

ANNEXURE - VII

MINUTES OF INTERNAL BOARD OF STUDIES

GOVERNMENT COLLEGE FOR WOMEN (AUTONOMOUS) KUMBAKONAM

DEPARTMENT OF BOTANY

MINUTES OF THE INTERNAL BOARD OF STUDIES

SOIL & WATER TESTING LAB ANALYST

&

IMPACT OF MEDICINAL PLANTS ON SOCIETY

The Board has suggested the following course for Value Added Course:

- The Board Meeting held on 29.01.2022
- The value added Course for both UG
- The Course can be offered for other Department students also.
- The Course is basically a practical oriented course. So The Syllabus framed with 5 unit including Theory and Practical's.
- The practical examination to be conduct by internally along with external examiner.

MARKS DISTRIBUTION:

1. Record : 10 marks
2. Continuous assessment : 10 marks
3. Field Book : 05 marks
4. Theory Examination : $5 \times 15 = 75$

Total marks : 100 marks

S.No	NAME OF THE STAFF	DESIGNATION	SIGNATURE
1	Dr.S.RADHAKRISHNAN	HOD of Botany	<i>Radhakrishnan</i> 31/1/2022
2	Dr.B.BHAVANI	Faculty	<i>[Signature]</i>
3	Dr.C.MAHESWARI	Faculty	<i>[Signature]</i>

GOVERNMENT COLLEGE FOR WOMEN AUTONOMOUS, KUMBAKONAM
DEPARTMENT OF BOTANY
Certificate Programme: Soil & Water Testing Lab Analyst

Course Contents

Unit No	Modules	Hrs		
		T	P	H
I	Unit Title: Introduction: Get acquainted with different types of soil. Get acquainted with different types of macro and micro nutrients present in soil required for plant growth. Understand the role of a Soil and Water testing Lab Analyst.	2	1	1
II	Unit Title: Adhere to sanitation and safety guidance of the lab: Get familiarized with the requirements and working of different chambers of the lab –soil Sample Process Room, Soil store Room, Freezer room, Physical and Chemical analysis room. Use personal protective equipments. Use first aid kit and fire extinguisher. Adhere to good lab practices.	2	1	1
III	Unit Title: Conduct Soil Physical and Chemical analysis: Understand different principles involved and reagents required for conducting various soil physical and chemical test. Conduct soil chemical test for macro nutrients and determine soil pH. EC,N,P,K, Conduct soil test for determination of various micro nutrients- Na,B,Ca,Mg,Zn,Cu,Fe,Mn and cation exchange capacity.	2	2	1
IV	Unit Title: Conduct Water Sample analysis: Understand different principles conducting various tests. Prepare standard solution for different test. Calibrate equipments and the various water tests. Conduct water test for determination of water pH, EC, total suspended solids, Conduct water for determination of bicarbonates, sulphates in water.	2	2	1
V	Unit Title: Prepare soil and water health card: Understand the concept of soil and water management, Calculate the nutrients requirements for the particular crop. Recommend integrated nutrient management practices to be adopted .Prepare and upload the soil and water health card on the portal. Prepare Soil fertility map using GIS.	2	1	1
VI	Unit Title: Supervise and train Lab assistant in good lab practices: Calibrate equipments, prepare standard solution, take observations post-experiment etc. Guide the lab assistant to adhere to safety and sanitation guidelines of the lab, proper disposal of waste	2	1	1
VII	Unit Title: Soft Skills/Computer Literacy/ Financial: Basic communication skills, Basic organization skills, Basic computer skills, Various types of documents and their uses, Various types of loan /credit available and the process to avail the same.	2	1	1

T = Theory, P=Practical, H=hands on training / Aptitude/ Project work / task oriented activities.

B. Lakshmi
04/09/2021
Department of Botany

5 Questions out of 7 each question carrying 20 marks (5x20=100)

B. Lakshmi
31/11/2022
COURSE COORDINATOR

Department of Botany

DEPARTMENT OF BOTANY

SBOTVAC01 Impact of Medicinal Plants on Society

Learning Objectives

To acquire knowledge on medicinal and aromatic plants

Course Outcomes

On the successful completion of this course the students will be able to

- Understand the drug Extraction methods
- Gain knowledge on the various chemical components present in the plants
- Understand the post-harvest technology of herbs

Unit I

Medicinal Plants – Importance and Scope. Classification of medicinal plants. Cultivation of medicinal plants – Processing and utilization. Chemical nature of crude drugs - Extraction, Preparation and preservation of crude drugs.. Ayurveda, Siddha and Unani systems of herbal medicine.

Unit II

Traditional herbal teas. Herbs for woman, Babies and children. Concepts of Herbal garden– Home, School Herbal gardens.

Unit III

Classification and Estimation of primary metabolites- Carbohydrates, fatty acids, aminoacids and Proteins. Secondary Metabolites - Classification , General characters, Chemical nature, Extraction and Estimation methods for Glycosides, Tannins, Volatile oils, Resinous substances, Terpenoids – Phenolic compounds and Alkaloids.

Unit IV

Plants defense mechanism – Antioxidants – Reactive Oxygen Species- enzymatic and non-enzymatic antioxidants - Role of antioxidants - Estimation of antioxidants – Ascorbic acid, Alpha Tocopherol. Antioxidant

Post-harvest technology in medicinal plants scope and importance.
Importance of herbal marketing -Future prospects and constraints of the
herbal drug industry - Regulatory status of herbal medicine in India.
Adulteration with reference to plant drug, types of adulterants and methods
of adulteration.

Practicals:

1. Estimation of Carbohydrates
2. Estimation of Proteins
3. Estimation of fatty acids
4. Estimation of Phenols
5. Estimation of Flavonoids
6. Preparation of crude extracts
7. Herbarium preparation
8. Estimation of Ascorbic acid and α - Tocopherol.

Text Books:

Farooqi, A.A. and B. S. Sreeramu, 2004. Cultivation of medicinal and
aromatic crops. Revised edition, Universities Press (India) Private
Limited, Hyderabad

Harbone, J.B. 1998. Phytochemical Methods: A guide to modern techniques
of plant analysis. 3rdEdn., Springer (India) Private Limited, New Delhi.

Supplementary Reading:

WHO, 2002. Quality control methods for medicinal plant materials, World
Health Organization, Geneva, A.I.T.B.S., Publishers and Distributors,
New Delhi.

Halliwall, B. and J.M.Gutteridge. 1985. Free radicals in Biology and
medicine. Oxford university press.

5 questions out of 7 each question carrying 20 marks (5x20=100)

Gaddamissirana
COURSE CO-ORDINATOR

KUMBakonam
DEPARTMENT OF CHEMISTRY
VALUE ADDED COURSE
(For All Major UG & PG Students)

CHEMISTRY FOR SMALL SCALE INDUSTRIES

Minutes of Internal Board of Studies 2021-2022

Date: 31.01.2022

Venue: Department of chemistry

Time: 10.30am

1. Manufacturing of Toilet soap, Herbal soap, Shampoo, Washing powder, Sanitizers, Disinfectant will be conducted practically.
2. Detection of adulteration in Milk, Chilli powder, Turmeric powder, Ghee, Edible oil, Jaggery, Maida, pulses will be conducted practically.
3. This value added course makes student as a good entrepreneur and provides knowledge about organic products.

