

Course Module

Origin of Dance

Angika Abhinayam

Vachika Abhinayam

Sathwika Abhinayam

Folk Dances

Project Work

Workshop

Stage Performance




N. Sarada
(DR. N. SARADA)
COURSE COORDINATOR

Communication Skills and Personality Building – 2021

SYLLABUS

1. Sounds of English
2. Word Accent
3. Intonation
4. Concord
5. Modal Auxiliaries
6. Tenses
7. Articles
8. Prepositions
9. Question Tags
10. Voice
11. Reported Speech
12. Degrees of Comparison
13. Error Correction
14. Punctuation
15. Spelling
16. Paragraph Writing
17. SWOT/ SWOC
18. Positive Attitude
19. Emotional Intelligence
20. Telephone Etiquette
21. Interpersonal Skills
22. One word substitutes
23. Skimming and Scanning
24. Reading Comprehension
25. Note Making/ Taking
26. Resume
27. Notice, Agenda and Minutes
28. Letter Writing
29. E- Correspondence
30. Greetings
31. Introductions
32. Requests
33. Asking and Giving Information
34. Agreeing and Disagreeing
35. Dialogue Building
36. Giving Instructions
37. Giving Directions
38. Debates
39. Descriptions
40. Role Plays


(Dr. P. Padma Prayaga)
course coordinator

Computerized Accounting (Syllabus)

1. INTRODUCTION TO TALLY ERP 9

- 1.2 SALIENT FEATURES OF TALLY
- 1.3 ACCOUNTING FEATURES OF TALLY
- 1.4 ENHANCEMENTS IN TALLY .ERP 9
- 1.4.1 GENERAL ENHANCEMENTS
- 1.4.2 FUNCTIONAL ENHANCEMENTS
- 1.5 HARDWARE REQUIREMENT FOR TALLY 9
- 1.6 OPENING OF TALLY .ERP 9
- 1.7 COMPONENTS OF TALLY ERP 9
- 1.8 CREAT A COMPANY
- 1.9 SELECT COMPANY
- 1.10 SHUT A COMPANY
- 1.11 ALTER A COMPANY
- 1.12 DELETE A COMPANY

2. STOCK & GODOWN

- 2.1 INTRODUCTION TO STOCK GROUP
 - 2.1.1 CREATING A SINGLE STOCK GROUP
 - 2.1.2 DISPLAYING SINGLE STOCK GROUP
 - 2.1.3 DISPLAYING MULTIPLE STOCK GROUP
 - 2.1.4 ALTERING A SINGLE STOCK GROUP
 - 2.1.5 ALTERING MULTIPLE STOCK GROUP
- 2.2 INTRODUCTION TO STOCK CATEGORIES
 - 2.2.1 ENABLING STOCK CATEGORIES
 - 2.2.2 CREATING A SINGLE STOCK CATEGORIES
 - 2.2.3 CREATING MULTIPLE STOCK CATEGORIES
 - 2.2.4 DISPLAYING A SINGLE STOCK CATEGORIES
 - 2.2.5 DISPLAYING A MULTIPLE STOCK CATEGORIES
 - 2.2.6 ALTERING A SINGLE STOCK CATEGORIES
 - 2.2.7 ALTERING A MULTIPLE STOCK CATEGORIES
- 2.3 INTRODUCTION TO STOCK ITEM
 - 2.3.1 CREATING A SINGLE STOCK ITEM
 - 2.3.2 CREATING MULTIPLE STOCK ITEM
 - 2.3.3 DISPLAYING A SINGLE STOCK ITEM
 - 2.3.4 DISPLAYING A MULTIPLE STOCK ITEM
 - 2.3.5 ALTERING A SINGLE STOCK ITEM
 - 2.3.6 ALTERING A MULTIPLE STOCK ITEM
- 2.4 UNIT OF MEASUREMENT
 - 2.4.1 CREATING SINGLE UNIT OF MEASUREMENT
 - 2.4.2 CREATING COMPOUND UNITS OF MEASUREMENTS

