

Regal education society's

Regal College Of Hotel Management & Tourism

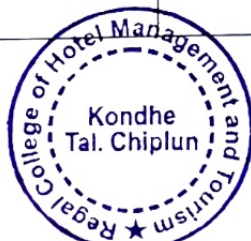
(Affiliated to University Of Mumbai)

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Email-regalcollegechiplun@gmail.com,web:www.regalcollege.in

List of Courses with Cross cutting issues

| Name of the course | | Name and description course | Issues covered |
|---------------------|--------------------------|--|---|
| Commerce | Fy.Bcom(FM) | Business Communication -I | Importance of Business Ethics,Business Ethics and Media,Computer Ethics,Human Rights,Basis of gender. |
| | Fy.Bcom(FM) | Foundation Course-I | Human Rights,Protection of Environment,Fundamental Rights,Gender equality,Nationality,multi-cultural diversity,Fundamental Duties of the Indian Citizen,Scientific Approach,Sensitivity,Punctuality,Neatness,Cleanliness,Courtesy,Patriotism,National Unity,Constitutional Responsibility/Rights,Democracy, Secularism. |
| | Sy.Bcom(FM) | Foundation Course-II | National Integration,Human Rights,DeepEcology,Ecofeminism, BusinessEthics,Scientific. Approach, sensitivity,Punctuality,Neatness, Cleanliness,Courtesy,Patriotism, National Unity,Constitutional Responsibilities,Secularism |
| | Ty.Bcom(FM) | Business Ethics and Corporate Governance | Business Ethics ,Adressing Ethical dilemmas,Code of Ethics,ethics Committee,Ethics training,Integrity pact. |
| | Fy.Bcom(FM) | Business Environment | Business &its Environment ,Environmental Analysis,Ethics&Governance. |
| Hospitality Studies | Fy.Bsc(HS) Sy.Bsc(Hs) | Communication Skills | Introduction to soft skills,Professional Skills,Gender,Employment Communication |




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| | | | |
|---------------------|-------------|-------------------------------------|--|
| Hospitality Studies | Ty.Bsc (HS) | Environmental & Sustainable Tourism | Environmental Studies, Introduction to tourism & travel, Tourism Organisations, Sustainable Developments, Sustainable Tourism. |
|---------------------|-------------|-------------------------------------|--|




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Programme at Semester I

with Effect from the Academic Year 2016-2017

4. Business Communication - I

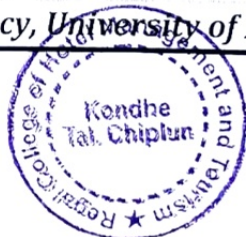
Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|--------------|--|-----------------|
| 1 | Theory of Communication | 10 |
| 2 | Obstacles to Communication in Business World | 10 |
| 3 | Business Correspondence | 12 |
| 4 | Language and Writing Skills | 13 |
| Total | | 45 |




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| Sr. No. | Modules / Units |
|---------|--|
| 1 | <p>Theory of Communication</p> <p>Concept of Communication: Meaning, Definition, Process, Need, Feedback Emergence of Communication as a key concept in the Corporate and Global world Impact of technological advancements on Communication</p> <p>Channels and Objectives of Communication: Channels- Formal and Informal- Vertical, Horizontal, Diagonal, Grapevine</p> <p>Objectives of Communication: Information, Advice, Order and Instruction, Persuasion, Motivation, Education, Warning, and Boosting the Morale of Employees (A brief introduction to these objectives to be given)</p> <p>Methods and Modes of Communication: Methods: Verbal and Nonverbal, Characteristics of Verbal Communication Characteristics of Non-verbal Communication, Business Etiquette Modes: Telephone and SMS Communication 3 (General introduction to Telegram to be given) Facsimile Communication [Fax] Computers and E-communication Video and Satellite Conferencing</p> |
| 2 | <p>Obstacles to Communication in Business World</p> <p>Problems in Communication /Barriers to Communication: Physical/ Semantic/Language / Socio-Cultural / Psychological / Barriers, Ways to Overcome these Barriers</p> <p>Listening: Importance of Listening Skills, Cultivating good Listening Skills – 4</p> <p>Introduction to Business Ethics: Concept and Interpretation, Importance of Business Ethics, Personal Integrity at the workplace, Business Ethics and media, Computer Ethics, Corporate Social Responsibility</p> <p>Teachers can adopt a case study approach and address issues such as the following so as to orient and sensitize the student community to actual business practices: Surrogate Advertising, Patents and Intellectual Property Rights, Dumping of Medical/E-waste, Human Rights Violations and Discrimination on the basis of gender, race, caste, religion, appearance and sexual orientation at the workplace Piracy, Insurance, Child Labour</p> |
| 3 | <p>Business Correspondence</p> <p>Theory of Business Letter Writing: Parts, Structure, Layouts—Full Block, Modified Block, Semi - Block Principles of Effective Letter Writing, Principles of effective Email Writing,</p> <p>Personnel Correspondence: Statement of Purpose, Job Application Letter and Resume, Letter of Acceptance of Job Offer, Letter of Resignation [Letter of Appointment, Promotion and Termination, Letter of Recommendation (to be taught but not to be tested in the examination)]</p> |



