



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

(Belonging to Virudhunagar Hindu Nadars)

An Autonomous Institution Affiliated to Madurai Kamaraj University, Madurai

Reaccredited with 'A++' Grade (4th Cycle) by NAAC

VIRUDHUNAGAR

Quality Education with Wisdom and Values

List of Non Major Elective Courses (NME)

(2024-2025 onwards)

UG PROGRAMMES

| Name of the Course | Course Code | Semester | Department | |
|--|-------------------------|----------|--|---|
| | | | Offered by | Offered for |
| Introduction to Tourism | 24UHN11 | I | History (E.M) | Students other than B.A. History Discipline |
| Indian Constitution | 24UHN21 | II | | |
| சுற்றுலா ஓர் அறிமுகம் | 24UHN11 | I | History (T.M) | |
| இந்திய அரசியலமைப்பு | 24UHN21 | II | | |
| Popular Literature and Culture | 24UENN11 | I | English | Students other than B.A. English Discipline |
| Philosophy for Literature | 24UENN21 | II | | |
| அடிப்படைத் தமிழ் இலக்கணம் – I எழுத்தறிதல் | 24UBTN11/ | I | Tamil | Students who have chosen Part I Hindi |
| அடிப்படைத்தமிழ் –II மொழித் திறனறிதல் | 24UBTN21 | II | | |
| பேச்சுக்கலைத்திறன் | 24UTAN11 | I | Tamil | Students other than B.A. Tamil Discipline |
| பயன்முறைத் தமிழ் | 24UTAN21 | II | | |
| Basic Hindi - I | 24UBHN11 | I | Hindi | All Discipline students |
| Basic Hindi - II | 24UBHN21 | II | | |
| Everyday Banking/ Practical Banking | 24UCON11N/ 24UCON11 | I | Commerce (Aided) | Students other than Commerce Discipline |
| Basic Accounting Principles | 24UCON21 | II | | |
| Everyday Banking | 24UCON11N | I | Commerce (Self) | |
| Emotional Intelligence | 24UCON21N | II | | |
| Everyday Banking/ Self- Employment and Startup Business | 24UCON11N/ 24UCCN11 | I | Commerce C.A.(Self) | |
| Fundamentals of Marketing | 24UCCN21 | II | | |
| Everyday Banking/ Practical Banking | 24UCPN11N/ 24UCPN12N | I | Commerce Professional Accounting | |
| Basic Accounting Principles | 24UCPN21N | II | | |

| | | | | |
|---|-----------|----|--|---|
| Basics of Event Management | 24UBAN11 | I | Business Administration | Students other than B.B.A. Discipline |
| Managerial Skill Development | 24UBAN21 | II | | |
| Quantitative Aptitude -I | 24UMTN11 | I | Mathematics | Students other than B.Sc. Mathematics Discipline |
| Quantitative Aptitude – II | 24UMTN21 | II | | |
| Physics for EveryDay Life | 24UPHN11 | I | Physics | Students other than B.Sc. Physics Discipline |
| Astrophysics | 24UPHN21 | II | | |
| Food Chemistry | 24UCHN11 | I | Chemistry | Students other than B.Sc. Chemistry Discipline |
| Dairy Chemistry | 24UCHN21 | II | | |
| Ornamental fish farming and Management | 24UZYN11 | I | Zoology | Students other than B.Sc. Zoology Discipline |
| Biocomposting for Entrepreneurship | 24UZYN21 | II | | |
| Foundations of Baking and Confectionery | 24UHSN11 | I | Home Science – Nutrition and Dietetics | Students other than B.Sc. Home Science – Nutrition and Dietetics Discipline |
| Women’s Health and Wellness | 24UHSN21 | II | | |
| Nutrition and Health | 24UBCN11 | I | Biochemistry | Students other than B.Sc. Biochemistry Discipline |
| Life Style Diseases | 24UBCN21 | II | | |
| Social and Preventive Medicine | 24UMBN11 | I | Microbiology | Students other than B.Sc. Microbiology Discipline |
| Nutrition and Health Hygiene | 24UMBN21 | II | | |
| Herbal Medicine | 24UBON11 | I | Biotechnology | Students other than B.Sc. Biotechnology Discipline |
| Organic Farming and Health Management | 24UBON21 | II | | |
| Basics of Fashion | 24UCFN11 | I | Costume Design And Fashion | Students other than B.Sc. Costume Design And Fashion Discipline |
| Interior Designing | 24UCFN21 | II | | |
| Introduction to HTML | 24UCSN11N | I | Computer Science | Students other than Computer Science Discipline |
| Office Automation | 24UCSN21N | II | | |
| Basics of Internet | 24UITN11N | I | Information Technology | |
| Data Analysis using Spreadsheet | 24UITN21N | II | | |
| Fundamentals of Information | 24UDSN11 | I | Data Science | |
| Computer Fundamentals | 24UDSN21 | II | | |
| Web Designing | 24UCAN11N | I | B.C.A. | |
| Fundamentals of Computers | 24UCAN21N | II | | |
| Organic Farming | 24UBYN11 | I | Botany | All Discipline students |
| Nursery and Landscaping | 24UBYN12 | I | | |
| Mushroom Cultivation | 24UBYN21 | II | Botany | |
| Medicinal Botany | 24UBYN22 | II | | |
| Library and Information Science - I | 24ULSN11 | I | Library Science | All Discipline students |
| Library and Information Science - II | 24ULSN21 | II | | |
| Cadet Corps for Career Development I | 24UNCN11 | I | National Cadet Corps | Students who have chosen NCC as Part V course |
| Cadet Corps for Career Development II | 24UNCN21 | II | | |



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| | | | |
|--------------------------------|--|----------------|----------------|
| Semester I | INTRODUCTION TO TOURISM (offered by the Department of History for the students other than B.A. History Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME -1 | | Credits: 2 | |
| Course Code 24UHIN11 | | Internal 25 | External 75 |

Course Outcomes:

On the completion of course the students will be able to

CO 1: recall the basic features in tourism and its significance.[K1]

CO 2: define the elements, components and functions of Tourism industry.[K1]

CO 3: discuss the principles and practices for the development of tourism.[K2]

CO 4: outline the role of tourism in promoting economy and culture.[K2]

CO 5: identify the knowledge on the growth of tourism industry.[K3]

UNIT I

Concepts of Tourism: Definition of Tourism – Traveller – Tourist – Excursionist – Travel Motivations: Push and Pull Motivations of Travel – Basic Components of Tourism: Transport, Attraction, Accommodation – Elements of Tourism: Weather, Amenities, Accessibility, Historical and Cultural Factors. (6 Hours)

UNIT II

Types and Forms of Tourism: Domestic and International Tourism – Long Haul and Short Haul Tourism – Leisure Tourism – Pilgrimage Tourism – Special Interest Tourism – Adventure Tourism – Eco Tourism – Cultural Tourism – Desert Tourism – Agro Tourism – Culinary Tourism – Medical Tourism – Sustainable Tourism, (6 Hours)

UNIT III

Travel Agency: Meaning of Travel Agent – Types of Travel Agency – Roles of Large Travel Agent – Characteristics of a Professional Travel Agent. (6 Hours)

UNIT IV

Tour Operator: Meaning of Tour Operator – Types of Tour Operator: Inbound, Outbound, Domestic, Ground and Specialized – Role of Tour Operators – Itinerary Planning: Principles, Resources and Guidelines. (6 Hours)

UNIT V

Travel Documents: Passport – VISA – Health Certificates – Tax – Customs – Currency – Travel Insurance – Role of Information Technology in Tourism related Services – Computerized Reservation System (CRS) and Global Distribution System (GDS). (6 Hours)

TEXT BOOKS

Bhatia, A.K. (2016).Tourism Management, New Delhi: Sterling Publications. Geetha Kannammal .S. (2007).An Introduction to Tourism in Tamil Nadu. Chennai: University of Madras.

REFERENCE BOOKS

Bhatia, A.K. (1997).Tourism Development: Principles and Practices, NewDelhi: Sterling Publishers, Pvt.Ltd.

Bhatia, A.K. (2014).The Business of Travel Agency and Tour Operations Management, New Delhi: Sterling Publications.

Marc Mancini, (2000).Conducting Tours: A Practical Guide, New Zealand: Cengage Learning Publications.

Negi, J. (2004). Travel Agency and Tour Operation: Concepts and Principles, New Delhi: Kanishka Publisher.

Pran Nath Seth, (2008).Successful Tourism Management: Fundamentals of Tourism, New Delhi : Sterling Publications.

Web Resources

https://www.academia.edu/14264572/Basic_Concept_on_Tourism
[http://bieap.gov.in/Pdf/TTPaperIIYR2. pdf](http://bieap.gov.in/Pdf/TTPaperIIYR2.pdf)

| Course Code 24UHIN11 | PO1 | | PO2 | PO 3 | | PO4 | PO 5 | PO 6 | PO 7 | |
|-------------------------|-------------|-------------|----------|-------------|------------|----------|----------|----------|------------|------------|
| | PSO 1. a | PSO 1. b | PSO 2 | PSO 3. a | PSO 3.b | PSO 4 | PSO 5 | PSO 6 | PSO 7.a | PSO 7.b |
| CO1 | 3 | 1 | 3 | 3 | - | 2 | 3 | 3 | 1 | 1 |
| CO2 | 3 | 3 | 1 | 1 | 3 | 3 | 1 | 3 | 2 | - |
| CO3 | 3 | 2 | 2 | 2 | - | 1 | 3 | - | - | - |
| CO4 | 3 | 2 | 1 | 2 | 3 | 2 | 2 | 3 | 1 | 3 |
| CO5 | 3 | 2 | 1 | 3 | 1 | 3 | 2 | 2 | - | - |

Strong (3) Medium (2) Low (1)

Dr.M.Babyrani
Head of the Department

Dr.M.Babyrani
Dr.M.Fathima Begum
Course Designers



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| | | | |
|-------------------------------|--|----------------|----------------|
| Semester II | INDIAN CONSTITUTION (offered by the Department of History for the students other than B.A. History Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME -2 | | Credits: 2 | |
| Course Code 24UHN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On the completion of course the students will be able to

CO 1: describe the importance of Indian Constitution. [K1]

CO 2: recall the concepts and features of Indian Constitution.[K1]

CO 3: discuss the forms and functions of Government and its political institutions.[K2]

CO 4: explain the functions of legislative, executive and judiciary in the Constitution.[K2]

CO 5: identify the working of Indian Constitution.[K3]

UNIT I

Sources – Preamble – Salient Features – Citizenship – Amendments. (6 Hours)

UNIT II

Fundamental Rights – Directive Principles – Fundamental Duties. (6 Hours)

UNIT III

Union Government: President – Prime Minister and Council of Ministers – Parliament

–Supreme Court of India. (6 Hours)

UNIT IV

State Government: Chief Minister – Governor – State Legislature – High Courts. (6 Hours)

UNIT V

Local Government: Urban – Rural. (6 Hours)

TEXT BOOKS

Agarwal, R.C. and Mahesh Bhatnagar,(2006). *Constitutional Development and National Movement of India*, New Delhi: S. Chand & Co.

REFERENCE BOOKS

Balan, G. and Dakshinamurthy, D. *Constitutional Development and Freedom Movement*, Chennai: Vanathi Pathipagam,

Durga Das Basu, (2019). *Introduction to the Constitution of India*, Gurgaon: Lexis Nexis.

Granville Austin, (1999). *The Indian Constitution: Cornerstone of a Nation*, New Delhi: Oxford University Press.

Hari Hara Das, (2001). *Indian Government and Politics*, New Delhi: Himalaya Publishing House.

Jagdish Swarup,(1984). *Constitution of India*, Allahabad: Dandewal House.

Mahendra Pal Singh, V.N. (2019). *Shukla's Constitution of India*, (Thirteenth Edn.), Lucknow: Eastern Book Company.

Pylee, M.V. (2012). *Constitutional Publishing Government in India*, New Delhi: S. Chand & Co. Ltd.

Pylee, M.V. (2016). *India's Constitution*, New Delhi: S. Chand & Co.

Rao, B.N. (1960). *India's Constitution in the Making*, Madras: Orient Longmans.

Subhash, C. Kashyap, (2021). *Our Constitution: An Introduction to India's Constitution and Constitutional Law*, New Delhi: National Book Trust.

Sujit Choudhry, et. al., ed)., (2016). *The Oxford Handbook of the Indian Constitution*, London: Oxford University Press.

Web Resources

<https://www.tn.gov.in/index.php>

<https://www.assembly.tn.gov.in/>

<https://legislative.gov.in/constitution-of-india>

<https://www.india.gov.in/>

<https://www.indianculture.gov.in/ebooks/indias-constitution-making>

| Course Code 24UHIN21 | PO1 | | PO2 | PO 3 | | PO4 | PO 5 | PO 6 | PO 7 | |
|-------------------------|-------------|-------------|----------|-------------|------------|----------|----------|----------|------------|------------|
| | PSO 1. a | PSO 1. b | PSO 2 | PSO 3. a | PSO 3.b | PSO 4 | PS O5 | PS O6 | PSO 7.a | PSO 7.b |
| CO1 | 3 | 3 | - | - | - | - | 1 | 3 | 2 | 2 |
| CO2 | 3 | 3 | 2 | 1 | 1 | 1 | 1 | 2 | 2 | - |
| CO3 | 2 | 2 | 2 | 1 | 2 | 1 | 2 | 2 | 1 | - |
| CO4 | 3 | 2 | 1 | - | - | 2 | 1 | 2 | 1 | 1 |
| CO5 | 3 | 2 | 2 | 1 | - | - | - | - | 1 | 2 |

Strong (3) Medium (2) Low (1)

Dr.M.Babyrani
Head of the Department

Dr.S.Lalitha
Dr. V.Natchathira Selvakumari
Course Designers



வே. வ. வன்னியப்பெருமாள் வணிகக் கல்லூரி

(விருதுநகர் இந்து நாடார்களுக்குப் பாத்தியப்பட்டது)
மதுரை காமராசி பல்கலைக்கழகத்தின் இணைக்கப் பெற்ற தன்னாட்சி கல்லூரி
தேசிய தரமதிப்பீட்டுக்குமுன்னரால் நான்காவது சுற்றில் 'A++' அந்தஸ்து பெற்றது

விருதுநகர்

சிறந்த கல்வி உயர்நிலைப் பண்பு

| | | | |
|----------------------------|---|-------------------|--------------------|
| முதலாம் பருவம் | சுற்றுலா ஓர் அறிமுகம் (offered by the Department of History for the students other than B.A. History Discipline) (2024-2025 onwards) | நேரம் / வாரம்: 2 | |
| Elective Course NME - 1 | | தர மதிப்பு : 2 | |
| பாடக்குறியீடு 24UHIN11 | | அகமதிப்பெண் 25 | புறமதிப்பெண் 75 |

கற்றல் வெளிப்பாடு

பாடத் திட்டம் நிறைவுற்ற நிலையில் மாணவர்கள்

CO 1: சுற்றுலாவின் அடிப்படை அம்சங்கள் மற்றும் அதன்

முக்கியத்துவத்தை நினைவ கூறும் திறன் பெற்றிருப்பர். [K1]

CO 2: சுற்றுலாத் துறையின் கூறுகள், ஆக்கக் கூறுகள் மற்றும்

செயல்பாடுகளை வரையறுக்கும் புலன் பெற்றிருப்பர். [K1]

CO 3: சுற்றுலா வளர்ச்சிக்கான கொள்கைகள் மற்றும் நடைமுறைகளைப்

பற்றி விவாதம் செய்யும் அறிவினை பெற்றிருப்பர்[K2]

CO 4: பொருளாதாரம் மற்றும் கலாச்சாரத்தை மேம்படுத்துவதில்

சுற்றுலாவின் பங்கை கோடிட்டுக் காட்டும் ஆற்றல் பெற்றிருப்பர். [K2]

CO 5: சுற்றுலாத்துறையின் வளர்ச்சி பற்றிய அறிவை அடையாளம்

காணும் புலமை பெற்றிருப்பர். [K3]

அலகு I

சுற்றுலாவின் கருத்துக்கள்: சுற்றுலா வரையறை - பயணி - சுற்றுலா பயணி - உல்லாசப்பயணி - பயண ஊக்கக்காரணிகள் -சுற்றுலாவில் தூண்டுதல் மற்றும் ஈர்த்தல் ஊக்கக்காரணிகள் - சுற்றுலாவின் அடிப்படை ஆக்கக்கூறுகள்: போக்குவரத்து - கவரும் இடம் - தங்குமிடம் - சுற்றுலாவின் கூறுகள்: காலநிலை - அடிப்படை வசதிகள் - அணுகுதல் - வரலாறு மற்றும் கலாச்சாரக் காரணிகள்.

(6 மணிநேரம்)

அலகு II

சுற்றுலாவின் வகைகள் மற்றும் முறைகள் :உள்நாட்டு மற்றும் பன்னாட்டு சுற்றுலா - நீண்ட மற்றும் குறுகிய தூர சுற்றுலா - ஓய்வுச் சுற்றுலா - புனிதயாத்திரை சுற்றுலா - சிறப்பு ஆர்வ சுற்றுலா - சாகச சுற்றுலா - சுற்றுச்சூழல் சுற்றுலா - கலாச்சார சுற்றுலா - பாலைவன சுற்றுலா - வேளாண்மைச் சுற்றுலா - உணவுச் சுற்றுலா -மருத்துவ சுற்றுலா - நிரந்தர சுற்றுலா.

(6 மணிநேரம்)

அலகு III

பயண நிறுவனம்பயண : முகவர் பொருள் - பயண நிறுவனத்தின் வகைகள் - பெரிய அளவிலான பயணத்தில் முகவர்களின் பங்குகள் - பயண முகவரின் தொழிற்பண்புகள்.

(6 மணிநேரம்)

அலகு IV

சுற்றுலா பயண இயக்குநர் : சுற்றுலா பயண இயக்குநர் பொருள் - சுற்றுலா பயண இயக்குநரின் வகைகள் : உள்ளூர், வெளியூர், உள்நாட்டு, ஸ்தல மற்றும் சிறப்பு - சுற்றுலாவில் பயண இயக்குநர்களின் பங்கு - பயணத் திட்டமிடல் கோட்பாடுகள், ஆதாரங்கள் மற்றும் வழிகாட்டுதல்கள்.

(6 மணிநேரம்)

அலகு V

பயண ஆவணங்கள் - கடவுச்சீட்டு : விசா மருத்துவ - சுகாதார சான்றிதழ்கள் - வரி - சுங்கம் - செலாவணி - பயணக் காப்பீடு - சுற்றுலா தொடர்பான சேவைகளில் தகவல் தொழில்நுட்பத்தின் பங்கு - கணினிமயமாக்கப்பட்ட முன்பதிவு அமைப்பு (CRS) மற்றும் உலகளாவிய விநியோக அமைப்பு) GDS)

(6 மணிநேரம்)

உரை புத்தகம்

சாந்தகுமாரி, ஆர். (2002), சுற்றுலா, சென்னை: சாந்தா பதிப்பகம்.

குறிப்பு புத்தகங்கள்

1. ஈஸ்வரன். எஸ். (2015), சுற்றுலாவியல், சென்னை: பாவை பதிப்பகம்.
2. காந்திதாசன், எம். தியாகரஜன் & ஜே. சதாசிவம், பி. (2004), சுற்றுலாவியல், மதுரை: பாவை பதிப்பகம்.
3. தர்மராஜ், ஜே. (2004), சுற்றுலா, சிவகாசி: டென்சி பப்ளிகேஷன்ஸ்.
4. இராமகிருஷ்ணன், சீ. (2008), இந்திய மரபுச் சுற்றுலா, சென்னை: பாவை பதிப்பகம்.

| Course Code | PO1 | | PO2 | PO 3 | | PO4 | PO 5 | PO 6 | PO 7 | |
|-------------|-------------|-------------|----------|-------------|------------|----------|----------|----------|------------|------------|
| | PSO 1. a | PSO 1. b | PSO 2 | PSO 3. a | PSO 3.b | PSO 4 | PSO 5 | PSO 6 | PSO 7.a | PSO 7.b |
| CO1 | 3 | 1 | 3 | 3 | 1 | 2 | 3 | 3 | 1 | 1 |
| CO2 | 3 | 3 | 3 | 1 | 3 | 3 | 1 | 3 | 2 | 1 |
| CO3 | 3 | 3 | 3 | 2 | 3 | 3 | 3 | 3 | 1 | 1 |
| CO4 | 3 | 3 | 2 | 2 | 3 | 3 | 3 | 3 | 1 | 3 |
| CO5 | 3 | 2 | 3 | 3 | 3 | 3 | 3 | 3 | 1 | 1 |

Strong (3) Medium (2) Low (1)

முனைவர்.ம.பேபிராணி
துறைத் தலைவர்

முனைவர்.ம.பேபிராணி
முனைவர்.மு.பாத்திமா பேகம்
பாடத் திட்டவடிவமைப்பாளர்கள்



வே. வ. வன்னியப்பெருமாள் பெண்கள் கல்லூரி

(விருதுநகர் இந்து நாடார்களுக்குப் பாத்தியப்பட்டது)

மதுரை காமராசர் பல்கலைக்கழகத்துடன் இணைக்கப் பெற்ற தன்னாட்சி கல்லூரி
தேசிய தரமதிப்பீட்டுக்குழுவினால் நான்காவது சுற்றில் 'A++' அந்தஸ்து பெற்றது

விருதுநகர்

சிறந்த கல்வி உயர்நகரம்

| | | |
|----------------------------|--|-----------------------------------|
| இரண்டாம் பருவம் | இந்திய அரசியலமைப்பு (offered by the Department of History for the students other than B.A. History Discipline) (2024-2025 onwards) | நேரம் / வாரம்: 2 |
| Elective Course NME - 2 | | தர மதிப்பு : 2 |
| பாடக்குறியீடு 24UHIN21 | | அகமதிப்பெண் 25 புறமதிப்பெண் 75 |

கற்றல் வெளிப்பாடு

பாடத் திட்டம் நிறைவுற்ற நிலையில் மாணவர்கள்

CO1: இந்திய அரசியலமைப்பின் முக்கியத்துவத்தை விவரிக்கும் ஆற்றல் பெற்றிருப்பர். [K1]

CO2: இந்திய அரசியலமைப்பின் கருத்துக்கள் மற்றும் தன்மைகளை நினைவுகூறும் திறன் பெற்றிருப்பர். [K1]

CO3: அரசு மற்றும் அதன் அரசியல் நிறுவனங்களின் வடிவங்கள் மற்றும் செயல்பாடுகளைப் பற்றி விவாதிக்கும் புலமை பெற்றிருப்பர். [K2]

CO4: அரசியலமைப்பில் சட்டமன்றம், நிர்வாகத்துறை மற்றும் நீதித்துறையின் செயல்பாடுகளை விளக்கும் அறிவினைப் பெற்றிருப்பர். [K2]

CO5: இந்திய அரசியலமைப்புச் சட்டத்தின் செயல்பாடுகளை அடையாளம் காணும் புலன் பெற்றிருப்பர். [K3]

அலகு I

ஆதாரங்கள் - முகவுரை சிறப்பு - அம்சங்கள் - குடியுரிமை - திருத்தமுறைகள்.

(6 மணிநேரம்)

அலகு II

அடிப்படை உரிமைகள் - வழிகாட்டுநெறிகள் - அடிப்படைக் கடமைகள்.

(6 மணிநேரம்)

அலகு III

மத்திய அரசு - குடியரசுத்தலைவர் : பிரதம மந்திரி மற்றும் அமைச்சர் குழு

பாராளுமன்றம் - இந்திய உச்ச நீதிமன்றம்.

(6 மணிநேரம்)

அலகு IV

மாநில அரசு - முதலமைச்சர் - ஆளுநர் - அமைச்சர் குழு - சட்டமன்றம் மாநில உயர்

நீதிமன்றங்கள்.

(6 மணி நேரம்)

அலகு V

உள்ளாட்சி அரசாங்கம் : நகர்ப்புறம் - ஊரகப்பகுதி.

(6 மணி நேரம்)

உரை புத்தகம்:

கோமதிநாயகம்,பி. (2002). தற்கால அரசாங்கங்கள், இராஜபாளையம்:
பிரேம் பதிப்பகம்.

குறிப்பு புத்தகங்கள்

1. அழகுமலை,எ.(2002), தற்கால அரசாங்க முறைகள், மதுரை: ஜே.ஜே.
பதிப்பகம்.
2. கோமதிநாயகம்,பி.(2002), தற்கால அரசியல் பகுப்பாய்வு, இராஜபாளையம்:
பிரேம் பதிப்பகம்.
3. கோமதிநாயகம், பி. (2003). இந்திய அரசியல் முறையமைப்பு, மதுரை:
வைகை பதிப்பகம்.
4. கஸ்தூரி,ஜே.(1998), தற்கால அரசியல் அமைப்புகள், உடுமலைப்பேட்டை:
ஈன்ஸ் பதிப்பகம்.
5. தர்மராஜ், ஜே. (2011). தற்கால அரசாங்கங்கள், சிவகாசி: டென்சி
பப்ளிகேஷன்ஸ்.

| Course Code 24UHIN21 | PO1 | | PO2 | PO 3 | | PO4 | PO 5 | PO 6 | PO 7 | |
|-------------------------|-------------|-------------|----------|-------------|------------|----------|----------|----------|------------|------------|
| | PSO 1. a | PSO 1. b | PSO 2 | PSO 3. a | PSO 3.b | PSO 4 | PSO 5 | PSO 6 | PSO 7.a | PSO 7.b |
| CO1 | 3 | 3 | - | - | - | - | 1 | 3 | 2 | 2 |
| CO2 | 3 | 3 | 2 | 1 | 1 | 1 | 1 | 2 | 2 | - |
| CO3 | 2 | 2 | 2 | 1 | 2 | 1 | 2 | 2 | 1 | - |
| CO4 | 3 | 2 | 1 | - | - | 2 | 1 | 2 | 1 | 1 |
| CO5 | 3 | 2 | 2 | 1 | - | - | - | - | 1 | 2 |

Strong (3) Medium (2) Low (1)

முனைவர்.ம.பேபிராணி
துறைத் தலைவர்

முனைவர்.ச.லலிதா
முனைவர்.வி.நட்சத்திர செல்வகுமாரி
பாடத் திட்டவடிவமைப்பாளர்கள்



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

(Belonging to Virudhunagar Hindu Nadars)

An Autonomous Institution Affiliated to Madurai Kamaraj University, Madurai

Reaccredited with 'A++' Grade (4th Cycle) by NAAC

VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|--|----------------|----------------|
| Semester I | POPULAR LITERATURE AND CULTURE (offered by the Department of English for the students other than B.A. English Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME-1 | | Credits: 2 | |
| Course Code 24UENN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: identify the content of the prescribed popular literary works. [K1]

CO2: describe the characteristics of Popular literature presented in the prescribed works. [K1]

CO3: summarise the content of the prescribed works and give a critical analysis. [K2]

CO4: discuss the development of plot and themes in the prescribed texts. [K2]

CO5: determine the adaptation of narrative techniques and unique writing style leading to the universal appeal of the works. [K3]

UNIT I

Glover, David and Scott McCracken - Introduction as an essay

Felicity Hughes – Children’s Literature: Theory and Practice (6 Hours)

UNIT II

Brothers Grimm - The Juniper Tree

Sir Arthur Conan Doyle - Adventure of the Speckled Band

Roald Dahl - Extracts from *Charlie and the Chocolate Factory* (Chapters 13 to 15)
(6 Hours)

UNIT III

Satyajit Ray - Professor Shonku and the UFO (6 Hours)

UNIT IV

Herge - Tintin in Tibet

Somdev Bhatt - The Story of Padmavati and Prince Vajramukti (Vikram- Betaal Story)
(6 Hours)

UNIT V

J. K. Rowling - Harry Potter and the Philosopher's Stone . (6 Hours)

TEXT BOOKS

Chute, Hillary. (2008). Comics as Literature. Reading Graphic Narrative. *PMLA* – Publications of The Modern Language Association of America. 123. 452-465.

Herge. (2009). *Tintin in Tibet*. Baker and Taylor.

REFERENCE BOOK

Gill, Rosalind & Elena Herdieckerhoff. (2006). Rewriting the romance: newfemininities in chick lit? *Feminist Media Studies* 6(4).

