



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**

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## **ANNUAL QUALITY ASSURANCE REPORT**

**AQAR : 2020-2021**

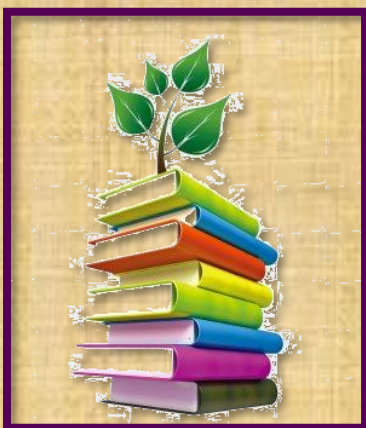
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### **CRITERION – I**

### **CURRICULAR ASPECTS**

**METRIC NO: ~ 1.2.2.**

**METRIC NAME: ~Number of Add on /Certificate programs offered  
during the year.**



Web: - [mgcollegearmori.ac.in](http://mgcollegearmori.ac.in)  
e-mail: - [mgcollege.armori@gmail.com](mailto:mgcollege.armori@gmail.com)  
Phone: - 07137-266558

# **BROCHURE**

## **(Notice, Syllabus, Exam Scheme)**

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# **1. CERTIFICATE COURSE IN HERBAL MEDICINE**

- ❖ Notice**
- ❖ Syllabus**
- ❖ Exam Scheme**

15.2.2021

सूचना (09)

महाविद्यालयातील सर्व विद्यार्थी व-विद्यार्थिनी  
सूचित करण्यात येते की "Herbal Medicine"  
(Certificate Course) उद्यापारुग सुट्टे होत  
आहेत. तरी इच्छुक विद्यार्थी उराज्य  
तरीत प्रा. सिमा नागदेने ह्यांच्याशी  
संपर्क साधावा.  
(सर्व कोर्स मध्ये अगुडे हबल प्रॉडक्श लभर  
उरणात येतात.)

Kalut.  
(B.Sc. Bot.-III)

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

B.Sc.-III (Phy)

B.Sc.-III (Geo)

B.Sc.-III (Chem)

B.Sc.-III (Gen)



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Translation in on the next page...





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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**

**महात्मा गांधी कला विज्ञान** **Course Coordinator**

प  
डॉ. नमस्वदीनभाई पंजवानी पाणिपत्य महविद्यालय  
★ आमोरी ★



  
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**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, Azadirachtaindica, Moringaoleifera, Cymbopogoncitratus, Emblicaofficinalis, Ocimum sanctum , Bell, Cassiata, Hirda, Cymbopogoncitratus , Phyllanthusniruri, Bringraj/ Maka , Hibiscusrosa- sinensis, Tinospora cordifolia, Vitexnegundo.*

**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**

## **2. CERTIFICATE COURSE IN SERICULTURE**






- ❖ Notice**
- ❖ Syllabus**
- ❖ Exam Scheme**


## 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  
  
A

  
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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




**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
	<b>Total marks</b>				<b>Total credit -10</b>		<b>100</b>

  
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### **3. CERTIFICATE COURSE IN MAINTENANCE OF HOME APPLIANCE & DOMESTIC ELECTRONIC WIRING**


- ❖ Notice**
- ❖ Syllabus**
- ❖ Exam Scheme**


सुचना

महाविद्यालयातील सर्व विद्यार्थ्यांना सुचित करण्यात येते की, महाविद्यालयातर्फे 'Certificate Course in Maintenance and Repair of Home Appliances' या कोर्सकरीता प्रवेश सुरू झालेला आहे. हा कोर्स जून 2021 ते जून 2022 या कालावधीत घेण्यात येणार आहे. तरी स्विकृत विद्यार्थ्यांनी प्रवेशाकरीता व अधिक माहितीकरीता प्रो. जे. सि. जी. मुंगगे, भौतिकशास्त्र विभाग, योगेशी संपर्क साधावा.


