

Syllabus

Add On Course – 2022

Department of Assamese

Marangi Mahavidyalaya

Subject : Proof Reading, Editing And Assamese DTP

Duration of the Course :

From 06/06/2022 to 28/06/2022

No of teaching hours:3 0 hours

Objective:

1. To offer the concept of Proof reading and editing to the student.
2. To acquaint the students about the basic knowledge of Assamese DTP to the student.

Course Outcome :

1. After completion of the course the student will be able to know about the idea of proof reading and edit the text also.
2. It will help the students to be self dependent.

Unit	Content	Marks	Mode	Time
Unit-1	Proof reading- Definition of Proof reading. The role of Proof reading on editorial process	05	Theory	7 ½ hours
Unit-2	Editing – Concept of Editing. Skill and Professional way to edit text. The impact of technology on the editing process	05	Theory	7 ½ hours
Unit-3	Assamese DTP Basic concept of Computer. Basic concept of Assamese D.T.P.	20	Theory Practical	15 hours