WEB RESOURCES

<https://fdocuments.in/document/childrens-literature-55845ad6244ac.html>

<http://www.cambridgeblog.org/wp-content/uploads/2012/08/The-Cambridge-Companion-to-Popular-Fiction-Intro.pdf>

| Course Code 24UENN11 | PO1 | | PO2 | | PO 3 | PO4 | | PO 5 | PO 6 | PO 7 |
|-------------------------|-------------|-------------|-------------|-------------|----------|-------------|-------------|----------|----------|----------|
| | PSO 1. a | PSO 1. b | PSO 2. a | PSO 2. b | PSO 3 | PSO 4. a | PSO 4. b | PSO 5 | PSO 6 | PSO 7 |
| CO1 | 3 | 2 | 1 | 1 | 2 | 2 | 3 | 1 | 3 | 1 |
| CO2 | 3 | 2 | 1 | 1 | 1 | 1 | 3 | 1 | 2 | 1 |
| CO3 | 3 | 3 | 1 | 1 | 1 | 2 | 3 | 1 | 1 | 1 |
| CO4 | 3 | 2 | 1 | 1 | 1 | 1 | 3 | 1 | 1 | 1 |
| CO5 | 3 | 3 | 1 | 2 | 2 | 2 | 3 | 2 | 3 | 1 |

Strong (3) Medium (2) Low (1)

Dr. V. Navaneethamani
Mrs. C. Vijayalakshmi
Heads of the Departments

Mrs. A. Poornima Devi
Dr. T. Ganga Parameswari
Course Designers



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|--|----------------|----------------|
| Semester II | PHILOSOPHY FOR LITERATURE (offered by the Department of English for the students other than B.A. English Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 2 | | Credits: 2 | |
| Course Code 24UENN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: identify the history of the philosophy for Literature and the major figures in philosophy. [K1]

CO2: describe the concept, ideology and characteristics traits of the prescribed works through the lens of Philosophy and literature. [K1]

CO3: summarise the content of the prescribed works and give a critical analysis. [K2]

CO4: discuss the narratology and the themes in the prescribed texts. [K2]

CO5: determine the importance of significant schools of thought in defining Philosophy for Literature. [K3]

UNIT I

The World of Greeks

Plato - Concept of Forms - Ideal vs Physical

S T Coleridge - Kubla Khan

(6 Hours)

UNIT II

Aristotle - Concept of Soul – Beauty – Art - Nature

Keats - Endymion (First 33 lines)

(Aristotle's idea of soul, beauty, art and nature)

(6 Hours)

UNIT III

Enlightenment and After

Rene Descartes – Rationalism - Dualism

Emily Dickinson - The Brain — is wider than the Sky (Debate the Cartesian mind body or material immaterial dualism)

(6 Hours)

UNIT IV

Karl Marx - Critique of Capitalist Society - Base and Superstructure

D. H. Lawrence - How Beastly the Bourgeois Is? (Marx's idea of social 44 class)

(6 Hours)

UNIT V

Simon de Beauvoir - Concept of Becoming

Maya Angelou - When I think of myself (de Beauvoir's Concept of Becoming)

(6 Hours)

TEXT BOOKSDurrant, Will. (1991). *The Story of Philosophy*. New York: Simon & Schuster.Gaarder, Jostein. (2015). *Sophie's World: 20th Anniversary Edition*. London: Orion.**REFERENCE BOOKS**Russell, Bertrand. (2016). *History of Western Philosophy*. London: Routledge.Gibson, John. (2015). *The Philosophy of Poetry*. Oxford: OUP.**WEB RESOURCES**https://www.philosophybasics.com/general_what_is.htmlhttps://archive.org/details/SophiesWorld_989/page/n5/mode/2up

| Course Code 24UENN21 | PO1 | | PO2 | | PO 3 | PO4 | | PO 5 | PO 6 | PO 7 |
|-------------------------|-------------|-------------|-------------|-------------|----------|-------------|-------------|----------|----------|----------|
| | PSO 1. a | PSO 1. b | PSO 2. a | PSO 2. b | PSO 3 | PSO 4. a | PSO 4. b | PSO 5 | PSO 6 | PSO 7 |
| CO1 | 3 | 2 | 1 | 3 | 2 | 2 | 3 | 2 | 1 | 1 |
| CO2 | 3 | 2 | 2 | 3 | 2 | 3 | 3 | 2 | 2 | 2 |
| CO3 | 3 | 3 | 2 | 3 | 2 | 2 | 3 | 2 | 2 | 3 |
| CO4 | 3 | 2 | 2 | 3 | 2 | 3 | 3 | 2 | 1 | 2 |
| CO5 | 2 | 3 | 1 | 3 | 1 | 2 | 3 | 2 | 1 | 1 |

Strong (3) Medium (2) Low (1)

Dr. V. Navaneethamani
Mrs. C. Vijayalakshmi
Heads of the Departments

Dr. T. Ganga Parameswari
Mrs. C. Vijayalakshmi
Course Designers



வே. வ. வன்னியப்பெருமாள் பெண்கள் கல்லூரி

(விருதுநகர் இந்து நாடார்களுக்குப் பாத்தியப்பட்டது)

மதுரை காமராசர் பல்கலைக்கழகத்துடன் இணைக்கப் பெற்ற தன்னாட்சி கல்லூரி
தேசிய தரமதிப்பீட்டுக்குழுவினால் நான்காவது கற்றில் 'A++' அந்தஸ்து பெற்றது

விருதுநகர்

சிறந்த கல்வி உயர்ந்த பண்பு

| | | | |
|--|--|-------------------|--------------------|
| முதற்பருவம் | அடிப்படைத்தமிழ் இலக்கணம் -I எழுத்தறிதல் (offered by the Department of Tamil only for the students who have chosen Part I Hindi) (2024-2025 onwards) | நேரம்/ வாரம்: 2 | |
| Elective Course NME - 1 | | தரமதிப்பு : 2 | |
| பாடக்குறியீட்டு எண் 24UBTN11 | | அகமதிப்பெண் 25 | புறமதிப்பெண் 75 |

கற்றல் வெளிப்பாடு

இந்தப் பாடத்திட்டம் முடிந்த பிறகு, மாணவர்கள்

CO1: தமிழ் மொழியில் உள்ள எழுத்துக்களை எடுத்துரைப்பர். [K1]

CO2: தமிழ் எழுத்துக்களின் வகைகளை இனம் பிரித்து எழுதுவர். [K1]

CO3: தமிழ் மொழியின் வடிவம் மற்றும் ஒலிக்கும் முறைகளைக்

கற்றுத் தமிழைப் பிழையுற உச்சரிப்பதற்கும் பேசுவதற்குமானத்

திறனைப் பெறுவர். [K2]

CO4: எழுத்துக்களின் ஒலி வேறுபாட்டைப் பகுத்து அறிவர்.[K2]

CO5: இரண்டிற்கு மேற்பட்ட சொற்களை வகைப்படுத்திக் காட்டுவர்;

புதிய சொற்களை எழுதுவர். [K3]

கூறு-1

தமிழ் எழுத்துக்களை அறிமுகம் செய்தல், உயிரெழுத்துக்கள்,
மெய்யெழுத்துக்கள். (6 மணிநேரம்)

கூறு-2

குறில், நெடில் எழுத்துக்கள், வல்லினம், மெல்லினம், இடையினம், எழுத்தொலி
அளவு (மாத்திரை) (6 மணிநேரம்)

கூறு-3

உயிர்மெய் எழுத்துக்களின் வரிவடிவம். (6 மணிநேரம்)

கூறு-4

சார்பெழுத்துகள் - குறுகி ஒலித்தல் - நீண்டு ஒலித்தல். (6 மணிநேரம்)

கூறு-5

சொல்லமைப்பு, ஓரெழுத்து, ஈரெழுத்து, இரண்டிற்கு மேற்பட்ட எழுத்துமைவுச் சொற்கள். (6 மணிநேரம்)

| Course Code | PO 1 | PO 2 | PO3 | | PO4 | | PO 5 | | PO 6 | PO 7 |
|-------------|-------|-------|----------|----------|----------|---------|---------|---------|-------|-------|
| 24UBTN11 | PSO 1 | PSO 2 | PSO 3. a | PSO 3. b | PSO 4. a | PSO 4.b | PSO 5.a | PSO 5.b | PSO 6 | PSO 7 |
| CO1 | 3 | 3 | 1 | | - | 3 | - | - | - | 3 |
| CO2 | 3 | 2 | 2 | 2 | 3 | 3 | 1 | 1 | - | 3 |
| CO3 | 3 | 2 | 1 | 1 | 3 | 3 | - | - | - | 3 |
| CO4 | 3 | 3 | - | - | - | - | - | - | - | 3 |
| CO5 | 3 | 3 | 1 | 1 | 1 | 1 | 3 | 3 | - | 3 |

Strong (3) Medium (2) Low (1)

Dr.T.Velmayil
Head of the Department

Dr.J.Nalinadevi
Course Designer



வே. வ. வன்னியப்பெருமாள் பெண்கள் கல்லூரி

(விருதுநகர் இந்து நாடாங்களுக்குப் பாத்தியப்பட்டது)

மதுரை காமராசர் பல்கலைக்கழகத்துடன் இணைக்கப் பெற்ற தன்னாட்சி கல்லூரி
தேசிய தரமதிப்பீட்டுக்குழுவினால் நான்காவது சுற்றில் 'A++' அந்தஸ்து பெற்றது

விருதுநகர்

சிறந்த கல்வி உயர்ந்த பண்பு

| | | | |
|---|--|-------------------|--------------------|
| இரண்டாம் பருவம் | அடிப்படைத்தமிழ் -II மொழித்திறனறிதல் (offered by the Department of Tamil only for the students who have chosen Part I Hindi) (2024-2025 onwards) | நேரம்/ வாரம்: 2 | |
| Elective Course NME - 2 | | தரமதிப்பு : 2 | |
| பாடக்குறியீட்டு எண்: 24UBTN21 | | அகமதிப்பெண் 25 | புறமதிப்பெண் 75 |

கற்றல் வெளிப்பாடு

இந்தப் பாடத்திட்டம் முடிந்த பிறகு, மாணவர்கள்

CO1: தமிழ் எழுத்துக்களை வகைப்படுத்துவர். [K1]

CO2: தமிழ்ச்சொற்களை எடுத்துரைப்பர்.[K1]

CO3: எழுத்து, சொல், வாக்கிய வடிவங்களின் இலக்கண மரபுகளை அறிந்து வெளிப்படுத்துவர்.[K2]

CO4: எழுத்து, சொல், வாக்கிய அமைப்புக்களைச் சான்றுகளுடன் விளக்குவர்.[K2]

CO5: தமிழ் எழுத்துக்களையும், சொற்களையும், வாக்கியங்களையும் பிரித்தறிவர். [K3]

கூறு - 1

பெயர்ச்சொல் - விளக்கம் - வகைகள் - தன்மை, முன்னிலை, படர்க்கைப் பெயர்கள் - -சுட்டு- வினா - சான்றுகள் - பத்தியிலிருந்து பெயர்ச் சொற்களைக் கண்டறியப் பயிற்சி அளித்தல். (6 மணி நேரம்)

கூறு - 2

பால் - ஐந்து வகைகள் - சான்றுகள் - எண் - ஒருமை, பன்மை - சான்றுகள் - வேற்றுமை உருபுகள் - வேற்றுமை உருபுகளைச் சரியான இடத்தில் பயன்படுத்தப் பயிற்சி அளித்தல். (6 மணி நேரம்)

கூறு - 3

வினைச்சொற்கள் - விளக்கம் - வகைகள் - எச்சம் - சான்றுகள் - பிழையான வாக்கியங்களைக் கண்டறிதல் (வழு). (6 மணி நேரம்)

கூறு - 4

மொழிமுதல் எழுத்துக்கள் – விளக்கம் – சான்றுகள் – மொழிமுதலில் வரா
எழுத்துக்கள் – மொழி இறுதி எழுத்துக்கள் – சான்றுகள். (6 மணி நேரம்)

கூறு - 5

வாக்கிய அமைப்பு – எழுவாய், பயனிலை, செயப்படுபொருள் – சான்றுகள்
காட்டி விளக்குதல். (6 மணி நேரம்)

| Course Code 24UBTN21 | PO1 | PO2 | PO3 | | PO4 | | PO5 | | PO6 | PO7 |
|-------------------------|----------|----------|-------------|-------------|-------------|------------|------------|------------|----------|----------|
| | PSO 1 | PSO 2 | PSO 3. a | PSO 3. b | PSO 4. a | PSO 4.b | PSO 5.a | PSO 5.b | PSO 6 | PSO 7 |
| CO1 | 3 | 3 | 1 | 1 | - | 3 | - | - | - | 3 |
| CO2 | 3 | 2 | 2 | 2 | 3 | 3 | 1 | 1 | - | 3 |
| CO3 | 3 | 2 | 1 | 1 | 3 | 3 | - | - | - | 3 |
| CO4 | 3 | 3 | - | - | - | - | - | - | - | 3 |
| CO5 | 3 | 3 | 1 | 1 | 1 | 1 | 3 | 3 | - | 3 |

Strong (3) Medium (2) Low (1)

Dr.T.Velmayil
Head of the Department

Dr.J.Nalinadevi
Course Designer



வே.வ.வன்னியப்பெருமாள் பெண்கள் கல்லூரி

(விருதுநகர் இந்து நாடார்களுக்குப் பாத்தியப்பட்டது)
மதுரை காமராசர் பல்கலைக்கழகத்துடன் இணைக்கப் பெற்ற தன்னாட்சி கல்லூரி
தேசிய தரமதிப்பீட்டுக்குழுவினால் நான்காவது சுற்றில் 'A++' அந்தஸ்து பெற்றது

விருதுநகர்

சிறந்த கல்வி உயர்ந்த பண்பு

| | | | |
|--|--|-------------------|--------------------|
| முதற்பருவம் | <p style="text-align: center;">பேச்சுக்கலைத் திறன் (offered by the Department of Tamil for the students other than B.A. Tamil Discipline) (2024-2025 onwards)</p> | நேரம்/ வாரம்: 2 | |
| Elective Course NME - 2 | | தரமதிப்பு: 2 | |
| பாடக்குறியீட்டு எண் 24UTAN11 | | அகமதிப்பெண் 25 | புறமதிப்பெண் 75 |

கற்றல் வெளிப்பாடு

இந்தப் பாடத்திட்டம் முடிந்த பிறகு, மாணவர்கள்

CO1: பேச்சுக்கலையின் இலக்கணத்தையும், வரலாற்றையும்

எடுத்துரைப்பர். [K1]

CO2: பேச்சுக்கலையின் முன்னோடிகள், பேச்சாளரின் தகுதிகள்

போன்றவற்றை அறிந்து கொள்வர். [K1]

CO3: சொற்பொழிவின் வகைகளையும், பேச்சுக்கலைக்கான

உத்திகளையும் அறிந்து புலப்படுத்துவர். [K2]

CO4: பேச்சுக்கலைக்கான மொழி வளத்தையும், ஆளுமைத்

திறத்தையும் வளர்த்துக் கொள்வர். [K2]

CO5: பேச்சுக்கலைத் திறனில் மேம்பாடு அடைவர். [K3]

கூறு-1

சொற்பொழிவு ஓர் அரிய கலை - வரையறை - வரலாறு - விளக்கம் -
பேச்சாளர் தகுதிகள் - முன்னோடிகள் - இலக்கிய அறிவு - மொழி அறிவு -
அனுபவம் - தனித்தன்மை - முன்முயற்சிகள்.

(6 மணிநேரம்)

கூறு-2

சொற்பொழிவு வகைகள் - சமயம் - இலக்கியம் - அரசியல் -
பொழுதுபோக்கு - நகைச்சுவை - ஊடகப்பொழிவுகள். (6 மணிநேரம்)

கூறு-3

சொற்பொழிவுத் திறன்கள்- அவையறிதல் - பொருளறிதல் -
சொல்தெரிவு - மொழி ஆளுமை - இலக்கியப் புலமை - வெளிப்பாட்டுத்
திறம் - தொனி. (6 மணிநேரம்)

கூறு-4

புகழ் பெற்ற சொற்பொழிவாளர்கள் - வ.உ.சி - திரு.வி.க - மறைமலையடிகள் - வரதராசலு நாயுடு - ஜீவா - பெரியார் - அண்ணா - கி.ஆ.பெ. - கலைஞர் - வாரியார் - கி.வா.ஜ - புலவர் கீரன் - வலம்புரிஜான் - சிலம்பொலியார் - தென்கச்சி கோ.சுவாமிநாதன் - மேலைநாட்டுப் பொழிஞர்கள் - முதலியோர்.

(6 மணிநேரம்)

கூறு-5

பொழிவுத் தயாரிப்பும் உத்திகளும்.

(6 மணிநேரம்)

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| Course Code | PO 1 | PO 2 | PO3 | | PO4 | | PO 5 | | PO 6 | PO 7 |
|--------------------|--------------|--------------|-----------------|-----------------|-----------------|----------------|----------------|----------------|--------------|--------------|
| 24UTAN11 | PSO 1 | PSO 2 | PSO 3. a | PSO 3. b | PSO 4. a | PSO 4.b | PSO 5.a | PSO 5.b | PSO 6 | PSO 7 |
| CO1 | 3 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| CO2 | 3 | 3 | 3 | 3 | 2 | 2 | 2 | 2 | 3 | 2 |
| CO3 | 3 | 3 | 2 | 2 | 2 | 2 | 3 | 3 | 3 | 3 |
| CO4 | 3 | 3 | 3 | 3 | 2 | 2 | 2 | 2 | 3 | 3 |
| CO5 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |

Strong (3) Medium (2) Low (1)

Dr.T.Velmayil
Head of the Department

Dr.M.Tamilselvi
Course Designer



வே. வ. வன்னியப்பெருமாள் வெண்கள் கல்லூரி

(விருதுநகர் இந்து நாடார்களுக்குப் பாத்தியப்பட்டது)
மதுரை காமராசர் பல்கலைக்கழகத்துடன் இணைக்கப் பெற்ற தன்னாட்சி கல்லூரி
தேசிய தரமதிப்பீட்டுக்குழுவினால் நான்காவது சுற்றில் 'A++' அந்தஸ்து பெற்றது

விருதுநகர்

சிறந்த கல்வி உயர்நீத பணி

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|--|--|-------------------|--------------------|
| இரண்டாம் பருவம் | <p align="center">பயன்முறைத் தமிழ் (offered by the Department of Tamil for the students other than B.A. Tamil Discipline) (2024-2025 onwards)</p> | நேரம் / வாரம் : 2 | |
| Elective Course NME-2 | | தர மதிப்பு : 2 | |
| பாடக்குறியீட்டு எண் 24UTAN21 | | அகமதிப்பெண் 25 | புறமதிப்பெண் 75 |

கற்றல் வெளிப்பாடு

இந்தப் பாடத்திட்டம் முடிந்த பிறகு, மாணவர்கள்

CO1: இக்காலத் தமிழின் இயல்புகளை எடுத்துரைப்பர். [K1]

CO2: நிறுத்தற்குறிகள் பயன்பாடு, சொற்களைச் சேர்த்தும் பிரித்தும்

எழுதும் முறைகள் பற்றி வெளிப்படுத்துவர். [K1]

CO3: நடைமுறை சார் மொழித் திறன்கள் (எழுத்துத் திறன்கள்),

செய்திக்கடிதம், ஆவணம் எழுதும் முறைகளைப் புலப்படுத்துவர். [K2]

CO4: திறன்களை வளர்க்கும் நெறிகளை எடுத்துரைப்பர். [K2]

CO5: கட்டுரை எழுதுதல், அடிக்குறிப்புத் தருதல், மொழிப்பயன்பாட்டு

முறைகள் போன்றவற்றை பிரித்தறிவர். [K3]

கூறு - 1

இக்காலத் தமிழின் இயல்புகள், சந்திவிதிகள், சந்தி வரையறை, சந்தியின் தேவை, சந்தி வகைப்பாடுகள், அகச்சந்தி, புறச்சந்தி, சொற்சந்தி வருமிடங்கள், வல்லினம் மிகும் இடங்கள், மிகா இடங்கள், நில தனிக் குறிப்புகள், பழஞ்சந்தி இக்காலச் சந்தி வேறுபாடுகள், சிறப்புச் சந்தி விதிகள், நிறுத்தற்குறிப் பயன்படும் சந்திஅறிதல். (6 மணிநேரம்)

கூறு - 2

நிறுத்தற்குறிகள் பயன்பாடு, சொற்களைச் சேர்த்தும் பிரித்தும் எழுதும் முறைகள், பேச்சும் கால இடைவெளியும் நிறுத்தற்குறிகளும், நிறுத்தற்குறிகள் காற்புள்ளி, அரைப்புள்ளி, முக்காற்புள்ளி, முற்றுப்புள்ளி, புள்ளி, முப்புள்ளி, கேள்விக்குறி, உணர்ச்சிக்குறி, இரட்டை ஒற்றை மேற்கோள்குறிகள், மேற்படிக்குறி, அடைப்புக் குறிகள், பிறை அடைப்பு, சதுர அடைப்பு, இணைப்புக் கோடு, இணைப்புச் சிறுகோடு, சாய்கோடு, அடிக்கோடு, விடுக்குறி) இவற்றின் முறையான பயன்படுத்த முறைகள், சொற்களைத் சேர்த்தும் பிரித்தும் எழுதும் முறைகள். (6 மணிநேரம்)

கூறு - 3

நடைமுறை சார் மொழித் திறன்கள் (எழுத்துத்திறன்கள், செய்திக்கடிதம் ஆவணம் எழுதும் முறைகள் செய்தி எழுதும் முறைகள் - செய்திக் கட்டமைப்பு, தலைப்பு. முகப்பு, உடல், செய்தியில் மொழிப் பயன்பாடு செய்திக் கட்டுரை தலைப்புத் தெரிவு, தகவல் சேகரிப்பு வகைகள், தமிழில் நெகிழ்வுரை எழுதும் முறை, நெகிழ்வுரையில் மொழிப் பயன்பாடு கருத்துரைகள், தலையங்கம், நூல் மதிப்புரைகள், கடிதம் ஆவணம் எழுதும் முறைகள்.

(6 மணிநேரம்)

கூறு - 4

உரையாடல் திறன் தடைகள், தேவையான நல்ல குணங்கள், உரையாடல் உத்திகள், சொற்பொழிவுத் திறன், நேர்காணல், வாய்மொழித் தேர்வுத் திறன்களை வளர்க்கும் நெறிகள்.

(6 மணி நேரம்)

கூறு - 5

கட்டுரை வரையறை, கட்டுரையின் இயல்பு, சுருக்கமான எளிமையான மொழிப் பயன்பாட்டு முறைகள்.

(6 மணிநேரம்)

பாட நூல்கள்

1. பா.ரா.சுப்பிரமணியன், வ.ஞானசுந்தரம், (2001) தமிழ் நடைக் கையேடு, சென்னை.மொழி வெளியீடு.
2. பொற்கோ. (2003.) தமிழில் நாமும் தவறில்லாமல் எழுதலாம், சென்னை. பூம்பொழில் வெளியீடு.
3. அ.கி.பரந்தாமனார், (2000) நல்ல தமிழ் எழுத வேண்டுமா?, சென்னை, பாரி நிலையம்.

பார்வை நூல்கள்

1. எம்.ஏ.நுஃமான். (1999) அடிப்படைத் தமிழ் இலக்கணம், பூ.பாலசிங்கம், கொழும்பு புத்தக நிலையம்.
2. பொற்கோ, (2002), இக்கால தமிழ் இலக்கணம், சென்னை. பூம்பொழில் வெளியீடு.
3. கு.பரமசிவம், (1983) இக்கால தமிழ் மரபு, சிவகங்கை.அன்னம்(பி) லிமிடெட்,
4. ஞா.தேவநேயப் பாவணர், (1999) உரைநடை இலக்கணமும் கட்டுரை எழுதும் முறையும், சென்னை அழகுப் பதிப்பகம்.
5. மருதூர் அரங்கராசன், (2004) தவறின்றித் தமிழ் எழுத, சென்னை. ஐந்திணைப் பதிப்பகம்.

6. தி.முத்துக் கண்ணப்பன், (1994), நல்ல தமிழ் அறிவோம், சென்னை, கங்கை புத்தக நிலையம்.
7. மு.வரதராசன், (1998), மொழி நூல், திருநெல்வேலி, தென்னிந்திய சைவ சித்தாந்த நூற்பதிப்புக் கழகம்.
8. கா.பட்டாபிராமன், (2004), மொழிப் பயன்பாடு, சென்னை.நியூசெஞ்சுரி புக்ஹவுஸ்.
9. மா.நன்னன், (1990), வழக்குத் தமிழ், திருநெல்வேலி, தென்னிந்திய சைவ சித்தாந்த நூற்பதிப்புக் கழகம்.

| Course Code 24UTAN21 | PO 1 | PO2 | PO3 | | PO4 | | PO5 | | PO6 | PO7 |
|-------------------------|----------|----------|-------------|-------------|-------------|------------|------------|------------|----------|----------|
| | PSO 1 | PSO 2 | PSO 3. a | PSO 3. b | PSO 4. a | PSO 4.b | PSO 5.a | PSO 5.b | PSO 6 | PSO 7 |
| CO1 | 3 | 3 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| CO2 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 2 | 2 |
| CO3 | 3 | 3 | 3 | 3 | 2 | 2 | 3 | 3 | 3 | 3 |
| CO4 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| CO5 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |

Strong (3) Medium (2) Low (1)

Dr.T.Velmayil
Head of the Department

Dr.C.Nagajothi
Course Designer



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|---|----------------|----------------|
| Semester I | BASIC HINDI – I (offered by the Department of Hindi for all Discipline students) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME -1 | | Credits:2 | |
| Course Code 24UBHN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

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

CO1: Identify the Basic Hindi Vowels and Consonants. [K1]

CO2: illustrate the Hindi words used in Daily life situations. [K1]

CO3: classify Hindi words that are commonly used in conversation. [K2]

CO4: translate the Tamil sentences to Hindi. [K2]

CO5: apply the acquired knowledge of grammatical structure for better communication. [K3]

UNIT I Hindi Letters

Vowels – Consonants – Semi Consonants –Compound Letters – Bindhu Letters
– Consonant vowels. (6 Hours)

UNIT II Daily Usage of Hindi Words

1. Names of Flowers – 10 nos
2. Names of Fruits – 10 nos
3. Names of Birds – 10 nos
4. Names of Animals -10 nos
- & Names of Vegetables -10 nos (6 Hours)

UNIT III Basic Hindi Words

1. Names of Days -
2. Names of Colours-10 nos
3. Names of parts of body -10 nos
4. Names of Months
5. & Numbers in Hindi (1 -50) (6 Hours)

UNITIV Grammar - I

1. Present Tense –
 2. Present Continuous Tense –
 3. Past Tense
 4. Imperative sentences
 5. future tense
- (6 Hours)

UNIT V Translation

Translating sentences in HINDI to English or Tamil (6 Hours)

TEXT BOOK

Compiled by the department

REFERENCE BOOKS

1. Nayee Hindi Rachana – I Dakshina Bharath Hindi prachar sabha , T.Nagar , Chennai
2. Hindi Vathayan - Dr.K.M.Chandra mohan ,Vishwa Vidyalaya prakashan , Varanasi- 221001
3. AnuvadAbhyas – I I Dakshina Bharath Hindi prachar sabha, T.Nagar, Chennai

Web Reference : www.tnschools.co.in e –Book

| Course Code 24UBHN11 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO1 | 3 | 2 | 3 | 2 | 1 | 3 | 2 |
| CO2 | 2 | 3 | 3 | 1 | 1 | 2 | 2 |
| CO3 | 3 | 2 | 3 | 3 | 2 | 2 | 1 |
| CO4 | 3 | 2 | 3 | 3 | 1 | 1 | 2 |
| CO5 | 2 | 3 | 2 | 1 | 2 | 3 | 1 |

Dr B. Nagajothi
Head of the Department

Dr B.Nagajothi
Course Designer



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| | | | |
|--------------------------------|---|----------------|----------------|
| Semester II | BASIC HINDI – II (offered by the Department of Hindi for all Discipline students) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME-2 | | Credits:2 | |
| Course Code 24UBHN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

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

- CO1: list out the vocabulary in the prescribed prose. [K1]
- CO2: explain the ways of greetings and proverbs used in daily life. [K1]
- CO3: illustrate common Hindi sentences and use them effectively in communication. [K2]
- CO4: translate the sentences in the Regional language to Hindi. [K2]
- CO5: employ the basic structures in Hindi and develop their skills. [K3]

UNIT I

Hindi Sentences

Greetings and Gratitude (15) – IDIOMS IN HINDI (20) -

Proverbs in Hindi (15)

(6 Hours)

UNIT II

6. Gender
7. Singular & Plural
8. Numbers in Hindi (51 -100)
9. Adjective

UNIT III

Advanced Hindi Words (each 20 Words)

Prepositions -Conjunctions - Verbs - Adverbs

(6 Hours)

UNIT IV Grammar – II (Lesson 1,4 & 6)

Synonyms -Antonyms - Match the following - Question and Answer (6 Hours)

UNIT V

Translation -II

Lesson 4, 5& 6 Tamil to Hindi only (6 Hours)

Text Book – COMPILED BY THE DEPARTMENT**REFERENCE BOOKS**

1. Subhodh Hindi Patmala Dakshin Bharath Hindi Prachar Sabha, 4th Edition.
2. Nayee Hindi Rachana – I Dakshin Bharath Hindi Prachar Sabha, 3rd Edition.
3. Bolchal Hindi – I Dakshin Bharath Hindi Prachar Sabha, 4th Edition.
4. Anuvad Abhyas – I Dakshin Bharath Hindi Prachar Sabha, 4th Edition.
5. Chandra Mohan, K.M. (2001). *Hindi Vatayan*, 4th Edition.

| Course Code | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-----------------|-----|-----|-----|-----|-----|-----|-----|
| 24UBHN21 | | | | | | | |
| C | 3 | 2 | 3 | 2 | 2 | 3 | 2 |
| C | 3 | 1 | 3 | 1 | 1 | 2 | 1 |
| C | 3 | 2 | 3 | 3 | 2 | 2 | 1 |
| C | 3 | 2 | 3 | 3 | 1 | 1 | 2 |
| C | 2 | 3 | 2 | 1 | 2 | 1 | 1 |

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Dr. B.Nagajothi
Course Designer



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| | | | |
|---------------------------------|--|----------------|----------------|
| Semester I | EVERYDAY BANKING (offered by the Department of Commerce for the students other than Commerce Discipline) (2025-2026) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UCON11N | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: state the meaning of concepts related to banking, cheque, passbook, demand draft, required application forms, online banking, machines, loans and bank process. [K1]

CO2: describe the process and details related to simple banking operations. [K1]

CO3: explain the types of prescribed forms, procedure for online banking, loans, and fund. [K2]

CO4: explain the latest applications in everyday banking. [K2]

CO5: fill up prescribed forms for applying and sign up for banking services and loans. [K3]

UNIT I

Banking–Definition–passbook–cheque book–Format of Cheque–Filling up of Cheque- Deposit Challan – Filling up – Clearing cheque – Transfer cheque – Collection Cheque– Payable at par – Demand Draft. (5 Hours)

UNIT II

Application filling – Account Opening form –Filling up–Documents required Debit Card–Credit Card–ATM Machine–Cash Deposit Machine– Passbook printing machine. MICR-IFSC-Fund transfer through ECS–NEFT–RTGS– Form filling for Fund transfer. (5 Hours)

UNIT III

Online Banking–Signup–Process–Requirements–Login– Customer ID–User ID – Pass word – Hints for creating Pass words – change of pass word – on line transactions– Account statements – Fund Transfer – Payment of bills – Utility payments. (6 Hours)

UNIT IV

Loans–Repayment for Loans–other services. Mobile Banking – meaning– importance – Advantages – Mobile Applications (App) – WAP (Wireless Application Protocol) – USSD (Unstructured Supplementary Service Data)-Registration process–through Mobiles (6 Hours)

UNIT V

Process at Bank Branch-ATM- User ID-MPIN- change of MPIN –IMPS D(Immediate Mobile Payment System) - UPI(Unified Payment interface) – BHIM(Bharat Interface for money)- NPCI (National Payment Corporation of India) –Transfer Funds–paying Bills–Locating ATMs – QRcode payments Alerts and notifications-Tracking Spending habits–Cash back-Safe banking methods (8 Hours)

SELF STUDY FOR ASSIGNMENT

1. Cyber Security Measure and Safety Banking Practice.
2. ATM Machine and Cash Deposit Machine.

TEXT BOOKS

1. Gordon &Natarajan, (2017). *Banking Theory Law and Practice*, Mumbai: Himalaya Publishing House, 26th Revised Edition.
2. Santhanam, B. (2012). *Banking & Financial Systems*. Chennai: Margham Publications.

REFERENCE BOOKS

1. Maheshwari, S. N. (2023). *Banking Theory, Law and Practice*. New Delhi: Kalyani Publications.
2. Parameswaran. (2013). *Indian Banking*. New Delhi: S. Chand & Co.

