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**VISAKHA GOVT. DEGREE & P.G. COLLEGE for WOMEN**  
(ACCREDITED BY NAAC "B" GRADE INSTITUTION)

[www.womengovtcollegevisakha.ac.in](http://www.womengovtcollegevisakha.ac.in)

OLD JAIL ROAD, DABAGARDENS VISAKHAPATNAM 530 020, ANDHRA PRADESH.



### Horticulture Syllabus

Duration : 30 Hrs

- |   |       |
|---|-------|
| 1. Definition of Horticulture and Importance of Horticulture in terms of economy production employment generation.                                  | 1 Hrs |
| 2. Scope for Horticulture in India, and Divisions of Horticulture with suitable examples and their importance.                                      | 1 Hrs |
| 3. Classification of Horticulture crops based on soil and climatic requirements, Establishment of Kitchen garden.                                   | 1 Hrs |
| 4. Different steps in Establishment of Orchards and Management of Orchards and different systems of planting and their merits and Demerits.         | 1 Hrs |
| 5. Definition of manures and Fertilizers – Different methods of application of manures and Fertilizers to Horticulture crops.                       | 1 Hrs |
| 6. Cropping systems -Inter cropping and multi tier cropping their merits and demerits with suitable examples.                                       | 1 Hrs |
| 7. Study of Different types of Irrigation systems.  | 1 Hrs |
| 8. Classification of soils and study of different types Soils.  | 1 Hrs |
| 9. Definition of mulch -objectives of mulching different types of mulches – organic and inorganic mulches with suitable examples.                   | 1 Hrs |
| 10. Definition of Propagation, Need and Potentialities for plant multiplication   | 1 Hrs |
| 11. Sexual and Asexual methods of propagation and their Advantages and Disadvantages  | 1 Hrs |
| 12. Study of different types of Nursery tools and Implements.   | 1 Hrs |
| 13. Definition of Nursery, Different types of Nursery beds – Flat beds, Raised beds, and Sunken beds their merits and Demerits.                     | 1 Hrs |
| 14. Different Nursery techniques and their Management.  | 1 Hrs |
| 15. Seed dormancy – means to break Seed dormancy (Stratification and Searification) external factors and seed treatment for germination.            | 1 Hrs |
| 16. Methods of grafting -Approach grafting ,Veneer grafting, Wedge grafting, Saddle grafting, Tongue grafting, Whip grafting and Epicotyl grafting. | 1 Hrs |
| 17. Methods of Budding T Budding, Inverted T budding , Shield budding, Chip budding , Flute budding and Ring Budding.                               | 1 Hrs |
| 18. Selection of mother plant, Establishment of Progeny Orchard / mother plant block, Pre-curing of Scion.  | 1 Hrs |

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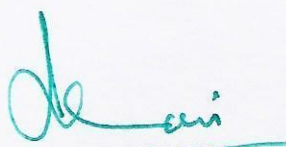
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- |  |      |
|--|------|
| 19. Introduction to green houses – history – Definition Green house effect – advantages of green houses.   | 1 Hr |
| 20. Brief description of green houses green houses based on shape, utility , Construction covering materials and cost shade nets.  | 1 Hr |
| 21. Irrigation system used in green houses rules of watering – hand watering, peri meter, watering overhead, Sprinkles, and Drip Irrigation.                                 | 1 Hr |
| 22. Study of Ornamental garden and different components.   |      |
| 23. Study of Different Ornamental plants Trees, Shrubs, Climbers, Palms, and their methods of Planting.  | 1 Hr |
| 24. Importance of fruit and Vegetable Preservation -Definition of preservation, Classify the different methods of preservation.  | 1 Hr |
| 25. Principles and methods of Preservation- Preservation by Asepsis, High temperature, low temperature , chemicals Drying filtration, Carbonation, Fermentation, Sugar salt. | 1 Hr |
| 26. Study of some important diseases in Horticulture crops and their management  | 1 Hr |
| 27. Importance of Post-Harvest technology of Horticultural crops -post harvest losses in the country loss of Revenue in the country.   | 1 Hr |
| 28. Definition of organic farming and study of steps involved in organic farming, organic pest control.  | 1 Hr |
| 29. Study of composting principles of composting vermiculture, vermi-composting, coir pits manure.   | 1 Hr |
| 30. Study of mushroom production and their nutritional aspects.  | 1 Hr |

