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**MODIFIED CBCS CURRICULUM OF  
GEOGRAPHY GENERAL PROGRAMME**

**SUBJECT CODE = 00**

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FOR UNDER GRADUATE COURSES UNDER RANCHI UNIVERSITY



Implemented from  
Academic Session 2019-2022



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## COURSE STRUCTURE FOR UNDERGRADUATE 'GENERAL' PROGRAMME

**Table A -1: Distribution of 120 Credits** [\*wherever there is a practical there will be no tutorial and vice-versa.]

Course	Papers	Credits	
		Theory + Practical	Theory + Tutorial
<b>I. Core Course</b>	<b>(DSC A to D)</b>		
<b>04 Courses from each of the 03 discipline of choice</b>			
Theory	4x3=12 Papers	12X4=48	12X5=60
Practical/Tutorial*	4x3=12 Papers	12X2=24	12X1=12
<b>II. Elective Course (EC)</b>			
<b>A. Discipline Specific Elective</b>	<b>(DSE A &amp; B)</b>		
<b>02 Courses from each of the 03 discipline of choice</b>			
Theory	2X3=6 Papers	6X4=24	6X5=30
Practical/ Tutorial*	2X3=6 Papers	6X2=12	6X1=6
<b>III. Ability Enhancement Compulsory Courses (AECC)</b>			
1. English/ Hindi Communication/ NH+MB/ Business Communication for Commerce	1 Paper	1X2=2	1X2=2
2. Environmental Science	1 Paper	1x2=2	1x2=2
3. Skill Enhancement Course of the Core Course opted	<b>(SEC 1, 2, 3 &amp; 4)</b> 4 Papers	4X2=8	4X2=8
<b>Total Credit = 120</b>			<b>= 120</b>

**Table A -2: Course structure for B.Sc./ B.A./ B.Com. (Undergraduate Programme)**

Semester	Course (Core Courses) 12 Papers	Allied (Elective Courses) 6 Papers	Ability Enhancement (Compulsory Courses) 6 Papers	Total Credits
Sem-I	DSC-1A, DSC-2A, DSC-3A (6+6+6=18 Credits)	---	Eng / Hindi Comm/ NH + MB (02 Credits)	<b>20 Credits</b>
Sem-II	DSC-1B, DSC-2B, DSC-3B (6+6+6=18 Credits)	---	EVS (02 Credits)	<b>20 Credits</b>
Sem-III	DSC-1C, DSC-2C, DSC-3C (6+6+6=18 Credits)	---	SEC-1 (02 Credits)	<b>20 Credits</b>
Sem-IV	DSC-1D, DSC-2D, DSC-3D (6+6+6=18 Credits)	---	SEC-2 (02 Credits)	<b>20 Credits</b>
Sem-V	---	DSE-1A, DSE-2A, DSE-3A (6+6+6=18 Credits)	SEC-3 (02 Credits)	<b>20 Credits</b>
Sem-VI	---	DSE-1B, DSE-2B, DSE-3B (6+6+6=18 Credits)	SEC-4 (02 Credits)	<b>20 Credits</b>

**Total = 120 Credits**

## COURSES OF STUDY FOR UNDERGRADUATE 'B. A. General' PROGRAMME

**Table A -3: Basic Course structure for ARTS (Undergraduate Programme) Total:120 Credits**

Sem	Course (Core Courses)		Allied (Elective Courses)		Ability Enhancement (Compulsory Courses)	
	Code	4 x 3 = 12 Papers	Code	2 x 3 = 6 Papers	Code	1 + 1 + 4 = 6 Papers
<b>I</b>	DSC1A DSC2A DSC3A	Core Subject 1; Paper A Core Subject 2; Paper A Core Subject 3; Paper A			Compulsory Language Communication ENG/ Hindi/ NH + MB	
<b>II</b>	DSC1B DSC2B DSC3B	Core Subject 1; Paper B Core Subject 2; Paper B Core Subject 3; Paper B			EVS	Environmental Science
<b>III</b>	DSC1C DSC2C DSC3C	Core Subject 1; Paper C Core Subject 2; Paper C Core Subject 3; Paper C			SEC1	SEC1: Elementary Computer Application Softwares + <b>Lab</b>
<b>IV</b>	DSC1D DSC2D DSC3D	Core Subject 1; Paper D Core Subject 2; Paper D Core Subject 3; Paper D			SEC2	SEC2 of Either Core Subject 1,2 or 3
<b>V</b>			DSE1A DSE2A DSE3A	Core Subject 1 Core Subject 2 Core Subject 3	SEC3	SEC3 of same subject opted in Sem III
<b>V</b>			DSE1B DSE2B DSE3B	Core Subject 1 Core Subject 2 Core Subject 3	SEC4	SEC4 of same subject opted in Sem III

**Table A -4: Course structure for GEOGRAPHY (Undergraduate Programme) Total:120 Credits**

Semester	Course (Core Courses)		Allied (Elective Courses)		Ability Enhancement (Compulsory Courses)	
	Code	4 Papers	Code	2 Papers	Code	4 Papers
<b>I</b>	DSC-A	Geomorphology + <b>Lab</b>			Compulsory Language Communication	
<b>II</b>	DSC-B	Human Deography + <b>Lab</b>			EVS	Environmental Science
<b>III</b>	DSC-C	Climatology + <b>Lab</b>			SEC1	Elementary Computer Application Softwares + <b>Lab</b>
<b>IV</b>	DSC-D	Economic Geography + <b>Lab</b>			SEC2	Agricultural Geography + <b>Project</b>
<b>V</b>			DSE-A	Urban Geography + <b>Project</b>	SEC3	Regional Planning + <b>Project</b>
<b>VI</b>			DSE-B	Population Geography + <b>Project</b>	SEC4	Settlement Geography + <b>Project</b>

**Table A-5: Subject Combinations allowed for B. A. General Programme:**

S.No.	Note: Any Three Subjects may be opted but only One from S.No.1		
1	Anthropology/ Geography/ Psychology/ Home Science	13	Bengali
2	Geography	14	Urdu
3	History	15	Sanskrit
4	Political Science	16	Ho
5	Psychology	17	Kharia
6	Sociology	18	Khortha
7	Economics	19	Kurmali
8	Anthropology	20	Kurux
9	Philosophy	21	Mundari
10	Mathematics	22	Nagpuri
11	Hindi	23	Panch Pargania
12	English	24	Santhali

**Table A-6: Semester wise Structure for Mid Sem & End Sem Examinations:**

Sem	Core Honours, Allied DSE, Compulsory AECC Courses		Examination Structure		
	Code	Papers	Mid Semester Theory (F.M.)	End Semester Theory (F.M.)	End Semester Practical/ Viva (F.M.)
I	DSC-A	Geomorphology +Lab	---	75	25
	AECC	Language Communication	---	100	---
II	DSC-B	Human Deography +Lab	---	75	25
	AECC	EVS	---	100	---
III	DSC-C	Climatology +Lab	---	75	25
IV	DSC-D	Economic Geography +Lab	---	75	25
V	DSE-A	Urban Geography +Project	---	75	25
VI	DSE-B	Population Geography +Project	---	75	25

**Table A-7: Semester wise Structure for End Sem Examination of Skill Enhancement Course:**

Sem	Skill Enhancement Course SEC		Examination Structure		
	Code	Papers	Mid Semester Theory (F.M.)	End Semester Theory (F.M.)	End Semester Practical/ Viva (F.M.)
III	SEC 1	Elementary Computer Application Softwares +Lab	---	100	---
IV	SEC 2	Agricultural Geography +Project	---	75	25
V	SEC 3	Regional Planning +Project	---	75	25
VI	SEC 4	Settlement Geography +Project	---	75	25

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**SEMESTER I**


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**4 Papers****Total 100 x 4 = 400 Marks****I. ABILITY ENHANCEMENT COMPULSORY COURSE (AECC)**

(Credits: Theory-02)

Any One Compulsory Language Communication Prescribed by Ranchi University:

English Communication/ Hindi Communication / NH + MB Communication

**(Refer AECC Curriculum of Ranchi University)****II. CORE COURSE –DSC-A:**

(Credits: Theory-04, Practicals-02)

**Marks : 75 (ESE: 3Hrs) + 25 (Pr 3Hrs)=100****Pass Marks: Th ESE = 30 + Pr ESE =10***Instruction to Question Setter for**End Semester Examination (ESE):*

*There will be two group of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of ten questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type** six questions of fifteen marks each, out of which any four are to answer.*

***Note:** There may be subdivisions in each question asked in Theory Examinations.*

**GEOMORPHOLOGY****Theory: 60 Lectures**

1. Geomorphology: Nature and Scope.
2. Earth: Interior Structure and Isostasy.
3. Earth Movements: Plate Tectonics, Types of Folds and Faults, Earthquakes and Volcanoes
4. Geomorphic Processes: Weathering, Cycle of Erosion (Davis).
5. Evolution of Landforms (Erosional and Depositional): Fluvial, Karst, Aeolian and Glacial.