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Skill Enhancement Courses (SEC)

5. Foundation Course - I

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|--------------|--|-----------------|
| 1 | Overview of Indian Society | 05 |
| 2 | Concept of Disparity- 1 | 10 |
| 3 | Concept of Disparity-2 | 10 |
| 4 | The Indian Constitution | 10 |
| 5 | Significant Aspects of Political Processes | 10 |
| Total | | 45 |



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| Sr. No. | Modules / Units |
|---------|---|
| 1 | Overview of Indian Society |
| | Understand the multi-cultural diversity of Indian society through its demographic composition: population distribution according to religion, caste, and gender; Appreciate the concept of linguistic diversity in relation to the Indian situation; Understand regional variations according to rural, urban and tribal characteristics; Understanding the concept of diversity as difference |
| 2 | Concept of Disparity- 1 |
| | Understand the concept of disparity as arising out of stratification and inequality; Explore the disparities arising out of gender with special reference to violence against women, female foeticide (declining sex ratio), and portrayal of women in media; Appreciate the inequalities faced by people with disabilities and understand the issues of people with physical and mental disabilities |
| 3 | Concept of Disparity-2 |
| | Examine inequalities manifested due to the caste system and inter-group conflicts arising thereof; Understand inter-group conflicts arising out of communalism; Examine the causes and effects of conflicts arising out of regionalism and linguistic differences |
| 4 | The Indian Constitution |
| | Philosophy of the Constitution as set out in the Preamble; The structure of the Constitution-the Preamble, Main Body and Schedules; Fundamental Duties of the Indian Citizen; tolerance, peace and communal harmony as crucial values in strengthening the social fabric of Indian society; Basic features of the Constitution |
| 5 | Significant Aspects of Political Processes |
| | The party system in Indian politics; Local self-government in urban and rural areas; the 73rd and 74th Amendments and their implications for inclusive politics; Role and significance of women in politics |



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Programme at Semester II
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Skill Enhancement Courses (SEC)

5. Foundation Course – II

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|--------------|--|-----------------|
| 1 | Globalisation and Indian Society | 07 |
| 2 | Human Rights | 10 |
| 3 | Ecology | 10 |
| 4 | Understanding Stress and Conflict | 10 |
| 5 | Managing Stress and Conflict in Contemporary Society | 08 |
| Total | | 45 |




