



પરિપત્ર:

ભક્તકવિ નરસિંહ મહેતા યુનિવર્સિટીની કોમર્સ & મેનેજમેન્ટ વિદ્યાશાખાનાં અભ્યાસક્રમ ચલાવતી તમામ સંલગ્ન કોલેજોનાં આચાર્યશ્રીઓને સવિનય જણાવવાનું કે કોમર્સ & મેનેજમેન્ટ વિદ્યાશાખા હેઠળનો NEP-2020 અંતર્ગતનો એબીલીટી એન્હાંસમેન્ટ કોર્સનો સેમેસ્ટર- 3 નો અભ્યાસક્રમ આ સાથે સામેલ છે. આ બાસ્કેટમાં કોમર્સ & મેનેજમેન્ટનાં વિષયો આપવામાં આવેલ છે. તેમાંથી કોઈ પણ એક કોર્સ (પેપર) કોમર્સ & મેનેજમેન્ટ વિદ્યાશાખાનાં વિદ્યાર્થીઓએ પસંદ કરવાનું રહેશે.

માનનીય કુલપતિશ્રીની મંજૂરી અનુસાર સદર અભ્યાસક્રમ શૈક્ષણિક વર્ષ જુન, 2024 થી અમલવારી કરવાની રહે છે. કોમર્સ & મેનેજમેન્ટ વિદ્યાશાખાનાં અભ્યાસક્રમ ચલાવતી તમામ સંલગ્ન કોલેજો ધ્વારા તેની અમલવારી કરવા જણાવવામાં આવે છે.



(Signature)
૦૮/૦૨/૨૦૨૪

ખાસ ફરજ પરના અધિકારી
(એકેડેમિક)

ક્રમાંક/બીકેએનએમયુ/એકેડેમિક/૮૦૬/૨૦૨૪

ભક્તકવિ નરસિંહ મહેતા યુનિવર્સિટી,

સરકારી પોલીટેકનિક કેમ્પસ,

ભક્તકવિ નરસિંહ મહેતા યુનિવર્સિટી રોડ,

ખડીયા, જૂનાગઢ-૩૬૨૨૬૩

તા.૦૧/૦૭/૨૦૨૪

પ્રતિ,

- ભક્તકવિ નરસિંહ મહેતા યુનિવર્સિટી સંલગ્ન કોમર્સ & મેનેજમેન્ટ વિદ્યાશાખાનાં અભ્યાસક્રમો ચલાવતી તમામ કોલેજોના આચાર્યશ્રીઓ તરફ....

નકલ સાદર રવાના:-

- માન.કુલપતિશ્રી/કુલસચિવશ્રીનાં અંગત સચિવશ્રી.
- પરીક્ષા નિયામકશ્રી, ભક્તકવિ નરસિંહ મહેતા યુનિવર્સિટી, જૂનાગઢ

નકલ રવાના જાણ તથા યોગ્ય કાર્યવાહી અર્થે:

- સીસ્ટમ મેનેજરશ્રી, આઈ.ટી.સેલ વિભાગ (વેબસાઇટ ઉપર પ્રસિદ્ધ થવા અર્થે.)



**Bhakta Kavi Narsinh Mehta University
Junagadh**



**FACULTY OF COMMERCE & MANAGEMENT
SYLLABUS FOR
ABILITY ENHANCEMENT COURSE
BASKET FOR COMMERCE & MANAGEMENT
(HONOURS) PROGRAMME
(SEMESTER- III)
EFFECTIVE FROM JUNE, 2024**

INDEX

Sr.No	Topic	Page No.
1.	English Language-III	1
2.	Life Skills	4
3.	Business Communication	7
2.	संतवाणी परिचय (डोमर्स)	10
3.	हिन्दी अनुवाद लेखन	13
4.	Sanskrit Language (Sundarkand Pratham Sarga)	16

BHAKTA KAVI NARSINH MEHTA UNIVERSITY
Ability Enhancement Course (AEC)
Syllabus of English subject for Faculty of Commerce & Management as per NEP
Effective from June 2024
Subject: English for Commerce & Management Faculty
SEMESTER-3

