

PUNJAB TECHNICAL UNIVERSITY JALANDHAR

Subject: Constitution of Self Learning Material Steering Committee

Recently after visit of UGC expert committee a requirement of reviewing the Self Learning Material(SLM) has arisen. The most important issue which UGC committee highlighted was self learning material of our DEP and its development through prescribed procedure as per norms. SLM has to be as per UGC guidelines and format. In view of the same following SLM Steering Committee is proposed to suggest the roadmap for the development of Self Learning Material as per the prevailing guidelines of UGC. This SLM Steering Committee may be shouldered the responsibility to co-coordinate with all the stakeholders i.e. faculty members, outside experts, consultants, printers/publishers etc. for the timely development of SLMs. The committee will ensure timely preparation of SLMs content and further delivery of SLM content in multiple modes e.g. print/digital/online e-learning based Learning Management System. The committee will be central nodal agency of this entire task of SLM content development and delivery in above said multiple modes:

1. Dr. H. S. Bains.....(Chairman)
2. Prof.(Dr.) A.K. Saihpal: Consultant(DEP).
3. Sh.S.K. Kajal: Director(DDE). _____
4. Sh.Saurabh Sharma: Assistant Registrar(DDE).
5. Sh.Rajinder Kumar: Assistant Registrar(DDE).
6. Sh.Rajesh Bhardwaj: Representative of consulting team NetIIT.

Submitted for approval please.

If agreed, terms of reference will be decided by committee

[Signature]
Dean(DDE)
13/12/13

Vice-Chancellor

[Signature]

[Signature] 16.12.13

[Signature]
16/12/13

Convene a meeting of committee on 19/12/13.

Director DEP

[Signature]
MoM are attached as Appendix - X

[Signature]
30/12/13

Director
Department of Open & Distance Learning
Punjab Technical University
Jalandhara

Proceedings of First Meeting of SLM Steering Committee

Date: 19-12-13 Time: 2:30 PM to 5:00 PM Venue: Office of Dean (DDE)

Sub: Development of Self Learning Material (SLM) for DEP of PTU.

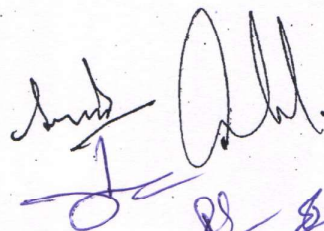
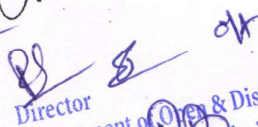
Present:

1. Dr. H.S.Bains Registrar cum Dean(DDE) : Chair
2. Prof.(Dr.) A.K. Saihpal : Consultant DEP
3. Sh. S.K.Kajal : Director(DDE)
4. Sh. Rajinder Kumar : AR(DDE)
5. Sh. Saurabh Sharma: AR(DDE)
6. Sh. Rajesh Bharadwaj : ED, Consulting Team NetIIT

The Meeting started with a review of UGC Expert Committee visit held on 11 & 12 December 2013. Various points which came into notice during UGC committee's visit were analyzed. The most important issue which UGC committee highlighted was Self Learning Material of our DEP. After discussing the said issue holistically the following observations & recommendations are made:

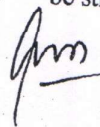
1. PTU must address certain shortcomings of existing SLMs. They were neither developed nor monitored by our in-house faculty of DDE but were developed by total outsourcing at the level of AIPTUDEP Associates & Printers. Most of these SLMs do not bear the authors' names and details of content development teams. This was specifically objected by UGC committee. Also said printers are contesting with PTU about copyright/publishing issues for the same. Although we need to defend our position for using these existing SLMs, at the same time we need to aggressively start new SLM development under the new paradigm of our overhauled DEP system wherein all IPRs and Copyrights shall solely belong to PTU. ✓
2. The new SLM development will require certain key questions to be addressed. First, PTU should limit the number of courses to be offered. An already constituted committee for DEP courses review and closure will give its final recommendations about new condensed list of courses. ✓
3. The next vital question is role of DEP faculty at the head quarter. UGC Committee has categorically pointed out poor interface of our faculty with present SLMs and content development. Lack of ODL exposure and training to our faculty was pointed out by the committee. Since entire task of SLM development is now to be steered by PTU, role of faculty needs to be revisited and revised. The Faculty needs to be put on 24X7 ODL mode. They need to be fully channelized for SLM development work and trained upon ODL platform.
4. Having a condensed list of courses to be offered and DEP faculty geared up to take on the challenge, PTU can move on to achieve its first goal of new SLMs development as per following targest:
 - First target will be to print and distribute SLMs of first semesters of all the new courses specifically in IT & Management Streams on or before 28-2-2014. This deadline has been fixed on the assumption that new admissions

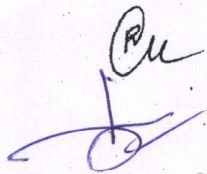


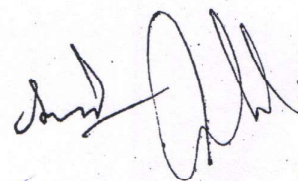




Director
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Kapurthala

- might be open by the end of January 2014. When PTU will register new students, all such students will be in their first semesters and within a month of their admission, they will be delivered SLMs developed by the PTU Faculty.
- Next target will be development of further SLMs for next semesters over the period of time. So that before the first new batch completes degree (in two to three years), the PTU will have completed development of its own SLMs for all courses of all semesters. The estimated completion time for this job will be between one to two years.
 - Meanwhile our already enrolled students will continue to use the existing SLMs.
5. In the new paradigm of overhauled DEP, PTU will be delivering SLM in dual mode. First mode will be instant uploading of SLMs on PTU website/supply of print version (Hard Books). The second mode will be the E-Learning mode (Tablet enabled interactive Learning Management System LMS, e-content along with PTU DEP online portal).
 6. Whereas the printing job is just a week's exercise, the major challenges are twofold; First, Content Development of SLMs and Second, developing Tablet enabled interactive LMS based on this content. While modalities for content development are of purely academic nature, LMS generation needs high end professional expertise based on software/technology & content digitization experience. The content development will be hosted by PTU itself whereas for printing hard copies as well as digitization/LMS will need outsourcing of this job to external professional agencies/publishers/printers. For this PTU needs to clearly & strictly lay down quality standards and fine detail all requirements to get this job done professionally. For this purpose the method followed by some reputed contemporary organizations can be emulated or even tender can be floated.
 7. For content development of SLMs, the entire project needs to be piloted by PTU only, through a Standard Operating Procedure (SOP) which will be executed as per prevailing norms of ODL regulatory bodies like UGC or prevailing practices of reputed ODL institutes e.g. IGNOU.
 8. In light of above proposed SLM Content Development SOP is presented as follows:
 - i. PTU will run limited number of courses in a total of Six Streams viz: IT, Management, Paramedical, Hotel Management, Media & Multimedia and Fashion.
 - ii. Each Stream will have such courses as are being offered through regular mode also. So BOS as well as syllabi are to be same as for corresponding regular courses.
 - iii. Each stream will have a Content Development Committee(CDC) which will be structured as under:

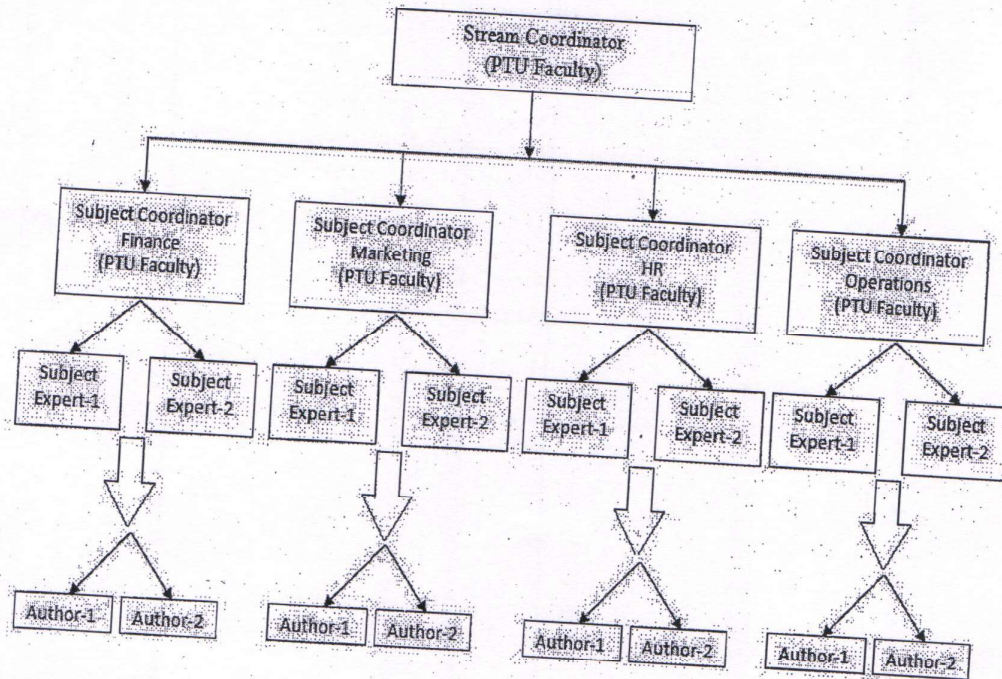






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Content Development Committee (CDC)



- iv. CDC of every stream will be headed by a Stream Coordinator (PTU Faculty) who will be Chairman of his CDC as well as ex-officio DEP Member Coordinator in respective BOS. This stream coordinator will be the pilot of his stream's content development project. He will coordinate with Subject Coordinators who again will be PTU Faculty from different specialization areas of the stream. Further down the line there will be Subject Experts drawn from same specialization area as of Subject Coordinator. These Subject Experts will be external faculty drawn from affiliated colleges of PTU/other reputed universities/institutes/Industry Experts/Members of concerned BOS and will be in order of preference;
- A. Professor or
 - B. Associate Professor or
 - C. Assistant Professor with Ph.D or
 - D. Assistant Professor with at least 10 years of teaching experience
- v. The Stream Coordinator, Subject Coordinators and Subject Experts will work in mutual consultation and prepare Master Plan of SLM development. This will include activities like Segmentation/Delineation of Syllabus into Units, then Units into Chapters. Logical sequencing of chapters in each Unit and then sequencing of all Units in the entire syllabus. Incorporation of Self Instructional features at all levels.

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- vi. Since these people may not have sufficient ODL orientation, they will be imparted general ODL and specific SLM Content Development Training. This part will be undertaken by Directorate of Distance Education as well as SLM Steering Committee.
- vii. After finalizing the master plan of SLM development, CDC will identify authors for script writing. The identified authors will be shortlisted on the basis of reasonable screening criteria. After finalizing the authors, the CDC will get the scripts written in SLM/SIM format by working in tandem with the authors. CDC will then review the manuscripts/drafts submitted by authors, vet/edit it wherever needed and ultimately finalize after due iterations.
- viii. This way complete subject wise SLMs will be prepared and after approval from competent authority, these will be sent to selected Printers for hard copy printing as well as development of Tablet based interactive LMS.
9. As the job of CDC is of extremely academic nature, their quality of work will determine the quality of our SLMs. Hence it is proposed that concerned external members/faculty/authors etc must be paid attractive honorarium. IGNOU/PU/other reputed ODL university rates can be referred for setting minimum honorarium, however our rates need to be higher and attractive enough. This is especially important in context of following:
- We have very short time to complete our first phase i.e. approximately 2 months only (As target date is 28-02-2014).
 - This cost is in fact a one time capital investment for enhancing PTU's DEP quality & brand image. So this expenditure is worth making and has a critically high impact value.
 - This will help to attract quality authors from the academia.
10. It is obvious that authors will quite often visit PTU for meetings with CDC and even for ODL training. While writing scripts, they may need to consult some reference books as well. So we must ensure that our Library should stock all reference books as mentioned in syllabi of concerned regular courses. A committee may kindly be constituted under flagship of Academics Department (Regular) which will provide course wise list of books to be immediately purchased in Library. Thereafter the Librarian must ensure their fastest purchase on urgent basis. Also Indian Journal of Open Learning & other ODL research journals published within/outside the country must be subscribed in our Library.
- 11.
- i. Entire SLM development project revolves around one axis and that axis is PTU Faculty. Therefore it is strongly felt and recommended that all DEP Faculty should be transferred to DDE. Their physical sitting in DDE is imperative for tuning them up to this altogether new paradigm of ODL. They need to be trained, groomed for SLM Content Development. They will need high intensity & continuous rapport with DDE and the SLM Steering Committee.
 - ii. Accordingly in order to ensure their comfortable sitting arrangements it is proposed to renovate and develop corridor hall area which connects DDE with Director Recruitment Office. It is having ample sitting space. Just some face

lifting and partitioning work will make it ideal workplace for unleashing the academic energy of our high potential faculty. By the time this area gets ready, the workstations of DDE staff can be got vacated for adhoc sitting arrangements of Faculty as time is acutely short and work needs to kick start immediately without any delay.

