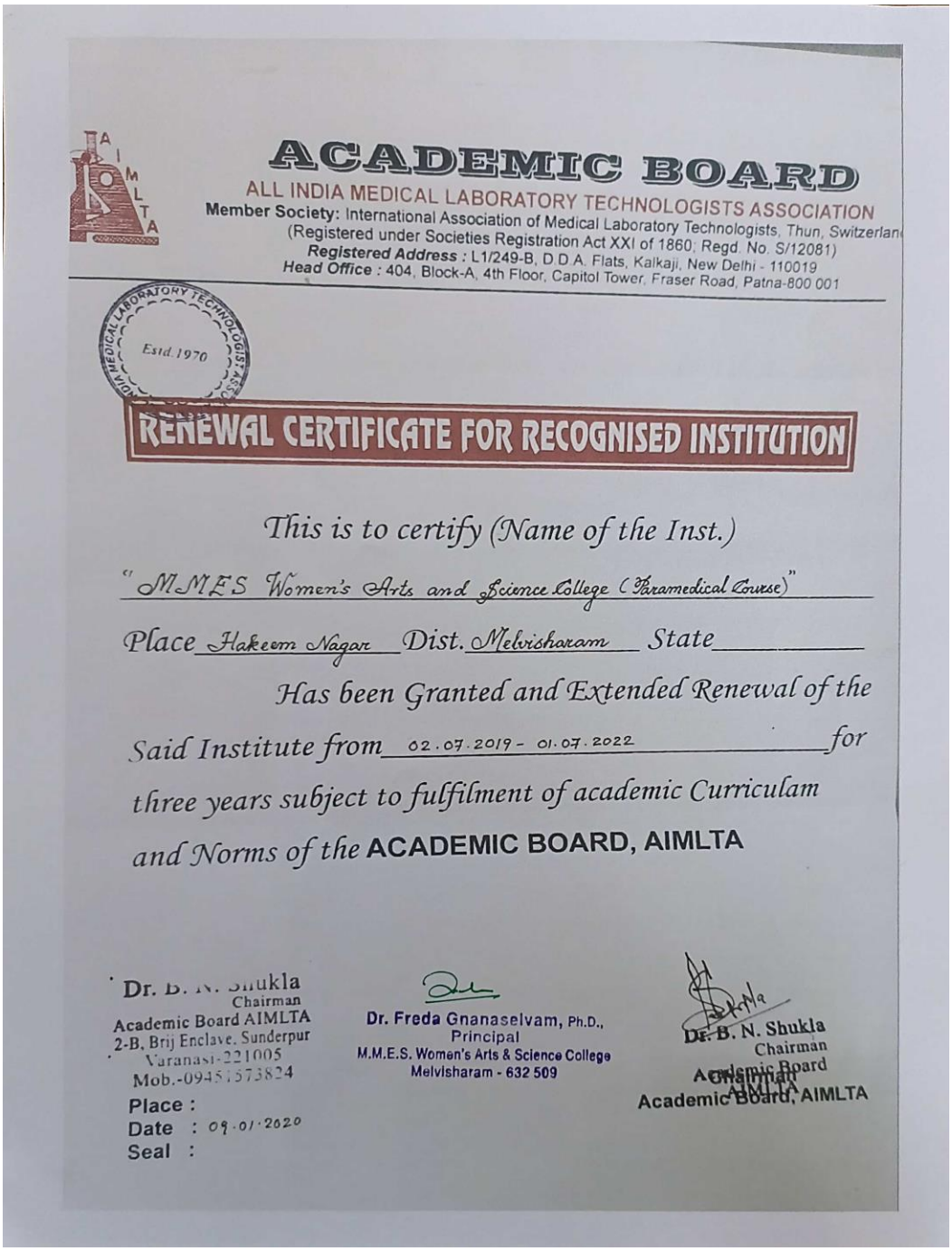
DMLT APPROVAL ORDERS



ACADEMIC BOARD

ALL INDIA MEDICAL LABORATORY TECHNOLOGISTS ASSOCIATION

Member Society: International Association of Medical Laboratory Technologists, Thun, Switzerlan
(Registered under Societies Registration Act XXI of 1860; Regd. No. S/12081)
Registered Address : L1/249-B, D D A. Flats, Kalkaji, New Delhi - 110019
Head Office : 404, Block-A, 4th Floor, Capitol Tower, Fraser Road, Patna-800 001

Estd. 1970

RENEWAL CERTIFICATE FOR RECOGNISED INSTITUTION

This is to certify (Name of the Inst.)

"M.M.E.S Women's Arts and Science College (Paramedical Course)"

Place Hakeem Nagar Dist. Melvisharam State

Has been Granted and Extended Renewal of the Said Institute from 02.07.2019 - 01.07.2022 for three years subject to fulfilment of academic Curriculam and Norms of the ACADEMIC BOARD, AIMLTA

Dr. B. N. Shukla
Chairman
Academic Board AIMLTA
2-B, Brij Enclave, Sunderpur
Varanasi-221005
Mob.-09451573824
Place :
Date : 09.01.2020
Seal :

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

Dr. B. N. Shukla
Chairman
Academic Board
AIMLTA
Academic Board, AIMLTA

DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY 2 YRS -- 2019-2020

MMES WOMEN'S ARTS & SCIENCE COLLEGE

UG - DMLT / I YEAR (2019 - 20) DETAILS

BATCH : (2019 - 2021)

UG - DMLT (I - Year) : 47 Students

S.NO	STUDENTS NAME	DEPT/YR
1	NITHIYA.J	BSc-Bio/I
2	PAVINAYA.R	BSc-NFS/II
3	DHIVYA.R	BSc-Bio/II
4	RADHIKA.S	BSc-Bio/I
5	JAYASREE.R	Private Student
6	AFREEN BEGUM.H	BSc-Bio/I
7	DHANALAKSHMI.V	BSc-Bio/I
8	FATHIMA NIHALA.Y	BSc-Bio/I
9	GOKUL PRIYA.A	BSc-Bio/I
10	GULSHAN.E	BSc-Bio/I
11	HABEEBA.F	BSc-Bio/I
12	HARIFA.J	BSc-Bio/I
13	KEERTHI.K	BSc-Bio/I
14	NANDHINI.T	BSc-Bio/I
15	PRABAVATHI.S	BSc-Bio/I
16	RASHITHA.S	BSc-Bio/I
17	ROSHNI.J	BSc-Bio/I
18	SAHERA ANJUM.M	BSc-Bio/I
19	SANGAVI.K	BSc-Bio/I
20	GAYATHRI.K	BSc-Bio/I
21	SUMITHRA.B	BSc-Bio/I
22	SWETHA.P	BSc-Bio/I

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Melvisharam - 632 509

DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY 2 YRS -- 2019-2020

23	TANZEEMA KOUSAR	BSc-Bio/I
24	ZAINAB.K	BSc-Bio/I
25	MUSFIRA KOUNAIN.C.R.	BSc-Bio/I
26	ARSHEYA AFFREEN.S	BSc-Bio/II
27	BAKIYA LAKSHMI.S	BSc-Bio/II
28	GAYATHRI.E	BSc-Bio/II
29	HEMALATHA.V	BSc-Bio/II
30	HUMAIRA THABASSUM.J	BSc-Bio/II
31	NABIYAH	BSc-Bio/II
32	NIHA FARHEEN.A	BSc-Bio/II
33	RAHAMATH BEE.S	BSc-Bio/II
34	JOSHINI.S	BSc-Bio/II
35	SANDHIYA.S	BSc-Bio/II
36	SHIFA SHARIQUA.M.A.	BSc-Bio/II
37	YASMEEN.B	BSc-Bio/II
38	YOGA LAKSHMI.S	BSc-Bio/II
39	YUVASRI.P	BSc-Bio/II
40	SNEHA.V	BSc-Bio/II
41	KAMALI.D	BSc-NFS/I
42	MARIYAM.A	BSc-NFS/I
43	WAJEEHA.N	BSc-NFS/I
44	SAMEENA.N	
45	SUBHA AARTHI.T	
46	TUBA SAFANA	Private Student
47	YAMUNA.S	BSc-Bio/II

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Principal
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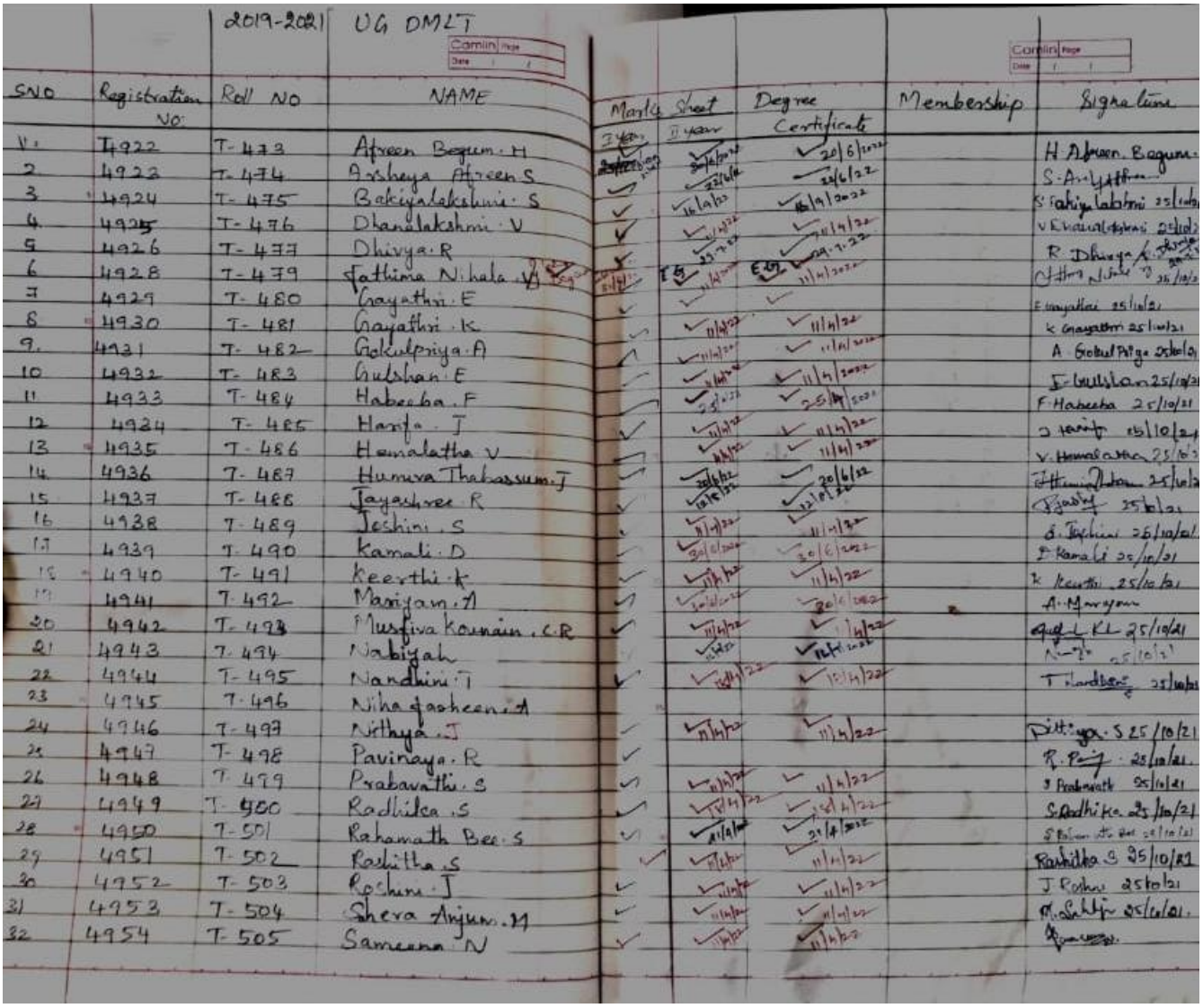
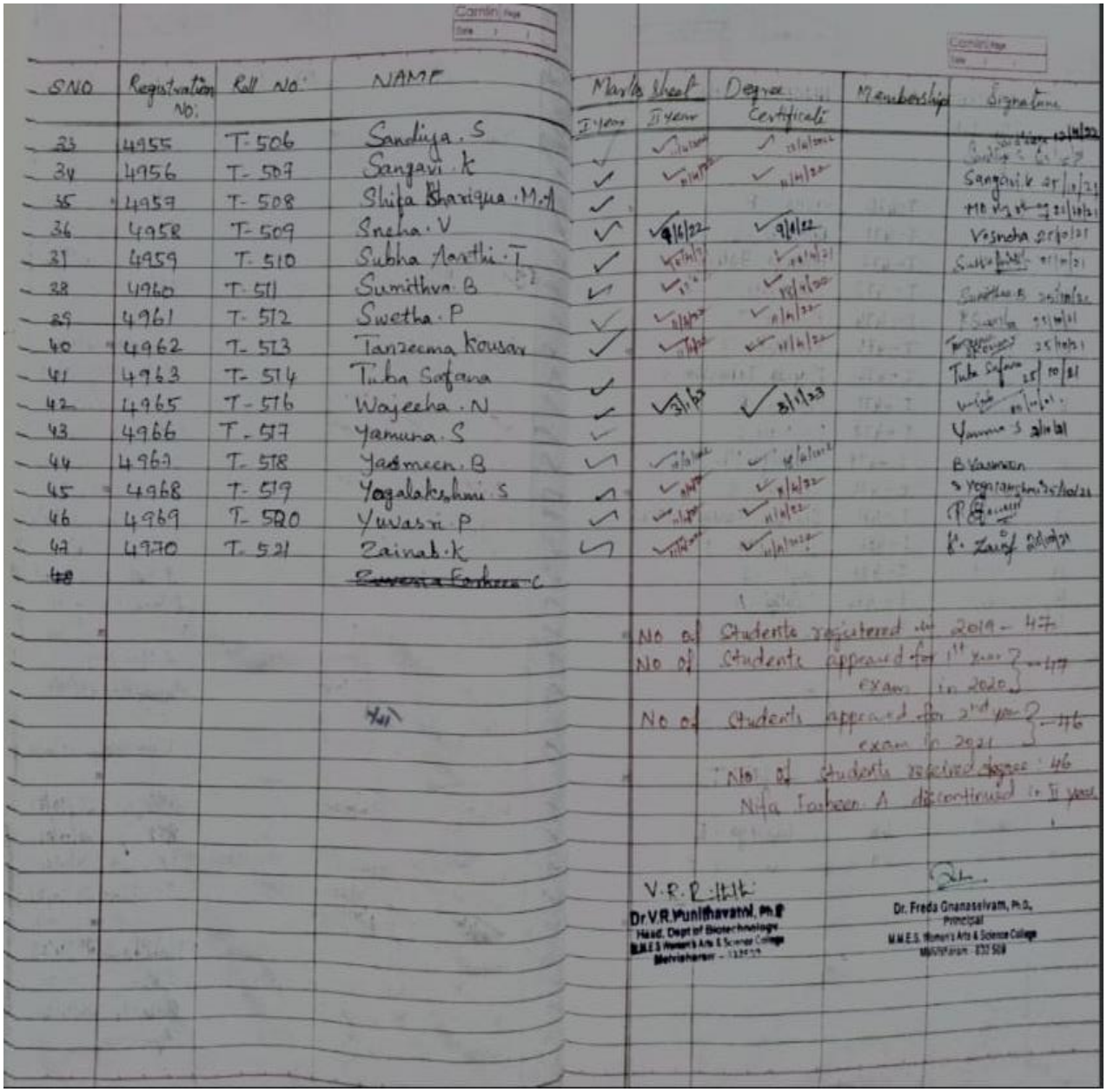
DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY 2 YRS -- 2019-2020



2019-2021 UG DMLT

SNO	Registration No:	Roll NO	NAME	Mark Sheet	Degree Certificate	Membership	Signature
1	4922	T-473	Afreen Begum. H				H Afreen Begum
2	4923	T-474	Aysheya Afreen S				S Aysheya Afreen
3	4924	T-475	Bakiyalakshmi. S				S Bakiyalakshmi 25/10/21
4	4925	T-476	Dhanalakshmi. V				V Dhanalakshmi 25/10/21
5	4926	T-477	Dhivya. R				R Dhivya 25/10/21
6	4928	T-479	Fathima Nihala. V				
7	4929	T-480	Gayathri. E				E Gayathri 25/10/21
8	4930	T-481	Gayathri. K				K Gayathri 25/10/21
9	4931	T-482	Gokulpriya. A				A Gokulpriya 25/10/21
10	4932	T-483	Gulshan. E				E Gulshan 25/10/21
11	4933	T-484	Habeeba. F				F Habeeba 25/10/21
12	4934	T-485	Hanfa. J				J Hanfa 25/10/21
13	4935	T-486	Hemalatha V				V Hemalatha 25/10/21
14	4936	T-487	Humaira Thabassum. J				J Humaira Thabassum 25/10/21
15	4937	T-488	Jayashree R				R Jayashree 25/10/21
16	4938	T-489	Jeshini. S				S Jeshini 25/10/21
17	4939	T-490	Kamali. D				D Kamali 25/10/21
18	4940	T-491	Keerthi. K				K Keerthi 25/10/21
19	4941	T-492	Mariyam. A				A Mariyam
20	4942	T-493	Musfiya Kounain. C.R				C R Musfiya Kounain 25/10/21
21	4943	T-494	Nabiyah				
22	4944	T-495	Nandhini. T				T Nandhini 25/10/21
23	4945	T-496	Nihafasheen. A				
24	4946	T-497	Nithya. J				
25	4947	T-498	Pavinaya. R				R Pavinaya 25/10/21
26	4948	T-499	Prabavathi. S				S Prabavathi 25/10/21
27	4949	T-500	Radhika. S				S Radhika 25/10/21
28	4950	T-501	Rahamath Bee. S				S Rahamath Bee 25/10/21
29	4951	T-502	Rashitha. S				Rashitha S 25/10/21
30	4952	T-503	Roshini. J				J Roshini 25/10/21
31	4953	T-504	Shera Anjum. M				M Shera Anjum 25/10/21
32	4954	T-505	Sameena N				

DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY 2 YRS -- 2019-2020



SNO	Registration No.	Roll No.	NAME	Marks Sheet I year	Marks Sheet II year	Degree Certificate	Membership	Signature
33	4955	T-506	Sandiya. S	✓	✓ 11/4/2022	✓ 11/4/2022		Sandiya S 12/4/22
34	4956	T-507	Sangavi. K	✓	✓ 11/4/22	✓ 11/4/22		Sangavi K 25/10/21
35	4957	T-508	Shifa Shariqua. M.A	✓				MA Shariqua 21/10/21
36	4958	T-509	Sneha. V	✓	✓ 9/4/22	✓ 9/4/22		Vasneha 25/10/21
37	4959	T-510	Subha Aarthi. T	✓	✓ 11/4/22	✓ 11/4/22		Subha Aarthi 21/10/21
38	4960	T-511	Sumithva. B	✓	✓ [illegible]	✓ 11/4/22		Sumithva B 25/10/21
39	4961	T-512	Swetha. P	✓	✓ 11/4/22	✓ 11/4/22		P Swetha 25/10/21
40	4962	T-513	Tanzeema Kousar	✓	✓ 11/4/22	✓ 11/4/22		Tanzeema Kousar 25/10/21
41	4963	T-514	Tuba Safana	✓				Tuba Safana 25/10/21
42	4965	T-516	Wajeeha. N	✓	✓ 3/1/23	✓ 3/1/23		Wajeeha 25/10/21
43	4966	T-517	Yamuna. S	✓				Yamuna S 2/10/21
44	4967	T-518	Yasmeen. B	✓	✓ 11/4/2022	✓ 11/4/2022		B Yasmeen
45	4968	T-519	Yogalakshmi. S	✓	✓ 11/4/22	✓ 11/4/22		S Yogalakshmi 25/10/21
46	4969	T-520	Yuvasri. P	✓	✓ 11/4/22	✓ 11/4/22		P Yuvasri
47	4970	T-521	Zainab. K	✓	✓ 11/4/2022	✓ 11/4/2022		K. Zainab 25/10/21
~~48~~			~~Zuveria Farheen C~~					

No of Students registered in 2019 - 47
No of Students appeared for 1st year exam in 2020 } - 47
No of Students appeared for 2nd year exam in 2021 } - 46
No of Students received degree : 46
Nifa Farheen A discontinued in II year

V.R.R. Punithavathi
Dr.V.R.Punithavathi, Ph.D
Head, Dept of Biotechnology
M.M.E.S Women's Arts & Science College
Melvisharam - 632509

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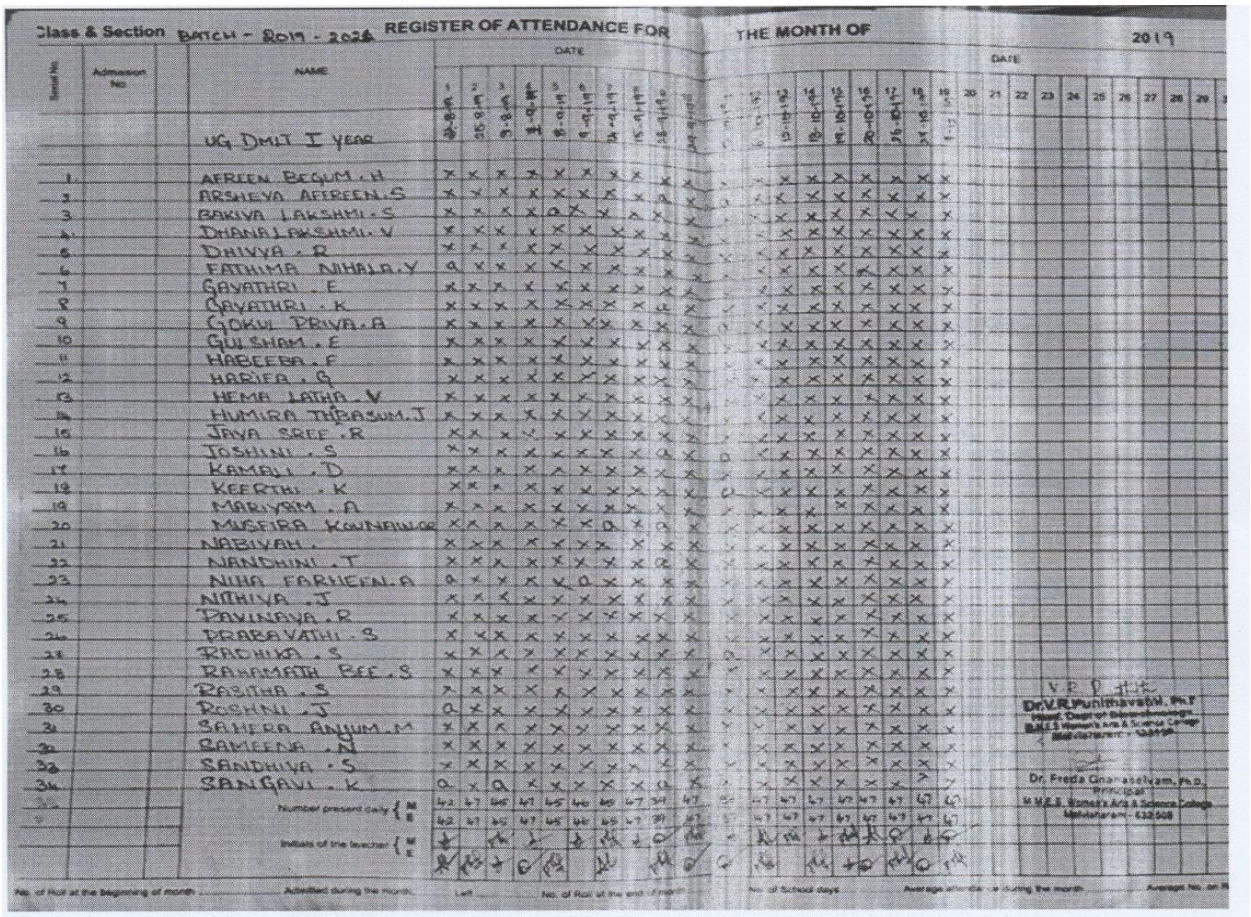
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY 2 YRS -- 2019-2020 ATTENDANCE