**Reading List**

- Bloom A. L., 2003: *Geomorphology: A Systematic Analysis of Late Cenozoic Landforms*, Prentice-Hall of India, New Delhi.
  - Bridges E. M., 1990: *World Geomorphology*, Cambridge University Press, Cambridge.
  - Christopherson, Robert W., (2011), *Geosystems: An Introduction to Physical Geography*, 8 Ed., Macmillan Publishing Company
  - Kale V. S. and Gupta A., 2001: *Introduction to Geomorphology*, Orient Longman, Hyderabad.
  - Knighton A. D., 1984: *Fluvial Forms and Processes*, Edward Arnold Publishers, London.
  - Richards K. S., 1982: *Rivers: Form and Processes in Alluvial Channels*, Methuen, London.
  - Selby, M.J., (2005), *Earth's Changing Surface*, Indian Edition, OUP
  - Skinner, Brian J. and Stephen C. Porter (2000), *The Dynamic Earth: An Introduction to physical Geology*, 4th Edition, John Wiley and Sons
  - Thornbury W. D., 1968: *Principles of Geomorphology*, Wiley.
  - Gautam, A (2010): *Bhautik Bhugol*, Rastogi Publications, Meerut
  - Tikkaa, R N (1989): *Bhautik Bhugol ka Swaroop*, Kedarnath Ram Nath, Meerut
  - Singh, S (2009): *Bhautik Bhugol ka Swaroop*, Prayag Pustak, Allahabad
  - Tiwary Ram Kumar, *Bhautik bhugol*, Rajasthan Hindi Granth Academy, Jaipur
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**PRACTICAL- DSC-A LAB:****60 Lectures****Marks : Pr (ESE: 3Hrs) =25****Pass Marks: Pr (ESE) = 10*****Instruction to Question Setter for******End Semester Examination (ESE):***

*There will be one Practical Examination of 3Hrs duration. Evaluation of Practical Examination may be as per the following guidelines:*

<i>Experiment</i>	<i>= 15 marks</i>
<i>Practical record notebook</i>	<i>= 5 marks</i>
<i>Viva-voce</i>	<i>= 5 marks</i>

**CARTOGRAPHIC TECHNIQUES**

1. Scales – Concept and application; Graphical Construction of Plain

3. Map Projections – Classification, Properties and Uses; Graphical Construction of Polar Zenithal Stereographic Projection, Simple Conical Projection with One standard parallel and Two standard parallel, Bonne's Projections.

**Reading List**

- 1. Anson R. and Ormelling F. J., 1994: *International Cartographic Association: Basic Cartographic Vol.* Pregmen Press.
  - 2. Gupta K.K. and Tyagi, V. C., 1992: *Working with Map*, Survey of India, DST, New Delhi.
  - 3. Mishra R.P. and Ramesh, A., 1989: *Fundamentals of Cartography*, Concept, New Delhi.
  - 4. Monkhouse F. J. and Wilkinson H. R., 1973: *Maps and Diagrams*, Methuen, London.
  - Rhind D. W. and Taylor D. R. F., (eds.), 1989: *Cartography: Past, Present and Future*, Elsevier, International Cartographic Association.
  - Robinson A. H., 2009: *Elements of Cartography*, John Wiley and Sons, New York.
  - Sharma J. P., 2010: *Prayogic Bhugol*, Rastogi Publishers, Meerut.
  - Singh R. L. and Singh R. P. B., 1999: *Elements of Practical Geography*, Kalyani Publishers.
  - Sarkar, A. (2015) *Practical geography: A systematic approach*. Orient Black Swan Private Ltd., New Delhi
  - Singh R L & Rana P B Singh (1991) *Prayogtmak Bhugol ke Mool Tatva*, Kalyani Publishers, New Delhi
  - Sharma, J P (2010) *Prayogtmak Bhugol ki Rooprekha*, Rastogi Publications, Meerut
  - Singh, R L & Dutta, P K (2012) *Prayogtmak Bhugol*, Central Book Depot, Allahabad
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**SEMESTER II**


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**4 Papers****Total 100 x 4 = 400 Marks****I. ABILITY ENHANCEMENT COMPULSORY COURSE (AECC)**

(Credits: Theory-02)

**Marks : 100 (ESE: 3Hrs) =100****Pass Marks Th ESE = 40***Instruction to Question Setter for**End Semester Examination (ESE):**There will be **objective type test** consisting of hundred questions of 1 mark each. Examinees are required to mark their answer on **OMR Sheet** provided by the University.***AECC – ENVIRONMENT STUDIES****Theory: 30 Lectures****Unit 1 : Introduction to environmental studies**

Multidisciplinary nature of environmental studies;  
 Scope and importance; Concept of sustainability and sustainable development.

**(2 lectures)****Unit 2 : Ecosystems**

What is an ecosystem? Structure and function of ecosystem; Energy flow in an ecosystem: food chains, food webs and ecological succession. Case studies of the following ecosystems :

Forest ecosystem

Grassland ecosystem

Desert ecosystem

Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

**(2 lectures)****Unit 3 : Natural Resources : Renewable and Non--renewable Resources**

Land resources and landuse change; Land degradation, soil erosion and desertification.

Deforestation: Causes and impacts due to mining, dam building on environment, forests, biodiversity and tribal populations.

Water : Use and over--exploitation of surface and ground water, floods, droughts, conflicts over water (international &amp; inter--state).

Energy resources : Renewable and non renewable energy sources, use of alternate energy sources, growing energy needs, case studies.

**(5 lectures)****Unit 4 : Biodiversity and Conservation**

Levels of biological diversity : genetic, species and ecosystem diversity; Biogeographic zones of India; Biodiversity patterns and global biodiversity hot spots

India as a mega--biodiversity nation; Endangered and endemic species of India

Threats to biodiversity : Habitat loss, poaching of wildlife, man--wildlife conflicts, biological invasions; Conservation of biodiversity : In--situ and Ex--situ conservation of biodiversity.

Ecosystem and biodiversity services: Ecological, economic, social, ethical, aesthetic and Informational value.

(5 lectures)

### Unit 5 : Environmental Pollution

Environmental pollution : types, causes, effects and controls; Air, water, soil and noise pollution

Nuclear hazards and human health risks

Solid waste management : Control measures of urban and industrial waste.

Pollution case studies.

(5 lectures)

### Unit 6 : Environmental Policies & Practices

Climate change, global warming, ozone layer depletion, acid rain and impacts on human communities and agriculture

Environment Laws: Environment Protection Act; Air (Prevention & Control of Pollution) Act; Water (Prevention and control of Pollution) Act; Wildlife Protection Act; Forest

Conservation Act. International agreements: Montreal and Kyoto protocols and Convention on Biological Diversity (CBD).

Nature reserves, tribal populations and rights, and human wildlife conflicts in Indian context.

(4 lectures)

### Unit 7 : Human Communities and the Environment

Human population growth: Impacts on environment, human health and welfare.

Resettlement and rehabilitation of project affected persons; case studies.

Disaster management : floods, earthquake, cyclones and landslides.

Environmental movements : Chipko, Silent valley, Bishnois of Rajasthan.

Environmental ethics: Role of Indian and other religions and cultures in environmental conservation.

Environmental communication and public awareness, case studies (e.g., CNG vehicles in Delhi).

(3 lectures)

### Unit 8 : Field work

Visit to an area to document environmental assets: river/ forest/ flora/fauna, etc.

Visit to a local polluted site--Urban/Rural/Industrial/Agricultural.

Study of common plants, insects, birds and basic principles of identification.

Study of simple ecosystems--pond, river, Delhi Ridge, etc.

(Equal to 4 lectures)

### Suggested Readings:

- Raziuddin, M., Mishra P.K. 2014, *A Handbook of Environmental Studies*, Akanaksha Publications, Ranchi.
- Mukherjee, B. 2011: *Fundamentals of Environmental Biology*. Silverline Publications, Allahabad.
- Carson, R. 2002. *Silent Spring*. Houghton Mifflin Harcourt.
- Gadgil, M., & Guha, R. 1993. *This Fissured Land: An Ecological History of India*. Univ. of California Press.
- Gleeson, B. and Low, N. (eds.) 1999. *Global Ethics and Environment*, London, Routledge.
- Gleick, P. H. 1993. *Water in Crisis*. Pacific Institute for Studies in Dev., Environment & Security. Stockholm Env. Institute, Oxford Univ. Press.
- Groom, Martha J., Gary K. Meffe, and Carl Ronald Carroll. *Principles of Conservation Biology*. Sunderland: Sinauer Associates, 2006.

- Grumbine, R. Edward, and Pandit, M.K. 2013. Threats from India's Himalaya dams. *Science*, 339: 36--37.
- McCully, P. 1996. *Rivers no more: the environmental effects of dams*(pp. 29--64). Zed Books.
- McNeill, John R. 2000. *Something New Under the Sun: An Environmental History of the Twentieth Century*.
- Odum, E.P., Odum, H.T. & Andrews, J. 1971. *Fundamentals of Ecology*. Philadelphia: Saunders.
- Pepper, I.L., Gerba, C.P. & Brusseau, M.L. 2011. *Environmental and Pollution Science*. Academic Press.
- Rao, M.N. & Datta, A.K. 1987. *Waste Water Treatment*. Oxford and IBH Publishing Co. Pvt. Ltd.
- Raven, P.H., Hassenzahl, D.M. & Berg, L.R. 2012. *Environment*. 8th edition. John Wiley & Sons.
- Rosencranz, A., Divan, S., & Noble, M. L. 2001. *Environmental law and policy in India*. Tripathi 1992.
- Sengupta, R. 2003. *Ecology and economics: An approach to sustainable development*. OUP.
- Singh, J.S., Singh, S.P. and Gupta, S.R. 2014. *Ecology, Environmental Science and Conservation*. S. Chand Publishing, New Delhi.
- Sodhi, N.S., Gibson, L. & Raven, P.H. (eds). 2013. *Conservation Biology: Voices from the Tropics*. John Wiley & Sons.
- Thapar, V. 1998. *Land of the Tiger: A Natural History of the Indian Subcontinent*.
- Warren, C. E. 1971. *Biology and Water Pollution Control*. WB Saunders.
- Wilson, E. O. 2006. *The Creation: An appeal to save life on earth*. New York: Norton.
- World Commission on Environment and Development. 1987. *Our Common Future*. Oxford University

## II. CORE COURSE –DSC-B:

(Credits: Theory-04, Practicals-02)

Marks : 75 (ESE: 3Hrs) + 25 (Pr 3Hrs)=100

Pass Marks: Th ESE = 30 + Pr ESE =10

*Instruction to Question Setter for*

End Semester Examination (ESE):

There will be **two** group of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of ten questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type** six questions of fifteen marks each, out of which any four are to answer.