12. Also it is proposed that Prof. K.K.Ghai who is an eminent academician and ODL expert be nominated as member of this SLM Steering Committee.

Submitted for Approval Please

Aksaypal
19/12/13

Prof.(Dr.) A.K. Saihjpal
(Consultant DEP)

S.K.Kajal
19/12/13

Sh. S.K.Kajal
(DirectorDDE)

Saurabh Sharma
13/12/13

Sh. Saurabh Sharma
(AR-DDE)

Rajinder Kumar
19/12/13

Sh.Rajinder Kumar
(AR-DDE)

Rajesh Bharadwaj
19/12/13

Sh. Rajesh Bharadwaj
(Member Consulting Team-NetIIT)

once

Registrar cum Dean(DDE)

PTU/REG/SS 72
2.1.14

Vice-Chancellor
डी. प्रियंका
1/1/14

ਉੱਪ ਕੁਲਪਤੀ ਦਫਤਰ
ਭਾਰਤੀ ਨੰ. 1344
ਮਿਤੀ: 01-01-2014
ਸਿਸਟਮ ਡੇਵਲੋਪਮੈਂਟ ਡਿਪਾਰਟਮੈਂਟ

ਡੀ. ਪਰਮਜੋਤ ਸਿੰਘ
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Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

Date: 23.06.15

Time: 10:30 AM

Venue: Office of Director DDE

Subject: Action plan for the development and chapterizaion of self Learning Material for BCA, MCA, PGDCA, M SC IT, B SC IT Programs (2nd and 3rd semester) of Distance education being run by PTU.

Following member were present:

1. Mr. Vishal Sharma, Assistant Professor, Department of CS, DAV College, Jalandhar.
2. Dr. Sandeep Sharma, Associate Professor and Head, Department of CSE, GNDU, Amritsar.
3. Dr. Mandeep Kaur, Assistant Professor, IKGPTU.
4. Er. Gurpreet Bains, Assistant Professor, PUSSGRC.
5. Mr. Vinay Arora, Assistant Professor, PUSSGRC.
6. Dr. M. Syamala Devi, Professor, Computer Science and Applications, Punjab University, Chandigarh.
7. Dr. Navdeep Kaur, Associate Professor and Head, Shri Guru Granth Sahib World University, Fatehgarh Sahib, Punjab
8. Mr. Dinesh Gupta, Assistant Professor, IKGPTU
9. Mr. Rajdeep Singh, Assistant Professor, IKGPTU
10. Dr. Dalveer Kaur, Assistant Professor, IKGPTU
11. ~~Sh. Sandeep Kazal, Director, DDE.~~ *SK*

The Meeting of subject experts started with the brief orientation about distance education programs of PTU and SLMs. The syllabi of BCA, MCA, PGDCA, M SC IT, B SC IT Programs were studied for chapterization of various subject pertaining to development of SLMs were discussed. In light of the discussion made amongst the committee member, following process was followed and recommendation was made by the subject experts.

1. The proposed schemes of various subject under consideration for SLMs development for the 2nd and 3rd semester of BCA, MCA, PGDCA, M SC IT, B SC IT Programs was presented.
2. The subject experts Screened and revised the proposed schemes of chapterization of various subjects.
3. The scheme of chapterization of different subjects of BCA, MCA, PGDCA, M SC IT, B SC IT Programs Compliance of chapterization with syllabus was finalized by subject experts for further development of chapters.
4. The soft copy of final chapterization scheme will be e-mailed to subject experts present in the meeting.
5. Lab Manual for IT in BCA 1st semester and Math1 was also approved.

Mandeep Kaur *SK* *Vinay Arora* *SK* *Navdeep Kaur* *SK* *Director*

Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Amritsar

23/06
Near

Date: 23.06.15

Time: 10:30 AM

Venue: Office of Director DDE

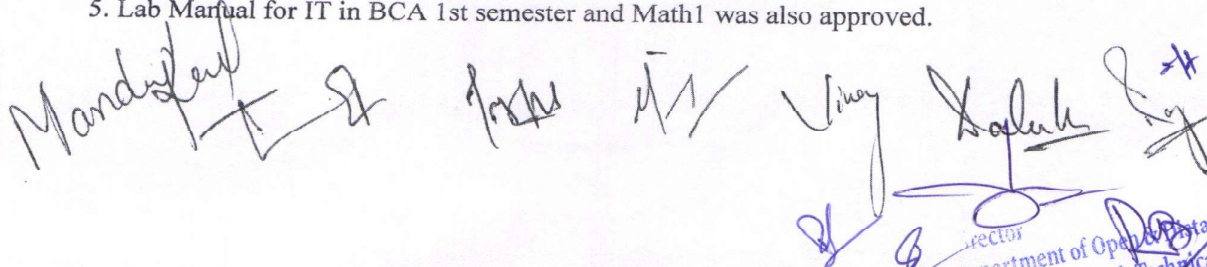
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8. Mr. Dinesh Gupta, Assistant Professor, IKGPTU
9. Mr. Rajdeep Singh, Assistant Professor, IKGPTU
10. Dr. Dalveer Kaur, Assistant Professor, IKGPTU
11. ~~Sh. Sandeep Katar, Director, DDE: PTU~~


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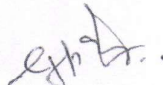
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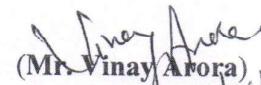


 Director
 Department of Open Distance Learning
 J. K. Gujral Punjab Technical University
 23/06

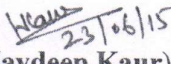
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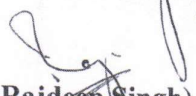

(Dr. Sandeep Sharma)



(Er. Gurpreet Bains)


(Mr. Vinay Arora)
23/06/2015

M^{rs} Syamala Devi
(Dr. M. Syamala Devi)


(Dr. Navdeep Kaur)

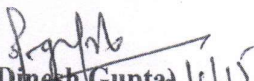

(Mr. Rajdeep Singh)

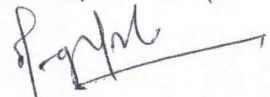

(Mr. Vishal Sharma)


(Sh. S.K. Katar)



(Dr. Dalveer Kaur)
23/6/15

Mandeep Kaur
(Dr. Mandeep Kaur)


(Mr. Dinesh Gupta)
23/6/15


co-ordinator
IT STREAM

For your kind approval.

