BBA – FTR – 2ND YEAR SYLLABUS

(AS PER NEP 2020)

Second Year

BBA (Foreign Trade)- Second Year

Course Type	Subject Name
Major-1	Subject Name Export Import Procedure & Documentation
Major-2	Export & Import Finance
Minor	Financial Accounting
Elective	Select any one from the elective subject list
Vocational	Select any one from the vocational subject list
Foundation-1	Hindi + English
Foundation-2	Startups & Entrepreneurship + Women Empowerment
Internship	Field Projects/internship/ Apprenticeship/ Community engagement and service

B.B.A.(Foreign Trade): Second Year

Course Type	Subject Code	Subject Name	Credit Hours	Cumulative Credit Hours
Major-1	MAJBFT-201	Export Import Procedure & Documentation	6	46
Major-2	MAJBFT-202	Export & Import Finance		
Minor	MINBFT-203	Financial Accounting	6	52
Elective	Code as per list		6	58
	attached	Select any one from the elective subject list	6	64
Vocational	Code as per list attached	Select any one from the vocational subject list	4	68
Foundation-1	FOUBFT-204	Hindi	2	70
	FOUBFT-205	English	2	70
Foundation-2	FOUBFT-206		2	72
	FOUBFT-207	Startups & Entrepreneurship	2	74
Internship		Women Empowerment	2	76
тетыпр	INTBFT -208	Field Projects/internship/ Apprenticeship/ Community engagement and service	4	80
		Total credits for II Year		80

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List of Elective subjects BBA (Foreign Trade)- Second Year (As per NEP-2020):

SN	Subject Code	Subject Name
1	ELCBBAFTR-003	Foreign Language (French)
2	ELCBBAFTR-004	Foreign Language (German)

List of Vocational Subjects BBA (Foreign Trade)- Second Year (As per NEP-2020):

SN	Subject Code	Subject Name
1	VOCBBAFTR-004	Merges, Acquisition, Corporate Regulation
2	VOCBBAFTR-005	International Business Negotiation
3	VOCBBAFTR-006	E-business & E-commerce

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MAJBFT-201 EXPORT IMPORT PROCEDURE & DOCUMENTATION

(Marks: 100, Internal-30, External-70)

Course Objective

The course aims at imparting thorough grounding to the students about the intricacies and complexities of the export & import procedural formalities and related documentary requirements for conducting export & import business smoothly.

Course Contents

Unit-1 **Foreign Trade Policy** – Historical review and current Foreign Trade Policy of the Govt. of India and its implications. Export –Import Licensing – Policy & Procedure, Incoterms.

Unit-2 **Government Authorities** – Department of Commerce, Export Promotion councils, Commodity Boards, ECGC, Trade fair Authority, FIEO, Exim Bank, etc. Other Committees & Agencies – RBI, Customs & Central Excise Department, Central Warehousing Corporation.

Unit-3 Customs & Central Excise - Customs & Central excise Procedures related to exports and Imports, Export Inspection council.

Unit-4 Significance of Export Documents-Type of documents, Trade documents, Regulatory documents.

Unit-5 **Export procedure** -Steps of Export procedure, banking procedure of Export Documents Bill of lading, Bill of Exchange, Certificate of Origin, Marine Insurance Policy, Letter of Credit, GR-1 Form, Schemes under Foreign Trade Policy.

Unit-6 Procedure involved in Export Inspection, regulation related to quality control and pre shipment inspection. Export contract, necessity and elements of an export contracts, Letter of Credit, Mechanism of L/C and its types, Methods of Payment in Foreign Trade

Unit-7 Marine Insurance Policy. Need of Marine insurance and clauses.

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Unit-8 Import Progedure and Import Documents, calculation of Import Duty.

9

Books

- 1. Export Import: Procedure and Documentation, Madhurima Lall (Dr.), Sultan Ahmad, Sultan Chand & Sons, 2021.
 - 2. Export-import Theory, Practices, and Procedures, Belay Seyoum, Routledge, 2021
 - 3. Handbook or Export Procedure, Ministry of Commerce, Govt. of India, 2022.
 - **4.** Export Marketing. Rathore, B.S. and Rathore, J.S., New Delhi, Himalaya PublishingHouse, 2021.
 - 5. How to Export, Jain, N.K. (2018), New Delhi, A Nabhi Publication.
 - 6. International Marketing Management Varshney & Bhattacharya, Sultan Chand & Sons, 2015.
 - Handbook of Research on Recent Perspectives on Management, International Trade, and Logistics, Güner Koç Aytekin, Çağlar Doğru, IGI Global, 2021.
 - **8.** Export and Import Documentation and Procedures, By J. Senthilvelmurugan, S. Mahalakshmi, MJP Publisher, 2019.

9. Export Import Management, By Justin Paul, Rajiv Aserkar, OUP India, 2013

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MAJBFT-202EXPORT-IMPORT FINANCE

(Marks: 100, Internal-30, External-70)

Course Objective

The course aims at imparting thorough knowledge about export-import finance along with crucial dimensions of financing procedures, documents and policies.

Unit 1- Introduction to EXIM Policy

Overview of current EXIM policy of India, Export Procedure and documentation, Import Procedure and Documentation,

Export and Import Finance: Meaning, Need and significance.

Unit 2- Incoterms

Meaning, relevance and significance of popular incoterms like- Ex-work, FOB, CIF, DDU, DDP etc.

Unit 3- Modes of Payments

Detailed description of – Advance Payment, Open Accounts, Documentary Bills, Documentary, Credit Under L/C. Consignment Basis.

Unit 4- Sources of Finance (Export)

Short-Term Sources and Medium and Long-Term Sources of Finance, Schemes and Procedures.

Unit 5- Pre-Post Shipment Finance

Define pre and post shipment finance, Need of pre-shipment finance, Strategic importance of pre-post shipment finance to exporters and importers,

Pre-shipment finance through: Commercial Banks, Exim Bank Scheme, Scheme for Sub-Suppliers, Scheme for Deemed Exporters, PCFC

Post Shipment Finance: Purchase of Export Bills. (ii) Goods Sent on Consignment. (iii) Undrawn Balance. (iv) Retention Money. (v) Claims of Duty Drawback, Negotiation of Exports Documents Draw Under L/C, Post Shipment Credit in Foreign Currency, External Commercial Borrowings.

