



Shri Vaishnav Vidyapeeth Vishwavidyalaya, Indore

II Semester

MMM201 AUDIO PRODUCTION MANAGEMENT

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME									
		THEORY			PRACTICAL			L	T	P	CREDITS
		END SEM University Exam	Two Term Exam	Teachers Assessment	END SEM University Exam	Teachers Assessment					
MMM201	Audio Production <i>MANAGEMENT</i>	60	20	20	-	-	4		-	4	

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P - Practical; C - Credit;

*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Course Objectives

1. To familiarize students with the characteristics of Sound.
2. To familiarize students with the details of audio production.

Course Outcomes

1. Understand basics of audio production.
2. Students also will be benefitted by learning sound characteristics.

COURSE CONTENT

Unit I: Basics of Sounds

1. Frequency, noise, amplitude; quality of sound,
2. Sound intensity, frequency, audio meters,
3. Sound propagation, acoustics, types of sound- mono sound.

Unit II: Recording sound in Radio

1. Standardized recording procedures, monitoring sound, sound mixing, sound Aesthetics
2. Sound scripting, sound dubbing, sound effects, reverberation.
3. International sound track, R- DAT Synchronizing audio with video

Unit III: Audio Production and Research

1. Audio Production techniques, editing techniques, post production, background sound.
2. Production techniques of radio talks, radio interviews, radio discussions, radio conferences, theme based radio programs, radio features and drama.
3. Audience research. TRP's in radio

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15

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Unit IV: Audio Production

1. Basic elements of audio production
2. News program,
3. Feature, Music program & Drama

Unit V: Audio Scripts

1. Meaning and use of script in the production of audio programs.
2. Steps of writing audio script for news productions,
3. Steps of writing audio script for Feature, Music program & Drama.

Suggested Readings

1. Watkinson, J.(1998). *The Art of Sound Production*. Focal Press. Latest Edition.
2. McLeish, R(1999). *Radio Production*. Focal Press. Latest Edition.
3. Norberg, E.G.(1996). *Radio Programming*. Focal Press. Latest Edition.

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MMM202 MEDIA LAW (CYBER LAWS AND IPR)

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME									
		THEORY			PRACTICAL			L	T	P	CREDITS
		END SEM University Exam	Two Term Exam	Teachers Assessment	END SEM University Exam	Teachers Assessment					
MMM202	Media Law, Cyber law and IPR)	60	20	20	-	-	4	-	4		

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P - Practical; C - Credit;

*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Course Objectives

1. The objective of the course is to acquire the students various laws related to media Industry
2. To help them develop abilities and skills required for the applications of legal system in Media Industry

Course Outcomes

1. Demonstrate understanding of various legalities in Media Management
2. Apply the concept of business law in Media
3. Develop an understanding of the periphery of legal system in media

COURSE CONTENT

Unit I: Concept of Law and Indian Contract Act, 1872

1. Indian Contract Act, 1872- Contract defined, Elements of valid contract
2. Classification of contracts
3. Capacity to contracts
4. Performance of Contracts ,Agreements, Termination of contracts
5. Breach of contract and its remedies

Unit II: Companies Act, 1956

1. Nature and kinds of companies
2. Formation, Memorandum, Articles, Prospectus
3. Capital ,shares, debentures, borrowing powers, minimum subscription
4. Appointment of Directors
5. Winding up of companies

Unit III: Consumer Protection Act, 1986

1. Salient features and objectives of the Consumer Protection Act, 1986
2. Different Consumer redressal Forums
3. Composition and jurisdiction of district, state and National forum

17

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4. Mode of complaints, Procedures for disposal of complaints, Penalty

Unit IV Information Technology Act 2000,

1. Object and Scope of the IT Act
2. Digital Signature, Electronic Records Certifying Authorities
3. Penalty and Adjudication
4. Cyber Laws
5. Patents and Trademarks and Copyright

Unit V: The Legal Regime Concerning the Media in India.

1. Specific Legal Issues Relevant to the Media: Defamation
2. Right to Information (especially under the Right to Information Act) 2005
3. Video piracy
4. Working Journalists Act, 1955, Press Commissions-Press Council Act 1978, Prasar Bharati Act 1990
5. Information Technology Act 2000, Prasar Bharati Board Self-Regulation of Media Organisations
6. Ethics- Broadcasting code - Code of conduct for various other media.

Suggested Readings

1. Saha Ray H.K. (2016). *Law of Contracts*. Eastern Law Book House. Latest Edition.
2. Gogna P. S. (2003). *A Textbook of Business and Corporate Law*. Sultan Chand and Company. Latest Edition.
3. Bulchandani K. R. (1984). *Business Law*. Himalaya Publishing. Latest Edition.
4. Singh Avtar (2006). *Principles of Mercantile Law*. Eastern Book Company. Latest Edition.
5. Bose Chandra (2008). *Business Laws*. Prentice Hall India. Latest Edition.
6. Kumar (2009). *Legal Aspect of Business*. Cengage Learning. Latest Edition.