Director, DOE 
26.6.15

Mr Dinesh Gupta



   
Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

Minutes of Meetings

Expert Committee (IT STREAM)

A meeting of Expert Committee of IT Stream was held on 09/11/15 at 10:30 AM in the Academic wing, IKG-PTU.

Following Members were Present at the meeting:

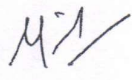
- Mr. Dinesh Gupta, Asst. Professor, Deptt. of IT
- Dr. Pankaj Deep Kaur, Asst. Professor, GNDU Regional Campus, Jalandhar
- Mr. Vishal Sharma, Asst. Professor, DAV College, Jalandhar


Expert Committee approved the content of the following SLMS:

S. No.	Program	Course	Sem	Lessons approved	Lessons rejected	Plagiarism	Remarks
1	PGDCA	Web Technology	2	1-10, 14	0	Less than 15 %	Plagiarism was verified in turnitin software. Technical content is correct and clear. Grammar needs review by some language expert. Incorporate the changes suggested. Content is fit for printing.
2	BCA	OOPS	3	1-16	0	15% in total	
3	PGDCA	Web Technology	2	11, 12, 13	0	More than 15%	


done


Mr. Dinesh Gupta


Mr. Vishal Sharma


Dr. Pankaj Deep Kaur

For Your Kind Information

Director, DDE 
27.11.15





Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

Minutes of Meetings

Expert Committee (IT STREAM)

A meeting of Expert Committee of IT Stream was held on 12/4/16 at 01:30 PM in the Academic wing, IKG-PTU.

Following Members were Present at the meeting:

- Mr. Dinesh Gupta, Asst. Professor, Deptt. of IT
- Dr. Pankaj Deep Kaur, Asst. Professor, GNDU Regional Campus, Jalandhar
- Mr. Vishal Sharma, Asst. Professor, DAV College, Jalandhar

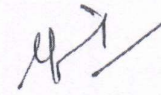
Expert Committee approved the content of the following SLMS:


S. No.	Program	Course	Sem	Lessons approved	Lessons rejected
1	BSc IT	Programming in PHP	4	1-14	0
2	PGDCA	DCN	2	NIL	ALL

PDCA-204 (DCN) rejected on the following basis:




1. There is no flow of ideas and clarity of expressions in the lessons.
2. The content is difficult to understand. Considering the profile of distance education students, the material is not fit for printing.


 Mr. Dinesh Gupta


 Mr. Vishal Sharma


 Dr. Pankaj Deep Kaur

For Your Kind Information




 Director
 Department of Open & Distance Learning
 I. K. Gujral Punjab Technical University
 Kapurthala

Minutes of Meetings

Expert Committee (IT STREAM)

A meeting of Expert committee of IT stream was held on 6/5/2016 at 10:30 A.M. in the Academic Wing, IKGPTU.

Following members were present in the meeting:

1. Dr. M. Syamla Devi, Professor, Deptt. of Computer Science, Panjab University, Chandigarh.
2. Dr. Navdeep Kaur, Associate Professor, Deptt. of Computer Science, SGGSWU, Fatehgarh Sahib.
3. Mr. Rajdeep Singh, Assistant Professor, IKGPTU, Kapurthala

Expert committee approved the content of the following SLMs:

S.No.	Program	Course	Sem	Lessons Approved	Lessons Rejected
1	MCA	Data Communication Networks	2	13	0
2	MCA	Software Engineering	3	15	0
3	MCA	Java Programming	3	15	0
4	PGDCA	Programming in Java	3	0	All

1. The content of Programming in Java (PGDCA-201) lacks flow of Ideas and clarity in expressions. The content is difficult to understand. Considering the profile of distance education students, the material is not fit for printing.

M. Syamla Devi 6/5/2016

Dr. M. Syamla Devi

Hcaus
6/5/16
Dr. Navdeep Kaur

Mr. Rajdeep Singh 6/5/16

For your kind information

Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

IKG Punjab Technical University
Minutes of Meeting
Expert Committee (IT Stream)

A meeting of Expert committee of IT stream was held on 12/05/2016 at 10:30 A.M. in the Academic Wing, Room No.3. IKGPTU.

Following members were present in the meeting:

- 1. Dr. Pankaj Deep Kaur, Associate Professor, GNDU Regional Campus, Jalandhar.
- 2. Er. Gurpreet Singh Bains, Assistant Professor, PU SSGR Campus, Bajwara, Hoshiarpur.
- 3. Mr. Vishal Sharma, Assistant Professor, DAV College, Jalandhar.
- 4. Dr. Dalveer Kaur, Assistant Professor, ECE, IKG PTU, Kapurthala.
- 5. Mr. Dinesh Gupta, Assistant Professor, IT, IKG PTU, Kapurthala.

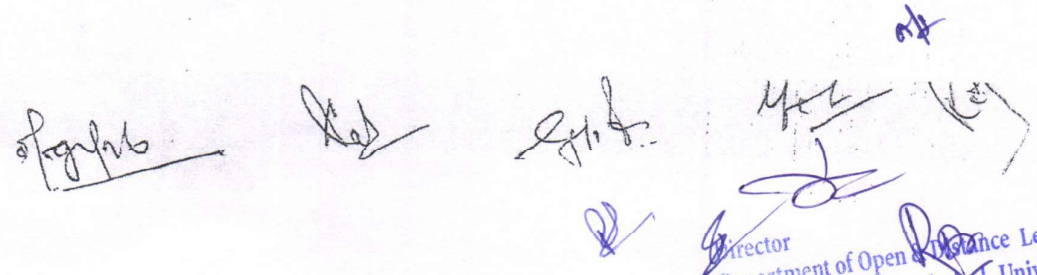
The Expert Committee approved the content of the following SLMs:

S.No.	Program	Course (code)	Sem	Lessons approved	Lessons Rejected
1.	BSc (IT)	Digital Circuits and Logic Designs (BSIT 204/ BSBC 303)	2	13	-
2.	BCA	Computer System Architecture (BSBC 204)	2	16	-
3.	MSc (IT)	Computer Graphics (MSIT 301)	3	12	-
4.	MCA	System Programming	3	14	-
5.	MCA	Information Security	3	14	-
6.	BCA	DWM	5	16	-


Comments:

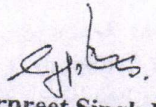
The subject coordinators must assure that the following observations are incorporated by the authors/reviewers before final printing of the book.

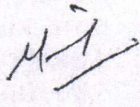
- 1. DCLD- Proper references/sources must be mentioned for images (wherever needed). Also the tables should be typed (wherever needed) and plagiarism be checked again.
- 2. CSA- Proper references must be mentioned for images (wherever needed). Also the tables should be typed (wherever needed) and plagiarism be checked again.
- 3. System Programming- The content was approved.
- 4. IS- Recommended changes were incorporated by the authors. The content was approved.
- 5. DWM- Book should be sent back to reviewer for refinement.