Class & Section BATCH - 2019 - 2020 REGISTER OF ATTENDANCE FOR THE MONTH OF 2019

Serial No.	Admission No.	NAME	22-8-19	25-8-19	3-8-19	4-9-19	8-9-19	9-9-19	14-9-19	15-9-19	18-9-19	24-9-19	5-10-19	6-10-19	12-10-19	13-10-19	19-10-19	20-10-19	26-10-19	27-10-19	1-11-19
		UG DMLT I YEAR																			
1		AFREEN BEGUM . H	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2		ARSHEYA AFFREEN . S	x	x	x	x	x	x	x	x	a	x	a	x	x	x	x	x	x	x	x
3		BAKIYA LAKSHMI . S	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4		DHANALAKSHMI . V	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5		DHIVYA . R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
6		FATHIMA NIHALA . Y	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
7		GAYATHRI . E	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
8		GAYATHRI . K	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x
9		GOKUL PRIYA . A	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x
10		GULSHAM . E	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
11		HABEEBA . F	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
12		HARIFA . G	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
13		HEMA LATHA . V	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
14		HUMIRA THABASUM . J	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
15		JAYA SREE . R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
16		JOSHINI . S	x	x	x	x	x	x	x	x	a	x	a	x	x	x	x	x	x	x	x
17		KAMALI . D	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
18		KEERTHI . K	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x
19		MARIYAM . A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
20		MUSFIRA KOUNAWAR	x	x	x	x	x	x	a	x	a	x	x	x	x	x	x	x	x	x	x
21		NABIYAH .	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
22		NANDHINI . T	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x
23		NIHA FARHEEN . A	a	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x
24		NITHIYA . J	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
25		PAVINAYA . R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
26		PRABAVATHI . S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
27		RADHIKA . S	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x
28		RAHAMATH BEE . S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
29		RASITHA . S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
30		ROSHNI . J	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
31		SAHERA ANJUM . M	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
32		SAMEENA . N	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
33		SANDHIYA . S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
34		SANGAVI . K	a	x	a	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x
		Number present daily M	42	47	45	47	45	46	45	47	39	47	39	47	47	47	47	47	47	47	47
		Number present daily E	42	47	45	47	45	46	45	47	39	47	39	47	47	47	47	47	47	47	47
		Initials of the teacher M	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
		Initials of the teacher E	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

No. of Roll at the beginning of month ..... Admitted during the month ..... Left ..... No. of Roll at the end of month ..... No. of School days ..... Average attendance during the month ..... Average No. on R

V.R.P. [illegible]
Dr.V.R.Punithavathi, Ph.D.
Head, Dept of Biotechnology
M.M.E.S. Women's Arts & Science College
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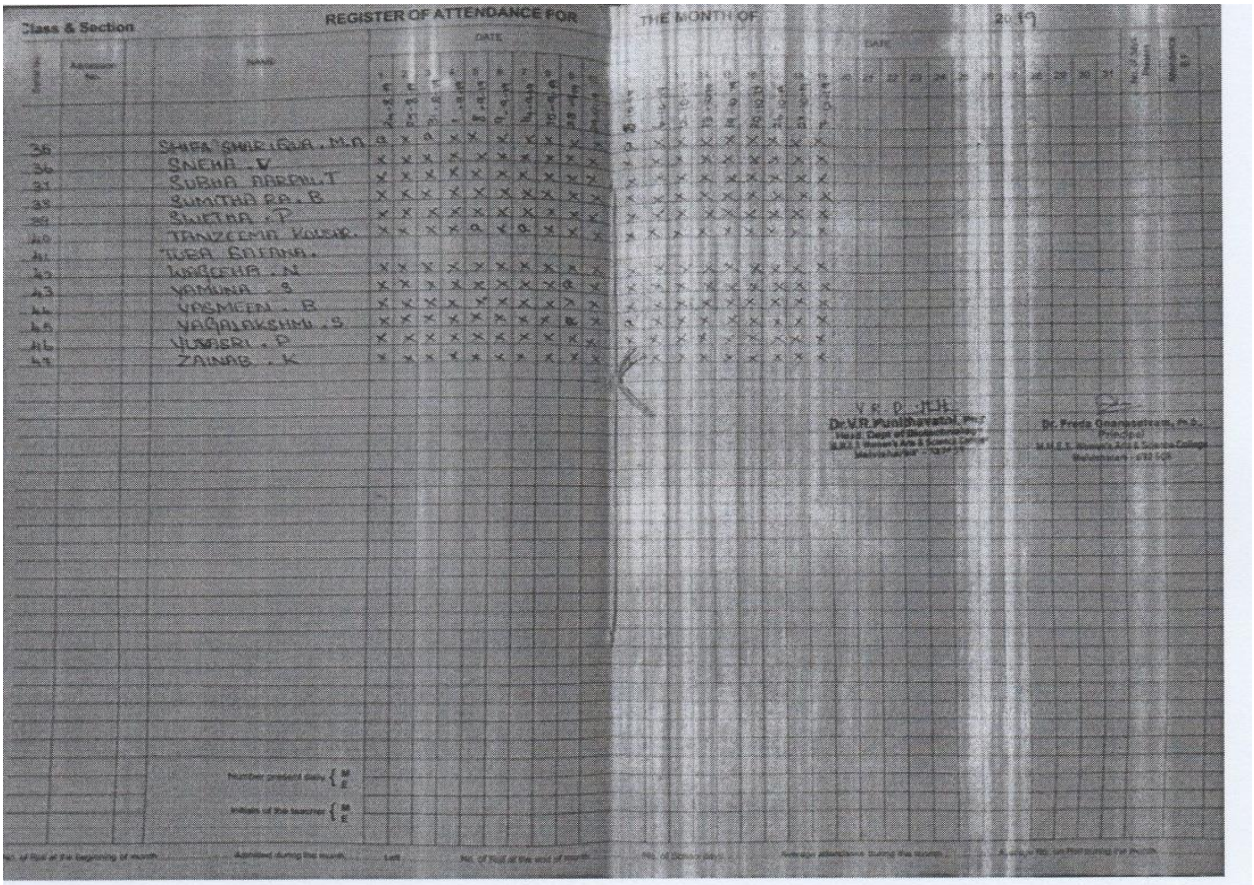
Melvisharam - 632 509

DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY 2 YRS -- 2019-2020
ATTENDANCE



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M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY 1 YR -- 2019-2020
ENROLLMENT LIST

23

MMES WOMEN'S ARTS & SCIENCE COLLEGE

UG - DMLT / II YEAR (2019 - 20) DETAILS

BATCH : (2018 - 20)

UG - DMLT (II - Year) : 13 Students

S.NO	STUDENTS NAME	DEPT/YR
1	JANANI.B	BSc-Bio/I
2	MENAGA.G	BSc-Bio/II
3	JAYAPRIYA.S	BSc-Bio/II
4	BANUMATHI.S	BSc-Bio/I
5	SREENIDHI.R	BSc-Bio/II
6	PRIYADHARSHINI.V	BSc-Bio/I
7	RUBIYA.R	BSc-Bio/I
8	AYESHA.S	BA-Arabic/II
9	ROSHINI.P	BSc-Bio/I
10	FATHIMA FIRTHOSH.N	BSc-Bio/I
11	CHANDHINI.M	BSc-Bio/II
12	JAYASHREE.A	BSc-Bio/II
13	ISWARYA.C	BSc-Bio/I

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M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

24

MMES WOMEN'S ARTS & SCIENCE COLLEGE

PG - DMLT (2019 - 20) DETAILS

BATCH : (2019 - 2020)

Adv . DMLT : 1 Student

S.NO	STUDENTS NAME	DEPT/YR
1	AMREEN NAZ.K	Private Student

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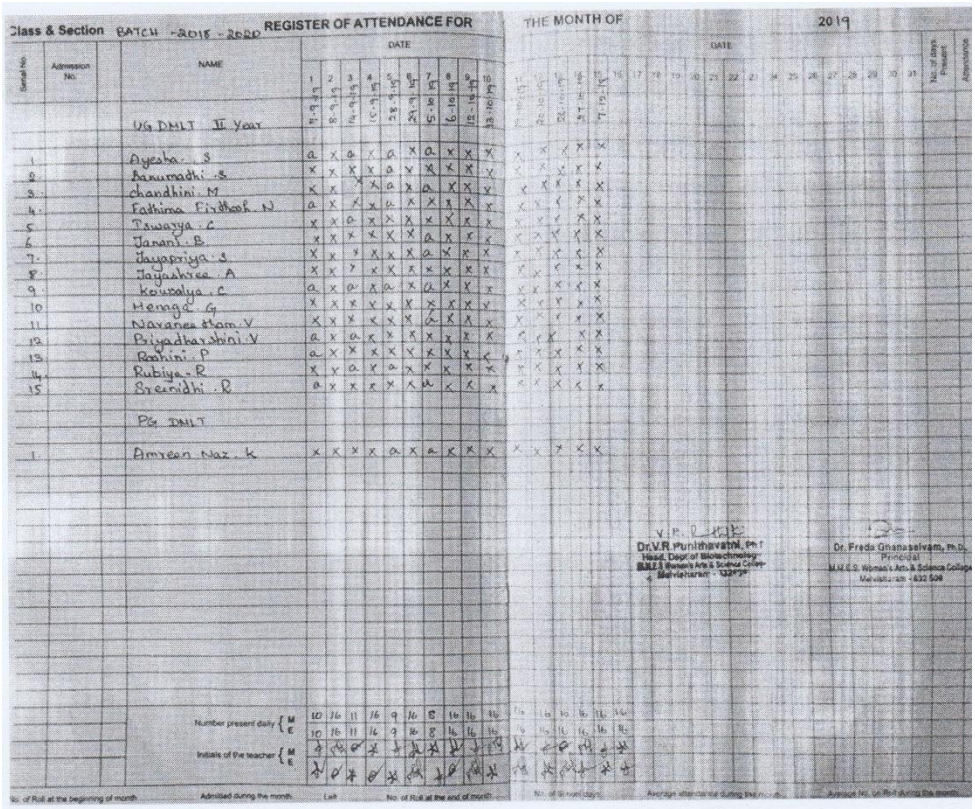
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY 1 YR -- 2019-2020
ATTENDANCE



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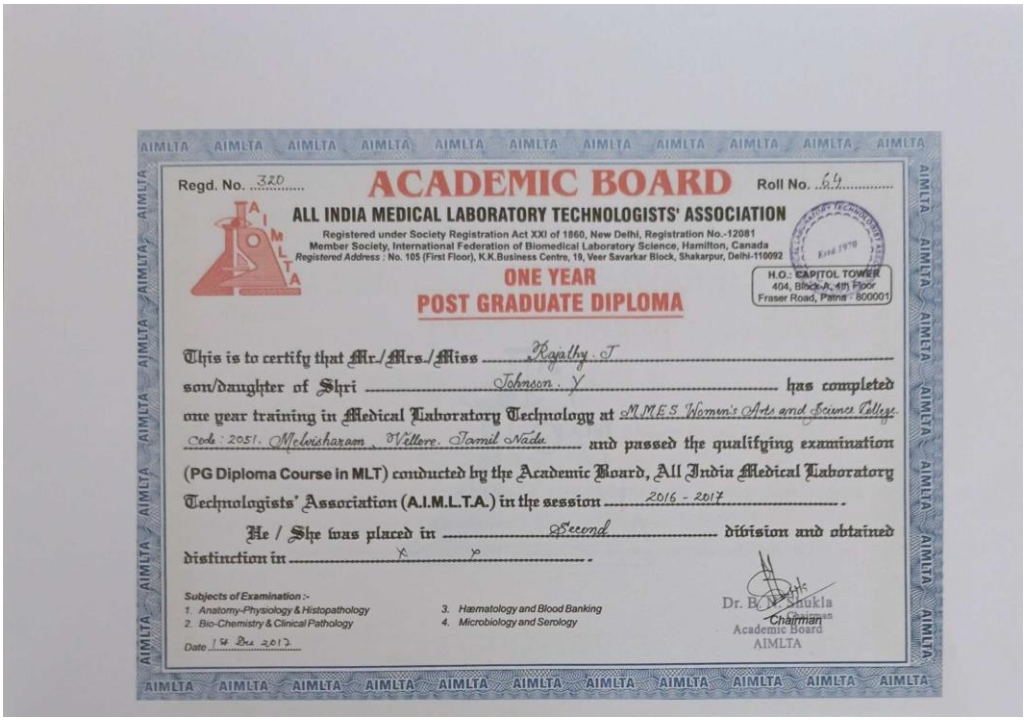
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

DMLT SAMPLE CERTIFICATE



Regd. No. 320

ACADEMIC BOARD

Roll No. 64

ALL INDIA MEDICAL LABORATORY TECHNOLOGISTS' ASSOCIATION

Registered under Society Registration Act XXI of 1860, New Delhi, Registration No.-12081
Member Society, International Federation of Biomedical Laboratory Science, Hamilton, Canada
Registered Address : No. 105 (First Floor), K.K.Business Centre, 19, Veer Savarkar Block, Shakarpur, Delhi-110092

H.O.: CAPITOL TOWER
404, Block-A, 4th Floor
Fraser Road, Patna - 800001

ONE YEAR
POST GRADUATE DIPLOMA

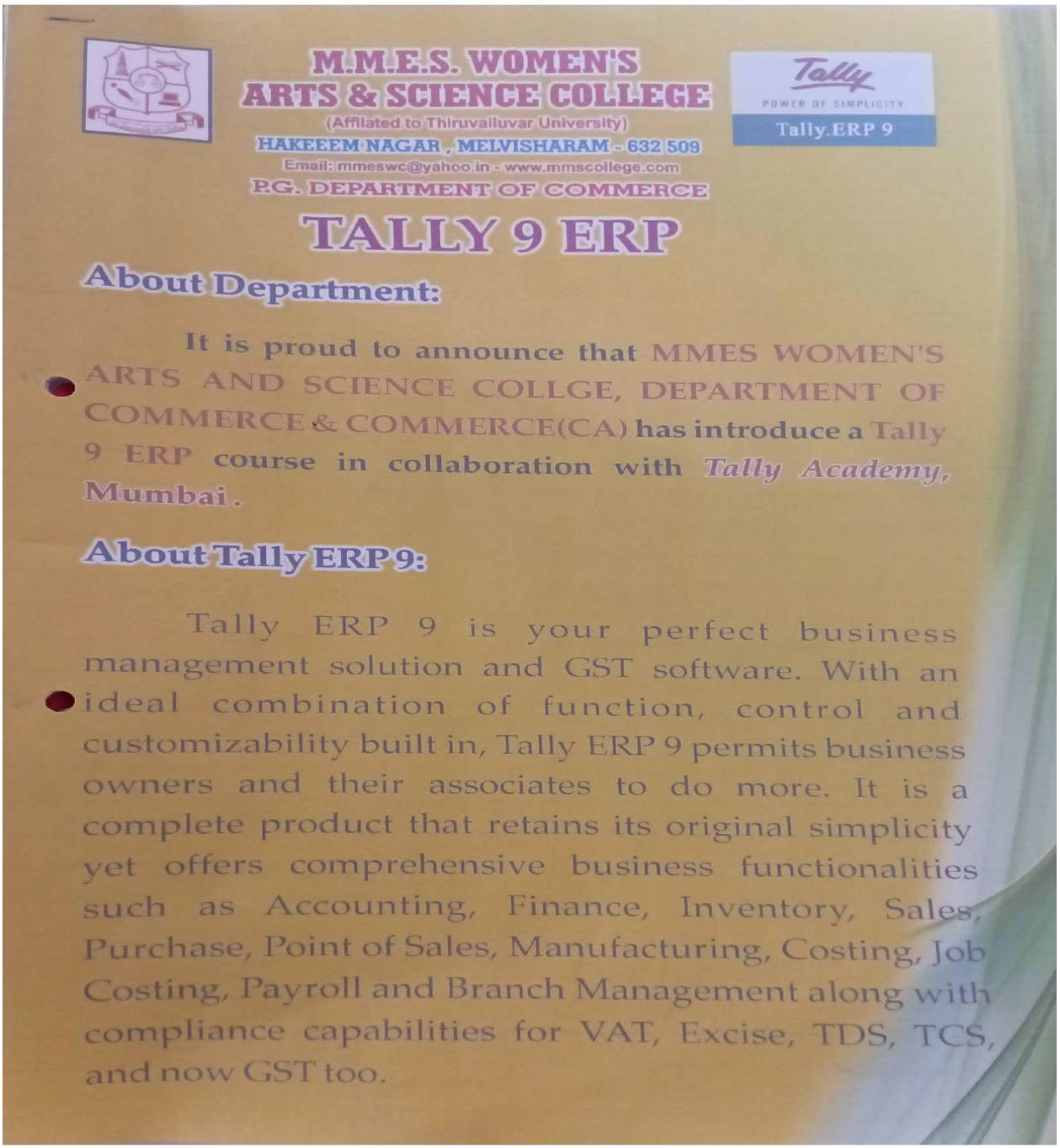
This is to certify that Mr./Mrs./Miss Royalty. J
son/daughter of Shri Johnson. Y has completed one year training in Medical Laboratory Technology at M.M.E.S. Women's Arts and Science College Code : 2051. Melvisharam, Vellore. Tamil Nadu and passed the qualifying examination (PG Diploma Course in MLT) conducted by the Academic Board, All India Medical Laboratory Technologists' Association (A.I.M.L.T.A.) in the session 2016 - 2017.

He / She was placed in Second division and obtained distinction in X.

Subjects of Examination :-
1. Anatomy-Physiology & Histopathology
2. Bio-Chemistry & Clinical Pathology
3. Haematology and Blood Banking
4. Microbiology and Serology

Date 14 Dec 2017

Dr. B. N. Shukla
Chairman
Academic Board
AIMLTA



M.M.E.S. WOMEN'S
ARTS & SCIENCE COLLEGE
(Affiliated to Thiruvalluvar University)
HAKEEEM NAGAR , MELVISHARAM - 632 509
Email: mmeswc@yahoo.in - www.mmscollege.com
P.G. DEPARTMENT OF COMMERCE

Tally
POWER OF SIMPLICITY
Tally.ERP 9

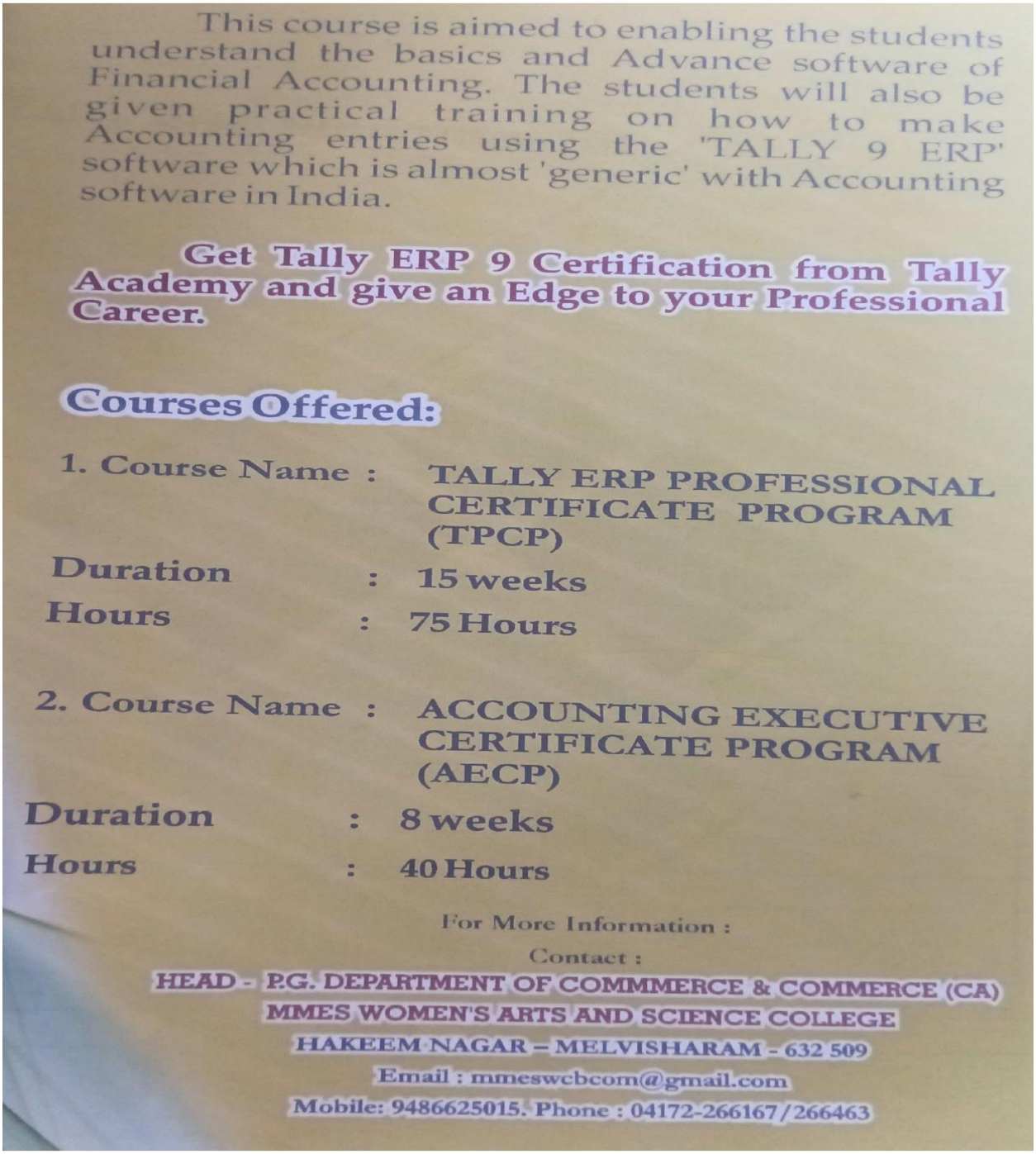
TALLY 9 ERP

About Department:

It is proud to announce that MMES WOMEN'S ARTS AND SCIENCE COLLGE, DEPARTMENT OF COMMERCE & COMMERCE(CA) has introduce a Tally 9 ERP course in collaboration with *Tally Academy*, Mumbai .

About Tally ERP 9:

Tally ERP 9 is your perfect business management solution and GST software. With an ideal combination of function, control and customizability built in, Tally ERP 9 permits business owners and their associates to do more. It is a complete product that retains its original simplicity yet offers comprehensive business functionalities such as Accounting, Finance, Inventory, Sales, Purchase, Point of Sales, Manufacturing, Costing, Job Costing, Payroll and Branch Management along with compliance capabilities for VAT, Excise, TDS, TCS, and now GST too.



This course is aimed to enabling the students understand the basics and Advance software of Financial Accounting. The students will also be given practical training on how to make Accounting entries using the 'TALLY 9 ERP' software which is almost 'generic' with Accounting software in India.

Get Tally ERP 9 Certification from Tally Academy and give an Edge to your Professional Career.

