economics and understanding their application in decisions.
8	Course Outcomes	CO1. The students will be able to understand the basic principles of macroeconomics. CO2. The students will be able to get an understanding of the macroeconomic factors that influence economic growth, inflation, and unemployment. CO3. The students will get familiarized with the tools and policies used by governments and central banks to manage the economy. CO4. The students will be able to analyze the impact of macroeconomic variables on business operations.
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	<p>Note : The question paper of each subject covering the entire course shall be divided into three sections:</p> <p>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.</p> <p>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.</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>
11	Course Content	<p style="text-align: center;">UNIT – I</p> <p>Nature and Scope of Macro Economics, Limitations of Macro Economics National Income: Concepts, Methods of Measuring National Income, Problems Involved in its Measurement. Say’s Law of Market: Meaning and Implications. Classical Theory of Income Output and Employment Keynesian Theory of Employment, Aggregate Demand and Aggregate Supply function. Consumption Function: Meaning, Factors influencing Consumption Function, Average and Marginal Propensities to Consume, Propensity to Save, Psychological Law of Consumption and its Importance.</p> <p style="text-align: center;">UNIT – II</p> <p>Marginal Efficiency of Capital: Meaning, Determinants, Theory of Secular Stagnation. Investment: Meaning, Types, Factors Affecting Investment, Importance of Investment. Multiplier: Meaning, Working of Investment Multiplier, Leakages, Uses, Limitations and Applicability of Multiplier. Government Policies: Monetary Policy and Fiscal Policy. Inflation: Meaning, Types, Causes, Effects, Measures to control it.</p> <p>Practical Work: Understanding macroeconomics trends:</p> <ul style="list-style-type: none"> • Choose country or region and analyse its key macroeconomic indicators such as GDP, unemployment rate, inflation rate etc.

12	Suggested Readings	<ul style="list-style-type: none">• Dwivedi, D.N., Macro economics, McGraw Hill education.• Shapiro, E., Macro economics Analysis, McGraw Hill Education.• Thomas F. Dernburg, Macro economics.• Eugene Diulio, Macro economics, Tata McGraw Hills, Publishing Co. Ltd, New Delhi.• Dornbusch R, Fisher, S and Startz, R Macro Economics, Tata McGraw Hills Publishing Co. Ltd., New Delhi.• Ackley, G. Macro economics: Theory and Policy, Macmillan, New York• Baye, Jansen, Money Banking and Financial Markets: An Economic Approach, AITBS Publishers and Distributors New Delhi.• Dennis, Geoffrey EJ, Monetary Economics, Longman Ltd, London and New York.• Khan, M. Y., Indian Financial Systems, Tata McGraw Hill, New Delhi.
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1	CourseTitle	FINANCIAL STATEMENT ANALYSIS
2	CourseCode	NBBA 203
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 course aims to help students to prepare various financial statements of Joint stock Companies and application of various tools used for analysis of financial statements in decision making.
8	Course Outcomes	CO1.The students will be get understanding of financial statements and their components. CO2. The students will get familiarized with techniques for analyzing financial statements. CO3. The students will be able to interpret financial ratios and make informed decisions based on financial analysis. CO4. The students will be able to understand the practical skills in financial statement analysis through funds flow and cash flow statements.
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	<p>Note : The question paper of each subject covering the entire course shall be divided into three sections:</p> <p>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.</p> <p>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.</p> <p>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 total weightage being 30 marks.</p> <p>Important Note:In all numerical papers the paper setter is required to set numerical questions as follows:</p> <p>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 style="text-align: center;">UNIT – I</p> <p>Financial Statements -Nature, Importance and Types of Financial Statements; Preparation of Final Accounts of a Joint Stock Company (Statement of Profit and Loss, and Balance Sheet)</p> <p>Tools of Financial Statement Analysis - Trend Analysis, Common Size Financial Statements and Comparative Financial Statements</p> <p style="text-align: center;">UNIT – II</p> <p>Ratio Analysis - Introduction-Meaning and Definition of ratio, Meaning of Accounting ratio, and Ratio Analysis – Uses and Limitations –Classification and calculation of various ratios and their interpretation.</p> <p>Funds Flow Statement</p> <p>Cash Flow Statement</p> <p>Practical Work:</p> <ol style="list-style-type: none"> a. Understand the financial statement of any listed company and do financial statement analysis using comparative and common size methods. b. Calculate important ratios and interpret them in comparison to competitor and industry. c. Understand and interpret cash flow statement of selected company

