

# **B.A. LL.B – Vth Semester (5YRS)**

## **Course Code 5.1**

### **CONSTITUTIONAL LAW –II**

#### **Pattern of Question Paper**

- ❖ The question paper shall consists of **80 marks**.
- ❖ It consists of **TWELVE QUESTIONS**, out of which Students are required to answer **EIGHT** Questions in all .
- ❖ **Question No. 1 is compulsory** and it shall consists of **TEN Objective/Multiple Choice Questions**.
- ❖ All Questions carry Equal Marks.

#### **UNIT-I**

Citizenship under Indian Constitution -Person vis-s-vis Citizen; Rights- Meaning, Nature and Classification

#### **UNIT-II**

Fundamental Rights- Meaning, Nature and Significance- Relationship of Human Rights and Fundamental Rights - Concept of State: Definition of State & Judicial Interpretation- Concept of Law: Meaning of Law , Judicial Review, Doctrine of Eclipse, Doctrine of Severability;

#### **UNIT –III**

Right to Equality: Concept and Significance-Equality Before Law and Equal Protection of Law – Test of reasonable classification-Judicial Interpretation-Equality in Public Employment-Abolition of Untouchability and Titles-Protective Discrimination-Reservation- Present Status and Efficacy

#### **UNIT-IV**

Freedoms and Restrictions under Art.19 - Protection against Ex-post facto law - Guarantee against Double Jeopardy - Privilege against Self-incrimination - Right to Life and Personal Liberty - Right to Education – Protection against Arrest and Preventive Detention)

## UNIT-V

Right Against Exploitation: Prohibition of Forced Labour & Child Labour- Right to Religion: Concept of Secularism-Religious Freedom to Individual and Religious Denominations -Restrictions on Right to Religion-State Responsibility in the Matters of Religion ; Cultural and Educational Rights - Right to Minorities , Minority- Meaning and Nature

## UNIT-VI

Right to Constitutional Remedies - Rights and Remedy- The Relationship-Art.32- Meaning, Nature and Significance- Writs under Art.32-Public Interest Litigation-Art.226- Nature and its Relation with Art.32- Art.136- Special Leave Petitions

## UNIT-VII

Directive Principles of State Policy: Meaning, Nature and Scope -Concept of Welfare State and Social Justice-Justiciability of Directive Principles -Relationship Between Fundamental Rights and Directive Principles-Rule of Harmonious Construction

## UNIT-VIII

Fundamental Duties: Right-Duty Relationship; Enforceability of Fundamental Duties  
**Issues and Challenges:** Parliamentary Privileges and Fundamental Rights- Enforceability of Directive Principles- Emergency and Fundamental Rights

### *Suggested Readings*

1. M.P.Jain, *Indian Constitutional Law*, Wadhwa & Co, Nagpur
2. V.N.Shukla, *Constitution of India*, Eastern Book Company, Lucknow
3. Granville Austin, *Indian Constitution-Cornerstone of a Nation*, OUP, New Delhi
4. H.M.Seervai, *Constitutional Law of India* (in 3 Volumes), N.M.Tripathi, Bombay
5. G.C.V.Subba Rao, *Indian Constitutional Law*, S.Gogia & Co., Hyderabad
6. B.Shiva Rao, *Framing of India's Constitution* (in 5 Volumes), Indian Institute of Public Administration, New Delhi
- 9 J.N.Pandey, *Constitutional Law of India*, Central Law Agency, Allahabad

## Course Code 5.2

### Legal Language & Legal Writing

1. The objective of this course to make the students acquaint with legal terminology
2. Pattern of Question Paper: The question paper shall have two parts i.e Section A & Section B. Section A consists of 70 marks from Unit 1 to V. It consists of 9 questions and students are required to answer 7 questions. Each question carries 10 marks. Section B Consists of TWO compulsory questions of 5 marks each from Unit VI & VII.