- 2.4.3 DISPLAYING A UNITS OF MEASUREMENTS
- 2.4.4 ALTERING A UNIT OF MEASUREMENTS
- 2.5 INTRODUCTION TO GODOWNS
- 2.5.1 CREATING A SINGLE GODOWN (NORMAL MODE)
- 2.5.2 CREATING A SINGLE SODOWN (ADVANCE MODE)
- 2.5.3 CREATING MULTIPLE GODOWNS
- 2.5.4 DISPLAYING STOCK GODOWNS
- 2.5.5 ALTERING STOCK GODOWN

3. GROUP, LEDGER, VOUCHER, ORDER, INVOICE

- 3.1 INTRODUCTION TO GROUPS
 - 3.1.1 CREATING A GROUP
 - 3.1.1.1 CREATING A SINGLE GROUP
 - 3.1.1.2 CREATING MULTIPLE GROUP
 - 3.1.2 DISPLAYING A GROUP
 - 3.1.2.1 DISPLAYING A SINGLE GROUP
 - 3.1.2.2 DISPLAYING MULTIPLE GROUP
 - 3.1.3 ALTERING GROUPS
 - 3.1.3.1 ALTERING A SINGLE GROUP
 - 3.1.3.2 ALTERING A MULTIPLE GROUP
 - 3.1.3.3 DELETING A GROUP
- 3.2 INTRODUCTION TO LEDGERS
 - 3.2.1 CREATING A LEDGER
 - 3.2.1.1 CREATING A SINGLE LEDGER
 - 3.2.1.2 CREATING A MULTIPLE LEDGER
 - 3.2.2 DISPLAYING /ALTERNATING A LADGER CCOUNT
 - 3.2.3 DELECTION OF A LEDGER ACCOUNT
- 3.3 INTRODUCTION TO VOUCHER TYPE
 - 3.3.1 CREATING A VOUCHER TYPE
 - 3.3.2 DISPLAYING AVOUCHER TYPE
 - 3.3.3 ALTERNATING A VOUCHER TYPE
 - 3.3.4 CREATING ACCOUNTING VOUCHER
 - 3.3.5 CREATING AN INVENTORY VOUCHER
- 3.4 INTRODUCTION TO PURCHASE ORDERS
 - 3.4.1 ELABLING ORDER PROCESSING
 - 3.4.2 CREATING A PURCHASE ORDER
 - 3.4.3 ALTERNATING A PURCHASE ODER
 - 3.4.4 DELECTING A PURCHASE ORDER
- 3.5 INTRODUCTION TO SALES ORDERS
 - 3.5.1 CREATING A SALES ORDER
 - 3.5.2 ALTERNATING A SALES ORDER
 - 3.5.3 DELECTING A SALSE ORDER
- 3.6 INTRODUCTION TO INVOICES

- 3.6.1 ENABLE ALLOW INVOICING? OPTION
- 3.6.2 CREATING AN INVOICE ENTRY
- 3.6.3 SETTING INVOICE / ORDERS ENTRY
- 3.6.4 CONFIGURE INVOICE PRINTING
- 3.6.5 PRINTING INVOICE / VOUCHER

