

PROGRAMME GUIDE

CERTIFICATE PROGRAMME IN GERMAN LANGUAGE

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
in collaboration with



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Dear Learner,

Welcome to the Certificate Programme in German Language being offered by the Indira Gandhi National Open University (IGNOU) in collaboration with the Goethe-Institute Max Mueller Bhavan. To pursue this programme we have prepared this booklet to provide you with all the relevant information.

Launching of the Certificate Programme in German Language – a blended integrated multi-media package with a substantial component of teacher counseling is quite innovative. There is a 50-50 blend of continuous assessment and term-end grading. Your final grading will be the grand total of the marks secured in the continuous assessment component and the term-end component. Keeping this in mind take the components of the programme seriously.

Please retain this booklet till you have completed the programme. Wishing you all the best!

Vikash Kumar Singh
Programme Coordinator



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1. ABOUT THE UNIVERSITY

Introduction

The Indira Gandhi National Open University was established by Act of Parliament in 1985 to achieve the following objectives:

- i) Democratizing higher education by taking it to the doorsteps of the learners.
- ii) Providing access to high quality education to all those who seek it irrespective of age, region, religion and gender.
- iii) Offering need-based academic programmes by giving professional and vocational orientation to the courses.
- iv) Promoting and developing distance education in India.
- v) Setting and maintaining standards in distance education in the country as an apex body.

Prominent Features

IGNOU has certain unique features such as:

- i) Flexible admission rules
- ii) Individualized study: flexibility in terms of place, pace and duration of study.
- iii) Use of latest information and communication technologies
- iv) Nationwide student support services network
- v) Cost-effective programmes
- vi) Modular approach to programmes
- vii) Resource sharing, collaboration and networking with conventional Universities, Open Universities and other Institutions/Organizations.
- viii) Socially and academically relevant programmes based on students need analysis.
- ix) Convergence of open & conventional education systems

2. ABOUT THE GOETHE-INSTITUT

The Goethe-Institut is the cultural institute of the Federal republic of Germany with a global reach. The Institute promotes knowledge of the German language world wide and fosters international cultural cooperation through the network of Goethe-institutes, Goethe Centres, cultural societies and reading rooms, alongside the examination and language learning centres. The curriculum conveys a comprehensive picture of Germany by providing information on Germany's cultural, social and political life and faces the challenges of globalization by developing innovation concepts for a world made more human through mutual understanding.

The Institute combines the experiences and conceptions of its partners in Germany and worldwide with its professional skills and engages in a dialogue rooted in partnership, In doing so, it

functions as service provider and a partner for everyone taking an active interest in the German language, culture and higher education. The Institute draws on the rich variety of the many-faceted German society and cultural and acts independently with no political affiliations.

The Goethe-Institut India is named after Max Mueller (1823-1900), the eminent scholar of comparative religion and co-founder of modern Indian studies. The institute organizes and promotes a wide spectrum of cultural events in major Indian cities with the aim of presenting German culture, particularly its contemporary aspects. Its artistic and reflexive programmes and projects are developed in close cooperation with Indian partner institutions. The Goethe-Institute /Max Mueller Bhavan is a renowned:

- German language courses (Beginners-Advanced Level)
- Internationally recognized examinations
- Teacher's training Programmes
- Special Courses for the Corporate Sector
- Intercultural Training
- Students – teacher's exchange programme
- Cooperation with universities & educational institutions
- Cultural Programmes
- Translations Services
- Information and Resources

3. ABOUT THE PROGRAMME

The programme aims at introducing the basics of the German Language and gradually build skills in Listening, Speaking, Reading and Writing and also enabling cultural understanding. **The programme is based on the Common European Framework of Reference for Languages formulated by the Council of Europe for all European Languages.**

It is a bilingual (German, English) radio and video programme supported by

- Radio lessons
- German workbook with two Audio-CDs with an additional supplement in English
- Worksheets and Video films (contact classes)
- Face to Face counseling at designated centers

The programme is meant for young adults, working people and persons above the age of 18 who have successfully completed 10+2 or equivalent with knowledge of English.

Credit System

As per the University's policy of following the credit system, the C.G.L. programme comprise of 14 credits in all. Each amounts to 30 hours of study comprising of all learning activities. To successfully complete the programme, you will have to earn 14 credits over a period of six months (26 weeks + examination). Distribution of credits is as follows:

- German Language Course 1 (**BGL-001**): 4 credits
- German Language Course 2 (**BGL-002**): 4 credits
- German Language Course 3 (**BGL-003**): 4 credits

Duration of the Programme

Minimum: Six months

Maximum: 2 years

4. SCHEME OF STUDY

CGL is a tightly structured multi-media integrated programme where each component is important to successfully complete the programme. It involves:

- 1) **Self-learning phase** with radio lessons based on Radio-D lessons. There will be broadcasts of each radio lesson through Gyandhara/FM channels. (You will also be provided with a CD of the Radio D lessons along with the study material in case Gyan Vani stations do not reach you). The day and time of broadcast of each lesson will be intimated to you in advance.
- 2) **Counselling Session:** There will be 13 contact classes of 5 hours duration each organized twice a month on week-ends spanning over the entire duration of the course. These contact classes would cover all the 26 lessons of the Radio D course book. Each contact class will cover 2 lessons. The following activities are likely to form part of a counselling session:
 - Feedback test
 - Review (2 lessons)
 - Preview (2 lessons)
 - Workbook exercises – discussion
 - Homework correction (handouts)
 - Remedial teaching/exercises
 - Reinforcement worksheets
 - Language games
 - Speech and pronunciation practice
 - Dictation
 - Reading comprehension
 - Video clippings (redaction D)
 - Tips on learning strategies and time management

The contact classes are the most important aspect of the programme. You will be helped by the counselors to learn the language skills including the speaking skills by a judicious combination of above mentioned activities and further improvisation. You will also be assessed during these sessions. So, attending counseling sessions is a must. As the counseling sessions are sequentially planned on the radio lessons, missing these sessions will hamper your progress.

