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St Aloysius College (Autonomous)
Mangaluru

Re-accredited by NAAC “A++” Grade
Course structure and syllabus of
B.A.
JOURNALISM

Under NEP Regulations, 2020

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(ÁéAiÀÄvÀÛ)

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www.stalloysius.edu.in



ST ALOYSIUS COLLEGE(AUTONOMOUS)

P.B. NO. 720, MANGALURU - 575 003, KARNATAKA, INDIA

Phone:+91- 0824-4117701, 4117702, 4117703, 4117704

Email: principal@stalloysius.edu.in

alloysius.principal@gmail.com

Re-accredited by NAAC with 'A++' Grade with CGPA 3.67/4 (Cycle 4)
Recognised as Centre for Research Capacity Building under UGC-STRIDE Scheme
Recognised under DBT - BUILDER Scheme, Government of India
College with "STAR STATUS" Conferred by DBT, Government of India
Recognised by UGC as "College with Potential for Excellence"

Date: 21-12-2022

NOTIFICATION

Sub: Syllabus of **B.A. JOURNALISM** under NEP Regulations, 2020.
(As per Mangalore University guidelines)

Ref: 1. Decision of the Academic Council meeting held on 18-12-2021 vide

Agenda No: 6.

2. Decision of the Academic Council meeting held on 09-07-2022 vide
Agenda No: 14

3. Decision of the Academic Council meeting held on 25-02-2023 vide
Agenda No: 12

4. Decision of the Academic Council meeting held on 02-09-2023 vide
Agenda No: 3

5. Office Notification dated 21-02-2022

6. Office Notification dated 17-08-2022

7. Office Notification dated 30-03-2023

6. Office Notification dated 26-09-2023

Pursuant to the above, the Syllabus of **B.A JOURNALISM** under NEP Regulations, 2020 which was approved by the Academic Council at its meeting held on 18-12-2021, 09-07-2022, 25-02-2023 & 02-09-2023 is hereby notified for implementation with effect from the academic year **2021-22**.

Brenna

PRINCIPAL



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To:

1. The Chairman/Dean/HOD.
2. The Registrar Office
3. Library

A meeting of the Board of Study in Journalism (UG) was held on 18-11-2021

Following members were present for the meeting.

Internal Members :

Rev Fr Marchel Rodrigues SJ - Chairman

Bhavya Shetty

Shwetha Mangalath

Reyben Machado

External Members :

Dr Bhaskar Hegde - University Nominee

Dr Anisha - Subject Expert

Ms Geetha - Subject Expert

Ms Ashwini - Meritorius Student

A meeting of the Board of Study in Journalism (UG) was held 27.06.2022

Following members were present for the meeting.

Internal Members :

Rev Fr Marchel Rodrigues SJ - Chairman

Bhavya Shetty

Shwetha Mangalath

Reuben Machado

External Members :

Dr Anisha - Subject Expert

Ms Geetha - Subject Expert

Ms Ashwini - Meritorius Student

Mr Fredy Mathew – Student Representative

A meeting of the Board of Study in Journalism (UG) was held on 18-08-2023

Following members were present for the meeting.

Internal Members :

Bhavya Shetty – Chairman

Mr Vishal Nayak

Ms Ashwini

Mr Likith Shenoy

Mr Prajath Hegde

External Members :

Dr Bhaskar Hegde - University Nominee

Dr Hampesh K S - Subject Expert

Mr Rakesh Kumar K - Subject Expert

Dr Anisha - Meritorius Student

Ms Naina J A - Industry Expert

<u>Program Outcome and Program Specific Outcome</u>	
PO 1:	Develop Graduates with basic understanding on various media and communication practices and its importance in contemporary society
PO 2:	Enhancement of skills in various Media production techniques and to be industry ready
PO 3:	Develop and apply scientific approach to meet the needs of the society and to produce responsible and creative media professionals
PROGRAMME SPECIFIC OUTCOMES	
PSO 1:	Gain knowledge on various communication patterns
PSO 2:	Acquire skills of journalistic practices
PSO 3:	Recognizing Media as a important information and education tool
PSO 4:	Equipped with various media technologies
PSO 5:	Creation of innovative media content
PSO 6:	Ability to enquire and respond to various social issues and concerns through media practices
PSO 7:	Develop skills to analyze media content with a critical bent of mind
PSO 8:	Get hands on experience in media field through internships and media campaigns
PSO 9:	Create socially responsible media practitioners

PATTERN OF PRACTICAL EVALUATION

Section -A	Record Book /Lab Journal /Project Report	15
Section -B	Internal Assessment/Presentations/Classroom participation, quiz, etc	10
Section -C	End Term Examination-Viva-voce	25
	Total	50marks

INTERNAL ASSESSMENT

		Theory	Practical
Component 1	CIA 1	10	-
Component 2	CIA 2	10	-
Component 3	Seminar/Presentation/Activity	10	10
Component 4	Case study/Assignment/Fieldwork/Project work etc	10	15
		40Marks	25 Marks

JOURNALISM – Course Matrix
(NEP based model Curriculum)

SEM	Title of the paper	Course Code	Teaching hours	Credits	Max marks	
					T	IA
I	Introduction to Journalism	G 105 DC1.1	4	4	60	40
	Practical- Journalistic writing skills	G 105 DC2.1P	2	2	25	25
	Writing for Media	G 105 OE1.1	3	3	60	40
II	Computer Application for Media	G 105 DC1.2	4	4	60	40
	Practical –Multimedia skills	G 105 DC2.2P	2	2	25	25
	Photo Journalism	G 105 OE1.2	3	3	60	40
III	News Reporting and Analysis	G 105 DC1.3	4	4	60	40
	News Reporting and Analysis	G 105 DC2.3P	2	2	25	25
	Feature Writing and Freelancing	G 105 OE1.3	3	3	60	40
IV	News Processing and Editing	G 105 DC1.4	4	4	69	40
	News Processing and Editing	G 105 DC2.4P	2	2	25	25
	Translation for Media	G 105 OE1.4	3	3	60	40
V	Introduction to Communication	G 105 DC1.5	4	4	60	40
	Practical- Introduction to Communication	G 105 DC 2.5P	4	2	25	25
V	Fundamentals of Radio and TV	G 105 DC3.5	4	4	60	40
	Practical : Fundamentals of Radio and TV	G 105 DC4.5P	4	2	25	25
Optional	Media laws and ethics		4	4	60	40
VI	Introduction to Digital media	G 105 DC1.6	4	4	60	40
	Practical: Introduction to Digital media	G 105 DC 2.6P	4	2	25	25
VI	Advertising and corporate Communication	G 105 DC3.6	4	4	60	40
	Practical: Advertising and Corporate Communication	G 105 DC4.6P	4	2	25	25
	INTERNSHIP					

PATTERN OF PRACTICAL EVALUATION

Section -A	Record Book /Lab Journal /Project Report	15
Section -B	Internal Assessment/Presentations/Classroom participation,quiz,etc	10
Section -C	End Term Examination-Viva-voce	25
	Total	50marks