Courses Offered:

1. Course Name : TALLY ERP PROFESSIONAL CERTIFICATE PROGRAM (TPCP)
   Duration : 15 weeks
   Hours : 75 Hours

2. Course Name : ACCOUNTING EXECUTIVE CERTIFICATE PROGRAM (AECP)
   Duration : 8 weeks
   Hours : 40 Hours

For More Information :
Contact :
HEAD - P.G. DEPARTMENT OF COMMMERCE & COMMERCE (CA)
MMES WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR – MELVISHARAM - 632 509
Email : mmeswcbcom@gmail.com
Mobile: 9486625015. Phone : 04172-266167/266463

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Tally academy

Tallyacademy
NETWORK PARTNER

This certifies that

M.M.E.S. Women's Arts and Science College

Located at

Hakeem Nagar, Melvisharam, Vellore, Tamil Nadu 632509, India.

is a TallyAcademy Network Partner since November 2017

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

Reg No : TA-P06113640

Date of Issue : 06th November 2019

Valid till : 06th November 2020

Authorised Signatory

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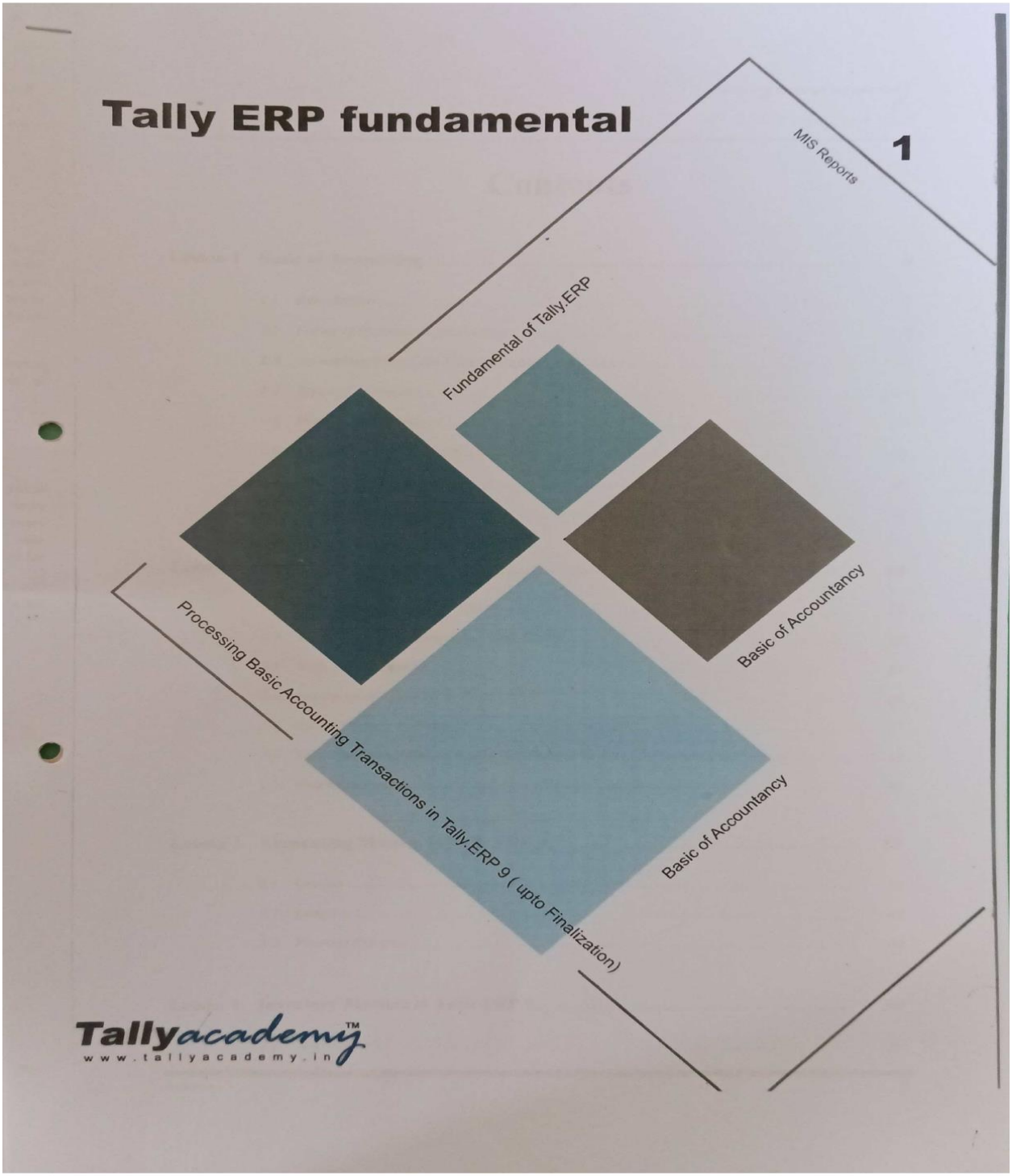
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1
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Basic of Accountancy
Processing Basic Accounting Transactions in Tally.ERP 9 (upto Finalization)
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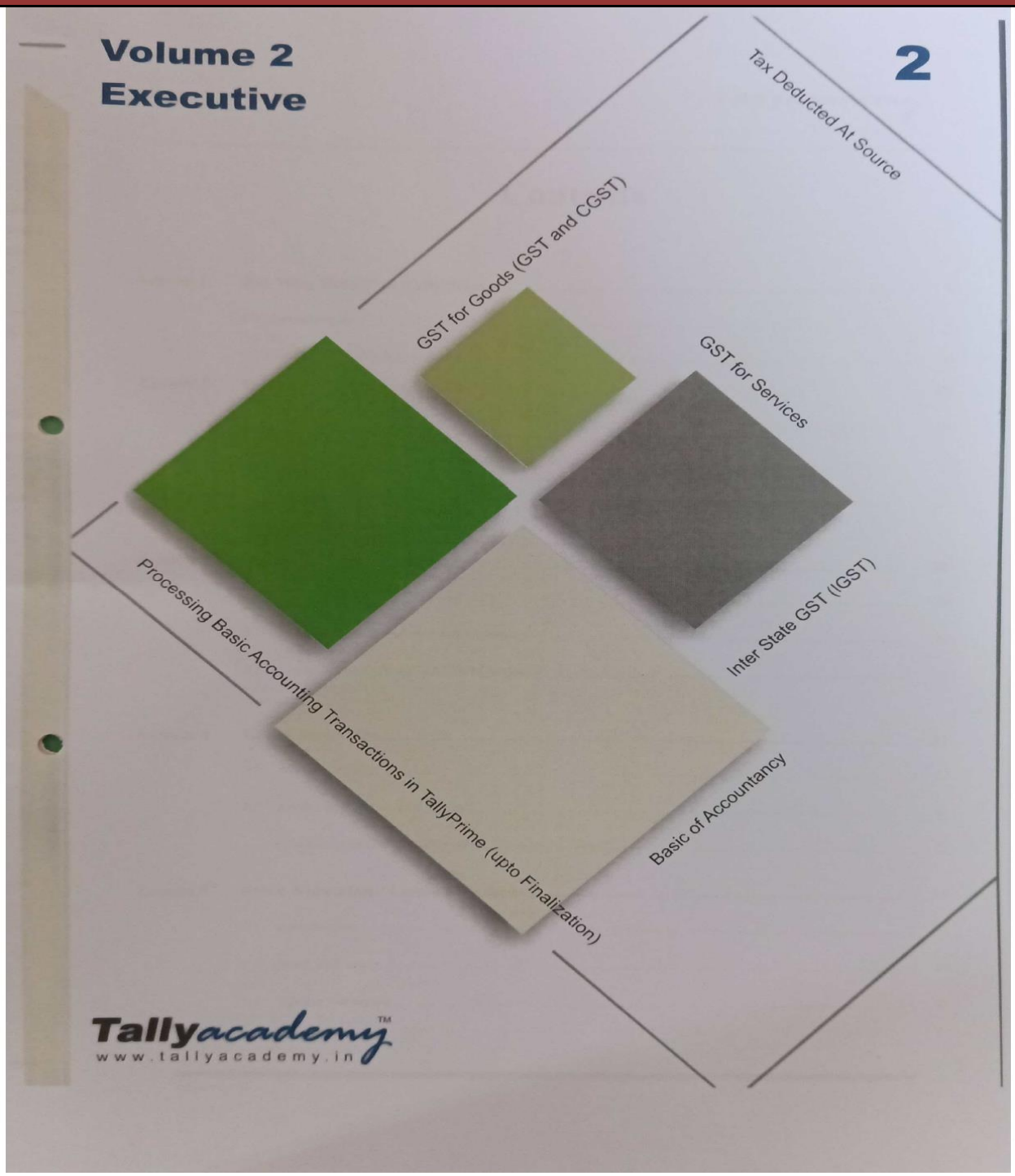
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GST for Goods (GST and CGST)
GST for Services
Inter State GST (IGST)
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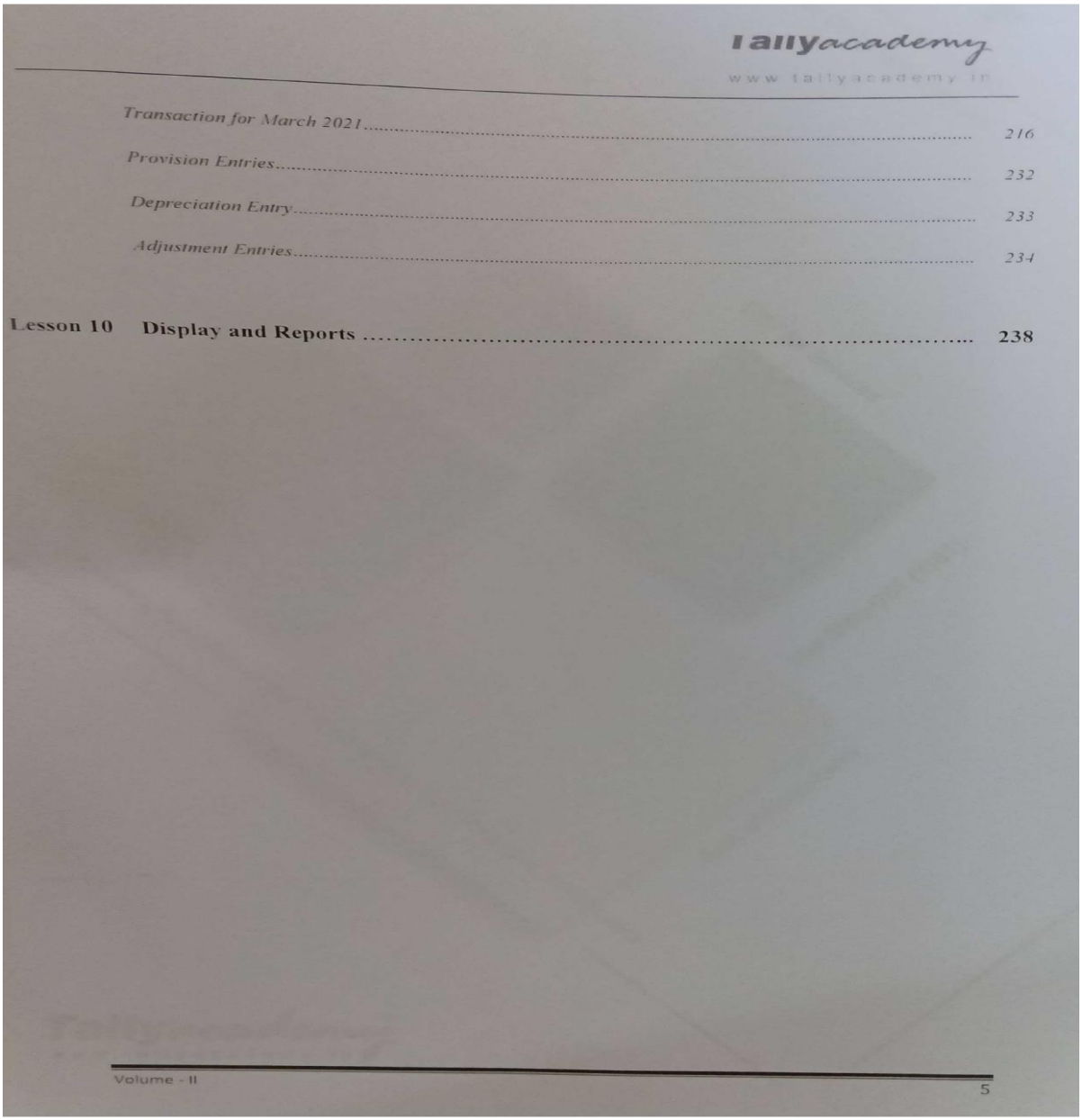

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TALLY ACADEMY CERTIFIED ACCOUNTANT
ENROLLMENT LIST - 2018-2019

M.M.E.S. WOMEN'S ARTS & SCIENCE COLLEGE

DIPLOMA COURSE BASIC TALLY DETAILS

YEAR : 2019 - 2020

Basic Tally : 35 Students

S.NO	STUDENTS NAME	DEPT/YR
1	SANDHIYA.V	Bcom-CA/I
2	THAMANNA.N	Bcom-CA/I
3	AFREEN NAZ.S	Bcom-CA/I
4	SARUMATHI.R	Bcom-CA/I
5	MADHUMITHA.G	Bcom-CA/I
6	JANANI.R	Bcom-CA/I
7	DIVYA.S	Bcom-CA/I
8	ISHANANDHINI.P.V.	Bcom-CA/I
9	MONAL.R	Bcom-CA/I
10	VAISHNAVI.B	Bcom-CA/I
11	DEVI PRIYA.K	Bcom-CA/I
12	LAKSHMI.A	Bcom-CA/I
13	RAHILA ANJUM.A	Bcom-CA/I
14	RAJESHWARI.R	Bcom-CA/I
15	PRAVANNA SHREE.M	Bcom-CA/I
16	NIVETHA.V	Bcom-CA/I
17	KEERTHANA.V	Bcom-CA/I
18	SHALINI.S	Bcom-CA/I
19	SUBULAKSHMI.S	Bcom-CA/I
20	NEHA KOWSER.A	Bcom-CA/I

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21	DIVYA.V	Bcom-CA/I
22	IMANU FATHIMA.A	Bcom-CA/I
23	ZAIBA FATHIMA.P	Bcom-CA/I
24	POOJA.G	Bcom-CA/I
25	PRITHESHA.K	Bcom-CA/I
26	VIJAYALAKSHMI.K	Bcom-CA/I
27	ARUNASREE.S	BCA/II 'A'
28	ANUSUYA.P	BCA/II 'A'
29	DEEPIKA.I	BCA/II 'A'
30	DEEPIKA.E	BCA/II 'A'
31	KOWSALYA.D	BCA/II 'A'
32	HEMA LAKSHMI.L	BCA/II 'A'
33	KANOMOZHI.C	BCA/II 'A'
34	HEMA MALINI.B	BCA/II 'A'
35	SWATHI.M	Bcom-CA/I

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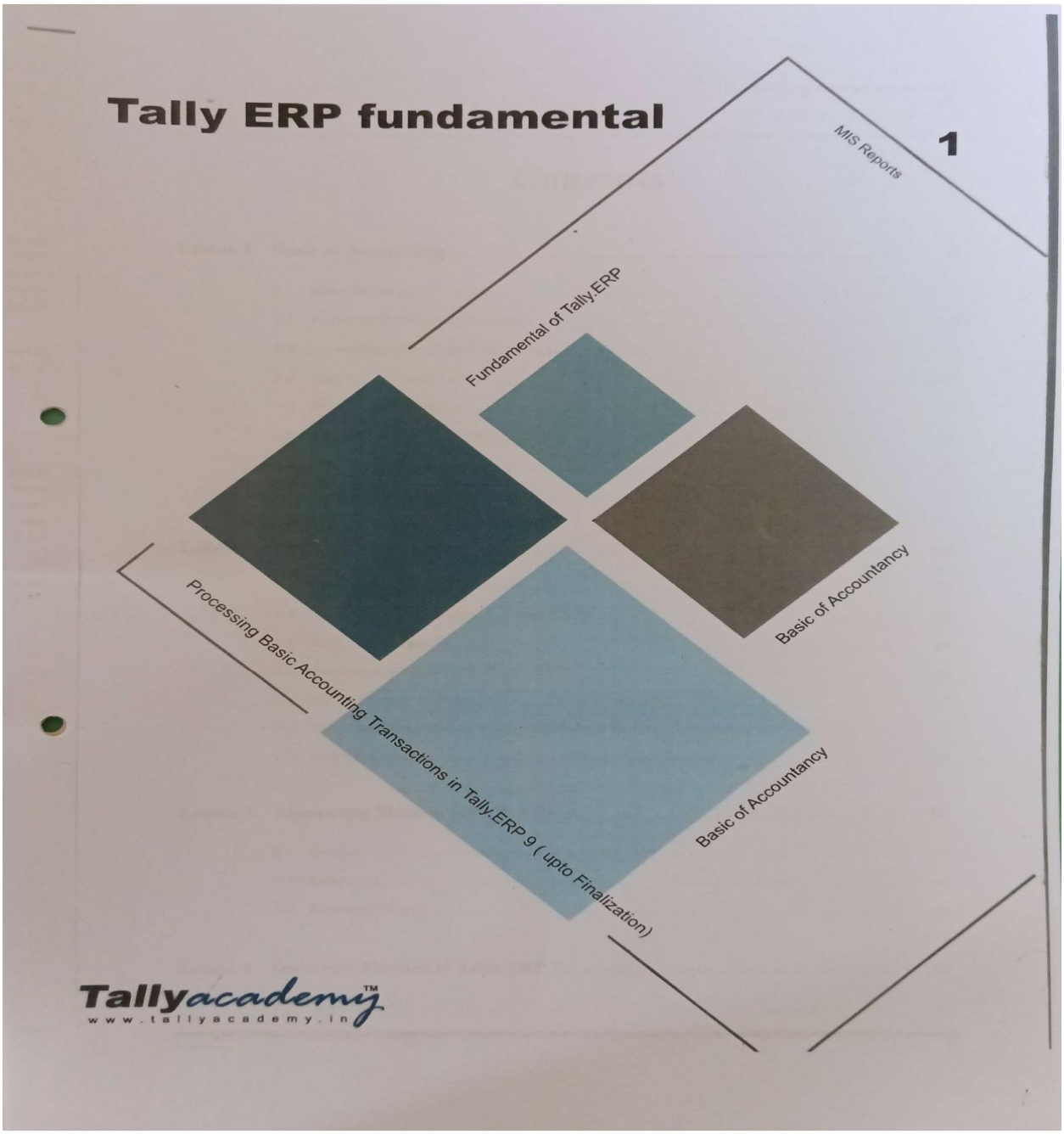

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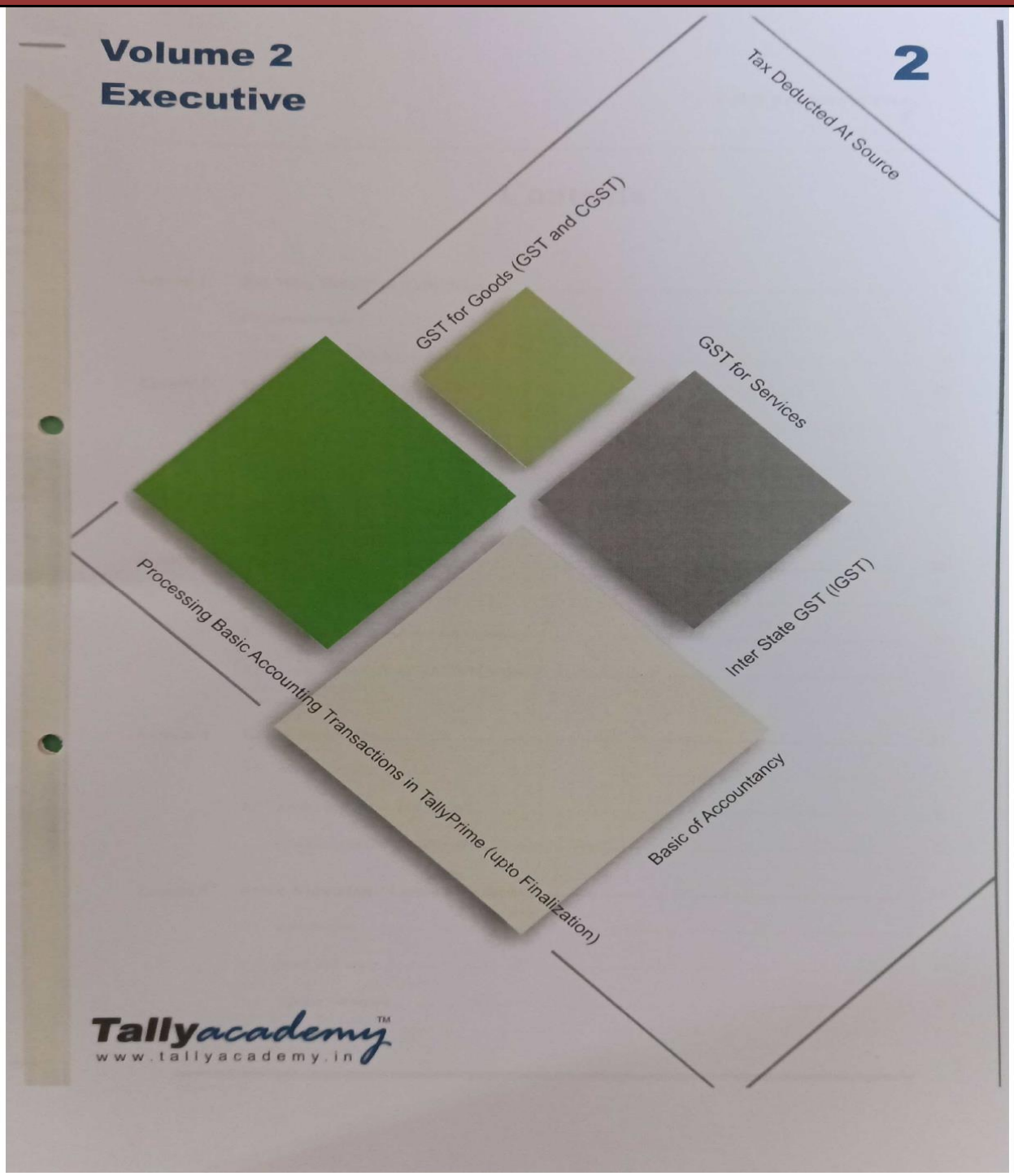
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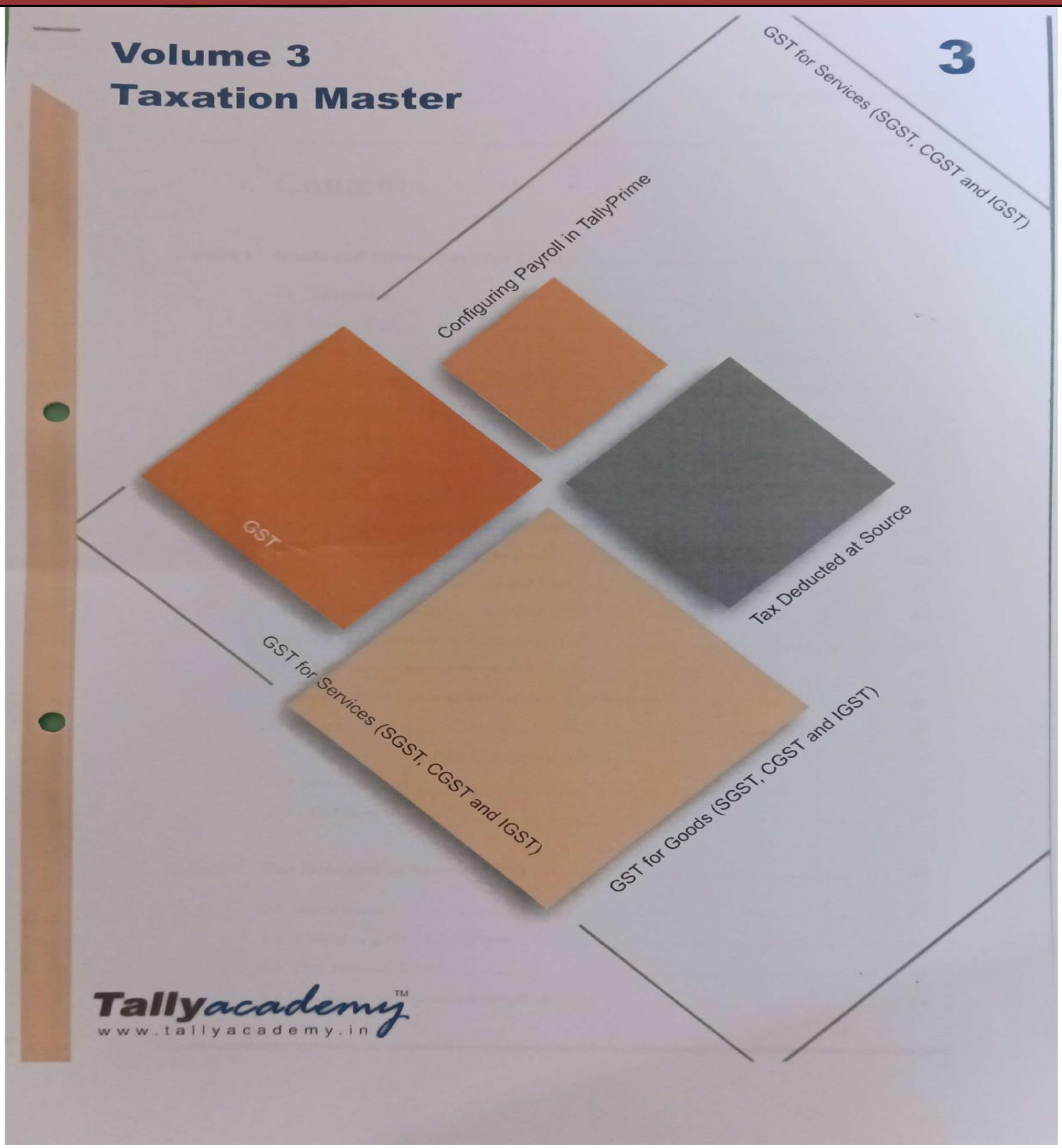
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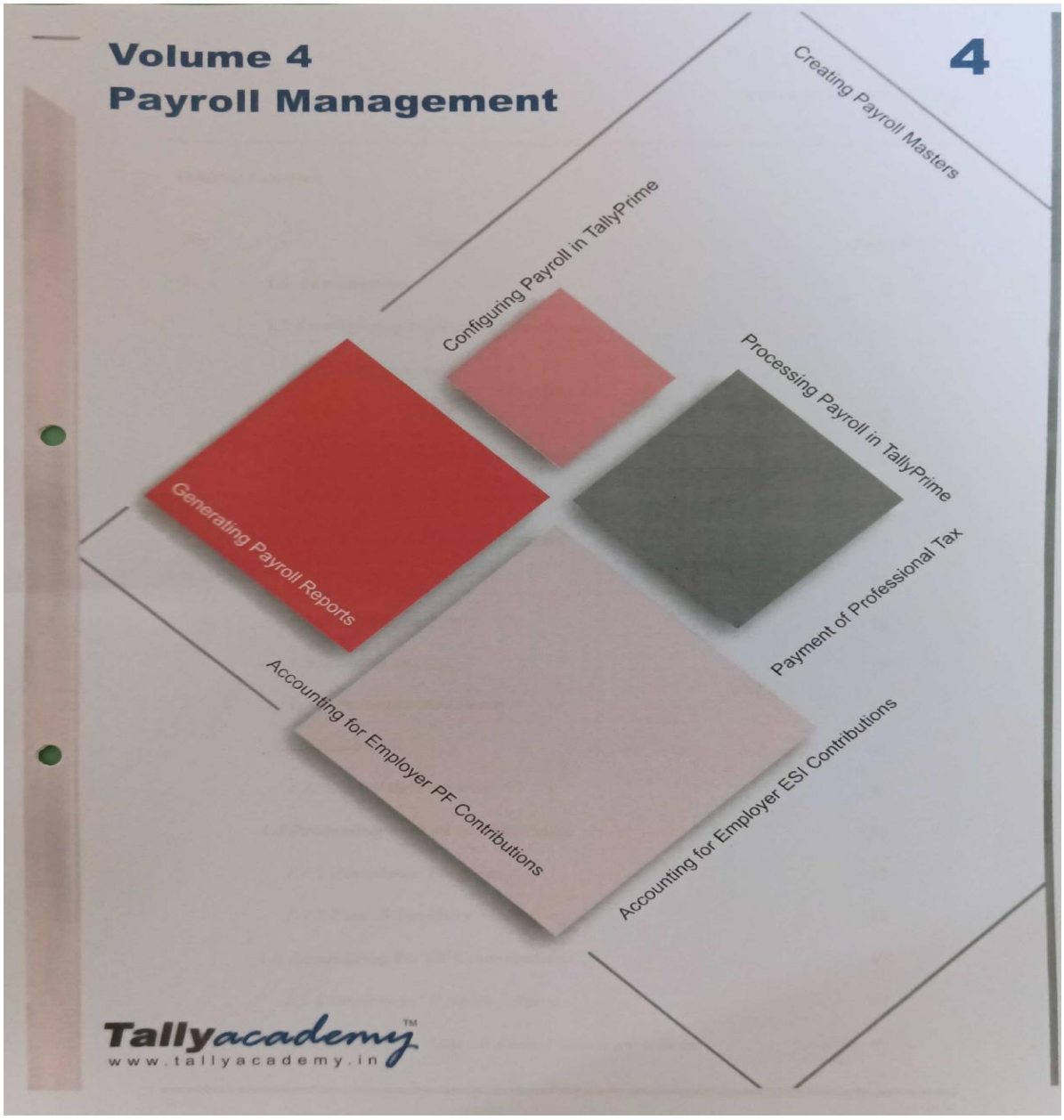
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MMES WOMEN'S ARTS & SCIENCE COLLEGE