#### UNIT -I – Characteristics of Legal Language

- a. Meaning of Legal Language
- b. Scope and Domain of Legal Language
- c. Problems of Legal Language
- d. Problems of Legal Language in Drafting

#### UNIT -II – Legal Terminology

Ad hoc, Ad interim, Animo attestandi, Alibi, Ad valorem, Ambiguitas – patent, Ambiguitas – latents, Amicus Curiae, Animus possidenti, Bona Fide(s), Corpus juris civilis, Caveat emptor, De facto, De jure, Detenu, En masse, Ex officio, Ex-cathedra, Ex-parte, Ex-gratia, En-route, Ens legis, Ex post facto, Factum valent, In pari delicto, In pari material, In lieu of, In personam, In rem, Inter se, Impasse, In situ, Inter alia, In toto, Ipso facto, Intra vires, Jure Divino, Jus in rem, Jus ad rem, Jus tertii, Jus in re aliena, Jus in re propria, Jus gentium, Jus natural, Laissez faire, Legalis homo, Lex loci, Locus standi, Magnum bonum, Magnum opus, Mala fides, Modus operandi, Mutatis and mutandis, Note bene, Novus homo, Onus probandi, Obiter dictum, Prima facie, Quid pro quo, Res integra, Res nullius, Sine qua non, Socius criminis, Sans, Status quo, Suo motu, Ultra vires, Vox populi vox dei.

#### UNIT -III – Legal Maxims

- a. Actus dei nemini facit injuriam
- b. Actus non facit reum nisi mens sit rea
- c. Actus personalis moritur cum persona
- d. Audi alteram partem
- e. Communis error facit jus
- f. Damnum sine injuria
- g. Delegates non potest delegare
- h. Ex turpi causa non oritur action
- i. Falsus in uno falsus in omnibus
- j. Generalia specialibus non derogant

- k. Ignorantia facit excusat ignorantia juris non excusat
- l. Injuria sine damno
- m. Nemo dat quod non habet
- n. Novus actus interveniens or nova causa interveniens
- o. Noscitur a sociis
- p. Par in partem imperium non habet
- q. Qui facit per alium facit per se
- r. Respondeat superior
- s. Res ipsa loquitur
- t. Res non potest peccare
- u. Ubi jus ibi idem remedium
- v. Vigilantibus non dormientibus, jura subveniunt
- w. Volenti non fit injura
- x.

#### **UNIT -IV – Fundamental Principles of Legal Writing**

Concision, clarity and cogency

- a. Simplicity of structure
- b. Title
- c. Heading
- d. Use of italics
- e. Numbers
- f. Definition of terms
- g. Contractions
- h. Use of first person
- i. Ellipses & alterations
- j. Citations, references and foot notes

#### **UNIT-V – Legal Drafting in English, Hindi or Marathi**

- a. Notices
- b. Affidavit
- c. Sale deed
- d. Gift deed
- e. Mortgage deed
- f. Lease deed
- g. Agreement of sale
- h. Promissory note
- i. Plaint
- j. Written statement

- k. Will
- l. Exchange deed

### **UNIT -VI – Paraphrasing**

### **UNIT -VII – Figure of Speech**

- a. Simile
- b. Metaphor
- c. Personification
- d. Apostrophe
- e. Hyperbole
- f. Euphemism
- g. Antithesis
- h. Oxymoron
- i. Epigram
- j. Irony
- k. Pun
- l. Metonymy
- m. Synecdoche
- n. Transferred epithet
- o. Litotes
- p. Interrogation
- q. Exclamation
- r. Climax
- s. Anticlimax

#### **Recommended Books**

- a. Legal Language – Dr. Madabhishi Sridhar
- b. Legal Language and Legal Writing – S. K. Mishra
- c. Legal Language, Legal writing and general English – Prof. Dr. Saria Gupta and B. P. Agrawal
- d. Outline of Legal language in India – Dr. Anirudh Prashad
- e. Legal Language and Legal rights – S. N. Mishra
- f. Legal language and Legal rights – Tandon
- g. English Grammar – Wren and Martin

## Course Code 5.3

### Family Law –I ( Hindu Law)

#### Pattern of Question Paper

- ❖ The question paper shall consists of **80 marks**.
- ❖ It consists of **TWELVE QUESTIONS**, out of which Students are required to answer **EIGHT** Questions in all .
- ❖ **Question No. 1 is compulsory** and it shall consists of **TEN Objective/Multiple Choice Questions**.
- ❖ All Questions carry Equal Marks.

#### UNIT – I

Introduction - Concept of Hindu - Sources of Hindu Law – Modern and Ancient -Two Principal Schools of Hindu Law -Application of Hindu Law.