COURSE CO-ORDINATOR

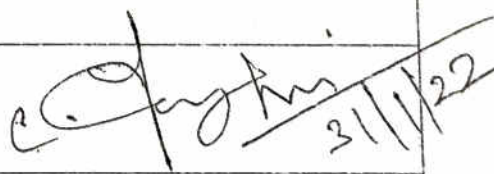
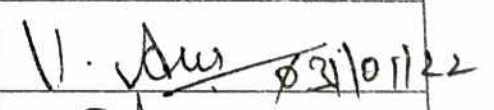
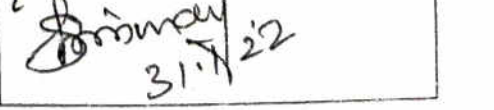
Dr.C.Jayanthi,

Assistant professor & Head

Department of Chemistry

Government college for women (a) kumbakonam

Composition for Value added course Internal Board of studies

S.NO.	NAME OF THE FACULTY	Designation	Signature
1	Dr. C. Jayanthi	HOD Of Chemistry & Chairman	 31/1/22
2.	Dr.V.Anu	Guest lecturer	 31/1/22
3.	Dr.K.Vimala	Guest lecturer	 31/1/22
4.	S.Vijayalakshmi	Guest lecturer	 31/1/22
5.	Dr.S.Jasminemary	Guest lecturer	 31/1/22

S.NO.	NAME OF THE FACULTY	Designation	Signature
6.	Dr.G.Sridevi	Guest lecturer	G. Sridevi 31/1/22
7.	J.Kannagi	Guest lecturer	J. Kannagi 31/1/22
8.	K.Punithavalli	Guest lecturer	K. Punithavalli 31/1/22
9.	P.Srimathi	Guest lecturer	P. Srimathi 31/1/22
10.	A.Anitha	Guest lecturer	A. Anitha 31/1/22
11.	U.Nithya	Guest lecturer	U. Nithya 31/1/22
12.	P.Vasanthi	Guest lecturer	P. Vasanthi
13.	Dr.M.Kiruthiga	Guest lecturer	M. Kiruthiga
14.	S.Vani	Guest lecturer	S. Vani 31/1/22
15.	K.Indira	Guest lecturer	K. Indira 31/1/22

DEPARTMENT OF CHEMISTRY
VALUE ADDED COURSE- SYLLABUS
(For All Major UG & PG Students)

CHEMISTRY FOR SMALL SCALE INDUSTRIES

Credit: 2

Practical Hours: 30

OBJECTIVES

-) This skill based course inculcates Entrepreneurial knowledge to the students
-) To provide the practical training to the students in consumer product preparations and detection of food adulteration.

I. MANUFACTURING OF TOILETRIES, CLEANING AGENTS AND DETECTION OF FOOD ADULTERATION- (24 Hrs)

- . Preparation of Toilet soaps (4 hrs)
- . Preparation of Herbal soaps - Aloe vera, Neem, Tulsi, Potato, charcoal, Tomato and fruit soaps
Papaya orange and lemon soaps) (9hrs)
- . Preparation of Disinfectants (3 hrs)
- . Preparation of Washing powder (3 hrs)
- . Preparation of Shampoo (2 hrs)
- . Preparation of Sanitizers (3hrs)

II. DETECTION OF FOOD ADULTERATION (6 Hrs)

-) Adulterants In Milk, Turmeric Powder, Chilli Powder, Ghee, Edible Oil, Maida, Jaggery And pulses.

REFERENCE BOOKS:

1. Soaps, Detergents and Disinfectants technology, handbook (3rd Revised edition)
2. A laboratory of Food analysis by shalini segal, Wiley publications.


31/11/22
COURSE CO-ORDINATOR


31/11/22
HOD OF CHEMISTRY

DEPARTMENT OF COMMERCE

Minutes of the Internal Board of Studies

Date : 31.01.2022

Venue: PG & Research Department of Commerce

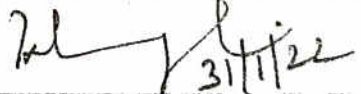
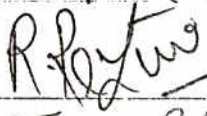
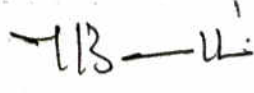
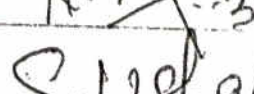
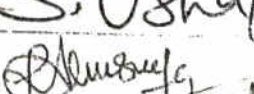
Members Present:

1. Dr.W.Jayaseeli, Chairperson, Associate Professor and Head
2. Dr.R.Revathi, Faculty
3. Dr.A.Jeyachitra, Faculty
4. Dr.M.Maheswari, Faculty
5. Dr.T.Tamilmathi, Faculty
6. Mrs.M.Raja Rajeswari, Faculty
7. Mrs.M.Banumathi, Faculty
8. Mrs.G.Abiramy, Faculty
9. Mrs.N.Deepa, Faculty
10. Mrs.S.Usha, Faculty
11. Mrs.R.Anusuya, Faculty

The Chairperson welcomed the members and it^{is} resolved that:

1. To approve the syllabus for the two value added courses.
 - i) Computerised Accounting
 - ii) IBPS Bank Clerk Common Written Examination
2. To approve the question papers pattern submitted

Board of Studies Members:

S.NO	NAME OF THE STAFF	DESIGNATION	SIGNATURE
1.	Dr.W. Jayaseeli	Chairperson	 31/1/22
2.	Dr. R. Revathi	Faculty	 31.1.2022
3.	Dr. A. Jeyachitra	Faculty	 31/1/2022
4.	Dr. M.Maheswari	Faculty	 31/1/2022
5.	Dr. T. Tamilmathi	Faculty	 31/1/21
6.	Mrs. M. Rajarajeswari	Faculty	 31/1/22
7.	Mrs. M. Banumathi	Faculty	 31/1/22
8.	Mrs. G. Abiramy	Faculty	 31/1/22
9.	Mrs. N. Deepa	Faculty	 31/1/22
10.	Mrs. S. Usha	Faculty	 31.1.22
11.	Mrs. R. Anusuya	Faculty	 31/1/22

GOVERNMENT COLLEGE FOR WOMEN (A) KUMBAKONAM
DEPARTMENT OF COMMERCE
VALUE ADDED COURSE
COMPUTERISED ACCOUNTING

Practical Hours: 30

Exam Hours: 2

Objective: Impart practical knowledge in computerised accounting

List of Practicals :

1. Computerized accounting: Company creation - alteration and deletion of Company.
2. Creation of group - editing and deleting of groups.
3. Creation of ledger – editing and deleting of ledgers.
4. Creation of Vouchers -contra - payment- receipt - journal-purchase and sales
5. Editing and deleting vouchers – printing of vouchers
6. Creation of stock category - creation of stock groups – stock items.
7. Creation of cost category – cost center – editing and deleting cost centers
8. Generating reports and printing reports.

Reference books:

1. Computer Applications in Business, Srinivasa vallabhan Sultan chand & sons.
2. S.S. Bhatia, Vikram gupta (2015), “Computer based accounting system”, Kalyani publishers, New Delhi.

Question Pattern:

5 Questions out of 7 each question carrying 20 marks. (5x20=100)


Course Co-ordinator


HOD of Commerce

Duration Hours : 30

Exam Hours:2

Objective: To train the students to get job in banking sector.

UNIT -1 : Verbal Reasoning : Coding-Decoding - Analogy - Circle Order Test - Puzzle Test - Direction Sense Test - Time Test - Syllogism - Data Sufficiency -Test of Inequality - Input-Output.

Non-Verbal Reasoning: Series - Analogy - Classification.

UNIT -2 : English Language : Spotting the Error - Sentence Completion - Phrase Substitution - Spelling Test - Cloze Test - Idioms and Phrases.

UNIT -3 : Numerical Ability : Ratio and Proportion - Number Series - Unitary Method - Partnership and Mixture - Simple and Compound Interest - Work and Time - Time and Distance - Mensuration - Permutations and Combinations - Data Interpretation.

UNIT -4: Banking Awareness: Banking System in India - Bank Deposit Accounts in India - Investment Banks - Other Banking Related Terms.

General Awareness: Static General Knowledge - Current Affairs: National - International - Appointments - Science and Technology - Death - Awards - Ecology and Environment.

UNIT -5: Computer Knowledge: Computer - Components of Computer - Types of Computer - Application Software.

Reference Books

1. Institute of Banking Personnel Selection (IBPS) Bank Clerk Exam – Success Master, Arihant Publications (India) Limited, Meerut (UP).
2. SURA's IBPS Bank Clerks CRP XI Preliminary Exam Book- Sura College of Competition, Sura Books Pvt Ltd, Chennai.

Question Pattern: 100 objective type questions (20 questions from each unit $100 \times 1 = 100$)

A. Jayachandran
Course Co-ordinator

[Signature]
HOD of Commerce

GOVERNMENT COLLEGE FOR WOMEN (A), KUMBAKONAM
DEPARTMENT OF COMPUTER SCIENCE

VALUE ADDED COURSES

Minutes of the Internal Board of Studies

Date : 27.01.2022

1. Dr. F. Kurus Malai Selvi,
Associate and HOD of CS,
Government College for Women(A),
Kumbakonam.
2. Mrs. S. Sundareswari
Assistant Professor of CS,
Government College for Women(A),
Kumbakonam.
3. Mrs. S. Sheela
Assistant Professor of CS,
Government College for Women(A),
Kumbakonam.
4. Mrs. E. Suganthi
Guest Lecturer of CS,
Government College for Women(A),
Kumbakonam.
5. Ms. S. Durga
Guest Lecturer of CS,
Government College for Women(A),
Kumbakonam.
6. Ms. K. Nithya
Guest Lecturer of CS,
Government College for Women(A),
Kumbakonam.