Unit 6- Import Finance

Why import finance is crucial? Various authorities offering import finance, Eligibility criteria of import finance, documents required to obtained import finance, government exemptions for import finance.

Unit 7- Import Payments

Bills Received Under a Letter of Credit, Foreign Inward Bills for Collection, Import Trust Receipt, Deferred Payment Imports, Cash in Advance, Open Account.

Unit 8- Duration of Finance

Short term, medium term and long-term sources of import finance for Indian importers.

Unit 9- Finance by Government Agencies

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RBI, EXIM Bank Finance, Foreign Currency Loans, Foreign Borrowings.

Books:

- Financing Trade and International Supply Chains Commerce Across Borders, Finance Across Frontiers By Alexander R. Malaket · 2019.
- International Trade and International Finance Explorations of Contemporary Issues, Malabika Roy, Saikat Sinha Roy, Springer India, 2022.
- 3. Jeevnandam, C. (2018). Foreign Exchange and Risk Management. New Delhi, Sultan Chand and Sons.
- 4. Foreign Exchange & Risk Management, C. Jeevanandam, Sultan Chand & Sons, 2020
- Reporting & Compliances Under Indian Foreign Exchange Laws (FEMA & Allied Laws)
 Sudhir Kochhar Bloomsbury Publishing, 2021
- International Trade Finance Tarsem Bhogal, Arun Trivedi Springer International Publishing 2020
- Economics of the International Financial System Sukumar Nandi Taylor & Francis,
 2017
- 8. Taxmann's International Financial Management Prof. Madhu Vij Taxmann Publications Private Limited, 2021.

MINBFT-203: Financial Accounting

(Marks: 100, Iternal-30, External-70)

Course Objective

The objective of this course is to help student acquire the ability to record business transactions according to modern methods of accounting and use accounting data as an aid to decision making.

- Unit 1 Accounting, meaning, definition, objectives, scope, basic, terms, , branches of accounting, uses & limitations of Accounting, , Accountings uses, Accounting information, Accounting equations - Meaning of accounting equation, compensation of accounting, effects of transactions.
- Unit 2- Accounting Principles- International Accounting Standards, Accounting Standards in India accounting principles; Concepts & Conventions.
- Unit 3 Basic Accounting Procedure Journal, rules of debit & credit, method of journalizing, advantage, double entry system - its advantage, ledger, meaning, utility, posting entries.
- Unit 4-Practical system of book keeping Cashbook, types of cash book, Single column, double column, entries, Trial Balance, Objective, preparation, errors & rectification, Suspense Accounting meaning, utility & preparation.
- Unit 5 Statements Final Accounts Meaning, need & objectives, types Trading Account Meaning, need & preparation, Profit & loss Account - meaning, Need & preparation, Balance Sheet- Meaning, need & Preparation, Final Accounts with adjustment entry.
- Unit 6- Bank Reconciliation: Meaning, causes of differences, need & importance, preparation & presentation of BRS,
- Unit 7- Depreciation meaning, methods of charging depreciation, straight line, written down methods.

Books:

- 1. Taxmann's Basic Financial Accounting (2 Vols.) Bhushan Kumar Goyal, Taxmann Publications Private Limited
- 2.2021
- 3. Financial Accounting, Dr. S. K. Singh, SBPD Publications 2020
- 4. Fundamentals of Financial Accounting, Fred Phillips, Shana Clor-Proell, Robert Libby, Patricia A. Libby

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6. Practical Problems In Financial Accounting Dr. S. K. Singh, SBPD Publications, 2021

7. Management Accounting, Dr. B. K. Mehta, SBPD Publications, 2021

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ELCBBAFTR-003: Foreign Language (French)

(Marks: 100, Internal-30, External-70)

Course Objective:

This course is included in the curriculum with the objective that a student should have exposure to foreign languages as this will help them to interact easily and effectively in a foreign country to avoid communication barriers.

Course Contents

Unit-1 Vocabulary - Meaning of foreign terms and words. Equivalent English terminology.

Unit-2 Translation - Translation of English Communication in foreign language & vice-versa.

Unit-3 Written communication in foreign language – Student should be able to write communication in foreign language.

Unit-4 Verbal Communication – The student should develop ability to communicate verbally in foreign language.

Unit-5 Learning of Phonetics Sounds, Numbers, Days of the week, Months of the year, Professions, Sentence form translation Introduction of oneself in French, Small Para translation, Small Passage Writing, Unseen Passage.

Books

- Practice Makes Perfect: Complete French Grammar, Premium Fourth Edition, By Annie Heminway, McGraw-Hill Education, 2020.
- 2. French for dummies, dodi-katrin Schmidt, michelle M. Williams, 2018.

3. Complete French (Learn French with Teach Yourself) By Gaelle Graham, Hodder & Stoughton, 2020.

ELCBBAFTR-004: FOREIGN LANGUAGE (GERMAN)

(Marks: 100, Internal-30, External-70)

Course Objective

This course has been included in the curriculum with the clear objective that a student should have exposure to one or two foreign languages as this will help him interact easily and effectively in a foreign country and communication barriers may be lifted.

Course Contents

Unit-1 Vocabulary: Meaning of Foreign Terms and Words. Equivalent English Terminology.

Unit-2 Translation: Translation of English Communication in Foreign Language and Vice - Versa.

Unit-3 Written Communication in Foreign Language: Student should be able to write communication in Foreign Language.

Unit-4 Verbal Communication: The student should develop ability to communicate verbally in Foreign Language.

Books

- 1. Easy German Step-by-Step, Second Edition, By Ed Swick, McGraw-Hill Education · 2019.
- 2. Practice Makes Perfect: Complete German Grammar, Premium Second Edition, By Ed Swick, McGraw-Hill Education · 2018.

3. Practice Makes Perfect: Complete German All-in-One, McGraw-Hill Education, 2019.

VOCABBAFTR - 004: Mergers, Acquisition and Corporate Regulation

(Marks: 100, Internal-30, External-70)

Course Objective – The objective of the course is to give a feel to students about environment of foreign investment of corporate business, mergers, acquisition, industrial behavior of sick units in line with business trends.

Course Contents

Unit-1 Mergers and Acquisition Environment - Introduction to Mergers, Acquisitions, and Other Restructuring Activities and Corporate Takeover Market

Unit-2 The Mergers and Acquisitions Process - Planning, Developing Business and Acquisition Plans, Implementation: Search through Closing and Post-closing Integration

Unit-3 Merger and Acquisition Valuation and Modeling, Merger and Acquisition Cash Flow Valuation Basics, Relative Valuation Basics, Applying Financial Models in Mergers and Acquisitions.