#### UNIT – II

Marriage - Evolution of the Institution of Marriage and Family-A detailed study of Hindu Marriage Act, 1955 –Matrimonial Remedies - Maintenance and Alimony; Customary Practices and legislative provisions relating to dowry prohibition.

#### UNIT – III

Hindu undivided family – Mitakshara Joint Family - Formation and Incidents – Property under both Schools – Kartha: His Position, Powers, Privileges and Obligations - Debts –Doctrine of Pious Obligation - Partition and Reunion .

#### UNIT – IV

Inheritance and Succession - Historical perspective of traditional Hindu Law relating toInheritance - A detailed study of Hindu Succession Act, 1956.Stridhana- Woman’s Property - Recent State and Central Amendments to Hindu Succession Act; Gifts and Testamentary Succession – Wills.

#### UNIT – V

Law relating to Hindu Minority and Guardianship: Kinds of Guardians; Duties & Powersof Guardians; A detailed study of Hindu Adoption and Maintenance Act, 1956;Maintenance: Traditional Rights and Rights under Hindu Adoption & Maintenance Act1956.

#### UNIT – VI

Family Courts Act ,1984 : Salient Feature; Constitution of Family Court; Jurisdiction; Powers; Appeals & Revisions;  
Emerging Trends : Counseling, Role of NGO’s, Lok Adalts in Settlements of Disputes relating to marriage and Divorce ;Uniform Civil Code ( Article 44 of the Indian Constitution);

### **Recommended Books:**

- 1 Paras Diwan ,Family Law of Marriage and Divorce in India (1984).Allahabad Law Agency.
- 2 Subzari's, Hindu Law(ancient &modified).Ashok Grover & Sons ,Aurangabad
- 3 Mulla, Principles of Hindu Law ,Butterworth co.
- 4 Diwan Paras , modern hindu law, Allahabad Law agency, Faridabad.
- 5 Subbba Rao, G C V , family law
- 6 Saharaj, H K Laws of Marriage and Divorce, Eastern Law House
- 7 Singh Jaspal,Hindu Law of Marriage &Divorce.,pioneer publication.
- 8 Dr. Anjali Hastak, Empowerment of women through Property Rights in Hindu Law,SPARC publ, Chandrapur

# MAJOR COURSE

## Course Code 5.4.1

### HISTORY-V

#### History of Modern world

#### Pattern of Question Paper

- ❖ The question paper shall consists of **80 marks**.
- ❖ It consists of **TWELVE QUESTIONS**, out of which Students are required to answer **EIGHT** Questions in all .
- ❖ **Question No. 1 is compulsory** and it shall consists of **TEN Objective/Multiple Choice Questions**.
- ❖ All Questions carry Equal Marks.

#### Unit-1: Advent of Modern Age in Europe

- 1.1 Renaissance
- 1.2 Reformation Movement
- 1.3 Geographical Discoveries
- 1.4 Rise of Nation States
- 1.5 Industrial Revolution

#### Unit-2: Certain Important Nationalistic Movements

- 2.1 American War of Independence
- 2.2 French Revolution of 1789
- 2.3 Unification of Italy
- 2.4 Unification of Germany

#### Unit-3: First World War (1914-19)

- 3.1 Nature of First World War
- 3.1 Causes of First World War
- 3.2 Consequences of First World War- Paris Peace Conference and Treaty of Versailles

#### Unit-4: The League of Nations

- 4.1 Establishment of the League of Nations
- 4.2 The Covenants and Purposes of the League
- 4.3 Achievements of the League
- 4.4 Causes Leading to its Failure



### **Unit-5: Russian Revolution of 1917**

- 5.1 Causes and Course of Menshevik revolution
- 5.2 Causes and Course of Bolshevik Revolution
- 5.3 Foreign Policy of Soviet Union under Lenin and Stalin

### **Unit-6: Rise of Fascism in Italy**

- 6.1 Causes of the Rise of Fascism
- 6.2 Basic Principles of Fascism
- 6.3 Role of Benito Mussolini
- 6.4 Fascist Italy's Foreign Policy

### **Unit-7: Weimer Republic and the Rise of Nazi Germany**

- 7.1 Causes Leading to the Rise of Nazism in Germany
- 7.2 Salient Features of Nazi Ideology
- 7.3 Domestic and Foreign Policy of Germany under Hitler