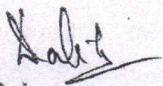


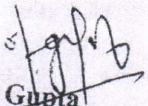
6. Computer Graphics MSIT 301 - Author be asked to either mention the reference for the images or make some changes in the images to overcome the copyright and plagiarism.


Dr. Pankaj Deep Kaur

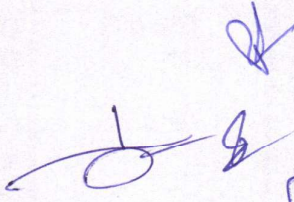


Er. Gurpreet Singh Bains


Mr. Vishal Sharma


Dr. Dalveer Kaur


Mr. Dinesh Gupta

For your kind information



Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

MINUTES OF MEETINGS

EXPERT COMMITTEE (IT STREAM)

A meeting of Expert committee of IT Stream was held on 29/6/16 at 10:30 AM, in the Academic Wing, 3rd Floor, PTU.

Following members were present in the meeting:

1. Dr. Navdeep Kaur, Associate Professor, Computer Science Deptt., SGGSWU, Fatehgarh Sahib

2. Mr. Rajdeep Singh, Assistant Professor, IKGPTU, Kapurthala

3. Mr. Dinesh Gupta, Asst. Prof., IKGPTU.

Expert committee approved the content of the following SLMs:

S.No.	Program	Course	Sem	Lessons Approved	Lessons Rejected
1	PGDCA	Programming in Java	2	12	0
2	PGDCA	Software Engineering	2	12	0
3	PGDCA	Data Communication and Networks	2	13	0
4	MCA	Linux Operating System	2	13	0
5	BCA	Communication - II	2	10	0

Some of the common lessons of Programming in Java, Software Engineering and Data Communication and Networks have already been previously locked in other courses.

Navs
29/06/16
Dr. Navdeep Kaur

Er. Rajdeep Singh

Dinesh Gupta

For kind information

Handwritten initials and signatures in blue ink.

Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

IKG Punjab Technical University

Minutes of Meeting

Expert Committee (IT Stream)

A meeting of Expert committee of IT stream is held on 29/07/2016 at 10:00A.M. in the Academic Wing, Room No.3, IKGPTU.

Following members were present in the meeting:

1. Dr. Satish Kumar, Associate Prof., Department of Computer Science and Applications, PU SSGR Campus, Bajwara, Hoshiarpur.
2. Er. Gurpreet Singh Bains, Assistant Professor, PU SSGR Campus, Bajwara, Hoshiarpur.
3. Dr. Dalveer Kaur, Assistant Professor, ECE, IKG PTU, Kapurthala.

The Expert Committee approved the content of the following SLMs:

S.No.	Program	Course name (course code)	Sem	Lessons approved	Lessons Rejected
1.	MCA ✓	MCA 305C Embedded Systems	3	12	
2.	BCA ✓	Microprocessors and Microcontrollers BSBC 402	4	12	
3.	MCA ✓	Database Administration MCA 301	3	13	
4.	BScIT ✓	System Analysis and Design BSIT 403/BSEC 301	4	09	

Comments:

- 1) Majority of figures are taken from e- contents available at Internet. The authors should redraw the figures of its own as far as possible.
- 2) Quality of diagrams printed on paper is poor. Even the contents of some figures are not visible. This may be due to color content or poor quality of image itself. Authors must check the quality of figures by taking hard copy of pages his/her self.
- 3) In some figures, the contents are overlapping in the hard copy but they are intact in soft copy. Authors are required to adjust the contents properly in the soft copy so that they are reflected as it is on the hard copy.
- 4) In some cases no proper references has been given about the figures.

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29/7/16

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29/7/16

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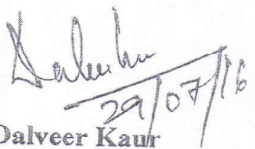
- 5) In some chapters, the proper structure of lesson writing, as per PTU sample structure is not followed.
- 6). In some cases, the terminal and model questions are missing.
- 7) Authors are requested to go through the entire contents once again to check various above mentioned discrepancies and remove them.