4. REPORTS IN THE TALLY.ERP 9

- 4.1 BASIC FEATURES OF DISPLAYING REPORTS
- 4.2 WORKING WITH BALANCE SHEET
 - 4.2.1 SCHEDULE VI BALANCE SHEET
 - 4.2.2 BUTTON OPTION IN SCHEDULE VI BALANCE SHEET
 - 4.2.3 CONFIGURING THE BALANCE SHEET
 - 4.2.4 ADDING A NEW COLUMN IN A BALANCE SHEET
 - 4.2.5 ALTERNATING FROM A COLUMN IN A BALANCE SHEET
 - 4.2.6 DELECTING A COLUMN FROM A BALANCE SHEET
 - 4.2.7 DISPLYING A HALF YEARLY BALANCE SHEET
- 4.3 WORKING WITH PROFIT & LOSS ACCOUNT
 - 4.3.1 SCHEDULE VI PROFIT & LOSS ACCOUNT
 - 4.3.2 BUTTON OPTION IN SCHEDULE VI PROFIT & LOSS ACCOUNT
 - 4.3.3 CONFIGURING PROFIT & LOSS ACCOUNT
 - 4.3.4 ADDING A NEW COLUMN IN A PROFIT & LOSS ACCOUNT
 - 4.3.5 ALTERNATING A COLUMN FROM A BALANCE SHEET
 - 4.3.6 DELECTING A COLUMN FROM A BALANCE SHEET
- 4.4 INCOME/EXPENSE STATEMENT INSTEAD OF P&L?
- 4.5 WORKING WITH STOCKS SUMMARY REPORT
 - 4.5.1 CONFIGURATION IN TRIAL BALANCE
- 4.6 WORKING WITH RATIO ANALYSIS
- 4.7 WORKING WITH TRIAL BALANCE
 - 4.7.1 F12: CONFIGURATION IN TRIAL BALANCE
- 4.8 WORKING WITH DAY BOOK
 - 4.8.1 DISPLAYING A DAY BOOK REPORT FOR A PARTICULAR VOUCHER
 - 4.8.2 DISPLAYING THE DAY BOOK IN DETAILED VIEW
 - 4.8.3 CONFUGRATION OF DAY BOOK REPORT

5. PAYROLL IN TALLY.ERP 9

- 5.1 INTRODUCTION TO PAYROLL
 - 5.1.1 FEATURE OF TALLY ERP 9 PAYROLL
 - 5.1.2 ENABLING PAYROLL IN TALLY. ERP 9
- 5.2 INTRODUCTION TO EMPLOYEE CATEGORIES
 - 5.2.1 CREATEING SINGLE EMPLOYEE CATEGORIES
 - 5.2.2 CREATEING MULTIPLE EMPLOYEE CATEGORIES
- 5.3 INTRODUCTION TO EMPLOYEE GROUPS
 - 5.3.1 CREATEING SINGLE EMPLOYEE GROUPS
 - 5.2.2 CREATEING MULTIPLE EMPLOYEE GROUPS



EL Commerce

(Course - Coordinator)

- 5.4 INTRODUCTION TO EMPLOYEES
 - 5.4.1 CREATEING SINGLE EMPLOYEE
 - 5.4.2 CREATEING MULTIPLE EMPLOYEE
- 5.5 INTRODUCTION TO PAYROLL UNIT
 - 5.5.1 CREATEING PAYROLL SINGLE UNIT
 - 5.5.2 CREATEING PAYROLL COMPOUND UNIT
- 5.6 INTRODUCTION TO ATTENDENCE / PRODUCTION TYPES
 - 5.6.1 CREATEING ATTENDANCE TYPE
 - 5.6.2 CREATEING PRODUCTION TYPE
 - 5.6.3 CREATING USER DEFINED CALENDAR TYPES
- 5.7 INTRODUCTION TO PAY HEADS
 - 5.7.1 PAY HEAD TYPES
 - 5.7.2 CREATING A PAY HEAD
- 5.8 PAYROLL VOUCHER ENTRY/ TRANSACTIONS
 - 5.8.1 CREATEING ATTENDANCE / PRODUCTION VOUCHER
 - 5.8.1.1 ATTENDENCE VOUCHER – MANUAL ENTRY
 - 5.8.1.2 ATTENDENCE VOUCHER USING AUTO AUTO FILL
 - 5.8.2 CREATEING PAYROLL VOUCHERS
 - 5.8.2.1 USER DEFINED PAY HEAD PROCESS
 - 5.8.2.2 SALARY PROCESS
 - 5.8.2.3 PF PROCESS
 - 5.8.2.4 ESI PROCESS
 - 5.8.2.5 EMPLOYER PF ADMIN CHANGES PROCESSING
- 5.9 INTRODUCTION PAYROLL REPOTRS
 - 5.9.1 STATEMENTS OF PAYROLL
 - 5.9.1.1 PAY SLIP
 - 5.9.1.2 PAY SHEET
 - 5.9.1.3 PAYROLL STATEMENT
 - 5.9.2 ATTENDANCE REPORTS
 - 5.9.2.1 ATTENDANCE SHEET
 - 5.9.2.2 ATTENDANCE REGISTER
 - 5.9.3 EXPAT REPORTS
 - 5.9.3.1 PASSPORT EXPIRY REPORT
 - 5.9.3.3 CONTRACTEXPRIY REPOTS
 - 5.9.4 PAYROLL STATUTORY REPORTS