12	Suggested Readings	<ul style="list-style-type: none">• R.L. Gupta and M. Radhaswamy – Advanced accounts – Sultan Chand.• Shukla Garewal and Gupta – Advanced accounts – S. Chand, New Delhi.• T. S. Reddy and A. Murthy – Corporate Accounting, Margham Publications, Chennai.• Anthony Robert, Reece, Principles of Management Accounting; Richard D. Irwin Inc. Illinois.• Khan M.Y. and Jain P.K., Management Accounting; Tata McGraw Hill, New Delhi.• Kaplan R.S. and Atkinson A.A., Advanced Management Accounting, Prentice India International, New Delhi.• Dr. S. N. Maheshwari: Principles of Management Accounting, Sultan Chand & Sons, New Delhi• I.M. Pandey: Management Accounting, Vikas Publication.
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Semester-II
BBA/ BBA (Honours)/ BBA (Honours with Research)
COMPULSORY PUNJABI
ਪੰਜਾਬੀ ਲਾਜ਼ਮੀ
ਪੰਜਾਬੀ ਕਹਾਣੀ ਅਤੇ ਵਿਹਾਰਕ ਪੰਜਾਬੀ
Punjabi Kahani Ate Viharak Punjabi
BBA-PUN (COMPL-02)-201

Semester-II

ਕ੍ਰੈਡਿਟ-2

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 Kahani Ate Viharak Punjabi BBA-PUN (COMPL-02)-201	2	3	1	0		

Credits: 2

L/T/P=3/1/0

Learning objective

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

Learning outcomes

- ਇਸ ਕੋਰਸ ਰਾਹੀਂ ਵਿਦਿਆਰਥੀ ਪੰਜਾਬੀ ਕਹਾਣੀ ਸਬੰਧੀ ਸਮਝ ਪੈਦਾ ਕਰਨ ਦੇ ਸਮਰੱਥ ਹੋ ਜਾਣਗੇ।
- ਇਸ ਅਧਿਐਨ ਰਾਹੀਂ ਪੰਜਾਬੀ ਵਿਆਕਰਣ ਦੀ ਵਰਤੋਂ ਸਬੰਧੀ ਜਾਣਕਾਰੀ ਹਾਸਿਲ ਹੋਵੇਗੀ।
- ਇਸ ਅਧਿਐਨ ਰਾਹੀਂ ਵਿਹਾਰਕ ਪੰਜਾਬੀ ਸਬੰਧੀ ਚਰਚਾ ਕਰਦੇ ਹੋਏ ਵਿਦਿਆਰਥੀ ਪੰਜਾਬੀ ਵਿਆਕਰਣ ਦੀਆਂ ਬਰੀਕੀਆਂ ਨੂੰ ਸਮਝਣ ਦੇ ਸਮਰੱਥ ਹੋਣਗੇ।
- ਇਸ ਪਰਚੇ ਦੇ ਅਧਿਐਨ ਰਾਹੀਂ ਵਿਦਿਆਰਥੀਆਂ ਵਿੱਚ ਅਨੁਵਾਦ ਦੀ ਸਮੱਸਿਆ ਨੂੰ ਹੱਲ ਕਰਨ ਦੀ ਸੁਝਾਅ ਪੈਦਾ ਹੋਵੇਗੀ।

BBA/ BBA (Honours)/ BBA (Honours with Research)
COMPULSORY PUNJABI
ਪੰਜਾਬੀ ਲਾਜ਼ਮੀ
ਪੰਜਾਬੀ ਕਹਾਣੀ ਅਤੇ ਵਿਹਾਰਕ ਪੰਜਾਬੀ

