

**BA IN YOUTH AND COMMUNITY  
DEVELOPMENT  
2023/2024**

**STUDENT GUIDELINES  
LEVEL 4**



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இலங்கை திறந்த பல்கலைக்கழகம்  
THE OPEN UNIVERSITY OF SRI LANKA  
Faculty of Humanities and Social Sciences  
Department of Social Studies

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சமூகக் கற்கைகள் துறை

8<sup>th</sup> June 2023

Youth Studies Unit

Department of Social Studies,

Dear Students,

**Letter of Invitation**

All the registered learners are warmly welcome by the Department of Social Studies of the Faculty of Humanities and Social Sciences.

The Awareness session will be conducted for all the registered students **on the 02<sup>nd</sup> of July 2023 from 9.30 am to 11.30 am via Zoom technology**. This programme introduces you to distance mode teaching and learning methods, important study skills as well as nature of continuous assessments that are necessary for you to be a successful learner at the OUSL. This Programme is **compulsory** for all students. Agenda of the session will be sent by email. Please keep your record book and student's guidelines with you.

**Good luck with your endeavours!**

Head

Department of Social Studies

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The Department of Social Studies **Welcome!** all the learners for the Bachelor of Arts in Youth and Community Development.

You are entitled to utilise numerous resources available at central campus and all other canters located in each district of Sri Lanka. No other higher learning institute in Sri Lanka has provided such a network of services to your door step. Therefore, we the staff members of the Department salute you for making the right choice by selecting Open University of Sri Lanka as your lifelong learning agency

**We strongly advised you to refer to this student guideline throughout the academic year. A proper sense of time management would bring lifetime achievement once you complete the program.**

**WISH YOU ALL THE BEST!!!**

# **PART I**

# **ACADEMIC GUIDELINES**

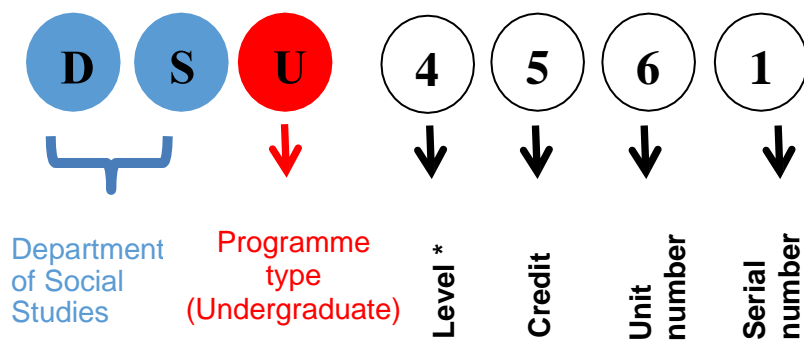
## 1.1 Overview of the academic activities of second year (level 4)

As you know, the BA in Youth and Community Development is a 90-credit programme offered in the English medium. The minimum duration of the programme is three years. The candidates who complete SLQF 5 (Levels 3, 4, and 5) amounting to a total of ninety (90) course credits and a minimum of eleven (11) course credits in Continuing Education Courses shall be awarded the BA in Youth and Community Development. Those who wish to extend the study period more than three years must register a minimum of 8 credits in each academic year. Your course fee calculation depends on the number of credits you wish to register plus some compulsory payment. If you skip any academic year, you must obtain a **studentship** for each academic year(s).

### The course code DSU4561 stands for;

Each course contains a course code with the department code 'DS' followed by four more digits. Please see the example given below.

#### Example: The course code DSU4561 stands for



\*The Open university of Sri Lanka has defined the 1<sup>st</sup> year of undergraduate programme as Level 3. Similarly, 2<sup>nd</sup> year and 3<sup>rd</sup> year are called level 4 & 5.

## What is a credit?

The credit weightage denotes the total study hours recommended for a particular course. A credit is equivalent to 50 hours of study time. For example, you need to devote 250 hours to successfully complete all the learning and assessment work of the given 5 credit course. Similarly, if it is 3 credit course you are expected to devote 150 hours. So, credit is the weightage given to each course. The credit weightage is usually shown in the second digit from the left. If you look at the example given above, you will notice that the credit weightage of the course denoted DSU4561 is 5 credits. You are free to determine the number credits you are going to select in each academic year at the registration day or at the add-drop date (scheduled add date is 14<sup>th</sup> July 2023, scheduled drop date is 21<sup>st</sup> July 2023).

## Number of streams established by the Department of Social Studies

Five (5) stream and the assign stream numbers are given below.

Name of the Stream	Stream Number
Mass Communication	2
Economics and Development Studies	3
Political Science and International Relations	4
Society and Culture Studies	5
Youth Studies	6

***Your degree programme will be administered by the Youth Studies unit.***



### 1.1.1 The course structure – Level 4

Each academic year is divided into two semesters (1<sup>st</sup> semester and 2<sup>nd</sup> semester). Distribution of your courses for both semesters are indicated below.

#### 1<sup>st</sup> Semester

##### Compulsory courses

- DSU4562 Project Planning, Monitoring and Evaluation
- DSU4561 Promoting Enterprise and Economic Development
- DSU4263 Working with Youth in Community and Organizational Settings
- DSU4352 Social Psychology

##### Continuing educational courses

- DSE 4207 Non-Violent Communication

#### 2<sup>nd</sup> Semester

##### Compulsory courses

- DSU4564 Conflict Resolution: Strategies and Skills
- DSU4566 Contemporary Issues in Youth Development
- DSU4267 Youth and Development Work: Personal and Professional Development

##### CE courses

- DSE 5301 Statistics for Social Sciences

##### Elective courses

- DSU4365 Gender and Development

**Or**

- DSU4368 Youth Governance and Participation

### 1.1.2 Pre-requisites to enter level 5

Please note that you have to pass or obtain credit transfer 30 credits from level 3 and at least 10 credits (excluding CE courses) from level 4 to move into level 5. Remember **You will NOT be allowed to register for 5 courses unless you fulfil these criteria.**

### 1.1.3 Continuing Educational courses (CE Courses)

As explain in table 01 there are four compulsory continuing education courses. All these courses either must complete or exempted during the study period.


Eleven (11) credits of Continuing Educational (CE) courses to be passed/exempted before the award of BAYCD programme. The details of CE courses are given below;

**Table 01: Number of Continuing Education courses**

Course Code	Course Title	Those who have completed Diploma (HDYD), CE causes will be offered at	For all the new students, CE causes will be offered at
LEE 3410	English for Academic Purposes (EGAP)	Level 3 & 4 (1 <sup>st</sup> year)	Level 3
DSE 3215	Social Harmony		
DSE 4207	Non-Violent Communication	Level 5	Level 4
DSE 5301	Statistics for Social Science	Level 5	Level 4 & 5

### 1.1.4 Day school sessions

Day-schools for 1<sup>st</sup> semester will be physically held at the Colombo Regional Center. Day Schools help you to discuss academic issues with your tutor and your peers. We strongly advise you to participate in these discussions.



**IT IS VERY IMPORTANT THAT YOU  
READ YOUR COURSE MATERIAL  
BEFORE YOU ATTEND DAY SCHOOLS!**

That will help you make the best use of the  
face to face session with your lecturer.

*Please refer the day school timetable for semester 1 given in part II (section 2.1)*

### 1.1.5 Collection of course material

You will be able to collect your course materials at your registration. Further the soft copies of the relevant modules have been uploaded in the LearnOUSL for your reference. We advise you to be in touch with your Colombo Regional Center (CRC). Please make sure that you collect the relevant material for the courses for which you have been registered as specified in the student record book (*See section 2.4*).

### 1.1.6 Contact details of course leaders

Each course has a course leader and their contact has given in the table 02.

**Table 02: Contact details of course leaders (semester I)**

Course Code	Name of the Course Leader	Contact Number	E-mail Address
DSU 4562	Prof.Nalaka Wickramasinghe	-	<a href="mailto:nalakacw@kln.ac.lk">nalakacw@kln.ac.lk</a>
DSU 4561	Mr.F.T. Alfred	-	<a href="mailto:heinztruman@gmail.com">heinztruman@gmail.com</a>
DSU 4263	Ms.Udeni Herath	0112881083	<a href="mailto:hmuhe@ou.ac.lk">hmuhe@ou.ac.lk</a>
DSU 4352	Dr.Sepalika Welikala	0112881082	<a href="mailto:sweli@ou.ac.lk">sweli@ou.ac.lk</a>
DSE 4207	Dr.T.A Wickramasinghe	0112881403	<a href="mailto:tawic@ou.ac.lk">tawic@ou.ac.lk</a>

### 1.1.7 How to contact us

We, in the Department of Social Studies always look forward to helping you with your academic problems relating to course material, academic sessions, assignments, final examinations etc. You are encouraged to contact the Social Studies Department whenever you have problems. In such situations, you could either personally call them or meet them with a prior appointment. Similarly, you can write to the respective course leaders to the following address.



The Course Leader (***Name of the course leader***)  
Level 4  
BA Degree in Youth and Community  
Development  
Department of Social Studies Open  
University of Sri Lanka  
P.O. Box 21, Nawala,  
Nugegoda.

### 1.1.8 OUSL e- mail

The OUSL is providing students with university e-mail addresses. The student email address starts with student ID number (SID) and [ousl.lk](mailto:ousl.lk) domain.

Ex: [S12007865@ousl.lk](mailto:S12007865@ousl.lk)

You are required to use this mail account in communicating with the department and the relevant course leaders. OUSL student email activation link has given below. <https://reginfo.ou.ac.lk/letters/eGuide.pdf> . Activation of your university email account is very important to have access to the LearnOUSL platform.

### 1.1.9 The SMS alert service

We will also be sending messages to your phone through the university SMS Alert Service. Through this service you will be able to receive notices and messages regarding your courses to your mobile phone. Therefore, you need to make sure to update your contact details at the **Re-registration** to enable us to keep you informed. You are also requested to inform the Student Affairs Division as well as the respective coordinators if you happen to change your mobile number **during** the course of the academic year.

### 1.1.10 How to use 'MyOUSL' facility

Students can access My OUSL to view information regarding the study programme that they have registered for. This site will be used by the academic staff to share information about the courses, day-schools, and examinations etc. with the students. Therefore, each student is encouraged to log into My OUSL frequently in order to be updated about the course of study undertaken.

<http://myousl.ou.ac.lk/indx/logn/fp.aspx>

### How to access My OUSL?

Go to **www.ou.ac.lk**

Click on 'OUSL Home'

Find the "Learner Support" Menu in the bottom of the home page.

Click on **MyOUSL** Login.

Type your username and password. Your username is the Student Number given in the record book which starts from Sxxxxxxx. Password is the NIC Number which can be changed afterwards.