DIPLOMA COURSE ADV.TALLY DETAILS

YEAR : 2019 - 2020

Adv.Tally : 53 Students

S.NO	STUDENTS NAME	DEPT/YR
1	GOWTHAMI.N	BBA/III
2	SOWMIYA.C	BBA/III
3	REVATHI.V	BBA/III
4	LEELAVATHI.M	BBA/III
5	POOJAPRIYA.S	BBA/III
6	ASHWITHA.S	BBA/III
7	JEVITHA.K	BBA/III
8	GULZAR.A	BBA/III
9	PADMA PRIYA.M	Bcom-G/I
10	PUSHPALATHA.R	Bcom-G/I
11	THENNARASI.R	BBA/III
12	ARSHIYA ANJUM.A	BBA/III
13	MONISHA.R	BBA/III
14	SRI DURGA.L	BBA/III
15	SINDHU.P	BBA/III
16	SUSHMITHA.B	Bcom-G/III
17	RAVINA.S	BBA/III
18	SARIGA.A	Bcom-G/II
19	ASWINI.C	Bcom-G/III
20	JANSI.K	BBA/III
21	GOMATHI.R	BSc-ISM/I
22	MYTHILI.P	BCA/II 'A'
23	KEERTHANA.V	Bcom-G/I
24	SNEGHA.B	Bcom-G/I
25	MADHUMITHA.R.B.	Bcom-G/I

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

TALLY ACADEMY CERTIFIED ADVANCED TALLY EXPERT
ENROLLMENT LIST - 2019-2020

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26	VINOTHINI.S	Bcom-G/I
27	POONGUIL.T	Bcom-G/II
28	ANITHA.V	Bcom-G/III
29	ROHINI.U	Bcom-G/III
30	PAVITHRA.R	Bcom-G/III
31	PAVITHRA.J	Bcom-G/III
32	SAJITHA FATHIMA.R	BBA/II
33	BHUVANESHWARI.S	BBA/II
34	PRIYADHARSHINI.S	BBA/II
35	YOGESHWARI.N	BBA/II
36	JABINA.S	BBA/II
37	TAMILARASI.V	BBA/III
38	DAMINI.K	BCA/II 'A'
39	KALAIVANI.V	Bcom-CA/II
40	GUNAVATHI.K.G.	Bcom-CA/III
41	KAVERI.P	Bcom-CA/III
42	MONIKA.D	BSc-ISM/I
43	BUSHRA ZUMRAIN	BCA/II 'A'

ONLY ADV.TALLY

1	SABITHA.S	BBA/III
2	ABIRAMI.M	BBA/III
3	SARANYA.M	BSc-ISM/III
4	JOTHIKA.M	BSc-ISM/III
5	DEEPIKA.G	BSc-ISM/III
6	SIVASAKTHI	Bcom-CA/I
7	SANDHIYA.S	BCom-CA/II
8	SUMATHI.R	BSc-ISM/III
9	VIDHYA.G	BSc-ISM/III
10	KASTHURI.B	BBA/II

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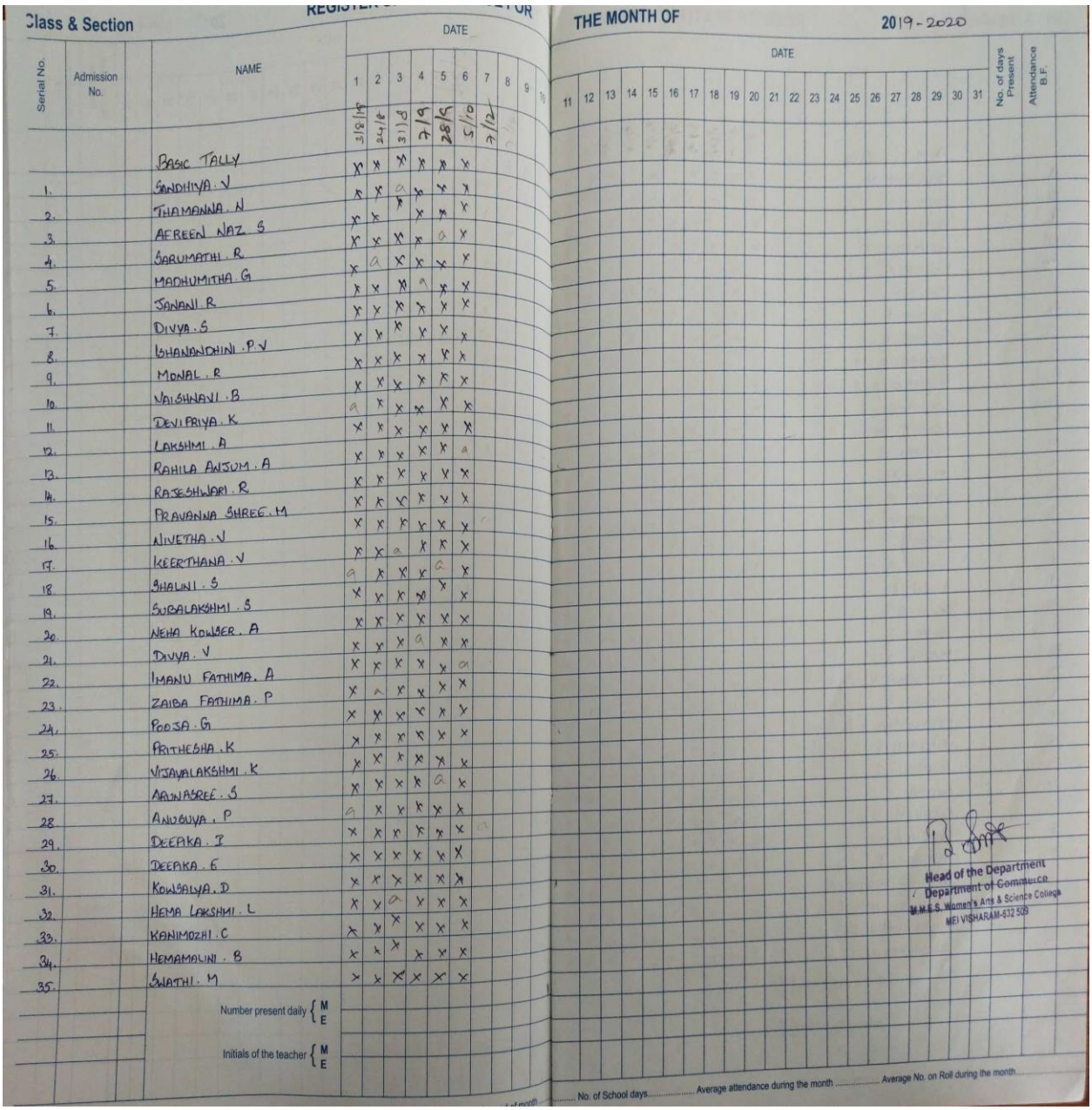


Class & Section — THE MONTH OF 2019 - 2020

Serial No.	Admission No.	NAME	1 (31/8)	2 (2/9)	3 (3/9)	4 (7/9)	5 (28/9)	6 (5/10)	7 (7/12)	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	No. of days Present	Attendance B.F.
		BASIC TALLY	X	X	X	X	X	X																										
1.		SANDHIYA. V	X	X	A	X	X	X																										
2.		THAMANNA. N	X	X	X	X	X	X																										
3.		AFREEN NAZ. S	X	X	X	X	A	X																										
4.		SARUMATHI. R	X	A	X	X	X	X																										
5.		MADHUMITHA G	X	X	X	A	X	X																										
6.		JANANI R	X	X	X	X	X	X																										
7.		DIVYA. S	X	X	X	X	X	X																										
8.		GHANANDHINI. P.V	X	X	X	X	X	X																										
9.		MONAL. R	X	X	X	X	X	X																										
10.		VAISHNAVI. B	A	X	X	X	X	X																										
11.		DEVIPRIYA. K	X	X	X	X	X	X																										
12.		LAKSHMI. A	X	X	X	X	X	A																										
13.		RAHILA ANJUM. A	X	X	X	X	X	X																										
14.		RAJESHWARI. R	X	X	X	X	X	X																										
15.		PRAVANNA SHREE. M	X	X	X	X	X	X																										
16.		NIVETHA. V	X	X	A	X	X	X																										
17.		KEERTHANA. V	A	X	X	X	A	X																										
18.		SHALINI. S	X	X	X	X	X	X																										
19.		SUBALAKSHMI. S	X	X	X	X	X	X																										
20.		NEHA KOWSER. A	X	X	X	A	X	X																										
21.		DIVYA. V	X	X	X	X	X	A																										
22.		IMANU FATHIMA. A	X	A	X	X	X	X																										
23.		ZAIBA FATHIMA. P	X	X	X	X	X	X																										
24.		POOJA. G	X	X	X	X	X	X																										
25.		PRITHESHA. K	X	X	X	X	X	X																										
26.		VIJAYALAKSHMI. K	X	X	X	X	A	X																										
27.		ARJUNASREE. S	A	X	X	X	X	X																										
28.		ANUSUYA. P	X	X	X	X	X	X																										
29.		DEEPIKA. I	X	X	X	X	X	X																										
30.		DEEPIKA. G	X	X	X	X	X	X																										
31.		KOWSALYA. D	X	X	A	X	X	X																										
32.		HEMA LAKSHMI. L	X	X	X	X	X	X																										
33.		KANIMOZHI. C	X	X	X	X	X	X																										
34.		HEMAMALINI. B	X	X	X	X	X	X																										
35.		SWATHI. M	X	X	X	X	X	X																										

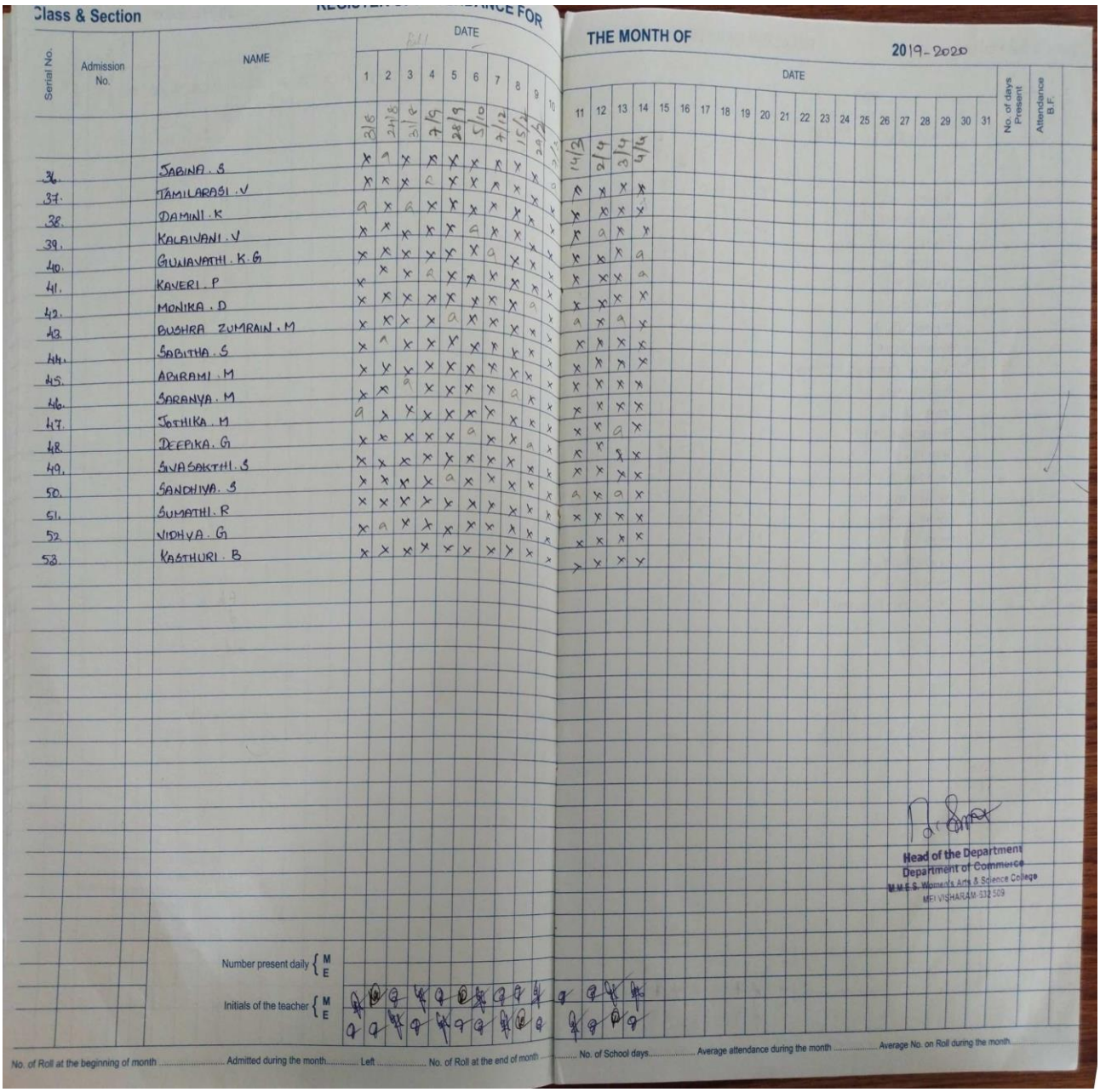
Number present daily { M / E

Initials of the teacher { M / E

Head of the Department
Department of Commerce
M.M.E.S. Women's Arts & Science College
MELVISHARAM-632 509

..... No. of School days ..... Average attendance during the month ..... Average No. on Roll during the month .....

NAAC – SSR CYCLE -I **1.2.1 Tally Course Attendance**
1.2 Academic Flexibility **Year : 2019- 2020**



Class & Section

THE MONTH OF 2019-2020

Serial No.	Admission No.	NAME
36.		SABINA . S
37.		TAMILARASI . V
38.		DAMINI . K
39.		KALAIVANI . V
40.		GUNAVATHI . K . G
41.		KAVERI . P
42.		MONIKA . D
43.		BUSHRA ZUMRAIN . M
44.		SABITHA . S
45.		ABIRAMI . M
46.		SARANYA . M
47.		JOTHIKA . M
48.		DEEPIKA . G
49.		SIVASAKTHI . S
50.		SANDHIYA . S
51.		SUMATHI . R
52.		VIDHYA . G
53.		KASTHURI . B

DATE: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

No. of days Present

Attendance B.F.

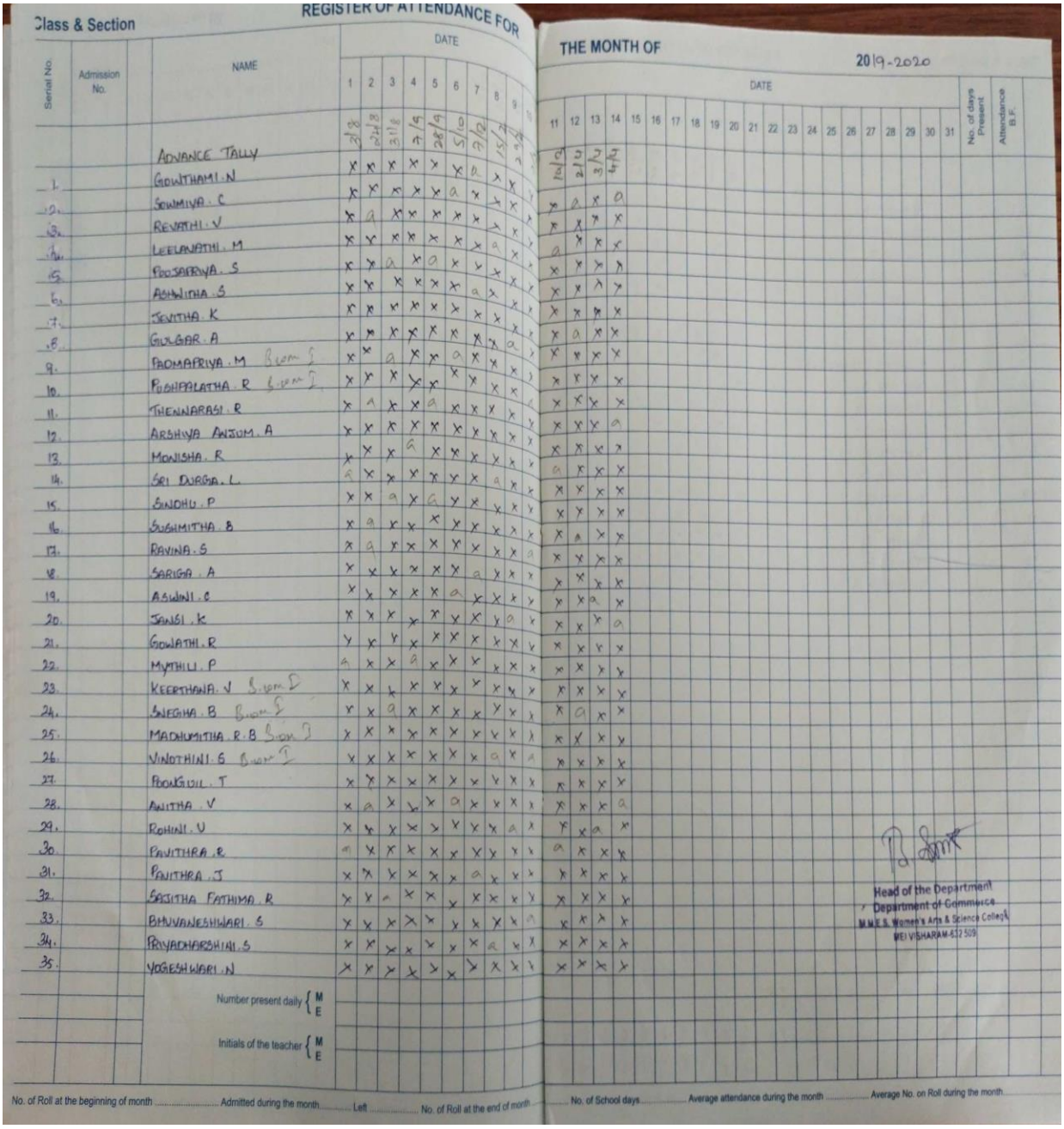
Number present daily { M E

Initials of the teacher { M E

No. of Roll at the beginning of month ..... Admitted during the month..... Left ..... No. of Roll at the end of month ..... No. of School days..... Average attendance during the month ..... Average No. on Roll during the month.....

Head of the Department
Department of Commerce
M.M.E.S. Women's Arts & Science College
MELVISHARAM-632 509

NAAC – SSR CYCLE -I **1.2.1 Tally Course Attendance**
1.2 Academic Flexibility **Year : 2019- 2020**



REGISTER OF ATTENDANCE FOR THE MONTH OF 2019-2020

Class & Section

ADVANCE TALLY

Serial No.	Admission No.	NAME
1.		GOWTHAMI.N
2.		SOWMIYA.C
3.		REVATHI.V
4.		LEELAVATHI.M
5.		ROSARIYA.S
6.		ASWINIA.S
7.		JEVITHA K
8.		GULGAR A
9.		PADMAPRIYA.M B.com I
10.		PUSHPALATHA.R B.com I
11.		THENNARASI R
12.		ARSHIYA ANJUM.A
13.		MONISHA.R
14.		SRI DURGA.L
15.		SINDHU.P
16.		SUSHMITHA.B
17.		RAVINA.S
18.		SARIGA.A
19.		ASWINI.C
20.		JANSI.K
21.		GOWATHI.R
22.		MYTHILI.P
23.		KEERTHANA.V B.com II
24.		SNEGHA.B B.com II
25.		MADHUMITHA.R.B B.com II
26.		VINOTHINI.S B.com II
27.		PONGUZHL.T
28.		ANITHA.V
29.		ROHINI.V
30.		PAVITHRA.R
31.		PAVITHRA.J
32.		SASITHA FATHIMA.R
33.		BHUVANESHWARI.S
34.		PRIYADHARSHINI.S
35.		YOGESHWARI.N

Number present daily { M / E

Initials of the teacher { M / E

No. of Roll at the beginning of month ..... Admitted during the month ..... Left ..... No. of Roll at the end of month ..... No. of School days ..... Average attendance during the month ..... Average No. on Roll during the month .....