Unit-4 Deal Structuring and Financing Strategies, Structuring the Deal: Payment Considerations, Structuring the Deal: Accounting Considerations and Financing the Deal

Unit-5 Private Equity - Private Equity and Leveraged Buyouts

Unit-6 The Legal and Regulatory Framework under corporate regulation.

Books:

- 1. The Complete Guide to Mergers and Acquisitions, Timothy J. Galpin, Mark Herndon, Wiley, 2014
- Mergers and Acquisitions from A to Z, Andrew J. Sherman, AMACOM, American Management Association, 2018
- An Insight Into Mergers and Acquisitions-A Growth Perspective, By Vinod Kumar, Priti Sharma, Palgrave Macmillan US 2019.
- Wealth Creation in the World's Largest Mergers and Acquisitions, Springer International Publishing, B. Rajesh Kumar, 2018

5. Corporate Acquisitions and Mergers in India, By Pradeep Kumar Jain, Wolters Kluwer, 2022

VOCBBAFTR-005 :International Business Negotiation

(Marks: 100, Internal-30, External-70)

Course Objective

In the ever increasing dynamics of International Business environment negotiations are central

aspect of business operations: the establishment of the terms under which a business transaction will

take place through Negotiation. Negotiation involves techniques, procedural steps, tactics and

strategies. The student must have an understanding of the role of authority, power and influence in

negotiation. International negotiation involves a further factor—the role of culture. Culture has an

impact on how negotiations are conducted and what behaviors are and are not acceptable and

effective.

Course Contents

Unit I - International economic institutions and agreements: World Bank, IMF, Types of regional

economic integration, Benefits and effects of regional economic integration, Free Trade Area, Customs

Union, Common Market, Economic Union, A study of SAARC, ASEAN, EU, NAFTA

Unit II - World Trade Organisation - History, Basic Principles, Organizational structure. Membership

and decision-making, MFN treatment. National treatment, Technical barriers to trade TRIPS, TRIMS,

Dispute settlement mechanism.

Unit III - International Negotiation in Theory and Practice Theory, processes, and practices of

negotiation. The Nature of Negotiation. Negotiation framework. Negotiation Ethics. Multilateral

Negotiations. Coalitions.

Unit IV - Negotiation strategies & tactics, Strategy: Distributive Bargaining and Integrative

Negotiation. Who Negotiates? New Players in the Old Game. Obstacles to Negotiation and Negotiation

Phases: Pre-negotiation and problem-solving, bargaining and post-agreement negotiations.

Mechanisms for Dealing with Difficult Issues, and for Dealing with Difficult Negotiators. Separating

Factual Differences/Disagreements from Emotional. Playing several games at the same time.

Combining Negotiations and litigation. Russian realities of negotiating procedure

Unit V - The Process of Negotiation, Negotiation analysis and planning. Negotiating in groups

Negotiation sub-processes, Perception, Cognition and Emotion, Drivers of Negotiation Process. Communication, Finding and using negotiation Power. Influence: Routes to Influence, Role of Receivers in Influence, Ethics in Negotiation

Unit VI - Public Speaking and Persuasion skills. Disputing Technique. Presenting Information. Using Visual Aid. Building Argument. Using Rhetorical Questions. Emphasizing and Highlighting Key Points. How to Control the Direction of the Discussion. How to Interrupt and Hold the Floor. Negotiating Games/Techniques.

Unit VII - Multi-Issue Negotiations & Multiparty Negotiations Relationships in Negotiation. Key Elements in Managing Negotiations within Relationships. Parties in Negotiation: Coalitions, The nature of Multi-party negotiation. Negotiation in the Age of Information and Technology. Third-Party Mediation and Negotiation: Types and Roles- The Role of Violence: Negotiation in the Midst of violence

Unit VIII- International Negotiation Environment & Culture International negotiation environment & international negotiator behavior, Negotiation with: Japanese. Chinese. Europeans. Americans. Indians, Managing negotiation complexity, International negotiation best practice Unit V Endgame: Closure and Planning for Implementation Planning for Implementation. Art of Closing. Changes and challenges ahead. Strategies to cope with changes and challenges.

Unit IX - Recent Development in international markets and trends in world trade, Globalization, Emerging global markets, FDI, ecological and social issues.

Books:

- International Business Negotiation, Principles and Practice, By Barry Maude, Bloomsbury Publishing · 2020.
- 2. Practical Business Negotiation, By William W. Baber, Chavi C-Y Fletcher-Chen, Taylor & Francis · 2020.
- 3. The Palgrave Handbook of Cross-Cultural Business Negotiation, Mohammad Ayub Khan, Noam Ebner, Springer International Publishing, 2018.
- 4. Successful International Negotiations A Practical Guide for Managing Transactions and Deals, Brian Terry, Florian Hummel, Jan Pieper, Marc Helmold, Tracy Dathe, Springer International Publishing, 2020.

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VOCBBAFTR-006 E- Business and E- commerce

(Marks: 100, Internal-30, External-70)

Course Objectives

The subject syllabus is designed with the objective of defining the nature and scope of e-business technologies. The course familiarizes students with the way e-business technologies can be applied within business and with parties associated with business.

Course Content

UNIT I

Meaning e-Commerce and e-Business, Types of E-Commerce transactions. E-Business Models. Difference between E-business and e-commerce.

UNIT II

E- payment system, Types of e- payment. Risk involved in e-payment. Examples of e payment methods. Token based e-payment methods. Secure electronic transactions.

UNIT III

Concept of Electronic Data Interchange (EDI), EDI Standards and Process of EDI. Using EDI over internet. Advantage of using EDI in business.

UNIT IV

The Impact of E-Business on Different Fields and Industries Foreign trade, retailing, employment.

UNIT V

Security threats – An overview – implementing E-commerce security – encryption – Decryption. Methods of cyber security in business.

UNIT VI

Computer networks- LAN, WAN, MAN, PAN. Generations of mobile technology. Virtual organizations, Portal and Vortals.

Books:

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1. Kalakota Ravi and A. B. Whinston: "Frontiers of Electronic Commerce".

