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KARNATAK UNIVERSITY, DHARWAD  
ACADEMIC (S&T) SECTION  
ಕರ್ನಾಟಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಧಾರವಾಡ  
ವಿದ್ಯಾಮಂಡಳ (ಎಸ್&ಟಿ) ವಿಭಾಗ

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No. KU /Aca(S&T)/JS-30/2022-23/1392

Date: 19 DEC 2022

ಅಧಿಸೂಚನೆ

ವಿಷಯ: 2022-23ನೇ ಶೈಕ್ಷಣಿಕ ಸಾಲಿನಿಂದ ಎಲ್ಲ PG Diploma, Advance Diploma, Diploma & Certificate Courseಗಳನ್ನು Credit ರೂಪ ಹಾಗೂ ಸೆಮಿಸ್ಟರ್ ಪದ್ಧತಿಗೆ ಸದರಿ ಎಲ್ಲ ಕೋರ್ಸುಗಳಲ್ಲಿ ಏಕ ರೂಪದ Creditಗಳನ್ನು ಅಳವಡಿಸುವ ಕುರಿತಾದ ಕರಡು ವಿನಿಯಮಾವಳಿ ಹಾಗೂ ಪಠ್ಯಕ್ರಮವನ್ನು ಅಳವಡಿಸಿರುವ ಕುರಿತು.

- ಉಲ್ಲೇಖ: 1. ವಿಶೇಷ ವಿದ್ಯಾವಿಷಯಕ ಪರಿಷತ್ ಸಭೆಯ ನಿರ್ಣಯ ಸಂ. 09, ದಿನಾಂಕ: 07.12.2022  
2. ಮಾನ್ಯ ಕುಲಪತಿಗಳ ಆದೇಶ ದಿನಾಂಕ: 15/12/2022

ಮೇಲ್ಕಾಣಿಸಿದ ವಿಷಯ ಹಾಗೂ ಉಲ್ಲೇಖಗಳನ್ವಯ ಮಾನ್ಯ ಕುಲಪತಿಗಳ ಆದೇಶದಂತೆ, ದಿನಾಂಕ: 07.12.2022 ರಂದು ಜರುಗಿದ ವಿದ್ಯಾವಿಷಯಕ ಪರಿಷತ್ ಸಭೆಯಲ್ಲಿ ನಿರ್ಣಯಿಸಿದಂತೆ, 2022-23ನೇ ಶೈಕ್ಷಣಿಕ ಸಾಲಿನಿಂದ ಅನ್ವಯವಾಗುವಂತೆ, PG Diploma / Advance Diploma / Diploma / Certificate Courseಗಳನ್ನು Credit ರೂಪ ಹಾಗೂ ಸೆಮಿಸ್ಟರ್ ಪದ್ಧತಿಯಂತೆ ಸದರಿ ಮೇಲಿನ ಎಲ್ಲ ಕೋರ್ಸುಗಳಲ್ಲಿ ಏಕ ರೂಪದ Creditಗಳನ್ನೊಳಗೊಂಡಂತೆ ಕರಡು ವಿನಿಯಮಾವಳಿಗಳಂತೆ ಈಗಾಗಲೇ ಪಠ್ಯಕ್ರಮಗಳನ್ನು ಪ್ರಕಟಿಸಲಾಗಿದೆ. ಸದರ ಪಠ್ಯಕ್ರಮಗಳನ್ನು ಕ.ವಿ.ವಿ. [www.kud.ac.in](http://www.kud.ac.in) ಅಂತರ್ಜಾಲದಿಂದ ಡೌನ್‌ಲೋಡ್ ಮಾಡಿಕೊಳ್ಳಲು ಸೂಚಿಸುತ್ತಾ, ವಿದ್ಯಾರ್ಥಿಗಳು ಹಾಗೂ ಸಂಬಂಧಿಸಿದ ಎಲ್ಲ ಬೋಧಕರ ಗಮನಕ್ಕೆ ತಂದು ಅದರಂತೆ ಕಾರ್ಯಪ್ರವೃತ್ತಿಗಾಗಲು ಸೂಚಿಸಲಾಗಿದೆ.

ಅಡಕ: ಮೇಲಿನಂತೆ

ಕುಲಸಚಿವರು.

ಗೆ,

ಅಧ್ಯಕ್ಷರು / ಸಂಯೋಜಕರು, Dr. B.R.Ambedkar Studies / Basava Adhyana Peetha / KRI / Gandhian Studies / Jainology / Kanaka Studies / Kannada / Hindi / Sanskrit / Women's Studies / Yoga Studies / Psychology / Babu Jagajivan Ram Studies / Commerce / History & Arch. / Computer Science / Criminology & Forensic Sci. / Veman Studies / Management / Law / Foreign Language, BTM (KACD) ಅಧ್ಯಯನ ವಿಭಾಗ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ (ಕ.ವಿ.ವಿ. ಅಂತರ್ಜಾಲ ಹಾಗೂ ಮಿಂಚಂಚೆ ಮೂಲಕ ಬಿತ್ತರಿಸಲಾಗುವುದು)

ಪ್ರತಿ:

1. ಕುಲಪತಿಗಳ ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿಗಳು, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.
2. ಕುಲಸಚಿವರ ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿಗಳು, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.
3. ಕುಲಸಚಿವರು (ಮೌಲ್ಯಮಾಪನ) ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿಗಳು, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.
4. ಅಧೀಕ್ಷಕರು, ಪ್ರಶ್ನೆ ಪತ್ರಿಕೆ / ಗೌಪ್ಯ / ಜಿ.ಎ.ಡಿ. / ವಿದ್ಯಾಂಡಳ (ಪಿ.ಜಿ.ಪಿ.ಎಚ್.ಡಿ) ವಿಭಾಗ, ಸಂಬಂಧಿಸಿದ ಕೋರ್ಸುಗಳ ವಿಭಾಗಗಳು ಪರೀಕ್ಷಾ ವಿಭಾಗ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.
5. ನಿರ್ದೇಶಕರು, ಕಾಲೇಜು ಅಭಿವೃದ್ಧಿ / ವಿದ್ಯಾರ್ಥಿ ಕಲ್ಯಾಣ ವಿಭಾಗ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.

