

COMMON POOL OF ABILITY ENHANCEMENT (AEC) COURSES

(For all the Ability Enhancement Courses offered by Department of Punjabi in Semester III/IV)

ABILITY ENHANCEMENT COURSE (AEC-4)

PUNJABI BHASHA ATE MEDIA

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 BHASHA ATE MEDIA	2	2	0	0	Class 12 th pass in any subject	Studied Punjabi up to 8 th Standard or <i>Working knowledge of Punjabi language</i>

LEARNING OBJECTIVES:

- To impart knowledge of the Punjabi language and media.
- To educate the students in understanding Social and Political concerns of Punjabi society, as reflected in contemporary Punjabi media.
- To address the demands of Punjabi Print and Electronic media.
- To enable students to learn about practical aspects of electronic and print media.

LEARNING OUTCOMES:

- Students will demonstrate an understanding of terms, themes, strategies and issues of Punjabi media.
- They can express their understanding of the relationship between Punjabi print and electronic media.
- They will be able to write and upload their views on social media platforms.
- They will be able to get recognition at National and International level through

their Blogs and YouTube Channels.

Unit I ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਅਤੇ ਮੀਡੀਆ (Punjabi Bhasha ate Media) (8 Hrs.)

- ਭਾਸ਼ਾ ਅਤੇ ਮੀਡੀਆ: ਅੰਤਰ-ਸੰਵਾਦ
Bhasha ate Media: Antar-Sanvad
- ਪੰਜਾਬੀ ਮੀਡੀਆ: ਸੰਖੇਪ ਜਾਣ-ਪਛਾਣ
Punjabi Media: Sankhep Jaan-Pachhan
- ਪੰਜਾਬੀ ਮੀਡੀਆ ਦੇ ਰੂਪ (ਪ੍ਰਿੰਟ ਅਤੇ ਇਲੈਕਟ੍ਰੋਨਿਕ ਮੀਡੀਆ)
Punjabi Media de Roop (Print ate Electronic Media)

Unit II ਅਖਬਾਰ ਅਤੇ ਇਲੈਕਟ੍ਰੋਨਿਕ ਮੀਡੀਆ (Akhbar ate Electronic Media) (8 Hrs.)

- ਪੰਜਾਬੀ ਦੇ ਪ੍ਰਮੁੱਖ ਅਖਬਾਰਾਂ ਨਾਲ ਜਾਣ-ਪਛਾਣ
Punjabi de Parmukh Akhbaran naal Jaan-Pachhan
- ਪੰਜਾਬੀ ਦੇ ਪ੍ਰਮੁੱਖ ਚੈਨਲਾਂ ਨਾਲ ਜਾਣ-ਪਛਾਣ
Punjabi de Parmukh Channels naal Jaan-Pachhan
- ਪੰਜਾਬੀ ਦੀਆਂ ਸਾਹਿਤਕ ਅਤੇ ਸਭਿਆਚਾਰਕ ਵੈਬਸਾਈਟਸ ਨਾਲ ਜਾਣ-ਪਛਾਣ
Punjabi dian Sahitak ate Sabhiyacharak Websites naal Jaan-Pachhan

Unit III ਅਖਬਾਰ: ਵਿਹਾਰਕ ਪੱਖ (Akhbar: Viharak Pakh) (7 Hrs.)

- ਪ੍ਰੈਸ ਨੋਟ ਅਤੇ ਖ਼ਬਰ ਤਿਆਰ ਕਰਨਾ
Press Note ate Khabar Tiyaar Karna
- ਫੀਚਰ ਲੇਖਣ
Feature Lekhan
- ਸੰਪਾਦਕੀ ਖ਼ਤ
Sampadaki Khat

Unit IV ਇਲੈਕਟ੍ਰੋਨਿਕ ਮੀਡੀਆ: ਵਿਹਾਰਕ ਪੱਖ (Electronic Media: Viharak Pakh)

(7 Hrs.)

- ਪੰਜਾਬੀ ਸਾਹਿਤਕ/ਸਭਿਆਚਾਰਕ ਯੂ-ਟਿਊਬ ਚੈਨਲ ਦਾ ਰਿਵਿਊ
Punjabi Sahitak/Sabhiyacharak YouTube Channel da Review
- ਬਲਾਗ ਲੇਖਣ
Blog Lekhan
- ਇੰਟਰਵਿਊ ਕਰਨਾ
Interview Karna

ESSENTIAL READING:

- Bhajan Singh (Ed.) (1987), **Punjabi Patarkari Vichar Parvah**, Punjabi Academy, Delhi.
- Megha Singh (Dr.) (2019), **Punjabi Patarkari ate Pustak Reviewkari**, Saptrishi Publication, Chandigarh.
- Walia, Harjinder Singh and Parul Raizada (2014), **Patrarkar, Patrarkri ate Jan Sanchar**, Madan Publishing House, Patiala.