दि. 20/01/2021

  
(जे. सि. जी. मुंगगे)

  
B.Sc.-II (Chem)

  
B.Sc. III



  
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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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## 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 handling 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) | Potential Transformer | 2)  | Current transformer |
| I) | Visit to Workshop     | II) | Visit to Industry   |

  
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## **4. CERTIFICATE COURSE IN OFFICE AUTOMATION**

- ❖ Notice**
- ❖ Syllabus**
- ❖ Exam Scheme**

## 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)



  
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## **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 of 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 perform

**Select the 10 slides of your choice. Apply the following settings and write the steps you have perform 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

- ✓ C
- ✓ C++
- ✓ VB
- ✓ ORACLE
- ✓ JAVA

• FEES STRUCTURE

- ❖ 1500
- ❖ 2500
- ❖ 2000
- ❖ 3000
- ❖ 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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## **5. CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH**

❖ **Notice**

❖ **Syllabus**


❖ **Exam Scheme**



Notice -

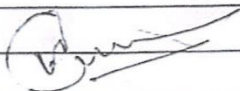

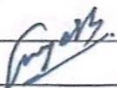

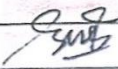
14 / 02 / 2021

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

 (Genl).



  
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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



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Co-ordinator  
Communicative English  
Career Oriented Programme

## **6. CERTIFICATE COURSE IN TRIBAL TOURISM**

❖ **Notice**

❖ **Syllabus**

❖ **Exam Scheme**

सूचना ५ -

महात्मा गांधी महाविद्यालयातील  
बी.ए. द्वितीय व तृतीय वर्षाच्या विद्यार्थ्यांना  
सूचित करण्यात येते की सत्र २०२०-२०२१  
मध्ये कोविड प्रतिबंधात्मक उपाय घेऊन  
महाविद्यालये बंद होती ज्यामध्ये मुळे या  
सत्रातील आदिवासी पर्यटन अभ्यासक्रम  
प्रत्यक्ष सुरू करणे शक्य नव्हते परंतु  
दि १५.०२.२०२१ पासून महाविद्यालये  
काही प्रतिबंधात्मक उपाययोजना करून  
सुरू होत आहेत. तरी ज्या विद्यार्थ्यांना  
या कोर्स करिता प्रवेश घ्यायचा आहे जशा  
सर्व विद्यार्थ्यांनी दि १०.०२.२०२१ पासून  
भरलेले विज्ञप्तीत प्रवेशाकरिता प्रत्यक्ष अवेदन  
करावे.

दि १०.०२.२०२१

समन्वयक

महाविद्यालयी

आदिवासी पर्यटन विभाग

Co-ordinator

Career Oriented Programme

Tribal Tourism



*Signature*

डॉ. विजय पु. गोरडे

*Signature*



*Signature*

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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.

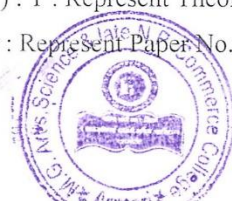
**Total Marks: 20**

### 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 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-Officewith 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
<b>Note:</b>	
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 <sup>+</sup>	Good
75 to 90	A	Very Good
90 to 100	A <sup>+</sup>	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



*Smedham*  
**Co-ordinator**  
Career Oriented Programme  
Tribal Tourism

*[Signature]*  
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## **7. CERTIFICATE COURSE IN HUMAN RIGHTS**

- ❖ Notice**
- ❖ Syllabus**
- ❖ Exam Scheme**



## 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 in on the 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

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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 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**

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**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			



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

## 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. Lyr, 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)



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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 <sup>+</sup>	Good
60 to 69	A	Very Good
70 to 84	A <sup>+</sup>	Excellent
85 to 100	O	Outstanding



  
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## **8. ONLINE CERTIFICATE COURSE IN SHARE MARKET**

- ❖ Notice**
- ❖ Syllabus**
- ❖ Exam Scheme**

## सूचना

महाविद्यालयातील सर्व बी. कॉम. II व III वर्षांच्या 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  
AMORI Dist. Gadchiroli

**Translation in on the 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](mailto:lalsinghkhalsa@yahoo.com)

S.T.D.: 07137

Office: 266558/266043

Web: [mgcollegearmori.ac.in](http://mgcollegearmori.ac.in)

E-mail: [mgcollege.armori@gmail.com](mailto: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 02<sup>nd</sup> 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**

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



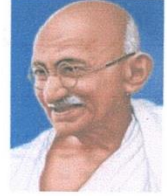


Manoharbhai Shikshan Prasarak Mandal Armori's

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

2<sup>nd</sup> July - 1<sup>st</sup> 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 :- 30<sup>th</sup> June-2021

Registration Link:- <https://forms.gle/d82k1FSAfUZS8njy8>

**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

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



Course Coordinator  
Online Certificate Course  
In Share Market

## 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. Hase*

*Piyush*



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

# **ADD ON COURSE IN VACUUM SCIENCE & TECHNOLOGY**



MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

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

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

NAAC Reaccredited with 'A' Grade

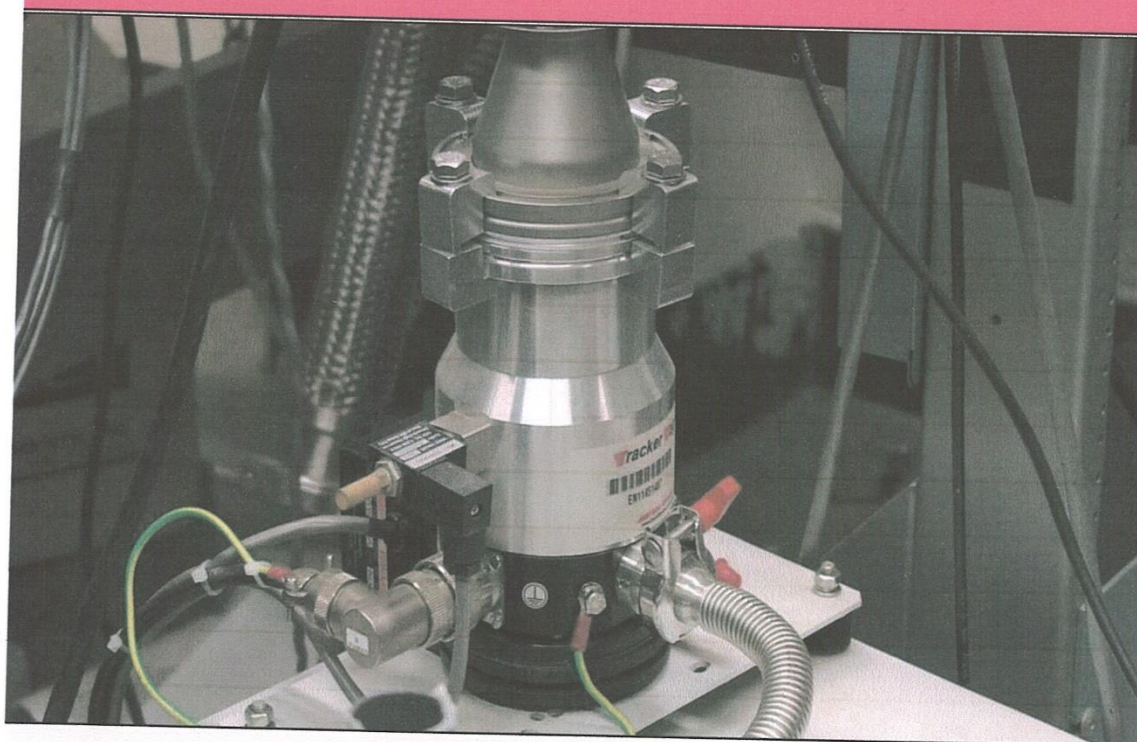


ADD-ON COURSE

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.

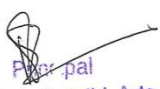
### Procedure for registration:

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	<b>Production of Vacuum:</b> Meaning of vacuum and vacuum measuring units, vacuum ranges, Properties of Vacuum, pumping speed and pump down time. (5 Hours)
Unit II	<b>Vacuum Pumps:</b> 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	<b>Vacuum Measurements:</b> 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	<b>Vacuum Applications:</b> 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**





Manoharbai Shikshan Prasarak Mandal Armori



**Mahatma Gandhi Arts, Science and Late  
Nasaruddinbhai Panjwani Commerce College**

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

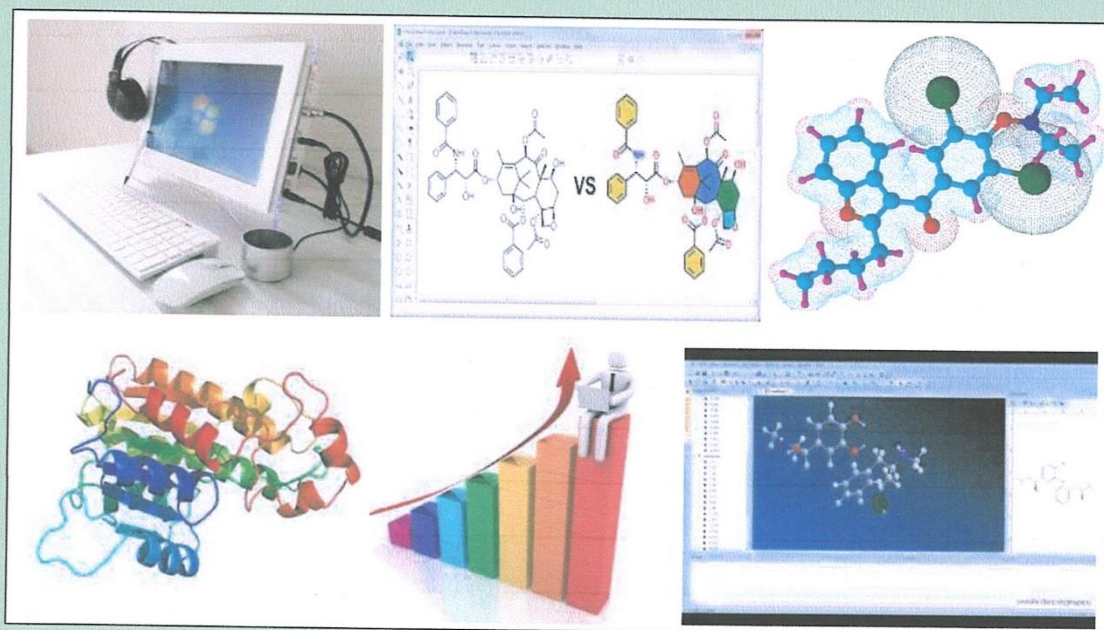
NAAC Reaccredited with 'A' Grade

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

**Course Duration- 30 Hours**

**Number of seats-50**

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



**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:**

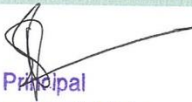
- ❖ Students studying in Third year and M.Sc. are eligible for registration of this certificate course.
- ❖ Practical's for the hands on training are conducted during the reserved Time Slot in a week or beyond the regular class hours.
- ❖ This course may be also conducted during weekends/ vacation period.
- ❖ 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>

  
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### Syllabus of certificate course


Module -1 (18 hours )	<p><b>Cambridge ChemDraw Ultra software:-</b> 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. <math>H^1</math>, <math>C^{13}</math> NMR prediction from molecular structure, Drawing structure of bigger molecules such as proteins, carbohydrates, and RNA/DNA, bio arts, use of templates.</p> <p><b>B) Chem3D software:-</b> Introduction, download and installation process, 3D structure of molecules, various 3D structure models, conversion of 2D structure into 3D structure.</p>
Module -2 (10 hours )	<b>Origin Pro Data Analysis and Graphic Basic :</b> 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 )	<b>Online Database Searching :</b> 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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# **CERTIFICATE COURSE IN DRESS DESIGNING**



MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

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

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

NAAC Reaccredited with 'A' Grade



**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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N. P. Commerce College,  
Armori, Dist - Gadchiroli



### 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.

<b>Unit I</b>	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.
<b>Unit II</b>	Properties & uses of fibers. Natural fiber 1. Cotton, Linen, Jute, Silk, Wool 2. Manmade fibers – properties. Viscose, Rayon, Nylon, Polyester, Acrylic
<b>Unit III</b>	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
<b>Unit IV</b>	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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# **ADVANCED DIPLOMA IN DRESS DESIGNING**

MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

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

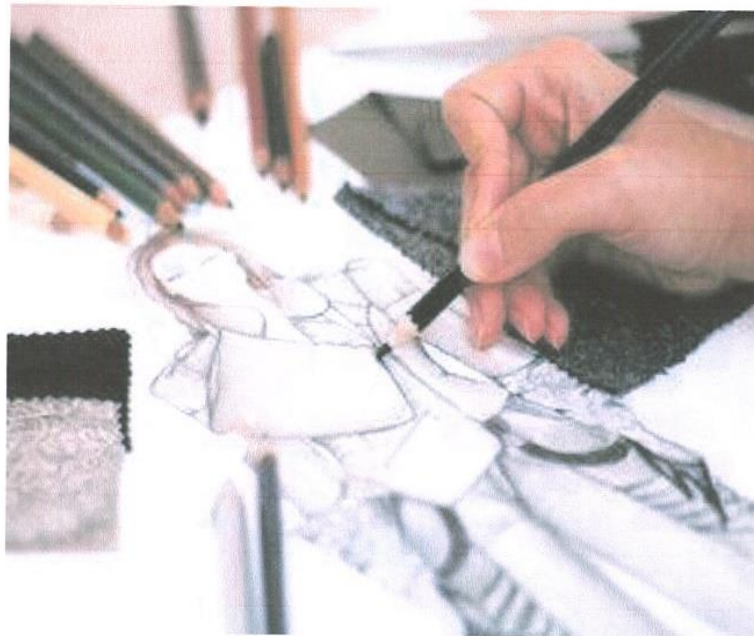
Armori, Dist. Gadchiroli (M.S.) 441 208

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# **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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Armori, Dist - Gadchiroli



### 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.

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

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.

  
**Principal**  
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**N. P. Commerce College,**  
**Armori, Dist - Gadchiroli**



# **CERTIFICATE COURSE IN HERBAL MEDICINE**

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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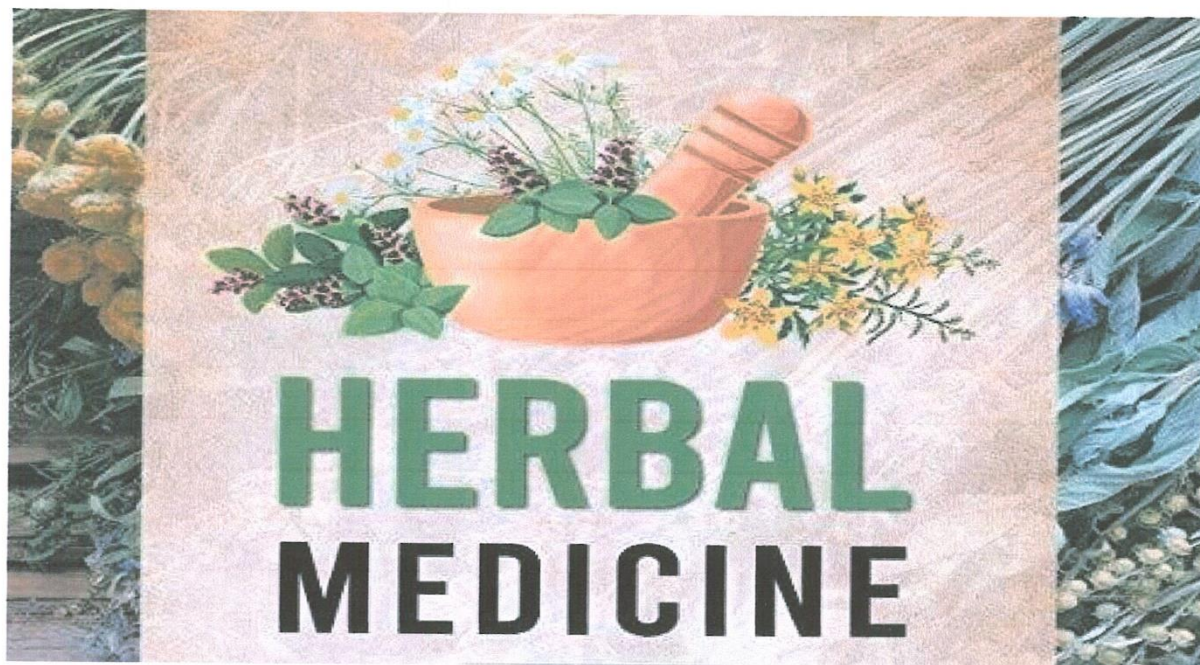