### **Unit-8: Second World War**

- 8.1 Causes Leading to the Second World War
- 8.2 Results of the Second World War

### **Recommended Books**

1. S.P.Nanda : History of Modern World
2. K.B.Keshwani: International Relations in Modern World
3. O.Bhattacharya: An Outline of World Politics
4. E.H.Carr: International Relations since Peace Treaties
5. R.Chakravarty: International Relations
6. S.N.Dhar: Europe Between the Two World Wars
7. Gathon and Hardy: A Short History of International Affairs
8. C.J.Hays: Contemporary Europe since 1871
9. W.C.Langsam: The World since 1919
10. E.Lipson: Europe in the 19<sup>th</sup> and 20<sup>th</sup> Century
11. J.Martell: The Twentieth Century World
12. Palmer and Parkins: International Relations
13. R.N.Rundle: International Relations
14. D.Thomson: Europe since Napoleon

**Course Code 5.4.2**  
**POLITICAL SCIENCE-V**

**Pattern of Question Paper**

- ❖ The question paper shall consists of **80 marks**.
- ❖ It consists of **TWELVE QUESTIONS**, out of which Students are required to answer **EIGHT** Questions in all .
- ❖ **Question No. 1 is compulsory** and it shall consists of **TEN Objective/Multiple Choice Questions**.
- ❖ All Questions carry Equal Marks.

**UNIT-I**

Nature and Importance of Political Theory

Concept of Ideology

- a. Ideology as the Science
- b. Ideology and the Totalitarianism

**UNIT-II**

Concept of Citizenship

- a. Nature of citizenship
- b. Theories of Citizenship
- c. Libertarian Theory
- d. Communitarian Theory
- e. Critiques of the Feminist ; Subaltern Critique

**UNIT-III**

Process of Social Change- nature of Social change; Marxist Theory of Revolutionary Change- Liberal Theory of Incremental change -Concept of Development

**UNIT-IV**

Sources of Indian political Thought -

- a. The Vedas- b. The Mahabharat, c. -The Smirits

## **UNIT-V**

Political ideas of Kautilya

- a. - Kautilya's view on Kingship
- b. - Danda
- c. - Civil Administration- Rural Administration
- d. -Judiciary & laws of Justice;

Types of Courts ; Procedure in the Court

## **UNIT-VI**

Political ideas of Manu

Functions of State; Dandaneeeti; Taxation; Law ; Justice and Judicial System

## **UNIT-VII**

Humanism in India

-M.N. Roy' Radical Humanism

## **UNIT-VIII**

Jayaprakash Narayan and Sarvodaya movement

### **Books Recommended:**

- |                                       |                |
|---------------------------------------|----------------|
| 1. Political Theory                   | O.B. Gauba     |
| 2. Political Science for Law Students | Dr. S.R.Myneni |
| 3. Political Theory                   | V.D. Mahajan   |

## **Course Code 5.4.3**

### **ECONOMICS-V**

#### **(INDIAN ECONOMY)**

#### **Pattern of Question Paper**

- ❖ The question paper shall consists of **80 marks**.
- ❖ It consists of **TWELVE QUESTIONS**, out of which Students are required to answer **EIGHT** Questions in all .
- ❖ **Question No. 1 is compulsory** and it shall consists of **TEN Objective/Multiple Choice Questions**.
- ❖ All Questions carry Equal Marks.

#### **UNIT-I STRUCTURE OF THE INDIAN ECONOMY**

- Basic features.
- Mixed Economy of India.
- Major Issues of Indian Economic Development.

#### **UNIT- II POPULATION GROWTH**

- Causes for Population Explosion
- Demographic Features of India
- Measures to control Population growth in India.

#### **UNIT-III GENERAL PROFILE OF INDIAN AGRICULTURE**

- Role and importance of Agriculture in the Indian Economy
- Causes of Low Agricultural Productivity
- Measures to increase Agricultural Productivity-Policy prospect.