### 1.1.11 SSD Online Notice Board

The Social Studies department uses the SSD notice board to share important information and notices regarding study programmes. Students are expected to check the notice board regularly and be updated. Please use the link below to access the SSD notice board.

<https://ou.ac.lk/notice-board-social-studies-dept>. Please also use the link below to download the student guidelines and other relevant documents.

<https://ou.ac.lk/sstdow/>

## 1.2 Monitoring student progress

Student progress is monitored using two components. They are;

- **Continuous Assessments**
- **Final Examinations**

### 1.2.1 Continuous Assessments

Continuous Assessments (CA) are vital component of the Open and distance learning mode since it facilitates the self-learning process. We strongly advise you to complete all the continuous assessment to gain the eligibility for the final examination.

Successful completion of Continuous assessment would help you to get higher grades. The Continuous Assessments are worth 50% of your final grade.

- There will be 3 CA components for 5, 6 credit causes
- There will be 2 CA components for less than 5 credit causes

The number of CAs per course will be determined by the amount of course credit. You will find more detail regarding CA components in the Continuous Assessment schedule in PART II of this book. The mode of Continuous Assessment tests is given below (*Refer the table no. 8*).

- **Oral Test (Viva)**

Using a PowerPoint or poster presentation you will be tested your knowledge based skills, analytical skills and presentation skills. Oral Presentation topics and other instruction will be uploaded in LearnOUSL platform.

- **Tutor Marked Assignment (TMA)**

The questions for TMA will be based on your relevant course materials. You are strongly advising to meet the submission deadlines. Assignments not be accepted after the deadline. Therefore, a proper sense of 'time management' would be in your best interest. All instruction will be uploaded in the LearnOUSL platform under the particular subject.

- **Closed Book Test (CBT)**

This is a supervised and a Closed Book Test (CBT) conducted at the respective Regional Centre of your registration under the supervision of OUSL staff. This will be of **two (02) hours** duration for each course. In a CBT, you are tested on how well you have understood the course material. The aim of this assessment is to test your ability to *understand, retain* and *retrieve* information appropriately. **No permission is given to refer books and notes during the examination.**

**Note:** *The questions for the CBT will be based on your relevant course materials. You will find dates, times and venues for CAT in the CA timetable.*

- **Learning Journal**

The Learning Journal (LJ) is the record of a reflective learning experiences, not a collection of mini assignments. The learning journal is assessed as part of continuous assessment of all the courses offered by the Youth Studies stream. The concept of a ‘learning journal’ may be new to many tutors and learners. It is intended to be a dynamic process and a learning tool, and in particular an account of how theory can be applied to new practical situations. So the learning journal is the daily (if possible) record of learning experiences (not study points). It contains very personal entries regarding insights, aspirations, personal resolutions, desired aspects of personal change, learning points, eye-openers and so on. Students are also asked to record their answers to module activities plus the mind maps in their learning journals. Please see the video titled “**Learning Journal- Enhancing Knowledge and Skills**” uploaded to LearnOUSL and YouTube.

**Table 03: Composition of ‘OCAM’ (Overall Continuous assessment marks) marks**

<b>Course credit</b>	<b>Marks for CA 1</b>	<b>Marks for CA 2</b>	<b>Marks for CA 3</b>	<b>OCAM calculation 60% best CA 40% second best CA OCAM - Minimum 40</b>	<b>PASS/ FAIL</b>
3 credit courses	20	30	No CA 3	0.6 x 30 = 18 0.4 x 20 = 08 Total 26	Fail (Can't sit for the final exam)
3 credit courses	50	30	No CA 3	0.6 x 50 = 30 0.4 x 30 = 12 Total 42	Pass
3 credit courses	80*	Absent	NO CA 3	0.6 x 80 = 48 0.4 x 00 = 00 Total 48	Pass
3 credit courses	Absent	50	NO CA 3	0.6 x 50 = 30 0.4 x 00 = 00 Total = 30	Fail
5/6 credit courses	30	40	60	0.6 x 60 = 36 0.4 x 40 = 16 Total = 52	Pass
5/6 credit courses	40	50	Absent	0.6 x 50 = 30 0.4 x 40 = 16 Total = 46	Pass
5/6 credit courses	30	40	20	0.6 x 40 = 24 0.4 x 30 = 12 Total = 36	Fail

**Table 04: Number of CA components to be completed based on the credit value**

No of credit	Number CAs To be done			All the awards such as dean list award, scholarships and classes will be determined by your higher performance for CAs and final examination.
	CA 1	CA 2	CA 3	
2	✓	✓		
3	✓	✓		
5	✓	✓	✓	
<b>6 Only for level 5 guidelines (DSU5661)</b>	✓ LJ	✓ LJ	✓ LJ	

### 1.2.1.1 How to check your Continuous Assessment (CA) results online

This facility allows you to check the grades you have received for the Continuous Assessments online. Please note that we will upload the grades only towards the end of each semester.

Please log into your MyOUSL login to check your results

<http://myousl.ou.ac.lk/indx/logn/fp.aspx>

### 1.2.2 Scheme of assessment

- **5 Credit Courses (Courses with 03 Continuous Assessments)**

You have to face III CA components for each of the 5 credit courses that have been offered to you. Please note that the **average marks of the best two (02) assessment components** will be considered for the calculation of CA marks. No threshold will be imposed for individual CA components. The OCAM will be based on 60% from the best assignments and 40% from the second best assignment. The OCAM should be a minimum of 40.



- **For 2,3 Credit Courses (2 Continuous Assessments)**

You have to face II CA components for each of the 2 or 3 credit courses that have been offered to you. Both CA tests are compulsory. No threshold will be imposed for individual CA components. The OCAM will be based on 60% from the best assignments and 40% from the other assignment. The OCAM should be a minimum of 40.

***Please note that any alternative test for CAs will not be given for the students***

### **1.2.3 Final examination**

The Final Examinations will be conducted at the end of each semester. Each paper in the Final Examinations will be of three (03) hours duration.

If you are unable to sit for your final examination, and you have obtained an average of **40 for your CAs**, you will be awarded RX grade. In this context, you will be allowed to carry forward your CA marks to the **next year**. If you have obtained less than 40 for your OVERALL CA, **you will receive a FAIL ASSIGNMENT (FA) grade and will be required to re-register for the entire course in the following year**. There will be financial implications, and the grade will be capped at C in the subsequent attempt. Therefore, you are strongly advised NOT to skip any CA. If you face difficulties in completing your CA component, you should immediately contact your coordinator or the course leader for help.

#### **1.2.3.1 Facing final exam from overseas**

If you are temporarily residing abroad, the exams division is able to make arrangements for you to face the exam from the country you are staying in. In order to obtain this facility students should make a request via Email to Senior Assistant Registrar/Exams ([sarexam@ou.ac.lk](mailto:sarexam@ou.ac.lk)) with a copy to the level coordinator and fill the request form available online. This should be done **at least two months** before the final exam. If your request is approved, the exams division will give the necessary instructions via email. Use the link below to download the request form. *However, this facility may not be available for all countries. It is the responsibility of the student to make these arrangements. With reference to your CA examinations, please inform the Assistant Registrar of the faculty of HSS ([arhss@ou.ac.lk](mailto:arhss@ou.ac.lk), Faculty Hotline: 0716 368241)*

### Composition of final grade

Your final grade will be calculated using the marks obtained for the final examinations and the OCAM mark. The weightage given for each components is given below.

Overall Continuous Assessment Marks	50%
Final Examination Marks	50%
	-----
Overall final grading	100%

*Note: For further clarification please refer the section 1.2.2*

**Note:** Your OCAM marks can be carry forward only for an extra academic year, This facility will be given, if a student could not sit the final examination during the registered academic year after eligibility

**or**

could not obtain a minimum of 40 marks overall final examination Beyond that your CA marks will lapse and you will have to register for the full course in a subsequent year.

### 1.2.3.2 The grading system

The grades and the Grade Point Values will be as follows.

**Table 05: The grading system**

Range of Marks Z%	Grade	Grade Point Value
85–100	A+	4.00
75-84	A	4.00
70-74	A -	3.70
63-69	B+	3.30
55-62	B	3.00
50-54	B-	2.70
45-49	C+	2.30
40-44	C	2.00
35-39	C-	1.70
30-34	D+	1.30
20-29	D	1.00
0-19	E	00

**Note:** If you are unable to sit for your final examination, and you have obtained an average of **40 for your CAs**, you will be awarded **RX grade**.

**In this context**, you will be allowed to carry forward your CA marks to the **next year**.

If you obtained less than 40 for your overall CAs you will receive a fail (**FA grade**) and will be required a pre-register for the entire course in the following year.

**A+ A, A-, B+, B, B-, C+ and C constitute Pass Grades.**

The calculation of Great Point Average (GPA): When the student has received "C" grades for all 1<sup>st</sup> semester regular and elective courses his or her GPA will be 2 ( $2+2+2+2/4^*=2$ )

Example 02: When the student has received "A, B, B & C" grades for all 1<sup>st</sup> semester regular and elective courses his or her GPA will be 2 ( $4+3+3+2/4^*=3$ )

*\*Number of courses*

### 1.2.3.3 How to check your final examination results online?

- You can access your final examination results through the university website and also through My OUSL.
- **University Website** direct link - <https://ou.ac.lk/current-students/>
- **My OUSL** – Click on the given link and go to ‘My OUSL’.

### 1.2.3.4 Re-scrutinization of final examination

Students may request for re-scrutinization of their Final Examination papers **within two weeks** from the release of the Final Examination results. You can obtain the application form from the Assistant Registrar Office of the HSS. The charges for re-scrutinization is Rs.500/= per paper. The decision of the Re-scrutinization Board is final.

Results:

[https://www.ou.ac.lk/home/images/Faculty\\_and\\_institute/HSS/Downloads/Application\\_Verification\\_HSS\\_30062020.pdf](https://www.ou.ac.lk/home/images/Faculty_and_institute/HSS/Downloads/Application_Verification_HSS_30062020.pdf)

### 1.2.3.5 Classes awarded for academic performance

As stated in table 05 those students will be rewarded as follows based on their individual course performance. These awards reflect the academic excellence and the commitments made by the individual learner.

**Table 06: Types of awards**

<b>Class</b>	<b>GPA</b>
1 <sup>st</sup> Class	3.70
Upper 2 <sup>nd</sup>	3.30
Lower 2 <sup>nd</sup>	3.00
Pass	2.00

## 1.2.4 Scholarships awarded for academic performance

### University Bursary

University Bursary is awarded by the Open University of Sri Lanka to the value of 50% of the tuition fees of courses for which the student registered for during a particular academic year. Students shall be selected based on an application made by them on the basis of Merit and Need.