Course Level	5.0		Internal Marks	25
Programme	Commerce & Management		External Marks	25
Semester	3		Practical Internal	-
Course Type	Ability Enhancement Skill-3		Practical External	-
Course Credit	02		Prac.Ext.Exam Time	-
Teaching Hours	30		Total	50
Course Code			Exam Duration	1 Hour
Course Title	English Language-III			

Course Objectives:

- To motivate the students towards reading and listening English texts for acquiring proficiency in English language.
- To enable the students in writing skills through teaching advanced vocabulary
- To make the students aware about the importance of grammar in language learning
- To let the students know about the success stories of inspirational figures of India

Course Learning Outcomes: After completion of the course:

- Students will acquire proficiency in English by practicing reading and listening English texts
- Students will improve their writing skills through learning vocabulary from the text.
- Students will learn the importance of grammar for producing error-free and meaningful communication in English
- Students will know about successful people and current issues of the society to relate with studies

Teaching Pedagogy:

Chalk & Talk, Translation Method, Direct/Indirect Method, Role-play, Group Discussion, Seminar, Case Study, Presentation, Communicative Approach, CALL, MALL, TALL

Course Contents

Sem	Unit No.	Syllabi	Teaching Hours
3	1	Text 1. Anand Mahindra 2. Digital India 3. A Speech by N.R. Narayana Murthy 4. Field Marhsal Sam Manekshaw	15
	2	Grammar & Composition • Tenses • Subject-verb Agreement • Types of Sentences • Translation (English to Mother Tongue) • Synonyms & Antonyms (Text Based)	15

Suggested Reading:

1. Anand Mahindra
 - a. <https://www.iloveindia.com/indian-heroes/anand-mahindra.html>
2. Field Marhsal Sam Manekshaw
3. <https://www.iloveindia.com/indian-heroes/field-marshal-sam-manekshaw.html>
4. Harts, Stephen & Nair, Arvind. *English in Practice 2*. Cambridge University Press: Delhi, 2017. (A Speech by N.R. Narayana Murthy)
5. Pinnacle. Macmillan Education: Noida, 2017. (Digital India)
6. Ramalingam, N. *Grammar for All*. Himalaya Publishing House: Mumbai, 2015.

INTERNAL EVALUATION SCHEME		
NO	Particulars	Marks
1	Mid Semester Exam(Mandatory)	13
2	Class Test	03
3	Open book exam/test	03
4	Open note exam/test	03
5	Self-test/ Online test	03
6	Essay/Article writing	03
7	Quizzes/Objective test	03
8	Class assignment	03
9	Home assignment	03
10	Reports Writing	03
11	Research/Dissertation	03

12	Case Studies	03
13	Viva/Oral exam	03
14	Group Discussion	03
15	Role Play	03
16	Paper presentation/Seminar	03
17	Language Lab work	03
18	Interview	03
19	Craft work	03
20	Co-curricular work	03
21	Field Assignment	03
22	Poster Presentation	03
23	Attendance	03
24	Project Work	03
	Total	25

Note: Sr.No.1 is mandatory. Select any Four from Sr.No.2 to 24. Each Contains three marks. Student should secure 09 Marks for passing in internal Exam.

Paper Style

Ques. No.	Particulars	Marks
1	(Text) (a) One line question-answer (4/6) (b) Short question-answer (2/3)	04 06
2	(Tenses) (a) Fill in the blanks with appropriate verb form with the verb given in the bracket- (03 marks) (Subject-verb agreement) (b) Do as directed (03 Marks) Types of Sentences (c) Identify sentence (04 Marks)	10
3	(a) Translate the sentences/paragraph (03 Marks) (b) Give synonyms/antonyms (02 Marks)	05
	Total Marks	25

BHAKTA KAVI NARSINH MEHTA UNIVERSITY
Ability Enhancement Course (AEC)
Syllabus of English subject for Faculty of Commerce & Management as per NEP
Effective from June 2024
Subject: English for Commerce & Management Faculty
SEMESTER-3

Course Level	5.0		Internal Marks	25
Programme	Commerce & Management		External Marks	25
Semester	3		Practical Internal	-
Course Type	Ability Enhancement Skill-3		Practical External	-
Course Credit	02		Prac.Ext.Exam Time	-
Teaching Hours	30		Total	50
Course Code			Exam Duration	1 Hour
Course Title	Life Skills			

Course Objectives: On successful completion of the course, the students will be able to:

1. Acquire career skills and to partake in and fully pursue a successful career path;
2. Prepare a good resume, prepare for interviews and group discussions.
3. Explore the desired career opportunities in the employment market in consideration of personal strengths, weakness, opportunities, and threats (SWOT).