- 2. Kulkarni, P., Jahirabadkar, S. and Chande, P. E-Business. Oxford University Press, New Delhi, 2020.
- 3. O'Brien, J. A., Marakas, G. M., and Behl, R. Management Information Systems. Tata McGraw Hill, New Delhi, 2020.
- 4. Rajaraman, V. Introduction to Information Technology. Prentice Hall of India, New Delhi, .2019.

5. Murthy CSV: "E. Commerce" Himalaya Publishing House Pvt. Ltd., 2018.

आधार पाठ्यक्रम प्रथम प्रश्नपत्र हिन्दी भाषा -

		(भाग–ए)परिचय		
	कार्यक्रम : यू.जी. लेवल डिप्लोमा	कक्षा : बी.ए./बी.कॉम./बी.एससी. /बी.एच.एससी./बी.सी.ए. द्वितीय वर्ष	वर्ष-2022	सत्र 2022-23
क्रं	विषय	आधार पाठयक्रम		
1	कोर्स कोड	X2-FCEA1T		
2	कोर्स का शीर्षक	भाषा और संस्कृति		
3	कोर्स का प्रकार	आधार पाठयक्रम		
4	कोर्स अपेक्षित	स्नातक प्रथम वर्ष उत्तीर्ण किसी भी विषय समूह से।		
5	कोर्स अधिगम उपलब्धि (लर्निग आउटकम) (CLO)	1.भारतीय ज्ञान पंम्परा से विद्यार्थियों को अवगत एवं लाभान्वित करना। 2.उत्कृष्ट साहित्यिक पाठों के अध्ययन से रुचि का विकास करना। 3. सांस्कृतिक चेतना और राष्ट्रीय भावना का विकास करना। 4. भाषा — ज्ञान । 5. सामान्य शब्दावली और विशेष शब्दावली के अध्ययन द्वारा भाषा एवं संस्कृति बोघ का विकास करना। 6. विशिष्ट शब्दावली (बीज शब्द / की वर्ड) से परिचित करवाते हुए बोघ के स्तर को विकसित करना।		
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7	कुल अंक	50 अंक		
8	उत्तीर्ण अंक	17 अंक		
9	समय	1 घंटा		1

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व्याख्यान की कुल संख्या : वर्ष में अधिकतम 15 घंटे

	(भाग—बी) कोर्स सामग्री	
इकाई	विषय	व्याख्यान घंटा
	1.समसामयिक सन्दर्भःश्रीमद्भगवद्गीता—कर्मयोग 2.सूर्यकान्त त्रिपाठी निराला : परिचय पाठ : जागो फिर एक बार (दो) (कविता) 3. अमरकान्त : परिचय पाठ : दोपहर का भोजन (कहानी) 4. महादेवी वर्मा : परिचय पाठ : गिल्लू (रेखाचित्र)	05
II	 हजारी प्रसाद द्विवेदी : परिचय पाठ : नाखून क्यों बढ़ते हैं (ललित निबन्ध) मध्य प्रदेश की लोककलाएँ (संकलित) मध्य प्रदेशकालोकसाहित्य (संकलित) 	05
III	1. मुहावरे और कहावतें (भाषा) 2. समास : परिभाषा और भेद (शब्द—रचना / व्याकरण) 3. बीज शब्द (Key Words / अवधारणा मूलक शब्द) उद्योग; सभ्यता; संस्कृति; शिक्षा; सूचना—समाज।	05
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सर्च करें :-		
सूर्यकान्त त्रिपाठी निराला	जागो फिर एक बार (कविता कोश)	
अमरकान्त	दोपहर का भोजन	
महादेवी वर्मा	गिल्लू (गद्य कोश)	
हजारी प्रसाद द्विवेदी	नाखून क्यों बढ़ते हैं (गद्य कोश)	91
उद्योग'		
सभ्यता		
संस्कृति		
शिक्षा		
सूचना-समाज		
मुहावरे और कहावतें	,	
समास परिभाषा और भेद		
(शब्द रचना / व्याकरण)		

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(भाग-सी)

अनुशंसित अध्ययन संसाधन

क्र	पाठ्चपुस्तकें, संदर्भ पुस्तकें, अन्य संसाधन
1	मध्यप्रदे । हिन्दी गृंथ अकादमी से प्रकारित गुप्तन्ते
2	स्यकान्त त्रिपाठी निराला : राग-विराग संपाटक हाँ गारिकाम गर्म रे
3	The state of the s
4	महादेवा वर्मा : मेरा परिवार लोक भारती प्रकाशन बलावाबाद जा में 1070
5	हिजारी असीद दिवंदी : कल्प लता निर्देश संग्रह गाउँकाच महाग्रह के
6	जा. पार्पुप पूर्व प्रसाद : अधिनिक हिन्दी त्याकरण और उन्ना भारती वास
7	
8	गेपाल भार्गव : मध्यप्रदेश कला एवं संस्कृति, कल्पज प्रकाशन, नईदिल्ली 2011
9	हिन्दी ज्ञान कोश
10	अनुशंसित डिजिटल प्लेटफॉर्म वेब लिंक
	1.www.wikipidiya.org
	2.www.egyankosh.ac.in
	3.www.youtube.com
	4.https://epgp.inflibnet.ac.in
	5.hindiwi.org
	6.Kavitakosh.org
	7.https://svayam.gov.in/

भा	ग द - अनुशंसित मूल्यांकन विधियां:	
अनुशंसित सतत मूल्यांकन विधियां: अधिकतम अंक: 50 विश्वविद्यालयीन परीक्षा (UE) अंक: 50		
आकलन : विश्वविद्यालयीन परीक्षा: समय -02.00 घंटे	कुल अंक 50 न्यूनतम अंक 17	

अध्यक्ष

आधार पाठचक्रम

केंद्रीय अध्ययन मण्डल भोपाल (म.प्र.)