# KARNATAK UNIVERSITY, DHARWAD

## DEPARTMENT OF HISTORY AND ARCHAEOLOGY



### CURRICULUM for PG DIPLOMA IN ARCHIVAL AND MODI STUDIES (One Year – Two Semester Course)

With Effect From 2022-23 and onwards

#### Semester I

1	DP41AT101	Introduction to Archives
2	DP41AT102	Introduction to Modi Scripts
3	DP41AT103	Conservation of Archival Records
4	DP41AT104	Archival Records Management
5	DP41AT105	Applied Archives

#### Semester II

6	DP41AT201	Kannada Modi: Manuscripts and Documents
7	DP41AT202	Marathi Modi Manuscripts and Documents
8	DP41AT203	Archival Organization and Administration: Theory and Practice
9	DP41AT204	Skill and Method of Decipherment of Modi Documents
10	DP41AT205	Dissertation

**Karnatak University, Dharwad**  
**Department of History and Archaeology**

**Programme Code and Name: PG Diploma in Archival and Modi Studies**  
**Course Code- DP41A**

(One year-Two Semester Course) With Effectuated from 2022-2023 and Onwards  
Regulations Governing PG Diploma Programme in Archival and Modi Studies

**I. Title**

These Regulations shall be called “Regulations Governing the Post Graduate Diploma Programme in Archival and Modi Studies at Karnatak University”.

**II. Commencement**

These Regulations shall come into effect from the date of assent by His Excellency, the Chancellor of the University.

**III. Definitions**

In these Regulations unless otherwise mentioned, provided.

- a) ‘University’ means Karnatak University, Dharwad.
- b) “Academic Council” means Academic Council of the University constituted according to the *Karnataka State Universities Act, 2000*.
- c) ‘Board of Studies’ means P.G Board of Studies in History and Archaeology of the Karnatak University.
- d) “Candidate” means, a person seeking admission or appearing for examination to the P.G. Diploma in Archival and Modi Studies.
- e) “Student” means a person admitted to, and pursuing, a specified credit-based course/programme of study in a higher education institution.
- f) ‘Course’ means subject or papers having specified units which go to comprise a specified programme of study.
- g) ‘Credit’ means the standard methodology of calculating teaching hours of the course per week in the semester system.
  - a. 1 hour lecture or 1 hour tutorial per week is equal to 1 credit and that of 2 hours practical is equal to 1 credit. However, the concerned BoS shall decide the necessity for any Course.
  - b. Courses with 3 to 4 credits shall be evaluated for 100 marks and courses with less than 3 credits, including practical, shall be evaluated for 50 marks. 1 Credit is equal to 25 marks, 2 Credits are equal to 50 marks, 3 credits are equal to 75 marks, 4 credits are equal to 100.
- h) ‘Grade’ is an index to indicate the performance of a student. These Grades are arrived at by converting marks scored in each Course by the candidate after completing his/her Formative Assessment and Summative Assessment. These grades are awarded for each Course at the end of each semester.
- i) ‘Grade Point Average’ or GPA refers to an indicator of the performance of the student in a given semester. GPA is the weighted average of all Grades student gets in a given semester. The GPA depends on the number of Courses a student takes and the grades awarded to him/her for each of the Course so chosen.

- j) 'Cumulative Grade Point Average' or CGPA refers to the Cumulative Grade Point Averages weighted across both the semesters. The calculations of the GPA, CGPA is shown in these regulations.

#### IV. Admission

- a. The details of the admission rules are governed by the notifications issued by the University from time to time. However the applicant should have studied History / Ancient Indian History as one of the optional subjects at UG level or equivalent degree for admission to the PG Diploma Programme.

#### Total Intake Capacity:

PG Diploma in Archival and Modi Studies- 1 year Duration (2 Semester Course)

Centre	Eligibility Criteria	Total Intake	Intake For Normal Fees	Enhanced Fees	Enhanced Fees	Enhanced Fees
				Intake For KUD Students	Other University Within State	Other University Outside State
Karnatak University Campus, Dharwad	BA degree with History/Ancient Indian History as one of the subjects with minimum 45% marks. For SC/ST/ Cat-I candidates 40% marks	30	20	5	4	1

(Note: The University can allot more seats under enhanced fees category looking into situation)

#### V. Duration of the Programme

The programme of study for PG Diploma in Archival and Modi studies shall normally extend over a period of one academic year comprising two semesters and each semester comprising 16 weeks of class work. However, the maximum period for completion of the Degree by the student is two years from the date of his/her first admission. The normal calendar for the semester shall be as follows:

- a) Odd (I) Semester : August to November  
b) Even (II) Semester : January to April

#### VII. Medium of Instruction

The medium of instruction shall primarily be English. However, the students may write the examinations in Kannada also.

#### VIII. Attendance:

Each course shall be taken as a unit for the purpose of calculating the attendance. Each student shall sign the attendance register maintained by the Department for each course for every hour/unit of teaching. The course teachers shall submit the monthly attendance report to the Chairperson/ Coordinator of the respective Department who shall notify the same on the notice board of the Department during the second week of the subsequent month.

Marks shall be awarded to the student for attendance as specified in the regulations concerning evaluation. A student shall be considered to have satisfied the required attendance for each course if he/she has attended not less than 75 % of the total number of instructional hours during the semester. There is no provision for condoning shortage of attendance.

The students who do not satisfy the prescribed requirement of attendance shall not be eligible for the ensuing examination. Such candidates may seek admission afresh to the given semester.

#### **IX. Examination:**

There shall be an examination at the end of each semester conducted by the University.

There shall be semester-end examination of 3 hours duration for the courses carrying 60 marks in theory.

Every student shall register for each semester-end examination as per the University Notification by submitting duly completed application form through the proper channel and shall also pay the fees prescribed.

The Office of the Registrar (Evaluation) / UUCMS shall allot the Register Number to the candidate at the 1<sup>st</sup> semester-end examination. That will be the Register Number of the candidate for subsequent appearances and semester-end examinations.

The Answer scripts shall be in the safe custody of the University for a period of six months from the date of announcement of results.

The programme is a fully carry-over system. A candidate reappearing for either the first or second semester examinations shall be permitted to take examinations as and when conducted.

Candidates who have failed, remained absent or opted for improvement in any course/ courses shall appear for such course/ courses in the two immediate successive examinations that are conducted. However, in the case of the candidates appearing for improvement of their marks, the marks secured in the previous examination shall be retained, if the same is higher.

Candidates who desire to challenge the marks awarded to them in the semester end examinations may do so by submitting an application along with the prescribed fee to the Registrar (Evaluation) within 12 days from the announcement of results.

#### **First semester**

There shall be a Board of Examiners to set, scrutinize and approve the question papers. The BOE shall scrutinize the question papers submitted in two sets by the paper setters and submit the same to the office of the Registrar (Evaluation).

The office of the Registrar Evaluation shall dispatch the question papers to the Department/ P. G. Centers/ Colleges who shall conduct the Examinations according to the schedule announced by the University.

The Chairperson / Coordinator of the Department/ Administrator of the P. G. Centre/ Principal of the College shall appoint one of their full time course teachers as Post Graduate Programme (PGP) Coordinator who shall conduct the examinations and arrange for evaluation of answer scripts for first semester.

Answer scripts shall be valued by the examiners appointed by the University. However, in those circumstances where an examiner for a particular course is not available, then the answer scripts

of that course shall be dispatched to the office of the Registrar (Evaluation) who shall arrange for valuation of the same.