Course Learning Outcomes: After completion of the course:

1. Prepare their résumé on an appropriate template without any grammatical and other errors, using proper syntax;
2. Participate in a simulated interview;
3. Actively participate in group discussions towards gainful employment;
4. Enlist the common errors generally made by candidates in an interview;
5. Identify career opportunities in consideration of potential and aspirations.

Teaching Pedagogy:

Chalk & Talk, Translation Method, Direct/Indirect Method, Role-play, Group Discussion, Seminar, Case Study, Presentation, Communicative Approach, CALL, MALL, TALL

Course Contents

Sem	Unit No.	Syllabi	Teaching Hours
3	1	RESUME SKILLS Introduction of resume and its importance, Difference between a CV, resume and biodata, Essential components of a good resume, Common errors while preparing a resume, Prepare a good resume considering all essential components.	12
	2	INTERVIEW SKILLS Preparation and Presentation Meaning and types of interviews (F2F, telephonic, video, etc.), Dress code, background research, do's and don'ts, Situation, task, action, and response (STAR concept) for facing an interview, Interview procedure (opening, listening skills, and closure), Important questions generally asked at a job interview (open and close-ended questions). Simulation & Common Errors: Observation of exemplary interviews, Comment critically on simulated interviews, Discuss the common errors that candidates generally make at an interview, Demonstrate an ideal interview.	12
	3	GROUP DISCUSSION SKILLS & CAREER OPPORTUNITIES Group Discussion Skills: Meaning and Methods of Group Discussion, Procedure of Group Discussion, Simulation & Common Errors in Group Discussion. Career Opportunities: Knowing yourself — Personal characteristics, Knowledge about the world of work, requirements of jobs, including self-employment, Sources 10 of career information, preparing for a career based on potential and availability of opportunities.	06

Suggested Reading:

1. SCERT. Life Skills Education-Guidebook for Teachers (SCERT)
2. Sengararvelu, G. (2011). Education in Emerging Indian Society, Neel Kamal Publication Pvt Ltd.
3. Shiv Khera, "You Can Win", Macmillan Books, New York.
4. Barun K. Mitra, "Personality Development & Soft Skills", Oxford Publishers, Third impression.
5. ICT Academy of Kerala, "Life Skills for Engineers", McGraw Hill Education (India) Private Ltd.
6. Kalyana, "Soft Skill for Managers"; First Edition; Wiley Publishing Ltd.

INTERNAL EVALUATION SCHEME		
NO	Particulars	Marks
1	Mid Semester Exam(Mandatory)	13
2	Class Test	03
3	Open book exam/test	03
4	Open note exam/test	03
5	Self-test/ Online test	03
6	Essay/Article writing	03
7	Quizzes/Objective test	03
8	Class assignment	03
9	Home assignment	03
10	Reports Writing	03
11	Research/Dissertation	03
12	Case Studies	03
13	Viva/Oral exam	03
14	Group Discussion	03
15	Role Play	03
16	Paper presentation/Seminar	03
17	Language Lab work	03
18	Interview	03
19	Craft work	03
20	Co-curricular work	03
21	Field Assignment	03
22	Poster Presentation	03
23	Attendance	03
24	Project Work	03
	Total	25

Note: Sr.No.1 is mandatory. Select any Four from Sr.No.2 to 24. Each Contains three marks. Student should secure 09 Marks for passing in internal Exam.