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| Sr. No | Modules /Units |
|--------|--|
| 1 | Globalisation and Indian Society |
| | Understanding the concepts of liberalization, privatization and globalization; Growth of information technology and communication and its impact manifested in everyday life; Impact of globalization on industry: changes in employment and increasing migration; Changes in agrarian sector due to globalization; rise in corporate farming and increase in farmers' suicides. |
| 2 | Human Rights |
| | Concept of Human Rights ; origin and evolution of the concept; The Universal Declaration of Human Rights; Human Rights constituents with special reference to Fundamental Rights stated in the Constitution |
| 3 | Ecology |
| | Importance of Environment Studies in the current developmental context; Understanding concepts of Environment, Ecology and their interconnectedness; Environment as natural capital and connection to quality of human life; Environmental Degradation- causes and impact on human life; Sustainable development - concept and components; poverty and environment |
| 4 | Understanding Stress and Conflict |
| | Causes of stress and conflict in individuals and society; Agents of socialization and the role played by them in developing the individual; Significance of values, ethics and prejudices in developing the individual; Stereotyping and prejudice as significant factors in causing conflicts in society. Aggression and violence as the public expression of conflict |
| 5 | Managing Stress and Conflict in Contemporary Society |
| | Types of conflicts and use of coping mechanisms for managing individual stress; Maslow's theory of self-actualisation; Different methods of responding to conflicts in society; Conflict-resolution and efforts towards building peace and harmony in society |



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Programme at Semester V
with effect from the Academic Year 2018-2019*

2. Core Course (CC)

2. Business Ethics and Corporate Governance

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|---------|--|-----------------|
| 01 | Business Ethics | 15 |
| 02 | Corporate Governance- Conceptual Framework | 15 |
| 03 | Corporate Governance and Shareholders Rights | 15 |
| 04 | Corporate Governance Forums and Legislative Framework of Corporate Governance in India | 15 |
| | Total | 60 |



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| Sr. No. | Modules / Units |
|---------|---|
| 1 | Business Ethics Role of Board of Directors Organisation climate and structure and ethics Addressing ethical dilemmas Code of ethics; ethics committee, ethics training, integrity pact |
| 2 | Corporate Governance- Conceptual Framework Introduction, need and scope Evolution of Corporate Governance Developments in India Elements of Good Corporate Governance |
| 3 | Corporate Governance and Shareholders Rights Rights of shareholders Challenges of exercising shareholders rights Corporate governance and Related Party Transactions Role of Investor Association in securing shareholders rights Role of institutional investors in Corporate Governance |
| 4 | Corporate Governance Forums and Legislative Framework of Corporate Governance in India National Foundation of Corporate Governance Global Corporate Governance forum Listing agreements SEBI Guidelines Companies Act |



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Programme at Semester I
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Core Courses (CC)

6. Business Environment

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|--------------|------------------------------|-----------------|
| 1 | Business and its Environment | 15 |
| 2 | Business and Society | 15 |
| 3 | Contemporary Issues | 15 |
| 4 | International Environment | 15 |
| Total | | 60 |




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| Sr. No. | Modules / Units |
|---------|--|
| 1 | Business and its Environment |
| | a) Business Objectives, Dynamics of Business and its Environment, Types of Business Environment b) Environmental Analysis: Importance, Factors, PESTEL Analysis, SWOT Analysis |
| 2 | Business and Society |
| | a) Business Ethics: Nature and Scope of Ethics, Ethical Dilemmas, Corporate Culture and Ethical Climate b) Development of Business Entrepreneurship: Entrepreneurship and Economic Development, Micro, Small and Medium Enterprises Development (MSMED) Act, 2006, Entrepreneurship as a Career Option c) Consumerism and Consumer Protection: Consumerism in India, Consumer Protection Act 1986 |
| 3 | Contemporary Issues |
| | a) Corporate Social Responsibility and Corporate Governance: Social Responsibility of Business, Ecology and Business, Carbon Credit b) Social Audit: Evolution of Social Audit, Benefits of Social Audit, Social Audit v/s Commercial Audit |
| 4 | International Environment |
| | a) Strategies for going Global: MNCs and TNCs, WTO b) Foreign Trade in India- Balance of Trade, FDI Investment Flows and its Implication for Indian Industries |




