
DEVA MATHA COLLEGE, KURAVILANGAD

Affiliated to Mahatma Gandhi University, Kottayam



Add on course Report

Malayalam DTP & Copy Editing

Academic Year: 2019-20



**ADD ON COURSE
On
DMCK/MAL/AD06/19: Malayalam DTP & Copy Editing**

Course Coordinator: Amal V Thankachan, Assistant Professor, Department of Malayalam
Instructional Hours: 30 Hours
Duration: 3 Months
Intake in a batch: 40 Students
Eligibility: Graduation
Mode of Instruction: Offline

A Brief Report on Programme

Kuravilangad Deva Matha College Malayalam Research Department 2019-'20 Addon course was Malayalam DTP and Copy Editing. Twenty Four students from various departments participated in this course. Assistant Professor Amal V Thankachan was in charge of it. The classes were conducted by Dr. V.K. Krishna Kaimal, Dr. Ciby Kurian and Swapna P. Nair. The duration of the course was thirty hours. The children happily participated and successfully completed the said course which was conducted on 2,28 & 29 February 2020 and April 19,20.

Objective

- To understand the basic principles of Malayalam language usage and practice DTP.
- To learn about the art of editing.
- To identify editing and DTP as areas of potential employment.



SYLLABUS

Module: 1

Malayalam Grammar - Letter - Word - Syntax - Editing - Title Page - Bibliography - Footnote - Blurb - Proof Symbols - Proof Correction - Various Proofs - Style Sheet

Module:2

Practice - Page Setting - Layout - Different Fonts - Text Formatting - Cutting - Copying - Pasting - Alignment - Paragraph Formatting - Line Space - Page Orientation - Page Break - Headers & Footers - Page Numbering - MS Word - Page Maker

Prepare a flip book

Course Outcome

- Students mastered in Malayalam DTP & Copy Editing and prepared flip books accordingly

Mode of Evaluation

Attendance, Project Work, and Examination

Assessment Procedure

Attendance – 30 Marks, Project Work – 20 Marks, Written Examination – 50 Marks, Total – 100 Marks

Grading

80-100% - A Grade

60-79% - B Grade

40-59% - C Grade

Below 40% - Grade- Not passed

*Separate Minimum required to get passed per individual elements– 50



References

- Printing A to Z - KJ Samkutty
- Bookmaking - Kerala Language Institute
- An Introduction to Book Publishing – D Raghavan
- Copy Editing – Judith Butcher
-



Sample of Certificate



Deva Matha College, Kuravilangad
Kottayam, Kerala, 686633



Students List

Class No.	Name List
819	AKHIL M A
1147	JOSNA JOSE
310	ANJANA MOHANAN
324	APARNA BIJU
328	BINSHA S
335	SHRISHA SHABU
512	SREEDEVI K A
537	AYANA VIJAYAN
721	ANU JOHN
722	ARSHAMOL P V
723	ARUNDHATHY N S



*Deva Matha College, Kuravilangad
Kottayam, Kerala, 686633*

724	ATHIRA P A
726	JISMI JOSE
729	NEENU JOSE
732	SETHULAKSHMI M R
18	MANUVAL ANTONY
415	MURPHY T S
437	ANJANA S
438	ANJU PANKAJAKSHAN
439	ANSHANA BEEGAM
444	FATHIMA C S
446	HARITHA ASHOKAN
447	KARTHIKA K S
458	VISMAYA SAJEEV

Students Enrolled



Deva Matha College, Kuravilangad
Kottayam, Kerala, 686633

MALAYALAM

Course : Malayalam DTP & Copy Editing

Co-ordinator : Mr. Ansal V. Thankachan

Sl. No.	Class No.	Name	Department	Remarks	Attendance						Marks
					12/20	20/2	27/2	10/4	20/4		
1.	819	AKHIL M. A.	B. COM.		x	x	x	x	x		9
2.	1147	JOSNA JOSE	B. COM. (S. F.)		x	x	x	x	x		9
3.	310	ANJANA MOHANAN	BOTANY		x	x	x	x	x		8
4.	324	APARNA BIJU	BOTANY		x	x	x	x	x		8
5.	328	BINSHA S.	BOTANY		x	a	x	a	x		8
6.	335	SRISHA SHABU	BOTANY		x	x	x	x	x		8
7.	512	SREEDEVI K. A.	ECONOMICS		x	x	x	x	x		9
8.	537	AYANA VIJAYAN	ECONOMICS		x	x	x	x	x		9
9.	721	ANU JOHN	MALAYALAM		x	x	x	x	x		1
10.	722	ARSHAMOL P. V.	MALAYALAM		x	x	x	x	x		8
11.	723	ARUNDATHY N. S.	MALAYALAM		x	x	x	x	x		8
12.	724	ATHIRA P. A.	MALAYALAM		a	x	x	x	x		8
13.	726	JISMI JOSE	MALAYALAM		x	x	x	x	x		8
14.	729	NEENU JOSE	MALAYALAM		x	x	x	x	x		9
15.	732	SETHULAKSHMI M. R.	MALAYALAM		x	x	x	x	x		9
16.	18	MANUVAL ANTONY	MATHEMATICS		x	x	x	x	x		9
17.	415	MURPHY T. S.	ZOOLOGY		x	x	x	x	x		9
18.	437	ANJANA S.	ZOOLOGY		x	x	x	x	x		8
19.	438	ANJU PANKAJAKSHAN	ZOOLOGY		x	x	x	x	x		8
20.	439	ANSHANA BEEGAM	ZOOLOGY		x	x	x	x	x		8
21.	444	FATHIMA C. S.	ZOOLOGY		x	x	x	x	x		9
22.	446	HARITHA ASHOKAN	ZOOLOGY		x	x	x	x	x		7
23.	447	KARTHIKA K. S.	ZOOLOGY		x	x	x	x	x		8
24.	458	VISMAYA SAJEEV	ZOOLOGY		x	x	x	x	x		9



Brincy Mathew

Dr. Brincy Mathew
Add on course General Coordinator
Dept. of Malayalam
Deva Matha College, Kuravilangad

Anil Mathew
Principal
Deva Matha College
Kuravilangad - 686 633