Paper Style:

Ques. No.	Particulars	Marks
1	Answer the following Question (From Unit: 1)	10
2	Answer the following Question (From Unit: 2)	10
3	Answer the following Question (From Unit: 3)	05
	Total Marks	25

BHAKTA KAVI NARSINH MEHTA UNIVERSITY
Ability Enhancement Course (AEC)
Syllabus of English subject for Faculty of Commerce & Management as per NEP
Effective from June 2024
Subject: English for Commerce & Management Faculty
SEMESTER-3

Course Level	5.0		Internal Marks	25
Programme	Commerce & Management		External Marks	25
Semester	3		Practical Internal	-
Course Type	Ability Enhancement Skill-3		Practical External	-
Course Credit	02		Prac.Ext.Exam Time	-
Teaching Hours	30		Total	50
Course Code			Exam Duration	1 Hour
Course Title	Business Communication			

Course Objectives:

- To enhance students' ability to communicate effectively in various contexts
- To develop a deeper understanding of the communication process to become a more mindful communicator
- To enrich students' professional communication effectiveness in writing
- To master the students in fundamentals of business writing for diverse communication needs

Course Learning Outcomes: After completion of the course:

- Students will enhance their ability in communication effectively at various contexts
- Students will develop deeper understanding of the process of communication to be a good communicator
- Students will enrich their professional communication
- Students will master over business writing

Teaching Pedagogy:

Chalk & Talk, Translation Method, Direct/Indirect Method, Role-play, Group Discussion, Seminar, Case Study, Presentation, Communicative Approach, CALL, MALL, TALL

Course Contents

Sem	Unit No.	Syllabi	Teaching Hours
3	1	Introduction to Communication • Communication: Meaning and Definition, Process • Communication as an Important Skill (Importance of communication skill) • Types: Verbal/ Non Verbal Communication • Verbal Communication (oral and written) • Non Verbal Communication (facial expression, posture, gesture, color, signs/symbols) • Levels of Communication: extrapersonal, intrapersonal, interpersonal, organizational, mass • The flow of Communication: Downward, Upward, Lateral/Horizontal, Diagonal/Cross-wise, Grapevine Communication	15
	2	Composition & Grammar • Business Reports: individual/committee • Notice, Agendas of Meeting and Minutes of Meeting • Public Relations Letters: letters of congratulations, letters of appreciation, letters of sympathy, letters of thanks, letters of seasonal greetings • Active Voice/Passive Voice/ Types of Sentences • Spelling Mistakes, Homophones/Homonyms	15

Suggested Reading:

1. Murphy, Raymond. Intermediate English Grammar: Reference and Practice for South Asian Students. Cambridge University Press: Delhi, 2016.
 2. Pal, Rajendra & Korlahalli, J.S. Essentials of Business Communication. Sultan Chand & Sons: New Delhi, 2007.
 3. Rai, Urmila and Rai, S.M. Managerial Communication. Himalaya Publishing House: New Delhi, 2015.
 4. Ramalingam, N. Grammar for All. Himalaya Publishing House: Mumbai, 2015.
- Raman, Meenakshi & Sharma Sangeeta. Technical Communication: Principles and Practices. Oxford University Press: New Delhi, 2008.

INTERNAL EVALUATION SCHEME		
NO	Particulars	Marks
1	Mid Semester Exam(Mandatory)	13
2	Class Test	03
3	Open book exam/test	03

4	Open note exam/test	03
5	Self-test/ Online test	03
6	Essay/Article writing	03
7	Quizzes/Objective test	03
8	Class assignment	03
9	Home assignment	03
10	Reports Writing	03
11	Research/Dissertation	03
12	Case Studies	03
13	Viva/Oral exam	03
14	Group Discussion	03
15	Role Play	03
16	Paper presentation/Seminar	03
17	Language Lab work	03
18	Interview	03
19	Craft work	03
20	Co-curricular work	03
21	Field Assignment	03
22	Poster Presentation	03
23	Attendance	03
24	Project Work	03
	Total	25

Note: Sr.No.1 is mandatory. Select any Four from Sr.No.2 to 24. Each Contains three marks. Student should secure 09 Marks for passing in internal Exam.

