



Manoharbhai Shikshan Prasarak Mandal Armori's

**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE
COLLEGE ARMORI**

Dist. Gadchiroli (Maharashtra) 441 208

Affiliated to Gondwana University, Gadchiroli.

Re-accredited by NAAC 'A' with 3.02 CGPA

SELF STUDY REPORT

SSR : 2016~2017 to 2020~2021

CRITERION – I
CURRICULAR ASPECTS

METRIC NO: ~ 1.2.2.

**METRIC NAME: ~ NUMBER OF ADD ON / CERTIFICATE
PROGRAMMES OFFERED DURING
THE LAST FIVE YEARS.**



Web: - mgcollegearmori.ac.in
e-mail: - mgcollege.armori@gmail.com
Phone: - 07137-266558

1.2.2 Number of Add on /Certificate programs offered during the last five years.

Brochure or any other document relating to Add on /Certificate programmes

INDEX

Sr. No.	Name of Add on / Certificate Programme	Year	Reference Page No.
2020-2021			
1)	Certificate Course in Herbal Medicine	2020-2021	2 – 5
2)	Certificate Course in Sericulture	2020-2021	6 – 9
3)	Certificate Course in Maintenance of Home appliance & Domestic electronic Wiring	2020-2021	10 – 18
4)	Certificate Course in Office Automation	2020-2021	19 – 26
5)	Certificate Course in Communicative English	2020-2021	27 – 29
6)	Certificate Course in Tribal Tourism	2020-2021	30 – 39
7)	Certificate Course in Human Rights	2020-2021	40 – 45
8)	Online Certificate Course in Share Market	2020-2021	46 – 50
9)	Certificate Course in Herbal Medicine	2020-2021	51 – 54
10)	Certificate Course in Sericulture	2020-2021	55 – 58
11)	Certificate Course in Office Automation	2020-2021	59 – 62
12)	Certificate Course in Communicative English	2020-2021	63 – 66
13)	Certificate Course in Tribal Tourism	2020-2021	67 – 76
14)	Add on Course in Vacuum Science & Technology	2020-2021	77 – 80

15)	Certificate Course in Hands on Training of Basic Chemistry Software	2020-2021	81 – 84
16)	Diploma in Dress Designing (Ongoing)	2020-2021	85 – 88
17)	Advance Diploma in Dress Designing	2020-2021	89 – 92
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18)	Certificate Course in Herbal Medicine	2019 - 2020	94 – 97
19)	Certificate Course in Sericulture	2019 - 2020	98 – 101
20)	Certificate Course in Maintenance of Home appliance & Domestic electronic Wiring	2019 - 2020	102 – 116
21)	Certificate Course in Office Automation	2019 - 2020	117 – 124
22)	Certificate Course in Communicative English	2019 - 2020	125 – 129
23)	Certificate Course in Tribal Tourism	2019 - 2020	130 – 139
24)	Certificate Course in Human Rights	2019 - 2020	140 – 146
25)	Diploma in Dress Designing	2019 - 2020	147 – 154
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30)	Certificate Course in Lab Technician	2018 - 2019	183 – 196
31)	Certificate Course in Communicative English	2018 - 2019	197 – 201
32)	Certificate Course in Tribal Tourism	2018 - 2019	202 – 211
33)	Certificate Course in Human Rights	2018 - 2019	212 – 218

34)	Diploma in Dress Designing	2018 - 2019	219 – 226
35)	Advance Diploma in Dress Designing	2018 - 2019	227 – 237
36)	Certificate Course in Sewing Machine Operator	2018 - 2019	238 – 241
37)	Certificate Course in Makeup Artist	2018 - 2019	242 – 246
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39)	Certificate Course in Sericulture	2017-2018	252 – 255
40)	Certificate Course in Office Automation	2017-2018	256 – 263
41)	Certificate Course in Communicative English	2017-2018	264 – 268
42)	Certificate Course in Tribal Tourism	2017-2018	269 – 278
43)	Certificate Course in Human Rights	2017-2018	279 – 285
44)	Diploma in Dress Designing	2017-2018	286 – 293
2016-2017			
45)	Certificate Course in Herbal Medicine	2016-2017	295 – 298
46)	Certificate Course in Maintenance of Home appliance & Domestic electronic Wiring	2016-2017	299 – 313
47)	Certificate Course in Communicative English	2016-2017	314 – 318
48)	Certificate Course in Tribal Tourism	2016-2017	319 – 328
49)	Diploma in Dress Designing	2016-2017	329 – 339
50)	Advance Diploma in Dress Designing	2016-2017	340 – 350

Academic Year 2020-2021

Certificate Course in Herbal Medicine (Brochure – Notice, Syllabus & Exam Scheme)

Notice

15.2.2021

अचना (09)

महाविद्यालयीन स्तर पर विद्यार्थी व-विद्यार्थिनी
सूचित करणान केने की "Herbal Medicine"
(Certificate Course) उपमापारुण सुकु होन
आहेन. तरी इन्कुड विद्यार्थीनी उराजच
तरीन प्रो. सिमा नागेदेन हयांच्चारणी
संपक साधावा.
(अवर कोर्स मध्ये अगेड हर्बल प्रोडक्श लभर
उरणात येनात.)

Kalut.
(B.Sc. Bot. III)

Co-Ordinator
'Herbal Medicine'
M. G. College
Armori

B.Sc. Bot. (Phy)

B.Sc. Bot. (Phy)

B.Sc. Bot. (Phy)

B.Sc. Bot. (Phy)



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PRINCIPAL

Dr. Lalsingh H. Khalsa

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S.T.D.: 07137

Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Translation

Notice

All the students of the college are hereby informed that, the 'Certificate Course in Herbal Medicine' will be conducted from tomorrow. Thus, all the interested students meet Prof. Seema Nagdeve of Botany Department for enrollment and more information. (In this course various Herbal Products are made.)

Date: 15/02/2021



Course Coordinator




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Syllabus & Exam-Scheme

**Mahatma Gandhi Arts, Science & Late N.P. Commerce College Armori
Dist; Gadchiroli**

Syllabus :Theory

Certificate Course in " Herbal Medicine " 2020-2021(Marks : 50 M)

Unit I :Study of different medicinal plants.

Aloe vera , Asparagus racemosus , Adhatodavasica, Acaccianilotica, Azadirachta indica, Moringaoleifera, Cymbopogon citratus, Emblica officinalis, Ocimum sanctum , Bell, Cassia tora , Hirda, Cymbopogon citratus , Phyllanthus niruri, Bringraj/ Maka , Hibiscus rosa- sinensis, Tinospora cordifolia, Vitex negundo.

Unit II :Various uses of different medicinal plants.


Unit III : Study of Herbal products-


Adulsakalpa , Shatavarikalpa, Crack cream , Pain balm , Herbal hair oil, Herbal hair shampoo, Vatahar oil (Joint pain oil), Tooth powder , Herbal tea, Etc.

Practical (50 marks)

• Experiments-

1. Preparation of Adulsakalpa.
2. Preparation of Shatavarikalpa
3. Preparation of Herbal Hair Oil.
4. Preparation of Joint Pain Oil. (Vataheroil)
5. Preparation of Crack Cream.
6. Preparation of Herbal hair shampoo.
7. Preparation of Herbal tea.


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Co-Ordinator
'Herbal Medicine'
M. G. College
Armori

Certificate Course in Sericulture (Brochure – Notice, Syllabus & Exam Scheme)

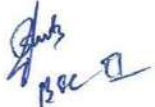




Notice

Notice

This is to inform all the students of Zoology Department of Mahatma Gandhi Arts, Science and Late N. P. Commerce College, Armori; that the department is going to run the 'Certificate Course in Sericulture from 15/02/2021. For the detailed information contact the department of Zoology.

Date: 13/02/2021


Course Coordinator
Co-Ordinator
GOP
'Sericulture'
M.G. College, Armori


BSC II

B

B

BSC - I

B


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Syllabus & Exam-Scheme

Syllabus: Theory **Certificate Course in Sericulture (Marks :40 M)**

UNIT I: History of Sericulture

(10 Marks)

- 1.1 Introduction to sericulture:
- 1.2 Cultivation of food plants.
- 1.3 Bioecology of Tasar silkworms.

Unit II: Rearing of silkworms

(10 Marks)

- 2.1 Rearing of silkworms.
- 2.2 Equipment's or requirements for rearing.
- 2.3 Favorable Climatic conditions for rearing.

Unit III: Harvesting

(10 Marks)

- 3.1 Harvesting and processing of cocoons.
- 3.2 Stifling and reeling of cocoons
 - 3.2.1. Reeling's selling to Textile mills through Government sanctioned rates.
 - 3.2.2. Government Subsidies and Schemes for Sericulture farming.
- 3.3 Reeling appliances

Unit IV: Diseases n Preventions

(10 Marks)

- 4.1 Diseases of Anthria mylita
- 4.2 Preventive measures for disease free cocoon production.
- 4.2 Predators and parasitoids of silkworm and their management

.....
PRACTICAL:

60 Marks

Experiment no	Title of Experiment
Experiment no. 1	Estimation of Hatching and Brushing percentage of silkworm, eggs.
Experiment no. 2	Estimation of silkworm larval density in the bed and on Yen, Arjun trees.
Experiment no. 3	Estimation of Cocoon shell ratio.
Experiment no. 4	Identification of different silkworm diseases
Experiment no. 5	Study of life cycle of Tasar silk worm

(Handwritten signatures and stamps)
Maharaja Ganga Prasad
Science
Gadch
1998




Details of course wise teaching aids:-

- i) Printed material: - list of the books
- ii) Lectures by Guest/ resource persons.
- iii) Videos of Sericulture (e-resources)
- iv) Visit to the Tasar Kosa Vikas Kendra Armori

UGC CAREER ORIENTED PROGRAMME**TWO MONTH CERTIFICATE COURSE IN SERICULTURE****Total Credits for the Course:-**

S.NO	Unit	Title	Theory Hours Class per week	Practical Hours	Total credit		Total marks
					Theory credit	Practical credit	
1	Unit 1	History of Sericulture	4	-	4	6	10
2	Unit 2	Rearing of silkworms	4	-	-	-	10
3	Unit 3	Harvesting	4	-	-	-	10
4	Unit 4	Diseases Preventions	4	-	-	-	10
5	Practical training and visit to Tasar centre Armori		-	6	-	-	60
	Total marks				Total credit -10		100


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**Certificate Course in
Maintenance of Home
appliance & Domestic
Electronic Wiring
(Brochure- Notice,
Syllabus & Exam
Scheme)**

Notice

सुचना

महाविद्यालयातील सर्व विद्यार्थ्यांना सुचित करायला येते की, महाविद्यालयातर्फे 'Certificate Course in Maintenance and Repair of Home Appliances' या कोर्सकरीता प्रवेश मंजूर झालेला आहे. हा कोर्स जुलै २०२१ ते मार्च २०२२ या कालावधीत घेण्यात येणार आहे. तरी स्विकृत विद्यार्थ्यांनी प्रवेशाकरीता व अधिक माहितीकरीता प्रो. जे. सि. जी. मुंगगेडे, भारतीय शास्त्र विभाग, यांचेशी संपर्क साधावा.

दि. २०/०१/२०२१

(जे. सि. जी. मुंगगेडे)

प्रमुख
B.Sc.-II (Chem)

N
B.Sc. III



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Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Translation

Notice

All the students of the college are hereby informed that, the admission process of 'Certificate Course in Maintenance and Repair of Home Appliances' has been started. The course will be conducted between February 2021 and March 2021. Thus, all the interested students meet Dr. C. D. Mungmode of Physics Department for enrollment and more information.

Date: 20/01/2021



Course Coordinator




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Syllabus & Exam Scheme

Maintenance and Repair of Domestic Appliances

Theory

Unit I Electric Mixer and food processor

- 1.1 Introduction to electric mixture and food processor
- 1.2 List of main parts of mixer and food processor
 - a) Motor b) Switch c) Base unit (Body)
 - d) Supply cord e) Interlock Lever f) Overload Circuit breaker
 - g) Cupler h) Indicators i) Connector strip
 - j) Accessories of mixer
 - 1) Stainless Steel Jars or Plastic jars 2) Rubber ring
 - 3) Dome 4) Stopper 5) Dry grinding Blade
 - 6) Wet grinding Blade 7) Mincing blade 8) Whipper Blade
 - 9) Spatula 10) Diagram of all parts
- 1.3 Working principle, Circuit diagram and working
- 1.4 Common faults, testing and repairing
 - 1) List of common faults their causes and remedies
 - 2) Testing of motor
 - 3) Control switch
 - 4) Overload circuit breaker
 - 5) Supply cord with the help of multimeter and test lamp
- 1.5 Precaution :- Precaution while handing mixer

Practical

- 1) Dismantling and reassembling of electric mixer
- 2) Testing, fault finding, repair and over hauling
- 3) Workshop Visit





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Unit - II **Electrical Fan**

- 2.1 Introduction of electrical fan
 - 2.2 Types of fans
 - a) Table fan b) Ceiling fan c) Exhaust fan
 - d) Pedestal fan e) Cabin fan
 - 2.3 Construction :- List of main parts for each fan
 - i.e. a) Motor b) Blades c) Canopy
 - d) Regulators e) Specific part
 - f) Oscillating mechanism g) Stand h) Down rod
 - i) Capacitor j) Base diagram of each parts
 - 2.4 Working principle
 - i) Working principles of fan along with circuit diagram and working of fan
 - 2.5 Common faults, list of common faults their causes and remedies
Overhauling and Repairing procedure and , maintenance for all types of fans
Testing of motor, Capacitor, Regulator with the help of series test lamp and multimeter.
Precautions while handling fans
 - 2.6 Speed control
Speed control of fans
 - 2.7 Installation of exhaust and ceiling fan
- Practical :- 1) Dismantling and reassembling of electric fans
 2) Testing, fault finding, and repair of fans




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III) Room Coolers

3.1 Introduction to room coolers

- a) Exhaust type b) Window type c) Blower type

3.2 Construction

List of main parts

- a) Motor b) Pump c) Body
d) Control switch e) Cooling pads f) Water level indicators
g) Supply chord h) Diagram of each parts

3.3 Working principle & Working of each type of room cooler along with circuit diagram.

3.4 Common faults, testing and Repairing List of common faults, their causes and remedies.

Testing of motors, Pump, Switch, capacitor with the help of series test lamp or multimeter. Repairing procedure for room cooler to removing the various faults.

3.5 Installation

Installation of room cooler

Precaution while handling room cooler

3.6 Overhauling

Overhauling procedure of room cooler

Practical: - 1) Testing, fault finding and repair of room cooler

2) Workshop Visit




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Unit IV Emergency Light

4.1 Introduction

Introduction to emergency light

4.2 Working Principle

Working principle of emergency light with circuit diagram

4.3 Construction

List of main parts

- | | | |
|----------------|-------------------------------|---------------------|
| a) Transformer | b) Rectifier | c) Inverter circuit |
| d) Battery | e) Cabinet | f) Operating Switch |
| g) Tube | h) Reflector ie. Supply chord | |

Detailed Description of each part

4.4 Circuit operation of Emergency light

4.5 Common faults and Repairing

List of common faults their causes and remedies.

Repairing procedure to emergency light for various faults

4.6 Precautions


Precautions while handling for emergency light.

Practical

1) Testing, Fault finding and repair of emergency light

2) Workshop Visit




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Unit V Inverters

5.1 Introduction of Inverters

5.2 Construction

List of main parts

Introduction of parts used in inverters.

5.3 Working

Working of Inverters

5.4 Common faults

List of common faults, their causes and remedies.

Practical

- 1) testing, fault finding and repair of inverters

* Industrial Visit




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* List of Books

- | | | |
|----|---------------------------------------|-----------------|
| 1) | Basic Electrical Engineering | – M . L. Anwani |
| 2) | Study of Electric Domestic Appliances | – K. B. Bhatia |
| 3) | Basic Electrical Engineering | - P. P. Shah |
| 4) | Vidyut Shastra (Marathi) | - Shyam Pitke |
| 5) | Domestic Appliances (Marathi) | - P. P. Shah |
| 6) | Vidyut Shastra | - P. P. Shah |
| 7) | Domestic Appliances | - Shri. Bobade |

* List of Equipment, tools, Appliances & Machine

- 1) Work bench
- 2) Ammeter AC & DC (Analog / Digital)
- 3) Voltmeter (Analog / digital)
- 4) Wattmeter
- 5) Ohmmeter
- 6) Multimeter (Analog/ Digital)
- 7) Scissors
- 8) Grinder
- 9) Files (Flat, Square, Round, Halfround)
- 10) Wood hand saw
- 11) Screw Drivers (Various sizes)
- 12) Ball Pein hammer
- 13) Pliers (Insulated combinations)
- 14) Oil can
- 15) Electrician Knife
- 16) Connectors
- 17) Claw hammer
- 18) Carbon brush
- 19) Wiring material
- 20) De Motors

- | | |
|--------------------------|------------------------|
| 1) Potantial Transformer | 2) Current transformer |
| I) Visit to Workshop | II) Visit to Industry |


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Certificate Course in Office Automation (Brochure- Notice, Syllabus & Exam Scheme)

Notice

Notice

This is to inform all the students of Mahatma Gandhi Arts, Science and Late N. P. Commerce College, Armori; that the Computer Science department is going to run the 'Certificate Course in Office Automation from 17/02/2021. For the detailed information contact the department of Computer Science.

Date: 15/12/2021





Course Coordinator


B.Sc. I


B.Sc. II


B. Sc. III


B.Sc. - IC (Phy 2)




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Syllabus & Exam Scheme

CERTIFICATE COURSE IN OFFICE AUTOMATION

Objective of the Course: To provide an in-depth training in use of Office Automation packages, internet and intranet tools, web hosting etc. Essential for a modern office for day to day office management, and e-governance. The course also helps candidates to get acquainted with IT and Cyber laws, Taxes, Financial rules to be followed in public and Private offices.

Duration: Five Month Part Time: 40 Hr. of Teaching

SYLLABUS

UNIT-I Windows XP

Windows XP: Windows concepts, Features, Windows Structure, Desktop, Taskbar, Start Menu, My Computer, Recycle Bin, Windows Accessories- Calculator, Notepad, Paint, Wordpad, Character Map, Windows Explorer, Entertainment, Managing Hardware & Software Installation of Hardware & Software, Using Scanner, System Tools, Communication, Sharing Information between programs.

UNIT-II MS-Excel

Worksheet basics, creating worksheet, entering into worksheet, heading information, data, text, dates, alphanumeric values, saving & quitting worksheet, Opening and moving around in an existing worksheet, Toolbars and Menus, Keyboard shortcuts, Working with single and multiple workbook, working with formulae & cell referencing, Auto sum, Copying formulae, Absolute & relative addressing, Worksheet with ranges, formatting of worksheet, Previewing & Printing worksheet, Graphs and charts, Database, Creating and Using macros, Multiple worksheets- concepts, creating and using.

UNIT-III MS Power Point

AutocentntWizard, creating a lank presentation, autolayout, Power point



screen:screen layout and Views, insert a new slide,applying design template, changing slide layout,reordering and hiding slides, slide show and editing custom slide. Resizing a text box ,Text box properties,Delete a text box,Bulleted lists,Numbered lists,Adding notes,Video and Audio, Adding text Editing options,Formatting text,Replace fonts,Line spacing ,Change case Spelling check, Color schemes , Adding clip art,Adding an image from a file Editing graphic,AutoShapes,WordArt,Backgrounds, Action buttons Slide animation Animation preview Slide transitions Slide show options Slide master Header and footer Slide numbers Date and time

UNIT-IV Intranet

Intranet tools: E-mail: Anatomy of e-mail,e-mail address, finding e-mail address, adding signature, attaching files, opening attachments, managing e-mail account, Web mail ,Case study: Yahoo Mail, Outlook express.

FTP, ftp commands, ftp software, Telnet, using telnet.

UNIT-V Scanner,Printer,Fax & Xerox

Scanning a document, Making Printout of a Document, Sending & Receiving Fax, Making Xerox copies of document

Reference Books:

- Professional Office Procedure by Susan H Cooperman, Printice Hall Information
- Technology:Principles , Practices and Oppertunities by James A Senn, Printice Hall
- Technology And Procedures for Administrative Professionals by Patsy Fulton-Calkins, Thomson Learning
- Public Information Technology and E-Governance: Managing the Virtual State (Paperback) by G. David Garson

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LIST OF PRACTICAL

Windows XP:

1. Starting the Windows Starting a program, running a program Running multiple programs and switching between windows Customizing the Task bar Recycle bin, restoring the deleted files
2. Creating and removing folders Making the taskbar wider, arranging icons on the Desktop Displaying and hiding the taskbar clock Controlling the size of start menu options Creating Shortcuts
3. Installing a screen saver Assigning a wallpaper to Desktop Adding a program to the start menu Adding a program shortcut in the Desktop Customizing the mouse settings
4. Expanding and collapsing a folder Recognizing File types using icons Running a program from explorer Renaming a file or folder Sorting a folder

MS-Excel:

Prepare following table in a worksheet using MS-Excel.

Name	Basic	DA	HRA	Gross Pay	PF	Net Pay
SUNIL	10000					
VIBHAV	25000					
SACHIN	20000					
NIKITA	15000					

Perform following operations:-

1. Complete the table using formulas o
 $DA = \text{Basic} * 27 \%$
 $Hra = \text{Basic} * 10 \%$
 $PF = \text{Basic} * 12.5 \%$
 $Gross Pay = \text{Basic} + DA + HRA$
 $Net Pay = Gross Pay - PF$

2. Give the Proper Heading.

3. Take the printout in landscape orientation

Enter following data in MS-Excel worksheet.

Name	Date of joining	Salary	Designation
SUNIL	Jan-05	10000	Peon
VIBHAV	Oct-10	20000	Accountant
SACHIN	Jan-05	15000	Clerk
NIKITA	Dec-09	25000	Manager

Perform following operations:-

1. Copy the above data and place in sheet2 and sort the table in the ascending order or date of joining and give proper heading.



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- Finally run the slide continuously until Esc key is not pressed. At last, write the steps that you have performed

Select the 10 slides of your choice. Apply the following settings and write the steps you have performed in each option.

- Insert page number in each slide
- Timer should be displayed during execution.
- Change the background color of each slide.
- Set the interval time for each slide to be displayed.
- Use Flash bulb animation in your presentation.
- Select a Color Schemes of your choice.
- Insert Chart in one of your slide. Insert a table in your presentation

Intranet:

1. Searching for a web site / application / text documents viewing and downloading.
2. Create an E-mail account, retrieving messages from inbox, replying, attaching files filtering and forwarding
3. Operating on a Tablet / Smart Phone - browsing and practising on some important applications (UcBrowser, Skype) - operating on internet – creating and sending messages / mails using the applications like WhatsApp.

Scanner, Printer, Fax & Xerox

1. Scan a document as a text document and save it.
2. Install the printer, open a word document, set page margined and take printout.
3. Make fax of letter to a given number.
4. Insert paper in paper box of the Xerox machine and take Xerox of the document.


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2. Copy the above data and place in sheet3 and sort the table in the ascending order or date of joining followed by order of name and give proper heading.

3. Copy all the above data to sheet4 and take printout

Prepare following using MS-Excel.

Players	Match 1	Match 2	Match 3	Average	Highest Score	Sum
Sehwag	78	43	91			
Sachin	45	77	62			
Yuvraj	65	80	37			
Dhoni	34	15	46			
Raina	23	75	55			

Perform following:-

- Calculate Average and High score of each player using AVERAGE & MAX function
- Calculate total score of each match using SUM function.
- Sort above records in descending order on the basis of average.
- Take the printout in landscape orientation

MS Power Point:

Create the following slide

ICAT PVT LTD	
• COURSES	• FEES STRUCTURE
✓ C	❖ 1500
✓ C++	❖ 2500
✓ VB	❖ 2000
✓ ORACLE	❖ 3000
✓ JAVA	❖ 4000

- Change the bullet style in the first and the second level.
- Change the case of the first level text to upper case and second level text to lowercase. (By using Change Case option)
- Change the attribute of the text to: Font: Arial, Font Style: Italics, Size: 20 Justify the text

Prepare the following slides with the information given below:

- Select the slide of your choice and write about yourself.
- Write about your family members name with relation.

Tip: By using Title and 2 column text

- Using Title Content and text slide insert the picture of your favourite hero with the list of their movies.

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Gachhiroi



CERTIFICATE COURSE IN OFFICE AUTOMATION

Scheme of Examination

1. Question Paper should be in two Parts
 - Theory Paper
 - Practical Paper
2. Theory paper Examination will be conducted by on the basis of an MCQ
3. Practical paper Examination will be conducted by on the basis of Performance.

I. Theory Paper

Max. Time 2 Hr.

Unit	Content	Mark
I	Windows XP	20
II	MS-Excel	20
III	MS Power Point	20
IV	Intranet	20
V	Scanner, Printer, Fax & Xerox	20
Total		100

II. Practical Paper

Max. Time 3 Hr.

P1	P2	P3	Viva-voce	Total Mark
30	30	30	10	100

Total Marks=I+II

=200 Marks


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Science & Late
N. P. Commerce College,



Certificate Course in Communicative English


**(Brochure- Notice,
Syllabus & Exam
Scheme)**

Notice

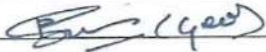
Notice -

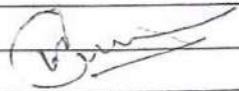

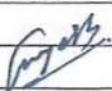
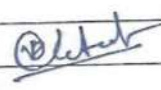
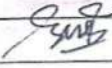
14 /02/2021

This is to inform all the students of M.G. College, Armoni that the department of English is running "The Certificate Course in Communicative English" from 16 /02/2021. The last date of the admission for the course is 15 /02/2021. For the detailed information, contact department of English.


Co-ordinator.

Coordinator
Certificate Course in Communicative English
M.G. College, Armoni

 (gaw)




Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armoni, Dist - Gadchiroli

Syllabus & Exam Scheme

MAHATMA GANDHI ARTS, SCIENCE & LATE N. P. COMMERCE COLLEGE,
ARMORI, DIST. GADCHIROLI

Certificate Course in Communicative English

2020-2021

Syllabus of the course

UNIT I - Basic Grammar	10
- Parts of Speech, Kinds of sentences, Clauses and Predicate Tense, Articles, Punctuation	
UNIT II – Basic Grammar	10
- Common Errors, Direct and Indirect speech, Change the Voice, Degree, Hardly had, No sooner, Neither nor, Either or, Sentences (Complex , Compound, Simple), Uses of phrases	
UNIT III – Basic of Phonetics	10
UNIT IV – Speech, Sound & Situation (practical class)	20

Distribution of the Marks:-

Written - 30 Marks

Oral - 15 Marks

Assignment - 05 Marks

REFERENCE BOOKS

Dr.N,D,V,Prasad Rao. Learners' English Grammar and Composition ,S.Chand Publication,2013

Bansal and Harrison. ,Spoken English, Orient Longman,1999

Michael McCarthy, Felicity O'Dell, English Vocabulary in Use, Cambridge University Press 2002

Martin Hewings. Pronunciation Practice Activities, Cambridge University Press,2004

Grammar Practice Activities, Cambridge University Press,2004




Co-ordinator
Communicative English
Career Oriented Programme

Certificate Course in Tribal Tourism (Brochure- Notice, Syllabus & Exam Scheme)

Notice

PAGE :
DATE : / /

સૂચના ક -

મહાત્મા ગાંધી મહાવિદ્યાલયાતીત
બી.પી. દ્વિતીય વ તૃતીય વર્ષના વિદ્યાર્થીના
સૂચિત કરવાત એતે પી સત્ર ૨૦૨૦-૨૦૨૧
મધ્યે કોવિડ પ્રતિબંધાત્મક ઉપાય સ્થગૂન
મહાવિદ્યાલયે બંદ હોતી જ્યા ખાસ મુદ્દે શા
સત્રાતીત આદિવાસી પર્યટન અભ્યાસક્રમ
પ્રત્યક્ષ સુરુ કરને શક્ય નહતે પરંતુ
દિ ૧૫.૦૨.૨૦૨૧ પાસૂન મહાવિદ્યાલયે
કાઢી પ્રતિબંધાત્મક ઉપાયયોગના કસૂન
સુરુ હોત આદેત. તરી જ્યા વિદ્યાર્થીના
શા કોર્સ કરિતા પ્રવેશ દ્યાયના આદે જશા
સર્વ વિદ્યાર્થીની દિ ૧૦.૦૨.૨૦૨૧ પાસૂન
મુગોલ વિષ્ણાત પ્રવેશાકરિતા પ્રત્યક્ષ અવેદન
કરાવે.

દિ ૧.૦૨.૨૦૨૧



ડી. વિજય પુ. ગોરે

સમન્વાયક

Handwritten signature

આદિવાસી પર્યટન વિભાગ
Co-ordinator
Career Oriented Programme
Tribal Tourism



Handwritten signature
Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

Translation is on next page.....



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MANOHARIBHAI SHIKSHAN PRASARAK MANDAL ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

Dr. Lalsingh H. Khalsa

M. Sc., Ph. D.

Mob. 9422153197

E-mail: lalsinghkhalsa@yahoo.com

S.T.D.: 07137

Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_

Date _____

Translation

Notice

B.A. 2nd and 3rd-year students of Mahatma Gandhi College are informed that the college was closed in the session 2020-2021 as a precautionary measure due to which it was not possible to start the 'Certificate Course in Tribal Tourism' in this session but from February 19, 2021, the colleges are getting started with some precautionary measures. Thus, all the students who want to get admission for this course should apply directly for admission to the Geography department from 10th February 2021.



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<https://www.facebook.com/mgcollegearmori/>



[YouTube https://www.youtube.com/channel/UCdoZyKXO73InRcKgL8OHIDZw](https://www.youtube.com/channel/UCdoZyKXO73InRcKgL8OHIDZw)

Syllabus & Exam Scheme

MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.COMMERCE COLLEGE, ARMORI

NAAC Re-accredited "A" Grade (CGPA 3.02)2017

CERTIFICATE COURSE IN TRIBAL TOURISM SYLLABUS

YEAR OF IMPLEMENTATION: - Syllabus will be implemented December-2016

DURATION: Three Months (90 Days)

MEDIUM OF INSTRUCTION: - Marathi, Hindi, English

Intake Capacity: - 40

Member of BOS

1. Chairman: - Dr. Lalsingh. H. Khalsa (Principal)
2. Course Coordinator: - Prof. Parag s. Meshram (M.A., M.Phil. SET in Geography)
3. Member: - Dr. Vijay P. Gorde (M.A., Ph.D. NET in Geography)
4. Member: - Prof. Sunil Chute (M.Sc., MCA.)

Aims & Objectives:-

This Course focused on

- 1) To Promote Local Tribal Tourism.
- 2) To Gain Basic Knowledge of Tribal Tourism.
- 3) To impart skills and Knowledge and maximize career opportunities in the tourism industry.
- 4) To promote for self-employment

A certificate course of 64 hours/90 Days in Tribal Tourism was conducted for the B. A.-II & III Year Students of Geography. This course is designed for imparting knowledge of tribal tourism and promoting students to get employment in tourism industry.

Outcomes:-

- 1) Students learnt basics of tourism.
- 2) Students learnt the custom & tradition of tribal culture.
- 3) Students learnt how to promote tribal tourism in tourism industry.
- 4) Students get Career opportunities in local tourism sector/ industry

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STRUCTURE OF COURSE

1. Two Theory Paper
2. Internal Assessments & Field visit

SCHEME OF EXAMINATION

A) THEORY

Examination pattern is such that the test will be consisting of two papers that will be conducted in offline mode. The descriptive / Objective-Type questions that Candidates need to complete in duration.

Total Marks: 80

B) Internal assessment & Field visit

Evaluation of the performance of the students in Internal Assessment & Field visit shall be on the basis of Tribal Tourism Syllabus.

Total Marks: 20

Structure of the Course

CERTIFICATE COURSE IN TRIBAL TOURISM								
Subject	Paper Code	Paper Name	Total Period/Week	Credit	% of Assessment			
					IA	IE	Total	Mini. Passing (35%)
Tribal Tourism	TMCCTT01	Conceptual Framework of Tourism	04	04	20	80	100	35 (Th. – 28 M & IA-07 M)
	TMCCTT02	Computer Application in Tourism	04	04	20	80	100	35 (Th. – 28 M & IA-07 M)

• **Tribal Tourism:** Major theory papers in the concerned subject.

- T represents Theory.
- IA (Internal Assessment): It will be evaluated by Internal Examiner appointed by College in consultation with the Head of Institution/Principal. (Refer Appendix 1)
- IE (Institutional Examination): It will be evaluated by Internal Examiner appointed by Institutional Head/ Principal (Refer Appendix 1 & 2)
- Period: Each period is of 48 minutes or as per Government direction from time to time.
- **In Paper Code**

- 1st & 2nd Letter (TM): Represent it a Three Month Course.
- Next 2 Letter (CC) : Represent it is Certificate Course
- Next Letter (T) : Represent the subject Tribal Tourism
- Next Letter (T) : T : Represent Theory Paper (Refer Appendix 1)
- Last two letter : Represent Paper No. for Ex. 01 Represent Paper No. 1



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Gaachipore

UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT01

Conceptual Framework of Tourism

Total Marks – 80

Internal Assessment Marks – 20

Unit – I The Nature and concept of tourism, Introduction of Tourism, What is Tourism, Definitions of Tourism, Characteristics of Tourism, Tourist – Definition, Nature of Tourism, Scope of Tourism

Unit –II Infrastructure in Tourism, Factors of Tourism Development, Location, Accessibility & Space, Scenery, Forest & Grasslands, Climate, Wild Life, Settlements, Cultural Factors, Accommodation forms & types,

Unit –III Tourism Planning & Organization, Tourism Planning, Important Factors of Tourism Planning, Tourism Demand and Supply, Planning of Regional Level, Tourism Planning at the Local Level,

Unit – IV Significance of Tourism Industry, Economical Impact of Tourism, Assistance to the Development of Economy, Employment, Other Economic Factors, Social & Cultural Impacts of Tourism.

Reference –

- 1) The Geography of Tourism – R. Robinson
- 2) International Tourism – A. K. Bhatiya
- 3) Tourism Development and resource Conservation – Dr. Jagmohan Negi
- 4) Tourism Development – A. K. Bhatiya
- 5) Tourism in India – U. N. Gupta
- 6) Tourist Development – Douglas Pearce, Logman, London.
- 7) Tourism Economic and Social Development _ P. S. Gill
- 8) Development Tourism and Travel Industries – Premnath Dhar
- 9) Geography o Tourism – S. B. Shinde
- 10) Geography of Tourism – Nagtode and Pardhi



UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT02
Computer Application in Tourism

Total Marks – 80

Internal Assessment Marks – 20

UNIT-I: Introduction to IT and Computers

Block Diagram of Computer, Functioning of Computer, Characteristics
Computer Memory: Primary & Secondary, Types of Primary Memory.
Number System: Decimal, Binary, Octal, Hexadecimal number systems and their Interco version, ASCII codes

UNIT-II: I/O and Storage Device Input Devices: Keyboard Locator Device: Mouse, Joy Stick

Pick Device: Light Pen, Touch Screen, **Scanning:** MICR, OCR, OMR, Barcode Reader.
Vision Capturing: Webcam, Digital Camera
Output Devices: VDU, Printer: Dot Matrix, Laser, And Projector.
Storage Device: Hard Disk, Optical Disk, Blu Ray Disk and Pen Drive.

UNIT-III: Windows Operating System, Classification of Operating System on the basis of task

(Single User Single Task, Single User Multiple Task, and Multi-User Multiple Task). Features of Windows, Desktop and Windows Explorer.
Control Panel: Administrative Tools-Date and Time, Display, Mouse, Programs and Features. Usage of Recycle Bin
Windows Accessories: Calculator, Notepad, Paint, Disk Cleanup

UNIT-IV: Network & Internet

Computer Communication, Need for Networks, Communication Device, Types of Network- LAN, WAN, MAN, Concept of Network Topology, Types of Topologies and its Advantages and Limitations
Internet: Basic Internet terms, Internet Addressing, Detail about E-mail, Search Engine, Social and Ethical Issues, E-learning.
Open Source Terminologies: Open Source Software, Freeware, Shareware, Proprietary Software.

Text Books:

- 1) Peter Norton's, "Introduction to Computer", TMH, 2004, ISBN-0-07-05-3142-0
- 2) Dr. S. B. Kishor, "Information and Communication Technology", Das Ganu Prakashan
- 3) Chetan Shrivastava "Fundamentals of Information Technology", Kalyani publishers, 2002, ISBN-81-7663-576-6

References:

- 1) Dr. S. B. Kishor, "MS-Office with Office Automation", DAS GANU Prakashan, ISBN : 978-93-81660-67-6
- 2) Akshay Kumar, "Information Technology and Info Guide", Authors press, 2000, ISBN-81-7273-040-3



Principal
W. P. Science & Commerce College,
Gadchiroli

Appendix 1

Evaluation Rules

A) Internal Assessment:

1. The internal assessment marks shall be awarded by the concerned teacher.
2. General guidelines for Internal Assessment are:
 - a) The internal assessment marks assigned to each theory paper on the basis of the performance in Class Attendance And any two assignments as described below selected by concerned teacher.
 1. Class Test
 2. On-line Test
 3. Theory Assignments
 4. Programming Assignments
 5. Study tour
 6. Industrial visits
 7. Group discussions
 8. Seminar Presentation
 9. Participation in Departmental Activities
 - b) There shall be no separate / extra allotment of work load to the concerned teacher related to above assignments. He/ She shall conduct the Internal assessment activity during the regular teaching days / periods as a part of regular teaching activity.
 - c) The concerned teacher / department shall have to keep the record of all the above activities until six months after the declaration of the results of that semester.
 - d) At the beginning of each semester, every teacher / department shall inform his / her students unambiguously the method he / she propose to adopt and the scheme of marking for internal assessment.

Marks Distribution: Internal Assessment mark will be allocated by Internal Examiner as per the following format

Sr.No.	Particulars	Max. Marks
1	Class Attendance	05
2	2 Assignment Activity on Given Appendix 1	15

Note: 1) The Written work should be completed within max. 45 minutes.



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Gandhinagar, Gandhinagar, Gandhinagar

- B) Theory Paper Assessment:** Theory papers will be held as per the scheduled given by the Institution/ Department and examinee needs to score minimum 35% of marks to clear the paper including internal assessment marks.
- C) Revaluation:** There is also a provision for the Revaluation only for theory papers examination conducted by Institution (i.e. it is not applicable for Internal Assessment) as per the rules and fee structure prescribed by Institution.

Appendix-2

Pattern of Question Paper

General Rules and Regulations regarding pattern of question paper for the Coerce end examination is as given below:

1. There will be four units in each paper.
2. Maximum marks of each theory paper will be 80.
3. Question paper will consist of four questions, each of 20 marks. Or Question paper will consist of four or five MCQ Type questions on four Units each of 5/4 marks.
4. Four questions will be based on four units with internal choice.

CERTIFICATE COURSE IN TRIBAL TOURISM	
Name Of Paper	
Time: 3 Hours]	[Max. Marks: 80
Note:	
1) All questions are compulsory and carry equal marks.	
2) Draw Neat and Labeled diagram and use supporting data wherever necessary.	
3) Avoid vague answers and write specific points/answer related to questions.	
Q1 Either (From Unit 1)	
a)	20
OR	
b)	20
Q2 Either (From Unit 1)	
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	
a)	20
OR	
b)	20



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Appendix-3

Evaluation system:

Grading scale

Depending on the marks scored in a subject, student is given a grade as follows

Percentages of Marks	Grade	Description of Performance
0 to 34	D	Fail
35 to 45	C	Fair
45 to 55	B	Satisfactory
55 to 74	B ⁺	Good
75 to 90	A	Very Good
90 to 100	A ⁺	Excellent

Standard of Passing:-

As per the guidelines and rules for certificate course in tribal tourism, a student obtaining grade D shall be considered failed and will be required to reappear for the examination



P. Smetkaram
Co-ordinator
Career Oriented Programme
Tribal Tourism

[Signature]
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N. P. Commerce College,
Armori, Dist - Gadchiroli



Certificate Course in Human Rights (Brochure - Notice, Syllabus & Exam Scheme)

Notice

सूचना


महाविद्यालयाच्या बी.ए. प्रथम वर्षाच्या सर्व विद्यार्थ्यांना सूचित करण्यात येते की, आपल्या महाविद्यालयातील राज्यशास्त्र विभागातर्फे certificate Course In Human Right या कोर्स चे आयोजन महाविद्यालय सुरु झाल्यानंतर फेब्रु.- मार्च २०२१ या कालावधीत करण्यात येईल तरी इच्छुक विद्यार्थ्यांनी आपले नाव प्रा. गजानन बोरकर यांच्याकडे ३० जाने.२०२१ पर्यंत द्यावीत.

२५/१/२०२१




समन्वयक

Co-ordinator
certificate Course in Human Right
Course
M.G. College, Armori


Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



Translation is on next page.....



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**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

Dr. Lalsingh H. Khalsa

M. Sc., Ph. D.

Mob. 9422153197

E-mail: lalsinghkhalsa@yahoo.com

S.T.D.: 07137

Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Translation

Notice

All the students of B.A. First year of the college are hereby informed that, the department of Political Science is going to organize the 'Certificate Course in Human Rights' in month of February-March 2021. Thus, all the interested students meet Prof. Gajanan Borkar and enroll for the course till 30/01/2021.

Date: 25/01/2021

Course Coordinator



Principal

Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

Syllabus & Exam Scheme

MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.

COMMERCE COLLEGE, ARMORI

NAAC Re-accredited "A" Grade (CGPA 3.02)2017

CERTIFICATE COURSE IN HUMAN RIGHTS SYLLABUS

TITLE : CERTIFICATE COURSE IN HUMAN RIGHTS

YEAR OF IMPLEMENTATION: Syllabus will be implemented from February 2021

DURATION : 35 Hours

MEDIUM OF INSTRUCTION : English / Marathi / Hindi

STRUCTURE OF COURSE

1. Theory paper
2. Internal Assessments

SCHEME OF EXAMINATION

A) THEORY;

Examination pattern is such that the exam will be consist of one paper that will be conducted in Online/offline mode. The objective-type questions that Candidates need to complete in duration 60 Min.

Total Marks:60

B) PRACTICAL;

Evaluation of the performance of the students in practical shall be on the basis of Human Rights Syllabus.

Total Marks:20

Standard of Passing:

As per the guidelines and rules for Certificate Course in Human right

Structure of the Course

Sr. No	Title	Theory /Practical	Marks (Total)	Distribution of Marks	
				THEORY & PRACTICAL	
				Theory	I.A.
1	HUMAN RIGHTS AND DUTIES IN INDIAN CONSTITUTIONAL FRAMEWORK	Theory Paper-01	80	60	20
Grand total			80 Marks		



Handwritten signature and stamp of the Principal, Mahatma Gandhi Arts, Science & Late N.P. Commerce College, Armori. The stamp is rectangular and contains the college name and the word 'Principal'.

SYLLABUS

PAPER-01:

HUMAN RIGHTS AND DUTIES IN INDIAN CONSTITUTIONAL FRAMEWORK

Total Marks – 80

Theory- 60

Internal- 20

UNIT-

Meaning, Definition, Characteristics and Perspectives of Human Rights.

UNIT-II

Basic Characteristics of the Indian Constitution.

Fundamental Rights, Duties and Directive Principal of State Policy.

UNIT-III

Protection & enforcement of human rights and duties.

(a) Police and Human Rights, Judiciary and Human Rights.

(b) National and State Human Rights Commission.

UNIT-IV

Emerging Trends:

(a) Human Rights and Terrorism.

(b) Human Rights and Environment

References and Text Books:

1. Basu, Durga Das, Human Rights in Constitutional law (New Delhi: Prentice Hall 1994)
2. Baxi, Upendra, Future of Human Rights (2002)
3. Bueren, Geraldine Van, International Law on the Rights of the Child (1995)
4. Caney, Simon and Jones, Peter (eds.), Human Rights and Global Diversity (2001)
5. Freeman, Michael, Human Rights: An Interdisciplinary Approach (2002)
6. Gogia, S.P., Law relating to Human Rights (2000)
7. Gupta D.N. and Singh, Chandrachud, Human Rights and Freedom of Conscience: Some suggestions for its Development and Application (2001)
8. Lyer, Venkat (ed.), Democracy, Human Rights and the Rule of Law: Essays in Honor of Nani Palkivala (2000)
9. Jhunjhunwala, Bharat (ed.) Governance and Human Rights (2002)



[Signature]
Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,

Intake Capacity: - 40

Teaching Faculty: -

1. Prof. Gajanan W. Borkar (M.A. Political Science (SET))

Evaluation system:

Percentages of Marks	Grade	Description of performance
0 to 34	D	Fail
35 to 44	C	Fair
45 to 54	B	Satisfactory
55 to 59	B ⁺	Good
60 to 69	A	Very Good
70 to 84	A ⁺	Excellent
85 to 100	O	Outstanding




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Armori, Dist - Gadchiroli

Online Certificate Course in Share Market

**(Brochure- Notice,
Syllabus & Exam
Scheme)**

Notice

सूचना

महाविद्यालयातील सर्व बी. कॉम. II व III वर्गाच्या सर्व विद्यार्थ्यांना सूचित करण्यात येते की, वाणिज्य विभागातर्फे दि. ०२ जूलै २०२१ पासून Online Certificate Course in Share Market सुरू करण्यात येत असून सदर कोर्ससंबंधी Registration Link व माहितीपत्रक आपल्या संबंधित वर्गाच्या Whats app group वर पाठविण्यात येत असून ज्या विद्यार्थ्यांना हा कार्स करावयाचा आहे, त्या सर्व विद्यार्थ्यांनी सदर Link वर आपली नोंदणी करून घ्यावी. एकूण नोंदणी झालेल्या विद्यार्थ्यांपैकी फक्त ३० विद्यार्थी सदर Online Course साठी निवडण्यात येईल. तसेच निवडण्यात आलेल्या सर्व विद्यार्थ्यांना हा कार्स नियमितपणे उपस्थित राहून पूर्ण करणे बंधनकारक राहील. याची विशेष नोंद घ्यावी.

टिप :- सदर Online Certificate Course करण्यासाठी विद्यार्थ्यांजवळ Smartphone OR Desktop OR Laptop तसेच Internet ची सोय असणे आवश्यक.

दि. २८/०६/२०२१




PRINCIPAL
M.G. Arts, Science &
Late N.P. Commerce College
RAMORI Bazar Gadchiroli

Translation is on next page.....



"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHAR BHAJI SHIKSHAN PRASARAK MANDAL, ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

Dr. Lalsingh H. Khalsa

M. Sc., Ph. D.

Mob. 9422153197

E-mail: lalsinghkhalsa@yahoo.com

S.T.D.: 07137

Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Translation

Notice

All the students of B.Com. First and Second year of the college are hereby informed that, the department of Commerce is going to organize the 'Online Certificate Course in Share Market' from 02nd July, 2021. The Registration Links and Information Brochure would be provided on Whats App Group. The students who wish to join the course can enroll using the link sent on Whats App Group. Only 30 students will be selected for the online course.

Note: Students should have a Smartphone or Desktop or Laptop and the facility of internet to attend this online course.



Date: 28/06/2021

Course Coordinator



Principal

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Brochure



Manoharbhai Shikshan Prasarak Mandal Armori's

MAHATMA GANDHI ARTS, SCIENCE & LATE NASARUDDINBHAI PANJWANI

COMMERCE COLLEGE, ARMORI, DIST. GADCHIROLI

NAAC RE-ACCREDITED "A" GRADE (3.02 CGPA)



Department of Commerce

Organizes

Online Certificate Course in Share Market

2nd July - 1st August, 2021

Mode of Learning: - Online (Zoom Platform)

Duration – 35 Hours (20 Sessions in 5 weeks) 04 Days a Week

Time: - 6:00 to 8:00 pm

CALL FOR PARTICIPATION & REGISTRATION

Last Date of Registration :- 30th June-2021

Registration Link:- <https://forms.gle/d82k1FSAfUZS8niy8>

Dr. Manoj M. Thaore

(Asst. Professor)

Head

Dept. of Commerce

M.G.College,

Armori.

Dr. L.H.Khalsa

Principal

M.G.College,

Armori.

Contact for details :- Dr. Manoj M Thaore

(Course Coordinator)

9372710470

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Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Gadchiroli



M. Thaore
Course Coordinator
Online Certificate Course
In Share Market

Syllabus & Exam Scheme

Manoharabhai Shikshan Prasarak Mandal Armori's
MAHATMA GANDHI ARTS, SCIENCE & LATE NASARUDDINBHAI PANJWANI
COMMERCE COLLEGE, ARMORI, DIST. GADCHIROLI
NAAC RE-ACCREDITED "A" GRADE (3.02 CGPA)

Online Certificate Course in Share Market

Syllabus

Unit No.-I- Introduction & Basics of Share Market

- 1.1- Orientation of the course.
- 1.2-Introduction of Stock Market – Opportunities & Threats
- 1.3-Basics of Stock Markets
- 1.4-Various Terminologies in Share Market
- 1.5-Role of SEBI

Unit No.-II- Investments

- 2.1-Basics & Instruments of Investment-
Types of Investing, Investors & Risk
- 2.2 -Portfolio Management
- 2.3-Mutual Fund
- 2.4-Introduction of Commodity Market & Money Market
- 2.5-Power of Compounding

Unit No.-III- Cash Market & Derivative Market

- 3.1- Cash market
- 3.2- Derivative Market
Futures and Options (Part-I)
- 3.3- Derivative Market
Futures and Options (Part-II)
- 3.4-Concept of Hedging & Arbitrage
- 3.5- How to Open & Operate Demat Account

Unit No.-IV-Technical Analysis

- 4.1- Introduction of TA & Types of Charts, Timeframe, Trend.
- 4.2- Introduction of Various Indicators & its Uses
- 4.3- Important Indicators (Part-I)
- 4.4- Important Indicators (Part-II)
- 4.5-Online Practice / Demo

- **Mode of Learning:** - Online (Zoom Platform)
- **Duration** – 35 Hours (20 Sessions in 5 weeks) 04 Days a Week
- **Evaluation Process :-**

- ✓ Weekly Online MCQ Test will be conducted on Every Saturday or Sunday.
Total 3 Test of 15+15+20= 50 marks will be taken during this course. It will have 50 % Wtg
- ✓ Final Online MCQ Exam of 50 Marks will be taken after Course Completion. It will have 50 % Wtg

Total = 100 (40% Passing)

H. Hare

Piyush



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Armori, Dist - Gadchiroli

Certificate Course in Herbal Medicine (Brochure)

MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &
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Armori, Dist. Gadchiroli (M.S.) 441 208

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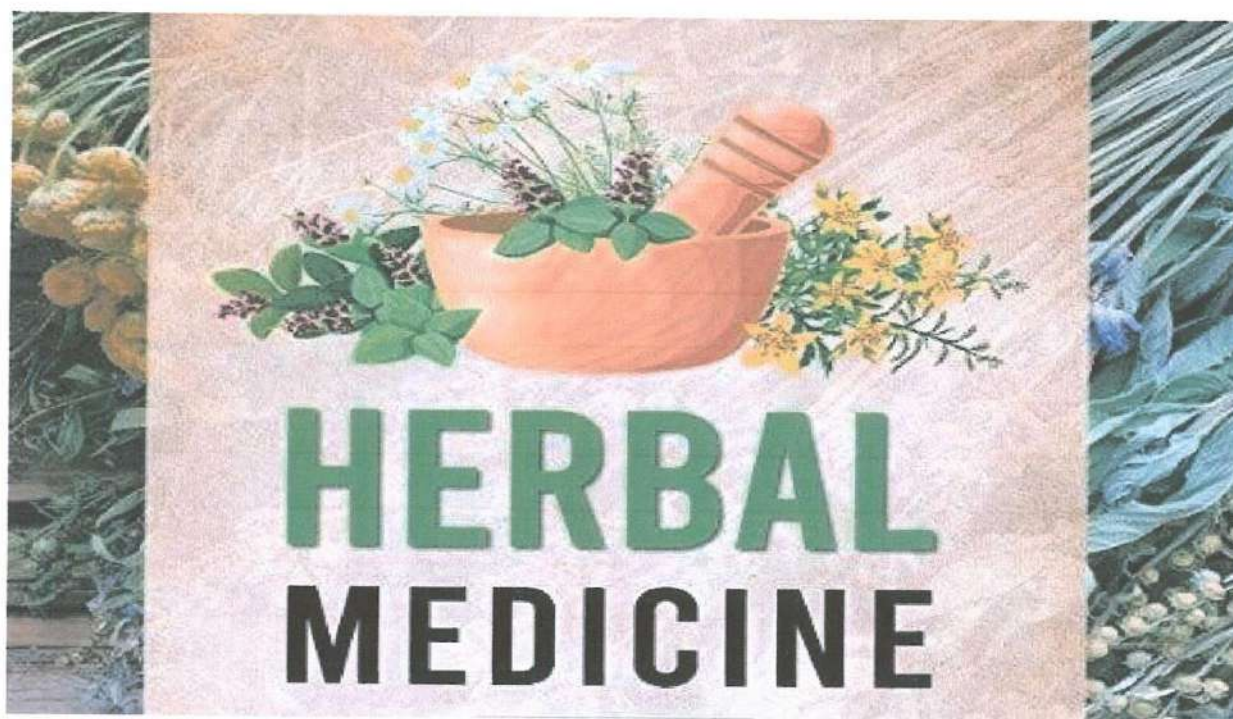


CERTIFICATE COURSE

IN

HERBAL MEDICINE

From 10/11/2021 to 5/01/2022



Conducted by
Department of Botany

Course Co-ordinator
Prof. Dr. Seema T. Nagdeve

Introduction:

Herbal medicines derive from the plants and plant extracts having medicinal value. During the metabolic processes, plants become the source of a variety of chemicals, which can be classified into primary metabolites that are produced by all the plants, and secondary metabolites that are produced by only some of the plants. Many of these secondary metabolites have therapeutic properties and hence are used for producing drugs. Use of herbal medicine, sometimes also referred as 'Herbalism', is an ancient practice for healing.

In most of the developing countries, the main source of medicines is plants and emphasis is given to indigenous forms of medicine rather than to rely on imported drugs, which are not only expensive, but are often incompatible with the local diseases. The commercial value of herbal medicines is high and gaining momentum in international market. The growing market for herbal medicines and other natural health care products also demands an extensive research not only for its great healthcare potential but also for the commercial benefit.

In order to acquaint the scientists, researchers, academicians and industry representatives who are engaged in the work on the developments in the fields of medicinal plants, herbal medicines and traditional systems of medicines. This workshop will be instrumental in bringing together the experts on traditional medicines to take an inventory of the major medicines in their respective regions / sub-regions as well as manufacturers of traditional medicines to share knowledge and experiences and seek possible business expansion.

Objectives:

The main objectives of the Certificate Course are:

1. The Herbal Medicine certificate course provides high quality training which equips graduates to build successful practices.
2. It is carefully structured. Each study unit builds on the previous one, allowing students to develop their confidence and skills, and reach their full potential as Herbalists.

Guidelines for conducting Certificate course:

- Students studying in B.Sc. III year are eligible for registration of Certificate course.
- Classes for the Certificate Course are conducted during the reserved Time Slot in a week or beyond the regular class hours.
- An Certificate course may be also conducted during weekends/ vacation period.
- The Certificate course can be offered only if there are at least 10 students opting for it.
- The duration of the Certificate course will be 45 hours and as stated in the course content.
- The test will be conducted for 100 marks (Theory 50 and practical 50) after the completion of the course and shall be internal.

Procedure for registration:

A student shall register for an Certificate Course offered during the semester by submitting the duly filled-in registration form to the course coordinator. The time table for the classes of Certificate courses will be notified to the students.

Grading:

A Multiple Choice Questions (MCQ) or descriptive Test of 50 Marks and practical test of 50 marks will be conducted at the end of the course through online/offline mode. Minimum 75% attendance is mandatory for award of certificate. The Grades will be awarded to the students depending on the percentage of marks obtained by a candidate in a course as below.


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Grade	Marks (%)
A	75 and above
B	60 - 74
C	Below 60

Course Outcomes

1. Trained graduates are practising- self-employment (part time or full time).
2. Change career, learn how to help others, improve your health and establish a rewarding business.
3. Students can easily identify the medicinal plants in and around their home town.

Unit I	1. Study of different medicinal plants <i>Aloe vera, Asparagus racemosus, Adhatodavasic, Acaccianilotica, Azadirachta indica, Moringa lofera, cymbopogancitratus, Emblica officinalis, Ocimum sanctum, Bell, Cassia tora, Hirda, Cymbopogon citrus, Phyllanthus niruri, Bringraj/Maka, Hibiscus rosa-sinensis, Tinospora cordifolia, Vitex negundo</i>
Unit II	Various uses of different medicinal plants
Unit III	Study of Herbal Products Adulsakalpa, Shatavari Kalpa, Crack cream, Pain balm, Herbal hair oil, Herbal hair Shampoo, Vatahar oil (Joint pain Oil), Tooth powder, Herbal tea etc.
Practical (50 Marks)	<ol style="list-style-type: none"> 1. Preparation of Adulsakalpa 2. Preparation of Shatavarikalpa 3. Preparation of Herbal hair Oil 4. Preparation of Joint pain Oil (Vatahar oil) 5. Preparation of Crack Cream 6. Preparation of Herbal hair shampoo 7. Preparation of Herbal tea

Reference Books:

1. Van Aushadhi Nirmiti, Mahiti Pustika- Dr. Satish Gogulwar and Pradip Soudagar
2. Online Resources can be used for references.



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Certificate Course in Sericulture (Brochure)

MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

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CAREER ORIENTED PROGRAMME
CERTIFICATE COURSE IN SERICULTURE



Course Coordinator
Dr. Jayesh. N. Papadkar


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Introduction:

Sericulture vast and varied requires professionally trained manpower to develop, promote and plan the sericulture resources in the global competitive market. Now a days sericulture industry and education are prime concern in India. Managerial efficiencies and effectiveness is the need of our modern sericulture to cater the needs of experience enriched and sericulture farmer communities. Studies disclosed that sericulture would create more employment to students and farmers as alternative crop for high yield.

Objectives:

To develop highly professional manpower in Tasar silk and sericulture sector. In sericulture the basic requirement lies systematic quality-based coaching and training in advance science and technology/ innovations. Therefore, the course is designed to train and provide expert human resource to skill industry and expected to bring direct benefits to rural development and sericulture farming community.

1. To develop interest in the field of Agriculture science among students.
2. To cultivate public awareness and appreciation for Sericulture as a hobby and science.
3. To motivate students for scientific study in the field of Agro-based Industry by performing simple projects and field visits.
4. To develop the skill, how to develop and earn regular incomes through sericulture in the villages of Armori
5. Many Government Subsidies and facilities are provided for the farmers. Students also get benefited after completion of this certificate course and they can cultivate sericulture crop.

Guidelines for conducting certificate course:**Duration of the course:**

The duration of the course is 2 months and the lectures will be delivered twice a week, two hours from 01.00 PM to 03.00 PM. These timings will be suitable for students.

Course pattern:

Students will be required to undergo learning in theory, practical, Students also will be exposed to industrial exposure through Industrial visits to get familiar Tasar cultivation, silkworm rearing. Raw silk production, silk worm egg production, reeling, and cocoon formation.

Eligibility for Admission: Students passing with HSC.


Medium of Instruction: ENGLISH / MARATHI

Utility of the proposed course:-

- ❖ Skills development
- ❖ Entrepreneur

Total Credits for the Course: -

S.NO	Unit	Title	Theory Hours Class per week	Practical Hours	Total credit		Total marks
					Theory credit	Practical credit	
1	Unit 1	History of Sericulture	4	-	4	6	10
2	Unit 2	Rearing of silkworms	4	-	-	-	10
3	Unit 3	Harvesting	4	-	-	-	10
4	Unit 4	Diseases Preventions	4	-	-	-	10
5	Practical training and visit to Tasar centre Armori		-	6	-	-	60
	Total marks				Total credit -10		100


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Syllabus: Theory
Certificate Course in Sericulture (Marks :40 M)

UNIT I: History of Sericulture

(10 Marks)

- 1.1 Introduction to sericulture:
- 1.2 Cultivation of food plants.
- 1.3 Bioecology of Tasar silkworms.

Unit II: Rearing of silkworms

(10 Marks)

- 2.1 Rearing of silkworms.
- 2.2 Equipment's or requirements for rearing.
- 2.3 Favorable Climatic conditions for rearing.

Unit III: Harvesting

(10 Marks)

- 3.1 Harvesting and processing of cocoons.
- 3.2 Stifling and reeling of cocoons
- 3.2.1. Reeling's selling to Textile mills through Government sanctioned rates.
- 3.2.2. Government Subsidies and Schemes for Sericulture farming.
- 3.3 Reeling appliances

Unit IV: Diseases n Preventions

(10 Marks)

- 4.1 Diseases of Anthria mylita
- 4.2 Preventive measures for disease free cocoon production.
- 4.2 Predators and parasitoids of silkworm and their management

PRACTICAL:

60 Marks

Experiment no	Title of Experiment
Experiment no. 1	Estimation of Hatching and Brushing percentage of silkworm, eggs.
Experiment no. 2	Estimation of silkworm larval density in the bed and on Yen, Arjun trees.
Experiment no. 3	Estimation of Cocoon shell ratio.
Experiment no. 4	Identification of different silkworm diseases
Experiment no. 5	Study of life cycle of Tasar silk worm

The students were introduced (Details of Syllabus with evaluation process)

History of Sericulture, Rearing of silkworms, Harvesting, and Diseases & Preventions there are four units for certificate course one objective type question paper of 40 marks will be taken as well as for field visit 60 marks allotted. Passing marks will be 45, after examination certificate will issued.

Course Outcomes: -

1. Job Opportunities in different sectors in the field of Sericulture
2. Students can start own farming and crop cultivation and they get Self-employment Opportunities.
3. After completion of this certificate course students can take admission in advance Sericulture courses. BSc, MSc in Sericulture



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Certificate Course in Office Automation (Brochure)

**MAHATMA GANDHI ARTS, SCIENCE & LATE N.P. COMMERCE COLLEGE,
ARMORI.**

CERTIFICATE COURSE IN OFFICE AUTOMATION

Of 40 Hour.

2021-2022



Conducted By

Department of Computer Science

Course Co-ordinator

Prof. Sunil D. Chute

Aims:- The career options in Diploma in Office Automation course include employment in numerous fields such as in Govt. Offices, MNCs, and International Organizations etc. After completing Diploma course in Office Automation, students can opt for jobs of diverse profiles such as an Office Automation Clerk, Office Automation Technician, Office Automation Analyst, Support Assistant, Secretary (Office Automation) etc.

Objectives:- To provide an in-depth training in use of Office Automation packages, internet and intranet tools, web hosting etc. Essential for a modern office for day to day office management, and e-governance. The course also helps candidates to get acquainted with IT and Cyber laws, Taxes, Financial rules to be followed in public and Private offices.

The students were introduced (Details of Syllabus with evaluation process)

UNIT-I Windows XP, UNIT-II MS-Excel, UNIT-III MS Power Point, UNIT-IV Intranet, UNIT-V Scanner, Printer, Fax & Xerox

Scheme of Examination

1. Question Paper should be in two Parts
 - o Theory Paper
 - o Practical Paper
2. Theory paper Examination will be conducted by on the basis of an MCQ
3. Practical paper Examination will be conducted by on the basis of Performance.

I. Theory Paper

Max. Time 2 Hr.

Unit	Content	Mark
I	Windows XP	20
II	MS-Excel	20
III	MS Power Point	20
IV	Intranet	20
V	Scanner, Printer, Fax & Xerox	20
Total		100

II. Practical Paper

Max. Time 3 Hr.

P1	P2	P3	Viva-voce	Total Mark
30	30	30	10	100



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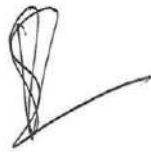


Total Marks=I+II

=200 Marks

Reference Books:

- Professional Office Procedure by Susan H Cooperman, Printice Hall Information
- Technology:Principles , Practices and Oppertunities by James A Senn, Printice Hall
- Technology And Procedures for Administrative Professionals by Patsy Fulton-Calkins, Thomson Learning
- Public Information Technology and E-Governance: Managing the Virtual State (Paperback) by G. David Garson



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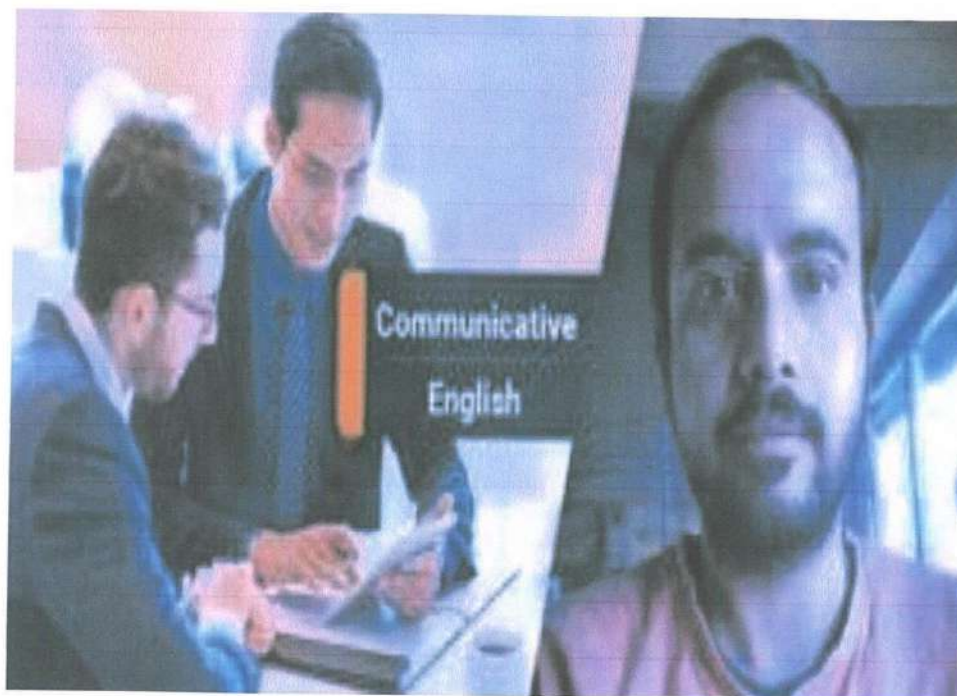
Certificate Course in Communicative English (Brochure)

MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

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NAAC Reaccredited with 'A' Grade



Conducted By

Department of English

Course Co-ordinator

Asst. Prof. Anil P. Raut

Introduction:

This is an enabling course which aims to give students a formal and methodical exposure to academic writing and professional communication skills. The approach is practical in nature. The course will provide an opportunity to the students.

Objectives:

The main objectives of Certificate Course in Communicative English are:

1. To understand simple texts and a range of high frequency vocabulary in context.
2. To describe aspects of personal and everyday life in both oral and written form.
3. Produce short and simple connected texts on familiar topics.
4. To demonstrate some control of essential grammatical structures.

Guidelines for conducting Certificate Course in Communicative English:

- Students studying in B. A., B. Com & B.Sc. are eligible for registration of this Certificate Course.
- Classes for Certificate Course are conducted during the reserved Time Slot in a week or beyond the regular class hours.
- Certificate Course may be also conducted during weekends/ vacation period.
- The duration of the Certificate Course will be 40 hours and as stated in the course content.
- The test will be conducted for 50 marks after the completion of the course and shall be internal.


Procedure for registration:

A student shall register for Certificate Course offered during the semester by submitting the duly filled-in registration form to the course coordinator. The time table for the classes of Add-On courses will be notified to the students.

Grading:

A Multiple Choice Questions (MCQ) Test of 50 Marks will be conducted at the end of the course through online/offline mode. Minimum 75% attendance and 40% marks in test are mandatory for award of certificate. A candidate who has NOT secured a minimum of 40% of marks in a course shall not be awarded certificate. The Grades will be awarded to the students depending on the percentage of marks obtained by a candidate in a course as below.

Grade	Marks (%)
A +	75 and above
A	60 - 74
B +	55 - 69
B	45 - 54
C	40 - 44


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Course Outcomes

After learning this Certificate course student will be able to :

- Describe people, places, likes and dislikes and daily routines in a series of simple phrases and sentences
- Construct short and simple descriptive paragraphs about people, places and events.
- Write a clear topic sentence for a paragraph
- Understand and extract the essential information from a written or spoken text on a familiar topic.

Unit I	Basic Grammar : Parts of Speech, Kinds of sentences, Clauses and Predicate Tense, Articles, Punctuation
Unit II	Basic Grammar : Common Errors, Direct and Indirect speech, Change the Voice, Degree, Hardly had, No sooner, Neither - nor, Either - or, Sentences (Complex , Compound, Simple),Uses of phrases.
Unit III	Basic Introduction to Phonic Sounds and Symbols
UnitIV	Speech, Sound & Situation (practical class)


Reference Books:

Dr, N. D. V. Prasad Rao. Learners' English Grammar and Composition, S.Chand Publication,2013

Bansal and Harrison., Spoken English, Orient Longman,1999

Michael McCarthy, Felicity O'Dell, English Vocabulary in Use, Cambridge University Press 2002

Martin Hewings. Pronunciation Practice Activities, Cambridge University Press,2004
Grammar Practice Activities, Cambridge University Press,2004


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Certificate Course in Tribal Tourism (Brochure)



Manoharbhair Shikshan Prasarak Mandal's
Mahatma Gandhi Arts, Science & Late N. P. Commerce College
Armori, Dist. -Gadchiroli.441208

ESTABLISHED - 1981

REACCREDITED BY NAAC BANGALORE WITH 'A' GRADE (2017)

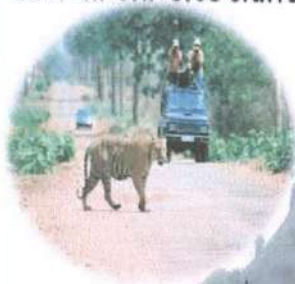


**THREE MONTH CERTIFICATE COURSE IN
TRIBAL TOURISM**

(Session 2020-21)

Duration of course: - 15/11/2021 to 20/12/2021

कारण रोथून झाली विश्वाची सुरुवात
after all universe started from here



आदिवासी पर्यटन
Tribal Tourism



Conducted by
Department of Geography

Course Coordinator
Prof. Parag S. Meshram

Mahatma Gandhi Arts, Science & Late N. P. Commerce College
Armori, Dist. -Gadchiroli.

THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Introduction: -

The proposed curriculum is designed by the study group of concern specialization. The study group comprise principal and subject expert from the college. Considering particularly specialization of tribal district, tribal tourism is basically an interdisciplinary programme involving Geography Zoology, Botany, Geology, and History. Upon successful completion of this course the expected learning outcomes are – Students will gain basic understanding of tribal tourism; training is designed to give the skills and knowledge to maximize career opportunities in this rapidly expanding industry. Indian tourism is vast & varied, it requires professionally trained manpower to develop, promote, and Plan the tourism resources in the Global competitive market. Now a day's Tourism industry & education are the prime concerns in India. Managerial efficiencies & effectiveness are the need of hour in modern tourism to cater the needs of experienced, enriched & IT based tourist communities. Studies disclosed that tourism would create more employment. The studies also revealed that while local tourism created more employment in the accommodation and transportation. Food sector, domestic tourism promoted employment in transport sector.

Aims & Objectives: -

This Course focused on

- 1) To Promote Local Tribal tourism.
- 2) To Gain Basic Knowledge of tribal tourism.
- 3) To impart skills and Knowledge and maximize career opportunities in the tourism industry.
- 4) To promote for self-employment

A certificate course of 66 hours/35 Days in Tribal Tourism was conducted for the B. A.- II Year Students of Geography. This course is designed for imparting knowledge of tribal tourism and promoting students to get employment in tourism industry.



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Course Details

- 1) This course was conducted free of Cost
- 2) **Course Coordinator: - Prof. Parag S. Meshram**
- 3) **Resource Persons: -**
 1. Prof. P. S. Meshram (M.A., B.Ed., SET, M.Phil. in Geo.)
 2. Dr. V. P. Gorde (M.A., B.Ed., NET, Ph.D. in Geo)
 3. Prof. Sunil Chute (M.Sc., MCA)
- 4) Duration of course: - 15/11/2021 to 20/12/2021

Outcomes: -

- 1) Students learnt basics of tourism.
- 2) Students learnt the custom & tradition of tribal culture.
- 3) Students learnt how to promote tribal tourism in tourism industry.
- 4) Students get Career opportunities in local tourism sector/ industry.

STRUCTURE OF COURSE

1. Two Theory Paper
2. Internal Assessments / Field visit

SCHEME OF EXAMINATION

A) THEORY


Examination pattern is such that the test will be consisting of two papers that will be conducted in offline mode. The descriptive / Objective-Type questions that Candidates need to complete in duration.

Total Marks: 80

B) Internal assessment & Field visit

Evaluation of the performance of the students in Internal Assessment & Field visit shall be on the basis of Tribal Tourism Syllabus.

Total Marks: 20


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Structure of the Course

CERTIFICATE COURSE IN TRIBAL TOURISM								
Subject	Paper Code	Paper Name	Total Period/ Week	Credit	% of Assessment			
					IA	IE	Total	Mini. Passing (35%)
Tribal Tourism	TMCCTT01	Conceptual Framework of Tourism	04	04	20	80	100	35 (Th. – 28 M & IA- 07 M)
	TMCCTT02	Computer Application in Tourism	04	04	20	80	100	35 (Th. – 28 M & IA- 07 M)

• **Tribal Tourism:** Major theory papers in the concerned subject.

- T represents Theory.
- IA (Internal Assessment): It will be evaluated by Internal Examiner appointed by College in consultation with the Head of Institution/Principal. (Refer Appendix 1)
- IE (Institutional Examination): It will be evaluated by Internal Examiner appointed by Institutional Head/ Principal (Refer Appendix 1 & 2)
- **Period:** Each period is of 48 minutes or as per Government direction from time to time.

• **In Paper Code**

- 1st & 2nd Letter (TM): Represent it a Three Month Course.
- Next 2 Letter (CC) : Represent it is Certificate Course
- Next Letter (T) : Represent the subject Tribal Tourism
- Next Letter (T) : T : Represent Theory Paper (Refer Appendix 1)
- Last two letter : Represent Paper No. for Ex. 01 Represent Paper No. 1



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**UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM**

Paper – TMCCTT01

Conceptual Framework of Tourism

Total Marks – 80

Internal Assessment Marks – 20

- Unit – I** The Nature and concept of tourism, Introduction of Tourism, What is Tourism, Definitions of Tourism, Characteristics of Tourism, Tourist – Definition, Nature of Tourism, Scope of Tourism
- Unit –II** Infrastructure in Tourism, Factors of Tourism Development, Location, Accessibility & Space, Scenery, Forest & Grasslands, Climate, Wild Life, Settlements, Cultural Factors, Accommodation forms & types,
- Unit –III** Tourism Planning & Organization, Tourism Planning, Important Factors of Tourism Planning, Tourism Demand and Supply, Planning of Regional Level, Tourism Planning at the Local Level,
- Unit –IV** Significance of Tourism Industry, Economical Impact of Tourism, Assistance to the Development of Economy, Employment, Other Economic Factors, Social & Cultural Impacts of Tourism.

Reference –

- 1) The Geography of Tourism – R. Robinson
- 2) International Tourism – A. K. Bhatiya
- 3) Tourism Development and resource Conservation – Dr. Jagmohan Negi
- 4) Tourism Development – A. K. Bhatiya
- 5) Tourism in India – U. N. Gupta
- 6) Tourist Development – Douglas Pearce, Logman, London.
- 7) Tourism Economic and Social Development _ P. S. Gill
- 8) Development Tourism and Travel Industries – Premnath Dhar
- 9) Geography o Tourism – S. B. Shinde
- 10) Geography of Tourism – Nagtode and Pardhi



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UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT02

Computer Application in Tourism

Total Marks – 80

Internal Assessment Marks – 20

UNIT-I: Introduction to IT and Computers

Block Diagram of Computer, Functioning of Computer, Characteristics

Computer Memory: Primary & Secondary, Types of Primary Memory.

Number System: Decimal, Binary, Octal, Hexadecimal number systems and their Interco version, ASCII codes

UNIT-II: I/O and Storage Device Input Devices: Keyboard Locator Device: Mouse, Joy Stick

Pick Device: Light Pen, Touch Screen, **Scanning:** MICR, OCR, OMR, Barcode Reader.

Vision Capturing: Webcam, Digital Camera

Output Devices: VDU, Printer: Dot Matrix, Laser, And Projector.

Storage Device: Hard Disk, Optical Disk, Blu Ray Disk and Pen Drive.

UNIT-III: Windows Operating System, Classification of Operating System on the basis of task (Single User Single Task, Single User Multiple Task, and Multi-User Multiple Task), Features of Windows, Desktop and Windows Explorer.

Control Panel: Administrative Tools-Date and Time, Display, Mouse, Programs and Features. Usage of Recycle Bin

Windows Accessories: Calculator, Notepad, Paint, Disk Cleanup

UNIT-IV: Network & Internet


Computer Communication, Need for Networks, Communication Device, Types of Network- LAN, WAN, MAN, Concept of Network Topology, Types of Topologies and its Advantages and Limitations

Internet: Basic Internet terms, Internet Addressing, Detail about E-mail, Search Engine, Social and Ethical Issues, E-learning.

Open Source Terminologies: Open Source Software, Freeware, Shareware, Proprietary Software.

Text Books:

- 1) Peter Norton's, "Introduction to Computer", TMH, 2004, ISBN-0-07-05-3142-0
- 2) Dr. S. B. Kishor, "Information and Communication Technology", Das Ganu Prakashan
- 3) Chetan Shrivastava "Fundamentals of Information Technology", Kalyani publishers, 2002, ISBN-81-7663-576-6


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References:

- 1) Dr. S. B. Kishor, "MS-Office with Office Automation", DAS GANU Prakashan, ISBN : 978-93-81660-67-6
- 2) Akshay Kumar, "Information Technology and Info Guide", Authors press, 2000, ISBN-81-7273-040-3

Appendix 1

Evaluation Rules

A) Internal Assessment:

1. The internal assessment marks shall be awarded by the concerned teacher.
2. General guidelines for Internal Assessment are:
 - a) The internal assessment marks assigned to each theory paper on the basis of the performance in Class Attendance And any two assignments as described below selected by concerned teacher.
 1. Class Test
 2. On-line Test
 3. Theory Assignments
 4. Programming Assignments
 5. Study tour
 6. Industrial visits
 7. Group discussions
 8. Seminar Presentation
 9. Participation in Departmental Activities
 - b) There shall be no separate / extra allotment of work load to the concerned teacher related to above assignments. He/ She shall conduct the Internal assessment activity during the regular teaching days / periods as a part of regular teaching activity.
 - c) The concerned teacher / department shall have to keep the record of all the above activities until six months after the declaration of the results of that semester.
 - d) At the beginning of each semester, every teacher / department shall inform his / her students unambiguously the method he / she propose to adopt and the scheme of marking for internal assessment.



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Marks Distribution: Internal Assessment mark will be allocated by Internal Examiner as per the following format

Sr.No.	Particulars	Max. Marks
1	Class Attendance	05
2	2 Assignment Activity on Given Appendix 1	15

Note: 1) The Written work should be completed within max. 45 minutes.

B) Theory Paper Assessment: Theory papers will be held as per the scheduled given by the Institution/ Department and examinee needs to score minimum 35% of marks to clear the paper including internal assessment marks.


C) Revaluation: There is also a provision for the Revaluation only for theory papers examination conducted by Institution (i.e. it is not applicable for Internal Assessment) as per the rules and fee structure prescribed by Institution.

Appendix-2 Pattern of Question Paper

General Rules and Regulations regarding pattern of question paper for the Coerce end examination is as given below:

1. There will be four units in each paper.
2. Maximum marks of each theory paper will be 80.
3. Question paper will consist of four questions, each of 20 marks. Or Question paper will consist of four or five MCQ Type questions on four Units each of 5/4 marks.
4. Four questions will be based on four units with internal choice.

CERTIFICATE COURSE IN TRIBAL TOURISM		
Name Of Paper		
Time: 3 Hours]		[Max.
Marks: 80		
Note:		
1) All questions are compulsory and carry equal marks.		
2) Draw Neat and Labeled diagram and use supporting data wherever necessary.		
3) Avoid vague answers and write specific points/answer related to questions.		
Q1 Either (From Unit 1)		
a)	OR	20
b)		20
Q2 Either (From Unit 1)		
a)	OR	20
b)		20
Q3 Either (From Unit 1)		
a)		20


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b)	OR	20
Q3 Either (From Unit 1)		
a)	OR	20
b)		20

Appendix-3

Evaluation system:

Grading scale

Depending on the marks scored in a subject, student is given a grade as follows


Percentages of Marks	Grade	Description of Performance
0 to 34	D	Fail
35 to 45	C	Fair
45 to 55	B	Satisfactory
55 to 74	B ⁺	Good
75 to 90	A	Very Good
90 to 100	A ⁺	Excellent

Standard of Passing: -

As per the guidelines and rules for certificate course in tribal tourism, a student obtaining grade **D** shall be considered failed and will be required to reappear for the examination



Prof. Parag S. Meshram
(Coordinator: - Tribal Tourism)


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Add on Course in Vacuum Science & Technology (Brochure)

MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &
LATE N. P. COMMERCE COLLEGE**

Armori, Dist. Gadchiroli (M.S.) 441 208

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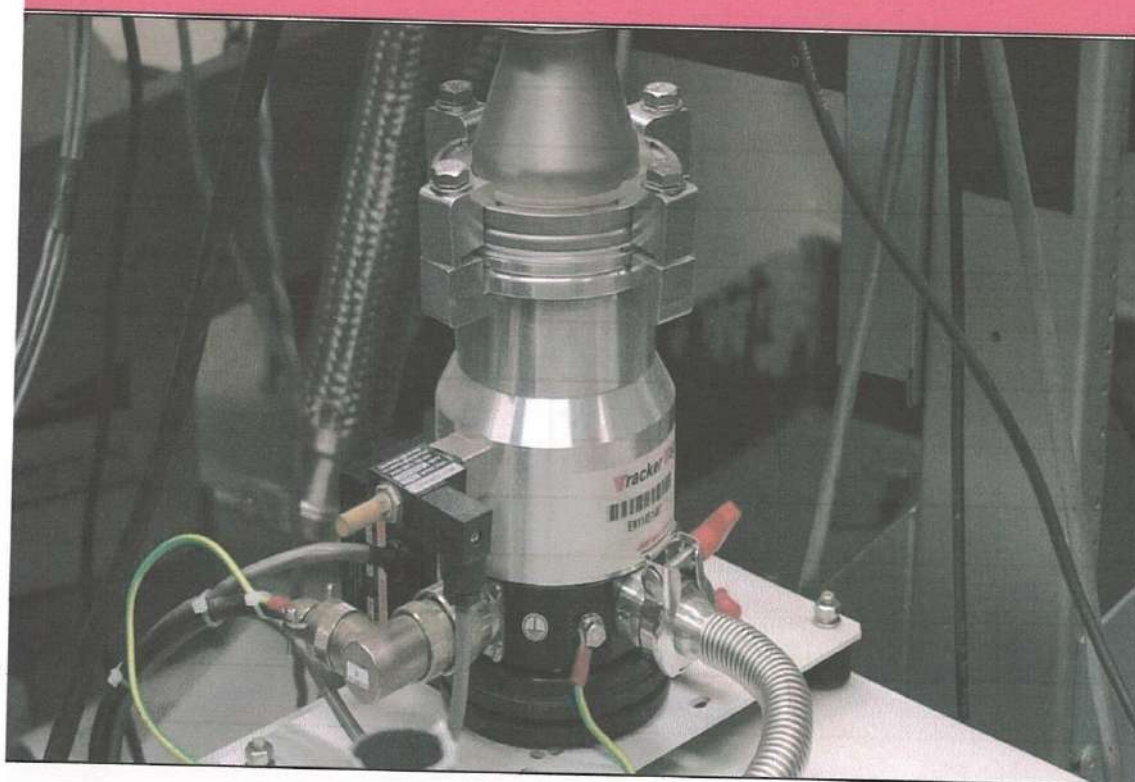


ADD-ON COURSE

IN

VACUUM SCIENCE AND TECHNOLOGY

From 15/11/2021 to 02/12/2021 (Duration: 34 Hours)



**Conducted By
Department of Physics**

**Course Co-ordinator
Dr. Chhagan D. Mungmode**

Introduction:

Vacuum technology has diversified applications in different areas of science and engineering. These includes the major fields like Electronics, Metallurgical / Chemical Processing, Food Processing, Space Simulation, Nuclear Technology, etc. This has resulted in rapid development of many sophisticated vacuum instruments, pushing the range of vacuum to 10^{-12} Torr. To introduce Undergraduate students to the field of vacuum science and technology is very essential. Keeping this in mind, present add-on course on *Vacuum Science & Technology* is undertaken by the Department of Physics.

Objectives:

The main objectives of the Add-On Course are:

1. To enhance the knowledge and skills in more specialised area of Physics beyond curriculum.
2. To provide an opportunity to students to seek the knowledge about *Vacuum Science & Technology*.

Guidelines for conducting Add-On course:

- Students studying in B.Sc. Second and Third year are eligible for registration of Add-On course.
- Classes for the Add-On Course are conducted during the reserved Time Slot in a week or beyond the regular class hours.
- An Add-On course may be also conducted during weekends/ vacation period.
- The Add-On course can be offered only if there are at least 10 students opting for it.
- The duration of the Add-On course will be 34 hours and as stated in the course content.
- The test will be conducted for 50 marks after the completion of the course and shall be internal.

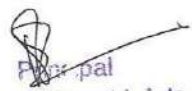
Procedure for registration:

A student shall register for an Add-On Course offered during the semester by submitting the duly filled-in registration form to the course coordinator. The time table for the classes of Add-On courses will be notified to the students.

Grading:

A Multiple Choice Questions (MCQ) Test of 50 Marks will be conducted at the end of the course through online/offline mode. Minimum 75% attendance and 40% marks in test are mandatory for award of certificate. A candidate who has NOT secured a minimum of 40% of marks in a course shall not be awarded certificate. The Grades will be awarded to the students depending on the percentage of marks obtained by a candidate in a course as below.

Grade	Marks (%)
A +	75 and above
A	60 - 74
B +	55 - 69
B	45 - 54
C	40 - 44


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Course Outcomes

After learning this course student will be able to

CO1 Students get knowledge of various pumps and gauges.

CO2 Physics behind different techniques of creating and measurement of vacuum is understood.

Unit I	Production of Vacuum: Meaning of vacuum and vacuum measuring units, vacuum ranges, Properties of Vacuum, pumping speed and pump down time. (5 Hours)
Unit II	Vacuum Pumps: Mechanical pumps (Oil sealed rotary pump, Roots Pump, Molecular drag pump), Diffusion pump (Operating principles, back streaming, traps and baffles, performance ranges), Cryosorption pumps, Getter pumps (Chemical cleanup and sublimation pumps, Electrical cleanup and ion pumps, Evapor ion pumps, Sputter ion pumps, Titanium sublimation pump) (12 Hours)
Unit III	Vacuum Measurements: Measurement of low pressure, Pressure gauges for low to high vacuum, McLeod manometer, Thermal conductivity gauges, Pressure gauges for high to ultrahigh vacuum, Hot cathode ionization gauges, Cold cathode ionization gauges, Operation of High-vacuum gauges. (12 Hours)
Unit IV	Vacuum Applications: Applications in science, technology, research, space science, medical science, day to day life. Use of vacuum in particle accelerators. (5 Hours)

Reference Books:

1. Vacuum Physics and Techniques, T. A. Delchar, Chapman and Hall.
2. Vacuum Technology, A. Roth, (North Holland, Elsevier Science B.V. 1990)
3. Online resources can be used for reference.




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Certificate Course in Hands on Training of Basic Chemistry Software (Brochure)



Manoharbhair Shikshan Prasarak Mandal Armori



Mahatma Gandhi Arts, Science and Late Nasaruddinbhai Panjwani Commerce College

Armori, Dist.-Gadchiroli (M.S.), India - 441208

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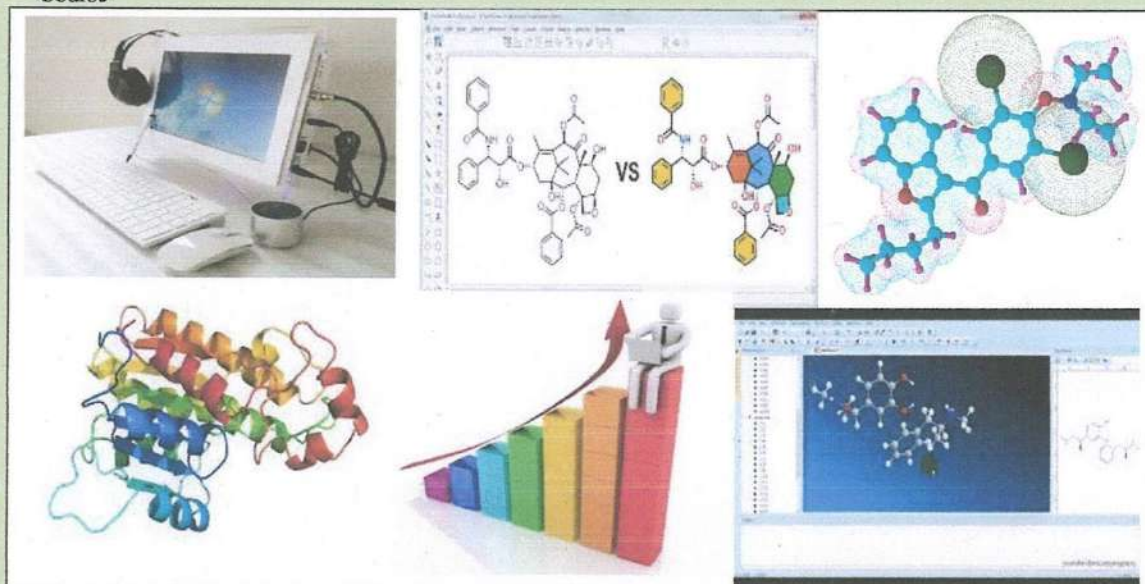
Department of Chemistry (2021-2022) "Certificate Course in Hands on Training of Basic Chemistry Software's"

Course Duration: - 30 Hours (Per Day 1½ hr.)

Course Duration: 1 Dec.2021-31 Dec. 2021

Number of seats-50

Eligibility: - All B.Sc. final year students having chemistry subject and all M.Sc. Chemistry students are eligible.
Course



Salient features of certificate course:

- ✓ Theory and practical session as per curriculum.
- ✓ Lectures include entire process of downloading and installation of these software's.
- ✓ Hands on training on all these software's.
- ✓ At end of course candidate will be able to use these open source software's independently for their work.
- ✓ A certificate will be issued to the successful candidates.

Objectives: The main Objectives of this certificate Course are:

- ❖ To provide an opportunity to students to seek the knowledge about various latest essential open source chemistry tools which are Crucial for students and Researcher.
- ❖ Improve their software uses skills through hands on training.
- ❖ At the end of course :
 - a) The students will be able to use these software's for drawing chemical structures, generation of their names.
 - b) Retrieve information about physical properties calculations, three-dimensional molecular structure, spectroscopic analysis.
 - c) Able to draw graphs by using origin software and do analysis of collected data.

Guidelines for conducting Certificate course:

- ❖ Students studying in Third year and M.Sc. are eligible for registration of this certificate course.
- ❖ Practical's for the hands on training are conducted during the reserved Time Slot in a week or beyond the regular class hours.
- ❖ This course may be also conducted during weekends/ vacation period.
- ❖ The duration of the course will be 30 hours.
- ❖ Evaluation Process :- internal assignment are given after Completion of module and final test. will be conducted for 50 marks after the completion of the course.
- ❖ All successful candidates will be awarded with certificates.

Procedure for registration: A student shall register for Course offered during the semester by submitting the duly filled-in registration form to the course coordinator.

The time table for the classes of course will be notified to the students.

Grading: A Multiple Choice Test (MCQ) of 50 Marks will be conducted at the end of the course through online/offline mode. Minimum 75% attendance and 40% marks in test are mandatory for award of certificate. A candidate who has NOT secured a minimum of 40% of marks in a course shall not be awarded certificate. The Grades will be awarded to the students depending on the percentage of marks obtained by a candidate in a course as below

<i>Grade</i>	<i>Marks (%)</i>
<i>A +</i>	<i>75 and above</i>
<i>A</i>	<i>60 - 74</i>
<i>B +</i>	<i>55 - 69</i>
<i>B</i>	<i>45 - 54</i>
<i>C</i>	<i>40 - 44</i>

Syllabus of certificate course

Module -1 (18 hours)	Cambridge ChemDraw Ultra software:- A) Introduction, download and installation process, Drawing various chemical structures (acyclic, cyclic, polycyclic, heterocyclic), nomenclature generation, conversion of name into molecular structure, calculation of physical properties such as density, molecular weight, molecular formula from structural formula. H^1 , C^{13} NMR prediction from molecular structure, Drawing structure of bigger molecules such as proteins, carbohydrates, and RNA/DNA, bio arts, use of templates. B) Chem3D software:- Introduction, download and installation process, 3D structure of molecules, various 3D structure models, conversion of 2D structure into 3D structure.
Module -2 (10 hours)	Origin Pro Data Analysis and Graphic Basic : Introduction; Learn to plot data; 2D plots in graph; 3D plots in graph; Data fitting; Multiple plots; Quick tips and tricks.
Module -3 (2 hours)	Online Database Searching : Introduction to online chemical database search, Searching and downloading research papers using keywords in Scopus, Science direct, and google scholar.

Learning outcomes:-

1. After successful completion of this module-1 candidate will be able to use Cambridge ChemDraw Ultra for generation, processing and calculation of physical/chemical properties of simple and complex molecules.
2. After successful completion of this module-2 candidate will be able to Draw 2D and 3D Graphs from collected data and analyses it by using Origin Software.
3. After successful completion of this module-3 candidate will be able to use online research tools efficiently and will be able to search research papers related to their topics more efficiently.

Course Coordinator
Dr. Satish S. Kola & Dr. Naresh D. Bansod
(Assistant Professor)



Head
Department of chemistry
Prof. Satendra M. Sontakke

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Diploma in Dress Designing (Brochure)

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**MAHATMA GANDHI ARTS, SCIENCE &
LATE N. P. COMMERCE COLLEGE**

Armori, Dist. Gadchiroli (M.S.) 441 208

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**CERTIFICATE COURSE
IN
DIPLOMA IN DRESS DESIGNING**

From 01/10/2021 to 04/12/2021



**Conducted by
Department of Dress Designing
Community College**

**Course Co-ordinator
Prof. Snehal Sonkusare**

Introduction:

Fashion design is the applied art devoted to the designing of clothing and lifestyle accessories. This art is influenced by cultural and social attitudes and has evolved over time and place. Fashion designing has come a long way from the designer clothes worn by the royalty of the ancient world to the haute couture products of the present.

Objectives:

The main objectives of the Certificate Course are:

1. To promote and understanding of fashion and textiles design in relation to the needs of fashion. Furnishing, home textiles and the business to business textile products.
2. To create an educational environment that approximates the actual conditions in industry by building studios and workshops containing state-of-the-art systems, resources, technologies and a community of creativity and innovation.

Guidelines for conducting Certificate course:


Students passed in HSSC are eligible for registration of Certificate course. Classes for the Certificate Course are conducted as per the reserved Timetable on regular class hours basis.

The duration of the Certificate course will be 01 year and as stated in the course content.

The final theory paper 03 and 02 practical will be conducted for 50 marks theory, 70 marks each practical and internal 15 marks after the completion of the course certificate issue.

Procedure for registration:

A student shall register for an Certificate Course offered during the semester by submitting the duly filled-in registration form to the course coordinator. The time table for the classes of Certificate courses will be notified to the students.


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Course Outcomes

1. Adapt their artistic abilities to support their future design careers.
2. Develop a systematic, critical approach to problem solving at all levels of the design process.
3. Relate the design process of the appropriate manufacturing process.

Unit I	1. Introduction to textile, Classification of fibers, Natural & Chemical primary and secondary characteristic of fibers. 2. Fiber Identification a) Visual test b) Burning test c) Microscope test Important fiber properties.
Unit II	Properties & uses of fibers. Natural fiber 1. Cotton, Linen, Jute, Silk, Wool 2. Manmade fibers – properties. Viscose, Rayon, Nylon, Polyester, Acrylic
Unit III	Spinning 1. Definition 2. Process – Blending, Cleaning, Doubling, Carding, Combing, Drawing, Roving, Spinning. Classification of Yarns i) Simple yarns ii) Ply yarns iii) Novelty yarns
Unit IV	Fabric Construction 1. Methods of fabric construction. i) Weaving – Plain weave, satin, twill, basket. ii) Knitting iii) Non – Wovens.

Other to paper also carries four different units.

Reference Books:

1. Fashion Designing and Technology – Neeraj Gupta, Nitu Azad Raman.
2. Fashion and Apparel Design – Sumathi, G.J.
3. Online Resources can be used for references.



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Advance Diploma in Dress Designing (Brochure)

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**MAHATMA GANDHI ARTS, SCIENCE &
LATE N. P. COMMERCE COLLEGE**

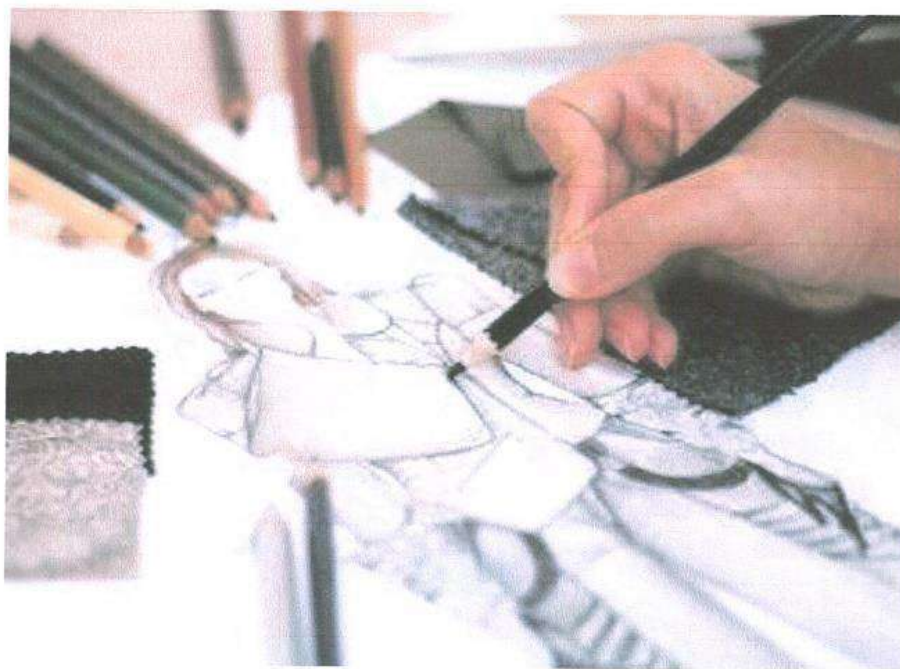
Armori, Dist. Gadchiroli (M.S.) 441 208

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**CERTIFICATE COURSE
IN
ADVANCE DIPLOMA IN DRESS DESIGNING**

From 01/10/2021 to 04/12/2021



**Conducted by
Department of Dress Designing
Community College**

**Course Co-ordinator
Prof. Snehal Sonkusare**

Introduction:

Fashion design is the applied art devoted to the designing of clothing and lifestyle accessories. This art is influenced by cultural and social attitudes and has evolved over time and place. Fashion designing has come a long way from the designer clothes worn by the royalty of the ancient world to the haute couture products of the present.

Objectives:

The main objectives of the Certificate Course are:

1. To promote and understanding of fashion and textiles design in relation to the needs of fashion. Furnishing, home textiles and the business to business textile products.
2. To create an educational environment that approximates the actual conditions in industry by building studios and workshops containing state-of-the-art systems, resources, technologies and a community of creativity and innovation.

Guidelines for conducting Certificate course:

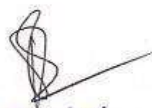
Students passed in HSSC are eligible for registration of Add-On course. Classes for the Certificate Course are conducted as per the reserved Timetable on regular class hours basis.

The duration of the Certificate course will be 03 months and as stated in the course content.

The final theory paper 03 and 02 practical will be conducted for 50 marks theory, 70 marks each practical and internal 15 marks after the completion of the course certificate issue.

Procedure for registration:

A student shall register for an Certificate Course offered during the semester by submitting the duly filled-in registration form to the course coordinator. The time table for the classes of Certificate courses will be notified to the students.


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N. P. Commerce College,
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Course Outcomes

1. Adapt their artistic abilities to support their future design careers.
2. Develop a systematic, critical approach to problem solving at all levels of the design process.
3. Relate the design process of the appropriate manufacturing process.

Unit I	<ul style="list-style-type: none">➤ Shirt with advance design➤ Apron➤ Sun Coat➤ Night Suit for mens and womens➤ Sherwani with design
Unit II	<ul style="list-style-type: none">➤ Basic trouser with advance design➤ Jeans➤ Boxer Shorts➤ Sport wear➤ Barmuda
Unit III	<ul style="list-style-type: none">➤ Police Uniform➤ Doctor Coat➤ Blazer Coat➤ House Coat for women➤ Evening gown (women)
Unit IV	<ul style="list-style-type: none">➤ Variation in Salwar : Afgani salwar, Dhoti salwar, Betterfly, Chinese salwar➤ Kurti : Rajasthani, Anarkali, Designer patter kurti➤ Advance pattern in blouse : Prince cut, one tuck, madras catori, high neck with cuff blouse➤ Wedding lacha

Other to paper also carries four different units.

Reference Books:

1. Fashion Illustration – Anna Kiper, David Dowton
2. Liberty, Blouse and Mens Cutting – Dilip Karampuri
3. Online Resources can be used for references.



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Academic Year 2019-2020

Certificate Course in Herbal Medicine (Brochure – Notice, Syllabus & Exam Scheme)

Notice

सूचना

दि. 30/11/19

महानिदेशानुसार 'हर्बल मेडिसिन' सर्टीफिकेट कोर्स
मध्ये सहभागी विद्यार्थ्यांना सूचित करण्यात येते
की दि. 21/12/2019 पासून नियमित वर्ग
सुट्टी होऊन जाणारे तरी सर्वांना वनस्पतीशास्त्र
विभागात उपस्थित राहण्याचा आग्रह.

Kahalkar.

प्र. सिमी नागदेव

Co-Ordinator
'Herbal Medicine'
M. G. College
Armori

(Date)
B.A. & Geo

(Date)
B.A. & Geo

(Date)
B.A. & Geo

Principal

Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



Translation is on next page....



"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHARBHAI SHIKSHAN PRASARAK MANDAL ARMORI'S

MAHATMA GANDHI ARTS, SCIENCE &

LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE

ARMORI Dist. Gadchiroli (M.S.) 441 208

Affiliated to Gondwana University, Gadchiroli

Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

Dr. Lalsingh H. Khalsa

M. Sc., Ph. D.

Mob. 9422153197

E-mail: lalsinghkhalsa@yahoo.com

S.T.D.: 07137

Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_

Date _____

Translation

Notice

Students participating in the Certificate Course in Herbal Medicine are informed that their regular classes are starting from 02/12/2019 in the Lab of the Department of Botany. Thus, everyone should contact the Botany Lab.



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Armori, Dist - Gadchiroli



<https://www.facebook.com/mgcollegearmori/>



<https://www.youtube.com/channel/UCdoZvKXO73lnRcKcL80HDZw>

Syllabus & Exam Scheme

**Mahatma Gandhi Arts, Science & Late N.P. Commerce College Armori
Dist; Gadchiroli**

Syllabus :Theory and Practical

Certificate Course in " Herbal Medicine " (Marks : 100 M)

Unit I : Study of different Medicinal plants.

10 Mark

Aloe vera , Asparagus racemosus , Adhatoda vasica, Acaccia nilotica, Azadirachta indica, Moringa oleifera, Cymbopogon citratus, Emblica officinalis, Ocimum sanctum , Bel, Cassia tora , Hirda, Cymbopogon citratus , Phyllanthus niruri, Bringraj/ Maka , Hibiscus rosa- sinensis, Tinospora cordifolia, Vitex negundo.

Unit II : Various uses of different Medicinal plants.

10 Mark

Unit III : Methods of Extraction of Herbs percolation, Decoction ,Macheration, Distillation, Infusion , Soxlet extraction.

10 Mark

Unit IV : Study of Herbal products-

Adulsakalpa , Shatavarikalpa, Crack cream , Pain balm , Herbal hair oil, Herbal hair shampoo, Vatahar oil(Joint pain oil), Tooth powder , Herbal tea, Etc.

10 Mark

Unit V : Instruments and machines used in Herbal product preparation.

10 Mark

- Pulveriser
- Dryier
- Mixer
- Grinder
- Juicer
- Thermometer
- Silling and packing machine
- Digital Balance

Practical

50 Marks

• Experiments-

1. Preparation of Adulsa kalpa.
2. Preparation of Shatavari kalpa
3. Preparation of Herbal Hair Oil.
4. Preparation of Joint Pain Oil.(Vatahar oil)
5. Preparation of Crack Cream.
6. Preparation of Herbal hair shampoo.
7. Preparation of Herbal tea.



[Signature]
**Co-Ordinator
'Herbal Medicine'
M. G. College
Armori**

Certificate Course in Sericulture (Brochure – Notice, Syllabus & Exam Scheme)

Notice

Notice :- 2

Date :- 12/8/19

It is to inform to all the students of science, Arts, Commerce that in our college test of zoology is running certificate course in SERICULTURE and class are starting from date 16/08/2019 at 1.00 PM to 3.00 P.M..

So those students who have taken and confirm admission must remain present for the early classes.

Date: 12/08/2019

Prakash

Course coordinator

Dr. J. N. Pafadkar

Co-Ordinator

COP

'Sericulture'

M.G. College, Armori

[Signature]

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Armori, Dist - Gadchiroli



Syllabus & Exam Scheme

Syllabus: Theory **Certificate Course in Sericulture (Marks :40 M)**

UNIT I: History of Sericulture

(10 Marks)

- 1.1 Introduction to sericulture:
- 1.2 Cultivation of food plants.
- 1.3 Bioecology of Tasar silkworms.

Unit II: Rearing of silkworms

(10 Marks)

- 2.1 Rearing of silkworms.
- 2.2 Equipment's or requirements for rearing.
- 2.3 Favorable Climatic conditions for rearing.

Unit III: Harvesting

(10 Marks)

- 3.1 Harvesting and processing of cocoons.
- 3.2 Stifling and reeling of cocoons
 - 3.2.1. Reeling's selling to Textile mills through Government sanctioned rates.
 - 3.2.2. Government Subsidies and Schemes for Sericulture farming.
- 3.3 Reeling appliances

Unit IV: Diseases n Preventions

(10 Marks)

- 4.1 Diseases of Anthria mylita
- 4.2 Preventive measures for disease free cocoon production.
- 4.2 Predators and parasitoids of silkworm and their management

.....
PRACTICAL:

60 Marks

Experiment no	Title of Experiment
Experiment no. 1	Estimation of Hatching and Brushing percentage of silkworm, eggs.
Experiment no. 2	Estimation of silkworm larval density in the bed and on Yen, Arjun trees.
Experiment no. 3	Estimation of Cocoon shell ratio.
Experiment no. 4	Identification of different silkworm diseases
Experiment no. 5	Study of life cycle of Tasar silk worm

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Maharaja Science College
Gadchiroli




Details of course wise teaching aids:-

- i) Printed material: - list of the books
- ii) Lectures by Guest/ resource persons.
- iii) Videos of Sericulture (e-resources)
- iv) Visit to the Tasar Kosa Vikas Kendra Armori

UGC CAREER ORIENTED PROGRAMME**TWO MONTH CERTIFICATE COURSE IN SERICULTURE****Total Credits for the Course:-**

S.NO	Unit	Title	Theory Hours Class per week	Practical Hours	Total credit		Total marks
					Theory credit	Practical credit	
1	Unit 1	History of Sericulture	4	-	4	6	10
2	Unit 2	Rearing of silkworms	4	-	-	-	10
3	Unit 3	Harvesting	4	-	-	-	10
4	Unit 4	Diseases Preventions	4	-	-	-	10
5	Practical training and visit to Tasar centre Armori		-	6	-	-	60
	Total marks				Total credit -10		100


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**Certificate Course in
Maintenance of Home
Appliance & Domestic
Electronic Wiring
(Brochure – Notice,
Syllabus & Exam
Scheme)**


Notice


Day	
Date / / 20	Page No.

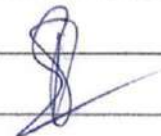
सूचना

महाविद्यालयातील 'Maintenance & Repair of Home Appliances' या कोर्सकरीता प्रवेशीत विद्यार्थ्यांना सुचित करण्यात येते की, सदर कोर्सचे वर्ग दि. 13/08/2019 पासून भोक्तीकुशास्त्र विभागामध्ये सुरु होणार आहेत. संबंधीत वेळापत्रक भोक्तीकुशास्त्र विभागाच्या सुचनाफलकावर लावण्यात आले आहे. तरी संबंधीत सर्वांनी नोंद घ्यावी.

दि. 07/08/2019


(Dr. C. D. Mungmode)
Co-ordinator


(420) B.A. III


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Translation is on next page....



"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHARBHAI SHIKSHAN PRASARAK MANDAL ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL
Dr. Lalsingh H. Khalsa
M. Sc., Ph. D.
Mob. 9422153197
E-mail: lalsinghkhalsa@yahoo.com

S.T.D.: 07137
Office: 266558/266043
Web: mgcollegearmori.ac.in
E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_____


Date _____

Translation

Notice

All the students admitted for 'Maintenance and Repair of Home Appliances' are informed that the classes of the course will start from 13th August 2019 in the Department of Physics. Although the relevant schedule has been posted on the notice board of the Physics Department, the concerned should take note.




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<https://www.facebook.com/mgcollegearmori/>



<https://www.youtube.com/channel/UCdoZvKXQ73lnReKaL8OHDZw>

Syllabus & Exam Scheme

Maintenance and Repair of Domestic Appliances

Theory

Unit I Electric Mixer and food processor

- 1.1 Introduction to electric mixture and food processor
- 1.2 List of main parts of mixer and food processor
 - a) Motor b) Switch c) Base unit (Body)
 - d) Supply cord e) Interlock Lever f) Overload Circuit breaker
 - g) Cupler h) Indicators i) Connector strip
 - j) Accessories of mixer
 - 1) Stainless Steel Jars or Plastic jars 2) Rubber ring
 - 3) Dome 4) Stopper 5) Dry grinding Blade
 - 6) Wet grinding Blade 7) Mincing blade 8) Whipper Blade
 - 9) Spatula 10) Diagram of all parts
- 1.3 Working principle, Circuit diagram and working
- 1.4 Common faults, testing and repairing
 - 1) List of common faults their causes and remedies
 - 2) Testing of motor
 - 3) Control switch
 - 4) Overload circuit breaker
 - 5) Supply cord with the help of multimeter and test lamp
- 1.5 Precaution :- Precaution while handing mixer

Practical

- 1) Dismantling and reassembling of electric mixer
- 2) Testing, fault finding, repair and over hauling
- 3) Workshop Visit




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Unit - II **Electrical Fan**

- 2.1 Introduction of electrical fan
 - 2.2 Types of fans
 - a) Table fan b) Ceiling fan c) Exhaust fan
 - d) Pedestal fan e) Cabin fan
 - 2.3 Construction :- List of main parts for each fan
 - i.e. a) Motor b) Blades c) Canopy
 - d) Regulators e) Specific part
 - f) Oscillating mechanism g) Stand h) Down rod
 - i) Capacitor j) Base diagram of each parts
 - 2.4 Working principle
 - i) Working principles of fan along with circuit diagram and working of fan
 - 2.5 Common faults, list of common faults their causes and remedies
Overhauling and Repairing procedure and , maintenance for all types of fans
Testing of motor, Capacitor, Regulator with the help of series test lamp and multimeter.
Precautions while handling fans
 - 2.6 Speed control
Speed control of fans
 - 2.7 Installation of exhaust and ceiling fan
- Practical :- 1) Dismantling and reassembling of electric fans
 2) Testing, fault finding, and repair of fans




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III) Room Coolers

3.1 Introduction to room coolers

- a) Exhaust type b) Window type c) Blower type

3.2 Construction

List of main parts

- a) Motor b) Pump c) Body
d) Control switch e) Cooling pads f) Water level indicators
g) Supply chord h) Diagram of each parts

3.3 Working principle & Working of each type of room cooler along with circuit diagram.

3.4 Common faults, testing and Repairing List of common faults, their causes and remedies.

Testing of motors, Pump, Switch, capacitor with the help of series test lamp or multimeter. Repairing procedure for room cooler to removing the various faults.

3.5 Installation

Installation of room cooler

Precaution while handling room cooler

3.6 Overhauling

Overhauling procedure of room cooler

Practical: - 1) Testing, fault finding and repair of room cooler

2) Workshop Visit




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Unit IV Emergency Light

4.1 Introduction

Introduction to emergency light

4.2 Working Principle

Working principle of emergency light with circuit diagram

4.3 Construction

List of main parts

- | | | |
|----------------|-------------------------------|---------------------|
| a) Transformer | b) Rectifier | c) Inverter circuit |
| d) Battery | e) Cabinet | f) Operating Switch |
| g) Tube | h) Reflector ie. Supply chord | |

Detailed Description of each part

4.4 Circuit operation of Emergency light

4.5 Common faults and Repairing

List of common faults their causes and remedies.

Repairing procedure to emergency light for various faults

4.6 Precautions


Precautions while handling for emergency light.

Practical

1) Testing, Fault finding and repair of emergency light

2) Workshop Visit




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Unit V Inverters

5.1 Introduction of Inverters

5.2 Construction

List of main parts

Introduction of parts used in inverters.

5.3 Working

Working of Inverters

5.4 Common faults

List of common faults, their causes and remedies.

Practical

- 1) testing, fault finding and repair of inverters

* Industrial Visit




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* List of Books

- | | | |
|----|---------------------------------------|-----------------|
| 1) | Basic Electrical Engineering | – M . L. Anwani |
| 2) | Study of Electric Domestic Appliances | – K. B. Bhatia |
| 3) | Basic Electrical Engineering | - P. P. Shah |
| 4) | Vidyut Shastra (Marathi) | - Shyam Pitke |
| 5) | Domestic Appliances (Marathi) | - P. P. Shah |
| 6) | Vidyut Shastra | - P. P. Shah |
| 7) | Domestic Appliances | - Shri. Bobade |

* List of Equipment, tools, Appliances & Machine

- | | |
|-----|--|
| 1) | Work bench |
| 2) | Ammeter AC & DC (Analog / Digital) |
| 3) | Voltmeter (Analog / digital) |
| 4) | Wattmeter |
| 5) | Ohmmeter |
| 6) | Multimeter (Analog/ Digital) |
| 7) | Scissors |
| 8) | Grinder |
| 9) | Files (Flat, Square, Round, Halfround) |
| 10) | Wood hand saw |
| 11) | Screw Drivers (Various sizes) |
| 12) | Ball Pein hammer |
| 13) | Pliers (Insulated combinations) |
| 14) | Oil can |
| 15) | Electrician Knife |
| 16) | Connectors |
| 17) | Claw hammer |
| 18) | Carbon brush |
| 19) | Wiring material |
| 20) | De Motors |
-
- | | |
|--------------------------|------------------------|
| 1) Potantial Transformer | 2) Current transformer |
| I) Visit to Workshop | II) Visit to Industry |


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Maintenance and Repair of Domestic Appliances

Theory

Unit I Electric Mixer and food processor

- 1.1 Introduction to electric mixture and food processor
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 - 1) List of common faults their causes and remedies
 - 2) Testing of motor
 - 3) Control switch
 - 4) Overload circuit breaker
 - 5) Supply cord with the help of multimeter and test lamp
 - 1.5 Precaution :- Precaution while handing mixer
- Practical
- 1) Dismantling and reassembling of electric mixer
 - 2) Testing, fault finding, repair and over hauling
 - 3) Workshop Visit




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III) Room Coolers

3.1 Introduction to room coolers

- a) Exhaust type b) Window type c) Blower type

3.2 Construction

List of main parts

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Installation of room cooler

Precaution while handling room cooler

3.6 Overhauling

Overhauling procedure of room cooler

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Unit IV Emergency Light

4.1 Introduction

Introduction to emergency light

4.2 Working Principle

Working principle of emergency light with circuit diagram

4.3 Construction

List of main parts

- | | | |
|----------------|-------------------------------|---------------------|
| a) Transformer | b) Rectifier | c) Inverter circuit |
| d) Battery | e) Cabinet | f) Operating Switch |
| g) Tube | h) Reflector ie. Supply chord | |

Detailed Description of each part

4.4 Circuit operation of Emergency light

4.5 Common faults and Repairing

List of common faults their causes and remedies.

Repairing procedure to emergency light for various faults

4.6 Precautions


Precautions while handling for emergency light.

Practical

1) Testing, Fault finding and repair of emergency light

2) Workshop Visit




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Unit V Inverters

5.1 Introduction of Inverters

5.2 Construction

List of main parts

Introduction of parts used in inverters.

5.3 Working

Working of Inverters

5.4 Common faults

List of common faults, their causes and remedies.

Practical

- 1) testing, fault finding and repair of inverters

* Industrial Visit




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* List of Books

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- 5) Ohmmeter
- 6) Multimeter (Analog/ Digital)
- 7) Scissors
- 8) Grinder
- 9) Files (Flat, Square, Round, Halfround)
- 10) Wood hand saw
- 11) Screw Drivers (Various sizes)
- 12) Ball Pein hammer
- 13) Pliers (Insulated combinations)
- 14) Oil can
- 15) Electrician Knife
- 16) Connectors
- 17) Claw hammer
- 18) Carbon brush
- 19) Wiring material
- 20) De Motors

- | | |
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Certificate Course in Office Automation (Brochure – Notice, Syllabus & Exam Scheme)

Notice

Notice

This is to inform all the students of Mahatma Gandhi Arts, Science and Late N. P. Commerce College, Armori; that the Computer Science department is going to run the 'Certificate Course in Office Automation from 08/08/2019. For the detailed information contact the department of Computer Science.

Date: 05/08/2019



Course Co-ordinator

(Prof. S. D. Chute)

Prof. S. D. Chute

BA 1
MIB

BA 1

N.P. B. Com 1

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Syllabus & Exam Scheme

CERTIFICATE COURSE IN OFFICE AUTOMATION

Objective of the Course: To provide an in-depth training in use of Office Automation packages, internet and intranet tools, web hosting etc. Essential for a modern office for day to day office management, and e-governance. The course also helps candidates to get acquainted with IT and Cyber laws, Taxes, Financial rules to be followed in public and Private offices.

Duration: Five Month Part Time: 40 Hr. of Teaching

SYLLABUS

UNIT-I Windows XP

Windows XP: Windows concepts, Features, Windows Structure, Desktop, Taskbar, Start Menu, My Computer, Recycle Bin, Windows Accessories- Calculator, Notepad, Paint, Wordpad, Character Map, Windows Explorer, Entertainment, Managing Hardware & Software Installation of Hardware & Software, Using Scanner, System Tools, Communication, Sharing Information between programs.

UNIT-II MS-Excel

Worksheet basics, creating worksheet, entering into worksheet, heading information, data, text, dates, alphanumeric values, saving & quitting worksheet, Opening and moving around in an existing worksheet, Toolbars and Menus, Keyboard shortcuts, Working with single and multiple workbook, working with formulae & cell referencing, Auto sum, Copying formulae, Absolute & relative addressing, Worksheet with ranges, formatting of worksheet, Previewing & Printing worksheet, Graphs and charts, Database, Creating and Using macros, Multiple worksheets- concepts, creating and using.

UNIT-III MS Power Point

Autocentnt Wizard, creating a lank presentation, autolayout, Power point



screen:screen layout and Views, insert a new slide,applying design template, changing slide layout,reordering and hiding slides, slide show and editing custom slide. Resizing a text box ,Text box properties,Delete a text box,Bulleted lists,Numbered lists,Adding notes,Video and Audio, Adding text Editing options,Formatting text,Replace fonts,Line spacing ,Change case Spelling check, Color schemes , Adding clip art,Adding an image from a file Editing graphic,AutoShapes,WordArt,Backgrounds, Action buttons Slide animation Animation preview Slide transitions Slide show options Slide master Header and footer Slide numbers Date and time

UNIT-IV Intranet

Intranet tools: E-mail: Anatomy of e-mail,e-mail address, finding e-mail address, adding signature, attaching files, opening attachments, managing e-mail account, Web mail ,Case study: Yahoo Mail, Outlook express.

FTP, ftp commands, ftp software, Telnet, using telnet.

UNIT-V Scanner,Printer,Fax & Xerox

Scanning a document, Making Printout of a Document, Sending & Receiving Fax, Making Xerox copies of document

Reference Books:

- Professional Office Procedure by Susan H Cooperman, Printice Hall Information
- Technology:Principles , Practices and Oppertunities by James A Senn, Printice Hall
- Technology And Procedures for Administrative Professionals by Patsy Fulton-Calkins, Thomson Learning
- Public Information Technology and E-Governance: Managing the Virtual State (Paperback) by G. David Garson

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LIST OF PRACTICAL

Windows XP:

1. Starting the Windows Starting a program, running a program Running multiple programs and switching between windows Customizing the Task bar Recycle bin, restoring the deleted files
2. Creating and removing folders Making the taskbar wider, arranging icons on the Desktop Displaying and hiding the taskbar clock Controlling the size of start menu options Creating Shortcuts
3. Installing a screen saver Assigning a wallpaper to Desktop Adding a program to the start menu Adding a program shortcut in the Desktop Customizing the mouse settings
4. Expanding and collapsing a folder Recognizing File types using icons Running a program from explorer Renaming a file or folder Sorting a folder

MS-Excel:

Prepare following table in a worksheet using MS-Excel.

Name	Basic	DA	HRA	Gross Pay	PF	Net Pay
SUNIL	10000					
VIBHAV	25000					
SACHIN	20000					
NIKITA	15000					

Perform following operations:-

1. Complete the table using formulas o
 $DA = \text{Basic} * 27 \%$
 $Hra = \text{Basic} * 10 \%$
 $PF = \text{Basic} * 12.5 \%$
 $Gross Pay = \text{Basic} + DA + HRA$
 $Net Pay = Gross Pay - PF$

2. Give the Proper Heading.

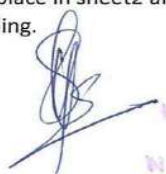
3. Take the printout in landscape orientation

Enter following data in MS-Excel worksheet.

Name	Date of joining	Salary	Designation
SUNIL	Jan-05	10000	Peon
VIBHAV	Oct-10	20000	Accountant
SACHIN	Jan-05	15000	Clerk
NIKITA	Dec-09	25000	Manager

Perform following operations:-

1. Copy the above data and place in sheet2 and sort the table in the ascending order or date of joining and give proper heading.



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- Finally run the slide continuously until Esc key is not pressed. At last, write the steps that you have performed

Select the 10 slides of your choice. Apply the following settings and write the steps you have performed in each option.

- Insert page number in each slide
- Timer should be displayed during execution.
- Change the background color of each slide.
- Set the interval time for each slide to be displayed.
- Use Flash bulb animation in your presentation.
- Select a Color Schemes of your choice.
- Insert Chart in one of your slide. Insert a table in your presentation

Intranet:

1. Searching for a web site / application / text documents viewing and downloading.
2. Create an E-mail account, retrieving messages from inbox, replying, attaching files filtering and forwarding
3. Operating on a Tablet / Smart Phone - browsing and practising on some important applications (UcBrowser, Skype) - operating on internet – creating and sending messages / mails using the applications like WhatsApp.

Scanner, Printer, Fax& Xerox

1. Scan a document as a text document and save it.
2. Install the printer, open a word document, set page margined and take printout.
3. Make fax of letter to a given number.
4. Insert paper in paper box of the Xerox machine and take Xerox of the document.


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2. Copy the above data and place in sheet3 and sort the table in the ascending order or date of joining followed by order of name and give proper heading.

3. Copy all the above data to sheet4 and take printout

Prepare following using MS-Excel.

Players	Match 1	Match 2	Match 3	Average	Highest Score	Sum
Sehwag	78	43	91			
Sachin	45	77	62			
Yuvraj	65	80	37			
Dhoni	34	15	46			
Raina	23	75	55			

Perform following:-

- Calculate Average and High score of each player using AVERAGE & MAX function
- Calculate total score of each match using SUM function.
- Sort above records in descending order on the basis of average.
- Take the printout in landscape orientation

MS Power Point:

Create the following slide

ICAT PVT LTD	
• COURSES	• FEES STRUCTURE
✓ C	❖ 1500
✓ C++	❖ 2500
✓ VB	❖ 2000
✓ ORACLE	❖ 3000
✓ JAVA	❖ 4000

- Change the bullet style in the first and the second level.
- Change the case of the first level text to upper case and second level text to lowercase. (By using Change Case option)
- Change the attribute of the text to: Font: Arial, Font Style: Italics, Size: 20 Justify the text

Prepare the following slides with the information given below:

- Select the slide of your choice and write about yourself.
- Write about your family members name with relation.

Tip: By using Title and 2 column text

- Using Title Content and text slide insert the picture of your favourite hero with the list of their movies.



CERTIFICATE COURSE IN OFFICE AUTOMATION

Scheme of Examination

1. Question Paper should be in two Parts
 - Theory Paper
 - Practical Paper
2. Theory paper Examination will be conducted by on the basis of an MCQ
3. Practical paper Examination will be conducted by on the basis of Performance.

I. Theory Paper

Max. Time 2 Hr.

Unit	Content	Mark
I	Windows XP	20
II	MS-Excel	20
III	MS Power Point	20
IV	Intranet	20
V	Scanner, Printer, Fax & Xerox	20
Total		100


II. Practical Paper

Max. Time 3 Hr.

P1	P2	P3	Viva-voce	Total Mark
30	30	30	10	100

Total Marks=I+II

=200 Marks


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Certificate Course in Communicative English

**(Brochure – Notice,
Syllabus & Exam
Scheme)**

Notice

Notice - 01

Date

Page

02/12/2019

This is to inform ~~to~~ all the students of the M.G. College, Armori that the department of English is running "The Certificate Course in Communicative English" from ~~07/12/2019~~ 7/12/2019. The last date of the admission for the course is ~~05/12/2020~~ 5/12/2019. For the detail information contact dept. of English.

[Signature]

(Co-ordinator)
Communicative English
Career Oriented Programme

[Signature]
(B.A.-I)

[Signature]
(B.A.-I Eng)

[Signature]
B.A.-I



[Signature]
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Science & Late
N.P. Commerce College,
Armori, Dist - Gadchiroli

Syllabus & Exam Scheme

Spoken English Course :-

Spoken English Course is a practical approach to learning to speak in English. The express purpose of the course is to make the students competent in the use English.

The course is supplementary to the English course offered at the undergraduate level. The target group of the course is first year undergraduate students.

The course will be extend over a period of two months (50 hours) with not more than an hour a day as the students will be attending the programme after their regular class hours.

The course comprises two theory papers and practical for all. The theory paper is aimed at designed to each the basics of the language. The practical papers are aimed at aiding and assessing the learning.

At the end of the course there is written and oral examination.

Design of the course :-

- 1) Paper – I speech and spoken English.
- 2) Paper – II Basic grammars and writing skill. Each paper carries fifty marks.

Distribution of Marks :-

- 1) Paper – I Written Examination – 10 marks, oral 35 marks, assignments 5 marks.
- 2) Paper – II Written Examination – 20 marks, oral 20 marks, assignments 10 marks.

Paper – I Speech Sounds and Spoken English :-

Basic of Phonetics
⇒ Basic speech sounds, introduction to vowels & consonants,
Explanation and description of English speech sounds (Phonemes) and their classification vowels and consonants, representation of speech sounds using phonetic symbols: transcription of words using phonetic symbols; stress and accent.

1. Cruttenden A. Gimson's Pronunciation of English. Britain, 1994.
2. Daniel Jones, English Pronunciation Dictionary. 15th Ed.
3. Daniel Jones. An outline English Phonetics. New Delhi: Kalyani, 1997
4. Peter Roach. English Phonetics and Phonology. pp 10-37
5. Sethi and Dhamija. A course in Phonetics and spoken English. Accent – pp134-149, 166 : accent in connected speech-pp. 151-165, 168-170, 200-211.

Section – I

Concepts :- referring to objects, substances and materials.

(Noun singular and plural group nouns, mass nouns, groups of objects, part and whole, division of objects and substances: amount or quantity, scale of amount.)

- Words of general or inclusive meaning-all, both, each, every, any, either
- Specific and generic use of articles; other words of specific meaning-proper nouns, personal pronouns, demonstratives; generic use of pronouns.

Section II

The use of genitives

Relation between people- with, for, against

Ingredient, material-with, of, out, of, from

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Pattern of Question

Paper – I Speech sound and Spoken English

Written :-

1. Description of English vowels, diphthongs/consonants. (5)
2. Transcription of the words using phonetic symbol. (5 marks)
3. Fill in the columns, questions, un-concepts referring to nouns, singular, plural, group nouns, mass nouns, specific and generic use of articles, use of genitives relation between people, ingredient materials, time relationship, manner means and instrument. (5 marks)

Oral :-

1. Identify the symbol from the chart. (10 marks)
2. Explain vowels, consonants with examples.
3. Reading from Newspaper Magazines (Points to be examine phrase structure and pauses.) (5 marks)
4. 15 Questions are left to the discretion of the examiner keeping in mind the three sections. (15 marks)
5. Assignment-Reading (5 marks)


Paper – II Basic Grammar and Writing Skills

Written:-

1. Write sentences in the pattern of basic sentence, marking the structure of the sentence.
2. Simple transformations-statements, questions, exclamation , description of sentence, phrase and clause, simple and complex sentence. (5 marks)
3. Answer the question.
 - i. Making the note on the classroom or college premises. (5 marks)
 - ii. Brief description of their time till they came to college. (5 marks)
 - iii. Describe their own words the picture or painting provided to them. (5 marks)

Oral :-

1. List of 15 sentences is supplied to the students. He will have to read the sentences and say whether the statements of True or False. If false, why/how they are false. The expected answer is in full sentence. (15 marks)
2. Five Questions to access their ability to speak in English. Preferably in dialogue form. (5 marks)
3. Assignment (10 marks)


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Time relationship – before, after, measuring time, duration, frequency.
Manner, means and instrument; cause, reason and purpose; condition and contrast; degree.

Section III

Statement, Questions and response; agreement and disagreement; fact, hypothesis, neutrality; degrees or likelihood; attitudes to truth; mood, emotion, attitude; influencing people; friendly communications; meaning in connected discourse – linking signals/construction and focusing information.

1. Bansal and Harrison. Spoken English. pp 170-190
2. Lech Geoffray. A Communicative Grammar of English
3. M. Sarada Exploring Spoken English. Pp 3-8, 11-15, 19-20, 28-37, 39-41, 45-78
4. Telemart's English Guru/VCD Telemart's "English Guru"

Paper – II: Basic Grammar and Writing Skills :-

- 1) Basic sentences; the structure of statement/question
Subject, object, complement; syntactic role of noun/noun phrase.
- 2) The verb V – lexical/auxiliary; forms of the verb; transitive/intransitive; passivization
- 3) Time, tense and aspect.
- 4) Modifiers
- 5) Simple Analysis (clause and phrase), subordinating and coordinating clauses.

Reports, short notes on/description of the pictures provided/fabricating dialogues/assumed interviews.

Materials; News paper/magazines

Reference Books :-

- 1) Bansal and Harrison. Spoken English. Orient Longman, 1999
- 2) Collins Cobuild English Grammar – Harper Collins, 1991, '95.
- 3) Cruttenden, A Gimson's Pronunciation of English. Britain: ELBS, 1994.
- 4) Daniel Jones. English Pronunciation Dictionary. 15th Ed. UK: Cambridge University Press, 1997
- 5) Daniel Jones, An outline of English Phonetics, New Delhi: Kalyani, 1997
- 6) Lech Geoffray. A Communicative Grammar of English. New Delhi : Longman, 2001.
- 7) Lynn M. Berk. English Syntax – OUP, 1999
- 8) Peter Roach. English Phonetics and Phonology, India : Cambridge University Press, 2004
- 9) Randolph and Green Baum. A University Grammar of English, Longman, 1973, '85
- 10) Sarada. M. Exploring Spoken English. New Delhi: APH Publishing House.
- 11) Sethi and Dhamija. A course in Phonetics and Spoken English. Hong Kong : Longman Group, 1985.
- 12) Wills. J. Teaching English Through English. Hong Kong: Longman Group, 1985.
- 13) Tata Mc Graw Hill's Spoken English.

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Certificate Course in Tribal Tourism (Brochure – Notice, Syllabus & Exam Scheme)

Notice

PAGE :

DATE : / /

सूचना क्र. १.

महात्मा गांधी महाविद्यालयमालील
वी.ए. वितीय व तृतीय वर्गच्या विद्यार्थ्यांना
सूचित करण्यात येते की सहा २०१९-२०२०
करिता आदिवासी पर्यटन क्षेत्रातील
प्रवेशा वेळू इच्छिताऱ्या विद्यार्थ्यांकरिता
प्रवेश प्रक्रिया दि १ नोव्हेंबर ते ३० नोव्हेंबर
या दरम्यान सुरू असून सदर शिक्षाक्षेत्रात
प्रवेश घेणाऱ्या विद्यार्थ्यांना निविदन पत्र
मार्गेळ विभागासून प्राप्त करावे.

दि. ३०.१०.२०१९

सहस्रपाठक

Pinestorm

आदिवासी पर्यटन विभाग
Co-ordinator

Career Oriented Programme

Tribal Tourism

U. Khan

[Signature]

Principal

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Translation is on next page.....



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**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

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S.T.D.: 07137

Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_____

Date _____

Translation

Notice

All B.A. 2nd year and 3rd-year students of Mahatma Gandhi College are informed that those who wish to take admission in 'Certificate Course in Tribal Tourism' in the session 2019-20 should collect admission forms from the Geography department from 1st November to 30th November and confirm their admission.



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<https://www.facebook.com/mgcollegearmori/>



<https://www.youtube.com/channel/UCdoZvKXQ73lnRcKqL8OHDZw>

Syllabus & Exam Scheme

MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.COMMERCE COLLEGE, ARMORI

NAAC Re-accredited "A" Grade (CGPA 3.02)2017

CERTIFICATE COURSE IN TRIBAL TOURISM SYLLABUS

YEAR OF IMPLEMENTATION: - Syllabus will be implemented December-2016

DURATION: Three Months (90 Days)

MEDIUM OF INSTRUCTION: - Marathi, Hindi, English

Intake Capacity: - 40

Member of BOS

1. Chairman: - Dr. Lalsingh. H. Khalsa (Principal)
2. Course Coordinator: - Prof. Parag s. Meshram (M.A., M.Phil. SET in Geography)
3. Member: - Dr. Vijay P. Gorde (M.A., Ph.D. NET in Geography)
4. Member: - Prof. Sunil Chute (M.Sc., MCA.)

Aims & Objectives:-

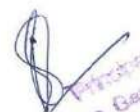
This Course focused on

- 1) To Promote Local Tribal Tourism.
- 2) To Gain Basic Knowledge of Tribal Tourism.
- 3) To impart skills and Knowledge and maximize career opportunities in the tourism industry.
- 4) To promote for self-employment

A certificate course of 64 hours/90 Days in Tribal Tourism was conducted for the B. A.-II & III Year Students of Geography. This course is designed for imparting knowledge of tribal tourism and promoting students to get employment in tourism industry.

Outcomes:-

- 1) Students learnt basics of tourism.
- 2) Students learnt the custom & tradition of tribal culture.
- 3) Students learnt how to promote tribal tourism in tourism industry.
- 4) Students get Career opportunities in local tourism sector/ industry


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STRUCTURE OF COURSE

1. Two Theory Paper
2. Internal Assessments & Field visit

SCHEME OF EXAMINATION

A) THEORY

Examination pattern is such that the test will be consisting of two papers that will be conducted in offline mode. The descriptive / Objective-Type questions that Candidates need to complete in duration.

Total Marks: 80

B) Internal assessment & Field visit

Evaluation of the performance of the students in Internal Assessment & Field visit shall be on the basis of Tribal Tourism Syllabus.

Total Marks: 20

Structure of the Course

CERTIFICATE COURSE IN TRIBAL TOURISM								
Subject	Paper Code	Paper Name	Total Period/Week	Credit	% of Assessment			
					IA	IE	Total	Mini. Passing (35%)
Tribal Tourism	TMCCTT01	Conceptual Framework of Tourism	04	04	20	80	100	35 (Th. – 28 M & IA-07 M)
	TMCCTT02	Computer Application in Tourism	04	04	20	80	100	35 (Th. – 28 M & IA-07 M)

• **Tribal Tourism:** Major theory papers in the concerned subject.

- T represents Theory.
- IA (Internal Assessment): It will be evaluated by Internal Examiner appointed by College in consultation with the Head of Institution/Principal. (Refer Appendix 1)
- IE (Institutional Examination): It will be evaluated by Internal Examiner appointed by Institutional Head/ Principal (Refer Appendix 1 & 2)
- Period: Each period is of 48 minutes or as per Government direction from time to time.
- **In Paper Code**

- 1st & 2nd Letter (TM): Represent it a Three Month Course.
- Next 2 Letter (CC) : Represent it is Certificate Course
- Next Letter (T) : Represent the subject Tribal Tourism
- Next Letter (T) : T : Represent Theory Paper (Refer Appendix 1)
- Last two letter : Represent Paper No. for Ex. 01 Represent Paper No. 1



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UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT01

Conceptual Framework of Tourism

Total Marks – 80

Internal Assessment Marks – 20

Unit – I The Nature and concept of tourism, Introduction of Tourism, What is Tourism, Definitions of Tourism, Characteristics of Tourism, Tourist – Definition, Nature of Tourism, Scope of Tourism

Unit –II Infrastructure in Tourism, Factors of Tourism Development, Location, Accessibility & Space, Scenery, Forest & Grasslands, Climate, Wild Life, Settlements, Cultural Factors, Accommodation forms & types,

Unit –III Tourism Planning & Organization, Tourism Planning, Important Factors of Tourism Planning, Tourism Demand and Supply, Planning of Regional Level, Tourism Planning at the Local Level,

Unit – IV Significance of Tourism Industry, Economical Impact of Tourism, Assistance to the Development of Economy, Employment, Other Economic Factors, Social & Cultural Impacts of Tourism.

Reference –

- 1) The Geography of Tourism – R. Robinson
- 2) International Tourism – A. K. Bhatiya
- 3) Tourism Development and resource Conservation – Dr. Jagmohan Negi
- 4) Tourism Development – A. K. Bhatiya
- 5) Tourism in India – U. N. Gupta
- 6) Tourist Development – Douglas Pearce, Logman, London.
- 7) Tourism Economic and Social Development _ P. S. Gill
- 8) Development Tourism and Travel Industries – Premnath Dhar
- 9) Geography o Tourism – S. B. Shinde
- 10) Geography of Tourism – Nagtode and Pardhi



UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT02
Computer Application in Tourism

Total Marks – 80

Internal Assessment Marks – 20

UNIT-I: Introduction to IT and Computers

Block Diagram of Computer, Functioning of Computer, Characteristics
Computer Memory: Primary & Secondary, Types of Primary Memory.
Number System: Decimal, Binary, Octal, Hexadecimal number systems and their Interconversion, ASCII codes

UNIT-II: I/O and Storage Device Input Devices: Keyboard Locator Device: Mouse, Joy Stick

Pick Device: Light Pen, Touch Screen, **Scanning:** MICR, OCR, OMR, Barcode Reader.
Vision Capturing: Webcam, Digital Camera
Output Devices: VDU, Printer: Dot Matrix, Laser, And Projector.
Storage Device: Hard Disk, Optical Disk, Blu Ray Disk and Pen Drive.

UNIT-III: Windows Operating System, Classification of Operating System on the basis of task (Single User Single Task, Single User Multiple Task, and Multi-User Multiple Task). Features of Windows, Desktop and Windows Explorer.

Control Panel: Administrative Tools-Date and Time, Display, Mouse, Programs and Features. Usage of Recycle Bin
Windows Accessories: Calculator, Notepad, Paint, Disk Cleanup

UNIT-IV: Network & Internet

Computer Communication, Need for Networks, Communication Device, Types of Network- LAN, WAN, MAN, Concept of Network Topology, Types of Topologies and its Advantages and Limitations
Internet: Basic Internet terms, Internet Addressing, Detail about E-mail, Search Engine, Social and Ethical Issues, E-learning.
Open Source Terminologies: Open Source Software, Freeware, Shareware, Proprietary Software.

Text Books:

- 1) Peter Norton's, "Introduction to Computer", TMH, 2004, ISBN-0-07-05-3142-0
- 2) Dr. S. B. Kishor, "Information and Communication Technology", Das Ganu Prakashan
- 3) Chetan Shrivastava "Fundamentals of Information Technology", Kalyani publishers, 2002, ISBN-81-7663-576-6

References:

- 1) Dr. S. B. Kishor, "MS-Office with Office Automation", DAS GANU Prakashan, ISBN : 978-93-81660-67-6
- 2) Akshay Kumar, "Information Technology and Info Guide", Authors press, 2000, ISBN-81-7273-040-3



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Appendix 1

Evaluation Rules

A) Internal Assessment:

1. The internal assessment marks shall be awarded by the concerned teacher.
2. General guidelines for Internal Assessment are:
 - a) The internal assessment marks assigned to each theory paper on the basis of the performance in Class Attendance And any two assignments as described below selected by concerned teacher.
 1. Class Test
 2. On-line Test
 3. Theory Assignments
 4. Programming Assignments
 5. Study tour
 6. Industrial visits
 7. Group discussions
 8. Seminar Presentation
 9. Participation in Departmental Activities
 - b) There shall be no separate / extra allotment of work load to the concerned teacher related to above assignments. He/ She shall conduct the Internal assessment activity during the regular teaching days / periods as a part of regular teaching activity.
 - c) The concerned teacher / department shall have to keep the record of all the above activities until six months after the declaration of the results of that semester.
 - d) At the beginning of each semester, every teacher / department shall inform his / her students unambiguously the method he / she propose to adopt and the scheme of marking for internal assessment.

Marks Distribution: Internal Assessment mark will be allocated by Internal Examiner as per the following format

Sr.No.	Particulars	Max. Marks
1	Class Attendance	05
2	2 Assignment Activity on Given Appendix 1	15

Note: 1) The Written work should be completed within max. 45 minutes.



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- B) **Theory Paper Assessment:** Theory papers will be held as per the scheduled given by the Institution/ Department and examinee needs to score minimum 35% of marks to clear the paper including internal assessment marks.
- C) **Revaluation:** There is also a provision for the Revaluation only for theory papers examination conducted by Institution (i.e. it is not applicable for Internal Assessment) as per the rules and fee structure prescribed by Institution.

Appendix-2

Pattern of Question Paper

General Rules and Regulations regarding pattern of question paper for the Coerce end examination is as given below:

1. There will be four units in each paper.
2. Maximum marks of each theory paper will be 80.
3. Question paper will consist of four questions, each of 20 marks. Or Question paper will consist of four or five MCQ Type questions on four Units each of 5/4 marks.
4. Four questions will be based on four units with internal choice.

CERTIFICATE COURSE IN TRIBAL TOURISM	
Name Of Paper	
Time: 3 Hours]	[Max. Marks: 80
Note:	
1) All questions are compulsory and carry equal marks.	
2) Draw Neat and Labeled diagram and use supporting data wherever necessary.	
3) Avoid vague answers and write specific points/answer related to questions.	
Q1 Either (From Unit 1)	
a)	20
OR	
b)	20
Q2 Either (From Unit 1)	
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	
a)	20
OR	
b)	20



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Appendix-3

Evaluation system:

Grading scale

Depending on the marks scored in a subject, student is given a grade as follows

Percentages of Marks	Grade	Description of Performance
0 to 34	D	Fail
35 to 45	C	Fair
45 to 55	B	Satisfactory
55 to 74	B ⁺	Good
75 to 90	A	Very Good
90 to 100	A ⁺	Excellent

Standard of Passing:-

As per the guidelines and rules for certificate course in tribal tourism, a student obtaining grade D shall be considered failed and will be required to reappear for the examination



P. Smedhram
Co-ordinator
Career Oriented Programme
Tribal Tourism

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Certificate Course in Human Rights (Brochure – Notice, Syllabus & Exam Scheme)

Notice

सूचना

महाविद्यालयाच्या बी.ए. प्रथम वर्षाच्या सर्व विद्यार्थ्यांना सूचित करण्यात येते की, आपल्या महाविद्यालयातील राज्यशास्त्र विभागातर्फे certificate Course in Human Right या तीन महिन्यांच्या certificate कोर्स चे आयोजन डिसेंबर २०१९ ते फेब्रु. २०२० या कालावधीत करण्यात येत आहे तरी इच्छुक विद्यार्थ्यांनी आपले नाव प्रा. गजानन बोरकर यांच्याकडे ३० सेप्ट. २०१९ पर्यंत द्यावीत.

१०/९/२०१९



समन्वयक
Human Rights Certificate
Course
M.G. College, Armori
certificate Course in Human Right

टीप:

१ विद्यार्थ्यांनी फॉर्म मध्ये अचूक माहिती लिहावी.

२ मोबाईल क्र. लिहिणे अनिवार्य आहे.

B.A. I MAR (A)
B.A. I (A)

B.A. I

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(Signature)

Translation is on next page.....



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MAHATMA GANDHI ARTS, SCIENCE &

LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE

ARMORI Dist. Gadchiroli (M.S.) 441 208

Affiliated to Gondwana University, Gadchiroli

Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

Dr. Lalsingh H. Khalsa

M. Sc., Ph. D.

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Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

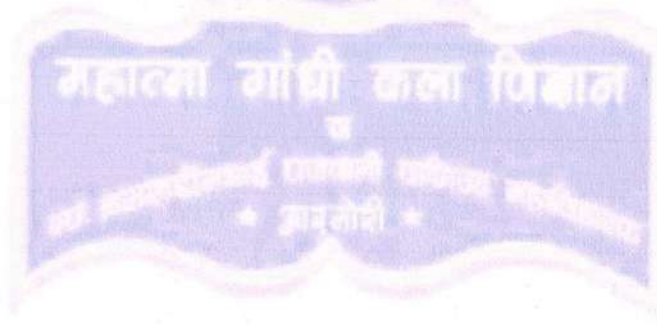
Letter No. _MGC/_


Date _____

Translation

Notice

All the students of B.A. first year of the college are hereby informed that the department of political science is going to organise the certificate course in human rights from December 2019 to February 2020. Thus all the interested students should meet professor Gajanan borkar and enroll for the course till 30/09/2019.




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Syllabus & Exam Scheme

**MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.
COMMERCE COLLEGE, ARMORI**
NAAC Re-accredited "A" Grade (CGPA 3.02)2017

CERTIFICATE COURSE IN HUMAN RIGHTS SYLLABUS

TITLE : CERTIFICATE COURSE IN HUMAN RIGHTS

YEAR OF IMPLEMENTATION: Syllabus will be implemented from December-2017

DURATION : Three Months (90 hours)

MEDIUM OF INSTRUCTION : English / Marathi / Hindi

STRUCTURE OF COURSE

1. Theory paper
2. Internal Assessments

SCHEME OF EXAMINATION

A) THEORY;

Examination pattern is such that the Exam will be consist of two papers that will be conducted in offline mode. The objective-type questions that Candidates need to complete in duration 60 Min.

Total Marks:120

B) PRACTICAL;

Evaluation of the performance of the students in practical shall be on the basis of Human Rights Syllabus.

Total Marks:40


Standard of Passing:

As per the guidelines and rules for Certificate Course in Human right

Structure of the Course

Sr. No	Title	Theory /Practical	Marks (Total)	Distribution of Marks	
				THEORY & PRACTICAL Theory	I.A.
1	HUMAN RIGHTS AND DUTIES IN INDIAN CONSTITUTIONAL FRAMEWORK	Theory Paper-01	80	60	20
2	HUMAN RIGHTS OF SPECIAL CATEGORY, LEADERSHIP OF SOCIETY	Theory Paper-02	80	60	20
Grand total			160 Marks		




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Armori, Dist - Gadchiroli

Intake Capacity: - 40

Teaching Faculty: -

1. Prof. Gajanan W. Borkar (M.A. Political Science (SET))

Evaluation system:

Percentages of Marks	Grade	Description of performance
0 to 34	D	Fail
35 to 44	C	Fair
45 to 54	B	Satisfactory
55 to 59	B ⁺	Good
60 to 69	A	Very Good
70 to 84	A ⁺	Excellent
85 to 100	O	Outstanding




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SYLLABUS

PAPER-01:

HUMAN RIGHTS AND DUTIES IN INDIAN CONSTITUTIONAL FRAMEWORK

Total Marks – 80

Theory- 60

Internal- 20

UNIT-

Meaning, Definition, Characteristics and Perspectives of Human Rights.

UNIT-II

Basic Characteristics of the Indian Constitution.

Fundamental Rights, Duties and Directive Principal of State Policy.

UNIT-III

Protection & enforcement of human rights and duties.

(a) Police and Human Rights, Judiciary and Human Rights.

(b) National and State Human Rights Commission.

UNIT-IV

Emerging Trends:

(a) Human Rights and Terrorism.

(b) Human Rights and Environment

References and Text Books:

1. Basu, Durga Das, Human Rights in Constitutional law (New Delhi: Prentice Hall 1994)
2. Baxi, Upendra, Future of Human Rights (2002)
3. Bueren, Geraldine Van, International Law on the Rights of the Child (1995)
4. Caney, Simon and Jones, Peter (eds.), Human Rights and Global Diversity (2001)
5. Freeman, Michael, Human Rights: An Interdisciplinary Approach (2002)
6. Gogia, S.P., Law relating to Human Rights (2000)
7. Gupta D.N. and Singh, Chandrachur, Human Rights and Freedom of Conscience: Some suggestions for its Development and Application (2001)
8. Lyer, Venkat (ed.), Democracy, Human Rights and the Rule of Law: Essays in Honor of Nani Palkivala (2000)
9. Jhunjhunwala, Bharat (ed.) Governance and Human Rights (2002)
10. Nirmal, Chiranjivi J. (ed.), Human Rights in India: Historical, Social and Political Perspective (2002)
11. Peter, S.E., Human Rights: Perspective and Challenges (New Delhi: Lancers Books, 1994)


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PAPER-02:

HUMAN RIGHTS: SPECIAL CATEGORY AND LEADERSHIP OF SOCIETY

Total Marks – 80

Theory- 60

Internal- 20

UNIT-I

Rights of the Women and Children

UNIT-II

Rights of Scheduled caste, Tribes and Minorities

UNIT-III

Rights of Disabled, unorganized Labourers and Displaced Persons

UNIT-IV Leadership of the community to protect human rights

- i. Role of NGOs
- ii. Role of Mass Media
- iii. Role of Educational Institutions
- iv. Role of Government
- v. Human Rights Education
- vi. Social Movements


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References and Text Books:

1. Basu, Durga Das, Human Rights in Constitutional law (New Delhi: Prentice Hall 1994)
2. Baxi, Upendra, Future of Human Rights (2002)
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9. Jhunjhunwala, Bharat (ed.) Governance and Human Rights (2002)



**Diploma in Dress
Designing
(Brochure – Notice,
Syllabus & Exam
Scheme)**

Notice

सुचना - 1

दि. 1-7-2019

महाविद्यालयीन सर्व विद्यार्थ्यांसाठी महाविद्यालयात Dress Designing "Diploma Course in Dress Designing" हा अटॅचीकॅड कोर्सची सुरुवात सत्र 2019-2020 मध्ये होत आहे. तसेच या कोर्सची नियमित वर्ग व प्रात्यक्षिक सुरु होत आहेत. हा कोर्स पूर्ण केल्यानंतर, विद्यार्थ्यांना अटॅचीकॅड दिल्या जातील.

या कोर्समध्ये प्रवेश मिश्रक शहील तरी डेस्क विद्यार्थ्यांना आपली नावे. प्रा. स्नेहल मोनकुसरे सेंडम [Dress designing department] यांच्या कडे देऊन प्रवेश द्यावा Certificate Course हा एक वर्षाचा शहील. प्रवेशाची अंतीम तारीख 31-7-2019 शहील. तरी कृपया नोंद घ्यावी.

दि 1-7-2019



प्रा. स्नेहल मोनकुसरे

प्रमुख
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Translation is on next page.....



"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHARBHAI SHIKSHAN PRASARAK MANDAL ARMORI'S
MAHATMA GANDHI ARTS, SCIENCE &

LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

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Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_

Date _____


Translation

Notice

Girl Students of all faculties of the college are informed that the UGC Sponsored Diploma Course in Dress Designing by the Department of Dress Designing in the college is starting in the session 2019-20. Students will be awarded a certificate upon completion of this course.

Admission to this course will be free and students who wish to enroll can submit their names to Prof. Snehal Sonkusare. The duration of the Certificate Course will be of one year. The last date of admission will be 31st June 2019.




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<https://www.youtube.com/channel/UCdoZvKXQ73lnRcKqL8OHDZw>

Syllabus & Exam Scheme

DIPLOMA COURSE IN DRESS DESIGNING

Sewing Technique

Semester I

Total Marks – 60

Paper IV – DDT 104

Theory Marks – 45+15

Unit – I :- Introduction of Sewing Machine.

1. History of Sewing machine
2. Classification of Sewing Machine.
3. Parts of Sewing machine & their function.
4. Maintenance of Sewing machine
5. Safety precautions

Unit – II

1. Measurement information.
2. Tools & Equipments for garment construction.
3. Description of various tools used in tailoring, drafting tools, cutting tools, stitching tools, finishing tools.
4. Sequence of Measurement.

Unit – III :- Drafting and Pattern making

1. Need for drafting & Pattern making.
2. Method of drafting.
3. Preparing pattern cutting.

Unit – IV :- Cutting and Stitching.

1. Definition of Cutting.
2. Direction of Cutting.
3. Introduction of hand embroidery.
4. Tucks & seams – flat, top stitch, two sides, french.
Tucks – Pin, cross, curved, check.
5. Pleats, Plackets, frill, pocket.
6. Necklines – 'V' shape, round shape, square etc.
Fasteners – Conspicuous.
Buttons & button holes, loops, button with holes, shank buttons, eyelets & cords.
Inconspicuous (Press buttons, hooks & eyes, zip).

Text Books : ज्ञानपकर शिववा शास्त्र



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DIPLOMA COURSE IN DRESS DESIGNING

Basic Textiles

Semester I

Total Marks – 60

Paper III – DDT 103

Theory Marks – 45+15 (Int.A.N.)

- ❖ 4 Questions on 4 units each of 10 marks.
- ❖ 5th Question of 5 marks solve any five out of 8 Questions.

Unit – I

1. Introduction to textile, study of fibers. Classification of fibers, Natural & Chemical primary and secondary characteristic of fibers.
2. Fiber Identification
 - i) Visual test.
 - ii) Burning test.
 - iii) Microscope test.Important fiber properties.

Unit – II: - Properties & Uses of fibers.

Natural fibres

1. Cotton, Linen, Jute, Silk, Wool.
2. Manmade fibers – Properties
Viscose, Rayon, Nylon, Polyester, Acrylic

Unit – III :- Spinning

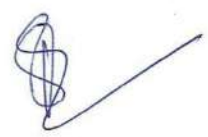
1. Definition.
2. Process – Blending, Cleaning, Doubling, Carding, Combing, Drawing, Roving, Spinning.
Classification of Yarns –
 - i) Simple yarns.
 - ii) Ply yarns.
 - iii) Novelty yarns.

Unit – IV :- Fabric Construction

1. Methods of fabric construction.
 - i) Weaving – Plain weave, satin, twill, basket.
 - ii) Knitting.
 - iii) Non – Wovens.

Text Books . वस्त्रशास्त्राची संकल्पना

- Textbook of Textile Designing.


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DIPLOMA COURSE IN DRESS DESIGNING
Advance construction Skill

Semester I
Total Marks – 60

Paper-V DDT 105
Theory Marks – 45+15

Unit – I :- Construction Skills

1. Type of facing, binding, zip application Elastic insertion, Design darts, yokes and midriff.
2. Waist band application.

Unit – II: - Type of collar

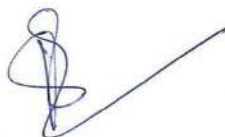
1. Simple collar, stand, flat collar, shawl, roll, band, peter pan, Notch collar, teniss collar, square.

Unit – III: - Sleeves

1. Definition, types – set in sleeve. Raglan, plain sleeve, puff, bishop, bell sleeve, circular, cap, megha sleeve.
Modified armhole – Squared, cuff sleeve, sleeves and body combined.

Unit – IV: - Yokes

1. Definition, types – Simple, yoke, yoke with fullness, within the yoke, square shape, round shape, 'V' shape yoke.



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CERTIFICATE COURSE IN DRESS DESIGNING
Advance Construction Skill (Practical)
Semester I

Total Marks – 75
Ext. Marks – 60

Paper- DDT 107
Internal Marks- 15

1. Preparation of samples for.
 - i) Simple, stand, flat, roll, band, peter pan, square.
2. Preparation of samples for sleeves.
 - Set in sleeve, plain, puff, bell, raglan, cap sleeves.
3. Preparation for samples.

Simple yoke, round shape, 'V' shape.
4. Preparation for darts sample.
 - i) Half dart and full dart.
5. Prepare sample for waist band and elastic insertion.

Textbook – Practical clothing construction – part 1 and part 2 – Marry Matthew



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DIPLOMA COURSE IN DRESS DESIGNING
Sewing Techniques Practical
Semester I

Total Marks – 75

Ext. Marks – 60

Paper-DDT 106

Internal Marks – 15

1. Operating machines & their maintenance.
2. Preparation of samples –
Tuck, seams, plackets, pockets, trill, zip, pleats.
3. Preparation for –
Necklines – ‘V’ shape, square, round, sweetheart.
4. Stitching of kids wear.
- Bib, nappy, baby frock, A – line frock (simple frock, balloon frock)
5. Embroidery stitches – running, back stem, chain stitch, lazy dazy, bullion stitch, satin, cross stitch, simple (basting) button hole (full & half), cut work, thread work.

Reference – World embroidery.



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Advance Diploma in Dress Designing (Brochure – Notice, Syllabus & Exam Scheme)

Notice

Page No.	
Date	

સુચના - I

3-8-2019

Dress Designing sem-II

2018-2019

મહીન સર્વ વિદ્યાર્થીનીના સુચન કુરબાન એન કી, કયા વિદ્યાર્થીની ડિપ્લોમા in dress designing માં લખડે મહ્ય ઉત્તીની જાનિયા આરેન. ત્યા વિદ્યાર્થીનીની Advance ડિપ્લોમા લખડે in dress designing માં લખડે સાઈ પાગ આરેન.

તરી કયા વિદ્યાર્થીનીની નિવજ્જાલે ડિપ્લોમા લખડે કરાવયાચા અસીન ત્યા વિદ્યાર્થીનીની આપનાગવ. પ્રિ. લેદલ સોનકુલર મડમ યાચ કડ દેકુન પ્રવેશ, નિશ્ચિત કરાવી. પ્રવેશાચી શ્રીતીત તારિલ્લ 31-8-2019 પર્યંત આરે. તરિ નોદ દયાવી.

દિ.

1-8-2019



પ્રાધ્યક્ષ

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પ્રિ. લેદલ સોનકુલર

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Letter No. _MGC/_


Date _____

Translation

Notice

All students who have completed the Diploma in Dress Designing in the Session 2018-2019 are informed that they are eligible for the Advanced Diploma in Designing course. However, students who want to do an Advanced Diploma in Dress Designing should submit their names to Professor Snehal Sonkusare to secure admission. The last date of admission is August 31/08/2019.




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<https://www.youtube.com/channel/UCdeZvKXQ73lnRcKcJ80HIDZw>

Syllabus & Exam Scheme

ADVANCE DIPLOMA IN DRESS DESIGNING

Advance in Pattern Making

Paper-I

Semester- III
Practical – 75

Paper-DDT 301
Total Marks – 75

Unit I – Construction the pattern, Specification as per the Standard and allowance required

- Shirt with advance design
- Apron
- Sun Coat
- Night Suit for mens and womens
- Sherwani with design

Unit II – Trousers

- Basic trouser with advance design
- Jeans
- Boxer Shorts
- Sport wear
- Barmuda

Unit III – Coats

- Police Uniform
- Doctor Coat
- Blazer coat
- House coat for women
- Evening gown (women)

Unit IV – Women's wear

- Variation in Salwar :- afgani salwar, dhoti salwar, butterfly, Chinese salwar
- Kurti: - Rajasthani, Anarkali, Designer pattern kurti
- Advance pattern in blouse: - Prince cut, one tuck, madras catori, high neck with cuff blouse
- Wedding lacha



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ADVANCE DIPLOMA IN DRESS DESIGNING

Computer Added Design I

Paper-II

Semester- III
Practical – 75

Paper-DDT 302
Total Marks – 75

Unit I:

Hardware ,CAD – Definition , Input device: MIDI keyboard, Mouse, Input Pens, Joysticks, Trackball, Touch Screens, Touch pads , Digitizers, Image Scanners, Bar Code Reader, OMR, OCR, Webcam, MICR , Graphic Tablets, Video Capture Hardware, Microphone, Digital Camera , Output Devices: Printers Monitors, (LCD, LED), Sound Card and Speakers, Facsimile (FAX)

Unit II:


Software - System software: types of operating system, Functions of operating system, Multiprogramming, Multitasking, Multithreading O.S. , Application software , General purpose application software and special purpose application software.

Unit III:

Communication System - Basic elements of a communication system , Types of communication Channels Wired connections: Telephone Lines, Coaxial Cable, Fiber optic Cable Wireless connections: Infrared, Broad cast radio, Microwave, Bluetooth, Satellite , Data Transmission: Band width: Voice Band, Medium Band, Broad Band , Communication Protocols and its role

Unit IV:

Networking - Network Types (LAN, WLAN, MAN, WAN) , Network Topology (Star, Bus, Ring, Hierarchical) , Advantages and Disadvantages of Network Topology , Connection Devices: Modems, External Modem, Internal Modem, PC card Modem, Wireless Modem Practical : Introduction to Corel Draw and Adobe Photoshop software required for conducting practical: Corel Draw X4, Adobe Photoshop


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ADVANCE DIPLOMA IN DRESS DESIGNING

Fashion Illustration

Paper-III

Semester- III
Practical – 75

Paper-DDT 303
Total Marks – 75

Unit I –

- Study of lines- types of lines
- Study of shapes
- Study of textures – types of textures
- Pencil shading

Unit II – Study of Colour

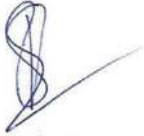
- Colour wheel
- Colour scheme
- Colour psychology
- Nature drawing

Unit III – Study of understanding of principal of design

- Rhythm
- Harmony
- Balance
- Repetition

Unit IV – Human figure study

- Basic drawing of male and female with appropriate proportion (croqui)
- Flat sketching
- Dress draping
- Theme based illustration


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ADVANCE DIPLOMA IN DRESS DESIGNING

Apparel Production Control

Paper-IV

Semester- III
Theory – 75

Paper-DDT 304
Total Marks – 75

Unit I

Introduction: control parameters, apparel production parameters, planning and lead-time.
Product development: Steps from prototype to production model, Importance of pre-production activities

Unit II-

Different manufacturing systems: Make through and Assembly line manufacturing - advantages and disadvantages.

Unit III

Production Planning And Control :Capacity calculation for cutting, sewing and finishing.
Determination of machine requirements for new factory.

Line balancing: Determination and allocation of manpower and, machine for balanced production in existing plant for a given target.

Unit IV -

Quality In Product Development :Quality assurance during product development - methods to avoid problems during pattern making, garment construction and other areas. Inspection procedures.
Work-study in garment industry - methods to control time and cost.



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ADVANCE DIPLOMA IN DRESS DESIGNING

Product Engineering and Plant Lay Out

Paper-V

Semester- III

Theory – 75

Paper-DDT 305

Total Marks – 75

Unit I - Apparel Production Management

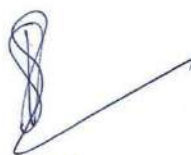
Product analysis: Relationship between quality and construction of sewn product geometric principles of draping, drafting and industrial patterns product specifications.

Unit II- Production control and Engineering: Industrial engineering concepts - Development and application of standard data for pre-costing and factory scheduling - Basic production systems - production control charts.

Unit III - Manufacturing Information system: Systems and procedures.

Production Management analysis: Analysis of techniques for material utilization and cutting of raw materials for all types of sewn products principles and methods of costing, evaluation of equipment for examining, spreading, cutting, marking and ticketing - solution of production problems in spreading, cutting and cost control.

Unit IV - Statistical calculation of time study- operator efficiency distributions. Evaluating motion study data - Principles for improving sewing and pressing operations.



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ADVANCE DIPLOMA IN DRESS DESIGNING

Marketing Research and Advertising

Paper-VI

Semester- III
Practical – 75

Paper-DDT 306
Total Marks – 75

Unit- I

Marketing Research: Introduction to Marketing Research - A preview of Marketing Research and Marketing decisions, design, implementation and control of the marketing research projects.

Unit II

Basics of Sampling and Measurements: Sampling, concepts of measurements. Collection of Data: Information collection - Survey research, questionnaire design, interviewing, observation, panels attitude measurements, experimentation.

Unit III

Analysis of Data: Data preparation and summarization, data analysis, multivariable techniques in marketing research. Research Results: Applications, presentation and ethics - Market analysis and forecasting, presentation of research results. Social and ethical issues in Marketing Research

Unit IV

Advertising: The background of advertising and its social implications - a framework of advertising, history of advertising - Advertising and the economy, advertising and society, control of advertising. Advertising and marketing mix, sales promotion, the advertising expenditure, advertising and consumer behavior



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ADVANCE DIPLOMA IN DRESS DESIGNING

Computer Added Design II

Paper-VII

Semester- III
Practical – 75

Paper-DDT 307
Total Marks – 75

UNIT I:

- Introduction to photoshop – Definition of Layer, Colour Modes, RGB Colour model, CMYK Colour model, Pixels, Vector, Resolution, Main menu Bar.
- Basic Platforms and Tools- Selecting tools, Brush Tool, Advance tooling, Drawing with the pen tool. Application of Tools Layers, Rasterizing the layer.
- Working with Layer Styles- Layer style parameters, Image Editing Special effects
- File Formats- Saving the file in PSD, JPEG, EPS or DCS format, Exporting images.

UNIT II:

- Introduction Corel DRAW- Main menu Bar
- Tools of Corel DRAW- Text & line, Shapes and objects, Curves
- Special Effects, Color and Bitmaps, Tables,
- Application of the tools for creating fashion figures in 6 different poses.

UNIT III:

- Adobe illustrator- Getting to know & Working in Illustrator
- Using drawing tools, Selection and Curves, Handling text, Transformations in illustrator.
- Working with lines & Brushes, Colours, Compound paths, Masks.
- Using styles, Effects, Filters & Keyboard Shortcuts.

UNIT IV:

- Marvelous Designer – Introduction main menu bar with tools.
- Development of croqui, Creating garments for the developed croqui, Draping the croqui.
- Accessorizing the croqui, Creating suitable background, Stage designing.



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ADVANCE DIPLOMA IN DRESS DESIGNING

Supply Chain Management and Logistics

Paper-VIII

Semester- III
Theory – 75

Paper-DDT 308
Total Marks – 75

Unit I

Logistics: Scope, elements and system, Need for logistic engineering. Meaning of Logistics - Reliability factors, Maintain ability factors, Supply support factors.

Unit II

Transportation, Packaging and handling factors, Test and support equipment factors. Effectiveness factors - in an Apparel Industry - Importance of Supply Chain Flows, Supply Chain relationships - channel structure, economics of distribution, channel relationships. Integrated logistics service providers (Third Party Alliance) .

Unit III

Analyzing Supply Chains: Decision phases in a Supply Chain, Process view of Supply Chain, Supply Chain performance - Strategies, achieving strategic fit, Expanding strategic scope, Supply Chain Drivers & Obstacles.

Unit IV

Planning Demand and Supply in a Supply Chain: Demand forecasting in a Supply Chain, Aggregate Planning, Planning Supply & Demand in a Supply Chain: managing predictable variability. The impact of E-business in a Supply Chain, value of E- business in different industries, setting up e-business in practice.



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Academic Year 2018-2019

Certificate Course in Herbal Medicine (Brochure – Notice, Syllabus & Exam Scheme)

Notice

Date
2/1/2019

सूचना

महाविद्यालयातील "Herbal Medicine" ह्या
 कोर्समध्ये सहभागी विद्यार्थ्यांना सूचित करण्यात
 येते की, त्यांचे निमणीत वर्ग दि. 5/1/2019
 पासून वनस्पतीशास्त्र विभागाच्या Lab मध्ये
 सुरू होत आहेत. तरी सर्वांनी दि. 5/1/2019
 हा ठीक 9:30 वा. Lab मध्ये उपस्थित
 राहावे.

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M. Had B-207-11

Nyda

प्रा- सिमानागद्वे

Co-Ordinator
Herbal Medicine
M. G. College
Armori

Proof
B.M.

~~Q2~~
B2 III (200)

Bill
B.A. III. Geo

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"RIGHT PLACE FOR BRIGHT FUTURE"
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LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE

ARMORI Dist. Gadchiroli (M.S.) 441 208

Affiliated to Gondwana University, Gadchiroli

Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

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S.T.D.: 07137

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E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_

Date _____

Translation

Notice

Students participating in the Certificate Course in Herbal Medicine are informed that their regular classes are starting from 05/01/2019 in the Lab of the Department of Botany. Thus, everyone should be present at the Botany Lab on the 22nd at exactly 11: 30 am.



(Signature)
Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



<https://www.facebook.com/mgcollegearmori/>



<https://www.youtube.com/channel/UCdoZyKXQ73lnRcKcL8OHIDZw>

Syllabus & Exam Scheme

**Mahatma Gandhi Arts, Science & Late N.P. Commerce College Armori
Dist; Gadchiroli**

Syllabus : Theory and Practical

Certificate Course in " Herbal Medicine " (Marks : 100 M)

Unit I : Study of different Medicinal plants.

10 Mark

Aloe vera , Asparagus racemosus , Adhatoda vasica, Acaccia nilotica, Azadirachta indica, Moringa oleifera, Cymbopogon citratus, Emblica officinalis, Ocimum sanctum , Bel, Cassia tora , Hirda, Cymbopogon citratus , Phyllanthus niruri, Bringraj/ Maka , Hibiscus rosa- sinensis, Tinospora cordifolia, Vitex negundo.

Unit II : Various uses of different Medicinal plants.

10 Mark

Unit III : Methods of Extraction of Herbs percolation, Decoction ,Macheration, Distillation, Infusion , Soxlet extraction.

10 Mark

Unit IV : Study of Herbal products-

Adulsakalpa , Shatavarikalpa, Crack cream , Pain balm , Herbal hair oil, Herbal hair shampoo, Vatahar oil(Joint pain oil), Tooth powder , Herbal tea, Etc.

10 Mark

Unit V : Instruments and machines used in Herbal product preparation.

10 Mark

- Pulveriser
- Dryier
- Mixer
- Grinder
- Juicer
- Thermometer
- Silling and packing machine
- Digital Balance

Practical

50 Marks

• Experiments-

1. Preparation of Adulsa kalpa.
2. Preparation of Shatavari kalpa
3. Preparation of Herbal Hair Oil.
4. Preparation of Joint Pain Oil.(Vatahar oil)
5. Preparation of Crack Cream.
6. Preparation of Herbal hair shampoo.
7. Preparation of Herbal tea.



[Signature]
**Co-Ordinator
'Herbal Medicine'
M. G. College
Armori**

Certificate Course in Sericulture (Brochure – Notice, Syllabus & Exam Scheme)

Notice

PAGE NO.:

DATE: / /

Notice:- 2

3-8-18

It is to inform to all the student of all science, Arts, Commerce that in our college Department of zoology starting certificate course in SERICULTURE and classes are starting from 14.8.18.

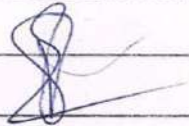
So those students taken admission in this course on date 4.9.2018 at 1.00 pm to 3.00 pm must remain present for theory classes.

Date 3.8.2018

Gurpreth

Course coordinator
Dr J. M. Pafadkar

Co-Ordinator
COP
'Sericulture'
M.G. College, Armori



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Syllabus & Exam Scheme

Syllabus: Theory **Certificate Course in Sericulture (Marks :40 M)**

UNIT I: History of Sericulture

(10 Marks)

- 1.1 Introduction to sericulture:
- 1.2 Cultivation of food plants.
- 1.3 Bioecology of Tasar silkworms.

Unit II: Rearing of silkworms

(10 Marks)

- 2.1 Rearing of silkworms.
- 2.2 Equipment's or requirements for rearing.
- 2.3 Favorable Climatic conditions for rearing.

Unit III: Harvesting

(10 Marks)

- 3.1 Harvesting and processing of cocoons.
- 3.2 Stifling and reeling of cocoons
 - 3.2.1. Reeling's selling to Textile mills through Government sanctioned rates.
 - 3.2.2. Government Subsidies and Schemes for Sericulture farming.
- 3.3 Reeling appliances

Unit IV: Diseases n Preventions

(10 Marks)

- 4.1 Diseases of Anthria mylita
- 4.2 Preventive measures for disease free cocoon production.
- 4.2 Predators and parasitoids of silkworm and their management

.....
PRACTICAL:

60 Marks

Experiment no	Title of Experiment
Experiment no. 1	Estimation of Hatching and Brushing percentage of silkworm, eggs.
Experiment no. 2	Estimation of silkworm larval density in the bed and on Yen, Arjun trees.
Experiment no. 3	Estimation of Cocoon shell ratio.
Experiment no. 4	Identification of different silkworm diseases
Experiment no. 5	Study of life cycle of Tasar silk worm

Signature
Maharaja Science College
Gadchiroli



Details of course wise teaching aids:-

- i) Printed material: - list of the books
- ii) Lectures by Guest/ resource persons.
- iii) Videos of Sericulture (e-resources)
- iv) Visit to the Tasar Kosa Vikas Kendra Armori

UGC CAREER ORIENTED PROGRAMME**TWO MONTH CERTIFICATE COURSE IN SERICULTURE****Total Credits for the Course:-**

S.NO	Unit	Title	Theory Hours Class per week	Practical Hours	Total credit		Total marks
					Theory credit	Practical credit	
1	Unit 1	History of Sericulture	4	-	4	6	10
2	Unit 2	Rearing of silkworms	4	-	-	-	10
3	Unit 3	Harvesting	4	-	-	-	10
4	Unit 4	Diseases Preventions	4	-	-	-	10
5	Practical training and visit to Tasar centre Armori		-	6	-	-	60
	Total marks				Total credit -10		100

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Certificate Course in Office Automation (Brochure – Notice, Syllabus & Exam Scheme)

Notice

Notice

This is to inform all the students of Mahatma Gandhi Arts, Science and Late N. P. Commerce College, Armori; that the Computer Science department is going to run the 'Certificate Course in Office Automation from 09/08/2018. For the detailed information contact the department of Computer Science.

Date: 07/08/2018



S.D.
Course Coordinator
(prof. S. D. Chute)

P. D. Gaud.

S. D.
BA II

A. S.
B.Sc. II

M. B.
MIB

D. S.
B. Com. III

[Signature]

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Syllabus & Exam Scheme

CERTIFICATE COURSE IN OFFICE AUTOMATION

Objective of the Course: To provide an in-depth training in use of Office Automation packages, internet and intranet tools, web hosting etc. Essential for a modern office for day to day office management, and e-governance. The course also helps candidates to get acquainted with IT and Cyber laws, Taxes, Financial rules to be followed in public and Private offices.

Duration: Five Month Part Time: 40 Hr. of Teaching

SYLLABUS

UNIT-I Windows XP

Windows XP: Windows concepts, Features, Windows Structure, Desktop, Taskbar, Start Menu, My Computer, Recycle Bin, Windows Accessories- Calculator, Notepad, Paint, Wordpad, Character Map, Windows Explorer, Entertainment, Managing Hardware & Software Installation of Hardware & Software, Using Scanner, System Tools, Communication, Sharing Information between programs.

UNIT-II MS-Excel

Worksheet basics, creating worksheet, entering into worksheet, heading information, data, text, dates, alphanumeric values, saving & quitting worksheet, Opening and moving around in an existing worksheet, Toolbars and Menus, Keyboard shortcuts, Working with single and multiple workbook, working with formulae & cell referencing, Auto sum, Copying formulae, Absolute & relative addressing, Worksheet with ranges, formatting of worksheet, Previewing & Printing worksheet, Graphs and charts, Database, Creating and Using macros, Multiple worksheets- concepts, creating and using.

UNIT-III MS Power Point

AutocentntWizard, creating a lank presentation, autolayout, Power point



screen:screen layout and Views, insert a newslide,applying design template, changing slide layout,reordering and hiding slides, slide show and editing custom slide. Resizing a text box ,Text box properties,Delete a text bo,Bulletedlists,Numberedlists,Addingnotes,Video and Audio, Adding text Editing options,Formattingtext,Replacefonts,Line spacing ,Change case Spelling check, Color schemes , Adding clip art,Adding an image from a file Editing graphic,AutoShapes,WordArt,Backgrounds, Action buttons Slide animation Animation preview Slide transitions Slide show options Slide master Header and footer Slide numbers Date and time

UNIT-IV Intranet

Intranet tools: E-mail: Anatomy of e-mail,e-mail address, finding e-mail address, adding signature, attaching files, opening attachments, managing e-mail account, Web mail ,Case study: Yahoo Mail, Outlook express.

FTP, ftp commands, ftp software, Telnet, using telnet.

UNIT-V Scanner,Printer,Fax & Xerox

Scanning a document, Making Printout of a Document, Sending & Receiving Fax, Making Xerox copies of document

Reference Books:

- Professional Office Procedure by Susan H Cooperman, Printice Hall Information
- Technology:Principles , Practices and Oppertunities by James A Senn, Printice Hall
- Technology And Procedures for Administrative Professionals by Patsy Fulton-Calkins, Thomson Learning
- Public Information Technology and E-Governance: Managing the Virtual State (Paperback) by G. David Garson

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LIST OF PRACTICAL

Windows XP:

1. Starting the Windows Starting a program, running a program Running multiple programs and switching between windows Customizing the Task bar Recycle bin, restoring the deleted files
2. Creating and removing folders Making the taskbar wider, arranging icons on the Desktop Displaying and hiding the taskbar clock Controlling the size of start menu options Creating Shortcuts
3. Installing a screen saver Assigning a wallpaper to Desktop Adding a program to the start menu Adding a program shortcut in the Desktop Customizing the mouse settings
4. Expanding and collapsing a folder Recognizing File types using icons Running a program from explorer Renaming a file or folder Sorting a folder

MS-Excel:

Prepare following table in a worksheet using MS-Excel.

Name	Basic	DA	HRA	Gross Pay	PF	Net Pay
SUNIL	10000					
VIBHAV	25000					
SACHIN	20000					
NIKITA	15000					

Perform following operations:-

1. Complete the table using formulas o
 $DA = \text{Basic} * 27 \%$
 $Hra = \text{Basic} * 10 \%$
 $PF = \text{Basic} * 12.5 \%$
 $Gross Pay = \text{Basic} + DA + HRA$
 $Net Pay = Gross Pay - PF$

2. Give the Proper Heading.

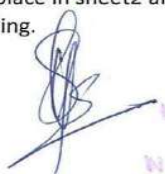
3. Take the printout in landscape orientation

Enter following data in MS-Excel worksheet.

Name	Date of joining	Salary	Designation
SUNIL	Jan-05	10000	Peon
VIBHAV	Oct-10	20000	Accountant
SACHIN	Jan-05	15000	Clerk
NIKITA	Dec-09	25000	Manager

Perform following operations:-

1. Copy the above data and place in sheet2 and sort the table in the ascending order or date of joining and give proper heading.



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- Finally run the slide continuously until Esc key is not pressed. At last, write the steps that you have performed

Select the 10 slides of your choice. Apply the following settings and write the steps you have performed in each option.

- Insert page number in each slide
- Timer should be displayed during execution.
- Change the background color of each slide.
- Set the interval time for each slide to be displayed.
- Use Flash bulb animation in your presentation.
- Select a Color Schemes of your choice.
- Insert Chart in one of your slide. Insert a table in your presentation

Intranet:

1. Searching for a web site / application / text documents viewing and downloading.
2. Create an E-mail account, retrieving messages from inbox, replying, attaching files filtering and forwarding
3. Operating on a Tablet / Smart Phone - browsing and practising on some important applications (UcBrowser, Skype) - operating on internet – creating and sending messages / mails using the applications like WhatsApp.

Scanner, Printer, Fax& Xerox

1. Scan a document as a text document and save it.
2. Install the printer, open a word document, set page margined and take printout.
3. Make fax of letter to a given number.
4. Insert paper in paper box of the Xerox machine and take Xerox of the document.


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2. Copy the above data and place in sheet3 and sort the table in the ascending order or date of joining followed by order of name and give proper heading.

3. Copy all the above data to sheet4 and take printout

Prepare following using MS-Excel.

Players	Match 1	Match 2	Match 3	Average	Highest Score	Sum
Sehwag	78	43	91			
Sachin	45	77	62			
Yuvraj	65	80	37			
Dhoni	34	15	46			
Raina	23	75	55			

Perform following:-

- Calculate Average and High score of each player using AVERAGE & MAX function
- Calculate total score of each match using SUM function.
- Sort above records in descending order on the basis of average.
- Take the printout in landscape orientation

MS Power Point:

Create the following slide

ICAT PVT LTD	
• COURSES	• FEES STRUCTURE
✓ C	❖ 1500
✓ C++	❖ 2500
✓ VB	❖ 2000
✓ ORACLE	❖ 3000
✓ JAVA	❖ 4000

- Change the bullet style in the first and the second level.
- Change the case of the first level text to upper case and second level text to lowercase. (By using Change Case option)
- Change the attribute of the text to: Font: Arial, Font Style: Italics, Size: 20 Justify the text

Prepare the following slides with the information given below:

- Select the slide of your choice and write about yourself.
- Write about your family members name with relation.

Tip: By using Title and 2 column text

- Using Title Content and text slide insert the picture of your favourite hero with the list of their movies.

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CERTIFICATE COURSE IN OFFICE AUTOMATION

Scheme of Examination

1. Question Paper should be in two Parts
 - Theory Paper
 - Practical Paper
2. Theory paper Examination will be conducted by on the basis of an MCQ
3. Practical paper Examination will be conducted by on the basis of Performance.

I. Theory Paper

Max. Time 2 Hr.

Unit	Content	Mark
I	Windows XP	20
II	MS-Excel	20
III	MS Power Point	20
IV	Intranet	20
V	Scanner, Printer, Fax & Xerox	20
Total		100


II. Practical Paper

Max. Time 3 Hr.

P1	P2	P3	Viva-voce	Total Mark
30	30	30	10	100

Total Marks=I+II

=200 Marks


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**Certificate Course in
Lab Technician
(Brochure – Notice,
Syllabus & Exam
Scheme)**

Sanction Letter

3/29/2021 LSSSDC | PMKVY 2 - STT | Lab Technician/ Assistant - Life Sciences | Training Partner: Singh Education And Training Center | 12-May-2019 - Yahoo...

LSSSDC | PMKVY 2 - STT | Lab Technician/ Assistant - Life Sciences | Training Partner: Singh Education And Training Center | 12-May-2019

lalsinghkhalsa@.../Inbox



Bikram Basel <bikram.basel@cocubes.com>

29 Apr 2019 at 4:12 pm

To: lalsinghkhalsa@yahoo.com <lalsinghkhalsa@yahoo.com>

Cc: nivedita.murkute@lsssdco.in <nivedita.murkute@lsssdco.in>

'Anjali Sharma' <anjali.sharma@lsssdco.in>, deepika.shrestha@lsssdco.in <deepika.shrestha@lsssdco.in>

Nitya Nair <nitya.nair@cocubes.com>

Dear Mr. Lalsingh Harbansingh Khalsa,

Trust you have been doing great!

As discussed, We would conduct the assessment on the date mentioned below. The test would commence at 10:00 AM. Do confirm the date of assessment and number of dropout candidates over mail. Kindly share the details of the Dropout candidates.

Type	Batch ID	Job Role	Training Partner	Address	Distric
PMKVY 2 - STT	1902MH040EEJLFS/Q0509-000252F3	Lab Technician/ Assistant - Life Sciences	Singh Education And Training Center	ARL 19 Armori	Gadchiroli
PMKVY 2 - STT	1902MH040EEJLFS/Q0509-000252F4	Lab Technician/ Assistant - Life Sciences	Singh Education And Training Center	ARL 19 Armori	Gadchiroli

Kindly share the below mentioned details for the institute. Kindly share the details at the earliest.

Name of the Center	
Address	
CCTV Camera at the Center (Yes/No)*	
SPDC Details	

Checklist	Yes/No	Remarks
PMKVY kit provided to the Candidate		
Bio metric Attendance		
CCTV Footage for entire training period		
Is the Trainer is as mentioned in SDMS		
Trainer's Aadhar Card		

Important Points:

- **Biometric Attendance Records to be shared with the Coordinator**
- **CCTV Footage to be shared**
- **Please ensure that the candidates are carrying their highest educational certificate original/ Xerox. The Xerox of the same is to be handed to the assessor.**
- Please ensure that all the candidates and Trainer carry their original UID proof and a Xerox of the same to be handed over to Assessor
- Please note that without valid photo ID a candidate will not be allowed to appear for assessment
- Please ensure that attendance register is available for Assessor to check - A copy of the attendance register to be given to Assessor
- It is mandatory for the candidates to fill feedback form and attendance sheet

Please feel free to revert in case of any clarifications/doubts.

Regards,

Bikram Basel
Assistant Manager - Vocational Assessments
CoCubes.com
+91-8495988869

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for every candidate

f in

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Syllabus & Exam Scheme



QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR LIFE SCIENCES INDUSTRY

What are Occupational Standards (OS)?

- OS describe what individuals need to do, know and understand in order to carry out a particular job role or function
- OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specification of the underlying knowledge and understanding

CONTACT US:
Life Sciences Sector
Skill Development
Council
13, Patel Marg, 3rd
Floor, Vasant Vihar,
New Delhi, 110057
Phone No. 011-26101111
Email: lssc@lssc.org



Contents

1. Introduction and Contacts..... P.1
2. Qualifications Pack..... P.2
3. Glossary of Key Terms P.4
4. NOS Units..... P.6
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6. Assessment Criteria..... P.48

Introduction

Qualifications Pack- Lab Technician/Assistant

SECTOR: LIFE SCIENCES

SUB-SECTOR: PHARMACEUTICAL AND BIOPHARMACEUTICAL

OCCUPATION: RESEARCH AND DEVELOPMENT

REFERENCE ID: LFS/Q0509

ALIGNED TO: NCO-2004/NIL

Lab technician, also known as Lab Assistant, is responsible provide all the required technical support to ensure laboratory activities are carried out while adhering to correct procedures and health and safety guidelines. They also ensure that all the necessary equipment's, materials etc. are readily available and match the desired standards.

Brief Job Description: The Lab Technician will set up the lab equipment and apparatus for smooth execution of experiments and tests. The role holder will also provide all the required technical support to ensure laboratory activities are carried out while adhering to correct procedures and health and safety guidelines. They also ensure that all the necessary equipment's, materials etc. are readily available and match the desired standards.

Personal Attributes: The individual should have good knowledge of the Pharmaceutical industry. He/ she should have good analytical skills and should demonstrate the ability to understand and predict the future demand. He/she should demonstrate good estimation skills.

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Qualifications Pack for Lab Technician /Assistant

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role Lab Technician /Assistant
Qualification Pack LFS/Q0509
Sector Skill Council Life Sciences Sector Skill Development Council

Guidelines for Assessment:

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Individual assessment agencies will create *unique question papers for theory part for each candidate at each examination/training center* (as per assessment criteria below)
4. Individual assessment agencies will create *unique evaluations for skill practical for every student at each examination/training center* based on this criteria
5. To pass the Qualification Pack, every trainee should score a minimum of 50% in every NOS
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.

Assessment outcome	Assessment criteria of outcome	Total Marks (800)	Marks Allocation		
			Out of	Theory	Practical
LFS/N0531 (Carry out washing, processing and drying of the glassware/plastic ware for experimentation)	PC1. washing and cleaning the glassware with different solutions and types of water to ensure complete cleaning and removing of dirt	100	10	5	5
	PC2. ensure glass and plastic ware used for experimentation to be scrupulously clean		10	5	5
	PC3. use deionized distilled water as the final rinse in the cleansing process		10	5	5
	PC4. sterilize contaminated laboratory ware before cleansing		10	5	5
	PC5. monitor proper operation and supply of the distilled		10	5	5

Qualifications Pack for Lab Technician /Assistant

	and deionized water sources				
	PC6. select detergent which is compatible with area water and leaves behind no undesirable residues on the cleansed laboratory ware and equipment		10	5	5
	PC7. check cleansed laboratory ware and equipment for acid / reagent residues		10	5	5
	PC8. inspect washed laboratory ware and equipment for cleanliness.		10	5	5
	PC9. code all laboratory ware and equipment to cleansing specifications required for laboratory studies.		7	4	3
	PC10. use autoclave for drying and sterilization of the glassware before further use.		7	3	4
	PC11. support seniors in monitoring batch fermentation process		6	3	3
	Total		100	50	50
LFS/ N0530 (Help the lab/QC Chemists/ Research Associates in performing the experiments and analysis)	PC1. to ensure the reagents, glassware, equipment is available at the right time.	100	10	5	5
	PC2. to assist in laboratory tests in order to produce reliable and precise data to support scientific investigations		10	5	5
	PC3. to prepare specimens and samples as per the		10	5	5

Qualifications Pack for Lab Technician /Assistant

	guidelines and required for the experiment				
	PC4. to set up and operate standard laboratory equipment, for example centrifuges, titrators, pipetting machines and ph meters		10	5	5
	PC5. to carry out routine tasks accurately and maintain strict adherence to sops		10	5	5
	PC6. to follow and ensure strict safety procedures and safety checks are followed		10	5	5
	PC7. keeping up to date with technical developments, especially those which can save time and improve reliability		10	5	5
	PC8. maintaining and repairing equipment and laboratory apparatus as a part of routine activities		10	5	5
	PC9. coordinating work in the laboratory to ensure efficient use is made of expensive pieces of equipment.		10	5	5
	PC10. ensuring the laboratory is well-stocked and resourced		10	5	5
	Total		100	50	50
LFS/N0532 (Carry out preparation of solution and reagents)	PC1. to be well informed about the various reagents and associated specifications to be used in the laboratory	100	10	5	5

Qualifications Pack for Lab Technician /Assistant

	PC2. ensure proper procedure is followed in reagent preparation		12	5	7
	PC3. ensure proper mixing of chemicals		11	5	6
	PC4. ensure safety by ensuring separation of incompatible chemicals and reagents		10	5	5
	PC5. preparation of media and buffer for fermentation experiments		10	5	5
	PC6. ensure purified water requirements are specified for clinical laboratory testing procedures		11	5	6
	PC7. ensure the solution is prepared as a percentage by weight, volume or moles and knowledge of all formulae respectively as specified by the lab chemists		11	5	6
	PC8. prepare working solutions from concentrated stock solutions		12	5	7
	PC9. measure the strength of solutions and weigh them as per guidelines		13	5	8
	Total		100	45	55
LFS/N0533 (Ensure appropriate measures are taken while opening of chemicals to be used in analysis)	PC1. display commitment to handle and use the chemical properly from initial receipt to ultimate disposal.	100	9	4	5
	PC2. new chemicals shall be obtained only if the supervisor has determined that the use of the new chemical is necessary		9	4	5
	PC3. carry out labeling and packaging of chemical		9	4	5

Qualifications Pack for Lab Technician /Assistant

	containers in accordance with applicable regulations				
	PC4. ensure all chemical containers are dated		9	4	5
	PC5. move the received chemicals to the designated storage area		9	4	5
	PC6. store large bottles of acids and other hazardous substances on a shelf that is no more than three feet above floor level		9	4	5
	PC7. acid-resistant trays should be placed under bottles of mineral acids		10	5	5
	PC8. ensure appropriate safety eyewear and other personal protective equipment to be used while transferring chemicals one must ensure containers are properly labeled and know what to do in the event of a release or spill		9	4	5
	PC9. while transferring chemicals one must ensure containers are properly labeled and know what to do in the event of a release or spill.		9	4	5
	PC10. wear appropriate Personal Protective Equipment (PPE)		9	4	5
	PC11. ensure incompatible chemicals are kept away from each other.		9	4	5
	Total		100	45	55
LFS/N0534 (Maintain records of lab usage, storage of chemicals, labels,	PC1. cataloguing recordings and making them available when requested (if the department houses audiovisual resources)		12	5	7

Qualifications Pack for Lab Technician /Assistant

date of opening and closing)	PC2. to ensure that all the quality manuals are readily available for reference		10	5	5
	PC3. to ensure that SOPs for each of the experiments is available		12	5	7
	PC4. to ensure document control by maintaining master log, effective archiving and constant updating of laboratory log.		12	5	7
	PC5. maintain various records sample log book, registers, quality control data, incident reports, results of internal and external audits etc.		12	5	5
	PC6. maintain instrument printouts of maintenance records		10	5	7
	PC7. maintain test specific reports		12	5	7
	PC8. ensure proper storing and archiving practices for all relevant documentation.		10	5	5
	PC9. carry out labeling of samples and reagents as per SOPs.		10	5	5
	Total		100	45	55
LFS/N0560 (Reprocess the instruments before carrying out experiments)	PC1. to carry out manual cleaning		9	4	5
	PC2. to observe correct protocols for instrument cleaning		9	4	5
	PC3. carry out CIP and SIP for ultrasonic equipment/ fermenter and other equipments		9	4	5
	PC4. use automatic washer for complex instruments		9	4	5
	PC5. to replace damaged instrument		9	4	5

Qualifications Pack for Lab Technician /Assistant

	PC6. return any instrument with visible soil or residual debris for further cleaning		9	5	4
	PC7. perform Sterile packaging to maintain the sterility of processed instruments and allow for aseptic opening at point of use		9	4	5
	PC8. to perform steam sterilization for sterilizing instruments, trays, and cassettes		8	4	4
	PC9. to store sterile packages in a manner that reduces the potential for contamination		11	5	6
	PC10. to routinely verify sterility assurance of processed instruments		10	5	5
	PC11. to use physical, chemical and biological indicators for quality assurance		8	4	4
	Total		100	47	53
LFS/N0101 (Maintain a healthy, safe and secure working environment in the life sciences facility)	PC1. observe and comply with your company's current health, safety and security policies and procedures	100	10	5	5
	PC2. while carrying out work, use appropriate safety gears like head gear, masks, gloves and other accessories as mentioned in the guidelines		10	5	5
	PC3. report any identified breaches in health, safety, and security		10	5	5

Qualifications Pack for Lab Technician /Assistant

	polices and procedures to the designated person				
	PC4. responsible for maintaining discipline at the shop-floor area		10	5	5
	PC5. identify and correct any hazards that you can deal with safely, competently and within the limits of your authority		10	5	5
	PC6. adhere and comply to storage and handling guidelines for hazardous material		10	5	5
	PC7. identify and recommend opportunities for improving health, safety, and security to the designated person		10	5	5
	PC8. complete any health, safety and security records legibly and accurately		10	4	6
	PC9. report any hazards that you are not competent to deal with to the relevant person in line with organizational procedures and warn other people who may be affected		10	4	6
	PC10. follow your company's emergency procedures promptly, calmly, and efficiently		10	5	5
	Total		100	48	52
LFS/N0103 (Ensure cleanliness in the work area)	PC1. inspect the area while taking into account various surfaces	100	5	2	3
	PC2. identify the material requirements for cleaning the areas inspected, by considering risk, time, efficiency and type of stain		5	2	3

Qualifications Pack for Lab Technician /Assistant

PC3. ensure that the cleaning equipment is in proper working condition	5	2	3
PC4. select the suitable alternatives for cleaning the areas in case the appropriate equipment and materials are not available and inform the appropriate person	4	2	2
PC5. plan the sequence for cleaning the area to avoid re-soiling clean areas and surfaces	4	2	2
PC6. inform the affected people about the cleaning activity	4	2	2
PC7. display the appropriate signage for the work being conducted	5	2	3
PC8. ensure that there is adequate ventilation for the work being carried out	5	2	3
PC9. wear the personal protective equipment required for the cleaning method and materials being used	5	2	3
PC10. use the correct cleaning method for the work area, type of soiling and surface	4	2	2
PC11. deal with accidental damage, if any, caused while carrying out the work	5	2	3
PC12. report to the appropriate person any difficulties in carrying out your work	4	2	2
PC13. identify and report to the appropriate person any additional cleaning required that is outside	4	2	2

Qualifications Pack for Lab Technician /Assistant

	one's responsibility or skill				
	PC14. ensure that there is no oily substance on the floor to avoid slippage		4	2	2
	PC15. ensure that no scrap material is lying around		4	2	2
	PC16. maintain and store housekeeping equipment and supplies		4	2	2
	PC17. follow workplace procedures to deal with any accidental damage caused during the cleaning process		4	2	2
	PC18. ensure that, on completion of the work, the area is left clean and dry and meets requirements		5	2	3
	PC19. return the equipment, materials and personal protective equipment that were used to the right places making sure they are clean, safe and securely stored		5	2	3
	PC20. dispose the waste garnered from the activity in an appropriate manner		5	2	3
	PC21. dispose of used and unused solutions according to manufacturer's instructions, and clean the equipment thoroughly		5	2	3
	PC22. maintain schedules and records for housekeeping duty		5	2	3
	Total		100	44	56
				100	

Syllabus

Unit 1 : Sterilization technique (Autoclave) , Important Instrument (Incubator, Hot Air Oven, Centrifuga, Colony counter, Shaker, etc)

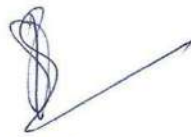
Handaling of Microscope, Staining Techniques.

Unit 2 : Mediapreparation, Isolation and identification, Culture preparation.

Information about medias and chemicals.

Practicals

1. Microbiology good laboratory practices and Biosafety.
2. Detection of Blood group and Rh factor.
3. Total Leucocytes counting.
4. Heamoglobin % estimation.
5. Isolation of Bacterial Plasmid DNA.
6. Detection of ADIS by kit.
7. Detection of pregnancy by pregnancy test kit.
8. Detection of Syphilis by VDRL test.
9. Demonstration of HBs Ag by Hepa card.


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ARTS - Armori

Certificate Course in Communicative English

**(Brochure – Notice,
Syllabus & Exam
Scheme)**

Notice

Notice - 1

Date _____
Page _____

11/10/2018

This is to inform all the students of the M.G. College, Armori that the dept. of English is running "The Certificate Course in Communicative English" from 1/12/2018. The last date of the admission for the course is 28/11/2018. For the detail information contact dept. of English.

Sh. Se

(Co-ordinator)

Co-ordinator

Communicative English

Career Oriented Programme

Geo
B.A. II

Sensy
(B.A. I Eng)

Ar
B.A. II
Ar



Principal

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Syllabus & Exam Scheme

Spoken English Course :-

Spoken English Course is a practical approach to learning to speak in English. The express purpose of the course is to make the students competent in the use English.

The course is supplementary to the English course offered at the undergraduate level. The target group of the course is first year undergraduate students.

The course will be extend over a period of two months (50 hours) with not more than an hour a day as the students will be attending the programme after their regular class hours.

The course comprises two theory papers and practical for all. The theory paper is aimed at designed to each the basics of the language. The practical papers are aimed at aiding and assessing the learning.

At the end of the course there is written and oral examination.

Design of the course :-

- 1) Paper – I speech and spoken English.
- 2) Paper – II Basic grammars and writing skill. Each paper carries fifty marks.

Distribution of Marks :-

- 1) Paper – I Written Examination – 10 marks, oral 35 marks, assignments 5 marks.
- 2) Paper – II Written Examination – 20 marks, oral 20 marks, assignments 10 marks.

Paper – I Speech Sounds and Spoken English :-

Basic of Phonetics
⇒ Basic speech sounds, introduction to vowels & consonants,
Explanation and description of English speech sounds (Phonemes) and their classification vowels and consonants, representation of speech sounds using phonetic symbols: transcription of words using phonetic symbols; stress and accent.

1. Cruttenden A. Gimson's Pronunciation of English. Britain, 1994.
2. Daniel Jones, English Pronunciation Dictionary. 15th Ed.
3. Daniel Jones. An outline English Phonetics. New Delhi: Kalyani, 1997
4. Peter Roach. English Phonetics and Phonology. pp 10-37
5. Sethi and Dhamija. A course in Phonetics and spoken English. Accent – pp134-149, 166 : accent in connected speech-pp. 151-165, 168-170, 200-211.

Section – I

Concepts :- referring to objects, substances and materials.

(Noun singular and plural group nouns, mass nouns, groups of objects, part and whole, division of objects and substances: amount or quantity, scale of amount.)

- Words of general or inclusive meaning-all, both, each, every, any, either
- Specific and generic use of articles; other words of specific meaning-proper nouns, personal pronouns, demonstratives; generic use of pronouns.

Section II

The use of genitives

Relation between people- with, for, against

Ingredient, material-with, of, out, of, from

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Pattern of Question

Paper – I Speech sound and Spoken English

Written :-

1. Description of English vowels, diphthongs/consonants. (5)
2. Transcription of the words using phonetic symbol. (5 marks)
3. Fill in the columns, questions, un-concepts referring to nouns, singular, plural, group nouns, mass nouns, specific and generic use of articles, use of genitives relation between people, ingredient materials, time relationship, manner means and instrument. (5 marks)

Oral :-

1. Identify the symbol from the chart. (10 marks)
2. Explain vowels, consonants with examples.
3. Reading from Newspaper Magazines (Points to be examine phrase structure and pauses.) (5 marks)
4. 15 Questions are left to the discretion of the examiner keeping in mind the three sections. (15 marks)
5. Assignment-Reading (5 marks)


Paper – II Basic Grammar and Writing Skills

Written:-

1. Write sentences in the pattern of basic sentence, marking the structure of the sentence.
2. Simple transformations-statements, questions, exclamation , description of sentence, phrase and clause, simple and complex sentence. (5 marks)
3. Answer the question.
 - i. Making the note on the classroom or college premises. (5 marks)
 - ii. Brief description of their time till they came to college. (5 marks)
 - iii. Describe their own words the picture or painting provided to them. (5 marks)

Oral :-

1. List of 15 sentences is supplied to the students. He will have to read the sentences and say whether the statements of True or False. If false, why/how they are false. The expected answer is in full sentence. (15 marks)
2. Five Questions to access their ability to speak in English. Preferably in dialogue form. (5 marks)
3. Assignment (10 marks)


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Time relationship – before, after, measuring time, duration, frequency.
Manner, means and instrument; cause, reason and purpose; condition and contrast; degree.

Section III

Statement, Questions and response; agreement and disagreement; fact, hypothesis, neutrality; degrees or likelihood; attitudes to truth; mood, emotion, attitude; influencing people; friendly communications; meaning in connected discourse – linking signals/construction and focusing information.

1. Bansal and Harrison. Spoken English. pp 170-190
2. Lech Geoffray. A Communicative Grammar of English
3. M. Sarada Exploring Spoken English. Pp 3-8, 11-15, 19-20, 28-37, 39-41, 45-78
4. Telemart's English Guru/VCD Telemart's "English Guru"

Paper – II: Basic Grammar and Writing Skills :-

- 1) Basic sentences; the structure of statement/question
Subject, object, complement; syntactic role of noun/noun phrase.
- 2) The verb V – lexical/auxiliary; forms of the verb; transitive/intransitive; passivization
- 3) Time, tense and aspect.
- 4) Modifiers
- 5) Simple Analysis (clause and phrase), subordinating and coordinating clauses.

Reports, short notes on/description of the pictures provided/fabricating dialogues/assumed interviews.

Materials; News paper/magazines

Reference Books :-

- 1) Bansal and Harrison. Spoken English. Orient Longman, 1999
- 2) Collins Cobuild English Grammar – Harper Collins, 1991, '95.
- 3) Cruttenden, A Gimson's Pronunciation of English. Britain: ELBS, 1994.
- 4) Daniel Jones. English Pronunciation Dictionary. 15th Ed. UK: Cambridge University Press, 1997
- 5) Daniel Jones, An outline of English Phonetics, New Delhi: Kalyani, 1997
- 6) Lech Geoffray. A Communicative Grammar of English. New Delhi : Longman, 2001.
- 7) Lynn M. Berk. English Syntax – OUP, 1999
- 8) Peter Roach. English Phonetics and Phonology, India : Cambridge University Press, 2004
- 9) Randolph and Green Baum. A University Grammar of English, Longman, 1973, '85
- 10) Sarada. M. Exploring Spoken English. New Delhi: APH Publishing House.
- 11) Sethi and Dhamija. A course in Phonetics and Spoken English. Hong Kong : Longman Group, 1985.
- 12) Wills. J. Teaching English Through English. Hong Kong: Longman Group, 1985.
- 13) Tata Mc Graw Hill's Spoken English.

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Certificate Course in Tribal Tourism (Brochure – Notice, Syllabus & Exam Scheme)

Notice

PAGE :

DATE : / /

शून्यता - क्र. 1 .

म. गां महाविद्यालयातील सर्व प्रवेशीत विद्यार्थ्यांना सूचित करण्यात येते की सत्र २०१८-२०१९ मध्ये आदिवासी पर्यटन कोर्स करिता प्रवेशा प्रक्रिया दि. १ नोव्हें. २०१८ ते ३० नोव्हेंबर २०१८ या दरम्यान होत आहे या कोर्स करिता प्रवेशा घेवू इच्छिणाऱ्या सर्व विद्यार्थ्यांना प्रवेशा करिता वृग्गोळे विभागातून आवेदन पत्र प्राप्त करावे

दि. ३०.१०.२०१८

समन्वयक

Ernestwcm

आदिवासी पर्यटन विभाग
Co-ordinator

Career Oriented Programme

Tribal Tourism

H. Hand

B.Sc. Chem.

-Kish-
(Bot / B.Sc. II)



[Signature]

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Gadchiroli

Translation is on next page.....



"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHAR BHAII SHIKSHAN PRASARAK MANDAL ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL
Dr. Lalsingh H. Khalsa
M. Sc., Ph. D.
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E-mail: lalsinghkhalsa@yahoo.com

S.T.D.: 07137
Office: 266558/266043
Web: mgcollegearmori.ac.in
E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_


Date _____

Translation

Notice

All the students of Mahatma Gandhi College are informed that those who wish to take admission in 'Certificate Course in Tribal Tourism' in the session 2018-19 should collect admission forms from the Geography department from 1st November 2018 to 30th November 2018 and confirm their admission.




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<https://www.facebook.com/mgcollegearmori/>



<https://www.youtube.com/channel/UCdoZvKXQ73lnRcKqL8OHDZw>

Syllabus & Exam Scheme

MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.COMMERCE COLLEGE, ARMORI

NAAC Re-accredited "A" Grade (CGPA 3.02)2017

CERTIFICATE COURSE IN TRIBAL TOURISM SYLLABUS

YEAR OF IMPLEMENTATION: - Syllabus will be implemented December-2016

DURATION: Three Months (90 Days)

MEDIUM OF INSTRUCTION: - Marathi, Hindi, English

Intake Capacity: - 40

Member of BOS

1. Chairman: - Dr. Lalsingh. H. Khalsa (Principal)
2. Course Coordinator: - Prof. Parag s. Meshram (M.A., M.Phil. SET in Geography)
3. Member: - Dr. Vijay P. Gorde (M.A., Ph.D. NET in Geography)
4. Member: - Prof. Sunil Chute (M.Sc., MCA.)

Aims & Objectives:-


This Course focused on

- 1) To Promote Local Tribal Tourism.
- 2) To Gain Basic Knowledge of Tribal Tourism.
- 3) To impart skills and Knowledge and maximize career opportunities in the tourism industry.
- 4) To promote for self-employment

A certificate course of 64 hours/90 Days in Tribal Tourism was conducted for the B. A.-II & III Year Students of Geography. This course is designed for imparting knowledge of tribal tourism and promoting students to get employment in tourism industry.

Outcomes:-

- 1) Students learnt basics of tourism.
- 2) Students learnt the custom & tradition of tribal culture.
- 3) Students learnt how to promote tribal tourism in tourism industry.
- 4) Students get Career opportunities in local tourism sector/ industry


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Armori



STRUCTURE OF COURSE

1. Two Theory Paper
2. Internal Assessments & Field visit

SCHEME OF EXAMINATION

A) THEORY

Examination pattern is such that the test will be consisting of two papers that will be conducted in offline mode. The descriptive / Objective-Type questions that Candidates need to complete in duration.

Total Marks: 80

B) Internal assessment & Field visit

Evaluation of the performance of the students in Internal Assessment & Field visit shall be on the basis of Tribal Tourism Syllabus.

Total Marks: 20

Structure of the Course

CERTIFICATE COURSE IN TRIBAL TOURISM								
Subject	Paper Code	Paper Name	Total Period/Week	Credit	% of Assessment			
					IA	IE	Total	Mini. Passing (35%)
Tribal Tourism	TMCCTT01	Conceptual Framework of Tourism	04	04	20	80	100	35 (Th. – 28 M & IA-07 M)
	TMCCTT02	Computer Application in Tourism	04	04	20	80	100	35 (Th. – 28 M & IA-07 M)

• **Tribal Tourism:** Major theory papers in the concerned subject.

- T represents Theory.
- IA (Internal Assessment): It will be evaluated by Internal Examiner appointed by College in consultation with the Head of Institution/Principal. (Refer Appendix 1)
- IE (Institutional Examination): It will be evaluated by Internal Examiner appointed by Institutional Head/ Principal (Refer Appendix 1 & 2)
- Period: Each period is of 48 minutes or as per Government direction from time to time.
- **In Paper Code**

- 1st & 2nd Letter (TM): Represent it a Three Month Course.
- Next 2 Letter (CC) : Represent it is Certificate Course
- Next Letter (T) : Represent the subject Tribal Tourism
- Next Letter (T) : T : Represent Theory Paper (Refer Appendix 1)
- Last two letter : Represent Paper No. for Ex. 01 Represent Paper No. 1



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UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT01

Conceptual Framework of Tourism

Total Marks – 80

Internal Assessment Marks – 20

Unit – I The Nature and concept of tourism, Introduction of Tourism, What is Tourism, Definitions of Tourism, Characteristics of Tourism, Tourist – Definition, Nature of Tourism, Scope of Tourism

Unit –II Infrastructure in Tourism, Factors of Tourism Development, Location, Accessibility & Space, Scenery, Forest & Grasslands, Climate, Wild Life, Settlements, Cultural Factors, Accommodation forms & types,

Unit –III Tourism Planning & Organization, Tourism Planning, Important Factors of Tourism Planning, Tourism Demand and Supply, Planning of Regional Level, Tourism Planning at the Local Level,

Unit – IV Significance of Tourism Industry, Economical Impact of Tourism, Assistance to the Development of Economy, Employment, Other Economic Factors, Social & Cultural Impacts of Tourism.

Reference –

- 1) The Geography of Tourism – R. Robinson
- 2) International Tourism – A. K. Bhatiya
- 3) Tourism Development and resource Conservation – Dr. Jagmohan Negi
- 4) Tourism Development – A. K. Bhatiya
- 5) Tourism in India – U. N. Gupta
- 6) Tourist Development – Douglas Pearce, Logman, London.
- 7) Tourism Economic and Social Development _ P. S. Gill
- 8) Development Tourism and Travel Industries – Premnath Dhar
- 9) Geography o Tourism – S. B. Shinde
- 10) Geography of Tourism – Nagtode and Pardhi



UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT02
Computer Application in Tourism

Total Marks – 80

Internal Assessment Marks – 20

UNIT-I: Introduction to IT and Computers

Block Diagram of Computer, Functioning of Computer, Characteristics
Computer Memory: Primary & Secondary, Types of Primary Memory.
Number System: Decimal, Binary, Octal, Hexadecimal number systems and their Interconversion, ASCII codes

UNIT-II: I/O and Storage Device Input Devices: Keyboard Locator Device: Mouse, Joy Stick

Pick Device: Light Pen, Touch Screen, **Scanning:** MICR, OCR, OMR, Barcode Reader.
Vision Capturing: Webcam, Digital Camera
Output Devices: VDU, Printer: Dot Matrix, Laser, And Projector.
Storage Device: Hard Disk, Optical Disk, Blu Ray Disk and Pen Drive.

UNIT-III: Windows Operating System, Classification of Operating System on the basis of task (Single User Single Task, Single User Multiple Task, and Multi-User Multiple Task). Features of Windows, Desktop and Windows Explorer.

Control Panel: Administrative Tools-Date and Time, Display, Mouse, Programs and Features. Usage of Recycle Bin
Windows Accessories: Calculator, Notepad, Paint, Disk Cleanup

UNIT-IV: Network & Internet

Computer Communication, Need for Networks, Communication Device, Types of Network- LAN, WAN, MAN, Concept of Network Topology, Types of Topologies and its Advantages and Limitations
Internet: Basic Internet terms, Internet Addressing, Detail about E-mail, Search Engine, Social and Ethical Issues, E-learning.
Open Source Terminologies: Open Source Software, Freeware, Shareware, Proprietary Software.

Text Books:

- 1) Peter Norton's, "Introduction to Computer", TMH, 2004, ISBN-0-07-05-3142-0
- 2) Dr. S. B. Kishor, "Information and Communication Technology", Das Ganu Prakashan
- 3) Chetan Shrivastava "Fundamentals of Information Technology", Kalyani publishers, 2002, ISBN-81-7663-576-6

References:

- 1) Dr. S. B. Kishor, "MS-Office with Office Automation", DAS GANU Prakashan, ISBN : 978-93-81660-67-6
- 2) Akshay Kumar, "Information Technology and Info Guide", Authors press, 2000, ISBN-81-7273-040-3



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Appendix 1

Evaluation Rules

A) Internal Assessment:

1. The internal assessment marks shall be awarded by the concerned teacher.
2. General guidelines for Internal Assessment are:
 - a) The internal assessment marks assigned to each theory paper on the basis of the performance in Class Attendance And any two assignments as described below selected by concerned teacher.
 1. Class Test
 2. On-line Test
 3. Theory Assignments
 4. Programming Assignments
 5. Study tour
 6. Industrial visits
 7. Group discussions
 8. Seminar Presentation
 9. Participation in Departmental Activities
 - b) There shall be no separate / extra allotment of work load to the concerned teacher related to above assignments. He/ She shall conduct the Internal assessment activity during the regular teaching days / periods as a part of regular teaching activity.
 - c) The concerned teacher / department shall have to keep the record of all the above activities until six months after the declaration of the results of that semester.
 - d) At the beginning of each semester, every teacher / department shall inform his / her students unambiguously the method he / she propose to adopt and the scheme of marking for internal assessment.

Marks Distribution: Internal Assessment mark will be allocated by Internal Examiner as per the following format

Sr.No.	Particulars	Max. Marks
1	Class Attendance	05
2	2 Assignment Activity on Given Appendix 1	15

Note: 1) The Written work should be completed within max. 45 minutes.



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Commerce
- Gashim... (illegible)

- B) **Theory Paper Assessment:** Theory papers will be held as per the scheduled given by the Institution/ Department and examinee needs to score minimum 35% of marks to clear the paper including internal assessment marks.
- C) **Revaluation:** There is also a provision for the Revaluation only for theory papers examination conducted by Institution (i.e. it is not applicable for Internal Assessment) as per the rules and fee structure prescribed by Institution.

Appendix-2

Pattern of Question Paper

General Rules and Regulations regarding pattern of question paper for the Coerce end examination is as given below:

1. There will be four units in each paper.
2. Maximum marks of each theory paper will be 80.
3. Question paper will consist of four questions, each of 20 marks. Or Question paper will consist of four or five MCQ Type questions on four Units each of 5/4 marks.
4. Four questions will be based on four units with internal choice.

CERTIFICATE COURSE IN TRIBAL TOURISM	
Name Of Paper	
Time: 3 Hours]	[Max. Marks: 80
Note:	
1) All questions are compulsory and carry equal marks.	
2) Draw Neat and Labeled diagram and use supporting data wherever necessary.	
3) Avoid vague answers and write specific points/answer related to questions.	
Q1 Either (From Unit 1)	
a)	20
OR	
b)	20
Q2 Either (From Unit 1)	
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	
a)	20
OR	
b)	20



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Appendix-3

Evaluation system:

Grading scale

Depending on the marks scored in a subject, student is given a grade as follows

Percentages of Marks	Grade	Description of Performance
0 to 34	D	Fail
35 to 45	C	Fair
45 to 55	B	Satisfactory
55 to 74	B ⁺	Good
75 to 90	A	Very Good
90 to 100	A ⁺	Excellent

Standard of Passing:-

As per the guidelines and rules for certificate course in tribal tourism, a student obtaining grade D shall be considered failed and will be required to reappear for the examination



P. S. Medhram
Co-ordinator
Career Oriented Programme
Tribal Tourism

[Signature]
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Certificate Course in Human Rights (Brochure – Notice, Syllabus & Exam Scheme)

Notice

सूचना

महाविद्यालयाच्या बी.ए. प्रथम वर्षाच्या सर्व विद्यार्थ्यांना सूचित करण्यात येते की, आपल्या महाविद्यालयातील राज्यशास्त्र विभागातर्फे certificate Course in Human Right या तीन महिन्यांच्या certificate कोर्स चे आयोजन डिसेंबर २०१९ ते फेब्रु. २०२० या कालावधीत करण्यात येत आहे तरी इच्छुक विद्यार्थ्यांनी आपले नाव प्रा. गजानन बोरकर यांच्याकडे ३० सेप्ट. २०१९ पर्यंत द्यावीत.

१०/९/२०१९



[Signature]
समन्वयक
Human Rights Certificate
Course
M.G. College, Armori

certificate Course in Human Right

टीप:

१ विद्यार्थ्यांनी फॉर्म मध्ये अचूक माहिती लिहावी.

२ मोबाईल क्र. लिहिणे अनिवार्य आहे.

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"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHARBHAI SHIKSHAN PRASARAK MANDAL ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

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Letter No. _MGC/_

Date _____

Translation

Notice

All the students of B.A. first year of the college are hereby informed that the department of political science is going to organise the certificate course in human rights from December 2018 to February 2019. Thus all the interested students should meet professor Gajanan Borkar and enroll for the course till 15/10/2018.



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Information & Research Centre for the Environment

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Information & Research Centre for the Environment

Syllabus & Exam Scheme

**MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.
COMMERCE COLLEGE, ARMORI**
NAAC Re-accredited "A" Grade (CGPA 3.02)2017

CERTIFICATE COURSE IN HUMAN RIGHTS SYLLABUS

TITLE : CERTIFICATE COURSE IN HUMAN RIGHTS

YEAR OF IMPLEMENTATION: Syllabus will be implemented from December-2017

DURATION : Three Months (90 hours)

MEDIUM OF INSTRUCTION : English / Marathi / Hindi

STRUCTURE OF COURSE

1. Theory paper
2. Internal Assessments

SCHEME OF EXAMINATION

A) THEORY;

Examination pattern is such that the Exam will be consist of two papers that will be conducted in offline mode. The objective-type questions that Candidates need to complete in duration 60 Min.

Total Marks:120

B) PRACTICAL;

Evaluation of the performance of the students in practical shall be on the basis of Human Rights Syllabus.

Total Marks:40

Standard of Passing:

As per the guidelines and rules for Certificate Course in Human right
Structure of the Course

Sr. No	Title	Theory /Practical	Marks (Total)	Distribution of Marks	
				THEORY & PRACTICAL Theory	I.A.
1	HUMAN RIGHTS AND DUTIES IN INDIAN CONSTITUTIONAL FRAMEWORK	Theory Paper-01	80	60	20
2	HUMAN RIGHTS OF SPECIAL CATEGORY, LEADERSHIP OF SOCIETY	Theory Paper-02	80	60	20
Grand total			160 Marks		



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Intake Capacity: - 40


Teaching Faculty: -

1. Prof. Gajanan W. Borkar (M.A. Political Science (SET))

Evaluation system:

Percentages of Marks	Grade	Description of performance
0 to 34	D	Fail
35 to 44	C	Fair
45 to 54	B	Satisfactory
55 to 59	B ⁺	Good
60 to 69	A	Very Good
70 to 84	A ⁺	Excellent
85 to 100	O	Outstanding




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SYLLABUS

PAPER-01:

HUMAN RIGHTS AND DUTIES IN INDIAN CONSTITUTIONAL FRAMEWORK

Total Marks – 80

Theory- 60

Internal- 20

UNIT-

Meaning, Definition, Characteristics and Perspectives of Human Rights.

UNIT-II

Basic Characteristics of the Indian Constitution.

Fundamental Rights, Duties and Directive Principal of State Policy.

UNIT-III

Protection & enforcement of human rights and duties.

(a) Police and Human Rights, Judiciary and Human Rights.

(b) National and State Human Rights Commission.

UNIT-IV

Emerging Trends:

(a) Human Rights and Terrorism.

(b) Human Rights and Environment

References and Text Books:

1. Basu, Durga Das, Human Rights in Constitutional law (New Delhi: Prentice Hall 1994)
2. Baxi, Upendra, Future of Human Rights (2002)
3. Bueren, Geraldine Van, International Law on the Rights of the Child (1995)
4. Caney, Simon and Jones, Peter (eds.), Human Rights and Global Diversity (2001)
5. Freeman, Michael, Human Rights: An Interdisciplinary Approach (2002)
6. Gogia, S.P., Law relating to Human Rights (2000)
7. Gupta D.N. and Singh, Chandrachur, Human Rights and Freedom of Conscience: Some suggestions for its Development and Application (2001)
8. Lyer, Venkat (ed.), Democracy, Human Rights and the Rule of Law: Essays in Honor of Nani Palkivala (2000)
9. Jhunjhunwala, Bharat (ed.) Governance and Human Rights (2002)
10. Nirmal, Chiranjivi J. (ed.), Human Rights in India: Historical, Social and Political Perspective (2002)
11. Peter, S.E., Human Rights: Perspective and Challenges (New Delhi: Lancers Books, 1994)


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PAPER-02:

HUMAN RIGHTS: SPECIAL CATEGORY AND LEADERSHIP OF SOCIETY

Total Marks – 80

Theory- 60

Internal- 20

UNIT-I

Rights of the Women and Children

UNIT-II

Rights of Scheduled caste, Tribes and Minorities

UNIT-III

Rights of Disabled, unorganized Labour and Displaced Persons

UNIT-IV Leadership of the community to protect human rights

- i. Role of NGOs
- ii. Role of Mass Media
- iii. Role of Educational Institutions
- iv. Role of Government
- v. Human Rights Education
- vi. Social Movements


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References and Text Books:

1. Basu, Durga Das, Human Rights in Constitutional law (New Delhi: Prentice Hall 1994)
2. Baxi, Upendra, Future of Human Rights (2002)
3. Bueren, Geraldine Van, International Law on the Rights of the Child (1995)
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9. Jhunjhunwala, Bharat (ed.) Governance and Human Rights (2002)



**Diploma in Dress
Designing
(Brochure – Notice,
Syllabus & Exam
Scheme)**

Notice

Page No.

Date

सुचना - १

दि. २-७-२०१८

महाविद्यालयीन सर्व विद्यार्थ्यांसाठी
विद्यार्थ्यांनीना सुचीत करण्यात येते की
आपल्या महाविद्यालयात Dress Designing
"Diploma Course in Dress Designing"

हा अर्तीफीकल कोर्सची सुरवात सत्र २०१८-१९
मध्ये होत आहे. तसेच या कोर्सची नियमित
वर्ग व प्रात्यक्षिक सुरु होत आहेत.
हा कोर्स पुर्ण केल्यानंतर विद्यार्थ्यांनीना
अर्तीफीकल दिल्या जातील.

या कोर्समध्ये प्रवेश
निशुल्क राहील तरी इच्छुक विद्यार्थ्यांनीना
आपली नावे प्रा. स्नेहल सोनकुसरे मंडम
[Dress designing department] यांच्या कडे
देऊन प्रवेश घ्यावा Certificate Course
हा एक वर्षाचा राहील. प्रवेशाची अंतीम
तारिख ३१-७-२०१८ राहील, तरी कृपया नोंद घ्यावी.

दि. २-७-२०१८

प्राचार्य



प्रा. स्नेहल . सोनकुसरे

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Translation is on next page.....



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Letter No. _MGC/_

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Translation

Notice

Girl Students of all faculties of the college are informed that the UGC Sponsored Diploma Course in Dress Designing by the Department of Dress Designing in the college is starting in the session 2018-19. Students will be awarded a certificate upon completion of this course.

Admission to this course will be free and students who wish to enroll can submit their names to Prof. Snehal Sonkusare. The duration of the Certificate Course will be of one year. The last date of admission will be 31st June 2018.




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<https://www.youtube.com/channel/UCdoZyKXO73lnRcKqL8OHDZw>

Syllabus & Exam Scheme

DIPLOMA COURSE IN DRESS DESIGNING

Sewing Technique

Semester I

Total Marks – 60

Paper IV – DDT 104

Theory Marks – 45+15

Unit – I :- Introduction of Sewing Machine.

1. History of Sewing machine
2. Classification of Sewing Machine.
3. Parts of Sewing machine & their function.
4. Maintenance of Sewing machine
5. Safety precautions

Unit – II

1. Measurement information.
2. Tools & Equipments for garment construction.
3. Description of various tools used in tailoring, drafting tools, cutting tools, stitching tools, finishing tools.
4. Sequence of Measurement.

Unit – III :- Drafting and Pattern making

1. Need for drafting & Pattern making.
2. Method of drafting.
3. Preparing pattern cutting.

Unit – IV :- Cutting and Stitching.

1. Definition of Cutting.
2. Direction of Cutting.
3. Introduction of hand embroidery.
4. Tucks & seams – flat, top stitch, two sides, french.
Tucks – Pin, cross, curved, check.
5. Pleats, Plackets, frill, pocket.
6. Necklines – ‘V’ shape, round shape, square etc.
Fasteners – Conspicuous.
Buttons & button holes, loops, button with holes, shank buttons, eyelets & cords.
Inconspicuous (Press buttons, hooks & eyes, zip).

Text Books : ज्ञानपकर शिववा शास्त्र



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DIPLOMA COURSE IN DRESS DESIGNING

Basic Textiles

Semester I

Total Marks – 60

Paper III – DDT 103

Theory Marks – 45+15 (Int.A.N.)

- ❖ 4 Questions on 4 units each of 10 marks.
- ❖ 5th Question of 5 marks solve any five out of 8 Questions.

Unit – I

1. Introduction to textile, study of fibers. Classification of fibers, Natural & Chemical primary and secondary characteristic of fibers.
2. Fiber Identification
 - i) Visual test.
 - ii) Burning test.
 - iii) Microscope test.Important fiber properties.

Unit – II: - Properties & Uses of fibers.

Natural fibres

1. Cotton, Linen, Jute, Silk, Wool.
2. Manmade fibers – Properties
Viscose, Rayon, Nylon, Polyester, Acrylic

Unit – III :- Spinning

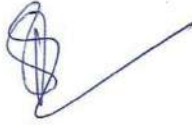
1. Definition.
2. Process – Blending, Cleaning, Doubling, Carding, Combing, Drawing, Roving, Spinning.
Classification of Yarns –
 - i) Simple yarns.
 - ii) Ply yarns.
 - iii) Novelty yarns.

Unit – IV :- Fabric Construction

1. Methods of fabric construction.
 - i) Weaving – Plain weave, satin, twill, basket.
 - ii) Knitting.
 - iii) Non – Wovens.

Text Books . वस्त्रशास्त्राची संकल्पना

- Textbook of Textile Designing.


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DIPLOMA COURSE IN DRESS DESIGNING
Advance construction Skill

Semester I
Total Marks – 60

Paper-V DDT 105
Theory Marks – 45+15

Unit – I :- Construction Skills

1. Type of facing, binding, zip application Elastic insertion, Design darts, yokes and midriff.
2. Waist band application.

Unit – II: - Type of collar

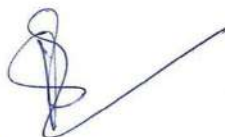
1. Simple collar, stand, flat collar, shawl, roll, band, peter pan, Notch collar, teniss collar, square.

Unit – III: - Sleeves

1. Definition, types – set in sleeve. Raglan, plain sleeve, puff, bishop, bell sleeve, circular, cap, megha sleeve.
Modified armhole – Squared, cuff sleeve, sleeves and body combined.

Unit – IV: - Yokes

1. Definition, types – Simple, yoke, yoke with fullness, within the yoke, square shape, round shape, 'V' shape yoke.



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CERTIFICATE COURSE IN DRESS DESIGNING
Advance Construction Skill (Practical)
Semester I

Total Marks – 75
Ext. Marks – 60

Paper- DDT 107
Internal Marks- 15

1. Preparation of samples for.
 - i) Simple, stand, flat, roll, band, peter pan, square.
2. Preparation of samples for sleeves.
 - Set in sleeve, plain, puff, bell, raglan, cap sleeves.
3. Preparation for samples.

Simple yoke, round shape, 'V' shape.
4. Preparation for darts sample.
 - i) Half dart and full dart.
5. Prepare sample for waist band and elastic insertion.

Textbook – Practical clothing construction – part 1 and part 2 – Marry Matthew



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DIPLOMA COURSE IN DRESS DESIGNING
Sewing Techniques Practical
Semester I

Total Marks – 75

Ext. Marks – 60

Paper-DDT 106

Internal Marks – 15

1. Operating machines & their maintenance.
2. Preparation of samples –
Tuck, seams, plackets, pockets, trill, zip, pleats.
3. Preparation for –
Necklines – 'V' shape, square, round, sweetheart.
4. Stitching of kids wear.
- Bib, nappy, baby frock, A – line frock (simple frock, balloon frock)
5. Embroidery stitches – running, back stem, chain stitch, lazy dazy, bullion stitch, satin, cross stitch, simple (basting) button hole (full & half), cut work, thread work.

Reference – World embroidery.



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Advance Diploma in Dress Designing (Brochure – Notice, Syllabus & Exam Scheme)

Notice

Page No.

Date

सुचना - II

6-8-2018

Dress designing sem-II 2016-17

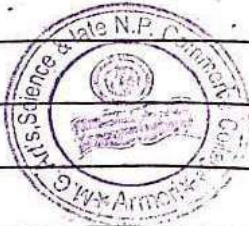
व 2017-18

महिली सर्व विद्यार्थिनींनी
सुधील कुरव्याल येत की ज्या विद्यार्थिनी
Diploma in Dress Designing या कोर्स
मध्ये उत्तीर्ण झालेल्या आहेत त्या
विद्यार्थिनींनी अखेरचे डिप्लोमा कोर्स
in Dress Designing या कोर्ससाठी
पात्र आहेत.

तारी ज्या विद्यार्थिनींनी अखेरचे
डिप्लोमा कोर्स कुरावयाचा असून
त्या विद्यार्थिनींनी आपली नावे
प्रति. स्नेहल लोणकुलर मंडळ यांचे कुठे
देऊन प्रवेश निश्चित कुरावा.
प्रवेशाची अंतिम तारीख 31-8-2018
पर्यंत आहे. तारी नोंद घ्यावी.

दि.

6-8-2018



प्रिन्सिपल

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प्रति. स्नेहल लोणकुलर



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E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_____


Date _____

Translation

Notice

All students who have completed the Diploma in Dress Designing in the Session 2016-17 and 2017-18 are informed that they will be eligible for the Advanced Diploma in Designing course. However, students who want to do an Advanced Diploma in Dress Designing should submit their names to Professor Snehal Sonkusare to secure admission. The last date of admission is August 31/08/2018.




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<https://www.youtube.com/channel/UCdo7yKXQ73lnRcKzL8OHDZv>

Syllabus & Exam Scheme

ADVANCE DIPLOMA IN DRESS DESIGNING

Advance in Pattern Making

Paper-I

Semester- III
Practical – 75

Paper-DDT 301
Total Marks – 75

Unit I – Construction the pattern, Specification as per the Standard and allowance required

- Shirt with advance design
- Apron
- Sun Coat
- Night Suit for mens and womens
- Sherwani with design

Unit II – Trousers

- Basic trouser with advance design
- Jeans
- Boxer Shorts
- Sport wear
- Barmuda

Unit III – Coats

- Police Uniform
- Doctor Coat
- Blazer coat
- House coat for women
- Evening gown (women)

Unit IV – Women's wear

- Variation in Salwar :- afgani salwar, dhoti salwar, butterfly, Chinese salwar
- Kurti: - Rajasthani, Anarkali, Designer pattern kurti
- Advance pattern in blouse: - Prince cut, one tuck, madras catori, high neck with cuff blouse
- Wedding lacha



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ADVANCE DIPLOMA IN DRESS DESIGNING

Computer Added Design I

Paper-II

Semester- III
Practical – 75

Paper-DDT 302
Total Marks – 75

Unit I:

Hardware ,CAD – Definition , Input device: MIDI keyboard, Mouse, Input Pens, Joysticks, Trackball, Touch Screens, Touch pads , Digitizers, Image Scanners, Bar Code Reader, OMR, OCR, Webcam, MICR , Graphic Tablets, Video Capture Hardware, Microphone, Digital Camera , Output Devices: Printers Monitors, (LCD, LED), Sound Card and Speakers, Facsimile (FAX)

Unit II:


Software - System software: types of operating system, Functions of operating system, Multiprogramming, Multitasking, Multithreading O.S. , Application software , General purpose application software and special purpose application software.

Unit III:

Communication System - Basic elements of a communication system , Types of communication Channels Wired connections: Telephone Lines, Coaxial Cable, Fiber optic Cable Wireless connections: Infrared, Broad cast radio, Microwave, Bluetooth, Satellite , Data Transmission: Band width: Voice Band, Medium Band, Broad Band , Communication Protocols and its role

Unit IV:

Networking - Network Types (LAN, WLAN, MAN, WAN) , Network Topology (Star, Bus, Ring, Hierarchical) , Advantages and Disadvantages of Network Topology , Connection Devices: Modems, External Modem, Internal Modem, PC card Modem, Wireless Modem Practical : Introduction to Corel Draw and Adobe Photoshop software required for conducting practical: Corel Draw X4, Adobe Photoshop


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ADVANCE DIPLOMA IN DRESS DESIGNING

Fashion Illustration

Paper-III

Semester- III
Practical – 75

Paper-DDT 303
Total Marks – 75

Unit I –

- Study of lines- types of lines
- Study of shapes
- Study of textures – types of textures
- Pencil shading

Unit II – Study of Colour

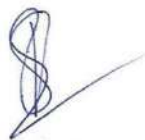
- Colour wheel
- Colour scheme
- Colour psychology
- Nature drawing

Unit III – Study of understanding of principal of design

- Rhythm
- Harmony
- Balance
- Repetition

Unit IV – Human figure study

- Basic drawing of male and female with appropriate proportion (croqui)
- Flat sketching
- Dress draping
- Theme based illustration



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ADVANCE DIPLOMA IN DRESS DESIGNING

Apparel Production Control

Paper-IV

Semester- III
Theory – 75

Paper-DDT 304
Total Marks – 75

Unit I

Introduction: control parameters, apparel production parameters, planning and lead-time.
Product development: Steps from prototype to production model, Importance of pre-production activities

Unit II-

Different manufacturing systems: Make through and Assembly line manufacturing - advantages and disadvantages.

Unit III

Production Planning And Control :Capacity calculation for cutting, sewing and finishing.
Determination of machine requirements for new factory.

Line balancing: Determination and allocation of manpower and, machine for balanced production in existing plant for a given target.

Unit IV -

Quality In Product Development :Quality assurance during product development - methods to avoid problems during pattern making, garment construction and other areas. Inspection procedures.
Work-study in garment industry - methods to control time and cost.


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ADVANCE DIPLOMA IN DRESS DESIGNING

Product Engineering and Plant Lay Out

Paper-V

Semester- III

Theory – 75

Paper-DDT 305

Total Marks – 75

Unit I - Apparel Production Management

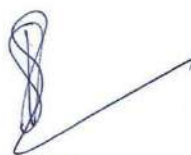
Product analysis: Relationship between quality and construction of sewn product geometric principles of draping, drafting and industrial patterns product specifications.

Unit II- Production control and Engineering: Industrial engineering concepts - Development and application of standard data for pre-costing and factory scheduling - Basic production systems - production control charts.

Unit III - Manufacturing Information system: Systems and procedures.

Production Management analysis: Analysis of techniques for material utilization and cutting of raw materials for all types of sewn products principles and methods of costing, evaluation of equipment for examining, spreading, cutting, marking and ticketing - solution of production problems in spreading, cutting and cost control.

Unit IV - Statistical calculation of time study- operator efficiency distributions. Evaluating motion study data - Principles for improving sewing and pressing operations.



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ADVANCE DIPLOMA IN DRESS DESIGNING

Marketing Research and Advertising

Paper-VI

Semester- III
Practical – 75

Paper-DDT 306
Total Marks – 75

Unit- I

Marketing Research: Introduction to Marketing Research - A preview of Marketing Research and Marketing decisions, design, implementation and control of the marketing research projects.

Unit II

Basics of Sampling and Measurements: Sampling, concepts of measurements. Collection of Data: Information collection - Survey research, questionnaire design, interviewing, observation, panels attitude measurements, experimentation.

Unit III

Analysis of Data: Data preparation and summarization, data analysis, multivariable techniques in marketing research. Research Results: Applications, presentation and ethics - Market analysis and forecasting, presentation of research results. Social and ethical issues in Marketing Research

Unit IV

Advertising: The background of advertising and its social implications - a framework of advertising, history of advertising - Advertising and the economy, advertising and society, control of advertising. Advertising and marketing mix, sales promotion, the advertising expenditure, advertising and consumer behavior



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ADVANCE DIPLOMA IN DRESS DESIGNING

Computer Added Design II

Paper-VII

Semester- III
Practical – 75

Paper-DDT 307
Total Marks – 75

UNIT I:

- Introduction to photoshop – Definition of Layer, Colour Modes, RGB Colour model, CMYK Colour model, Pixels, Vector, Resolution, Main menu Bar.
- Basic Platforms and Tools- Selecting tools, Brush Tool, Advance tooling, Drawing with the pen tool. Application of Tools Layers, Rasterizing the layer.
- Working with Layer Styles- Layer style parameters, Image Editing Special effects
- File Formats- Saving the file in PSD, JPEG, EPS or DCS format, Exporting images.

UNIT II:


- Introduction Corel DRAW- Main menu Bar
- Tools of Corel DRAW- Text & line, Shapes and objects, Curves
- Special Effects, Color and Bitmaps, Tables,
- Application of the tools for creating fashion figures in 6 different poses.

UNIT III:

- Adobe illustrator- Getting to know & Working in Illustrator
- Using drawing tools, Selection and Curves, Handling text, Transformations in illustrator.
- Working with lines & Brushes, Colours, Compound paths, Masks.
- Using styles, Effects, Filters & Keyboard Shortcuts.

UNIT IV:

- Marvelous Designer – Introduction main menu bar with tools.
- Development of croqui, Creating garments for the developed croqui, Draping the croqui.
- Accessorizing the croqui, Creating suitable background, Stage designing.



Principal
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N. P. Commerce College,
Armori, Dist - Gadchiroli



ADVANCE DIPLOMA IN DRESS DESIGNING

Supply Chain Management and Logistics

Paper-VIII

Semester- III
Theory – 75

Paper-DDT 308
Total Marks – 75

Unit I

Logistics: Scope, elements and system, Need for logistic engineering. Meaning of Logistics - Reliability factors, Maintain ability factors, Supply support factors.

Unit II

Transportation, Packaging and handling factors, Test and support equipment factors. Effectiveness factors - in an Apparel Industry - Importance of Supply Chain Flows, Supply Chain relationships - channel structure, economics of distribution, channel relationships. Integrated logistics service providers (Third Party Alliance) .

Unit III

Analyzing Supply Chains: Decision phases in a Supply Chain, Process view of Supply Chain, Supply Chain performance - Strategies, achieving strategic fit, Expanding strategic scope, Supply Chain Drivers & Obstacles.

Unit IV

Planning Demand and Supply in a Supply Chain: Demand forecasting in a Supply Chain, Aggregate Planning, Planning Supply & Demand in a Supply Chain: managing predictable variability. The impact of E-business in a Supply Chain, value of E- business in different industries, setting up e-business in practice.



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N P Commerce College,
Armori, Dist - Gadchiroli

Certificate Course in Sewing Machine Operator (Sanction Letter & Certificate Samples)

Sanction Letter

3/21/2018

SMART Application Alert - Yahoo Mail

SMART Application Alert

lalsinghkhalsa@.../inbox



From: smarter@redclouds.org
To: lalsinghkhalsa@yahoo.com

17 Dec 2018 at 8:36 pm

Dear Training Centre,

Your Training Centre having TC Id: TC043426 and Centre name: Mahatma Gandhi Skill Development Center is marked Qualified with 4 Star Rating* for Job Role/s status, refer below:

1. Lab Technician/ Assistant - Life Sciences : Recommended for Conditional Accreditation
2. Makeup Artist : Not Recommended for Accreditation
3. Sewing Machine Operator : Recommended for Conditional Accreditation

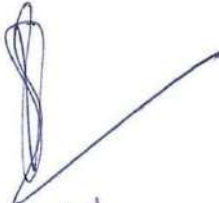
✓ Your inspection report has been shared with respective SSC for review.

In case of any query, please write to us at smarter@redclouds.org or call toll free Helpline Number: 1800-123-9626.

*The Star rating is subject to change in subsequent monitoring/ inspection.

Regards,
Team SMART

Click [here](#) to unsubscribe


Principal
Mahatma Gandhi Arts,
Science & Late
N P Commerce College,
Armori, Dist - Gadchiroli



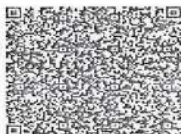
Certificate Sample



Certificate

This is to certify that
Ms. Shital Vitthal Paradhi (Aadhaar Number -XXXXXXXXXX1638)
Has successfully cleared the assessment for the Job role of
Sewing Machine Operator (QP No: AMH/Q0301)
conforming to National Skills Qualification Framework Level - 4
with Grade B

May 13, 2019
System Identification Number MH040EE-0000061
Training Facilitated by Singh Education And Training Center
Assessed by Technotex Informatics Private Limited



17FD61EB13394AF6B1713FD3BEA0C679
<https://verifycertificate.nsdcindia.org>

"Death & Permanent Disability Cover under Personal Accident Insurance provided by the New India Assurance Company under Master Policy No. 32010342180100000002 & Certificate No. 32010342199600278668 is valid upto 3 years from 11-05-2019"



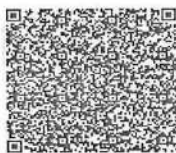
Principal
Mahatma Gandhi Arts,
Science & Late
N.P. Commerce College,
Armori, Dist - Gadchiroli

Dr. A. Sakthivel
Chairman
Apparel, Madeups & Home Furnishing Sector Skill Council

Certificate

This is to certify that
Ms. Priti Rajesh Tembhurne (Aadhaar Number -XXXXXXXXXX0975)
Has successfully cleared the assessment for the Job role of
Sewing Machine Operator (QP No: AMH/Q0301)
conforming to National Skills Qualification Framework Level - 4
with Grade B

May 13, 2019
System Identification Number MH040EE-000006B
Training Facilitated by Singh Education And Training Center
Assessed by Technotex Informatics Private Limited



4B99A4968E1440A2A94EA904CB00F6E6
<https://verifycertificate.nsdindia.org>

Death & Permanent Disability Cover under Personal Accident Insurance provided by The New India Assurance Company under PMKVY Policy No. 32010342180100000002 & Certificate No. 32010342199600278825 is valid upto 3 years from 11-05-2019




Principal
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Science & Late
N P Commerce College,
Armori, Dist - Gadchiroli

Dr. A. Sakthivel
Chairman
Apparel, Madeups & Home Furnishing Sector Skill Council

Certificate Course in Makeup Artist (Brochure – Notice, Syllabus & Exam Scheme)

Sanction Letter

3/29/2021

SMART Application Alert - Yahoo Mail

SMART Application Alert

lalsinghkhalsa@.../Inbox



mailto:smart@nsdcindia.org
To: lalsinghkhalsa@yahoo.com

18 Mar 2019 at 12:49 pm

Dear Training Centre,

Your Training Centre having TC Id: **TC043426** and Centre name: **Mahatma Gandhi Skill Development Center** is marked Qualified with 4 Star Rating* for Job Role/s status, refer below:

1. Lab Technician/ Assistant - Life Sciences : Recommended for Conditional Accreditation
2. Makeup Artist : Recommended for Conditional Accreditation
3. Sewing Machine Operator : Recommended for Conditional Accreditation

Your Inspection report has been shared with respective SSC for review.

In case of any query, please write to us at smart@nsdcindia.org or call toll free Helpline Number: 1800-123-9626.

*The Star rating is subject to change in subsequent monitoring/ inspection.

Regards,
Team SMART

[Click here](#) to unsubscribe

Principal
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N P Commerce College,
Armori, Dist - Gadchiroli



Syllabus & Exam Scheme

PMKVY

Make Up Artist

Syllabus

2018-19

Unit-I Basic Makeup Course

- Product Knowledge
- Brush knowledge
- Skin tone and skin type knowledge

Unit-II Different types of makeup

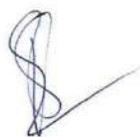
- Nude makeup/corporate
- Party makeup
- Night party makeup
- Festival makeup
- Engagement makeup

Unit-III Different types of hairstyle

- Flat waves hairstyle
- Blunt bangs hairstyle
- Superstraight hairstyle
- Rebel hairstyle
- French twist hairstyle

Unit-IV Self Makeup course

- Foundation application
- Shadow application
- Glitter application
- Liner and Kajal application
- lipstick



Principal
Mahatma Gandhi Arts,
Science & Late
N P Commerce College,
Armori, Dist - Gadchiroli



3/29/2021

Fwd: Batch Received_Maharashtra Gadchiroli - Yahoo Mail

Fwd: Batch Received_Maharashtra Gadchiroli

lalsinghkhalsa@.../Inbox



Pooja Chauhan <pooja@vistaskills.edu.in>
To: lalsinghkhalsa@yahoo.com

11 Oct 2019 at 11:18 am

Best Regards,
Pooja Chauhan
Operations Manager

Vistaskills Private Limited
(Skill India Empowering India)
95, Street No - 3, 1st Floor Ground Floor, East Gurgaon Nagar, Near Sai Temple
Gurgaon, New Delhi - 110092
M: +91 8851 895 164
E: pooja@vistaskills.edu.in

----- Forwarded message -----

From: Assessment VSPL <assessment@vistaskills.edu.in>
Date: Mon, Sep 30, 2019 at 4:12 PM
Subject: Batch Received_Maharashtra Gadchiroli
To: <lalsinghkhalsa@yahoo.com>
Cc: <lalsinghkhalsa@yahoo.com>, Pooja Chauhan <pooja@vistaskills.edu.in>, <nithin.tibaskar@uniscindia.org>, <sdms@mescindia.org>

Sir/Madam,

Greeting from Vistaskills Pvt. Ltd.,!!

We would like to inform you that VSPL has been assigned by MESC, to conduct the assessment of following batches.
If any changes in assessment date kindly coordinate with MESC.

Batch ID	Job Role	Centre Name	Assessment Date	No. of candidates	Location
1902M1H040E1 JML S/Q 1801-0002D0DB	Makeup Artist	Singh Education And Training Center	13-Oct-2019	30	Maharashtra Gadchiroli
1902M1H040E1 JML S/Q 1801-0002D0DD	Makeup Artist	Singh Education And Training Center	14-Oct-2019	30	Maharashtra Gadchiroli
1902M1H040E1 JML S/Q 1801-0002D0E1	Makeup Artist	Singh Education And Training Center	14-Oct-2019	30	Maharashtra Gadchiroli

Kindly share your candidate data in excel format as per below mentioned.

1. Candidate Name
2. Father Name
3. Aadhar No.
4. Candidate ID

Note- This is to inform you that assessment will be conducted on online mode TP has to arrange system and one laptop with internet.

Best Regards,
SUMIT PRATAF

Executive Operations

Vistaskills Private Limited
(Skill India Empowering India)
95, Street No - 3, 1st Floor Ground Floor, East Gurgaon Nagar, Near Sai Temple
Gurgaon, New Delhi - 110092
M: +91 8851 895 164
E: pooja@vistaskills.edu.in

Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



Assessment Schedule_ Mahatma Gandhi Skill Development Center_1902MH040EEJMES/Q1801-0002D0DD

lalsinghkhalsa@.../Inbox



Assessment VSPL <assessment@vistaskills.edu.in>

11 Oct 2019 at 1:45 pm

To: lalsinghkhalsa@yahoo.com

Cc: subodh@vistaskills.edu.in, Pooja Chauhan <pooja@vistaskills.edu.in>, mithun.bhaskar@mesindia.org, sdrns@mesindia.org

Dear Sir/Madam,

Hereby confirming the assessment(s) mentioned below, the table below would give you the detailed information, kindly check and confirm.

(Note:- Assessor are requested please pick up the call and support our quality team(9315805269) for fair and quality assessment, No future assessment will be given if you do not support. We also request to TP/VTP for support us for fair and quality assessment and check assessor ID card and let us know if anything wrong activity happen).

This is to inform you that the assessment will be conducted on online mode and TP has to arrange minimum 10 computer and one Laptop with internet connection.

Name of the TP	Mahatma Gandhi Skill Development Center
Address of the TP	ARL 19 Armori Gadchiroli, Maharashtra
Contact Number	Lalsingh Harbansingh Khalsa 9422153197
Job Role	Makeup Artist
Number of Candidates	30
Batch ID	1902MH040EEJMES/Q1801-0002D0DD
Scheme	PMKVY2.0
SSC	MESC
Date of Assessment	14-Oct-2019
Start time of Assessment	10:00 AM
Vistaskills Assessor Name & number	Mr. Armandeep

@ Assessor - Minimum 5 to 6 photographs and video of the assessment activities to be taken and to be sent along with the soft copy of the attendance sheet positively.

@ TP/ VTP- please advice to all candidates bring in original id proof without for the same the assessment will be not conducted.

QA (Quality Assurance) Note : TP/ VTP and the assessor may get verification calls prior to/during/post the assessment from the Vistaskills quality team. Your response will be helpful for the verification of the assessment and would be recorded for quality assurance purposes. Please respond to the verification calls to ensure the authenticity of the assessments. Your cooperation and support would be much appreciated.

Best Regards,
SUMIT PRATAP

Executive Operations

Vistaskills Private Limited

Plot No. 10, Phase II, Gandhinagar, Gandhinagar, Gandhinagar

Plot No. 10, Phase II, Gandhinagar, Gandhinagar, Gandhinagar

Plot No. 10, Phase II, Gandhinagar, Gandhinagar, Gandhinagar

Plot No. 10, Phase II, Gandhinagar, Gandhinagar, Gandhinagar

1 file 17.1 KB

Attendance-Sheet_0002D0DD.xlsx
17.1 KB

Principal
Mahatma Gandhi Arts,
Science & Late
N P Commerce College,
Armori, Dist - Gadchiroli



Academic Year 2017-2018

Certificate Course in Herbal Medicine (Brochure – Notice, Syllabus & Exam Scheme)

Notice

Date 20/12/2017

सूचना

महाविद्यालयातील 'Herbal Medicine' ह्या
कोर्समध्ये सहभागी विद्यार्थ्यांना सूचित करण्यात
येते की, त्यांचे निमणीत वर्ग दि. 22/12/17
पासून वनस्पतीशास्त्र विभागाच्या Lab मध्ये
सुरु होत आहे. लक्षात घ्यावे 'आर्य आर्य' या
आरोग्यशास्त्री, दुसऱ्या येथील प्रा. डॉ. प्रदिप सौंदर
ह प्रात्यक्षिकसाठी येणार आहेत. तरी सर्वांनी
दि. 22 ला हा दि. 29 वा. वनस्पतीशास्त्र Lab
मध्ये उपस्थित राहावे.

Kahar,

Bsc III

Bsc III

M. Phule B-com II

Bsc II

Dr. S. S. N. N. N.

Dr. S. S. N. N. N.

Co-Ordinator
'Herbal Medicine'
M. G. College
Armori



Principal

Principal
Mahatma Gandhi Arts,
Science & Late
N P Commerce College,
Armori, Dist - Gadchiroli

Translation is on next page....



"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHARBHAI SHIKSHAN PRASARAK MANDAL ARMORI'S

MAHATMA GANDHI ARTS, SCIENCE &

LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE

ARMORI Dist. Gadchiroli (M.S.) 441 208

Affiliated to Gondwana University, Gadchiroli

Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

Dr. Lalsingh H. Khalsa

M. Sc., Ph. D.

Mob. 9422153197

E-mail: lalsinghkhalsa@yahoo.com

S.T.D.: 07137

Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/

Date _____

Translation

Notice

Students participating in the Certificate Course in Herbal Medicine are informed that their regular classes are starting from 22nd December 2017 in the Lab of the Department of Botany. For this, Dr. Pradip Saudagar of 'We are for our health', will be coming for the demonstration. However, everyone should be present at the Botany Lab on the 22nd at exactly 11 o'clock.



Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



<https://www.facebook.com/mgcollegearmori/>



<https://www.youtube.com/channel/UCdoZyKXO73InReKgL8OHDZw>

Syllabus & Exam Scheme

**Mahatma Gandhi Arts, Science & Late N.P. Commerce College Armori
Dist; Gadchiroli**

Syllabus :Theory and Practical

Certificate Course in " Herbal Medicine " (Marks : 100 M)

Unit I : Study of different Medicinal plants.

10 Mark

Aloe vera , Asparagus racemosus , Adhatoda vasica, Acaccia nilotica, Azadirachta indica, Moringa oleifera, Cymbopogon citratus, Emblica officinalis, Ocimum sanctum , Bel, Cassia tora ,Hirida, Cymbopogon citratus ,Phyllanthus niruri, Bringraj/ Maka ,Hibiscus rosa- sinensis, Tinospora cordifolia, Vitex negundo.

Unit II : Various uses of different Medicinal plants.

10 Mark

Unit III : Methods of Extraction of Herbs percolation, Decoction ,Macheration, Distillation, Infusion , Soxlet extraction.

10 Mark

Unit IV : Study of Herbal products-

Adulsakalpa , Shatavarikalpa, Crack cream , Pain balm , Herbal hair oil, Herbal hair shampoo, Vatahar oil(Joint pain oil), Tooth powder , Herbal tea, Etc.

10 Mark

Unit V : Instruments and machines used in Herbal product preparation.

10 Mark

- Pulveriser
- Dryier
- Mixer
- Grinder
- Juicer
- Thermometer
- Silling and packing machine
- Digital Balance

Practical

50 Marks

• Experiments-

1. Preparation of Adulsa kalpa.
2. Preparation of Shatavari kalpa
3. Preparation of Herbal Hair Oil.
4. Preparation of Joint Pain Oil.(Vatahar oil)
5. Preparation of Crack Cream.
6. Preparation of Herbal hair shampoo.
7. Preparation of Herbal tea.



[Signature]
**Co-Ordinator
'Herbal Medicine'
M. G. College
Armori**

Certificate Course in Sericulture (Brochure – Notice, Syllabus & Exam Scheme)

Notice

PAGE NO.:

DATE: 01/08/2017

सूचना - 2

महाविद्यालयीन सर्व विद्यार्थी व विद्यार्थीनीं
सुचिल करणाल येते की आपल्या महाविद्यालय
प्राणीशास्त्र विभागातर्फे "Sericulture"
career oriented certificate course ये
जियमीत वर्ग दि. 18-8-2017 पासून सुरू
होत आहेत.

त्या अनुषंगाने प्रवेश देतलेल्या विद्यार्थीनी
प्राणीशास्त्र विभागात दि. 2.9.2017 पासून
१.०० ते ३.०० या दरम्यान नमा वेळेत हजर
राहावे.

दि. 01/08/2017

English

(डा. जे. एन. पापडकर)

Co-Ordinator
COP

'Sericulture'
M.G. College, Armori

प्रचार्य,

English
B.Sc.-II

English
B.A.-III(Geo)

English
B.Sc.-II

English
B.Sc.-II

English
B.A.-III(Geo)

English
B.Sc.-II

English
B.Sc.-II

Principal

Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



Syllabus & Exam Scheme

Syllabus: Theory **Certificate Course in Sericulture (Marks :40 M)**

UNIT I: History of Sericulture

(10 Marks)

- 1.1 Introduction to sericulture:
- 1.2 Cultivation of food plants.
- 1.3 Bioecology of Tasar silkworms.

Unit II: Rearing of silkworms

(10 Marks)

- 2.1 Rearing of silkworms.
- 2.2 Equipment's or requirements for rearing.
- 2.3 Favorable Climatic conditions for rearing.

Unit III: Harvesting

(10 Marks)

- 3.1 Harvesting and processing of cocoons.
- 3.2 Stifling and reeling of cocoons
 - 3.2.1. Reeling's selling to Textile mills through Government sanctioned rates.
 - 3.2.2. Government Subsidies and Schemes for Sericulture farming.
- 3.3 Reeling appliances

Unit IV: Diseases n Preventions

(10 Marks)

- 4.1 Diseases of Anthria mylita
- 4.2 Preventive measures for disease free cocoon production.
- 4.2 Predators and parasitoids of silkworm and their management

.....
PRACTICAL:

60 Marks

Experiment no	Title of Experiment
Experiment no. 1	Estimation of Hatching and Brushing percentage of silkworm, eggs.
Experiment no. 2	Estimation of silkworm larval density in the bed and on Yen, Arjun trees.
Experiment no. 3	Estimation of Cocoon shell ratio.
Experiment no. 4	Identification of different silkworm diseases
Experiment no. 5	Study of life cycle of Tasar silk worm

Handwritten signatures and stamps at the bottom of the page.




Details of course wise teaching aids:-

- i) Printed material: - list of the books
- ii) Lectures by Guest/ resource persons.
- iii) Videos of Sericulture (e-resources)
- iv) Visit to the Tasar Kosa Vikas Kendra Armori

UGC CAREER ORIENTED PROGRAMME**TWO MONTH CERTIFICATE COURSE IN SERICULTURE****Total Credits for the Course:-**

S.NO	Unit	Title	Theory Hours Class per week	Practical Hours	Total credit		Total marks
					Theory credit	Practical credit	
1	Unit 1	History of Sericulture	4	-	4	6	10
2	Unit 2	Rearing of silkworms	4	-	-	-	10
3	Unit 3	Harvesting	4	-	-	-	10
4	Unit 4	Diseases Preventions	4	-	-	-	10
5	Practical training and visit to Tasar centre Armori		-	6	-	-	60
	Total marks				Total credit -10		100


 Principal
 Mahatma Gandhi Krishi
 Science & Labs
 M. P. Commerce College,
 Armori, Dist - Gadchiroli



Certificate Course in Office Automation (Brochure – Notice, Syllabus & Exam Scheme)

Notice

Notice

This is to inform all the students of Mahatma Gandhi Arts, Science and Late N. P. Commerce College, Armori; that the Computer Science department is going to run the 'Certificate Course in Office Automation from 11/08/2017. For the detailed information contact the department of Computer Science.

Date: 08/08/2017



Shr
(Prof. S.D. Chate)

Shr
BA I
Shr
MIB
Shr
B. Com ITT



Shr
Principal
Mahatma Gandhi Arts,
Science & Late
N. P Commerce College,
Armori, Dist - Gadchiroli

Syllabus & Exam Scheme

CERTIFICATE COURSE IN OFFICE AUTOMATION

Objective of the Course: To provide an in-depth training in use of Office Automation packages, internet and intranet tools, web hosting etc. Essential for a modern office for day to day office management, and e-governance. The course also helps candidates to get acquainted with IT and Cyber laws, Taxes, Financial rules to be followed in public and Private offices.

Duration: Five Month Part Time: 40 Hr. of Teaching

SYLLABUS

UNIT-I Windows XP

Windows XP: Windows concepts, Features, Windows Structure, Desktop, Taskbar, Start Menu, My Computer, Recycle Bin, Windows Accessories- Calculator, Notepad, Paint, Wordpad, Character Map, Windows Explorer, Entertainment, Managing Hardware & Software Installation of Hardware & Software, Using Scanner, System Tools, Communication, Sharing Information between programs.

UNIT-II MS-Excel

Worksheet basics, creating worksheet, entering into worksheet, heading information, data, text, dates, alphanumeric values, saving & quitting worksheet, Opening and moving around in an existing worksheet, Toolbars and Menus, Keyboard shortcuts, Working with single and multiple workbook, working with formulae & cell referencing, Auto sum, Copying formulae, Absolute & relative addressing, Worksheet with ranges, formatting of worksheet, Previewing & Printing worksheet, Graphs and charts, Database, Creating and Using macros, Multiple worksheets- concepts, creating and using.

UNIT-III MS Power Point

AutocentntWizard, creating a lank presentation, autolayout, Power point



screen:screen layout and Views, insert a new slide,applying design template, changing slide layout,reordering and hiding slides, slide show and editing custom slide. Resizing a text box ,Text box properties,Delete a text box,Bulleted lists,Numbered lists,Adding notes,Video and Audio, Adding text Editing options,Formatting text,Replace fonts,Line spacing ,Change case Spelling check, Color schemes , Adding clip art,Adding an image from a file Editing graphic,AutoShapes,WordArt,Backgrounds, Action buttons Slide animation Animation preview Slide transitions Slide show options Slide master Header and footer Slide numbers Date and time

UNIT-IV Intranet

Intranet tools: E-mail: Anatomy of e-mail,e-mail address, finding e-mail address, adding signature, attaching files, opening attachments, managing e-mail account, Web mail ,Case study: Yahoo Mail, Outlook express.

FTP, ftp commands, ftp software, Telnet, using telnet.

UNIT-V Scanner,Printer,Fax & Xerox

Scanning a document, Making Printout of a Document, Sending & Receiving Fax, Making Xerox copies of document

Reference Books:

- Professional Office Procedure by Susan H Cooperman, Printice Hall Information
- Technology:Principles , Practices and Oppertunities by James A Senn, Printice Hall
- Technology And Procedures for Administrative Professionals by Patsy Fulton-Calkins, Thomson Learning
- Public Information Technology and E-Governance: Managing the Virtual State (Paperback) by G. David Garson

 Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



LIST OF PRACTICAL

Windows XP:

1. Starting the Windows Starting a program, running a program Running multiple programs and switching between windows Customizing the Task bar Recycle bin, restoring the deleted files
2. Creating and removing folders Making the taskbar wider, arranging icons on the Desktop Displaying and hiding the taskbar clock Controlling the size of start menu options Creating Shortcuts
3. Installing a screen saver Assigning a wallpaper to Desktop Adding a program to the start menu Adding a program shortcut in the Desktop Customizing the mouse settings
4. Expanding and collapsing a folder Recognizing File types using icons Running a program from explorer Renaming a file or folder Sorting a folder

MS-Excel:

Prepare following table in a worksheet using MS-Excel.

Name	Basic	DA	HRA	Gross Pay	PF	Net Pay
SUNIL	10000					
VIBHAV	25000					
SACHIN	20000					
NIKITA	15000					

Perform following operations:-

1. Complete the table using formulas o
 $DA = \text{Basic} * 27 \%$
 $Hra = \text{Basic} * 10 \%$
 $PF = \text{Basic} * 12.5 \%$
 $Gross Pay = \text{Basic} + DA + HRA$
 $Net Pay = Gross Pay - PF$

2. Give the Proper Heading.

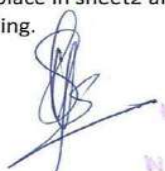
3. Take the printout in landscape orientation

Enter following data in MS-Excel worksheet.

Name	Date of joining	Salary	Designation
SUNIL	Jan-05	10000	Peon
VIBHAV	Oct-10	20000	Accountant
SACHIN	Jan-05	15000	Clerk
NIKITA	Dec-09	25000	Manager

Perform following operations:-

1. Copy the above data and place in sheet2 and sort the table in the ascending order or date of joining and give proper heading.



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- Finally run the slide continuously until Esc key is not pressed. At last, write the steps that you have performed

Select the 10 slides of your choice. Apply the following settings and write the steps you have performed in each option.

- Insert page number in each slide
- Timer should be displayed during execution.
- Change the background color of each slide.
- Set the interval time for each slide to be displayed.
- Use Flash bulb animation in your presentation.
- Select a Color Schemes of your choice.
- Insert Chart in one of your slide. Insert a table in your presentation

Intranet:

1. Searching for a web site / application / text documents viewing and downloading.
2. Create an E-mail account, retrieving messages from inbox, replying, attaching files filtering and forwarding
3. Operating on a Tablet / Smart Phone - browsing and practising on some important applications (UcBrowser, Skype) - operating on internet – creating and sending messages / mails using the applications like WhatsApp.

Scanner, Printer, Fax& Xerox

1. Scan a document as a text document and save it.
2. Install the printer, open a word document, set page margined and take printout.
3. Make fax of letter to a given number.
4. Insert paper in paper box of the Xerox machine and take Xerox of the document.


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2. Copy the above data and place in sheet3 and sort the table in the ascending order or date of joining followed by order of name and give proper heading.

3. Copy all the above data to sheet4 and take printout

Prepare following using MS-Excel.

Players	Match 1	Match 2	Match 3	Average	Highest Score	Sum
Sehwag	78	43	91			
Sachin	45	77	62			
Yuvraj	65	80	37			
Dhoni	34	15	46			
Raina	23	75	55			

Perform following:-

- Calculate Average and High score of each player using AVERAGE & MAX function
- Calculate total score of each match using SUM function.
- Sort above records in descending order on the basis of average.
- Take the printout in landscape orientation

MS Power Point:

Create the following slide

ICAT PVT LTD	
• COURSES	• FEES STRUCTURE
✓ C	❖ 1500
✓ C++	❖ 2500
✓ VB	❖ 2000
✓ ORACLE	❖ 3000
✓ JAVA	❖ 4000

- Change the bullet style in the first and the second level.
- Change the case of the first level text to upper case and second level text to lowercase. (By using Change Case option)
- Change the attribute of the text to: Font: Arial, Font Style: Italics, Size: 20 Justify the text

Prepare the following slides with the information given below:

- Select the slide of your choice and write about yourself.
- Write about your family members name with relation.

Tip: By using Title and 2 column text

- Using Title Content and text slide insert the picture of your favourite hero with the list of their movies.

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CERTIFICATE COURSE IN OFFICE AUTOMATION

Scheme of Examination

1. Question Paper should be in two Parts
 - Theory Paper
 - Practical Paper
2. Theory paper Examination will be conducted by on the basis of an MCQ
3. Practical paper Examination will be conducted by on the basis of Performance.

I. Theory Paper

Max. Time 2 Hr.

Unit	Content	Mark
I	Windows XP	20
II	MS-Excel	20
III	MS Power Point	20
IV	Intranet	20
V	Scanner, Printer, Fax & Xerox	20
Total		100


II. Practical Paper

Max. Time 3 Hr.

P1	P2	P3	Viva-voce	Total Mark
30	30	30	10	100

Total Marks=I+II

=200 Marks


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Certificate Course in Communicative English

**(Brochure – Notice,
Syllabus & Exam
Scheme)**

Notice

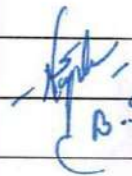
Notice - 2

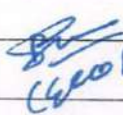
Date
Page

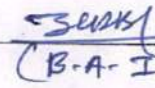
29/11/2017

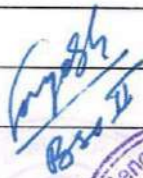
This is to inform all the students of the M.G. College, Armori that the Dept. of English is commencing / running the certificate course in Communicative English from 4/12/2017. The last date of the admission for the course is 2/12/2017. For the detail information contact dept. of English


Course Co-ordinator
Co-ordinator
Communicative English
Career Oriented Programme

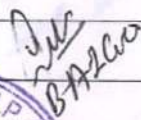

(B.Sc. III Bot)


(B.A. II)


(B.A. I Eng)


English
B.Sc. II




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Syllabus & Exam Scheme

Spoken English Course :-

Spoken English Course is a practical approach to learning to speak in English. The express purpose of the course is to make the students competent in the use English.

The course is supplementary to the English course offered at the undergraduate level. The target group of the course is first year undergraduate students.

The course will be extend over a period of two months (50 hours) with not more than an hour a day as the students will be attending the programme after their regular class hours.

The course comprises two theory papers and practical for all. The theory paper is aimed at designed to each the basics of the language. The practical papers are aimed at aiding and assessing the learning.

At the end of the course there is written and oral examination.

Design of the course :-

- 1) Paper – I speech and spoken English.
- 2) Paper – II Basic grammars and writing skill. Each paper carries fifty marks.

Distribution of Marks :-

- 1) Paper – I Written Examination – 10 marks, oral 35 marks, assignments 5 marks.
- 2) Paper – II Written Examination – 20 marks, oral 20 marks, assignments 10 marks.

Paper – I Speech Sounds and Spoken English :-

Basic of Phonetics
⇒ Basic speech sounds, introduction to vowels & consonants,
Explanation and description of English speech sounds (Phonemes) and their classification vowels and consonants, representation of speech sounds using phonetic symbols: transcription of words using phonetic symbols; stress and accent.

1. Cruttenden A. Gimson's Pronunciation of English. Britain, 1994.
2. Daniel Jones, English Pronunciation Dictionary. 15th Ed.
3. Daniel Jones. An outline English Phonetics. New Delhi: Kalyani, 1997
4. Peter Roach. English Phonetics and Phonology. pp 10-37
5. Sethi and Dhamija. A course in Phonetics and spoken English. Accent – pp134-149, 166 : accent in connected speech-pp. 151-165, 168-170, 200-211.

Section – I

Concepts :- referring to objects, substances and materials.

(Noun singular and plural group nouns, mass nouns, groups of objects, part and whole, division of objects and substances: amount or quantity, scale of amount.)

- Words of general or inclusive meaning-all, both, each, every, any, either
- Specific and generic use of articles; other words of specific meaning-proper nouns, personal pronouns, demonstratives; generic use of pronouns.

Section II

The use of genitives

Relation between people- with, for, against

Ingredient, material-with, of, out, of, from

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Pattern of Question

Paper – I Speech sound and Spoken English

Written :-

1. Description of English vowels, diphthongs/consonants. (5)
2. Transcription of the words using phonetic symbol. (5 marks)
3. Fill in the columns, questions, un-concepts referring to nouns, singular, plural, group nouns, mass nouns, specific and generic use of articles, use of genitives relation between people, ingredient materials, time relationship, manner means and instrument. (5 marks)

Oral :-

1. Identify the symbol from the chart. (10 marks)
2. Explain vowels, consonants with examples.
3. Reading from Newspaper Magazines (Points to be examine phrase structure and pauses.) (5 marks)
4. 15 Questions are left to the discretion of the examiner keeping in mind the three sections. (15 marks)
5. Assignment-Reading (5 marks)


Paper – II Basic Grammar and Writing Skills

Written:-

1. Write sentences in the pattern of basic sentence, marking the structure of the sentence.
2. Simple transformations-statements, questions, exclamation , description of sentence, phrase and clause, simple and complex sentence. (5 marks)
3. Answer the question.
 - i. Making the note on the classroom or college premises. (5 marks)
 - ii. Brief description of their time till they came to college. (5 marks)
 - iii. Describe their own words the picture or painting provided to them. (5 marks)

Oral :-

1. List of 15 sentences is supplied to the students. He will have to read the sentences and say whether the statements of True or False. If false, why/how they are false. The expected answer is in full sentence. (15 marks)
2. Five Questions to access their ability to speak in English. Preferably in dialogue form. (5 marks)
3. Assignment (10 marks)


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Time relationship – before, after, measuring time, duration, frequency.
Manner, means and instrument; cause, reason and purpose; condition and contrast; degree.

Section III

Statement, Questions and response; agreement and disagreement; fact, hypothesis, neutrality; degrees or likelihood; attitudes to truth; mood, emotion, attitude; influencing people; friendly communications; meaning in connected discourse – linking signals/construction and focusing information.

1. Bansal and Harrison. Spoken English. pp 170-190
2. Lech Geoffray. A Communicative Grammar of English
3. M. Sarada Exploring Spoken English. Pp 3-8, 11-15, 19-20, 28-37, 39-41, 45-78
4. Telemart's English Guru/VCD Telemart's "English Guru"

Paper – II: Basic Grammar and Writing Skills :-

- 1) Basic sentences; the structure of statement/question
Subject, object, complement; syntactic role of noun/noun phrase.
- 2) The verb V – lexical/auxiliary; forms of the verb; transitive/intransitive; passivization
- 3) Time, tense and aspect.
- 4) Modifiers
- 5) Simple Analysis (clause and phrase), subordinating and coordinating clauses.

Reports, short notes on/description of the pictures provided/fabricating dialogues/assumed interviews.

Materials; News paper/magazines

Reference Books :-

- 1) Bansal and Harrison. Spoken English. Orient Longman, 1999
- 2) Collins Cobuild English Grammar – Harper Collins, 1991, '95.
- 3) Cruttenden, A Gimson's Pronunciation of English. Britain: ELBS, 1994.
- 4) Daniel Jones. English Pronunciation Dictionary. 15th Ed. UK: Cambridge University Press, 1997
- 5) Daniel Jones, An outline of English Phonetics, New Delhi: Kalyani, 1997
- 6) Lech Geoffray. A Communicative Grammar of English. New Delhi : Longman, 2001.
- 7) Lynn M. Berk. English Syntax – OUP, 1999
- 8) Peter Roach. English Phonetics and Phonology, India : Cambridge University Press, 2004
- 9) Randolph and Green Baum. A University Grammar of English, Longman, 1973, '85
- 10) Sarada. M. Exploring Spoken English. New Delhi: APH Publishing House.
- 11) Sethi and Dhamija. A course in Phonetics and Spoken English. Hong Kong : Longman Group, 1985.
- 12) Wills. J. Teaching English Through English. Hong Kong: Longman Group, 1985.
- 13) Tata Mc Graw Hill's Spoken English.

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Certificate Course in Tribal Tourism (Brochure – Notice, Syllabus & Exam Scheme)

Notice

PAGE :

DATE : / /

सूचना -

महाविद्यालयान्तर्गत बी.ए. द्वितीय व
तृतीय सत्रातील सर्व विद्यार्थ्यांना
श्रुति कुरुषाल येथे की सत्र २०१७-१८
करिता आदिवासी पर्यटन कोर्स करिता
या विद्यार्थ्यांना प्रवेशा ध्यायचा आहे
अशा सर्व विद्यार्थ्यांनी र्हे ७ नोव्हेंबर ते
३० नोव्हेंबर या कालावधीत भूगोल विभागातून
प्रवेशपत्र प्राप्त करून आपला प्रवेश निश्चित
करावा

दि. ३१.१०.२०१७

समन्वयक

B. Com

आदिवासी पर्यटन विभाग
Co-ordinator
Career Oriented Programme
Tribal Tourism

Sh. S.

Sh. S.
(B.Sc. II B.A.)

Y. Hane
B. Com.

Sh. S.
B.Sc. Che

Sh. S.

Principal

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Science & Late
N. P. Commerce College,
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Translation is on next page.....



"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHARBHAI SHIKSHAN PRASARAK MANDAL ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

Dr. Lalsingh H. Khalsa

M. Sc., Ph. D.

Mob. 9422153197

E-mail: lalsinghkhalsa@yahoo.com

S.T.D.: 07137

Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_

Date _____

Translation

Notice

All the B.A. 2nd and 3rd-year students of Mahatma Gandhi College are informed that those who wish to take admission in 'Certificate Course in Tribal Tourism' in the session 2017-18 should collect admission forms from the Geography department from 1st November to 30th November and confirm their admission.



(Signature)
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<https://www.facebook.com/mgcollegearmori/>



<https://www.youtube.com/channel/UCdoZyKXO73lnRcKaL8OHDZw>

Syllabus & Exam Scheme

MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.COMMERCE COLLEGE, ARMORI

NAAC Re-accredited "A" Grade (CGPA 3.02)2017

CERTIFICATE COURSE IN TRIBAL TOURISM SYLLABUS

YEAR OF IMPLEMENTATION: - Syllabus will be implemented December-2016

DURATION: Three Months (90 Days)

MEDIUM OF INSTRUCTION: - Marathi, Hindi, English

Intake Capacity: - 40

Member of BOS

1. Chairman: - Dr. Lalsingh. H. Khalsa (Principal)
2. Course Coordinator: - Prof. Parag s. Meshram (M.A., M.Phil. SET in Geography)
3. Member: - Dr. Vijay P. Gorde (M.A., Ph.D. NET in Geography)
4. Member: - Prof. Sunil Chute (M.Sc., MCA.)

Aims & Objectives:-

This Course focused on

- 1) To Promote Local Tribal Tourism.
- 2) To Gain Basic Knowledge of Tribal Tourism.
- 3) To impart skills and Knowledge and maximize career opportunities in the tourism industry.
- 4) To promote for self-employment

A certificate course of 64 hours/90 Days in Tribal Tourism was conducted for the B. A.-II & III Year Students of Geography. This course is designed for imparting knowledge of tribal tourism and promoting students to get employment in tourism industry.

Outcomes:-

- 1) Students learnt basics of tourism.
- 2) Students learnt the custom & tradition of tribal culture.
- 3) Students learnt how to promote tribal tourism in tourism industry.
- 4) Students get Career opportunities in local tourism sector/ industry

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STRUCTURE OF COURSE

1. Two Theory Paper
2. Internal Assessments & Field visit

SCHEME OF EXAMINATION

A) THEORY

Examination pattern is such that the test will be consisting of two papers that will be conducted in offline mode. The descriptive / Objective-Type questions that Candidates need to complete in duration.

Total Marks: 80

B) Internal assessment & Field visit

Evaluation of the performance of the students in Internal Assessment & Field visit shall be on the basis of Tribal Tourism Syllabus.

Total Marks: 20

Structure of the Course

CERTIFICATE COURSE IN TRIBAL TOURISM								
Subject	Paper Code	Paper Name	Total Period/Week	Credit	% of Assessment			
					IA	IE	Total	Mini. Passing (35%)
Tribal Tourism	TMCCTT01	Conceptual Framework of Tourism	04	04	20	80	100	35 (Th. – 28 M & IA-07 M)
	TMCCTT02	Computer Application in Tourism	04	04	20	80	100	35 (Th. – 28 M & IA-07 M)

• **Tribal Tourism:** Major theory papers in the concerned subject.

- T represents Theory.
- IA (Internal Assessment): It will be evaluated by Internal Examiner appointed by College in consultation with the Head of Institution/Principal. (Refer Appendix 1)
- IE (Institutional Examination): It will be evaluated by Internal Examiner appointed by Institutional Head/ Principal (Refer Appendix 1 & 2)
- Period: Each period is of 48 minutes or as per Government direction from time to time.

• In Paper Code

- 1st & 2nd Letter (TM): Represent it a Three Month Course.
- Next 2 Letter (CC) : Represent it is Certificate Course
- Next Letter (T) : Represent the subject Tribal Tourism
- Next Letter (T) : T : Represent Theory Paper (Refer Appendix 1)
- Last two letter : Represent Paper No. for Ex. 01 Represent Paper No. 1



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UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT01

Conceptual Framework of Tourism

Total Marks – 80

Internal Assessment Marks – 20

Unit – I The Nature and concept of tourism, Introduction of Tourism, What is Tourism, Definitions of Tourism, Characteristics of Tourism, Tourist – Definition, Nature of Tourism, Scope of Tourism

Unit –II Infrastructure in Tourism, Factors of Tourism Development, Location, Accessibility & Space, Scenery, Forest & Grasslands, Climate, Wild Life, Settlements, Cultural Factors, Accommodation forms & types,

Unit –III Tourism Planning & Organization, Tourism Planning, Important Factors of Tourism Planning, Tourism Demand and Supply, Planning of Regional Level, Tourism Planning at the Local Level,

Unit – IV Significance of Tourism Industry, Economical Impact of Tourism, Assistance to the Development of Economy, Employment, Other Economic Factors, Social & Cultural Impacts of Tourism.

Reference –

- 1) The Geography of Tourism – R. Robinson
- 2) International Tourism – A. K. Bhatiya
- 3) Tourism Development and resource Conservation – Dr. Jagmohan Negi
- 4) Tourism Development – A. K. Bhatiya
- 5) Tourism in India – U. N. Gupta
- 6) Tourist Development – Douglas Pearce, Logman, London.
- 7) Tourism Economic and Social Development _ P. S. Gill
- 8) Development Tourism and Travel Industries – Premnath Dhar
- 9) Geography o Tourism – S. B. Shinde
- 10) Geography of Tourism – Nagtode and Pardhi



UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT02
Computer Application in Tourism

Total Marks – 80

Internal Assessment Marks – 20

UNIT-I: Introduction to IT and Computers

Block Diagram of Computer, Functioning of Computer, Characteristics
Computer Memory: Primary & Secondary, Types of Primary Memory.
Number System: Decimal, Binary, Octal, Hexadecimal number systems and their Interconversion, ASCII codes

UNIT-II: I/O and Storage Device Input Devices: Keyboard Locator Device: Mouse, Joy Stick

Pick Device: Light Pen, Touch Screen, **Scanning:** MICR, OCR, OMR, Barcode Reader.
Vision Capturing: Webcam, Digital Camera
Output Devices: VDU, Printer: Dot Matrix, Laser, And Projector.
Storage Device: Hard Disk, Optical Disk, Blu Ray Disk and Pen Drive.

UNIT-III: Windows Operating System, Classification of Operating System on the basis of task

(Single User Single Task, Single User Multiple Task, and Multi-User Multiple Task). Features of Windows, Desktop and Windows Explorer.
Control Panel: Administrative Tools-Date and Time, Display, Mouse, Programs and Features. Usage of Recycle Bin
Windows Accessories: Calculator, Notepad, Paint, Disk Cleanup

UNIT-IV: Network & Internet

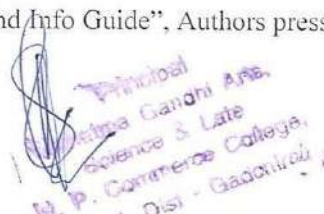
Computer Communication, Need for Networks, Communication Device, Types of Network- LAN, WAN, MAN, Concept of Network Topology, Types of Topologies and its Advantages and Limitations
Internet: Basic Internet terms, Internet Addressing, Detail about E-mail, Search Engine, Social and Ethical Issues, E-learning.
Open Source Terminologies: Open Source Software, Freeware, Shareware, Proprietary Software.

Text Books:

- 1) Peter Norton's, "Introduction to Computer", TMH, 2004, ISBN-0-07-05-3142-0
- 2) Dr. S. B. Kishor, "Information and Communication Technology", Das Ganu Prakashan
- 3) Chetan Shrivastava "Fundamentals of Information Technology", Kalyani publishers, 2002, ISBN-81-7663-576-6

References:

- 1) Dr. S. B. Kishor, "MS-Office with Office Automation", DAS GANU Prakashan, ISBN : 978-93-81660-67-6
- 2) Akshay Kumar, "Information Technology and Info Guide", Authors press, 2000, ISBN-81-7273-040-3



Appendix 1 Evaluation Rules

A) Internal Assessment:

1. The internal assessment marks shall be awarded by the concerned teacher.
2. General guidelines for Internal Assessment are:
 - a) The internal assessment marks assigned to each theory paper on the basis of the performance in Class Attendance And any two assignments as described below selected by concerned teacher.
 1. Class Test
 2. On-line Test
 3. Theory Assignments
 4. Programming Assignments
 5. Study tour
 6. Industrial visits
 7. Group discussions
 8. Seminar Presentation
 9. Participation in Departmental Activities
 - b) There shall be no separate / extra allotment of work load to the concerned teacher related to above assignments. He/ She shall conduct the Internal assessment activity during the regular teaching days / periods as a part of regular teaching activity.
 - c) The concerned teacher / department shall have to keep the record of all the above activities until six months after the declaration of the results of that semester.
 - d) At the beginning of each semester, every teacher / department shall inform his / her students unambiguously the method he / she propose to adopt and the scheme of marking for internal assessment.

Marks Distribution: Internal Assessment mark will be allocated by Internal Examiner as per the following format

Sr.No.	Particulars	Max. Marks
1	Class Attendance	05
2	2 Assignment Activity on Given Appendix 1	15

Note: 1) The Written work should be completed within max. 45 minutes.



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- B) **Theory Paper Assessment:** Theory papers will be held as per the scheduled given by the Institution/ Department and examinee needs to score minimum 35% of marks to clear the paper including internal assessment marks.
- C) **Revaluation:** There is also a provision for the Revaluation only for theory papers examination conducted by Institution (i.e. it is not applicable for Internal Assessment) as per the rules and fee structure prescribed by Institution.

Appendix-2

Pattern of Question Paper

General Rules and Regulations regarding pattern of question paper for the Coerce end examination is as given below:

1. There will be four units in each paper.
2. Maximum marks of each theory paper will be 80.
3. Question paper will consist of four questions, each of 20 marks. Or Question paper will consist of four or five MCQ Type questions on four Units each of 5/4 marks.
4. Four questions will be based on four units with internal choice.

CERTIFICATE COURSE IN TRIBAL TOURISM	
Name Of Paper	
Time: 3 Hours]	[Max. Marks: 80
Note:	
1) All questions are compulsory and carry equal marks.	
2) Draw Neat and Labeled diagram and use supporting data wherever necessary.	
3) Avoid vague answers and write specific points/answer related to questions.	
Q1 Either (From Unit 1)	
a)	20
OR	
b)	20
Q2 Either (From Unit 1)	
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	
a)	20
OR	
b)	20



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Appendix-3

Evaluation system:

Grading scale

Depending on the marks scored in a subject, student is given a grade as follows

Percentages of Marks	Grade	Description of Performance
0 to 34	D	Fail
35 to 45	C	Fair
45 to 55	B	Satisfactory
55 to 74	B ⁺	Good
75 to 90	A	Very Good
90 to 100	A ⁺	Excellent

Standard of Passing:-

As per the guidelines and rules for certificate course in tribal tourism, a student obtaining grade D shall be considered failed and will be required to reappear for the examination



P. Smedhram
Co-ordinator
Career Oriented Programme
Tribal Tourism

[Signature]
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N. P. Commerce College,
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Certificate Course in Human Rights (Brochure – Notice, Syllabus & Exam Scheme)

Notice

सूचना

महाविद्यालयाच्या बी.ए. प्रथम वर्षाच्या विद्यार्थ्यांना सूचित करण्यात येते की, आपल्या महाविद्यालयातील राज्यशास्त्र विभागातर्फे certificate Course In Human Right या तीन महिन्यांच्या certificate कोर्स मध्ये ज्या विद्यार्थ्यांनी प्रवेश घेतला आहे. अशा प्रवेशित विद्यार्थ्यांनी दि. २७/११/२०१७ दु. १२:०० वा. रूम क्र १४ उपस्थित राहावे. तसेच या कोर्स चे वर्ग रूम क्र १४ मध्ये १ डिसेंबर २०१७ पासून सुरु होत आहेत तरी यांची विद्यार्थ्यांनी नोंद घ्यावी.

२७/११/२०१७



[Signature]

समन्वयक
Co-ordinator

certificate Course in Human Right
M.G. College, Armori

टीप:

१ वरील कोर्सचा वेळापत्रक विभागाच्या सूचना फलकावर लावलेला आहे .

[Signature]
B.A. Emcl

[Signature] (B.A.-I)

[Signature]
Principal

Mahatma Gandhi Arts,
Science & Late
N P Commerce College,
Armori, Dist - Gadchiroli



Translation is on next page.....



"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHARBAI SHIKSHAN PRASARAK MANDAL ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

Dr. Lalsingh H. Khalsa

M. Sc., Ph. D.

Mob. 9422153197

E-mail: lalsinghkhalsa@yahoo.com

S.T.D.: 07137

Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_


Date _____

Translation

Notice

All B.A. first-year students who have enrolled in the Certificate Course in Human Rights offered by the Department of Political Science are hereby reminded to report to Room No. 14 at 12 noon on November 27, 2017. It should also be noted that classes for this course will start on December 1st, December 2017 in Room No. 14.




P. P. Pai
Mahatma Gandhi Arts,
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N. P. Commerce College,
Armori, Dist - Gadchiroli



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Syllabus & Exam Scheme

**MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.
COMMERCE COLLEGE, ARMORI**
NAAC Re-accredited "A" Grade (CGPA 3.02)2017

CERTIFICATE COURSE IN HUMAN RIGHTS SYLLABUS

TITLE : CERTIFICATE COURSE IN HUMAN RIGHTS

YEAR OF IMPLEMENTATION: Syllabus will be implemented from December-2017

DURATION : Three Months (90 hours)

MEDIUM OF INSTRUCTION : English / Marathi / Hindi

STRUCTURE OF COURSE

1. Theory paper
2. Internal Assessments

SCHEME OF EXAMINATION

A) THEORY;

Examination pattern is such that the Exam will be consist of two papers that will be conducted in offline mode. The objective-type questions that Candidates need to complete in duration 60 Min.

Total Marks:120

B) PRACTICAL;

Evaluation of the performance of the students in practical shall be on the basis of Human Rights Syllabus.

Total Marks:40

Standard of Passing:

As per the guidelines and rules for Certificate Course in Human right
Structure of the Course

Sr. No	Title	Theory /Practical	Marks (Total)	Distribution of Marks	
				THEORY & PRACTICAL Theory	I.A.
1	HUMAN RIGHTS AND DUTIES IN INDIAN CONSTITUTIONAL FRAMEWORK	Theory Paper-01	80	60	20
2	HUMAN RIGHTS OF SPECIAL CATEGORY, LEADERSHIP OF SOCIETY	Theory Paper-02	80	60	20
Grand total			160 Marks		



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Armori, Dist - Gadchiroli

Intake Capacity: - 40

Teaching Faculty: -

1. Prof. Gajanan W. Borkar (M.A. Political Science (SET))

Evaluation system:

Percentages of Marks	Grade	Description of performance
0 to 34	D	Fail
35 to 44	C	Fair
45 to 54	B	Satisfactory
55 to 59	B ⁺	Good
60 to 69	A	Very Good
70 to 84	A ⁺	Excellent
85 to 100	O	Outstanding




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SYLLABUS

PAPER-01:

HUMAN RIGHTS AND DUTIES IN INDIAN CONSTITUTIONAL FRAMEWORK

Total Marks – 80

Theory- 60

Internal- 20

UNIT-

Meaning, Definition, Characteristics and Perspectives of Human Rights.

UNIT-II

Basic Characteristics of the Indian Constitution.

Fundamental Rights, Duties and Directive Principal of State Policy.

UNIT-III

Protection & enforcement of human rights and duties.

(a) Police and Human Rights, Judiciary and Human Rights.

(b) National and State Human Rights Commission.

UNIT-IV

Emerging Trends:

(a) Human Rights and Terrorism.

(b) Human Rights and Environment

References and Text Books:

1. Basu, Durga Das, Human Rights in Constitutional law (New Delhi: Prentice Hall 1994)
2. Baxi, Upendra, Future of Human Rights (2002)
3. Bueren, Geraldine Van, International Law on the Rights of the Child (1995)
4. Caney, Simon and Jones, Peter (eds.), Human Rights and Global Diversity (2001)
5. Freeman, Michael, Human Rights: An Interdisciplinary Approach (2002)
6. Gogia, S.P., Law relating to Human Rights (2000)
7. Gupta D.N. and Singh, Chandrachur, Human Rights and Freedom of Conscience: Some suggestions for its Development and Application (2001)
8. Lyer, Venkat (ed.), Democracy, Human Rights and the Rule of Law: Essays in Honor of Nani Palkivala (2000)
9. Jhunjhunwala, Bharat (ed.) Governance and Human Rights (2002)
10. Nirmal, Chiranjivi J. (ed.), Human Rights in India: Historical, Social and Political Perspective (2002)
11. Peter, S.E., Human Rights: Perspective and Challenges (New Delhi: Lancers Books, 1994)


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PAPER-02:

HUMAN RIGHTS: SPECIAL CATEGORY AND LEADERSHIP OF SOCIETY

Total Marks – 80

Theory- 60

Internal- 20

UNIT-I

Rights of the Women and Children

UNIT-II

Rights of Scheduled caste, Tribes and Minorities

UNIT-III

Rights of Disabled, unorganized Labourers and Displaced Persons

UNIT-IV Leadership of the community to protect human rights

- i. Role of NGOs
- ii. Role of Mass Media
- iii. Role of Educational Institutions
- iv. Role of Government
- v. Human Rights Education
- vi. Social Movements


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References and Text Books:

1. Basu, Durga Das, Human Rights in Constitutional law (New Delhi: Prentice Hall 1994)
2. Baxi, Upendra, Future of Human Rights (2002)
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9. Jhunjhunwala, Bharat (ed.) Governance and Human Rights (2002)



**Diploma in Dress
Designing
(Brochure – Notice,
Syllabus & Exam
Scheme)**

Notice

Page No.	
Date	

सूचना 1

1-7-2017


महाविद्यालयीन सर्व विद्यार्थ्यांसाठी महाविद्यालयीन सुचीत उरल्याने येने ही आपल्या महाविद्यालयात देखील Designing पिकावातर्फे U.C.C. sponsored "Diploma Course in Decor Designing" हा सहिक्रिकेट कोर्सची सुरुवात सत्र 2017-18 मध्ये होत आहे. तसेच या कोर्स नियमीत वर्ग व प्रालयक्षिउ सुरु होत आहेत. हा कोर्स पुढील वेळापत्रात विद्यार्थ्यांनी या सहिक्रिकेट विद्या घ्यावी.

या कोर्समध्ये प्रवेश निवृत्त वारीत तरी रिव्ह्यू विद्यार्थ्यांनी आपली नावे. प्रा. रमेश मनीषकुमार मंडम [Decor Designing Department] यांच्या कुडे देऊन प्रवेश घ्यावा. Certificate Course हा 13 वर्षांचा राहील. प्रवेशाची अंतीम तारिख 31-7-17 राहील. तरी हुपचा नोंद घ्यावी.

दि. 1-7-2017

प्रा. रमेश मनीषकुमार

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Arneri, Dist - Gadchiroli



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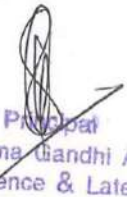
Translation

Notice

Girl Students of all faculties of the college are informed that the UGC Sponsored Diploma Course in Dress Designing by the Department of Dress Designing in the college is starting in the session 2017-18. Students will be awarded a certificate upon completion of this course.

Admission to this course will be free and students who wish to enroll can submit their names to Prof. Snehal Sonkusare. The duration of the Certificate Course will be of one year. The last date of admission will be 31st June 2017.




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<https://www.youtube.com/channel/UCdoZyKXO73jnRcKtL8OHDZw>

Syllabus & Exam Scheme

DIPLOMA COURSE IN DRESS DESIGNING

Sewing Technique

Semester I

Total Marks – 60

Paper IV – DDT 104

Theory Marks – 45+15

Unit – I :- Introduction of Sewing Machine.

1. History of Sewing machine
2. Classification of Sewing Machine.
3. Parts of Sewing machine & their function.
4. Maintenance of Sewing machine
5. Safety precautions

Unit – II

1. Measurement information.
2. Tools & Equipments for garment construction.
3. Description of various tools used in tailoring, drafting tools, cutting tools, stitching tools, finishing tools.
4. Sequence of Measurement.

Unit – III :- Drafting and Pattern making

1. Need for drafting & Pattern making.
2. Method of drafting.
3. Preparing pattern cutting.

Unit – IV :- Cutting and Stitching.

1. Definition of Cutting.
2. Direction of Cutting.
3. Introduction of hand embroidery.
4. Tucks & seams – flat, top stitch, two sides, french.
Tucks – Pin, cross, curved, check.
5. Pleats, Plackets, frill, pocket.
6. Necklines – ‘V’ shape, round shape, square etc.
Fasteners – Conspicuous.
Buttons & button holes, loops, button with holes, shank buttons, eyelets & cords.
Inconspicuous (Press buttons, hooks & eyes, zip).

Text Books : ज्ञानपकर शिववा शास्त्र



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DIPLOMA COURSE IN DRESS DESIGNING

Basic Textiles

Semester I

Total Marks – 60

Paper III – DDT 103

Theory Marks – 45+15 (Int.A.N.)

- ❖ 4 Questions on 4 units each of 10 marks.
- ❖ 5th Question of 5 marks solve any five out of 8 Questions.

Unit – I

1. Introduction to textile, study of fibers. Classification of fibers, Natural & Chemical primary and secondary characteristic of fibers.
2. Fiber Identification
 - i) Visual test.
 - ii) Burning test.
 - iii) Microscope test.Important fiber properties.

Unit – II: - Properties & Uses of fibers.

Natural fibres

1. Cotton, Linen, Jute, Silk, Wool.
2. Manmade fibers – Properties
Viscose, Rayon, Nylon, Polyester, Acrylic

Unit – III :- Spinning

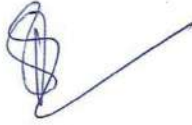
1. Definition.
2. Process – Blending, Cleaning, Doubling, Carding, Combing, Drawing, Roving, Spinning.
Classification of Yarns –
 - i) Simple yarns.
 - ii) Ply yarns.
 - iii) Novelty yarns.

Unit – IV :- Fabric Construction

1. Methods of fabric construction.
 - i) Weaving – Plain weave, satin, twill, basket.
 - ii) Knitting.
 - iii) Non – Wovens.

Text Books . वस्त्रशास्त्राची संकल्पना

- Textbook of Textile Designing.


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DIPLOMA COURSE IN DRESS DESIGNING
Advance construction Skill

Semester I
Total Marks – 60

Paper-V DDT 105
Theory Marks – 45+15

Unit – I :- Construction Skills

1. Type of facing, binding, zip application Elastic insertion, Design darts, yokes and midriff.
2. Waist band application.

Unit – II: - Type of collar

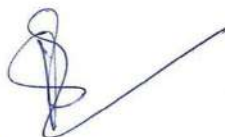
1. Simple collar, stand, flat collar, shawl, roll, band, peter pan, Notch collar, teniss collar, square.

Unit – III: - Sleeves

1. Definition, types – set in sleeve. Raglan, plain sleeve, puff, bishop, bell sleeve, circular, cap, megha sleeve.
Modified armhole – Squared, cuff sleeve, sleeves and body combined.

Unit – IV: - Yokes

1. Definition, types – Simple, yoke, yoke with fullness, within the yoke, square shape, round shape, 'V' shape yoke.



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CERTIFICATE COURSE IN DRESS DESIGNING
Advance Construction Skill (Practical)
Semester I

Total Marks – 75
Ext. Marks – 60

Paper- DDT 107
Internal Marks- 15

1. Preparation of samples for.
 - i) Simple, stand, flat, roll, band, peter pan, square.
2. Preparation of samples for sleeves.
 - Set in sleeve, plain, puff, bell, raglan, cap sleeves.
3. Preparation for samples.

Simple yoke, round shape, 'V' shape.
4. Preparation for darts sample.
 - i) Half dart and full dart.
5. Prepare sample for waist band and elastic insertion.

Textbook – Practical clothing construction – part 1 and part 2 – Marry Matthew



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DIPLOMA COURSE IN DRESS DESIGNING
Sewing Techniques Practical
Semester I

Total Marks – 75

Ext. Marks – 60

Paper-DDT 106

Internal Marks – 15

1. Operating machines & their maintenance.
2. Preparation of samples –
Tuck, seams, plackets, pockets, trill, zip, pleats.
3. Preparation for –
Necklines – 'V' shape, square, round, sweetheart.
4. Stitching of kids wear.
- Bib, nappy, baby frock, A – line frock (simple frock, balloon frock)
5. Embroidery stitches – running, back stem, chain stitch, lazy dazy, bullion stitch, satin, cross stitch, simple (basting) button hole (full & half), cut work, thread work.

Reference – World embroidery.



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Armori, Dist - Gadchiroli

Academic Year 2016-2017

Certificate Course in Herbal Medicine (Brochure – Notice, Syllabus & Exam Scheme)

Notice

2nd Dec. 2016

सूचना

महाविद्यालयातील सर्व शाखेतील विद्यार्थ्यांना सूचित
करण्यात येते की, ज्या विद्यार्थ्यांना "Herbal Medicine"
ह्या (Certificate Course मध्ये) प्रवेश द्यायचा असेल
त्यांनी आपली नावे प्रा. सिमा नागदेवे वरनाच्याकडे
दि. 10 Dec. 2016 पर्यंत द्यावीत. ह्या कोर्सअंतर्गत
विद्यार्थ्यांना शतावरी कृष्ण, अड्ड्या कृष्ण, कोंड हिम,
राष्ट्रा मलय, हर्बल डेय वेळ, शेअर, वनमंजरी ई.
शिड्डिनिवात येथील व सलीफिड्डे मंदार करवात येथील.

आपली विवि.

(Signature)

(प्रा. सिमा नागदेवे)

"Herbal Medicine"
M. G. C.

BBI

2

For I. class.

(Signature)
B.Sc. III (200)

B. Com II - Range

B. Com III

(Signature) B. Com III

(Signature)
(B.Sc. II)
Bot

B. Sc. II (MIB)

(Signature)



(Signature)

Principal

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Translation is on next page....



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MANOHARBHAI SHIKSHAN PRASARAK MANDAL ARMORI'S
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Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_

Date _____

Translation

Notice

Students in all faculties of the college are informed to submit their names to Prof. Seema Nagdeve by December 10, 2016 if they wish to enroll in 'the Certificate Course in Herbal Medicine. Students will be taught in this course about 'Asparagus Kalpa', 'Adulsa Kalpa', 'Crack Cream', 'Resin Ointment, 'Herbal Hair Oil', 'Shampoo', and 'Toothpaste' etc. and will be given certificates.



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<https://www.youtube.com/channel/UCdoZvKXO73InRcKeL8OHDZw>

Syllabus & Exam Scheme

**Mahatma Gandhi Arts, Science & Late N.P. Commerce College Armori
Dist; Gadchiroli**

Syllabus :Theory and Practical

Certificate Course in " Herbal Medicine " (Marks : 100 M)

Unit I : Study of different Medicinal plants.

10 Mark

Aloe vera , Asparagus racemosus , Adhatoda vasica, Acaccia nilotica, Azadirachta indica, Moringa oleifera, Cymbopogon citratus, Emblica officinalis, Ocimum sanctum , Bel, Cassia tora , Hirda, Cymbopogon citratus , Phyllanthus niruri, Bringraj/ Maka , Hibiscus rosa- sinensis, Tinospora cordifolia, Vitex negundo.

Unit II : Various uses of different Medicinal plants.

10 Mark

Unit III : Methods of Extraction of Herbs percolation, Decoction ,Macheration, Distillation, Infusion , Soxlet extraction.

10 Mark

Unit IV : Study of Herbal products-

Adulsakalpa , Shatavarikalpa, Crack cream , Pain balm , Herbal hair oil, Herbal hair shampoo, Vatahar oil(Joint pain oil), Tooth powder , Herbal tea, Etc.

10 Mark

Unit V : Instruments and machines used in Herbal product preparation.

10 Mark

- Pulveriser
- Dryier
- Mixer
- Grinder
- Juicer
- Thermometer
- Silling and packing machine
- Digital Balance

Practical

50 Marks

• Experiments-

1. Preparation of Adulsa kalpa.
2. Preparation of Shatavari kalpa
3. Preparation of Herbal Hair Oil.
4. Preparation of Joint Pain Oil.(Vatahar oil)
5. Preparation of Crack Cream.
6. Preparation of Herbal hair shampoo.
7. Preparation of Herbal tea.



[Signature]
**Co-Ordinator
'Herbal Medicine'
M. G. College
Armori**

**Certificate Course in
Maintenance of Home
Appliance & Domestic
Electronic Wiring
(Brochure – Notice,
Syllabus & Exam
Scheme)**

Notice


सूचना

महाविद्यालयीन सर्व विद्यार्थीना
सूचित करण्यात येते की महाविद्यालयातर्फे
'Certificate Course in Maintenance
and Repair of Home Appliances' या
अभ्यासक्रमाची प्रवेश प्रक्रिया सुरु झाली
आहे.

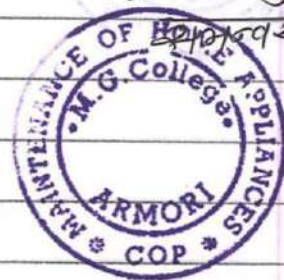
हा अभ्यासक्रम ऑगस्ट २०१६ ते
डिसेंबर २०१६ या कालावधीमध्ये घेण्यात
येणार आहे.

तरी इच्छुक विद्यार्थ्यांनी प्रवेश घेण्याकरिता
प्रा. दगुन भुंगरोडे, भौतिकशास्त्र विभाग
संख्याशी संपर्क साधावा

दि. १५ जुलै २०१६


सि. डी. भुंगरोडे

प्रमुख



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Translation is on next page....



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E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_

Date _____

Translation

Notice

All the students of the college are informed that the process of admission for 'the Certificate Course in Maintenance and Repair of Home Appliances' has started. This course will be conducted from August 2016 to December 2016. Interested students should contact Dr. Chhagan Mungmode, Department of Physics, for admission.




Principal

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<https://www.facebook.com/mgcollegearmori/>



<https://www.youtube.com/channel/UCdoZyKXO73lnReKaL8OHDZw>

Syllabus & Exam Scheme

Maintenance and Repair of Domestic Appliances

Theory

Unit I Electric Mixer and food processor

- 1.1 Introduction to electric mixture and food processor
- 1.2 List of main parts of mixer and food processor
 - a) Motor b) Switch c) Base unit (Body)
 - d) Supply cord e) Interlock Lever f) Overload Circuit breaker
 - g) Cupler h) Indicators i) Connector strip
 - j) Accessories of mixer
 - 1) Stainless Steel Jars or Plastic jars 2) Rubber ring
 - 3) Dome 4) Stopper 5) Dry grinding Blade
 - 6) Wet grinding Blade 7) Mincing blade 8) Whipper Blade
 - 9) Spatula 10) Diagram of all parts
- 1.3 Working principle, Circuit diagram and working
- 1.4 Common faults, testing and repairing
 - 1) List of common faults their causes and remedies
 - 2) Testing of motor
 - 3) Control switch
 - 4) Overload circuit breaker
 - 5) Supply cord with the help of multimeter and test lamp
- 1.5 Precaution :- Precaution while handing mixer

Practical

- 1) Dismantling and reassembling of electric mixer
- 2) Testing, fault finding, repair and over hauling
- 3) Workshop Visit





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Unit - II **Electrical Fan**

- 2.1 Introduction of electrical fan
 - 2.2 Types of fans
 - a) Table fan b) Ceiling fan c) Exhaust fan
 - d) Pedestal fan e) Cabin fan
 - 2.3 Construction :- List of main parts for each fan
 - i.e. a) Motor b) Blades c) Canopy
 - d) Regulators e) Specific part
 - f) Oscillating mechanism g) Stand h) Down rod
 - i) Capacitor j) Base diagram of each parts
 - 2.4 Working principle
 - i) Working principles of fan along with circuit diagram and working of fan
 - 2.5 Common faults, list of common faults their causes and remedies
Overhauling and Repairing procedure and , maintenance for all types of fans
Testing of motor, Capacitor, Regulator with the help of series test lamp and multimeter.
Precautions while handling fans
 - 2.6 Speed control
Speed control of fans
 - 2.7 Installation of exhaust and ceiling fan
- Practical :- 1) Dismantling and reassembling of electric fans
 2) Testing, fault finding, and repair of fans




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III) Room Coolers

3.1 Introduction to room coolers

- a) Exhaust type b) Window type c) Blower type

3.2 Construction

List of main parts

- a) Motor b) Pump c) Body
d) Control switch e) Cooling pads f) Water level indicators
g) Supply chord h) Diagram of each parts

3.3 Working principle & Working of each type of room cooler along with circuit diagram.

3.4 Common faults, testing and Repairing List of common faults, their causes and remedies.

Testing of motors, Pump, Switch, capacitor with the help of series test lamp or multimeter. Repairing procedure for room cooler to removing the various faults.

3.5 Installation

Installation of room cooler

Precaution while handling room cooler

3.6 Overhauling

Overhauling procedure of room cooler

Practical: - 1) Testing, fault finding and repair of room cooler

2) Workshop Visit




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Unit IV Emergency Light

4.1 Introduction

Introduction to emergency light

4.2 Working Principle

Working principle of emergency light with circuit diagram

4.3 Construction

List of main parts

- | | | |
|----------------|-------------------------------|---------------------|
| a) Transformer | b) Rectifier | c) Inverter circuit |
| d) Battery | e) Cabinet | f) Operating Switch |
| g) Tube | h) Reflector ie. Supply chord | |

Detailed Description of each part

4.4 Circuit operation of Emergency light

4.5 Common faults and Repairing

List of common faults their causes and remedies.

Repairing procedure to emergency light for various faults

4.6 Precautions


Precautions while handling for emergency light.

Practical

1) Testing, Fault finding and repair of emergency light

2) Workshop Visit




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Unit V Inverters

5.1 Introduction of Inverters

5.2 Construction

List of main parts

Introduction of parts used in inverters.

5.3 Working

Working of Inverters

5.4 Common faults

List of common faults, their causes and remedies.

Practical

- 1) testing, fault finding and repair of inverters

* Industrial Visit




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Armori, Dist - Gadchiroli

* List of Books

- | | | |
|----|---------------------------------------|-----------------|
| 1) | Basic Electrical Engineering | – M . L. Anwani |
| 2) | Study of Electric Domestic Appliances | – K. B. Bhatia |
| 3) | Basic Electrical Engineering | - P. P. Shah |
| 4) | Vidyut Shastra (Marathi) | - Shyam Pitke |
| 5) | Domestic Appliances (Marathi) | - P. P. Shah |
| 6) | Vidyut Shastra | - P. P. Shah |
| 7) | Domestic Appliances | - Shri. Bobade |

* List of Equipment, tools, Appliances & Machine

- 1) Work bench
- 2) Ammeter AC & DC (Analog / Digital)
- 3) Voltmeter (Analog / digital)
- 4) Wattmeter
- 5) Ohmmeter
- 6) Multimeter (Analog/ Digital)
- 7) Scissors
- 8) Grinder
- 9) Files (Flat, Square, Round, Halfround)
- 10) Wood hand saw
- 11) Screw Drivers (Various sizes)
- 12) Ball Pein hammer
- 13) Pliers (Insulated combinations)
- 14) Oil can
- 15) Electrician Knife
- 16) Connectors
- 17) Claw hammer
- 18) Carbon brush
- 19) Wiring material
- 20) De Motors

- | | |
|--------------------------|------------------------|
| 1) Potantial Transformer | 2) Current transformer |
| I) Visit to Workshop | II) Visit to Industry |


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Maintenance and Repair of Domestic Appliances

Theory


Unit I Electric Mixer and food processor

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 - 3) Dome 4) Stopper 5) Dry grinding Blade
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 - 1) List of common faults their causes and remedies
 - 2) Testing of motor
 - 3) Control switch
 - 4) Overload circuit breaker
 - 5) Supply cord with the help of multimeter and test lamp
- 1.5 Precaution :- Precaution while handing mixer

Practical

- 1) Dismantling and reassembling of electric mixer
- 2) Testing, fault finding, repair and over hauling
- 3) Workshop Visit





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Unit - II **Electrical Fan**

- 2.1 Introduction of electrical fan
 - 2.2 Types of fans
 - a) Table fan b) Ceiling fan c) Exhaust fan
 - d) Pedestal fan e) Cabin fan
 - 2.3 Construction :- List of main parts for each fan
 - i.e. a) Motor b) Blades c) Canopy
 - d) Regulators e) Specific part
 - f) Oscillating mechanism g) Stand h) Down rod
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Testing of motor, Capacitor, Regulator with the help of series test lamp and multimeter.
Precautions while handling fans
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Speed control of fans
 - 2.7 Installation of exhaust and ceiling fan
- Practical :- 1) Dismantling and reassembling of electric fans
 2) Testing, fault finding, and repair of fans




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III) Room Coolers

3.1 Introduction to room coolers

- a) Exhaust type b) Window type c) Blower type

3.2 Construction

List of main parts

- a) Motor b) Pump c) Body
d) Control switch e) Cooling pads f) Water level indicators
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Testing of motors, Pump, Switch, capacitor with the help of series test lamp or multimeter. Repairing procedure for room cooler to removing the various faults.

3.5 Installation

Installation of room cooler

Precaution while handling room cooler

3.6 Overhauling

Overhauling procedure of room cooler

Practical: - 1) Testing, fault finding and repair of room cooler

2) Workshop Visit




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Unit IV Emergency Light

4.1 Introduction

Introduction to emergency light

4.2 Working Principle

Working principle of emergency light with circuit diagram

4.3 Construction

List of main parts

- | | | |
|----------------|-------------------------------|---------------------|
| a) Transformer | b) Rectifier | c) Inverter circuit |
| d) Battery | e) Cabinet | f) Operating Switch |
| g) Tube | h) Reflector ie. Supply chord | |

Detailed Description of each part

4.4 Circuit operation of Emergency light

4.5 Common faults and Repairing

List of common faults their causes and remedies.

Repairing procedure to emergency light for various faults

4.6 Precautions


Precautions while handling for emergency light.

Practical

1) Testing, Fault finding and repair of emergency light

2) Workshop Visit




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N. P. Commerce College,
Armori, Dist - Gadchiroli.

Unit V Inverters

5.1 Introduction of Inverters

5.2 Construction

List of main parts

Introduction of parts used in inverters.

5.3 Working

Working of Inverters

5.4 Common faults

List of common faults, their causes and remedies.

Practical

- 1) testing, fault finding and repair of inverters

* Industrial Visit




Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

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* List of Equipment, tools, Appliances & Machine

- | | |
|-----|--|
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| 3) | Voltmeter (Analog / digital) |
| 4) | Wattmeter |
| 5) | Ohmmeter |
| 6) | Multimeter (Analog/ Digital) |
| 7) | Scissors |
| 8) | Grinder |
| 9) | Files (Flat, Square, Round, Halfround) |
| 10) | Wood hand saw |
| 11) | Screw Drivers (Various sizes) |
| 12) | Ball Pein hammer |
| 13) | Pliers (Insulated combinations) |
| 14) | Oil can |
| 15) | Electrician Knife |
| 16) | Connectors |
| 17) | Claw hammer |
| 18) | Carbon brush |
| 19) | Wiring material |
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-
- | | |
|--------------------------|------------------------|
| 1) Potantial Transformer | 2) Current transformer |
| I) Visit to Workshop | II) Visit to Industry |


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Certificate Course in Communicative English

**(Brochure – Notice,
Syllabus & Exam
Scheme)**

Notice

MAHATMA GANDHI ARTS, SCIENCE & LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE

Notice

This is to inform all the students of the college that the Department of English is going to start Certificate Course in Communicative English from 07/12/2016. Interested students can enroll themselves on or before 07/12/2016 in the English Department.

Note - For more details contact department of English

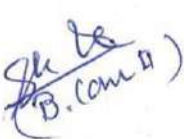
Date - 5/12/2016




Coordinator

Co-ordinator


Communicative English
Career Oriented Programme



B. Com II



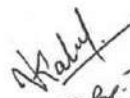
B.Sc. II (Chem)



B.Sc. III (C)



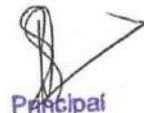
B.A. II Eco



B.Sc. I (Bot.)



poli. (B.A. I)



Principal

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Syllabus & Exam Scheme

Spoken English Course :-

Spoken English Course is a practical approach to learning to speak in English. The express purpose of the course is to make the students competent in the use English.

The course is supplementary to the English course offered at the undergraduate level. The target group of the course is first year undergraduate students.

The course will be extend over a period of two months (50 hours) with not more than an hour a day as the students will be attending the programme after their regular class hours.

The course comprises two theory papers and practical for all. The theory paper is aimed at designed to each the basics of the language. The practical papers are aimed at aiding and assessing the learning.

At the end of the course there is written and oral examination.

Design of the course :-

- 1) Paper – I speech and spoken English.
- 2) Paper – II Basic grammars and writing skill. Each paper carries fifty marks.

Distribution of Marks :-

- 1) Paper – I Written Examination – 10 marks, oral 35 marks, assignments 5 marks.
- 2) Paper – II Written Examination – 20 marks, oral 20 marks, assignments 10 marks.

Paper – I Speech Sounds and Spoken English :-

Basic of Phonetics
⇒ Basic speech sounds, introduction to vowels & consonants,
Explanation and description of English speech sounds (Phonemes) and their classification vowels and consonants, representation of speech sounds using phonetic symbols: transcription of words using phonetic symbols; stress and accent.
⇒ Introduction to phonetic symbols

1. Cruttenden A. Gimson's Pronunciation of English. Britain, 1994.
2. Daniel Jones, English Pronunciation Dictionary. 15th Ed.
3. Daniel Jones. An outline English Phonetics. New Delhi: Kalyani, 1997
4. Peter Roach. English Phonetics and Phonology. pp 10-37
5. Sethi and Dhamija. A course in Phonetics and spoken English. Accent – pp134-149, 166 : accent in connected speech-pp. 151-165, 168-170, 200-211.

Section – I

Concepts :- referring to objects, substances and materials.

(Noun singular and plural group nouns, mass nouns, groups of objects, part and whole, division of objects and substances: amount or quantity, scale of amount.)


- Words of general or inclusive meaning-all, both, each, every, any, either
- Specific and generic use of articles; other words of specific meaning-proper nouns, personal pronouns, demonstratives; generic use of pronouns.

Section II

The use of genitives

Relation between people- with, for, against

Ingredient, material-with, of, out, of, from


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P. Commerce College.



Pattern of Question

Paper – I Speech sound and Spoken English

Written :-

1. Description of English vowels, diphthongs/consonants. (5)
2. Transcription of the words using phonetic symbol. (5 marks)
3. Fill in the columns, questions, un-concepts referring to nouns, singular, plural, group nouns, mass nouns, specific and generic use of articles, use of genitives relation between people, ingredient materials, time relationship, manner means and instrument. (5 marks)

Oral :-

1. Identify the symbol from the chart. (10 marks)
2. Explain vowels, consonants with examples.
3. Reading from Newspaper Magazines (Points to be examine phrase structure and pauses.) (5 marks)
4. 15 Questions are left to the discretion of the examiner keeping in mind the three sections. (15 marks)
5. Assignment-Reading (5 marks)


Paper – II Basic Grammar and Writing Skills

Written:-

1. Write sentences in the pattern of basic sentence, marking the structure of the sentence.
2. Simple transformations-statements, questions, exclamation , description of sentence, phrase and clause, simple and complex sentence. (5 marks)
3. Answer the question.
 - i. Making the note on the classroom or college premises. (5 marks)
 - ii. Brief description of their time till they came to college. (5 marks)
 - iii. Describe their own words the picture or painting provided to them. (5 marks)

Oral :-

1. List of 15 sentences is supplied to the students. He will have to read the sentences and say whether the statements of True or False. If false, why/how they are false. The expected answer is in full sentence. (15 marks)
2. Five Questions to access their ability to speak in English. Preferably in dialogue form. (5 marks)
3. Assignment (10 marks)


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Time relationship – before, after, measuring time, duration, frequency.
Manner, means and instrument; cause, reason and purpose; condition and contrast; degree.

Section III

Statement, Questions and response; agreement and disagreement; fact, hypothesis, neutrality; degrees or likelihood; attitudes to truth; mood, emotion, attitude; influencing people; friendly communications; meaning in connected discourse – linking signals/construction and focusing information.

1. Bansal and Harrison. Spoken English. pp 170-190
2. Lech Geoffray. A Communicative Grammar of English
3. M. Sarada Exploring Spoken English. Pp 3-8, 11-15, 19-20, 28-37, 39-41, 45-78
4. Telemart's English Guru/VCD Telemart's "English Guru"

Paper – II: Basic Grammar and Writing Skills :-

- 1) Basic sentences; the structure of statement/question
Subject, object, complement; syntactic role of noun/noun phrase.
- 2) The verb V – lexical/auxiliary; forms of the verb; transitive/intransitive; passivization
- 3) Time, tense and aspect.
- 4) Modifiers
- 5) Simple Analysis (clause and phrase), subordinating and coordinating clauses.

Reports, short notes on/description of the pictures provided/fabricating dialogues/assumed interviews.

Materials; News paper/magazines

Reference Books :-

- 1) Bansal and Harrison. Spoken English. Orient Longman, 1999
- 2) Collins Cobuild English Grammar – Harper Collins, 1991, '95.
- 3) Cruttenden, A Gimson's Pronunciation of English. Britain: ELBS, 1994.
- 4) Daniel Jones. English Pronunciation Dictionary. 15th Ed. UK: Cambridge University Press, 1997
- 5) Daniel Jones, An outline of English Phonetics, New Delhi: Kalyani, 1997
- 6) Lech Geoffray. A Communicative Grammar of English. New Delhi : Longman, 2001.
- 7) Lynn M. Berk. English Syntax – OUP, 1999
- 8) Peter Roach. English Phonetics and Phonology, India : Cambridge University Press, 2004
- 9) Randolph and Green Baum. A University Grammar of English, Longman, 1973, '85
- 10) Sarada. M. Exploring Spoken English. New Delhi: APH Publishing House.
- 11) Sethi and Dhamija. A course in Phonetics and Spoken English. Hong Kong : Longman Group, 1985.
- 12) Wills. J. Teaching English Through English. Hong Kong: Longman Group, 1985.
- 13) Tata Mc Graw Hill's Spoken English.

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Amori, Dist - Gadchiroli



Certificate Course in Tribal Tourism (Brochure – Notice, Syllabus & Exam Scheme)

Notice

आदिवासी पर्यटन विभाग सूचना



सर्व विद्यार्थ्यांना सूचित करण्यात येते की, ज्या विद्यार्थ्यांना
आदिवासी पर्यटन प्रमाणपत्र अभ्यासक्रमाला प्रवेश घ्यावयाचा आहे
अशा सर्व विद्यार्थ्यांनी आपली नावे दिनांक ३०/०५/२०२३ पर्यंत
पर्यटन विभाग प्रमुखाकडे नोंदवावी.

दिनांक - ०९/०५/२०२३

Prin...
विभाग प्रमुख
आदिवासी पर्यटन
Co-ordinator
Career Oriented Programme
Tribal Tourism

File
B.A.T.T.(Co)
Prin...
B.Sc. II (Co) Kal
B.Sc. II (Co)



Prin...
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Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

Translation is on next page.....



"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHARIBHAI SHIKSHAN PRASARAK MANDAL ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

Dr. Lalsingh H. Khalsa

M. Sc., Ph. D.

Mob. 9422153197

E-mail: lalsinghkhalsa@yahoo.com

S.T.D.: 07137

Office: 266558/266043

Web: mgcollegearmori.ac.in

E-mail: mgcollege.armori@gmail.com

Letter No. _MGC/_

Date _____

Translation

Notice

B.A. 2nd and 3rd-year students of Mahatma Gandhi College are informed that the college was closed in the session 2020-2021 as a precautionary measure due to which it was not possible to start the 'Certificate Course in Tribal Tourism' in this session but from February 19, 2021, the colleges are getting started with some precautionary measures. Thus, all the students who want to get admission for this course should apply directly for admission to the Geography department from 10th February 2021.



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Armori, Dist - Gadchiroli



<https://www.facebook.com/mgcollegearmori/>



<https://www.youtube.com/channel/UCdoZyKXO73InRcKeL8OHIDZw>

Syllabus & Exam Scheme

MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.COMMERCE COLLEGE, ARMORI

NAAC Re-accredited "A" Grade (CGPA 3.02)2017

CERTIFICATE COURSE IN TRIBAL TOURISM SYLLABUS

YEAR OF IMPLEMENTATION: - Syllabus will be implemented December-2016

DURATION: Three Months (90 Days)

MEDIUM OF INSTRUCTION: - Marathi, Hindi, English

Intake Capacity: - 40

Member of BOS

1. Chairman: - Dr. Lalsingh. H. Khalsa (Principal)
2. Course Coordinator: - Prof. Parag s. Meshram (M.A., M.Phil. SET in Geography)
3. Member: - Dr. Vijay P. Gorde (M.A., Ph.D. NET in Geography)
4. Member: - Prof. Sunil Chute (M.Sc., MCA.)

Aims & Objectives:-

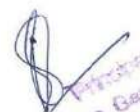
This Course focused on

- 1) To Promote Local Tribal Tourism.
- 2) To Gain Basic Knowledge of Tribal Tourism.
- 3) To impart skills and Knowledge and maximize career opportunities in the tourism industry.
- 4) To promote for self-employment

A certificate course of 64 hours/90 Days in Tribal Tourism was conducted for the B. A.-II & III Year Students of Geography. This course is designed for imparting knowledge of tribal tourism and promoting students to get employment in tourism industry.

Outcomes:-

- 1) Students learnt basics of tourism.
- 2) Students learnt the custom & tradition of tribal culture.
- 3) Students learnt how to promote tribal tourism in tourism industry.
- 4) Students get Career opportunities in local tourism sector/ industry


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Science & Late
Commerce College,
Armori



STRUCTURE OF COURSE

1. Two Theory Paper
2. Internal Assessments & Field visit

SCHEME OF EXAMINATION

A) THEORY

Examination pattern is such that the test will be consisting of two papers that will be conducted in offline mode. The descriptive / Objective-Type questions that Candidates need to complete in duration.

Total Marks: 80

B) Internal assessment & Field visit

Evaluation of the performance of the students in Internal Assessment & Field visit shall be on the basis of Tribal Tourism Syllabus.

Total Marks: 20

Structure of the Course

CERTIFICATE COURSE IN TRIBAL TOURISM								
Subject	Paper Code	Paper Name	Total Period/Week	Credit	% of Assessment			
					IA	IE	Total	Mini. Passing (35%)
Tribal Tourism	TMCCTT01	Conceptual Framework of Tourism	04	04	20	80	100	35 (Th. – 28 M & IA-07 M)
	TMCCTT02	Computer Application in Tourism	04	04	20	80	100	35 (Th. – 28 M & IA-07 M)

• **Tribal Tourism:** Major theory papers in the concerned subject.

- T represents Theory.
- IA (Internal Assessment): It will be evaluated by Internal Examiner appointed by College in consultation with the Head of Institution/Principal. (Refer Appendix 1)
- IE (Institutional Examination): It will be evaluated by Internal Examiner appointed by Institutional Head/ Principal (Refer Appendix 1 & 2)
- Period: Each period is of 48 minutes or as per Government direction from time to time.
- **In Paper Code**

- 1st & 2nd Letter (TM): Represent it a Three Month Course.
- Next 2 Letter (CC) : Represent it is Certificate Course
- Next Letter (T) : Represent the subject Tribal Tourism
- Next Letter (T) : T : Represent Theory Paper (Refer Appendix 1)
- Last two letter : Represent Paper No. for Ex. 01 Represent Paper No. 1



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Gaachipore

UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT01

Conceptual Framework of Tourism

Total Marks – 80

Internal Assessment Marks – 20

Unit – I The Nature and concept of tourism, Introduction of Tourism, What is Tourism, Definitions of Tourism, Characteristics of Tourism, Tourist – Definition, Nature of Tourism, Scope of Tourism

Unit –II Infrastructure in Tourism, Factors of Tourism Development, Location, Accessibility & Space, Scenery, Forest & Grasslands, Climate, Wild Life, Settlements, Cultural Factors, Accommodation forms & types,

Unit –III Tourism Planning & Organization, Tourism Planning, Important Factors of Tourism Planning, Tourism Demand and Supply, Planning of Regional Level, Tourism Planning at the Local Level,

Unit – IV Significance of Tourism Industry, Economical Impact of Tourism, Assistance to the Development of Economy, Employment, Other Economic Factors, Social & Cultural Impacts of Tourism.

Reference –

- 1) The Geography of Tourism – R. Robinson
- 2) International Tourism – A. K. Bhatiya
- 3) Tourism Development and resource Conservation – Dr. Jagmohan Negi
- 4) Tourism Development – A. K. Bhatiya
- 5) Tourism in India – U. N. Gupta
- 6) Tourist Development – Douglas Pearce, Logman, London.
- 7) Tourism Economic and Social Development _ P. S. Gill
- 8) Development Tourism and Travel Industries – Premnath Dhar
- 9) Geography o Tourism – S. B. Shinde
- 10) Geography of Tourism – Nagtode and Pardhi



UGC CAREER ORIENTED PROGRAMME
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT02
Computer Application in Tourism

Total Marks – 80

Internal Assessment Marks – 20

UNIT-I: Introduction to IT and Computers

Block Diagram of Computer, Functioning of Computer, Characteristics
Computer Memory: Primary & Secondary, Types of Primary Memory.
Number System: Decimal, Binary, Octal, Hexadecimal number systems and their Interconversion, ASCII codes

UNIT-II: I/O and Storage Device Input Devices: Keyboard Locator Device: Mouse, Joy Stick

Pick Device: Light Pen, Touch Screen, **Scanning:** MICR, OCR, OMR, Barcode Reader.
Vision Capturing: Webcam, Digital Camera
Output Devices: VDU, Printer: Dot Matrix, Laser, And Projector.
Storage Device: Hard Disk, Optical Disk, Blu Ray Disk and Pen Drive.

UNIT-III: Windows Operating System, Classification of Operating System on the basis of task

(Single User Single Task, Single User Multiple Task, and Multi-User Multiple Task). Features of Windows, Desktop and Windows Explorer.
Control Panel: Administrative Tools-Date and Time, Display, Mouse, Programs and Features. Usage of Recycle Bin
Windows Accessories: Calculator, Notepad, Paint, Disk Cleanup

UNIT-IV: Network & Internet

Computer Communication, Need for Networks, Communication Device, Types of Network- LAN, WAN, MAN, Concept of Network Topology, Types of Topologies and its Advantages and Limitations
Internet: Basic Internet terms, Internet Addressing, Detail about E-mail, Search Engine, Social and Ethical Issues, E-learning.
Open Source Terminologies: Open Source Software, Freeware, Shareware, Proprietary Software.

Text Books:

- 1) Peter Norton's, "Introduction to Computer", TMH, 2004, ISBN-0-07-05-3142-0
- 2) Dr. S. B. Kishor, "Information and Communication Technology", Das Ganu Prakashan
- 3) Chetan Shrivastava "Fundamentals of Information Technology", Kalyani publishers, 2002, ISBN-81-7663-576-6

References:

- 1) Dr. S. B. Kishor, "MS-Office with Office Automation", DAS GANU Prakashan, ISBN : 978-93-81660-67-6
- 2) Akshay Kumar, "Information Technology and Info Guide", Authors press, 2000, ISBN-81-7273-040-3



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Appendix 1

Evaluation Rules

A) Internal Assessment:

1. The internal assessment marks shall be awarded by the concerned teacher.
2. General guidelines for Internal Assessment are:
 - a) The internal assessment marks assigned to each theory paper on the basis of the performance in Class Attendance And any two assignments as described below selected by concerned teacher.
 1. Class Test
 2. On-line Test
 3. Theory Assignments
 4. Programming Assignments
 5. Study tour
 6. Industrial visits
 7. Group discussions
 8. Seminar Presentation
 9. Participation in Departmental Activities
 - b) There shall be no separate / extra allotment of work load to the concerned teacher related to above assignments. He/ She shall conduct the Internal assessment activity during the regular teaching days / periods as a part of regular teaching activity.
 - c) The concerned teacher / department shall have to keep the record of all the above activities until six months after the declaration of the results of that semester.
 - d) At the beginning of each semester, every teacher / department shall inform his / her students unambiguously the method he / she propose to adopt and the scheme of marking for internal assessment.

Marks Distribution: Internal Assessment mark will be allocated by Internal Examiner as per the following format

Sr.No.	Particulars	Max. Marks
1	Class Attendance	05
2	2 Assignment Activity on Given Appendix 1	15

Note: 1) The Written work should be completed within max. 45 minutes.



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- B) **Theory Paper Assessment:** Theory papers will be held as per the scheduled given by the Institution/ Department and examinee needs to score minimum 35% of marks to clear the paper including internal assessment marks.
- C) **Revaluation:** There is also a provision for the Revaluation only for theory papers examination conducted by Institution (i.e. it is not applicable for Internal Assessment) as per the rules and fee structure prescribed by Institution.

Appendix-2

Pattern of Question Paper

General Rules and Regulations regarding pattern of question paper for the Coerce end examination is as given below:

1. There will be four units in each paper.
2. Maximum marks of each theory paper will be 80.
3. Question paper will consist of four questions, each of 20 marks. Or Question paper will consist of four or five MCQ Type questions on four Units each of 5/4 marks.
4. Four questions will be based on four units with internal choice.

CERTIFICATE COURSE IN TRIBAL TOURISM	
Name Of Paper	
Time: 3 Hours]	[Max. Marks: 80
Note:	
1) All questions are compulsory and carry equal marks.	
2) Draw Neat and Labeled diagram and use supporting data wherever necessary.	
3) Avoid vague answers and write specific points/answer related to questions.	
Q1 Either (From Unit 1)	
a)	20
OR	
b)	20
Q2 Either (From Unit 1)	
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	
a)	20
OR	
b)	20



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Appendix-3

Evaluation system:

Grading scale

Depending on the marks scored in a subject, student is given a grade as follows

Percentages of Marks	Grade	Description of Performance
0 to 34	D	Fail
35 to 45	C	Fair
45 to 55	B	Satisfactory
55 to 74	B ⁺	Good
75 to 90	A	Very Good
90 to 100	A ⁺	Excellent

Standard of Passing:-

As per the guidelines and rules for certificate course in tribal tourism, a student obtaining grade D shall be considered failed and will be required to reappear for the examination



P. Smedhram
Co-ordinator
Career Oriented Programme
Tribal Tourism

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Diploma in Dress Designing (Brochure)

Brochure

Right Place for Bright Future
Manoharabhai Shikshan Prasarak Mandal's

MAHATMA GANDHI ARTS, SCIENCE & LATE N. P. COMMERCE COLLEGE ARMORI, DIST- GADCHIROLI (MAHARASHTRA)

'A Temple of Learning and Research'



Established – 1981
Reaccredited by NAAC Bangalore
with 'B' Grade CGPA- 2.88(2012)

UNIVERSITY GRANTS COMMISSION
NEW DELHI
APPROVED

Diploma Course
In
Dress Designing

COMMUNITY COLLEGE

.....a skill development initiative

INFORMATION BROUCHER 2016-17



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"We can in some extent measure our resources or most of them, but it is very difficult to measure the biggest of these resources that we have, that is man-power, and that psychology which makes people work for greater ends. Unless we utilize this man- power and unless we can produce that temper in our people who laugh at difficulties and get things done, sometimes in spite of facts, we cannot achieve anything really big.

..... Pandit Jawaharlal Nehru



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CHAIRMAN'S MESSAGE

Dear Students

With great pleasure I welcome you to Mahatma Gandhi Arts, Science & Late N. P. Commerce College, Armori. Manoharabhai Sikshan Prasarak Mandal is a generic name for "Excellence in Education" in the East Vidharbha region of Maharashtra. The society has rich heritage and witnessed a steady progress since its inception. M.S.P. Mandal was founded in the year 1953. Its founding father Dalit Mitra Late Wamanraoji Wanmali was a man imbued with idealism and a desire to serve the educational needs of the people of this tribal and most backward region of Maharashtra.

Mahatma Gandhi Arts, Science and Late N. P. College Armori was established in the year 1981 with the aim to impart quality education to the young minds of this rural and tribal area.

We made yet another extra ordinary investment in the field of education with the sanctioning of Community College by UGC. The course intends to offer vocational training to its takers to make them industry and job friendly. Two-year advanced diploma courses **Diploma in DRESS DESIGNING** will be offered by the college under the community college scheme. Economically India is progressing rapidly today with even better future prospects. Therefore, the country is today witnessing rapid growth in many sectors which includes the Dress Designing industry. Indian Dresses, garments, designer saris and textiles is gaining a lot of popularity abroad because of cheap labour and excellent craftsmanship. Many top Indian designers are now catering to this growing international demand for quality fashion products and accessories. Many individuals choose careers in fashion designing today as there are many areas of work and countless opportunities within this field.

There is still a long way to go before the total realization of our ultimate goal but with constant cooperation and social support, we would reach the pinnacle of success in no time.

Mr. Murlidharrao W. Wanmali
Chairman
M.S.P. Mandal, Armori



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PRINCIPAL'S MESSAGE

I welcome you to Mahatma Gandhi Arts, Science, and And Late N.P. Commerce College Armori with pride. It is an honour and a privilege to be the Principal of this College, the College that stands for excellence and continuously sets the highest standards. Mahatma Gandhi Arts, Science, and Late N. P. Commerce College Armori has been at the vanguard of academics since 1981 our mission is providing opportunities to higher education to the students of these backward areas. The dream has come true to some extent as is evident from the list of alumni who are occupying positions of responsibility & prestige in the society. It has been a long felt necessity to align higher education with the emerging needs of the economy and incorporate the requirements of various industries. The University Grants Commission (UGC) has launched a scheme on skills development based on higher education leading to Community College with

multiple exits such as Diploma/ Advanced Diploma. The Community College Programme is focused on preparing Diploma/Advanced Diploma holders acquire necessary job market skills enabling them to gain appropriate employment or become entrepreneurs.

We start course in **DRESS DESIGNING** With the Mission to identity young women & men with professional, managerial, technical and entrepreneurial aspiration, talent and determination and trigger them off to become excellent inspirational leader in the Dress Designing industry.

Today's clothing is a medium of expression of creative skills of the designer and the skills of a fabricator. Stitching is the basic skill which transforms the preconceived idea, which is expressed as "design" into its practical usable form of "garment" or a "style". Stitching is the craft of fastening or attaching objects using stitches made with a needle and thread. Sewing is used in garment making and also in a variety of crafts and industries which include upholstery, furnishing and sports goods. It is a vocational stream and the fundamental process underlying a variety of textile arts and crafts including embroidery, quilting and patch work. Clothing is an expensive investment in the present age and time for most people and women have an important role in purchasing, producing and using items of clothing. While in this rural area much clothing is still produced at home by female members of the family, more and more ready-made clothes for the middle classes are being produced with sewing machines. Needlework and stitching is one of the few occupations considered acceptable for women. It can be practiced at home or at small scale cottage industry level since it provides the opportunity of flexible timing. The course of "Dress Designing" is an effort to develop stitching skills in an individual which would not only help one generate newer forms of design but also would provide a sound footage in guiding a skilled person to transform the idea into a garment.

At Mahatma Gandhi Arts, Science, And Late N.P. Commerce College students and staff truly believe that nothing is impossible and that is the secret of our success.

Dr. L. H. Khalsa
Principal



(Signature)
Principal

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INTRODUCTION OF COMMUNITY COLLEGE PROGRAM

The University Grants commission has launched a scheme on Skills Development based Higher education as part of University education, leading community college with multiple exit points as Diploma/Advanced Diploma under the NSQF (National Skills Qualification Framework).

At present, we are introducing the UGC approved two-year full-time community college courses in Dress Designing from this academic year 2016-2017.

The community colleges are still in infancy in India and are trying to carve out a local and indigenous identity, through this concept attained optimum level in the developed nations and many other developing nations. It is in the light of this circumstance which demands the establishment of Community colleges, Mahatma Gandhi Arts, Science and Late N.P. Commerce College Armori has started the Community Colleges as a mission movement in this tribal area. The College aims at providing job oriented, work related and skill-based education to empower the disadvantaged and under privileged. This is to be done through appropriate skill development leading to gainful employment in collaboration with local industry and the community. The target group of the Community College includes school dropouts, secondary and higher secondary pass outs, rural youths, rural women, and existing work force that wants to update its skills and all others interested in skill based and need based education.

Curricula for diploma programme consist of life skills, work skills, internship or hands on experience and preparation for employment. Curriculum for every job oriented programme is supposed to be developed in collaboration with field practices after systematic need analysis through a sample survey using exploratory methodology.

The Industrial partners send their staffs to teach the works skill component in colleges as guest lecturers. All students are placed in industries for hands on experience with the active involvement of industrial partners.

The Community Colleges practice flexibility in terms of age, entry qualifications, Fee structure, Duration of hands-on experience and training for employment opportunities in the locality. At present the students of Community Colleges are given certificate of successful completion by individual Community College based on the tests and examination conducted by the College internally and by the assessment of practical's for work skills by the industrial partners.



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Advantages of community college program.

- Industry-specific skills to enhance employability
- Occupational skills to enable entrepreneurial initiatives
- Vertical mobility for students clearing 10+2 with vocational subjects
- Multiple exits like diploma and advanced diploma
- Curriculum focus on work-readiness skill
- Industry involvement in development of need-based curriculum

Community College program in our Institution

Mahatma Gandhi Arts, Science and Late N. P. Commerce College offers the two-year full-time Community College Diploma/Advanced Diploma courses in Dress Designing from this academic year 2016-2017.




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How is Dress Designing Course Beneficial?

Clothing is one of the basic needs of human being people one becoming fashion conscious. With change in fashion & style, the stitching of garment also changes. Hence keeping in view the market demand and change fashion technology, courses on cutting, tailoring & dressmaking have been suitably designed in the structure of non-formal education. The beneficiaries are new literates and people with low education levels. Besides in Indian tradition girls/women are expected to know tailoring to fulfill the basic stitching requirement at home. Stitching of garments at home is a money saving device for lower middle-income group. Besides tailoring can be a vocation for self-employment.

Dress Designing Industry has always been a major contributor to Indian economy. However, it is yet to be fully rationalized and exploited so as to complete in the global arena. The Indian Apparel Industry is in the process of consolidating itself for scaling greater heights. A major aspect of this mission is generation of qualified manpower. They not only need to equip themselves with the state-of-the-art technical know-how of their domain but also need entrepreneurial abilities which make them a class apart. The need of the hour is innovative skillful thinking, which gives one an edge over the rest in the business. We at Mahatma Gandhi Community College produce such leaders, who with their acquisition of varied talents, can serve in any area of the industry. In addition to excellent instruction. We offer our students a great lifestyle with class facilities. You are welcome to the world of Dress Designing and lifestyle.

The job prospects for Dress Designing students are varied and numerous. This course is designed to teach the various nuances of pattern making and fashion dress designing in a comprehensive manner. The patterns cater to both standard measurements & personal. By learning different types of patterns, a student would be able to stylishly design her own dress according to the latest trends. This course is useful for persons who wish to start their own business such as establishing a tailoring unit or a Boutique as well as for Professional garment design opportunities in the Industry.




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Objective

- To provide knowledge & training.
- Use of tools & equipment used in tailoring trade
- Sewing terminology
- Taking correct body measurements
- Basic hand & machine stitches
- Designing, drafting & pattern making
- Layout & fabric estimation
- Cutting, tailoring & finishing of garments for children, ladies & gents.
- Alteration, defects & remedies to fitting problems.
- Processes of quality control, packaging, labeling, costing & promotion.
- Sourcing of fabrics, trends & relating so servicing process.
- Skill to construct professional looking garments.
- Enhancing employability & entrepreneur skills.



Remuneration

The best bet for a beginner is to get associated with an established designer or design house, and begin with doing the menial work. Most trainee designers get a stipend of around Rs. 4000, but what you can learn in terms of working knowledge is immense. Working as a part of a design team fetches around Rs.12,000 a month.

Infrastructure Available

- Modular Class Rooms with audio video learning facilities
- Well equipped modular laboratory
- Central Library with infibnet facility
- ICT Facility – Computers, Laptops, LCD Projectors, WiFi cards, Routers, Digital Cameras, GPS, Digital TV

Industry Partners / Assessment Agencies

- 1) Base Research Bhopal, MP-462011
- 2) Fashion Designing Boutique, Bramhapuri
- 3) Modern Fashion Designer, Armori



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Salient Feature of Industrial Collaboration

- Curriculum development from the industry point of view.
- Industry will be a part of the Board of Studies for syllabus revision.
- Member from the industry would be a part of the faculty.

Resources Available



Class work with vs



Resources Available at Industry Partner

- Machines and other instruments
- Lock stitch sewing machine
- Zig Zag lock stitch machine
- Pattern tracking machine
- Button hole sewing machine
- Over edging machine
- Embroidery machine
- Double needle machine
- Various Sewing machines
- Half Dummy, Full Dummy
- Children dummy, Dummy lower half



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ADMISSION TO THE COMMUNITY COLLEGE PROGRAMME

Candidates for admission to the First Semester of the Two-Year Community college Programme in Dress Designing shall be required to have passed the final examination of the plus 2 Higher Secondary Course conducted by the Board of Secondary Education, Maharashtra Government for direct admission to the Second Year of community college programme, the candidates shall be required to have passed the One-Year Diploma Programme having the National Skills Qualifications Framework (NSQF) level 5 in appropriate discipline or an examination of any other authority accepted by this college as equivalent thereto. They shall satisfy the conditions regarding qualifying marks, age and physical fitness as may be prescribed by the authority of this college from time to time.

1. Procedure During Admission

- Admission is open to all the eligible candidates both Male & Female according to the CC norms.
- Admission Form's prospectus are obtainable on payment of Rs. 100/- (Rupees One Hundred only) in cash on office
- A candidate seeking admission will have to fill up the prescribed application form in his/her own hand writing properly with all necessary documents.
- Copies Passport size recent Photograph with attestation during admission.
- Xerox copies of Mark sheet or Certificate of all academic qualification, Professional qualifications, any extracurricular activities, any experiences certificates, Certificate of S.C. /S.T. /OBC/P.H. etc.
- At the time of admission the candidate parent's/Guardian's will have to sign a declaration that they are abide by the rules & regulations of the Institute.
- The admission fee which is non-refundable must be remitted the office.
- The candidates may be called for further interview or examination for final verification.
- The Executive committee has the right to cancel the candidate at any time with proper cause.



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2. Eligibility for the Award of Certificate/Diploma /Advanced Diploma

A candidate shall be eligible for the award of certificate/one-year Diploma /Advanced Diploma in Dress Designing if the candidate has satisfactorily undergone the prescribed courses of study of the first semester of the two-year community college programme and has passed the prescribed examinations and has earned a minimum of 30 credits.

A candidate shall be eligible for the award of Diploma in Dress Designing if the candidate has satisfactorily undergone the prescribed courses of study of the first year if admitted in the First Year of the Two-Year community college programme and has passed the prescribed examinations and has earned a minimum of 60 credits as applicable.

A candidate shall be eligible for the award of Advanced Diploma in Dress Designing if the candidate has satisfactorily undergone the prescribed courses of study for all the two years or the prescribed courses of study of the first year if admitted directly to the First Year of the Two-Year Community college programme and has passed the prescribed examinations and has earned a minimum of 120 credits as applicable.

3. Admission Fee - Admission fees for Diploma Course

S.No.	Program	Tuition Fee	Other Fee	Total Admission Fee Year I Diploma
1	DRESS DESIGNING	800	300	1100



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4. Scholarship

Scholarship of Rs. 1,000/- per month will be provided to the students at the end of each semester, subject to their satisfactory attendance and on successfully qualifying the end semester examination without any back paper/back log. In the event of short attendance or failure of student in the end semester examination, she/he will not be entitled for scholarship during that semester. No arrears shall be admissible to the student for such period.

5. Credit System

Each semester curriculum shall normally have a blend of theory and practical courses. The total credits for the Certificate level /Diploma Level/ Advanced Diploma Level of the programme will be 30/60/120 respectively. For the award of the Certificate /Diploma / Advanced Diploma student has to Earn a minimum of 30/60/120 credits for the respective level.

6. Duration of the Programme

A student is normally expected to complete the Certificate Programme in one semester of six month but in any case, not more than two years from the time of admission.

A student is normally expected to complete the Diploma Programme in one year but in any case, not more than three years from the time of admission as applicable.

A student is normally expected to complete the Advanced Diploma Programme in two years but in any case, not more than four years from the time of admission as applicable.

7. Registration for Courses

Newly admitted student will automatically be registered for all the courses prescribed for the first Semester without any option. Every other student shall submit a completed registration form indicating the list of courses intended to be credited during the next semester. This registration will be done a week before the last working day of the current semester. Late registration with the approval of the Director of the COMMUNITY COLLEGE (CC) on the recommendation of the concerned Nodal Officer of the COMMUNITY COLLEGE (CC) along with a late fee will be done up to the last working day. Registration for the project work shall be done only for the fourth semester.




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8. Assessment

The break-up of assessment and examination marks for theory courses is as follows.

#First assessment #Second assessment #Third assessment #End Semester Examination
: 5 marks : 5 marks : 5 marks? : 45 marks

The break-up of assessment and examination marks for practical courses is as follows:

First assessment (test): 5 marks, Second assessment (test), Maintenance of record book and End Semester Examination
: 5 marks: 5 marks: 5 Marks: 60 marks

9. Student Counselors

To help the students in planning their course of study and for general advice on the academic programme, the concerned Nodal officer of the COMMUNITY COLLEGE (CC) will attach a certain number of students to a member of the faculty who shall function as student counselor for those students throughout their period of study. Such student counselors shall advise the students, give preliminary approval for the courses to be taken by the students during each semester and obtain the final approval of the concerned Nodal Officer.

10. Withdrawal from the Programme

A student can withdraw from the programme at any level before a date fixed by the concerned Nodal Officer of the COMMUNITY COLLEGE (CC) with the approval of the Director of the COMMUNITY COLLEGE (CC).

11. Temporary Break of Study

A student can take a one-time temporary break of study covering the current semester and/or the next semester with the approval of the Director of the COMMUNITY COLLEGE (CC) on the recommendation of Nodal Officer of the COMMUNITY COLLEGE (CC), not later than seven days after the completion of the mid semester test. However, the student must complete the entire programme within the maximum period stipulated for the relevant level of the COMMUNITY COLLEGE programme.




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12. Substitute Assessments

A student, who has missed for genuine reasons, accepted by the concerned Nodal Officer one or more of the assessments of a course other than the examination, may take a substitute assessment for any one of the missed assessments. The substitute assessment must be completed before the date of the fourth meeting of the respective class committees.

A student who wishes to have a substitute assessment for a missed assessment must apply to the concerned Nodal Officer of the COMMUNITY COLLEGE (CC) within a week from the date of the missed assessment.

13. Attendance Requirements

To be eligible to appear for the examinations in a particular semester, a student must put in a minimum of 75% of attendance in that semester. However, for exceptional cases the authorities can give a rebate / concession not exceeding 10% attendance only on medical grounds. A student who withdraws from or does not meet the minimum attendance requirement in a semester must re-register for and repeat the semester.

14. Passing and declaration of examination results

All assessments of all the courses on an absolute marks basis will be considered and passed by the respective results passing board in accordance with the rules of the college. Thereafter, the Controller of examinations shall convert the marks for each course to the corresponding letter grade as follows, compute the grade point average and overall grade point average, and prepare the grade cards.

Letter Grades and Grade Points: The UGC recommends a 10-point grading system with the following letter grades as given below:

Letter Grade	Grade Point
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B (Above Average)	6
C (Average)	5
P (Pass)	4
F (Fail)	0
Ab (Absent)	0

A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.



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15. Computation of SGPA and CGPA

Following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) may be adopted:

The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the course components taken by a student and the sum of the number of credits of all the courses undergone by a student

$SGPA(S_i) = \frac{\sum (C_i \times G_i)}{\sum C_i}$ where 'C_i' is the number of credits of the ith course component and 'G_i' is the grade point scored by the student in the ith course component.

The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e. $CGPA = \frac{\sum (C_i \times S_i)}{\sum C_i}$ where 'S_i' is the SGPA of the ith semester and C_i is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts

16. Guidelines to Allowed To Keep Term of Community College Program

A candidate will be permitted to continue his/her study up to the 3rd semester examination without passing his/her previous semester examination.

A candidate can take admission to Fourth (Final) Semester if he/she is not failing in more than two subjects of 3rd Semester. Provided he/she should have cleared all 1 & 2 semester.

17. Standard of Passing

The standard of passing for community college examination will be as under: To pass any semester examination – a candidate must obtain at least 40% marks in the term examination separately in each course of theory and practical.



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**Course of study & Scheme of Examination of
Diploma in Dress Designing**

SEMESTER I

Sr. No	Subject Code	Subject Titles	Lecture/Lab		Credits		Marks		
			Per Week	Total	Skill Components	General Education Credits	Internal	External	Total
1	DDT101	Function English and Communication Skill-I	3+1	60		4	15	45	60
2	DDT102	Basic Computer Application	3+1	60		4	15	45	60
3	DDT103	Basic Textiles	3+1	60		4	15	45	60
4	DDT104	Sewing Techniques I	3+1	60	4		15	45	60
5	DDT105	Advance Construction Skill	3+1	60	4		15	45	60
6	DDT106	PRACTICALS ON DDT104	4+1	75	5		15	60	75
7	DDT107	PRACTICALS ON DDT105	4+1	75	5		15	60	75
		TOTAL	30	450	18	12	105	345	450



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**Course of study & Scheme of Examination of
Diploma in Dress Designing**

SEMESTER II

Sr. No	Subject Code	Subject Titles	Lecture/Lab		Credits		Marks		
			Per Week	Total	Skill Components	General Education Credits	Internal	External	Total
1	DDT201	Function English and communication Skill-II	3+1	60		4	15	45	60
2	DDT202	Yoga for Human Excellence	3+1	60		4	15	45	60
3	DDT203	Introduction to Textile	3+1	60		4	15	45	60
4	DDT204	Garment Construction part-I Children and women's wear	3+1	60	4		15	45	60
5	DDT205	Garment Construction part-II Men's wear	3+1	60	4		15	45	60
6	DDT206	PRACTICALS ON DDT204	4+1	75	5		15	60	75
7	DDT207	PRACTICALS ON DDT205	4+1	75	5		15	60	75
		TOTAL	30	450	18	12	105	345	450



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Advance Diploma in Dress Designing (Brochure – Notice, Syllabus & Exam Scheme)

Notice

Page No.

Date

सुचना - 1

1-8-2016

Dress designing Sem-II Session
2015-2016 मधील सर्व विद्यार्थिनींना सूचित
करण्यात येते. की ज्या विद्यार्थिनींना Diploma
in dress designing या कोर्से मध्ये उत्तीर्ण
झालेल्या आहेत. त्या विद्यार्थिनींना Advanced diploma
course in dress designing या कोर्स साठी
पात्र राहतील. तरी ज्या विद्यार्थिनींना Advanced
diploma course करायचा असेल त्या विद्यार्थि
नींनी प्रा. स्नेहल म. सोनकुसरे मंडळ यांचे फेड
आपली नावे देऊन प्रवेश निश्चित करावा.
प्रवेशाची अंतीम तारीख 31-8-2016 पर्यंत
आहे. तसे याची नोंद घ्यावी.

दि.

1-8-2016

प्रा. स्नेहल म. सोनकुसरे

प्रधान
Principal

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"RIGHT PLACE FOR BRIGHT FUTURE"
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**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**

ARMORI Dist. Gadchiroli (M.S.) 441 208
Affiliated to Gondwana University, Gadchiroli
Re-accredited by NAAC 'A' with 3.02 CGPA

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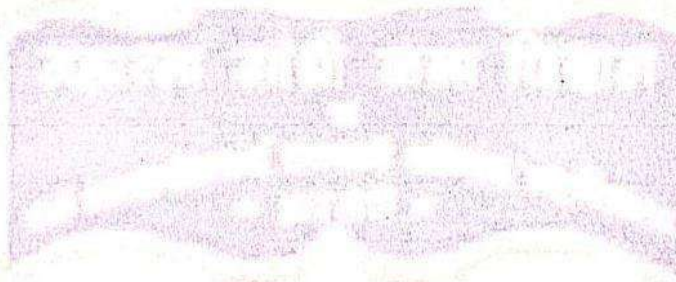
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Translation

Notice

All students who have completed the Diploma in Dress Designing in the Session 2015-16 are informed that they will be eligible for the Advanced Diploma in Designing course. However, students who want to do an Advanced Diploma in Dress Designing should submit their names to Professor Snehal Sonkusare to secure admission. The last date of admission is August 31st, 2016.




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<https://www.facebook.com/mahatmaarmori/>



<https://www.youtube.com/channel/UC1-7-UV0T1L8-V-1-9A1D7->

Syllabus & Exam Scheme

ADVANCE DIPLOMA IN DRESS DESIGNING

Advance in Pattern Making

Paper-I

Semester- III
Practical – 75

Paper-DDT 301
Total Marks – 75

Unit I – Construction the pattern, Specification as per the Standard and allowance required

- Shirt with advance design
- Apron
- Sun Coat
- Night Suit for mens and womens
- Sherwani with design

Unit II – Trousers

- Basic trouser with advance design
- Jeans
- Boxer Shorts
- Sport wear
- Barmuda

Unit III – Coats

- Police Uniform
- Doctor Coat
- Blazer coat
- House coat for women
- Evening gown (women)

Unit IV – Women's wear

- Variation in Salwar :- afgani salwar, dhoti salwar, butterfly, Chinese salwar
- Kurti: - Rajasthani, Anarkali, Designer pattern kurti
- Advance pattern in blouse: - Prince cut, one tuck, madras catori, high neck with cuff blouse
- Wedding lacha



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ADVANCE DIPLOMA IN DRESS DESIGNING

Computer Added Design I

Paper-II

Semester- III
Practical – 75

Paper-DDT 302
Total Marks – 75

Unit I:

Hardware ,CAD – Definition , Input device: MIDI keyboard, Mouse, Input Pens, Joysticks, Trackball, Touch Screens, Touch pads , Digitizers, Image Scanners, Bar Code Reader, OMR, OCR, Webcam, MICR , Graphic Tablets, Video Capture Hardware, Microphone, Digital Camera , Output Devices: Printers Monitors, (LCD, LED), Sound Card and Speakers, Facsimile (FAX)

Unit II:


Software - System software: types of operating system, Functions of operating system, Multiprogramming, Multitasking, Multithreading O.S. , Application software , General purpose application software and special purpose application software.

Unit III:

Communication System - Basic elements of a communication system , Types of communication Channels Wired connections: Telephone Lines, Coaxial Cable, Fiber optic Cable Wireless connections: Infrared, Broad cast radio, Microwave, Bluetooth, Satellite , Data Transmission: Band width: Voice Band, Medium Band, Broad Band , Communication Protocols and its role

Unit IV:

Networking - Network Types (LAN, WLAN, MAN, WAN) , Network Topology (Star, Bus, Ring, Hierarchical) , Advantages and Disadvantages of Network Topology , Connection Devices: Modems, External Modem, Internal Modem, PC card Modem, Wireless Modem Practical : Introduction to Corel Draw and Adobe Photoshop software required for conducting practical: Corel Draw X4, Adobe Photoshop


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ADVANCE DIPLOMA IN DRESS DESIGNING

Fashion Illustration

Paper-III

Semester- III
Practical – 75

Paper-DDT 303
Total Marks – 75

Unit I –

- Study of lines- types of lines
- Study of shapes
- Study of textures – types of textures
- Pencil shading

Unit II – Study of Colour

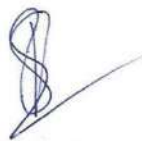
- Colour wheel
- Colour scheme
- Colour psychology
- Nature drawing

Unit III – Study of understanding of principal of design

- Rhythm
- Harmony
- Balance
- Repetition

Unit IV – Human figure study

- Basic drawing of male and female with appropriate proportion (croqui)
- Flat sketching
- Dress draping
- Theme based illustration



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ADVANCE DIPLOMA IN DRESS DESIGNING

Apparel Production Control

Paper-IV

Semester- III
Theory – 75

Paper-DDT 304
Total Marks – 75

Unit I

Introduction: control parameters, apparel production parameters, planning and lead-time.
Product development: Steps from prototype to production model, Importance of pre-production activities

Unit II-

Different manufacturing systems: Make through and Assembly line manufacturing - advantages and disadvantages.

Unit III

Production Planning And Control :Capacity calculation for cutting, sewing and finishing.
Determination of machine requirements for new factory.

Line balancing: Determination and allocation of manpower and, machine for balanced production in existing plant for a given target.

Unit IV -

Quality In Product Development :Quality assurance during product development - methods to avoid problems during pattern making, garment construction and other areas. Inspection procedures.
Work-study in garment industry - methods to control time and cost.



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ADVANCE DIPLOMA IN DRESS DESIGNING

Product Engineering and Plant Lay Out

Paper-V

Semester- III

Theory – 75

Paper-DDT 305

Total Marks – 75

Unit I - Apparel Production Management

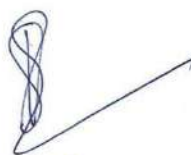
Product analysis: Relationship between quality and construction of sewn product geometric principles of draping, drafting and industrial patterns product specifications.

Unit II- Production control and Engineering: Industrial engineering concepts - Development and application of standard data for pre-costing and factory scheduling - Basic production systems - production control charts.

Unit III - Manufacturing Information system: Systems and procedures.

Production Management analysis: Analysis of techniques for material utilization and cutting of raw materials for all types of sewn products principles and methods of costing, evaluation of equipment for examining, spreading, cutting, marking and ticketing - solution of production problems in spreading, cutting and cost control.

Unit IV - Statistical calculation of time study- operator efficiency distributions. Evaluating motion study data - Principles for improving sewing and pressing operations.



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ADVANCE DIPLOMA IN DRESS DESIGNING

Marketing Research and Advertising

Paper-VI

Semester- III
Practical – 75

Paper-DDT 306
Total Marks – 75

Unit- I

Marketing Research: Introduction to Marketing Research - A preview of Marketing Research and Marketing decisions, design, implementation and control of the marketing research projects.

Unit II

Basics of Sampling and Measurements: Sampling, concepts of measurements. Collection of Data: Information collection - Survey research, questionnaire design, interviewing, observation, panels attitude measurements, experimentation.

Unit III

Analysis of Data: Data preparation and summarization, data analysis, multivariable techniques in marketing research. Research Results: Applications, presentation and ethics - Market analysis and forecasting, presentation of research results. Social and ethical issues in Marketing Research

Unit IV

Advertising: The background of advertising and its social implications - a framework of advertising, history of advertising - Advertising and the economy, advertising and society, control of advertising. Advertising and marketing mix, sales promotion, the advertising expenditure, advertising and consumer behavior



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ADVANCE DIPLOMA IN DRESS DESIGNING

Computer Added Design II

Paper-VII

Semester- III
Practical – 75

Paper-DDT 307
Total Marks – 75

UNIT I:

- Introduction to photoshop – Definition of Layer, Colour Modes, RGB Colour model, CMYK Colour model, Pixels, Vector, Resolution, Main menu Bar.
- Basic Platforms and Tools- Selecting tools, Brush Tool, Advance tooling, Drawing with the pen tool. Application of Tools Layers, Rasterizing the layer.
- Working with Layer Styles- Layer style parameters, Image Editing Special effects
- File Formats- Saving the file in PSD, JPEG, EPS or DCS format, Exporting images.

UNIT II:

- Introduction Corel DRAW- Main menu Bar
- Tools of Corel DRAW- Text & line, Shapes and objects, Curves
- Special Effects, Color and Bitmaps, Tables,
- Application of the tools for creating fashion figures in 6 different poses.

UNIT III:

- Adobe illustrator- Getting to know & Working in Illustrator
- Using drawing tools, Selection and Curves, Handling text, Transformations in illustrator.
- Working with lines & Brushes, Colours, Compound paths, Masks.
- Using styles, Effects, Filters & Keyboard Shortcuts.

UNIT IV:

- Marvelous Designer – Introduction main menu bar with tools.
- Development of croqui, Creating garments for the developed croqui, Draping the croqui.
- Accessorizing the croqui, Creating suitable background, Stage designing.



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ADVANCE DIPLOMA IN DRESS DESIGNING

Supply Chain Management and Logistics

Paper-VIII

Semester- III
Theory – 75

Paper-DDT 308
Total Marks – 75

Unit I

Logistics: Scope, elements and system, Need for logistic engineering. Meaning of Logistics - Reliability factors, Maintain ability factors, Supply support factors.

Unit II

Transportation, Packaging and handling factors, Test and support equipment factors. Effectiveness factors - in an Apparel Industry - Importance of Supply Chain Flows, Supply Chain relationships - channel structure, economics of distribution, channel relationships. Integrated logistics service providers (Third Party Alliance) .

Unit III

Analyzing Supply Chains: Decision phases in a Supply Chain, Process view of Supply Chain, Supply Chain performance - Strategies, achieving strategic fit, Expanding strategic scope, Supply Chain Drivers & Obstacles.

Unit IV

Planning Demand and Supply in a Supply Chain: Demand forecasting in a Supply Chain, Aggregate Planning, Planning Supply & Demand in a Supply Chain: managing predictable variability. The impact of E-business in a Supply Chain, value of E- business in different industries, setting up e-business in practice.



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