

SRI A S N M GDC(A) PALAKOL



SYLLABUSOF

TOURISMGUIDANCE

ASPARTOF

SKILLDEVELOPMENTCOURSES

UNDERCBCSFRAMEWORK

PROGRAMME:THREE-YEARUGPROGRAMME

SRI A S N M GDC(A) PALAKOL
BA, BCom & BSc Programmes

SKILL DEVELOPMENT COURSES

Arts Stream

Tourism Guidance

Total 30 hrs (02h/wk, 02Cr & Max 50 Marks)

Learning Outcomes:

By successful completion of the course, students will be able to:

- 1. Understand the basic tourism aspects*
- 2. Comprehend the requirements, role and responsibilities of profession of a Tourist Guide*
- 3. Apply the knowledge acquired in managing different groups and guiding in a tour*
- 4. Explain basic values related to tourism and heritage*

Syllabus:

Unit I: (06 hrs)

Tourism – What is Tourism – Characteristics of Tourist Places – Guidance in Tourism
- Meaning of Guidance – Types of Tour Guidance – Government/Department Regulations

Unit II: (10 hrs)

Types of Guides – Characteristics of a Guide – Duties and Responsibilities of a Guide
- The Guiding Techniques – Guide's personality – Training Institutions –
Licence. Leadership and Social Skills – Presentation and Communication Skills –
Working with different age and linguistic groups – Working under difficult circumstances –
Precautions at the site – Relationship with Fellow Guides and Officials.

Unit III: (10 hrs)

Guest Relationship Management – Personal and Official – Arrangements to Tourists –
Coordinating transport – VISA/Passport – Accident/Death – Handling Guests with Special
Needs/ Different Abilities – Additional skills required for Special/Adventure Tours –
Knowledge of Local Security and Route Chart – Personal Hygiene and Grooming – Checklist –
Code of Conduct

Co-curricular Activities Suggested: (04 hrs)

- 1. Assignments, Group discussion, Quiz etc.*
- 2. Invited lecture/training by local tourism operators/expert/guides*
- 3. Visit to local Tourism Department office and at tourist service office*
- 4. Organisation of college level short-duration tour to local tourist sites.*

ReferenceBooks:

1. Jagmohan Negi (2006); Travel Agency and Tour Operations, KanishkaPublishers,NewDelhi
2. Mohinder Chand (2009); Travel Agency and Tour Operations: An Introductory Text,AnmolPublications Pvt.Limited, New

MODELQUESTIONPAPER FORMAT

MaxMarks:50

Time: 1½hr (90 Min)

SECTIONA(Total: 4x5=20Marks)

(Answer any four questions. Each rewsna carries 5 marks(Atleast 1question shouldbegivenfrom eachUnit)

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SECTIONB(Total: 3x10 = 30 Marks)

(Answer anythreequestions.Eachrewsnacarries10marks (Atleast1questionshould begivenfromeachUnit)

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