**Note:** There may be subdivisions in each question asked in Theory Examinations.

## HUMAN GEOGRAPHY

**Theory: 60 Lectures**

1. Introduction: Defining Human Geography; Major Themes; Contemporary Relevance
2. Space and Society: Cultural Regions; Race; Religion and Language
3. Population: Population Growth and Distribution; Population Composition; Demographic Transition Theory
4. Settlements: Types of Rural Settlements; Classification of Urban Settlements.
5. Population-Resource Relationship

### Reading List

- Chandna, R.C. (2010) Population Geography, Kalyani Publisher.
- Hassan, M.I. (2005) Population Geography, Rawat Publications, Jaipur
- Daniel, P.A. and Hopkinson, M.F. (1989) The Geography of Settlement, Oliver & Boyd, London.
- Johnston R; Gregory D, Pratt G. et al. (2008) The Dictionary of Human Geography, Blackwell Publication.
- Jordan-Bychkov et al. (2006) The Human Mosaic: A Thematic Introduction to Cultural Geography. W. H. Freeman and Company, New York.
- Kaushik, S.D. (2010) Manav Bhugol, Rastogi Publication, Meerut.
- Maurya, S.D. (2012) Manav Bhugol, Sharda Pustak Bhawan. Allahabad.
- Hussain, Majid (2012) Manav Bhugol. Rawat Publications, Jaipur

**PRACTICAL-DSC-B LAB****60 Lectures****Marks : Pr (ESE: 3Hrs) =25****Pass Marks: Pr (ESE) = 10*****Instruction to Question Setter for******End Semester Examination (ESE):***

*There will be one Practical Examination of 3Hrs duration. Evaluation of Practical Examination may be as per the following guidelines:*

<i>Experiment</i>	<i>= 15 marks</i>
<i>Practical record notebook</i>	<i>= 5 marks</i>
<i>Viva-voce</i>	<i>= 5 marks</i>

**THEMATIC CARTOGRAPHY****Theory: 60 Lectures**

1. Diagrammatic Data Presentation – Line, Bar and Circle.
2. Thematic Mapping Techniques – Properties, Uses and Limitations; Areal Data -- Choropleth, Dot, Proportional Circles; Point Data – Isopleths.

**Reading List**

- Cuff J. D. and Mattson M. T., 1982: *Thematic Maps: Their Design and Production*, Methuen Young Books
- Dent B. D., Torguson J. S., and Holder T. W., 2008: *Cartography: Thematic Map Design* (6th Edition), Mcgraw-Hill Higher Education
- Gupta K. K. and Tyagi V. C., 1992: *Working with Maps*, Survey of India, DST, New Delhi.
- Kraak M.-J. and Ormeling F., 2003: *Cartography: Visualization of Geo-Spatial Data*, Prentice-Hall.
- Mishra R. P. and Ramesh A., 1989: *Fundamentals of Cartography*, Concept, New Delhi.
- Sharma J. P., 2010: *Prayogic Bhugol*, Rastogi Publishers, Meerut.
- Singh R. L. and Singh R. P. B., 1999: *Elements of Practical Geography*, Kalyani Publishers.
- Slocum T. A., McMaster R. B. and Kessler F. C., 2008: *Thematic Cartography and Geovisualization*(3rd Edition), Prentice Hall.
- Tyner J. A., 2010: *Principles of Map Design*, The Guilford Press.
- Sarkar, A. (2015) *Practical geography: A systematic approach*. Orient Black Swan Private Ltd., NewDelhi
- Singh, L R & Singh R (1977): *Manchitra or Paryaogatamek Bhugol* , Central Book, Depot, Allahabad
- Bhopal Singh R L and Dutta P K (2012) *Prayogatama Bhugol*, Central Book Depot, Allahabad.

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**SEMESTER III**
**4 Papers**


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**Total 100 x 4 = 400 Marks**
**I. SKILL ENHANCEMENT COURSE SEC 1:**

(Credits: Theory-02)

All Four Papers (One paper to be studied in each semester) of any One Subject to be opted from either of the Core Subjects opted for General Courses of Study. Refer Content from the Syllabus of opted Skill Enhancement Course Subject.

**II. CORE COURSE –DSC-C:**

(Credits: Theory-04, Practicals-02)

**Marks : 75 (ESE: 3Hrs) + 25 (Pr 3Hrs)=100**
**Pass Marks: Th ESE = 30 + Pr ESE =10**
***Instruction to Question Setter for***
***End Semester Examination (ESE):***

There will be **two** group of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of ten questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type** six questions of fifteen marks each, out of which any four are to answer.

**Note:** There may be subdivisions in each question asked in Theory Examinations.

**CLIMATOLOGY**
**Theory: 60 Lectures**

1. Atmospheric Composition and Structure – Variation with Altitude, Latitude and Season.
2. Insolation and Temperature – Factors and Distribution, Heat Budget, Temperature Inversion.
3. Atmospheric Pressure and Winds – Planetary Winds, Forces affecting Winds, General Circulation, Jet Streams.
4. Atmospheric Moisture – Evaporation, Humidity, Condensation, Fog and Clouds, Precipitation Types, Stability and Instability; Climatic Regions (Koppen)
5. Cyclones – Tropical Cyclones, Extra Tropical Cyclones, Monsoon - Origin and Mechanism.

**Reading List**

- Barry R. G. and Carleton A. M., 2001: *Synoptic and Dynamic Climatology*, Routledge, UK.
  - Barry R. G. and Corley R. J., 1998: *Atmosphere, Weather and Climate*, Routledge, New York.
  - Critchfield H. J., 1987: *General Climatology*, Prentice-Hall of India, New Delhi
  - Lutgens F. K., Tarbuck E. J. and Tasa D., 2009: *The Atmosphere: An Introduction to Meteorology*, Prentice-Hall, Englewood Cliffs, New Jersey.
  - Oliver J. E. and Hidore J. J., 2002: *Climatology: An Atmospheric Science*, Pearson Education, New Delhi.
  - Trewartha G. T. and Horne L. H., 1980: *An Introduction to Climate*, McGraw-Hill.
  - Gupta L S(2000): *Jalvayu Vigyan*, Hindi Madhyam Karyanvay Nidishalya, Delhi Vishwa Vidhyalaya, Delhi
  - Lal, D S (2006): *Jalvayu Vigyan*, Prayag Pustak Bhavan, Allahabad
  - Vatal, M (1986): *Bhautik Bhugol*, Central Book Depot, Allahabad
  - Singh, S (2009): *Jalvayu Vigyan*, Prayag Pustak Bhawan, Allahabad
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**PRACTICAL -DSC-C LAB****60 Lectures****Marks : Pr (ESE: 3Hrs) =25****Pass Marks: Pr (ESE) = 10*****Instruction to Question Setter for******End Semester Examination (ESE):***

*There will be one Practical Examination of 3Hrs duration. Evaluation of Practical Examination may be as per the following guidelines:*

<i>Experiment</i>	<i>= 15 marks</i>
<i>Practical record notebook</i>	<i>= 5 marks</i>
<i>Viva-voce</i>	<i>= 5 marks</i>

**PRACTICAL- STATISTICAL METHODS IN GEOGRAPHY**

1. Tabulation and Descriptive Statistics: Frequencies (Deciles, Quartiles), Cross Tabulation,
2. Central Tendency (Mean, Median and Mode)
3. Dispersion (Standard Deviation, Variance and Coefficient of Variation) Scattered diagram, Histogram, Frequency Polygon & Frequency Curve

**Class Record:** Each student will submit a record containing five exercises:

1. Measures of central tendency and dispersion would be computed and interpreted for any two attributes.
2. Histograms and frequency curve would be prepared **and** interpreted for one or two variables.
3. Based on of the sample set and using two relevant attributes, a scatter and regression line would be plotted and mapped with a short interpretation.