Paper Style

Ques. No.	Particulars	Marks
1	Answer the following questions (2/3) (from unit-1)	10
2	a. attempt report (1/2) b. notice/minutes of meeting OR letter	05 05
3	Do as directed (from grammar)	05
	Total Marks	25

BHAKTA KAVI NARSINH MEHTA UNIVERSITY
Ability Enhancement Course (AEC)
Syllabus of Gujarati subject for Faculty of Commerce & Management as per NEP
Effective from June 2024
Subject: Gujarati for Commerce & Management Faculty
SEMESTER-3

Course Level	5.0	Internal Marks	25
Programme	Commerce & Management	External Marks	25
Semester	3 (ત્રણ)	Practical Internal	
Course Type	AEC-3	Practical External	
Course Credit	4	Prac.Ext.Exam Time	
Teaching Hours	30	Total	50
Course Code		Exam Duration	1-00 Hrs.
Course Title	સંતવાણી પરિચય (કોમર્સ)		

COURSE OBJECTIVES:

- વિદ્યાર્થીઓ ગુજરાતી સંતવાણી સ્વરૂપથી પરિચિત થાય.
- મધ્યકાલીન ગુજરાતી સંતવાણી સ્વરૂપને જાણે.

COURSE LEARNING OUTCOMES:

- વિદ્યાર્થીઓ ગુજરાતી સંતવાણી સ્વરૂપથી પરિચિત થશે.

Teaching Pedagogy:

- ઇન્ટરેક્ટિવ ક્લાસરૂમ સત્ર, જૂથ ચર્ચા, પરિસંવાદ, પ્રદર્શન-સંબંધિત કાર્યો, ફિલ્ડવર્ક અથવા અન્ય કોઈપણ પદ્ધતિઓનો ઉપયોગ કરી શકાય છે. શિક્ષણ અને શીખવાની પ્રક્રિયાને અસરકારક અને રસપ્રદ બનાવવા માટે મલ્ટિમીડિયા ઉપકરણ અને અન્ય સંબંધિત સાધનો અને આધુનિક તકનીકનો ઉપયોગ કરવો જોઈએ.

COURSE CONTENTS

Sem	Unit No.	Title of the Unit and the Topics	Teaching Hours
3	1	સંતવાણી સ્વરૂપ પરિચય (લક્ષણો) મધ્યકાલીન સંતવાણી સર્જકો (નીચેના) સંક્ષિપ્ત પરિચય	15
	2	૧, તારો રે ભરોસો મુને ભારી- ત્રિકમ સાહેબ ૨, એવા દોરંગા ભેળા રે નવ બેસીએ –દાસી જીવણ ૩, વૈષણવ જન તો તેને રે કહીએ –નરસિંહ મહેતા ૪, મૂળ રે વિના કયા ઝાડવું – રવિ સાહેબ ૫, સદગુરુ તમે મારા તારણહાર – ડુંગરપુરી ૬, ગરવ કિયો સોઈ નર હાયો –કબીર ૭, મારી મમતા મટે નહીં એનું –હાજી મામદ	15

REFERENCE BOOKS

ક્રમ	ગ્રંથ	લેખક પ્રકાશક
૧	સંતવાણી : સત્વ અને સૌન્દર્ય	નાથાલાલ ગોહિલ
૨	સંતવાણી તત્વ અને તંત્ર	બળવંત જાની
૩	ભજન સ્વરૂપ	નાથાલાલ ગોહિલ
૪	ભજન મીમાંસા	નિરંજન રાજ્યગુરુ
૫	દલિત સંતધારા	સુનિલ જાદવ
૬	સત કેરી વાણી	સં.મકરંદ દવે
૭	ઉત્તર ગુજરાતનું સંતસાહિત્ય	રાજેશ મકવાણા
૮	રવિએ રમતાં દીઠો	નાથાલાલ ગોહિલ
૯	સંત પરંપરા વિમર્શ	રાજેન્દ્રસિંહ રાયજાદા
૧૦	ભજન રસ	મકરંદ દવે
૧૧	સોરઠી સંતવાણી	ઝવેરચંદ મેઘાણી