### PRACTICALS

1. Study of features of Orchards / fruit garden
2. Study and practicing of different propagation methods
3. Preparation of Nursery Beds
4. Training and Pruning of Topiary plants and hedges
5. Preparation of fertilizer mixtures and field preparation

  
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## SYLLABUS

### Tally ERP 9 (with GST)

Duration : 60 h

1. Tally Introduction (2 Hrs)
2. Accounts Information- Ledgers, Groups (3 Hrs)
3. Inventory Information- Stock Groups, Stock Items, Units of Measure (3 Hrs)
4. Accounting Vouchers- Receipts Vouchers, Payment Vouchers, Purchase Vouchers  
Sales Vouchers, Contra Vouchers, Journal Vouchers  
Debit Note, Credit Note, Memorandum Vouchers (10 Hrs)
5. Godowns (2 Hrs)
6. Date Management- More than one year company creation, Change Period (5 Hrs)
7. Payroll System (5 Hrs)
8. Discount Management- Cash Discount, Trade Discount, Vouchers Types, Back up, Restore (5 Hrs)
9. Display- Trial Balance, Day Book, Account books, Statement of Accounts, Inventory Books  
Statements of Inventory, Cash/fund flow, Payroll Reports, List of Accounts  
Exception Reports, Print Management (10 Hrs)
10. Various Types of Company- Traders, Professional, Opening Balance with New Company  
Other Options (5 Hrs)
11. GST- CGST, SGST, IGST (5 Hrs)
12. Printout Management (3 Hrs)
13. Others Options (2 Hrs)

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VISAKHAPATNAM**

((From 2018-2019 Academic Year Onwards))

**स्पोकन हिंदी सर्टिफिकेट कोर्स पाठ्यक्रम**

Duration 30 hours

- 1 वर्णमाला (1 Hrs)
- 2 गिनती (1 Hrs)
- 3 हिन्दी संख्याएं (1 Hrs)
- 4 संबंध (1 Hrs)
- 5 शरीर के अंग (1 Hrs)
- 6 बीमारियों (1 Hrs)
- 7 खान पान की चीजें (1 Hrs)
- 8 तरकारियों (1 Hrs)
- 9 फल (1 Hrs)
- 10 स्वाद (1 Hrs)
- 11 रंग (1 Hrs)
- 12 क्रियाएं (1 Hrs)
- 13 काल (1 Hrs)

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14	रवाणा	1 Hrs
15	कार्यालयनीन शब्द	1 Hrs
16	बाजार	1 Hrs
17	वैयक्तिक विषय	1 Hrs
18	गृह संबंधी विषय	1 Hrs
19	वाक्य निर्माण	1 Hrs
20	काल	1 Hrs
21	अनुवाद	1 Hrs
22	व्याकरण	1 Hrs
23	कारक	1 Hrs
24	अपना प्रयोग	1 Hrs
25	ने प्रयोग	1 Hrs
26	पारिभाषिक शब्दावली	1 Hrs
27	अभ्यास	1 Hrs