INTERNAL ASSESSMENT

		Theory	Practicals
Component 1	CIA 1	10	-
Component 2	CIA 2	10	-
Component 3	Seminar/Presentation/Activity	10	10
Component 4	Case study/Assignment/Field work/Project work etc	10	15
		40Marks	25 Marks

Program Title	BA(Journalism and MassCommunication)			Semester	First Semester
Course Code	G 105 DC1.1			Type of Course	Discipline core
Course Name	INTRODUCTION TO JOURNALISM			Contact hours	4 hours/week Theory
					4 hours/week Practical
Course Credits	06{Theory: 4creditsandPractical:2 credits}			Academic Year	2021-22Batch
CIE Marks	40	SEExamMarks	60	Practical Marks	50

Course Outcomes:

- ❖ Understand and appreciate various dimensions of masscommunication
- ❖ Develop an understanding of the fundamental concepts of Journalism
- ❖ Analyse the scope and various dimensions in Journalism
- ❖ Discuss the recent trends in MassMedia

Course Content:

Unit-1

Communication -Definition, nature, scope, process and elements of communication;
Types of communications- Verbal nonverbal ,Interpersonal , Intrapersonal , group and Mass communication

Journalism – Definitions, Nature and Scope ; Types of media – Print, Broadcast and Online

Unit-II

Development of Journalism: Early Journalism – Hickey, Buckingham, Raja Ram Mohan Roy, Gandhiji . History of Kannada Journalism – Development of Coastal Journalism - History of Media Education in Karnataka.

Unit-III

Journalism as profession; Modern Journalism; Rise of advocacy, Tabloid press, yellow Journalism, Citizen Journalism, Mobile Journalism – Use of Social media as part of Journalism- face book, YouTube , Instagram, twitter

Unit -IV

Photo Journalism –) Importance , Scope , Types of Photography caption writing, photo feature , grammar , Visual composition ; case studies (4-5 specific photo journalist needs to be specified)

Writing For media – Types of journalistic writings.

Exercises Assignments

1. Reading of newspapers in the class
2. Writing reports on civic problems incorporating information from civil

- organization based on interview.
3. Prepare questions for a specific interview.
 4. Filing report on the basis of mock press conferences
 5. Filing report after attending one press conference after going to the field.

**Practical Paper- G 105 DC2.1P Practical- Journalistic writing skills
(Two Credits-50Marks)**

1. Reporting Hard news stories–specialised stories (human interest /politics/entertainment/agriculture/science)(Any2 specialised report)
2. Citizen journalism (1story)
3. Writing Articles and feature stories (2stories)
4. Writing for social media –Long form and short form content -5 assignments
5. Photography-Shoot and submit Nature, Human interest and Portraits photographs-5
6. Caption writing for photographs
7. Letters to the Editor (2 letters)
8. Review of content of Newspapers/Magazines

Note: Each student shall compulsorily maintain assignments and record book, submit the same at the end of the semester in the form of Project Report and attend the Viva.

Reference Textbooks	
1	Berlo, D. K. (1960). The process of communication: An introduction to theory and practice. Holt, Rinehart and Winston
2	Schramm, W. L. (Ed.). (1960). Mass Communications: a book of readings selected and ed. for the Institute of communications research in the Univ. of Illinois. University of Illinois Press
3	McQuail'D. (2010). McQuail's mass communication theory. Sage publications
4	Uma.N (2011). Mass Communication Theory and Practice. New Delhi, Har-Anad publication Pvt Ltd
5	Kumar, Keval J. (2020) Mass Communication in India- (51h Revised Edition), Jaico Publishing house, Mumbai
6	Singh, C. P. (Ed.). (2004). Dictionary of Media and Journalism: TV, Radio, Print and Internet IK international Pvt.
7	Jeffery, R. (2000) India's Newspaper Revolution. Oxford University Press, New Delhi.
8	Mehta, D.S. {2014} Mass Communication and Journalism in India Allied Publications, New Delhi.
9	Natarajan.J (?000) History Of Indian Journalism: Part II Of The Report Of The

	Press Commission. Publications Division
10	Krishnamurthy, N. (1969) Indian Journalism, Mysore University Press

Open Elective

SEMESTER I

G 105 OE1.1 WRITING FOR MEDIA

Total Hour: 45

Hour/week: 3

Max Marks: 100

Credits: 3

Course Objectives.

- To make them familiar with writing for media and develop interest in writing
- Introduce the students to cultivating of sources
- Equip the students with new trends in media writing

Unit – I

Print Media: Introduction to writing for print media. Media Literacy, rules and ethics of writing for media. Forms of Journalistic writing –news reporting, Column, articles, feature, editorial, letter to the editor, preparing press release etc.,) Content development: choosing a topic, identifying sources, gathering information and importance of rewriting

Practical Exercises:

Letter to editors -02

Writing headlines-05

Picture captions writing -05

Unit –II

Radio: Introduction to writing for radio; Principles and elements of scripting: Aesthetics of language and grammar for radio scripting; scripting design and different scripts formats.

Practical Exercises:

Preparing script for a Radio talk of 05 minute 02

Preparing script for radio Jingle of 02 minute 02

Unit –III

Television: Basic principles and techniques of TV writing; elements of TV scripting, language and grammar; TV script formats; writing a script for entertainment programme and news.

Practical Exercises

- Entertainment programme script -02Minute

Unit IV:

New media: Introduction to writing for Online media; writing techniques for new media. Content writing for social media (Face book, twitter, LinkedIn ,Instagram) Introduction to blogging and current trends in Web Journalism .

Practical Exercises:

- Create your own e-mail address ,facebook , Twitter, LinkedIn , Instagram accounts.
- Create a facebook page
- Blog/vlog
- Multimedia Content

Reference Books

- Ravindra R.K (1999). Handbook of Reporting and Editing, Anmol Publications, New Delhi
- Roy Barun (200+). Beginners Guide to Journalism, PusthakMahal, Delhi
- Ellen Sandler The TV writer's Book- A creative Approach to TV scripts, Delta Publications (2007) Edition
- Berger, ArtherAsa (2009)Scripts: writing for radio and TV, SAGE Publications
- ShrivastavaKM(2015). News Reporting and Editing , Sterling Publishers, New Delhi
- Gupta and JasraAS(2007). Information Technology on Journalism, Kanishka Publishers, New Delhi
- Craig Richard (2004)Online journalism Writing and Editing for New Media, Belmont Thomson , Wadsworth Publishing company, USA
- Lyndra Felder (2011). Writing for the Web Creating Compelling Web Content Using Words, pictures and Sound , New Riders , Denmark

ProgramTitle	BA		Semester	Second Semester
Course Code	G 105 DC1.2		TypeofCourse	Discipline core
CourseName	COMPUTER APPLICATIONS FOR MEDIA		Contacthours	4 hours/weekTheory
				4 hours/weekPractical
CourseCredits	06{Theory: 4creditsandPractical:2 credits}		AcademicYear	2021-22Batch
CIEMarks	40	SEExamMarks	60	PracticalMarks
				50