SUGGESTED READINGS:

- Bhullar, Gian, Harmeet Kaur (Dr.) (2015), **E-Lokdhara**, Unistar Books, Chandigarh.
- Gautam, Roop Chand (2003), **Electronic Media ke Sidhant**, Sh. Navraj Parkashan, Delhi.
- Kalia, Sanjiv (Dr.) (Ed.) (2012), **Cinema ate Samajik Tabdeeli**, Zohra Publication, Patiala.
- Rawail Singh (Dr.) (2017), **Media: Viharak Adhiyan**, Gracious, Patiala.
- Waraich, Amarjit Singh (2010), **Hun Tusi Khabran Suno**, Punjabi University, Patiala.
- Thapar, Prithvi Raj (Dr.) (2011), **Punjabi Media**, Manpreet Parkashan, Delhi.
- Thapar, Prithvi Raj (Dr.) (2012), **Sanchar, Takneek te Multimedia**, Manpreet Parkashan, Delhi.

***(Note: Teachers are free to recommend additional related standard source books, if required so.)**

Note: Examination scheme and mode shall be as prescribed by the Examination Branch, University of Delhi, from time to time.

ABILITY ENHANCEMENT COURSE (AEC-5)

PUNJABI BHASHA ATE COMPUTER

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 Bhasha ate Computer	2	2	0	0	Class 12 th pass in any subject	Studied Punjabi up to 8 th Standard or <i>Working knowledge of Punjabi language</i>

LEARNING OBJECTIVES:

- To enable students to learn about basic concepts of Computer and Punjabi Language.
- To provide knowledge about computer fundamentals, Punjabi Language and tools, applications, software and different models of Computational Linguistics.

LEARNING OUTCOMES:

- The students will understand how Computer can help in advancement of Punjabi Language.
- They will be able to understand the Typing system, Unicode System and Punjabi Fonts
- They will understand the concept of Computational Linguistics.

Unit I ਕੰਪਿਊਟਰ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ (Computer ate Punjabi Bhasha)

(8 Hrs.)

- ਕੰਪਿਊਟਰ: ਮੁਢਲੀ ਜਾਣ-ਪਛਾਣ
Computer: Mudhli Jaan-Pachhan
- ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਦਾ ਕੰਪਿਊਟਰੀਕਰਨ
Punjabi Bhasha da Computerikaran
- ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਦੇ ਸਾਫਟਵੇਅਰ ਨਾਲ ਜਾਣ-ਪਛਾਣ
Punjabi Bhasha de Software naal Jaan-Pachhan

Unit II ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਅਤੇ ਐੱਮ.ਐੱਸ ਆਫਿਸ (Punjabi Bhasha ate MS office) (8 Hrs.)

- ਐੱਮ.ਐੱਸ ਵਰਡ
MS Word
- ਪਾਵਰ ਪੁਆਇੰਟ ਪੇਸ਼ਕਾਰੀ
Power Point Peshkari
- ਐਕਸਲ ਸ਼ੀਟ
Excel Sheet

Unit III ਫੋਂਟ ਅਤੇ ਪੰਜਾਬੀ ਫੋਂਟ (Font ate Punjabi Fonts) (7 Hrs.)

- ਰਮਿੰਗਟਨ ਫੋਂਟ
Remington Fonts
- ਫੋਨੈਟਿਕ ਫੋਂਟ
Phonetic Fonts
- ਯੂਨੀਕੋਡ ਫੋਂਟ
Unicode Fonts

Unit IV ਕੰਪਿਊਟਰ ਅਤੇ ਪੰਜਾਬੀ ਦੇ ਸਾਫਟਵੇਅਰ (Computer and Punjabi de Software)

(7 Hrs.)

- ਅੱਖਰ
Akhar
- ਗੂਗਲ ਇਨਪੁੱਟ ਟੂਲਜ਼
Google Input Tools
- ਫੋਂਟ ਕਨਵਰਟਰ
Font Convertor

Essential Readings:

- Jalwanna, Amandeep Kaur, Raj, Harminder Singh. (2013), **Daftari Varton lai Computer Kiven Sikhiye**, Tarakbharti Parkashan, Barnala.
- Kamboj, C.P. (2010), **Computer ate Punjabi Bhasha**, Lokgeet Parakashan, Chandigarh.

Suggested Readings:

- Juneja, Jagmohan Singh (2008), **Computer: Muddhli Jankari ate Upyog**, Punjabi University, Patiala.
- Kamboj, C.P. (2010), **Cyber Sansar ate Punjabi Bhasha**, Lokgeet Parkashan, Chandigarh.
- Kamboj, C.P. (2012), **Computer Vigyan**, Punjabi University, Patiala.
- Pawan Kumar (2007), **Computer Jaan-Pachhaan**, Lokgeet Parkashan, Chandigarh.
- Rajiv Khanna (2007), **Computer Application**, New Age International Private Ltd, New Delhi.

Internet Resources:

www.akhariwp.com

*(Note: Teachers are free to recommend additional related standard source books, if required so.)

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ABILITY ENHANCEMENT COURSE-6 (AEC-6)**PUNJABI BHASHA ATE ANUVAD****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 Bhasha Ate Anuvad	2	2	0	0	Class 12 th pass in any subject	Studied Punjabi up to 8 th Standard or <i>Working knowledge of Punjabi language</i>

LEARNING OBJECTIVES:

- The purpose of this course is to enhance student's Language and translation skills.
- The study of this course will help the students to develop their skills in Punjabi Language and their translation aptitude.
- The course will provide them a broad perspective of translation and Punjabi Language.