**Punjabi Kahani Ate Viharak Punjabi
BBA-PUN (COMPL-02)-201**

Semester:II
ਨਿਰਧਾਰਤ ਕੋਰਸ ਸਮਾਂ: 60 ਘੰਟੇ
L-100

ਕ੍ਰੈਡਿਟ ਦੇ
ਕੁੱਲ ਅੰਕ :50
ਲਿਖਤੀ ਅੰਕ: 45
ਇੰਟਰਨਲ ਅਸੈਸਮੈਂਟ:05

ਯੂਨਿਟ ਪਹਿਲਾ: ਪੁਸਤਕ : ਪੰਜਾਬੀ ਕਥਾਕਿਤਾਬ: ਪ੍ਰੋ. ਗੁਰਦਿਆਲ ਸਿੰਘ (ਸੰਪਾ), ਪਬਲੀਕੇਸ਼ਨ ਬਿਊਰੋ, ਪੰਜਾਬ ਯੂਨੀਵਰਸਿਟੀ, ਚੰਡੀਗੜ੍ਹ	40 ਘੰਟੇ
ਓ) ਕਹਾਣੀ ਦਾ ਵਿਸ਼ਾ ਅਤੇ ਸਾਰ ਅ) ਕਹਾਣੀ ਦਾ ਕਲਾਪ ਅਤੇ ਪਾਤਰ ਚਿਤਰਣ ਏ) ਕਹਾਣੀਕਾਰ ਦਾ ਜੀਵਨ ਅਤੇ ਸਾਹਿਤਕ ਯੋਗਦਾਨ	
ਯੂਨਿਟ ਦੂਜਾ: ਵਿਹਾਰਕ ਪੰਜਾਬੀ	20 ਘੰਟੇ
ਓ) ਤਕਨੀਕੀ ਸ਼ਬਦਾਵਲੀ ਨਿਰਧਾਰਿਤ 25 ਸ਼ਬਦ ਅ) ਅਖਾਣ ਏ) ਸੂਚਨਾ ਹਿੱਤ ਨੋਟਿਸ (ਵਪਾਰਤੋਕਾਰੋ ਬਾਰਨਾਲ ਸੰਬੰਧਿਤ) ਸ) ਅਨੁਵਾਦ (ਪੰਜਾਬੀ ਤੋਂ ਅੰਗਰੇਜ਼ੀ)	

ਨੋਟ: ਲਾਜ਼ਮੀ ਪੰਜਾਬੀ ਵਿਸ਼ੇ ਦੇ ਕ੍ਰੈਡਿਟ 2 ਹੋਣਗੇ ਅਤੇ ਪੇਪਰ 50 ਅੰਕਾਂ ਦਾ ਹੋਵੇਗਾ। ਲਾਜ਼ਮੀ ਪੰਜਾਬੀ ਦਾ ਸਮਾਂ 4 ਘੰਟੇ ਹਰ ਫਤਹੇ ਵੇਗਾ, ਜਿਸ ਵਿੱਚ ਹਰ ਫਤਹੇ ਦੇ ਘੰਟੇ-ਘੱਟ ਛੇ ਪੀਰੀਅਡ (40 ਮਿੰਟ ਪ੍ਰਤੀ ਪੀਰੀਅਡ) ਹੋਣਗੇ।