There shall be a single valuation for first semester. The examiner (Internal or External) shall value the answer scripts and shall indicate the marks awarded to each question on marks list.

The Marks List, a copy of the Examination Attendance Sheet and the sealed bundles of the answer scripts shall be dispatched by the PGP Coordinator to the Registrar (Evaluation)'s Office at the conclusion of the valuation at the respective centers.

The Office of the Registrar Evaluation shall process and announce the results.

### **Second Semester:**

There shall be a Board of Examiners to set, scrutinize and approve question papers. As far as practicable, it will be ensured that 50% of the paper setters and examiners are from other Universities/ Research Institutes.

Each answer script of the semester-end examination (theory and project report) shall be assessed by two examiners (one internal and another external). The marks awarded to that answer script shall be the average of these two evaluations. If the difference in marks between two evaluations exceeds 20% of the maximum marks, such a script shall be assessed by a third examiner. The marks allotted by the third examiner shall be averaged with nearer award of the two evaluations.

Provided that in case the number of answer scripts to be referred to the third examiner in a course exceeds minimum of 5 or 20% of the total number of scripts, at the even semester-end examinations, such answer scripts shall be valued by the Board of Examiners on the date to be notified by the Chairperson of the Board of Examiners and the marks awarded by the Board shall be final.

### **X. Evaluation**

Each Course shall have two evaluation components – Formative (Internal) Assessment(IA) and the Summative (Semester End) Exams.

The IA component in a theory course shall 40 percent and the Semester-end Examination shall carry 60 percent.3 marks allotted to attendance.

Marks for attendance shall be awarded to the students as stipulated below:

Attendance (in percentage)	Marks
Above 90	3
Above 80 and up to 90	2
Above 75 and up to 80	1
75	0

Internal Assessment (IA) shall be based on 02 written tests, seminars, assignments/ any other instructional activity.

The IA marks list shall be notified on the Department notice board as and when the individual IA components are completed and the consolidated list shall be submitted to the Office of the Registrar (Evaluation) before the commencement of semester-end examination.

The tests shall be written in a separately designated book supplied by the University which shall be open for inspection by the students after evaluation.

There is no provision for seeking improvement of Internal Assessment marks.

The IA records, pertaining to Semester-end Examination, shall be preserved by the department/Centers/Colleges for a period of one year from the date of semester examination. These records may be called by the University or a body constituted by the University as and when deemed necessary.

## XI. Declaration of Results

The minimum marks for a pass in each course shall be 40% of the total marks including both the IA and the semester-end examinations. Further, the candidate shall obtain at least 50% of the marks in the semester-end examination. There is no minimum for the IA marks.

Candidates shall secure a minimum of 50% in aggregate in all courses of the programme in each semester to successfully complete the programme.

For the purpose of announcing the results, the aggregate of the marks secured by a candidate in two semester examinations shall be taken into account. However, Ranks shall not be awarded in case the candidate has not successfully completed each of the semesters in first attempt or has not completed the programme in the stipulated time or had applied for improvement of results

## XII. Percentage and Grading :

Result shall be declared in terms of SGPA and at the end of two semester as CGPA. The calculation of CGPA is as under.

a) If P is the percentage of marks secured (IA + semester end score) by the candidate in a course which is rounded off to the nearest integer, the grade point (GP) earned by the candidate in that course will be given as below:

Percentage (%)	Grade(GP)	Percentage (%)	Grade(GP)
40	4.0	71-75	7.5
41-45	4.5	76-80	8.0
46-50	5.0	81-85	8.5
51-55	5.5	86-90	9.0
56-60	6.0	91-95	9.5
61-65	6.5	96-100	10.0
66-70	7.0		

Grade point of less than 4 shall be considered as fail in the course, hence, GP=0 and for the absent candidate also GP=0.

b) A student's level of competence shall be categorized by grade point (GP), Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) of the programme.

c) **Semester Grade Point Average (SGPA):** The SGPA is a ratio of sum of the number of Credit Grade Points scored from all the courses (subject) of given semester to the total credits of such semester in which the candidate studied. (Credit Grade Points of each course = Credits x GP)

d) **Cumulative Grade Point Average (CGPA):** It is calculated as below for 2 semester programme.

$$CGPA = \frac{(Credit\ 1 * SGPA\ 1) + (Credit\ 2 * SGPA2)}{Total\ Credits\ of\ Programme\ (Sum\ of\ Credits\ of\ 2\ Sems)}$$

Or

$$CGPA = \frac{Total\ Credit\ Grade\ Points\ of\ all\ courses\ in\ the\ programme}{Total\ Credits\ of\ Programme}$$

e) After studying and passing, all the credits prescribed for the programme the degree shall be awarded with CGPA score after rounding off to second decima and class distinguishing as second class, first class, and distinction along with grade letter as under.

CGPA of the programme(Degree)	Class obtained	Grade Letter
9.5 to 10.00	Outstanding	A++
7.00 to 9.49	Distinction	A+
6.00 to 6.99	First Class	A
5.50 to 5.99	Second class	B+
5.00 to 5.49		B
4.00 to 4.99	Pass	C
Less than 4.0	Fail/ Reappear	D

But, a minimum aggregate collectively in all the papers should be 5.00 in the given semester to declare the result pass in terms of CGPA.

### XIII. Teaching Course

Each Course shall be taught for 4 hours per week during the period of 16 weeks in a given semester. However, the actual number of classes may be 42 hours per paper for each semester. It may vary from course to course depending on the activities of the Department, general holidays and the calendar of events prescribed by the University from time to time.

### XIV. Scheme of Courses and Credits/Classes and Marks

- There shall be two categories of Courses viz., Theory Courses and one Dissertation.
- The Credits for each course are 4. and the Dissertation work in II Semester also carry 4 credits.

#### Decipherment

Curriculum									
Semester I									
Paper No.	Title of the Paper	Code No.	Credit hours	Min. Marks	Max. Marks	Formative Assessment Marks	Summative Assessment Marks	Total Marks	Teaching Hours
I	Introduction to Archives	DP41AT101	04	40	100	40	60	100	04
II	Introduction to Modi Scripts	DP41AT102	04	40	100	40	60	100	04
III	Conservation of Archival Records	DP41AT103	04	40	100	40	60	100	04
IV	Archival Records Management	DP41AT104	04	40	100	40	60	100	04
V	Applied Archives	DP41AT105	04	40	100	40	60	100	04
Semester II									
VI	Kannada Modi: Manuscripts and Documents	DP41AT201	04	40	100	40	60	100	04
VII	Marathi Modi Scripts and Documents	DP41AT202	04	40	100	40	60	100	04
VIII	Archival Organization and Administration: Theory and Practice	DP41AT203	04	40	100	40	60	100	04
IX	Skill and Methods of Decipherment of Modi Documents.	DP41AT204	04	40	100	40	60	100	04
X	Dissertation	DP41AT205	04	40	100	40	60	100	04



**XV. Removal of Difficulties:**

If any difficulty arises in giving effect to the provisions of these regulations, the Vice-Chancellor may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances, or other Regulations, as appears to be necessary or expedient to remove the difficulty. Any Order made under this rule shall be ratified by the Appropriate University Authorities.