**Reading List**

- Berry B. J. L. and Marble D. F. (eds.): *Spatial Analysis – A Reader in Geography*.
- Ebdon D., 1977: *Statistics in Geography: A Practical Approach*.
- Hammond P. and Mc Cullagh P. S., 1978: *Quantitative Techniques in Geography: An Introduction*, Oxford University Press.
- King L. S., 1969: *Statistical Analysis in Geography*, Prentice-Hall.
- Mahmood A., 1977: *Statistical Methods in Geographical Studies*, Concept.
- Pal S. K., 1998: *Statistics for Geoscientists*, Tata McGraw Hill, New Delhi.
- Sarkar, A. (2013) *Quantitative geography: techniques and presentations*. Orient Black Swan PrivateLtd., New Delhi
- Silk J., 1979: *Statistical Concepts in Geography*, Allen and Unwin, London.
- Spiegel M. R.: *Statistics, Schaum's Outline Series*.
- Yeates M., 1974: *An Introduction to Quantitative Analysis in Human Geography*, McGraw Hill, NewYork.
- Shinha, Indira (2007) *Sankhyiki bhugol*. Discovery Publishing House, New Delhi

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**SEMESTER IV**


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**4 Papers****Total 100 x 4 = 400 Marks****I. SKILL ENHANCEMENT COURSE SEC 2:** (Credits: Theory-02)

All Four Papers (One paper to be studied in each semester) of any One Subject to be opted from either of the Core Subjects opted for General Courses of Study. Refer Content from the Syllabus of opted Skill Enhancement Course Subject.

**II. CORE COURSE –DSC-D:** (Credits: Theory-04, Practicals-02)**Marks : 75 (ESE: 3Hrs) + 25 (Pr 3Hrs)=100****Pass Marks: Th ESE = 30 + Pr ESE =10*****Instruction to Question Setter for******End Semester Examination (ESE):***

*There will be two group of questions. Group A is compulsory and will contain two questions. Question No.1 will be very short answer type consisting of ten questions of 1 mark each. Question No.2 will be short answer type of 5 marks. Group B will contain descriptive type six questions of fifteen marks each, out of which any four are to answer.*

*Note: There may be subdivisions in each question asked in Theory Examinations.*

**ECONOMIC GEOGRAPHY****Theory: 60 Lectures**

1. Introduction: Concept and classification of economic activity
2. Factors Affecting location of Economic Activity with special reference to Agriculture (Von Thunen theory), Industry (Weber's theory).
3. Primary Activities: Subsistence and Commercial agriculture, forestry, fishing and mining.
4. Secondary Activities: Manufacturing (Cotton Textile, Iron and Steel- with reference to world), Concept of Manufacturing Regions, Special Economic Zones
5. Tertiary Activities: Transport, Trade and Services.

**Reading List**

- Alexander J. W., 1963: *Economic Geography*, Prentice-Hall Inc., Englewood Cliffs, New Jersey.
  - Coe N. M., Kelly P. F. and Yeung H. W., 2007: *Economic Geography: A Contemporary Introduction*, Wiley-Blackwell.
  - Hodder B. W. and Lee Roger, 1974: *Economic Geography*, Taylor and Francis.
  - Combes P., Mayer T. and Thisse J. F., 2008: *Economic Geography: The Integration of Regions and Nations*, Princeton University Press.
  - Wheeler J. O., 1998: *Economic Geography*, Wiley.
  - Durand L., 1961: *Economic Geography*, Crowell.
  - Bagchi-Sen S. and Smith H. L., 2006: *Economic Geography: Past, Present and Future*, Taylor and Francis.
  - Willington D. E., 2008: *Economic Geography*, Husband Press.
  - Clark, Gordon L.; Feldman, M.P. and Gertler, M.S., eds. 2000: *The Oxford*
-



**PRACTICAL –DSC-D LAB****60 Lectures****Marks : Pr (ESE: 3Hrs) =25****Pass Marks: Pr (ESE) = 10*****Instruction to Question Setter for******End Semester Examination (ESE):***

*There will be one Practical Examination of 3Hrs duration. Evaluation of Practical Examination may be as per the following guidelines:*

<i>Experiment</i>	<i>= 15 marks</i>
<i>Practical record notebook</i>	<i>= 5 marks</i>
<i>Viva-voce</i>	<i>= 5 marks</i>

**INSTRUMENTAL SURVEY**

1. Plane Table: Radiation, Intersection Method.
2. Prismatic Compass: Open & Closed Traverse.

**Reading List :**

- Misra, R.P & Ramesh A: (1986): Fundamentals of Cartography, McMillan Co.New Delhi
  - Robinson A.H (1995) Elements of Cartography John Wiley & Sons USA
  - Sarkar A.K.(1997): Practical Geography :A Systematic Approach, Oriental Longman Calcutta
  - Sharma J.P.(2010): Prayogatmak Bhugol, Sahitya Bhawan
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**SEMESTER V**


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**4 Papers****Total 100 x 4 = 400 Marks****I. SKILL ENHANCEMENT COURSE SEC 3:** (Credits: Theory-02)

All Four Papers (One paper to be studied in each semester) of any One Subject to be opted from either of the Core Subjects opted for General Courses of Study. Refer Content from the Syllabus of opted Skill Enhancement Course Subject

**II. GEOGRAPHY SPECIFIC (DSE-A):** (Credits: Theory-04, Practicals-02)**Marks : 75 (ESE: 3Hrs) + 25 (Pr 3Hrs)=100****Pass Marks: Th ESE = 30 + Pr ESE =10*****Instruction to Question Setter for******End Semester Examination (ESE):***

There will be **two** group of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of ten questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type** six questions of fifteen marks each, out of which any four are to answer.

**Note:** There may be subdivisions in each question asked in Theory Examinations.

**URBAN GEOGRAPHY****Theory: 60 Lectures**

1. Urban geography: Introduction, nature and scope
2. Patterns of Urbanisation in developed and developing countries
3. Functional classification of cities: Quantitative and Qualitative Methods
4. Urban Issues: problems of housing, slums, civic amenities (water and transport)
5. Case studies of Delhi, Mumbai, Kolkata, Chennai and Chandigarh with reference to Land use and Urban Issues

**Reading List**

1. Fyfe N. R. and Kenny J. T., 2005: *The Urban Geography Reader*, Routledge.
  2. Graham S. and Marvin S., 2001: *Splintering Urbanism: Networked Infrastructures, Technological Mobilities and the Urban Condition*, Routledge.
  3. Hall T., 2006: *Urban Geography*, Taylor and Francis.
  4. Kaplan D. H., Wheeler J. O. and Holloway S. R., 2008: *Urban Geography*, John Wiley.
  5. Knox P. L. and McCarthy L., 2005: *Urbanization: An Introduction to Urban Geography*, PearsonPrentice Hall New York.
  6. Knox P. L. and Pinch S., 2006: *Urban Social Geography: An Introduction*, Prentice-Hall.
  7. Pacione M., 2009: *Urban Geography: A Global Perspective*, Taylor and Francis.
  8. Sassen S., 2001: *The Global City: New York, London and Tokyo*, Princeton University Press.
  9. Ramachandran R (1989): *Urbanisation and Urban Systems of India*, Oxford University Press, NewDelhi
  10. Ramachandran, R., 1992: *The Study of Urbanisation*, Oxford University Press, Delhi
  11. Singh, R.B. (Eds.) (2001) *Urban Sustainability in the Context of Global Change*, Science Pub Inc., Enfield (NH), USA and Oxford & IBH Pub., New Delhi.
  12. Singh, R.B. (Ed.) (2015) *Urban development, challenges, risks and resilience in Asian megacities. Advances in Geographical and Environmental Studies*, Springer
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**GEOGRAPHY PROJECT- DSE A****Marks : Pr (ESE: 3Hrs) =25****Pass Marks: Pr (ESE) = 10*****Instruction to Question Setter for******End Semester Examination (ESE):***

*Evaluation of project work may be as per the following guidelines:*

*Project model (if any) and the Project record notebook = 15 marks*  
*Project presentation and viva-voce = 10 marks*

*Overall project dissertation may be evaluated under the following heads:*

- *Motivation for the choice of topic*
- *Project dissertation design*
- *Methodology and Content depth*
- *Results and Discussion*
- *Future Scope & References*
- *Presentation style*
- *Viva-voce*

**PROJECT WORK**

Student alone or in a group of not more than five, shall undertake one Project approved by the Subject Teacher/H.O.D. of the Department/College concerned. The progress of the Project shall be monitored by the faculty members at regular intervals.

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**SEMESTER VI****4 Papers****Total 100 x 4 = 400 Marks****I. SKILL ENHANCEMENT COURSE SEC 4:**

(Credits: Theory-02)

All Four Papers (One paper to be studied in each semester) of any One Subject to be opted from either of the Core Subjects opted for General Courses of Study. Refer Content from the Syllabus of opted Skill Enhancement Course Subject

**II. GEOGRAPHY SPECIFIC (DSE-B):**

(Credits: Theory-04, Practicals-02)

**Marks : 75 (ESE: 3Hrs) + 25 (Pr 3Hrs)=100****Pass Marks: Th ESE = 30 + Pr ESE =10*****Instruction to Question Setter for******End Semester Examination (ESE):***

There will be **two** group of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of ten questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type** six questions of fifteen marks each, out of which any four are to answer.