Dr. Satish Kumar



Mr. Gurnpreet Singh Bains



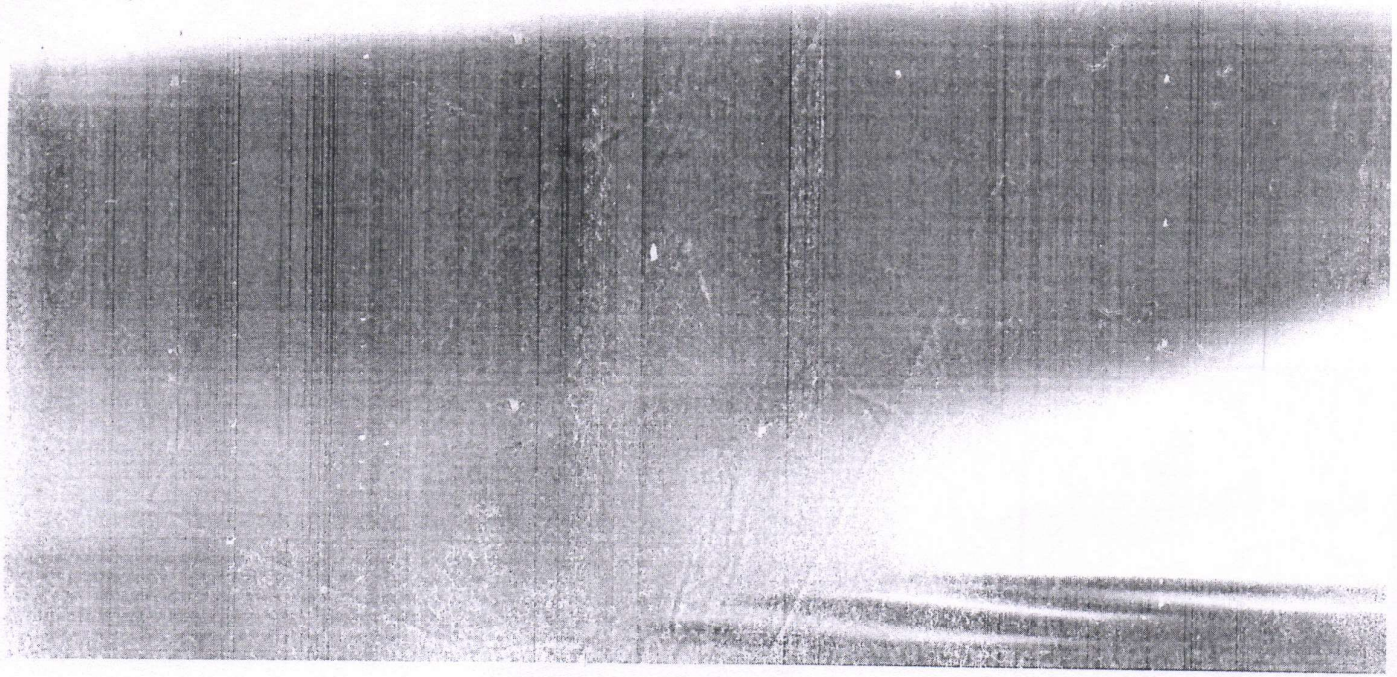
29/07/16

Dr. Dalveer Kaur

For your kind information



Director
Department of Open & Distance Learning
I.K. Gujral Punjab Technical University
Kapurthala



IK Gujral Punjab Technical University Department of CSE

Ref...IKGPTU/CSE/185

Date...18/01/17

MINUTES OF MEETING

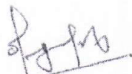
Following members were present in the meeting:


1. Dr. Pankajdeep Kaur, Assistant Professor, Department of CSE, GNDU Regional Campus, Jalandhar.
2. Mr. Vishal Sharma, Assistant Professor, Department of CS, DAV College, Jalandhar.
3. Mr. Dinesh Gupta, Assistant Professor, IKGPTU
4. Mr. Rajdeep Singh, Assistant Professor, IKGPTU

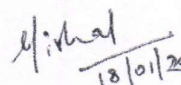
The meeting started with a brief description by Mr. Dinesh Gupta on the content developed by different authors. After careful study of the content, the committee approved the following content.


1. Web Technologies (M Sc IT 2nd Sem)
2. Information Security (B Sc IT 5th Sem)
3. E-commerce and Web Application Development(MCA 4th Sem)
4. DWM (BCA 5th Sem)
5. Object Oriented Analysis and Design with UML (MCA 5th Sem)

The committee appreciated the efforts of authors.


(Dinesh Gupta)




(Rajdeep Singh)


(Vishal Sharma)


(Pankajdeep Kaur)

cc.

1. File.



Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

IK Gujral Punjab Technical University Department of CSE

Date : 17/3/17

MINUTES OF MEETING

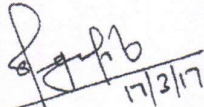
Following members were present in the meeting:

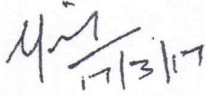
1. Dr. Pankajdeep Kaur, Assistant Professor, Department of CSE, GNDU Regional Campus, Jalandhar.
2. Mr. Vishal Sharma, Assistant Professor, Department of CS, DAV College, Jalandhar.
3. Mr. Dinesh Gupta, Assistant Professor, IKGPTU.
4. Dr. Mandeep Kaur, Assistant Professor, IKGPTU.

The meeting started with a brief description by Mr. Dinesh Gupta on the content developed by different authors. After careful study of the content, the committee approved the following content.

1. Web Technologies (MCA503)- Lessons (1-3, 10)
2. Management Information System (BSBC503)- All Lessons (1-11)
3. Basic Accounting (BCA305/ BSIT405)- 2 lessons
 - ✓ Sources of finance
 - ✓ Bank Reconciliation Statement

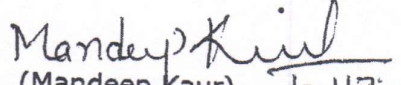
The committee appreciated the efforts of authors.

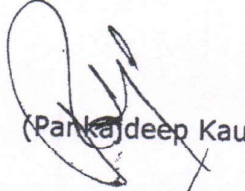

(Dinesh Gupta)


(Vishal Sharma)

cc

1. File.



(Mandeep Kaur) 17/3/17


(Pankajdeep Kaur) 17/3/17

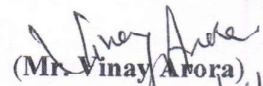



Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

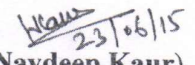
Submitted for approval please.


(Dr. Sandeep Sharma)

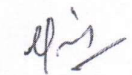

(Er. Gurpreet Bains)


(Mr. Vinay Arora)
23/06/2015

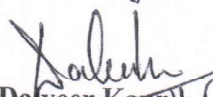
M. Syamala Devi
(Dr. M. Syamala Devi)


(Dr. Navdeep Kaur)

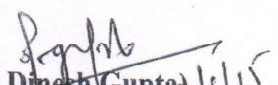

(Mr. Rajdeep Singh)



(Mr. Vishal Sharma)

~~(Sh. S.K. Kaur)~~ 

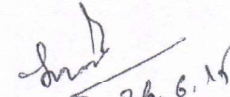

(Dr. Dalveer Kaur)
23/6/15

Mandeep Kaur
(Dr. Mandeep Kaur)




(Mr. Dinesh Gupta)
23/6/15


co-ordinator
IT STREAM

For your kind approval.

~~Director, DDE~~ 
26.6.15

Mr. Dinesh Gupta


Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

Minutes of Meetings

Expert Committee (IT STREAM)

A meeting of Expert Committee of IT Stream was held on 09/11/15 at 10:30 AM in the Academic wing, IKG-PTU.

Following Members were Present at the meeting:

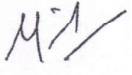
- Mr. Dinesh Gupta, Asst. Professor, Deptt. of IT
- Dr. Pankaj Deep Kaur, Asst. Professor, GNDU Regional Campus, Jalandhar
- Mr. Vishal Sharma, Asst. Professor, DAV College, Jalandhar


Expert Committee approved the content of the following SLMS:

S. No.	Program	Course	Sem	Lessons approved	Lessons rejected	Plagiarism	Remarks
1	PGDCA	Web Technology	2	1-10, 14	0	Less than 15 %	Plagiarism was verified in turnitin software. Technical content is correct and clear. Grammar needs review by some language expert. Incorporate the changes suggested. Content is fit for printing.
2	BCA	OOPS	3	1-16	0	15% in total	
3	PGDCA	Web Technology	2	11, 12, 13	0	More than 15%	

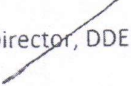
done


Mr. Dinesh Gupta


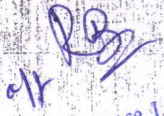

Mr. Vishal Sharma


Dr. Pankaj Deep Kaur

For Your Kind Information


Director, DDE

at. 
27.11.15

Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

Minutes of Meetings

Expert Committee (IT STREAM)

A meeting of Expert Committee of IT Stream was held on 12/4/16 at 01:30 PM in the Academic wing, IKG-PTU.