INTERNAL EVALUATION SCHEME		
NO	Particulars	Marks
1	Mid Semester Exam(Mandatory)	13
2	Class Test	03
3	Open book exam/test	03
4	Open note exam/test	03
5	Self-test/ Online test	03
6	Essay/Article writing	03
7	Quizzes/Objective test	03
8	Class assignment	03
9	Home assignment	03
10	Reports Writing	03
11	Research/Dissertation	03
12	Case Studies	03
13	Viva/Oral exam	03
14	Group Discussion	03
15	Role Play	03
16	Paper presentation/Seminar	03

17	Language Lab work	03
18	Interview	03
19	Craft work	03
20	Co-curricular work	03
21	Field Assignment	03
22	Poster Presentation	03
23	Attendance	03
24	Project Work	03
	Total	25

Note: Sr.No.1 is mandatory. Select any Four from Sr.No.2 to 24. Each Contains three marks. Student should secure 09 Marks for passing in internal Exam.

Paper Style

EXTERNAL ASSESSMENT BY UNIVERSITY		
Que. No.	Particulars	Marks
Que-1	(A) Essay Type Question. (From Unit One)	(10)
	OR	
	(B) Essay Type Question. (From Unit One)	(10)
Que-2	(A) Essay Type Question. (From Unit Two)	(10)
	OR	
	(B) Essay Type Question. (From Unit Two)	(10)
Que-3	Short Notes. (1/3) (From Any Unit)	(05)

BHAKTA KAVI NARSINH MEHTA UNIVERSITY**Ability Enhancement Course (AEC)****Syllabus of Hindi subject for Faculty of Commerce & Management as per NEP****Effective from June 2024****Subject: Hindi for Commerce & Management Faculty****SEMESTER-3**

विषय	हिन्दी
सत्र	०३
पाठ्यक्रम प्रकार	Ability Enhancement Course (AEC) - क्षमता वृद्धि पाठ्यक्रम – AEC
पाठ्यक्रम क्रमांक	०३
पाठ्यक्रम (पेपर) शीर्षक	हिन्दी अनुवाद लेखन
परीक्षा समयावधि	१:०० घण्टे

पाठ्यक्रम कक्षा	सत्र	पाठ्यक्रम प्रकार	पाठ्यक्रम क्रमांक	क्रेडिट (मूल्य)	आंतरिक अंक	बाह्य अंक	कुल अंक
स्नातक	०३	Ability Enhancement Course AEC - क्षमता वृद्धि पाठ्यक्रम	०३	०२	२५	२५	५०

पाठ्यक्रम उद्देश्य :

- छात्रों को अनुवाद कला से परिचित कराना ।
- छात्रों को हिन्दी के प्रारम्भिक अनुवादकों से परिचित कराना ।
- छात्रों को अनुवाद सम्बंधी विभिन्न अवधारणाओं की जानकारी देना ।
- छात्रों को देवनागरी लिपि से परिचित कराना ।

पाठ्य क्रम	पाठ्य ईकाई	पाठ्य-विषय	अंक
स्नातक	ईकाई-१	अनुवाद का अर्थ - परिभाषा – स्वरूप अनुवाद कला या विज्ञान ? अनुवाद के प्रकार	इनमें से तीन प्रश्न पूछे जाएँगे । प्रश्न × अंक ०२ × १० = २० (आलोचनात्मक) ०१ × ०५ = ०५ (टिप्पणी- २ में से १)
	ईकाई-२	अनुवाद के सिद्धांत अनुवादक के गुण अनुवाद की आवश्यकता	
		कुल अंक	२५