<b>PROGRAMME SPECIFIC OUTCOMES (PSOs)</b>	
1	Students who successfully complete PG Diploma in Archival and Modi Studies will be able to appreciate the significance of archives and archival materials in the reconstruction of local and regional history, especially of the modern and contemporary periods.
2	After successful completion of this programme, students will be able to understand the various types of archives, their uses, hierarchy and organization.
3	This programme enlightens students about important fields of study including palaeography and manuscriptology and introduces them to the nature and significance of Modi script, one of the important administrative scripts of pre-modern and modern India.
4	The knowledge and understanding of Kannada Modi and Marathi Modi enables the students to decipher, analyze and translate Modi Paper records preserved in archives. Overall they will going to understand skill and methods of decipherment of the Modi documents aiding in the reconstruction of history.
5	Lastly, after completion of this programme, students are equipped with an additional qualification that enhances their value for employability in Archives, Libraries, Museums, etc. where record keeping is a necessary skill.

**Department of History and Archaeology, Karnatak University, Dharwad**  
**P.G. Diploma in Archival and Modi Studies**

<b>Formative Assessment</b>	
<b>Assessment Occasion/ type</b>	<b>Weightage in Marks</b>
Activities mentioned in the syllabus like Seminars, Group discussion and assignments (for each 5 marks)	15
Attendance	03
Written Test-I	11
Written Test-II	11
<b>Total</b>	<b>40</b>

**Pedagogy:** Field work, micro projects, group discussion, written/oral presentation by students.

## I Semester

(With Effect from 2022-2023 and Onwards)

<b>Paper Code and Name</b>	<b>Paper I: Introduction to Archives (Paper Code- DP41AT101)</b>	
<b>Total Credit Hours : 52</b>	<b>Course Credits : 4</b>	
<b>Formative Assessment Marks : 40</b>	<b>Summative Assessment Marks : 60</b>	
	<b>Duration of ESA / Exam : 2 hours</b>	
<b>Course Outcomes</b>		
After studying this course, students will be able to		
CO 1	Comprehend the historical evolution and importance of archives as repositories of historical records and manuscripts.	
CO 2	Realize the significance of archives in the reconstruction of the history.	
CO 3	Understand the nature, types, hierarchy and uses of archives.	
<b>Particulars</b>		<b>Teaching Hours</b>
<b>Unit I</b>	<b>Introduction:</b>	10
	A. Meaning and Scope of Archives B. Historical Evolution and Importance of Archives C. Users and Uses of Archives	
<b>Unit II</b>	<b>Nature and Significance of Archives:</b>	
	A. Characteristics of Archives B. Archival Science - Archivists C. Academic Archives, Library and Documentation Centre	
	<b>Types of Archives:</b>	
<b>Unit III</b>	A. Government and Private Archives B. Film and Business Archives C. Digital and Web Archives	11
	<b>Acquisition Policies and Ethical Issues:</b>	10
	A. Code of Professional Responsibility B. Copyright and Permission, Government Policies and Law	

	C. Archival Ethics	
<b>Unit V</b>	<b>Hierarchy of Archival Institutions:</b>	10
	A. National Archives – New Delhi, Hyderabad B. Regional Archives – Dharwad, Pune, Mysore, and Kolhapur C. Academic and Private Archives, Record Offices	
<b>Books Recommended:</b>		
1	B.R. Millar, Laura,: <i>What are Archives In Archives ; Principles and Practices</i> , New York : Neal-Schuman,2010.	
2	Swain, Ellen D: “ <i>History in the Archives : Its Documentary Role in the Twenty-first Century</i> ”, <i>The American Archivist</i> 66, Spring/Summer 2003.	
3	Danielson, Elena S., “ <i>Ten Codes of Ethics Relating to Archives and Cultrual Property</i> ,” <i>The Ethical Archivist</i> ”, Chicago Society of Ameen can Aulivists -2010.	
4	Cook, Terry, “What is Past is Prologue : <i>A History of Archival Ideas since 1898 and the Future Paradigm Shift</i> ,” <i>Archivaria</i> , no 43, 1997.	
5	Duchain, Michel. : “ <i>The History of European Archives and the Development of the Archival Profession in Europe</i> ,” ; <i>The American Archivist</i> 55, no.1 1992.	
6	<i>Libraries, Museums, and Archives : Legal Issues and Ethical Challenges in the New Information Era</i> , Ed by T.A. Lipinski, Lanham, MD Scarecrow Press, 2002.	

<b>Formative Assessment</b>	
<b>Assessment Occasion/ type</b>	<b>Weightage in Marks</b>
Activities mentioned in the syllabus like Seminars, Group discussion and assignments (for each 5 marks)	15
Attendance	03
Written Test-I	11
Written Test-II	11
<b>Total</b>	<b>40</b>

<b>Paper Code and Name</b>	<b>Paper II: Introduction to Modi Scripts (Paper Code- DP41AT102)</b>	
<b>Total Credit Hours : 52</b>	<b>Course Credits : 4</b>	
<b>Formative Assessment Marks : 40</b>	<b>Summative Assessment Marks : 60</b>	
	<b>Duration of ESA / Exam : 2 hours</b>	
<b>Course Outcomes</b>		
After studying this course, students will be able to		
CO 1	Understand the fundamental features and paleographical aspects of the Modi script.	
CO 2	Appreciate the important role played by Modi as an administrative script in the pre-modern era.	
CO 3	Identify the various styles, system of writing and uses of Modi script in a historical context.	
	<b>Particulars</b>	<b>Teaching Hours</b>
<b>Unit I</b>	<b>Introduction:</b>	10
	A. Meaning and Need of the Script. B. Origin and Etymology of Modi Script C. Nature and Significance of Modi Script	
<b>Unit II</b>	<b>Fundamentals of Modi Script:</b>	10
	A. Meaning and Nature of Paleography B. Alphabet – Vowels and Consonants (Kannada and Marathi) C. System of Writing – Directionality (Sinistrodextral or Dextrosinistral)	
<b>Unit III</b>	<b>Languages written in Modi Script:</b>	11
	A. Kannada Modi B. Marathi Modi C. Other Languages – Sanskrit, Hindi, Tamil, Konkani, Gujarati, etc.	
<b>Unit IV</b>	<b>Features of Modi Script:</b>	11
	A. Cursive Features B. Features of the letters C. Modi as a shorthand form of Devanagari	
<b>Unit V</b>	<b>Usage of Modi Script(North Karnataka and South</b>	10