#### **UNIT-IV AGRICULTURAL CREDIT (RURAL CREDIT)**

- Sources of Agricultural Credit
- Institutional Credit
- Non-Institutional Sources

## **UNIT-V ROLE OF CAPITAL FORMATION**

- Meaning of Capital Formation
- Measurement of Capital Formation
- Reasons for Low Rate of Capital Formation in India

## **UNIT-VI LARGE SCALE INDUSTRY**

- Role of Large Scale Industries
- Problems of Large-scale Industries

## **UNIT-VII SOURCES OF LONG-TERM INDUSTRIAL FINANCE**

- Constituents of the Indian Capital Market
- Loan-term lending financial institutions

## **UNIT-VIII INDUSTRIAL SICKNESS**

- Causes for Industrial Sickness
- Consequences of Industrial Sickness
- Remedial Measures

### **Suggested Books:**

- Datt, R and K.P.M. Sundharam (2001) , Indian Economy, S.Chand & Company Ltd, New Delhi.
- Misra, S.K. and V.K. Puri (2004), Indian Economy – Its Development experience, Himalaya Publishing House, Mumbai.
- Ahluwalia, I.J. and I.M.D Little (Eds.) (1999) India's Economy reforms and development (Essays in honour of Manmohan Singh), Oxford University Press, New Delhi.
- Jalan B. (1996) India's Economic Policy – Preparing for the twenty first century, Viking, New Delhi.
- Datt R. (Ed.) (2001), Second generation economic reforms in India, Deep and Deep publications, New Delhi.
- Rayami. Y. (1997) Development Oxford University Press, New York
- Thirlwal. A.P. (1999), Growth and development Macmillan, London
- Brahmananda, P.R. and C.N. Planning for and expanding economy, Vora and Co., Bombay
- Jathar and Jathar : Indian Economic
- Slok Ghosh : Indian Economy, Its Nature and problem
- S.R. Myneni: Indian Economics.

## Course Code 5.4.4

### PHILOSOPHY –V

#### Pattern of Question Paper

- ❖ The question paper shall consists of **80 marks**.
- ❖ It consists of **TWELVE QUESTIONS**, out of which Students are required to answer **EIGHT** Questions in all .
- ❖ **Question No. 1 is compulsory** and it shall consists of **TEN Objective/Multiple Choice Questions**.
- ❖ All Questions carry Equal Marks.

#### Unit – I      **The standard as law**

- External Law
- The law of tribe
- The law of society
- The law of state
- The law of God

#### Unit – II      **Rights and duties**

- Distinction between rights and duties
- Rights and duties of Man
- Conflict of duties

#### Unit – III      **Theories of Punishment**

- Retributive Theory
- Preventive Theory
- Reformative Theory
- Capital Punishment

#### Unit – IV      **Teleological Theory in Ethics**

- Ethics of Charvaka
- Act - Utilitarianism

**Unit – V      Deontological Theory in Ethics**

- Kant's Ethical Theory
- Karmyoga
- Rule - Utilitarianism

**Books Prescribed**

A Manual of Ethics	–	Jadunath Sinha
Outlines of Ethics	–	Dr. R. N. Sharma
Ethics	–	William K. Frankena

## Course Code 5.5

### Law of Crimes

#### Pattern of Question Paper

- ❖ The question paper shall consist of **80 marks**.
- ❖ It consists of **TWELVE QUESTIONS**, out of which Students are required to answer **EIGHT** Questions in all .
- ❖ **Question No. 1 is compulsory** and it shall consist of **TEN Objective/Multiple Choice Questions**.
- ❖ All Questions carry Equal Marks.

#### UNIT-I

Concept of crime - Definition and meaning of crime - Distinction between crime and tort - Stages of crime - Intention, Preparation, Attempt and Commission of Crime - Elements of Crime - *Actus Reus and Mensrea* - Codification of Law of Crimes in India - Application of the Indian Penal Code - Territorial and Extra Territorial application - General Explanations - Punishments.

#### UNIT-II

General exceptions - Abetment - Criminal Conspiracy - Offences against the State  
Offences against public peace and Tranquility.

#### UNIT-III

Offences affecting human body (offences affecting human life) Culpable Homicide and Murder – Hurt and Grievous Hurt - Wrongful restraint and Wrongful confinement - Criminal force and Assault - Kidnapping and abduction –

#### UNIT-IV

Offences Against Women- Rape, custodial rape, marital rape ,Prevention of immoral traffic  
Prohibition of indecent representation of women , Dowry Harassment , Dowry Death,

#### UNIT-V

Offences affecting the public health, safety, convenience, decency and morals - Unnatural offences- Offences against Property - Theft - Extortion - Robbery & Dacoity - Cheating - Mischief - Criminal Trespass – Criminal misappropriation and Criminal breach of trust.