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COMMUNICATION SKILLS (ENGLISH & FRENCH)**LANGUAGE SKILLS - 45 Hours**
Semester - I

| | | | |
|------------------------------|---|----------|------------------------------|
| Name of the Programme | Duration | Semester | Course/ Course Code |
| B.Sc. in Hospitality Studies | Six Semesters | 1 | Communication Skills USHO106 |
| Course Code | Title | Credits | |
| USHO 106 | Communication Skills (English and French) | 2 | |

| | | | | | |
|---|--------|-----------|--|--|--|
| For Course Per week 1 lecture/period is 60 minutes duration | | | For Subject per week 1 lecture/period is 60 minutes duration | | |
| | Theory | Practical | | | |
| Actual Contact | 3 | -- | | | |
| Credit | 2 | -- | | | |

Semester I - 15 weeks

| THEORY | | | | | PRACTICAL | | | | |
|--------------|-------------|----------------|---------|-------------|--------------|-------------|----------------|---------|-------------|
| Hours / week | Total Hours | Notional Hours | Credits | Total Marks | Hours / week | Total Hours | Notional Hours | Credits | Total Marks |
| 03 | 45 | 25 | 02 | | -- | -- | -- | -- | -- |

OBJECTIVES:

- Developing and adapting speaking and achieve listening skills and strategies.
- Generating, planning and drafting ideas
- Improving vocabulary for precision and impact
- Using grammar (French & English) accurately and appropriately.
- Structuring, organising and presenting texts in variety of formats.
- To be able to understand and speak basic French.

Contents of syllabus for USHO 108

| Unit 1 | | |
|--------|---|---------|
| I | <ul style="list-style-type: none"> • 1.1 The sentence - Kinds of sentences - Subjects & Predicate • 1.2 The Phrase and the Clause • 1.3 Parts of speech - Noun, Adjective, Pronoun, Verb, Adverb, Preposition, Conjunction, Interjection | 3 Hours |



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| | | |
|---------------------------------|--|---------|
| | 2.1 Noun- Kinds of Noun- i.e Common, Proper, Collective, Abstract | 6 Hours |
| | 2.2 The Noun: Gender – Masculine, Feminine, Common and Neuter gender | |
| | 2.3 The Adjective – Kinds of Adjectives, Comparison of Adjectives – Positive, Comparitive and Superlative Degrees. The correct use of some Adjectives Viz little, a little etc | |
| | 2.4 Articles – Use of Definite Article and Indefinite Article | |
| | 2.5 Personal Pronouns – Forms of the Personal Pronouns - i.e First Person etc. | |
| | (French) | |
| | 1. Translate the Dialogue into English | |
| | 2.Culinary Terms. Translate to French using match the columns/crosswords | |
| UNIT 1-15 TEACHING HOURS | | |
| Unit2 | | |
| II | 1.1 The Verb – Transitive and Intransitive Verbs, Person & Number' Active and Passive Voice' Direct and Indirect Speech; | 6 Hours |
| | 1.2 Tense: Present Tense; Past Tense; Future Tense; | |
| | 1.3 Adverb: Kinds of Adverbs | |
| | 1.4 The Preposition – Kinds of Prepositions – Using appropriate prepositions | |
| | 1.5 The Conjunction – use of appropriate Conjunctions – Classes of Conjunctions The Interjection – Meaning of & some example | |
| | 2.1 Punctuation | 4 Hours |
| | 2.2 Commonly confused words / Common Errors / Antonyms / synonyms | |
| | (French) | |
| 1 | Days , Months, Numbers, Seasons | 5 Hours |
| 2 | Plan a five course menu in French | |
| UNIT 2-15 TEACHING HOURS | | |

| Unit3 | | |
|---------------------------------|--|---------|
| III | 1.1 Newspaper Reading – current affairs | 6 Hours |
| | 1.2 Comprehension , Preci s writing, Paragraph writing | |
| | 2.1 Conversation / Role Play | 5 Hours |
| | 2.2 Public Speaking | |
| (French) | | |
| 1 | Make Negative, make plurals, conjugate in the present tense: avoir etre,Faire, Manger,Boire,mettre | 4 Hours |
| UNIT 3-15 TEACHING HOURS | | |
| Total Theory Hours | | 45 |

REFERENCE (English)

