

# TRC LAW COLLEGE

(An Autonomous College)



(Diploma Programmes Syllabus)



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## Syllabus of Diploma Course (Cyber Laws)

### DIPLOMA IN CYBER LAWS

Diploma in Cyber Law is 1- year postgraduate course involving issues related to the internet, communication technology, technological and electronic elements including hardware, software, computer and information systems, and their resolution.

#### Program Outcomes

- Knowledge of Cyber World and Cyber Law in general
- The various aspects of cyber-crimes
- Understanding the problems relating to e-commerce transactions
- Intellectual Property issues in IT Act PO5-International Perspective in Cyber Law

### **PAPER - I General English**

#### **COURSE CODE: DCL-101**

Vocabulary

Reported Speech

Grammar

Tenses

Essay (Descriptive)

Precis Writing

Letter Writing

Translation of a passage from Hindi to English

Transformation of Sentence Pattern

Correction of Sentences

#### **Detail of Syllabus:**

##### **1. Vocabulary:**

One word substitution, morphemes and Homonyms, Specific words which are generally used in the field of law.

Importance: A strong general English Vocabulary helps students to develop understanding of complex terms, case laws and statutes more effectively. It will also help scholars to draft contracts and legal opinions. A rich vocabulary improves comprehension and efficiency in legal studies.

##### **2. Reported Speech:**

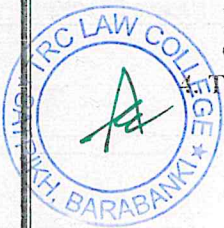
Indirect speech- It is commonly known indirect speech, or Narration. Reported Speech is used to relay what someone has said without quoting them directly. The tense and pronoun usually changes while converting direct speech into indirect speech.

##### **3. Grammar:**

Parts of Speech:- Noun, Pronoun, Verbs, Adjectives and Adverbs, Prepositions, Conjunctions.

##### **Tenses:**

Present, Past & Future.





## 5. Essay

The basic format for an essay is an **introduction, body, and conclusion**. This structure helps organize your writing.

- **Introduction**

- Introduce the topic
- Give a brief overview of what the essay will cover
- Tell the reader what to expect from the essay

- **Body**

- Support the main point with evidence and more information
- Each body paragraph should have one key idea or claim
- Support the key idea with relevant examples and evidence

- **Conclusion** summarizes the main points, Leave the reader with something to think about, and reinforce the idea one more time.

- **Steps for writing an essay:**

- Select a topic
- Research the topic
- Create an outline
- Write a first draft
- Redraft and revise
- Edit and proofread
- Document citations

- **Tips for writing an essay:**

- Analyze the question
- Define your argument
- Use evidence, reasoning, and scholarship
- Write clearly
- Cite sources and evidence



## 6. Precis

Precis is a French word, and precis meaning in English is a summary or abstract of a speech or a written article. The importance of precis writing lies in the fact that it is like a miniature portrait of the main passage which retains the mood and tone of the original passage. The Precis meaning is to retain the essential parts of the message in its original form, without adding your subjective interpretation of the article. Precis must stick to the original author's voice and opinions.

The importance of precis writing can also be seen as it helps in showing how good you are at critical thinking, analyzing, and highlighting the crucial points of an essay. By writing precis,



you can also learn a lot of new skills in summarizing and the appropriate usage of English phrases and vocabulary.

The importance of precis writing holds for students as well. If you follow the principles of precis writing, you will be able to demonstrate your ability to express your thoughts intelligently to your professors by highlighting crucial points.

#### **Difference between Summary and Precis**

The main difference between precis and summary or a paraphrase is that precis is brief and concise. A summary is a different treatment of the original text, and it is longer and more detailed. To write a precis, one has to read the text and extract the main idea from it and then rewrite it in one's own words. In general, a word count is given for precis where you need to fit in the essential parts of the written abstract. In summary, word limits may or may not be given. A summary's function is not so much to interpret the meaning or idea of the original text but to relay information.

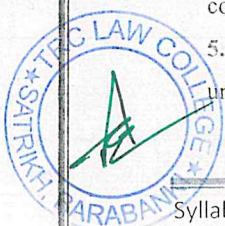
#### **What Precis is Not?**

- The true meaning of precis is understood if we also learn and keep in mind what does not come under precis writing or what a good academic precis is not supposed to be. They are given as follows:
- Precis should not convey your own opinions, remarks, or criticism. It is not your own interpretation of the main idea.
- You can not add a question in the precis writing.
- It is not just a summary or re-writing of the original abstract. It is not about just using some important sentences from the original write-up.
- It is not a collection of disconnected facts, thoughts, and statements.
- It is not an outline of the passage.
- It should not use abbreviations or contractions. Always use full forms.
- Precis cannot be shaky since that will reflect on your understanding level of the essence of the text.
- Precis does not have unnecessarily long sentences.

#### **Features of Good Precis Writing**

There are different features or qualities of precis writing. they are:

1. **Objectivity:** The precis writer must be objective in order to relay the information accurately. This means that personal opinions or feelings must be left out of the writing.
2. **Clarity:** The precis should be clear and concise, without any unnecessary words or phrases.
3. **Accuracy:** The information in the precis must be accurate, with no paraphrasing of the original material.
4. **Fidelity:** The precis should be faithful to the original document, including all relevant information that is contained therein. This means it must not leave out any important points from the text or combine two different ideas into one point.
5. **Completeness:** Though concise and brief, a precis must still be complete in order to provide a full understanding of the original text.