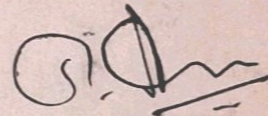
6. IMPORTANT FEATURES OF TALLY. ERP 9

- 6.1 TALLY.ERP 9 FEATURES
- 6.2 BACKUP IN TALLY ERP 9
- 6.3 RESTIRING BACKUP
- 6.4 SPLIT COMPANY DATA
- 6.5 VERIFY SPLIT DATA
- 6.6 EXPORTING DATA
- 6.7 EXPORTING FORMATES
- 6.8 EXPORTING DATA FORM MASTER
- 6.9 IMPORTING DATA
- 6.10 IMPORTING FORMATS
- 6.11 IMPORTING MASTERS
- 6.12 IMPORTING VOUCHERS
- 6.13 E-MAIL REPORT

- 6.14 SECURITY CONTROL IN TALLY ERP 9
- 6.15 ENABLE SECURITY CONTROL FOR A COMPANY (ADMINISTRATOR LOGIN)
- 6.16 DISABLE SECURITY CONTROL
- 6.17 CREATE SECURITY LEVELS

7. SHORTCUT KEYS OF TALLY.ERP 9

- 7.1 FUNCTION KEY COMBINATION
- 7.2 SPECIAL KEY COMBINATION
- 7.3 SPECIAL FUNCTION KEY COMBINATION
- 7.4 KEY COMBINATION USED FOR NAVIGATION



CS: ANURADHA)
(Course - Coordinator)

VISAKHA GOVT.DEGREE COLLEGE FOR WOMEN

DEPARTMENT OF ECONOMICS

CERTIFICATE COURSE

ON

Indian Economy in Competitive Examinations for Science Students

Duration:30 Hours

Syllabus:

- 1. Basic features of Indian Economy features of developing countries with special reference to Indian Economic Development since independence –Human Development Index Physical quality of life index green development index.**
- 2. National Income concepts GDP-GNP-NNP-PI balance of payments-Demographic characteristics poverty unemployment Income inequalities.**
- 3. Importance of Agriculture sector in India land reforms food security green revaluation Agriculture credit NABARD.**
- 4. Industrial sector in India 1991 new industrial policy liberalisation privatisation Globalization world trade organisation.**
- 5. Planning Commission in India objectives five year plans achievements NITI Aayog.**

K. Geetanjali
Dr. K. Geetanjali
H in Economics
Course coordinator

SYLLABUS

FUNDAMENTALS OF NANOTECHNOLOGY

S.NO/ HOUR	TOPIC COVERED IN THE HOUR
1	Introduction of Nanotechnology
2	Nanotechnology of ancient times
3	Classification of nanomaterials
4	Synthetic methods of nanomaterials-Top down methods
5	Synthetic methods of nanomaterials-Bottom up methods
6	Synthetic methods of nanomaterials-Biological methods
7	Characterization of nanoparticles-UV-Visible spectroscopy, FTIR
8	EDX, SEM, TEM analysis
9	Physical properties of nanomaterials
10	Catalytic properties of nanomaterials
11	Antimicrobial studies of nanomaterials
12	Cytotoxicity of nanomaterials
13	nanocomposites
14	Metal oxide nanoparticles
15	Graphene
16	Nanoparticles in water treatment
17	Nanobiotechnology
18	Nanoparticles in electronic devices
19	Carbon Nanotubes
20	Dendrimers (Organic Nanoparticles)

S.NO/ HOUR	TOPIC COVERED IN THE HOUR
21	Quantum Dots
22	Nanotechnology in Drug delivery – Therapeutic applications
23	Nanotechnology in Textiles
24	Lithography and Nanofabrication
25	Nanobots- Biological Applications
26	Green nanotechnology
27	Nanoglasses -Nano ceramics
28	Nanopolymers
29	Nanomedicine
30	Nanotoxicology challenges

