



Maharshi Dayanand University, Rohtak
(A State University Established Under Haryana Act No. XXV of 1975)
A⁺ Grade University Accredited by NAAC

No. ACS-I/II/III/F-VAC/2025/ 18886-
Dated: 29/7/2025 19126

To

All the Principals of affiliated Colleges,
M.D. University, Rohtak

Subject: Regarding Value Added Course

Sir/Madam,

I am directed to inform you that following Courses has been approved by the competent authorities to be offered as Value Added Courses in 3rd/4th semesters for the students of UG Programs in the affiliated Colleges under NEP-2020 as per Formative Assessment w.e.f the session 2025-2026. The Syllabi & Scheme of examinations of the same is enclosed herewith:

Name of the Course	Course Code	Course credits
Wellbeing through Yoga	24YOGX02VA01	02
Communication Skills	23CLAECC01	02

This is for your information and necessary action.

Encl: As above.

Tejpal 29/7/25
Assistant Registrar (Academic)
for Registrar

No. ACS-I/II/III/F-VAC/2025/ 19127-36

Dated: 29/7/2025

Copy of above is forwarded to the following for information and necessary action:-

1. Director, IQAC, M.D. University, Rohtak.
2. Director, CLAS, M.D. University, Rohtak.
3. Director, CCDD, M.D. University, Rohtak.
4. HoD, Centre for Yogic Studies, M.D. University, Rohtak.
5. Controller of Examinations, M.D. University, Rohtak.
6. A.R (College Branch), M.D. University, Rohtak.
7. Director, University Computer Centre, M.D. University, Rohtak with the request to upload the same on the University website and take further necessary action.
8. OSD/PA to the Vice-Chancellor/Dean Academic Affairs/Registrar (for kind information of the Vice-Chancellor/Dean Academic Affairs/Registrar), M.D.U, Rohtak

Tejpal 29/7/25
Assistant Registrar (Academic)
for Registrar

SYLLABI AND SCHEME OF EXAMINATIONS FOR VALUE ADDED COURSE IN COMMUNICATION SKILLS

(Based on Curriculum and Credit Framework and formative assessment guidelines for UG Programs under NEP 2020)



**MAHARSHI DAYANAND UNIVERSITY
ROHTAK (HARYANA)**

**DESIGNED BY:
CENTRE FOR LIFE SKILLS AND SOFT SKILLS, M.D.UNIVERSITY,
ROHTAK**

Value Added Course: Communication Skills
Course Code: 23CLAEEC01

COURSE DURATION – 1 SEMESTER

Credits: 2

Practical: 2 Credits

Course Code	23CLAEEC01	Course Credits	L:0 T:0 P:2
Max. Marks	50	Time of end term examination	3 Hours
Formative Assessment Criteria for two credits practical:			
			Marks distribution
Regular assessment through observation and class discussion			20
Field work (Report)/Mini project			15
Assignment (2 X 5)			10
Attendance			05
Total			50
<p align="center">Note: This shall be a Practical Course <i>This Course is in accordance with UGC Curriculum and Guidelines for Life Skills (Jeevan Kaushal) 2.0</i></p>			
<p>Learning Objectives:</p> <p>This course aims to have the learners:</p> <ul style="list-style-type: none"> • Enhanced Listening Skills • Confident Oral Communication • Advanced Reading Proficiency • Comprehensive Digital Literacy 			
<p>Learning Outcomes:</p> <p>Upon completion of the course, participants will demonstrate</p> <ul style="list-style-type: none"> • Effective Communication Competence • Comprehensive understanding of digital literacy • Skilful Nonverbal Communication • Application of Ethical Digital Practices 			

Unit – I Listening and Speaking

Listening : Techniques of Effective Listening, Listening and Comprehension, Probing Questions, Barriers to Listening

Speaking : Pronunciation, Enunciation, Vocabulary, Fluency, Common Errors

Unit – II Reading and Writing

Reading: Techniques of Effective Reading, Gathering Ideas and Information from a Given Text, Evaluating these Ideas and Information, Interpreting the Text

Writing: The Writing Process, Effective Writing Strategies, Different Modes of Writing

Unit – III Digital Literacy, Social Media, Digital Ethics, and Cyber security

Basic Computer Skills: Introduction to Microsoft (MS) Office Suite, Open Educational Resources, Basic Virtual Platforms, Trending Technologies, Machine Learning, Artificial Intelligence (AI), Internet of Things (IoT),

Social Media Introduction to Social Media Websites, Advantages of Social Media, Ethics and Etiquettes of Social Media, How to Use Google Search Better?, Effective Ways of Using Social Media

