

**SCHEME OF EXAMINATION
&
SYLLABUS
of
UG Programme (Interdisciplinary)
B.A. (Journalism & Mass Communication)
(Scheme: D)**

**As per National Education Policy 2020
(Multiple Entry-Exit, Internships and Choice Based Credit System)
w.e.f. Academic Session: 2025-2026 in phased manner**



**Department of Media and Communication
Studies
Faculty of Humanities**

Chaudhary Bansi Lal University, Bhiwani

The syllabus of B.A. Journalism and Mass Communication has been approved in UGBOS meeting held on 24/08/2025

GENERAL INSTRUCTIONS FOR EXAMINERS / PAPER SETTERS / SUBJECT TEACHERS

EVALUATION AND EXAMINATION

- The students will be assessed through a system of Continuous Comprehensive Assessment (CCA).
- Evaluation will be done by Internal assessment (broadly 30% of total weightage) and by end term exam for rest 70%).

Theory Internal Assessment shall broadly base on the following defined composition:

- a) Class Participation
- b) Seminar/Presentation/Assignment/Quiz/Class Test, etc.
- c) Mid-Term Exam

Total Internal Assessment Marks	Class Participation	Seminar/Demonstration/Presentation n/ Assignment/Quiz/Class Test, etc.	Mid-Term Exam
10	04	-	06
15	04	04	07
20	05	05	10
30	05	10	15

Practical Internal Assessment shall broadly be based on the following defined composition:

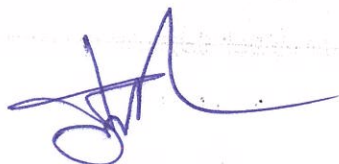
- a) Class Participation
- b) Seminar/Presentation/Viva-voce/Lab Records, etc.
- c) Mid-Term Exam

Total Internal Assessment Marks (Practical)	Class Participation	Seminar/Demonstration/Viva-Voce/Lab Record etc.	Mid-Term Exam
05	-	05	NA
10	-	10	NA
15	05	10	NA
30	05	10	15

MODE OF PAPER SETTING FOR END-TERM EXAMINATION:

Every course irrespective of credit will have an End-Term Examination with every course paper having 09 questions in all. Question No. 1 containing short notes will be compulsory. The students will have to attempt five questions in all selecting at least 1 question from each unit. Duration of the exam will be 3 hours irrespective of credit. These questions shall judge both theoretical and applied knowledge of the students. Case studies may also be given as questions.

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15	04	04	07
20	05	05	10
30	05	10	15

Practical Internal Assessment shall broadly be based on the following defined composition:

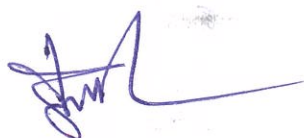
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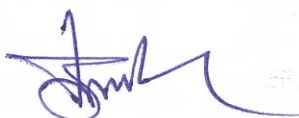
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Abbreviations used

Abbreviation	Description
AEC	Ability Enhancement Course
C	Credit
CC	Core Course
CC-H	Core Course in Honours Programme (Subject/Discipline)
CC-HM	Core Course in Minor Subject of Honours Programme
CC-M	Core Course in Minor Subject
DSE	Discipline Specific Elective Course
DSE-H	Discipline Specific Elective Course in Honours Programme (Subject/Discipline)
DSEC	Discipline Specific Skill Enhancement Course
MCC	Core Course in Major Subject
MDC	Multidisciplinary Course
PC	Practicum Course
PC-H	Practicum Course in Honours Programme
SEC	Skill Enhancement Course
UG	Under Graduate
V/VOC	Vocational Course
VAC	Value Added Course

