

SES's L.S. RAHEJA COLLEGE OF ARTS AND COMMERCE (AUTONOMOUS)

Syllabus for Approval	BoS meeting held on: 29/3/2025	AC meeting held on:
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Board of Studies: Ad-Hoc Board of Studies for Indian Languages

Sr. No.	Heading	Particulars
1	Nomenclature of the Course	व्यावहारिक मराठी लेखन कौशल्य
2	Eligibility for Admission	
3	Passing Marks for eligibility	
4	Regulations	College Regulations on Admission
5	Programme	BA/BCom/BAMMC/BCom(A&F)/BFM/BScIT/BBI/BMS
6	Semesters	Semester: III
7	NEP Vertical	AEC
8	Credit	Two (2)
9	Level U.G/PG	UG
10	Pattern	Semester
11	Status (Revised or New) If revised, % of change	New
12	To be implemented from Academic Year	From the Academic Year: 2025-2026

Date: 29/3/2025

Mrs.Suhas Ghagare
(Assistant Professor)
Marathi Dept.

Dr. Preeti Vaswani
Chairperson

SES's L.S. RAHEJA COLLEGE OF ARTS AND COMMERCE (AUTONOMOUS)



BOARD OF STUDIES: Ad-Hoc Board of Studies for Indian Languages

PROGRAMME: BA/BCom/BAMMC/BCom(A&F)/BFM/BScIT/BBI/BMS

SEMESTER: III

NOMENCLATURE OF THE COURSE: व्यावहारिक मराठी लेखन कौशल्य

NEP Vertical: AEC

Credit: 2

(As Per Choice Based Credit System (under NEP 2020) with effect from the Academic Year 2025-26)



Programme:	BA/BCom/BAMMC/BCom(A&F)/BFM/BScIT/BBI/BMS
Nomenclature of the Course	व्यावहारिक मराठी लेखन कौशल्य
Total Marks	50 marks
Semester:	III
Academic year	2025-26

LEARNING OBJECTIVES:

- भाषा लेखन कौशल्य आत्मसात करणे.
- मराठी भाषेतून कार्यालयीन लेखन कौशल्य आत्मसात करणे.
- मराठी भाषेतून व्यवसायिक लेखन कौशल्य आत्मसात करणे.
- विविध मध्यमांसाठी मराठी भाषेचा वापर करणे.

COURSE OUTCOMES:

- भाषा लेखन कौशल्य आत्मसात होतील.
- मराठी भाषेचा कार्यालयीन उपयोग समजेल.
- मराठी भाषेचा व्यवसायिक उपयोग समजेल.
- विविध मध्यमांसाठी मराठीचा वापर करता येईल.

Module	Course Content	Andragogy	No of Lectures
1	मराठी लेखनाचे नियम, विरामचिन्ह, मुद्रितशोधन	Lecture, Presentation	15
2	स्व- परिचय पत्र, अर्जलेखन, बातमीलेखन	Lecture, Presentation	15
	Total		30

SUGGESTED READINGS:

1. संदर्भ : व्यावहारिक मराठी नसिराबादकर, ल.रा., फडके प्रकाशन ,कोल्हापूर
2. मराठी शुद्धलेखन प्रदीप, अरुण फडके, नितीनप्रकाशन, पुणे

QUESTION PAPER PATTERN

RUBRICS FOR CONTINUOUS EVALUATION Internal Assessment (20% of 50 marks) – 20 Marks

Sr No.	Examination Method	Marks
1	One Assignment/ Project work/ Presentation etc. to be conducted in the given semester before semester end examination. / One online/offline class test.	20

QUESTION PAPER PATTERN FOR SEMESTER END EXAMINATION

Maximum Marks: 30

Duration: 1 Hour

All Questions are compulsory

- NOTE :**
1. All questions are compulsory.
 2. Each question has internal options.
 3. Figures to the right indicate marks.

Question No.	Description	Total Marks
1.	a) Short question (from Unit I)	05
	b) Short question (from Unit I)	05
	c) Short question (from Unit I)	05
2.	a) परिचय पत्र (from Unit II)	05
	b) अर्जलेखन (from Unit II)	05
	c) बातमीलेखन (from Unit II)	05