- Business Communication – Meenakshi Raman and Prakash Singh
- Business Correspondence and Report writing – R.K.Sharma and Krishna Mohan
- Business Communication – Chaturvedi
- High School English – Wren and Martin
- Understanding Human Communication – Ronald B Adler and George Rodman (with CD)
- Skills Development for Business and Management Students - - Kevin Gallagher
- Personality and Skills Development – Barun Mitra (with CD)
- Technical Communication , 2nd Edition – Meenakshi Raman (with CD)
- Corporate Communication – Jaishri Jethwaney
- Understanding Human Communication-Ronald B. Adler / George Rooman - Oxford

REFERENCES (French)

- E. J. Neather - Mastering of French I & II - Macmillan - 1982
- Bridget Anfossy - Speak French Today - Augo - 1991
- R. Diez La Cortina - Cortina's French Method - Grosset & Dunlop - 1988
- Mathuram Bondo - Modern French Course - D. C. Heath & Co. -.1983.
- Course de langue et civilizaion Franchises. G. Mauger.
- Oxford French Dictionary



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SEMESTER – II

COMMUNICATION SKILLS (ENGLISH & FRENCH)**LANGUAGE SKILLS – 45 Hours**

| | | | |
|------------------------------|--|----------|-------------------------------------|
| Name of the Programme | Duration | Semester | Course/Code |
| B.Sc. in Hospitality Studies | Six Semesters | II | Communication Skills –II USHO206 |
| Course Code | Title | Credits | |
| USHO 206 | Communication Skills (English and French) | 2 | |

| | | | | | | |
|---|--------|-----------|--|--|--|--|
| For Course Per week 1 lecture/period is 60 minutes duration | | | For Subject per week 1 lecture/period is 60 minutes duration | | | |
| | Theory | Practical | | | | |
| Actual Contact | 3 | – | | | | |
| Credit | 2 | – | | | | |

Semester II – 15 weeks

| THEORY | | | | | PRACTICAL | | | | |
|--------------|-------------|----------------|---------|-------------|--------------|-------------|----------------|---------|-------------|
| Hours / week | Total Hours | Notional Hours | Credits | Total Marks | Hours / week | Total Hours | Notional Hours | Credits | Total Marks |
| 03 | 45 | 25 | 02 | | -- | -- | -- | -- | -- |

| Unit 1 | | |
|---------------------------------|---|---------|
| 1 | CONCEPT OF COMMUNICATION | |
| | 1.1 Process of Communication / | 4 Hours |
| | 1.2 Feed Back | |
| | 1.3 Methods of Communication – Verbal / Non-Verbal | |
| | 1.4 Channels of communication | |
| | 1.5 Barriers of Communication | |
| 2 | ORGANIZATIONAL COMMUNICATION | |
| | 2.1 Upward, downward, lateral communication and their purposes functions, grapevine | 2 Hours |
| | 2.2 Written communication – Memos, Circulars, notices | |
| French | | |
| 1 | Time, At the Office in a restaurant, Asking direction | 9 Hours |
| UNIT 1-15 TEACHING HOURS | | |
| Unit -2 | | |



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ENVIRONMENTAL & SUSTAINABLE TOURISM (Theory)

| Name of the Programme | Duration | Semester | Course/ Course Code |
|------------------------------|-------------------------------------|----------|--|
| B.Sc. in Hospitality Studies | Six Semester | V | Environmental & Sustainable Tourism (USHO 507) |
| Course Code | Title | Credits | |
| USHO507 | Environmental & Sustainable Tourism | 2 | |

| | | | | | | | |
|---|--------|-----------|--|--|--|--|--|
| For Course Per week 1 lecture/period is 60 minutes duration | | | | For Subject per week 1 lecture/period is 60 minutes duration | | | |
| | Theory | Practical | | | | | |
| Actual Contact | 3 | | | | | | |
| Credit | 2 | | | | | | |

| Course Code | Subject | Class Room Instruction | | | | | | | | | Total | Total Marks | | Credits | | | Total |
|-------------|-------------------------------------|------------------------|---|---|--------------|---|---|------------------|---|---|-------|-------------|----|---------|---|---|-------|
| | | Per Week | | | Per Semester | | | Per Semester Hrs | | | | TH | PR | L | P | T | |
| | | L | P | T | L | P | T | L | P | T | | | | | | | |
| USHO 507 | Environmental & Sustainable Tourism | 03 | - | - | 45 | - | - | 45 | - | - | 45 | 100 | - | 02 | - | - | 02 |

OBJECTIVES:

At the end of semester V:

- The student will be able to understand and explain the importance of Environmental and Sustainable Tourism.
- The student will be able to identify and explain Environmental changes due to Tourism.
- The student will comprehend Sustainability of Tourism for future generations.
- The student will be able to understand about the World's fastest growing Travel & Tourism industry.



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• Contents of syllabus for USHO504

| Unit No. | Chapter No. | TOPIC | Hours | M |
|----------|-------------|---|-------|---|
| 01 | 1 | Environmental Studies 1.1 Definition, Scope and Importance 1.2 Need for public awareness 1.3 Renewable & Non-renewable Resources (Definition & Importance) 1.4 Consumerism & Waste Products | 15 | 1 |
| | 2 | Introduction to Tourism & Travel 2.1 Flashback – From early times till today (Purpose of travel in ancient times, invention of wheel, contribution of Thomas Cook, today's scenario). 2.2 Definition of Tourism as stated by U.N.W.T.O. 2.3 Types of Tourism-Pilgrimage, Business Tourism, Health Tourism, Adventure Tourism, Sports Tourism, Culinary & Wine Tourism. 2.4 Definition of Travel 2.5 Various modes of Transport – Land (Rail and Road), Water (Ferries and Cruises), Air. | | |

| Unit No. | Chapter No. | TOPIC | Hours | Mark |
|----------|-------------|---|-------|------|
| 02 | 3 | Tourism Organisations 3.1 National/Domestic Organisations (M.T.D.C., I.T.D.C.) 3.2 International Organisations (U.N.W.T.O., W.T.T.C., U.F.T.A.A., U.N.E.S.C.O., S.T.I.) | 15 | 15 |
| | 4 | Sustainable Development 4.1 Why Sustainable Development? 4.2 Rio Summit 4.3 Impact of Tourism on the World | | |

| Unit No. | Chapter No. | TOPIC | Hours | Mark |
|----------|-------------|--|-------|------|
| 03 | 5 | Sustainable Tourism 5.1 Introduction to Sustainable Tourism 5.2 Sustainable Tourism with respect to Developed Countries (List of these countries, one major destination from each country that requires Sustainable development) 5.3 Sustainable Tourism with respect to Developing Countries | 15 | 15 |

| | | | |
|--|--|--|--|
| | (List of these countries, one major destination from each country that requires Sustainable development) | | |
| | 5.4 Sustainable Tourism in India | | |
| | 5.5 Sustainable Tourism in Mumbai | | |
| | 5.6 Sustainable Tourism as an Umbrella – Ecotourism, UNESCO Sites. | | |
| | 5.7 Impact of Travel on Sustainable Tourism | | |
| | 5.8 Impact of Accommodation on Sustainable Tourism | | |
| | 5.9 Responsible Tourism – Guidelines, “Making Tourism More Sustainable – A Guide for Policy Makers” – Role of United Nations Environment Programme (UNEP). | | |

ASSIGNMENTS

| Sr. No. | Topic for Assignments | Marks |
|---------|--|-------|
| 1 | Sustainable Tourism advice for any location / place in India | 10 |
| 2 | Environmental effects of Tourism | |

Scheme of Examination (Theory)

(a) Internal assessment- 40 marks

| Sr. | Evaluation type | Marks |
|-----|---|-----------|
| 1 | ONE class test/ case study / online examination to be conducted in the given semester | 20 |
| 2 | ONE assignment based on curriculum to be assessed by the teacher concerned | 10 |
| 3 | Active participation in routine class instructional deliveries | 05 |
| 4 | Overall conduct as a responsible learner, communication and Leadership qualities in organizing related academic actives | 05 |
| | Total | 40 |



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