Distribution of Material

The material will be received by you after registration. Subsequently, you will receive information about the counseling/induction programme. You will be introduced to the Open and Distance Education systems. A detailed discussion on the entire programme will also take place.

5. SCHEME OF STUDENT ASSESSEMNT AND EVALUATION

The evaluation for Certificate in German Language consists of four parts:

- 1) Continuous Assessment
- 2) Term End Examination (TEE)

The weightage for each component is 50%.

1) Continuous Assessment

Continuous assessment will be done during the study of the course. It will consist of two parts:

- I) Theory Assignment and
- II) Practical assignment

The weightage of continuous assessment for theory assignment will be 20% and 30% for practical assignments of the overall marks in each course. Each course will have one theory assignment and one practical assignment. In all students will have to do three theory assignment and three practical assignments.

Theory Assignments

In each course student will be given assignments. They can do it at their home and submit to their Counsellors. Detailed instructions for these assignments will be provided separately.

Practical Assignments

Students will have to appear in practical assignments on a designated day and time at their study centers. This will be conducted by their Counsellors. This component will carry 30% weightage. Only those students can take the practical assignments who meet the requirement of 70% attendance as prescribed for this programme. Those who do not meet the attendance requirement will not be allowed to take this assignment and will have to appear in the next cycle whenever they meet the requirement of attendance.

Pass Percentage

Every student will have to obtain at least 50% marks in each theory assignment and practical assignment separately for successful completion of the programme. If a student fails to secure 50% marks, he/she will have to re-submit the theory assignment or re-appear in practical assignment as the case may be.

2. Term End Examination (TEE)

Term-end examination for each course will be held in June and December. Only those students will be eligible to appear in the TEE who has submitted their assignments. The TEE will have a weightage of 50% in overall assessment scheme.

Scheme of Examination

Examination for Course-1 [BGLI-001] and Course-2 [BGLI-002] will be held together in one session with allocation of 1:30 hours for each course with duration of three hours. Course-3 [BGLI-003] will have a separate examination for three hours.

Examination Fee

Student will have to pay Rs. 150/- for each paper as examination fee. In case a student fails to secure pass marks in any of the courses, s/he will have to reappear in that course again after paying the fee @ Rs. 150/- per paper.

Examination Date Sheet

Examination Date Sheet (Schedule which indicates the date and time of examination for each course) is put on the IGNOU website (www.ignou.ac.in) well in advance.

Examination Centre

Normally the study center is the examination center. However, a student is required to fill the exam centre code in the examination form. For the purpose you are advised to go through the list of study centers available in the Student Handbook and Prospectus/ Programme Guide. In case any student wishes to take examination at a particular centre, the code of the chosen centre is to be filled up as examination centre code. However, examination centre chosen by a student, if it is not activated, the University will allot another examination centre under the same Region.

Examination Form

Filling up of examination form is compulsory for taking term-end examination. A specimen copy of the Examination form is given in the Programme Guide. You can procure it from the study centre or download examination form from IGNOU website i.e. www.ignou.ac.in. Examination form can be submitted as per the following scheme:

June, TEE	December, TEE	Late FEE	Where to Submit the Form
1 st March to 31 st March	1 st September to 30 th September	NIL	Online [www.ignou.ac.in]. Check the University's website for regular updates and relevant notifications regarding examination and instructions to fill the examination form
16 th May to 28 th May	16 th Nov to 26 th Nov	Rs. 1000/-	

Issue of Examination Hall Ticket

University issues Examination Hall Ticket to the students at least two weeks before the commencement of Term-end Examination. The same could also be downloaded from the University's website www.ignou.ac.in. In case any student fails to receive the Examination Hall ticket within one week before the commencement of the examination, the students can download the hall ticket from the website and approach the exam centre for appearing in the exam.

Eligibility for Examination

Before taking examination a student should meet the following conditions:

- i) Submitted the assignments prescribed for that course
- ii) Submitted the examination form within prescribed dates
- iii) Submitted the examination fee as prescribed

Scheme of Awarding Divisions

As already indicated a student has to obtain minimum 35% marks in each component of the assessment i.e. theory assignment, practical assignment and term-end examination in each course. Overall scheme of awarding Division is as follows:

Distinction	75% and above
I Division	74.9% to 60%
II Division	59.9% to 50%
Unsuccessful	Below 50%

Specific Instructions for Assignments

The top of the first page of your response sheet should look like this:

Enrolment No. Programme Title: CGL

Course Code: Assignment No.:

Course Title:

Student's Name:

Address:

Signature with date:

- 1) Write your Enrolment Number, Name, Full Address, Signature and Date on the top right hand corner of the first page of our response sheet.
- 2) Write the Programme Title, Course Code, Assignment number and Name of your Study Centre on the left hand corner of the first page of your response sheet.

Course Code and Assignment Code may be reproduced from the assignment.

- 3) Read the assignments carefully and follow the specific instructions, if any given on the assignment itself about the subject matter or its presentation.
- 4) Use only foolscap size paper for your response and tie all the pages carefully. Avoid using very thin paper. Allow a 4cm margin on the left and at least 4 lines in between each answer. This may facilitate the evaluator to write useful comments in the margin at appropriate places.
- 5) Write the responses in your own hand. Do not print or type the answers.
- 6) Do not copy from the response sheets of other students. If copying is noticed, the assignments of such students will be rejected.
- 7) Write each assignment separately. All the assignments should not be written in continuity.
- 8) Write the question number and the question with each answer.
- 9) The completed assignment should be submitted to counsellor of your respective centres. Under any circumstances do not send the tutor marked response sheets to the Student Registration and Evaluation Division at the Head Quarters for evaluation.
- 10) After submitting the assignments, get the acknowledgment from the counsellor on the prescribed assignment remittance-cum-acknowledgement card.