7. Ms. G. Gomathi
Guest Lecturer of CS,
Government College for Women(A),
Kumbakonam.
8. Ms. G. Sobiya
Guest Lecturer of CS,
Government College for Women(A),
Kumbakonam.
9. Mrs. P. Jayalakshmi
Guest Lecturer of CS,
Government College for Women(A),
Kumbakonam.
10. Ms. R. Saranyapriya.
Guest Lecturer of CS,
Government College for Women(A),
Kumbakonam.

The Head of the Department welcomed the members and outlined the Agenda of the meeting. It is resolved that :

1. To implement the Value Added Courses syllabus for the B.Sc (CS) & M.Sc (CS) and other major students.

2. The following three courses were introduced

❖ Value Added Course 1 : **Desktop Publishing**

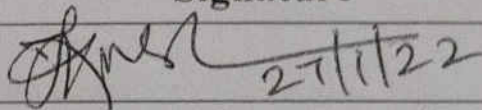
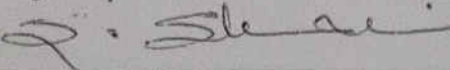
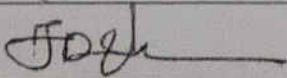
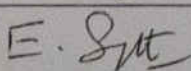
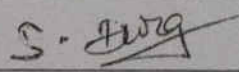
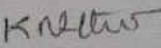
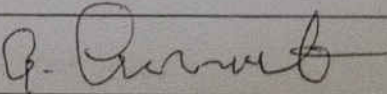
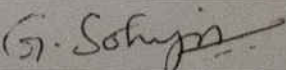
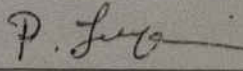
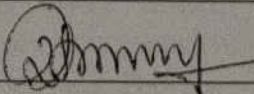
- Page Maker
- Corel Draw

❖ Value Added Course 2 : **Photoshop**

❖ Value Added Course 3 : **Hardware and Networking**

3. The syllabus has been framed based on 20 % theory and 80 % practical.

4. The syllabus of the Value Added Courses is approved.
5. The Question pattern of the Examination is discussed.
6. The mode of the Examination is discussed and finalized to conduct the practical Examination.
7. The student should score a minimum of 50% of marks in the final practical Examination to get a certificate.

S. No	Members present	Signature
1.	Dr. F. Kurus Malai Selvi	 27/1/22
2.	Mrs. S. Sundareswari	
3.	Mrs. S. Sheela	
4.	Mrs. E. Suganthi	
5.	Mrs. S. Durga	
6.	Ms. K. Nithya	
7.	Ms. G. Gomathi	
8.	Ms. G. Sobiya	
9.	Ms. P. Jayalakshmi	
10.	Ms. R. Saranyapriya	

PAGE MAKER

1/2



Objective :

To provide the learners understanding of the techniques in Desktop Publishing using suitable Hardware and Software Tools.

Unit I

Getting Started with Adobe Page Maker 7.0 - Creating a Publication - Working with Text.

Unit II

Modifying Text - Working with Multiple Pages - Working with Graphics - Formatting Text - Using Advanced Graphics - Adding Color and Using Mail Merge.

Unit III

Working with Long Publications - Publishing Electronically - Creating a PDF document in PageMaker - Working with Data Merger – Using Scripts.

Unit IV

Using Object Linking and Embedding – Colour Separation Capabilities.

Unit V

Practical : Defining style – Saving files – Creating Frame – Inserting and Removing Pages – Adding Shapes – Creating Header and Footer – Using Story Editor – Developing Long Documents – Using Colour – Import graphics, create objects using various tools, add effects to objects – Create a book and export it into PDF – Multipage Layout Design.

Text Book

Adobe PageMaker 7.0, Kevin Proot, Cengage Learning

Reference Book

- Adobe Pagemaker 7.0 (Tamil), Graphics B. Kannan
- Dynamic Memory Advanced DTP Course, Davinder singh

Question Paper Pattern

All the Programs are considered from the given list.

Internal – 40

External – 60

Total – 100

PAGE MAKER

1/2

Objective :

To provide the learners understanding of the techniques in Desktop Publishing using suitable Hardware and Software Tools.

Unit I

Getting Started with Adobe Page Maker 7.0 - Creating a Publication - Working with Text.

Unit II

Modifying Text - Working with Multiple Pages - Working with Graphics - Formatting Text - Using Advanced Graphics - Adding Color and Using Mail Merge.

Unit III

Working with Long Publications - Publishing Electronically - Creating a PDF document in PageMaker - Working with Data Merger – Using Scripts.

Unit IV

Using Object Linking and Embedding – Colour Separation Capabilities.

Unit V

Practical : Defining style – Saving files – Creating Frame – Inserting and Removing Pages – Adding Shapes – Creating Header and Footer – Using Story Editor – Developing Long Documents – Using Colour – Import graphics, create objects using various tools, add effects to objects – Create a book and export it into PDF – Multipage Layout Design.

Text Book

Adobe PageMaker 7.0, Kevin Proot, Cengage Learning

Reference Book

- Adobe Pagemaker 7.0 (Tamil), Graphics B. Kannan
- Dynamic Memory Advanced DTP Course, Davinder singh

Question Paper Pattern

All the Programs are considered from the given list.

Internal – 40 External – 60 Total – 100

[Signature]
Course Co-ordinator

[Signature]
HOD of Computer Science

VALUE ADDED COURSE I – DESKTOP PUBLISHING

COREL DRAW

2/2

Objective :

To impart the knowledge about the Corel Draw in order to improve the employability skills of the learners.

Unit I

CorelDraw Basics – Introduction to CorelDraw – Features of CorelDraw – CorelDraw Interface – Tool Box – Moving from Adobe Illustrator to CorelDraw – Common Tasks.

Unit II

Drawing and Selecting – Use of various tools such as Pick tools, Zoom tools, Free hand tool, square tool, rectangle tool, ext tool, Fill tool and all fonts used in designing of monograms, logos, posters, stickers, greeting cards, wedding cards, visiting cards, etc.

Unit III

Working with Text – Text tool artistic and paragraph Text - Formatting Text – Embedding Objects into Text – Wrapping Text around Objects – Linking Text to Objects.

Unit IV

Working with Images - Page Layout and Background – Working with Bitmap Commands - Working with Bitmaps – Editing Bitmaps – Applying Effects on Bitmaps Printing.

Unit V

Practical : Conceptualize and create Logos, various types of print designs – Designing Pamphlets, Posters, Invitation cards, Greeting cards, Wrappers, Advertisements, Banners and Package – Create multifaceted drawings with several layers and details – Add a great degree of dimensional effect and richness to drawings.

Text Book

DTP Course Kit, Vikas Gupta, Dreamtech Press, 2009.

Reference Book

- Dynamic Memory Advanced DTP Course, Davinder singh

Question Paper Pattern

All the Programs are considered from the given list.

Internal – 40 External – 60 Total – 100



Course coordinator


HOD of Computer Science

VALUE ADDED COURSE II – PHOTOSHOP

Objective :

To impart the knowledge about the Photoshop in order to improve the employability skills of the learners.

UNIT I

Photoshop: Introduction, Photoshop Program Window- Creating a New File, Saving a File. Working with Image: Image Size, Image Resolution, Editing Images, Color Mode, Setting the Current Foreground and Background Colors.

UNIT II

Making and Selections: Making Selection - Moving Portion of an Image – Transforming Selections - Painting and Drawing Tools: The Painting Tools- The Brush Tool, The Pencil Tool, The Color Replacement Tool, The History Brush Tool, The Art History Brush Tool, The Gradient Tool. The Drawing Tools – The Rectangle Tool, The Custom Shape Tool, The Freeform Pen Tool.

UNIT III

Layers: Layers Palette – Working with Layers – New Layer via Cut – New Layer via Copy – Hiding / Showing Layers – Flattening Images- Working with Adjustment Layers – Layer Effects.

UNIT IV

Filters : The Filter Menu – Filter Gallery – Extract Filter – Liquify Filter – Vanishing Point Filter – Artistic Filters – Blur Filters – Brush Stroke Filters – Distort Filters – Noise Filters – Pixelate Filters – Lighting Effects – Difference Clouds – Sharpen Filters – Sketch Filters – Stylize Filters – Other Filters.