Following Members were Present at the meeting:

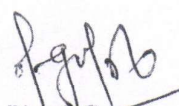
- Mr. Dinesh Gupta, Asst. Professor, Deptt. of IT
- Dr. Pankaj Deep Kaur, Asst. Professor, GNDU Regional Campus, Jalandhar
- Mr. Vishal Sharma, Asst. Professor, DAV College, Jalandhar

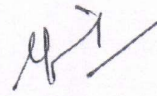
Expert Committee approved the content of the following SLMS:

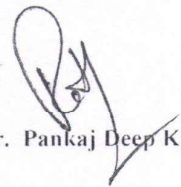
S. No.	Program	Course	Sem	Lessons approved	Lessons rejected
1	BSc IT	Programming in PHP	4	1-14	0
2	PGDCA	DCN	2	NIL	ALL

PDCA-204 (DCN) rejected on the following basis:

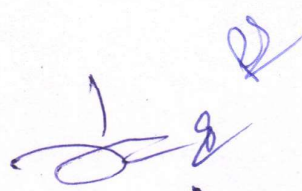

1. There is no flow of ideas and clarity of expressions in the lessons.
2. The content is difficult to understand. Considering the profile of distance education students, the material is not fit for printing.


Mr. Dinesh Gupta


Mr. Vishal Sharma


Dr. Pankaj Deep Kaur

For Your Kind Information

Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

Minutes of Meetings

Expert Committee (IT STREAM)

A meeting of Expert committee of IT stream was held on 6/5/2016 at 10:30 A.M. in the Academic Wing, IKGPTU.

Following members were present in the meeting:

1. Dr. M. Syamala Devi, Professor, Deptt. of Computer Science, Panjab University, Chandigarh.
2. Dr. Navdeep Kaur, Associate Professor, Deptt. of Computer Science, SGGSWU, Fatehgarh Sahib.
3. Mr. Rajdeep Singh, Assistant Professor, IKGPTU, Kapurthala

Expert committee approved the content of the following SLMs:

S.No.	Program	Course	Sem	Lessons Approved	Lessons Rejected
1	MCA	Data Communication Networks	2	13	0
2	MCA	Software Engineering	3	15	0
3	MCA	Java Programming	3	15	0
4	PGDCA	Programming in Java	3	0	All

1. The content of Programming in Java (PGDCA-201) lacks flow of ideas and clarity in expressions. The content is difficult to understand. Considering the profile of distance education students, the material is not fit for printing.

M. Syamala Devi 6/5/2016

Dr. M. Syamla Devi

Hcaus 6/5/16
Dr. Navdeep Kaur

6/5/16
Mr. Rajdeep Singh

For your kind information

[Handwritten signatures]

Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

IKG Punjab Technical University
Minutes of Meeting
Expert Committee (IT Stream)

A meeting of Expert committee of IT stream was held on 12/05/2016 at 10:30 A.M. in the Academic Wing, Room No.3, IKGPTU.

Following members were present in the meeting:

1. Dr. Pankaj Deep Kaur, Associate Professor, GNDU Regional Campus, Jalandhar.
2. Er. Gurpreet Singh Bains, Assistant Professor, PU SSGR Campus, Bajwara, Hoshiarpur.
3. Mr. Vishal Sharma, Assistant Professor, DAV College, Jalandhar.
4. Dr. Dalveer Kaur, Assistant Professor, ECE, IKG PTU, Kapurthala.
5. Mr. Dinesh Gupta, Assistant Professor, IT, IKG PTU, Kapurthala.

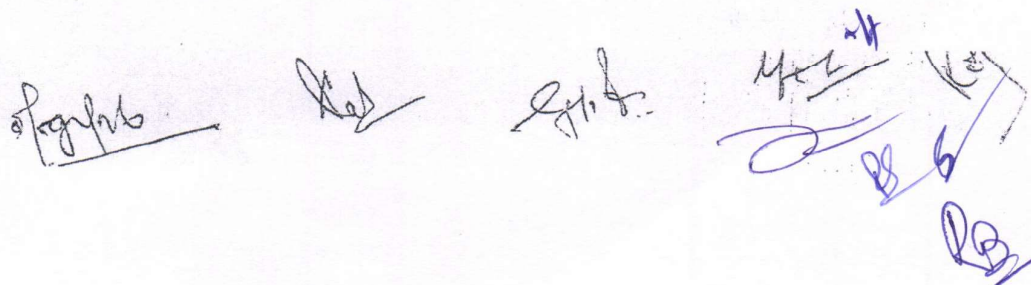
The Expert Committee approved the content of the following SLMs:

S.No.	Program	Course (code)	Sem	Lessons approved	Lessons Rejected
1.	BSc (IT)	Digital Circuits and Logic Designs (BSIT 204/ BSBC 303)	2	13	-
2.	BCA	Computer System Architecture (BSBC 204)	2	16	-
3.	MSc (IT)	Computer Graphics (MSIT 301)	3	12	-
4.	MCA	System Programming	3	14	-
5.	MCA	Information Security	3	14	-
6.	BCA	DWM	5	16	-

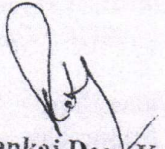
Comments:

The subject coordinators must assure that the following observations are incorporated by the authors/reviewers before final printing of the book.

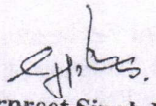
1. DCLD- Proper references/sources must be mentioned for images (wherever needed). Also the tables should be typed (wherever needed) and plagiarism be checked again.
2. CSA- Proper references must be mentioned for images (wherever needed). Also the tables should be typed (wherever needed) and plagiarism be checked again.
3. System Programming- The content was approved.
4. IS- Recommended changes were incorporated by the authors. The content was approved.
5. DWM- Book should be sent back to reviewer for refinement.



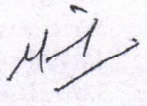
6. Computer Graphics MSIT 301 - Author be asked to either mention the reference for the images or make some changes in the images to overcome the copyright and plagiarism.



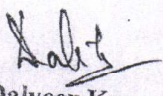
Dr. Pankaj Deep Kaur



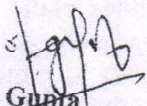
Er. Gurpreet Singh Bains



Mr. Vishal Sharma



Dr. Dalveer Kaur



Mr. Dinesh Gupta

For your kind information



Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

MINUTES OF MEETINGS

EXPERT COMMITTEE (IT STREAM)

A meeting of Expert committee of IT Stream was held on 29/6/16 at 10:30 AM, in the Academic Wing, 3rd Floor, PTU.