Admit Card

After receiving the Examination forms from you, the University will send admit card to you before the commencement of examination. If you do not receive the admit card 15 days before the commencement of examinations, you may contact the Regional Director of your Region. If your name is registered for examinations in the list sent to the Study Centre, even if you have not received admit card or misplaced it, you can take the examination by showing your Identity Card (Student Card) to the examination centre superintendent.

Every student must bring IGNOU identity card for appearing in Term End Examination along with the Admit Card.

Examination Centre

The University at its discretion may allot you any examination centre. Change of examination centre is not generally permitted. In exceptional cases change of centre may be considered.

Your enrolment number is your Roll Number for examination. Be careful in writing it. Any mistake in writing the Roll Number will result in non-declaration of your result.

Declaration of Result

It is your duty to check whether you are registered for that course and whether you are eligible to appear for that examination or not. If you neglect this and take the examination without being eligible for it, your result will be cancelled.

Although all efforts are made to declare the result in time, there will be no binding on the University to declare the results of the last examination before commencement of next examination. You are therefore, advised to fill the form without waiting for the result and you may get it cancelled at a later date if so required.

While communicating with the University regarding examination, please clearly write your enrolment number and complete address. In the absence of such details, the University will not be able to attend to your problems.

Refund of Fees

Fee once paid will not be refunded under any circumstances whatsoever.

6. INTRODUCING “RADIO D LESSONS”

The CGL programme aims to inculcate cultural understanding of Germany besides helping learners with the basic language skills. As such the Radio lessons are planned in various interactive settings in the form of story-telling and story-making activities. We are acquainting you with the lessons to further motivate you to listen to the radio lessons and play the CDs we shall give you. You will enjoy them. In case you do not have CD players, you can make small self help group and share facilities, experiences and promote learning.

The audio-lingual method forms the basis of learning for the Radio D broadcasted lessons which emphasize

- Accurate pronunciation
- Ability to respond quickly and accurately in speech situations
- Knowledge of sufficient vocabulary to use with grammar patterns

As the learning material is based on dialogues and drills

- Students hear a model dialogue
- Students repeat each line of the dialogue
- Certain key words or phrases may be changed in the dialogue
- Key structures from the dialogue serve as the basis for pattern drills of different kinds.
- The students practice substitutions in the pattern drills
- Students learn the meanings of words in a linguistic and cultural context

(In the contact classes normal class room learning will take place where students will interact with the teacher/counselor. In these classes audio-video material shall also be used to enhance the broadcasting sessions.)

What is Radio D?

Radio D is a radio language course. The material is geared towards beginners who have no or very little previous experience with German. Emphasis is placed on listening comprehension and each of the audio episodes is accompanied by a text manuscript. The course covers A1 level of the European Framework of Reference for Languages (CEFR).

The radio language course is based on the same story line as the redaction-D feature films (i.e. Video for the Contact sessions. This is an additional course material consisting of a video series with subtitles in the English language for the documentary part and a work-book including a supplement that offers translated instructions and information on everyday German life in many different languages.)

- Part 1 includes a workbook, 2 audio CDs (with dialogues) and a sheet with a translation of the instructions in English.

The features of the radio language course are:

- Radio-D is set out for beginners. The first part includes 26 series with a length of 15 minutes each.
- Two young journalists, Paula and Philipp, investigate strange and unexplained incidents throughout the whole of Germany.
- Individual scenes are presented in such a way that the events are explained and discussed and that language and grammatical points are identified, examined and explained.
- Radio-D part 1 covers grammatical structures as defined by Level A1 of the European reference framework.

Episode 01 – A Visit to the Countryside

Philipp, a young man, drives to the countryside to visit his mother Hanne. He plans to relax there, but soon finds out that the idyllic country landscape has its down-sides as well.

“Nature, how nice!” says Philipp as he arrives at his mother’s home in the countryside, where he would like to spend some time away from it all. Cats and cows aren’t the only creatures he finds, however. While he innocently drinks a cup of coffee in the garden, annoying insects rob Philipp of the peace and quiet he’d been hoping for — and then things get a bit more painful for poor Philipp.



Even if your German vocabulary isn’t very extensive yet, you will still be able to understand the episode. The **background noises** make it clear where Philipp is. In this episode, you’ll learn **greetings** and **farewells**.

Episode 02 – A Call From Radio D

Philipp still doesn’t have any peace and quiet. After fighting off the bothersome bugs, he has to deal with the loud neighbors. When he receives an unexpected phone call from Berlin, he makes a hasty departure.

If the annoying insects weren’t enough for Philipp, who is at the end of wits at this point, a chain saw and amateur trumpet player are the last straw. When Paula from Radio D in Berlin calls, he is glad for the excuse to cut his countryside visit short. To the disappointment of his mother, Philipp says goodbye and rushes off to the German capital.



Even if your vocabulary is limited, you'll still be able to follow the episode. **International words** and **intonation** will help you understand the plot and practice **listening comprehension**.

Episode 03 – A Trip to Berlin

Philipp heads for Berlin. Due to the unfriendly weather, getting there is easier said than done. Along the way, Philipp makes a few acquaintances.

Philipp drives to Munich, where he is planning to catch a flight to Berlin. Thanks to a heavy rainstorm, the trip takes longer than expected.



In this episode, the Radio D staff, Philipp and his mother introduce themselves more thoroughly. You will hear both **formal** and **informal introductions**.

Episode 04 – Waiting For a New Co-Worker

The editorial staff at Radio D is waiting for Philipp. Paula and Ayhan, his future co-workers, are killing time. But there's no sign of Philipp and the telephone lines are down.



Due to bad weather, Philipp is very late. He tries to call Paula to let her know, but he cannot reach her. Paula and Ayhan finally leave the office. A call from Philipp's mother only adds to the confusion.

Philipp apologizes for the delay. In this episode, you will hear various forms of **apology** and **excuse**.

Episode 05 – King Ludwig Lives!