		FC-H ENGL	· ·	
I	Program: UG Level	Class: II Year	Year: 2022-23	Session:2022-23 onwards
	Subjec	t: Foundation Co	urse (English)	
1	Course Code	X2-FCHB1T		BIT
2	Course Title	English Language and Foundation		
3	Course Type (Core Course/Elective/ Generic Elective/ Vocational	Foundation Course		
4	Pre-Requisite (if any)	To study this course, a student should have the basic knowledge of th English language. This course is designed for all the students of UG Second Year under the Foundation Course category.		
5	Course Learning Outcomes (CLO)	Through this course the students will be able to: 1. Strengthen their grammar and vocabulary 2. Acquire and develop LSRW (Listening, Speaking, Reading and Writing) skills 3. Learn to think creatively and critically After the completion of the course, students are expected to gain competency and proficiency in English language to perform at professional and personal level as well as to face competitive examinations at State and National level.		
6	Credit Value	2 Credits		
7	Total Marks	Max	Marks: 50	Min. Marks: 17

	PART B: Content of the Course		
	Total No. of Lectures: 15 hours		
Unit	Topics	Number of Lectures	
1	Text Interpretation Skills: 1.Daffodils – Wordsworth 2.Bangle Sellers – Sarojini Naidu 3.Patriotism Beyond Politics and Religion – A.P.J. Kalam 4. Letter to God – G.L. Swanteh (Translated by Donald Yates) 5. God Sees the Truth but Waits – Leo Tolstoy	10	
П	Comprehension Skills: Multiple choice questions based on unseen passages	3	
III	Language Skills: Use of idioms, phrases and punctuations, Mis-Spelt & Inappropriate Words and Cloze Test, Conjunctions, re-organizing jumbled sentences, Spotting the errors.	7	
	Writing Skills: Advertisement and Notice-writing, Letter Writing (Formal &	5	

Sargee lught Bey

V Vowel and consonant sounds, phonetic symbols Accent, Modulation and intonation		5
	Key Words: Daffodils, Wordsworth, Wandered, Bangles, Shining, Bridal, Politics, Religion, Patriotism, God, Letter, Lencho, Swanteh, Truth, Waits, Tolstoy	

PART C: Learning Resources

Textbooks, Reference Books, Other Resources

Suggested Readings and web materials:

- 1. Oxford English Language Reference. Compact Oxford Dictionary, Thesaurus and Word Power Guide. OUP.
- 2. Brush Up Your English by S T Imam. BharatiBhawan Publishers & Distributors, 2017
- 3. N. D. Turton and J.B. Heaton. Dictionary of Common Errors. Longman Ltd. 1998
- 4. SuzanaRoopa. A Practical Course in English Pronunciation. McGraw Hill Education India
- 5. Chris Lele. The Vocabulary Builder Workbook. Zephyros Press
- 6. S. P. Dhanvel. English and Soft Skills. Orient Black Swan, 2010.
- 7. Dr M. Farook. English for Communication, Emerald Publishers, 2015.
- 8. Dr Mathew Joseph. Fine-tune your English. Orient Black Swan, 2010.
- 9. E. Suresh Kumar, B Yadava Raju and C Muralikrishna. Skills in English. Orient Black Swan, 2013.
- 10. Bill Bryson. The Mother Tongue: English and How it Got it that Way. Harper Collins, 1990.

Web Sources:

www.englishclub.com https://nptel.ac.in

http://www.bbc.co.uk/learningenglish https://www.eslfast.com

https://www.myenglishpages.com

	Part D: Asse	essment and Evaluation (Theory)	
Max Marks: 50	Min. Marks: 17	University Exam (UE)	Total: 50
10)	University	Exam (U.E.). Time 2 .00 Hours	
E	xternal Assessment (UE)	Time: 2 Hours	
50 multiple choice / asked. Each questio	objective / true – false type n carries 1 mark	e questions to be	

(Dr. R.K.S. Sengar)

Principal

Govt. S.L.P. (PG) College, Morar

Sargett Ja

Gwalior (M.P.)

(Dr. A.S. Kushwah) Chairman BOS Jiwaji University, Gwalior (M.P.)

		Part A: Introd				
Program: Class: B. Sc./B. Com/B.A./B.I		A./B.H.Sc.	Year:	Sessions: 2022-2023		
		Subject: Entrepreneursl	ip Developn	ient	2022-2023	
1.,		Course code	The state of the s	CACIT		
2.	Course Title			Entrepreneurship Development		
3.	(Core/Electric/Generic/Elective/Vocational/			Foundation		
4.		Pre-requisite (if any)				
5.	Cou	rse learning outcomes (CLO)	busine unders	sics of entrepre ss managemen	es the students to neurship and smale. Students gain and w to establish and ess.	
	9		•	framework an entrepreneursh venture creation. Helps the understand the the planning p how to deve	students in e importance of rocess and learn clop, write and fective business	
6.		Credit Value			6 9	
7.		Total Marks	Ma	x Marks: 50	Min Marks:	

Shirth Att

Part B: Content of the course Total Lectures: 30 Hours

Topics

1. Introduction:

Entrepreneurship Development - Concept, types and Importance of entrepreneurs and significance of entrepreneurship in economic development, Startup process

- Need, Problems, Challenges and solutions- women entrepreneurship and rural entrepreneurship
- Report preparation: Profiling of entrepreneurs after visiting Small Scale Entrepreneurs

2. Sources of Business Ideas And Tests of Feasibility:

- Generation of startup ideas, Innovation vs Creativity
- Significance of writing the business plan/ project proposal; Contents of business plan/ project proposal/DPR (Detail Project Report)
- Project submission/ presentation and appraisal thereof by external agencies, such as financial

3. Regulatory Institutions and Schemes:

- Role of Regulatory Institutions;
- Micro, Small & Medium Enterprises,
- District Industries Centers
- Khadi and Village Industries Commission
- > National Small Industries Corporation
- > Small Industries Development Bank of India
- Commercial banks and various Self Employment Oriented grant and schemes;
- The concept, role and functions of self-help groups, business incubators, angel investors, venture capital and private equity fund in startup ideas.

Key Words: Entrepreneurship, Entrepreneurship Development, Startup, Women Entrepreneurship, Business Plan, Detail Project Report.