Chs Amudha

CERTIFICATE COURSE

FUNDAMANTALS OF STATISTICS

1 Sampling and Data

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

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

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

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. 5 Continuous Random Variables

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

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

7. Confidence Intervals

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

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

P. Mang

(P. MANUAMMA)
course coordinator

MOBILE APP DEVELOPMENT CERTIFICATE C COURSE CONTENT

Hour	Course Content
1	Introduction to Web Technologies
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 Installations of XAMPP SERVER & IDE(EDIT PLUS)
18	Introduction to Android APP Development
19	Android SDK installations, Installation of cordova js
20	Configuration with phonegap
21	Designing and Developing App contents
22	App compilations
23	Utilize rapid prototyping techniques to design and develop sophisticated mobile interfaces
24	Basic Widgets; Themes and other UI customizations
25	2d and 3d graphics, Animations
26	Live Project - Android App development-Design
27	
28	Live Project- Title : Location Based Garbage Management System with for Smart City-
29	Development
30	Assessment & Summarizing the Course

*Dr. Aruna Padma
Lecturer in Computer
Science*

CERTIFICATE COURSE ON THE ROLE OF
WOMEN IN ENVIRONMENTAL PROTECTION

CONTENTS OF THE COURSE:

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

A. H. P. Patil
(A.H.D. Pushpa Latale)
Course coordinator

Visakha Govt. Degree College for Women::Visakhapatnam

Department of Physics

Certificate Course

INTRODUCTION TO SOLAR CELLS

Duration : 30 hours

Hour	Course Content
01	Why do we need renewable energy?
02	Why do we need solar energy?
03	Sun light at earth
04	Solar cell history
05	Invention of modern solar cell
06	Space applications
07	Power from a solar cell
08	The I-V curve
09	Measuring power using an electric load
10	Light sources
11	Modelling solar cell
12	Parasitic resistances
13	Series connection of cells
14	Parallel connection of cells
15	Shadow effects
16	How do solar cell works?
17	Semi conductors
18	Light interaction
19	The pn junction diode
20	Conductivity and doping
21	Theoretical solar cell efficiency
22	Tendem and Multi junction solar cells
23	Reflection and absorption of solar energy
24	Crystalline silicon solar cells
25	Working of silicon solar cells
26	Production of silicon solar cells
27	Thin film solar cells
28	Thin film technologies
29	Working principle of CIGS solar cells
30	Polymer solar cells

Signature

YOGA

Content of the COURSE

Starting with light warm up

Standing

sitting warmup

- Basic standing and balancing postures

1. Tadasana

2. Tree posture

3. Ardha chakrasana

4. uttanapadasana

5. Padahastana

6. Hastottanasana

7. Katichakrasana

8. OMICRY 1ST WEEK THEORY TEST SECTION

9. Trikonasana - Triangle posture

10. Gomukhasana

11. Dhanurasana [Bow posture]

12. shalabhasana [locust posture]

13. Ardha chakrasana

14. Supta Vajrasana

15. Yogasana

16. Utkatasana chair pose

17. Malasana

18. Makarasana (crocodile posture)

19. Ardha chakrasana

20. Balasana

21. Matsyenasana

22. Chandrabhedhi pranggam.

• Basic sitting postures

1. Pachimotanasana
2. Vajrasana
3. Pawanamuktasana
4. Ardhamatsyendrasana
5. Paschimottasana
6. Shrishtasana
7. Gomukhasana
8. Ardhashalabhasana
9. Shalabhasana
10. Padma mudra
11. ^x[Chandrabhedhi]^x Matsyasana
12. Balasana

• Basic pranayama

1. Anulom vilom
2. Kapalabhati
3. Bhramari pranayama
4. Sheetali
5. ^x[Brahmin pranayam
6. Chandrabhedhi]^x

• RELAXATION TECHNIQUES

1. Savasan
2. om chanting
3. Savasan
4. Kapalabhati

Dr. Kiranmayi
 Course-Coordinator
 Dr. R. Kiranmayi

**VISAKHA GOVT. DEGREE COLLEGE FOR WOMEN,
VISAKHAPATNAM**

((From 2018-2019 Academic Year Onwards))