	<b>Maharashtra):</b>
	<p>A. Administrative Usage in Historic times</p> <p>B. Popular use of Modi Script</p> <p>C. Typing and Printing of Modi Script in Modern and Contemporary period</p>
<b>Books Recommended:</b>	
1	<p>1. 'A History of the Marathi Language' by Dr. K. S. Ramani, 2016.</p>
2	<p>2. 'A History of the Marathi Language' by Dr. K. S. Ramani, 2016.</p>
3	<p>3. 'A History of the Marathi Language' by Dr. K. S. Ramani, 2016.</p>
4	<p>4. 'A History of the Marathi Language' by Dr. K. S. Ramani, 2016.</p>
5	<p>5. Bharat Itihas Sanshodhak Mandal – Varshik Itivrutna, Yearly Reports</p>
6	<p>6. Wad Diaries (Selections from Satara Raja and the Peshwa Diaries) Select Volumes.</p>

<b>Formative Assessment</b>	
<b>Assessment Occasion/ type</b>	<b>Weightage in Marks</b>
Activities mentioned in the syllabus like Seminars, Group discussion and assignments (for each 5 marks)	15
Attendance	03
Written Test-I	11
Written Test-II	11
<b>Total</b>	<b>40</b>

<b>Paper Code and Name</b>	<b>Paper III : Conservation of Archival Records (Paper Code- DP41AT103)</b>	
<b>Total Credit Hours : 52</b>	<b>Course Credits : 4</b>	
<b>Formative Assessment Marks : 40</b>	<b>Summative Assessment Marks : 60</b>	
	<b>Duration of ESA / Exam : 2 hours</b>	
<b>Course Outcomes</b>		
After studying this course, students will be able to		
CO 1	Comprehend the importance of conservation of archival records.	
CO 2	Appreciate the variety of forms in which records are available and suitable conservation methods for each form.	
CO 3	Perceive the challenges in conservation of records and apt solutions.	
	<b>Particulars</b>	<b>Teaching Hours</b>
<b>Unit I</b>	<b>Introduction:</b> A. Meaning and Scope of Conservation in Archival context B. Importance of conservation C. Types of Conservation	10
	<b>Conservation of Manuscripts and Archival Records:</b> A. Examining and classifying records B. Safe handling and storage methods C. Preservation of archival material	
<b>Unit II</b>	<b>Conservation of Manuscripts and Archival Records:</b> A. Examining and classifying records B. Safe handling and storage methods C. Preservation of archival material	11
	<b>Collection and Conservation of Unconventional Records</b> A. Documentation of Oral History B. Electronic records, audio and video clips C. Enabling public access of select archival material online to create awareness	
<b>Unit III</b>	<b>Collection and Conservation of Unconventional Records</b> A. Documentation of Oral History B. Electronic records, audio and video clips C. Enabling public access of select archival material online to create awareness	11
	<b>Techniques of Conservation</b> A. Duplication of Unstable material to stable media B. Digitization of fragile material C. Repairing documents to their original form	
<b>Unit IV</b>	<b>Techniques of Conservation</b> A. Duplication of Unstable material to stable media B. Digitization of fragile material C. Repairing documents to their original form	10
	<b>Challenges and Solutions in Conservation of Records and Manuscripts</b>	
<b>Unit V</b>	<b>Challenges and Solutions in Conservation of Records and Manuscripts</b>	10

	<p>A. Pest Control</p> <p>B. Disaster recovery</p> <p>C. Physical and Chemical Deterioration of archival material due to natural causes</p>	
<b>Books Recommended:</b>		
1	B.R. Millar, Laura,: <i>What are Archives In Archives ; Principles and Practices</i> , New York : Neal-Schuman,2010.	
2	Swain, Ellen D : “ <i>History in the Archives : Its Documentary Role in the Twenty-first Century</i> ”, <i>The American Archivist</i> 66, Spring/Summer 2003.	
3	Danielson, Elena S., “ <i>Ten Codes of Ethics Relating to Archives and Cultrual Property</i> ,” <i>The Ethical Archivist</i> ,Chicago Society of American Archivists -2010	
4	Cook, Terry, “What is Past is Prologue : <i>A History of Archival Ideas since 1898 and the Future Paradigm Shift</i> ,” <i>Archivaria</i> , no 43, 1997.	
5	Duchain, Michel. : “ <i>The History of European Archives and the Development of the Archival Profession in Europe</i> ,” ; <i>The American Archivist</i> 55, no.1 1992.	
6	<i>American Archival Studies: Readings in Theory and Practice</i> , Ed.by R.D Jimerson, Chicago: Society of American Archivists, 2000.	
7	Joan M Schwartz and Terry Cook, “ <i>Archives, Records and Power : the Making of Modern Memory</i> ,” <i>Archival Science</i> , 2002.	

<b>Formative Assessment</b>	
<b>Assessment Occasion/ type</b>	<b>Weightage in Marks</b>
Activities mentioned in the syllabus like Seminars, Group discussion and assignments (for each 5 marks)	15
Attendance	03
Written Test-I	11
Written Test-II	11
<b>Total</b>	<b>40</b>

<b>Paper Code and Name</b>	<b>Paper IV: Archival Records Management (Paper Code- DP41AT104)</b>	
<b>Total Credit Hours : 52</b>	<b>Course Credits : 4</b>	
<b>Formative Assessment Marks : 40</b>	<b>Summative Assessment Marks : 60</b>	
	<b>Duration of ESA / Exam : 2 hours</b>	
<b>Course Outcomes</b>		
After studying this course, students will be able to		
CO 1	Understand the meaning and nature of archival records as well as records management.	
CO 2	Trace the evolution of methods and techniques, strategies and policies of records management.	
CO 3	Perceive the challenges and solutions faced by archivists in modern days records management.	
	<b>Particulars</b>	<b>Teaching Hours</b>
<b>Unit I</b>	<b>Introduction</b>	10
	A. Meaning and Definition of Records B. Archival and other Records C. Meaning and Features of Management	
<b>Unit II</b>	<b>Nature and Significance of Management</b>	10
	A. History as a Past Record and Record as artefacts B. Reliability and Authenticity of Records C. Collection, Arrangement and Types of Records	
<b>Unit III</b>	<b>Methods and Technology involved in Records Management</b>	11
	A. Evolution of Methods and Techniques B. Environmental and Cultural Context in Management of Records C. Acquisition, Disposition and Arrangement	
<b>Unit IV</b>	<b>Strategy and Policy of Records Management</b>	11
	A. Government Policy and Judicial Directions, Contracts and Engagements B. Managerial skill and Strategy C. Record Keeping Responsibilities	
<b>Unit V</b>	<b>Current Issues in Archival Record Management</b>	10
	A. Problems and Challenges of Records Management	