WEB RESOURCES

1. https://en.wikipedia.org/wiki/Online_banking
2. <https://www.sbi.co.in/portal/web/services/internet-banking>

3. <https://www.hdfcbank.com/assets/popuppages/netbanking.htm>
4. <https://www.investopedia.com/terms/m/mobile-banking.asp>
5. www.scotiabank.com/mobile/ca/en/0,,5181,00.html

| Course Code 24UCON11N | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|----------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 3 | 3 | - | - | 2 | 2 | 1 |
| CO2 | 3 | 2 | - | - | 2 | 2 | 1 |
| CO3 | 3 | 2 | - | - | 2 | 2 | 1 |
| CO4 | 3 | 2 | - | - | 3 | 2 | 1 |
| CO5 | 3 | 1 | - | - | 3 | 2 | 1 |

Strong-3**Medium- 2****Low- 1**

Dr.M.Ponnien Selvi
Head of the Department

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 Mrs.J Geethapandi
 Mrs. S.Vijaylakshmi
Course Designers



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|--------------------------------|---|----------------|----------------|
| Semester II | BASIC ACCOUNTING PRINCIPLES (offered by the Department of Commerce for the students other than Commerce Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 2 | | Credits: 2 | |
| Course Code 24UCON21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: identify and be familiar with the classification of accounts and accounting terminology.[K1]

CO2: describe the rules of accounting and accounting process.[K1]

CO3: apply the rules for journalising, preparing day book and balancing the accounts. [K2]

CO4: prepare the final accounts. [K2]

CO5: integrate the trial balance and balance sheet.[K3]

UNIT I

Introduction: Book Keeping –Accounting–Double Entry System –Classification of Accounts Accounting Standards – Meaning – Definition – Significance. (5 Hours)

UNIT II

Journal Entry: Rules for Journalising – Passing of Journal Entries. (5 Hours)

UNIT III

Ledger: Purpose – Posting in the Ledger – Balancing an Account. (5 Hours)

UNIT IV

Trial Balance: Preparation of Trial Balance. (5 Hours)

UNIT V

Final Accounts of Sole Trading Concern: Preparation of Final Accounts with adjustment regarding Closing Stock, Outstanding Expenses, Prepaid Expenses, Accrued Income, Income Received in and Depreciation only. (10 Hours)

Note:**Composition of the Question Paper:****Theory: 33%****Problems: 67%****SELF STUDY FOR ASSIGNMENT**

1. Advantages of Double Entry System.
2. Book keeping Vs. Accounting.

TEXT BOOKS

1. Nagarajan, K.L., Vinayagam, N., & Mani, P.L. (2013). *Principles of Accountancy*, New Delhi: Eurasia Publishing House Pvt. Ltd. Reprint.
2. Gupta V.K, (2009) *Fundamentals of Accountancy*, Sultan Chand & Sons, New Delhi

REFERENCE BOOKS

1. Reddy, T.S., & Murthy. A. (2011). *Financial Accounting*, Chennai: Margham Publications, 6th Revised Edition, Reprint 2018.
2. Arulanandam, M.A., & Raman, K.S. (2014). *Advanced Accountancy*, Mumbai: Himalaya Publishing House, 9th Revised Edition, Reprint 2016

WEB RESOURCES

1. <https://www.slideshare.net/ramusakha/basics-of-financial-accounting>
2. <https://www.forbes.com/advisor/business/8-types-of-accounting-explained>
3. <https://in.indeed.com/career-advice/career-development/what-is-a-trial-balance>

| Course Code 24UCON21 | PO 1 | PO2 | PO3 | PO 4 | PO5 | PO6 | PO7 |
|-------------------------|------|-----|-----|------|-----|-----|-----|
| CO1 | 3 | 3 | - | - | - | - | - |
| CO2 | 3 | 3 | - | - | - | - | 1 |
| CO3 | 3 | 3 | 1 | 1 | - | - | 1 |
| CO4 | 3 | 3 | 1 | 1 | - | - | 1 |
| CO5 | 3 | 3 | 1 | 1 | - | 1 | 1 |

Strong – 3**Medium – 2****Low – 1**

Dr.M.Ponnien Selvi
Head of the Department

Dr. M.Annam
Course Designer



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| | | | |
|---------------------------------|---|----------------|----------------|
| Semester II | EMOTIONAL INTELLIGENCE (offered by the Department of Commerce (SF) for the students other than Commerce Discipline) (2025-2026 onwards) | Hours/Week: 2 | |
| Elective Course NME - 2 | | Credits: 2 | |
| Course Code 24UCON21N | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: State the meaning of basic concepts related with Emotional Intelligence. [K1]

CO2: Describe about emotions, needs, traits and personality. [K1]

CO3: explain the benefits and importance of personality analysis and development. [K2]

CO4: explain the methods for personality analysis and development. [K2]

CO5: perform self analysis for self-empowerment. [K3]

UNIT I

Introduction–Emotional Intelligence–Meaning, Benefits, Importance of emotions–
Self– awareness and competencies Psychological Needs, Emotional quotient Vs. Intelligence
Quotient. (5 Hours)

UNIT II

Traits-Negative Traits–Anger Management-Negative Syndrome and Attitude -
Negative thinking – Guilt Quotient Stress and Emotion, Adapting to Loneliness. Positive
Traits – Humor and Happiness – Empathetic ability – Sensitivity Profile – Empowered
Personality -Self–Empowerment. (8 Hours)

UNIT III

Personality Analysis – Distinct Personality Type –self-esteem, Will Power,
Confidence Self-care. (6 Hours)

UNIT IV

Self-analysis: Psychological growth and adjustment-Personal Development Plan. (6 Hours)

UNIT V

Personal SWOT Analysis- learning to Celebrate Life.

(5 Hours)

SELF STUDY FOR ASSIGNMENT

1. Emotional quotient and Intelligence Quotient.
2. Mindfulness and Emotional Well-being for Personal Growth

TEXT BOOKS

1. Singh, D. (2003). *Emotional Intelligence at Work*. New Delhi: Sage Publications.
2. Sharma, R. (2011). *Emotional Intelligence and Organizational Effectiveness*. New Delhi: Excel Books.

REFERENCE BOOKS

1. Chattopadhyay, A. (2004). *What's Your Emotional IQ?* New Delhi: Pustak Mahal.
2. Dann, J. (2007). *Emotional Intelligence in a Week* (10th ed.). London: Hodder & Stoughton.
3. Goleman, D. (1995). *Emotional Intelligence: Why It Can Matter More Than IQ*. New York: Bantam Books.

WEB RESOURCES

1. <https://asantelim.files.wordpress.com/2018/05/daniel-goleman-emotional-intelligence.pdf>
2. <https://globalleadershipfoundation.com/geit/eitest.html>

| Course Code 24UCON21N | PO1 | PO2 | PO 3 | PO4 | PO5 | PO6 | PO 7 |
|--------------------------|-----|-----|------|-----|-----|-----|------|
| CO1 | 3 | 1 | 1 | 1 | - | 1 | - |
| CO2 | 3 | 2 | - | 1 | - | 1 | - |
| CO3 | 3 | 2 | 1 | 2 | - | 1 | 1 |
| CO4 | 3 | 2 | 1 | 2 | - | 1 | 1 |
| CO5 | 3 | 2 | 2 | 2 | - | 1 | 1 |

Strong-3**Medium- 2****Low- 1**

Dr.M.Ponnien Selvi
Head of the Department

Dr M.Annam
 Mrs.J Geethapandi
 Mrs. S.Vijaylakshmi
Course Designers



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| | | | |
|--------------------------------|--|----------------|----------------|
| Semester II | FUNDAMENTALS OF MARKETING (offered by the Department of Commerce CA (SF) for the students other than Commerce Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 2 | | Total Hours:30 | |
| Course Code 24UCCN21 | | Credits: 2 | |
| | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

- CO1: state basic concepts related to market, marketing and social media marketing [K1]
- CO2: describe the classifications, importance, characteristics of to market, marketing and social media marketing. [K1]
- CO3: interpret the characteristics of market, marketing and social media marketing.[K2]
- CO4: explain the marketing strategies for new product with ethical principles. [K2]
- CO5: apply the marketing strategies for new product in social media marketing [K3]

UNIT I

Market: Meaning – Definition – Classification of Market – Marketing – Meaning – Definition – Objectives – Importance – Marketing Mix – Elements of Marketing Mix.

(6 Hours)

UNIT II

Product: Introduction and Important features of product - Product Life Cycle – Different Stages – Advantages of Product Life Cycle – New product development planning process. Pricing: Meaning - Importance – Objectives – Kinds of Pricing.

(6 Hours)

UNIT III

Promotion: Meaning – Importance – Objectives – Forms of Promotion – Sales promotion – Objectives– Advantages – Limitations of Sales promotion.

(6 Hours)

UNIT IV

Channels of Distribution: Meaning – Definition – Importance – Factors determining choice of channel of distribution–Consumer Goods – Characteristics – Classification – Marketing Channel for Consumer Goods – Industrial Goods - Characteristics – Classification – Marketing Channel of Industrial Goods. (6 Hours)

UNIT V

Social Media Marketing: Importance – Goals and Strategies – Advantages and Disadvantages – Security Measures – Ethics – Determine Common Social Media Pitfalls to Avoid – Tips to Use Social Media Marketing Tools: Twitter – LinkedIn – Snapchat – YouTube –Pinterest – Instagram. (6 Hours)

SELF STUDY FOR ASSIGNMENT

1. Selection of Channel of Distribution for Given Product
2. Selection of Social Media for Given Product

TEXT BOOK

Study material prepared by Course Designer

REFERENCE BOOKS

1. Pillai, R.S.N & Bagavathi, (2016) *Marketing Management*, New Delhi, New Delhi S.Chand & Company Ltd.
2. Varshney, R.L. & Gupta, S.L., (2016) New Delhi S.Chand & Company Ltd.

| Course Code 24UCCN21 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO1 | 3 | 3 | - | - | 2 | - | - |
| CO2 | 3 | 3 | - | - | 2 | - | - |
| CO3 | 3 | 3 | - | - | 2 | - | 2 |
| CO4 | 3 | 3 | 2 | 1 | 2 | - | - |
| CO5 | 3 | 3 | 2 | 1 | 2 | 1 | - |

Strong - 3

Medium – 2

Low – 1

Dr.M.PonniSelvi
Head of the Department

Dr. P.T.Kanthimathi
Dr. B.Suganya
Course Designers



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| | | | |
|---------------------------------|---|--------------------|----------------|
| Semester I | EVERYDAY BANKING (offered by the Department of Commerce Professional Accounting for the students other than Commerce Discipline) (2025-2026) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UCPN11N | | Interna 1 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: state the meaning of concepts related to banking, cheque, passbook, demand draft, required application forms, online banking, machines, loans and bank process. [K1]

CO2: describe the process and details related to simple banking operations. [K1]

CO3: explain the types of prescribed forms, procedure for online banking, loans, and fund. [K2]

CO4: explain the latest applications in everyday banking. [K2]

CO5: fill up prescribed forms for applying and sign up for banking services and loans. [K3]

UNIT I

Banking–Definition–passbook–cheque book–Format of Cheque–Filling up of Cheque- Deposit Challan – Filling up – Clearing cheque – Transfer cheque – Collection Cheque– Payable at par – Demand Draft. (5 Hours)

UNIT II

Application filling – Account Opening form –Filling up–Documents required Debit Card–Credit Card–ATM Machine–Cash Deposit Machine– Passbook printing machine. MICR-IFSC-Fund transfer through ECS–NEFT–RTGS– Form filling for Fund transfer. (5 Hours)

UNIT III

Online Banking–Signup–Process–Requirements–Login– Customer ID–User ID – Pass word – Hints for creating Pass words – change of pass word – on line transactions– Account statements – Fund Transfer – Payment of bills – Utility payments.

(6 Hours)

UNIT IV

Loans–Repayment for Loans–other services. Mobile Banking – meaning– importance – Advantages – Mobile Applications (App) – WAP (Wireless Application Protocol) – USSD (Unstructured Supplementary Service Data)-Registration process–through Mobiles

(6 Hours)

UNIT V

Process at Bank Branch-ATM- User ID-MPIN- change of MPIN –IMPS D(Immediate Mobile Payment System) - UPI(Unified Payment interface) – BHIM(Bharat Interface for money)- NPCI (National Payment Corporation of India) –Transfer Funds–paying Bills–Locating ATMs – QRcode payments Alerts and notifications-Tracking Spending habits–Cash back-Safe banking methods

(8 Hours)

SELF STUDY FOR ASSIGNMENT

1. Cyber Security Measure and Safety Banking Practice.
2. ATM Machine and Cash Deposit Machine.

TEXT BOOKS

1. Gordon &Natarajan, (2017). *Banking Theory Law and Practice*, Mumbai: Himalaya Publishing House, 26th Revised Edition.
2. Santhanam, B. (2012). *Banking & Financial Systems*. Chennai: Margham Publications.

REFERENCE BOOKS

1. Maheshwari, S. N. (2023). *Banking Theory, Law and Practice*. New Delhi: Kalyani Publications.
2. Parameswaran. (2013). *Indian Banking*. New Delhi: S. Chand & Co.

WEB RESOURCES

1. https://en.wikipedia.org/wiki/Online_banking
2. <https://www.sbi.co.in/portal/web/services/internet-banking>
3. <https://www.hdfcbank.com/assets/popuppages/netbanking.htm>
4. <https://www.investopedia.com/terms/m/mobile-banking.asp>
5. www.scotiabank.com/mobile/ca/en/0,,5181,00.html

| Course Code 24UCPN11N | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|----------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 3 | 3 | - | - | 2 | 2 | 1 |
| CO2 | 3 | 2 | - | - | 2 | 2 | 1 |
| CO3 | 3 | 2 | - | - | 2 | 2 | 1 |
| CO4 | 3 | 2 | - | - | 3 | 2 | 1 |
| CO5 | 3 | 1 | - | - | 3 | 2 | 1 |

Strong-3**Medium- 2****Low- 1**

Dr.CMA A.Aruna Devi
Head of the Department

Dr.G.Balasaraswathi
Course Designer



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|---------------------------------|---|----------------|----------------|
| Semester II | BASIC ACCOUNTING PRINCIPLES (offered by the Department of Commerce Professional Accounting for the students other than Commerce Discipline) (2025-2026 onwards) | Hours/Week: 2 | |
| Elective Course NME - 2 | | Credits: 2 | |
| Course Code 24UCPN21N | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: identify and be familiar with the classification of accounts and accounting terminology.[K1]

CO2: describe the rules of accounting and accounting process.[K1]

CO3: apply the rules for journalising, preparing day book and balancing the accounts. [K2]

CO4: prepare the final accounts. [K2]

CO5: integrate the trial balance and balance sheet.[K3]

UNIT I

Introduction: Book Keeping –Accounting–Double Entry System –Classification of Accounts Accounting Standards – Meaning – Definition – Significance. (5 Hours)

UNIT II

Journal Entry: Rules for Journalising – Passing of Journal Entries. (5 Hours)

UNIT III

Ledger: Purpose – Posting in the Ledger – Balancing an Account. (5 Hours)

UNIT IV

Trial Balance: Preparation of Trial Balance. (5 Hours)

UNIT V

Final Accounts of Sole Trading Concern: Preparation of Final Accounts with adjustment regarding Closing Stock, Outstanding Expenses, Prepaid Expenses, Accrued Income, Income Received in and Depreciation only. (10 Hours)

Note:**Composition of the Question Paper:****Theory: 33%****Problems: 67%****SELF STUDY FOR ASSIGNMENT**

1. Advantages of Double Entry System.
2. Book keeping Vs. Accounting.

TEXT BOOKS

3. Nagarajan, K.L., Vinayagam, N., & Mani, P.L. (2013). *Principles of Accountancy*, New Delhi: Eurasia Publishing House Pvt. Ltd. Reprint.
4. Gupta V.K, (2009) *Fundamentals of Accountancy*, Sultan Chand & Sons, New Delhi

REFERENCE BOOKS

3. Reddy, T.S., & Murthy. A. (2011). *Financial Accounting*, Chennai: Margham Publications, 6th Revised Edition, Reprint 2018.
4. Arulanandam, M.A., & Raman, K.S. (2014). *Advanced Accountancy*, Mumbai: Himalaya Publishing House, 9th Revised Edition, Reprint 2016

WEB RESOURCES

4. <https://www.slideshare.net/ramusakha/basics-of-financial-accounting>
5. <https://www.forbes.com/advisor/business/8-types-of-accounting-explained>
6. <https://in.indeed.com/career-advice/career-development/what-is-a-trial-balance>

| Course Code 24UCPN21N | PO 1 | PO2 | PO3 | PO 4 | PO5 | PO6 | PO7 |
|--------------------------|------|-----|-----|------|-----|-----|-----|
| CO1 | 3 | 3 | - | - | - | - | - |
| CO2 | 3 | 3 | - | - | - | - | 1 |
| CO3 | 3 | 3 | 1 | 1 | - | - | 1 |
| CO4 | 3 | 3 | 1 | 1 | - | - | 1 |
| CO5 | 3 | 3 | 1 | 1 | - | 1 | 1 |

Strong – 3**Medium – 2****Low – 1**

Dr.CMA A.Aruna Devi
Head of the Department

Dr.D.Jeya Priya
Course Designer



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|--|----------------|----------------|
| Semester I | PRACTICAL BANKING (offered by the Department of Commerce for the students other than Commerce Discipline) (2026-2027 onwards) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UCON11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: state the basic concepts of banking and electronic payment system. [K1]

CO2: describe the relevant provisions of Banking Regulation Act regarding banking and Electronic payment system.[K1]

CO3: classify the types of deposits, negotiable instruments, forms of advances and electronicpayment systems. [K2]

CO4: apply the procedures and principles involved in banking and Electronic payment [K2]

CO5: fill up of Account Opening Form and draw a cheque and show the features, advantages anddisadvantages of Mobile Banking and Green Banking. [K3]

UNIT I

Banking: Definition- Meaning: Bank – Banking – Banker – Customer - Procedure for Opening an Account. (6 Hours)

UNIT II

Deposits: Types – Savings – Current – Fixed – Recurring. (5 Hours)

UNIT III

Negotiable Instruments: Draft –Cheque– Definition –Specimen Form – Drawing of Cheque– Electronic Cheques (E-Cheque) – Features – Advantages– Electronic Cash (E-Cash) – Features. (6 Hours)

UNIT IV

Loan and Advances: Principles of Sound Lending – Secured and Unsecured Advances – Forms of Advances – Canons of a Good Banking Security. (5 Hours)

UNIT V

Electronic Payment System: ATM – Debit Card – Credit Card, Smart Card, NEFT, RTGS. (8 Hours)

SELF STUDY FOR ASSIGNMENT

1. Filling up of Account Opening Form and Writing of Cheque.
2. Mobile Banking and Green Banking

TEXT BOOK

Study Material Prepared by the Course Teachers.

REFERENCE BOOKS

1. Gordon & Natarajan, (2017). *Banking Theory Law and Practice*, Mumbai: HimalayaPublishing House, 26th Revised Edition.
2. Rama, A., & Aruna Devi, A. (2019). *Banking Technology*, Chennai: New Century Book House (P) Ltd., 5th Revised Edition.

WEB RESOURCES

1. <https://www.rbi.org.in/>
2. <https://businessjargons.com/e-banking.html>
3. <https://www.wallstreetmojo.com/endorsement/>

| Course Code 24UCON11 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|---------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 3 | 2 | 1 | 2 | 2 | - | - |
| CO2 | 3 | 1 | 1 | - | 1 | - | - |
| CO3 | 3 | 2 | 1 | 2 | 1 | - | - |
| CO4 | 3 | 1 | 1 | 3 | 1 | - | - |
| CO5 | 3 | 1 | 1 | 1 | 2 | - | - |

Strong-3 Medium- 2 Low- 1

Dr. M. Ponnien Selvi
Head of the Department

Dr M.Annam
Course Designer



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| | | | |
|---------------------------------|---|----------------|----------------|
| Semester I | <p align="center">EVERYDAY BANKING (offered by the Department of Commerce(SF) for the students other than Commerce Discipline) (2026-2027 onwards)</p> | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UCON11N | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: state the meaning of concepts related to banking, cheque, passbook, demand draft, required application forms, online banking, machines, loans and bank process. [K1]

CO2: describe the process and details related to simple banking operations. [K1]

CO3: explain the types of prescribed forms, procedure for online banking, loans, and fund. [K2]

CO4: explain the latest applications in everyday banking. [K2]

CO5: fill up prescribed forms for applying and sign up for banking services and loans. [K3]

UNIT I

Banking–Definition–passbook–cheque book–Format of Cheque–Filling up of Cheque- Deposit Challan – Filling up – Clearing cheque – Transfer cheque – Collection Cheque– Payable at par – Demand Draft. (5 Hours)

UNIT II

Application filling – Account Opening form –Filling up–Documents required Debit Card–Credit Card–ATM Machine–Cash Deposit Machine– Passbook printing machine. MICR-IFSC-Fund transfer through ECS–NEFT–RTGS– Form filling for Fund transfer. (5 Hours)

UNIT III

20th Academic Council Meeting 30.05.2025

Online Banking–Signup–Process–Requirements–Login– Customer ID–User ID – Pass word – Hints for creating Pass words – change of pass word – on line transactions– Account statements – Fund Transfer – Payment of bills – Utility payments.

(6 Hours)

UNIT IV

Loans–Repayment for Loans–other services. Mobile Banking – meaning– importance – Advantages – Mobile Applications (App) – WAP (Wireless Application Protocol) – USSD (Unstructured Supplementary Service Data)-Registration process–through Mobiles

(6 Hours)

UNIT V

Process at Bank Branch-ATM- User ID-MPIN- change of MPIN –IMPS D(Immediate Mobile Payment System) - UPI(Unified Payment interface) – BHIM(Bharat Interface for money)- NPCI (National Payment Corporation of India) –Transfer Funds–paying Bills–Locating ATMs – QRcode payments Alerts and notifications-Tracking Spending habits–Cash back-Safe banking methods

(8 Hours)

SELF STUDY FOR ASSIGNMENT

1. Cyber Security Measure and Safety Banking Practice.
2. ATM Machine and Cash Deposit Machine.

TEXT BOOKS

1. Gordon &Natarajan, (2017). Banking Theory Law and Practice, Mumbai: Himalaya Publishing House, 26th Revised Edition.
2. Santhanam, B. (2012). *Banking & Financial Systems*. Chennai: Margham Publications.

REFERENCE BOOKS

1. Maheshwari, S. N. (2023). *Banking Theory, Law and Practice*. New Delhi: Kalyani Publications.

2. Parameswaran. (2013). *Indian Banking*. New Delhi: S. Chand & Co.

20th Academic Council Meeting 30.05.2025

WEB RESOURCES

1. https://en.wikipedia.org/wiki/Online_banking
2. <https://www.sbi.co.in/portal/web/services/internet-banking>
3. <https://www.hdfcbank.com/assets/popuppages/netbanking.htm>
4. <https://www.investopedia.com/terms/m/mobile-banking.asp>
5. www.scotiabank.com/mobile/ca/en/0,,5181,00.html

| Course Code 24UCON11N | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|--------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO1 | 3 | 3 | - | - | 2 | 2 | 1 |
| CO2 | 3 | 2 | - | - | 2 | 2 | 1 |
| CO3 | 3 | 2 | - | - | 2 | 2 | 1 |
| CO4 | 3 | 2 | - | - | 3 | 2 | 1 |
| CO5 | 3 | 1 | - | - | 3 | 2 | 1 |

Strong-3

Medium- 2

Low- 1

Dr.M.Ponnien Selvi
Head of the Department

Dr M.Annam
Mrs.J Geethapandi
Mrs. S.Vijaylakshmi
Course Designers


V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

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VIRUDHUNAGAR
Quality Education with Wisdom and Values

| | | | |
|--------------------------------|---|-----------------------|-----------------------|
| Semester I | SELF-EMPLOYMENT AND START-UP BUSINESS (offered by the Department of Commerce Computer Applications (SF) for the students other than Commerce Discipline) (2026-2027 onwards) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UCCN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: state the basic concepts related to self-employment, organisation, MSME, agency and financial institutions [K1]

CO2: describe the benefits, limitations and types related to self-employment, organization and agency. [K1]

CO3: explain the qualities of self-employed person, procedure to start small scale business.[K2]

CO4: compare self-employment and entrepreneurship and categorise the package for MSMEs and assistance from institutions for start-ups. [K2]

CO5: apply the concepts and procedures to start new business and agency with ethical principles. [K3]

UNIT I

Self-Employment: Concept – Characteristics – Opportunities – Benefits – Limitations – Qualities for Successfully Self-Employed Person – Self-Employment Vs. Entrepreneurship – Ethical Principles for Self-Employment. (6 Hours)

UNIT II

Selection of Types of Organisation: Sole Proprietorship – Partnership Firm – Limited Liability Partnership – Joint Stock Company – Choice of form of Organisation. (6 Hours)

UNIT III

Start-up of MSME: Meaning – Definition – Documents required for MSME registration – Procedure to start MSME for Small Scale Business – Project Preparation.

(6 Hours)

UNIT IV

Agency Business: Meaning – Types – Procedure to Start an Agency Business – Procedure to Start Digital Agency Business in India. (6 Hours)

UNIT V

Financial Institutions: Supporting Institutions for Small Scale Industries in Tamil Nadu – DIC - TIIC – SIDBI. (6 Hours)

SELF STUDY FOR ASSIGNMENT

1. Prospects and Challenges of Small Scale Business in India
2. Scope and Opportunities to Become Women Entrepreneurs

TEXT BOOK

Study material prepared by Course Designer

REFERENCE BOOKS

1. Gupta,C.B., &Srinivasan,N.P, (2020).*Entrepreneurial Development*, New Delhi, Sultan Chand & Sons,Revised Edition.
2. Rengarajan, L.,(2008). *Entrepreneurial Development*, Rajapalayam, Sree Renga Publications

| Course Code 24UCCN11 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO1 | 3 | 3 | - | - | - | - | - |
| CO2 | 3 | 3 | - | - | - | - | - |
| CO3 | 3 | 3 | - | - | 1 | - | 2 |
| CO4 | 3 | 3 | 2 | 1 | - | - | - |
| CO5 | 3 | 3 | 2 | 1 | - | 1 | - |

Strong - 3

Medium – 2

Low – 1

Dr.M.Ponnien Selvi
Head of the Department

Dr. P.Sridevi
Dr. K. Nivedha
Course Designers



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|---------------------------------|---|----------------|----------------|
| Semester I | PRACTICAL BANKING (offered by the Department of Commerce Professional Accounting for the students other than Commerce Discipline) (2026-2027 onwards) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UCPN12N | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: state the basic concepts of banking and electronic payment system. [K1]

CO2: describe the relevant provisions of Banking Regulation Act regarding banking and Electronic payment system.[K1]

CO3: classify the types of deposits, negotiable instruments, forms of advances and electronicpayment systems. [K2]

CO4: apply the procedures and principles involved in banking and Electronic payment [K2]

CO5: fill up of Account Opening Form and draw a cheque and show the features, advantages anddisadvantages of Mobile Banking and Green Banking. [K3]

UNIT I

Banking: Definition- Meaning: Bank – Banking – Banker – Customer - Procedure for Opening an Account. (6 Hours)

UNIT II

Deposits: Types – Savings – Current – Fixed – Recurring. (5 Hours)

UNIT III

Negotiable Instruments: Draft –Cheque– Definition –Specimen Form – Drawing of Cheque– Electronic Cheques (E-Cheque) – Features – Advantages– Electronic Cash (E-Cash) – Features. (6 Hours)

UNIT IV

Loan and Advances: Principles of Sound Lending – Secured and Unsecured Advances – Forms of Advances – Canons of a Good Banking Security. (5 Hours)

UNIT V

Electronic Payment System: ATM – Debit Card – Credit Card, Smart Card, NEFT, RTGS. (8 Hours)

SELF STUDY FOR ASSIGNMENT

3. Filling up of Account Opening Form and Writing of Cheque.
4. Mobile Banking and Green Banking

TEXT BOOK

Study Material Prepared by the Course Teachers.

REFERENCE BOOKS

3. Gordon & Natarajan, (2017). *Banking Theory Law and Practice*, Mumbai: HimalayaPublishing House, 26th Revised Edition.
4. Rama, A., & Aruna Devi, A. (2019). *Banking Technology*, Chennai: New Century Book House (P) Ltd., 5th Revised Edition.

WEB RESOURCES

4. <https://www.rbi.org.in/>
5. <https://businessjargons.com/e-banking.html>
6. <https://www.wallstreetmojo.com/endorsement/>

| Course Code 24UCPN12N | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|----------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 3 | 2 | 1 | 2 | 2 | - | - |
| CO2 | 3 | 1 | 1 | - | 1 | - | - |
| CO3 | 3 | 2 | 1 | 2 | 1 | - | - |
| CO4 | 3 | 1 | 1 | 3 | 1 | - | - |
| CO5 | 3 | 1 | 1 | 1 | 2 | - | - |

Strong-3 Medium- 2 Low- 1

Dr.CMA A.Aruna Devi
Head of the Department

Dr.D.Jeya Priya
Course Designer



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|--------------------------------|---|----------------|----------------|
| Semester I | BASICS OF EVENT MANAGEMENT (offered by the Department of Business Administration for the students other than B.B.A. Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UBAN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: identify the basic concepts and importance of event management, including activities, design, feasibility, marketing (5 Ps), and budgeting. [K1]

CO2: List the components of a detailed event proposal, including coordination, design, feasibility, marketing, and financial planning (budgeting and sponsorships).[K1]

CO3: describe the need for event management and how to integrate event design, feasibility studies, marketing, and budgeting to plan successful events. [K2]

CO4: explain the steps in event coordination, developing event concepts, conducting feasibility analyses, and understanding marketing strategies and financial planning for events. [K2]

CO5: use the principles of event management to create a basic event plan that includes design, feasibility analysis, marketing (5 Ps), and budgeting. [K3]

UNIT I

Introduction: Event Management – Definition- Need, Importance- Activities. (6 Hours)

UNIT II

Concept and Design of Events: Event Co-ordination - Developing & Evaluating event concept – Event Design (6 Hours)

UNIT III

Event Feasibility: Resources – Feasibility- SWOT Analysis (6 Hours)

UNIT IV

Event Planning & Promotion: Marketing & Promotion – 5Ps of Event Marketing – Product- Price-Place- Promotion- Public Relations (6 Hours)

UNIT V

Event Budget :Financial Analysis – Event Cost – Event Sponsorship (6 Hours)

SELF STUDY

1. Importance of Event Management
2. Event Sponsorship

TEXT BOOKS

Razaq Raj, Paul Walters and Tahir Rashid (2013). *Event management - An integrated & practical approach*. SAGE Publications Ltd, 2nd Edition.

REFERENCE BOOKS

1. Chaudhary, Krishna.(2023). *Event Management*:Bio-Green Publishers,1st Edition.
2. Anton Shone & Bryn Parry.(2019). *Successful Event Management* :Cengage Learning EMEA Publishers,5th Edition.
3. Judy Allen.(2003). *Event Planning Ethics and Etiquette: A Principled Approach to the Business of Special Event Management*:John Wiley & Sons Publishers.
4. Alex Genadinik.(2015). *Become an Event Planning Pro & Create a Successful Event Series*: Create Space Independent Publishing Platform

WEB RESOURCES

- 1.https://ebooks.lpude.in/management/bba/term_5/DMGT304_EVENT_MANAGEMENT.pdf
- 2.<https://www.inderscience.com/jhome.php?jcode=ijhem>-International Journal of Hospitality & Event Management
- 3.<https://www.emeraldgrouppublishing.com/journal/ijefm>-International Journal of Event and Festival Management
- 4.<https://www.eventbrite.com/blog/?s=roundup>
- 5.<https://w2ww.eventindustrynews.com/>

| Course Code 24UBAN11 | PO1 | | PO2 | PO3 | | PO4 | PO5 | PO6 | | PO7 |
|-------------------------|------------|------------|----------|------------|------------|----------|----------|------------|------------|----------|
| | PSO 1.a | PSO 1.b | PSO 2 | PSO 3.a | PSO 3.b | PSO 4 | PSO 5 | PSO 6.a | PSO 6.b | PSO 7 |
| CO 1 | 3 | 3 | 1 | 3 | 3 | - | 1 | 2 | 2 | - |
| CO 2 | 2 | 3 | 1 | 2 | 3 | 2 | 1 | 1 | 1 | - |
| CO 3 | 2 | 3 | 3 | 2 | 3 | 2 | 3 | 1 | 1 | - |
| CO 4 | 3 | 3 | 1 | 3 | 3 | 2 | 1 | 2 | 1 | - |
| CO 5 | 2 | 3 | 2 | 3 | 3 | 2 | 3 | 2 | 2 | - |

Strong (3) Medium (2) Low (1)

Dr.P.Suganthi
Head of the Department

Mrs.A.Ajitha
Course Designer



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|--------------------------------|--|----------------|----------------|
| Semester - II | MANAGERIAL SKILL DEVELOPMENT (offered by the Department of Business Administration for the students other than B.B.A. Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME- 2 | | Credits: 2 | |
| Course Code 24UBAN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of this course, students will be able to;

CO1: identify the area in application of Management Concepts. [K1]

CO2: describe the Concept and Functions of Management. [K1]

CO3: classify the managerial functions and structure at different levels of Management. [K2]

CO4: describe qualities of a Leader & Decision making skills [K2]

CO5: prepare and reveal strong written and oral communication skills needed in the workplace. [K3]

UNIT I

Management: Meaning and Definition - Levels of management - Management as Science - Management as an Art - Management as a Profession - Functions of Management. (6 Hours)

UNIT II

Planning: Importance of Planning - Steps in Planning- Formal Vs Informal Planning - Limitations of Planning - Steps to Make Planning Effective. (6 Hours)

UNIT III

Organizing : Meaning and Definition - Organizational Structure - Different types.