### Mahapola Scholarships:

Mahapola scholarships are awarded by the Mahapola Higher Education Scholarship Trust Fund to the value of Rs.8000/= each towards the payment of tuition fees of courses. Students shall be selected based on an application made by them on the basis of merit and need.

In addition, there are two other types of scholarship namely, **Enhancement Bursary** and **Enrollment Bursary** offered by The Open University of Sri Lanka. *Please click the link for more details:* <https://ou.ac.lk/scholarships/>

*Contact for more details:* Students affair division  
The Open University of Sri Lanka  
0112099299  
Email: [scholarships@ou.ac.lk](mailto:scholarships@ou.ac.lk)

### Dean's list awards:

The Dean's Award for the Faculty of HSS is made available for students who perform well in undergraduate programmes. The Dean's List is computed after the complete release of the final examination results of a particular academic year.

### Benefits for students:

- Each student placed on the Dean's List will receive a letter of commendation from the Dean Faculty of Humanities and Social Sciences.
- Selected Highest performing (highest GPA) students are eligible for tuition fee waiver for 24 credits per academic year.

## 1.3 Additional resources at the OUSL

As Sri Lanka's premier open and distance learning institution, the OUSL provides you with many resources to support your learning process. We strongly urge you to make full use of these resources.

### 1.3.1 Library facilities of the OUSL

The library network of the OUSL consists of the Main Library at Nawala and 08 regional center libraries. It offers a variety of services to students in getting fulfill their information requirements during learning and research activities. You are able to get use of these services by visiting the library or online through the Library website (<http://lib.ou.ac.lk/>). The Main Library holds a rich collection of books relevant to overall courses offered by the University, journals, bound journal volumes, thesis, magazines, past question papers, course materials, and audio-video materials.

Main services offered by the library are lending service, reference, inquiry service, photocopying, and workshops to enhance your IT, research, and information literacy skills. Different kinds of reading spaces are provided to suit your study needs, and the Virtual resource centre (VRC) located in the ground floor of the main library provides you with the computer facility. The audio-visual resource centre (AVRC) located in the first floor of the main library holds a collection of audio-video materials allowing students to view these resources individually or as a group.

The students are eligible to obtain library membership which is necessary to borrow books from the library. Visit the library website to get more information about the procedure of obtaining library membership ([Library website](#) >>> Library services >>> [Circulation](#) ).

The Library website (<http://lib.ou.ac.lk/>) is the main portal providing access to library online resources and services. Online resources collection consists of e-books, e-journals, e-databases, past question papers, thesis abstracts, research papers of university staff members, and many free e-resources which are useful for your studies. The online library catalogue (<http://search.lib.ou.ac.lk/> ) allows you to search for books in the library and check their availability. You may view all your library transactions and extend the borrowing period of the books by logging in to your library account.

The main Library is usually open from 8.30 am to 4.15 pm during weekdays and 8.30 am to 6.00 pm during weekends. During your exam periods, the opening hours are extended until 6.00 pm during weekdays.

Regional centre libraries are open from Tuesday to Sunday from 8.30 am to 4.15 pm. All the libraries are closed on poyadays and university special holidays. Read Digital handbook available in the library website to get more information about library resources and services ([Library website](#) >>> News and events >>> [Library Handbook](#)).

### **1.3.1.1 Social science digital library**

The Department of Social Studies in collaboration with the Centre for Educational Technology and Media (CETMe) and the OUSL library has developed a Social Science Digital Library. This online resource provides you with many resources including videos, interviews with eminent social scientists, and panel discussions. We encourage you to browse the material in the Social Science Digital library.

You may access the Social Science Digital Library by linking to the OUSL library at <http://lib.ou.ac.lk> and clicking on the Digital Reading room for Social Sciences Dept. of Social Studies in the library Services Page.

### **1.3.2 Online social science glossary**

The Department of Social Studies in collaboration with the OUSL library has developed an online Social Science Glossary which explains many of the terms and concepts to which you will be introduced. You may access this glossary by linking to the OUSL <http://10.72.92.59/glossary/> and clicking on the Online Social Science Glossary icon.

### **1.3.3 LearnOUSL <https://learnousl.ou.ac.lk/>**

Learn OUSL is a learning platform that is designed to offer various online learning opportunities for you and to support interaction between the learner and the educator. The Course Leaders will give you more information regarding this.

### **Login instructions for LearnOUSL platform**

The online Learning Management System. Please use the following information to log in to your online course.

Instructions for logging in:

Web Address: <https://learnou.lk/>

Username' : **S number (Student's ID) number given in the student record book**

Password : **National Identity card number (with Capital V)**

Please change your password after first login.

**To change your password, please follow the instructions given below:**

**STEP 1:** Click your name appearing near the 'logout' button

**STEP 2:** Select 'Preferences' – the changed password link appears on the  
'Preferences page

**STEP 3:** Click 'Edit Profile' tab on the 'Preferences' page to create a profile page  
for you

**STEP 4:** Remember to click the 'update profile' button after completing the  
changes

If you have problems in **logging and accessing your course(s)** please send an email to **Ms. Geetha Kulasekera (dgkul@ou.ac.lk)** (Senior Lecturer/ET), giving your National Identity Card number, Name, Course code and Programme of study.

If you have any queries regarding the content of the individual course/ programme please contact the relevant course/ programme coordinator.

**Please note that these online resources will only be accessible after two weeks from the date of registration.**



# **PART II**

# **TIMETABLES**

## 2.1 Day school timetable – Level 4

Table 07 indicate the day school timetable of **Semester I** given below.

**Table 07: Timetable for Day school**

Date	Course Code	Course Title	Time
02 <sup>nd</sup> July 2023		<b>Awareness session (Via Zoom – Only for the awareness session)</b>	<b>09.30 a.m. – 11.30 a.m.</b>
16 <sup>th</sup> July 2023	DSU 4352	Social Psychology	08.00 a.m. – 10.00 a.m.
	DSU 4562	Project Planning, Monitoring and Evaluation	10.30 a.m. – 1.30 p.m.
	DSU 4561	Promoting Enterprise and Economic Development	02.00 p.m. – 05.00 p.m.
23 <sup>rd</sup> July 2023	DSU 4352	Social Psychology	08.00 a.m. – 10.00 a.m.
	DSU 4263	Working with Youth in Community and Organizational Settings	10.30 p.m. – 1.30 p.m.
	DSU 4561	Promoting Enterprise and Economic Development	02.00 p.m. – 05.00 p.m.
30 <sup>th</sup> July 2023	DSU 4562	Project Planning, Monitoring and Evaluation	08.00 a.m. – 11.00 am
	DSU 4561	Promoting Enterprise and Economic Development	12.00 noon– 3.00 p.m.
06 <sup>th</sup> August 2023	DSU 4263	Working with Youth in Community and Organizational Settings	08.30 a.m. – 11.30 a.m.
	DSU 4562	Project Planning, Monitoring, and Evaluation	12.30 p.m – 3.30 p.m
	DSE 4207	Nonviolent Communication (Via Zoom)	05.00 p.m. – 07.00 p.m.

Date	Course Code	Course Title	Time
01 <sup>st</sup> October 2023	DSU 4562	Project Planning, Monitoring and Evaluation	08.00 a.m. – 11.00 a.m.
	DSU 4561	Promoting Enterprise and Economic Development	12.00 a.m. – 3.00 p.m.
	DSE 4207	Nonviolent Communication (Via Zoom)	05.00 p.m. – 07.00 p.m.
08 <sup>th</sup> October 2023	DSU 4561	Promoting Enterprise and Economic Development	8.30 a.m – 11.30 a.m
	DSU 4562	Project Planning, Monitoring, and Evaluation	12.30 p.m. – 03.30 p.m.
	DSE 4207	Nonviolent Communication (Via Zoom)	05.00 p.m. – 07.00 p.m.
15 <sup>th</sup> October 2023	DSU 4263	Working with Youth in Community and Organizational Settings	08.30 a.m. – 11.30 a.m.
	DSU 4561	Promoting Enterprise and Economic Development	12.00 noon. – 03.00 p.m.
22 <sup>nd</sup> October 2023	DSU 4263	Working with Youth in Community and Organizational Settings	08.30 a.m. – 11.30 a.m.
	DSU 4562	Project Planning, Monitoring and Evaluation	12.00 a.m. – 03.00 p.m.
29 <sup>th</sup> October 2023	DSU 4352	Social psychology	08.00 a.m. – 10.00 a.m.
	DSE 4207	Nonviolent Communication (Via Zoom)	05.00 p.m. – 07.00 p.m.

**Venue:** All Day School sessions will be held physically at Colombo Regional Centre only.

## 2.2 Timetable for CA submission

Table 8 explains scheduled CA submission dates and CA examination dates for semester I. The information of venue and the details of Closed Book Tests (CBT) will be informed by Assistant Registrar of the Faculty of HSS. Instructions for other CA components will be uploaded to the LearnOUSL platform.

**Table 08: Timetable for CA submission**

Course Code	Date / Time and Mode of CAs		
	CA 1	CA 2	CA 3
<b>Level 3</b>			
DSU3521	08/08/2023 <i>Mode of CA will be notified</i>	02/09/2023 <b>CBT</b>	23/09/2023 <i>Mode of CA will be notified</i>
DSU3561	05/08/2023 <b>Oral Test</b>	02/09/2023 <b>CBT</b>	23/09/2023 <b>LJ</b>
DSU3551	08/08/2023 <i>Mode of CA will be notified</i>	02/09/2023 <b>CBT</b>	23/09/2023 <i>Mode of CA will be notified</i>
<b>Level 4</b>			
DSU4561	05 / 08/2023 On 9.00 a.m. – 3.30 p.m. <b>Oral Test</b>	27/08/2023 On 09.00 a.m. – 10.30 a.m. <b>CBT</b>	25/09/2023 <b>LJ</b>
DSU4562	05 / 08/2023 On 9.00 a.m. – 3.30 p.m. <b>Oral Test</b>	27/08/2023 On 11.30 a.m. – 1.00 p.m. <b>CBT</b>	24/09/2023 <b>LJ</b>

DSU 4263	20/08/2023 On 2.00 p.m. – 3.30 p.m.  <b>Oral Test</b>	18/09/2023  <b>U</b>	-
DSU4352	27/08/2023 On 2.00 p.m. – 3.30 p.m. <b>CBT</b>	17 <sup>th</sup> , 18 <sup>th</sup> , 24 <sup>th</sup> , 25 <sup>th</sup> of September (Assigned date will be notified) <b>Oral Test</b>	-
DSE4207	<i>Date and the mode of CA will be notified</i>	17 <sup>th</sup> , 18 <sup>th</sup> , 24 <sup>th</sup> and 25 <sup>th</sup> of September (Assigned date will be notified)  <b>Oral Test</b>	-
<b>Level 5</b>			
DSU5661	26/08/2023 <b>U I</b>	29/09/2023 <b>U II</b>	15/10/2023 <b>Oral Test</b>
DSU5363	11 <sup>th</sup> ,12 <sup>th</sup> of August 2023 From 9.00am – 3.30 pm  <b>Oral Test</b>	19/09/2023  <b>U</b>	-
DSU5651	08/08/2023 <b>TMA I</b>	28/08/2023 <b>TMA II</b>	22 <sup>nd</sup> , 23 <sup>rd</sup> , 24 <sup>th</sup> of September 2023 <b>Oral Test</b>

**OCAM will be notified on 30<sup>th</sup> October 2023 (Refer table 03 of section 1.2.2)**

Please note that all students who wish to sit for final examinations must register ONLINE. If not, admission cards will not be issued. You need to apply for the final examination through MyOUSL from 30<sup>th</sup> September 2023 to 30<sup>th</sup> October 2023.