Paula and Ayhan welcome their new co-worker to Radio D. They already have a pressing assignment: The late King Ludwig of Bavaria is supposedly still alive and the teams wants to investigate.



Philipp meets his new co-workers Paula and Ayhan, as well as the eccentric Josefina, who is responsible for order in the office. There's not much time, though, since Philipp and Ayhan already have their first story. It is rumored that the legendary King Ludwig II of Bavaria is alive, even though he was supposed to have died under mysterious circumstances in 1886. The two journalists go to Neuschwanstein Castle to investigate and make a spooky acquaintance.

Mysterious matters raise plenty of questions. In this episode, you can take a closer look at **question words** and **responses**.

Episode 06 - How Did King Ludwig Die?

In Neuschwanstein Castle, Paula and Philipp meet a secretive stranger who is wearing King Ludwig's cloak. They do some research on the mysterious circumstances surrounding Ludwig's death.



A man with King Ludwig's majestic cloak around his shoulders wants to make Paula and Philipp believe that he is the late monarch. How did Ludwig actually die? The two journalists create a radio play to illuminate for their listeners the various theories on King Ludwig's unresolved death at Lake Starnberg. No one knows for sure if it was murder or suicide.

The meeting with the mysterious man is an opportunity to hear the customary differences when speaking with a friend or a stranger. Listen for the formal "Sie" and the informal "du." The infinitive of the verb "sein" (to be) is.

Episode 07 – Ludwig the Fairytale King

Paula and Philipp introduce King Ludwig to their listeners in the radio play. Night-time sledding, wild parties and strange inventions make for a first impression of Ludwig and his time.



The two journalists take their listeners back in time to the 19th century. They get to know the fantastical King Ludwig, his love of nature and Richard Wagner's music and his connection to his cousin, the legendary Empress Sissi. Everyone is amazed by an original table that Ludwig himself had invented.

This episode is all about King Ludwig's preferences, which lends itself to learning the verb "lieben" (to love). The same endings apply to the verb "kommen" (to come), which you will also hear.

Episode 08 – Uncovering a Stranger

At Neuschwanstein Castle, Paula and Philipp question the would-be King Ludwig. Paula stumbles on an interesting discovery and finds a clue as to who the mysterious stranger really is.



The two journalists talk the allegedly resurrected King Ludwig into doing a live interview. His real identity remains a mystery, however. When Paula returns to the office, she sees a television commercial that tips her off. The voice in the ad sounds strangely familiar.

You can't express preferences without saying what or whom you like. The verb "lieben" takes an accusative object. In this episode you will be introduced to the **accusative case**.

Episode 09 – Music for Ludwig

Philipp also finds a clue to the stranger's identity. He sees an ad in the newspaper for a musical about King Ludwig. On the way there, he interviews tourists visiting from all over the world.



While Paula sits in her office in Berlin, Philipp is running around Munich. He doesn't know anything about Paula's discoveries, but is on the right track himself. A newspaper ad for a musical about King Ludwig sparks his interest. In the bus on the way there, he speaks with tourists about their expectations for the musical.

Practice your **listening comprehension** in this episode. In the bus, you will hear many languages being spoken. Try to **recognize** the German words. The **negation** "nichts" and its position after the verb will also be introduced.

Episode 10 – An Interview with King Ludwig

Philipp meets the actor playing the role of King Ludwig in the musical and asks him to do an interview. Suddenly he recognizes the man's voice. Meanwhile, an unexpected visitor turns up at the Radio D office.



At Neuschwanstein Castle, Philipp manages to solve the pretender's identity, even without Paula's help: it's the actor from the King Ludwig musical. Philipp uses the opportunity to conduct an interview with the man. When he returns to the Radio D office in Berlin, he is surprised to find a talking owl there.

This episode holds many surprises for Philipp. You will hear him say "Das glaube ich nicht" (I don't believe it) and "Das weiß ich nicht" (I don't know) several times. This is a chance to take a closer look at the **negation** "nicht."

Episode 11 – The Talking Owl

Where does the name Eulalia come from? Compu, Ayhan and Josefine look into the meaning and come up with several different answers. A Spanish co-worker helps them out.

Eulalia the owl wants to know what her name means. The team in the Radio D office goes to work and finds out that the name comes from the Greek. Carlos from the Spanish department has interesting information on the topic: He knows a saint with the same name.



Yet again, the team has plenty of questions to answer. In this episode you will hear **questions** posed with and without **question words**. Intonation is particularly important.

Episode 12 - Mail from Listeners

If there's something you don't understand, it's always good to ask. The professor answers the questions about past episodes that Radio D listeners have sent in.

The listeners ask and the professor answers, getting to the root of every question. It's a good opportunity for the listeners to review information, expand their knowledge, or just ask something they always wanted to know.

Listen for these questions from the listeners — and the professor's answers to each of them: Which address is suitable for which situation? When can I use "du" or "Sie"? How do I introduce myself? When do I know when to use **first** or **last names**? What do modal particles like "denn," "doch," and "eigentlich" mean? What is the difference between "nicht" and "nichts"?



Episode 13 – Carnival Monday

Not everyone at Radio D is excited about Carnival. Compu's assignment takes the two journalists to the Black Forest, where the Carnival spirit is strong.

In certain regions of Germany, Carnival is celebrated with gusto. In the Radio D office, the traditional party causes a rift. Paula can't share Philipp's enthusiasm and she thinks his witch costume is ridiculous.



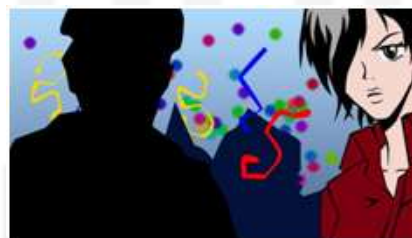
To Philipp's delight, their investigation takes them to the Black Forest, where people in witch costumes are stealing cars in the midst of the Carnival madness. The journalists try to do a live program, but to no avail. The witches drag Philipp out of the car and kidnap him.