<p align="center">Course Outcomes:</p> <ul style="list-style-type: none"> ❖ Understand the basic concepts of computers ❖ Develop and understanding of the applications of computers in print and electronic journalism ❖ Apply Information Technology skills in print and Broadcast projects. ❖ Demonstrate web-based broadcasting skills 	
<p align="center">Course Content:</p>	
<p align="center">Unit-1</p> <p>Understanding the internet, Types of networks, LAN, MAN, WAN. Search Engines, Browsers, Search engine Optimization. Static and dynamic websites and portals. Convergence of technologies- Convergence and contemporary media. Social Media and their applications.</p>	
<p align="center">Unit-II</p> <p>Fundamentals of visual communication. Various applications of computers in media: Text, Graphics, Drawings; Animation; Media Software and application (Audio and video software. Designing software).E- news papers and blogs, Vlogs and podcasts.</p>	
<p align="center">Unit-III</p> <p>Developing and editing content and stories on Internet. File transfer protocols and uploading images and texts. Creating graphics and Animation, inserting images, supporting file formats (JPEG, TIFF, PNG, GIFF). Video and Audio file formats.</p>	

Unit-IV

Fundamentals of Multimedia: Definition, concepts and elements of multimedia. Applications of Multimedia for print, electronic and Cyber media. Virtual reality, augmented reality. Concepts of Internet Television and Internet Radio. OTT platforms. Online research tools.

Projects for internal assessment

- Image editing and page designing
- Blogs/Vlogs

Practical Paper- G 105 DC2.2P Practical- BASIC MULTIMEDIA SKILLS

(Two Credits-50Marks)

1. Creating Power Point Presentation using Multimedia tools
2. Designing an e-paper page using QuarkXPress/InDesign
3. Creating Infographics
4. Record content of your choice using audio-recording software
5. Creating Multimedia Content-News stories and Feature stories
6. Podcast

Note: Each student shall compulsorily maintain assignments and record book, submit the same at the end of the semester in the form of Project Report and attend the Viva.

Reference Textbooks

1	Sunder, B., 2000- <i>Computers Today</i> Ed, John Wiley
2	Benedict, M. <i>Cyberspace- First steps</i> , ed. Cambridge, MA, MIT Press
3	Chapman and Chapman, <i>Digital Multimedia</i> , Wiley Publication.
4	Cyber Space, New York: Free Press. 1997.
5	Macintosh, <i>Advanced Adobe Photoshop</i> , Adobe Publishers
6	Satyanarayana, R. <i>Information Technology and its Facets</i> , Delhi, Manak 2005.
7	Smith, Gene. <i>Tagging; People powered Metadata for the Social Web</i> , Indianapolis, Indiana: New Riders Press, 2008.
8	James c. Foust. <i>online Journalism: Principles and Practices for the Web 3.</i>

**Open Elective
Semester II
G 105 OE1.2PHOTOJOURNALISM
BA/B Com/BBA/BCA**

Total Hours 45

Hours/Week: 3

Max Marks: 100

Credits: 3

Course Objective

- To attract students toward Photojournalism
- To familiarize the students to techniques of photography and photojournalism
- To give a practical knowledge in the field of Photography

Unit 1

History of Photography, Concept of Photography; Different types of Cameras—Manual, Digital and phone cameras; Shot compositions, Concept of lighting. Techniques and types of photography and latest trends in Photography.

Unit II

Concept of Photojournalism - Nature and Scope of Photojournalism; Qualifications, Role and Responsibilities of Photojournalists; Source of news for photojournalists. Ethics of Photojournalism.

Unit III

Techniques of photo editing- Caption writing; Photo editing software; Leading press Photographers and Photorealists in India.

Unit IV

Mobile Journalism: Using smart phones for taking effective pictures and shooting videos. Editing photos and videos taken on smart phones; Uploading news photos/ videos on digital platforms.

Practical

Shoot and submit Nature photos, News photos, Portraits, and Human-interest photos.
Edit at least 5 photographs
Caption writing practical (at least 10 photographs)

Books for reference

- Ang, T. (2013). Digital Photography Masterclass. Dorling Kindersley Ltd.
- Feinberg, M. (1970). Techniques of Photojournalism: Available lights and the 35mm camera (Vol 5)
- Roshtein A. (1980). Photojournalism. Amphoto Books, New York.
- Kenneth, Kobre. (2008). Photojournalism; The professional approach, Focal Press, Massachu Sets.
- Ericson B and Roman0 (1990). Professional digital photography. Hall International. London.
- JonaiWabwire (2014). Photojournalism distinguished from other branches of Photography, Lam Lambert Academic Publishing Germany.
- Brenda Tharp (2010). Creative Nature and Outdoor Photography, Amphok Books, New York.

Program Title	BA(Journalism and Mass Communication)		Semester	Third Semester
Course Code	G 105 DC1.3		Type of Course	Discipline core
Course Name	News Reporting and Analysis		Contact hours	4
				hours/week Theory
Course Credits	06 {Theory: 4 credits and Practical: 2 credits}		Academic Year	4
				hours/week Practical
Course Credits	06 {Theory: 4 credits and Practical: 2 credits}		Academic Year	2021-22 Batch
CIEMarks	40	SE Exam Marks	60	Practical Marks
				50

Course Outcomes: On completion of the course, the student teacher will be able to:

- ❖ Organize and articulate new stories understanding the concepts, structure, and types of news.
- ❖ Evaluate and analyze the importance of sources and types of information that provide the basis for news stories.
- ❖ Formulate skills for news selection, processing, prioritizing and finally, designing the end-product,
- ❖ Identify the basic ethical issues confronting editors and can practice fair play.

Course Content:

Unit-1

News: definitions, nature, concepts, elements, and values. Sources of news: Types of sources, techniques of news gathering and finding story ideas, building contacts with sources. News writing skills; structure, and components of news story, inverted pyramid, and other styles. Leads and types of leads in news story.

Unit-II

Reporter: Organization of reporting section, principles of reporting, functions, qualities, attributes and responsibilities. Professional norms and ethics. Kinds of reporting: investigative, interpretative, in-depth, and narrative. Classification of reporters: staff reporters, stingers, freelancers, foreign correspondent, mofussil and general reporters.

Unit-III

Types of news events: Speeches, seminars & conferences, press conferences, launches, rallies, and agitations. Reporting governmental and non-governmental communications. Covering communal riots and crimes. Interviewing: principles, importance, techniques and types of news interviews, difference between print and broadcast interviews.

Unit-IV

Specialized reporting: Legislative, court, science and health, technology, defense, human rights, gender, travel and photography, Civic, political, sports, legal, education, business reporting, environment and development, agriculture, culture and lifestyle.