#### Reference books:

1. रेपिडेक्स हिन्दी स्पीकिंग कोर्स
2. सरल हिन्दी व्याकरण संबंधी पुस्तकें



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**Certificate Course**

**Self-defense**

**Duration : 30 hours**

Hour	Course Content
01	Karate punches use straight punches technique with a twist of the wrist near the point of impact
02	Front kick hit with the ball of the foot
03	Side kick hit with blade of your foot, toes pointing down
04	Roundhouse kick hit with the ball of the foot, curl your toes up and try to turn your foot sideways
05	Mobility will be restricted giving the opponent a chance to strike
06	The frozen leg positions we see in karate forms known as kata
07	Katas are performed with a strong, upright posture, sharp kicks and closed handed punches
08	Katas are memorized and practiced solo or in groups prior to sparring with opponents
09	Always hit with your first two knuckles and make sure that your elbow is not locked
10	There is one rule only in karate training never injure a training partner
11	Always stretch before you work
12	Always pay attention to your stance low and short is best
13	Karate uses all parts of human body as a weapon
14	'karate' it literally means meeting of hands
15	Kumite is practiced both as a sport and as self defence
16	Karate is a type of martial art which can be used for self defence
17	It become popular for its emphasis on physical and mental discipline
18	Practitioners of karate are taught to focus on: Speed, form, balance, breathing
19	Punches and kicks are employed during counter attacks
20	Sparring technique are designed to disable opponents by offsetting their balance
21	Sparring utilizes open hand movements, closed-fist punches, and kicks to disable opponents
22	Practitioners are taught to avoid blows by moving as little as an inch
23	Practitioners learn to avoid strikes through body movements
24	The counter attacks that strive to reduce their opponents ability to remain upright
25	many parts of the body are utilized as potential weapons with striking force including: fingers, hands, elbows, arms, legs, knees, feet
26	Knee strikes, which involves using the knees to hammer into the opponents body, are also permitted
27	Practitioners use their own core strength and body weight, as well as their opponents momentum to power their moves
28	Practitioners employ powerfully delivered, straight line strikes designed to quickly stop an attacker or opponent
29	'Forward' is punching with the leading side (same side as the 'front foot')
30	'reverse' is punching with the 'trailing side' (opposite side as 'front foot')

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**MOBILE APP DEVELOPMENT CERTIFICATE C**  
**COURSE CONTENT**

Sl. No.	Course Content	Duration
1	Introduction to Web Technologies	30 Hours
2	HTML-Migration, Graphics(Canvas,Svg), Media,Video,Audio,Youtube, Geo Locations	
3	CSS3 Rounded Corners, Border Images, Backgrounds, Shadows, Text-Effects, 3d Transforms, Transitions, Button	
4	JAVA SCRIPT & JQUERY(ANIMATION PLUGIN)	
5	Angular JS Basics	
6	PHP (CRUD BASICS) & MySQL Basics	
7	Introduction to BootStrap	
8	BootStrap Buttons, Images, Tables	
9	BootStrap Glyph Icons,Pagination, Dropdowns, Collapse, Navbars	
10	BootStrap Forms, Carousel, Modal, Popover,	
11	Grid SystemGrid Xsmall, Grid Small, Grid Medium, Grid Large, Grid Xlarge,	
12	BootStrap- Basic Templates	
13	Introduction to Mobile App Development - Recent Trends and Opportunities	
14	Features of full-stack mobile development environments (Client & Server)	
15	mobile development frameworks-Xcode, Android Studio, Apache Cordova, Xamarin, React Native, Ionic	
16	Building hybrid mobile apps	
17	About XAMPP Server	
18	Installations of XAMPP SERVER & IDE(EDIT PLUS)	
19	Introduction to Android APP Development	
20	Android SDK installations, Installation of cordova js	
21	Configuration with phonegap	
22	Designing and Developing App contents	
23	App compilations	
24	Utilize rapid prototyping techniques to design and develop sophisticated mobile interfaces	
25	Basic Widgets; Themes and other UI customizations	
26	2d and 3d graphics, Animations	
27	Live Project - Android App development-Design	
28	Live Project- Title : Location Based Garbage Management System with for Smart City-	
29	Development	
30	Assessment & Summarizing the Course	

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**DEPARTMENT OF HISTORY**

**CERTIFICATE COURSE**

**ON**

**TRAVEL AND TOURISM MANAGEMENT**

**Duration: 30 Hours**

**Syllabus**

UNIT I:	INTRODUCTON OF TOURISM, NATURE, SCOPE AND IMPORTANCE OF TOURISM.	6 Hrs
UNIT II:	TYPES OF TOURISM, CULTURAL, ECO, ENVIRONMENT, PILGRIM, VILLAGE, HOLIDAY, SPORTS, HERTAGE, DOMESTICK AND FORIEGN TOURISMS.	6 Hrs
UNIT III:	IMPORTANT TOURIST PLACES N INDIA, HISTORICAL, HERITAGE, PILGRIM SITES	6 Hrs
UNIT IV:	TOURIST FECILTIES, HOSPITALITY AND TRANSPORT. VISA AND PASS PORT	6 Hrs
UNIT V:	TOURIST GUIDE, TOUR OPERATOR, TRAVEL AGENTS AND THEIR DUTIES.	6 Hrs

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## Role of Women in Environmental protection

