

DEPARTMENT OF SOCIAL STUDIES



OUSL

23rd July 2020

Department of Social Studies
Faculty of Humanities & Social Sciences
Open University of Sri Lanka
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Dear Students,

This letter is to inform you of our plans for the academic activities of semester 2 for the Advanced Certificate in Social Sciences.

As you are aware, due to the global pandemic we are still not in a position to conduct day schools face-to-face as before nor the academic activities. Though we would like to have in-person interactions with you, for the time being, we are compelled to conduct both day schools and assessments virtually.

Therefore, for Semester 2, we will have day-schools via zoom and you will have your Continuous Assessments (CAs) online.

Please find the Semester 2 day-school schedules for the Advanced Certificate in Social Sciences attached along with this letter. Kindly note that we will have Elearn platforms for all courses and these will be accessible to you hopefully by 10th August 2020. We plan to conduct day-schools from 15th August onwards. The zoom links for day schools will be shared by the module leaders either on Elearn or via email or both. Please check the Elearn platforms after they are opened for further information on these and also your CA components.

Please also note that we have made the following changes to the CA components. They are:

Level I- You will **not have the CAT 1 (CBT)**. Instead, you will have two online Tutor Marked Assignments (TMAs). TMA 1 & TMA 2 would be the one in your academic guidelines (see pages 7 & 8). You will have to submit both TMA's online on the Elearn Platform.

Level II- You will **not have the CAT 1 (CBT)**. Instead, you will have two online Tutor Marked Assignments (TMAs). TMA 1 & TMA 2 would be the one in your academic guidelines (see pages 9 & 10). You will have to submit both TMA's online on the Elearn Platform.

You will need to **register to sit for your final examinations from 20th October 2020- 20th November 2020**. We will inform you about the nature of your final examination later after assessing the situation in the country. It is too early now for us to plan this as we still cannot predict how the pandemic situation will unfold.

We have taken the above measures thinking of your wellbeing and safety. This is at the moment our prime concern. If you have further concerns or need clarifications, please contact course leaders. Please let us know if you have any difficulties and we will try our best to help you.

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We hope that you will kindly cooperate with us during this time, even though this is not the ideal situation. However, we hope that things will turn for the better so that we can resume academic activities normally. We will continue to keep you updated of any changes.

Please take care and keep safe.

Department of Social Studies- The Open University of Sri Lanka

Zoom Day School Time Table Level 1: 2nd Semester

Course Code	Course Title	Date	Medium	Time
DSC1813	Introduction to Management	16 th August 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1714	Understanding Law	23rd August 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1813	Introduction to Management	30 th August 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1714	Understanding Law	6th September 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1813	Introduction to Management	13 th September 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1714	Understanding Law	20th September 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1813	Introduction to Management	27 th September 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1714	Understanding Law	4th October 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1813	Introduction to Management	11 th October 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1714	Understanding Law	18th October 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1813	Introduction to Management	25 th October 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC1714	Understanding Law	1st November 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm

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Continuous Assessment Tests

Tutor Marked Assignments (Sinhala, Tamil & English)

Assignment No	Course Code	Last date of submission
TMA 01	DSC1813 DSC1714	20 th September 2020
TMA 02	DSC1813 DSC1714	11 th October 2020

Zoom Day School Time Table Level 2: 2nd Semester

Course Code	Course Title	Date	Medium	Time
DSC2713	Fundamentals of Mass communication	15 th August 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC2714	Fundamentals of Sociology	22nd August 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC2713	Fundamentals of Mass communication	29 th August 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC2714	Fundamentals of Sociology	5th September 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC2713	Fundamentals of Mass communication	12 th September 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC2714	Fundamentals of Sociology	19th September 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC2713	Fundamentals of Mass communication	26 th September 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC2714	Fundamentals of Sociology	3rd October 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC2713	Fundamentals of Mass communication	10 th October 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC2714	Fundamentals of Sociology	17th October 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm
DSC2713	Fundamentals of Mass communication	24 th October 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm

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DSC2714	Fundamentals of Sociology	31 st October 2020	English	9.30am – 11.00am
			Sinhala	11.30am- 01.00pm
			Tamil	1.30pm -3.00pm

Continuous Assessment Tests

Tutor Marked Assignments (Sinhala, Tamil & English)

Assignment No	Course Code	Last date of submission
TMA 01	DSC2713 DSC 2714	20 th September 2020
TMA 02	DSC2713 DSC 2714	11 th October 2020

OCAM releasing date : 30th December 2020

➤ **Final Examinations: 9th January 2021**

Please note that all students who wish to sit for Final Examinations must apply ONLINE. If not, you will not receive admission cards. You need to apply for the Final Examination through MyOUSL from 20th October 2020 to 20th November 2020.

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GENERAL GUIDELINES TO SUBMIT TUTOR MARKED ASSIGNMENTS (TMAs)

We have provided below some general guidelines for submitting TMAs. Please note that your course leader may provide instructions you need to follow. These instructions will be provided along with the assignment.