Practical Paper G 105 DC2.3P -News Reporting and Analysis (Two Credits-50 Marks)

- 1. Event reporting** -Students have to identify 2 major events and provide a detailed news report on it.
- 2. Press conference** -Have to attend the press conferences of a day and prepare a report based on it.
- 3. Press Notes** Get the 10 Press Notes from your local news media and prepare the news item.
- 4. Interview news story** – Conduct at least two in-person interviews to write a news story on a timely topic in consultation with your professor from primary sources (400-500 words).
- 5. List and analyse the following news items already published in the different news papers.**

Press notes-2, Speech Reporting-2, Protest-2, accidents-2, Obituary-2, disaster-2, Communal riots-2, Political reporting-2, election-2, legislature-2, judiciary-2, weather-2, seminars/workshops-2, science & health-2, Technology-2, environmental issues-2, Suicide-2, Gender Issues-2, Health-2, Agriculture-2, investigative-2, defence-2, human rights-2, tourism-2, education-2, cultural events-2, Govt news-2, sports-2.

Note: Each student shall compulsorily maintain assignments and record book, submit the same at the end of the semester in the form of Project Report and attend the Viva.

Reference Textbooks	
1	Bill Kovach and Tom Rosenstiel, (2001) <i>The Elements of Journalism</i> , Three Rivers Press.
2	Brooks, B.S., Pinson, J.L., & Wilson, J.G. (2013). "Writing as a Journalist," chapter 11 in <i>Working with words: A handbook for media writers and editors</i> . Boston; New York: Bedford/St. Martin's.
3	Deborah Potter, (2006) <i>Handbook of Independent Journalism</i> , Bureau of International Information Programs, U.S. Department of State.
4	Brooks, B.S., Kennedy, G., Moen, D.R., & Ranly, D. (2014). <i>The inverted pyramid</i> . In <i>News reporting and writing</i> (11th edition). Boston; New York: Bedford /St. Martin's.
5	Lorenz, Alfred L., and John Vivian. (1995) News: Reporting and Writing Pearson Education POD.
6	Izard, Ralph S. (1994) <i>Fundamentals of News Reporting</i> , 6 th edition. Dubuque, Iowa: Kendall/Hunt.
7	Melvin Mencher, (2010), <i>News Reporting and Writing</i> , 12 th Ed McGraw-Hill, New York.
8	The Missouri Group. (2014) <i>News Reporting and Writing</i> , 11 th edition, Bedford-St. Martin.
9	Steward, Charles J., and William B. Cash, Jr. (2003) <i>Interviewing: Principles and Practices</i> ; Boston: McGraw-Hill.
10	Tompkins, A. (2012). <i>The art of the interview</i> . In <i>Aim for the heart: Write, shoot, report and produce for TV and multimedia</i> (pp. 77-96). Washington, D.C.: CQ Press.

Program Title	BA (Journalism and Mass Communication)	Semester	Third Semester
Course Code	G 105 OE1.2	Type of Course	Core Elective
Course Name	Feature Writing and Freelancing	Contact hours	2 hours/week Theory
			2 hours/week Practical
Course Credits	03	Academic Year	2021-22 Batch

Course Outcomes: On completion of the course, the student teacher will be able to:

- ❖ Organize and articulate competent feature stories understanding the concepts, structure, and types of features.
- ❖ Write different types of feature stories and get published.
- ❖ The student should turn into serious freelancers understanding ups and downs in the freelancing.

Course Content:

Unit-1

Feature: Definition, structure and techniques of feature writing, difference between news and features, difference between feature and article, research and developing feature stories, types of feature writing. feature headlines, feature syndicates.

Unit-II

Types of features: news features, profiles, human interest, science, cultural, environmental and travel, art, fashion, historical, food, health, personal narratives. reviews and its types – film, art and performance review, book review.

Unit-III

Freelancing – Meaning, definition and scope of freelancing, qualities of a freelancer, trends in freelancing, commissioning features, Modern trends in feature writing; blogs, vlogs, Podcast. Legal and ethical aspects of free lancing.

Unit-IV

Scope for freelancing in print and electronic media, freelancing for social media, tools and resources for free-lance writers, freelancing as a profession in India and elsewhere. Career in feature writing.

Practical Component for OE-3-Feature Writing and Freelancing

(4 hrs/week)

1. Write any two features of your choice.
2. Recreate headlines (minimum 3) for any 5 features.
3. Publish at least two features in any print or online platforms.
4. Write any two reviews (book/ film/ art and performance)
5. Write one personality feature or health feature

Reference books	
1	Alexander, L. (1982) Beyond the Facts: A Guide to the Art of Feature Writing (2nd ed.). Houston, Texas: Gulf Publishing Company.
2	Boynton, R.S. (2005) The New Journalism: Conversations on Craft With America's Best Nonfiction Writers. New York: Vintage Books.
3	Blundell, W.E. (1988) The Art and Craft of Feature Writing. New York: Plume.
4	Garrison, B. (2004) Professional Feature Writing (4th ed.). Mahwah, NJ: Lawrence Erlbaum Assoc Inc
5	Harrington, H.F. (1912) Essentials in Journalism. A Manual in Newspaper Making for College Classes. Boston: Ginn and Company. Retrieved from http://openlibrary.org/details/essentialsinjour00harrrich
6	Harrington, H.F. (1925) Chatson Feature Writing. New York and London: Harper & Brothers.
7	Harrington, W. (1997) Intimate Journalism: The Art and Craft of Reporting Everyday Life. Thousand Oaks: Sage.
8	Pape, S., & Featherstone, S. (2006) Feature Writing: A Practical Introduction. London: Sage Publications.
9	Stephen John Tanner, Molly Kasinger, Nick Richardson (2009) Feature Writing: Telling the Story. Oxford University Press
10	Williamson, D.R. (1977) Feature Writing for Newspapers (2nd ed.). New York: Hastings House

Program Title	BA(Journalism and Mass Communication)			Semester	Fourth Semester
Course Code	G 105 DC1.4			Type of Course	Discipline core
Course Name	News Processing and Editing			Contact hours	4 hours/week Theory
					4 hours/week Practical
Course Credits	06 {Theory: 4 credits and Practical: 2 credits}			Academic Year	2021-22 Batch
CIEMarks	40	SE Exam Marks	60	Practical Marks	50

Course Outcomes: On completion of the course, the student teacher will be able to:

- ❖ Understand the hierarchy of editorial department and the role of editors.
- ❖ Edit copy precisely and consistently, using correct grammar and eliminating libelous passages and items in poor taste.
- ❖ Be able to write clear and accurate headlines, decks, and captions.
- ❖ Be able to design basic newspaper pages. Understand the basic ethical issues confronting editors.

Course Content:

Unit-1

Introduction: Editing-definitions, importance, principles, functions and techniques of editing. Types of editing, editing in the age of convergence. Importance of design in print media, visualizing a page, Editing and ethics. Style sheet.