### **Precis Writing Rules**

1. Use clear and concise language. Do not use flowery or superfluous words.
2. Make sure your sentences are well-structured and easy to read.
3. Stick to the point. Do not include unnecessary details or ramble on about irrelevant topics.
4. Use active rather than passive voice where possible. This will make your writing more engaging and concise.
5. Check for spelling and grammar mistakes before sending it off!
6. Keep your paragraphs short and sweet: no more than three or four sentences each. This will make them easier to digest for the reader.
7. Avoid using jargon unless absolutely necessary, especially in formal documents like reports or presentations where you want people from all sorts of backgrounds to understand what they read without having had any prior knowledge about the topic.
8. Avoid using contractions like "can't" or "won't". These are too informal for most business documents, and they can be confusing when used in writing.

### **7. Letter Writing:**

The format for writing a letter includes the sender's address, the date, the recipient's address, the subject, the salutation, the body and the closing.

#### **Sender's information**

- Start with the sender's full address, including phone number and email if available

#### **Recipient's information**

- Include the recipient's name and address
- If you don't know the recipient's name, you can use "Dear Sir" or "Madam"
- If you do know the recipient's name, you can use "Dear [recipient's name]"

#### **Subject line**

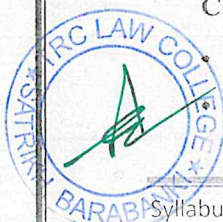
- Write a clear subject line in all caps that summarizes the purpose of the letter

#### **Body**

- The body of the letter is usually made up of two or three paragraphs
- The first paragraph should introduce yourself and state the purpose of the letter
- Subsequent paragraphs can include more details

#### **Closing**

- Use a complimentary closing like "Yours faithfully" or "Yours sincerely"
- If you're writing an informal letter, you can use a closing like "Best regards" or "Take care"





Signature

- Include your name and designation in block letters below your signature

## 8. Translation

To change writing or speech from one language into another

## 9. Transformation of Sentence Pattern

Sentence transformation is the process of changing the form of a sentence without changing its meaning.

## 10. Correction of Sentences

Sentence correction or sentence improvement is a type of grammatical practice where a sentence is given with a word or a phrase that requires grammatical changes or improvement.

A sentence requires modification grammatically and contextually to have a better understanding of the same.

Sentence improvement is always required when a sentence is grammatically wrong in 'Tense and time', 'Number of Subjects and verbs in a sentence', 'Usage of proper article before a noun', 'Identification of Adjective and Adverb', 'Forms of the verb used correctly' in a sentence.

### Recommended Books:

1. Wren & Martin, English Grammar
2. Dr. Shweta Gupta, General English and Legal Language.





## **PAPER - II Basics of Computer, Internet and Cyber World**

**COURSE CODE: DCL-102**

### **Unit 1**

1. History of Computers, Areas of Application
2. Computers and its Components, Hardware, Hard disk, SD Card
3. Computer Software: Application Software and System Software

### **Unit 2**

1. Concept of Operating System
2. Business Data Processing
3. Networks and internet, Types of Network.

### **Unit 3**

1. Search Engines, E –mails and WWW
2. Internetworking Devices, Internet Service Provider, IP Address
3. Communication Protocols and Wireless Networks

### **Unit 4**

1. Working of Email System, Domain Name, Blogs,
2. Social Media
3. Emerging Cyber Concepts: Cloud Computing

## **PAPER - III Information Technology Law**

**COURSE CODE: DCL-103**

### **Unit 1**

1. Information Technology: Understanding the Basic concepts
2. Evolution of the IT Act 2000, Genesis and Necessity
3. Nature, Scope and Importance of IT Act

### **Unit 2**

1. Salient features of the IT Act, 2000,
2. Electronic records and Digital Signature
3. Regulation of Certifying Authorities

### **Unit 3**

1. Duties of Subscribers
2. The Cyber Regulation Appellate Tribunal

### **Unit 4**

1. Offences & Penalties under IT Act
2. Investigation Officer & their power under IT Act





**PAPER –IV Cyber-Crimes & Investigation**  
**COURSE CODE: DCL-104**

**Unit I**

1. Meaning of Cyber Crimes, issues and Computer related crimes
2. History, Development and Reasons for Growth of Cyber Crimes
3. Social Media and its Role in Cyber World, Fake News, Defamation

**Unit II**

1. Prevention of Cyber Crimes
2. Critical analysis of the IT Act, 2000
3. International position on Free Speech on Internet

**Unit III**

1. Cyber Crimes: Obscenity, Stalking, Hate Speech
2. Data Theft Hacking, Phishing
3. Sedition, Privacy, Cyber-terrorism
4. Various agencies for investigation of cyber crimes in India
5. Powers & functions of investigating agencies
6. Procedures followed by first responders

**Unit IV**

1. Cyber Law: International Perspective, Budapest Convention on Cyber Crime
2. Social Networking sites vis-à-vis Right to privacy
3. Classification of Cyber Crimes: Hacking, Obscenity, Software piracy
4. Difference between traditional crimes & cyber crime
5. Factors responsible for cyber crimes

**Unit V**

1. Application of forensic science in cyber world
2. Forensic techniques
  - a. Computers Forensics
  - b. Mobile Forensic
  - c. Forensic Tools
3. Anti-Forensics

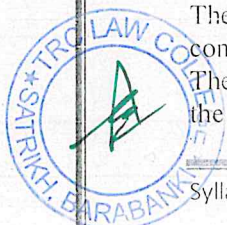
**PAPER V Project Work/Internship**

**COURSE CODE: DCL-105**

The students shall be required to do the project work as assigned to them. The project shall be divided into 3- components which are as:

1. Project Report
2. Project Presentation
3. Viva.

The title of the project shall be chosen from prescribed syllabus of contemporary nature .The concerned coordinators can assign any topic of contemporary relevance which they deem fit. The Nature of the project may be either doctrinal or non-doctrinal depending on the nature of the topic assigned for the project work.





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