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Semester-II

Semester-II

Course Type	Course Code	Nomenclature of the Course	Credits	Contact Hours per Week				Marks				Total	Duration of Exam
				L	T	P	Total	T	IA (T)	P	IA (P)		
CC-A2	25UN-JMC-201	Writing for Media	4 (3L+1P)	3	-	2	5	50	20	20	10	100	3 Hours
CC-B2	25UN-JMC-202	Basics of Reporting & Editing	4(3L+1P)	3	-	2	5	50	20	20	10	100	3 Hours
CC-C2	25UN-JMC-203	Introduction to Radio and TV Journalism	4 (3L+1P)	3	-	2	5	50	20	20	10	100	3 Hours
CC-M2	25UN-JMC-204	Introduction to Graphics Design	2	2	-	-	2	35	15	-	-	50	3 Hours
MDC-2	25UN-JMC-205	Media Literacy Skills	3 (2L+1P)	2	-	2	4	35	15	15	5	70	3 Hours
AEC-2		As available in pool of subjects approved by CBLU	2	2	-	-	2	35	15	-	-	50	3 Hours
SEC-2		As available in pool of subjects approved by CBLU	3	2	-	2	4	35	15	15	5	70	3 Hours
VAC-2		As available in pool of subjects approved by CBLU	2	2	-	-	2	35	15	-	-	50	3 Hours
Total Credits			24					Total Marks				590	
Internship of 4 credits of 4-6 weeks duration after 2 nd semester													

Exit Option: Undergraduate Certificate in (Journalism & Mass Communication) with 52 Credits including 4 credits of internship.

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SEMESTER II

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25UN--JMC-
201 CC-A2
WRITING FOR MEDIA

Time-3 Hours
Total Credits – 04
Theory - 50
Internal assessment (T) – 20
Practical-20
Internal assessment (P) – 10
Total Marks – 100

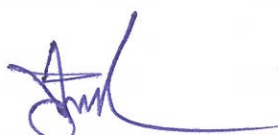
Note- The question paper will contain nine questions. Students are required to attempt five questions in all. There will be two questions in each Unit from Unit-I to Unit-IV. Students are required to attempt one question from each unit from I to IV. Q. No. 1 containing short notes covering the entire syllabus is compulsory. All the questions will carry equal marks. The students can attempt question paper either in English or in Hindi language.

COURSE LEARNING OBJECTIVES:

- CLO 1: To understand different forms of writing.
CLO 2: To know about radio writing.
CLO 3: To understand different TV writing techniques
CLO 4: To develop skills for ad and online writing.

UNIT	Topic		Contact Hours
UNIT- I	• Difference between creative and journalistic writing • Principles of good writing • News Story structure and introduction to various styles of news writing • Writing features, articles, editorials, columns, middle, letter to editor, • News analysis: backgrounder, reviews • Writing features and articles for magazines	CLO 1	12
UNIT- II	• Basics of radio writing • Elements of radio script • Techniques and style of radio script writing • Radio script writing: Radio talks, features, interview, drama and other programmes	CLO 2	12
UNIT-III	• Basics of television writing • Different script formats • Elements of television script • Television script writing : interview, documentary, special & other programmes	CLO 3	12
UNIT- IV	• Copy writing for Print Advertisement • Writing for radio advertisement • Writing for television advertisement • Writing for web • Writing press releases	CLO 4	12

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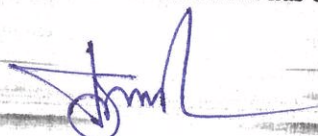

Practical-20
Internal assessment (P) – 10
Eternal Viva- voce- 10

	Practical
1	Write 5 news stories, 2 features, 2 Articles, 2 Editorials
2	2 letters to the editor
3	Write a script for radio talk
4	Write a Press Release
5	Write a script for a radio ad and a TV ad.

Suggested Readings:

1. Usha Raman – *Writing for the Media* (2nd Edition, 2022)
2. Chip Scanlan & Richard Craig – *News Writing and Reporting* (2021)
- 3.
4. Edward Jay Friedlander & John Lee – *Feature Writing for Newspapers and Magazines* (Updated 2021)
5. Andrew Boyd – *Broadcast Journalism: Techniques of Radio and Television News* (Updated 2022)
6. Robert Hilliard – *Writing for Television, Radio, and New Media* (11th Edition)

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Eternal Viva- voce- 10

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25UN--JMC-
202 CC-B2
BASICS OF REPORTING AND EDITING

Time-3 Hours
Total Credits – 04
Theory - 50
Internal assessment (T) – 20
Practical-20
Internal assessment (P) – 10
Total Marks – 100

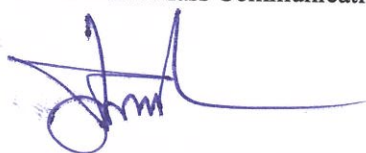
Note- The question paper will contain nine questions. Students are required to attempt five questions in all. There will be two questions in each Unit from Unit-I to Unit-IV. Students are required to attempt one question from each unit from I to IV. Q. No. 1 containing short notes covering the entire syllabus is compulsory. All the questions will carry equal marks. The students can attempt question paper either in English or in Hindi language.