Unit-II

Newsroom Setup: Structure and functions of a typical newsroom. Editor/executive editor, roles of editor, news editor, chief sub-editor, sub-editor, Editorial; Op-ed, types of editorial, editorial writing techniques, translation techniques, supplement page editing.

Unit-III

Editing terminologies: Mast head, deadline, firing of the page, going to bed, panels, folios, lead, different types of headlines, brief, bastardisation, tint, hamper, flyer, dummy, grids, jacket pages, kerning, template, by-line, blurb, date-line, credit-line, attribution, quotation, imprint line.

Unit-IV

Skills required: News judgment, mastery over language, art of playing with words, denotation and connotation, interpretation in the context, giving perspective, working with news stories, rewriting news stories, proofreading, writing headlines, creative headlines and fitting the news stories, selection and cropping of photographs, page layout, types of designs. Designing special pages. Data and Information graphics.

**Practical Paper for G 105 DC2.4P - News Processing and Editing
(Two Credits – 50 Marks)**

1. List out synonyms, homophones and homonyms.
2. Editing copies with spelling mistakes and redundancies.
3. Giving headlines for news stories.
4. Selecting stories for a campus newspaper.
5. Designing a dummy newspaper.
6. Designing special pages.
7. Photo selection and cropping.
8. Writing Captions for photos.
9. Writing editorials.
10. Analyse any two news stories (preferably news agency copies) published in any leading news papers

Note: Each student shall compulsorily maintain assignments and record book, submit the same at the end of the semester in the form of Project Report and attend viva.

Reference books	
1	Bodian, Nat G. (1984). Copywriter's Handbook. ISI Press,
2	Brooks, B.S., & Pinson, J.L. (2015). The art of editing in the age of convergence. Boca Raton, FL: CRC Press.
3	Brooks, B., George, K., Moen, D. & Ranly, D. (2010). News reporting and writing. Publisher : Bedford/St. Martin's.
4	Ellis, B. (2001). The copy editing and headline handbook. Berkeley: University of California Press.
5	Emenanjo, N.E. (2010). Editing and writing. Aba: E-Front Publishers.
6	Idemili, S. (2002). News editing. In Wilson D. (ed.) Introduction to the print media, Ibadan: Sterling-Horden Publishers
7	K.M. Srivastava (2003) News Reporting and Editing; Sterling Publishers Pvt Ltd.
8	Kovach, B., & Rosenstiel, T. (2014). The elements of journalism: What news people should know and The public should expect. New York, NY: Three Rivers Press.
9	Michael O. Ukonu. (2013) News Editing and Design. Grand Heritage Global Communications, Nsukka.
10	Strunk, William, Jr. and E.B. White. (1978) Elements of Style, 3rd edition. Macmillan Publishing Company.

ProgramTitle	BA(JournalismandMassCommunication)	Semester	FourthSemester
Course Code	G 105 OE1.4	TypeofCourse	CoreElective
CourseName	Translationfor Media	Contacthours	2 hours/weekTheory
			2 hours/weekPractical
CourseCredits	03	AcademicYear	2021-22Batch

CourseOutcomes: On completion of the course, the student teacher will be able to:

- ❖ Translate the given stories keeping in mind the requirements of the client.
- ❖ Understand the difference between translations for different media and practice it.
- ❖ Gain a mastery over the techniques of translation.

CourseContent:

Unit-1

Translation: Meaning, definition, nature, scope, and significance of translation, difference between literary translation and translation for media.

Unit-II

Process and techniques of Translation: Source language, target language, co-ordination, guidelines for translation; citations, reference, plagiarism.

Unit-III

Types of Translation: Word to word, summarized, free, paraphrasing.

Unit-IV

Challenges of translation from English to regional languages and vice versa, modern trends in media translations, difference between print and electronic media translations.

Practical Component for OE-4-Translation for Media (3hrs/week)

1. Paraphrase any article from a research journal.
2. Write a summary of an essay
3. Translation of advertisement copies-
4. Translation of current news from English to Regional language vice-versa or re-write the current news-3
5. Giving headlines to translated stories-3

Reference books	
1	Bassnett, S. & Bielsa, E. (2009) Translation in Global News. London: Routledge.
2	Bassnett, S. (2004) 'Trusting the Reporters: Translation and the News' The Linguist.
3	Cronin, M. (2013). Translation in the Digital Age. Oxton and New York: Routledge.
4	Delabastita, D. (1989) 'Translation and Mass Communication: Film and Tv Translation as Evidence of Cultural Dynamics' Babel.
5	Diaz Cintas, J. (2007) Audiovisual Translation: Subtitling. Manchester: St. Jerome.
6	Esser, A., Bernal-Merino, M. and Smith, I. (2015). Media across borders: localizing TV, film, and Videogames. New York: Routledge.
7	Friedrich, H. (1992). On the Art of Translation.
8	Gadamer, H.G. (1989). Introduction. In J. Biguenet and R. Schulte (Eds.), The Craft of Translation. Chicago: U of Chicago Press
9	Jain R. (1995). Machine vision. London: McGraw Hill Books Company Ltd.
10	R.L. Trask and Bill Mayblin: Introducing Linguistics: A Graphic Guide b

Program Title	BA(Journalism and Mass Communication)	Semester	V
Course Code	DSC 5	Type of Course	Discipline core
Course Name	Introduction to communication	Contact hours	4 hours/week Theory
Course Credits	4	Academic Year	2021-22Batch
CIE Marks	40	SE Exam Marks	60

Course Outcomes:

1. Analyze and interpret communication processes
2. Gain skills like active listening, feedback, conflict resolution, and self-disclosure
3. Communicate effectively in group settings by understanding group dynamics
4. Participate in decision-making processes, managing conflicts, and contributing to collaborative problem-solving.
5. Develop public speaking skills to confidently present ideas and messages to diverse audiences.

Course Content:

UNIT I: Foundations of Communication
Introduction to Communication as a field of study, Verbal and nonverbal communication, Role of perception in communication, Cultural and gender influences on communication.
UNIT II: Interpersonal Communication and Group Communication
Principles of effective interpersonal communication, Listening and feedback skills, Conflict resolution and negotiation, Self-disclosure, and relationship development. Group dynamics and communication, Leadership and decision-making in groups, Conflict management in groups, Problem-solving, Effective group presentations, and teamwork.
UNIT II:Public Speaking,Mass Communication, and Media Ethics
Introduction, Speech preparation and organization, Delivery techniques and vocal variety, nonverbal communication in public speaking, Overcoming public speaking anxiety. Overview of mass communication, the role of media in society, Media literacy. Journalism and ethical considerations: Media Freedom, Defamation, Contempt of Court,

RTI, Privacy.

UNIT IV MODELS & THEORIES OF COMMUNICATION:

Models of Communication: Linear and Non-linear Models.

Theories of Communication: Magic bullet, two-step flow, Multistep flow, Normative media theories, Cultivation theory, Agenda setting theory, Uses and gratification theory.