Word order in German is somewhat less chaotic than Carnival. This episode focuses on the position of the **subject** and the **predicate**.

Episode 14 – Witches in the Black Forest

Despite difficulties, Philipp manages to report safely from the Black Forest and gets into the Carnival spirit himself. Paula, on the other hand, has some problems with the customs.

Philipp enjoys the Carnival atmosphere, while Paula finds it chaotic. Not only does she search for Philipp, she also has to find his stolen car. Masquerade games make this task a bit more difficult for her. Even Ayhan plays a dirty trick on poor Paula.



The functions of the verb “**sein**” (to be) are just as diverse as the costumes you see at a Carnival party. In this episode, you will take a look at various **verb compliments**.

Episode 15 – Carnival Costumes

From the streets, Paula and Philipp report on Carnival once again. They discover different kinds of costumes and even learn a few German dialects along the way.

Back in the office, Paula takes revenge on Ayhan — ironically by means of a Carnival custom. Then, amidst the celebration in the streets, Philipp and Paula report on the original costumes they see. They come across Papageno from Mozart's opera “The Magic Flute” and Icarus, a hero from Greek mythology.



Philipp and Paula meet people from different regions in Germany, who speak in their local dialects. Click on the link below to open DW-WORLD.DE's Dialect Atlas.

Episode 16 – Icarus

Both journalists are fascinated with Icarus, the tragic hero from Greek mythology. But do the listeners know who Icarus was? Paula and Philipp tell his story.

Seeing a little boy in an Icarus costume gives Paula and Philipp an idea: They decide to present the Greek saga in one of their radio plays. The story is about a youth who doesn't heed the advice of his father Dädalus and falls while trying to fly. He can't resist the temptation to get close to the sun, but he gets so close that the wax in his wings starts to melt.



“Don't fly too high, don't fly too low,” Dädalus tells his son Icarus. The **imperative**, which is covered in this episode, can be used to make a request, a demand, a warning or an order. If Icarus had listened to his father's warning, maybe he wouldn't have fallen.

Episode 17 - Crop Circles

When mysterious circles are discovered in a corn field, Paula and Philipp go to investigate. Did a UFO land here, or is somebody trying to pull a prank?

As Ayhan arrives at the Radio D office, Paula and Philipp are rushing out. Enigmatic circles have been discovered in a corn field and no one can explain how they got there. The two journalists aren't the only ones interested in the unusual attraction; many tourists come to check it out as well. The residents of the village soon find ways to profit from the mysterious event.



In the turmoil, many people with different interests come together. The tourists want to satisfy their curiosity, the journalists want to solve the mystery and the farmers apparently want to make money. Take a closer look at **modal verbs** in this episode.

Episode 18 – Nighttime Investigation

Paula and Philipp want to get to the bottom of the crop circles and go at night to investigate. But what they find doesn't appear to be the work of aliens.

The owner of the field with the mysterious circles is charging tourists 5 euros to take pictures of it. Meanwhile, Philipp and Paula camp out in the forest at night to wait for UFOs. Instead, two men turn up with a machine. Did they make the crop circles to attract tourists? In the end, a UFO does seem to turn up, which adds more confusion to the mix.



The versatile verb “**machen**” is less confusing than the events in the corn field. In this episode, the professor shows you numerous ways to use the word.

Episode 19 – Getting to the Bottom of It

Although the crop circles were made by the farmers, Eulalia still believes that UFOs exist. Philipp and Paula's investigation into the fraud takes them to the local pub, where they talk with the villagers.



Paula and Philipp have solved the mystery of the crop circles, but they're still not sure if UFOs exist or not. And what does U-F-O mean anyway? Eulalia insists that she has seen one. Finally, the journalists ask the guests in a village pub what they think about the fake crop circles.

The pub visit is a good opportunity to introduce the **past tense**, especially with the irregular verb "sein" (to be). The modal verb "**können**" (to be able to) is also reviewed in this episode. Pay close attention to vowel changes when conjugating the verb.

Episode 20 – Listener Survey

Paula and Philipp ask the listeners for their opinion. The topic of the program is, "Is lying a sin?" The listeners can express their thoughts on the fake crop circles and the farmers' behavior.



"Is lying a sin?" Paula and Philipp ask the listeners. The question is spurred by the events in the corn fields, which the two journalists reported on. Are the farmers' actions reprehensible, or is it the tourists' own fault for being so gullible? The listeners are unambiguous in their response.

Unlike the journalists, who ask the listeners a "yes" or "no" question, the professor presents a task with three possibilities. German nouns can have one of three genders: **masculine**, **feminine** or **neutral**. This is explained in this episode in conjunction with the articles "**der**," "**die**" and "**das**."

Episode 21 – A Shark in Hamburg

When the temperature in the Radio D office becomes unbearable, Paula and Philipp are glad to get an assignment that takes them to the coast, where a shark has been spotted in the port basin.



Paula, Philipp and Ayhan don't have it easy. The heat in the office is insufferable and they don't even have a fan. Paula wishes she could go to the sea and, fortunately, Compu is able to make this possible. The journalists have to go to Hamburg because a shark has allegedly been sighted at the port. Due to the crowd of people who have already turned out to catch a glimpse of the big fish, Paula and Philipp can't get through.

Things also get complicated for the professor, who is tackling the **accusative ending of masculine articles**. The negative "**kein**" follows the same pattern of endings.

Episode 22 – The Missing Surfer

Philipp and Paula search for traces of the shark and make a peculiar discovery. A surfboard without a surfer in the port basin and a confusing newspaper article peak their interest.



Away from the chaos of the crowd, the two journalists investigate the shark sighting. When they find a broken surfboard, they start to fear the worst. Then, in a Hamburg newspaper, they see a picture of the shark — and their co-workers Laura and Paul with a look of fear on their faces. But how does all that fit together?

This episode emphasizes the **pronouns** "sie" and "er," which can also be used to refer to feminine or masculine nouns, respectively, that have already been mentioned.