**Final Examination Semester I:** From 18<sup>th</sup> November 2023 to 23<sup>rd</sup> December 2023

**Releasing Final Exam Results:** within three months (before 30<sup>th</sup> March 2024)

## 2.3 Continuing Educational (CE) courses

In addition to your core courses, you must complete the selected CE courses course for level 4 1<sup>st</sup> semester.

CSE 3213 ICT Skills **Or**

DSE 4207 Non-Violent Communication

\*It is important that you should complete all the required CE courses to be considered for the award of the degree (Social Harmony, EGAP, ICT Skills or Non-Violent Communication and Statistics for Social Sciences).

## 2.4 Mitigating issues and problems

This section provides information regarding the contact points for your academic and administrative queries. If you have any problem while following the course you could contact the following persons.

**Table 09: Contact details of the learner support divisions**

NATURE OF PROBLEM	WHOM TO CONTACT	DIVISION
IT Help Desk	<a href="mailto:ithelpdesk@ou.ac.lk">ithelpdesk@ou.ac.lk</a>	0112 881 378 / 0112 881 055 0716 368 180 / 070 1235 776
Registration, Studentship, Change of Centre and name	Assistant Director Colombo Regional Centre	<b>Colombo Regional Centre</b> OUSL, Nawala, Nugegoda. 011288142/380
Withdrawal from a Programme	Assistant Director (CRC) with copy to Head/Dept. of Social Studies	<b>Colombo Regional Centre</b> OUSL, Nawala, Nugegoda. 011288142/380
Final Examination results, Certificates	Senior Assistant Registrar	<b>Examination Division,</b> OUSL, Nawala, Nugegoda. 011-2881350/0716 368 207 <a href="https://ou.ac.lk/exam-result/">https://ou.ac.lk/exam-result/</a>

Schedule of Day Schools	Course Coordinator/Lecturer/ Relevant Regional Coordinator	<b>Dept. of Social Studies</b> <b>Relevant Regional Centre</b> 011 2881083/300/417/
Any other course related problems	Course Coordinator /Lecturer/Relevant Regional Coordinator	<b>Dept. of Social Studies,</b> Faculty of HSS, OUSL, Nawala, Nugegoda. 011 2881-083/300/417/014
CAT Results	The OUSL website	<ul style="list-style-type: none"> <li>• <a href="http://www.ou.ac.lk">http://www.ou.ac.lk</a></li> <li>• Click on “Study”</li> <li>• Select “Current students”</li> <li>• To search final results Click on EXAM RESULTS (Enter course code to search) To search CAT results Click on MYOUSL</li> </ul>
Collecting course materials	Officer, Dispatch Centre of your respective Regional/Study Centre	<b>Dispatch Centre,</b> Relevant Regional/Study Centre 011 2881376 / 0701235770 (Colombo)
Course content	Course Coordinator/ Lecturer	<b>Dept. of Social Studies,</b> Faculty of HSS, OUSL, Nawala, Nugegoda. 011 2881417 (Office Staff)
CE Courses	Coordinator/EGAP	0112881083
	Carrier Guidance Unit	0112881049
Student Affairs	Assistant Registrar	0716 368 196
Exam Division	Assistant Registrar	0716 368 207
Finance Division	Assistant Bursar	0716 368 232
Library	Assistant Librarian	0716 368 232
Faculty of Humanities & Social Sciences	Quality Assurance Coordinator	0716 368 241

Students' Affair Division	-	<a href="https://ou.ac.lk/stuwelfare-divi/">https://ou.ac.lk/stuwelfare-divi/</a>
Learner support division	-	<a href="https://ou.ac.lk/learner-support/">https://ou.ac.lk/learner-support/</a>
OUSL Counselling Unit	Counsellors	0112881361 / 0702510820 <a href="mailto:counsellor@ou.ac.lk">counsellor@ou.ac.lk</a>
Temporary Residential Facility	-	<a href="https://ou.ac.lk/trf/">https://ou.ac.lk/trf/</a>



# **PART III**

# **CITATION STYLE**

# **GUIDELINE**

## 3.1 Citation style guidelines

### Formatting your paper: APA formatting & style guide

APA (American Psychological Association) style is most commonly used to cite sources within the social sciences. This note offers examples for the general format of APA research papers, in-text citations, endnotes/footnotes, and the reference page.

**Page size, margins and font size:** Your essay should be typed and double-spaced on standard-sized paper (8.5" x 11"), with 1" margins on all sides. You should use a clear font that is highly readable. APA recommends using 12 pt. Times New Roman font.

#### 3.1.1 In-text citations:

When using APA format, follow the author-date method of in-text citation. This means that the author's last name and the year of publication for the source should appear in the text, for example, (Jones, 1998), and a complete reference should appear in the reference list at the end of the paper.

<b>Short quotation</b>	<p>If you are directly quoting from a work, you will need to include the author, year of publication, and page number for the reference (preceded by "p."). Introduce the quotation with a signal phrase that includes the author's last name followed by the date of publication in parentheses.</p> <p><i>According to Jones (1998), "Students often had difficulty using APA style, especially when it was their first time" (p. 199).</i></p> <p>If the author is not named in a signal phrase, place the author's last name, the year of publication, and the page number in parentheses after the quotation.</p> <p><i>She stated, "Students often had difficulty using APA style" (Jones, 1998, p. 199), but she did not offer an explanation as to why.</i></p>
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<b>Long quotation</b>	<p>Place direct quotations that are 40 words or longer in a free-standing block of typewritten lines and omit quotation marks. Start the quotation on a new line, indented 1/2 inch from the left margin, i.e., in the same place you would begin a new paragraph. Type the entire quotation on the new margin, and indent the first line of any subsequent paragraph within the quotation 1/2 inch from the new margin. Maintain double-spacing throughout. The parenthetical citation should come after the closing punctuation mark.</p> <p>Jones's (1998) study found the following:</p> <p>Students often had difficulty using APA style, especially when it was their first time citing sources. This difficulty could be attributed to the fact that many students failed to purchase a style manual or to ask their teacher for help. (p. 199)</p>
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### 3.1.2 Reference list:

Your reference list should appear at the end of your paper. It provides the information necessary for a reader to locate and retrieve any source you cite in the body of the paper. Each source you cite in the paper must appear in your reference list; likewise, each entry in the reference list must be cited in your text. Your references should begin on a new page separate from the text of the essay; label this page "**References**" centred at the top of the page (do NOT bold, underline, or use quotation marks for the title). All text should be double-spaced just like the rest of your essay.

- All lines after the first line of each entry in your reference list should be indented one-half inch from the left margin. This is called hanging indentation.
- Authors' names are inverted (last name first); give the last name and initials for all authors of a particular work for up to and including seven authors. If the work has more than seven authors, list the first six authors and then use ellipses after the sixth author's name. After the ellipses, list the last author's name of the work.
- Reference list entries should be alphabetized by the last name of the first author of each work.

- For multiple articles by the same author, or authors listed in the same order, list the entries in chronological order, from earliest to most recent.
- Present the journal title in full.
- Maintain the punctuation and capitalization that is used by the journal in its title.
- Capitalize all major words in journal titles. When referring to the titles of books, chapters, articles, or webpages, capitalize only the first letter of the first word of a title and subtitle, the first word after a colon or a dash in the title, and proper nouns
- Note that the distinction here is based on the type of source being cited. Academic journal titles have all major words capitalized, while other sources' titles do not.
- Italicize titles of longer works such as books and journals.
- Do not italicize, underline, or put quotes around the titles of shorter works such as journal articles or essays in edited collections.

**How to cite author names:**

<b>Number of Authors</b>	<b>How to Cite (examples in red colored font)</b>
<b>Single Author</b>	Last name first, followed by author initials.  Berndt, T. J. (2002). Friendship quality and social development. <i>Current Directions in Psychological Science</i> , 11, 7- 10.
<b>Two Authors</b>	List by their last names and initials. Use the ampersand instead of "and."  Wegener, D. T., & Petty, R. E. (1994). Mood management across affective states: The hedonic contingency hypothesis. <i>Journal of Personality and Social Psychology</i> , 66, 1034-1048.
<b>Three to Seven Authors</b>	List by last names and initials; commas separate author names, while the last author name is preceded again by ampersand.  Kernis, M. H., Cornell, D. P., Sun, C. R., Berry, A., Harlow, T., & Bach, J. S. (1993). There's more to self-esteem than whether it is high or low: The

	<p>importance of stability of self-esteem. <i>Journal of Personality and Social Psychology</i>, 65, 1190-1204.</p>
<p><b>More Than Seven Authors</b></p>	<p>List by last names and initials; commas separate author names. After the sixth author's name, use an ellipsis in place of the author names. Then provide the final author name. There should be no more than seven names.</p> <p>Miller, F. H., Choi, M. J., Angeli, L. L., Harland, A. A., Stamos, J. A., Thomas, S. T., . . . Rubin, L. H. (2009). Web site usability for the blind and low-vision user. <i>Technical Communication</i>, 57, 323-335.</p>
<p><b>Organization as Author</b></p>	<p>Also known as a "corporate author." Here, you simply treat the publishing organization the same way you'd treat the author's name and format the rest of the citation as normal.</p> <p>American Psychological Association. (2009). Blog guidelines. APA Style Blog. Retrieved from <a href="https://blog.apastyle.org/apastyle/blog-guidelines.html">https://blog.apastyle.org/apastyle/blog-guidelines.html</a></p>
<p><b>Unknown Author</b></p>	<p>Merriam-Webster's collegiate dictionary (10th ed.). (1993). Springfield, MA: Merriam-Webster.</p> <p>NOTE: When your essay includes parenthetical citations of sources with no author named, use a shortened version of the source's title instead of an author's name. Use quotation marks and italics as appropriate. For example, parenthetical citations of the source above would appear as follows: (Merriam-Webster's, 1993).</p>
<p><b>Two or More Works by the Same Author</b></p>	<p>Use the author's name for all entries and list the entries by the year (earliest comes first).</p> <p>Berndt, T. J. (1981). Berndt, T. J. (1999).</p> <p>When an author appears both as a sole author and, in another citation, as the first author of a group, list the one-author entries first.</p> <p>Berndt, T. J. (1999). Friends' influence on students' adjustment to school. <i>Educational Psychologist</i>, 34, 15-28.</p>