स्पोकन हिंदी सर्टिफिकेट कोर्स पाठ्यक्रम

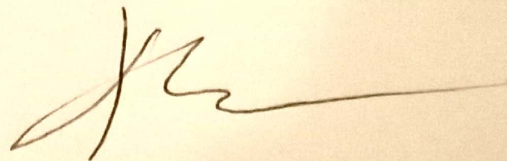
Duration 30 hours

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

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

Reference books:

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



VISAKHA GOVT.DEGREE COLLEGE FOR WOMEN

DEPARTMENT OF POLITICAL SCIENCE

CERTIFICATE COURSE

ON

Indian Economy in Competitive Examinations for Science Students

Duration:30 Hours

Syllabus:

- 1. Basic features of Indian Economy features of developing countries with special reference to Indian Economic Development since independence –Human Development Index Physical quality of life index green development index.**
- 2. National Income concepts GDP-GNP-NNP-PI balance of payments-Demographic characteristics poverty unemployment Income inequalities.**
- 3. Importance of Agriculture sector in India land reforms food security green revaluation Agriculture credit NABARD.**
- 4. Industrial sector in India 1991 new industrial policy liberalisation privatisation Globalization world trade organisation.**
- 5. Planning Commission in India objectives five year plans achievements NITI Aayog.**

K. Geetanjali
(Dr. K. Geetanjali)
course coordinator

VISAKHA GOVT. DEGREE COLLEGE FOR WOMEN.
DEPARTMENT OF HISTORY
CERTIFICATE COURSE
ON
TRAVEL AND TOURISM MANAGEMENT

Duration: 30 Hours

Syllabus


I: INTRODUCTON OF TOURISM, NATURE, SCOPE AND IMPORTANCE OF TOURISM.

II: TYPES OF TOURISM, CULTURAL, ECO, ENVIRONMENT, PILGRIM, VILLAGE, HOLIDAY, SPORTS, HERTAGE, DOMESTICK AND FORIEGN TOURISMS.

III: IMPORTANT TOURIST PLACES N INDIA, HISTORICAL, HERITAGE, PILGRIM SITES

IV: TOURIST FECILTIES, HOSPITALITY AND TRANSPORT. VISA AND PASS PORT

V: TOURIST GUIDE, TOUR OPERATOR, TRAVEL AGENTS AND THEIR DUTIES.


K. Venkatesh
Course Coordinator

Horticulture Syllabus

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

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

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

S. Padmavali

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

Sharmi

LIBRARY
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VISAKHAPATNAM



Visakha Govt. Degree College for Women::Visakhapatnam

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')

P. Mang
(P. MANGAMMA)
Course Coordinator

VISAKHA GOVERNMENT DEGREE COLLEGE FOR WOMEN

DEPARTMENT OF HISTORY

**CERTIFICATE COURSE
ON**

TOURIST ATTRACTION IN NORTHERN DISTRICTS OF ANDHRA PRADESH

Duration: 30 hours

Syllabus:

Unit I

Introduction to Tourism, Nature, Scope and Importance of Tourism

Unit II

**Major historical events in the history of Northern Andhra Pradesh;
Geography, climatic conditions and topological features**

Unit III

**Important tourist centres in Srikakulam, Vijayanagaram,
Visakhapatnam districts**

Unit IV

**Tourist facilities, Hotels, Transport facilities, Restaurants in
northern Andhra Pradesh**

Unit V

**Potential for the development of tourism industry in
Northern Districts of Andhra Pradesh**

Ch. Tejaswini

CH. TEJASWINI

COURSE COORDINATOR

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.

ch. Shanthi Devi
(Dr. ch. Shanthi Devi)
Course Coordinator

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 constituents served.

Dr. Shanti Devi
CPE-Dr. Shanti Devi
Course Coordinator

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

R. Haritha
(Dr. R. Haritha)
(Course Coordinator)

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....)

ch. shanti devi
(CDs. ch. shanti devi)
(course coordinator)