

As Per NEP 2020

University of Mumbai



Syllabus for Basket of OE	
UG First Year :-2024-25	Subject- (Gujarati)
Semester II	
Title of Paper :-Introduction of Proof Reading	Credits 2
From the Academic Year :-	2024-25

Name of the Course: Introduction of Proof Reading

Sr. No.	Heading	Particulars
1	Description the course: Including but Not limited to:	Introduction of Proof Reading “The vision outlined in the National Education Policy (NEP) of 2020 presents an invaluable Opportunity to prepared students with a clear and focused direction. In alignment Not limited to: with the NEP 2020 objectives, The Proof reading course is designed to Introduce in Global age to Enrich with skill of language and students able to get job oriented Education.
2	Vertical	OE
3	Type	Theory and practical
4	Credit	2 credits (1 credit = 15 Hours for Theory and 25 marks per credit in a semester)
5	Hours Allotted	30 Hours
6	Marks Allotted	50 Marks (20+30)
7	Course Objectives	
	1	Students get skill of writing.
	2	Students will be know right spelling, punctuation etc.
	3	Skill of Proof reading will be developed in students.
9	Modules:-	
	Module :	
	1	Signs of Proof reading complacence of Proof reading.
	2	steps of proof reading , limits of proof reading Basic Grammar and knowledge of sentence syntax
		(15 Lectures 01 credit Marks 25)
	20 Marks Internal + 30 Marks External	
10	Text Books:	
11	Reference Books:	
	1	Sachi Jodani Agari Nathi: Yashvant Desai: Parichay Prakashan
	2	Viramchinho: Mohanbhai patel : Granth Nirman board, Ahmedabad
12	Internal Continuous Assessment :20 %	Semester end Examination : 30%
13	Continuous Evaluation through: Class Tests, Presentation, creative writing	
14	Format of Question Paper: for the final examination	

Internal Evaluation: 20 Marks

Sr. No	Particular	Marks
1	Classroom Presentation/Assignment	10
2	Essay Submission/Book Review/Field visit Report/Education Activity Report	10

Total Marks: 20

External Evaluation: 30 Marks

Sr. No.	Particular	Marks
1	Essay Type Question (Unit 1)	15 Marks
2 3	Essay Type Question (Attempt any one out of 2 based on Unit II) or Short note/ Problem (based on all Unit I and II)	15 Marks

Total Marks: 30

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**Sign of the
Offg. Associate Dean
Name of the Associate
Dean
Name of the Faculty**

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