	<p>Berndt, T. J., &amp; Keefe, K. (1995). Friends' influence on adolescents' adjustment to school. <i>Child Development</i>, 66, 1312- 1329.</p> <p>References that have the same first author and different second and/or third authors are arranged alphabetically by the last name of the second author, or the last name of the third if the first and second authors are the same.</p> <p>Wegener, D. T., Kerr, N. L., Fleming, M. A., &amp; Petty, R. E. (2000). Flexible corrections of juror judgments: Implications for jury instructions. <i>Psychology, Public Policy, and Law</i>, 6, 629-654.</p> <p>Wegener, D. T., Petty, R. E., &amp; Klein, D. J. (1994). Effects of mood on high elaboration attitude change: The mediating role of likelihood judgments. <i>European Journal of Social Psychology</i>, 24, 25-43.</p>
<p>Two or More Works by the Same Author in the Same Year</p>	<p>If you are using more than one reference by the same author (or the same group of authors listed in the same order) published in the same year, organize them in the reference list alphabetically by the title of the article or chapter. Then assign letter suffixes to the year. Refer to these sources in your essay as they appear in your reference list, e.g.: "Berndt (1981a) makes similar claims..."</p> <p>Berndt, T. J. (1981a). Age changes and changes over time in prosocial intentions and behavior between friends. <i>Developmental Psychology</i>, 17, 408-416.</p> <p>Berndt, T. J. (1981b). Effects of friendship on prosocial intentions and behavior. <i>Child Development</i>, 52, 636-643.</p>
<p>Introductions, Prefaces, Forewords, and Afterwords</p>	<p>Cite the publishing information about a book as usual, but cite Introduction, Preface, Foreword, or Afterword (whatever title is applicable) as the chapter of the book.</p> <p>Funk, R., &amp; Kolln, M. (1998). Introduction. In E. W. Ludlow (Ed.), <i>Understanding English grammar</i> (pp. 1-2). Needham, MA: Allyn and Bacon.</p>

### 3.1.3 How to cite different types of sources in your reference list:

Type of Source	How to Cite (examples in red-coloured font)
<b>Book</b>	<p>Author, A. A. (Year of publication). Title of work: Capital letter also for subtitle. Location: Publisher.</p> <p><i>Calfee, R. C., &amp; Valencia, R. R. (1991). APA guide to preparing manuscripts for journal publication. Washington, DC: American Psychological Association.</i></p>
<b>Edited Book, No Author</b>	<p><i>Duncan, G. J., &amp; Brooks-Gunn, J. (Eds.). (1997). Consequences of growing up poor. New York, NY: Russell Sage Foundation.</i></p>
<b>Edited Book with an Author or Authors</b>	<p><i>Plath, S. (2000). The unabridged journals. K. V. Kukil (Ed.). New York, NY: Anchor.</i></p>
<b>Article or Chapter in an Edited Book</b>	<p>Author, A. A., &amp; Author, B. B. (Year of publication). Title of chapter. In A. A. Editor &amp; B. B. Editor (Eds.), Title of book (pages of chapter). Location: Publisher.</p> <p>Note: When you list the pages of the chapter or essay in parentheses after the book title, use "pp." before the numbers: (pp. 1-21). This abbreviation, however, does not appear before the page numbers in periodical references, except for newspapers. List any edition number in the same set of parentheses as the page numbers, separated by a comma: (2nd ed., pp. 66-72).</p> <p><i>O'Neil, J. M., &amp; Egan, J. (1992). Men's and women's gender role journeys: A metaphor for healing, transition, and transformation. In B. R. Wainrib (Ed.), Gender issues across the life cycle (pp. 107-123). New York, NY: Springer.</i></p>
<b>Article in Journal Paginated by Volume</b>	<p>Journals that are paginated by volume begin with page one in issue one, and continue numbering issue two where issue one ended, etc.</p> <p><i>Harlow, H. F. (1983). Fundamentals for preparing psychology journal articles. Journal of Comparative and Physiological Psychology, 55, 893-896.</i></p>

<p><b>Article in Journal Paginated by Issue</b></p>	<p>Journals paginated by issue begin with page one every issue; therefore, the issue number gets indicated in parentheses after the volume. The parentheses and issue number are not italicized or underlined.</p> <p>Scruton, R. (1996). The eclipse of listening. <i>The New Criterion</i>, 15(3), 5-13.</p>
<p><b>Article in a Magazine</b></p>	<p>Henry, W. A., III. (1990, April). Making the grade in today's schools. <i>Time</i>, 135, 28-31.</p>
<p><b>Article in a Newspaper</b></p>	<p>Unlike other periodicals, p. or pp. precedes page numbers for a newspaper reference in APA style. Single pages take p., e.g., p. B2; multiple pages take pp., e.g., pp. B2, B4 or pp. C1, C3-C4.</p> <p>Schultz, S. (2005, December). Calls made to strengthen state energy policies. <i>The Country Today</i>, pp. 1A, 2A.</p>
<p><b>Letter to the Editor</b></p>	<p>Moller, G. (2002, August). Ripples versus rumbles [Letter to the editor]. <i>Scientific American</i>, 287(2), 12.</p>
<p><b>Review</b></p>	<p>Baumeister, R. F. (1993). Exposing the self-knowledge myth [Review of the book <i>The self-knower: A hero under control</i>, by R. A. Wicklund &amp; M. Eckert]. <i>Contemporary Psychology</i>, 38, 466-467.</p>
<p><b>Webpage or Piece of Online Content</b></p>	<p>Individual webpages and documents hosted online are cited similarly to print content. Note, however, that the URL is typically included at the end of the entry. The URL may, at the author's discretion, be left as an active link. Include additional information (like translators, editors, first edition publication date, and so on) as you would for print sources.</p> <p>Author, A. A. &amp; Author B. B. (Date of publication). Title of page [Format description when necessary]. Retrieved from <a href="https://www.someaddress.com/full/url/">https://www.someaddress.com/full/url/</a></p> <p>Eco, U. (2015). How to write a thesis [PDF file]. (Farina C. M. &amp; Farina F., Trans.) Retrieved from <a href="https://www.researchgate.net/...How_to_write_a_thesis/.../Umberto+Eco-How+to+Write+...">https://www.researchgate.net/...How_to_write_a_thesis/.../Umberto+Eco-How+to+Write+...</a> (Original work published 1977).</p>



	<p>If the page's author is not listed, start with the title instead. If the date of publication is not listed, use the abbreviation (n.d.).  <b>Spotlight Resources. (n.d.). Retrieved from</b>  <a href="https://owl.purdue.edu/owl/about_the_owl/owl_information/spotlight_resources.html">https://owl.purdue.edu/owl/about_the_owl/owl_information/spotlight_resources.html</a></p> <p>You only need to include a date of access when the page's content is likely to change over time (like, for instance, if you're citing a wiki that is publicly edited).</p> <p><b>Purdue University Writing Lab [Facebook page]. (n.d.). Retrieved January 22, 2019, from</b>  <a href="https://www.facebook.com/PurdueUniversityWritingLab/">https://www.facebook.com/PurdueUniversityWritingLab/</a></p>
<p><b>Article From an Online Periodical</b></p>	<p>Online articles follow the same guidelines for printed articles. Include all information the online host makes available, including an issue number in parentheses.          Author, A. A., &amp; Author, B. B. (Date of publication). Title of article. Title of Online Periodical, volume number (issue number if available). Retrieved from  <a href="https://www.someaddress.com/full/url/">https://www.someaddress.com/full/url/</a></p> <p><b>Bernstein, M. (2002). 10 tips on writing the living web. A List Apart: For People Who Make Websites, 149. Retrieved from</b>  <a href="https://www.alistapart.com/articles/writeliving">https://www.alistapart.com/articles/writeliving</a></p>
<p><b>Online Newspaper Article</b></p>	<p>Note that the APA recommends using the homepage address for the online newspaper, rather than the full URL for the article itself.          Author, A. A. (Year, Month Day). Title of article. Title of Newspaper. Retrieved from  <a href="https://www.homeaddress.com/">https://www.homeaddress.com/</a></p> <p><b>Parker-Pope, T. (2008, May 6). Psychiatry handbook linked to drug industry. The New York Times. Retrieved from</b>  <a href="https://well.blogs.nytimes.com/">https://well.blogs.nytimes.com/</a></p>
<p><b>Wikis</b></p>	<p>Please note that the APA Style Guide to Electronic References warns writers that wikis (like Wikipedia, for example) are collaborative projects that cannot guarantee the verifiability or expertise of their entries.</p> <p><b>OLPC Peru/Arahuay. (n.d.). Retrieved April 29, 2011 from the OLPC Wiki: </b><a href="https://wiki.laptop.org/go/OLPC_Peru/Arahuay">https://wiki.laptop.org/go/OLPC_Peru/Arahuay</a></p>

**PART IV**

**DEPARTMENT STAFF**  
**CONTACT**  
**INFORMATION**

## 4.1 Contact details of Head of the Department and Heads of Academic Unit

**Table 10: Contact details of Head of the Department and Heads of Academic Units**

<b>Head</b> <b>Department of Social Studies</b>	<b>Dr. S. Pathmanesan</b> Senior Lecturer E-Mail: hdssd@ou.ac.lk Telephone: 0112-881221
<b>Unit Head</b> <b>Youth and Community Development</b>	<b>Dr. Shantha Abeysinghe</b> Senior Lecturer E-mail: nsabe@ou.ac.lk Telephone: 0112881300
<b>Unit Head</b> <b>Mass Communication Stream</b>	<b>Dr. Thiwankee Wickramasinghe</b> Senior Lecturer E-mail: tawic@ou.ac.lk Telephone: 0112881402
<b>Unit Head</b> <b>Society and Culture Stream</b>	<b>Dr. Sepalika Welikala</b> Senior Lecturer E-mail: sweli@ou.ac.lk Telephone: 0112881082
<b>Unit Head</b> <b>Political Science and International Relations Stream</b>	<b>Dr. Athulasiri Samarakoon</b> Senior Lecturer E-mail: smasa@ou.ac.lk Telephone: 0112881436
<b>Unit Head</b> <b>Economic &amp; Development Stream</b>	<b>Dr. Nevis Morais</b> Senior Lecturer E-mail: nsmor@ou.ac.lk Telephone: 0112881014

## 4.2 Staff in each stream & their contact details – Department of Social Studies

BYCD Programme is offered by a multi-disciplinary team of Resource persons. Furthermore, selected courses of this programme are extracted from the BA degree in Social Sciences. Table 11 explains the contact details of staff who represents numerous field of studies.