1. ਬਲਦੇਵ ਸਿੰਘ ਧਾਲੀਵਾਲ, ਪੰਜਾਬੀ ਕਹਾਣੀ ਸਮੀਖਿਆ : ਤੱਥ ਅਤੇ ਸੰਵਾਦ, ਮਨ ਪ੍ਰੀਤ ਪ੍ਰਕਾਸ਼ਨ, ਦਿੱਲੀ।
2. ਸੁਰਿੰਦਰ ਕੁਮਾਰ ਦਵੇਸ਼ਵਰ (ਸੰਪਾ.), ਕਥਾ ਪ੍ਰਵਾਹ, ਪਬਲੀਕੇਸ਼ਨ ਬਿਊਰੋ, ਪੰਜਾਬ ਯੂਨੀਵਰਸਿਟੀ, ਚੰਡੀਗੜ੍ਹ।
3. ਡਾ. ਪਰਮਿੰਦਰ ਸਿੰਘ, ਸਾਹਿਤ ਦੇ ਰੂਪ, ਲਾਹੌਰ ਬੁੱਕ ਸ਼ਾਪ, ਲੁਧਿਆਣਾ।
4. ਡਾ. ਰਤਨ ਸਿੰਘ ਜੱਗੀ, ਸਾਹਿਤ ਦੇ ਰੂਪ, ਪੰਜਾਬੀ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ।
5. ਸਵਿੰਦਰ ਸਿੰਘ ਉੱਪਲ, ਪੰਜਾਬੀ ਕਹਾਣੀ, ਪੰਜਾਬੀ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ।
6. ਰਜਨੀ ਸ਼ਬਹਾਦਰ ਸਿੰਘ, ਗਲਪ ਅਧਿਐਨ, ਚੇਤਨਾ ਪ੍ਰਕਾਸ਼ਨ, ਲੁਧਿਆਣਾ।
7. ਰਤਨ ਸਿੰਘ ਜੱਗੀ, ਖੋਜ ਪੱਤ੍ਰਿਕਾ (ਗਲਪ ਵਿਸ਼ੇਸ਼ ਅੰਕ) ਅੰਕ 19, ਪੰਜਾਬੀ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ।
8. ਗੁਰਬਖਸ਼ ਸਿੰਘ ਫਰੈਂਕ, ਨਿੱਕੀ ਕਹਾਣੀ ਅਤੇ ਪੰਜਾਬੀ ਨਿੱਕੀ ਕਹਾਣੀ, ਪੰਜਾਬੀ ਗਾਈਟਰਜ਼ ਕੋਆਪਰੇਟਿਵ ਸੁਸਾਇਟੀ ਲੁਧਿਆਣਾ।
9. ਜੋਗਿੰਦਰ ਸਿੰਘ ਨਹਿਰੂ, ਕਹਾਣੀ ਦੀ ਵਿਧਾ, ਲੋਕਗੀਤ ਪ੍ਰਕਾਸ਼ਨ, ਚੰਡੀਗੜ੍ਹ।
10. ਧਨਵੰਤ ਕੌਰ, ਪੰਜਾਬੀ ਕਹਾਣੀ : ਬਿਰਤਾਂਤ ਸ਼ਾਸਤਰੀ ਅਧਿਐਨ, ਆਰਸੀ ਪਬਲੀਕੇਸ਼ਨ, ਦਿੱਲੀ।
11. ਟੀ. ਆਰ. ਵਿਨੋਦ, ਪੰਜਾਬੀ ਕਹਾਣੀ ਅਧਿਐਨ, ਰਵੀ ਸਾਹਿਤ ਪ੍ਰਕਾਸ਼ਨ, ਅੰਮ੍ਰਿਤਸਰ।
12. ਬਲਦੇਵ ਸਿੰਘ ਧਾਲੀਵਾਲ, ਪੰਜਾਬੀ ਕਹਾਣੀ ਦਾ ਇਤਿਹਾਸ, ਪੰਜਾਬੀ ਅਕਾਦਮੀ, ਦਿੱਲੀ।
13. ਸ. ਸ. ਖਹਿਰਾ, ਪੰਜਾਬੀ ਭਾਸ਼ਾ : ਵਿਆਕਰਣ ਅਤੇ ਬਣਤਰ, ਪੰਜਾਬੀ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ।
14. ਜੋਗਿੰਦਰ ਸਿੰਘ ਪੁਆਰਾ ਅਤੇ ਹੋਰ, 'ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਦਾ ਵਿਆਕਰਨ', ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਅਕਾਦਮੀ, ਜਲੰਧਰ।

ਪੇਪਰਸੈਟਰ/ ਅਧਿਆਪਕ ਲਈ ਹਰ ਦਾਇਤਾ ਅਤੇ ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਦੀ ਰੂਪਰੇਖਾ

1. ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਦੇ ਕੁਲ 50 ਅੰਕ ਹਨ ਜੋ ਕਿ ਦੋ ਕ੍ਰੈਡਿਟ ਦੇ ਬਰਾਬਰ ਹੈ ਅਤੇ ਕੋਰਸ ਦਾ ਨਿਰਧਾਰਿਤ ਸਮਾਂ 60 ਘੰਟੇ ਹੋਵੇਗਾ।
2. ਲਿਖਤੀ ਪ੍ਰਸ਼ਨ ਪੱਤਰ 45 ਅੰਕਾਂ ਦਾ ਹੋਵੇਗਾ।
3. ਇੰਟਰਨਲ ਅਸੈਸਮੈਂਟ ਦੇ 5 ਅੰਕ ਹੋਣਗੇ।
4. ਪੇਪਰ ਦਾ ਸਮਾਂ 3 ਘੰਟਾ ਹੋਵੇਗਾ।

ਯੂਨਿਟ ਅਤੇ ਅੰਕਾਂ ਦੀ ਵੰਡ

ਪਹਿਲੇ ਯੂਨਿਟ ਦੇ ਦੋ ਭਾਗ ਹੋਣਗੇ ਅਤੇ ਅੰਕ 25 ਹੋਣਗੇ।

- (ੳ) ਯੂਨਿਟ ਇੱਕ ਵਿੱਚੋਂ ਤਿੰਨ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ, ਇਹਨਾਂ ਵਿੱਚੋਂ ਵਿਦਿਆਰਥੀ ਨੇ ਦੋ ਪ੍ਰਸ਼ਨ ਕਰਨੇ ਹੋਣਗੇ। ਇਸ ਭਾਗ ਦੇ $10 \times 2 = 20$ ਅੰਕ ਹੋਣਗੇ।
 (ਅ) ਇਸ ਭਾਗ ਵਿੱਚ ਕਹਾਣੀਆਂ ਅਤੇ ਕਹਾਣੀਕਾਰਾਂ ਸੰਬੰਧੀ ਦਸ ਲਘੂ ਸਵਾਲ ਪੁੱਛੇ ਜਾਣਗੇ, ਵਿਦਿਆਰਥੀ ਨੇ ਇਹਨਾਂ ਵਿੱਚੋਂ ਪੰਜ ਸੁਆਲ ਕਰਨੇ ਹੋਣਗੇ। ਇਸ ਭਾਗ ਦੇ $5 \times 1 = 5$ ਅੰਕ ਹੋਣਗੇ।

ਯੂਨਿਟ ਦੇ ਦੋ ਚਾਰ ਭਾਗ ਹੋਣਗੇ ਅਤੇ ਅੰਕ 20 ਹੋਣਗੇ

- ੳ ਨਿਰਧਾਰਿਤ ਤਕਨੀਕੀ ਸ਼ਬਦਾਵਲੀ ਵਿੱਚੋਂ ਸੱਤ ਸ਼ਬਦਾਂ ਵਿੱਚੋਂ ਪੰਜ ਸ਼ਬਦਾਂ ਕਰਨੇ ਹੋਣਗੇ ਇਸ ਦੇ ਪੰਜ ਅੰਕ ਹੋਣਗੇ। $5 \times 1 = 5$
 ਅ ਸੱਤ ਅਖਾਣ ਪੁੱਛੇ ਜਾਣਗੇ। ਵਿਦਿਆਰਥੀਆਂ ਨੇ ਕੋਈ ਪੰਜ ਦੀ ਵਾਕਾਂ ਵਿੱਚ ਵਰਤੋਂ ਕਰਨੀ ਹੋਵੇਗੀ। ਇਸ ਦੇ ਪੰਜ ਅੰਕ ਹੋਣਗੇ। $5 \times 1 = 5$
 ਏ ਕਾਰੋਬਾਰ ਨਾਲ ਸੰਬੰਧਿਤ ਦੋ ਵਿੱਚੋਂ ਇੱਕ ਸੂਚਨਾ ਹਿੱਤ ਨੋਟਿਸ ਦੇਣਾ ਹੋਵੇਗਾ। ਇਸ ਦੇ ਪੰਜ ਅੰਕ ਹੋਣਗੇ। $5 \times 1 = 5$
 ਸ ਇੱਕ ਪੈਰ੍ਹੇ ਪੰਜਾਬੀ ਤੋਂ ਅੰਗਰੇਜ਼ੀ ਵਿੱਚ ਅਨੁਵਾਦ ਕਰਨਾ ਹੋਵੇਗਾ। ਇਸ ਦੇ ਪੰਜ ਅੰਕ ਹੋਣਗੇ।