1. Read the **instructions** given at the top of the assignment **carefully**.
2. The answers must be **word processed**. Type only on **one side** of the paper.
3. **Use A4 size papers**. Please avoid using any other papers.
4. Provide **adequate margins**: left, top and bottom. Comments/remarks may not be given if margins are inadequate.
5. The standard line space is 1.5, font size 12, Times New Roman.
6. Style of presentation
 - specify the question numbers
 - write in small paragraphs
 - give sub-headings where necessary
 - confine answers to the requirement of the question
 - organize the page number in a consistent manner
7. If it is an essay type answer, following should be included:
 - i. Introduction
 - ii. Body with relevant descriptive data and discussions of the theme
 - iii. Summary/conclusion
 - iv. References
8. Make sure you read your course material carefully before starting each assignment.
9. Copying directly from the course material is **not** acceptable; you must try to explain the contents **in your own words**.
10. **Directly copying material from the Internet, books and other publications is also strictly prohibited** and is considered plagiarism. Plagiarism is considered a serious form of academic **misconduct and will not be tolerated and therefore punished**. You are encouraged to paraphrase/summarize the main ideas presented in those

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publications while providing adequate citations to show where you have drawn those from. Please follow the guidelines included in this book. Also note that **assignments which are considered plagiarized will be rejected by the department and will be awarded a FAIL grade.**

11. Please provide the **correct information**, such as name, course code, registration number etc.
12. Finally, **Submit on time**. Late answer scripts will **NOT** be entertained. If a student is facing an unexpected difficulty he/she should contact the Coordinator as soon as possible. Late answer scripts will **only be accepted in exceptional circumstances** and will be awarded a maximum of "C" grade.
13. **Marking scheme for TMAs:**

You will be marked based on the following criteria:

1. How well have you understood the question?	20%
2. How well have you organised and structured your answer?	25%
3. Is the basic content covered (for example, the content in your course material)?	40%
4. Have you used relevant examples or other resources to support your answer?	5%
5. Have you cited your sources and followed an appropriate referencing style?	10%
Total	100%

ANSWER SCRIPTS THAT DO NOT CONFORM TO THE ABOVE REQUIREMENTS WILL BE REJECTED.

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CERTIFICATE IN SOCIAL SCIENCES -2019/2020- Level 1: 2nd SEMESTER
TUTOR MARKED ASSIGNMENTS (TMA)**

DSC1813 – INTRODUCTION TO MANAGEMENT

Read the common Instructions carefully.

Assignment No. 1

Last date of submission – 20/09/2020

Answer only two (02) questions.

1. Explain what is meant by ‘Organizations’ with suitable examples.
2. Discuss the main functions of the “Top level management”.
3. Explain with examples the roles of manager as described by Mintzberg.
4. Explain “Behavioral Management Perspective” with appropriate examples.

Assignment No. 2

Last date of submission – 11/10/2020

Answer only two (02) questions.

1. Briefly explain the elements of external environment of organizations.
2. Explain the main functions of “leadership”.
3. Explain the motivation process through a suitable example.

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TUTOR MARKED ASSIGNMENTS (TMA)**

DSC1714 – UNDERSTANDING LAW

Read the common Instructions carefully.

Assignment No. 1

Last date of submission – 20/09/2020

Answer all questions.

1. List down ten cases decided by higher courts in Sri Lanka.
2. List down ten statutes currently force in Sri Lanka.
3. Select ten newspaper articles which discuss current legal issues in Sri Lanka.
The newspaper articles you selected should be attached to the assignment.
4. Discuss why law is important to the society?

Assignment No. 2

Last date of submission: 11/10/2020

Answer all questions.

1. Discuss what are the fundamental rights protected in Sri Lanka?
2. Select 10 newspaper articles on violations of fundamental rights in Sri Lanka and write down the fundamental rights which are violated. Selected newspaper articles should be attached to the assignment.

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TUTOR MARKED ASSIGNMENT (TMA)**

DSC2713 –FUNDAMENTALS OF MASS COMMUNICATION

Read the common Instructions carefully.

Assignment No. 1

Last date of submission: 20/09/2020

Answer Two (02) questions only

1. (a) Define the term “communication”.
(b) Explain the elements that are involved in the communication process.
2. Explain with examples the three levels of communication.
3. Why is etiquette important in communication?

Assignment No. 2

Last date of submission: 11/10/2020

Answer two (02) questions only.

1. What are the implication of using Social Media? Discuss.
2. Explain two of the following theories of the Press
 - (a) Authoritarian Theory
 - (b) Libertarian Theory
 - (c) Communist Theory
 - (d) Social Responsibility Theory
3. Why should people be ethical in communication? Discuss with reference to Aristotle and Socrates on ethics.

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TUTOR MARKED ASSIGNMENT (TMA)

DSC2714 – FUNDAMENTALS OF SOCIOLOGY

Read the common Instructions carefully.

Assignment No. 1

Last date of submission: 20/09/2020

Answer two (02) questions only.

01. What are the practical uses of sociology? Discuss giving examples.
02. Discuss the differences between the sociological explanations and the common-sense explanations.
03. “The study of culture is the key subject area of sociology”. Assess this statement.
04. “Sociology is known as the science of society. Therefore, it is considered a science”. Discuss this statement with special reference to the scientific features of any “scientific” subject.

Assignment No. 2

Last date of submission: 11/10/2020

Answer one (01) selected question only.

01. Can we use the subject matter of sociology to explain social crisis of Sri Lanka today? Discuss.
02. (a) Make a list of the crimes that you observe in Sri Lankan society.
(b) Discuss at least four crimes in your list highlighting their origin, existence, and present shape referring to relevant theoretical background.
03. (a) Make a list of social groups that exist in your community (you may use pseudonyms)
(b) Explain how each group in your list has been functioning in your society.