**Table 11: Staff in each stream & their contact details – Department of Social Studies**

<b>Academic and support staff in each stream</b>			
<b>Youth &amp; Community Development (Unit Members)</b>			
	<b>Name</b>	<b>Contacts</b>	<b>Title</b>
	Dr. Shantha Abeysinghe	0112881300 nsabe@ou.ac.lk	Unit Leader & Senior lecturer
	Ms. Udeni Herath	0112881083 hmuhe@ou.ac.lk	Coordinator BYCD Senior Lecturer
	Ms. Shashini Warnakulasooriya	0112881126 aawar@ou.ac.lk	Lecturer
	Ms. Moksha Samarakoon	0112881014 smmsa@ou.ac.lk	Lecturer
	Mr.R. Gobinathan	0112881033 rgobi@ou.ac.lk	Academic Coordinator
	Ms. K.G. Pathmasekara	0112881033 kgpat@ou.ac.lk	Project Assistant
	Ms. A.M.S. Lasanthi	0112881034 amsla@ou.ac.lk	Project Assistant
<b>Mass Communication</b>			
	Ms. Thakshila Ambadeniya	0112881034 aramb@ou.ac.lk	Project Assistant
<b>Society &amp; Culture</b>			
	Ms. G.V.K.S. Jayanath	0112881496 gvjay@ou.ac.lk	Project Assistant

Political Science and International Relations			
	Ms.K.A.D.A. Nisansala	0112881402 kanis@ou.ac.lk	Project Assistant

### 4.3 Administrative staff

**Ms. K Manoji De Silva**

Management Assistant

Tel: 0112881417

**Mr. A.G.N. P. Kumara**

Management Assistant

Tel: 0112881417

### 4.4 Staff in each regional centres & their contact details

**Table 12: Staff attached to the regional centres**

	Name	Contacts	Title
	Mr. N.Balamurali	Email: <a href="mailto:nbala@ou.ac.lk">nbala@ou.ac.lk</a> Tel: 0212223374	Senior Lecturer Regional Coordinator (Jaffna)
	Mr. Binara Angamma	Email: <a href="mailto:arang@ou.ac.lk">arang@ou.ac.lk</a> Tel: 0372223473	Senior Lecturer Regional Coordinator (Kurunegala)
	Ms. Nimosha Wimalarathna	Email: <a href="mailto:prashakthiwimalarathna@gmail.com">prashakthiwimalarathna@gmail.com</a> Tel: 0553012151/0552228842	Regional Coordinator (Badulla)

## BA in Youth and Community Development Structure of the Programme

### Level 3

#### Level 3 – 1<sup>st</sup> Semester – Compulsory Courses

Course Code	Course Title	Credits
DSU3521	Introduction to Communication Theory and Practice	5
DSU3561	Principles and Practices of Youth in Development Work	5
DSU3551	Understanding Society and Culture	5

#### Level 3 – 2<sup>nd</sup> Semester - Compulsory Courses

Course Code	Course Title	Credits
DSU3562	Young People and Society	5
DSU3542	Politics and Governance: an introduction	5
DSU3563	Management and Leadership Skills for Youth Work	5

Total Credits for Level 3      30

### Continuing Education Courses for Level 3

Course Code	Course Title	Credits
LEE3410	English for General Academic Purposes	4
DSE3215	Social Harmony	2

*\*The candidates, who complete SLQF Level 3 courses amounting to a total of 30 course credits and a minimum of six (6) course credits in Continuing Educational courses may be awarded with the Diploma in Youth and Community Development.*

#### Level 4

##### Level 4 – 1<sup>st</sup> Semester – Compulsory Courses

Course Code	Course Title	Credits
DSU4562	Project Planning, Monitoring and Evaluation	5
DSU4561	Promoting Enterprise and Economic Development	5
DSU4263	Working with Youth in Community and Organizational Settings	2

##### Level 4 – 1<sup>st</sup> Semester – Elective Courses

Course Code	Course Title	Credits
DSU4352	Social Psychology	3

##### Level 4 – 2<sup>nd</sup> Semester - Compulsory Courses

Course Code	Course Title	Credits
DSU4564	Conflict Resolution: Strategies and Skills	5
DSU4566	Contemporary Issues in Youth Development	5

##### Level 4 – 2<sup>nd</sup> Semester – Elective Courses

Course Code	Course Title	Credits
DSU4267	Youth and Development Work: Personal and Professional Development	2
<b>and</b>		
DSU4365	Gender and Development <b>or</b>	3
DSU4368	Youth Governance and Participation	3

Total Credits for Level 4      30

#### Continuing Education Courses for Level 4

Course Code	Course Title	Credits
DSE4207	Non-Violent Communication or ICT Skills	2
DSE5301	Statistics for Social Sciences	2

\*After completing SLQF Level 4 with 60-course credits and a minimum of eight (8) course credits in Continuing Education courses the candidates shall be awarded with the Higher Diploma in Youth and Community Development.

## Level 5

### Level 5 semester 1 - Compulsory Courses

Course Code	Course Title	Credits
DSU5651	Social Science Research Methods	6
DSU5661	Training course on professional youth work	6
DSU5363	Supporting Youth in Grief and Trauma	3

### Level 5 semester 2 - Compulsory Courses

Course Code	Course Title	Credits
DSU5469	Youth, Health, Safety and Well-Being	4
DSU5268	Livelihoods and Development	2

### Level 5 semester 2 – elective courses

Course Code	Course Title	Credits
DSU5324	Cross Cultural Communication <b>or</b>	3
DSU5364	Youth Advocacy: Principles and Tools	3
<b>and</b>		
DSU5361	Extended Essay <b>or</b>	3
DSU5362	Internship	3
<b>and</b>		
DSU5367	Community Based Disaster Risk Reduction <b>or</b>	3
DSU5366	Youth and Sustainable Development	3

Total Credits for Level 5                      30

### Continuing Education Courses for Level 5

Course Code	Course Title	Credits
DSE5301	Statistics for Social Sciences	3

\*The candidates who complete SLQF Levels 3, 4, and 5 amounting to a total of ninety (90) course credits and a minimum of eleven (11) course credits in Continuing Educational Courses may be awarded the BA in Youth and Community Development.



Annexure II

**Contact details of Regional/Study centers**

\*Contact them from 09.00 a.m. – 04.15 p.m. on working days.

<b>Colombo Regional Centre</b>	<b>Ms.Vindya Angammana</b> <b>Assistant Director</b> <a href="mailto:adcol@ou.ac.lk">adcol@ou.ac.lk</a> 0112853930/0112881380/0706 215 108 Ms. W.K.R. Sadeesha Assistant Director Email: <a href="mailto:wksad@ou.ac.lk">wksad@ou.ac.lk</a> Tel: 0112-853930/0112-853380
<b>Jaffna Regional Centre</b>	<b>Mr. K. Kanthavel</b> <b>Actg. Assistant Director (Mannar)</b> Email: 023-2251999 Tel: <a href="mailto:adjaf@sltnet.lk">adjaf@sltnet.lk</a> 0706 215 112
<b>Kandy Regional Centre</b>	<b>Mr. Anushka Bandara</b> <b>Assistant Director</b> <a href="mailto:adkan@ou.ac.lk">adkan@ou.ac.lk</a> Tel: 081-2494083 0706 215 114
<b>Kurunegala Regional Centre</b>	<b>Mr.W.M. Senevirathne</b> <b>Act. Assistant Director (Kurunegala)</b> Email: <a href="mailto:adkur@ou.ac.lk">adkur@ou.ac.lk</a> Tel: 037-2223473 0706 215 118
<b>Anuradhapura Regional Centre</b>	<b>Ms. L.M.S.S. Bandara</b> <b>Assistant Director (Anuradhapura)</b> Email: <a href="mailto:adanu@ou.ac.lk">adanu@ou.ac.lk</a> Tel: 025-2222871 0706 215 104
<b>Batticaloa Regional Centre</b>	<b>Mr. A. D. Kamalanathan</b> <b>Senior Assistant Director (Batticaloa)</b> Email: <a href="mailto:robat@ou.ac.lk">robat@ou.ac.lk</a> Tel: 0652222264 0706 215 107
<b>Matara Regional Centre</b>	<b>Mr. G. Dinesh</b> <b>Assistant Director (Matara)</b> Email: <a href="mailto:admat@ou.ac.lk">admat@ou.ac.lk</a> Tel: 0412222943/0412229782 0706 215 121
<b>Badulla Regional Centre</b>	<b>Mrs. Hiranthi Galahitiyawa</b> <b>Assistant Director (Badulla)</b> Email: <a href="mailto:adbud@ou.ac.lk">adbud@ou.ac.lk</a> Tel: 055-3012151/055-2228842 0706 215 105
<b>Rathnapura Regional Centre</b>	<b>Dr. (Ms.) U.W.N.P. Wanigasekara</b> <b>Assistant Director (Rathnapura)</b> Email: <a href="mailto:adrat@ou.ac.lk">adrat@ou.ac.lk</a>