ਮੁੱਢਲੀ ਪੰਜਾਬੀ (ਭਾਗ ਪਹਿਲਾ) ਲਈ ਪਰਿਭਾਸ਼ਕ ਸ਼ਬਦਾਵਲੀ

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| 1. Dispute | ਝਗੜਾ, ਵਿਗ੍ਰਹ |
| 2. Distortion | ਵਿਰੂਪਣ |
| 3. Economy | ਅਰਥ ਵਿਵਸਥਾ, ਸੰਜਮ, ਆਰਥਿਕਤਾ, ਅਰਥ-ਪ੍ਰਣਾਲੀ |
| 4. Emigration | ਪਰਵਾਸ |
| 5. Employer | ਮਾਲਿਕ, ਨਿਯੋਜਕ, ਵਿਵਸਾਈ, ਰੁਜ਼ਗਾਰ-ਪ੍ਰਦਾਤਾ |
| 6. Entrepreneur | ਉੱਦਮੀ, ਪ੍ਰਾਕ੍ਰਮੀ |
| 7. Withdrawal | ਵਾਪਸ ਲੈਣਾ |
| 8. Habitat | ਵਾਸ |
| 9. Inefficient | ਅਕੁਸ਼ਲ |
| 10. Integrated | ਏਕੀਕ੍ਰਿਤ |
| 11. Intervention | ਦਖਲ-ਅੰਦਾਜ਼ੀ |
| 12. Investment | ਨਿਵੇਸ਼, ਵਿਨਿਯੋਗ |
| 13. Kinship | ਭਾਈਚਾਰਾ |
| 14. Maintenance | ਸੰਭਾਲ, ਭਰਣ |
| 15. Manipulation | ਜੋੜ-ਤੋੜ |

16.	Manure	ਖਾਦ, ਰੂੜੀ
17.	Paradox	ਵਿਰੋਧਾਭਾਸ
18.	Accountability	ਜ਼ਿੰਮੇਦਾਰੀ, ਜੁਆਬਦੇਹੀ
19.	Professional	ਵਿਵਸਾਇਕ
20.	Provident fund	ਪ੍ਰੋਵੀਡੈਂਟ ਫੰਡ, ਭਵਿੱਖ-ਨਿਧੀ
21.	Qualitative	ਗੁਣਾਤਮਕ
22.	Rearrangement	ਪੁਨਰ ਵਿਵਸਥਾ
23.	Redistribution	ਪੁਨਰਵੰਡ/ਵਿਭਾਜਨ
24.	Regulation	ਵਿਨਿਯਮਨ
25.	Remuneration	ਮਿਹਨਤਾਨਾ, ਸੇਵਾਫਲ

HCP-COMPL-2A-201: HISTORY AND CULTURE OF PUNJAB
(19th and 20th CENTURIES)
(All Candidates other than B.A.)

Credits: 2
Theory Exam: 45
Internal Assessment: 5
Level of Course: 100
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 of Punjab under the colonial regime
2. To familiarise the students with national movements in Punjab.

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

Introduction of Colonial Rule in Punjab: Annexation of Punjab; Board of Administration; Western Education: Growth of Education and rise of middle classes; Agrarian Development; Socio-Religious Reform Movements

UNIT II

Emergence Of Political Consciousness: Ghadar Movement; Jallianwala Bagh Massacre; Gurudwara Reform Movement; major Morchas; Activities of Babbar Akalis; HSRA and Bhagat Singh; Quit India Movement.

Suggested Readings:

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

Singh, Fauja(ed.), *History of the Punjab*, Vol.III, Punjabi University, Patiala 1972.

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

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

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