UNIT V

Handling different file formats - Creating multicolour image using tools - Developing commercial brochures with background Tints - Creating of single image from selected portions of many - Cropping, Rotating, Scaling photo on image - Creation of Photoshop document with multilayer - Text effect on image - Creating pixel arts using tools - Smoothing of sharp edges.

Text Book :

Comdex DTP Course Kit by Vikas Gupta Published by Dream Tek Press.

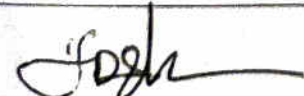
Reference Book :

- “ Adobe Photoshop ” CS by Bakkianathan
- Teach Yourself Adobe Photoshop Rose Carla Adobe Photoshop Cs Classroom in a Book by Adobe Pres

Question Paper Pattern

All the Programs are considered from the given list.

Internal – 40 External – 60 Total – 100


Course Co-ordinator ,


HOD of Computer Science

VALUE ADDED COURSE III - HARDWARE AND NETWORKING

Objective :

To understand basic concept & structure of Computer Hardware & Networking Components.

UNIT-I

Introduction to computers: Personal computers-Mainframe computers-Super Computers-Hardware- Software- Memory: RAM: SDRAM,DDR1,DDR2,DDR3,DDR4 – ROM:(Hard Drives): File Systems - Media, SSD, M.2SSD, NVMe SSD, optical drive ,Flash Memory ,other External Drives.

UNIT-II

Components : Mother Board: Chipset-Power Supply-Buses-PCI-AGP- –BIOS-SMPS-Processor: ALU-Control Unit-Processor Type –Ports: I/O- Serial –PS/2-VGA-parallel-DVI-HDMI-RJ45-USB-Sound Ports-External Hub-Convertors

UNIT-III

PC: Desktop Computer Assembling- Desktop Computer Disassembly-Laptop Assembling-Laptop Disassembly. Operating system-Windows Operating System Installation – UNIX kernel Operating System Installation – packages installation –Language installation –operating system Settings-Web Server installation .

UNIT-IV

PC Troubleshooting: No Power – No Display –Auto Restart- Slow Process – Update Issue – DOS Commands-Handling without Antivirus – Handling With Antivirus -Component Replace - Update the Configuration –Disk Part Concept.

UNIT-V

Network Cables – Network Switch Installation –Peer to Peer Network Configuration – File & Component Sharing – Winsock Concepts – IPCONFIG – Wireless Router & Repeater Configuration.


Cowise Co-ordinator.


HOD of Computer Science

Hardware and Networking Technology Employment Areas

- Hardware Manufacturing Companies
- Telecom Companies
- Colleges & Universities
- Hardware Repair Shops
- Banks
- Call Centres
- System Design Companies
- Hospitals
- Software Companies

Hardware and Networking Technology Job Types

- Router Operator
- Hardware Executive
- Network Engineer
- System Engineer
- Cabling Designer
- Network Designer
- Back up Operator
- Storage Specialist
- Hardware Consultant
- Technical Support Executive

Question Paper Pattern

All the Programs are considered from the given list.

Internal – 40

External – 60

Total – 100


Course Co-ordinator.


HOD of Computer Science

GOVERNMENT COLLEGE FOR WOMEN (AUTONOMOUS) KUMBAKONAM

DEPARTMENT OF ENGLISH

Minutes of the Internal Board of Studies for Value Added Courses

Date: 27-01-2022

Venue: Department of English

- Based on the Outcome Based Curriculum it has been resolved to introduce value added courses for both UG & PG
- It has been resolved that the courses can be offered to other department students too.
- Two courses have been identified and finalised.
 1. Spoken English
 2. Written English
- The syllabi for the selected courses have been framed.
- It has been accepted to have five units of theory in each paper (30 hours).
- The budget for the implementation of the course has been discussed and approved. The remuneration for resource persons has also been discussed.
- Theory examination will be conducted as per the directions of the IQAC. as
- The question paper pattern for the theory examination was discussed and finalized 15 questions carrying 5 marks each.
- The course co-ordinators for the proposed value added courses have been approved.
 1. Spoken English- Mrs.C.Thenmozhi
 2. Written English – Mrs.M.Muthulakshmi
 3. Spoken English Course will not have written examination.
Assessment will be done on the basis of oral examination.

Sl.No	Name of the Staff	Designation	Signature
1	Dr.G.Rajeswari	Chair Person	<i>[Signature]</i> 01/02/2022
2	Mrs.C.Thenmozhi	Faculty Member	<i>C. Thenmozhi</i> 01/02/2022
3	Mrs.M.Muthulakshmi	Faculty Member	<i>M. Muthulakshmi</i> 01/02/2022
4	Mrs.T.S.Maheswari De Lakshmi	Faculty Member	—
5	Mrs.K.Gowri	Faculty Member	<i>K. Gowri</i>
6	Mrs.N.Ezhilarasi	Faculty Member	<i>N. Ezhilarasi</i> 01/02/22
7	Mrs.A.Ponni	Faculty Member	<i>A. Ponni</i> 01/02/22
8	Mrs.P.Sangeetha	Faculty Member	<i>P. Sangeetha</i> 01/02/22
9	Mrs.S.Prabha	Faculty Member	<i>S. Prabha</i> 01/02/2022
10	Mrs.K.Radhika	Faculty Member	<i>K. Radhika</i> 01/02/22
11	Mrs.M.Suganya Devi	Faculty Member	<i>M. Suganya Devi</i> 01/02/22
12	Mrs.C.Tamilarasi	Faculty Member	<i>C. Tamilarasi</i> 01/02/2022
13	Mrs.S.Aishwarya	Faculty Member	—
14	Mrs.T.Sudha	Faculty Member	<i>T. Sudha</i> 01/02/2022
15	Mrs.A.Vasanthi	Faculty Member	<i>A. Vasanthi</i> 01/02/2022
16	Mrs.P.Nithya	Faculty Member	<i>P. Nithya</i> 01/02/2022
17	Mrs.G.Kamatchi	Faculty Member	—
18	Mrs.K.S.Kumudha	Faculty Member	<i>K. S. Kumudha</i> 01/02/2022
19	Mrs.M.Kasiammal	Faculty Member	<i>M. Kasiammal</i> 01/02/22
20	Mrs.A.Indira	Faculty Member	<i>A. Indira</i> 01/02/22
21	Mrs.S.Bhuvaneswari	Faculty Member	<i>S. Bhuvaneswari</i> 01/02/22
22	Mrs.V.Umadevi	Faculty Member	<i>V. Umadevi</i> 01.02.22

SYLLABUS FOR SPOKEN ENGLISH COURSE

(30 HOURS)

HOUR	TOPIC	ACTIVITY
01	Sounds of English (Phonetics): Vowels – Pure Vowels –Diphthongs – RP – IPA Symbols	Pronouncing the Words with Vowel Sounds.
02	Consonants – Friction – Stop – Nasal – Lateral – Gliding.	Pronouncing the Words with Consonant Sounds.
03	Tongue Twisters	25 Tongue Twisters for practice.
04	Intonation – Falling – Rising – Stress – Shift	25 Sentences for Practice.
05	Reading Practice – Correcting Wrong Pronunciation – Pause - continuation	Newspaper, Magazines, Journals etc.
06	Vocabulary Development	Word Building games.
07	Synonyms & Antonyms	50+50 examples and exercises.
08	Prefixes & Suffixes (Affixes)	50+50 examples and exercises.
09	Developing a story	A Father and His Three sons – Story.
10	Narrating a story/Incident/Event	A Guru and Three Disciples – Story.
11	Parts of Speech	Giving examples in Words/Sentences.
12	Nouns and Pronouns	One Word Answers.
13	Adjectives	Describing persons, places and things using all kinds of adjectives.
14	Verb – Classification	Four forms for 100 verbs.
15	Tenses	Coming out with sentences using all Tenses.
16	Active Voice and Passive Voice	Converting sentences from Active Voice to Passive Voice.
17	Adverbs	Producing sentences on their own using Adverbs.
18	Preposition	Filling in the blanks aptly using Prepositions.
19	Conjunctions	Using conjunctions in conversation.
20	Interjection	Using words of Exclamation in conversation.
21	Articles	Using Articles to create sentences on their own.
22	Degrees of Comparison	Converting sentences between positive, comparative and superlative degrees.
23	Simple, Complex and Compound	Transforming sentences from one to the Other.
24	Question Tag	Framing Question Tags from the given statements or imperatives.
25	Direct and Indirect Speech	Sets of beneficiaries conversing with each other using Reported Speech.
26	Sentence Pattern	Identifying different patterns and framing sentences on the given pattern.
27	Common errors in English	Spotting Error/Speaking without error.
28	Situational Dialogues	Railway Station/Telephonic conversation/College Campus/Bus Stop/Bank etc.
29	Soft Skills Development	Expressing oneself using soft skills.
30	Mock Interviews/GD	Conducting interviews on topics like "Better India", "To Make No.1 Company", "Employees Unity" etc.

Shenmoylu

Start 25/02/2022

Model Question Pattern

- | | |
|---|----------|
| 01. Pronounce the following words as per RP | 10 marks |
| 02. Read the sentences with proper intonation, stress and shift | 10 marks |
| 03. Transcribe the paragraph written in phonetic symbols | 10 marks |
| 04. Read a passage from the newspaper properly | 10 marks |
| 05. Form sentences using the given words | 10 marks |
| 06. Narrate a story of your own | 10 marks |
| 07. Describe the process of making coffee, tea... | 10 marks |
| 08. Speak on any general topic like 'Empowering Women'... | 10 marks |
| 09. Enact a dialogue between a shopkeeper and a customer... | 10 marks |
| 10. Transform the said sentence as directed. | 10 marks |

C. Thennmozhi
Course Co-ordinator

[Signature]
25/02/2022
H.O.D of English

Programme schedule & syllabus

Hour	Topic	Activity
01	Introduction about various forms of writing	Cloze test
02	Narrative writing	Story writing
03	Narrative writing	past events, unforgettable experience
04	Analytical writing	Interpreting charts
05	Analytical writing	Interpreting graphs
06	Expository writing	Giving directions, instructions
07	Expository writing	Describing a process
08	Persuasive writing	Creating posters
09	Persuasive writing	Describing about a product
10	Argumentative writing	Movie review
11	Argumentative writing	News review
12	Descriptive writing	Product review
13	Descriptive writing	Product review
14	Paragraph writing	Time management
15	Paragraph writing	Goals
16	Essay writing	Current events
17	Essay writing	Social media
18	E mail writing	Official
19	Report writing	Fire accident
20	Report writing	Road accident
21	Content writing	About a product
22	Minutes of meeting	Agenda preparation
23	Minutes of meeting	Minutes
24	Letter writing	Accepting an invitation
25	Letter writing	Declining an invitation
26	Letter writing (Official)	Letter to an editor
27	Letter writing (Personal)	Letter to a friend
28	Cover letter	Application letter
29	Resume	Resume preparation
30	Blogging	Business, marketing, education

Muthu's
Co-ordinator

H.O.D of English
25/02/2022

Writing skills Model questions & marks

S.No	Question	Marks
1	Story writing	5 marks
2	Writing about unforgettable experience	5 marks
3	Interpreting Charts	5 marks
4	Interpreting graphs	5 marks
5	Giving directions	5 marks
6	Describing a process	5 marks
7	Creating posters	5 marks
8	Movie review	10 marks
9	Paragraph writing	5 marks
10	Essay writing	10 marks
11	Report writing	10 marks
12	Minutes of meeting	10 marks
13	Letter writing	10 marks
14	Cover letter / resume preparation	10 marks
	Total	100 marks

Mr. Muthuraj
Course Co-Ordinator

[Signature]
25/02/2022
H.O.D of English

GOVERNMENT COLLEGE FOR WOMEN (A), KUMBakonam

DEPARTMENT OF GEOGRAPHY

MINUTES OF INTERNAL BOARD OF STUDIES FOR VALUE ADDED COURSES

The Board has suggested the following course for Value Added Course:

1. LAND SURVEYING

- The Board Meeting held on 27.01.2022
- The value added course for both UG and PG Students.
- The Course can be offered for other department students also.
- The course is basically a practical oriented course. So The Syllabus framed with 5 Units including Theory and Practical's.
- The practical examination to be conducted by internally along with the external examiner.

MARKS DISTRIBUTION:

1. Record: 20 marks
2. Continuous assessment: 10 marks
3. Field Book: 10 marks
4. Theory Examination: $4 \times 15 = 60$

Total: 100 marks

S.NO	NAME OF THE STAFF	DESIGNATION	SIGNATURE
1	Dr.B.Anusuya	HOD of Geography	M. B. Anusuya 27.01.2022
2	Dr.S.Geetha	Course coordinator	S. Geetha 27.01.2022
3	Mrs.V.Kalyani	Faculty	M. V. Kalyani 27.01.2022
4	Dr.G.Renuga Devi	Faculty	G. Renuga Devi 27.01.2022
5	Ms.S.Maheswari	Faculty	S. Maheswari 27.01.2022
6	Mrs.S.Nithya	Faculty	S. Nithya 27.01.2022
7	Mrs.A.Sumatra	Faculty	A. Sumatra 27.01.2022
8	Mrs.G.Mangaiyarkarasi	Faculty	G. Mangaiyarkarasi 27.01.2022
9	Mrs.S.Sasikala	Faculty	S. Sasikala 27.01.2022
10	Ms.D.Bharathi	Faculty	D. Bharathi 27.01.2022
11	Dr.K.Indira	Faculty	K. Indira 27.01.2022

LAND SURVEYING

UNIT 1 INTRODUCTION

Definition – Use of Surveying – General Principles of Surveying – Unit of Measurement – Plans and Maps – Scale – Accuracy and Error – Direct Measurements – Instruments for Chaining, Compass Surveying, Plane Table, Compass and GPS.

UNIT 2 CHAIN SURVEYING

Introduction – Chains and Tape Types – Definitions of terms used in chain surveying – Survey stations, Base line, Check line and Tie line – Ranging – Offsets – Field work – Errors in Chaining – Types and Problems – Tape corrections.

UNIT 3 PRISMATIC COMPASS SURVEYING

Definition – Principle of Compass Surveying – Traversing – Methods of Traversing – Check on Closed Traverse – Check on Open Traverse – Adjustment of Prismatic Compass – Problems Whole Circle Bearing and Quadrangle Bearing – Problems of Fore and Back Bearing, Including Angle – Adjustment of Closing Error – Sources of Error in Compass.

UNIT 4 PLANE TABLE SURVEYING

Definition – Uses of Plane Table Surveying – Principles – Orientation – Procedure of Setting Up Plane Table – Advantages and Disadvantages of Plane Table Surveying – Methods of Plane Tabling – Radiation, Intersection, Resection, Traversing – Plane Table Surveying Resection.

UNIT 5 GPS SURVEYING

Introduction – Components – Advantages – Study of Total stations – Measurement of Distance – Measurement of Latitude and Longitude and Altitude Using Hand held GPS.

REFERENCES:

1. Surveying vol.1-2nd Edition – Tata Mcgraw – Hill – S.K.Duggal – 2014.
2. Surveying and Levelling - 2nd Edition – Tata Mcgraw – Hill – N N Basak 2012.
3. Surveying vol.2-3rd and 15th Edition – Tata Mcgraw – Hill – S.K.Duggal – 2009 & 2010.
4. Fundamentals of Cartography RP Misra and A.Ramesh 2002.

S. Chandra
Course Coordinator

Dr. Jongsong
HOD of Geography

GOVERNMENT COLLEGE FOR WOMEN (A)
KUMBAKONAM
DEPARTMENT OF HISTORY
INTERNAL BOARD OF STUDIES FOR VALUE ADDED COURSE

Course No : 1 TAILORING AND DRESS MAKING
Course No : 2 ORAL COMMUNICATION AND INTERVIEW SKILLS

Minutes of the Board of Studies

Meeting held on 29.01.2022 at 11.00 am in the Department of History,
Government College for Women (A), Kumbakonam.

Resolutions :

1. The Chairperson welcomed the members of the Board and outlined the agenda of the meeting.
2. The Board resolved to adopt the general structure of the two Value added courses offered by the Department for both UG and PG.
Course No:1 Tailoring and Dress Making
Course No:2 Oral Communication And Interview Skills.
3. The Courses will be offered to other department Students also.
4. The Course no:1 will be a Theory –Hands on training oriented course. So, the timings for this course will be allotted as 5 hours for theory classes and 25 hours for Hands on training.
5. The course no:2 will be a theory oriented course. So, the timings for this course will be allotted as 30 hours for theory Classes.
6. The Syllabus for the two value added courses are finalized and approved.
7. The budget for the Courses has been approved.

Marks distribution For Tailoring and Dress Making

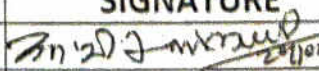
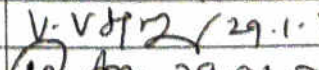
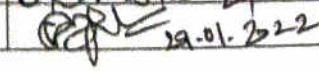
- | | |
|----------------------------------|------------|
| 1. Record | : 20 Marks |
| 2. Design Making | : 30 Marks |
| 3. Hands on Training Examination | : 50 Marks |

Total **100 Marks**

Marks distribution for Oral Communication and Interview Skills

- | | |
|---------------------------------------|------------|
| 1. Conversation Skills (Practical) | : 25 Marks |
| 2. Public Speaking Skills (Practical) | : 25 Marks |
| 3. Mock Interview (Practical) | : 50 Marks |

Total **100 Marks**

S.NO	NAME OF THE STAFF	DESIGNATION	SIGNATURE
1	Dr.J.V. Santha Jayakumari	HOD & Chairperson	
2	P.P. Sujatha	Faculty	
3	Dr.M. Kala	Faculty	
4	Dr.S.Anusuya	Course Coordinator	
5	Dr.M.Abirami	Faculty	

6	P.Amuthakala	Faculty	U. 20501 29.1.2022
7	Dr.N.Mangalam	Faculty	Dr. L. 29.1.2022
8	Dr.D.Jansi	Faculty	Dr. 29.1.2022
9	S.Akila	Faculty	Dr. 29.1.2022
10	Dr.K.Rejina	Faculty	Dr. 29.1.2022
11	Dr.A. Kasthuri	Faculty	Dr. 29.1.2022
12	N.Dhanalakshmi	Faculty	Dr. 29.1.2022
13	S.Rajalakshmi	Faculty	Dr. 29.1.2022
14	Dr.P.Usharani	Faculty	Dr. 29.1.2022
15	G.Srividya	Faculty	Dr. 29.1.2022
16	K.Durgadevi	Faculty	Dr. 29.1.2022
17	M.Thenmozhi	Faculty	Dr. 29.1.2022
18	Dr.K.Sumathi	Faculty	Dr. 29.1.2022
19	Dr. T.MaryJansirani	Faculty	Dr. 29.1.2022

GOVERNMENT COLLEGE FOR WOMEN (A), KUMBAKONAM
DEPARTMENT OF HISTORY
TAILORING AND DRESS MAKING

Hours : 5	Total : 30 Hrs
on Training : 25	

Contents	Theory	Practical
Measurement Taking	- Use of tape for measurement - Proper / correct measurement taking, Precautions - Use of L scale for measurement - Sequence of measurement	- Practice in using tape - Taking measurement - Sequencing of measurement. - Use of L scale
Basic Stitching	- Hand stitches - Machine stitches	- Preparation of samplepieces of stitches
Construction Skills	- Knowledge about: - Seams, Drafts, Tucks, Pleats, Buttons Hole, Buttons Hooks and snage, Eye, Titch buttons	- Preparation of samplepieces using all construction skills.
Simple Cutting andStitching	- How to mark the measurements on cloth before cutting - Leaving margin for inlays and turnings - Skills in Stitching	- Marking with different measurement - Cutting the cloth as per marking, leaving marginfor inlays and turnings. - Practice in stitching on paper for straight zig-zig, round etc. - Stitching of - Handkerchief / Bib / Pillow cover / Bags / Underwear / Quilting
Dresses making	Children's Top, Plain frock, Design frock, Ladies shirt,Inskirt,Ordinary blouse,Cut Blouse, Cross Cut Blouse,Lineing Blouse, Chudidar, Ordinary Pant, Pattiyala Pant,Middy Top, Nighty and Etc.	Preparation of samples

[Signature]
Co-ordinator

[Signature]
29/01/2022
HOD of History

GOVERNMENT COLLEGE FOR WOMEN(A), KUMBAKONAM
DEPARTMENT OF HISTORY

ORAL COMMUNICATION AND INTERVIEW SKILLS

ory Hours : 30	Total : 30 Hrs
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UNIT - I

Parts of Speech – Tenses – Pronunciation practice: Stress and syllables; word stress; contracted forms; utterance stress; uses of a dictionary for pronunciation practice.

UNIT – II

Situational Conversation : At the..... doctor's , post office, bank, railway station, bus stop, college, government office, book shop, airport, party, asking about a course, taking an admission, market, hotel, cinema, library, restaurant etc.

UNIT – III

Public Speaking : Meeting people, exchanging greetings, introducing yourself, introducing people to others, giving personal information, getting people's attention, giving instructions/clarifications, making request and responding, asking for/ giving directions, apologising and responding to an apology, congratulating and responding, paying compliments and responding, asking for, giving and refusing permission , describing daily routines, asking for time and date.

UNIT – IV

Interview Skills :

Types of interview: Structured Interview - Personal Interview - Panel Interview - Telephonic Interview - Technical Interview - Stress Interview - Meal time Interview.

UNIT - V

Interview Skills :

interview myths, interview panel, types of questions asked, how to answer in an interview, common interview mistakes, the case for preparation, what you know and do, common mistakes that you wouldn't want to do, dress code at interview, interview etiquettes, quick tips- how to present well in interview, how to search job effectively.


Course Co-ordinator


HOD of History

GOVERNMENT COLLEGE FOR WOMEN (AUTONOMOUS)

KUMBAKONAM

DEPARTMENT OF MATHEMATICS

MINUTES OF INTERNAL BOARD OF STUDIES FOR VALUE ADDED COURSE

DATE: 31.01.2022

VALUE: DEPT.OF MATHEMATICS

TIME: 10 A.M

- Based on the outcome based curriculum it has been resolved to introduce value added courses for both UG & PG.
- It has been resolved that the courses can be offered for other department students also
- Two courses have been selected and finished
 - Quantitative Aptitude for Competitive Examinations
 - Vedic mathematics.
- The syllabi for the selected courses have been framed.
- It has been accepted to have five units of theory (30 hrs).
- The budget for implementation of the course has been discussed and approved.
- The remuneration for resource persons has also been discussed.
- The theory examination will be conducted has decided by the IQAC.

Question pattern:

Each units contains ten multiple choice questions

(MCQ) : 50 x 2 = 100

Total : 100 marks

S.NO	NAME OF THE STAFF	DESIGNATION	SIGNATURE
1	Dr. S.Rajkumari	Course coordinator HOD of Mathematics	G. Rajkumari 31/1/2022
2.	Dr. R. Gowri	Assistant professor	Dr. R. Gowri 31.1.2022
3.	Dr.G.Amuda	Faculty	Dr. G. Amuda 31.1.2022
4.	Mrs. M.Devi	Faculty	M. Devi 31.1.2022
5.	Mrs. G.Vembarasi	Faculty	M. G. Vembarasi 31.1.2022
6.	Mrs. J.Indira	Faculty	J. Indira 31/1/22
7.	Mrs.P.Latha	Faculty	P. Latha 31/1/22
8.	Mrs. K.Karpagam	Faculty	K. Karpagam 31/1/22
9.	Dr. A.K.R. Rajayal	Faculty	A. K. R. Rajayal 31/1/22
10.	Dr. G. Sahithyabharathi	Faculty	G. Sahithyabharathi 31/1/22
11.	Mrs. U. Sudaroli	Faculty	U. Sudaroli 31/1/22

Quantitative Aptitude for Competitive Examinations

Objectives

1. To learn the simple techniques for solving aptitude problems.
2. To enable the students prepare themselves for various competitive examinations.

Unit - I

Number Series: Important Number Series – Three steps to solve A problem on series – Two line number series.

Unit - II

Simplification and Approximation: Operation order sequence – division convert multiplication rule – application for algebraic formula – simplification of a mixed fraction – continued fractions and its simplification- recurring decimals – important derivations – surds and indices – approximate value – symbolic operators.

Unit - III

Partnership and Share : Investment and share- Regular problems.

Unit - IV

Clocks: Definition – important points – Angular difference between two hands at different timings- incorrect clock.

Calendar: Introduction – leap year and ordinary year – odd days – counting of odd days.

Unit - V

Elementary Algebra: Algebraic expressions polynomials – polynomials – Fundamental operations on algebraic expressions- Factorisation of algebraic expressions – Important algebraic identities – Factorisation of the polynomial $ax^2 + bx + c$

Text Book:

- [1] Abhijit Guh, Quantitative Aptitude for Competitive Examinations, McGraw Hill Education (India) Private Limited, New Delhi, Vth edition 2006.

Unit - I : Chapter 2 (Sections 2.1 - 2.3)

Unit - II : Chapter 8 (Sections 8.1 – 8.10)

Unit - III: Chapter 14 (Sections 14.1 -14.2)

Unit - IV: Chapter 24 (Sections 24.1 – 24.4), Chapter 25 (Sections 25.1 – 25.4)

Unit - V : Chapter 28 (Sections 28.1 – 28.6)

S. Rajkumari 3/1/2022
Course Co-ordinator.

S. Rajkumari
3/1/2022
HOD of Maths

Reference(s):
1. R.S. Aggarwal, Quantitative Aptitude, S.Chand and Company Ltd, New delhi 2014.
2. R.S. Sijwali, Quantitative Aptitude, Arihant Publications (India) Pvt. Ltd 2007.
3. Kothari.C.R, Quantitative techniques, Vitas publishing House Pvt. Ltd 1989.

Course Outcomes:

- An ability to work solve simplifications and approximation problems.
- Gain the knowledge of partnership and share.
- To study the concept of clock and calendar.
- Understand the concept of Elementry Algebra.

Question paper pattern:

Objective type Questions ($50 \times 2 = 100$)

S. Rajkumar 31/1/2022
Course Co-ordinator.

S. Rajkumar
31/1/2022
HOD of Maths

VEDIC MATHEMATICS

Objectives

3. To enhance computation skills in students.
4. To improve clarity on mathematical concepts.
5. Develop analytical thinking through vedic mathematics.

UNIT - I

Arithmetical Computations – Multiplications - Division by the Nikhilam Method.

UNIT - II

Argumental Division – Factorisation of simple quadratics.

UNIT - III

Quadratic Equations – Cubic Equations – Bi – quadratic Equations.

UNIT - IV

Partial Fractions – Integration by partial fractions.

UNIT - V

Sum and Difference of squares – Elementary Squaring, Cubing etc.

Text Book:

[1] JAGADGURU, Vedic mathematics (or) Sixteen Simple Mathematical Formulae from the Vedas, Motilal Banarsidass, Indological Publishers & Booksellers. Reprint : Delhi. 1981.

Unit - I : Page No (13 - 63)

Unit - II : Page No (79 - 89)

Unit - III : Page No (157 - 173)

Unit - IV : Page No (186 - 193)

Unit - V : Page No (296 - 304)

Course Outcomes:

1. It helps a person to solve mathematical problems many time faster.
2. It helps in making intelligent decisions to both simple and complex problems.
3. It reduces the burden of memorizing difficult concepts.

Question paper pattern:

Objective type Questions (50 x 2 = 100)

S. Rajkumar 31/1/2022
Course Co-ordinator.

S. Rajkumar 31/1/2022
HOD of Maths

அரசினர் மகளிர் கல்வாதி (தன்னாட்சி)
தீர்மானங்கள்.

2021-2022 ஆம் ஆண்டு 31.01.2022 அன்று இளங்கலை பாடத்திட்டக்குழுக் கூட்டம்
தடைபெற்றது. பாடத்திட்டம் விவாதிக்கப்பட்டு பின்வரும் தீர்மானங்கள்
பிறைவேற்றப்பட்டன.

தீர்மானங்கள்

1. இயற்கை மருத்துவம், கோயில்மேலாண்மை என்ற இரு தாள்கள்
(Value Added Course) பாடமாக வைக்கத் தீர்மானிக்கப்பட்டது.

2. இப்பாடத்திட்டங்களுக்கேற்ப செய்முறைத்தேர்வு, எழுத்துத் தேர்வு
வைத்துக்கொள்ளலாம் என்று தீர்மானம் செய்யப்பட்டது.

3. தமிழர்களின் பாரம்பரிய இயற்கை மருத்துவத்தினை மாணவிகளுக்கு
உணர்த்தும் நோக்கில் இயற்கை மருத்துவம் என்னும் தாள் அமைக்கத்
தீர்மானிக்கப்பட்டது.

4. சுயதொழில் வளர்ச்சி என்னும் நோக்கில் இப்பாடப்பகுதி
அமைக்கப்பட்டது.

5. தமிழர் பண்பாடு ,கலை, சமயம் இவற்றை உணர்த்தும் நோக்கில்
கோயில் மேலாண்மை என்னும் தாள் அமைக்கத் தீர்மானம் செய்யப்பட்டது.

6. மாணவிகள் அறநிலைத்துறை சார்ந்த வேலை வாய்ப்புகளைப் பெறும்
நோக்கில் இத்தாள் அமைக்கத் தீர்மானம் செய்யப்பட்டது.

துறைத்தலைவர்

1. முனைவர் சு. அகிலா

சு. அகிலா 31/1/22

பேராசிரிய உறுப்பினர்கள்

1. முனைவர் ச. வளர்மதி

ச. வளர்மதி 31/1/2022

2. முனைவர் ப. செந்தில்குமாரி

ப. செந்தில்குமாரி 31.1.2022

3. முனைவர் கோ. ஜெயஸ்ரீ

கோ. ஜெயஸ்ரீ 31.1.2022

4. முனைவர் பா. செல்லம்மாள்

பா. செல்லம்மாள் 31.1.2022

5. முனைவர் து. அசோகன்

து. அசோகன் 31/1/22

6. முனைவர் நா. சத்யா

நா. சத்யா

7.முனைவர் மா.தனலட்சுமி

[Signature]

கௌரவ விரிவுரையாளர்கள்

1.முனைவர் ச.மகாலெட்சுமி *[Signature]*

2.முனைவர் மு.வசந்தராதேவி *[Signature]*

3.முனைவர் அ.விமலா *[Signature]*

4.முனைவர் ம.உமாமகேஸ்வரி ம. உய்யா *[Signature]* 31/1/22.

5.முனைவர் மு.இராஜம் *[Signature]* 31/1/2022

6.முனைவர் தி.லெட்சுமி *[Signature]* 31.1.2022.

7.முனைவர் இரா.ஜெயலெட்சுமி *[Signature]* 31/01/22

8.முனைவர் செ.வந்தனாமேரி *[Signature]* 31/01/22

9.முனைவர் ப.இந்திராகாந்தி *[Signature]* 31.1.2022

10.முனைவர் இரா.சுதா *[Signature]* 31.1.22.

11.முனைவர் க.மீனேஸ்வரி *[Signature]*

12.முனைவர் ப.சத்யா *[Signature]*

Value Added Course

தாள்: மூலிகை தொழில் முனைவோர் பயிற்சி

காலம் : 30 மணிநேரம்

இன்றைய நிலையில் தமிழர்களின் இயற்கை சார்ந்த மருத்துவத்தின் சிறப்பினையும் இயற்கையின் மானவர்கள் உணர்தல்

இயற்கை மருத்துவம் சார்ந்த மருந்துப்பொருட்களை அடையாளம் கண்டு அதனைத் தயார் செய்வதில் கற்கச் செய்தல்

இயற்கை மருத்துவம் சார்ந்த பணிகளுக்குச் செல்லும் வாய்ப்பு , சுயதொழில் வாய்ப்பினை உருவாக்கக்கொள்ளல்

1. ஆரோக்கியம் என்பதன் முழுப்பொருள் - ஆரோக்கியத்தின் இன்றையநிலை - நவீன மருத்துவம் மற்றும் உணவில் ஏற்படும் மாற்றங்கள் - மருத்துவப் பிரச்சனைகள் - மருந்துகளைத் தயார் செய்வதில் கற்கச் செய்தல்.

2. உடல் நலத்தின் எட்டு பரிணாமங்கள் உடல் நலம் - உணர்வு நலம் - அறிவு நலம் - மனநலம் - பொருளாதார நலம் - ஆன்மீக நலம் - சுற்றுப்புற நலம் - தொழில் நலம்

3. மூலிகை மருத்துவம், இலக்கியங்களிலும் சொல்லப்பட்டுள்ள மருத்துவக் குறிப்புகள் - அவற்றுள் இயற்கை மருத்துவம் குறிப்புகள் - உடல்நலம் குறித்து சித்தர்கள் கூறியவை.

4. மூலிகை மருத்துவம் ஆரோக்கியம் வழங்கும் மூலிகை மருந்துகள் - மூலிகை அழகுசாதனப் பொருட்கள் சோப்பு , ஷாம்பு , ஹேர்ஆயில் இன்னபிற - முறையான உணவின் அவசியம் - நோய்கள் தடுக்கும் , தடுக்கும் உணவுமுறைகள்.

5. செய்முறை பயிற்சி

சிகைக்காய்ப் பொடி - மூலிகைக் கூந்தல் தைலம் செய்முறை - முளைக்கட்டிய மூலிகை மருந்துகள் உணவு செய்முறை - பொருட்களை வாடிக்கையாளருக்கு விற்பனை செய்யும் முறைகள் - வழிமுறைகள்

நூல்: மூலிகை தொழில் முனைவோர் பயிற்சி குறித்த நூல்

தாள் அமைப்பு: எழுத்துத் தேர்வு (4 X 10 மதிப்பெண் = 40 மதிப்பெண்)
செய்முறை பயிற்சி (3 X 20 மதிப்பெண் = 60 மதிப்பெண்)

21.2.22
பிரதிபலிப்பாளர்

21.2.22
குறைத்தலைவர்

Value Added Course

கோயில் மேலாண்மை

காலம் : 30 மணி நேரம்

தமிழ் இளங்கலை பயில்கின்ற மாணவர்கள் கோயில் அமைப்பு - சமயம் - ஆகிய உணர்ந்து கோயில் நிர்வாக அலுவலர் - அறநிலைத்துறையில் பணிபுர்ப்பவர்கள் பெற தகுதி வளர்ப்பது நோக்கமாக அமைகிறது.

தமிழரின் கட்டுமான அறிவைப் பெறுதல் நிர்வாகத் திறன் தகுதி ஏற்படுத்தல்.

அலகு -1
சமயம் - பொருள் விளக்கம் - சமய இயல்பு - வழிபாட்டுமுறைகள் - சடங்குகள் - சமயமும் கோயிலும் - உருவ வழிபாடு - சின்னங்கள் வழிபாடு ஆறுகால பூசை - விதிகள்.

அலகு -2
சமய வளர்ச்சியில் கோயில்களின் பங்கு - கோயில் பன்முகப் பயன்பாடு - கோயில் வகைகள் கோயிற் கலைகள் - மடங்கள் - திருவிழாக்கள் அறக்கட்டளைகள்.

அலகு -3
ஆகம வழிபாடு - ஆகம வகைகள் சைவ - வைணவ ஆகமங்கள் - கோயில் கல்வெட்டுகள்.

அலகு -4
மேலாண்மை - பொருள் விளக்கம் - பணிகள் - அமைப்புகள் - நிர்வாக அமைப்பு - அலுவலர்கள் - அரசத்தேர்வுகள் - தகுதிகள் - பொறுப்பு - பணிகள்.

அலகு -5
இந்து சமய அறநிலைத்துறை - பணிகள் கோயில் பராமரிப்பு - கோயில் சொத்துகள் நிதி ஆதாரங்கள் - தணிக்கை வருமான வரிச்சட்டங்கள் - பிற அறநிலையங்கள்.

பாடநூல்: இந்து சமய அறநிலையத்துறை வெளியீடு

வினாத்தாள் அமைப்பு: எழுத்துத் தேர்வு (5 X 15 மதிப்பெண் = 75 மதிப்பெண்)

25 மதிப்பெண்)

செய்முறை பயிற்சி

செய்முறை
பயிற்சிப்பாளர்

2/2/22
துறைத்தலைவர்

GOVERNMENT COLLEGE FOR WOMEN (AUTONOMOUS)
KUMBAKONAM

DEPARTMENT OF ZOOLOGY

MINUTES OF INTERNAL BOARD OF STUDIES FOR VALUE ADDED COURSE

DATE: 25.01.2022

TIME: 10 A.M

VENUE: DEPT. OF ZOOLOGY

- Based on the outcome based curriculum it has been resolved to introduce value added courses for both UG & PG.
- It has been resolved that the courses can be offered for other department students also
- Two courses have been selected and finalised.
 1. Cow based rural and self employment
 2. Aquarium keeping
- The syllabi for the selected courses have been framed.
- It has been accepted to have three units of theory (18 hrs) and two units of practical (12hrs).
- The budget for implementation of the course has been discussed and approved.
- The remuneration for resource persons has also been discussed.
- It has been decided to conduct practical examination internally along with the external resource person who will be involved in the conduct of the course by the course Co-ordinator.
- The theory examination will be conducted as decided by the IQAC
- The assessment components for practical has been discussed and finalised as
 - Submission of record – 10 marks
 - Continuous assessment – 40 marks
 - Successful breeding of fish/Submission of products – 20 marks
 - Demonstration of techniques – 20 marks
 - Procedure writing – 10 marks

- The question paper pattern for the theory examination has been discussed and finalised as 15 marks X 5 questions in either or pattern.
- The course Co-ordinators for the proposed value added courses have been approved
 1. Cow based rural and self employment - Dr. S. Venkatalakshmi
 2. Aquarium keeping - Dr. R. Balasubramanian

S.NO	NAME OF THE STAFF	DESIGNATION	SIGNATURE
1.	DR. S.VENKATALAKSHMI	Chairman	<i>[Signature]</i> 25/01/2022
2.	DR.A.V.KAVITHA	Faculty member	<i>A.V. Kavitha</i> 25/01/2022
3.	DR.D.SOUMADY	Faculty member	<i>[Signature]</i> 25/01/22
4.	DR.V.RAVI	Faculty member	—
5.	DR.R.BALASUBRAMANIAN	Faculty member	<i>R. Balu</i> 25/01/2022
6.	DR.M.GOVINDARAJAN	Faculty member	—
7.	DR.K.BHAVANI	Faculty member	<i>[Signature]</i> 25/01/22
8.	DR.V.KAVITHA	Faculty member	<i>V. Kavitha</i> 25/01/22
9.	DR.G.PRIYA	Faculty member	<i>G. Priya</i> 25-01-22
10.	DR.M.DEIVANAYAKI	Faculty member	<i>M. Deivani</i> 25/01/22
11.	MS.J.ANANTHI	Faculty member	<i>J. Ananthi</i> 25/1/22

- Students acquire knowledge on the value of Indian cows and cow products.
- Students obtain skills to produce value-added products of cow urine and dung
- Students have learned techniques to turn out dry cows that are considered as a burden into income generators.

Government College for Women (A), Kumbakonam
Department of Zoology

Offer a Value added course - Aquarium Keeping for the students
Certificate Course of Aquarium Keeping (30 hrs)

Objectives: 1. To understand the value of aquarium fish keepings in relation with entrepreneurship development. 2. To give knowledge and training about various aspects of ornamental fish breeding and its marketing. 3. To make them self-sustainable after graduation.

Unit-I Introduction to ornamental fish trading- World trade of ornamental fish and export potential. Introduction to ornamental fishes- Introduction to aquarium and its accessories. Basic knowledge on profile of ornamental fishes. Profile of some selected indigenous Indian ornamental fishes (Reticulated loach, Zebra fish, Glassfish, Honey gourami, Rosy barb).

Unit-II Design and construction of public fresh water and marine aquaria. Aerator, filters and lighting. Bio-filters in aquarium. Breeding of ornamental fish with reference to live bearer and egg layer species. Breeding of Guppies, Mollies, Swordtail fish and Platy fish.

Unit-III Hatchery, nursery management and rearing of live bearers and egg layers. Ornamental fish feed types and management, live feed culture for ornamental fishes, Ornamental fish diseases and their disease management (Pop eye, fin rots, Dropsy, Ulcers).

Unit-IV practicals 1. Identification of common live bearers (Guppy, Molly, Platy, Swordtail). 2. Identification of egg layer (Angel, Neon tetra, Siamese fighter, Gold fish, Zebra). 3. Packaging of ornamental fishes. 4. Feed preparation

Unit-V Practicals 1. Breeding tank set up for live bearers. 2. Identification of diseases. 3. Identification of aquarium plants. 4. Separation of fingerlings. 5. Preparation of budget for setting up aquarium keeping as business.

R. Balaji

Course Co-ordinator

HoD of Zoology.