CERTIFICATE IN COMMUNITY RADIO
CCR

ASSIGNMENTS
JANUARY AND JULY 2025 CYCLE
BJM-001
BJM-002

SCHOOL OF JOURNALISM & NEW MEDIA STUDIES

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

MAIDAN GARHI, NEW DELHI-110068

Dear Learner,

As explained in the Programme Guide, you need to submit one assignment for each Course (BJM-001, BJM-002). Before attempting the assignments, please read the detailed instructions provided in the Programme Guide carefully.

You need to submit these assignments, to be eligible to attempt your Term End Examinations in June or December 2025. These assignment questions aim to bridge theoretical concepts with practical applications in the actual working context, encouraging you to apply your knowledge to real-world scenarios.

The last date of the submission is given against each of the assignments. Please note that you have to **submit these assignments to the Program Coordinator** within the stipulated time for being eligible to appear in the Term-End Examinations in the respective Course.
Send the assignments by post to : Dr. Padmini Jain, Program Coordinator CCR, School of Journalism and New Media Studies, IGNOU, New Delhi -110068

You must mention your Enrolment Number, Name, Address, Assignment Code and Study Centre Code on the first page of the Assignment. It would be advisable to retain a photocopy of the assignments with you. After evaluation, the marks obtained by you will be sent by the Centre to SED at IGNOU, New Delhi.

Guidelines for writing the Assignments

Attempt all questions given in each assignment as instructed.

These assignments aim to encourage you to actively engage with the concepts learned in the course, apply them in real-world scenarios, and contribute to the development of community radio in diverse Indian settings. You will have to delve into the practical aspects of operating a community radio station, from technical considerations to programming, production, and sustainability planning, to answer these questions.

You may find it useful to keep the following points in mind:

•   **Planning**: First read the study material carefully, attend Teleconferencing Sessions and Interactive Radio Counselling Sessions conducted for the programme; if required you can obtain details from Study Centre/Regional Centre) and then read the assignments carefully. Go through the units on which they are based. Make some points regarding each question and then rearrange them in a logical order.

•   **Organising**: Draw a rough outline of your answer. Be analytical in your selection of the information for your answer. Give adequate attention to the introduction and the conclusion. has a proper flow of information in sentences and paragraphs; and is logical and coherent; Make sure that the answer is written correctly giving adequate consideration to your expression, style and presentation.

•   **Presenting**: Once you are satisfied with your answer, you can write down the final version for submission, writing each answer neatly.

With best wishes,
Dr. Padmini Jain
Programme Coordinator
Email: padminijain@ignou.ac.in

CCR   **BJM-002**   **Operating a Community Radio**

Course Code: BJM-002
Due Date: March 31, 2025 – Jan cycle & Sept.30, 2025– July cycle
Assignment Code: BJM-002/Jan/July 2025
Total Marks: 100
Weitage: 30% weitage in the final result

Note:
Answer all the questions.
Each Question carries equal marks. (20 each
Write each answer in about 300 words
Try to include real life examples from around you, in your answers.

Questions:

1. **Infrastructure and Equipment**
   List the essential infrastructure and equipment required for a community radio station. Explain the importance of cost-effective solutions for low-budget stations. *(20 marks)*

2. **Skill Development - Technical**
   Design a training module for technical staff and volunteers of a community radio station. Include key skills such as equipment handling, troubleshooting, and broadcast operations. *(20 marks)*

3. **Content Bank and Archiving**
   Propose a plan to build a content bank for a community radio station. Discuss the importance of archiving and how digital tools can make content management easier. *(20 marks)*

4. **Social Sustainability and Feedback Mechanism**
   Discuss how feedback mechanisms (e.g., listener surveys or focus groups) help community radio stations stay socially relevant. Propose a method to collect and utilize listener feedback effectively. *(20 marks)*

5. **Scripting, Recording, and Reporting**
   Write a script for a 5-minute radio program on a local issue (e.g., water conservation or health awareness). Include the introduction, key points, and conclusion. *(20 marks)*