**CERTIFICATE COURSE**

**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.

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

#### 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**



MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

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

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


NAAC Reaccredited with 'A' Grade



**CAREER ORIENTED PROGRAMME**  
**CERTIFICATE COURSE IN SERICULTURE**



*Course Coordinator*  
**Dr. Jayesh. N. Papadkar**

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





**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**

**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
<b>Total</b>		<b>100</b>

**II. Practical Paper**

Max. Time 3 Hr.

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

  
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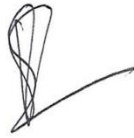


**Total Marks=I+II**

**=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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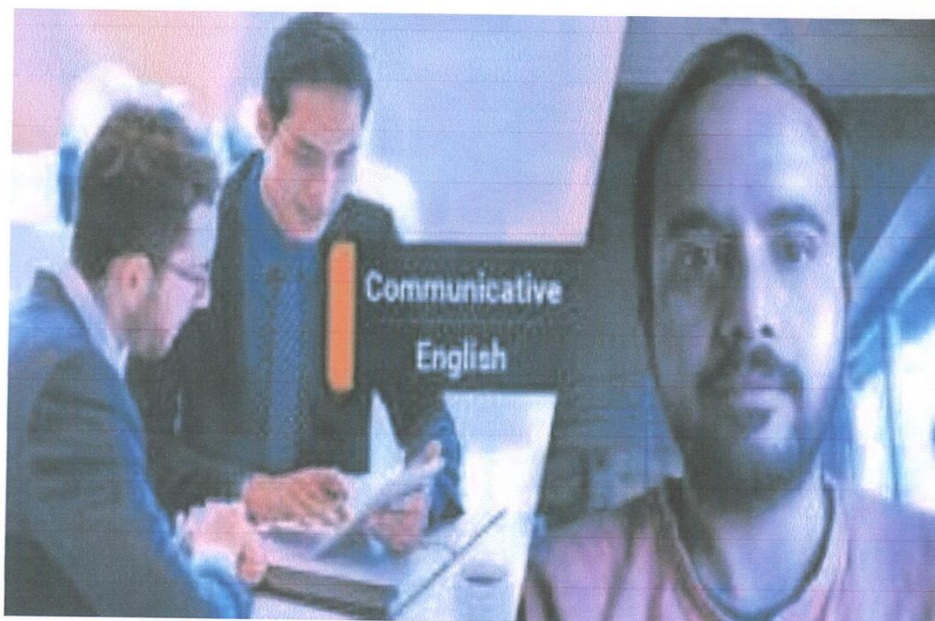
# **CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH**

MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

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

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.

<b>Unit I</b>	Basic Grammar : Parts of Speech, Kinds of sentences, Clauses and Predicate Tense, Articles, Punctuation
<b>Unit II</b>	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.
<b>Unit III</b>	Basic Introduction to Phonic Sounds and Symbols
<b>Unit IV</b>	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**



Manoharabhai 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**

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**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		
<b>Note:</b>		
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.		
<b>Q1 Either (From Unit 1)</b>		
a)	OR	20
b)		20
<b>Q2 Either (From Unit 1)</b>		
a)	OR	20
b)		20
<b>Q3 Either (From Unit 1)</b>		
a)		20

  
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b)	OR	20
Q3 Either (From Unit 1)		
a)		20
b)	OR	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 <sup>+</sup>	Good
75 to 90	A	Very Good
90 to 100	A <sup>+</sup>	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*

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

*[Signature]*

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