

BACHELOR OF ARTS (HONOURS) HINDI – FIRST SEMESTER

First Semester			
S. No.	Name of Subject	Credits	Total Marks
1	Foundation Course in Information Technology	4	100
2	English Communication Skills	4	100
3	Physical Geography & Disaster Management	4	100
4	Introduction to Sociology	4	100
5	हिंदी व्याकरण और सम्प्रेषण	4	100
6	हिन्दी कहानी	4	100
Total		24	

Subject Name: FOUNDATION COURSE IN INFORMATION TECHNOLOGY

- 1. Information Technology (IT) & Society:** Information, information processing & Information Technology. Evolution of IT. IT business and entrepreneurship, education, communication, entertainment, healthcare, agriculture, and its contribution to India's development. Government Initiatives: Particular initiatives – AADHAR, E-Panchayat, National Knowledge Network.
- 2. Information Handling:** Devices assisting IT with special focus on Computers and Mobiles. Components of computer: Hardware and Software. Connecting and Configuring External Devices – like Printer, scanner, projectors etc. Hardware Connectivity Options – Ports, Wi-Fi, Bluetooth etc.
- 3. Document Preparation & Presentation:** Document preparation and presentations using tables, pictures, graphs, animations, audio and video contents. Use of shortcut keys. Ways to make effective presentations. Use of references and citations. Document format and their conversion.
- 4. Internet, Security & Legal Aspects:** WWW, Basics of webpage, Social network sites. Effective Searching. Popular Online Applications - e-ticketing, e-payment. Email & internet Forums. Issues – virus, malware, spam, phishing, copyright, plagiarism, cybercrime; Protective measures: password, https; Cyber Laws – IT Act. Open source philosophy. Licensing and domain of open source technology. Open source software development. Commonly used open source technologies.
- 5. Library and Information Resource Centers:** E-Information Resources: Concept and types (e-books, e-journals, on-line databases: subscribed, free and open access databases). Institutional Repository: concepts, components. Library Systems – Introduction to library, Library and Information sciences (User and reference services, Current Awareness Service, Selective Dissemination of Information, Online Information Bulletin Board), Call Number (Class Number, Book Number, Location Number). Arrangement of Information Resources: Call Number (Class Number, Book Number, Location Number), On-line Public Access Catalogue (Data Fields and elements, search options, Reservation facilities). Bibliographic Standards for Citation – Modern Language Association Style, American Psychology Association style. Article Reference, Book Reference, Conference Reference, Web Resource Reference.

Subject Name: ENGLISH COMMUNICATION SKILLS

1. **Introduction:** Theory of Communication, Types and modes of Communication
2. **Language of Communication:** Verbal and Non-verbal (Spoken and Written) Personal, Social and Business Barriers and Strategies Intra-personal, Inter-personal and Group communication
3. **Speaking Skills:** Monologue Dialogue Group Discussion Effective Communication/ Mis-Communication Interview Public Speech
4. **Reading and Understanding:** Close Reading Comprehension Summary Paraphrasing Analysis and Interpretation Translation (from Indian language to English and vice-versa) Literary /Knowledge Texts.
5. **Writing Skills** Documenting Report Writing Making Notes Letter writing

Recommended Readings:

1. Fluency in English - Part II, Oxford University Press, 2006.
2. Business English, Pearson, 2008.
3. Language, Literature and Creativity, Orient Blackswan, 2013.
4. Language through Literature (forthcoming) ed. Dr. Gauri Mishra, Dr Ranjana Kaul, Dr Brati Biswas

Subject Name: PHYSICAL GEOGRAPHY & DISASTER MANAGEMENT**Physical Geography**

1. Physical Geography – Definition and Scope, Components of Earth System.
2. Atmosphere – Heat Balance, Global Circulation Pattern, Tropical Cyclones, Monsoon, Climatic Classification (Koppen).
3. Lithosphere – Internal Structure of Earth based on Seismic Evidence, Plate Tectonics and its Associated Features.
4. Fluvial Cycle of Erosion – Davis and Penck.
5. Hydrosphere – Hydrological Cycle, Ocean Bottom Relief Features, Tides and Currents.