## UNIT-VI

Offences by or relating to public servants - False Evidence and Offences against Public Justice - Offences relating to documents - Offences relating to Marriage - Cruelty by husband and relatives of husband - Defamation.

### **Suggested Readings:**

1. Ratan Lal and Dhiraj Lal: *Indian Penal Code*, Wadhwa & Co., 2000.
2. Achutan Pillai: *Criminal Law*, Butterworth Co., 2000.
3. Gour K.D.: *Criminal Law - Cases and Materials*, Butterworth Co., 1999.
4. Kenny's: *Outlines of Criminal Law*, (1998 Edition)

**Course Code 5.6.1**  
**COMPUTER (THEORY)**

**Pattern of Question Paper**

- ❖ The question paper shall consists of **40 marks**.
- ❖ **Section –A** consist of **10 Multiple Choice Questions**. Each question carries **One mark**.  
**Section-B** consist of 8 ( Eight) questions, out of which Students are required to **answer 6 ( Six ) questions**. Each question carries **5 marks**

**Unit I :**

**Computer Fundamentals**

Block Diagram of Computer, Characteristics and Classification of Computer, Generation of Computer, Advantages and Limitations of Computer, Computer Memory (Primary and Secondary), Secondary Storage Devices (Floppy Disk, Hard Disk, Optical Disk, Pen drives), Input Devices (Keyboard, Mouse, Scanner, Touch Screen, Bar Code Reader), Output Devices (Monitor, Printers, Plotters), Meaning of Hardware and Software (Application Software & System Software)

**Unit II :**

**Data Representation & File Concept**

Binary Number System, Octal Number System, Hexadecimal Number System, Conversion from one number system to another.

File Management, File Access Methods, File Operations, File Naming, Security Techniques, Utility Programs (Disk Formatting, Data Compression, Data Backup, Data Restore)

**Unit III :**

**Basics of Network & Internet**

Computer Network and its need, Types of Networks (LAN,WAN,MAN), Network Topologies (Ring, Bus, Star), Introduction to Internet, History of Internet, Working of Internet, Uses of Internet, The World Wide Web (WWW), Web Browsers, URL.

## **Unit IV :**

### **Data Communication**

Basic elements of Communication system, Data Transmission modes, Data Transmission Speed, Data Transmission media ( Twisted Pair-wire, Coaxial cable, Communication Satellite, Microwave System ), Analog and Digital Data Transmission, Modem, Analog Vs Digital Transmission

## **Unit V :**

### **Operating System (DOS & WINDOWS)**

File Types, Directory Structure, Booting (Warm and Cold), Internal and External DOS Commands, Wildcard Characters, Commands related to Directory (DIR, MD, CD, RD, TREE, PATH), Commands related to files (COPY, DEL, ERASE, REN, ATTRIB, FORMAT, SCANDISK, XCOPY, BACKUP, RESTORE), General Commands (TYPE, DATE, EDIT, TIME, PROMPT)

Introduction to Windows Operating System and their examples, Graphical User Interface, Various applications and Utilities of Windows Operating System, Starting applications, Creating shortcuts, files, folders and sub-folders, Copying files and folders, Control Panel (Add Hardware, add or remove program, display properties, date and time properties, taskbar and start button, mouse, keyboard), Accessories (Notepad, WordPad, Paint, Calculator)

My Documents, My Computer, Recycle Bin, Windows Explorer

**System Tools :** Disk Cleanup, Disk Defragmenter, Scandisk

### **Books Recommended :**

1. Computer Fundamentals, P.K. Sinha, Priti Sinha, BPB Publications
2. IT Today (Encyclopedia), S. Jaiswal
3. Understanding Computer, Dinesh Kumar
4. Computer Today, Donald Senders

## Course Code 5.6.2

### Computer (Practical Paper)

#### DISTRIBUTION OF MARKS FOR PRACTICALS

- ❖ This is a practical paper consisting of 50 marks.
- ❖ The external examiner shall award 40 marks on the basis of practical examination and viva voce.
- ❖ The distribution of marks is as follows:

Two Practical exercises on topics given in the syllabus	: 30 Marks
Viva Voce	: 10 Marks
Internal Marks on the practical assignments and exercises	:10 Marks

#### UNIT- I :

##### DOS & WINDOWS XP

File Types, Directory Structure, Booting (Warm and Cold), Internal and External DOS Commands, Wildcard Characters, Commands related to Directory (DIR, MD, CD, RD, TREE, PATH), Commands related to files (COPY, DEL, ERASE, REN, ATTRIB, FORMAT, SCANDISK, XCOPY, BACKUP, RESTORE), General Commands (TYPE, DATE, EDIT, TIME, PROMPT), Use of Wildcard characters in different commands, Introduction to Windows Operating System and their examples, Graphical User Interface, Various applications and Utilities of Windows Operating System, Starting applications, Creating shortcuts, files, folders and sub-folders, Copying files and folders, Control Panel (Add Hardware, add or remove program, display properties, date and time properties, taskbar and start button, mouse, keyboard), Accessories (Notepad, WordPad, Paint, Calculator)

#### UNIT II :

##### Introduction to Microsoft Word 2007

Creating a new document, designing a document, saving and closing a document, different views of document.

**Formatting :** Selection of text, Cut, Copy, Paste, Delete, Alignments, Bold, Italic, Underline, Borders and Shadings, Tabs, Paragraph settings, Page Setup, Print preview, Print, Spellings and Grammar check, Drop Caps, Bullets and Numbering, Columns settings, Header and Footer, Endnotes and Footnotes, Inserting Pictures, Clipart, Shapes, Wordart, Text box, Find and Replace, Change Case.

Inserting or Creating Tables, Add and remove Columns and Rows, Inserting Text, Change text directions, Sorting (Ascending and Descending), Inserting formula in the tables, Working with formulas like SUM, PRODUCT, MAX, MIN, MOD, AVERAGE, INT, Table properties, Table Autoformat, Mailmerge.

### **UNIT III : Introduction to Microsoft Excel 2007**

Introduction to Excel, Concept of Worksheet and Workbook, Creating a new worksheet, saving and closing a worksheet, different views in Excel.

**Formatting :** Paste special, Fill Series, Format Cell, Split Cell, Borders and Shadings, Data Sort (Ascending & Descending), Auto Filter, Advanced Filter, Conditional Formatting, Working with Functions (Mathematical, Text, Statistical, Logical and Financial), Goal Seek Function, Workbook and Worksheet linking. Inserting Chart, Formatting of Chart

### **UNIT IV :**

#### **Introduction to Microsoft Powerpoint 2007**

Introduction to Powerpoint, Designing, Saving and closing presentation, Different views of Powerpoint.

Inserting Slide, Pictures, Cliparts, Organisation Chart, Tables, Chart, Text Styling, Hide and Unhide slide, Header and Footer

Animation settings, Custom Animation, Transition, Applying Timings and sound effects to slide and text, Slide Show

### **UNIT V :**

#### **Internet**

Creation of Email ID, Exchange of Email with and without attachment, Searching materials on Internet using different search engines, downloading and uploading of data

### **Recommended Books:**

1. DOS 6 & 6.22 – An Introduction, M. Lotia, BPB Publication
2. Mastering Windows Xp Home Edition – Guy Hart-Davis, BPB Publication

# **AUDIT COURSE-I**

## **Course Code -5.7.1**

### **French Language**

#### **Question Paper Pattern & Distribution of Marks for theory paper:-**

Section A	Text	30 marks
Section B	Grammar	25 marks
Section C	Translation	10 marks
Section D	Composition	15 marks
Total		<b><u>80 marks</u></b>

#### **Aims**

The learning of a foreign language provides the students, particular student in law with a valuable educational, social and cultural experience. Since many legal terms have their origin in French language, learning French language will certainly help the law students to understand true connotations of legal terminology. It allows them to acquire a good pronunciation and gives them the opportunity to become bilingual

#### **Contents**

- Introduction to French Language
- Salutations
- Articles
- Greeting people and introducing themselves.
- Say the French alphabet.
- Count (1-20) and spell (1-20).
- Tell their age.
- Tell the time (o'clock, half past and a quarter past, minutes past the hour).
- Name and spell the 7 days of the week.
- Name and spell the 12 months.
- Name and spell different classroom objects.
- Name and spell different colours.
- Name and spell different members of a family.
- Name and spell parts of the face and body.
- Name and spell different pets.
- Name and spell different sports.
- Name and spell different fruits.