आंतरिक मूल्यांकन

क्रम	मूल्यांकन विषय	अंक
१	आंतरिक कसौटी	१३
२	क्लास कसौटी	०३
३	खुली किताब कसौटी	०३
४	खुली नोट कसौटी	०३
५	स्व-कसौटी/ऑनलाइन कसौटी	०३
६	निबंध/प्रपत्र लेखन	०३
७	प्रश्नोत्तरी/वस्तुनिष्ठ कसौटी	०३
८	क्लास असाईन्मेन्ट	०३
९	होम असाईन्मेन्ट	०३
१०	रपट लेखन	०३
११	सेशोधन/लघुशोध प्रबंध	०३
१२	केस अध्ययन	०३
१३	मौखिकी/मौखिक कसौटी	०३
१४	समूहचर्चा	०३
१५	रोल प्ले	०३
१६	प्रपत्र पठन/सेमिनार	०३
१७	भाषा प्रयोगशाला कार्य	०३
१८	साक्षात्कार	०३
१९	शिल्प कार्य	०३
२०	सह अभ्यासकीय कार्य	०३
२१	क्षेत्र असाईन्मेन्ट	०३
२२	पोस्टर प्रस्तुति	०३
२३	उपस्थिति	०३
२४	प्रोजेक्ट कार्य	०३
	कुल अंक	२५

नोट : क्रम संख्या १ अनिवार्य है। क्रम संख्या २ से २४ तक किन्हीं चार का चयन करें, प्रत्येक के तीन अंक निर्धारित है, छात्र को आंतरिक परीक्षा में उत्तीर्ण होने के लिए ०९ अंक प्राप्त करना अनिवार्य होगा।

प्रश्नपत्र का स्वरूप एवं अंक विभाजन

क्रम	प्रश्न का स्वरूप	समय	कुल प्रश्न	अंक	कुल अंक
१.	आलोचनात्मक प्रश्न	१.००	०२	१०	२०
२.	संक्षिप्त प्रश्न (टिप्पणी)		०१	०५	०५

नोट : ★ परीक्षार्थी के लिए प्रश्नपत्र का समय १.०० घण्टे का रहेगा।
★ परीक्षार्थी के लिए प्रश्नपत्र २५ अंक का रहेगा।

पाठ्य पुस्तक : अनुवाद प्रशिक्षण
प्राप्ति स्थान : केंद्रिय अनुवाद ब्यूरो,
राजभाषा विभाग, गृह मन्त्रालय, दिल्ली

संदर्भ ग्रंथ :

- अनुवाद विज्ञानसिद्धांत एवं प्रविधि : भोलानाथ तिवारी – भारतीय ग्रंथ निकेतन, नयी दिल्ली
- भाषा विज्ञान : सैद्धांतिक चिंतन : डॉ. श्री वास्तव
- मानक हिन्दी : स्वरूप और संरचना : डॉ. रामप्रकाश – राधाकृष्ण प्रकाशन, दिल्ली
- अनुवाद की व्यावहारिक समस्याएँ : भोलानाथ तिवारील ओमप्रकाश गावाल शब्दकार प्रकाशन, दिल्ली
- मानक हिन्दी व्याकरण : डॉ० पृथ्वीनाथ पाण्डेय –जयभारती प्रकाशन, इलाहाबाद
- अनुवाद विज्ञान : भोलानाथ तिवारी – भारतीय ग्रंथ निकेतन, नयी दिल्ली
- हिन्दी-भाषा : रूप-विकास : डॉ. सरनामसिंह शर्मा 'अरूण' – चिन्मय प्रकाशन, जयपुर
- हिन्दी शब्दों की विकास कथा : डॉ. देवेन्द्रकुमार जैन – नीलाम प्रकाशन, इलाहाबाद
- अनुवाद परम्परा और प्रयोग र गोपाल शर्मा जयभारती प्रकाशन, इलाहाबाद
- हिन्दी भाषा और देवनागरी लिपि : डॉ. देवेन्द्रप्रसाद सिंह –जयभारती प्रकाशन, इलाहाबाद
- भाषा विज्ञान एवं हिन्दी भाषा : रामछबीला त्रिपाठी – किताब महल, इलाहाबाद-१
- हिन्दी भाषा : संरचना के विविध आयाम : डॉ. राजमणि शर्मा, वाणी प्रकाशन, नयी दिल्ली
- अनुवाद विज्ञान की भूमिका : कृष्ण कुमार गोस्वामी ढ राधाकृष्ण प्रकाशन, दिल्ली

प्रश्नपत्र का प्रारूप

EXTERNAL ASSESSMENT BY UNIVERSITY		
Que. No.	Particulars	अंक
प्र.१	प्र.१	१०
	अथवा	
	प्र.१	
प्र.२	प्र.२	१०
	अथवा	
	प्र.२	
प्र.३	प्र.३ टिप्पणियाँ (१/२)	०५