Suggested Readings:

1. Conserva H. T., 2004: Illustrated Dictionary of Physical Geography, Author House, USA.
2. Gabler R. E., Petersen J. F. and Trapasso, L. M., 2007: Essentials of Physical Geography (8th Edition), Thompson, Brooks/Cole, USA.
3. Garrett N., 2000: Advanced Geography, Oxford University Press.
4. Goudie, A., 1984: The Nature of the Environment: An Advanced Physical Geography, Basil Blackwell Publishers, Oxford.
5. Hamblin, W. K., 1995: Earth's Dynamic System, Prentice Hall, N.J.
6. Husain M., 2002: Fundamentals of Physical Geography, Rawat Publications, Jaipur.
7. Monkhouse, F. J. 2009: Principles of Physical Geography, Platinum Publishers, Kolkata.
8. Strahler A. N. and Strahler A. H., 2008: Modern Physical Geography, John Wiley & Sons, New York.

Disaster Management

1. Disasters: Definition and Concepts: Hazards, Disasters; Risk and Vulnerability; Classification
2. Disasters in India: (a) Flood: Causes, Impact, Distribution and Mapping; Landslide: Causes, Impact, Distribution and Mapping; Drought: Causes, Impact, Distribution and Mapping

3. Disasters in India: (b) Earthquake and Tsunami: Causes, Impact, Distribution and Mapping; Cyclone: Causes, Impact, Distribution and Mapping.
4. Manmade disasters: Causes, Impact, Distribution and Mapping
5. Response and Mitigation to Disasters: Mitigation and Preparedness, NDMA and NIDM; Indigenous Knowledge and Community-Based Disaster Management; Do's and Don'ts During and Post Disasters

Suggested Books:

1. Government of India. (1997) Vulnerability Atlas of India. New Delhi, Building Materials & Technology Promotion Council, Ministry of Urban Development, Government of India.
2. Kapur, A. (2010) Vulnerable India: A Geographical Study of Disasters, Sage Publication, New Delhi.
3. Modh, S. (2010) Managing Natural Disaster: Hydrological, Marine and Geological Disasters, Macmillan, Delhi.
4. Singh, R.B. (2005) Risk Assessment and Vulnerability Analysis, IGNOU, New Delhi. Chapter 1, 2 and 3
5. Singh, R. B. (ed.), (2006) Natural Hazards and Disaster Management: Vulnerability and Mitigation, Rawat Publications, New Delhi.
6. Sinha, A. (2001). Disaster Management: Lessons Drawn and Strategies for Future, New United Press, New Delhi.
7. Stoltman, J.P. et al. (2004) International Perspectives on Natural Disasters, Kluwer Academic Publications. Dordrecht.
8. Singh Jagbir (2007) "Disaster Management Future Challenges and Opportunities", 2007. Publisher- I.K. International Pvt. Ltd. S-25, Green Park Extension, Uphaar Cinema Market, New Delhi, India.

Subject Name: INTRODUCTION TO SOCIOLOGY

1. Nature and Scope of Sociology
 - a. History of Sociology
 - b. Relationship of Sociology with other Social Sciences:
 - i. Anthropology
 - ii. Psychology
 - iii. History
2. Sociological Concepts
 - a. Status and Role
 - b. Groups
 - c. Culture
 - d. Socialization
 - e. Structure and Function
 - f. Social Control and Change

Suggested Readings:

1. Giddens, A., 2006 (5th ed.), Sociology, London: Oxford University Press, Chapter 1, pp. 2-29.
2. Relationship of Sociology with other Social Sciences: Anthropology, Psychology and History.
3. Beattie, J., 1951, Other Cultures, New York: The Free Press, Chapter 2, pp. 16-34.
4. Bierstedt, R., 1974, The Social Order, New York: McGraw Hill, Chapter 9, pp. 250-279.

Subject Name: हिंदी व्याकरण और सम्प्रेषण (HIN 1)

- इकाई १ : - भाषा की परिभाषा, अर्थ, महत्व एवं विशेषताएं
- व्याकरण की परिभाषा, महत्व, भाषा और व्याकरण का अन्तः संबंध, हिंदी व्याकरण:स्वर और व्यंजन
- भाषा के तत्व – शब्द, अर्थ, ध्वनि, वाक्य, शैली और रूप, वर्ण उच्चारण अवयव
- इकाई २ : - शब्द की परिभाषा, अर्थ एवं महत्व
- शब्दों के भेद – तत्सम, तद्भव, देशज, विदेशी
- वाक्य के भेद (संज्ञा, सर्वनाम, क्रिया, आदि) का सामान्य परिचय
- शब्द और पद में अंतर
- इकाई ३ : - व्याकरण व्यवहार : लिंग, वचन, करक
- संधि और समास
- मुहावरे एवं लोकोक्तियां, पर्यायवाची, समानार्थी शब्द
- विराम चिन्ह, उपसर्ग, प्रत्यय
- हिंदी वर्तनी और वाक्य विन्यास
- इकाई ४ : - भाषा सम्प्रेषण के चरण : श्रवण, अभिव्यक्ति, वचन तथा लेखन
- भावार्थ और व्याख्या, आशय लेखन, विविध प्रकार के पत्र लेखन, अनुवाद का अर्थ, परिभाषा, प्रकार एवं महत्व
- इकाई ५ : - संचार का अर्थ, परिभाषा, तत्व, प्रकार एवं महत्व
- संचार के माध्यम, तकनीक
- अध्ययन, वाचन एवं चर्चा : प्रक्रिया बोध
- साक्षात्कार, भाषण कला एवं रचनात्मक लेखन

सहायक ग्रन्थ –

१. भाषा विज्ञान – डॉ भोलानाथ तिवारी
२. भाषा विज्ञान – डॉ कर्ण सिंह
३. सम्प्रेषण परक व्याकरण : सिद्धांत और स्वरूप – सुरेश कुमार
४. हिंदी साहित्य का इतिहास – आचार्य रामचंद्र शुक्ल
५. हिंदी साहित्य का उद्भव और विकास – हजारी प्रसाद दिवेदी
६. जन माध्यम प्रौद्योगिकी और विचारधारा – जगदीश चतुर्वेदी
७. सम्पूर्ण पत्रकारिता – डॉ अर्जुन तिवारी
८. भाषा शिक्षण – रविंद्रनाथ श्रीवास्तव
९. प्रयोजन मूलक हिंदी – दंगल झाल्टे

Subject Name: हिंदी कहानी

इकाई-1

1. उसने कहा था - चंद्रधर शर्मा गुलेरी
2. पूस की रात - प्रेमचंद
3. छोटा जादूगर - प्रसाद

इकाई-2

4. पाजेब - जैनेन्द्र कुमार
5. तीसरी कसम - फणी वरनाथ रेणु
6. चीफ की दावत - भीश्म साहनी

इकाई-3

7. परिन्दे - निर्मल वर्मा
8. दोपहर का भोजन - अमरकांत
9. सिक्का बदल गया - कृष्णा सोबती

इकाई-4

10. जंगल जातकम् - का गीनाथ सिंह
11. वापसी - उषा प्रियंवदा
12. घुसपैठिये - ओमप्रकाश बाल्मीकि

सहायक ग्रंथ

- संकलित निबंध - नलिन विलोचन शर्मा
- 'एक दुनिया समानान्तर' - राजेन्द्र यादव
- 'कहानी : नई कहानी' नामवर सिंह
- नई कहानी की भूमिका - कमले वर
- हिंदी कहानी का इतिहास - गोपाल राय

- हिंदी कहानी : अंतरंग पहचान - रामदरश मिश्र
- हिंदी कहानी की रचना-प्रक्रिया - परमानंद श्रीवास्तव
- अपनी बात - भीष्म साहनी
- नई कहानी : संदर्भ और प्रकृति - देवीशंकर अवस्थी
- प्रेमचंद और उनका युग - रामविलास शर्मा
- साहित्य से संवाद - गोपेश्वर सिंह
- कुछ कहानियाँ : कुछ विचार - विश्वनाथ त्रिपाठी
- कथावीथी - हरिमोहन भार्मा और राजेन्द्र गौतम
- हिंदी कहानी का पहला दशक - संपा. भवदेव पाण्डेय
- हिंदी कहानी का विकास - मधुरेश
- हमसफरनामा - स्वयं प्रकाश
- समय और साहित्य - विजय मोहन सिंह
- हिंदी कहानी : प्रक्रिया और पाठ - सुरेंद्र चौधरी