Head of the Department
Department of Commerce
M.M.E.S. Women's Arts & Science College
MELVISHARAM-632 509

SAMPLE CERTIFICATE

Tallyacademy™ CERTIFIED Advanced Tally Expert

Certificate of Excellence

MONISHA .R

has successfully completed the requirements to be recognized as a

TallyAcademy Certified Advanced Tally Expert on Tally.ERP 9

Grade : B
Certificate No : TAC-2000004117

Authorised Signatory

www.tallyacademy.in

Tallyacademy™ CERTIFIED Advanced Tally Expert

Certificate of Excellence

RINDHIYA.R

has successfully completed the requirements to be recognized as a

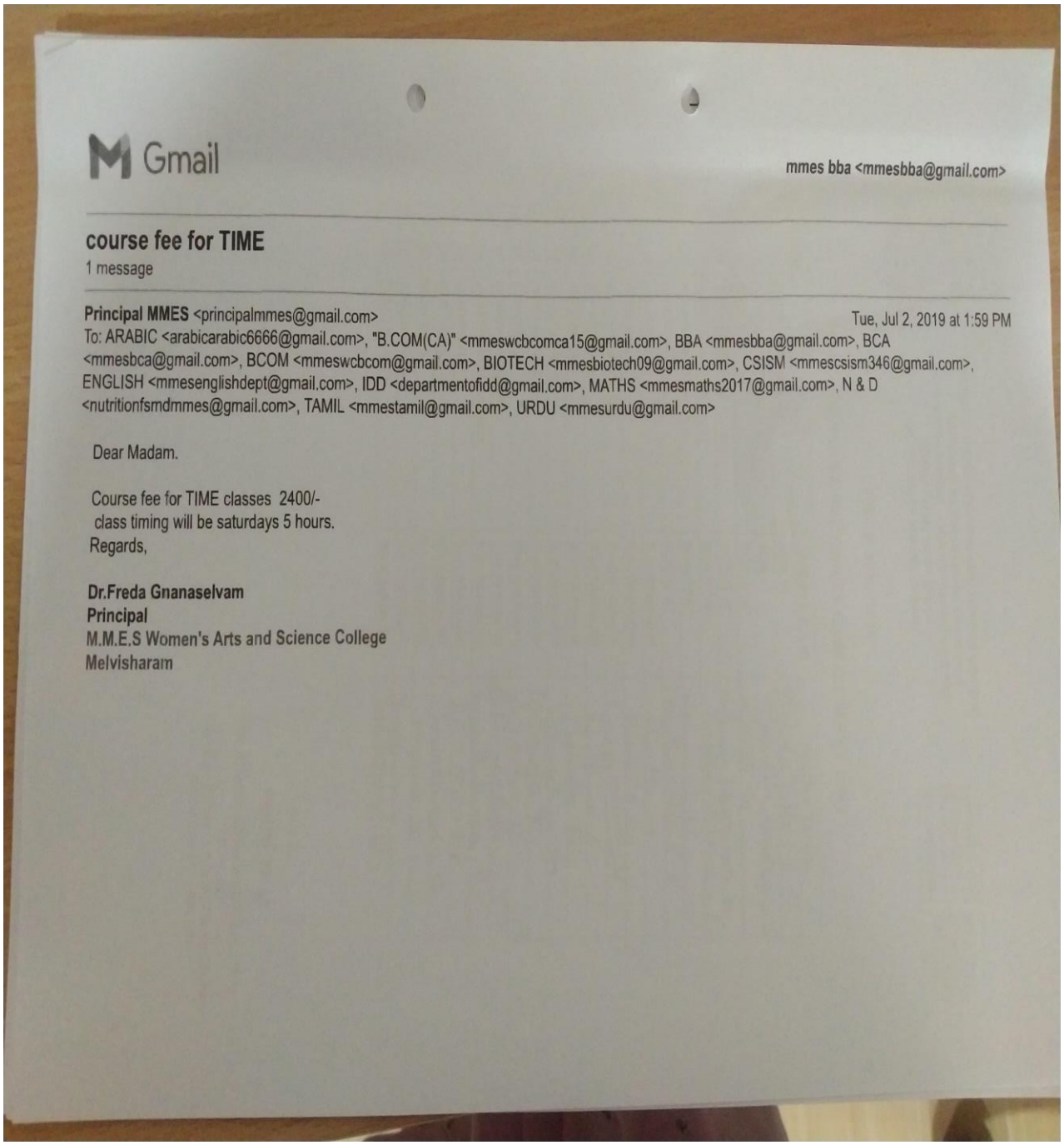
TallyAcademy Certified Advanced Tally Expert on Tally.ERP 9

Grade A
Certificate No TAC-2100005100

Authorised Signatory

www.tallyacademy.in

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509



Gmail

mmes bba <mmesbba@gmail.com>

course fee for TIME

1 message

Principal MMES <principalmmes@gmail.com> Tue, Jul 2, 2019 at 1:59 PM
To: ARABIC <arabicarabic6666@gmail.com>, "B.COM(CA)" <mmeswcbcomca15@gmail.com>, BBA <mmesbba@gmail.com>, BCA <mmesbca@gmail.com>, BCOM <mmeswcbcom@gmail.com>, BIOTECH <mmesbiotech09@gmail.com>, CSISM <mmescsism346@gmail.com>, ENGLISH <mmesenglishdept@gmail.com>, IDD <departmentofidd@gmail.com>, MATHS <mmesmaths2017@gmail.com>, N & D <nutritionfsmdmmes@gmail.com>, TAMIL <mmestamil@gmail.com>, URDU <mmesurdu@gmail.com>

Dear Madam.

Course fee for TIME classes 2400/-
class timing will be saturdays 5 hours.
Regards,

Dr.Freda Gnanaselvam
Principal
M.M.E.S Women's Arts and Science College
Melvisharam

MMES WOMEN'S ARTS & SCIENCE COLLEGE

TIMES INSTITUTE DETAILS

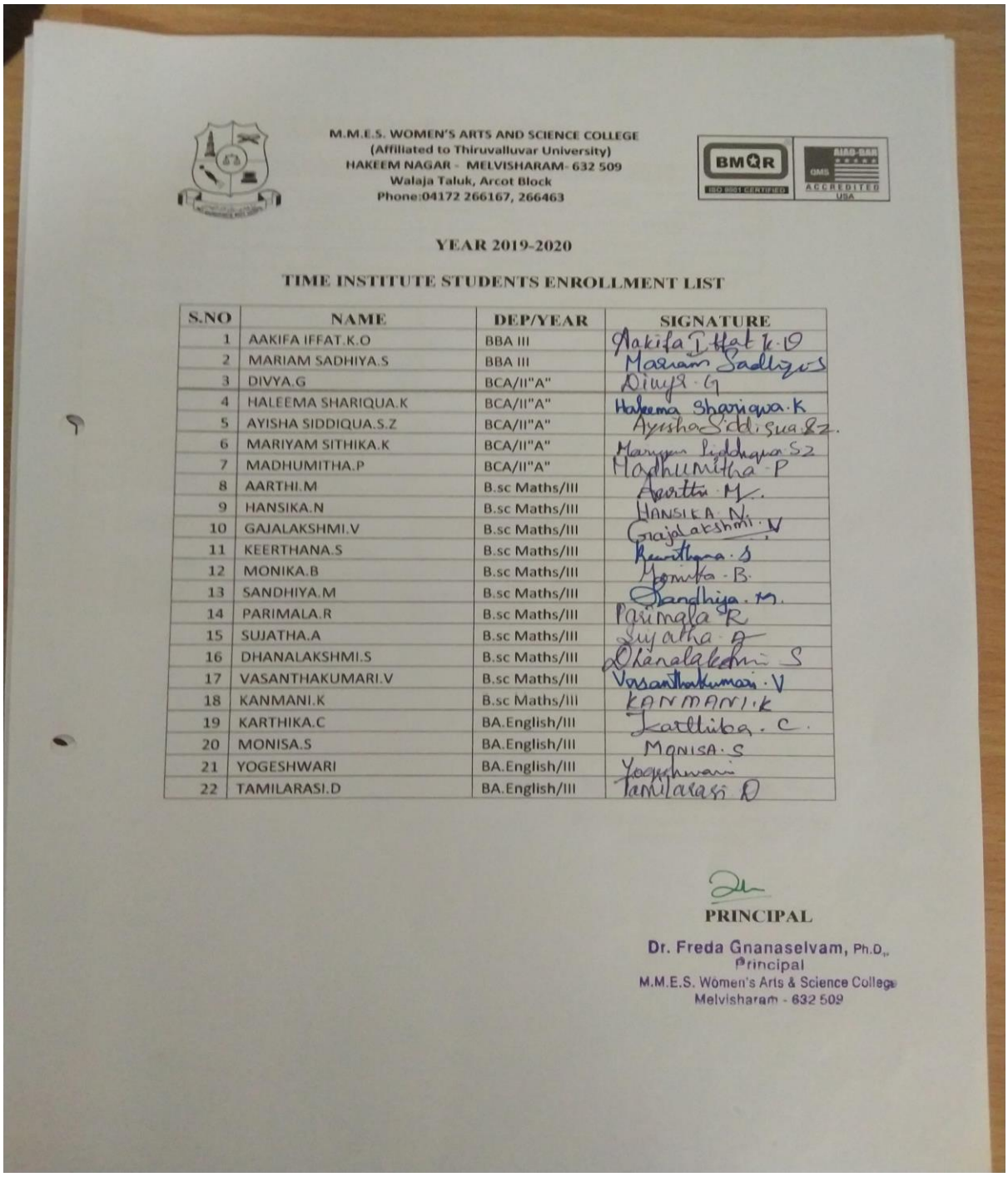
YEAR : 2019 - 2020

TIMES INSTITUTE : 22 Students

29

S.NO	STUDENTS NAME	DEPT/YR
1	AAKIFA IFFAT.K.O.	BBA/III
2	MARIAM SADHIYA.S	BBA/III
3	DIVYA.G	BCA/II 'A'
4	HALEEMA SHARIQUA.K	BCA/III 'A'
5	AYISHA SIDDIQUA.S.Z.	BCA/III 'A'
6	MARIAM SITHIKA.K	BCA/III 'A'
7	MADHUMITHA.P	BCA/III 'A'
8	AARTHI.M	BSc-Maths/III
9	HANSIKA.N	BSc-Maths/III
10	GAJALAKSHMI.V	BSc-Maths/III
11	KEERTHANA.S	BSc-Maths/III
12	MONIKA.B	BSc-Maths/III
13	SANDHIYA.M	BSc-Maths/III
14	PARIMALA.R	BSc-Maths/III
15	SUJATHA.A	BSc-Maths/III
16	DHANALAKSHMI.S	BSc-Maths/III
17	VASANTHAKUMARI.V	BSc-Maths/III
18	KANMANI.K	BSc-Maths/III
19	KARTHIKA.C	BA-English/III
20	MONISA.S	BA-English/III
21	YOGESHWARI	BA-English/III
22	TAMILARASI.D	Bcom-CA/III

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509



M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE
(Affiliated to Thiruvalluvar University)
HAKEEM NAGAR - MELVISHARAM- 632 509
Walaja Taluk, Arcot Block
Phone:04172 266167, 266463

YEAR 2019-2020

TIME INSTITUTE STUDENTS ENROLLMENT LIST

S.NO	NAME	DEP/YEAR	SIGNATURE
1	AAKIFA IFFAT.K.O	BBA III	Aakifa Iffat K.O
2	MARIAM SADHIYA.S	BBA III	Mariam Sadhiya.S
3	DIVYA.G	BCA/II"A"	Divya.G
4	HALEEMA SHARIQUA.K	BCA/II"A"	Haleema Shariqua.K
5	AYISHA SIDDIQUA.S.Z	BCA/II"A"	Ayisha Siddiqua S.Z.
6	MARIYAM SITHIKA.K	BCA/II"A"	Mariyam Sithika.S.Z
7	MADHUMITHA.P	BCA/II"A"	Madhumitha.P
8	AARTHI.M	B.sc Maths/III	Aarthi.M.
9	HANSIKA.N	B.sc Maths/III	HANSIKA.N.
10	GAJALAKSHMI.V	B.sc Maths/III	Gajalakshmi.V
11	KEERTHANA.S	B.sc Maths/III	Keerthana.S
12	MONIKA.B	B.sc Maths/III	Monika.B.
13	SANDHIYA.M	B.sc Maths/III	Sandhiya.M.
14	PARIMALA.R	B.sc Maths/III	Parimala.R
15	SUJATHA.A	B.sc Maths/III	Sujatha.A
16	DHANALAKSHMI.S	B.sc Maths/III	Dhanalakshmi.S
17	VASANTHAKUMARI.V	B.sc Maths/III	Vasanthakumari.V
18	KANMANI.K	B.sc Maths/III	KANMANI.K
19	KARTHIKA.C	BA.English/III	Karthika.C.
20	MONISA.S	BA.English/III	MONISA.S
21	YOGESHWARI	BA.English/III	Yogeshwari
22	TAMILARASI.D	BA.English/III	Tamilarasi.D

PRINCIPAL

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE
ffiliated to Thiruvalluvar University)
HAKEEM NAGAR - MELVISHARAM- 632 509
Walaja Taluk, Arcot Block
Phone:04172 266167, 266463

TIME COURSE ATTENDANCE

S.NO	NAME	DEP/YEAR	2-Nov	9-Nov	16-Nov	16-Nov	23-Nov	30-Nov	7-Dec	14-Dec	14-Dec	21-Dec	28-Dec	4-Jan	18-Jan	25-Jan	1-Feb	8-Feb	15 Feb	22 Feb	29 Feb
1	AAKIFA IFFAT.K.O	BBA III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2	MARIAM SADHIYA.S	BBA III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3	DIVYA.G	BCA/II"A"	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4	HALEEMA SHARIQUA.K	BCA/II"A"	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
5	AYISHA SIDDIQUA.S.Z	BCA/II"A"	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
6	MARIYAM SITHIKA.K	BCA/II"A"	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
7	MADHUMITHA.P	BCA/II"A"	X	X	X	X	X	X	X	X	X	X	a	X	X	X	X	X	X	X	X
8	AARTHI.M	B.sc Maths/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
9	HANSIKA.N	B.sc Maths/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
10	GAJALAKSHMI.V	B.sc Maths/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
11	KEERTHANA.S	B.sc Maths/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	a
12	MONIKA.B	B.sc Maths/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
13	SANDHIYA.M	B.sc Maths/III	X	X	a	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
14	PARIMALA.R	B.sc Maths/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
15	SUJATHA.A	B.sc Maths/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
16	DHANALAKSHMI.S	B.sc Maths/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
17	VASANTHAKUMARI.V	B.sc Maths/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
18	KANMANI.K	B.sc Maths/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
19	KARTHIKA.C	BA.English/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
20	MONISA.S	BA.English/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
21	YOGESHWARI	BA.English/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
22	TAMILARASI.D	BA.English/III	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

PRINCIPAL
Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

MMES COLLEGE CET - SYLLABUS DETAILS 2019 - 2020

DATE	FACULTY	SYLLABUS
03-08-2019	ATHIRA	Number and letter series
24-08-2019	ATHIRA	Blood relations
31-08-2019	PRIYA	Speed maths, Simplification
07-09-2019	PRIYA	Simple equations, Ratio proportion and variation
14-09-2019	ATHIRA	Symbols and notations
28-09-2019	ATHIRA	Linear Arrangement, Circular arrangements
19-10-2019	GRACIA	Basics
19-10-2019	GRACIA	Exercise 1
07-12-2019	ATHIRA	Coding and decoding
07-12-2019	ATHIRA	Direction sense
15-02-2020	ATHIRA	Input output
15-02-2020	ATHIRA	Puzzles
22-02-2020	NIVETHITHA	Averages mixture alligations, Profit and loss
22-02-2020	NIVETHITHA	Percentage, Simple and Compound interest
29-02-2020	ATHIRA	Nonverbal reasoning
29-02-2020	ATHIRA	Nonverbal reasoning

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VALUE ADDED COURSES - SYLLABUS

Course Name	**COMMUNICATION AND SOFT SKILLDEVELOPMENT**
Course Code	**VASD04**
Duration	**30 Hours**
Offered by	**Department of English (2019-2020)**

L	T	P	C
26	4		

COURSE OBJECTIVES

1. To build vocabulary and know its usages in day today life
2. To exhibit one's ability by using a language in a real world
3. To bring out an importance of communication
4. To enhance the employability
5. To build transferable soft skill that helps career growth and development

COURSE OUTCOME

After completing the course pupil will be able to:

1. Adapt many new words and phrases as habitual
2. Find out their mistakes and can be rectified
3. Promote the leadership quality, it helps them to become altruistic
4. Achieve real world linguistic task and use them in day today talks ensure that they can enhance job skills

SYLLABUS

Unit-I (Spelling Rules)

1. One word substitution
2. The Formation of words
3. Words confused or misused

Unit-2 (Verbal Ability)

1. Parajumbles
2. Cloze test
3. Odd one out
4. Sentence improvement

Unit-3 (Speeches & Presentations)

1. How to make an Effective Speech?
2. Preparation for the speech
3. Opening and Closing presentation
4. Strategy of presentation

Unit-4 (Handing of Conflicts)

1. Concept and Features of conflict
2. Conflict Defense
3. Behaviour Change
4. Conflict Anxiety
5. Conflict Resolution

Unit-5 (Personality of the New Millennium)

1. The Reasons why a Man Fails
2. Indian way of a successful personality
3. Mind versus Mindset
4. Boldness.

REFERENCE

Bhatia, R. (2013). *Personality Development.* New Delhi: Ane Books Pvt.Ltd.

Disha. (n.d.). *Disha's Tips and Techniques in English for Competitive Exams.* New Delhi: Disha Publication Inc.

Rao, N. (n.d.). *High School English Grammar and Composition.* New Delhi: S. CHAND & Company Ltd.

Dr. Freda Gnanaselvam, Ph.D.,
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Melvisharam - 632 509

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115

STUDENTS ENROLMENT DETAIL 2019-2020

Course Name	Communication and Softskill Development
Course Code	VASD04

S.No	Name of the Student	Department	Signature
1	SHAKIRA .J	I BBA	
2	MOHSINA KHATHOON .E	I BBA	
3	KOKILA .M	I BBA	
4	VANISHREE .P	I BBA	
5	BHUVANESHWARI .M	I BBA	
6	ANU .A	I BBA	
7	KAVIYA .P	I BBA	
8	DIVYA .R	I BBA	
9	KOWSALYA .A	I BBA	
10	PRIYADHARSHINI. S	I BBA	
11	SOWMIYA.V	I BCA	
12	THILOTHAMMA.M	I BCA	
13	LUBNA.Z	I BCA	
14	DHANALAKSHMI.A	I BCA	
15	SHAZIYA.J	I BCA	
16	ANGELIN SALANA SWEETY.R	I BCA	
17	SANGAVI.N	I BCA	
18	JANANI.K	I BCA	

19	KOMATHI.G	I BCA	
20	KAMALEESHWARI.R	I BCA	
21	YOGASELVI.A	I BCA	
22	HALIMA SADIYA.M	I BCA	
23	MONIKA.S	I BCA	
24	SHOBANA.M	I BCA	
25	LAVANYA.D	I BCA	
26	DHIVYA.S.V	I BCA	
27	DHIVYA DHARSHINI .K	I B.COM	
28	PREETHIGA .R	I B.COM	
29	HARITHA .D	I B.COM	
30	SINDHUJA .V	I B.COM	
31	FATHIMA TASNEEM .A	I B.COM	
32	AFRIN SULTHANA .N	I B.COM	
33	SRIMATHI .B	I B.COM	
34	GAYATHRI .K	I B.COM	
35	HEMA DHARSHINI .U	I B.COM	
36	YAMUNA.K	I B.COM(CA)	
37	SHARMILA.V	I B.COM(CA)	
38	AISWARYA.S	I B.COM(CA)	
39	ASWINI.B	I B.COM(CA)	
40	SINDU.A	I B.COM(CA)	
41	THABASUM BEGUM.A	I B.COM(CA)	
42	MONISHA.S	I B.COM(CA)	
43	INDIRA.R	I B.COM(CA)	

44	DEEPIKA.K	I B.COM(CA)	Deepika . k.
45	HEMALATHA. J	I B.Sc BIOTECHNOLOGY	Hemalatha . J.
46	SWARNAPRIYA. B	I B.Sc BIOTECHNOLOGY	Swarnapriya B.
47	JAGADEESHWARI. J	I B.Sc BIOTECHNOLOGY	Jagadeshwari J
48	RESHMA.Y	I B.Sc BIOTECHNOLOGY	Reshma . Y .
49	ZAHEDHA.K	I B.Sc., CS	Zahedha . K
50	DEVI PRIYA.M	I B.Sc., CS	Devi Priya . M
51	AFRIN.R	I B.Sc., CS	Afrin . R.
52	JAYASUDHA.R.V	I B.Sc., CS	Jayasudha . R. V
53	DIVYA.S	I B.Sc., CS	Divya . S
54	SUPRIYA.N.S	I B.Sc., CS	Supriya . S .
55	POOJA.S	I B.Sc., CS	Pooja . S
56	YAMUNA.G	I B.Sc., CS	Yamuna . G
57	BHUVANESHWARI.A	I B.Sc., CS	Bhuvaneshwari: A
58	DIVYA.K	I B.Sc., CS	Divya . K
59	SHURUTHI.M	I B.Sc., CS	Shuruthi: M
60	DIVYADHARSHINI.M	I B.Sc., CS	Shamila R
61	SHARMILA.R	I B.Sc., CS	Sharmila . R
62	KOTHAI.S	I B.Sc., CS	Kothai . S .
63	YOGESHWARI S	I B.Sc., IDD	Yogeshwari s
64	R AAMINA KOWNAINE	I B.Sc., IDD	Aamina Kownaine
65	S SUVAIBA	I B.Sc., IDD	Raihaynath
66	RAIHAYNATH	I B.Sc., IDD	Raihaynath
67	LAVANYA J	I B.Sc., IDD	Lavanya . J
68	SHRIDHARSHINI S	I B.Sc., IDD	Shridharshini . S

69	GAYATHRI G	I B.Sc., IDD	Gayathri G.
70	JEEVITHA S	I B.Sc., IDD	Jeevitha. S
71	UMMU SALMA S	I B.Sc., IDD	Ummu Salma S
72	H TAMILSELVI	I B.Sc., IDD	Tamilselvi. H
73	NANDHINI.M	I M.Sc., MATHEMATICS	Nandhini. M
74	THASLEEMA BEGUM.S	I M.Sc., MATHEMATICS	Thasleema Begum. S
75	JAYABOOSHANAM.B	I M.Sc., MATHEMATICS	JayaBooshanam B
76	PREETHA.S	I M.Sc., MATHEMATICS	Preetha. S.
77	SANTHIYA.S	I M.Sc., MATHEMATICS	Santhiya. S
78	MONISHA.V	I M.Sc., MATHEMATICS	Monisha V.
79	PENNARASI.V	I M.Sc., MATHEMATICS	Pennarasi. V.