Episode 23 – The Shark Fin

Paula and Philipp solve the mystery of the shark sighting and once again uncover a fraud. However, the reason for the staged incident is unclear at first.



While looking for the missing surfer, Paula and Philipp meet a diver and discover a clue. With a shark fin on his back, the diver had scared half of Hamburg. But why? Meanwhile, Eulalia has shown up in Hamburg ready to help. She's made a discovery, too.

Eulalia just found a clue that might help Paula and Philipp — a perfect opportunity to use the **perfect tense**. Pay close attention to forming the **past participle**.

Episode 24 – The Editor's Desk

Eulalia the owl helps get Paula and Philipp on the right track. They discover that their co-workers from the Hamburg newspaper are in on the game.



Paula, Philipp and Eulalia find out that the Hamburg newspaper thought up the shark in the port basin and staged the whole thing in order to sell more copies. Later, Philipp and Paula get in a fight over the use of a particular word. Philipp hopes that his invitation to Port Willkomm-Höft will calm Paula down.

If Philipp had paid closer attention to his word choice, Paula wouldn't have gotten upset with him. A **verb prefix** may be short, but it can alter the whole meaning of the word. It's also important to note that some verb prefixes are separated from the infinitive.

Episode 25 – Greeting the Ships

The journalists try to understand the term "getürkt" and visit an unusual port where every ship is greeted in a particular way.



At Port Willkomm-Höft, each ship is greeted with the national anthem of the country whose flag it's flying under. In their radio play, Paula and Philipp examine the origins of this tradition — which may be associated with the meaning of the word "getürkt." Meanwhile, Ayhan kills time at the office by reading a book about owls.

Since Eulalia can't read, Ayhan reads to her. This episode focuses on **verb prefixes** and the ways a verb's meaning can change when its prefix is altered.

Episode 26 – Saying Goodbye to Ayhan

It's a sad day in the Radio D office. Ayhan is saying goodbye and moving back to Turkey. Although his co-workers have prepared a surprise for him, the farewell party can't lift the blue mood.

Paula comes to work in the morning to find everyone is preparing for a party. But she doesn't like the occasion at all: Ayhan is leaving Radio D and going back to Turkey to help his father. To say goodbye, his co-workers have prepared a little speech and a gift to remind him of his friend Eulalia.



In honor of the farewell party, the professor leaves out the grammar portion. But he still manages to get in a few words about **noun compounds**.

7. SYLLABUS BASED ON RASIO D LESSONS

The 26 episodes of Radio D lessons are organized as 3 courses of the Certificate in German Language Programme (CGL) as follows:

Syllabus

Courses	Theme/Content	Grammar	Info about Germany
Courses 1 (BGLI-001) The course features basic German language structures in order to enable the student to communicate in important every-day setting. The participants learn elementary vocabulary, familiarity with themes and issues of local significance in a playful fashion and by means of simple texts.	Introducing oneself and other, greeting and talking leave. Meeting people. Time and date, months and weekdays	W-questions, yes/no-questions, simple clauses. Nouns and articles, conjugation, numbers, plural form. Imperative form 1. Regular/Irregular verbs. Ordinal and cardinal numbers.	German history The mad King Ludwig II of Bavaria (1854-1866). The beautiful castles of the King Ludwig.
Course 2: (BGLI-002) This course begins with a consolidation of previous level material and then proceeds to more demanding grammatical structures.	Transportation Traveling. Weather forecast. Music.	Regular/Irregular verbs, past of "be" and "have" Adjectives, time and place adverbs. Quantities, Accusative/Dative. Prepositions with time and place. Composite words.	The Alps and the winter sport. The Black Forest region and festival of this region e.g. Carneval, Fastnacht etc. Mozart: music composer.
Course 3: (BGLI-003) This course encompasses an expansion of linguistic ability.	Shopping/money. Seasons of the year. Shopping. Restaurant. Vacation and weekend activities.	Dative Form. Modal verbs, clause frame. Possessive articles, past perfect, adjectives, time and place adverbs. Imperative 2.	Major German Cities e.g. Berlin, Hamburg etc. Organic farming and products. Press in Hamburg.

8. SOME FORMS FOR YOUR USE

In this section we are enclosing the sample of some forms which are useful to you. Whenever you have to correspond with the University, please get the photocopy of the relevant form, fill it carefully and send as per instruction therein. The detailed instructions for all these forms are provided in this programme guide in different sections. The following forms are enclosed:

1. Assignment remittance-cum-acknowledgement form, change/correction of address/study centre.
2. Term-End Examination form.
3. Form for Duplicate Grade Card
4. Form for Provisional Certificate
5. Requisition for Fresh set of Assignment



Enrolment No. : <input type="text"/>	Programme : <input type="text"/>
Name : _____	Medium : <input type="text"/>
Course Code : _____	
S.No.	Assignment No.
Sr. No. : _____	For Office Use Only
Date of Receipt : _____	
Name of Evaluator : _____	
Date of despatch to the Evaluator : _____	
Date of receipt from Evaluator : _____	
Sig. of dealing Accountant	
Date : _____	

INDIRA GANDHI NATIONAL OPEN UNIVERSITY ASSIGNMENTS REMITTANCE-CUM-ACKNOWLEDGEMENT FORM

Enrolment No. : <input type="text"/>	Programme : <input type="text"/>
Name : _____	Medium : <input type="text"/>
Course Code : _____	
S.No.	Assignment No.
Sr. No. : _____	FOR OFFICE USE ONLY
Signature of the Student	Sr. No. : _____
Date : _____	Signature of the receiver
	Date : _____
	Seal

Notes : 1. Submit this form to the coordinator of your study centre alongwith the assignment.
2. When you submit the assignment by post, enclose a self-addressed stamped envelop along with this.