	B. Prospects of Records Management	
	C. Participation and Responsibilities of Public	
<b>Books Recommended:</b>		
1	Punzalan, R & Caswell. M. (2016) : “ <i>Critical Directions for Archival Approaches to Social Justice</i> ”, <i>Library Quarterly</i> , 86(1).	
2	B.R. Millar, Laura, : <i>What are Archives In Archives ; Principles and Practices</i> , New York : Neal-Schuman,2010.	
3	Swain, Ellen D : “ <i>History in the Archives : Its Documentary Role in the Twenty-first Century</i> ”, <i>The American Archivist</i> 66, Spring/Summer 2003.	
4	Archives and Manuscripts- <a href="http://www.archivists.org.au/directory/80">http://www.archivists.org.au/directory/80</a> and <a href="http://webcat.lib.une.edu.record=b1288802">http://webcat.lib.une.edu.record=b1288802</a>	
5	Personal Archiving : <i>Preserving Your Digital Memories</i> , Library of Congress, <a href="http://www.digitalpreservation.gov/you/">http://www.digitalpreservation.gov/you/</a>	

<b>Formative Assessment</b>	
<b>Assessment Occasion/ type</b>	<b>Weightage in Marks</b>
Activities mentioned in the syllabus like Seminars, Group discussion and assignments (for each 5 marks)	15
Attendance	03
Written Test-I	11
Written Test-II	11
<b>Total</b>	<b>40</b>

<b>Paper Code and Name</b>	<b>Paper V: Applied Archives (Paper Code- DP41AT105)</b>	
<b>Total Credit Hours : 52</b>	<b>Course Credits : 4</b>	
<b>Formative Assessment Marks : 40</b>	<b>Summative Assessment Marks : 60</b>	
	<b>Duration of ESA / Exam : 2 hours</b>	
<b>Course Outcomes</b>		
After studying this course, students will be able to		
CO 1	Understand the meaning and nature of applied archive and the various theories related to it.	
CO 2	Comprehend the implications of archives and their significance in future research.	
CO 3	Perceive the relations between Archival studies and other disciplines of studies.	
	<b>Particulars</b>	<b>Teaching Hours</b>
<b>Unit I</b>	<b>Introduction:</b>	10
	A. Meaning and Definition of Applied Archive B. Nature and Scope of Applied Archive C. Review of literature	
<b>Unit II</b>	<b>Theory and Concepts</b>	
	A. Defining Theory and Purpose of Applied Archive B. Indigenous Theories of Archive C. Foreign Theories of Archive	
<b>Unit III</b>	<b>Implications of Archive</b>	11
	A. Colonialism and Archives- Institutionalization of Archive B. Theory of Performativity C. Implication of Future Research	
<b>Unit IV</b>	<b>Relation between Archive and Humanities</b>	
	A. Archives and Disciplines- Social Science and Archival Studies B. Literature and Archival Studies C. Oral Documents and Archival Documents	

<b>Unit V</b>	<b>Archives Centers</b>	11
	A. National Manuscriptology Museum B. National Library Hyderabad and National Library and Museum, New Delhi C. Local Museums and Libraries : KRI Dharwad, Badami and Vijayapur and etc	
<b>Books Recommended:</b>		
1	Manoff Marlene, <i>Theories of the Archive from Across the Disciplines</i>	
2	Irving Velody, “ <i>The Archive and the Human Sciences: Notes towards a Theory of the Archive</i> ”, <i>History of the Human Science</i> , 11, 4, 1998	
3	Roberts John, <i>Archival Theory: Myth and Banality?</i> , <i>American Archivist</i> , 1990	
4	Duranti Luciana, <i>The Odyssey of Record Management</i> , <i>Record management Quarterly</i> , 1989	
5	Scheelenberg T.R., <i>Modern Archives: Principals and Techniques</i> , Chicago, 1956	
6	Pearce-Moses R., <i>A Glossary of Archival and Records Terminology</i> , Society of American Archivists, Chicago, 2005	

**Department of History and Archaeology, Karnatak University, Dharwad**  
**P.G. Diploma in Archival and Modi Studies**

<b>Formative Assessment</b>	
<b>Assessment Occasion/ type</b>	<b>Weightage in Marks</b>
Activities mentioned in the syllabus like Seminars, Group discussion and assignments (for each 5 marks)	15
Attendance	03
Written Test-I	11
Written Test-II	11
<b>Total</b>	<b>40</b>

## II Semester

(With Effect from 2022-2023 and Onwards)

<b>Paper Code and Name</b>	<b>Paper VI: Kannada Modi: Manuscripts and Documents (Paper Code- DP41AT201)</b>	
<b>Total Credit Hours : 52</b>	<b>Course Credits : 4</b>	
<b>Formative Assessment Marks : 40</b>	<b>Summative Assessment Marks : 60</b>	
	<b>Duration of ESA / Exam : 2 hours</b>	
<b>Course Outcomes</b>		
After studying this course, students will be able to		
CO 1	Read and write Modi alphabet, simple sentences and paragraphs in Kannada.	
CO 2	Trace out the palaeographical and epigraphical aspects of the Kannada script.	
CO 3	Decipher and utilize information from Kananda Modi Paper documents available in Archives for the reconstruction of history.	
<b>Particulars</b>		<b>Teaching Hours</b>
<b>Unit I</b>	<b>Introduction:</b>	10
	A. Kannada Alphabet: Vowels and Consonants B. Need and origin of the Script C. Development of the Script: Variety and Calligraphical styles	
<b>Unit II</b>	<b>Tracing the Kannada Script- An Interface</b>	
	A. Paleographical and Epigraphical survey of Kannada through the Ages B. Inscriptions, Copper Plates and Palm leaf Manuscripts C. Paper Records and Abbreviations of Documents - Reading and Comprehension:	
<b>Unit III</b>	A. Reading and Writing Kannada Modi Alphabet B. Writing simple sentences C. Elementary Learning – Writing Paragraphs	11
<b>Unit IV</b>	<b>Writing Methods of Kannada Modi Script:</b>	10
	A. Written form an introduction of Modi	