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MMM203.MEDIA RESEARCH PLANNING

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME								
		THEORY			PRACTICAL		L	T	P	CREDITS
		END SEM University Exam	Two Term Exam	Teachers Assessment	END SEM University Exam	Teachers Assessment				
MMM203	Media Research Planning	60	20	20	-	-	4	-	4	

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit;

*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Course Objectives

1. To enable the students to understand Media research methodology and commonly used statistics.
2. To equip the students for conducting research in the area of Media & Communication.

Course Outcomes

1. To able to understand and implement Media Mix effectively
2. To familiarize students with different aspects of Media research in video production.

COURSE CONTENT

Unit I: Nature of scientific inquiry and scientific method.

1. Need of research in Media Production.
2. Elements of research: theory and facts, hypotheses, concepts and constructs, variables,
3. Nature and levels of measurement.

Unit II: Research Design

1. Types of Research - Exploratory Research, Descriptive Research, Causal Research, Analytical Research
2. Approaches to Research
3. Importance of literature review
4. Steps involved in a research design

Unit III: Sampling and Data Collection

1. Sampling and sampling distribution: Meaning, Steps in Sampling process
2. Types of Sampling - Probability and Non probability Sampling Techniques
3. Data collection: Primary and Secondary data – Sources – Advantages/Disadvantages
4. Data collection Methods: Observations, Survey, interview and Questionnaire design, Qualitative Techniques of data collection.

19

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Unit IV: Statistical Tools for Data Analysis

1. Measures of central tendency - Mean, Median, Mode, Quartiles, Deciles and Percentiles
2. Measures of Dispersion: Standard Deviation – Variance – Coefficient of Variance, Skewness
3. Correlation - Karl Pearson's coefficient of Correlation, Rank Correlation
4. Regression: Method of Least Squares
5. Formulation of hypothesis
6. Testing of hypothesis
7. Type I and Type II Errors.

Unit V: Report writing

1. Reporting Research
2. Types of reports
3. Characteristics of a research report


Suggested Readings

1. Malhotra Naresh K. (2008). *Marketing Research. Pearson publishers*, Latest Edition.
2. Zikmund, Babin, Carr, Griffin (2003). *Business Research Methods*. Cengage Learning, India, Latest Edition.
3. Cooper Donald R and Schindler Pamela S. (2006). *Business Research Methods*. McGraw-Hill Education, Latest Edition.
4. Anderson, Sweeney, William, Cam (2014). *Statistics for Business and Economics*. Cengage Learning, Latest Edition.
5. Krishnaswami O. R., Ranganatham M. (2011). *Methodology of Research in Social Sciences*. Himalaya Publishing House, Latest Edition.
6. Levin and Rubin (2008). *Statistics for Management*. Dorling Kindersley Pvt Ltd, Latest Edition.
7. Sekaran Uma (2003). *Research Methods for Business*. Wiley India, Latest Edition.
8. Gupta S. P. (2014). *Statistical Methods*. Sultan Chand and Sons, Latest Edition.
9. Aczel and Sounderpandian (2008). *Complete Business Statistics*. Tata-McGraw Hill, Latest Edition.
10. Kothari C. R. (2004). *Research Methodology*. Vishwa Prakashan, Latest Edition.



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MBAI201 FINANCIAL MANAGEMENT

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME									
		THEORY			PRACTICAL			L	T	P	CREDITS
		END SEM University Exam	Two Term Exam	Teachers Assessment	END SEM University Exam	Teachers Assessment					
MBAI201	Financial Management	60	20	20	-	-	4		-	4	

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P - Practical; C - Credit;

*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Course Objective

The objective of this course is to understand the concept of Business Finance. It also aims at learning of financial tools and developing the skills of financial analysis and financial decisions. The emphasis will be on the concepts and application rather than derivations

Course Outcomes

1. Familiarized with the various sources of finance which a business house can mobilize.
2. Develop the ability to measure the risk and return of the various portfolios.
3. Implement investment decisions, the process and methods of evaluation of various investment proposals.
4. Develop the skills to analyze the impact of various financing alternatives on the wealth maximization/ valuation of the firm.

COURSE CONTENT

Unit I: Introduction

1. Introduction to financial management
2. Objectives of financial management – profit maximization and wealth maximization
3. Interface of Financial Management with other functional areas

Unit II: Sources of Finance, Cost of Capital and Capital Structure Decision

1. Short term and long term sources of funds and their characteristics Cost of Capital
2. Computation of cost of Equity, Debt and Preference Capital.
3. Weighted Average Cost of Capital
4. Capital Structure and its Theories.