BOOKS FOR REFERENCE

Adler, R. B., & Rodman, G. (2018). *Understanding human communication (13th ed.)*. Oxford University Press.

Wood, J. T. (2019). *Interpersonal communication: Everyday encounters (9th ed.)*. Cengage Learning.

Beebe, S. A., Beebe, S. J., & Ivy, D. K. (2020). *Communication: Principles for a lifetime (8th ed.)*. Pearson.

O'Hair, D., Wiemann, M., Mullin, D., & Teven, J. (2018). *Real communication (4th ed.)*. Bedford/St. Martin's.

Littlejohn, S. W., & Foss, K. A. (2018). *Theories of human communication (11th ed.)*. Waveland Press.

West, R., & Turner, L. H. (2018). *Introducing communication theory: Analysis and application (6th ed.)*. McGraw-Hill Education.

PRACTICAL SYLLABUS INTRODUCTION TO COMMUNICATION

Total Hrs- 40

Hours/week- 4

Max marks- 50

Credits- 2

1. Nonverbal Communication Analysis: Show students a video clip or a series of images depicting various nonverbal cues
2. Active Listening Exercise: Pair up students and assign them specific roles as the speaker and the listener.
3. Cross-Cultural Communication Simulation: Divide students into small groups and assign each group a different cultural background or scenario.

4. Constructive Feedback to their peers on areas like clarity, organization, tone, and effectiveness.

5. Organizing an event: Prepare a proposal and plan an event. (team)

Program Title	BA (Journalism and Mass Communication)			Semester	VI
Course Code	DSE7	Type of Course			Discipline core
Course Name	Fundamentals of Radio and TV			Contact hours	4 hours/ week Theory
Course Credits	04	Academic Year			2021-22 Batch
CIE Marks	40	SE Exam Marks	60	Practical Marks	50

Course Outcomes: Course Outcomes:

- Analyze the role of broadcast media in shaping public discourse.
- Demonstrate effective interviewing, scriptwriting, and collaboration in a newsroom environment.
- Create compelling and visually appealing news content for radio and television.
- Deliver professional-quality broadcasts for radio and TV journalism.

Course Content:

UNIT I: DEVELOPMENT OF RADIO AND TV
History and evolution of radio and television journalism, Roles and responsibilities of radio and TV journalists, newsroom environment and news production processes, Ethical considerations in radio and TV journalism. SITE, TRAI
UNIT II: TECHNIQUES OF RADIO AND TV PRODUCTION - I
Research and story development for radio and TV news, Interviewing techniques and strategies for broadcast journalism, Writing and editing news scripts for radio and TV, Voice modulation, pronunciation, and delivery for broadcast, and Newsroom operations in a broadcast setting.
UNIT III: TECHNIQUES OF RADIO AND TV PRODUCTION - II
Fundamentals of audio and video recording, Editing, and post-production for broadcast news, Visual storytelling, and composition for television news, Graphics, visuals, and multimedia integration, technical equipment, and software used in broadcast production.

UNIT IV: TECHNIQUES OF RADIO AND TV PRODUCTION – III & ETHICS

Presentation skills and on-camera performance for TV journalism, Anchoring, Effective use of body language and gestures in front of the camera, Teleprompter and live reporting techniques, Interviewing guests and experts on camera, Improving voice quality and delivery for radio and TV broadcasts. Broadcasting ethics, Prasarabharati Act.

Reference Textbooks

Briggs, M. (2017). *Journalism next: A practical guide to digital reporting and publishing (3rd ed.)*. CQ Press.

Lynch, D. J. (2018). *The ethics of journalism: Individual, institutional and cultural influences*. Routledge.

Herbst, S. (2020). *Numbered voices: How opinion polling has shaped American politics (1st ed.)*. University of Chicago Press.

McLeod, D. M., Kosicki, G. M., & McLeod, J. M. (2019). *The expanding boundaries of political communication*. Oxford University Press.

Einhorn, B. (2017). *From the scene of the crime: Television documentaries*. University of Illinois Press.

Verna, P. (2016). *Inside radio: An attack and defense guide (2nd ed.)*. Focal Press.

Dixon, W. (2018). *Film and television distribution and the internet: A legal guide for the media industry*. Bloomsbury Publishing.

Harris, D. (2020). *Local journalism in the digital age: Theory and practice in the digital age*. Routledge.

PRACTICAL SYLLABUS

Total Hour:20 **Hours/Week:4**

Max Marks: 50 **Credits:2**

1. Conduct an Interview: Students will select a relevant topic or news story and conduct an interview with an expert or a relevant individual.
2. News Script Writing: Students will be given a news story or event and will be required to write a news script suitable for radio or TV broadcasts.
3. On-Camera Presentation: Students will prepare a short news segment or report and present it in front of a camera.
4. Editing and Post-Production: Students will be given raw audio or video footage and will be tasked with editing and post-production work to create a final news segment.
5. Broadcast News Package: Students will work in groups to create a complete news package, including a news story, interviews, visuals, and voiceovers.

Program Title	BA (Journalism and Mass Communication)			Semester	VI
Course Code	DSC 8			Type of Course	Discipline core
Course Name	Introduction to Digital Media			Contact hours	4 hours/week Theory
					4 hours/week Practical
Course Credits	06 {Theory: 4credits and Practical:2 credits}			Academic Year	2021-22Batch
CIE Marks	40	SE Exam Marks	60	Practical Marks	50

Course Outcomes:

- Understand the fundamentals of digital filmmaking
- Compose shots using cinematographic techniques and discusses
- Write digital media film scripts and screenplays
- Edit digital film videos on digital platforms

UNIT I DIGITAL JOURNALISM:

Definition and meaning, trends in online journalism, Reporting and editing for digital media, characteristics of online journalism, online news formats, and Digital Reporting techniques.

UNIT II DIGITAL BROADCAST:

Growth of Internet Radio and Video, elements of new media broadcasting, skills required for online live streaming, planning and recording podcast, planning and recording internet videos.

UNIT III DIGITAL MARKETING:

Introduction to digital media marketing, definition, scope, process and tools of online marketing, types of marketing, social media marketing techniques, AI, Digital Interface, Gaming, Machine Learning

UNIT IV DIGITAL ACTIVISM & ETHICS:

Online audience engagement, internet tools for social change, planning digital campaigns, online activism on the environment, health – Physical & Mental health,

Gender issues online, Political activism, case studies on online activism.

Ethics in New Media: IT Act, IPR, Copyright Act, Copyleft and Creative Commons.

Reference

Davisson Amber, Controversies in Digital ethics, Bloomsbury

Itule & Anderson (2002). News Writing and reporting for today's media, McGraw Hill Publication

Jim Foust (2011), Online Journalism: Principles and Practices of News for the Web, Routledge

Kim Jihoon :Between film, video and the digital, Bloomsbury

Rey G Rosales (2006), The Elements of Online Journalism, iUniverse, U.S.