Following members were present in the meeting:

1. Dr. Navdeep Kaur, Associate Professor, Computer Science Deptt., SGGSWU, Fatehgarh Sahib

2. Mr. Rajdeep Singh, Assistant Professor, IKGPTU, Kapurthala
3. Mr. Dinesh Gupta, Asst. Prof., IKGPTU.

Expert committee approved the content of the following SLMs:

S.No.	Program	Course	Sem	Lessons Approved	Lessons Rejected
1	PGDCA	Programming in Java	2	12	0
2	PGDCA	Software Engineering	2	12	0
3	PGDCA	Data Communication and Networks	2	13	0
4	MCA	Linux Operating System	2	13	0
5	BCA	Communication - II	2	10	0

Some of the common lessons of Programming in Java, Software Engineering and Data Communication and Networks have already been previously locked in other courses.

Nav
29/06/16
Dr. Navdeep Kaur

Rajdeep Singh
Er. Rajdeep Singh

Dinesh Gupta
Dinesh Gupta

For kind information

[Handwritten signatures]

Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

IKG Punjab Technical University

Minutes of Meeting

Expert Committee (IT Stream)

A meeting of Expert committee of IT stream is held on 29/07/2016 at 10:00A.M. in the Academic Wing, Room No.3, IKGPTU.

Following members were present in the meeting:

1. Dr. Satish Kumar, Associate Prof., Department of Computer Science and Applications, PU SSGR Campus, Bajwara , Hoshiarpur.
2. Er. Gurpreet Singh Bains, Assistant Professor, PU SSGR Campus, Bajwara, Hoshiarpur.
3. Dr. Dalveer Kaur, Assistant Professor, ECE, IKG PTU, Kapurthala.

The Expert Committee approved the content of the following SLMs:

S.No.	Program	Course name (course code)	Sem	Lessons approved	Lessons Rejected
1.	MCA ✓	MCA 305C Embedded Systems	3	12	
2.	BCA ✓	Microprocessors and Microcontrollers BSBC 402	4	12	
3.	MCA ✓	Database Administration MCA 301	3	13	
4.	BScIT ✓	System Analysis and Design BSIT 403/BSBC 301	4	09	

Comments:

- 1) Majority of figures are taken from e- contents available at Internet. The authors should redraw the figures of its own as far as possible.
- 2) Quality of diagrams printed on paper is poor. Even the contents of some figures are not visible. This may be due to color content or poor quality of image itself. Authors must check the quality of figures by taking hard copy of pages his/her self.
- 3) In some figures, the contents are overlapping in the hard copy but they are intact in soft copy. Authors are required to adjust the contents properly in the soft copy so that they are reflected as it is on the hard copy.
- 4) In some cases no proper references has been given about the figures.

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29/7/16

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29/7/16

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Director
Department of Open & Distance Learning
I. K. Gujral Punjab Technical University
Kapurthala

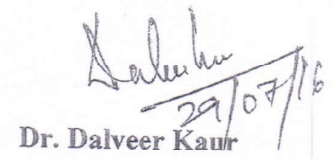
- 5) In some chapters, the proper structure of lesson writing, as per PTU sample structure is not followed.
- 6) In some cases, the terminal and model questions are missing.
- 7) Authors are requested to go through the entire contents once again to check various above mentioned discrepancies and remove them.



Dr. Satish Kumar



Mr. Gurpreet Singh Bains



Dr. Dalveer Kaur

For your kind information



Director
Department of Open & Distance Learning
L. K. Gajral Punjab Technical University
Kapurthala

IK Gujral Punjab Technical University Department of CSE

Ref.....IKGPTU/CSE/185

Date.....18/01/17

MINUTES OF MEETING

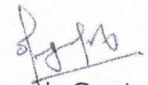
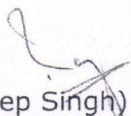
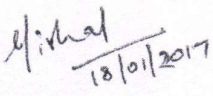

Following members were present in the meeting:

1. Dr. Pankajdeep Kaur, Assistant Professor, Department of CSE, GNDU Regional Campus, Jalandhar.
2. Mr. Vishal Sharma, Assistant Professor, Department of CS, DAV College, Jalandhar.
3. Mr. Dinesh Gupta, Assistant Professor, IKGPTU
4. Mr. Rajdeep Singh, Assistant Professor, IKGPTU

The meeting started with a brief description by Mr. Dinesh Gupta on the content developed by different authors. After careful study of the content, the committee approved the following content.

1. Web Technologies (M Sc IT 2nd Sem)
2. Information Security (B Sc IT 5th Sem)
3. E-commerce and Web Application Development(MCA 4th Sem)
4. DWM (BCA 5th Sem)
5. Object Oriented Analysis and Design with UML (MCA 5th Sem)

The committee appreciated the efforts of authors.

 (Dinesh Gupta)
  (Rajdeep Singh)
  (Vishal Sharma)
  (Pankajdeep Kaur)

cc.

1. File .




Director
 Department of Open & Distance Learning
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IK Gujral Punjab Technical University
Department of CSE

Date : 17/3/17

MINUTES OF MEETING

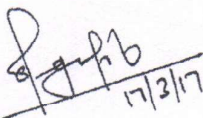
Following members were present in the meeting:

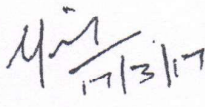
1. Dr. Pankajdeep Kaur, Assistant Professor, Department of CSE, GNDU Regional Campus, Jalandhar.
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3. Mr. Dinesh Gupta, Assistant Professor, IKGPTU.
4. Dr. Mandeep Kaur, Assistant Professor, IKGPTU.

The meeting started with a brief description by Mr. Dinesh Gupta on the content developed by different authors. After careful study of the content, the committee approved the following content.

1. Web Technologies (MCA503)- Lessons (1-3, 10)
2. Management Information System (BSBC503)- All Lessons (1-11)
3. Basic Accounting (BCA305/ BSIT405)- 2 lessons
 - ✓ Sources of finance
 - ✓ Bank Reconciliation Statement

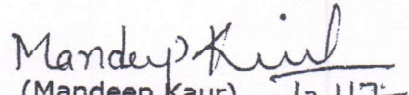
The committee appreciated the efforts of authors.


(Dinesh Gupta)



(Vishal Sharma)

cc.

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(Mandeep Kaur) 17/3/17


(Pankajdeep Kaur) 17/3/17


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