BHAKTA KAVI NARSINH MEHTA UNIVERSITY
Ability Enhancement Course (AEC)
Syllabus of Sanskrit subject for Faculty of Commerce & Management as per NEP
Effective from June 2024
Subject: Sanskrit for Commerce & Management Faculty
SEMESTER-3

Course Level	5.0	Internal Marks	25
Programme	Commerce & Management	External Marks	25
Semester	3 (ત્રણ)	Practical Internal	
Course Type	AEC-3 (Language)	Practical External	
Course Credit	02	Prac.Ext.Exam Time	
Teaching Hours	30	Total	50
Course Code		Exam Duration	1-00 Hrs.
Course Title	SANSKRIT LANGUAGE (Sundarkand Pratham Sarga)		

Course Objectives:

- This course aims to get the students acquainted with the outline of Sanskrit aadikavya, including the text readings of the ‘ramayan’.
- General Introduction of Origin and Development Of Sanskrit Sambhashanam.To give the moral and ethical values through the interesting medium of stories.

Course Level Learning outcomes:

- Ability to embraces moral/ethical values in conducting his/her life.
- Capable of demonstrating the ability to identify ethical issues related to one’s work.
- Avoid unethical behavior.

COURSE CONTENTS		
Units	Unit Description	No. of Lectures
Unit 1	વાલ્મીકિનું જીવન, રામાયણનો પરિચય અને આદિ મહાકાવ્ય તરીકે, ઐતિહાસિક મહાકાવ્ય મૂલ્યાંકન	15
Unit 2	સુંદરકાંડ સર્ગ – ૧, રસલક્ષી ચર્યા (મૈનાક પ્રસંગ, સુરસા પ્રસંગ, સિંહિકા પ્રસંગ, સુંદરકાંડ શીર્ષક)	15
➤ અનુવાદ અને સંદર્ભ અપેક્ષિત નથી.		

Suggested Reading:

1. સુંદરકાંડ, સરસ્વતી પ્રકાશન અમદાવાદ
2. સુંદરકાંડ, પાર્શ્વ પ્રકાશન, અમદાવાદ
3. સંસ્કૃત સાહિત્યનો ઇતિહાસ, સરસ્વતી પ્રકાશન અમદાવાદ
4. રામાયણ (સમ્પૂર્ણ) - મહર્ષિ વેદવ્યાસ, ગીતા પ્રેસ, ગોરખપુર - ૧૯૧૨
5. [www / archiv.com](http://www.archiv.com)

INTERNAL EVALUATION SCHEME		
NO	Particulars	Marks
1	Mid Semester Exam (Mandatory)	13
2	Class Test	03
3	Open book exam/test	03
4	Open note exam/test	03
5	Self-test/ Online test	03
6	Essay/Article writing	03
7	Quizzes/Objective test	03
8	Class assignment	03
9	Home assignment	03
10	Reports Writing	03
11	Research/Dissertation	03
12	Case Studies	03
13	Viva/Oral exam	03
14	Group Discussion	03
15	Role Play	03
16	Paper presentation/Seminar	03
17	Language Lab work	03
18	Interview	03
19	Craft work	03
20	Co-curricular work	03
21	Field Assignment	03
22	Poster Presentation	03
23	Attendance	03
24	Project Work	03
	Total	25

Note: Sr.No.1 is mandatory. Select **any Four** from Sr.No.2 to 24. Each Contains three marks. Student should secure 09 Marks for passing in internal Exam.

Paper Style:

EXTERNAL ASSESSMENT BY UNIVERSITY		50 Marks
Que. No.	Particulars	Marks
Que-1	Essay Type Question. (From Unit 1)	(10)
	OR	
Que-1	Essay Type Question. (From Unit 1)	(10)
Que-2	Essay Type Question. (From Unit 2)	(10)
	OR	
Que-2	Essay Type Question. (From Unit 2)	(10)
Que-3	Short Notes. (all units) (2/1)	(05)