Saxena Sunil (2006), Headline Writing, Sage

Tapas Ray, Online Journalism, Cambridge University Press, 2011

DSC 7 Practical

Digital Media Production

2 credits 50 marks

Practical

Practical 1: Writing content for social media - blogs.

Practical 2: Develop a personal or professional website.

Practical 3: Planning social media marketing for your course or your professional or personal website.

Practical 4: Planning Podcast - Getting Ideas Together, Scripting for Podcast.

Practical 5: Planning a digital media campaign on social concern issues.

Program Title	BA(Journalism and Mass Communication)			Semester	VI
Course Code	DSC			Type of Course	Discipline core
Course Name	Advertising and Corporate Communication			Contact hours	3 hours/week Theory
					3 hours/week Practical
Course Credits	03{Theory: 3credits}			Academic Year	2021-22Batch
CIE Marks	40	SE Exam Marks	60	Practical Marks	50

Course Outcomes: Course Outcomes:

To introduce students to the basic concept of advertising

To familiarize the students with the concept of copywriting and selling through writing

To learn the process of creating original, strategic, compelling copy for various mediums

To gain a thorough understanding of PR skills

To train students to generate, develop and express ideas effectively

Course Content:

UNIT-1: Introduction to Advertising

The Advertisement as Communication, Definition and Types of Advt, Theories of Advertising - Information, Service, Ideology Grammar of Advertisements – print, audio-visual, Models of Advertising AIDA model, DAGMAR model, Maslow's Hierarchy model

UNIT-II Mediums used for Ads and campaigns

Advertising through Print, Electronic, and Online media, Segmentation, and Ad Campaigns: Media Selection, Planning, Scheduling; Market strategy and Branding; Positioning and Targeting, The Ad Agency-Practices, Ethical Issues in Advertising – Regulatory Bodies

UNIT-III: Introduction to Corporate Communication & Ethics
Understanding Corporate Communication -Definitions, concept and genesis of CC, Difference and similarities between PR and CC and public affairs, CC and corporate affairs, Publics in CC - Financial publics, media, opinion makers, government, elected representatives, Present state of CC, Organising corporate communication activities, Areas of strategic thinking in corporate communication, Ethics and laws in corporate communication
UNIT -IVCorporate Communication Tools:
Lobbying, sponsorship, Corporate Reputation, Corporate identity, Media mileage, Corporate Brand Management: Defining corporate identity. Integrating corporate identity into the communication process, Definition and role of corporate image, Crisis Management

Reference

Kleppner, Otto; Fundamentals of Advertising; Prentice Hall; New Jersey. 1980.

Gupta, Sen; Brand Positioning; Tata McGraw Hill; New Delhi; 1990.

Hart, Norman; The practice of advertising; Heinemann Pub.; London. 1990.

Mooij, Marieke de; Advertising Worldwide (2nd edn.); Prentice Hall; UK. 1994

Cornelissen, Joep; Corporate Communication: A Guide to Theory and Practice; Sage. 2011

Advertising and Corporate Communication (DSC)

Contents	60 Hrs
Unit1 Create a campaign for a product of your choice. Display Advertising Create a social media ad using free online software. Evaluating the effectiveness of campaigns. (Case study)	15
Unit2: Preparing Brochures Posters/flyers Create a blog Put together a corporate collateral (Soft Copy)	15

PATTERN OF QUESTION PAPER- THEORY EXAM

Duration of the examination -2 hours

Max marks: 60marks

Question Paper pattern for both Core and Open Elective

- I. Answer any 5 question out of 9 questions. Question 9 (case study /application /analytical question) is compulsory**

1. **5X10=50**
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.

Write short notes

4X2.5=10

- 1.
- 2.
- 3.
- 4.

INTERNSHIPS under UGC regulation, 2023.

INTERNSHIP GUIDELINES

NEP 2020 has devised transformative initiatives in the field of higher education. The skills required for developing employability ingenuities are fostered by introducing internship as an important component in the curriculum.

Internship is provided in two modes-

- i. Internship for enhancing the employability
- ii. Internship for developing the research aptitude

As per the UGC Guidelines for **“Implementation of Internship/Research Internship for Undergraduate Students”** our institution has structured the internship course under the following categories-

i. Internship for enhancing the employability

The interns may pursue their internships in varied industries perse and go beyond the clusters prescribed by the central, state, micro and local governments. An indicative list is provided by UGC which comprises of –

1. Trade and Agriculture Area
2. Economy & Banking Financial Services and Insurance Area
3. Logistics, Automotive & Capital Goods Area
4. Fast Moving Consumer Goods & Retail Area
5. Information Technology/Information Technology enabled Services & Electronics Area
6. Handcraft, Art, Design & Music Area
7. Healthcare & Life Science Area
8. Sports, Wellness and Physical Education Area
9. Tourism & Hospitality Area
10. Digitisation& Emerging Technologies (Internet of Things/Artificial Intelligence/Machine Learning/Deep Learning/Augmented Reality/Virtual Reality, etc.) Area
11. Humanitarian, Public Policy and Legal Service Area

12. Communication Area
13. Education Area
14. Sustainable development Area
15. Environment Area
16. Commerce, Medium and Small-Scale Industries Area and other areas approved by the statutory bodies of the institution from time to time.

ii. Internship for developing the research aptitude

Building of the research aptitude is a formative way to uncover facts and present the outcomes in an organised manner. Research internship aims at providing hands-on training to work on research tools, techniques, methodologies, equipment, policy framework and various other aspects in pursuing quality research.

The research interns can apply in research institute, research lab, national or internationally reputed organizations, research labs, working with faculty, mentors from distinguished fields.

INTERNSHIP STRUCTURE

- Internship is organised, executed and monitored by the Research & Development Cell (RDC) of the institution.
- Since the internship is time bound, a research supervisor is assigned to the interns for sharing expertise and follow up of their Internship Progress.
- Orientation sessions and interaction faculty-wise was initiated.
- A Nodal Officer was appointed along with four block-wise coordinators to harness the possibilities and effectively implement internship at department level.
- Internship Report Format is drafted for maintaining the uniformity in reporting ethos.
- The Nodal Officer is in charge of corresponding with the Internship Providing Organization (IPO) is any organization, HEI, philanthropy, farmer, government organization, R&D institutions, research labs, artisans, enterprises, institution/person of eminence, cooperatives, corporates providing an opportunity to the student for Internship during the programme.
- The Nodal Officers along with the block coordinators must be approached in case of any issues and will be responsible for any official registration, enrollment and upkeep of the internship programme and the students.

- Internship Supervisors/ Mentors are appointed and a lot of students are assigned to them who in turn are responsible to ensure the authenticity of the internship certificate provided and monitor the hours of the work undertaken by the interns.
- Students may apply for Internship Programme through the Nodal Officer or Online Internship Apps such as Internshala, Go Intern and so on to avail the Internship Offers.
- It is preferred to undertake internship in physical mode. Digital Mode or Group Internships are an option.
- Internship Reports must be endorsed by the Internship Supervisor/ Mentor.