Part C: Learning resources

Text books, reference books and other resources

Suggested Readings:

- 1. Kuratko and Rao, Entrepreneurship: A South Asian Perspective, Cengage Learning.
- 2. Robert Hisrich, Michael Peters, Dean Shepherd, Entrepreneurship, McGraw-Hill Education
- 3. Desai, Vasant. Dynamics of Entrepreneurial Development and Management. Mumbai, Himalaya
- 4. Dollinger, Mare J. Entrepreneurship: Strategies and Resources. Illinois, Irwin.
- 5. Holt, David H. Entrepreneurship: New Venture Creation. Prentice-Hall of India, New Delhi.
- 6. Plsek, Paul E. Creativity, Innovation and Quality. (Eastern Economic Edition), New Delhi: Prentice-Hall of India. ISBN-81-203-1690-8.
- 7. Singh, Nagendra P. Emerging Trends in Entrepreneurship Development. New Delhi: ASEED.
- 8. SS Khanka, Entrepreneurial Development, S. Chand & Co, Delhi.
- 9. K Ramachandran, Entrepreneurship Development, McGraw-Hill Education

Online or web resources:

https://www.kviconline.gov.in/

https://msme.gov.in/

http://www.slbcmadhyapradesh.in/frontmarquee/571e2722-f3ec-4b82-8591-5b4721dff44e-AtmaNirbhar%20Bharat%20Full%20Presentation_compressed.pdf

T, Rama Devi (2017) retrieved fromhttps://www.worldwidejournals.com/global-journal-forresearch-analysis-GJRA/special_issues_pdf/September_2017_1507115725_62.pdf

Part D: Assessment / Evaluation

Maximum marks: 50 University Exam: 50

		खण्ड-	-अ		
	प्रोवाम : कक्षा- बी.एस.सी./बी.कॉम./ बी.एच.एस.सी. द्वितीय व		/बी.ए./ वर्ष	वर्ष डिनीय	सत्र 2022-23
		विषय : उद्यक्ति	ता विकास	1000	
1	विषय क्रमार	þ		2-FCA	C1T
2	पाठ्यक्रम क	ा विषय		उद्यमि	ता विकास
3	पाठ्यक्रम क (कोर/इलेक्ट्रि	ा प्रकार क/जेनेरिक/इलेक्टिव/वोकेशनल		3	माधार
4	पूर्व आवश्यव	न्ता (यदि कोई हो)			
5	पाठ्यक्रम सी	खने के परिणाम	से परिचल् व्यवसाय प्रबंध कर है • उद्यमिता ज्ञान के उद्यम व • छात्रों व के साथ एवं सीर करना, की प्रभ	साय म प्र य कराता को स्थापि ने की स निर्माण ठी स्थापन ठी स्थापन ठी इसकी इसकी जने की नये उद्यम्	त्रों को उद्यमिता एवं गबंध के मूल आधार है। छात्र एक लघु पेत करने एवं उसका मझ का लाभ उठाते तमझ का लाभ उठाते तमझ का लाभ उठाते तमझ को सहायता महत्व, योजना विधि प्रक्रिया को विकसित म को स्थापित करने ना को लिखना एवं ग करना।
	कुल अंक				0 9
		20	अधिकत्व ५००		न्यूनतम अंक : 17

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खण्ड-ब - पाठ्यक्रम की विषय वस्तु

कुल व्याख्यान - 30 घण्टे विषय

परिचय :

उद्यमिता विकास -

- संकल्पना, उद्यमियों के प्रकार और महत्व, आर्थिक विकास में उद्यमियों का योगदान,नये उद्यम स्थापना की प्रक्रिया।
- आवश्यकता, समस्या, चुनौतियां और समाधानः महिला उद्यमिता एवं ग्रामीण
- रिपोर्ट तैयार करना लघु उद्योगों का भ्रमण करने के पश्चात उसकी रिपोर्ट तैयार करना।

व्यवसाय विचारों के स्त्रोत और व्यवहार्यता का परीक्षण :

- नये उद्यम स्थापित करने का विचार, नवाचार बनाम रचनात्मकता
- व्यवसाय योजना लिखने का महत्व। परियोजना प्रस्तावः व्यापार योजना की सामग्री/परियोजना प्रस्ताव / डीपीआर, (विस्तृत परियोजना प्रतिवेदन)
- परियोजना जमा/प्रस्तुत करना एवं बाहरी एजेन्सियों द्वारा उनका मूल्यांकन जैसे
 वित्तीय और गैर वित्तीय संस्थान

नियामक संस्थाएं एवं योजनाएं :--

- नियामक संस्थाओं की भूमिका : सूक्ष्म लघु एवं मध्यम उद्योग जिला उद्योग केन्द्र खादी और ग्रामोद्योग आयोग राष्ट्रीय लघु उद्योग निगम भारतीय लघु उद्योग विकास बैंक वाणिन्यिक बैंक और विभिन्न स्वरोजगार उन्मुख और अनुदान योजनाएं
 - स्टार्टअप विचारों में स्वयं सहायता समूहों, व्यापार इन्क्यूवेंटरों, दुत निवेशकों, साहस और पूंजी और निजी इक्विटी फण्ड की अवधारणा, भूमिका एवं कार्य

महत्वपूर्ण शब्दः उद्यमिता, उद्यमिता विकास, स्टार्टअप, महिला उद्यमिता, व्यवसाय, योजना, विस्तृत /परियोजना प्रतिवेदन।

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पाठ्यक्रम की सामग्री

पाठ्य पुस्तक/ संदर्भ पुस्तक और अन्य संसाधन

Suggested Readings:

- 1. Kuratko and Rao, Entrepreneurship: A South Asian Perspective, Cengage Learning.
- 2. Robert Hisrich, Michael Peters, Dean Shepherd, Entrepreneurship, McGraw-Hill Education
- 3. Desai, Vasant. Dynamics of Entrepreneurial Development and Management. Mumbai, Himalaya
- 4. Dollinger, Mare J. Entrepreneurship: Strategies and Resources. Illinois, Irwin.
- 5. Holt, David H. Entrepreneurship: New Venture Creation. Prentice-Hall of India, New Delhi.
- 6. Plsek, Paul E. Creativity, Innovation and Quality. (Eastern Economic Edition), New Delhi: PrenticeHall
- 7. Singh, Nagendra P. Emerging Trends in Entrepreneurship Development. New Delhi: ASEED.
- 8. SS Khanka, Entrepreneurial Development, S. Chand & Co, Delhi.
- 9. K Ramachandran, Entrepreneurship Development, McGraw-Hill Education

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https://msme.gov.in/

http://www.slbcmadhyapradesh.in/frontmarquee/571e2722-f3ec-4b82-8591-5b4721dff44e

AtmaNirbhar%20Bharat%20Full%20Presentation_compressed.pdf

T, Rama Devi (2017) retrieved fromhttps://www.worldwidejournals.com/global-journal-for research-analysis-GJRA/special_issues_pdf/September_2017_1507115725__62.pdf