	B. Directionality C. Accounting styles and methods	
<b>Unit V</b>	<b>Introduction to Documents and Archives:</b>	11
	A. Talebands, Yadi, Jamin zada, Kaifiyat, Farmans and Jakat Papers B. Introduction to various Archives that house these papers C. Select paper records of Kannada Modi	
<b>Books Recommended:</b>		
1	ಇಂಡಿಯಾದ ಇತಿಹಾಸ: ಭಾರತದ ಇತಿಹಾಸದ ಸ್ವಲ್ಪ ಸಂಗ್ರಹ	
2	ಇಂಡಿಯಾದ ಇತಿಹಾಸ: ಭಾರತದ ಇತಿಹಾಸದ ಸ್ವಲ್ಪ ಸಂಗ್ರಹ, 2016.	
3	ಇಂಡಿಯಾದ ಇತಿಹಾಸ: ಭಾರತದ ಇತಿಹಾಸದ ಸ್ವಲ್ಪ ಸಂಗ್ರಹ, 2016.	
4	ಇಂಡಿಯಾದ ಇತಿಹಾಸ: ಭಾರತದ ಇತಿಹಾಸದ ಸ್ವಲ್ಪ ಸಂಗ್ರಹ (ಇಂಡಿಯಾದ ಇತಿಹಾಸದ ಸ್ವಲ್ಪ ಸಂಗ್ರಹ) e-ಆವೃತ್ತಿ, 2015	
5	Bharat Itihas Sanshodhak Mandal Trimasik, Quarterly Magazines.	
6	Habib, Irfan and Raychaudhuri, Tapan, (ed), Cambridge Economic History of India, Vol. 1, Cambridge, 1982.	
7	Gordon, Stewart, The Marathas, 1600-1818, The New Cambridge History of India, Cambridge, 1993.	
8	Fukazawa, Hiroshi, The Medieval Deccan, Delhi, 1991.	
9	Dighe, V.G, Peshwa Bajirao I and Maratha Expansion, Bombay, 1944.	
10	G.S. Halappa, History of Freedom Movement in Karnataka Vol-I & II, Govt. Of Mysore, Bangalore	

<b>Formative Assessment</b>	
<b>Assessment Occasion/ type</b>	<b>Weightage in Marks</b>
Activities mentioned in the syllabus like Seminars, Group discussion and assignments (for each 5 marks)	15
Attendance	03
Written Test-I	11
Written Test-II	11
<b>Total</b>	<b>40</b>

<b>Paper Code and Name</b>	<b>Paper VII: Marathi Modi Manuscripts and Documents (Paper Code- DP41AT202)</b>	
<b>Total Credit Hours : 52</b>	<b>Course Credits : 4</b>	
<b>Formative Assessment Marks : 40</b>	<b>Summative Assessment Marks : 60</b>	
	<b>Duration of ESA / Exam : 2 hours</b>	
<b>Course Outcomes</b>		
After studying this course, students will be able to		
CO 1	Understand the development, need and features of Marathi Modi Script.	
CO 2	Read, write and understand basic sentences and paragraphs in Marathi Modi script.	
CO 3	Trace out the patterns, styles, methods and uses of writing in Marathi Modi script.	
	<b>Particulars</b>	<b>Teaching Hours</b>
<b>Unit I</b>	<b>Introduction</b>	10
	A. Origin and Development of Marathi Modi Script B. Marathi Modi Alphabet – Devnagari Vowels and Consonants C. Nature and Significance of Marathi Modi Script	
<b>Unit II</b>	<b>Development of Marathi Modi Script</b>	
	A. From Brahmi to Devanagari to Marathi Modi Script B. Epigraphical Survey of Marathi Modi C. Paper Records and Documents of Marathi Modi	
<b>Unit III</b>	<b>Reading and Comprehension:</b>	11
	A. Reading and Writing Marathi Modi Alphabet B. Writing Simple sentences C. Reading and Writing paragraphs, deciphering documents	
<b>Unit IV</b>	<b>Styles and Methods of Marathi Modi Writing:</b>	
	A. Calligraphical Styles – Writing left to right and right to left B. Methods of writing in Marathi Modi C. Accounting Styles	
<b>Unit V</b>	<b>Select Paper Records of Bombay Karnataka</b>	11

	<p>A. Types of Marathi Modi Records – Talebands, Kaifiyat, etc</p> <p>B. Survey of Archives that house Marathi Modi documents</p> <p>C. Select Paper Records of Marathi Modi pertaining to Bombay Karnataka and South Maharashtra.</p>	
<b>Books Recommended:</b>		
1	Wad Diaries (Selections from Satara Raja and the Peshwa Diaries)	
2	Volume .1, Wad G.C, and Parasnis D.G, Decan Vernacular Translation Society, 1907.	
3	Volume 3, Wad G.C and Parasnis, D.B, Decan Vernacular Translation Society, 1907.	
4	Volume 4, Wad G.C, Decan Vernacular Translation Society, 1908.	
5	Volume 5, Wad G.C, Decan Vernacular Translation Society, 1908	
6	Volume 9, Wad G.C, and Sane K.N, Decan Vernacular Translation Society, 1911	
7	Bharat Itihas Sanshodhak Mandal – Varshik Itivrutta, Yearly Reports	
8	Balkrishna , Shivaji the Great, Vols, I and II, Kitab Mahal, Mumbai, 1932.	
9	Desai W.S, Bombay and the Marathas upto 1774, Delhi, 1970.	
10	Dighe, V.G, Peshwa Bajira I and Maratha Expansion, Bombay, 1944.	
11	Fukazawa, Hiroshi, The Medieval Deccan, Delhi, 1991.	
12	Grant Duff James, A History of the Mahrattas, Bombay, 1873.	
13	Habib, Irfan and Raychaudhuri, Tapan, (ed), Cambridge Economic History of India, Vol. 1, Cambridge, 1982.	
14	Sardesai G.S Marathi Riyasat, (new ed.) Popular Prakashan, Pune, 1988.	

<b>Formative Assessment</b>	
<b>Assessment Occasion/ type</b>	<b>Weightage in Marks</b>
Activities mentioned in the syllabus like Seminars, Group discussion and assignments (for each 5 marks)	15
Attendance	03
Written Test-I	11
Written Test-II	11
<b>Total</b>	<b>40</b>

<b>Paper Code and Name</b>	<b>Paper VIII: Archival Organization and Administration: Theory and Practice(Paper Code- DP41AT203)</b>	
<b>Total Credit Hours : 52</b>	<b>Course Credits : 4</b>	
<b>Formative Assessment Marks : 40</b>	<b>Summative Assessment Marks : 60</b>	
	<b>Duration of ESA / Exam : 2 hours</b>	
<b>Course Outcomes</b>		
After studying this course, students will be able to		
CO 1	Understand the basic concepts and theories in archival organization and administration	
CO 2	Acknowledge the various archival functions and methods and technologies involved in archival management.	
CO 3	Gain practical exposure to the art and science of archival management by accessing archives.	
	<b>Particulars</b>	<b>Teaching Hours</b>
<b>Unit I</b>	<b>Introduction</b>	10
	A. Basic concepts and theories of Archival Management B. Collections Management Systems (CMS) C. Organization-Advisory Committee	
<b>Unit II</b>	<b>Archival Functions:</b>	10
	A. Acquiring Archival material and Archival processing B. Maintaining Records – Surveying and Cataloging C. Record Management – Arrangement and Description of Materials	
<b>Unit III</b>	<b>Methods and Technologies for Archival Management:</b>	11
	A. Permanent Identification Numbers B. Condition and Conservation Reports C. Copyrights and Security	
<b>Unit IV</b>	<b>Accessibility:</b>	11
	A. Retrieval of Archival Data Manually B. Digitization of Archival material and OPAC C. QR Codes/Bar Codes and Multimedia formats	