	Tel: 045-2228660 0706 215 126
<b>Gampaha Study Centre</b>	<b>Mrs. R.Y.H. Perera</b> <b>Assistant Director (Gampaha)</b> Email: <a href="mailto:adgam@ou.ac.lk">adgam@ou.ac.lk</a> Tel: 033-2234571/033-2234572 0706 215 110
<b>Kalutara Study Centre</b>	<b>Ms. Y.M.C. Nisansala</b> <b>Assistant Director (Kalutara)</b> Email: <a href="mailto:adkak@ou.ac.lk">adkak@ou.ac.lk</a> Tel: 034-2223399/034-2223286 0706 215 113
<b>Hatton Study Centre</b>	<b>Mrs. K.G.T. Dilrukshi</b> <b>Assistant Director (Hatton)</b> Email: <a href="mailto:adhath@ou.ac.lk">adhath@ou.ac.lk</a> Tel: 051-2225139 0706 215 111
<b>Puttlam Study Centre</b>	<b>Mr. Pavalakumar Divaagar</b> <b>Assistant Director (Puttlam)</b> Email: <a href="mailto:adput@ou.ac.lk">adput@ou.ac.lk</a> Tel: 032-2266822 0706 215 125
<b>Ampara Study Centre</b>	<b>Ms. K. Saranyah</b> <b>Assistant Director (Ampara)</b> Email: <a href="mailto:ksara@ou.ac.lk">ksara@ou.ac.lk</a> Tel: 063-2222052 0706 215 103
<b>Vavuniya Study Centre</b>	<b>Mr. V. Thivashkar</b> <b>Assistant Director (Vavuniya)</b> Email: <a href="mailto:vthiv@ou.ac.lk">vthiv@ou.ac.lk</a> Tel: 024-2222995 0706 215 128
<b>Kilinochchi Study Centre</b>	<b>Mr. N. Camilus</b> <b>Assistant Director (Kilinochchi)</b> Email: <a href="mailto:adkili@ou.ac.lk">adkili@ou.ac.lk</a> Tel: 021-2283970 0706 215 116
<b>Mannar Study Centre</b>	<b>Mr. K. Kanthavel</b> <b>Actg. Assistant Director (Mannar)</b> Email: 023-2251999 Tel: <a href="mailto:adjaf@sltnet.lk">adjaf@sltnet.lk</a> 0706 215 119
<b>Ambalangoda Study Centre</b>	<b>Mr. K.R. De Silva</b> <b>Actg. Assistant Director (Ambalangoda)</b> Email: <a href="mailto:krasatch@gmail.com">krasatch@gmail.com</a> Tel: 091-2258585 / 0706 215 101
<b>Bandarawela Study Centre</b>	<b>Mr. A.M.S.D. Adikari</b> <b>Assistant Director (Bandarawela)</b> Email: <a href="mailto:amsad@ou.ac.lk">amsad@ou.ac.lk</a> Tel: 057-2222820 0706 215 106
<b>Galle Study Centre</b>	<b>Mr. T.G.N. Kariyawasam</b> <b>Actg. Assistant Director</b> Email: <a href="mailto:rogal@ou.ac.lk">rogal@ou.ac.lk</a> Tel: 091-2223784 / 0706 215 109

<b>Polonnaruwa Study Centre</b>	<b>Ms. H.M.C.R.K. Herath</b> <b>Assistant Director</b> Email: <a href="mailto:adpol@ou.ac.lk">adpol@ou.ac.lk</a> Tel: 027-2225776 0706 215 124
<b>Kegalle Study Centre</b>	<b>Mrs. R.T.S. Fernando</b> <b>Assistant Director</b> Email: <a href="mailto:adkeg@ou.ac.lk">adkeg@ou.ac.lk</a> Tel: 035-2222501/035-2222720 0706 215 115
<b>Monaragala Study Centre</b>	<b>Mr. K.M.C. Bandara</b> <b>Assistant Director</b> Email: <a href="mailto:kmban@ou.ac.lk">kmban@ou.ac.lk</a> Tel: 055-2277395 0706 215 122
<b>Matale Study Centre</b>	<b>Mr. M.B. Sakalasooriya</b> <b>Assistant Director</b> Email: <a href="mailto:admtl@ou.ac.lk">admtl@ou.ac.lk</a> Tel: 066-2058083 0706 215 120
<b>Mullaitivu Study Centre</b>	<b>Mr. V. Thivashkar</b> <b>Assistant Director (Vavuniya)</b> Email: <a href="mailto:admul@ou.ac.lk">admul@ou.ac.lk</a> Tel: 021-2290868 0706 215 123
<b>Ambalantota Study Centre</b>	<b>Mr. A.G.A. Sampath</b> <b>Assistant Director (Ambalantota)</b> Email: <a href="mailto:adamb@ou.ac.lk">adamb@ou.ac.lk</a> Tel: 047-2225533 0706 215 102
<b>Matale Study Centre</b>	<b>Mr. M.B. Sakalasooriya</b> <b>Assistant Director</b> Email: <a href="mailto:admtl@ou.ac.lk">admtl@ou.ac.lk</a> Tel: 066-2058083 0706 215 120

## Mind maps

### Introduction

Traditionally we create text documents or lists when we have to organize ideas at various instances such as carrying out a project or organizing an event. The ideas would be written in a fashion as given below.

Eg. Carrying out a research project

- ❖ Preliminary Steps
  - literature search and review
  - Identifying a supervisor
  - Discussion
    - Suitability of the project
    - Scope of the project
    - Funding
  - Funding
  - University registration
    - Starting the project
  - Literature search and review
  - Development of the proposal .....

And the list will go further on. Soon this list will be overwhelming, lose its clarity and finding ideas will not be easy, and if we want to add ideas it will not be an easy task.

Further this type of text documents are not very helpful in remembering points.

Using Mind Maps (MM) instead of lists or text documents is a simple way of organizing ideas around a central idea in a graphical manner.

### History of MM

Concepts of mind mapping have been used for centuries and the first person thought to use mind mapping was a philosopher of 3<sup>rd</sup> century B.C. named Porphyry of Tyros.

In 1960s Tony Buzan made it very popular.

There are number of famous people who used MM in their work. To name some of them Leonardo da Vinci, Michelangelo, Sir Isaac Newton, Albert Einstein, Sir Winston Churchill and in recent past Michael Jackson.

### What is MM and its uses

We can define mind map as, 'visual, non-linear representations of ideas and their relationships (Biktimirov and Nilson, 2006). Mind Map helps in capturing ideas and uses drawing and writing techniques to develop a simple hierarchical diagram where you can arrange ideas around a central idea / theme.

Mind Mapping can be used in many ways. It is a method in learning which helps in note taking, summarizing notes, and lesson revising. Mind Maps help in planning and organizing projects, events etc. Brainstorming can be easily done using MM and similarly consolidating information on a topic from variety of sources. Mind Maps can be used in clarifying and solving complex problems as MM allows looking at all the facets of a problem. Development of a MM is not a stringent process; ideas can be added even at a later time to the MM. Thus it is a building and re-building method of ideas. In the MMs connection of ideas can be shown easily due to its graphical nature.

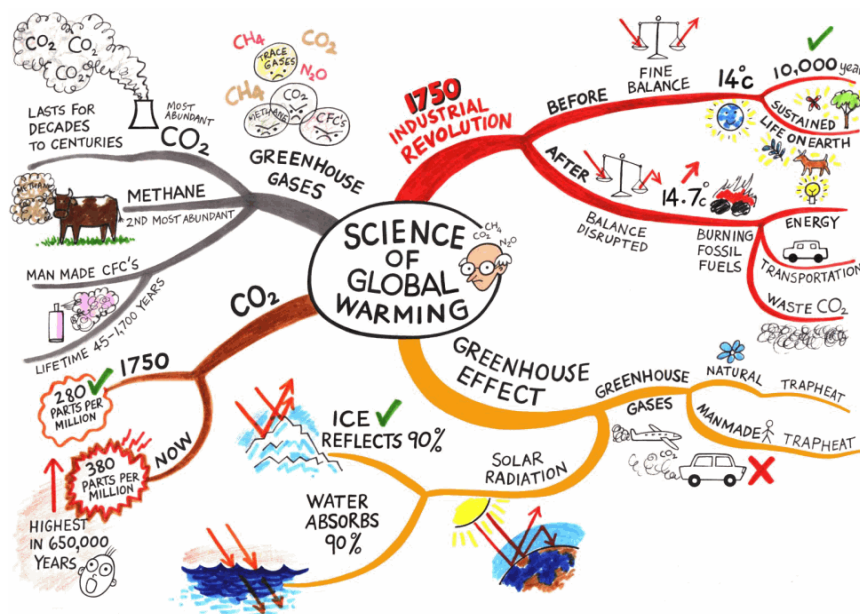


Figure1. Summarizing a lesson on global warming

## **Advantages of using MMs**

Mind Mapping goes along with natural way of thinking, i.e. non-linear thinking or not thinking in a sequential manner. So development of a MM is a natural process which any one can do easily. Further creating a MM clears mind as one can note down all the ideas quickly. Complex issues or ideas can be simplified and demonstrate graphically and comprehensively when using MM for problem solving or learning. Adding ideas to the MM at any stage is not an issue. Due to its graphical nature links between ideas can be shown making MMs are limitless on ideas and links. Visualization of ideas can be done on mind maps using various related figures and colours. As “photo is worth a thousand words” MM with figures and colours enhances remembering. The ‘art’ of MM activates both the sides of the brain. Left or logical brain is activated when thinking in adding related ideas to the central or main theme and right or creative brain gets activated when using figures and colours.

For students MM is a useful technique in learning.

- Helps to learn more effectively
- Easy memorizing method / Improves the way you record information
- Easy to recollect (Brain has natural ability for visual recognition)
- Enhances creativity
- Gives the structure of the subject / Put pieces of information together
- Notice hidden facts that might go unnoticed in conventional notes
- provides "deep" and "not surface" approaches to learning
- graphical way to represent large amount of information in a useful manner

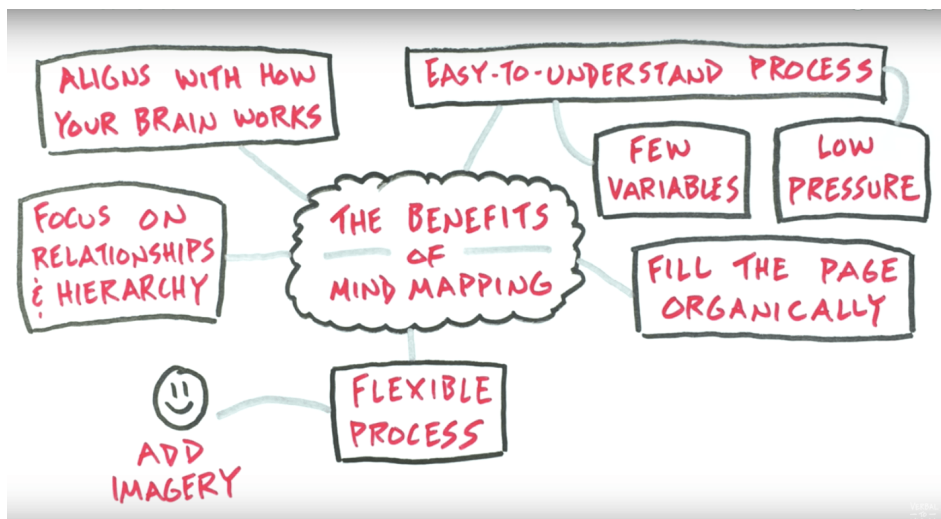
## **Creating a mind map**

In creating MMs there are no hard and fast rules. One who creates decides on colours, symbols, codes etc. that are used in the MM. Some of the steps to follow in creating a MM are given below.

1. Place an image or topic in the center
2. Use images, symbols, codes, and colours throughout your Mind Map
3. Select key words and print using upper or lower case letters
4. Each word/image is alone and sitting on its own line

5. Connect the lines starting from the central image. The central lines are thicker and flowing, becoming thinner as they radiate out from the center indicating hierarchy
6. Make the lines the same length as the word/image for clarity
7. Use colours - your own code - throughout the Mind Map
8. Use emphasis and show associations in your Mind Map
9. Keep the Mind Map clear by using radial hierarchy, numerical order or outlines to embrace branches
10. Develop your own personal style of Mind Mapping

Eg. Benefits of MM



Ref: Ref. <https://www.lifehack.org/articles/work/how-to-mind-map-in-three-small-steps.html>

There are software that can be used to create MMs. One such software is Mindmaple.