COURSE LEARNING OBJECTIVES:

- CLO 1: To understand the basics of reporting
CLO 2: To understand different types of beat reporting
CLO 3: To know basic concept of editing for print.
CLO 4: To learn basics of newspaper designing.

UNIT	Topic		Contact Hours
UNIT- I	• Concept, definitions and elements of Reporting • Sources of News, News gathering, Verification and Validation facts • Cultivation of sources, types of sources, significance of sources in news gathering • Reporting hierarchy in a Newspaper	CLO 1	12
UNIT- II	• Skills required to being a reporter • Press conference, Press briefing, Meet the press and Conducting interviews • Types of beat: Political, Crime, Life style, Entertainment, Sports, Health, Education, Agriculture, Science & Technology, Business, Investigative	CLO 2	12
UNIT-III	• Editing: concept, definition and significance • Principles of Copy Editing • Role of News Editor, Chief Sub Editor and Copy Editor, Skills required to being a copy editor • News Editing: Copy writing, copy selection, story structure	CLO 3	12
UNIT- IV	• Design: meaning and significance • Elements and principles of design • Concept and Utility of Dummy • Basic knowledge of designing softwares like Quark & Indesign	CLO 4	12

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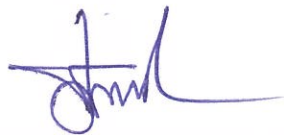



	Practical
1	Submit 25 news reports of events in your city (of any five different beats). Five political stories, 5 crime stories, 5 sport stories, 5 lifestyle/entertainment stories, 5 stories related to health/ science and technology
2	Edit at least five stories
3	Prepare a dummy of daily newspaper
4	Design front page of a daily newspaper
5	Conduct interviews of two famous personalities

Suggested Readings:

1. M.V. Kamath: Professional Journalism; Vikas Publishing, New Delhi.
2. K.M. Srivastava News Reporting and Editing.
3. Lynette Sheridan Burns: Understanding Journalism; Vistaar Publications.
4. Tony Harcup: Journalism: Principles and Practice; Sage.
5. Here is the News: Reporting for Media, Sterling Publishers.
6. Flemming and Hemmingway (2005), An Introduction to journalism, Vistaar Publications.
7. Richard, K. (2000). The Newspaper's Handbook, Routledge Publication.
8. Frost, C. (2001). Reporting for Journalists, Routledge, London.
9. Natarajan and Chakraborty: Oyvkuatuibs (1995): Defence Reporting in India: The Communication Gap, Trishul Publications .
10. Trikha, N.K., Reporting, Makhanlal Chaturvedi Rashtriya Patrakarita Avam Sanchar Vishwavidyalaya.
11. Drone Journalism- Dr Abid Ali, Sankalp Publication
12. Dr. Ashok Kumar Samachar Lekhanavem Reporting, Shivalik Prakashan New Delhi,

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25UN-JMC-

203 CC-C2

INTRODUCTION TO RADIO AND TV JOURNALISM

Time-3 Hours

Total Credits – 04

Theory - 50

Internal assessment (T) – 20

Practical-20

Internal assessment (P) – 10

Total Marks – 100

Note- The question paper will contain nine questions. Students are required to attempt five questions in all. There will be two questions in each Unit from Unit-I to Unit-IV. Students are required to attempt one question from each unit from I to IV. Q. No. 1 containing short notes covering the entire syllabus is compulsory. All the questions will carry equal marks. The students can attempt question paper either in English or in Hindi language.

COURSE LEARNING OBJECTIVES:

CLO 1: To understand basics of radio journalism and trends in radio broadcasting.