Span of Control : Factors Governing the Span of Control. (6 Hours)

UNIT IV

Leadership: Meaning and definition - Types of leadership and qualities required for a good Leader.

Decision making: Types of decision. (6 Hours)

UNIT V

Communication: Communication - Meaning and definition – Elements – Types - Process of communication - Barriers of communication and methods for overcoming the barriers.

(6 Hours)

SELF STUDY

1. Qualities of Leader.
2. Types of Communication.

TEXT BOOKS

1. Ramasamy, T. (2015). Principles of Management, Mumbai: Himalaya Publishing House Pvt. Ltd., 8th Revised Edition.
2. Mukherjee, K.(2009). *Principles of Management*: Tata McGraw Hill Education Private Limited, 2nd Edition.

REFERENCE BOOKS

1. Jayasankar, J. (2015). *Principles of Management*, Chennai: Margham Publications, 2nd Edition.
2. Prasad, L M.(2014).*Principles and Practices of Management*: New Delhi :Sultan Chand and Sons

WEB RESOURCES

1. https://www.academia.edu/4358901/managerial_skill_development_pdf
2. <https://www.ipjugaad.com/syllabus/ggsip-university-bba-4th-semester-managerial-skill-development-syllabus/63>
3. <https://rccmindore.com/wp-content/uploads/2015/06/Managerial-SkillsAll-Units-AC.pdf>

| Course Code 24UBAN21 | PO1 | | PO2 | PO 3 | | PO4 | PO 5 | PO 6 | | PO7 |
|-------------------------|-------------|-------------|----------|------------|------------|----------|----------|------------|------------|----------|
| | PSO 1. a | PSO 1. b | PSO 2 | PSO 3.a | PSO 3.b | PSO 4 | PSO 5 | PSO 6.a | PSO 6.b | PSO 7 |
| CO1 | 3 | 2 | 1 | 1 | - | - | 1 | 2 | 2 | - |
| CO2 | 3 | 2 | 3 | 2 | 2 | - | 1 | 3 | 3 | - |
| CO3 | 2 | 1 | 2 | - | 3 | 2 | - | 1 | 1 | - |
| CO4 | 3 | 2 | 3 | 1 | 2 | 1 | - | 2 | 3 | - |
| CO5 | 2 | 2 | 2 | - | 3 | - | - | 2 | 2 | - |

Strong (3) Medium (2) Low (1)

Dr. P. Suganthi
Head of the Department

Mrs.S.Shreenithi
Course Designer



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|---|----------------|----------------|
| Semester I | QUANTITATIVE APTITUDE – I (offered by the Department of Mathematics for the students other than B.Sc. Mathematics Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME -1 | | Credits: 2 | |
| Course Code 24UMTN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: recall the basic formulae in Mathematics. [K1]

CO2: recognize the applications of Mathematics in real life. [K1]

CO3: describe short-cut methods in solving problems. [K2]

CO4: identify solutions to various arithmetic problems using short cut methods. [K2]

CO5: apply their analytical ability and computational skills in solving the problems. [K3]

UNIT I

Simplifications - Averages (6 hours)

UNIT II

Problem on Numbers (6 hours)

UNIT III

Percentage (6 hours)

UNIT IV

Profit and Loss (6 hours)

UNIT V

Time and Work (6 hours)

TEXT BOOK

Aggarwal, R.S. (7th Fully Revised Edition 2014). Quantitative Aptitude, S.Chand Company Ltd

REFERENCE BOOKS

1. Dinesh Khattar, The Pearson Guide to Quantitative Aptitude for Competitive Examinations, Pearson Education, 3 edition, 2015.
2. Dr. Muzammil Quasmi & Jigyasa Sharma (2006), Logical and Analytical reasoning, Unique Publishers, M-51, Lajpat Nagar-II, New Delhi.
3. U.Mohan Rao(2012), Quantitative Aptitude for Competitive Examinations, Scitech Publications (India) Pvt. Ltd., Chennai.
4. R.Gopal, Prof.J.V.Subramanyam & M.Uma Bharathi (2008), Arithmetic and Quantitative Aptitude for Competitive Examinations.

| Course Code 24UMTN11 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|---------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 3 | 2 | 3 | 3 | 1 | - | - |
| CO2 | 3 | 2 | 2 | 3 | 1 | - | - |
| CO3 | 3 | 1 | 3 | 3 | 1 | - | - |
| CO4 | 3 | 2 | 3 | 3 | 1 | - | - |
| CO5 | 3 | 2 | 3 | 3 | 2 | - | - |

Strong (3) Medium (2) Low(1)

Dr.M.C.Maheswari
Head of the Department

Mrs.J.Ashwini
Course Designer



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|---|----------------|----------------|
| Semester II | QUANTITATIVE APTITUDE – II (offered by the Department of Mathematics for the students other than B.Sc. Mathematics Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 2 | | Credits: 2 | |
| Course Code 24UMTN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: retrieve the basic concepts in arithmetic problems. [K1]

CO2: understand the application of Mathematics in real life. [K1]

CO3: explain the various techniques involved in aptitude problems. [K2]

CO4: explain the shortcut methods of finding solutions to problems. [K2]

CO5: apply their analytical ability and computational skills in solving problems. [K3]

UNIT I

Problem on Ages (6 hours)

UNIT II

Ratio and Proportion (6 hours)

UNIT III

Simple Interest (6 hours)

UNIT IV

Calendar (6 hours)

UNIT V

Permutations and Combinations (6 hours)

TEXT BOOK

Aggarwal, R.S. (7th Fully Revised Edition 2014). *Quantitative Aptitude*, S. Chand & Company Ltd.

REFERENCE BOOKS

1. Abhijit Guha-(6th reprint 2006) *Quantitative Aptitude for Competitive Examinations*-3rd edition, Tata McGraw Hill Publishing Company Ltd., New Delhi.
2. Ashish Aggarwal-(2014) *Quick Arithmetic*-1st edition, S.Chand & Company Ltd., New Delhi.

| Course Code 24UMTN21 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 |
|---------------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 3 | 2 | 3 | 3 | 1 | - | - | - |
| CO2 | 3 | 2 | 2 | 3 | 1 | - | - | - |
| CO3 | 3 | 1 | 3 | 3 | 1 | - | - | - |
| CO4 | 3 | 2 | 3 | 3 | 1 | - | - | - |
| CO5 | 3 | 2 | 3 | 3 | 2 | - | - | - |

Strong (3) Medium(2) Low(1)

Dr.M.C.Maheswari
Head of the Department

Dr.M.Uma Maheswari
Course Designer



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|--|----------------|----------------|
| Semester I | PHYSICS FOR EVERYDAY LIFE (offered by the Department of Physics for the students other than B.Sc. Physics Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UPHN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: identify the Physics principles behind mechanical, optical devices, and home appliances. [K1]

CO 2: recognize the Physics concepts involved in solar energy resources and also identify the Indian scientists who have made significant contributions to Physics. [K1]

CO 3: describe the construction and working of mechanical objects, optical instruments, and home appliances. [K2]

CO 4: discuss the operation of solar energy gadgets and the development in Science and Technology through the contribution of Indian Scientists. [K2]

CO 5: apply the learned concepts in Physics to elucidate the operation of everyday life objects. [K3]

UNIT I

MECHANICAL OBJECTS

Spring scales – bouncing balls – roller coasters – bicycles – rockets and space travel.
(6 Hours)

UNIT II

OPTICAL INSTRUMENTS AND LASER

Vision corrective lenses – polaroid glasses – UV protective glass – polaroid camera – colour photography – holography and laser.
(6 Hours)

UNIT III

PHYSICS OF HOME APPLIANCES

Bulb – fan – hair drier – television –washing machine – geyser - water purifier – vacuum cleaners. (6 Hours)

UNIT IV

SOLAR ENERGY

Solar constant – general applications of solar energy – solar water heaters – solar dryer - solar photovoltaic cells – general applications of solar cells.

(6 Hours)

UNIT V

INDIAN PHYSICIST AND THEIR CONTRIBUTIONS:

C.V.Raman, Homi Jehangir Bhabha, Vikram Sarabhai, Subrahmanyam Chandrasekhar, Dr. APJ Abdul Kalam, Michael Faraday and their contribution to science and technology.

(6 Hours)

TEXT BOOKS

1. Umme Ammara, (2019). *The Physics in our Daily Lives*, Gugucool Publishing, Hyderabad.
2. Walter Lawin, (2011). *For the love of physics*, Free Press, New York.
3. Jose Robin, G. and Ubald Raj, A., (2014). *Energy Physics*, Indira Publication, Marthandam.

REFERENCE BOOKS

1. Gupta, A.B., (2011). Revised edition. *College Physics* (Volume 1), Calcutta: Books and Allied Pvt. Ltd.
2. Jose Robin, G., and Ubald Raj, A., (2016). *Maintenance of Electrical Equipment*, Marthandam: Indira Publication.
3. Khan, B.H. (2009). *Non – Conventional Energy Resources*, Third Reprint. New Delhi: Tata McGraw-Hill Education Private Limited.

| Course Code 24UPHN11 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|---------------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO 1 | 3 | 1 | 1 | 1 | 2 | 1 | 1 |
| CO 2 | 3 | 2 | 2 | 1 | 1 | - | - |
| CO 3 | 3 | 2 | 2 | 2 | 1 | - | - |
| CO 4 | 3 | 2 | 3 | 2 | 2 | - | - |
| CO 5 | 3 | 2 | 2 | 2 | 2 | 2 | - |

Strong (3) Medium (2) Low (1)

Dr.A.Azhagu Parvathi
Head of the Department

Dr.I.Rathinamala
Course Designer



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VIRUDHUNAGAR

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| | | | |
|--------------------------|--|---------------|----------|
| Semester I | ASTROPHYSICS (offered by the Department of Physics for the students other than B.Sc. Physics Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME-2 | | Credits: 2 | |
| Course Code | | Internal | External |
| 24UPHN21 | | 25 | 75 |

COURSE OUTCOMES

CO1: explain the basic concepts in astronomy. [K1]

CO2: list out different types of astronomical objects, eclipse and stars. [K1]

CO3: explain the construction & working of astronomical telescopes and structure of sun. [K2]

CO4: discuss relevant theories to unravel the properties of astronomical matters. [K2]

CO5: apply the Physics principles to study the behaviour of astronomical objects. [K3]

UNIT I

TELESCOPES:

Optical telescopes – magnifying power, brightness, resolving power and f/a ratio – types of reflecting and refracting telescopes – detectors and image processing – radio telescopes – Hubble space telescope. (6 Hours)

UNIT II

ECLIPSES: types of eclipses – solar eclipse – total and partial solar eclipse – lunar eclipse – total and partial lunar eclipse – transits. (6 Hours)

UNIT III

THE SUN: ordinary gases – physical properties of sun– structure of sun- solar atmosphere – photosphere – chromosphere – solar corona – prominences – sunspots – 11year solar cycle – butterfly diagram- solar flares. (6 Hours)

UNIT IV

STELLAR EVOLUTION: H-R diagram – birth and death of low mass, intermediate mass and massive stars – Chandrasekar limit – white dwarfs – neutron stars – pulsars – black holes – supernovae (6 Hours)

UNIT V

GALAXIES :

Classification of Galaxies – Milky way Galaxy– Galactic Clusters – differential Galactic rotation – rotation and mass distribution – spiral structure in the Milky Way – A massive Black Hole. (6 Hours)

TEXT BOOKS

1. Mujib Rahman, A. (2018). *Concepts of Astrophysics*, India: Scitech Publications Pvt. Ltd.
2. Baidyanath Basu, (2001). *An introduction to Astrophysics*, Second printing, Prentice – Hall of India (P) Ltd, New Delhi
3. Krishnaswamy, K.S. (2002). *Astrophysics – a modern perspective*, New Age International (P) Ltd, New Delhi.
4. Shylaja, B.S. and Madhusudan, H.R., (1999), *Eclipse: A Celestial Shadow Play*, Orient Black Swan

REFERENCE BOOKS

1. Kumaravelu, Susheela Kumaravelu, S. (2009). *Astronomy*, Sivakasi: A. Bhaskara Selvan Printers.
2. William Kaufmann, (1999). *Astronomy: The Structure of the Universe*, New York: Mac Millan Publishing Co. Inc.
3. Thiruvengatcharya, V. (1972). *A Text Book of Astronomy*, New Delhi: S. Chand and Co., Pvt Ltd.
4. Abhyankar, K.D., (1989). *Astrophysics, Stars and Galaxies*, New Delhi: Tata Mc Graw Hill Publications.
5. Nick Kaiser, (2002). *Elements of Astrophysics* (online version)

| Course Code | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-----------------|-----|-----|-----|-----|-----|-----|-----|
| 24UPHN21 | | | | | | | |
| CO 1 | 3 | 1 | 1 | 1 | 2 | - | 1 |
| CO 2 | 3 | 2 | 2 | 1 | 1 | - | - |
| CO 3 | 3 | 2 | 2 | 2 | 1 | - | - |
| CO 4 | 2 | 2 | 3 | 2 | - | - | - |
| CO 5 | - | 2 | 2 | 2 | 1 | - | - |

Strong (3) Medium (2) Low (1)

Dr.A.Azhagu Parvathi
Head of the Department

Dr.G.Shanmuga Priya
Course Designer



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|--|----------------|----------------|
| Semester I | FOOD CHEMISTRY (offered by the Department of Chemistry for the students other than B.Sc. Chemistry Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME-1 | | Credits: 2 | |
| Course Code 24UCHN11 | | Internal 25 | External 75 |

COURSE OUTCOME

On completion of the course, the students will be able to

- CO1** : get an awareness about food adulteration and food poisons [K1].
- CO2** : outline about various food additives, beverages and edible oils [K1]
- CO3** : understand the food adulteration methods and the types of food poisons[K2]
- CO4** : get an exposure on food additives, artificial sweeteners, types of beverages and quality parameters of edible oils.[K2]
- CO5** : apply their knowledge to identify food adulterants, food poisons, analyse the advantage and disadvantage of food additives, prevent liver and social problems due to beverages and to determine iodine value, RM value, saponification values in edible oils. [K3]

UNIT I

Food Adulteration

Sources of food, types, advantages and disadvantages. Food adulteration - contamination of wheat, rice, milk, butter etc. with clay stones, water and toxic chemicals -Common adulterants, Ghee adulterants and their detection. Detection of adulterated foods by simple analytical techniques (6 Hours)

UNIT II

Food Poison

Food poisons - natural poisons (alkaloids - nephrotoxin) - pesticides, (DDT, BHC, Malathion) -Chemical poisons - First aid for poison consumed victims

(6 Hours)

UNIT III

Food Additives

Food additives -artificial sweeteners – Saccharin - Cyclamate a n d AspartateFood flavours -esters, aldehydes and heterocyclic compounds – Food colours– Emulsifying agents – preservatives -leavening agents. Baking powder – yeast – tastemakers – MSG - vinegar.

(6 Hours)

UNIT IV

Beverages

Beverages-soft drinks-soda-fruit juices-alcoholic beverages-examples. Carbonation-addiction to alcohol– diseases of liver and social problems.

(6 Hours)

UNIT V

Edible Oils

Fats and oils - Sources of oils - production of refined vegetable oils - preservation. Saturated and unsaturated fats - iodine value - role of MUFA and PUFA in preventing heart diseases-determination of iodine value, RM value, saponification values and their significance.

(6 Hours)

TEXT BOOKS

1. Food chemistry, H. K. Chopra, P. S. Panesar, Narosa publishing house,2010.
2. Jayashree Ghosh, Fundamental Concepts of Applied Chemistry, S. ChandCo. Publishers, second edition, 2006.
3. Food chemistry, H. K. Chopra, P. S. Panesar, Narosa publishing house,2010.

5. Food Chemistry, Dr. L. Rakesh Sharma, Evincepub publishing, 2022.
6. Food processing and preservation, G. Subbulakshmi, Shobha A Udipi, Padmini S Ghugre, New age international publishers, second edition, 2021.

REFERENCEBOOKS

1. H.-D. Belitz, Werner Grosch, Food Chemistry Springer Science & Business Media, 4th Edition, 2009.
2. M.Swaminathan, Food Science and Experimental Foods, Ganesh and Company, 1979.
3. Hasenhuettl, Gerard. L.; Hartel, Richard. W. Food Emulsifiers and their applications Springer New York 2nd ed. 2008.
4. Food Chemistry, H.-D. Belitz, W. Grosch, P. Schieberle, Springer, fourth revised and extended edition, 2009.
5. Principles of food chemistry, John M. deMan, John W. Finley, W. Jeffrey Hurst, Chang Yong Lee, Springer, Fourth edition, 2018.

| Course Code | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-----------------|-----|-----|-----|-----|-----|-----|-----|
| 24UCHN11 | | | | | | | |
| CO1 | 2 | 2 | 1 | 2 | 1 | 2 | 2 |
| CO2 | 2 | 1 | 1 | 2 | 2 | 1 | 2 |
| CO3 | 1 | 2 | 2 | 1 | 2 | 1 | 1 |
| CO4 | 1 | 1 | 1 | - | 1 | 1 | 1 |
| CO5 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |

Strong (3) Medium (2) Low (1)

Dr.M.Dhanalakshmi
Heads of the Department

Dr.M.Amutha
Course Designer



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|--------------------------------|---|----------------|----------------|
| Semester II | DAIRY CHEMISTRY (offered by the Department of Chemistry for the students other than B.Sc. Chemistry Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME -2 | | Credits: 2 | |
| Course Code 24UCHN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students shall be able to

CO 1: understand the general composition of milk – constituents and its physical properties. [K1]

CO 2: acquire knowledge about pasteurization of Milk and various types of pasteurization –
Bottle, Batch and HTST Ultra High Temperature Pasteurization. [K1]

CO 3: compare cream and butter, identify their composition and know how to estimate fat in
cream and ghee. [K2]

CO 4: explain about homogenized milk, flavoured milk, vitaminised milk and toned milk. [K2]

CO 5: demonstrate how to make milk powder and to estimate the fat, acidity and total solids in
milk. [K3]

UNIT I

Composition of Milk

Milk-definition-general composition of milk- constituents of milk - lipids, proteins, carbohydrates, vitamins and minerals - physical properties of milk - colour, odour, acidity, specific gravity, viscosity and conductivity -Factors affecting the composition of milk - adulterants, preservatives with neutralizer- examples and their detection- estimation of fat, acidity and total solids in milk.

(6 Hours)

UNIT II

Processing of Milk

Microbiology of milk - destruction of micro - organisms in milk, physico – chemical changes taking place in milk due to processing - boiling, pasteurization – types of pasteurization -Bottle, Batch and HTST (High Temperature Short Time) – Vacuum pasteurization – Ultra High Temperature Pasteurization. (6 Hours)

UNIT III

Major Milk Products

Cream - definition - composition - chemistry of creaming process - gravitational and centrifugal methods of separation of cream - estimation of fat in cream. Butter - definition -composition - theory of churning – desi butter - salted butter, estimation of acidity and moisture content in butter. Ghee - major constituents - common adulterants added to ghee and their detection - rancidity- definition - prevention - antioxidants and synergists - natural and synthetic. (6 Hours)

UNIT IV

Special Milk

Standardised milk - definition - merits - reconstituted milk - definition - flow diagram of manufacture - Homogenised milk - flavoured milk – vitaminized milk - toned milk -Incitation milk - Vegetable toned milk - humanized milk –condensed milk - definition, composition and nutritive value. (6 Hours)

UNIT V

Fermented and other Milk Products

Fermented milk products – fermentation of milk - definition, conditions, cultured milk - definition of culture - example, conditions - cultured cream, butter milk - Bulgariious milk -acidophilous milk – Yoheer Indigeneous products- khoa and chhena definition - Ice cream -definition-percentage composition-types-ingredients-manufacture of ice-cream, stabilizers - emulsifiers and their role-milk powder-definition-need for making milk powder- drying process- types of drying. (6 Hours)

TEXT BOOKS

1. Jayashree Ghosh, (2012). *A Text Book of Pharmaceutical Chemistry*, 1st Edition.
New Delhi: S.Chand & Company Ltd.
2. K. Bagavathi Sundari, *Applied Chemistry*, MJP Publishers, 1st edition, 2006.
3. K. S. Rangappa and K.T. Acharya, *Indian Dairy Products*, Asia Publishing House New Delhi, 1st edition, 1974.

REFERENCE BOOKS

1. Text book of dairy chemistry, M.P. Mathur, D. Datta Roy, P. Dinakar, Indian Council of Agricultural Research, 1st edition, 2008.
2. A Text book of dairy chemistry, Saurav Singh, Daya Publishing house, 1st edition, 2013.
3. Text book of dairy chemistry, P. L. Choudhary, Bio-Green book publishers, 1st edition, 2021.

| Course Code 24UCHN21 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO 1 | 2 | 2 | 1 | 1 | 2 | 2 | 1 |
| CO 2 | 1 | 1 | 2 | 2 | 1 | 1 | 2 |
| CO 3 | 2 | 2 | 1 | 1 | 1 | 2 | 1 |
| CO 4 | 2 | 1 | 1 | 1 | - | 1 | 1 |
| CO 5 | 1 | 1 | 1 | - | 1 | 1 | 2 |

Strong (3) Medium (2) Low (1)

Dr.M.Dhanalakshmi
Head of the Department

Dr. C. Vidya Rani
Course Designer



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|--------------------------------|--|----------------|----------------|
| Semester I | <p style="text-align: center;">ORNAMENTAL FISH FARMING & MANAGEMENT (offered by the Department of Zoology for the students other than B.Sc. Zoology Discipline) (2024-2025 onwards)</p> | Hours/Week: 2 | |
| NME- I | | Credits: 2 | |
| Course Code 24UZYN11 | | Internal 25 | External 75 |

COURSE OUTCOME

On completion of the course, the students shall be able to

CO1: recall the names of commercially important ornamental fishes. [K1]

CO2: choose the culture methods of ornamental fishes. [K1]

CO3: select the advanced techniques used in aquaculture and fisheries to increase the rate of production. [K2]

CO4: explain layman difficulties during the construction to run a fish farm successfully. [K2]

CO5: make use of their skills to promote self employment. [K3]

UNIT I

Introduction to ornamental fish keeping. Scope and importance of ornamental fish culture. Domestic and global scenario of ornamental fish trade and export potential. Commercially important ornamental fishes –Gold fish, Siamese fighter fish, Black molly and angel fish .

(6 hours)

UNIT II

Food and feeding in ornamental fishes. Fish feed – Brief account on Artemia and its culture. Artificial feed - Composition.) Breeding, hatchery and nursery management of egg layers (eg. Goldfish) and live bearers (eg Black molly).

(6 hours)

UNIT III

Aquarium design and construction; Accessories - aerators, filters and lighting. Aquarium plants and their propagation. Maintenance of aquarium and water quality management. Ornamental fish diseases- white spot disease and Gill rot disease- prevention, control and treatment methods.

(6 hours)

UNIT IV

Conditioning, packing, transport and quarantine methods. Economics, trade regulations, domestic and export marketing strategies. (6 hours)

UNIT V

- 1) Identification of locally available ornamental fishes - Egg layers and live bearers.
- 2) Identification of locally available live feed. (6 hours)

REFERENCE BOOKS

1. Swain SK., Sarangi N. and Ayyappan S. 2010. Ornamental fish farming. ICAR, New Delhi.
2. Living Jewels – A handbook on freshwater ornamental fish, MPEDA, Kochi.
3. Dey V.K.A. 1997. A handbook on aquafarming ornamental fishes. MPEDA, Kochi.
4. Ahilan, B., Felix N. and Santhanam R. 2008. Text book of aquaculture. Daya Publishing House, New Delhi.

WEBSITE REFERENCES

1. <http://ecoursesonline.iasri.res.in/course/view.php?id=297>
2. <https://www.ofish.org/>
3. <https://krishijagran.com/agripedia/income-generation-by-ornamental-fish-culture/>
4. <https://99businessideas.com/ornamental-fish-farming/>

| Course Code 24UZYN11 | PO1 | | PO2 | PO3 | | PO4 | | PO5 | PO6 | PO7 |
|-------------------------|-----|---|-----|-----|---|-----|---|-----|-----|-----|
| CO 1 | 3 | 3 | 2 | 3 | 2 | 2 | 3 | 2 | 3 | 3 |
| CO 2 | 3 | 3 | 2 | 2 | 2 | 3 | 3 | . | 3 | 3 |
| CO 3 | 3 | 2 | 2 | 2 | 2 | 1 | 2 | - | 2 | 3 |
| CO 4 | 3 | 2 | 1 | 1 | 3 | - | 2 | 1 | 2 | 3 |
| CO 5 | 2 | 3 | 1 | 3 | 3 | 2 | 2 | 1 | 3 | 2 |

Strong (3) Medium (2) Low (1)

Dr. J. Rani
Head of the Department

Dr. P. Vijaya
Course Designer



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VIRUDHUNAGAR

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| | | | |
|--------------------------------|--|----------------|----------------|
| Semester II | BIOCOMPOSTING FOR ENTREPRENEURSHIP (offered by the Department of Zoology for the students other than B.Sc. Zoology Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME-2 | | Credits: 2 | |
| Course Code 24UZYN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students shall be able to

CO1: define the process of Biocomposting and its importance. [K1]

CO2: outline the various applications of Biocomposting. [K1]

CO3: describe about the Biocompost units. [K2]

CO4: explain the methods and requirements to construct a Biocomposting unit. [K2]

CO5: apply their skills in making “clean and green” and sustainable environment.[K3]

UNIT I

Biocomposting – Definition, types and ecological importance. (6 Hours)

UNIT II

Types of Biocomposting technology – Field pits/ground heaps/ tank/large-scale/batch and continuous methods. (6 Hours)

UNIT III

Preparation of Biocompost pit and bed using different amendments. (6 Hours)

UNIT IV

Applications of Biocompost in soil fertility maintenance, promotion of plant growth, value added products, waste reduction, etc. (6 Hours)

UNIT V

Economics of establishment of a small biocompost unit – project report proposal for Self HelpGroup (Income and employment generation). (6 Hours)

Practical

- Preparation procedures for Biocompost pit.
- Selection of Biocompost material, separation of Compostable and Non-compostable materials.
- Packing and marketing of Biocompost.
- Field visit to Biocomposting unit.

REFERENCES

1. Bikas R. Pati & Santi M. Mandal. (2016). Recent trends in composting technology.
2. Van der Wurff, A.W.G., Fuchs, J.G., Raviv, M., Termorshuizen, A.J. (Editors) (2016). Handbook for Composting and Compost Use in Organic Horticulture. Bio Greenhouse COST Action FA 1105, www.biogreenhouse.org.

| Course Code 24UZYN21 | PO1 | | PO2 | PO3 | | PO4 | | PO5 | PO6 | PO7 |
|-------------------------|-----|---|-----|-----|---|-----|---|-----|-----|-----|
| CO 1 | 3 | 2 | 3 | 3 | 2 | 3 | 3 | 3 | 2 | 3 |
| CO 2 | 3 | 2 | 2 | 1 | 2 | 3 | 3 | 2 | 1 | 3 |
| CO 3 | 3 | 3 | 2 | 1 | 2 | 2 | 1 | 2 | 1 | 2 |
| CO 4 | 2 | 3 | 2 | 2 | 1 | 1 | 2 | 1 | 2 | 2 |
| CO 5 | 3 | 2 | 1 | 2 | 3 | 3 | 3 | 2 | 2 | 1 |

Strong (3) Medium (2) Low (1)

Dr. J. Rani
Head of the Department

Dr. P. Veeramuthumari
Course Designer



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|---|----------------|----------------|
| Semester I | FOUNDATIONS OF BAKING AND CONFECTIONERY (offered by the Department of . Home Science – Nutrition and Dietetics for the students other than B.Sc. Home Science – Nutrition and Dietetics Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME -1 | | Credits: 2 | |
| Course Code 24UHSN11 | | Internal 25 | External 75 |

Course Outcomes

On completion of the course, students will be able to

CO1: state the concept, principles and importance of bakery, confectionery and marketing and describe the types of bakery equipment, bakery and confectionery products. [K1]

CO2: Identify the various ingredients used in bakery and confectionery products and state its composition. [K1]

CO3: discuss the current status and growth of bakery and confectionery industries in India and the role and functions of ingredients used in baking and confectionery. [K2]

CO4: explain the processing methods of bakery and confectionery items. [K2]

CO5: identify the hygienic practices, packaging materials and marketing of bakery and confectionery items and find the faults and remedial measures occur during the preparation of it. [K3]

UNIT I

An Overview of Bakery Industry

Baking – principles, process.

Equipment and tools used in baking and confectionery. Bakery sanitation and personnel hygiene. (6 Hours)

UNIT II

Ingredients in Bakery and Confectionery

Ingredients - Flour, Sugar, Shortenings, Egg, Leavening agents-yeast, baking soda, baking powder, chocolates, cocoa powder. Other ingredients- salt, milk and milk derivatives, malt products, dough improver, oxidizing agents, flavours and colors, nuts, spices and condiments, preserved and candied fruit peels. (6 Hours)

UNIT III

Breads and Cakes

Bread - ingredients, types of breads, faults and its prevention

Cakes – ingredients, types of cakes, cake judging, faults and remedies.

techniques of cake decoration – icing and types

Related experience

Preparation of pizza base.

Preparation of cake

(6 Hours)

UNIT IV

Pastries, Cookies and Biscuits

Pastries- types of pastries- puff pastry, short crust, phyllo pastry, flaky pastry, choux pastry

Cookies & biscuits – ingredients, types and processing.

Related experience

Preparation of sweet and salt biscuits

Preparation of pastries- puff pastry

(6 Hours)

UNIT V

Confectionery and Marketing of Baked Products Chocolates- production, types, chocolate decorations Sugar based confectionery – fudge, fondant, sugar candies.

Marketing and sales promotion- costing, packaging and labeling of baking and confectionery products.

Related experience

Preparation of plain chocolate

(6 Hours)

REFERENCES

1. John Kingslee, (2006). *A Professional Text book to Bakery and Confectionary*, New Delhi: New Age International Pvt Limited Publisher.
2. Uttam, K. Singh, (2011). *Theory of Bakery and Confectionary- An Operational Approach*, New Delhi: Kanishka Publishers and Distributors.
3. YogambalAshokkumar, (2012). *Theory of Bakery and Confectionary*, New Delhi: PHI publication.
4. Nicoletto, I. and Foote, R. (2000). *Complete Confectionary Techniques*. London: Hodder and Solution.

5. Emil Braun, (2000). *Bakers hand Book on practical Baking*,, New Delhi: U.S. Wheat Associates.
6. Dubey, S.C. (2002). *Basic Baking*, 4th Edition, New Delhi: Society of Indian Bakers.
7. Sarah, R. Lebensky, Pricilla, et al., (2004). *Textbook of Baking and Pastry Fundamentals*, 3rd Edition, USA: Pearson Education Ltd.

e-Learning Resources

1. <https://www.lifestyleasia.com/ind/food-drink/dining/bookmark-the-best-baking-youtube-channels-to-bake-like-a-pro/>
2. www.bakels.in
3. <https://www.youtube.com/watch?v=dfvkplBBO2g>

| Course Code 24UHSN11 | PO1 | PO2 | PO 3 | PO4 | PO 5 | PO 6 | PO 7 |
|-------------------------|-----|-----|------|-----|------|------|------|
| CO1 | 3 | 3 | 1 | 3 | 1 | 1 | - |
| CO2 | 3 | 3 | 1 | 3 | 2 | 3 | 1 |
| CO3 | 3 | 3 | 3 | 3 | 3 | 2 | 3 |
| CO4 | 3 | 3 | 3 | 3 | 3 | 2 | 3 |
| CO5 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |

Strong (3) Medium (2) Low (1)

Dr.D.Vijayarani
Head of the Department

Mrs.S.Balasaraswathi
Course Designer



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Quality Education with Wisdom and Values

| | | | |
|--------------------------------|---|----------------|----------------|
| Semester II | WOMEN'S HEALTH AND WELLNESS (offered by the Department of . Home Science – Nutrition and Dietetics for the students other than B.Sc. Home Science – Nutrition and Dietetics Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME-2 | | Credits: 2 | |
| Course Code 24UHSN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, students will be able to

- CO1:** describe the concept and importance of nutrition, physical, reproductive, mental and social health. [K1]
- CO2:** state the consequences of eating disorders in young women, common mental health problems and describe the sexually transmitted diseases. [K1]
- CO3:** indicate the nutrient requirements for young and older women, physical, reproductive, mental and social health. [K2]
- CO4:** discuss the dietary guidelines for a healthy lifestyle, strategies to improve mental health in a holistic manner, trends and issues relating to women. [K2]
- CO5:** Identify the factors affecting nutrient intake, risks associated with NCD's, strategies to improve mental health, preventive measures for both pre- and post-menopausal concerns, technological advancements and its impact in social health.[K3]

UNIT I

Nutrition for Women - Dietary Guidelines for a healthy lifestyle, Current concepts pertaining to Balanced Diets, Nutrient requirements for young and older women with special focus on Protein, Iron, Vitamin D and Calcium, Factors affecting nutrient intake in women- Socioeconomic, Environmental conditions, Health conditions, Consequences of Eating disorders in young women.

(6 Hours)

UNIT II

Physical Health - Significance of Body weight and Body composition parameters, Benefits of Aerobic, Flexibility and Strength training exercises- on General health, Bone health, and risks associated with NCD's – diabetes mellitus, coronary heart diseases and cancer. (6 Hours)

UNIT III

Reproductive Health - Menstrual Health, Pregnancy and Lactation, Pre- and Post-Menopausal concerns- preventive measures, sexually transmitted diseases- an overview. (6 Hours)

UNIT IV

Mental Health - Common mental health problems - Trends and issues relating to women, Depression, Anxiety and coping with Stress, Strategies to improve mental health- learning new skills and hobbies, relaxation techniques such as yoga and meditation. (6 Hours)

UNIT V

Social Health - Balancing home and career, strengthening relationships, enhancing communication skills and Personality Development, technological advancements and its impact, Dealing with domestic violence, and harassment issues. (6 Hours)

REFERENCE BOOKS

1. Srilakshmi B. (2024) *Dietetics*, 9th edition, New age Publishing Press, New Delhi.
2. Lanza di Scalea, T., Matthews, K.A., Avis, N.E., et al. (2012). *Role stress, role reward, and mental health in a multiethnic sample of midlife women: results from the Study of Women's Health Across the Nation (SWAN)*. *J Women's Health*, 21(5), 481-489.
3. Mahan, K., & Sylvia, E. Stump. (2000). *Krause's Food Nutrition and Diet Therapy*. Saunders, USA.
4. Minkin, M.J., & Wright, C.V. (2003). *The Yale Guide to Women's Reproductive Health from Menarche to Menopause*. Yale University Press, London.
- 5.Sizer, F.S., & Whitney, E. (2014). *Nutrition: Concepts & Controversies*. 13th Ed., Wadsworth, Cengage Learning, USA.
6. Sperry, L. (2016). *Mental Health and Mental Disorders*. ABC-Clio, California.
7. Williams, M.H., Anderson, D.E., & Rawson, E.S. (2013). *Nutrition for Health, Fitness and Sport*. McGraw Hill, New York.

8. Wrzus, C., Hänel, M., Wagner, J., & Neyer, F.J. (2013). *Social network changes and life events across the life span: a meta-analysis*. *Psychol Bull*, 139(1), 53-80.

e-Learning Resources:

- https://www.nhp.gov.in/social-health_pg
- <https://ncert.nic.in/textbook/pdf/jehp112.pdf>
- <https://ncert.nic.in/textbook/pdf/iehp113.pdf>
- <https://ncert.nic.in/textbook/pdf/lebo104.pdf>
- <https://www.nih.gov/health-information/social-wellness-toolkit>
- <https://www.cdc.gov/reproductivehealth/womensrh/index.htm>
- <https://www.nimh.nih.gov/health/topics/caring-for-your-mental-health>
- <https://www.who.int/news-room/fact-sheets/detail/mental-health-strengthening-our-response>
- <https://www.cdc.gov/mentalhealth/learn/index.htm>

| Course Code 24UHSN21 | PO1 | | PO2 | | PO3 | PO4 | | PO5 | PO6 | PO7 |
|-------------------------|------------|------------|------------|------------|----------|------------|------------|----------|----------|----------|
| | PSO 1.a | PSO 1.b | PSO 2.a | PSO 2.b | PSO 3 | PSO 4.a | PSO 4.b | PSO 5 | PSO 6 | PSO 7 |
| CO1 | 1 | 1 | 1 | 3 | - | - | - | 1 | - | - |
| CO2 | 2 | 2 | 2 | 3 | - | - | - | 2 | - | 1 |
| CO3 | 2 | 2 | 2 | 3 | - | - | 1 | 2 | - | 2 |
| CO4 | 3 | 3 | 3 | 3 | 3 | - | 1 | 3 | - | 2 |
| CO5 | 3 | 3 | 3 | 3 | 3 | - | 3 | 3 | - | 2 |

Strong (3) Medium (2) Low (1)

Dr.D.Vijayarani
Head of the Department

Mrs.B.AmeenaBeebi
Course Designer



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|---|----------------|----------------|
| Semester I | NUTRITION AND HEALTH (offered by the Department of Biochemistry for the students other than B.Sc. Biochemistry Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UBCN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course the students will be able to

CO1: Define the concept of health, nutrition and diet. [K1]

CO2: Describe the different types of nutrients and its sources. [K1]

CO3: Explain the functions of nutrients on health and RDA. [K2]

CO4: Identify the properties and deficiencies of nutrients. [K2]

CO5: Relate the role of proteins, carbohydrates, vitamins and minerals on health. [K3]

UNIT I

Health – definition, Factors affecting human health. Importance of health care of children, adults and elderly people. Balanced diet and calorific value. (6 Hours)

UNIT II

Vitamins-definition, classification, sources, properties, functions and deficiency symptoms. Recommended daily allowances. (6 Hours)

UNIT III

Sources and functions of dietary fats, role of fats in health and diseases. (6 Hours)

UNIT IV

Minerals- Role of minerals on human health, sources, biological functions, deficiency disorders with special reference to Calcium, Phosphorus, Potassium, Copper, Iron, Zinc and Selenium. Minerals in biological systems and their importance –Iron, Calcium, Phosphorus, Iodine, Copper, Zinc. (6 Hours)

UNIT V

Role of proteins and carbohydrates in health. Functions of protein and carbohydrate and their calorific value. Dietary sources and deficiency disorders – Kwashiorkor and Marasmus – supplementation programs in India and their implications. (6 Hours)

TEXT BOOKS

1. Arumugam, N. (2014). Biochemistry, 5 th Edition, Nagercoil: Saras Publications.
2. J. S. Garrow, W. Philip T. James, A. Ralph (2000), Human Nutrition and Dietetics (10th ed), Churchill Livingstone

REFERENCE BOOKS

1. Denise R. Ferrier. (2020). Lippincott Illustrated Reviews Biochemistry, South Asian Edition, NewDelhi: Wolters kluwer India pvt ltd.
2. Sathyanarayana, U. (2020). Biochemistry, 5 th Edition, Netherland: Elsevier.
3. Margaret Mc Williams (2012). Food Fundamentals (10th ed), Prentice Hall
4. Nagini, S. (2007). Textbook of Biochemistry, 2 nd Edition, Chennai: Scitech publications.
5. Sharma, D.C. (2017). Nutritional Biochemistry, New Delhi: CBS publishers & distributors.

| Course Code 24UBCN11 | PO1 | PO2 | PO3 | | PO4 | | PO5 | | PO6 | PO7 |
|-------------------------|------|-------|---------|---------|--------|---------|--------|--------|-------|-------|
| | PSO1 | PSO 2 | PSO 3.a | PSO 3.b | PSO 4a | PSO 4 b | PSO 5a | PSO 5b | PSO 6 | PSO 7 |
| CO 1 | 2 | 3 | - | 1 | 1 | 3 | - | 1 | - | 2 |
| CO 2 | 2 | 1 | - | 2 | 3 | 3 | - | 1 | - | 2 |
| CO 3 | 3 | 2 | 2 | 3 | 3 | 2 | - | 1 | - | 2 |
| CO 4 | 2 | 3 | 2 | 3 | 2 | 2 | - | 1 | - | 2 |
| CO 5 | 2 | 2 | - | 2 | 2 | 2 | - | 1 | - | 2 |

Strong (3) Medium (2) Low (1)

Dr.P.Annapoorani
Head of the Department

Dr.Sinthia Ganesan
Course Designer



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| | | | |
|--------------------------------|---|----------------|----------------|
| Semester II | LIFE STYLE DISEASES (offered by the Department of Biochemistry for the students other than B.Sc. Biochemistry Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 2 | | Credits: 2 | |
| Course Code 24UBCN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course the students will be able to

CO1: Define Lifestyle diseases and describe the contributing factors. [K1]

CO2: Identify the symptoms of top lifestyle diseases and its impact on life. [K1]

CO3: Explain the treatment and prevention measures of common lifestyle diseases. [K2]

CO4: Describe the lifestyle diseases that affect women's health. [K2]

CO5: Illustrate the various measures for prevention of lifestyle diseases. [K3]

UNIT I

Lifestyle diseases: Definition, Factors contributing to lifestyle diseases – Physical inactivity, Poor food habits, disturbed biological clock, sleep deprivation. (6 Hours)

UNIT II

Top lifestyle diseases, Impact of Lifestyle diseases on family, society and economy of country. (6 Hours)

UNIT III

Non-communicable diseases- Obesity, cardiovascular disease, diabetes and cancer- Causes, symptoms, types, preventive measures and treatment. (6 Hours)

UNIT IV

Women's lifestyle diseases: Polycystic Ovarian Disease, Infertility, Breast and cervical cancer and Osteoporosis. (6 Hours)

UNIT V

Prevention of lifestyle diseases: Balanced diet, fasting, sufficient intake of water, physical activity, sleep-wake cycle, stress management and meditation. (6 Hours)

TEXT BOOKS

1. James M R, Lifestyle Medicine, 2nd Edition, CRC Press, 2013
2. Akira Miyazaki, New Frontiers in Life style - Related Disease, Springer, 2008

REFERENCE BOOKS

1. Steyn K, Life style and related risk factors for chronic diseases
2. Willett WC, Prevention of chronic disease by means of diet and lifestyle.
3. Kumar M & R. Kumar, Guide to prevention of lifestyle diseases. Deep & Deep publications

| Course Code 24UBCN21 | PO1 | PO2 | PO3 | | PO4 | | PO5 | | PO6 | PO7 |
|-------------------------|----------|----------|------------|------------|-----------|------------|-----------|-----------|----------|----------|
| | PSO 1 | PSO 2 | PSO 3.a | PSO 3.b | PSO 4a | PSO 4 b | PSO 5a | PSO 5b | PSO 6 | PSO 7 |
| CO 1 | 3 | 2 | 2 | 2 | 2 | 3 | 1 | 2 | - | 1 |
| CO 2 | 3 | 2 | 2 | 2 | 2 | 3 | 1 | 2 | - | 1 |
| CO 3 | 3 | 2 | 2 | 2 | 2 | 3 | 1 | 2 | - | 1 |
| CO 4 | 3 | 2 | 2 | 2 | 2 | 3 | 1 | 2 | - | 1 |
| CO 5 | 3 | 2 | 2 | 2 | 2 | 3 | 1 | 2 | - | 1 |

Strong (3) Medium (2) Low (1)

Dr.P.Annapoorani
Head of the Department

Dr. R. Renuka
Course Designer



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| | | | |
|---------------------------------------|--|----------------|----------------|
| Semester I | SOCIAL AND PREVENTIVE MEDICINE (offered by the Department of Microbiology for the students other than B.Sc. Microbiology Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME -1 | | Credits: 2 | |
| Course Code 24UMBN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On Completion of the Course, the students will be able to

- CO1 relate the concepts of health information system (K1)
- CO2 recall the factors influence the health management system(K1)
- CO3 identify the significance of health care services (K2)
- CO4 explain the levels of preventive medicine in community setting (K2)
- CO5 apply the usage of alternate medicine during outbreaks (K3)

UNIT I

Introduction to social medicine:

History of Social medicine- Concepts of health and disease- Social determinants of health and disease- Health and quality of life- Health information system- Measures of population health- Health policies. (6 Hours)

UNIT II

Health management:

Applications of Behavioural sciences and Psychology in health management- Nutritional programs for health management-Water and Sanitation in human health-National programs for communicable and non-communicable diseases- Environmental and Occupational hazards and their control. (6 Hours)

UNIT III

Health care and services:

Health care of the Community- Information, Education, Communication and Training in health-maternal, Child health & School health services- Geriatrics-care and Welfare of the aged- Mental health - Health services through general practitioners. (6 Hours)

UNIT IV

Preventive medicine:

Introduction- Role of preventive medicine- Levels of prevention- Risk assessment in communities and Vulnerable population – Surveillance, Monitoring and Reporting of disease outbreaks - Forecasting and Control measures in community setting – Early detection methods. (6 Hours)

UNIT V

Prevention through alternate medicine:

Unani, Ayurveda, Homeopathy, Naturopathy systems in epidemic and pandemic outbreaks. International health regulations. Infectious disease outbreak case studies and Precautionary response during SARS and MERS coronavirus, Ebola and novel SARS-COV2 outbreaks. (6 Hours)

TEXT BOOKS

1. Park.K (2021). Textbook of preventive and social medicine, 26th edition. Banarsidas Bhanot publishers.
2. Mahajan& Gupta (2013). Text book of preventive and social medicine, 4th edition. Jaypee brothers medical publishers.
3. Chun-Su Yuan, Eric J. Bieber, Brent Bauer (2006). Textbook of Complementary and Alternative Medicine. Second Edition. Routledge publishers.
4. Vivek Jain (2020). Review of Preventive and Social Medicine: Including Biostatistics. 12th edition, Jaypee Brothers Medical Publishers.
5. Lal Adarsh Pankaj Sunder (2011). Textbook of Community Medicine: Preventive and Social Medicine, CBS publisher.

REFERENCES BOOKS

- 1 Howard Waitzkin, Alina Pérez, Matt Anderson (2021). Social Medicine and the coming Transformation. First Edition. Routledge publishers.

- 2 GN Prabhakara (2010). Short Textbook of Preventive and Social Medicine. Second Edition. Jaypee publishers.
- 3 Jerry M. Suls, Karina W. Davidson, Robert M. Kaplan (2010). Handbook of Health Psychology and Behavioral Medicine. Guilford Press.
- 4 Marie Eloïse Muller, Marie Muller, MarthieBezuidenhout, KarienJooste (2006). Health Care Service Management. Juta and Company Ltd.
- 5 Geoffrey Rose (2008). Rose's Strategy of Preventive Medicine: The Complete. OUP Oxford.

Web Resources

- 1 <https://www.omicsonline.org/scholarly/social--preventive-medicine-journals-articles-ppts-list.php>
- 2 https://www.teacheron.com/online-md_preventive_and_social_medicine-tutors
- 3 <https://www.futurelearn.com>
- 4 <https://www.healthcare-management-degree.net>
- 5 <https://www.conestogac.on.health-care-administration-and-service-management>

| Course Code 24UMBN11 | PO1 | | PO2 | PO3 | | PO4 | | PO5 | PO6 | PO7 |
|-------------------------|-------------------|------------|----------|-------------------|------------|----------------|------------|----------|----------|----------|
| | PSO 1.a | PSO 1.b | PSO 2 | PSO 3.a | PSO 3.b | PSO 4.a | PSO 4.b | PSO 5 | PSO 6 | PSO 7 |
| | CO1 | 2 | 2 | 1 | - | - | 1 | - | - | - |
| CO2 | 2 | - | 1 | - | 1 | - | - | 2 | 1 | 1 |
| CO3 | 2 | 2 | - | 1 | - | 2 | 1 | - | - | - |
| CO4 | 2 | 2 | 1 | - | 2 | 1 | - | 1 | - | 1 |
| CO5 | 2 | 2 | 1 | - | 1 | - | - | - | 1 | - |
| | Strong – 3 | | | Medium – 2 | | Low – 1 | | | | |

Mrs.M.M.Fatima Mansoor
Head of the Department

Mrs.K.Bervin
Course Designer



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|---------------------------------------|--|----------------|----------------|
| Semester II | <p align="center">NUTRITION & HEALTH HYGIENE (offered by the Department of Microbiology for the students other than B.Sc. Microbiology Discipline) (2024-2025 onwards)</p> | Hours/Week: 2 | |
| Elective Course NME -2 | | Credits: 2 | |
| Course Code 24UMBN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On Completion of the Course, the students will be able to

- CO1 state the importance of nutrition for a healthy life. (K1)
- CO2 recall the nutrition aspects of human life cycle. (K1)
- CO3 outline the health care programmes of India. (K2)
- CO4 explain the importance of health & hygiene measures for individuals and community people. (K2)
- CO5 build awareness on community health and hygiene. (K3)

UNIT I

Nutrition – Definition, Importance, Good nutrition and Mal nutrition; Balanced Diet: Basics of Meal Planning. Carbohydrates, Lipids, Proteins and Vitamins –Functions, Dietary sources, Effects of deficiency. Macro and Micro minerals –Functions, Effects of deficiency; Food sources of Calcium, Potassium, and Sodium; Food sources of Iron, Iodine, and Zinc. Importance of water–Functions, Sources, Requirements and Effects of deficiency. (6 Hours)

UNIT II

Nutrition for Life Cycle: Balanced diet - Normal, Pregnant, Lactating women, Infancy, Young children, Adolescents, Adults, and the Elderly; Diet Chart; Nutritive value of Indian foods. (6 Hours)

UNIT III

Improper diets: Definition, Identification, Signs and Symptoms - Malnutrition, Under-nutrition, Over-nutrition, Protein Energy Malnutrition & Obesity; Nutritional Disease and Disorder - Hypertension, Diabetes, Anemia, Osteomalacia, Cardiovascular disease. (6 Hours)

UNIT IV

Health - Determinants of health, Key Health Indicators, Environment health & Public health; Health-Education: Principles and Strategies. Health Policy & Health Organizations: Health Indicators and National Health Policy of Govt. of India; Functioning of various nutrition and health organizations in India. (6 Hours)

UNIT V

Hygiene – Definition; Personal, Community, Medical and Culinary hygiene; WASH (Water, Sanitation and Hygiene) Programme. Rural Community Health: Village Health Sanitation & Nutritional Committee. Community & Personal Hygiene: Environmental Sanitation and Sanitation in Public places. (6 Hours)

TEXT BOOKS

1. Bamji, M.S., K. Krishnaswamy & G.N.V. Brahmam (2009) Textbook of Human Nutrition (3rd edition) Oxford and IBH Publishing Co. Pvt. Ltd., New Delhi.
2. Swaminathan (1995) Food & Nutrition (Vol I, Second Edition) The Bangalore Printing & Publishing Co Ltd., Bangalore.
3. SK. Haldar (2022). Occupational Health and Hygiene in Industry. CBS Publishers.
4. Acharya, Sankar Kr, Rama Das, Minati Sen (2021). Health Hygiene and Nutrition Perception and Practices. Satish Serial Publishing House.
5. Dass (2021). Public Health and Hygiene, Notion Press.

REFERENCES BOOKS

1. Vijaya Khader (2000) Food, nutrition & health, Kalyan Publishers, New Delhi.
2. Srilakshmi, B., (2010) Food Science, (5th Edition) New Age International Ltd., New Delhi.
3. Arvind Kumar Goel (2005). A College Textbook of Health & Hygiene, ABD Publishers.
4. Sharma D. (2015). Textbook on Food Science and Human Nutrition. Daya Publishing House.
5. Revilla M. K. F., Titchenal A. and Draper J. (2020). Human Nutrition. University of Hawaii, Mānoa.

Web Resources

1. National Rural Health Scheme:
<https://nhm.gov.in/index1.php?lang=1&level=1&sublinkid=969&lid=49>
2. National Urban Health Scheme:

<https://nhm.gov.in/index1.php?lang=1&level=1&sublinkid=970&lid=137>

- 3 Village health sanitation & Nutritional committee

<https://nhm.gov.in/index1.php?lang=1&level=1&sublinkid=149&lid=225>

- 4 Health Impact Assessment - <https://www.who.int/hia/about/faq/en/>

- 5 Healthy Living <https://www.nhp.gov.in/healthylivingViewall>

| Course Code 24UMBN21 | PO1 | | PO2 | PO3 | | PO4 | | PO5 | PO6 | PO7 |
|-------------------------|------------|------------|-------------------|------------|------------|----------------|------------|----------|----------|----------|
| | PSO 1.a | PSO 1.b | PSO 2 | PSO 3.a | PSO 3.b | PSO 4.a | PSO 4.b | PSO 5 | PSO 6 | PSO 7 |
| CO1 | 3 | 2 | 2 | - | 3 | 2 | 2 | 2 | 1 | 3 |
| CO2 | 2 | 1 | 2 | 2 | 3 | 2 | 2 | 2 | - | 3 |
| CO3 | 2 | 1 | 1 | 1 | 3 | 2 | 2 | 2 | - | 3 |
| CO4 | 2 | 2 | 2 | - | 3 | 3 | 1 | - | 1 | 3 |
| CO5 | 3 | 1 | 2 | - | 3 | 3 | 2 | - | - | 3 |
| Strong – 3 | | | Medium – 2 | | | Low – 1 | | | | |

Mrs.M.M.Fatima Mansoor
Head of the Department

Mrs.K.Bervin
Course Designer



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|---|----------------|----------------|
| Semester I | HERBAL MEDICINE (offered by the Department of Biotechnology for the students other than B.Sc. Biotechnology Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UBON11 | | Internal 25 | External 75 |

COURSE OUTCOMES

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

CO1: know the concepts of Ethno medicine (K1)

CO2: Learn the role of herbal medicines in health (K1)

CO3: Understand the importance of Tribal medicine (K2)

CO4: Explain about the role of traditional medicine for today's health (K2)

CO5: Apply the concepts of medicinal herbs to improve health (K3)

UNIT I

Ethnomedicine – definition, history, and its scope – Inter disciplinary approaches in ethnobotany – Collection of ethnic information. (6 Hours)

UNIT II

Importance of medicinal plants – role in human health care – health and balanced diet (Role of proteins, carbohydrates, lipids, and vitamins). (6 Hours)

UNIT III

Tribal medicine – methods of disease diagnosis and treatment – Plants in folk religion – *Aegle marmelos*, *Ficus benghalensis*, *Curcuma domestica*, *Cynodon dactylon* and *Sesamum indicum*. (6 Hours)

UNIT IV

Traditional knowledge and utility of some medicinal plants in Tamil Nadu – *Solanum trilobatum*, *Cardiospermum halicacabum*, *Vitex negundo*, *Adathoda vasica*, *Azadirachta indica*, *Gloriosa superba*, *Eclipta alba*, *Aristolochia indica* and *Phyllanthus fraternus*. (6 Hours)

UNIT V

Plants in day today life – *Ocimum sanctum*, *Centella asiatica*, *Cassia auriculata*, *Aloe vera*. Nutritive and medicinal value of some fruits (Guava, Sapota, Orange, Mango, Banana, Lemon, Pomegranate) and Vegetables - Greens (*Moringa*, *Solanum nigrum* Cabbage).

(6 Hours)

TEXTBOOKS

1. R. K. Sinha and Shweta Sinha (2001) Ethnobiology. Surabhe Publications – Jaipur.
2. D.C. Pal & S.K. Jain Naya Prakash, (1998) Tribal medicine, Bidhan Sarani, Calcutta.
3. S.K. Jain (2001) Contribution to Indian Ethnobotany 3rd edition, scientific publishers, B.No.91, Jodhpur, India.
4. Andrew Chevallie, (2000) Encyclopaedia of Herbal Medicine
5. James Green (2000) The Herbal Medicine-Maker's Handbook: A Home Manual

REFERENCE BOOKS

1. M.C. Joshi (2007) Handbook of Indian Medicinal Plants Hardcover.
2. Neelesh Malviya and Sapna Malviya (2019) Herbal Drug Technology, 1st Edition, CBS Publishers, and Distributors.
3. Rageeb Md. Usman, Vaibhav M. Darvhekar, Vijay Kumar D, and Akhila S.A, (2019) Practical Book of Herbal Drug Technology, 1st Edition, Nirali Prakashan Publishers.
4. Pragi and Varun Arora (2019) Herbal Drug Technology, 1st Edition, S.Vikas and Company Publisher.

| Course Code 24UBON11 | PO1 | | PO2 | | PO 3 | PO4 | | PO 5 | PO 6 | PO 7 |
|-------------------------|-------------|-------------|-------------|-------------|----------|-------------|------------|----------|----------|----------|
| | PSO 1. a | PSO 1. b | PSO 2. a | PSO 2. b | PSO 3 | PSO 4. a | PSO 4.b | PSO 5 | PSO 6 | PSO 7 |
| CO1 | 2 | - | 3 | 1 | 2 | 2 | 1 | - | 2 | - |
| CO2 | 1 | - | 2 | 1 | 3 | 2 | 2 | - | 2 | - |
| CO3 | 3 | 2 | 2 | 2 | 2 | 2 | 2 | - | 2 | 2 |
| CO4 | 2 | 1 | 2 | 3 | 2 | 2 | 2 | 1 | 2 | 3 |
| CO5 | 3 | 1 | 2 | 3 | 2 | 3 | 2 | 2 | 3 | 3 |

Strong (3) Medium (2) Low (1)

Dr. V. Jeyasinga
Head of the Department

Dr. Sinthia Ganeshan
Course Designer



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| | | | |
|--------------------------------|---|----------------|----------------|
| Semester II | ORGANIC FARMING AND HEALTH MANAGEMENT (offered by the Department of Biotechnology for the students other than B.Sc. Biotechnology Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME – 2 | | Credits: 2 | |
| Course Code 24UBON21 | | Internal 25 | External 75 |

COURSE OUTCOMES

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

CO1: Learn the concepts of ecology, organic farming, Health and fitness (K1)

CO2: Know the techniques of Vermicomposting and learn the organic certification ,
maintenance of good health (K1)

CO3: Describe the Principles and Policies in Organic farming , Role of physical activity in
health (K2)

CO4: Explain the Concept of composting and organic cultivation, Health and importance of
wellbeing (K2)

CO5: Examine the significance of organic manures, Role of exercise and nutrition in Health-
related fitness (K3)

UNIT I

Ecology and Environment – Principles of ecology – Ecosystem - Biotic and abiotic components and interaction – Farming, organic farming - concept, Principles, Types of organic farming, Benefits of organic farming. (6 Hours)

UNIT II

Composting – Microbial Compost – Vermicompost Types, Methods and Advantages Setup for vermicompost unit - Nutrition Garden – Ring garden – Double digging – Cultivating vegetables – Common medicinal herbs – Identification and Cultivation. (6 Hours)

UNIT III

Organic farming – Certification agencies – AGMARK, FSSAI, Halal certification – Participatory grading system (PGS) – Storage – Packing – Transportation – Marketing. Micro-enterprises – Self Help Groups – Economics of cultivation– Sustainability.

(6 Hours)

UNIT IV

Health: Concept of Health, changing concepts definitions of health, dimensions of health, concept of well being, spectrum of health, determinants of health, ecology of health, right to health, responsibility for health, indicators of health.

(6 Hours)

UNIT V

Exercise and Health related fitness: Health related fitness, health promotion, physical activity for health benefits. Sports related fitness: Role of nutrition in sports, nutrition to athletic performance.

(6 Hours)

TEXT BOOKS

- 1.G.K. Veeresh, (2006) Organic farming, First edition, New Delhi, India Foundation Books in association with Centre for Environment Education.
- 2.Mangala rai, (2012) Handbook of Agriculture, Sixth Edition, ICAR New Delhi.
- 3.B.B. Sharma (2007) A Guide to Home Gardening, Second Edition, MIB India, New Delhi
- 4.Adrienne E. Hardman, 2009. Physical Activity and Health – The evidence explained, Second edition, Taylor, and Francis Group.

REFERENCE BOOKS

1. F. H. King, Farmers of Forty Centuries: Permanent Organic Farming in China, Korea, and Japan (2011) Hardcover.
- 2.Gehlot D, Organic Farming: Components and Management 1st Edition, Publisher: M/s AGROBIOS (INDIA).

| Course Code 24UBON21 | PO1 | | PO2 | | PO 3 | PO4 | | PO 5 | PO 6 | PO 7 |
|-------------------------|-------------|-------------|-------------|-------------|----------|-------------|-------------|----------|----------|----------|
| | PSO 1. a | PSO 1. b | PSO 2. a | PSO 2. b | PSO 3 | PSO 4. a | PSO 4. b | PSO 5 | PSO 6 | PSO 7 |
| CO1 | 1 | - | 2 | 1 | 2 | 2 | 1 | - | 2 | 2 |
| CO2 | 2 | 3 | 2 | 2 | 2 | 2 | 2 | - | 2 | 2 |
| CO3 | 1 | - | 2 | 1 | 2 | 1 | 2 | - | 3 | 2 |
| CO4 | 2 | - | 3 | 2 | 2 | 1 | 2 | - | 1 | 1 |
| CO5 | 1 | - | 2 | 2 | 3 | 2 | 2 | 1 | 2 | 1 |

Strong (3) Medium (2) Low (1)

Dr. V. Jeyasimga
Head of the Department

Dr. Sinthia Ganeshan
Course Designer



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| | | | |
|--------------------------------|--|----------------|----------------|
| Semester I | BASICS OF FASHION (offered by the Department of Costume Design and Fashion for the students other than B.Sc. Costume Design and Fashion Discipline) (2024-2025 onwards) | Hours/Week:2 | |
| Elective Course NME-1 | | Credits:2 | |
| Course Code 24UCFN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, students will be able to

- CO1: describe the concepts of fashion, motifs, figure irregularities, elements and principles of design. [K1]
- CO2: define and describe the importance of fashion, textile design, elements and principles of design and select suitable dress for various figure irregularities. [K1]
- CO3: classify the types of fashion, motifs, design elements, principles of design and illustrate suitable dresses for various figure irregularities. [K2]
- CO4: trace the uses of textile design, elements and principles of design on dress for various figure irregularities. [K2]
- CO5: find out the changes that occur in fashion, and develop motifs using textile design on dress for various figure irregularities. [K3]

UNIT I Elements of Design on Apparel

Design, Classification-structural design and decorative design. Elements of design-line, shape, form, size, texture, directions and space. (6 Hours)

UNIT II Principles of Design on Apparel

Principles of design – balance – formal balance, informal balance and radial balance. Proportion – division of space, creating optical illusion, scale, golden oblong. Emphasis – grouping of objects, contrast colour, decorative, plain background, unusual line, shape and size. Rhythm – repetition of shape, progression of size, continuous line movement, alternation and radiation. Harmony – line and shape, size, texture, idea, and colour. (6 Hours)

UNIT III Textile Design

Design developments—motifs, repeats. Types of textile design—natural, geometric, conventional, abstract and historical. Study of repeat structures and its types –spot repeat, brick, drop, directional and non-directional. Study of turning patterns and its types—flipping horizontal, flipping vertical, turnings spot (rotation dangles), study of diamond and ogee based designs.

(6 Hours)

UNIT IV Fashion

Fashion – definition, classification - fad, style, classic, fashion trend, fashion forecasting. Fashion evolution— fashion cycle, style, increase in popularity, peak of popularity, decline in popularity and rejection of a style. Fashion marketing - structure, mannequin and boutique.

(6 Hours)

UNIT V Figure Analysis

Figure types and figure irregularities heavy figure, slim figure, slender figure, narrow shoulders, broad shoulders, round shoulders, large busts, large hips, large abdomen, large face, square face, round face and narrow pointed face.

(6 Hours)

TEXT BOOK

Sumathi,G.J.,(2008).*Elements of Design*, New Delhi: New Age International (p) Limited Publishers.

REFERENCE BOOKS

1. Erwin, M.D., Lila, A. & Kinchen, (Eds.). (1974).*Clothing for Moderns*, London: Collier Macmillan Publishers.
2. John, M. (1990).*Fashion Design and Illustration*. London: Melbourne.
3. Khurana, P. and Sethi, M. (2007).*Introduction to Fashion Technology*. New Delhi: Fire Well Publication.
4. Narang,M.(2007).*Hand Book of Fashion Technology*, New Delhi: Asia Pacific Business Press Inc.
5. Pundir,N.(2007).*Fashion Technology Today and Tomorrow*, New Delhi: Mittal Publication.

| Course Code | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|--------------------|------------|------------|------------|------------|------------|------------|------------|
| 24UCFN11 | | | | | | | |
| CO1 | 3 | 3 | 3 | 2 | 3 | 3 | 2 |
| CO2 | 3 | 3 | 3 | 2 | 3 | 3 | 2 |
| CO3 | 3 | 3 | 3 | 2 | 3 | 3 | 2 |
| CO4 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| CO5 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |

Strong (3) Medium (2) Low (1)

Mrs.J.Athirstam

Head of the Department

Mrs.J.Athirstam

Course Designer



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| | | | |
|--------------------------------|--|----------------|----------------|
| Semester II | INTERIOR DESIGNING (offered by the Department of Costume Design and Fashion for the students other than B.Sc. Costume Design and Fashion Discipline) (2024-2025 onwards) | Hours/Week:2 | |
| Elective Course NME-2 | | Credits:2 | |
| Course Code 24UCFN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, students will be able to

CO1: state the concepts and selection of colours and furnishing materials for homes.[K1]

CO2: show the importance of colours and home furnishing materials. [K1]

CO3: classify the types of colours and furnishing materials suitable for day today life and explain the maintenance of furnishing materials. [K2]

CO4: trace the usage of colours and functions of home furnishing materials for kitchen linen, draperies, curtains, floor coverings and bed linen. [K2]

CO5: make use of the applications of colours and furnishing materials for various home decors with good care. [K3]

UNIT I Colour Aspects

Prang colour chart – primary, secondary, intermediate and tertiary colours. Colour dimensions - hue, value, intensity. Warm and cool colours. Psychology of colours on dress. Illusions created by colours. Applications of colours for different seasons. Colour schemes – related colour harmony - monochromatic harmony and analogous harmony. Contrasting harmony– complementary harmony, double complementary harmony, split complementary harmony and triad. (7 Hours)

UNIT II

Introduction to Home Furnishing

Introduction to home furnishing – different types of furnishing materials–selection of furnishing materials. (5 Hours)

UNIT III Draperies and Curtains

Doors and windows—different types and functions—Styles in draperies, curtains and valances.
Care and maintenance. (6 Hours)

UNIT IV Floor Coverings

Floor coverings—types—hard floor coverings, soft floor coverings. Care and maintenance.
(6 Hours)

UNIT V Linens

Bed linen-pillow, pillow covers, bedcovers. Kitchen linen-apron, table linen and hand towel.
Bathroom linen. (6 Hours)

TEXT BOOK

Muriel Clark, R.(1981).*Home Management*, London: A fresh Approach, Richard clay Ltd.

REFERENCE BOOKS

- Alexander,N.G.(1972).*Designing Interior Environment*, New York: Mascourt, Bizucovanorich, Inc.
- Baker,W.(2000).*Fabric Sector*, London : Collins and Brown Publication Pvt. Ltd.
- Lunenschloss,J. Albrocht,W,(1985). *Non-Woven Bonded fabrics*, London: Ellis Horwood.
- Murphy,R.J.(1997).*House Beautiful—A Seasonal Guide to Decorating With Fabric*, New York : Quadrille Publishing Ltd.
- Octopus,H.(2001).*Cushions and Pillows-Professional Skills Made Easy*, New York: Octopus Publishing Group.

| Course Code | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-----------------|-----|-----|-----|-----|-----|-----|-----|
| 24UCFN21 | | | | | | | |
| CO1 | 3 | 3 | 3 | 2 | 1 | 1 | 2 |
| CO2 | 3 | 3 | 3 | 2 | 1 | 1 | 2 |
| CO3 | 3 | 3 | 3 | 2 | 1 | 1 | 2 |
| CO4 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| CO5 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |

Strong (3) Medium (2) Low(1)

Mrs.J.Athirstam
Head of the Department

Ms.L.Devimuthumari
Course Designer



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|--------------------------------|--|----------------|----------------|
| Semester I | OFFICE AUTOMATION (offered by the Department of Computer Science for the students other than Computer Science Discipline) (2024-2025) | Hours/Week: 2 | |
| Elective Course NME – I | | Credits: 2 | |
| Course Code 24UCSN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, students will be able to

- CO1: outline the working of word processing, spreadsheet and power point presentation. [K1]
- CO2: recognize the creation of tables in document, creation of charts in spreadsheet and animation effects in a presentation. [K1]
- CO3: describe the basics elements of word, spread sheet, chart and power point slides. [K2]
- CO4: illustrate the various formatting options in word document, spread sheet and inclusion of multimedia content in power point presentation. [K2]
- CO5: experiment the usage of word processing, spreadsheet, and power point presentation in effective office automation. [K3]

UNIT I

Getting Started with Microsoft Word 2013: Creating a New Word Document – Saving a Word Document – Apply Basic Formatting - Applying Bulleted and Numbered List – Using Cut, Copy and Paste Commands - Using Find, Replace and GoTo Commands. (6 Hours)

UNIT II

Working with Graphics and Tables: Working with Basic Graphic Objects – Inserting a Picture – Inserting Shape – Working with Tables.

Designing and Reviewing a Word Document: Setting Paragraph Indent and Spacing – Inserting Headers and Footers – Changing page setup options. (6 Hours)

UNIT III

Getting Started with Microsoft Excel 2013: Creating a New Excel Workbook – Saving an Excel Workbook – Adding Data to Cells – Adding Data using the AutoFill Feature – Modifying Cells, Rows, Columns and Worksheet – Hiding and Unhiding Rows and Columns – Wrapping Text – Changing Number Formats – Adding Border to Cells. (6 Hours)

UNIT IV

Working with Tables and Charts: Working with Tables – Working with Charts.

Getting Started with Microsoft Powerpoint 2013: Creating a Presentation – Saving a Presentation – Adding and Removing Slides – Adding a Title and Subtitle to a Slide – Adding Text to a Slide using Textboxes. (6 Hours)

UNIT V

Enhancing PowerPoint Presentations: Changing the Layout of a Slide – Applying Background to a Slide – Applying Themes to a Presentation – Working with Basic Graphic Object – Inserting a picture.

Building Dynamic PowerPoint Presentations: Adding, Copying, and Removing Animation Effects - Adding and Removing a Built-In Animation Effect - Working with Transitions: Adding a Transition effect to a Slide – Removing a Transition effect from a Slide.

(6 Hours)

TEXT BOOK

Kogent Learning Solutions Inc. (2015). “Office 2013 in Simple Steps”, Dreamtech Press.

| UNIT | CHAPTER | PAGE NO. |
|------|---------|----------------------|
| I | 2 | 26 – 41, 46 – 54 |
| II | 3 | 61 – 64 , 85 – 95 |
| | 4 | 98 – 100, 104 - 106 |
| III | 5 | 128 -151 |
| IV | 6 | 163 – 169, 179 – 191 |
| | 8 | 217 – 227 |
| V | 9 | 243 – 252 |
| | 10 | 279 – 284, 294 – 298 |

REFERENCE BOOKS

1. Vishnu Priya Singh, *Exploring MS Office 2013*, Asian Compu Tech Book, 2nd Revised Edition.
2. Michael Price (2013), *Office 2013*, 1st Edition, McGraw Hill Education.

WEB RESOURCES

1. <https://www.udemy.com/course/office-automation-certificate-course/>
2. <https://www.javatpoint.com/automation-tools>

| Course Code 24UCSN11 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|---------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 3 | 2 | 2 | 2 | 2 | - | - |
| CO2 | 3 | 2 | 2 | 2 | 2 | - | - |
| CO3 | 3 | 3 | 2 | 2 | 3 | 1 | - |
| CO4 | 3 | 1 | 1 | 2 | 3 | 2 | - |
| CO5 | 3 | 3 | 1 | 2 | 3 | 2 | - |

Strong (3) Medium (2) Low (1)

Dr. K. Annbuselvi
Mrs. P. Aruna Devi
Heads of the Departments

Dr. R. Barani
Ms. M. Porkalai Selvi
Course Designers



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| | | | |
|---------------------------------|--|----------------|----------------|
| Semester I | INTRODUCTION TO HTML (offered by the Department of Computer Science for the students other than Computer Science Discipline) (2025-2026 onwards) | Hours/Week: 2 | |
| Elective Course NME – 1 | | Credits: 2 | |
| Course Code 24UCSN11N | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, students will be able to

- CO1: understand the features of the web, web browsers and HTML tags. [K1]
- CO2: describe the basic concepts of Internet, web programming and HTML program. [K1]
- CO3: associate the various HTML tags like paragraphs, lists, frames, tables, forms, images and hyperlinks in the creation of webpages and formatting of images in HTML. [K2]
- CO4: exemplify the use of various HTML tags in developing web pages for personal and business applications. [K2]
- CO5: examine the different formatting options in text, tables, images, frames and forms to improve the web pages look and feel. [K3]

UNIT I

Introduction to Internet: Internet. **Internet Technologies:** Modem – Internet Addressing – Physical Connections – Telephone Lines. **Internet Browsers:** Internet Explorer: Window – File Menu – Edit Menu – View Menu – Favorites Menu – Tool bar. (6 Hours)

UNIT II

Introduction to HTML: HTML Documents – Anchor Tag – Hyper Links. **Designing the Body Section:** Heading Printing – Aligning the Headings – Horizontal Rule – Paragraph – Tab Settings: Formatting Characters – Physical Styles Format – Font Tag. (5 Hours)

UNIT III

Designing the Body Section: Images and Pictures: Low resolution Images – Adding Space Around the Image – Border for an Image. **Ordered and Unordered Lists:** Lists – Unordered Lists – Ordered Lists – Nested Lists. (6 Hours)

UNIT IV

Table Handling: Tables – Table creation in HTML – Width of the Table and Cells – Cell Spanning Multiple Rows/Columns – Coloring Cells – Column Specification – Some Sample Tables. (6 Hours)

UNIT V

Frames: Frameset Definition – Frame Definition. **Forms:** Action Attribute – Method Attribute – Enctype Attribute – Drop Down List – Sample Forms. (7 Hours)

TEXT BOOK

Xavier C, (2015). *World Wide Web design with HTML*, McGraw-Hill Education (India) Private Limited.

| UNIT | CHAPTER | SECTION |
|------------|-----------|----------------------------------|
| I | 1 | 1.3 |
| | 2 | 2.1-2.4 |
| | 3 | 3.1.1-3.1.4, 3.1.7, 3.1.8 |
| II | 4 | 4.4-4.6 |
| | 6 | 6.1-6.4, 6.5.1-6.5.3 |
| III | 6 | 6.6 |
| | 7 | 7.1, 7.2, 7.4, 7.5 |
| IV | 8 | 8.1-8.7 |
| V | 10 | 10.1, 10.2 |
| | 12 | 12.1-12.5 |

REFERENCE BOOKS

1. *Mastering HTML5 and CSS3 Made Easy*, TeachUComp Inc., 2014.
2. Thomas Michaud (2014), *Foundations of Web Design: Introduction to HTML & CSS*, New Riders, a division of Pearson Education.
3. Rohit Khurana. (2010). *Computer Fundamentals and Internet Basics*, APH Publishing Corporation.

| Course Code 24UCSN11N | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|----------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 1 | 1 | - | - | 2 | - | - |
| CO2 | 1 | 1 | 1 | - | 2 | 1 | - |
| CO3 | 2 | 2 | 2 | 2 | 3 | 1 | - |
| CO4 | 2 | 2 | - | - | - | - | - |
| CO5 | 2 | 2 | 2 | 1 | 3 | 1 | - |

Strong (3) Medium (2) Low (1)

Dr. K. Annbuselvi
Mrs. P. Aruna Devi
Heads of the Departments

Dr. R. Barani
Mrs. M. Sangeetha Alias Sheeba
Course Designers



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|--------------------------------|--|----------------|----------------|
| Semester II | <p style="text-align: center;">INTRODUCTION TO HTML (offered by the Department of Computer Science for the students other than Computer Science Discipline) (2024-2025)</p> | Hours/Week: 2 | |
| Elective Course NME – 2 | | Credits: 2 | |
| Course Code 24UCSN21 | | Internal 25 | External 75 |

Course Outcomes:

On completion of the course, students will be able to

CO1: understand the features of the web, web browsers and HTML tags. [K1]

CO2: describe the basic concepts of Internet, web programming and HTML program. [K1]

CO3: associate the various HTML tags like paragraphs, lists, frames, tables, forms, images and hyperlinks in the creation of webpages and formatting of images in HTML. [K2]

CO4: exemplify the use of various HTML tags in developing web pages for personal and business applications. [K2]

CO5: examine the different formatting options in text, tables, images, frames and forms to improve the web pages look and feel. [K3]

UNIT I

Introduction to Internet: Internet. **Internet Technologies:** Modem – Internet Addressing – Physical Connections – Telephone Lines. **Internet Browsers:** Internet Explorer: Window – File Menu – Edit Menu – View Menu – Favorites Menu – Tool bar. (6 Hours)

UNIT II

Introduction to HTML: HTML Documents – Anchor Tag – Hyper Links. **Designing the Body Section:** Heading Printing – Aligning the Headings – Horizontal Rule – Paragraph – Tab Settings: Formatting Characters – Physical Styles Format – Font Tag. (5 Hours)

UNIT III

Designing the Body Section: Images and Pictures: Low resolution Images – Adding Space Around the Image – Border for an Image. **Ordered and Unordered Lists:** Lists – Unordered Lists – Ordered Lists – Nested Lists. (6 Hours)

UNIT IV

Table Handling: Tables – Table creation in HTML – Width of the Table and Cells – Cell Spanning Multiple Rows/Columns – Coloring Cells – Column Specification – Some Sample Tables. (6 Hours)

UNIT V

Frames: Frameset Definition – Frame Definition. **Forms:** Action Attribute – Method Attribute – Enctype Attribute – Drop Down List – Sample Forms. (7 Hours)

TEXT BOOK

Xavier C, (2015). *World Wide Web design with HTML*, McGraw-Hill Education (India) Private Limited.

| UNIT | CHAPTER | SECTION |
|------------|-----------|----------------------------------|
| I | 1 | 1.3 |
| | 2 | 2.1-2.4 |
| | 3 | 3.1.1-3.1.4, 3.1.7, 3.1.8 |
| II | 4 | 4.4-4.6 |
| | 6 | 6.1-6.4, 6.5.1-6.5.3 |
| III | 6 | 6.6 |
| | 7 | 7.1, 7.2, 7.4, 7.5 |
| IV | 8 | 8.1-8.7 |
| V | 10 | 10.1, 10.2 |
| | 12 | 12.1-12.5 |

REFERENCE BOOKS

1. *Mastering HTML5 and CSS3 Made Easy*, TeachUComp Inc., 2014.
2. Thomas Michaud (2014), *Foundations of Web Design: Introduction to HTML & CSS*, New Riders, a division of Pearson Education.
3. Rohit Khurana. (2010). *Computer Fundamentals and Internet Basics*, APH Publishing Corporation.

| Course Code 24UCSN21 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|---------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 1 | 1 | - | - | 2 | - | - |
| CO2 | 1 | 1 | 1 | - | 2 | 1 | - |
| CO3 | 2 | 2 | 2 | 2 | 3 | 1 | - |
| CO4 | 2 | 2 | - | - | - | - | - |
| CO5 | 2 | 2 | 2 | 1 | 3 | 1 | - |

Strong (3) Medium (2) Low (1)

Dr. K. Annbuselvi

Mrs. P. Aruna Devi

Heads of the Departments

Dr. R. Barani

Mrs. M. Sangeetha Alias Sheeba

Course Designers



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|---------------------------------|---|----------------|----------------|
| Semester II | OFFICE AUTOMATION (offered by the Department of Computer Science for the students other than Computer Science Discipline) (2025-2026 onwards) | Hours/Week: 2 | |
| Elective Course NME – 2 | | Credits: 2 | |
| Course Code 24UCSN21N | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, students will be able to

- CO1: outline the purpose of computer system, word processing, spreadsheet and power point presentation. [K1]
- CO2: recognize the functional units of computer system, the features of operating systems and programming languages. [K1]
- CO3: describe the basics of word documentation, excel sheet and presentation slide designing. [K2]
- CO4: demonstrate the various formatting options in word document, chart preparation and inclusion of multimedia content in power point presentation. [K2]
- CO5: experiment the usage of word processing, spreadsheet, and power point presentation in effective office automation. [K3]

UNIT I

Input/Output Units: Traditional Computer Input/Output Units - Other Input Technologies – Computer Output devices. **Operating Systems:** Why Do We Need an Operating System? - Batch Operating System - Multiprogramming Operating System - Time Sharing Operating System - On-line and Real-Time Systems - UNIX Operating System. (6 Hours)

UNIT II

Word Processing: Creating a New Word Document – Saving a Word Document – Apply Basic Formatting - Applying Bulleted and Numbered List – Using Cut, Copy and Paste Commands - Using Find, Replace and GoTo Commands – **Working with Graphics:** Working with Basic Graphic Objects – Capturing a Screenshot – Removing Background from an Image.

(6 Hours)

UNIT III

Spreadsheets: Creating a New Excel Workbook – Saving an Excel Workbook – Adding Data to Cells Adding Data using the AutoFill Feature – Modifying Cells, Rows, Columns and Worksheet – Hiding and Unhiding Rows and Columns – Wrapping Text – Changing Number Formats – Adding Border to Cells – Applying Conditional Formatting – Inserting Data Bars – Renaming a Worksheet.

(6 Hours)

UNIT IV

Working with Tables and Charts: Working with Tables – Creating a Pivot Table – Working with Excel Sparklines and Slicers – Working with Charts – Working with Formulas.

(6 Hours)

UNIT V

PowerPoint: Creating a Presentation – Saving a Presentation – Adding and Removing Slides – Adding a Title and Subtitle to a Slide – Adding Text to a Slide using Textboxes – Changing the Layout of a Slide – Applying Background to Slide – Applying Themes to a Presentation – Working with Audio Clips and Videos.

(6 Hours)

TEXT BOOKS

1. V.Rajaraman, Neeharika Adabala (2015). *Fundamentals of Computers*, 6th Edition, PHI Learning Private Limited.
2. Kogent Learning Solutions Inc. (2015). *Office 2013 in Simple Steps*, Dreamtech Press.

| UNIT | TEXT BOOK | CHAPTERS | PAGE No. |
|------|------------|----------|------------------|
| I | Text Book1 | 3 | 31-48 |
| | | 10 | 191-205, 210-212 |
| II | Text Book2 | 2 | 24-41, 46-54 |
| | | 3 | 61-70, 74-76 |
| III | Text Book2 | 5 | 128-154, 158 |
| IV | | 6 | 163-192 |
| V | Text Book2 | 7 | 193-202 |
| | | 8 | 217-227 |
| | | 9 | 243-251, 255-269 |

REFERENCE BOOKS

1. Peter Norton, *Introduction to Computers*, Tata McGraw Hill.
2. Jennifer Ackerman Kettel, Guy Hat-Davis, Curt Simmons, *Microsoft 2003*, TataMcGraw Hill.

WEB RESOURCES

1. <https://www.udemy.com/course/office-automation-certificate-course/>
2. <https://www.javatpoint.com/automation-tools>

| Course Code 24UCSN21N | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|--------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO1 | 3 | 2 | 2 | 2 | 2 | - | - |
| CO2 | 3 | 2 | 2 | 2 | 2 | - | - |
| CO3 | 3 | 3 | 2 | 2 | 3 | 1 | - |
| CO4 | 3 | 1 | 1 | 2 | 3 | 2 | - |
| CO5 | 3 | 3 | 1 | 2 | 3 | 2 | - |

Strong (3) Medium (2) Low (1)

Dr. K. Annbuselvi
Mrs. P. Aruna Devi
Heads of the Departments

Dr. R. Barani
Ms. M. Porkalai Selvi
Course Designers



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|--|----------------|----------------|
| Semester I | OFFICE AUTOMATION (offered by the Department of Information Technology for the students other than Computer Science Discipline) (2024-2025) | Hours/Week: 2 | |
| Elective Course NME – I | | Credits: 2 | |
| Course Code 24UITN11 | | Internal 25 | External 75 |

Course Outcomes:

On completion of the course, the students will be able to

CO1: outline the working of word processing, spreadsheet and power point presentation.

[K1]

CO2: recognize the creation of tables in document, creation of charts in spreadsheet and animation effects in a presentation. [K1]

CO3: describe the basics of word documentation, excel sheet, chart preparation and presentation slide designing. [K2]

CO4: illustrate the various formatting options in word document, excel chart and slide, inclusion of multimedia content in power point presentation. [K2]

CO5: experiment the usage of word processing, spreadsheet, and power point presentation in effective Office Automation. [K3]

UNIT I

Getting Started with Microsoft Word 2013: Creating a New Word Document – Saving a Word Document – Apply Basic Formatting -Applying Bulleted and Numbered List – Using Cut, Copy and Paste Commands - Using Find, Replace and GoTo Commands. (6 Hours)

UNIT II

Working with Graphics and Tables: Working with Basic Graphic Objects – Inserting a Picture – Inserting Shape – Working with Tables.

Designing and Reviewing a Word Document: Setting Paragraph Indent and Spacing – Inserting Headers and Footers – Changing page setup options. (6 Hours)

UNIT III

Getting Started with Microsoft Excel 2013: Creating a New Excel Workbook – Saving an Excel Workbook – Adding Data to Cells – Adding Data using the AutoFill Feature – Modifying Cells, Rows, Columns and Worksheet – Hiding and Unhiding Rows and Columns – Wrapping Text – Changing Number Formats – Adding Border to Cells. (6 Hours)

UNIT IV

Working with Tables and Charts: Working with Tables – Working with Charts.

Getting Started with Microsoft Powerpoint 2013: Creating a Presentation – Saving a Presentation – Adding and Removing Slides – Adding a Title and Subtitle to a Slide – Adding Text to a Slide using Textboxes. (6 Hours)

UNIT V

Enhancing PowerPoint Presentations: Changing the Layout of a Slide – Applying Background to a Slide – Applying Themes to a Presentation – Working with Basic Graphic Object – Inserting a picture.

Building Dynamic PowerPoint Presentations: Adding, Copying, and Removing Animation Effects - Adding and Removing a Built-In Animation Effect - Working with Transitions: Adding a Transition effect to a Slide – Removing a Transition effect from a Slide.

(6 Hours)

TEXT BOOK

KogentLearningSolutionsInc.(2015).“Office2013inSimpleSteps”,DreamtechPress.

| UNIT | CHAPTER | PAGENO. |
|------|---------|----------------------|
| I | 2 | 26 – 41, 46 – 54 |
| II | 3 | 61 – 64 , 85 – 95 |
| | 4 | 98 – 100, 104 - 106 |
| III | 5 | 128-151 |
| IV | 6 | 163 – 169, 179 – 191 |
| | 8 | 217 – 227 |
| V | 9 | 243 – 252 |
| | 10 | 279 – 284, 294 – 298 |

REFERENCE BOOKS

1. Peter Norton, *Introduction to Computers*, TataMcGraw Hill.
2. Jennifer Ackerman Kettel, Guy Hat-Davis, Curt Simmons, *Microsoft 2003*, TataMcGrawHill.

WEB RESOURCES

3. <https://www.udemy.com/course/office-automation-certificate-course/>
2. <https://www.javatpoint.com/automation-tools>

| Course Code 24UITN11 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO1 | 3 | 2 | 2 | 2 | 2 | - | - |
| CO2 | 3 | 2 | 2 | 2 | 2 | - | - |
| CO3 | 3 | 3 | 2 | 2 | 3 | 1 | - |
| CO4 | 3 | 1 | 1 | 2 | 3 | 2 | - |
| CO5 | 3 | 3 | 1 | 2 | 3 | 2 | - |

Strong(3) Medium(2) Low(1)

Dr.A.Bharathi Lakshmi
Heads of the Department

Mrs.T.Chandraprabha
Course Designer



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| | | | |
|---------------------------------|--|----------------|----------------|
| Semester I | BASICS OF INTERNET (offered by the Department of Information Technology for the students other than Computer Science Discipline) (2025-2026 onwards) | Hours/Week: 2 | |
| Elective Course NME – 1 | | Credits: 2 | |
| Course Code 24UITN11N | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

- CO1:** outline the types of networks, topologies, internet technologies such as E-mail, Usenet, Telnet and Internet Browsers to empower the knowledge of computer Networks. [K1]
- CO2:** recognize the concepts of networks, topologies, list, images and table for developing technical project reports.[K1]
- CO3:** summarize the customized web pages by formatting the lists of information in well-formed and semantic way to solve computational problems in real world based on their carrier. [K2]
- CO4:** interpret the web pages by text styles, lists, image and table to perform different actions using Image Map to apply current technical concepts and practices of networking. [K2]
- CO5:** discover the web pages with graphic tools and text effects with images for designing the Forms and activate the Link for achieving technical project. [K3]

UNIT I

Computer Networks: Basics of Networks – Topologies of Networks – Bridges, Routers and Gateways – Types of Networks (6 Hours)

UNIT II

Introduction to the Internet: Internet – Electronic Mail – Resource Sharing – Gopher – World Wide Web – Usenet – Telnet – Bulletin Board Service – Wide Area Information Service.

Internet Technologies: Modem – Internet Addressing – Physical Connections – Telephone Lines. (6 Hours)

UNIT III

Internet Browsers: Internet Explorer: Window – File Menu – Edit Menu – View Menu – Options Command – Navigation Window – Favorites Menu – Tool Bar. Netscape Navigator: File Menu – Edit Menu – View Menu – Communicator Menu – Bookmark – History - Security.
(6 Hours)

UNIT IV

Introduction to HTML: Designing a Home Page – History of HTML – HTML Generations – HTML Documents. **Designing the Body Section:** Heading Printing – Aligning the Headings – Horizontal Rule – Paragraph – Tab Settings – Images and Pictures.
(6 Hours)

UNIT V

Ordered and Unordered Lists: Lists – Unordered Lists – Headings in a List – Ordered Lists – Nested Lists. **Table Handling:** Tables – Table Creation in HTML.
(6 Hours)

TEXT BOOKS

1. Raj Kamal, *Internet and Web Technologies*, Tata McGraw Hill.
2. C.Xavier, *World Wide Web design with HTML* McGraw Hill Education(India) Private Limited

REFERENCE BOOKS

1. Thomas Michaud, “Foundations of Web Design: Introduction to HTML & CSS”
2. <https://www.teachucomp.com/samples/html/5/manuals/Mastering-HTML5-CSS3.pdf>
3. <https://www.w3schools.com/html/default.asp>

| Course Code 24UITN11N | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|--------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO1 | 3 | 3 | 1 | 1 | 2 | 1 | 1 |
| CO2 | 3 | 2 | 2 | 1 | 3 | 1 | 1 |
| CO3 | 3 | 2 | 3 | 2 | 3 | 1 | 1 |
| CO4 | 3 | 3 | 2 | 2 | 3 | 1 | 1 |
| CO5 | 3 | 3 | 3 | 2 | 3 | 1 | 1 |

Strong (3) Medium (2) Low (1)

Dr.A.Bharathi Lakshmi
Head of the Department

Mrs.K.Kasthuri
Course Designer



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VIRUDHUNAGAR

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| | | | |
|--------------------------------|--|----------------|----------------|
| Semester II | BASICS OF INTERNET (offered by the Department of Information Technology for the students other than Computer Science Discipline) (2024-2025) | Hours/Week: 2 | |
| Elective Course NME – 2 | | Credits: 2 | |
| Course Code 24UITN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

- CO1: outline the types of networks, topologies, internet technologies such as E-mail, Usenet, Telnet and Internet Browsers to empower the knowledge of computer Networks. [K1]
- CO2: recognize the concepts of networks, topologies, list, images and table for developing technical project reports.[K1]
- CO3: summarize the customized web pages by formatting the lists of information in well-formed and semantic way to solve computational problems in real world based on their carrier. [K2]
- CO4: interpret the web pages by text styles, lists, image and table to perform different actions using Image Map to apply current technical concepts and practices of networking. [K2]
- CO5: discover the web pages with graphic tools and text effects with images for designing the Forms and activate the Link for achieving technical project. [K3]

UNIT I

Computer Networks: Basics of Networks – Topologies of Networks – Bridges, Routers and Gateways – Types of Networks (6 Hours)

UNIT II

Introduction to the Internet: Internet – Electronic Mail – Resource Sharing – Gopher – World Wide Web – Usenet – Telnet – Bulletin Board Service – Wide Area Information Service. **Internet Technologies:** Modem – Internet Addressing – Physical Connections – Telephone Lines. (6 Hours)

UNIT III

Internet Browsers: Internet Explorer: Window – File Menu – Edit Menu – View Menu – Options Command – Navigation Window – Favorites Menu – Tool Bar. Netscape Navigator: File Menu – Edit Menu – View Menu – Communicator Menu – Bookmark – History - Security. (6 Hours)

UNIT IV

Introduction to HTML: Designing a Home Page – History of HTML – HTML Generations – HTML Documents. **Designing the Body Section:** Heading Printing – Aligning the Headings – Horizontal Rule – Paragraph – Tab Settings – Images and Pictures.

(6 Hours)

UNIT V

Ordered and Unordered Lists: Lists – Unordered Lists – Headings in a List – Ordered Lists – Nested Lists. **Table Handling:** Tables – Table Creation in HTML.

(6 Hours)

TEXT BOOKS

1. Raj Kamal, “Internet and Web Technologies”, Tata McGraw Hill.
2. C.Xavier, “World Wide Web design with HTML” McGraw Hill Education(India) Private Limited

| UNIT | BOOK | CHAPTER | PAGENO. |
|------|------|---------|------------------|
| I | 1 | 1 | 10 – 17, 30 - 47 |
| II | 2 | 1 | 3 – 15 |
| | | 2 | 17 - 24 |
| III | 2 | 3 | 25 - 49 |
| IV | 2 | 4 | 51 – 55 |
| | | 6 | 86 - 109 |
| V | 2 | 7 | 116 - 131 |
| | | 8 | 134 - 137 |

REFERENCE BOOKS

1. Thomas Michaud, “Foundations of Web Design: Introduction to HTML & CSS”
2. <https://www.teachucomp.com/samples/html/5/manuals/Mastering-HTML5-CSS3.pdf>
3. <https://www.w3schools.com/html/default.asp>

| Course Code 24UITN21 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|---------------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 3 | 3 | 1 | 1 | 2 | 1 | 1 |
| CO2 | 3 | 2 | 2 | 1 | 3 | 1 | 1 |
| CO3 | 3 | 2 | 3 | 2 | 3 | 1 | 1 |
| CO4 | 3 | 3 | 2 | 2 | 3 | 1 | 1 |
| CO5 | 3 | 3 | 3 | 2 | 3 | 1 | 1 |

Strong (3) Medium (2) Low (1)

Dr.A.Bharathi Lakshmi
Head of the Department

Mrs.K.Kasthuri
Course Designer



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|---------------------------------|---|----------------|----------------|
| Semester II | DATA ANALYSIS USING SPREADSHEET (offered by the Department of Information Technology for the students other than Computer Science Discipline) (2025-2026 onwards) | Hours/Week: 2 | |
| Elective Course NME – 2 | | Credits: 2 | |
| Course Code 24UITN21N | | Internal 25 | External 75 |

COURSE OUTCOMES

On Successful completion of the course, students will be able to

- CO1:** recognize spread sheet software working environment, formulas for mathematical calculations, manipulation of data in graphical format, layout changing and the worksheet manipulation to enhance their knowledge.[K1]
- CO2:** list out the components of excel work book to manage financial data through functions and formulate the size of the cells with values and the ways to recover the data in workbook helps them to progress their career paths. [K1]
- CO3:** demonstrate the spread sheet format to include formulas and functions in formula bar to perform business process calculations as well as mathematical calculations to view data in graphs and manipulate them in database producing pathway to pursue higher education for students. [K2]
- CO4:** characterize the worksheet data in standard format with basic cell references to create different types of charts and graph to visualize data easily and store it for future reference to engage them in lifelong learning. [K2]
- CO5:** apply the format of data and formulae, layout of worksheet content, manipulate the data with cell address and recover the deleted workbook as well as sheet to exhibit their skills to find solutions for specific domain problems. [K3]

UNIT I

Introduction to Spreadsheets: Use of Spreadsheets – Spreadsheet Basics – Formatting a Spreadsheet – Graphs.

Introduction to Excel: Functions of Microsoft Excel – Starting Microsoft Excel – Excel Work Environment – Changing the size of a Workbook and Excel Window – Cell and Cell Address – Standard Toolbar – Formatting Toolbar – The Formula Bar – Status Bar – Components of an Excel Workbook – Closing Excel Workbook without Saving – Quitting Microsoft Excel. (5 Hours)

UNIT II

Working in Excel: Moving Inside a Workbook – Moving the Cell-pointer Quickly - Selecting a Command – Types of Data – Entering Data in a Cell Address – Making Changes to an Entry – Saving Your Workbook – Closing an Excel Workbook – Quitting Microsoft Excel.

Mathematical Calculations: Formulas using Numbers – Formulas using Cell Addresses – Opening Microsoft Excel and Entering Data – Defining Functions. (7 Hours)

UNIT III

Manipulating Data: Moving data – Copying Data – Relative Cell Addressing – Absolute cell Addressing – Copying values not Formula or Function – Deleting rows and Columns – Inserting Rows – Inserting Columns – Automatic Filling of Entries – Quitting Microsoft Excel.

Simple Graphs: Opening Microsoft Excel and Entering Data – Drawing a Graph – Naming the Sheet – Saving the Workbook – Printing and Closing a Graphic Sheet – Opening the Saved Graphic sheet - Quitting Microsoft Excel. (5 Hours)

UNIT IV

Changing the Layout: Aligning Data – Increasing or Decreasing the Column Width – Increasing the Height of Rows – Erasing the contents of a sheet – Deleting Data from Cell Address – Setting the Column Width to Zero – Formatting of Values. (7 Hours)

UNIT V

Database Management: Entering Data into a Database – Modifying a Database – Sorting a Database – Closing the Workbook and Quitting Excel.

Manipulating Sheets: Adding a Sheet to the Workbook – Adding Many Sheets to the Workbook – Renaming a Sheet and entering Data in it – Moving Sheet – Copying Data between Sheets – Protecting the workbook – Deleting a Sheet from Workbook – Closing the Workbook – Recovering a Deleted Workbook – Quitting Microsoft Excel. (6 Hours)

TEXT BOOK

Vikas Gupta, *Comdex Computer Course Kit XP Edition*, Dream Tech Publications Pvt. Ltd.,

REFERENCE BOOKS

1. William Fischer, *Excel: A Quick Start Guide from Beginner to Expert*, Cassell Publications.
2. Rapidex Editorial Team. (2016). *Rapidex Computer Course*, Rapidex Publications, Reprint and Updated Edition.
3. Kevin Wilson, *Essential Office 365 The Illustrated Guide to Using Microsoft office*, Elluminet Press.

| Course Code 24UITN21N | PO 1.a | PSO 1.b | PSO 2.a | PSO 2.b | PSO 3 | PSO 4 | PSO 5.a | PSO 5.b | PSO 6 | PSO 7 |
|--------------------------|-----------|------------|------------|------------|----------|----------|------------|------------|----------|----------|
| CO 1 | 3 | 2 | 1 | 3 | 3 | 1 | 3 | 3 | 3 | 1 |
| CO 2 | 3 | 3 | 1 | 2 | 2 | 1 | 3 | 2 | 2 | 1 |
| CO 3 | 3 | 3 | 1 | 2 | 3 | 2 | 3 | 3 | 3 | 1 |
| CO 4 | 3 | 3 | 2 | 3 | 2 | 2 | 3 | 2 | 2 | 1 |
| CO 5 | 3 | 3 | 1 | 3 | 3 | 2 | 3 | 3 | 2 | 1 |

Dr. A.Bharathi Lakshmi
Head of the Department

Mrs.G.Chandrababha
Course Designer



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|--------------------------------|---|----------------|----------------|
| Semester I | FUNDAMENTALS OF INFORMATION TECHNOLOGY (offered by the Department of Data Science for the students other than Computer Science Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME – 1 | | Credits: 2 | |
| Course Code 24UDSN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, students will be able to

- CO1:** outline concepts of number system computer and its hardware component. [K1]
- CO2:** discuss computer software, memory and networks. [K1]
- CO3:** interpret internet protocols, number system conversions, computer architecture and basics of information technology. [K2]
- CO4:** describe input and output devices of computer, computer languages, browsers, types of memory. [K2]
- CO5:** illustrate working with different software, computers, usage of I/O devices and storage of data in computer. [K3]

UNIT I

Basics of Information Technology: Introduction – Information Technology-Definition - Information Technology for Business – Basic Concepts of Information Technology – Technological Trends in IT – Career Overview: Information Technology – Applications of Information Technology - Information Technology law. **Introduction to Computers:** Introduction – The Computer Defined – Characteristics of a Computer – Limitations of Computers – Generation of Computers – Difference between the Generations of Computers – Classification of Computers – Applications/Uses of Computers in different fields.

(6 Hours)

UNIT II

Basic Anatomy of the Computer – The Parts of a Computer System – Basic Functional Units of a Computer - Memory Classifications – Secondary Memory – DVD – Input Devices - Output Devices – Data Representation – Programming Languages – Difference between machine, assembly and High-level language – Software – Computer Viruses – Types of Viruses – Categories of Viruses. (6 Hours)

UNIT III

Number Systems: Introduction – Number system – Representation of Number system – Number Base Conversions – r's Complement – 2's Complement - Comparison of 1's Complement and 2's Complement – (r-1)'s Complement. (6 Hours)

UNIT IV

Data Processing: Data Processing Concepts – Data Processing Cycle – Computer Processing Operations – Data Processing System – Data Organization. **Data Communication and Computer Networks:** Data Communication – Computer Networks – The Uses of a Network – Types of Networks – Difference between LAN, MAN, WAN – Intranet and Extranet – How Networks are structured. (6 Hours)

UNIT V

Internet and its Applications: History of Internet – Internet – Uses of Internet – Advantages of Internet – History of WWW – Web – Difference between internet and web – Internet Service Provider – Internet Services – Internet Addressing – Internet Protocol – Domain Name Addressing – Web Browser – URL – Domain Name System – E-mail – Functions of e-mail – Advantages of e-mail – Disadvantages of e-mail. (6 Hours)

TEXT BOOK

Dr. P. Rizwan Ahmed (2017). *Introduction to Information Technology*, Margham Publications, Chennai.

| UNIT | CHAPTER | SECTION |
|------|---------|-------------------------|
| I | 1,2 | 1.1 – 1.8, 2.1-2.8 |
| II | 2 | 2.9 – 2.21, 2.24 – 2.26 |
| III | 4 | 4.1 – 4.8 |
| IV | 5,6 | 5.1 – 5.5, 6.1 – 6.7 |
| V | 7 | 7.1 – 7.15, 7.24 – 7.27 |

REFERENCE BOOKS

1. Alexis Leon, Mathews Leon, Leena Leon (2013). *Introduction to Information Technology*, Vijay Nicole Imprints Pvt. Ltd.
2. Deepak Bharihoke (2010), *Fundamental of Information Technology*, Excel Books, New Delhi.
3. Bansal (2002), *Fundamentals of Information Technology*, efficient offset printers.

| Course Code 24UDSN11 | PO1 | | PO2 | | PO3 | PO4 | PO5 | | PO6 | PO7 |
|-------------------------|------------|------------|------------|------------|----------|----------|------------|------------|----------|----------|
| | PSO 1.a | PSO 1.b | PSO 2.a | PSO 2.b | PSO 3 | PSO 4 | PSO 5.a | PSO 5.b | PSO 6 | PSO 7 |
| CO1 | 2 | 2 | 2 | 3 | 2 | 2 | 2 | 2 | 2 | - |
| CO2 | 2 | 2 | 2 | 2 | 2 | 2 | 3 | 2 | 2 | - |
| CO3 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 3 | 2 | - |
| CO4 | 3 | 3 | 2 | 3 | 3 | 3 | 3 | 2 | 3 | 1 |
| CO5 | 3 | 3 | 2 | 2 | 3 | 3 | 3 | 3 | 3 | 1 |

Strong(3) Medium (2) Low (1)

Mrs. P. Aruna Devi
Head of the Department

Mrs. S. Rajapriya
Mrs. V. Subhasini
Course Designers



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|--------------------------------|--|----------------|----------------|
| Semester II | COMPUTER FUNDAMENTALS (offered by the Department of Data Science for the students other than Computer Science Discipline) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME – 2 | | Credits: 2 | |
| Course Code 24UDSN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

- CO1: recognize the functional units of computer system, representation of data and programming languages [K1]
- CO2: outline the working of word processing, spreadsheet and power point presentation. [K1]
- CO3: describe the basics of data representation, word document, excel sheet, chart preparation and power point presentation. [K2]
- CO4: illustrate the various options in document formatting and chart formatting, multimedia options in power point presentation. [K2]
- CO5: experiment the representation of data, word processing, spreadsheet, and power point. [K3]

UNIT I

Data Representation: Representation of Characters in Computers – Representation of Integers – Representation of Fractions – Hexadecimal representation of Numbers – Decimal to Binary Conversion. **Input/Output Units:** Traditional Computer Input/Output Units - Other Input Technologies – Computer Output devices. (6Hours)

UNIT II

Word Processing: Creating a New Word Document – Saving a Word Document – Apply Basic Formatting - Applying Bulleted and Numbered List – Using Cut, Copy and Paste Commands - Using Find, Replace and GoTo Commands – **Working with Graphics:** Working with Basic Graphic Objects – Capturing a Screenshot – Removing Background from an Image.

(6 Hours)

UNIT III

Spreadsheets: Creating a New Excel Workbook – Saving an Excel Workbook – Adding Data to Cells Adding Data using the AutoFill Feature – Modifying Cells, Rows, Columns and Worksheet – Hiding and Unhiding Rows and Columns – Wrapping Text – Changing Number Formats – Adding Border to Cells – Applying Conditional Formatting – Inserting Data Bars – Renaming a Worksheet. (6 Hours)

UNIT IV

Working with Tables and Charts: Working with Tables – Creating a Pivot Table – Working with Excel Sparklines and Slicers – Working with Charts – Working with Formulas. (6 Hours)

UNIT V

PowerPoint: Creating a Presentation – Saving a Presentation – Adding and Removing Slides – Adding a Title and Subtitle to a Slide – Adding Text to a Slide using Textboxes – Changing the Layout of a Slide – Applying Background to Slide – Applying Themes to a Presentation – Working with Audio Clips and Videos. (6 Hours)

TEXT BOOKS

1. V.Rajaraman, Neeharika Adabala (2015). “Fundamentals of Computers” Sixth Edition, PHI Learning Private Limited.
2. Kogent Learning Solutions Inc. (2015). “Office 2013 in Simple Steps”, Dreamtech Press.

| BOOK | UNIT | CHAPTER | PAGE No. |
|-------------|-------------|----------------|------------------|
| I | I | 2 | 16-26 |
| | | 3 | 31-48 |
| II | II | 2 | 24-41, 46-54 |
| | | 3 | 61-70, 74-76 |
| | III | 5 | 128-154, 158 |
| | IV | 6 | 163-192 |
| | | 7 | 193-202 |
| | V | 8 | 217-227 |
| | | 9 | 243-251, 255-269 |

REFERENCE BOOKS

1. Peter Norton, Introduction to Computers, Tata McGraw Hill.
2. Jennifer Ackerman Kettel, Guy Hat-Davis, Curt Simmons, Microsoft 2003, TataMcGraw Hill.

WEB RESOURCES

1. <https://www.udemy.com/course/office-automation-certificate-course/>
2. <https://www.javatpoint.com/automation-tools>

| Course Code 24UDSN21 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|---------------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 3 | 2 | 2 | 2 | 2 | - | - |
| CO2 | 3 | 2 | 2 | 2 | 2 | - | - |
| CO3 | 3 | 3 | 2 | 2 | 3 | 1 | - |
| CO4 | 3 | 1 | 1 | 2 | 3 | 2 | - |
| CO5 | 3 | 3 | 1 | 2 | 3 | 2 | - |

Strong (3) Medium (2) Low (1)

Mrs. P. Aruna Devi
Head of the Department

Ms. M. Porkalai Selvi
Course Designer



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|--|----------------|----------------|
| Semester I | OFFICE AUTOMATION (offered by the Department of Computer Applications for the students other than Computer Science Discipline) (2024-2025) | Hours/Week: 2 | |
| Elective Course NME – I | | Credits: 2 | |
| Course Code 24UCAN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, students will be able to

CO1: outline the working of word processing, spreadsheet and power point presentation. [K1]

CO2: recognize the creation of tables in document, creation of charts in spreadsheet and animation effects in a presentation. [K1]

CO3: describe the basics of word documentation, excel sheet, chart preparation and presentation slide designing. [K2]

CO4: illustrate the various formatting options in word document, excel chart and slide, inclusion of multimedia content in power point presentation. [K2]

CO5: experiment the usage of word processing, spreadsheet, and power point presentation in effective Office Automation. [K3]

UNIT I

Getting Started with Microsoft Word 2013: Creating a New Word Document – Saving a Word Document – Apply Basic Formatting - Applying Bulleted and Numbered List – Using Cut, Copy and Paste Commands - Using Find, Replace and GoTo Commands. (6 Hours)

UNIT II

Working with Graphics and Tables: Working with Basic Graphic Objects – Inserting a Picture – Inserting Shape – Working with Tables.

Designing and Reviewing a Word Document: Setting Paragraph Indent and Spacing – Inserting Headers and Footers – Changing page setup options. (6 Hours)

UNIT III

Getting Started with Microsoft Excel 2013: Creating a New Excel Workbook – Saving an Excel Workbook – Adding Data to Cells – Adding Data using the AutoFill Feature – Modifying Cells, Rows, Columns and Worksheet – Hiding and Unhiding Rows and Columns – Wrapping Text – Changing Number Formats – Adding Border to Cells. (6 Hours)

UNIT IV

Working with Tables and Charts: Working with Tables – Working with Charts.

Getting Started with Microsoft Powerpoint 2013: Creating a Presentation – Saving a Presentation – Adding and Removing Slides – Adding a Title and Subtitle to a Slide – Adding Text to a Slide using Textboxes. (6 Hours)

UNIT V

Enhancing PowerPoint Presentations: Changing the Layout of a Slide – Applying Background to a Slide – Applying Themes to a Presentation – Working with Basic Graphic Object – Inserting a picture.

Building Dynamic PowerPoint Presentations: Adding, Copying, and Removing Animation Effects - Adding and Removing a Built-In Animation Effect - Working with Transitions: Adding a Transition effect to a Slide – Removing a Transition effect from a Slide.

(6 Hours)

TEXT BOOK

Kogent Learning Solutions Inc. (2015). “Office 2013 in Simple Steps”, Dreamtech Press.

| UNIT | CHAPTER | PAGE NO. |
|------|---------|----------------------|
| I | 2 | 26 – 41, 46 – 54 |
| II | 3 | 61 – 64 , 85 – 95 |
| | 4 | 98 – 100, 104 - 106 |
| III | 5 | 128 -151 |
| IV | 6 | 163 – 169, 179 – 191 |
| | 8 | 217 – 227 |
| V | 9 | 243 – 252 |
| | 10 | 279 – 284, 294 – 298 |

REFERENCE BOOKS

3. Peter Norton, *Introduction to Computers*, Tata McGraw Hill.
4. Jennifer Ackerman Kettel, Guy Hat-Davis, Curt Simmons, *Microsoft 2003*, TataMcGraw Hill.

WEB RESOURCES

4. <https://www.udemy.com/course/office-automation-certificate-course/>
5. <https://www.javatpoint.com/automation-tools>

| Course Code 24UCAN11 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO1 | 3 | 2 | 2 | 2 | 2 | - | - |
| CO2 | 3 | 2 | 1 | 2 | 2 | - | - |
| CO3 | 2 | 3 | 2 | 3 | 3 | - | - |
| CO4 | 3 | 1 | 1 | 2 | 3 | 2 | - |
| CO5 | 2 | 2 | 1 | 2 | 3 | 2 | - |

Strong (3) Medium (2) Low (1)

Mrs.J.Porkodi
Heads of the Department

K.S.Jeyalakshmi
Course Designer



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VIRUDHUNAGAR

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| | | | |
|---------------------------------|--|--------------------|----------------|
| Semester I | WEB DESIGNING (offered by the Department of Computer Applications for the students other than Computer Science Discipline) (2025-2026 onwards) | Hours/Week: 2 | |
| Elective Course NME – 1 | | Credits: 2 | |
| Course Code 24UCAN11N | | Interna 1 25 | External 75 |

COURSE OUTCOMES

On successful completion of the course, the learners will be able to

- CO1 : recall the basic structure of HTML, use of multimedia and forms, significance of CSS, and the role of JavaScript in creating functional and interactive web pages. [K1]
- CO2 : identify key HTML tags, multimedia elements, form components, CSS styles, and JavaScript functions essential for developing structured, styled, and dynamic web content effectively. [K1]
- CO3 : explain how HTML layout, multimedia integration, user input through forms, visual styling via CSS, and client-side scripting with JavaScript work together to build interactive websites. [K2]
- CO4 : demonstrate understanding of combining HTML formatting, multimedia tools, form fields, CSS styling, and JavaScript scripting to design user-friendly and visually engaging web applications. [K2]
- CO5 : design a simple web page that integrates HTML layout, multimedia content, interactive forms, CSS for styling, and JavaScript to enhance user interaction and overall functionality. [K3]

UNIT I

A Web of Structured Documents - Introducing HTML and XHTML - Basic Text Formatting - Presentational Elements – Lists - Font tag – Creating Links with the <a> Element. (6 Hours)

UNIT II

Adding Images Using the Element - Adding Flash, Video, and Audio to Your Web Pages - Basic Table Elements and Attributes.

(6 Hours)

20th Academic Council Meeting 30.05.2025**UNIT III**

Frames - The <frameset> Element - The <frame> Element - Forms – Form controls: text inputs, buttons, checkboxes, radio buttons, list box, combo box, text area, tools for building webpage front page.

(6 Hours)

UNIT IV

Introducing Cascading Style Sheet (CSS)- Where You Can Add CSS Rules - Controlling Text- Text Formatting.

(6 Hours)

UNIT V

Learning JavaScript: What Is Programming About - How to Add a Script to Your Pages - Starting to Program with JavaScript – Variables – Operators.

(6 Hours)

TEXT BOOK

1. Jon Duckett.(2010). *Beginning HTML, XHTML, CSS, and JavaScript*, Wiley Publishing.

| Unit | Chapter | Pages |
|------|---------|-------------------------|
| I | 1,2 | 1-23, 31-34,40, 66-70 |
| II | 3,4 | 79-87, 104-122, 139-150 |
| III | 5,6 | 175-186, 219-227 |
| IV | 7 | 244-272 |
| V | 11 | 481-506 |

REFERENCE BOOKS

1. Pankaj Sharma.(2011). *Web Technology*, SK Kataria & Sons Bangalore.
2. Mike Mcgrath.(2006). *Java Script*, Dream Tech Press, 1st Edition.
3. Achyut S Godbole & AtulKahate. (2002). *Web Technologies*, 2nd Edition.

WEB RESOURCES

1. NPTEL & MOOC courses titled Web Design and Development.
2. <https://www.geeksforgeeks.org/html-introduction/?ref=lbp>
3. https://www.geeksforgeeks.org/css-tutorial/?ref=header_ind
4. https://www.geeksforgeeks.org/javascript/?ref=header_ind

20th Academic Council Meeting 30.05.2025

| Course Code 24UCAN11N | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|--|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 1 | 1 | - | - | 2 | - | - |
| CO2 | 1 | 1 | 1 | - | 1 | 2 | - |
| CO3 | 2 | 3 | 2 | 2 | 2 | 1 | - |
| CO4 | 2 | 2 | - | - | - | - | - |
| CO5 | 2 | 2 | 2 | 1 | 2 | 1 | - |

Strong (3) Medium (2) Low (1)**J. Porkodi**

Head of the Department

Dr. K.S.Jeyalakshmi

Course Designer



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|---|----------------|----------------|
| Semester II | WEB DESIGNING (offered by the Department of Computer Applications for the students other than Computer Science Discipline) (2024-2025) | Hours/Week: 2 | |
| Elective Course NME – 2 | | Credits: 2 | |
| Course Code 24UCAN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, students will be able to

- CO1 : Know the basics of internet and web browsers.[K1]
- CO2 : Know the basic concept in HTML and concept of resources in HTML. [K1]
- CO3 : Recognize the concept of list and its types. .[K2]
- CO4 : Create tables and to understand the attributes of tables. .[K2]
- CO5 : Design frames and forms with its attributes. .[K3]

UNIT I

Introduction to the Internet: Computer in Business – Networking – Internet – E-Mail – Resource Sharing –World Wide Web – Internet Browsers: Internet Explorer – Netscape Navigator. (6 Hours)

UNIT II

Introduction to HTML: Designing a Home Page – History of HTML – HTML Generations – HTML documents – Anchor tag – HyperLinks – Sample HTML Documents – Paragraph – Tab Settings – Images and Pictures – Embedding PNG format images. (6 Hours)

UNIT III

Ordered and Unordered Lists: Lists – Unordered lists – Headings in a List – Ordered Lists – Nested Lists. (6 Hours)

UNIT IV

Table Handling: Tables – Table creation in HTML – Width of the Table and Cells – Cells Spanning and Multiple Rows/Columns – Coloring Cells – Column Specifications – Some Sample Tables. (6 Hours)

UNIT V

Frames: Frameset Definition – Frame Definition – Nested Framesets. Forms: Action Attribute – Method Attribute – enctype Attribute – Dropdown Lists (6 Hours)

TEXT BOOK

1. Xavier,C., (2009). World Wide Web Design with HTML, Tata McGraw Hill Publishing Company, 21st Reprint.

REFERENCE BOOKS:

1. “Mastering HTML5 and CSS3 Made Easy”, Teach U Comp Inc., 2014.
2. Thomas Michaud (2014), “Foundations of Web Design: Introduction to HTML & CSS”, New Riders, A division of Pearson Education..
3. Rohit Khurana. (2010). Computer Fundamentals and Internet Basics, APH Publishing Corporation.

WEB RESOURCES:

1. <https://www.teachucomp.com/samples/html/5/manuals/Mastering-HTML5- CSS3.pdf>
2. <https://www.w3schools.com/html/default.asp>

| UNIT | CHAPTER | SECTION |
|------------|-----------|-----------------------|
| I | 1 | 1.1 - 1.5, 1.7 |
| | 3 | 3.1, 3.2 |
| II | 4 | 4.1 - 4.6 |
| | 6 | 6.4 - 6.7 |
| III | 7 | 7.1 - 7.5 |
| IV | 8 | 8.1 - 8.7 |
| V | 10 | 10.1 - 10.3 |
| | 12 | 12.1-12.4 |

| Course Code 24UCAN21 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|---------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | 1 | 1 | - | - | 2 | - | - |
| CO2 | 1 | 1 | 1 | - | 1 | 2 | - |
| CO3 | 2 | 3 | 2 | 2 | 2 | 1 | - |
| CO4 | 2 | 2 | - | - | - | - | - |
| CO5 | 2 | 2 | 2 | 1 | 2 | 1 | - |

Strong (3) Medium (2) Low (1)

Mrs. J. Porkodi
Head of the Department

Dr. K.S.Jeyalakshmi
Course Designer



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VIRUDHUNAGAR

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| | | | |
|---------------------------------|--|----------------|----------------|
| Semester II | FUNDAMENTALS OF COMPUTERS (offered by the Department of Computer Applications for the students other than Computer Science Discipline) (2025-2026 onwards) | Hours/Week: 2 | |
| Elective Course NME – 2 | | Credits: 2 | |
| Course Code 24UCAN21N | | Internal 25 | External 75 |

COURSE OUTCOMES

On successful completion of the course, the learners will be able to

- CO1 : outline the basics of computer, purpose of input/output devices, various input technologies and progress of computer languages from machine level to high level. [K1]
- CO2 : recognize the evaluation of arithmetic operations by the processor, the registers involved in arithmetic operations and about the evolution and classification of computers. [K1]
- CO3 : Classify different kinds of input/output technologies, machine, assembly, high level languages and computers. [K2]
- CO4 : Interpret problem solving using computers through the concepts of algorithms, computer model, its characteristics and computer generation & classification. [K2]
- CO5 : Acquire the knowledge of computer basics, input/output devices, calculating arithmetic operations using computers, programming languages, generation and classification of computers. [K3]

UNIT I

Computer Basics: Algorithms – Simple Model of a Computer – Characteristics of Computers – Problem Solving Using Computers. (6 Hours)

UNIT II

Input / Output Units: Traditional Computer Input / Output Units – Other Input Technologies (MICR, OMR, Optical Character Recognizer, Bar code) – Computer Output Devices (Printers, Inkjet Printers, Laser Printers, Dot Matrix Printers, Line Printers, Plotters). (6 Hours)

UNIT III

Binary Arithmetic: Binary Addition – Binary Subtraction – Signed Numbers – Two’s Complement Representation of Numbers – Addition/Subtraction of Numbers in 2’s Complement Notation – Binary Multiplication – Binary Division. (6 Hours)

UNIT IV

Programming Languages: Why Programming Language–Assembly Language–Higher Level Programming Languages – Compiling a High Level Language Programs. (6 Hours)

UNIT V

Computer generation and classification: First Generation of Computers -Second Generation – Third generation – Fourth generation –Fifth generation – Classification of Computers – Distributed Computer System – Parallel Computers. (6 Hours)

TEXT BOOK

1. Rajaraman,V.& Neeharika Adabala. (2015). *Fundamentals of Computers*, PHI, 6th Edition.

| Unit | Chapter | Section |
|------|---------|---|
| I | 1 | 1.1 – 1.4 |
| II | 3 | 3.1,3.2 (3.2.3, 3.2.4,3.2.6, 3.2.7), 3.3(3.3.3 – 3.3.8) |
| III | 6 | 6.1 – 6.7 |
| IV | 9 | 9.1 – 9.4 |
| V | 12 | 12.1 – 12.5, 12.7 -12.9 |

REFERENCE BOOKS

1. AnnaTreb(. 1998). *An Introduction to Information Technology*, Cassell, (1998).
2. Peter Zorkoczy & Pitman. (1990). *An Introduction to Information Technology*, 3rd Edition.
3. Alexis Leon & Mathews Leon. (2009). *Fundamentals of Information Technology*, 2nd Edition, Vikas Publishing House Pvt. Ltd.

| Course Code 24UCAN21N | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|----------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO1 | - | 1 | - | - | 2 | - | - |
| CO2 | 1 | 2 | 1 | - | 1 | 2 | - |
| CO3 | 2 | 3 | 2 | 2 | 2 | 1 | - |
| CO4 | 2 | 3 | - | - | - | - | - |
| CO5 | 2 | 2 | 1 | 1 | 2 | 1 | - |

Strong (3) Medium (2) Low (1)

J. Porkodi
Head of the Department

Dr. K.S.Jeyalakshmi
Course Designer



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VIRUDHUNAGAR

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| | | | |
|--------------------------------|--|----------------|----------------|
| Semester I | ORGANIC FARMING (offered by the Department of Botany for all Discipline students) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UBYN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

- CO1: Recognize the different forms of biofertilizers and their uses. [K1]
- CO2: Recall the components, patterns, and processes of bacteria for growth in crop production. [K1]
- CO3: Identify techniques for synthesizing green manure and develop strategies to increase crop yield. [K2]
- CO4: Explain the significance of biofertilizers in soil fertility. [K2]
- CO5: Apply the new strategies to enhance growth and quality check of medicinal herbs considering the practical issues pertinent to India. [K3]

UNIT I : Soil – physical, chemical properties. Soil pollution – oil, chemicals –fertilizers, pesticide and herbicide, non-degradable solids, biomagnification, consequences of land pollution – damage to soil and crops. (6 Hours)

UNIT II: Organic farming – definition, basic concept of organic farming, integrated plant nutrient supply management, integrated insect pest and disease management, integrated soil and water management. Sustainable agriculture practices-crop rotation, mixed cropping. (6 Hours)

UNIT III : Management of organic wastes and green manures: Farm manures, Composts, Mulches and pest control, importance of organic manure, importance of green manure, crops of green manure, oil cake. Animal based organic manure–cow dung, Amirthakaraisal, Panchakavya.Vermicompost- methods, production and utilization. (6 Hours)

UNIT IV: Biofertilizers–classification, nitrogen fixers–*Rhizobium*, Cyanobacteria, *Azolla* and Vesicular Arbuscular Mycorrhiza. (6 Hours)

UNIT V : Recycling of bio-degradable municipal, agricultural and Industrial wastes – biocompost making methods. (6 Hours)

TEXT BOOKS

1. NIIR Board. 2012. The complete Technology Book on Biofertilizer and organic farming. 2nd Edition. NIIR Project Consultancy Services.
2. Sathe, T.V. 2004. Vermiculture and Organic Farming. Daya publishers.
3. Subba Rao N.S. 2017. Biofertilizers in Agriculture and Forestry. Fourth Edition. Medtech.
4. Vayas, S.C, Vayas, S. and Modi, H.A. 1998. Bio-fertilizers and organic Farming Akta Prakashan, Nadiad.
5. Dongarjal, R.P and Zade, S.B. 2019. Insect Ecology and Integrated Pest Management Akinik Publications, New Delhi.

REFERENCE BOOKS

1. Vayas, S.C, Vayas, S and Modi, H.A. 1998. Bio-fertilizers and organic Farming Akta Prakashan, Nadiad.
2. Sathe, T.V. 2004. Vermiculture and Organic Farming. Daya publishers.
3. Subha Rao, N.S. 2000. Soil Microbiology, Oxford & IBH Publishers, New Delhi.
4. Reddy, S.R. 2019. Fundamentals of Agronomy Kalyani Publications, Uttar Pradesh
5. Tolanur, S. 2018. Fundamentals of Soil Science II Edition, CBS Publishers, New Delhi

| Course code 24UBYN11 | PO1 | PO2 | PO 3 | PO4 | PO 5 | PO 6 | PO 7 |
|---------------------------------|------------|------------|-------------|------------|-------------|-------------|-------------|
| CO1 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO2 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO3 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO4 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO5 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |

Strong (3) Medium (2) Low (1)

Dr. B. Karunai Selvi
Head of the Department

Dr.R.Murugalakshmi Kumari
Dr.R.Sreebha
Course Designers



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VIRUDHUNAGAR

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| | | | |
|--------------------------------|---|----------------|----------------|
| Semester I | NURSERY AND LANDSCAPING (offered by the Department of Botany for all Discipline students) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 23UBYN12 | | Internal 25 | External 75 |

Course Outcomes:

- CO1: Recognize the basic principles and components of gardening. [K1]
- CO2: State the bio-aesthetic planning and conceptualize flower arrangement. [K1]
- CO3: Classify the various types of gardens according to the culture and art of bonsai. [K2]
- CO4: Explain the different garden styles and landscaping patterns. [K2]
- CO5: Execute the special types of gardens for outdoor and indoor landscaping. [K3]

UNIT I : Introduction, prospects, types, significance and scope of nursery and landscaping.
(6 Hours)

UNIT II: Methods of Propagation – cutting, layering, grafting, budding, Floriculture – Rose, Chrysanthemum, Jasmine – cultivation. (6 Hours)

UNIT III : Gardening – formal garden, informal garden, vegetable garden, landscaped layout designing – formation and maintenance of lawn. (6 Hours)

UNIT IV: Nursery structures – Green house – Shade house, Mist chamber – Topiary, Bonsai culture. (6 Hours)

UNIT V: Manures – Organic and Inorganic, Composting – vermicomposting, Vermiwash, and Advantages of vermicomposting, Backyard composting. (6 Hours)

TEXT BOOKS

1. Amarnath V. 2006. Nursery and Landscaping, M/s IBD Publishers, New Delhi.
2. Butts, E and Stensson, K. 2012. Sheridan Nurseries: One hundred years of People, Plans, and Plants. Dundurn Group Ltd.
3. Russell, T. 2012. Nature Guide: Trees: The world in your hands(Nature Guides). Mukherjee D. Gardening in India, Oxford IBH publishing co, New Delhi.
4. Kumar, N. 1997. Introduction to Horticulture, Rajalakshmi Publications, Nagercoil.
Butts, E. and Stensson, K. 2012.Sheridan Nurseries: One hundred years of People,Plans, and Plants. Dundurn Group Ltd.

REFERENCE BOOKS

- 1.Edmond Musser and Andres, Fundamentals of Horticulture, McGraw Hill Book Co. New Delhi.
2. Agrawal, P.K. 1993. Hand Book of Seed Technology, Dept. of Agriculture and Cooperation, National Seed Corporation Ltd., New Delhi.
3. Janick Jules. 1979. Horticultural Science. (3rd Ed.), W.H. Freeman and Co.,San Francisco, USA.
4. Singh, J. 2018. Fundamentals of Horticulture. Kalyani Publishers.
5. Sharma V. K. 1999. Encyclopaedia of Practical Horticulture, Vol I –IV, Deep And Deep Publ. Pvt. Ltd.

| Course code 24UBYN12 | PO1 | PO2 | PO 3 | PO4 | PO 5 | PO 6 | PO 7 |
|---------------------------------|------------|------------|-------------|------------|-------------|-------------|-------------|
| CO1 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO2 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO3 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO4 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO5 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |

Strong (3) Medium (2) Low (1)

Dr. B. Karunai Selvi
Head of the Department

Dr.R.Murugalakshmi Kumari
Dr.R.Sreebha
Course Designers



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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|-----------------------------|---|----------------|----------------|
| Semester II | MUSHROOM CULTIVATION (offered by the Department of Botany for all Discipline students) (2024-2025 onwards) | Hours/Week: 2 | |
| NME - 2 | | Credits: 2 | |
| NME Code 24UBYN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

- CO1: Recall various types and categories of mushroom. [K1]
- CO2: State the various types of food technologies associated with mushroom industry. [K1]
- CO3: Discuss the techniques studied for cultivation of various types of mushroom. [K2]
- CO4: Identify the environmental factors and economic value associated with mushroom cultivation [K2]
- CO5: Apply the new methods and strategies to contribute to mushroom production. [K3]

UNIT I : Introduction: Morphology, Types of Mushroom, identification of edible and poisonous mushroom, Nutritive values of mushrooms. (6 Hours)

UNIT II: Mushroom cultivation, prospects and scope of Mushroom cultivation in small scale Industry. (6 Hours)

UNIT III : Life cycle of *Pleurotus spp* and *Agaricus spp*. (6 Hours)

UNIT IV: Spawn production, growth media, spawn running and harvesting of mushrooms and marketing, recipes- mushroom soup, mushroom briyani and mushroom samosa. (6 Hours)

UNIT V: Diseases and post-harvest technology, Diseases in Mushrooms; fungi - green mould disease, bacteria – bacterial blotch disease and virus – die back disease. (6 Hours)

TEXT BOOKS

1. Handbook of Mushroom Cultivation. 1999. TNAU publication.
2. Marimuthu, T., Krishnamoorthy, A.S., Sivaprakasam, K. and Jayarajan. R. 1991. Oyster Mushrooms, Department of Plant Pathology, Tamil Nadu Agricultural University, Coimbatore.
3. Swaminathan, M. 1990. Food and Nutrition. Bappco, The Bangalore Printing and Publishing Co. Ltd., No. 88, Mysore Road, Bangalore - 560018.
4. Sing. 2005. Modern Mushroom Cultivation, International Book Distributors, Dehradun.
5. Verma, 2013. Mushroom: edible and medicinal: cultivation conservation, strain improvement with their marketing. Daya Publishing House.

REFERENCE BOOKS

1. Handbook of Mushroom Cultivation. 1999. TNAU publication.
2. Marimuthu, T., Krishnamoorthy, A.S., Sivaprakasam, K. and Jayarajan. R. 1991. Oyster Mushrooms, Department of Plant Pathology, Tamil Nadu Agricultural University, Coimbatore.
2. Swaminathan, M. 1990. Food and Nutrition. Bappco, The Bangalore Printing and Publishing Co. Ltd., No. 88, Mysore Road, Bangalore - 560018.
3. Nita Bahl. 2002. Handbook on Mushroom 4th edition Vijayprimlani for oxford & IBH publishing co., Pvt., Ltd., New Delhi. Dr.C. Sebastian Rajesekaran Reader in Botany Bishop Heber College, Trichy – 17.
4. Suman. 2005. Mushroom Cultivation Processing and Uses, M/s. IBD Publishers and Distributors, New Delhi.

| Course Code 24UBYN21 | PO1 | PO2 | PO 3 | PO4 | PO 5 | PO 6 | PO 7 |
|-------------------------|-----|-----|------|-----|------|------|------|
| CO1 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO2 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO3 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO4 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO5 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |

Strong (3) Medium (2) Low (1)

Dr. B. Karunai Selvi
Head of the Department

Dr.R.Murugalakshmi Kumari
Dr.R.Sreebha
Course Designers



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

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VIRUDHUNAGAR

Quality Education with Wisdom and Values

| | | | |
|--------------------------------|--|----------------|----------------|
| Semester II | HERBAL MEDICINE (offered by the Department of Botany for all Discipline students) (2024-2025 onwards) | Hours/Week: 2 | |
| NME- 2 | | Credits: 2 | |
| Course Code 24UBYN22 | | Internal 25 | External 75 |

COURSE OUTCOMES

- CO1: Define and describe the principle of cultivation of herbal products. [K1]
- CO2: List the phytochemistry of economically important medicinal herbs. [K1]
- CO3: Describe the evaluation of drug adulteration through biological testing. [K2]
- CO4: Explain the value added processing / storage / quality control for the better use of herbal medicine. [K2]
- CO5: Apply the skills for cultivation of plants and their value added processing /storage / quality control. [K3]

UNIT I : Importance and Relevance of Herbal drugs in Indian System of Medicine - Siddha and Ayurveda, Pharmacognosy – Aim and scope. (6 Hours)

UNIT II: Medicinal gardening – Gardens in the Hills and plains; House gardens; plants for gardening – Poisonous plants – Types of plant poison; action of poisons; treatment for poisons, some poisonous plants; their toxicity and action - *Nerium* and *Datura*. (6 Hours)

UNIT III : Adulteration of crude drugs and its detection – methods of adulteration; types of adulteration. Medicinal plants of export values; rejuvenating herbs; Medicinal uses of Non-flowering plants. (6 Hours)

UNIT IV: Botanical description and active principles of Root drugs (Ashwagandha, Vetiver), Rhizomes (Ginger, Turmeric), woods (*Azadirachta* tree, *Gingko* tree) and bark (Willow tree, Cinchona tree) drugs (6 Hours)

UNIT V: Botanical description and active principles of leaves (*Ocimum tenuiflorum*, *Phyllanthus amarus*), Flowers (*Saraca asoca*, *Ixora coccinea*); Fruits (*Aegle marmelos*, *Phyllanthus emblica*), seed (*Sesamum indicum*, *Helianthus annuus*) and entire plants (*Andrographis paniculata*, *Alternanthera sessilis*) as drugs. Taxonomic study of some selected herbals (*Allium cepa*, *Tribulus terrestris*).

(6 Hours)

TEXT BOOKS

1. Somasundaram, S. 1997. Medicinal botany (Maruthuvar Thavaraviyal) – (Tamil Medium Book).
2. Wallis, T.E. 1967. Text Books of Pharmacognosy. J. & A. Churchill Ltd., London,
3. Jains, S.K.. 1996. Medicinal Plants. Deep Publications, New Delhi.
4. Srivastava, A.K. 2006, Medicinal Plants, International Book Distributors, Dehradun.
5. Agarwal,O.P. 1985, Vol. II, Chemistry of organic – natural products. S Chand & Company, New Delhi.
6. Gamble, J.S. and Fisher, 1921, CEC I, II, III Flora of the Presidency, Madras Volumes.
Mathew K.M., 1988, Flora of the Tamilnadu and Carnatic.

REFERENCE BOOKS

1. Nair, N.C and Henry, A.N. 1983, Flora of Tamil Nadu, India, Botanical Survey of India.
2. Chopra, R.N., Nagar S.L., and Chopra, I.C. 1956, Glossary of Indian Medicinal Plants.
3. Chopra, R.N., Chopra, I.C., Handa, K.L., and Kapur L.D., 1994, Indigenous drugs of India.
4. Chopra, R.N., Badhuvar R.L and Gosh, G. 1965. Poisonous plants in India.
5. Miller, L and Miller, B. 2017. Ayurveda & Aromatherapy: The Earth Essential Guide to Ancient Wisdom and Modern Healing. *Motilal Banarsidass, Fourth edition.*
6. Patri, F and Silano, V. 2002. Plants in cosmetics: Plants and plant preparations used as ingredients for cosmetic products - Volume 1. ISBN 978-92-871-8474-0, pp 218.

| Course Code 24UBYN22 | PO1 | PO2 | PO 3 | PO4 | PO 5 | PO 6 | PO 7 |
|---------------------------------|------------|------------|-------------|------------|-------------|-------------|-------------|
| CO1 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO2 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO3 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO4 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |
| CO5 | 3 | 3 | 3 | 3 | 2 | 2 | 2 |

Strong (3) Medium (2) Low (1)

Dr. B. Karunai selvi
Head of the Department

Dr. B. Karunai selvi
Dr.R.Sreebha
Course Designers



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VIRUDHUNAGAR

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| | | | |
|--------------------------------|--|----------------|----------------|
| Semester I | LIBRARY AND INFORMATION SCIENCE-I (offered by the Department of Library Science for all Discipline students) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME- 1 | | Credits: 2 | |
| Course Code 24ULSN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: Recognize the role, concepts and types of library and information science [K1]

CO2: Describe the evolution of information sources for self directed learning [K1]

CO3: Infer the impact of ICT and library automation [K2]

CO4: Analyse the laws of library science and explore the information sources [K2]

CO5: Evaluate the impact of modern libraries with modern laws to meet the digital era. [K3]

UNIT I

Library and Information Centres: concepts and role in society

Definition of a library - Purpose and functions of a library (education, information dissemination, culture promotion, recreation) - Role of libraries in society and education - Library as a social institution (cultural level, refined citizens creation, desire for books, social integration, knowledge preservation) - Library in education (people's university, mass education, continuing education) - Information centres (Information Analysis Centres, Clearing Houses, Data Centres and Data Banks) - Difference between a library and information centre - Libraries and information centres of information age (5 Hours)

UNIT II

Types of libraries and information centres

Types of libraries - Public library (definition, UNESCO's manifesto, mission, objectives and functions) - Academic library (objectives, types) - School library (objectives, functions) - College library (objectives, functions, library services, library committee) - University library (objectives,

functions, services, library committee) - Special library (objectives, functions, services, types) - National library (objectives, functions) (6 Hours)

UNIT III

Five laws of library science

Five laws of library science - Implications of the first law (location, hours, furniture, book selection, staff - Implications of the second law (obligations of the state, library authority, library staff, reader) - Implications of the third law (open access, shelf arrangement, easy access, catalogue, publicity) - Implications of the fourth law (classified arrangement, catalog entry, open access, reference services, issue method, cataloguing, location) - Implications of the fifth law (growth in size, library building, readers growth, staff growth) - Modern version of laws in different contexts - American interpretation, Carol Simpson laws - Five laws and modern libraries (7 Hours)

UNIT IV

Introduction to information sources

Definition of information - Information sources - History of information sources (early books, emergence of printed books, periodicals, electronic sources, mass media, internet, www) - Types of information sources (Documentary sources by content - Primary, Secondary, Tertiary), (Documentary sources by form - paper based, other media), (Non-documentary - sources - human, organizations, mass media, internet) (6 Hours)

UNIT V

Modern library : automated, digitized and virtual

Impact of computers in modern society - Need for library automation - Library automation - Areas of application of library automation (acquisition, cataloguing, circulation, serials control, reporting) - Salient features of an automated library - ILMS Software - FOSS (examples) - Digital and Virtual libraries(concepts, difference) (6 Hours)

Study material compiled from online resources

UNIT - I: <https://nios-ac.in/media/documents/SrSecLibrary/LCh-001.pdf>

<http://www.ifla.org/files/assets/literacy-and-reading/publications/role-of-libraries-in-creation-of-literate-environments.pdf>

<http://www.egyankosh.ac.in>

- UNIT - II:** <https://nios-ac.in/media/documents/SrSecLibrary/LCh-002.pdf>
<http://www.ala.org/educationcareers/careers/librarycareerssite/typesoflibraries>
- UNIT - III:** <https://nios-ac.in/media/documents/SrSecLibrary/LCh-004.pdf>
http://en.wikipedia.org/wiki/Five_laws_of_library_science
<http://citeseerx.ist.psu.edu/viewdoc/download?doi=10.1.1.391.5657&rep=rep1&type=pdf>
- UNIT - IV:** <https://nios-ac.in/media/documents/SrSecLibrary/LCh-005.pdf>
<https://hsl.lib.umn.edu/biomed/help/primary-secondary-and-tertiary-sources-health-sciences>
<https://library.albany.edu/infolit/prisci>
- UNIT - V:** <https://nios-ac.in/media/documents/SrSecLibrary/LCh-003.pdf>
<http://www.nmlindia.nic.in/>
<https://archive.org/details/digitallibraryindia>

REFERENCE BOOKS

1. Krishan Gopal, Digital Libraries: in electronic information age, New Delhi : Authors Press, 2005.
2. Krishan Gopal, Library Collections: conundrums and Contradictions, Delhi : Authors Press, 2005.
3. Bose (H), Information Science: principles and practice, New Delhi: Sterling Publishers Pvt. Ltd., 1986.
4. Girija Kumar and Krishan Kumar, Bibliography, New Delhi: Vikas Publishing House Pvt. Ltd., 1979.
5. Harrod (Leonard Montague), The Librarians' Glossary and reference book of terms in librarianship, documentation and the book crafts, London: Clarion Books, 1977.
6. Dutta (D N), Libraries and their Uses: a guide for the users; Calcutta: The World Press Pvt. Ltd., 1975.
7. Ranganathan (S R), Documentation: genesis and development, Delhi: Vikas Publishing House Pvt. Ltd., 1973.
8. Ranganathan (S R), Library Manual: for library authorities, librarians and honorary library workers, Bombay: Asia Publishing House, 1962.

REFERENCE WEBSITES**UNIT-I:** <http://www.cobdc.org/jornades/7JCD/ryynanen.pdf>**UNIT-II:** <https://hubpages.com/literature/The-three-main-types-of-library><http://www.netugc.com/librarians-in-different-types-of-libraries>**UNIT-III:** <http://aims.fao.org/activity/blog/five-laws-library-science-detailing-principles-operating-library-system>**UNIT-IV:** <http://www.booksshouldbefree.com/><https://guides.library.cornell.edu/primary>**UNIT-V:** <https://ndl.iitkgp.ac.in/><http://www.math.fsu.edu/><http://vlib.org/>

| Course Code 24ULSN11 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|---------------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO 1 | 3 | 2 | - | - | 2 | - | - |
| CO 2 | 3 | 3 | - | - | 2 | - | - |
| CO 3 | 3 | 2 | - | - | 3 | - | 2 |
| CO 4 | 3 | 2 | - | - | 2 | - | - |
| CO 5 | 3 | 2 | - | - | 2 | - | - |

Strong (3) Medium (2) Low (1)

Dr.P.Clara Jeyaseeli
Head of the Department

Dr.P.Clara Jeyaseeli
Course Designer



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VIRUDHUNAGAR

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| | | | |
|--------------------------------|---|----------------|----------------|
| Semester II | LIBRARY AND INFORMATION SCIENCE-II (offered by the Department of Library Science for all Discipline students) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME- 2 | | Credits: 2 | |
| Course Code 24ULSN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: Explore the information sources and library resources [K1]

CO2: Identify the process of organizing library resources and automation [K1]

CO3: Analyse the library resources both online and print [K2]

CO4: Infer on plagiarism and processing of library resources [K2]

CO5: Application of ICT in library management [K3]

UNIT I

Content Documentary sources, Reference Sources

Primary sources of information (periodicals, newspapers, technical reports, conference papers)
- Secondary sources (secondary periodicals, bibliographies, books-pamphlets, manuscripts, book types, inside a book)- Tertiary sources of information - Reference sources/book - Dictionary (types) - Encyclopedia (types) - Yearbook (types)- Almanac - Handbook - Manual - Directory (types)

(8 Hours)

UNIT II

Electronic Sources and Introduction to Plagiarism

e-Resources - Advantages of e-resources - Limitations of e-resources - categories of e-resources - electronic journals (library consortia) - electronic books - electronic databases (bibliographic, full text) - electronic reports - electronic theses and dissertations - Institutional repositories - Plagiarism (definition, why and how to avoid) - Anti-Plagiarism tools (examples)

(5 Hours)

UNIT III

Organisation of library material: concept, need and purpose

Library material - Print material (books, periodicals, newspapers) - Non print material (audio-visual materials, electronic materials/ resources, other material) - Need to organise library material - Purpose of organizing library material - Steps in organizing library material.

(6 Hours)

UNIT IV

Processing of library material: classification and cataloging

Technical processing (Need for technical processing, Basic steps in technical processing) - Library classification (Purpose of library classification, notation, Call number, schemes of library classification) - Library catalogue (Uses of library cataloguing, physical form, computerized form, OPAC, Web OPAC

(6 Hours)

UNIT V

Setting up a small modern library using ICT:

Introduction to MS-EXCEL(worksheet, toolbar) - Creating Accession Register (Accession register concept, accession register fields, data entry, searching and retrieving) - Creating Circulation Register (concept, fields, data entry, searching and retrieving)

(5 Hours)

Study material compiled from online resources

UNIT - I: <https://nios-ac.in/media/documents/SrSecLibrary/LCh-006.pdf>

<https://nios-ac.in/media/documents/SrSecLibrary/LCh-007.pdf>

http://library.fgcu.edu/RSD/Instruction/handouts/handout-primary_secondary.pdf

http://epgp.inflibnet.ac.in/epgpdata/uploads/epgp_content/library_and_information_science/information_sources,_systems_and_services/04._reference_sources__use__and_evaluation_criteria,_e-information_sources/et/1916_et_et.pdf

UNIT - II: <https://nios-ac.in/media/documents/SrSecLibrary/LCh-008.pdf>

[https://www.researchgate.net/publication/268508509_Types_of_E-](https://www.researchgate.net/publication/268508509_Types_of_E-Resources_and_its_utilities_in_Library)

[Resources_and_its_utilities_in_Library](https://www.researchgate.net/publication/268508509_Types_of_E-Resources_and_its_utilities_in_Library)

<http://www.e-journals.org/>

Turnitin.tutorial:<http://www.hunter.cuny.edu/studentaffairs/repository/files/What%20is%20Plagiarism.pdf>

<https://ir.inflibnet.ac.in/bitstream/1944/1081/1/64.pdf>

<https://arxiv.org/ftp/arxiv/papers/1801/1801.06323.pdf>

UNIT - III: <https://nios-ac.in/media/documents/SrSecLibrary/LCh-009.pdf>

<http://lili.org/forlibs/ce/sable/course4/sec4-classification-11.htm>

<https://www.britannica.com/topic/library/Library-materials>

UNIT - IV: <https://nios-ac.in/media/documents/SrSecLibrary/LCh-010.pdf>

<http://egyankosh.ac.in/bitstream/123456789/34903/1/Unit-6.pdf>

[https://libwebspace.library.cmu.edu/libraries-and-](https://libwebspace.library.cmu.edu/libraries-and-collections/Cataloging/processing.html)

[collections/Cataloging/processing.html](https://libwebspace.library.cmu.edu/libraries-and-collections/Cataloging/processing.html)

UNIT - V:

https://www.mta.ca/uploadedFiles/Community/Administrative_departments/Human

[Resources/Training_and_professional_development/Classroom/Excel%20Training%20-%20Level%201.pdf](https://www.mta.ca/uploadedFiles/Community/Administrative_departments/HumanResources/Training_and_professional_development/Classroom/Excel%20Training%20-%20Level%201.pdf)

https://web.itu.edu.tr/~tasking/Gulsen_Taskins_homepage/bil101e_files/excelAll.pdf

<http://cms.gcg11.ac.in/attachments/article/281/MS-EXCEL.pdf>

<http://www.cogniview.com/blog/catalog-your-books-and-manage-your-library-with-excel/>

<https://exceldatapro.com/school-library-register/>

REFERENCE BOOKS

1. Krishan Gopal, Library Collections: conundrums and Contradictions, Delhi : Authors Press, 2005.
2. Krishan Gopal, Digital Libraries: in electronic information age, New Delhi : Authors Press, 2005.
3. Bose (H), Information Science: principles and practice, New Delhi: Sterling Publishers Pvt. Ltd., 1986.
4. Tripathi, (S M), Modern Cataloguing: Theory and Practice, Agra: Shiva Lal Agarwala and Co., 1982.
5. Krishan Kumar, Theory of Classification, New Delhi: Vikas Publishing House Pvt. Ltd, 1981.
6. Suseela Kumar, The Changing Concepts of Reference Service, Delhi: Vikas Publishing House Pvt. Ltd, 1974
7. Ranganathan, (S R), Reference Service, Bombay: Asia Publishing House, 1961

REFERENCE WEBSITES

- UNIT-I:** http://shodhganga.inflibnet.ac.in/bitstream/10603/40587/9/11_chapter2.pdf
<https://www.juhsd.net/cms/lib010/CA01902464/Centricity/Domain/138/Sources.pdf>
<https://www.oclc.org/content/dam/oclc/reports/2010perceptions/collegestudents.pdf>
http://karibouconnections.net/medlibafrica/training_module/pdf/module1.pdf
<http://egyankosh.ac.in/bitstream/123456789/33149/1/Unit-10,11.pdf>
- UNIT-II:** http://shodhganga.inflibnet.ac.in/bitstream/10603/26627/13/13_chapter%204.pdf
http://jlisnet.com/journals/jlis/Vol_1_No_1_December_2013/10.pdf
http://www.ala.org/alcts/sites/ala.org.alcts/files/content/resources/papers/ir_ch05_.pdf
https://www.researchgate.net/publication/263743965_Plagiarism_in_research
https://www.researchgate.net/publication/300485038_Anti-plagiarism_Software_Usage_Effectiveness_and_Issues
- UNIT-III:** http://shodhganga.inflibnet.ac.in/bitstream/10603/175048/11/09_chapter%202.pdf
<http://irepos.unijos.edu.ng/jspui/bitstream/123456789/1189/1/Importance0001%20%2811%20files%20merged%29.pdf>
<https://www.ifla.org/files/assets/pac/ipi/pchlm.pdf>
<http://europepmc.org/backend/ptpmcrender.fcgi?accid=PMC198745&blobtype=pdf>
- UNIT-IV:** http://shodhganga.inflibnet.ac.in/bitstream/10603/31769/10/10_chapter%203.pdf
http://164.100.133.129:81/econtent/Uploads/Library_Classification_theory.pdf
https://www.researchgate.net/publication/220028641_Library_Classification_Systems_and_Organization_of_Islamic_Knowledge_Current_Global_Scenario_and_Optimal_Solution
<https://www.britannica.com/topic/library/Cataloging>
<https://libguides.ala.org/catalogingtools>
<https://digitalcommons.unl.edu/cgi/viewcontent.cgi?article=2337&context=libphilpra>.http://www.ajjcrnet.com/journals/Vol_2_No_6_June_2012/15.pdf
- UNIT-V:**
<http://www.pitt.edu/~edindex/OfficeXPTutorials/Lesson4XP.pdf>
<https://web.iitd.ac.in/~nkurur/2010-11/Isem/cyp501/ExcelIntro.pdf>
<https://ralbeifalrefal.wixsite.com/touchsseabvari/post/library-accession-register-format-in-excel>
<https://www.centrocentro.org/sites/default/files/2020-07/library-accession-register-format-in-excel.pdf>

| Course Code 24ULSN21 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|---------------------------------|------------|------------|------------|------------|------------|------------|------------|
| CO 1 | 3 | 2 | - | - | 2 | - | 1 |
| CO 2 | 3 | 2 | - | - | 2 | - | - |
| CO 3 | 3 | 2 | - | - | - | - | 1 |
| CO 4 | 3 | 2 | - | - | 2 | - | 1 |
| CO 5 | 3 | 2 | 2 | - | 3 | - | - |

Dr.P.Clara Jeyaseeli
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VIRUDHUNAGAR

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|----------------------------|---|----------------|----------------|
| Semester I | Cadet Corps for Career Development I (offered by National Cadet Corps for the students who have chosen NCC as Part V) (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 1 | | Credits: 2 | |
| Course Code 24UNCN11 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: define military history, functioning of map reading equipment, [K1]

CO2: relate various wars, maps, methods of hygiene, personality traits, interview techniques, energy and pollution [K1]

CO3: Illustrate the background of wars prescribed, the methods of hygienic practices, various personality traits, the defence selection process and various types of pollution. [K2]

CO4: summaries the cause and consequence of threats to public welfare, different types of hygiene and techniques to crack exams. [K2]

CO5: Organize the facts about Indian wars, map reading methods, hygiene maintenance, pollution management and interview skills. [K3]

UNIT I Military History

Indo- Pakistan War-1999-Kargil Operation

Defence Ranks and Badges

(6 Hours)

UNIT II Map Reading

Types of Maps, Conventional Signs and Grid references, Prismatic Compass, Types of North, Finding Own Position

(6 Hours)

UNIT III Health and Hygiene

Personal Hygiene, Food Hygiene, Camp Hygiene

(6 Hours)

UNIT IV Ecology

Pollution and its types, Energy Conservation and Non-Conventional Energy Sources

(6 Hours)

UNIT V Leadership, Personality Development and SSB Interview

Types and traits of leaders, Types of skills and etiquette and SSB Interview Procedures

(6 Hours)

ASSIGNMENT

Map reading- Demonstration of grid references

TEXT BOOKS

NCC HAND BOOK (Prescribed by DG NCC)

Gupta,R. *National Cadet Corps: A Concise Handbook of NCC Cadets for 'A', 'B' & 'C' Certificate Examination.* Ramesh Publishing House, New Delhi.2022print**REFERENCE**<https://ncc.du.ac.in/handbook.html>https://gcsanjauli.edu.in/files/ncc/prc_5.pdf<https://indiancc.nic.in/>

| Course Code 24UNCN11 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO1 | 3 | 2 | 2 | 2 | 1 | 3 | 3 |
| CO2 | 3 | 2 | 2 | 2 | 1 | 3 | 3 |
| CO3 | 3 | 2 | 2 | 2 | 1 | 3 | 3 |
| CO4 | 3 | 2 | 2 | 3 | 1 | 3 | 3 |
| CO5 | 3 | 3 | 3 | 3 | 1 | 3 | 3 |

Lt.E.Kalpana
Head of the Department

Lt.E.Kalpana
Course Designer



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| | | | |
|--------------------------------|--|----------------|----------------|
| Semester II | Cadet Corps for Career Development II offered by National Cadet Corps for the students who have chosen NCC as Part V (2024-2025 onwards) | Hours/Week: 2 | |
| Elective Course NME - 2 | | Credits: 2 | |
| Course Code 24UNCN21 | | Internal 25 | External 75 |

COURSE OUTCOMES

On completion of the course, the students will be able to

CO1: define the 1962 Indo-China war, eminent military personalities, FC and BC subjects, types of border and related issues, ways and means of first aid. [K1]

CO2: relate the role of war heroes, field signals, solution for emergencies, security challenges of the country and necessity of national integration.[K1]

CO3: discuss the war practices, borders and border issues, first aid measures and the necessity of national integration. [K2]

CO4: classify emergency situation regionally, personally and socially. [K2]

CO5: Apply the practical knowledge gained to real life situation. [K3]

UNIT I Military History

Indo- China war 1962

Biography- General Cariappa, F.M.Sam Manekshaw

Gallantry Awards and Medals (6 Hours)

UNIT II Field Craft and Battle Craft

Types of Covers, Concealment, Camouflage, Judging Distance, Types of Ground Field Signals, Section Formation

(6 Hours)

UNIT III Border and Coastal Area

Types of Borders, Geography and Topography of Border Area, Security Challenges of Border Areas and Coastal Areas (6 Hours)

UNIT IV First Aid

Definition of First Aid, First Aid for Hemorrhage, Fracture, Burn and Scalds, snake bite, dog bite. CPR-Procedure. (6 Hours)

UNIT V National Integration

Main Hindrance of National Integration, Aims of National Integration Camp (6 Hours)

ASSIGNMENT

Any First Aid Demonstration of CPR- 10 marks

TEXT BOOKS

Natrajan,N.K.SSB Interview.Mumbai:Jaico Publishing House,2021.print

NCC HAND BOOK(Prescribed by DG NCC)

REFERENCE

<https://ncc.du.ac.in/handbook.html>

https://gcsanjauli.edu.in/files/ncc/prc_5.pdf

<https://indiancc.nic.in/>

| Course Code 24UNCN21 | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|-------------------------|-----|-----|-----|-----|-----|-----|-----|
| CO1 | 3 | 2 | 2 | 2 | 1 | 3 | 2 |
| CO2 | 3 | 2 | 2 | 3 | 1 | 3 | 2 |
| CO3 | 3 | 2 | 2 | 2 | 1 | 3 | 2 |
| CO4 | 3 | 2 | 2 | 3 | 1 | 3 | 3 |
| CO5 | 3 | 2 | 3 | 3 | 1 | 3 | 2 |

Lt.E.Kalpana
Head of the Department

Lt.E.Kalpana
Course Designer