Digital Marketing: Introduction to Digital Marketing, Traditional Marketing versus Digital Marketing, Digital Marketing Tools, Social Media for Digital Marketing, Digital Marketing Analytics

Digital Ethics and Cyber Security: Digital Literacy Skills, Digital Etiquette, Digital Life Skills; Cyber Security: Understanding and introducing the environment of security, Types of attacks and attackers, The art of protecting secrets

Unit – IV Non-Verbal Communication

Meaning of nonverbal communication, Advantages of using nonverbal communication, Introduction to modes of nonverbal communication, Open and Closed body language, Eye contact and Facial expression, Hand gestures, Do's and Don'ts in NVC, Learning from experts, Activities-based learning

Suggested Readings:

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4. Kirkham, L. (2022. February 16). How to Enunciate. Wiki how. <https://www.wikihow.com/Enunciate>

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<https://www.fluentu.com/blog/english/common-mistakes-inEnglish>
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14. Cohn, M. (n.d.). How to Use Social Media Effectively. Compukol.
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15. Hindy, J. (n.d.). 20 Google Search Tips to Use Google More Efficiently. Lifehack.
<https://www.lifehack.org/articles/technology/20-tips-use-google-search-efficiently.html>
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<https://www.virtualsocialmedia.com/anintroduction-to-social-networking-social-networking-services/>
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<https://www.techopedia.com/definition/4956/social-networking-site-sns>
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SYLLABI AND SCHEME OF EXAMINATIONS FOR VALUE ADDED COURSE IN WELLBEING THROUGH YOGA

(Based on Curriculum and Credit Framework and formative assessment guidelines for
UG Programs under NEP 2020)



MAHARSHI DAYANAND UNIVERSITY ROHTAK (HARYANA)

DESIGNED BY:

CENTRE FOR YOGIC STUDIES, M.D.UNIVERSITY, ROHTAK

Name of Program		Program Code	
Name of the Course	Wellbeing through Yoga	Course Code	25YOGEEC01
Hours per week	2	Credits	2
Maximum Marks	50		

Course Learning Outcomes (CLO):

After completion of the course the students will be able to :

1. Understand the history, philosophy, and basic principles of yoga.
2. Incorporate yoga practices (Asana, Pranayama & Meditation) into daily life to enhance overall wellbeing.

- Understand the connection between mind, body, and spirit in achieving holistic health.

Formative Assessment for two credits theory

	Marks distribution
Written test (2 X 10)	20
Class assignments / Case study / Mini project (2 X 5)	10
Quiz / seminar / Group discussion / Debate / QM profile (2 X 7.5)	15
Attendance	05
Total	50

Unit- 1 Introduction to Yoga

- History and Philosophy of Yoga
- Ashtanga Yoga & Hatha Yoga
- Importance of Yoga

Unit- 2 Physical Wellbeing through Asanas

- Basics of human physiology & anatomy.
- Benefits of Asanas in Physical Health
- Practice of some important Asanas (Vrikshasana, Utkatasana, Padahasthasana, Trikonasana, Veerasana,; Baddha Padamasana, Uttitha Padamasana, Pawanmuktasana, Mandukasana, Uttanmandukasana, Pashinottanasana, Matsyasana, Naukasana, Uttanpadasana, Sarvangasana, Halasana, Bhujangasana, Shalabhasana, Dhanurasana, Makarasana, Shavasana)

Unit 3: Physical Wellbeing through Pranayama and Bandhas

- Introduction to Pranayama and its Benefits
- Basic Breathing Exercises (Puraka, Rechaka and Kumbhaka, Anulom Vilom, Bhastrika, Bhramari, Kapalbhathi)
- Introduction to Bandhas and their practical procedure

Unit- 4 Mental Wellbeing through Meditation and Mudras

- Connection between Mind, Body, and Spirit
- Benefits of Meditation on Mental Health
- Benefit of Mudras for Meditation
- Introduction to Mudras and their practical procedure
- Guided Meditation Sessions (Mindfulness, Loving-kindness)

References:

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- Light on Yoga, B.K.S. Iyengar
- Yoga in daily life, K. Iyengar, Orient Paper by publication New Delhi
- History of yoga, S P Singh, PHISPC Centre for studies of civilization

5. Ashtanga Yoga, Swami Devavrata, Arsha Yoga Sansthan, Mirzapur, Faridabad
6. Ashtanga Yoga, Dr. Jagwanti Deswal
7. Yogavidya: Ek Adhyayan, Dr. Surendra Kumar