ACADEMIC CREDENTIALS

- The internship as a course is mandatory for the under-graduate level fetching 2 credits each.
- For an internship, one credit of Internship means two-hour engagement per week.
- 60 – 90 Hours is mandatory to be undertaken by every student who is interning in any of the modes mentioned above.
- Hands-on training/ Orientation is mandatory before commencement of the internship/research internship programme.

EVALUATION

Report writing (15-20 pages)- Format will be sent to the Internship Mentors/ Project Guides	20 Marks
Powerpoint Presentation	10 Marks
Viva Voce (One to One)	10 marks
External Assessment (Internship)/ External Evaluation (Project Report)	10 Marks
Total	50 Marks
Number of Hours	60 hours (Internship)

EVALUATION AND ASSESSMENT COMPRISES OF-

- Activity logbook and evaluation report of Internship Supervisor
- Format of presentation and the quality of the intern's report
- Acquisition of skill sets by the intern
- Originality and any innovative contribution
- Significance of research outcomes
- Attendance

ANNEXURE

FORMAT OF THE INTERNSHIP REPORT



ST ALOYSIUS COLLEGE
(AUTONOMOUS) MANGALURU
INTERNSHIP REPORT FORMAT

1. Title Page (1 page)

- Student Name, Class, Register Number, Name of the College
- Name of the Company
- Internship Dates (Duration – Date of commencement –Date of completion)
- Certificate from Dean/Head of Department **(1 page)**
- Declaration by the Student **(1 page)**
- Certificate from the Internship Mentor **(1 page)**
- Company Certificate with Official Logo and Authorized Signature **(1 page)**

REFER SAMPLE 1 to SAMPLE 6 ANNEXED TO THIS FORMAT (Page No. 3 - Page No. 6)

2. Table of Contents (1 page)

- Keep it in Tabular Form
- Serial Number, Particulars and Page Number (three columns)

3. Acknowledgements (1 page)

(Mention how they helped you and what you learnt from each person)

4. Brief Profile of the Company/entity (2 pages)

- History- Vision- Mission of the Company
- Regular Business Activities (Broad/Specific)
- Intern's role in Overall Work Scheme

5. Tasks Assigned (1 page)

- Mention in points the various tasks assigned

6. Learning Objectives (1 page)

(Example: three objectives are mentioned- any other objective kindly mention)

- Mention the following learning objectives-
 - ✓ To pursue internship in a company or an institution which gives opportunity to explore and nurture our skills.
 - ✓ To undertake experiential learning to improvise the technical and social skills.
 - ✓ To build curriculum vitae and strengthen the work experiences.
 - ✓ Any other (kindly specify)

7. Responsibilities including Job Description (7 pages)

- Internship Position in the Company (Example: Database Management Assist as Designation)
- Day Wise Report (Mention- Date, Time, Venue, Staff In-charge Name and Designation, Detailed report on daily basis)
- Mention Specific Tasks, Skills you learnt and experiences that developed you professionally.
- Mention even the talks, seminars attended, training sessions attended.
- Attach the relevant documents and certificates and evidential documents.

8. Skills and Experiences (Learning Outcomes) (1 page)

- Specific skills developed relate it to educational experiences and your career goal.
- Professional traits acquired.

9. Conclusion (1 page)

- Potentialities for future internships
- Helping the organization in better understanding of the need and interest of interns.

10. Annexure

- Attach relevant documents, certificates and photographs



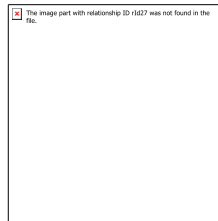
Principal

22-01-2023


Registrar

SAMPLE 1

Title page



ST ALOYSIUS COLLEGE (AUTONOMOUS) MANGALURU

Internship Report on ----- (area of work)
at ----- (name of the company, place)

Submitted to St Aloysius College (Autonomous), Mangaluru in partial fulfillment of the
requirements for the award of the

Degree of Bachelor ofjh

B.

By

(Name of the Student)

(Class and Register No)

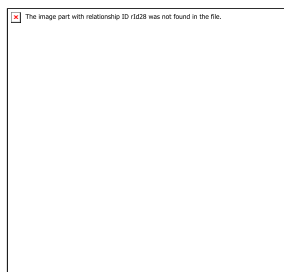
Under the guidance of

Name and address of Internal Guide

2023 – 2024

SAMPLE 2

Certificate from the Dean/HOD



FACULTY OF

ST ALOYSIUS COLLEGE (AUTONOMOUS)

LIGHT HOUSE HILL ROAD, MANGALORE – 575 003

CERTIFICATE

This is to certify that Mr./Ms bearing Register number..... has successfully completed his/her internship on (area of work) at(name of the company and place).

This internship report is prepared after having undergone internship for the period as stipulated by the College and is submitted to St Aloysius College (Autonomous) Mangaluru, in partial fulfilment of the requirements for the award of the Degree of Bachelor of during the year 2023-24.

Date:

Signature with name and Designation

Place:

Seal

SAMPLE 3

Declaration by the student

DECLARATION

This is to certify that this internship report has been prepared by me after undergoing internship from.....to.....(duration) at
(name of the company and place). This report is my original work and is being submitted for the partial fulfilment of the requirements of the award of the Degree of

This report has not been submitted earlier to this College or any other Universities/Institutions for the fulfilment of the requirements of the course of the study.

Date:Signature

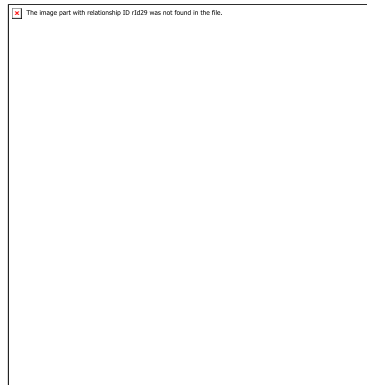
Name of the student

Place:

Register No

SAMPLE 4

Certificate from Internship Mentor



CERTIFICATE

This is to certify that (Name of the student),
Register Number....., of, has successfully
completed his/her internship
on.....(area of work) at
..... (name of the company and place), in partial fulfilment of
the requirements for the Degree of The internship report has been prepared by
him/her under my guidance and supervision. I further certify that no part of this report
has been submitted for the award of any degree, diploma, fellowship or such other
similar title.

Name and Designation of the Internship Mentor:

Date:

Place:

Signature

(Internship Mentor)

SAMPLE 5

Certificate of Performance from the company in its letter head

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr/Ms(name of the student),..... (Reg No), student of B.Com at St Aloysius College (Autonomous) Mangaluru, has done his /her internship in our company on , (area of work), for the purpose of partial requirements for the award of the Degree of Bachelor of Commerce. He /She has completed the internship from our company for the period fromto..... (date of internship).

During his/her tenure of the internship his/her conduct and character was good.

Signature

Name and Designation

Company seal

Date:

Place:
