Mehr Chand Mahajan DAV College for Women Sector 36A Chandigarh

Monthly Teaching Plan(Session 2021-22)

Name of the Teacher: Sukarma Verma

Department: Mass Communication

Course: Post Graduate Diploma in Mass Communication

Subject: Electronic Media(103) (1st Semester()

Month	Topics to be covered	Academic activity
September 27 to September 30	 Introduction to the course contents Orientation to the programme 	Discussion methodBlack boardInteractive session
October 1 to October 31	 History of Radio in India: origin and development of radio as a medium Characteristics of Radio: strength and weakness of Radio Radio as a medium: role of radio, reach, future and its relevance in present times Basics of writing script for Radio 	 Lecture method Black board Class room discussion Audio visual aids PPT
November 1 to November 16	 All India Radio: development and organisational structure Types of Radio programmes: Radio news: components and writing style Radio Interviews: basic principles of conducting interviews for radio 	 Lecture method Interactive sessions Black board Audio visual aids

	Radio talks and discussion	
	programmesRadio features: meaning and components	
November 17 to November 30	MST	Offline
December 1 to December 20	 History of Television in India: origin and development of TV as a medium Characteristics of Television Television: role, reach and future Formats of TV programmes: TV interviews: types, role ,preparation and techniques of conducting TV interviews Discussion programmes on TV TV documentary: meaning , role and documentary making 	 Lecture method Black board Interactive session Audio visual aids PPT
2 nd Semester		
February 3 to February 29	 Organisational structure of News Service Division of DD and AIR Television bulletins: structure, gathering, compiling, condensing and presenting TV news Basics of script writing for TV and Radio News Package: meaning, structure and basic ingredients 	 Lecture method Black board Interactive session Audio visual aids PPT

March 1 to March 31	 Television bulletins: structure, gathering, compiling, condensing and presenting TV news Meaning of script and basics of TV script writing Types of Script: narrative style, split page and camera script Introduction to above and below the line function in TV production 	 Lecture method Black board Interactive session Audio visual aids Class room presentation
April 1 to April 30	 Introduction to camera Camera shots: meaning and types of shot Basics of camera movement Basic camera angles Fundamental of camera composition, perspective and transitions Basics of programmes editing: meaning and fundamentals linear and non linear editing Introduction to process of programme production 	 Lecture method Black board Interactive session Audio visual aids Class room presentation