LEARNING OUTCOMES:

- The students will be able to enhance their writing skills in Punjabi language through translation.
- They will be able to do translation from English/Hindi to Punjabi language.
- The students will be able to understand Translation through online resources and also technical terminology.

UNIT 1: ਭਾਸ਼ਾ ਅਤੇ ਅਨੁਵਾਦ: ਅੰਤਰ-ਸੰਵਾਦ (Bhasha ate Anuvad: Antar-Sanvad) (7 Hrs.)

- ਬਹੁ-ਭਾਸ਼ਾਈ ਅੰਤਰ-ਸੰਵਾਦ
Bahu-Bhashai Antar- Sanvad
- ਮਾਨਵੀ ਅਨੁਵਾਦ
Manvi Anuvad
- ਮਸ਼ੀਨੀ ਅਨੁਵਾਦ
Machini Anuvad

UNIT 2: ਅਨੁਵਾਦ ਅਭਿਆਸ (Anuvad Abhiyas) (7 Hrs.)

- ਅਨੁਵਾਦ ਬਾਰੇ ਸੰਖੇਪ ਜਾਣ-ਪਛਾਣ
Anuvad bare Sankhep Jaan-Pachhan
- ਹਿੰਦੀ/ਅੰਗਰੇਜ਼ੀ ਤੋਂ ਪੰਜਾਬੀ ਵਿਚ ਸ਼ਬਦਾਂ ਦਾ ਅਨੁਵਾਦ
Hindi/Angrezi ton Punjabi vich Shabadan da Anuvad
- ਹਿੰਦੀ/ਅੰਗਰੇਜ਼ੀ ਤੋਂ ਪੰਜਾਬੀ ਵਿਚ ਵਾਕਾਂ ਦਾ ਅਨੁਵਾਦ
Hindi/Angrezi ton Punjabi vich Vaakan da Anuvad

UNIT 3: ਰਚਨਾਤਮਕ ਅਨੁਵਾਦ (Rachnatamak Anuvad) (8 Hrs.)

- ਪੈਰਾ ਅਨੁਵਾਦ (ਹਿੰਦੀ/ਅੰਗਰੇਜ਼ੀ ਤੋਂ ਪੰਜਾਬੀ)
Para Anuvad (Hindi/Angrezi ton Punjabi)
- ਵਿਗਿਆਪਨ ਅਨੁਵਾਦ (ਹਿੰਦੀ/ਅੰਗਰੇਜ਼ੀ ਤੋਂ ਪੰਜਾਬੀ)
Vigyapan Anuvad (Hindi/Angrezi ton Punjabi)
- ਖ਼ਬਰ ਅਨੁਵਾਦ (ਹਿੰਦੀ/ਅੰਗਰੇਜ਼ੀ ਤੋਂ ਪੰਜਾਬੀ)
Khabar Anuvad (Hindi/Angrezi ton Punjabi)

UNIT 4: ਤਕਨੀਕੀ ਸ਼ਬਦਾਵਲੀ ਦਾ ਪੰਜਾਬੀ ਅਨੁਵਾਦ (Takniki Shabadvali da Punjabi Anuvad)

(8 Hrs.)

- ਦਫ਼ਤਰੀ ਸ਼ਬਦਾਵਲੀ ਦਾ ਪੰਜਾਬੀ ਅਨੁਵਾਦ
Dafatri Shabadavali da Punjabi Anuvad
- ਬੈਂਕ ਨਾਲ ਸੰਬੰਧਤ ਸ਼ਬਦਾਵਲੀ ਦਾ ਪੰਜਾਬੀ ਅਨੁਵਾਦ
Bank naal Sambandhat Shabadavali da Punjabi Anuvad
- ਰੇਲਵੇ ਨਾਲ ਸੰਬੰਧਤ ਸ਼ਬਦਾਵਲੀ ਦਾ ਪੰਜਾਬੀ ਅਨੁਵਾਦ
Railway naal Sambandhat Shabadavali da Punjabi Anuvad

ESSENTIAL READINGS:

- Jaspal Kaur (Dr.) (2013), **Anuvad te Maukhik Anuvad Kala**, Manpreet Parkashan, Delhi.
- **Lazmi Punjabi-11** (11vi Shreni Layi) (2016), Punjab School Sikkhia Board, Sahibzada Ajeet Singh Nagar.
- Reddy, Ra. Ramachandra (2020), **Anuvad de Siddhant: Samasiyavan ate Hal**, Tr. Ranju Bala, Sahitya Akedemi, Delhi.

SUGGESTED READINGS:

- Bholanath Tiwari (2018), **Anuvad Vigyan**, Kitabghar Prakashan, Delhi.
- Harkirat Singh, (1988), **Punjabi Baare**, Punjabi University, Patiala.
- Sushil Kumar (2003), **Anuvad da Samvaad**, Udaan Publication, Mansa.

***(Note: Teachers are free to recommend additional related standard resource books, if required so.)**

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