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE

HAKEEM NAGAR, MELVISHARAM -632509

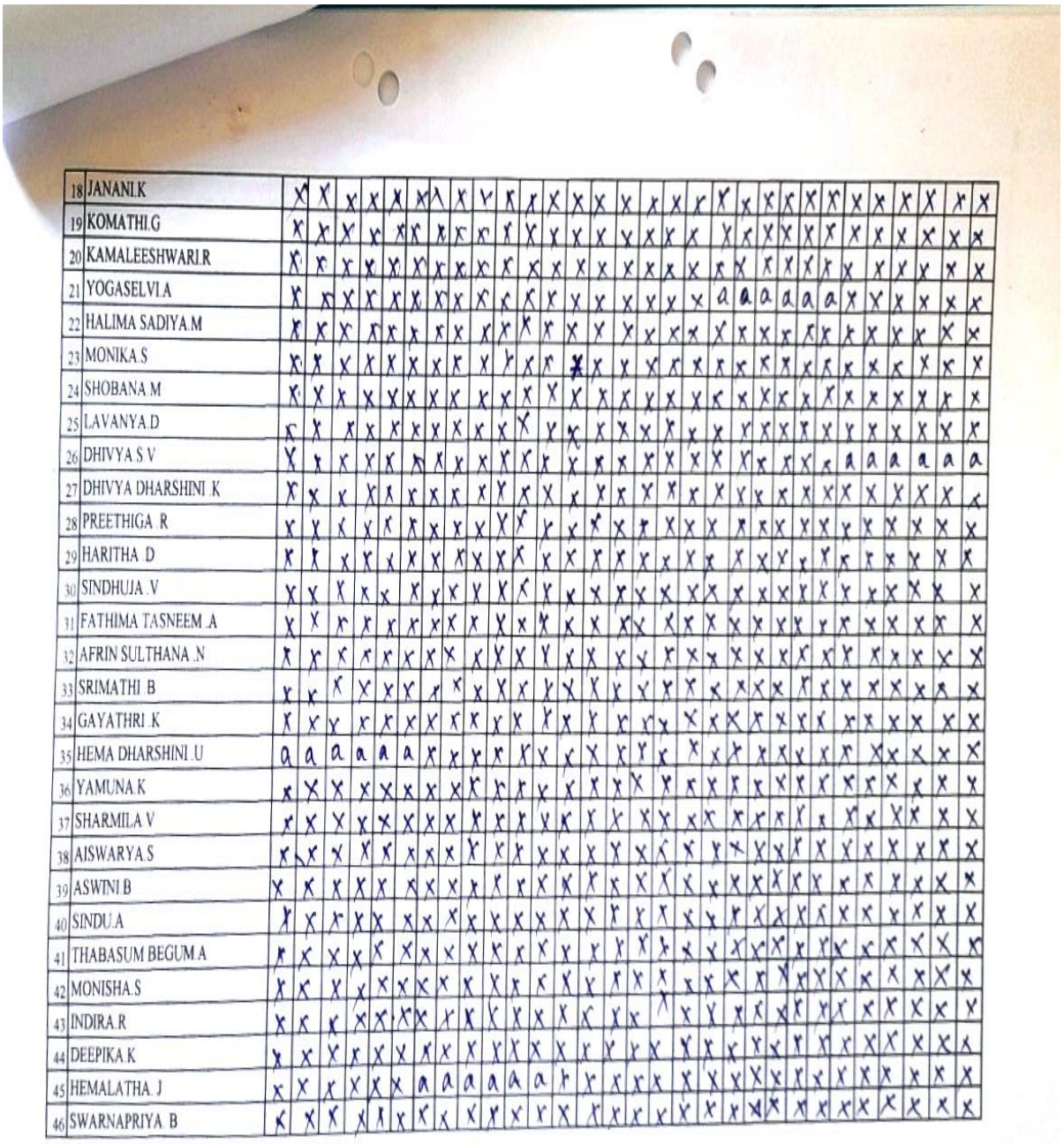
(Affiliated to Thiruvalluvar University)

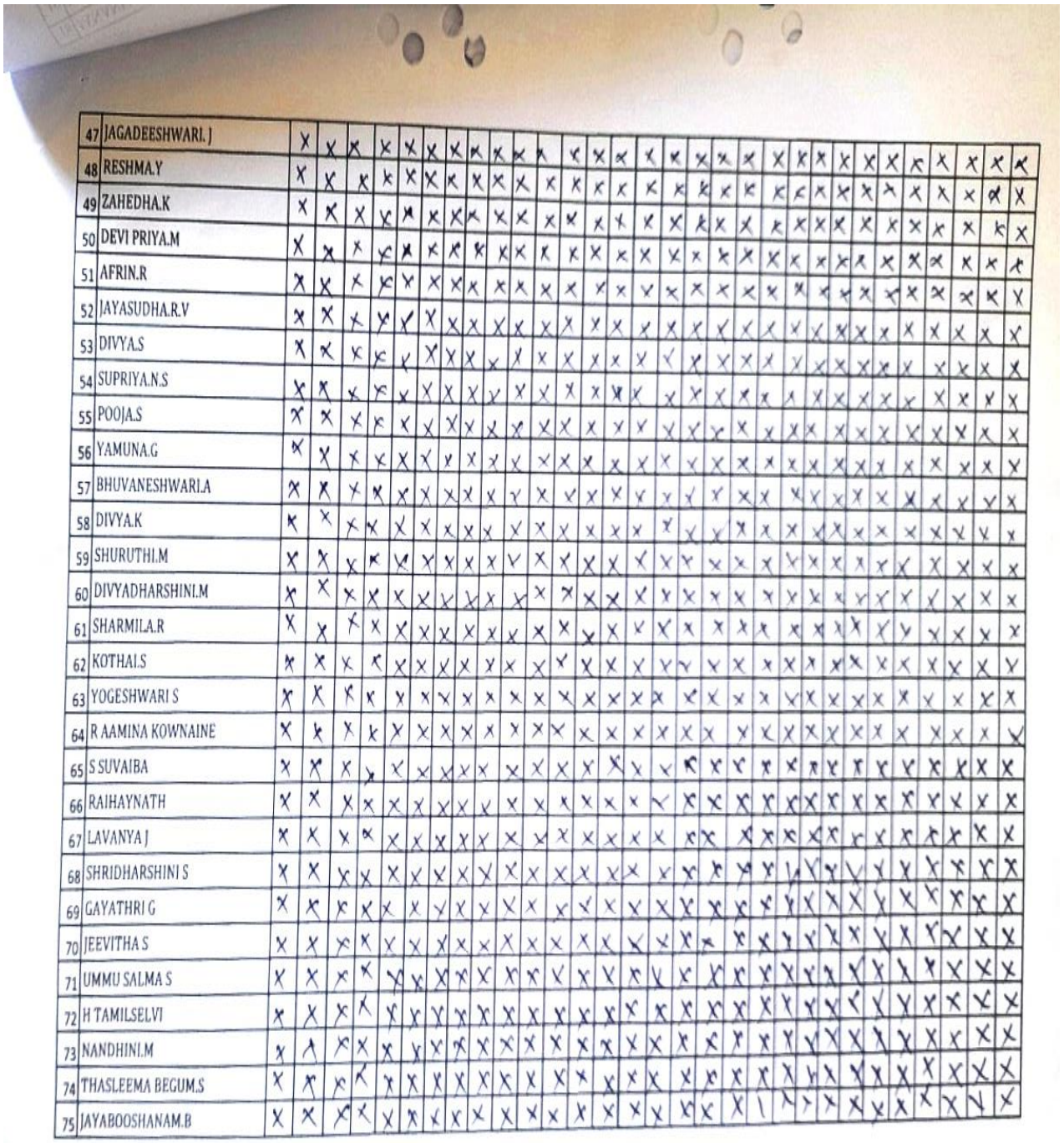
Walaja Taluk, Arcot Block.Phone 04172 266167, 266463

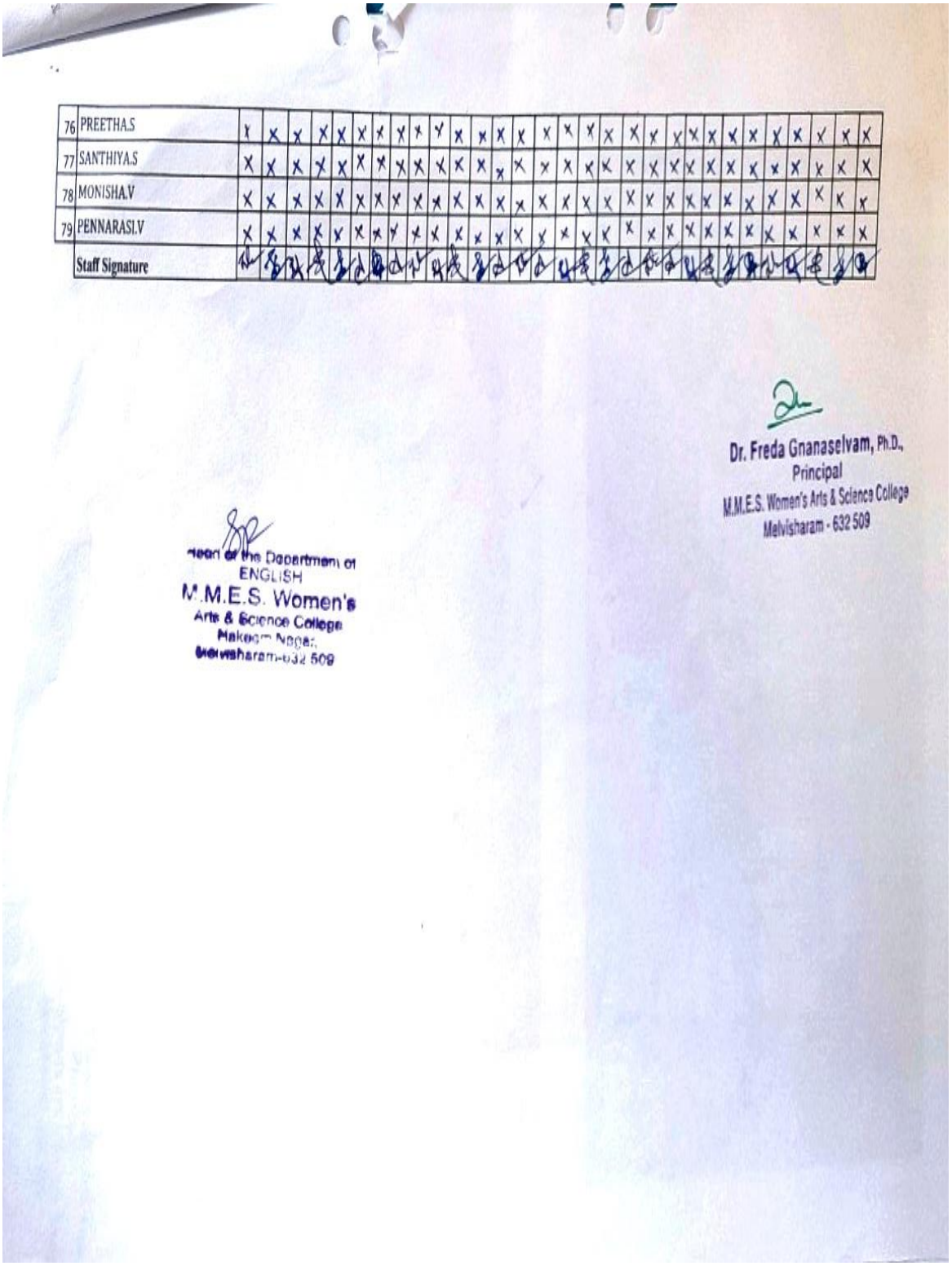
ATTENDANCE SHEET- 2019- 2020 (EVEN)

Course Name :COMMUNICATION AND SOFT SKILL DEVELOPMENT Course Code: VASD04

S.No	Student Name	14.12.2019	21.12.2019	28.12.2019	04.01.2020	25.01.2020
1	SHAKIRA J					
2	MOHSINA KHATHOON E					
3	KOKILA M					
4	VANISHREE P					
5	BHUVANESHWARI M					
6	ANU A					
7	KAVIYA P					
8	DIVYA R					
9	KOWSALYA A					
10	PRIYADHARSHINI S					
11	SOWMIYA V					
12	THILOTHAMMA M					
13	LUBNA Z					
14	DHANALAKSHMI A					
15	SHAZIYA J					
16	ANGELIN SALANA SWEETY R					
17	SANGAVI N					


18 JANANI.K
19 KOMATHI.G
20 KAMALEESHWARI.R
21 YOGASELVI.A
22 HALIMA SADIYA.M
23 MONIKA.S
24 SHOBANA.M
25 LAVANYA.D
26 DHIVYA.S.V
27 DHIVYA DHARSHINI .K
28 PREETHIGA .R
29 HARITHA .D
30 SINDHUJA .V
31 FATHIMA TASNEEM .A
32 AFRIN SULTHANA .N
33 SRIMATHI .B
34 GAYATHRI .K
35 HEMA DHARSHINI .U
36 YAMUNA.K
37 SHARMILA.V
38 AISWARYA.S
39 ASWINI.B
40 SINDU.A
41 THABASUM BEGUM.A
42 MONISHA.S
43 INDIRA.R
44 DEEPIKA.K
45 HEMALATHA .J
46 SWARNAPRIYA .B


47 JAGADEESHWARI. J
48 RESHMA.Y
49 ZAHEDHA.K
50 DEVI PRIYA.M
51 AFRIN.R
52 JAYASUDHA.R.V
53 DIVYA.S
54 SUPRIYA.N.S
55 POOJA.S
56 YAMUNA.G
57 BHUVANESHWARI.A
58 DIVYA.K
59 SHURUTHI.M
60 DIVYADHARSHINI.M
61 SHARMILA.R
62 KOTHAI.S
63 YOGESHWARI S
64 R AAMINA KOWNAINE
65 S SUVAIBA
66 RAIHAYNATH
67 LAVANYA J
68 SHRIDHARSHINI S
69 GAYATHRI G
70 JEEVITHA S
71 UMMU SALMA S
72 H TAMILSELVI
73 NANDHINI.M
74 THASLEEMA BEGUM.S
75 JAYABOOSHANAM.B



76	PREETHA.S	
77	SANTHIYA.S	
78	MONISHA.V	
79	PENNARASI.V	
	Staff Signature	

Dr. Freda Gnanaselvam, Ph.D.,
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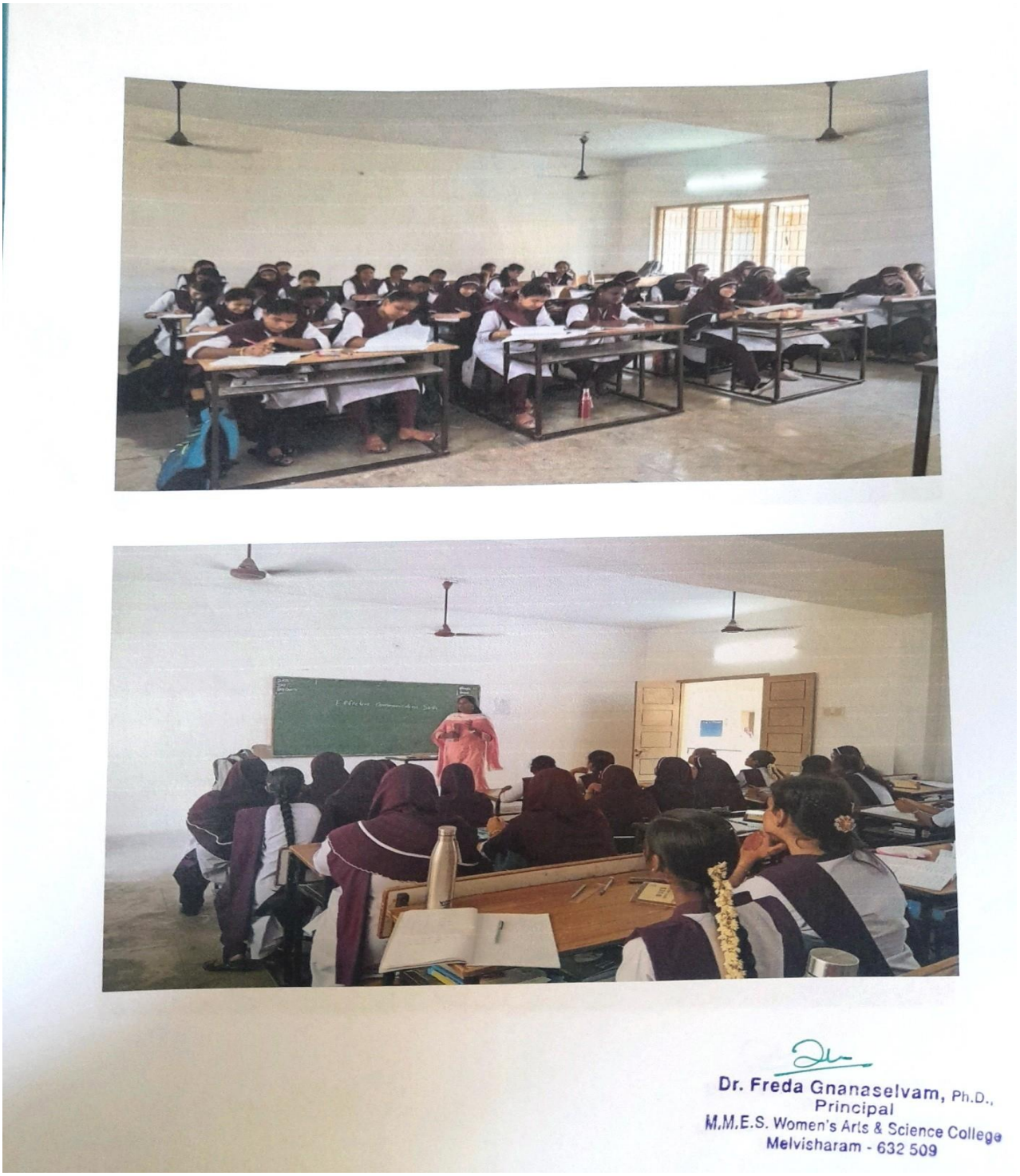
Melvisharam - 632 509

Head of the Department of
ENGLISH
M.M.E.S. Women's
Arts & Science College
Hakeem Nagar,
Melvisharam-632 509



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Walaja Taluk. Phone 04172 266167, 266463

Course Name	Communication and Soft skill Development
Course Code	VASD04
Marks	25

ANSWER ALL THE QUESTIONS **(MARKS: 25)**

1. The extra dirt was a key buttress to the foundation. Buttress means
   a. Limiting factors
   b. Support
   c. Overwhelming condition
   d. Obstacle
2. The Cathode of a battery was removed. Cathode means
   a. Positive pole
   b. Negative pole
   c. Neutral pole
   d. Opposite pole
3. The attorney accused the witness of defaming the defendant. Defaming means
   a. Killing
   b. Badgering
   c. Suffocating
   d. Slandering
4. The Scientist was able to evoke powerful emotions from her audience. Evoke means
   a. Sell
   b. Calm
   c. Call forth
   d. Exaggerate
5. The official exhibited a headless attitude when dealing with the dignitaries. Headless means
   a. Thoughtless
   b. Pleasant
   c. Friendly
   d. Bitter
6. Threats to efficient community communication are related to the value of
   a. Equity
   b. Power
   c. Education
   d. Freedom
7. To gain a good vocabulary for effective communication, learners should depend upon,
   a. Teachers
   b. Backbenchers
   c. Their own initiatives

b. Backbenchers
c. Their own initiatives
d. Outside tutors

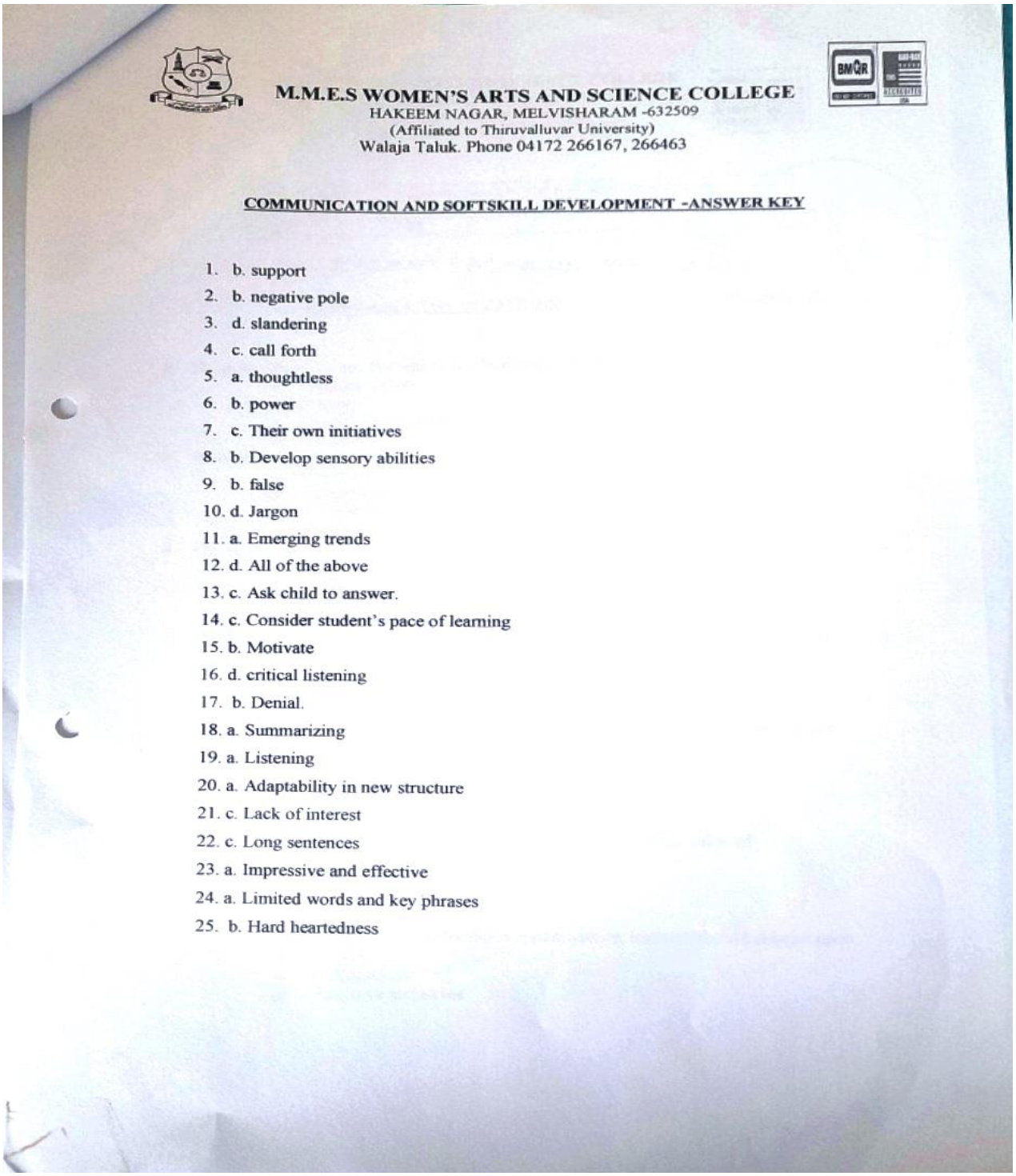
8. What purpose can be served by story telling
   a. Coordinating performance with other thematic areas
   b. Develop sensory abilities
   c. Expressing orally using simple intonation and vowels, consonants, syllables and slurred voices.
   d. Improve basic understanding of the subject matter.
9. Sign language can be defined as communication using on us hands
   a. True
   b. False
10. --------- means language full of technical or special words
   a. Colloquialism
   b. Abbreviation
   c. Pedantic words
   d. jargon
11. ---------are the state-of- the art technologies, which gain popularity and set a new trend among users,
   a. Emerging trends
   b. Popular trends
   c. Trends
   d. None of the above
12. Example of Artificial Intelligence
   a. Google now
   b. Cortana
   c. Alexa
   d. All of the above
13. To develop speaking skill which of the given options is the least important
   a. To discuss a topic
   b. B. listen to what child has to say patiently.
   c. Ask child to answer.
   d. Provide full opportunity present his/her views.
14. A teacher should _____
   a. Consider student's pace of learning
   b. Ignore student's pace of learning while teaching
   c. Consider pace of best performing students only
   d. Ignore individual differences in student's spaces of learning
15. Communication helps officials to ___ the employees.
   a. Eliminate
   b. motivate
   c. Threaten
   d. apprise
16. While listening, when we assess what the speaker is speaking, it is ___.
   a. comprehensive listening
   b. dialogic listening
   c. systematic listening
   d. critical listening
17. Which defence involves an outright refusal to admit or recognize that something has occurred or is currently occurring?

a. Displacement
b. Denial
c. Rationalization
d. Regression

18. At the End of the Speech
    a. Summarizing
    b. Giving an extra information
    c. Delivering speech
    d. Guided discussion
19. What is very important for preparation
    a. Listening
    b. Speaking
    c. Reading
    d. Writing
20. What is very important features for the person who can succeed in the rice in the 21st century
    a. Procrastination
    b. Over cause
    c. Adaptability in new structure
    d. Egotism
21. Which of these should be avoided for an effective speech?
    a. Determination of the purpose
    b. Selection of message
    c. Lack of interest
    d. Selection of theme

22. Which of these should be avoided for an effective speech?
    a. Planning of speech
    b. Preparation of speech
    c. Long sentences
    d. Organisation
23. What features should our presentation have?
    a. Impressive and effective
    b. inefficient
    c. Incompetent
    d. Ordinary

24. What should we use for effective presentation?
    a. Limited words and key phrases
    b. Images
    c. Layouts
    d. Styles
25. Limited words and key phrases are evolving from
    a. Eagernes
    b. Hard heartedness
    c. Wisdom
    d. Bravery