CHANGE/CORRECTION OF ADDRESS AND STUDY CENTRE

If you change your address please complete the form using block capitals and indicating :

Programme of Study	Enrolment Number	Enrolment Number	Programme Code
Name	Date Change effective from		
New or Corrected Address including Pin			
New Study Centre Code			
Choice for Medium of Study			
Date of Change			
New Address		Existing Study Centre Code	
Town	State	Pin	
State Code	(See Code List 2 of Guide to Applicant)		
Signature :	Date :	New Study Centre Code :	

For change/correction of address and change of study centre the form should be mailed to :

The Regional Director of your region.

NOTE : TWO FORMS ARE PRESENTED IN THIS PAGE, USE THE RELEVANT FORM ONLY.





INDIRA GANDHI NATIONAL OPEN UNIVERSITY

STUDENT EVALUATION DIVISION
MAIDAN GARHI, NEW DELHI-110 068
TERM-END EXAM JUNE / DECEMBER - 201__

EXAM FORM

Serial No.

Control No.

INSTRUCTIONS 1. Please submit your exam form at the concerned Regional Centre under which your examination centre falls. 2. Write in CAPITAL LETTERS only within the box without touching the lines as shown in the sample below. <input type="text"/> 0 <input type="text"/> 1 <input type="text"/> 2 <input type="text"/> 3 <input type="text"/> 4 <input type="text"/> 5 <input type="text"/> 6 <input type="text"/> 7 <input type="text"/> 8 <input type="text"/> 9 <input type="text"/> A <input type="text"/> B <input type="text"/> C <input type="text"/> D <input type="text"/> E <input type="text"/> F <input type="text"/> G <input type="text"/> H <input type="text"/> I <input type="text"/> J <input type="text"/> K <input type="text"/> L <input type="text"/> M <input type="text"/> N <input type="text"/> O <input type="text"/> P <input type="text"/> Q <input type="text"/> R <input type="text"/> S <input type="text"/> T <input type="text"/> U <input type="text"/> V <input type="text"/> W <input type="text"/> X <input type="text"/> Y <input type="text"/> Z	
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Programme Code <input type="text"/>	Regional Centre Code <input type="text"/>	Study Centre Code <input type="text"/>
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Enrolment No. <input type="text"/>	Exam Centre Code (Where you wish to appear in Exam) <input type="text"/>
------------------------------------	--

Name of the Candidate: (Leave one box empty between First Name, Middle Name and Surname)

Address for Correspondence (Do not give Post Box No. Address. Leave a blank box between each unit of address like House No., Street Name, PO, etc.)

 City District
 State Pin Code
 MOBILE NO.

COURSE OPTION:
 Course codes for which appearing for the first time OR failed in the earlier TEEs including Practical Courses for BCA, MCA, BIT / ADIT / PGDLAN / BLIS Programmes. FEE ₹ 150/- PER COURSE (Demand draft in favour of IGNOU and payable at Regional Centre under which your exam centre falls.)

S.No.	Course Code	S.No.	Course Code
1.	<input type="text"/>	9.	<input type="text"/>
2.	<input type="text"/>	10.	<input type="text"/>
3.	<input type="text"/>	11.	<input type="text"/>
4.	<input type="text"/>	12.	<input type="text"/>
5.	<input type="text"/>	13.	<input type="text"/>
6.	<input type="text"/>	14.	<input type="text"/>
7.	<input type="text"/>	15.	<input type="text"/>
8.	<input type="text"/>	16.	<input type="text"/>

FEE DETAILS (Please write your Name & Enrolment No. at the back of the Draft)

Total No. of		Total Amount
Theory Courses	₹ × 150	<input type="text"/>
Practical Courses	₹ × 150	<input type="text"/>
Late Fee		<input type="text"/>
TOTAL		<input type="text"/>

1. Draft No.	<input type="text"/>
Amount	<input type="text"/>
2. Draft No.	<input type="text"/>
Amount	<input type="text"/>
Date	<input type="text"/> / <input type="text"/> / <input type="text"/>
Issuing Branch	_____
Payable at (Regional Centre under which your exam centre falls)	

SIGNATURE OF THE STUDENT
(within the Box only)

ISSUING BANK

Dates for Submission of Exam Forms				
FOR JUNE TEE	LATE FEE	FOR DEC TEE	LATE FEE	Submission of Exam Form
1 March to 30 April	NIL	1 Sept. to 31 Oct.	NIL	ONLY AT THE CONCERNED REGIONAL CENTRE UNDER WHICH YOUR EXAMINATION CENTRE FALLS
1 May to 10 May	₹ 1000/-	1 Nov. to 10 Nov.	₹ 1000/-	

Before submitting the examination form please ensure that:

- The required number of assignments as applicable for the course(s) filled in the examination form have been submitted.
- The authentication certificate is duly signed by the Coordinator/Incharge of your Study Centre/PSC/PI...etc.
- Registration for the course(s) is valid and not time-barred.
- **Examination fee ₹ 150/- per course has been remitted and the relevant proof enclosed.**
- In case examination fee is submitted through demand draft please ensure that the **demand draft is made in favour of IGNOU and payable at the city of the Regional Centre where you are submitting your examination form.**
- The enrolment number, programme code, course code are correctly filled in the examination form.

In case of non-compliance of any of the above conditions candidature for appearing in the Term-end Examination will not be considered and no Hall Ticket will be issued.