Unit III: Investment Decisions

1. Time Value of Money
2. Investment evaluation techniques – Net present value
3. Internal rate of return

21

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4. Payback period
5. Discounted payback period
6. Accounting rate of return

Unit IV: Working Capital Management

1. Factors influencing working capital requirements
2. Current asset policy and current asset finance policy
3. Determination of operating cycle and cash cycle
4. Estimation of working capital requirements of a firm

Unit V: Leverage Analysis and Dividend Decisions


1. Developing the Concept of Leverage in Finance
2. Computation and Inferences of Degree of Operating Leverage
3. Financial Leverage and Combined Leverage
4. CVP analysis, PV Chart and Break Even Analysis for business decisions
5. Dividend policy – Factors affecting the dividend policy
6. Dividend policies- Stable dividend, Stable payout

Suggested Readings

1. Khan M. Y. and Jain P. K. (2007). *Financial Management*. Tata McGraw Hill, Latest Edition.
2. Pandey I. M. (2009). *Financial Management*. Vikas Publications, Latest Edition.
3. Chandra Prasanna (2011). *Financial Management*. Tata McGraw Hill, Latest Edition.
4. Kapil (2012). *Financial Management*. Pearson Education, Latest Edition.
5. Shrivastav and Mishra (2008). *Financial Management*. Oxford University press, Latest Edition.
6. Brigham and Houston (2009). *Fundamentals of Financial Management*. Cengage Learning, Latest Edition.
7. Vanhorns and Bhandari (2008). *Fundamentals of Financial Management*. Prentice Hall, Latest Edition.
8. Kothari and Dutta (2005). *Contemporary Financial Management*. Macmillan India Ltd, Latest Edition.
9. Stephen A. Ross, Wester Field, Jordan (2008). *Fundamentals of Corporate Finance*. McGraw Hill, Latest Edition.


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MMM205 VIDEO EDITING AND COMPOSITING

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME									
		THEORY			PRACTICAL			L	T	P	CREDITS
		END SEM University Exam	Two Term Exam	Teachers Assessment	END SEM University Exam	Teachers Assessment					
MMM205	Video Editing and Compositing	60	20	20	-	-	4		-	4	

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit;

*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Course Objectives

1. The objective of the course is to provide practical exposure to know about tools and techniques of Video production.
2. To make students aware about the various techniques used in editing and in Videography

Course Outcomes

1. To make students acquaintance of using video editing technologies.
2. Students will be encouraged to complete video editing tasks

COURSE CONTENT

Unit I: Basics of Video Editing

1. Introduction
2. Concept
3. Goals of Editing, Role of Editor

Unit II: Principles of Editing

1. Editing Process
2. Rules of Editing
3. Types of Editing, Continuity Editing , Dynamic Editing

Unit III: Aesthetics of Video editing

1. Introduction
2. Techniques
3. Manipulating the Time Line

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Unit IV: Digital Video Editing

1. Introduction
2. Tools and Techniques
3. Video editing Softwares

Unit V: Post production

1. Voice Over Exercise
2. Output Frame and Quality
3. Special Effects (VFX)

Suggested Readings

1. Bordwell and Thompson (2012). *Film art: An introduction*. McGraw-Hill Education. Latest Edition.
2. Nichols Bill (1985). *Movies and Methods*. University of California Press. Latest Edition.
3. Langford J. J.(2000). *Basic Photography*. Taylor & Francis. Latest Edition.
4. Mascelli Joseph V. (1976). *Five Cs of Cinematography*. Cine/Grafic publications. Latest Edition.
5. Ken Dancyger (2012). *The Technique of Film and Video Editing- History, Theory, and Practice*. (Fifth Edition) Taylor & Francis.



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MMM206 WRITING FOR ELECTRONIC MEDIA

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME									
		THEORY			PRACTICAL			L	T	P	CREDITS
		END SEM University Exam	Two Term Exam	Teachers Assessment	END SEM University Exam	Teachers Assessment					
MMM206	Writing for Electronic Media	60	20	20	-	-	4		-	4	

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P - Practical; C - Credit;

*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Course Objectives

1. To familiarize students with the qualities of a TV/Video Producer.
2. To enable students to understand the different formats of Video programmes.
3. To enable students to understand basic techniques of Video production.

Course Outcomes

1. Understand planning, designing and management of producing video programmes.
2. Students also will be benefitted by learning editing of media.

COURSE CONTENT

Unit I: Television and its multiple roles

1. Basic elements of television production
2. News program, Documentary program;
3. Discussion program, Drama.

Unit II: Concept and importance of script in television production

1. General steps of writing a television script,
2. Specific steps and activities related to write script for production of news program, drama, series etc.
3. Television script formats, checklist for script revision.

Unit III: Radio and its roles

1. Radio and its roles in Entertainment,
2. Radio and its roles in Education
3. Radio and its roles in Information Dissemination

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Unit IV: Radio Reporting

1. Radio newsroom, Reporting for radio, Special reporting
2. News writing, and newsgathering
3. Use of tape recorder; field spot

Unit V: Interactivity in Radio

1. Defining Interactivity in Radio
2. Phone in programs,
3. Future radio programs

Suggested Readings

1. Daley, Ken (1980). *Basic Film Techniques*. Focal Press. Latest Edition.
2. Ferguson, R.(1969). *Group Film Making, Studio Vista*. London. Latest Edition.
3. Fielding, R.(1965). *The Techniques of Special Effects (Cinematography)*. Focal Press, London. Latest Edition.
4. Millerson, G.(1982). *The Techniques of Light for Television and Motion Pictures*. Focal Press. Latest Edition.
5. Rynew, A(1971). *Film Making for Children*. Pflaum, New York. Latest Edition.
6. Smallmn, K.(1970). *Creative Film Making*. Collier Macmilan, London. Latest Edition.

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