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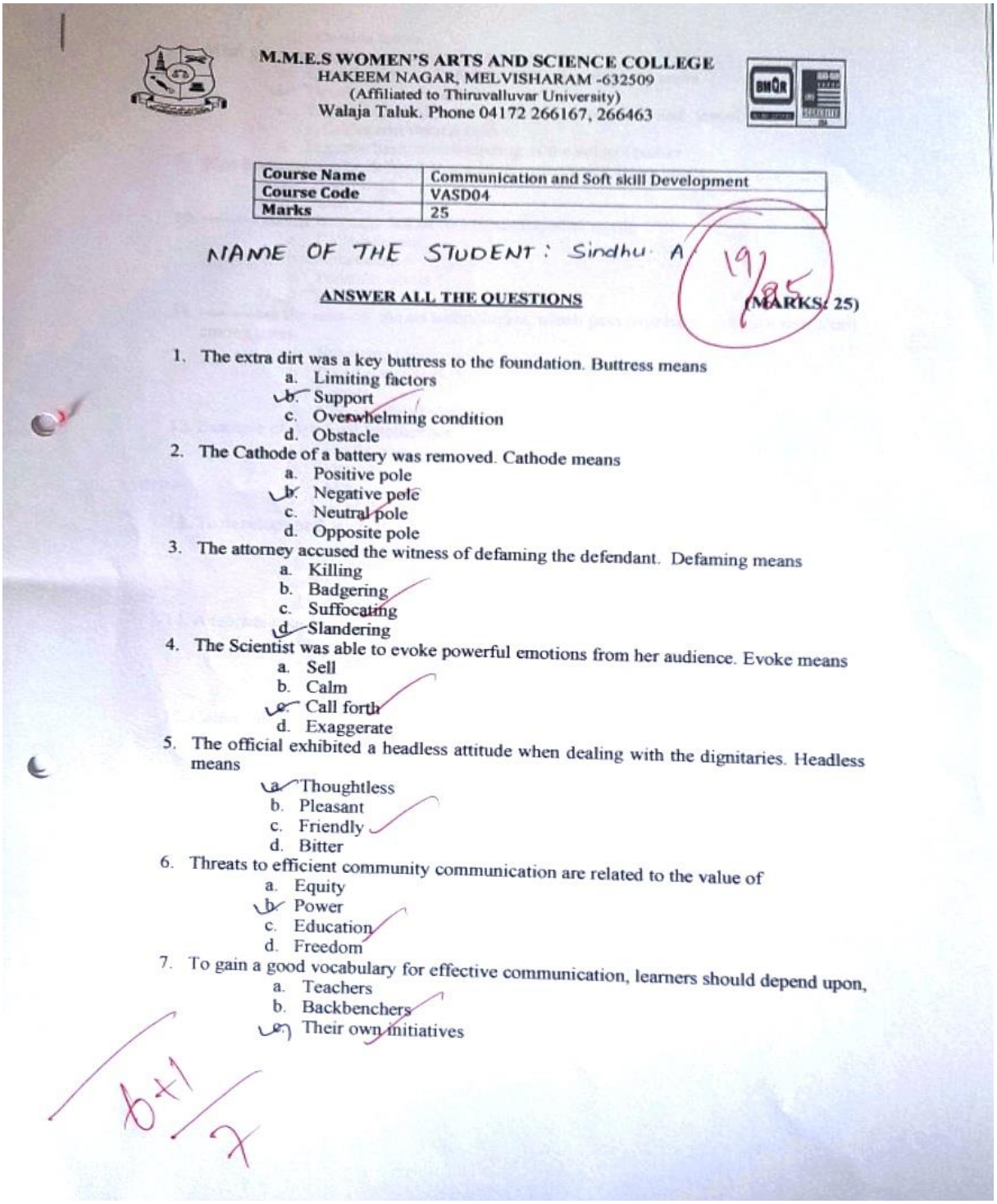
Walaja Taluk. Phone 04172 266167, 266463

COMMUNICATION AND SOFTSKILL DEVELOPMENT -ANSWER KEY

1. b. support
2. b. negative pole
3. d. slandering
4. c. call forth
5. a. thoughtless
6. b. power
7. c. Their own initiatives
8. b. Develop sensory abilities
9. b. false
10. d. Jargon
11. a. Emerging trends
12. d. All of the above
13. c. Ask child to answer.
14. c. Consider student's pace of learning
15. b. Motivate
16. d. critical listening
17. b. Denial.
18. a. Summarizing
19. a. Listening
20. a. Adaptability in new structure
21. c. Lack of interest
22. c. Long sentences
23. a. Impressive and effective
24. a. Limited words and key phrases
25. b. Hard heartedness



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Course Name	Communication and Soft skill Development
Course Code	VASD04
Marks	25

NAME OF THE STUDENT : Sindhu. A 19/25

ANSWER ALL THE QUESTIONS **(MARKS: 25)**

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6+1/7

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ATTENDENCE

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115

MARK REGISTER 2019-2020 (EVEN)

Course Name	Communication and Softskill Development
Course Code	VASD04

S.No	Name of the Student	Department	Marks Obtained
1	SHAKIRA .J	I BBA	20
2	MOHSINA KHATHOON .E	I BBA	21
3	KOKILA .M	I BBA	19
4	VANISHREE .P	I BBA	18
5	BHUVANESHWARI .M	I BBA	21
6	ANU .A	I BBA	18
7	KAVIYA .P	I BBA	19
8	DIVYA .R	I BBA	20
9	KOWSALYA .A	I BBA	21
10	PRIYADHARSHINI. S	I BBA	18
11	SOWMIYA.V	I BCA	19
12	THILOTHAMMA.M	I BCA	22
13	LUBNA.Z	I BCA	21
14	DHANALAKSHMI.A	I BCA	23
15	SHAZIYA.J	I BCA	18
16	ANGELIN SALANA SWEETY.R	I BCA	18
17	SANGAVI.N	I BCA	19

18	JANANI.K	I BCA	19
19	KOMATHI.G	I BCA	18
20	KAMALEESHWARI.R	I BCA	20
21	YOGASELVI.A	I BCA	20
22	HALIMA SADIYA.M	I BCA	19
23	MONIKA.S	I BCA	18
24	SHOBANA.M	I BCA	18
25	LAVANYA.D	I BCA	19
26	DHIVYA.S.V	I BCA	20
27	DHIVYA DHARSHINI .K	I B.COM	19
28	PREETHIGA .R	I B.COM	21
29	HARITHA .D	I B.COM	20
30	SINDHUJA .V	I B.COM	18
31	FATHIMA TASNEEM .A	I B.COM	22
32	AFRIN SULTHANA .N	I B.COM	21
33	SRIMATHI .B	I B.COM	23
34	GAYATHRI .K	I B.COM	18
35	HEMA DHARSHINI .U	I B.COM	19
36	YAMUNA.K	I B.COM(CA)	19
37	SHARMILA.V	I B.COM(CA)	20
38	AISWARYA.S	I B.COM(CA)	21
39	ASWINI.B	I B.COM(CA)	22
40	SINDU.A	I B.COM(CA)	19
41	THABASUM BEGUM.A	I B.COM(CA)	20
42	MONISHA.S	I B.COM(CA)	18
43	INDIRA.R	I B.COM(CA)	19

44	DEEPIKA.K	I B.COM(CA)	19
45	HEMALATHA. J	I B.Sc BIOTECHNOLOGY	18
46	SWARNAPRIYA. B	I B.Sc BIOTECHNOLOGY	20
47	JAGADEESHWARI. J	I B.Sc BIOTECHNOLOGY	21
48	RESHMA.Y	I B.Sc BIOTECHNOLOGY	24
49	ZAHEDHA.K	I B.Sc., CS	22
50	DEVI PRIYA.M	I B.Sc., CS	20
51	AFRIN.R	I B.Sc., CS	18
52	JAYASUDHA.R.V	I B.Sc., CS	19
53	DIVYA.S	I B.Sc., CS	23
54	SUPRIYA.N.S	I B.Sc., CS	21
55	POOJA.S	I B.Sc., CS	18
56	YAMUNA.G	I B.Sc., CS	17
57	BHUVANESHWARI.A	I B.Sc., CS	19
58	DIVYA.K	I B.Sc., CS	21
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60	DIVYADHARSHINI.M	I B.Sc., CS	19
61	SHARMILA.R	I B.Sc., CS	18
62	KOTHAI.S	I B.Sc., CS	22
63	YOGESHWARI S	I B.Sc., IDD	23
64	R AAMINA KOWNAINE	I B.Sc., IDD	24
65	S SUVAIBA	I B.Sc., IDD	18
66	RAIHAYNATH	I B.Sc., IDD	19
67	LAVANYA J	I B.Sc., IDD	21
68	SHRIDHARSHINI S	I B.Sc., IDD	20
69	GAYATHRI G	I B.Sc., IDD	24

70	JEEVITHA S	I B.Sc., IDD	18
71	UMMU SALMA S	I B.Sc., IDD	19
72	H TAMILSELVI	I B.Sc., IDD	19
73	NANDHINI.M	I M.Sc., MATHEMATICS	20
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76	PREETHA.S	I M.Sc., MATHEMATICS	18
77	SANTHIYA.S	I M.Sc., MATHEMATICS	18
78	MONISHA.V	I M.Sc., MATHEMATICS	19
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Dr. Freda Gnanaselvam, Ph.D.,
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Melvisharam - 632 509

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
14.12.19		1.	I	VAS204	Spelling rules	High
		2.	I		One word substitution	School
		3.	I		The Formation of words.	English
		4.	I		Words confused or misused	Grammar
		5.	I		Words confused or misused	& composition
		6.	I		1st unit revision.	
21-12-19		1	I		Introduction to Verbal ability	Tips & Techniques
		2.	I		Parajumbles	in
		3	I		Cloze test	English
		4.	I		Odd one out	for
		5	I		Sentence improvement	competitive
		6.	I		2nd unit Revision	Exams
28-12-19		1	I		Introduction to Speech and Presentations	Personality
		2.	I		How to make an Effective Speech.	Develop -ment
		3.	I		Preparation for the speech	
		4.	I		Opening and closing presentation	
		5.	I		Stralegy of Presentation	
		6	I		3rd – Revision.	

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
4.1.2020		I	I		Introduction to Handling of conflicts	Personality Develop -ment
		2	I		Conflict Defense.	
		3	I		Behaviour Change	
		4	I		Conflict Anxiety	
		5.	I		Conflict Resolution	
		6.	I		4th Unit Revision	
25-1-20		1.	I		Personality of the New Millennium - Introduction	Personali ty Develop -ment.
		2.	I		The Reasons why a Man Fails	
		3	I		Indian way of a Successful personality	
		4	I		Mind versus Mindset.	
		5.	I		Boldness and Evaluation of course.	

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E.mail: mmeswc@yahoo.in Phone 04172 266167, 266463

STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

SEMESTER (EVEN) - 2019-2020

Name of the Student: Deepika .k.
Course Name: Communication and soft skill development.
Course Code: VASD04

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☐ Very Good ☐ Good ☐ Average ☑ Below average ☐

4. Please rate the course faculties

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any:

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
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Deepika .k.
Signature of the student

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115
E.mail: mmeswc@yahoo.in Phone 04172 266167, 266463

STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

SEMESTER (EVEN) - 2019-2020

Name of the Student: JANANI. K

Course Name: COMMUNICATION AND SOFTSKILL DEVELOPMENT

Course Code: VASD04

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any:

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Principal
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Melvisharam - 632 509

Signature of the student

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VALUE ADDED COURSES

Course Name	MANAGEMENT SKILL AND TRAINING
Course Code	VAMT08
Duration	30 HOURS
Offered by	DEPARTMENT OF BUSINESS ADMINISTRATION

L	T	P	C
28	2	0	1

Course Objectives:

1. To know the in-depth understanding of the role of training.
2. To know the methods of training.
3. To understand the concepts of Employment Development.
4. To know the technologies involved in training.

Course Outcome

1. Student will be able to understand the concepts and the role of training.
2. Students will be able to clear picture the about the employment development.
3. Students will be able to know the information about the training technologies.

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MANAGEMENT SKILL AND TRAINING

SYLLABUS

UNIT I- INTRODUCTION TO TRAINING

Definition – Concept and Rationale, Training System and Processors, Trends in Training – Types, Training needs Assessment.

UNIT II- LEARNING THEORIES

Theories of Learning, Learning Process, Factors influencing Learning Process, Participants Learning Styles.

UNIT III- TRAINING METHODS

Presentation Methods: Lectures, AV Techniques, Hands on Methods – Simulations, Case Studies, Role Play etc., Group Building Methods – Evaluation Of Training.

UNIT IV- SPECIAL ISSUES IN TRAINING AND EMPLOYEE DEVELOPMENT

Training Issues resulting from external environment – Internal needs of the Company – Management Development: Characteristics of Managers, Management Development Implications.

UNIT V- NEW TECHNOLOGIES IN TRAINING

Emphasis on Speed in design, focus on content and use of multiple delivery methods, Use of Training Partnerships and Outsourcing Training.

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25.10.19

STUDENTS ENROLMENT DETAIL 2019-2020

Course Name	Management Skill and Training
Course Code	VAMT08

S.No	Name of the Student	Department	Signature
1	SANGAVI. M	I B.A ENGLISH	Sangavi. M
2	NASEEMA. A	I B.A ENGLISH	Naseema.A
3	PARVEEN.A	I B.A ENGLISH	Parveen.A
4	AYSHA SIDDIQUA	I B.A ENGLISH	Aysha Siddiqua
5	BRINDHA. K	I B.A ENGLISH	Brindha.k
6	ALIYA FIRDOSE	I B.A ENGLISH	Aliya firdose.
7	AYESHA SIDIKA.I	I B.A ENGLISH	Ayesha Siddika.I
8	PRIYADHARSHINI.V	I B.A ENGLISH	Priyadharshini.V
9	JAMUNA.B	I B.A ENGLISH	Jamuna.B.
10	SONIYA.M	I B.A ENGLISH	M.Soniya.
11	ANBARASI.S	I B.A ENGLISH	Anbarasi.S
12	SAKILA.D	I BCA	Sakila.D
13	HAJEERA ANNAM.H	I BCA	Hajeera Annam.H.
14	NANDHINI.S	I BCA	Nandhini.S
15	NANDHINI.D	I BCA	D.Nandhini
16	ANJUM.N	I BCA	Anjum.N.
17	TAJ FATHIMA.Z	I BCA	Taj fathima.Z
18	ZOHRA JABEEN.R	I BCA	Zohra Jabeen.R

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19	MERLIN NISHA.J	I BCA	
20	MATHUMITHA.B	I BCA	
21	PREETHA.R	I BCA	
22	LATSHIKA.P.M	I BCA	
23	CHITRA.M	I BCA	
24	ARCHANA.S	I BCA	
25	NANDHINI.S	I BCA	
26	YUVASHREE.R	I BCA	
27	AMIRTHA VARSHINI.A	I BCA	
28	LAVANYA. T	I B.Sc BIOTECHNOLOGY	
29	KIRUTHIGA. V	I B.Sc BIOTECHNOLOGY	
30	ANISHA FATHIMA. A	I B.Sc BIOTECHNOLOGY	
31	SUBASHINI.N	I B.Sc BIOTECHNOLOGY	
32	BHARKAVI.P	I B.Sc BIOTECHNOLOGY	
33	FARIN.R	I B.Sc BIOTECHNOLOGY	
34	SANDHIYA. S	I B.Sc BIOTECHNOLOGY	
35	SELVI .J	I B.Sc., MATHEMATICS	
36	SHAMILI.S	I B.Sc., MATHEMATICS	
37	KEERTHNA.S	I B.Sc., MATHEMATICS	
38	JOTHIKA.R	I B.Sc., MATHEMATICS	
39	PRIYANKA.L	I B.Sc., MATHEMATICS	
40	FATHIMA SAJIDHA.S	I B.Sc., MATHEMATICS	
41	KOTTESWARI.P	I B.Sc., MATHEMATICS	
42	SUGANTHI.A	I B.Sc., MATHEMATICS	
43	F HAJIRA	I B.Sc., IDD	

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44	S OVIYA	I B.Sc., IDD	S. Oviya
45	FASEEHA TAKREEM D	I B.Sc., IDD	Faseeha Takreem D
46	NAZNEEN FARHATH N	I B.Sc., IDD	Nazneen Farhath
47	MAHALAKSHMI P	I B.Sc., IDD	Mahalakshmi P
48	NITHYA N	I B.Sc., IDD	Nithya N
49	DOWLATH FATHIMA S	I B.Sc., IDD	Dowlath Fathima S
50	SHALINI P	I B.Sc., IDD	Shalini P
51	P GUNAVATHI	I B.Sc., IDD	Gunavathi P
52	HUSNA JABEEN F	I B.Sc., IDD	Husna Jabeen F
53	MEENAKCHI. R	I NFSMD	Meenakchi R
54	SABANA ASMIN. S	I NFSMD	Sabana Asmin S
55	KAVIYA. E	I NFSMD	Kaviya E
56	THANSIRA BANU	I NFSMD	Thansira Banu
57	SABA FATHIMA	I NFSMD	Saba Fathima
58	DHINAR SHAMSHATH. A	I NFSMD	Dhinar Shamshath
59	PREETHI. V	I NFSMD	Preethi V
60	DHAMINI PRIYA.R	I NFSMD	Dhamini Priya R
61	NANDHINI.T	I NFSMD	Nandhini T
62	NIVETHA.R	I NFSMD	Nivetha R
63	SUJITHA.G	I NFSMD	Sujitha G
64	PAVITHRA.S	I NFSMD	Pavithra S
65	FOUZIA BANU.A	I M.A ENGLISH	Fouzia Banu A
66	JAYANTHI.P	I M.A ENGLISH	Jayanthi P
67	KASTHURI.J	I M.A ENGLISH	Kasthuri J
68	SHAHISTHA SAMREEN.S	I M.A ENGLISH	Shahistha Samreen

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69	PORKODI.V.K	I M.A ENGLISH	Porkodi
70	NIVETHA.K	I M.A ENGLISH	Nivetha.K
71	SARANYA.P	I M.A ENGLISH	Saranya.P
72	JAYASHREE.N	I M.A ENGLISH	Jayashree.N.
73	SANTHOSHINI.B	I M.A ENGLISH	Santhoshini
74	SRILEKHA.R	I M.A ENGLISH	Srilekha.R
75	SAVOOMIYA.S	I M.A ENGLISH	Savoomiya
76	PAVITHRA.M	I M.A ENGLISH	Pavithra.M.
77	GRACY SHARON.P	I M.A ENGLISH	Gracy Sharon
78	SANA AMBRIN.A	I M.Sc., MATHEMATICS	Sana Ambrin.A
79	SHAFIYA MARIYAM.Y	I M.Sc., MATHEMATICS	Shafiya Mariyam
80	JANANI.J	I M.Sc., MATHEMATICS	Janani.J
81	HARINI KANISHKA.B	I M.Sc., MATHEMATICS	Harini Kanishka
82	MADHUMITHA.H	I M.Sc., MATHEMATICS	Madhumitha H
83	GEETHALOSHINI.M	I M.Sc., MATHEMATICS	Geethaloshini.M

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RANIPET DISTRICT - 632509
ATTENDANCE SHEET - 2019-2020

COURSE NAME : Management skill and Training

COURSE CODE : VAMT08

S.NO	NAM OF THE STUDENTS	14.12.2019						21.12.2019						28.12.2019						04.01.2020						25.01.2020					
1	SANGAVI. M	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2	NASEEMA. A	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3	PARVEEN.A	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4	AYSHA SIDDIQUA	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	a	x	x
5	BRINDHA. K	x	x	x	x	x	a	x	x	x	a	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x
6	ALIYA FIRDOSE	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x
7	AYESHA SIDIKA.I	x	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
8	PRIYADHARSHINI.V	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	a	x
9	JAMUNA.B	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x
10	SONIYA.M	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x
11	ANBARASI.S	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	a
12	SAKILA.D	x	x	x	x	x	a	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
13	HAJEERA ANNAM.H	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
14	NANDHINI.S	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x
15	NANDHINI.D	a	x	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
16	ANJUM.N	x	x	x	x	x	x	x	a	x	x	x	x	a	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x
17	TAJ FATHIMA.Z	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x
18	ZOHRA JABEEN.R	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x
19	MERLIN NISHA.J	x	x	x	x	x	x	x	x	a	x	x	x	x	x	a	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x
20	MATHUMITHA.B	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	a	a	x	x	x	x
21	PREETHA.R	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
22	LATSHIKA.P.M	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x

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23	LATSHIKA.P.M
24	ARCHANA.S
25	NANDHINI.S
26	YUVASHREE.R
27	AMIRTHA VARSHINI.A
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48	NITHYA N
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50	SHALINI P
51	P GUNAVATHI
52	HUSNA JABEEN F
53	MEENAKCHI. R
54	SABANA ASMIN. S
55	KAVIYA. E

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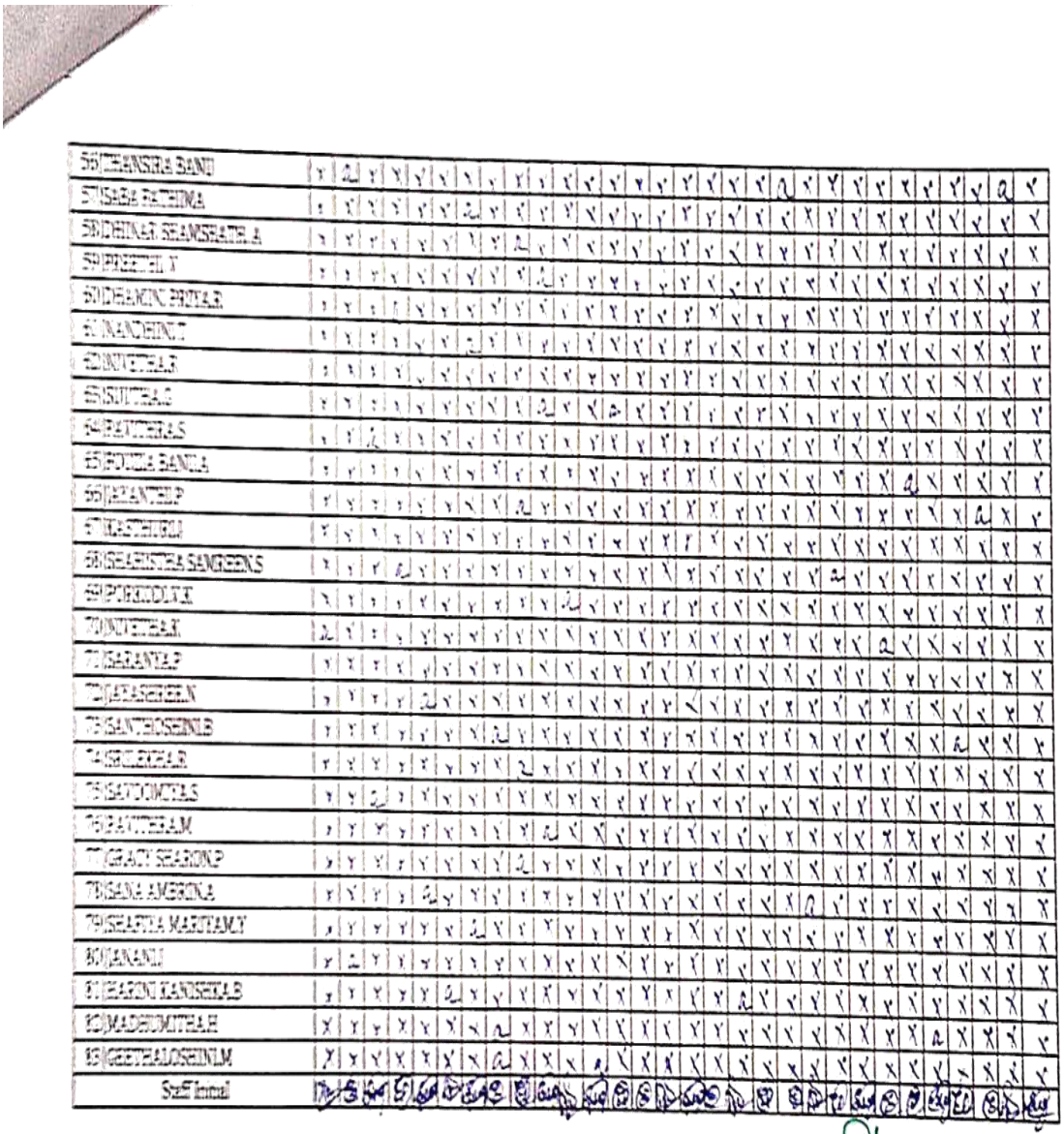