<b>Unit V</b>	<b>Inventory Management:</b>	10
	A. Weeding and Repair of material B. Preservation of deteriorating Manuscripts C. Use of Chemical	
<b>Books Recommended:</b>		
1	B.R. Millar, Laura,: <i>What are Archives In Archives ; Principles and Practices</i> , New York : Neal-Schuman,2010.	
2	Punzalan, R & Caswell. M. (2016) : “ <i>Critical Directions for Archival Approaches to Social Justice</i> ”, <i>Library Quarterly</i> , 86(1).	
3	<i>American Archival Studies: Readings in Theory and Practice</i> , Ed.by R.D Jimerson, Chicago: Society of American Archivists, 2000.	
4	Archives and Manuscripts- <a href="http://www.archivists.org.au/directory/80">http://www.archivists.org.au/directory/80</a> and <a href="http://webcat.lib.une.edu.record=b1288802">http://webcat.lib.une.edu.record=b1288802</a>	
5	Personal Archiving : <i>Preserving Your Digital Memories</i> , Library of Congress, <a href="http://www.digitalpreservation.gov/you/">http://www.digitalpreservation.gov/you/</a>	

<b>Formative Assessment</b>	
<b>Assessment Occasion/ type</b>	<b>Weightage in Marks</b>
Activities mentioned in the syllabus like Seminars, Group discussion and assignments (for each 5 marks)	15
Attendance	03
Written Test-I	11
Written Test-II	11
<b>Total</b>	<b>40</b>

<b>Paper Code and Name</b>	<b>Paper IX: Skill and Method of Decipherment of Modi Documents (Paper Code- DP41AT204)</b>	
<b>Total Credit Hours : 52</b>	<b>Course Credits : 4</b>	
<b>Formative Assessment Marks : 40</b>	<b>Summative Assessment Marks : 60</b>	
	<b>Duration of ESA / Exam : 2 hours</b>	
<b>Course Outcomes</b>		
After studying this course, students will be able to		
CO 1	Read and comprehend Modi documents, identify the language and nature of the documents and recognizing the style of writing.	
CO 2	Translate select Modi documents into Kannada and English accurately.	
CO 3	Identify the various kinds of Modi Records such as Utar, Inam and Bakshish letters, Kaifiyats and so on. Over all this will enhance skill among the students.	
	<b>Particulars</b>	<b>Teaching Hours</b>
<b>Unit I</b>	<b>Skill of Interpreting Modi Documents:</b>	10
	A. Understanding the Signals, Signs and Markings B. Understanding of Cursive styles and Local styles C. Recognizing mixture of Languages- Tamil, Telugu, Kannada and Marathi	
<b>Unit II</b>	<b>Periodization in History - Methods and Practice:</b>	10
	A. Saka Era and Vikram Samvat B. Hijari and Fasli C. Suhur and Anno Domini (AD)	
<b>Unit III</b>	<b>Accounts Styles in Modi Documents:</b>	11
	A. Identifying Revenue Records - Utar Letters B. Inam Letters and Bakshish Letters C. Kadatas, Tadoles, Kaifiyats and Preparation of notes on Account Styles	
<b>Unit IV</b>	<b>Translation – Method and Practice:</b>	10
	A. Denotative and Connotative Translation B. Kannada Modi to Kannada and English	

	C. Marathi Modi to Kannada and English	
<b>Unit V</b>	<b>Study of Various Modi Documents:</b>	11
	A. Demonstration of Modi Documents	
	B. Peshwa Dairies, Wad Dairies (Select Volumes) C. Reading of Various Daftar records	
<b>Books Recommended:</b>		
1	Hunter Gregory, <i>Developing and Maintaining Practical Archives</i> , ALA Neal-Schuman, 2020	
2	Charlie Arp, <i>Archival Basics</i> , Rowman & Littlefield, Maryland, USA, 2019	
3	Patricia. C Franks, <i>A Handbook of Archival Practice</i> , Rowman & Littlefield, Maryland, USA, 2021	
4	qA. ുAUA°EAAEA PA Aat A: °LEAR° / AWA ുAA±LEAZNEA °M/AUO	
5	Nancy Mackay, <i>Curating Oral Histories: From Interview to Archives</i> , Routledge Publishers, Berkeley, USA, 2015	
6	The National Archives, <i>Archive Principles and Practice: An Introduction to Archives for Non-Archivists</i> , nationalarchives.gov.uk, United Kingdom, 2016	
7	Laura Millar, <i>Archives Principles and Practices</i> , Facet Publishing, UK, 2010	
8	Geoffrey Yeo, <i>Managing Records, a Handbook of Principles and Practice</i> , Facet Publishing, UK, 2012	

<b>Paper Code and Name</b>	<b>Paper X – Dissertation (Paper Code- DP41AT205)</b>													
<b>Total Credit Hours : 52</b>	<b>Course Credits : 4</b>													
<b>Formative Assessment Marks : 40</b>	<b>Summative Assessment Marks : 60</b>													
	<b>Duration of ESA / Exam : 2 hours</b>													
<b>Course Outcomes</b>														
After field study and visit to Archives and record rooms/Centers students will be able to														
CO 1	Acquire first-hand experience of Archives, accessing records and deciphering manuscripts.													
CO 2	Awaken their historical curiosity and an appreciation for primary sources in the reconstruction of history.													
CO 3	The students are enabled to identify the significance of archives and create the same awareness among others, which in turn can lead to enhancement of archival collections.													
	<b>Particulars</b>	<b>Teaching/Field visit Hours</b>												
	Compulsory Dissertation that entails every student to visit archives, documentation centers, record offices, etc to gain practical knowledge and prepare a dissertation to be submitted to the Chairman, Department of History and Archaeology, Karnatak University, Dharwad, followed by Viva-Voce conducted in the presence of one external examiner and BOE (internal) Member/s. The marks allotted to Dissertation are as follows:	Four hours per week (42 Hours)												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;"><b>1</b></td> <td style="text-align: center;"><b>Preparation of Dissertation</b></td> <td style="text-align: center;"><b>60 Marks</b></td> </tr> <tr> <td style="text-align: center;"><b>2</b></td> <td style="text-align: center;"><b>Viva Voce</b></td> <td style="text-align: center;"><b>37 Marks</b></td> </tr> <tr> <td style="text-align: center;"><b>3</b></td> <td style="text-align: center;"><b>Attendance</b></td> <td style="text-align: center;"><b>3 Marks</b></td> </tr> <tr> <td></td> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>100 Marks</b></td> </tr> </table>		<b>1</b>	<b>Preparation of Dissertation</b>	<b>60 Marks</b>	<b>2</b>	<b>Viva Voce</b>	<b>37 Marks</b>	<b>3</b>	<b>Attendance</b>	<b>3 Marks</b>		<b>Total</b>	<b>100 Marks</b>
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