### CONTENTS OF THE COURSE: 30 Hrs

- 1) Introduction to Ecology and Ecosystems. 5 Hrs
- 2) Role of Women in Conservation of Environment. 5 Hrs
- 3) Role of Women in Natural resource management and sustainable development. 5 Hrs
- 4) Role of Women in increasing public awareness about environmental issues, explore possible solutions. 4 Hrs
- 5) Role of Women in **Chipko movement (1973)** / Social forestry programmes. 4 Hrs
- 6) Role of Women in **Silent valley movement (1976)**. 3 Hrs
- 7) Role of Women in **Narmada Bachao Andolan (1985)**. 4 Hrs

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**Syllabus**  
**GENDER SENSITIZATION**

Duration: 30 hours

Level: Certificate Course

Hour	Content
1	Understanding Gender and Related Concepts and Gender in Everyday Life
2	Basic concepts of Gender and Society
3	Approaches of Feminism
4	Feminism and Patriarchy
5	Sexual division of Labour
6	Masculinity & Feminity
7	Man and Woman Relationship
8	Family, Love and Power
9	Marriage
10	Motherhood
11	Gendering Work
12	Women and Law
13	Constitutional Laws
14	Fundamental rights
15	Human Rights
16	Women related Law
17	Women in Politics
18	Consciousness Raising
19	The Right of Children to Free and Compulsory Education
20	Reservation of Women in Local Governance
21	The Protection of Women from Domestic Violence
22	The Dowry Prohibition
23	The Indecent Representation of Women
24	The Sexual Harassment of Women at Work Place
25	The Equal Remuneration Act
26	The Maternity Benefit Act
27	Gender and Employment
28	Gender and Disability
29	Gender and Language
30	Gender and Media

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**FUNDAMENTALS OF STATISTICS**

Duration : 30 hours

1 Sampling and Data

(4 Hrs)

1. Introduction
2. 1.1 Definitions of Statistics, Probability, and Key Terms
3. 1.2 Data, Sampling, and Variation in Data and Sampling
4. 1.3 Frequency, Frequency Tables, and Levels of Measurement
5. 1.4 Experimental Design and Ethics
6. 1.5 Data Collection Experiment
7. 1.6 Sampling Experiment

2 Descriptive Statistics

(4 Hrs)

8. Introduction
9. 2.1 Stem-and Leaf Graphs (Stemplots), Line Graphs, and Bar Graphs
10. 2.2 Histograms, Frequency Polygons, and Time Series Graphs
11. 2.3 Measures of the Location of the Data
12. 2.4 Box Plots
13. 2.5 Measures of the Center of the Data
14. 2.6 Skewness and the Mean, Median, and Mode

3 Probability Topics

(4 Hrs)

1. Introduction
2. 3.1 Terminology
3. 3.2 Independent and Mutually Exclusive Events
4. 3.3 Two Basic Rules of Probability
5. 3.4 Contingency Tables

4. Discrete Random Variables

(4 Hrs)

14. Introduction
15. 4.1 Probability Distribution Function (PDF) for a Discrete Random Variable
16. 4.2 Mean or Expected Value and Standard Deviation
17. 4.3 Binomial Distribution
18. 4.4 Geometric Distribution
19. 4.5 Hypergeometric Distribution
20. 4.6 Poisson Distribution

5. Continuous Random Variables

(4 Hrs)

14. Introduction
15. 5.1 Continuous Probability Functions
16. 5.2 The Uniform Distribution
17. 5.3 The Exponential Distribution
18. 5.4 Continuous Distribution

6. The Normal Distribution

(4 Hrs)

14. Introduction
15. 6.1 The Standard Normal Distribution
16. 6.2 Using the Normal Distribution

7. Confidence Intervals

(3 Hrs)

14. Introduction
15. 8.1A Single Population Mean using the Normal Distribution
16. 8.2A Single Population Mean using the Student t Distribution

8. Hypothesis Testing with One Sample

(3 Hrs)