आंकलन / मूल्यांकन

Maximum marks: 50 University Exam: 50

		91	ाग अ - परि	रेचय		
	गर्यक्रम: डिप्लोमा ाठ्यक्रम	कक्षाः वी.ए. दवितीय वर्ष	वर्ष: 2	022	सत्र : 2022-2023	
		विषय:	महिला स	ाक्तिक	रण	
1	पाठ्यक्रम का कोड			in amountines		
2	। पाठ्यक्रम का शीर्षक	महिला सशक्ति	करण,			
",	पाठ्यक्रम का प्रकार : (कोर कोर्स)	आधार पाठ्यक्र	म, द्वितीर	प्रश्न-।	पञ	
4	पूर्वापेक्षा (Prerequisite) (यदि कोई हों)	स्नातक द्विती पाठ्यक्रम का			न विद्यार्थियों के लिए न-पत्र है!	आधार
5	पाठ्यक्रम अध्ययन की परिलब्धियां (कोर्स लर्निग आउटकम) (CLO)	1. भारत में महिला स 2. महिला र कानून एवं 3. महिला र एवं सशवि सकेंगे! इ की गौरव 4. महिला विद्यार्थि	त को समझ् महिला सः शक्तिकरप् संशक्तिकर वं नीतियों व शक्तिकरण में सके साथ गाथा से पा संशक्तिव यों को श	मने में र शक्तिक ग के वि ण से को समझ ण सम्ब प सहाय ही भार रेचित ह करण गसकीय	रण के इतिहास, अवध्य भिन्न आयामों को समा संबंधित संवैधानिक स सकेंगे। इन्धी विभिन्न मुद्दों, क अभिकरणों का ज्ञान त के शक्तिशाली महि हो सकेंगे।	ारणा और झ सकेंगे! प्रावधान, चुनौतियों प्राप्त कर ला नेतृत्व
6	क्रेडिट मान		सैदधांति	क - 2		
7	क्ल अंक	अधिकतम अंक			न उत्तीर्ण अंक : 17	
		भाग ब- पाठ्			3	
	,		30 घण्टे (प्रति स	प्ताह दो घंटे) L-T P :	1
-	TŜ	विषय				ट्याख्यान

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V	1 भारत में महिला गुला है ।	
	 भारत में महिला संशक्तिकरण का इतिहास : प्राचीन काल, मध्यकाल एवं आधुनिक काल! महिला संशक्तिकरण की अवधारणा : अर्थ, स्वरूप आवश्यकता एवं महत्व! महिला संशक्तिकरण के आयाम : सामाजिक, धार्मिक, आर्थिक, शैक्षणिक एवं राजनीतिक! 	10
	सार बिंदु : महिला सशक्तिकरण, सामाजिक, धार्मिक, आर्थिक, शैक्षणिक, राजनीतिक आयाम!	
I	महिला सशक्तिकरण : संवैधानिक प्रावधान एवं कानून! महिला सशक्तिकरण : नीति एवं योजनाएं (क) केंद्रीय स्तर (ख) राज्य स्तर (म.प्र. के विशेष संदर्भ में)	10
	सार बिंदु: संवैधानिक प्रावधान, कानून, केंद्रीय योजनाए, राज्य (म.प्र.) योजनाएं!	
	 महिला सशक्तिकरण : मुद्दे एव चुनीतिया! सहायक अभिकरण : गेर सरकारी संगठन, स्व सहायता समूह एवं पंचायती राज संस्थाएं! भारत का शक्तिशाली महिला नेतृत्व : अहिल्या बाई होलकर, रानी दुर्गावती, सावित्री बाई फुले, मैरीकॉम, सिंधुताई सकपाल, टेसी थॉमस, इंदिरा नूयी, गौरा देवी! 	10
	सार बिंदु - गैर सरकारी संगठन, स्व-सहायता समूह, पंचायती राज संस्थाएं, भारत का शक्तिशाली महिला नेतृत्व!	
		9

अन्शंसित प्रतकें / सहायक प्रतकें / अन्य पाठ्य संसाधन / पाठ्य सामग्री :

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- - 1. अंसारी, एम. ए., नारी तुम क्या.?, ज्योति प्रकाशन जयप्र, 2006
 - 2. अंजली, भारत में महिला अपराध, राधा पब्लिकेशन नई दिल्ली, 2005
 - 3. गोयल, संगीता और गोयल, स्नीता, भारतीय समाज में नारी, आर.जी.एस.ए. पहिलशर्स जयपुर, 2003
 - 4. कौर हरप्रीत, महिलाओं के विरुद्ध हिंसा एवं मदयपान, अमेजिंग पब्लिकेशन नई दिल्ली 2014
 - 5. कश्यप, आलोक, भारतीय समाज में नारी : दशा और दिशा, आर्य पब्लिकेशन नई दिल्ली, 2012
 - 6. नईम मुहम्मद, महिला सशक्तिकरण : च्नौतियां एवं समाधान, यूनिवर्सिटी पब्लिकेशन दिल्ली, 2014
 - 7. सिंह, निशांत, भारतीय महिलाएं एक सामाजिक अध्ययन, ओमेगा पब्लिकेशन, नई दिल्ली 2012
 - ४. सोती, वीरेंद्र,चंद्र, भारतीय संस्कृति में स्त्रियों की स्थिति, डी.के. प्रिंटवर्ल्ड लि. नई दिल्ली, 2009
 - 9. शाह, तृप्ति, (हिंदी) अन, सोनी, रामनरेश, स्त्री जीवन का संघर्ष: प्राचीन काल से अक्ति आंदोलन तक उन्निति विकास शिक्षण संगठन एवं सहियर (स्त्री संगठन)
 - 10. Samiuddin, Abida, and Khanam, R., Women Socio-Economic Empowerment, Global Vision Publishing House, Ansari Road New Delhi, 2013
 - 11. Tripathi, Madhusoodan, Women Rights in India, Omega Publications, Ansari Road New Delhi, 2011
 - 12. वर्मा, सांवलिया बिहार, महिला जाग्रति और सशक्तिकरण, अविष्कार पब्लिकशर्स, जयप्र 2005
 - 13. वर्मा, सांवलिया बिहारी, ग्रामीण महिला उत्थान,यूनिवर्सिटी पब्लिकेशन दिल्ली, 2011
 - 14. यादव, वीरेंद्र, सिंह, नई सहस्राब्दी का महिला सशक्तिकरण : अवधारणा, चिंतन एवं सरोकार ओमेगा पब्लिकेशन, अंसारी रोड नई दिल्ल, 2010

अन्शंसित समकक्ष ऑनलाइन पाठ्यक्रम:

https://nptel.ac.in/

https://swavam.gov.in/explorer

IGNOU & Other centrally/state operated Universities MOOC platforms such as "SWAYAM" in India and Abroad.