**Note:** There may be subdivisions in each question asked in Theory Examinations.

**POLITICAL GEOGRAPHY****Theory: 60 Lectures**

1. Introduction: Concepts, Nature and Scope.
2. State, Nation and Nation State – Concept of Nation and State, Attributes of State – Frontiers, Boundaries, Shape, Size, Territory and Sovereignty, Concept of Nation State; Geopolitics; Theories(Heartland and Rimland)
3. Electoral Geography – Geography of Voting, Geographic Influences on Voting pattern, Geography of Representation, Gerrymandering.
4. Political Geography of Resource Conflicts – Water Sharing Disputes, Disputes and Conflicts Related to Forest Rights and Minerals.
5. Politics of Displacement: Issues of relief, compensation and rehabilitation: with reference to Dams and Special Economic Zones

**Reading List**

1. Agnew J., 2002: *Making Political Geography*, Arnold.
2. Agnew J., Mitchell K. and Toal G., 2003: *A Companion to Political Geography*, Blackwell.
3. Cox K. R., Low M. and Robinson J., 2008: *The Sage Handbook of Political Geography*, Sage Publications.
4. Publications.
5. Cox K., 2002: *Political Geography: Territory, State and Society*, Wiley-Blackwell
6. Gallaher C., et al, 2009: *Key Concepts in Political Geography*, Sage Publications.
7. Glassner M., 1993: *Political Geography*, Wiley.
8. Jones M., 2004: *An Introduction to Political Geography: Space, Place and Politics*, Routledge .
9. Mathur H M and M M Cernea (eds.) *Development, Displacement and Resettlement – Focus on Asian Experience*, Vikas, Delhi

10. Painter J. and Jeffrey A., 2009: *Political Geography*, Sage Publications.
  11. Taylor P. and Flint C., 2000: *Political Geography*, Pearson Education.
  12. Verma M K (2004): *Development, Displacement and Resettlement*, Rawat Publications, Delhi
  13. Hodder Dick, Sarah J Llyod and Keith S McLachlan (1998), *Land Locked States of Africa and Asia* (vo.2), Frank Cass
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## GEOGRAPHY PROJECT- DSE B

Marks : Pr (ESE: 3Hrs) =25

Pass Marks: Pr (ESE) = 10

### *Instruction to Question Setter for*

### End Semester Examination (ESE):

*Evaluation of project work may be as per the following guidelines:*

*Project model (if any) and the Project record notebook* = 15 marks  
*Project presentation and viva-voce* = 10 marks

*Overall project dissertation may be evaluated under the following heads:*

- *Motivation for the choice of topic*
- *Project dissertation design*
- *Methodology and Content depth*
- *Results and Discussion*
- *Future Scope & References*
- *Presentation style*
- *Viva-voce*

## PROJECT WORK

Student alone or in a group of not more than five, shall undertake one Project approved by the Subject Teacher/H.O.D. of the Department/College concerned. The progress of the Project shall be monitored by the faculty members at regular intervals.

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COURSES OF STUDY FOR SKILL ENHANCEMENT COURSE 'B. A. General'  
PROGRAMME IN "GEOGRAPHY"

**SEMESTER III****SKILL ENHANCEMENT COURSE****1 Paper****Total 100 x 1 = 100 Marks****I. SKILL ENHANCEMENT COURSE SEC 1:**

(Credits: Theory-02)

**Marks : 100 (ESE: 3Hrs) =100****Pass Marks Th ESE = 40**

*Instruction to Question Setter for  
End Semester Examination (ESE):*

*There will be **objective type test** consisting of hundred questions of 1 mark each. Students are required to mark their answer on **OMR Sheet** provided by the University.*

**ELEMENTARY COMPUTER APPLICATION SOFTWARES:**

A Common Syllabus Prescribed by Ranchi University

**Theory: 30 Lectures****Objective of the Course**

*The objective of the course is to generate qualified manpower in the area of Information Technology (IT) and Graphic designing which will enable such person to work seamlessly at any Offices, whether Govt. or Private or for future entrepreneurs in the field of IT.*

**A. INTRODUCTION TO COMPUTER SYSTEM****Basic Computer Concept**

Computer Appreciation - Characteristics of Computers, Input, Output, Storage units, CPU, Computer System. **(1 Lecture)**

**Input and Output Devices**

Input Devices - Keyboard, Mouse, joystick, Scanner, web cam,

Output Devices- Soft copy devices, monitors, projectors, speakers, Hard copy devices, Printers – Dot matrix, inkjet, laser, Plotters. **(4 lectures)**

**Computer Memory and Processors**

Memory hierarchy, Processor registers, Cache memory, Primary memory- RAM, ROM, Secondary storage devices, Magnetic tapes, Floppy disks, hard disks, Optical Drives- CD-ROM, DVD-ROM, CD-R, CD-RW, USB Flash drive, Mass storage devices: USB thumb drive. Managing disk Partitions, File System. Basic Processor Architecture, Processor speed, Types of processor.

**(5 lectures)****Numbers Systems and Logic Gates**

Decimal number system, Binary number system, Octal number system, Hexadecimal number system, Inter-conversion between the number systems. Basic Logic gates-AND, OR, NOT, Universal logic gates- NAND, NOR **(3 lectures)**

**Computer Software**

Computer Software- Relationship between Hardware and Software, System Software, Application Software, Compiler, Names of some high level languages, Free domain software. **(2 Lectures)**

**Internet & its uses**

History of Internet, WWW and Web Browsers: Web Browsing software, Surfing the Internet, Chatting on Internet, Basic of electronic mail, Using Emails, Document handling, Network definition, Common terminologies: LAN, WAN, MAN, Node, Host, Workstation, Bandwidth, Network Components: Servers, Clients, Communication Media. Wireless network

**(3 Lectures)**

**Operating system-Windows**

Operating system and basics of Windows, The User Interface, Using Mouse and Moving Icons on the screen, The My Computer Icon, The Recycle Bin, Status Bar, Start and Menu & Menu-selection, Running an Application, Windows Explorer Viewing of File, Folders and Directories, Creating and Renaming of files and folders, Opening and closing of different Windows, Windows Setting, Control Panels, Wall paper and Screen Savers, Setting the date and Sound, Concept of menu Using Help, Advanced Windows, Using right Button of the Mouse, Creating Short cuts, Basics of Window Setup, Notepad, Window Accessories

**(2 Lectures)**

**B. MICROSOFT OFFICE 2007 AND LATEST VERSIONS****Word Processing**

Word processing concepts: saving, closing, Opening an existing document, Selecting text, Editing text, Finding and replacing text, printing documents, Creating and Printing Merged Documents, Character and Paragraph Formatting, Page Design and Layout. Editing and Checking. Correcting spellings. Handling Graphics, Creating Tables and Charts, Document Templates and Wizards, Mail merge and Macros.

**(3 Lectures)**

**Microsoft Excel (Spreadsheet)**

Spreadsheet Concepts, Creating, Saving and Editing a Workbook, Inserting, Deleting Work Sheets, entering data in a cell / formula Copying and Moving from selected cells, handling operators in Formulae, Functions: Mathematical, Logical, statistical, text, financial, Date and Time functions, Using Function Wizard. Formatting a Worksheet: Formatting Cells changing data alignment, changing date, number, character or currency format, changing font, adding borders and colors, Printing worksheets, Charts and Graphs – Creating, Previewing, Modifying Charts. Integrating word processor, spread sheets, web pages. Pivot table, goal seek, Data filter and scenario manager

**(4 Lectures)**

**Microsoft Power Point (Presentation Package)**

Creating, Opening and Saving Presentations, Creating the Look of Your Presentation, Working in Different Views, Working with Slides, Adding and Formatting Text, Formatting Paragraphs, Drawing and Working with Objects, Adding Clip Art and other pictures, Designing Slide Shows, Running and Controlling a Slide Show, Printing Presentations. Creating photo album, Rehearse timing and record narration. Master slides.

**(3 Lectures)**

**Reference Books**

- Nishit Mathur, Fundamentals of Computer , Aph publishing corporation(2010)
- Misty E. Vermaat, Microsoft word 2013 1<sup>st</sup> Edition (2013).
- Satish Jain, M.Geeta, MS- Office 2010 Training Guide, BPB publication (2010)
- Joan Preppernau, Microsoft PowerPoint 2016 step by step, Microsoft press(2015)
- Douglas E Corner, The Internet Book 4<sup>th</sup> Edition, prentice –Hall(2009)
- Faithe wempen, word 2016 in depth 1<sup>st</sup> edition, que publishing(2015)
- Steven welkler, Office 2016 for beginners, Create Space Independent publishing Plateform (2016)

## SKILL ENHANCEMENT LAB- SEC 1 LAB

### A. MS-WORD LAB ASSIGNMENT

1. Write down the following Paragraph OR any one provided by your teacher;

Without a doubt, the Internet is one of the most important inventions of modern times. The Internet is a global interconnected computer networks which allow each connected computer to share and exchange information with each other. The origins of the Internet can be traced to the creation of Advanced Research Projects Agency Network (ARPANET) as a network of computers under the auspices of the U.S. Department of Defense in 1969.

Apply following effects on The paragraph:

- i. Paragraph **font-size** and **font-type** must be 12 Verdana.
- ii. Paragraph **alignment** must be justified and double line spacing.
- iii. **Highlight** the “(ARPANET)” with green color.
- iv. Make the “Internet” keywords **Bold and Italic**.
- v. Insert any “**WordArt**” and a **symbol** to your document.
- vi. Insert a **clipart** to your document.
- vii. Add following lines to your document:  
Internet, Intranet, Extranet, URL, WWW, Networking, Protocols, HTTP, TCP/IP

2. Create a Table of following fields:

Name, Surname, Age, Gender, Job and apply the following effects

- i. Insert 10 records
- ii. Font size should be 12
- iii. Title size should be 14
- iv. Font type should be Times new Roman
- v. Title color should be blue
- vi. Text color should be black
- vii. Table border should be 2

3. Write a letter on ‘Road Safety’ and send to ‘Multiple Recipients’ using mail merge.

4. Type the paragraph given below:

Today, the Internet is a public, cooperative and self-sustaining facility accessible to hundreds of millions of people worldwide. Physically, the Internet uses a portion of the total resources of the currently existing public telecommunication networks. Technically, what distinguishes the Internet is its use of a set of protocols called TCP/IP (for Transmission Control Protocol/Internet Protocol). Two recent adaptations of Internet technology, the intranet and the extranet, also make use of the TCP/IP protocol. Today, the Internet is a public, cooperative and self-sustaining facility accessible to hundreds of millions of people worldwide. Physically, the Internet uses a portion of the total resources of the currently existing public telecommunication networks. Technically, what distinguishes the Internet is its use of a set of protocols called TCP/IP (for Transmission Control Protocol/ Internet Protocol). Two recent adaptations of Internet technology, the intranet and the extranet, also make use of the TCP/IP protocol.



Apply the following:

- i. Change Internet into Internets at a time
- ii. Highlight TCP/IP in red color
- iii. Replace protocol into protocols
- iv. Find the word "Public"

## **B. MICROSOFT EXCEL LAB ASSIGNMENT**

### **Basic Formatting and Spreadsheet Manipulation**

1. Add rows and columns to an existing spreadsheet
2. Reformat data (center, comma and currency styles, bold, text color)
3. Work with a simple formula (product) and function (sum)

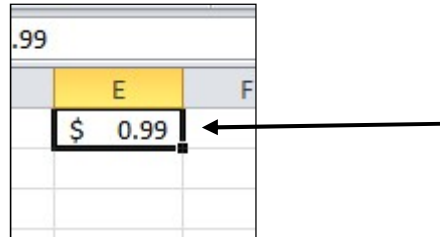
### **Assignment**

1. Create a workbook as shown below.
2. To enter new rows or columns, simply click on the row or column header to select the whole row or column. Then right click with the mouse and choose insert.
3. Add the new row for S Spade with the data that's shown below (between the original rows 7 and 8).
4. Add a column for gender and the data as shown below (between the original columns A and B). Enter the appropriate gender for yourself in the last row.

A	B	C	D
Name	Male/Female	Genre	Number of Songs
J Smith	F	Blues	50
B Doe	M	Country	110
S Spade	F	Country	200
F Zappa	M	Blues	1400
F Zappa	M	Alternative	2300
J Smith	F	Alternative	150
S Spade	F	Blues	1000
B Doe	M	Blues	75
yourname	M	Blues	800

5. Center the data in columns B and C. Do this by selecting the whole column and click the center icon on the ribbon.
6. Bold the data in row 1, the column headings (ensure that the data all remains visible within the column boundaries).
7. Change the font color for row 1 to Blue.
8. Change the format of the data in column D to comma style (no decimal places showing). There is an icon on the home tab that sets it to comma style easily.
9. Add two new column labels to the right of the current columns; **Unit Price** and **Total Cost**. (They will be in columns E and F.) These two columns of data should be currency type so that the dollar sign is shown. There is an icon to quickly format the selected column as currency type.
10. All tunes are \$.99, so enter that value for all rows in Column E. You can copy quickly by using the **Auto Fill** handle and drag that amount down. When you over your mouse over the tiny square in

the bottom right hand corner of the active cell, your mouse shape will become a skinny plus sign, and you can click and drag that cell to make a copy.



11. Calculate Total Cost (column F) as *column D times Column E*. You will type in a formula like this into cell F2: **=D2\*E2** (Be sure to begin the formula with an equal sign)
12. Use the AutoFill (skinny plus sign) again to copy the formula down column F; down to F10. Double check the picture below to make sure yours has the correct values
13. Add a border to all of the cells (A1-f10) using the Borders tool in the Fonts group on the Home Tab.
14. Change the page layout to landscape. Do this by clicking the Page Layout tab on the ribbon and then to Orientation to Landscape.
15. Save the file.
16. Click in cell F11 and Use the sum function or the shortcut icon that looks like  $\Sigma$  to get the total of the Total Cost column.
17. Ensure that the data is all visible within the column boundaries. Make the columns wider if needed.
18. Save the workbook. Your final spreadsheet should look like the following when printed.

Name	Male/Female	Genre	Number of Songs	Unit Price	Total Cost
J Smith	F	Blues	50	\$ 0.99	\$ 49.50
B Doe	M	Country	110	\$ 0.99	\$ 108.90
S Spade	F	Country	200	\$ 0.99	\$ 198.00
F Zappa	M	Blues	1,400	\$ 0.99	\$ 1,386.00
F Zappa	M	Alternative	2,300	\$ 0.99	\$ 2,277.00
S Spade	F	Blues	1,000	\$ 0.99	\$ 990.00
J Smith	F	Alternative	150	\$ 0.99	\$ 148.50
B Doe	M	Blues	75	\$ 0.99	\$ 74.25
yourname	M	Blues	800	\$ 0.99	\$ 792.00
					\$ 6,024.15

### Create a sample table given below in Excel

- Using formula find Total
- Find the maximum value using MAX function from the **Units** column
- Find minimum value from **Total** column

Order Date	Region	Rep	Item	Units	Unit Cost	Total
1/6/2016	East	Jones	Pencil	95	1.99	189.05
1/23/2016	Central	Kivell	Binder	50	19.99	999.50
2/9/2016	Central	Jardine	Pencil	36	4.99	179.64
2/26/2016	Central	Gill	Pen	27	19.99	539.73
3/15/2016	West	Sorvino	Pencil	56	2.99	167.44
4/1/2016	East	Jones	Binder	60	4.99	299.40
4/18/2016	Central	Andrews	Pencil	75	1.99	149.25
5/5/2016	Central	Jardine	Pencil	90	4.99	449.10
5/22/2016	West	Thompson	Pencil	32	1.99	63.68
6/8/2016	East	Jones	Binder	60	8.99	539.40
6/25/2016	Central	Morgan	Pencil	90	4.99	449.10
7/12/2016	East	Howard	Binder	29	1.99	57.71
7/29/2016	East	Parent	Binder	81	19.99	1,619.19
8/15/2016	East	Jones	Pencil	35	4.99	174.65
9/1/2016	Central	Smith	Desk	2	125.00	250.00
9/18/2016	East	Jones	Pen Set	16	15.99	255.84
10/5/2016	Central	Morgan	Binder	28	8.99	251.72
10/22/2016	East	Jones	Pen	64	8.99	575.36
11/8/2016	East	Parent	Pen	15	19.99	299.85
11/25/2016	Central	Kivell	Pen Set	96	4.99	479.04
12/12/2016	Central	Smith	Pencil	67	1.29	86.43
12/29/2016	East	Parent	Pen Set	74	15.99	1,183.26

### **C. MS-POWERPOINT LAB ASSIGNMENT**

#### **Activity 1 : Using Text & Background/Themes**

- i. Create one new slide and insert any text.
- ii. To make your slide more attractive, use the themes or background.
- iii. Make sure it apply for every slide not only one slide.

#### **Activity 2 : Apply Custom Animation On Text**

- i. Use the custom animation to add effects on your text. Set the text move after you click the mouse.
- ii. If you have more than one text, add effects for each of text.

#### **Activity 3 : Insert Image & WordArt**

- i. Insert one new blank slide.
- ii. Choose one pictures or clip art from any source and insert in your new slide.
- iii. Using the WordArt, make a note or title on your picture.
- iv. Use the custom animation again to add effects on your picture and WordArt.

#### **Activity 4 : Insert Text Box**

- i. Insert one new blank slide.
- ii. Use the text box to insert one paragraph of text and adjust your text.

#### **Activity 5 : Insert Smart Art**

- i. Insert one new blank slide.
- ii. Insert the Smart Art and put your text on the Smart Art.

**Activity 6 : Insert Audio**

- i. Back to your first slide and insert one audio on that slide. The audio must play automatically when you show your slide.
- ii. Make sure the speaker also not appear when you show your slide. (the icon).
- iii. The audio must play when you show alls your slide, not only one slide.

**Activity 7 : inserting Video**

- i. Insert one new slide and insert one short video

**Activity 8 : Save File**

- i. Save your file

**Activity 9 : Create Photo Album & Hyperlink**

- i. Insert one new slide and put a text ex: “My Photo Album”
- ii. Create one photo album and adjust your text and your photos
- iii. Save your photo album with a new file
- iv. Make a hyperlink to your photo using the text “My Photo Album”

**Reference Books:**

- Faithe wempen, word 2016 in depth 1<sup>st</sup> edition, que publishing(2015)
  - steven welkler, Office 2016 for bignners, Create Space Independent publishing plateform(2016)
  - Elaine Marmel, office 2016 simplified, 1<sup>st</sup> Edition, John wiley and sons Inc(2016)
  - Patrice-Anne Rutledge, Easy office 2016 1st edition, Que publishing(2016)
-

**SEMESTER IV****SKILL ENHANCEMENT COURSE****1 Paper****Total 100 x 1 = 100 Marks****II. SKILL ENHANCEMENT COURSE SEC 2:**

(Credits: Theory-02)

**Marks : 75 (ESE: 3Hrs) =75****Pass Marks: Th ESE = 30*****Instruction to Question Setter for  
End Semester Examination (ESE):***

There will be **two** group of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of ten questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type** six questions of fifteen marks each, out of which any four are to answer.

**Note:** There may be subdivisions in each question asked in Theory Examinations.

**HYDROLOGY****Theory: 30 Lectures**

1. Hydrological Cycle: Systems approach in hydrology, human impact on the hydrological cycle;
2. Precipitation, interception, evaporation, evapo-transpiration, infiltration, ground-water, run off and over land flow;
- 3 Hydrological input and output.
4. River Basin and Problems of Regional Hydrology: Characteristics of river basins, basin surface run-off, measurement of river discharge
5. Floods and droughts.

**SKILL ENHANCEMENT PROJECT- SEC 2****Marks : 25 (Pr 3Hrs) =25****Pass Marks: Pr ESE =10*****Guidelines to Examiners for  
End Semester Examination (ESE):***

*Evaluation of project work may be as per the following guidelines:*

*Project model (if any) and the Project record notebook = 15 marks*  
*Project presentation and viva-voce = 10 marks*

*Overall project dissertation may be evaluated under the following heads:*

- *Motivation for the choice of topic*
- *Project dissertation design*
- *Methodology and Content depth*
- *Results and Discussion*
- *Future Scope & References*
- *Presentation style*
- *Viva-voce*

**PROJECT WORK**

Student alone or in a group of not more than five, shall undertake one Project approved by the Subject Teacher/H.O.D. of the Department/College concerned. The progress of the Project shall be monitored by the faculty members at regular intervals.

**SEMESTER V****SKILL ENHANCEMENT COURSE****1 Paper****Total 100 x 1 = 100 Marks****III. SKILL ENHANCEMENT COURSE SEC 3:**

(Credits: Theory-02)

**Marks : 75 (ESE: 3Hrs) =75****Pass Marks: Th ESE = 30*****Instruction to Question Setter for******End Semester Examination (ESE):***

*There will be two group of questions. Group A is compulsory and will contain two questions. Question No.1 will be very short answer type consisting of ten questions of 1 mark each. Question No.2 will be short answer type of 5 marks. Group B will contain descriptive type six questions of fifteen marks each, out of which any four are to answer.*

*Note: There may be subdivisions in each question asked in Theory Examinations.*

**SETTLEMENT GEOGRAPHY****Theory: 30 Lectures**

1. Nature scope & contents of Settlement Geography.
2. Definition of Urban & Rural Settlement: Salient features of human settlements in India
3. Settlement site & structure: Internal morphology, external forms, field patterns, functions, rural housetypes with reference to India
4. Spatial organization: size, spacing, hierarchy of settlements.
5. Functional classification of towns and cities, rural –urban fringe, slums.

**Readings:**

- Bose A. India's Urbanization 1947-2000 Tata Mcgraw Hill, New Delhi.
- Chisholm, M: (1970) Rural Settlements and Landuse, Hutchinson, London
- Clout, R.D (1970) Rural Geography, Pergamon Press, London
- Dickenson, R.E (1947) City, Region and Regionalism, Kegan Paul Trench Trubner & Co. London
- Krishnan, G.: Nagar Bhugol, Punjab State University text Book Board, Chandigarh (Punjab)
- Misra, H.N (ed) (1987) Rural Geography, Heritage Publishers, New Delhi
- Mukherji, R.K (1968) Man and his habitation, Popular Books, Bombay
- Singh R.L (1972) Readings in Rural Settlement Geography, Banaras Hindu University, department of geography, Varanasi
- Turner Roy (ed) (1962): India's urban future, Oxford University press, Bombay

**SKILL ENHANCEMENT PROJECT- SEC 3****Marks : 25 (Pr 3Hrs) =25****Pass Marks: Pr ESE =10*****Guidelines to Examiners for******End Semester Examination (ESE):***

*Evaluation of project work may be as per the following guidelines:*

*Project model (if any) and the Project record notebook = 15 marks*  
*Project presentation and viva-voce = 10 marks*

*Overall project dissertation may be evaluated under the following heads:*

- *Motivation for the choice of topic*
- *Project dissertation design*
- *Methodology and Content depth*
- *Results and Discussion*
- *Future Scope & References*
- *Presentation style*
- *Viva-voce*

**PROJECT WORK**

Student alone or in a group of not more than five, shall undertake one Project approved by the Subject Teacher/H.O.D. of the Department/College concerned. The progress of the Project shall be monitored by the faculty members at regular intervals.

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**SEMESTER VI****SKILL ENHANCEMENT COURSE****1 Paper****Total 100 x 1 = 100 Marks****IV. SKILL ENHANCEMENT COURSE SEC 4:**

(Credits: Theory-02)

**Marks : 75 (ESE: 3Hrs) =75****Pass Marks: Th ESE = 30*****Instruction to Question Setter for******End Semester Examination (ESE):***

*There will be two group of questions. Group A is compulsory and will contain two questions. Question No.1 will be very short answer type consisting of ten questions of 1 mark each. Question No.2 will be short answer type of 5 marks. Group B will contain descriptive type six questions of fifteen marks each, out of which any four are to answer.*

*Note: There may be subdivisions in each question asked in Theory Examinations.*

**REGIONAL PLANNING & DEVELOPMENT****Theory: 30 Lectures**

1. Definition of Region, Evolution and Types of Regional planning: Formal, Functional, and Planning Regions and Regional Planning; Need for Regional Planning; Types of regional Planning.
2. Choice of a Region for Planning: Characteristics of an Ideal Planning Region; Delineation of Planning Region; Regionalization of India for Planning (Agro Ecological Zones)
3. Theories and Models for Regional Planning: Growth Pole Model of Perroux; Growth Centre Model in Indian Context; Myrdal, Hirschman, Rostow and Friedmann; Village Cluster
4. Changing Concept of Development, Concept of underdevelopment; Efficiency-Equity Debate
5. Measuring development: Indicators (Economic, Social and Environmental); Human development.

**Reading List**

1. Blij H. J. De, 1971: *Geography: Regions and Concepts*, John Wiley and Sons.
2. Claval P.I, 1998: *An Introduction to Regional Geography*, Blackwell Publishers, Oxford and Massachusetts.
3. Friedmann J. and Alonso W. (1975): *Regional Policy - Readings in Theory and Applications*, MIT Press, Massachusetts.
4. Gore C. G., 1984: *Regions in Question: Space, Development Theory and Regional Policy*, Methuen, London.
5. Gore C. G., Köhler G., Reich U-P. and Ziesemer T., 1996: *Questioning Development; Essays on the Theory, Policies and Practice of Development Intervention*, Metropolis- Verlag, Marburg.
6. Haynes J., 2008: *Development Studies*, Polity Short Introduction Series.
7. Johnson E. A. J., 1970: *The Organization of Space in Developing Countries*, MIT Press, Massachusetts.
8. Peet R., 1999: *Theories of Development*, The Guilford Press, New York.
9. UNDP 2001-04: *Human Development Report*, Oxford University Press.
10. World Bank 2001-05: *World Development Report*, Oxford University Press, New Delhi
11. Puri V.K & Chand.M (1998) *Regional Planning in India*, Allied Publication
12. Chand R.C (2010) *Pradeshik Niyijan tatha Vikash*, Kalyani Publishers Ludhiana.



**SKILL ENHANCEMENT PROJECT- SEC 4****Marks : 25 (Pr 3Hrs) =25****Pass Marks: Pr ESE =10*****Guidelines to Examiners for******End Semester Examination (ESE):****Evaluation of project work may be as per the following guidelines:*

*Project model (if any) and the Project record notebook           = 15 marks*  
*Project presentation and viva-voce                                       = 10 marks*

*Overall project dissertation may be evaluated under the following heads:*

- *Motivation for the choice of topic*
- *Project dissertation design*
- *Methodology and Content depth*
- *Results and Discussion*
- *Future Scope & References*
- *Presentation style*
- *Viva-voce*

**PROJECT WORK**

Student alone or in a group of not more than five, shall undertake one Project approved by the Subject Teacher/H.O.D. of the Department/College concerned. The progress of the Project shall be monitored by the faculty members at regular intervals.