You can down load the software from <https://mindmaple-lite.en.softonic.com/>.

References:

- <http://knowwithoutborders.org/visual-thinking-with-mind-mapping/>
- [www.mindmapexample.com/](http://www.mindmapexample.com/)
- <http://www.bbcactive.com>

### Individual Activity Diary

*\*Please note that you are permitted to add new courses after the registration on 14<sup>th</sup> July 2023. Furthermore, if wish to drop any courses that can be done on 21<sup>st</sup> July 2023 at your registered center.*

#### Semester I

	Course Code	Dates for Day Schools	Deadlines for CAs				Deadline for the Submission of Application for the Final Exam
			Viva	CA exam	LearnOUSL Test	Project Report / Learning Journal	
1	DSU						From 30 <sup>th</sup> September to 30 <sup>th</sup> October 2023
2	DSU						
3	DSU						
4	DSU						
5	DSU						
6	DSU						

#### Semester II

1	DSU						
2	DSU						
3	DSU						
4	DSU						
5	DSU						

I have taken courses from: (a) level 03 only  (b) both levels 03 & 04  (c) both levels 4 & 5  d) level 5 only

**Note: If your answer is (b), (c), or (d), please refer to all the relevant guidelines for each level.**



**RECORD OF YOUR PERFORMANCE (2023/2024)**

*Please keep a record of your performance (Grades)*

**Semester I**

	<b>Course Code</b>	<b>CAT One</b>	<b>CAT Two</b>	<b>CAT Three</b>	<b>Other (if any)</b>	<b>Final Exam</b>
1	DSU					
2	DSU					
3	DSU					
4	DSU					
5	DSU					
6	DSU					

**Semester II**

**\*\* Please bring this record when you are called for next re-registration (2024/2025)**

1	DSU					
2	DSU					
3	DSU					
4	DSU					
5	DSU					

**Number of courses you wish to register for the academic year 2023/24  
(Students' Counselling Form)  
BA in Youth and Community Development – Level 3,4 & 5  
Department of Social Studies – Faculty of Humanities and Social Sciences  
Courses to be offered/transferred/exempted**

Reg. No.: .....

Centre:.....

Name:.....

Address:

Home

Office

.....

.....

.....

.....

.....

.....

Tele:.....

Tele:.....

Email Address:.....

Mobile: .....

WhatsApp number.....

- Have you completed Higher Diploma in Youth Development?  Yes  No
- If “No” Complete only table, I
- If “yes” before completing **table I**, please refer **table II (Credit Transfer Mapping)** and **III (Courses to be offered)**

\* All FA grades should be considered as offered courses. (Except new students)

**Level 3 Table I**

	COURSE CODE	COURSE TITLE	Offered	Course credit transferred. (Only for HDYD completed students)	Exem pted
<b>1<sup>st</sup> SEMESTER</b>	DSU3521	Introduction to Communication Theory & Practice			
	DSU3561	Principles and Practices of Youth in Development Work			
	DSU3551	Understanding Society and Culture			
<b>2<sup>nd</sup> SEMESTER</b>	DSU3562	Young People and Society			
	DSU3542	Politics and Governance: an introduction			
	DSU3563	Management and Leadership Skills for Youth Work			

**Level 3 - CONTINUING EDUCATION COURSES**

START@OUSL: Registration Number (Given for the EGAP):.....

\*Refer the note of Criteria for Exemptions for English for General Academic Purposes (EGAP)

COURSE CODE	COURSE TITLE	OFFERED	EXEMPTED
LEE3410	English for General Academic Purposes (EGAP)		
CSE3215	Social Harmony		

- The CE courses listed under level 4 and 5 should not be offered for the new commers.

**Level 4**

COMPULSORY COURSES						
	COURSE CODE	COURSE TITLE	Offered	Course credit transferred	Exempted	
<b>1<sup>st</sup> SEMESTER</b>	DSU4562	Project Planning, Monitoring and Evaluation				
	DSU4561	Promoting Enterprise and Economic Development				
	DSU4263	Working with Youth in Community and Organizational Settings.				
	DSU4352	Social Psychology				
COMPULSORY COURSES						
<b>SEMESTER II</b>	DSU4564	Conflict Resolution: Strategies and Skills				
	DSU4566	Contemporary Issues in Youth Development				
	DSU4267	Youth and Development Work: Personal and Professional Development				
	ELECTIVE COURSES – (Select only 3 credits)					
	DSU4365	Gender and Development <b>or</b>				
	DSU4368	Youth Governance and Participation				
CONTINUING EDUCATION COURSES						
	COURSE CODE	COURSE TITLE	OFFERED	EXEMPTED		
	DSE4207	Non-Violent Communication				
	DSE5301	Statistics for Social Sciences				
Level 5						
COMPULSORY COURSES						
	COURSE CODE	COURSE TITLE	Offered	Course credit transferred	Exempted	

<b>1<sup>st</sup> SEMESTER</b>	DSU5651	Social Science Research Methods			
	DSU5661	Training course on professional youth work			
	DSU5363	Supporting Youth in Grief and Trauma			
<b>COMPULSORY COURSES</b>					
<b>SEMESTER II</b>	DSU5469	Youth, Health, Safety and Well-Being			
	DSU5268	Livelihoods and Development			
	DSU5324	Cross Cultural Communication			
	<b>ELECTIVE COURSES – (Select only 3 credits)</b>				
	DSU5361	Extended Essay <b>or</b>			
	DSU5362	Internship			
	<b>ELECTIVE COURSES – (Select only 3 credits)</b>				
	DSU5367	Community Based Disaster Risk Reduction <b>or</b>			
	DSU5366	Youth and Sustainable Development			
<b>CONTINUING EDUCATION COURSE</b>					
	<b>COURSE CODE</b>	<b>COURSE TITLE</b>	<b>OFFERED</b>	<b>EXEMPTED</b>	
	DSE5301	Statistics for Social Sciences			

**Table II: (Credit Transfer Mapping)**

Course credit transfers from Diploma in Youth Development to the BA in Youth and Community Development.

Diploma in Youth Development Programme	Equivalent courses for credit transfer for the BA in Youth and Community Development Programme	Select the subjects which you wish to obtain credit transfer (✓)
<b>DSD3502</b> - Young People and Society	<b>DSU3562</b> - Young People and Society	
<b>DSD3504</b> - Principle and Practices of Youth in Development Work	<b>DSU3561</b> - Principle and Practices of Youth in Development Work	
<b>DSD4502</b> - Project Planning, Monitoring and Evaluation	<b>DSU4562</b> - Project Planning, Monitoring and Evaluation	
<b>DSD4205</b> - Promoting Enterprise and Economic Development and <b>DSD4304</b> – Sustainable Development and Environment * <b>Higher grade of the two will be transferred</b>	<b>DSU4561</b> - Promoting Enterprise and Economic Development	
<b>DSD4503</b> - Conflict Resolution: Strategies and Skills	<b>DSU4564</b> - Conflict Resolution: Strategies and Skills	
<b>DSD4306</b> - Gender and Development	<b>DSU4365</b> - Gender and Development	
<b>DSD 3207</b> – Working with people in their Communities	<b>DSU 4263</b> – Working with Youth in Community and Organizational Settings	

**Table III : Courses to be offered for the applicants those who have awarded HDYD**

Course Code	Name of the Subjects
DSU 3521	Introduction to Communication Theory and Practice
DSU 3551	Understanding Society and Culture
DSU 4352	Social Psychology
<b>CE Course</b>	
LEE 3410	English for General Academic Purposes
<b>2<sup>nd</sup> Semester</b>	
DSU3542	Politics and Governance: an introduction
DSU3563	Management and Leadership Skills for Youth Work
DSU4566	Contemporary Issues in Youth Development
DSU4267	Youth and Development Work: Personal and Professional Development
<b>CE Course</b>	
DSE 3215	Social Harmony

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**Signature of the Student**

**Date**

.....

**Name of the Counsellor / Assistant Director**

**Date**

.....

**Signature of the Counsellor / Assistant Director**

**Annexure VII**

**Day School Timetable - Level 3**

Day school timetable of Level 3 - Semester I given below.

Date	Course Code	Course Title	Time
1 <sup>st</sup> July 2023	Orientation Programme Afternoon session will be a library visit		09.15 am – 12.00 noon. From 12 noon onwards
15 <sup>th</sup> July 2023 (1 <sup>st</sup> DS)	DSU3521	Introduction to Communication Theory and Practice	08.30 am – 10.30 am
	DSU3561	Principles and Practices of Youth in Development Work	11.00 am – 1.00 pm
	DSU3551	Understanding Society and Culture	02.00 pm – 4.00 pm
29 <sup>th</sup> July 2023 (2 <sup>nd</sup> DS)	DSU 3551	Understanding Society and Culture	08.30 am – 10.30 am
	DSU3561	Principles and Practices of Youth in Development Work	11.00 am – 1.00 pm
	DSU3521	Introduction to Communication Theory and Practice	02.00 pm – 4.00 pm
12 <sup>th</sup> August 2023 (3 <sup>rd</sup> DS)	DSU3551	Understanding Society and Culture	08.30 am – 10.30 am
	DSU3521	Introduction to Communication Theory and Practice	11.00 am – 1.00 pm
	DSU3561	Principles and Practices of Youth in Development Work	02.00 pm – 4.00 pm
26 <sup>th</sup> August 2023 (4 <sup>th</sup> DS)	DSU3521	Introduction to Communication Theory and Practice	08.30 am – 10.30 am
	DSU3561	Principles and Practices of Youth in Development Work	11.00 am – 1.00 pm
	DSU3551	Understanding Society and Culture	02.00 pm – 4.00 pm
9 <sup>th</sup> September 2023 (5 <sup>th</sup> DS)	DSU3561	Principles and Practices of Youth in Development Work	08.30 am – 10.30 am
	DSU3551	Understanding Society and Culture	11.00 am – 1.00 pm
	DSU3521	Introduction to Communication Theory and Practice	02.00 pm – 4.00 pm
Revision DS 30 <sup>th</sup> September 2023	DSU3521	Introduction to Communication Theory and Practice	08.30 am – 10.30 am
	DSU3561	Principles and Practices of Youth in Development Work	11.00 am – 1.00 pm
	DSU3551	Understanding Society and Culture	02.00 pm – 4.00 pm

**Venue**

All Day School Sessions are in:

- a) Colombo Regional Center
- b) All the other venues will be notified via LearnOUSL