भाग द - अनुशंसित मूल्यांकन विधियां :

अन्शंसित सतत मूल्यांकन विधियां: अधिकतम अंक: 5

विश्वविदयालयीन परीक्षा (वस्त्निष्ठ) अंक : 50

भाकलन :	कुल वस्तुनिष्ठ प्रश्न : 50	50×1 = 50
वेश्वविदयालयीन परी		कल अंक : 50

कोई टिप्पणी/सुझाव:

	ogram : Diploma ourse	1733	Session: 2022-2023		
C	Juise	Year 2022 Subject : Women Empowerment			
1	Course Code	oubject . Woll	ich Linp	OVERNETIC	
	Topic of Course	Women Empowerment			
	Type of Course : (Core Course)	Foundation Course, Second Paper			
4	Prerequisites (If any)	This is a Compulsory Question Paper of the Foundation Course for all the students of the second year of Graduation.			
5	Course Learning Outcomes (CLO)	able to unde 1. Understar dimensions 2. Will be a provisions, empowerme 3. Get knowle agencies so this, you w glory story India. 4. Present stu provide em in gove	rstand the of wome able to laws arent. dge of vulpporting ill be about the ployment, ernment,	he following: history, concept and various en empowerment in India. understand the constitutional and policies related to women various issues, challenges and g women empowerment. With alle to get acquainted with the bowerful women leadership of ad to women empowerment will at opportunities to the students private and non- ganizations.	
6	Credit Value		Γheoreti	cal - 2	
7	Total Marks	Maximum Marks	s: Min	imum Passing Marks : 17	

Number of Total Lectures - Tutorial : 30 Hours (Per Week Two Hours) L-T P : 2-0-0

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unt	Subject	Number o
	 History of Women Empowerment in India Ancient Period, Medieval and Modern Period. Concept of Women Empowerment: Meaning, forms, Need and Importance. Dimensions of Women Empowerment: Social, Religious, Economic, Educational and Political. Key Words: Women Empowerment, Social, Religious, Economic, Educational and Political Dimensions. 	10
Ĭ	Women Empowerment: Constitutional Provisions and Laws Women Empowerment Policy and Schemes A. Central Level B. State Level (With Special Reference to Madhyapradesh), Key Words: Constitutional Provisions, Policy, Central Schemes, State Schemes.	10
	 Women Empowerment: Issues and Challenges. Supporting Agencies: NGOs, Self Help Groups and Panchayati Raj Institutions. Powerful Women Leadership of India: Ahilya Bai Holkar, Rani Durgavati, Savitri Bai Phule, Mary Kom, Sindhutai Sakpal, Tessy Thomas, Indira Nooyi, Gaura Devi. Key Words: NGOs, Self Help Groups, Panchayati Raj, Women Leadership. 	10

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Part C- Recommended Study Resources

Recommended Books / Accessories Books / Other Text Resources

- 1. अंसारी, एम. ए., नारी तुम क्या.?, ज्योति प्रकाशन जयपुर, 2006
- 2. अंजली, भारत में महिला अपराध, राधा पब्लिकेशन नई दिल्ली, 2005
- 3. गोयल, संगीता और गोयल, सुनीता, भारतीय समाज में नारी, आर.जी.एस.ए. पहिलशर्स जयपुर, 2003
- 4. कौर हरप्रीत, महिलाओं के विरुद्ध हिंसा एवं मद्यपान, अमेजिंग पब्लिकेशन नई दिल्ली 2014
- 5. कश्यप, आलोक, भारतीय समाज में नारी : दशा और दिशा, आर्य पब्लिकेशन नई दिल्ली, 2012
- 6. नईम मुहम्मद, महिला सशक्तिकरण : चुनौतियां एवं समाधान, यूनिवर्सिटी पब्लिकेशन दिल्ली, 2014
- 7. सिंह, निशांत, भारतीय महिलाएं एक सामाजिक अध्ययन, ओमेगा पब्लिकेशन, नई दिल्ली 2012
- 8. सोती, वीरेंद्र, चंद्र, भारतीय संस्कृति में स्त्रियों की स्थिति, डी.के. प्रिंटवर्ल्ड लि. नई दिल्ली, 2009
- 9. शाह, तृप्ति, (हिंदी) अन, सोनी, रामनरेश, स्त्री जीवन का संघर्ष : प्राचीन काल से भक्ति आंदोलन तक उन्नति विकास शिक्षण संगठन एवं सहियर (स्त्री संगठन)
- 10. Samiuddin, Abida, and Khanam, R., Women Socio-Economic Empowerment, Globa Vision Publishing House, Ansari Road New Delhi, 2013
- 11. Tripathi, Madhusoodan, Women Rights in India, Omega Publications, Ansari Road New Delhi, 2011
- 12. वर्मा, सांवलिया बिहार, महिला जाग्रति और सशक्तिकरण, अविष्कार पब्लिकशर्स, जयंपुर 2005
- 13. वर्मा, सांवलिया बिहारी, ग्रामीण महिला उत्थान,यूनिवर्सिटी पब्लिकेशन दिल्ली, 2011
- 14. यादव, वीरेंद्र, सिंह, नई सहस्राब्दी का महिला सशक्तिकरण : अवधारणा, चिंतन एवं सरोकार ओमेगा पब्लिकेशन, अंसारी रोड नई दिल्ल, 2010

Recommended Equivalent Online Courses:

Soft look

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ps://nptel.ac.in/ https://swayam.gov.in/explorer

IGNOU & Other centrally/state operated Universities.
MOOC platforms such as "SWAYAM" in India and Abroad.

Part D - Recommended Assessment Methods

Recommended Assessment Methods:

Maximum Marks: 50

UNIVERSITY EXAMINATION (OBJECTIVE) MARKS: 50

assessment:	Total Objective Type Questions: 50	50×1 = 50
University Exams:		Total Marks:
Time: 01 Hours		50

Any Comments/Suggestions:

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