- Name a few main dishes, vegetables and desserts.
- Name some articles of clothing.
- Basic adjectives.
- Basic verbs.
- Short sentences expressing likes and dislikes.
- Definite and Indefinite Articles
- Gender and Number of Nouns and Adjectives
- Interrogation and Negation of positive sentences
- Conjugation of Auxiliary Verbs in Present Tense

**Reference Book**

Le Nouveau Sans Frontières, published by Cle International Paris

# AUDIT COURSE-I

## Course Code -5.7.2

### Legal Drafting in Marathi

#### Pattern of Question Paper

- ❖ The question paper shall consists of **80 marks**.
- ❖ It consists of **TWELVE QUESTIONS**, out of which Students are required to answer **EIGHT** Questions in all .
- ❖ **Question No. 1 is compulsory**
- ❖ All Questions carry Equal Marks.

दस्तलेखन, वादकथन व कायदेविषयक मसूदे आणि प्रपत्र (General Principles of Drafting)

**भाग पहिला [UNIT –I]:-** दस्तलेखना संबंधीचे सर्वसाधारण मार्गदर्शक व मूलभूत तत्वे

**भाग दुसरा [UNIT –II]:-** वादकथन (Pleadings)

२.१.१ वादकथनाची उद्दीष्ट (General Principles)

२.१.२ वादकथनाची मूलभूत तत्वे (Objects)

२.२ दिवाणी

२.२.१ वादपत्र (Plaint)

२.२.२ प्रतिवादपत्र (Written Statement)

२.२.३ अंतर्वाद (Interlocutory Application)

२.२.४ शपथपत्र (Affidavit)

२.२.५ न्यायनिर्णय व हकूमनाम्याच्या अंमलबजावणीचा अर्ज (Execution Petition)

२.२.६ अपीलीचा नमूना (Memorandum of Appeal)

२.२.७ पुनर्विलोकनाचा नमूना (Memorandum of Revision)

**भाग तीसरा [UNIT –III]:-** याचिका (Writs)

३.३.१ कलम/परीच्छेद अनुच्छेद २२६ – संविधान.

३.३.२ कलम/परीच्छेद अनुच्छेद ३२ – संविधान.

**भाग चौथा [UNIT –IV]:-** फौजदारी (Criminal)

४.४.१ फीर्याद (Complaints)

४.४.२ जामीन अर्ज (Bail Application)

४.४.३ अपील व पुनर्विलोकन (Appeal & Revision)

**भाग पाचवा [UNIT –V]:-** वादकथनाचे नमुने

५.५.१ मालमत्ता परत मिळवण्यासंबंधीचा दावा (Suit for Recovery)

५.५.२ तात्पुरता मनाई हकूमाचा अर्ज (Application for Temporary Injunction)



- ५.५.३ कायम मनाई हक्काचा दावा (Suit for Permanent Injunction)  
५.५.४ वैवाहिक हक्क पुनर्स्थापन संबंधी दावा (Suit for Restitution of Conjugal Rights)  
५.५.५ घटस्फोटा संबंधीचा दावा (Petition for Divorce)  
५.५.६ सावधानपत्र (Caveat)  
५.५.७ विशेष सूनावणी याचीका परिच्छेद १३६ (संवीधान) (Special Leave Petition)  
५.५.८ ग्राहक संरक्षण कायदांतर्गत तक्रार (Consumer Complaint)  
५.५.९ अटकपूर्व जामीन (Anticipatory Bail)

**संदर्भचे पुस्तके (Reference Books)**

- १) दिवाणी प्रक्रीया संहिता, रा.म.खंदारे, विशाल बूक सेंटर, नाशिक.  
२) फौजदारी प्रक्रीया संहिता, एस.व्ही.कूलकर्णी, अशोक ग्रोवर अँड सन्स  
३) दस्तावेज विषयक कायदे व मसूदे, गिरीश प.कूलकर्णी, पटलीकेशन्स करंट