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SAMPLE CALCULATION FOR SGPA & CGPA FOR UNDERGRADUATE 'B.Sc./B.A./B.Com  
General' PROGRAMME

**Distribution of Credits Semester wise for Undergraduate Courses**

**Table B-1: UG (B.A./ B.Sc./B.Com. Programme)**

**Semester wise distribution of 120 Credits**

	<b>CC</b>	<b>AECC</b>	<b>GE</b>	<b>SEC</b>	<b>DSE</b>	<b>Total Credits</b>
Semester I	18	02				20
Semester II	18	02				20
Semester III	18			02		20
Semester IV	18			02		20
Semester V				02	18	20
Semester VI				02	18	20
	<b>72</b>	<b>04</b>		<b>08</b>	<b>36</b>	<b>120</b>

CC=Core Course; AECC=Ability Enhancement Compulsory Course; GE=Generic Elective; SEC=Skill Enhancement Course; DSE=Discipline Specific Elective

**Table B-1: Sample calculation for SGPA for B.A./B.Sc./B.Com. Program**

Course	Credit	Grade Letter	Grade Point	Credit Point (Credit X Grade)	SGPA (Credit Point/Credit)
<b>Semester I</b>					
DSC - 1A	06	B	6	36	
DSC - 2A	06	B+	7	42	
DSC - 3A	06	C	5	30	
AECC – 1	02	B	6	12	
<b>Total</b>	<b>20</b>			<b>120</b>	<b>6.0 (120/20)</b>
<b>Semester II</b>					
DSC - 1B	06	B	6	36	
DSC - 2B	06	B	6	36	
DSC - 3B	06	C	5	30	
AECC – 2	02	A+	9	18	
<b>Total</b>	<b>20</b>			<b>120</b>	<b>6.0 (120/20)</b>
<b>Semester III</b>					
DSC - 1C	06	A	8	48	
DSC - 2C	06	A+	9	54	
DSC - 3C	06	A	8	48	
SEC – 1	02	A	8	16	
<b>Total</b>	<b>20</b>			<b>166</b>	<b>8.3 (166/20)</b>
<b>Semester IV</b>					
DSC - 1D	06	C	5	30	
DSC - 2D	06	B	6	36	
DSC - 3D	06	B+	7	42	
SEC – 2	02	A+	9	18	
<b>Total</b>	<b>20</b>			<b>126</b>	<b>6.3 (126/20)</b>
<b>Semester V</b>					
DSE - 1A	06	B	6	36	
DSE - 2A	06	A+	9	54	
DSE - 3A	06	A	8	48	
SEC – 3	02	B	6	12	
<b>Total</b>	<b>20</b>			<b>150</b>	<b>7.5 (150/20)</b>
<b>Semester VI</b>					
DSE - 1B	06	B+	7	42	
DSE - 1B	06	B	6	36	
DSE - 1B	06	C	5	30	
SEC - 4	02	C	5	10	
<b>Total</b>	<b>20</b>			<b>118</b>	<b>5.9 (118/20)</b>
<b>CGPA</b>					
<b>Grand Total</b>	<b>120</b>			<b>800</b>	<b>6.67 (800/120)</b>

**Table B- 2: Sample calculation for CGPA for B.A./B.Sc./B.Com. Program**

Semester I	Semester II	Semester III	Semester IV	Semester V	Semester VI
Credit:20; SGPA: 6.0	Credit:20; SGPA: 6.0	Credit:20; SGPA: 8.3	Credit:20; SGPA: 6.3	Credit:20; SGPA: 7.5	Credit:20; SGPA: 5.9

**Thus CGPA= (20x6.0+20x6.0+20x8.3+20x6.3+20x7.5+20x5.9)/120=6.67**

## MARKS DISTRIBUTION FOR EXAMINATIONS AND FORMAT OF QUESTION PAPERS

**Marks Distribution of End Semester Theory Examinations:****Table No. C1:** Marks distribution of Theory Examinations of End Semester

Topic	Code	Full Marks	Pass Marks	Time	Group-A# (Very short answer type Compulsory Questions) No. of Questions x Marks = F.M.	Group-B (Descriptive Questions with Choices ) No. of Questions x Marks = F.M.	Total No. of Questions to Set	
							Group A#	Group B
End Sem	T75	75	30	3 Hrs	Q.No.1 (10x1) + 1x5 =15	4 (out of 6) x15 =60	2	6
	T100	100	40	3 Hrs	Q.No.1 (10x1) + 2x5 =20	4 (out of 6) x20 =80	3	6
	T50 +T50	50X2=100	20	3 Hrs	2 x5 =10	2 (out of 3) x20 =40	2	3

# Question No.1 in Group-A carries 10 very short answer type 1 Mark Questions.

**Marks Distribution of Mid/End Semester Practical Examinations:****Table No. C2:** Marks distribution of Practical Examinations of End Semester

Topic	Code	Full Marks	Pass Marks	Time	Distribution of Marks			Total No. of Questions to Set
					Experiment	Record	Viva	
End Sem	P25	25	10	3 Hrs	15	5	5	
	P50	50	20	3 Hrs	30	10	10	Pr. with components of both papers
	P75	75	30	3 Hrs	45	15	15	Pr. with components of all three papers
	P100	100	40	3 Hrs	60	20	20	Pr. with components of all four papers

**Abbreviations :** T= Theory Examination, P= Practical Examination.

**Mid Sem\*** : There will be 15 Marks Theory Examination in Practical Subjects and 25 Marks Theory Examination in Non-Practical Subjects/ Papers. 25 Marks Theory Examination may include 10 Marks questions from Assignment/ Project/ Tutorial where ever applicable.

**Note** : There may be subdivisions in each question asked in Theory Examinations.

## FORMAT OF QUESTION PAPER FOR END SEM EXAMINATION

OF

AECC NH + MB COMMUNICATION



## Ranchi University, Ranchi

End Sem No.Exam Year

**Subject/ Code**

**F.M.** =50**P.M.**=20**Time**=1.5Hrs.

**General Instructions:**

- i. **Group A** carries short answer type **compulsory** questions.  
(खंड 'A' में लघु उत्तरीय अनिवार्य प्रश्न हैं।)
- ii. **Answer 2 out of 3** subjective/ descriptive questions given in **Group B**.  
(खंड 'B' के तीन में से किन्हीं दो विषयनिष्ठ/ वर्णनात्मक प्रश्नों के उत्तर दें।)
- iii. **Answer in your own words as far as practicable.**  
(यथासंभव अपने शब्दों में उत्तर दें।)
- iv. **Answer all sub parts of a question at one place.**  
(एक प्रश्न के सभी भागों के उत्तर एक साथ लिखें।)
- v. **Numbers in right indicate full marks of the question.**  
(पूर्णांक दायीं ओर लिखे गये हैं।)

**Group A**

- |         |  |     |
|---------|--|-----|
| 1. .... |  | [5] |
| 2. .... |  | [5] |

**Group B**

- |         |  |      |
|---------|--|------|
| 3. .... |  | [20] |
| 4. .... |  | [20] |
| 5. .... |  | [20] |

**Note:** There may be subdivisions in each question asked in Theory Examination.

## FORMAT OF QUESTION PAPER FOR END SEM EXAMINATION

OF

SUBJECTS WITHOUT PRACTICAL



## Ranchi University, Ranchi

End Sem No.Exam Year

**Subject/ Code**

**F.M.** =75**P.M.**=40 (Including Mid Sem)**Time**=3Hrs.

**General Instructions:**

- i. **Group A** carries very short answer type **compulsory** questions.
- ii. **Answer 4 out of 6** subjective/ descriptive questions given in **Group B**.  
(खंड 'B' के छः में से किन्हीं चार विषयनिष्ठ/ वर्णनात्मक प्रश्नों के उत्तर दें।)
- iii. Answer in your own words as far as practicable.  
(यथासंभव अपने शब्दों में उत्तर दें।)
- iv. Answer all sub parts of a question at one place.  
(एक प्रश्न के सभी भागों के उत्तर एक साथ लिखें।)
- v. Numbers in right indicate full marks of the question.  
(पूर्णांक दायीं ओर लिखे गये हैं।)

**Group A**

1. [10x1=10]
- i. ....
  - ii. ....
  - iii. ....
  - iv. ....
  - v. ....
  - vi. ....
  - vii. ....
  - viii. ....
  - ix. ....
  - x. ....

2. .... [5]

**Group B**

3. .... [15]
4. .... [15]
5. .... [15]
6. .... [15]
7. .... [15]
8. .... [15]

**Note:** There may be subdivisions in each question asked in Theory Examination.

## FORMAT OF QUESTION PAPER FOR END SEM EXAMINATION

OF

GE, SEC, GENERAL &amp; AECC HINDI/ ENGLISH COMMUNICATION



## Ranchi University, Ranchi

End Sem No.Exam Year

**Subject/ Code**

**F.M.** =100**P.M.** =40**Time**=3Hrs.

**General Instructions:**

- i. **Group A** carries very short answer type **compulsory** questions.
- ii. **Answer 4 out of 6** subjective/ descriptive questions given in **Group B**.  
(खंड 'B' के छः में से किन्हीं चार विषयनिष्ठ/ वर्णनात्मक प्रश्नों के उत्तर दें।)
- iii. Answer in your own words as far as practicable.  
(यथासंभव अपने शब्दों में उत्तर दें।)
- iv. Answer all sub parts of a question at one place.  
(एक प्रश्न के सभी भागों के उत्तर एक साथ लिखें।)
- v. Numbers in right indicate full marks of the question.  
(पूर्णांक दायीं ओर लिखे गये हैं।)

**Group A**

- |    |            |           |
|----|------------|-----------|
| 1. |            | [10x1=10] |
|    | i. ....    |           |
|    | ii. ....   |           |
|    | iii. ....  |           |
|    | iv. ....   |           |
|    | v. ....    |           |
|    | vi. ....   |           |
|    | vii. ....  |           |
|    | viii. .... |           |
|    | ix. ....   |           |
|    | x. ....    |           |
| 2. | .....      | [5]       |
| 3. | .....      | [5]       |

**Group B**

- |    |       |      |
|----|-------|------|
| 4. | ..... | [20] |
| 5. | ..... | [20] |
| 6. | ..... | [20] |
| 7. | ..... | [20] |
| 8. | ..... | [20] |
| 9. | ..... | [20] |

**Note:** There may be subdivisions in each question asked in Theory Examination.