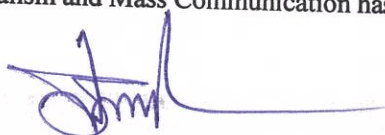
CLO 2: To understand the set up and functioning of radio studio and radio newsroom.

CLO 3: To understand TV studio set up and different types of cameras

CLO 4: To understand TV newsroom and its functioning

UNIT	Topic		Contact Hours
UNIT-I	Introduction to Radio Journalism Radio Stations based on their transmission and purpose Community radio, military radio, spiritual/religious radio Commercial radio, private radio, pirate radio, amateur radio stations New trends in radio broadcasting- Satellite radio, digital radio, online radio stations	CLO 1	12
UNIT-II	Set-up and functioning of a radio studio, Microphones, console, mixers and speakers Radio Newsroom- employee and working process, Qualities of News Editor and News Reporter Radio news bulletin: News-gathering, Elements of a radio news story, writing radio news, elements of a radio news bulletin	CLO 2	12
UNIT-III	Introduction and functions of TV Journalism Types of TV studios, Set up and functioning of a TV studio Introduction to Videocameras: EFP, ENG, Steady Cameras, Crane, Camera, Hexacopter, Spiders Camera	CLO 3	12
UNIT-IV	Structure and functioning of TV newsroom TV news bulletin: News-gathering, Elements of a TV news story, Story structures- inverted pyramid, diamond, hour glass, narrative TV news script, elements of a TV news bulletin News anchor, presenter and reporter's roles and responsibilities TV debates, interviews and types of interviews	CLO 4	12

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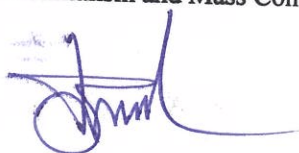


	Practical
1	Reporting radio news stories for any five events of your city
2	Writing script for radio news bulletin
3	Reporting TV news stories for any five events of your city
4	TV writing for different types of visuals
5	Writing script for TV news bulletin

Suggested Readings:

1. Andrew Boyd, Peter Stewart & Ray Alexander – *Broadcast Journalism: Techniques of Radio and Television News* (8th Edition, 2022)
2. Usha Raman – *Writing for the Media* (2nd Edition, 2022)
3. Herbert Zettl – *Television Production Handbook* (12th Edition, 2021)
4. Jim Owens – *TV Production* (16th Edition, 2022)
5. Robert Hilliard – *Writing for Television, Radio, and New Media* (11th Edition)
6. Vinod Pavarala & Kanchan K. Malik – *Other Voices: The Struggle for Community Radio in India*
7. Meena Kumari – *Radio Journalism in India* (2020)

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**.25UN-JMC-
204 CC-M1
INTRODUCTION TO GRAPHICS DESIGN**

**Time-3 Hours
Total Credits – 02
Theory - 35
Internal Assessment - 15
Total Marks – 50**

Note- The question paper will contain nine questions. Students are required to attempt five questions in all. There will be two questions in each Unit from Unit-I to Unit-IV. Students are required to attempt one question from each unit from I to IV. Q. No. 1 containing short notes covering the entire syllabus is compulsory. All the questions will carry equal marks. The students can attempt question paper either in English or in Hindi language.

COURSE LEARNING OBJECTIVES:

CLO 1: To understand basic concept of Graphic Design.

CLO 2: To know about the levels of colours.

CLO 3: To develop ability to explore, discover and understand the fundamentals used in design.

CLO 4: To enhance image editing by using design application.

UNIT	Topic		Contact Hours
UNIT- I	- Graphic Design: concept and scope - Types of Graphics: raster & vector - Info-Graphics: concept and scope - Visual Perception	CLO 1	12
UNIT- II	- Elements of Graphic Design - Colour: Concept and Uses - Colour Wheel: Concept & Uses - Colour Psychology	CLO 2	12
UNIT-III	- Design Process - Principles of Design: Contrast, Balance, Emphasis, Proportion, Repetition, Rhythm, Unity	CLO 3	12
UNIT- IV	- Interface of Photoshop - Editing Tools: Cropping, Resizing and Page-setup - Selection Tools: Types and Concept - Image Enhancement: Types and Concept - Retouching: Concept and use	CLO 4	12