PLEASE NOTE :

- Examination fee per course is - ₹150/- (Examination fee once paid will not be refunded/adjusted in any case)
 Examination form to be submitted at - **Regional Centre under which your examination centre falls**
 Demand draft to be made in favour of - **IGNOU and payable at the city where submitting the exam form**

INSTRUCTIONS FOR FILLING UP THE EXAMINATION FORM

1. Please fill in the course(s) only for which the assignments have been submitted by you within the scheduled time. No Hall Ticket will be issued in case the assignments for the course(s) have not been submitted.
2. Please write correct course code(s) as indicated in your Programme Guide, failing which the course(s) will not be included in Hall Ticket for taking examination (For example ECO-01/MS-02).
3. In case wrong/invalid course code is mentioned in examination form, the course will not be included in the Hall Ticket and the examination fee paid will not be refunded.
4. Examination form should be submitted only once for each Term-end Examination.
5. Please send the examination form by Registered/Speed Post and retain the proof of its mailing till you receive the Hall Ticket;
6. Term-end Examination result is also available on the University website (www.ignou.ac.in). Please see the result status before filling examination form.
7. It is advised to enclose/forward only the Examination Fee along with this form. Any other fee (registration/re-registration) forwarded with this form will result in rejection of the examination form.
8. Examination form received without examination fee or late fee (if applicable) will similarly be rejected.
9. Students of BA/B.Com./BCA/BTS Programme can take examination for courses up to 48 credits and those of Management Programme can take examination for a maximum of 8 courses at a time.
10. Normally the Study Centre is the Examination Centre. In case you wish to take examination at a particular centre the code of your chosen centre be filled up as Examination Centre Code. However, if Examination Centre chosen by you is not activated you will be allotted another Examination Centre under the same Region.
11. **In case you fail to receive Examination Intimation Slip/Hall Ticket one week before the commencement of examination you may visit our website (www.ignou.ac.in) and download the Hall Ticket and report at the Examination Centre with your Identity Card.**
12. Change of Examination Centre, once allotted, is not permissible under any circumstances.

DECLARATION

I hereby declare that I have read and understood the instructions given above. I also affirm that I have submitted all the required number of assignments as applicable for the course(s) filled in the examination form and my registration for the course(s) is valid and not time barred. If any of my statements is found to be untrue, I will have no claim for taking examination. I undertake that I shall abide by the rules and regulations of the University.

Date _____

(Signature of the student)

Phone No. (R) _____ Mobile No. _____ Email Id _____

Phone No. (O) _____

(with STD code)

**AUTHENTICATION BY CO-ORDINATOR/INCHARGE OF
STUDY CENTRE/PROGRAMME STUDY CENTRE/PARTNER INSTITUTION/
COMMUNITY COLLEGE**

It is to certify that the student has submitted all the assignment(s) for the course(s) filled in the examination form.

Centre Code _____

Date _____

(Signature & Stamp of Co-ordinator/Incharge)
Study Centre/PSC/PI/Community College

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Maidan Garhi, New Delhi-110 068

APPLICATION FORM FOR OBTAINING DUPLICATE GRADE CARD/ MARKSHEET

Name

Enrolment No.

--	--	--	--	--	--	--	--	--	--

Address

.....

.....

.....

Pin

--	--	--	--	--	--

Programme

Month and Year of the Exam.

Centre from where appeared at
last examination

Bank Draft / IPO No. Dated

for Rs. 200/- in favour of IGNOU, New Delhi

.....
Signature

Dated

Note : Fee for duplicate grade card Rs.200/-. The duplicate grade card/mark sheet will be sent by Registered post.

The filled in form with the requisite fee is to be sent to :

The Registrar (Student Evaluation Division)
Indira Gandhi National Open University
Maidan Garhi,
New Delhi-110 068



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Student Evaluation Division
Maidan Garhi, New Delhi-110 068

APPLICATION FORM FOR ISSUE OF PROVISIONAL CERTIFICATE

Enrolment No.

--	--	--	--	--	--	--	--	--	--

Programme Title

Regional Centre

Name

Father's Name

Month and year of last examination in which you have completed the Programme

Mailing Address

.....

.....

.....

(Please Enclose a copy of your complete grade card.)

Filled in Application Form should be sent to:

The Registrar (Student Evaluation Division)
IGNOU,
Maidan Garhi,
New Delhi-110068

Date

.....

Signature

Please read the instructions overleaf before filling up this form :



**Indira Gandhi National Open University
New Delhi**

REQUISITION FOR FRESH SET OF ASSIGNMENTS

Programme of Study

Enrolment No.

Study Centre Code

Write in BLOCK CAPITAL LETTERS only

Name : Shri/Smt. Kum.

Please indicate course, assignment code and course title for which you need the assignments in the following columns. The assignments of the course which you have already passed should not be mentioned.

Sl. No.	Course Code	Assignments Code	Course Title	Medium
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

REASONS FOR REQUEST FOR FRESH SET OF ASSIGNMENTS

(Please Tick (✓) whichever is applicable)

1. Assignments not received at all earlier.
2. Assignments were received after the due dates prescribed for their submission.
3. Assignments submitted but could not secure minimum qualifying score.
4. Assignments responses submitted after due dates were rejected by the Study Centre.
5. Assignments responses submitted after due dates were rejected by the Study Centre.
6. Failed to secure over-all qualifying grade in course(s) mentioned above and wish to improve over-all qualifying grade only by attempting one assignments.

Name and Address

 PIN

Signature
 Date

For Official Use Only :

Date of Despatch of Assignments to student

INSTRUCTIONS FOR FILLING THE FORM AND DOING ASSIGNMENTS

1. Read instructions for submission of assignments given in your Programme Guide carefully.
2. Assignments should be demanded only if your registration for that course (subject) is valid.
3. Please ensure that you have mentioned your correct Enrolment No. (it consists of 9 digits), Name, Course Code/title, Name of Semester/year, (wherever applicable), and the Study Centre Code on your assignment responses before submitting it to concerned authorities.
4. Submission of assignment within due dates is pre-requisite for appearing in the term end examination. You are, therefore, advised to submit your TMA at your Study Centre within the prescribed dates. Assignments received after due dates will be summarily rejected.
5. You can appear in term end examination or submit only minimum required number of assignments if you fail to secure over-all qualifying grade in course (subject).
6. Assignments should not be demanded to improve your score if you have secured minimum qualifying score in a course (subject).
7. Please do not submit your assignment responses twice either at the same Study Centre or at different study Centres for evaluation.

Please mail this form to the Regional Director of your Regional Centre