14. Introduction
15. 9.1 Null and Alternative Hypotheses
16. 9.2 Outcomes and the Type I and Type II Errors

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## CERTIFICATE COURSE – MUSHROOM CULTIVATION

### COURSE OUTCOMES:

- Appreciate the importance of embarking on self-employment and has developed the confidence and personal skills for the same.
- Understand the prospects of Mushroom cultivation.
- Gain the knowledge of cultivation of different types of edible Mushroom.
- Will be able to identify Climatic requirement of Mushroom cultivation.
- Understand the requirement of composting for Mushroom cultivation & different methods of composting.
- Knowledge of Diseases and pests affecting Mushroom and their control in Mushroom cultivation.
- Know the methods of harvesting, grading, packing and storing of Mushroom.
- Know about preparation of value added products out of Mushroom
- Gain the knowledge of post harvest procedures in cultivation
- Able to identify and select edible types of Mushroom.
- Able to select appropriate site suitable for Mushroom cultivation.
- Will be able to prepare and pasteurize different types of compost.
- Will be able to select right type of spawn.
- Manage the diseases and pests of Mushroom.
- Harvest through appropriate techniques.
- Grade & pack the Mushroom based on the quality

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## CERTIFICATE COURSE – MEDICAL LAB TECHNICIAN

### COURSE OUTCOMES:

- Demonstrate conceptual knowledge in hematology, coagulation, clinical chemistry, immunology, immunohematology, pathogenic microbiology and phlebotomy.
- Perform basic laboratory techniques on biological specimens.
- Recognize factors that affect laboratory procedures and results.
- Take appropriate action, within predetermined limits, when indicated for resolution.
- Comply with safety regulations and universal precautions.
- Monitor quality control within predetermined limits.
- Perform preventive and corrective maintenance of equipment and instruments or refer to appropriate source for repairs.
- Demonstrate professional conduct and interpersonal communication skills with patients, laboratory personnel, other health care professionals, and the public.
- Utilize computer technology in clinical laboratory data processing, data reporting, and information retrieval.
- Integrate patient data to evaluate validity of laboratory test results.
- Apply basic scientific principles in learning new techniques and procedures.
- Maintain professional ethics.
- Meet continuing education requirements as a function of growth and maintenance of professional competence.
- Participate in professional organizations to support the profession and commitments served.

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## CERTIFICATE COURSE - FOOD AND NUTRITION

### COURSE OUTCOMES:

- The programme provides basic understanding of the correlation between food and health.
- Students will gain the knowledge regarding nutritional classification of food, method and media of cooking, nutritive value and processing, storage of foods.
- Understand the functions and sources of nutrients, role of nutrients in maintenance of good health.
- Understand the role of nutrition at various stages of life.
- Able to provide nutrition counselling and education to individuals, groups, and communities throughout the lifespan using a variety of communication strategies.
- Understand the Nutrition as an integral part in the development of a community
- Able to apply technical skills, knowledge of health behaviour, clinical judgment, and decision-making skills when assessing and evaluating the nutritional status of individuals and communities and their response to nutrition intervention.
- Design Nutrition and lifestyle changes towards a better future society.
- Students can implement strategies for food access, procurement, preparation, and safety for individuals, families, and communities.
- Apply food science knowledge to describe functions of ingredients in food.

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## CERTIFICATE COURSE – FIRST AID TRAINING

### COURSE OUTCOMES:

- Assess a situation (scene, casualty or casualties) quickly & safely
- Role & Functions of a First Aider
- Able to provide appropriate treatment for the purpose of preserving life
- Able to minimise the consequences of injury until the arrival of medical assistance
- Able to provide appropriate treatment for an injury which does not require the attention of a medical practitioner or nurse
- Familiar with health & safety legislation on first aid in the workplace (e.g. Contents of First Aid Box)
- Arrange for medical help (Doctor, Cardiac Ambulance etc) if required
- Treating the most serious conditions first
- CPR
- Other first aid information (e.g. Poisoning, Treatment of Burns etc....)

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for Women  
Visakhapatnam-530020.





Phone: 0891- 2541156

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**Certificate Course on Performing Arts , Dance & Music**

**THEORY : 50 Marks**

1. Origin of Natya
2. Asamyutha Hasthas
3. Samyutha Hasthas
4. Dristi and Siro Bhedas
5. Life histories
  - 5.1 Siddendra Yogi
  - 5.2 Jayadeva
  - 5.3 Kshethrayya
  - 5.4 Annamayya
  - 5.5 Padmasri Vempati Chinna satyam

**PRACTICAL : 50 Marks**

1. Adavus
2. Jatis - 2
3. Shlokam-1
4. Recitation with Talam
5. Item-1

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