Suggested Readings:

1. David Dabner, Sandra Stewart & Abbie Vickress – *Graphic Design School: The Principles and Practice of Graphic Design* (7th Edition, 2023)

2. Robin Williams – *The Non-Designer's Design Book* (4th Edition, 2021)

3. Ellen Lupton – *Graphic Design: The New Basics* (Updated 2022)

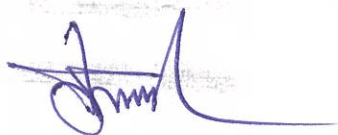
4. Richard Poulin – *Designing Brand Identity: An Essential Guide for the Whole Branding Team* (2023)

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5. **Adobe Creative Team – Adobe Photoshop Classroom in a Book (2024 Release)**
6. **ग्राफिक डिज़ाइन और मल्टीमीडिया डॉ. संजय द्विवेदी Vani Prakashan 2020**
7. **विजुअल संप्रेषण और ग्राफिक डिज़ाइन राजीव श्रीवास्तव Kitabghar Prakashan 2019**
8. **डिजिटल मीडिया और ग्राफिक डिज़ाइन डॉ. अल्का सक्सेना Hindi Granth Karyalay 2021**

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25UN-
JMC205
MDC-2
MEDIA LITERACY SKILLS

Time-3 Hours
Total Credits – 03
Theory - 35
Internal assessment (T) – 15
Practical-15
Internal assessment (P) – 5
Total Marks – 70

Note- The question paper will contain nine questions. Students are required to attempt five questions in all. There will be two questions in each Unit from Unit-I to Unit-IV. Students are required to attempt one question from each unit from I to IV. Q. No. 1 containing short notes covering the entire syllabus is compulsory. All the questions will carry equal marks. The students can attempt question paper either in English or in Hindi language.

COURSE LEARNING OBJECTIVES:

- CLO 1: To understand concept of media literacy
CLO 2: To understand the concept of critical thinking and its importance
CLO 3: To identify bias, misinformation and study fact checking
CLO 4: To understand importance of media literacy for well being of society

UNIT	Topic		Contact Hours
UNIT- I	Literacy: meaning, concept and importance Media Literacy: meaning concept and importance Historical background and development of the concept of media and information literacy (MIL) Difference between media literacy and basic literacy(ability to read and write) Difference between Media & Information Literacy & Media Literacy News Literacy, Digital literacy	CLO 1	12
UNIT- II	Critical thinking meaning, concept and importance Importance of critical thinking in message interpretation Parameters to identify truth and message interpretation skills Concepts of misinformation, disinformation, distorted information, fake news& challenges for democracy and society Challenge of widespread lies in digital age Concept of truth, objectivity and personal bias	CLO 2	12
UNIT- III	Parameters of an appropriate message Parameters of an appropriate response to message Skills to identify media bias & prejudices Fact-checking & verification and media literacy in digital era Responsible response and reaction to various messages Media & Information Literacy (MIL) as tool for right decision making Concept of 'Qualified citizen' and media literacy western & Indian perspective Ancient Indian concept of message interpretation and critical thinking	CLO 3	12
UNIT- IV	Media literacy and well being of society Impact of irresponsible social media usage on society Individual responsibilities as message producer Ethical responsibility as social media user Media literacy skill usage during crisis	CLO 4	12

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	Practical
1	Students will be engaged in exercise to identify bias and propaganda in messages
2	Students will be assigned to apply the media literacy skills to differentiate fact and fiction
3.	Students will be asked to identify information sans facts on social media

Suggested Readings

1. Media Literacy, W. James Potter (2012), Sage Publications
2. Mapping New Media in India, Sunita Naryanan, Sage Publication, 2017
3. Media Literacy: An essential guide to critical thinking skills for our complex digital world, Third Edition, 2021, Nick Pernisco, Publisher: Understand Media
4. Media Literacy: Keys to Interpreting Media Messages, 4th Edition, Art Silverblatt, Anubhuti Yadav, Vedabhyas Kundu, Kanishka Publishers.
5. Media Literacy Doosri Parampara- Pardeep Rai, Haryana Granth Academy, Panchkula

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