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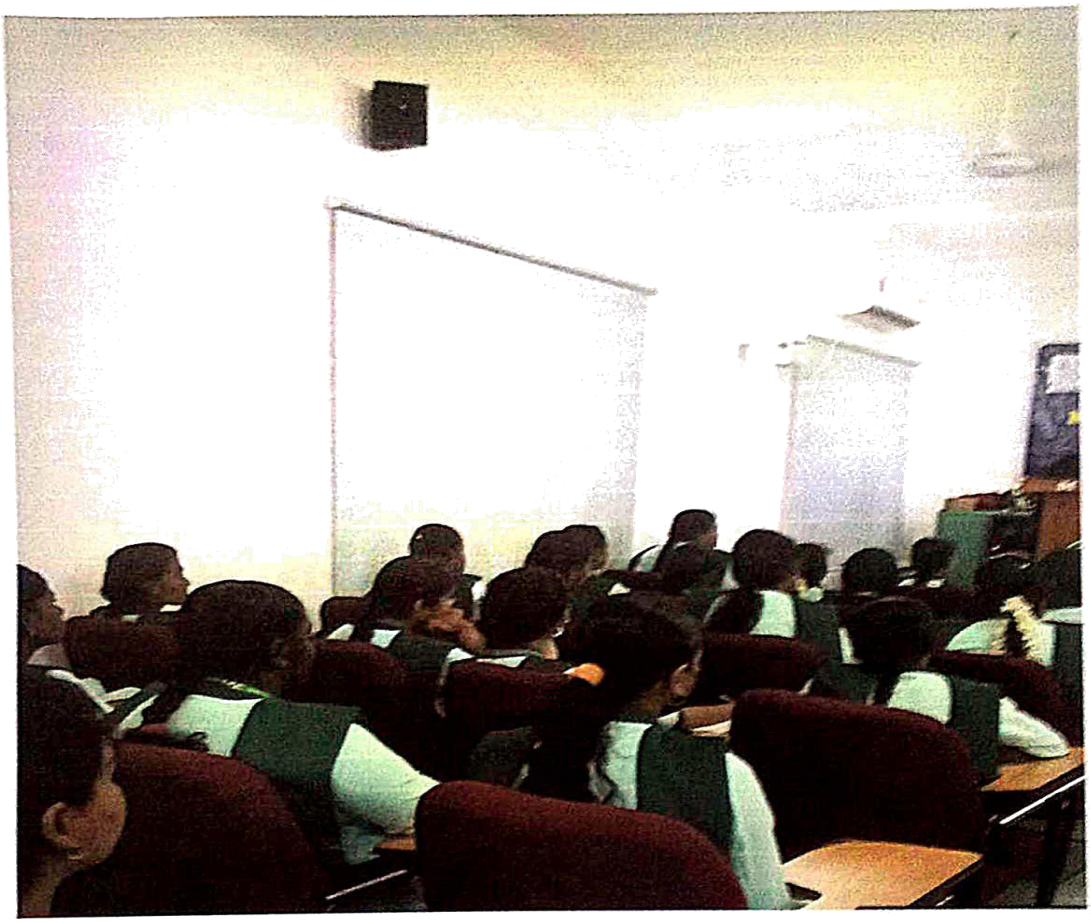

VALUE ADDED COURSE – MANAGEMENT SKILL AND TRAINING

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Phone 04172 266167, 266463

COURSE : MANAGEMENT AND SKILL TRAINING

COURSE CODE: VAMT08 **TIME: 45 MINS**

DATE: 25.01.2020 **TOTAL MARKS:25**

1. Training is most effective in resolving:

a. Skill gaps b. Attitudinal problems c. Poor motivation d. Attendance issues

2. An example of a technical barrier to effective performance is:

a. Group norms **b. Poor job design** c. Ineffective feedback

3. The following method is used to give to trainees the important informational permanent form for immediate of future use

a. Lecture methods b. Conference **c. Written instructional method** d. Training within the industry (TWI)

4. The following is not a on the job training method

a. Understudies b. Job rotation c. MBO **d. Case study method**

5. _____ is widely used for human relations an leadership training

a. Business games **b. Role playing** c. Case study method d. Job rotation

6. The stage in which the learning curve levels off is called:

a. Learning Capability **b. Discourage stage** c. Over learning period d. Learning Plateau

7. Which refers to the learning opportunities designed to help employees grow

a. Training **b. Development** c. Education d. All of the Above

8. Which of these is an off-the-job training method?

a. Television b. Job rotation **c. Orientation training** d. Coaching

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9. State True or False:

Versatile training utilizes equipment which closely resemble the actual ones used on the job

a. True b. False

10. Which of the following is the technique of evaluation?

a. Longitudinal/time – series analysis b. Transfer Validity c. Inter-Organizational Validity d. None of the above

11. A homogenous group of ____ men from the plant constitutes an ideal conference group
a. 8-10 **b. 12-15** c. 18-20 d. 22-25

12. Personnel management of an organization specifically deals with human resources in respect of
a. Their procurement b. Develop their skills, knowledge and attitude c. Their motivation towards the attainment of organizational objectives **d. All of the above**

13. The following method is used to give to trainees the important information in permanent form for immediate of future use
a. Lecture methods **b. Conference** c. Written instructional method d. Training within the industry

14. The apprentice training, internships and school-to-work transitions are classified as types of

a. Instructor led classroom training **b. Cooperative training** c. Conference training d. Distance training

15. Which of the following is benefit of employee training?

a. Improves Morale **b. Helps people identify with organizational goals** c. provides a good-climate for learning, growth and co-ordination d. None of the Above.

16. How does T&D offer competitive advantage to an organization?

a. Removing performance decencies b. Deficiency is caused by a lack of ability **c. Individuals have the aptitude and motivation to learn** d. None of the Above

17. Which of the method is used in group organizational training needs assessment?

a. Consideration in current and Projected changes b. Rating Scales c. Interviews **d. Questionnaires.**

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18. Which of the following is a Learning Principle?

a. Recognition of Individual differences b. Schedules of learning c. Transfer of Learning **d. All of the Above**

19. Training occurs as a result of

a. Instruction b. Education **c. Development** d. All the above.

20. Which is a learning activity, which is directed towards future needs rather than present needs

a. Training b. Education c. Instruction **d. Development**

21. A mentor may be a

a. Manager **b. Supervisor** c. Boss d. Employee

22. Team training is a process of that empowers team to

a. Improves decision making b. Problem Solving c. Team-development skills **d. All the above**

23. Which refers to an approved person training an employee on the skills necessary to complete tasks?

a. On-the-Job Training b. Off-the-Job Training c. Right Time Coaching d. Right Place Coaching

24. Web-based training delivery could be called?

a. Internet-based training b. Computer-based training c. Technology-based training **d. All the above**

25. Measure effectiveness of training has how many levels?

a. Three level **b. Four level** c. Five level d. Six level.

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COURSE : MANAGEMENT AND SKILL TRAINING

COURSE CODE: VAMT08 **TIME: 45 MINS**

DATE: 25.01.2020 **TOTAL MARKS:25**

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Dr. Freda Gnanaselvam, Ph.D.,
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a. Three level b. Four level c. Five level d. Six level.

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M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Nerkundu, Vellore District - 632115
Phone 04172 266167, 266463

COURSE : MANAGEMENT AND SKILL TRAINING

COURSE CODE: VAMT08 **TIME: 45 Mins**

DATE: 25.01.2020 **TOTAL MARKS:25**

1. Training is most effective in resolving

a. Skill gaps b. Attitudinal problems c. Poor motivation d. Attendance issues

2. An example of a technical barrier to effective performance is

a. Group norms b. Poor job design c. Ineffective feedback

3. The following method is used to give to trainees the important informational permanent form for immediate of future use

a. Lecture methods b. Conference c. Written instructional method d. Training within the industry (TWI)

4. The following is not a on the job training method

a. Understudies b. Job rotation c. MIS d. Case study method

5. _____ is widely used for human relations an leadership training

a. Business games b. Role playing c. Case study method d. Job rotation

6. The stage in which the learning curve levels off is called

a. Learning Capability b. Discourage stage c. Over learning period d. Learning Plateau

7. Which refers to the learning opportunities designed to help employees grow

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8. Which of these is an off-the-job training method?

a. Television b. Job rotation c. Orientation training d. Coaching

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9. State True or False:

Versatile training utilizes equipment which closely resemble the actual ones used on the job

a. True b. False

10. Which of the following is the technique of evaluation?

a. Longitudinal/time – series analysis b. Transfer Validity c. Inter-Organizational Validity d. None of the above

11. A homogenous group of _____ men from the plant constitutes an ideal conference group
a. 8-10 b. 12-15 c. 18-20 d. 22-25

12. Personnel management of an organization specifically deals with human resources in respect of
a. Their procurement b. Develop their skills, knowledge and attitude c. Their motivation towards the attainment of organizational objectives d. All of the above

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STUDENTS ENROLMENT DETAIL 2019-2020

Course Name	Management Skill and Training
Course Code	VAMT08

S.No	Name of the Student	Department	Marks
1	SANGAVI. M	I B.A ENGLISH	25
2	NASEEMA. A	I B.A ENGLISH	22
3	PARVEEN.A	I B.A ENGLISH	21
4	AYSHA SIDDIQUA	I B.A ENGLISH	20
5	BRINDHA. K	I B.A ENGLISH	20
6	ALIYA FIRDOSE	I B.A ENGLISH	23
7	AYESHA SIDIKA.I	I B.A ENGLISH	20
8	PRIYADHARSHINI.V	I B.A ENGLISH	24
9	JAMUNA.B	I B.A ENGLISH	19
10	SONIYA.M	I B.A ENGLISH	22
11	ANBARASI.S	I B.A ENGLISH	21
12	SAKILA.D	I BCA	20
13	HAJEERA ANNAM.H	I BCA	20
14	NANDHINI.S	I BCA	23
15	NANDHINI.D	I BCA	25
16	ANJUM.N	I BCA	24
17	TAJ FATHIMA.Z	I BCA	25
18	ZOHRA JABEEN.R	I BCA	19

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19	MERLIN NISHA.J	I BCA	20
20	MATHUMITHA.B	I BCA	23
21	PREETHA.R	I BCA	21
22	LATSHIKA.P.M	I BCA	19
23	CHITRA.M	I BCA	22
24	ARCHANA.S	I BCA	23
25	NANDHINI.S	I BCA	20
26	YUVASHREE.R	I BCA	22
27	AMIRTHA VARSHINI.A	I BCA	23
28	LAVANYA. T	I B.Sc BIOTECHNOLOGY	24
29	KIRUTHIGA. V	I B.Sc BIOTECHNOLOGY	25
30	ANISHA FATHIMA. A	I B.Sc BIOTECHNOLOGY	23
31	SUBASHINI.N	I B.Sc BIOTECHNOLOGY	22
32	BHARKAVI.P	I B.Sc BIOTECHNOLOGY	19
33	FARIN.R	I B.Sc BIOTECHNOLOGY	20
34	SANDHIYA. S	I B.Sc BIOTECHNOLOGY	21
35	SELVI .J	I B.Sc., MATHEMATICS	23
36	SHAMILI.S	I B.Sc., MATHEMATICS	24
37	KEERTHNA.S	I B.Sc., MATHEMATICS	25
38	JOTHIKA.R	I B.Sc., MATHEMATICS	23
39	PRIYANKA.L	I B.Sc., MATHEMATICS	25
40	FATHIMA SAJIDHA.S	I B.Sc., MATHEMATICS	23
41	KOTTESWARI.P	I B.Sc., MATHEMATICS	21
42	SUGANTHI.A	I B.Sc., MATHEMATICS	19
43	F HAJIRA	I B.Sc., IDD	20

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44	SOWYA	I B.Sc., IDD	22
45	FASEEHA TASKEEM D	I B.Sc., IDD	21
46	NAZNEEN FARHATH N	I B.Sc., IDD	23
47	MAHALAKSHMI P	I B.Sc., IDD	22
48	NITHYA N	I B.Sc., IDD	19
49	DOWLATH FATHIMA S	I B.Sc., IDD	23
50	SHALINI P	I B.Sc., IDD	25
51	P GUNAVATHI	I B.Sc., IDD	25
52	HUSNA JABEEN F	I B.Sc., IDD	24
53	MEENAKCHI R	I NFSMD	19
54	SABANA ASMIN. S	I NFSMD	20
55	KAVIYA. E	I NFSMD	25
56	THANSIRA BANU	I NFSMD	24
57	SABA FATHIMA	I NFSMD	23
58	DHINAR SHAMSHATH. A	I NFSMD	24
59	PREETHI. V	I NFSMD	22
60	DHAMINI PRIYA.R	I NFSMD	25
61	NANDHINI.T	I NFSMD	25
62	NIVETHA.R	I NFSMD	19
63	SUJITHA.G	I NFSMD	23
64	PAVITHRA.S	I NFSMD	24
65	FOUZIA BANU.A	I M.A ENGLISH	19
66	JAYANTHI.P	I M.A ENGLISH	20
67	KASTHURI.J	I M.A ENGLISH	23
68	SHAHISTHA SAMREEN.S	I M.A ENGLISH	21

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69	PORKODI.V.K	I M.A ENGLISH	22
70	NIVETHA.K	I M.A ENGLISH	20
71	SARANYA.P	I M.A ENGLISH	19
72	JAYASHREE.N	I M.A ENGLISH	20
73	SANTHOSHINI.B	I M.A ENGLISH	23
74	SRILEKHA.R	I M.A ENGLISH	24
75	SAVOOMIYA.S	I M.A ENGLISH	25
76	PAVITHRA.M	I M.A ENGLISH	25
77	GRACY SHARON.P	I M.A ENGLISH	24
78	SANA AMBRIN.A	I M.Sc., MATHEMATICS	23
79	SHAFIYA MARIYAM.Y	I M.Sc., MATHEMATICS	22
80	JANANI.J	I M.Sc., MATHEMATICS	21
81	HARINI KANISHKA.B	I M.Sc., MATHEMATICS	23
82	MADHUMITHA.H	I M.Sc., MATHEMATICS	22
83	GEETHALOSHINI.M	I M.Sc., MATHEMATICS	24

M. Elaya
HOD
H.O.D. of Business Administration
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Dr. Freda Gnanaselvam, Ph.D.,
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Class :	LESSON PLAN	Semester :

SUBJECT : Management SKill and Training.

Sl. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
			Unit I: Introduction To Training: Definition - Concept and Rationale, Training System and Processes, Trends in Training - Types, Training needs Assessment.	
			Unit II: Learning Theories: Theories of Learning, Learning process, Factors influencing learning process, Participants learning styles.	
			Unit III: Training Methods: Presentation Methods: Lectures, AV Techniques, Hands on Methods, Simulations, Case Studies, Roleplay etc., Group Building Methods - Evaluation of Training.	
			Unit IV: Special Issues in Training & Employee Development: Training Issues resulting from external environment - Internal needs of the Company - Management Development:	

Class : LESSON PLAN Semester :

SUBJECT :

Sl. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
			Characteristics of Managers, Management Development Implications	
			Unit IV : New Technologies in Training : Emphasis on speed in design, focus on content, use of multiple delivery methods, Use of training partnerships & outsourcing Training.	

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odd (19-20)

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
14.12.19		1			Introduction to Training: Definition.	
		2			Overview of Training Methods.	
		3			Learning Theories: Definition & explanation	
		4			Who is a Manager?	
		5			Brief about advancement in training	
		6			New Technologies in training	
21.12.19		1			What are the theories of learning	
		2			Concept & Rationale of training	
		3			Internal needs of the company	
		4			Presentation Methods: Lectures, AV Techniques.	
		5			Characteristics & Role of a Manager	
		6			Emphasis on Speed in design.	
28.12.19		1			Focus about the delivery methods.	
		2			Trends in training	
		3			Learning process and its types.	
		4			Training system & processors	
		5			Hands on Methods on Training	
		6			Training issues from external factors.	
04.1.20		1			Casestudies, Roleplay, Simulations	
		2			Types of training	
		3			Management Development meaning & Implications	
		4			Outsourcing training	

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
		5			Training needs assessment	
		6			Factors influencing learning process	
25/8/20		1			Group Building Methods	
		2			Participants Learning styles	
		3			Evaluation of training	
		4			Uses of training partnership	
		5			Assessment activity on Training Methods	
		6			Learning theories assessment	

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STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: Yamuna.
Course Name : Management Skill and Training
Course Code : VAM108

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response

1. To what degree did the course content meet your expectations

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☐ Average ☑ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any :

Yamuna.
Signature of the student

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VALUE ADDED COURSES

L	P	C
15	15	1

COURSE NAME	ADOBE PHOTOSHOP
COURSE CODE	VAAP09
DURATION	30 hours
OFFERED BY	DEPARTMENT OF COMPUTER APPLICATIONS

Course Objectives:

The goal of this course is to explore fundamental techniques in Photoshop. Ideal for students eager to explore Photoshop, work with layer techniques, gain an understanding of how to do basic photo repairs and color enhancements.

Course Outcome

At the end of the program students can able:

- To gain a working knowledge of Photoshop and develop their skills in editing and altering photographs
- To learn about drawing shapes and customize it in photoshop
- To gain knowledge about Layers Concept.

Syllabus

Unit – I

Introduction to Photoshop –The work area –Application Bar – Tools Panel – Options Bar – Document Window – Panel Dock – Opening an Image in Photoshop – Creating Images in Photoshop– Saving Images in Photoshop –Working with Text – Type tool.

Unit – II

Image and color Basics – Acquire Images from cameras – Resize images – Image and resolution – Working with raster and vector image – Move tool – Lasoo tool – Selection Tool – Crop Tool –Color modes Color Picker Dialog Box – Eyedropper Tool

Unit – III

Layers – Layers Panel – Different Layer Types – Create a New Layer – Select Layers – Hide and Show Layers – Duplicate Layers – Link Layer – Group Layers – Color Code Layers – Apply a Layer style.

Unit – IV

Create shapes – Shape tools – Rectangle – Ellipse–Triangle – Polygon – Line – Custom Shapes – Move Shapes – Rotate shapes – Fill color – Drawing and Painting – Brush Tool – Pen and Pencil Tool.

Unit – V:

Filtering and Adjusting Photos – Liquefy Commands – Lens Correction – Auto adjustments – Shadows – Highlights – Brightness – Contrast – Heu/Saturation – Curves.

Reference Book:

1. "Adobe Photoshop" by Bittu
2. "Adobe Photoshop Classroom in a Book" by Faulkner Andrew

Related Links:

https://www.tutorialspoint.com/ebook/photoshop-fundamentals

https://www.guru99.com/introduction-to-photoshop

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Computer Applications,
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STUDENTS ENROLMENT DETAIL 2019-2020

Course Name	Adobe Photoshop
Course Code	VAAP09

S.NO	NAME OF THE STUDENT	DEPARTMENT	SIGNATURE
1	THAMAYANDHI.R	I B.A ENGLISH	Thamay Andhi.R
2	DEVISRI.D	I B.A ENGLISH	D. Devisri
3	GAYATHIRI.S	I B.A ENGLISH	Gayathiri . S
4	SATHYA.S	I B.A ENGLISH	Sathya . S
5	SHAHANA.B	I B.A ENGLISH	Shahana. B
6	NANDHINI.M	I B.A ENGLISH	Nandhini. M.
7	YOGESHWARI.K	I B.A ENGLISH	Yogeshwari. K
8	NARMADHA.G	I B.A ENGLISH	Narmadha. G
9	KHATHIJATHUL KUBRA	I B.A ENGLISH	Khathijathul Kubra
10	ISHRATH THABASSUM	I B.A ENGLISH	Ishrath Thabassum.
11	SANDHIYA.V	I B.A ENGLISH	V. Sandhiya
12	RABIYA FARHEEN .U.S	I BBA	Rabiya Farheen. U.S
13	NIRMALA .N	I BBA	Nirmala
14	FATHIMA .M	I BBA	Fathima. M
15	MEESBABIN HAYATH .M	I BBA	Meesbabin Hayath. M.
16	JAYASHRI .S	I BBA	Jayashri . S
17	LOGESWARI .V	I BBA	V. Logeswari.
18	MOHANAPRIYA .D	I BBA	Mohanapriya. D
19	PRIYA .K	I BBA	K. Priya
20	JANANI .A	I B.COM	A. Janani

21	LUBNA FATHIMA. I	I B.COM	Lubina fathima. I
22	MADIHA TASNEEM .M	I B.COM	Madiha Tasneem. M
23	RINDHIYA .R	I B.COM	Rindhiya
24	RITHIKA .K	I B.COM	K. Rithika.
25	ABIRAMI .R	I B.COM	Abirami. R
26	SANIYAA MAHIM .S	I B.COM	Saniyaa Mahim. S
27	KAVIYATHARA. T	I B.COM	Kaviyathara. S
28	POOVARASI. S	I B.COM	Poovarasi. S
29	HUMA FATHIMA .M	I B.COM	Humafathima. M.
30	PREETHI .K	I B.COM	Preethi. K
31	LOKESHWARI.M	I B.COM(CA)	Lokeshwari. M
32	KOWSAR.A	I B.COM(CA)	A. Kowsar
33	JAMSHEEDA.Z	I B.COM(CA)	JAMSHEEDA. Z
34	AAMINA MARIYAM KARPOOR	I B.COM(CA)	Aamina mariyam.
35	JANANI.K	I B.COM(CA)	Janani. K.
36	ABINAYA.T	I B.COM(CA)	Abinaya. T
37	RAMYA.D	I B.COM(CA)	Ramya. D
38	SHUBA.R	I B.COM(CA)	Shuba. R
39	SUBHASHINI.V	I B.COM(CA)	Subhashini. V
40	AAYSHA THABASUM.J	I B.COM(CA)	Aaysha Thabasum. J
41	HEMAVATHI.V	I B.Sc., MATHEMATICS	V. Hemavathi
42	REKHA.S	I B.Sc., MATHEMATICS	Rekha. S
43	KANIMOZHI.R	I B.Sc., MATHEMATICS	Kanimozhi. R
44	SARANYA.U	I B.Sc., MATHEMATICS	Saranya. U
45	THABASUM.R	I B.Sc., MATHEMATICS	Thabasum. R
46	RAJESHWARI.B	I B.Sc., MATHEMATICS	Rajeshwari. B.
47	SABRIN.N	I B.Sc., MATHEMATICS	Sabrin. N
48	V RAJESWARI	I B.Sc., IDD	Rajeshwari. V.

49	S JUVAIRIYA	I B.Sc., IDD	S. Juvariya.
50	ASHIFA M	I B.Sc., IDD	M. Ashifa.
51	S I HUZAIFA AIMEN	I B.Sc., IDD	Huzaifa Aimen
52	AFSIYA PARVEEN A	I B.Sc., IDD	Afsiya Parveen.A
53	SYEDA SHAKIRA FARAH	I B.Sc., IDD	Shakira
54	SUMAIYA	I B.Sc., IDD	Sumaiyas
55	K SUMAIYA BANU	I B.Sc., IDD	Sumaiya Banu. K
56	FARZANA.A	I NFSMD	Farzana. A
57	SHABREEN FATHIMA.M	I NFSMD	Shabreen fathima. M
58	UMIBA FATHIMA.V.I	I NFSMD	Umibafathima. V. I
59	SHAZIYA PARVEEN.A	I NFSMD	Shaziya Parveen A
60	JUVAIRIYA	I NFSMD	Juveriya. A.
61	VISALI.S.S	I NFSMD	Visali. S. S
62	TASNEEM BEGUM.L	I NFSMD	Tasneem Begum. L
63	AMREEN. A	I NFSMD	Amreen. A
64	HUSNA TAJ.T.H	I NFSMD	T.H. Husna Taj
65	UZMA NOUSHEEN.B.A	I NFSMD	B.A. Uzma Noushen.
66	NOORUL AEIN	I NFSMD	Noorul Aein
67	YUVARANI.I	I M.A ENGLISH	Yuvarani. I
68	FAREEHA TAKREEM.P	I M.A ENGLISH	Fareha Takreem. P
69	ARCHANA.S	I M.A ENGLISH	ARCHANA. S
70	BALKEES.M	I M.A ENGLISH	Balkees. M.
71	DEEBIGA. I	I M.A ENGLISH	Deebiga I
72	ARCHANA.S.R	I M.A ENGLISH	Archana
73	SASHMITHA.D	I M.A ENGLISH	D. Sashmitha
74	VINODHINI.R	I M.A ENGLISH	Vinodhini. R
75	HEMALATHA.K	I M.A ENGLISH	Hemalatha. K
76	MARY. A.J	I M.Sc BIOTECHNOLOGY	Mary. A. J.
77	FIRDOSE SULTANA .S.M.H	I M.Sc BIOTECHNOLOGY	Firdose Sultana. S. M. H

78	YAZHINI. S	I M.Sc BIOTECHNOLOGY	Yazhini. S
79	NIKATH JABEEN. K	I M.Sc BIOTECHNOLOGY	Nikath Jabeen. K

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M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE

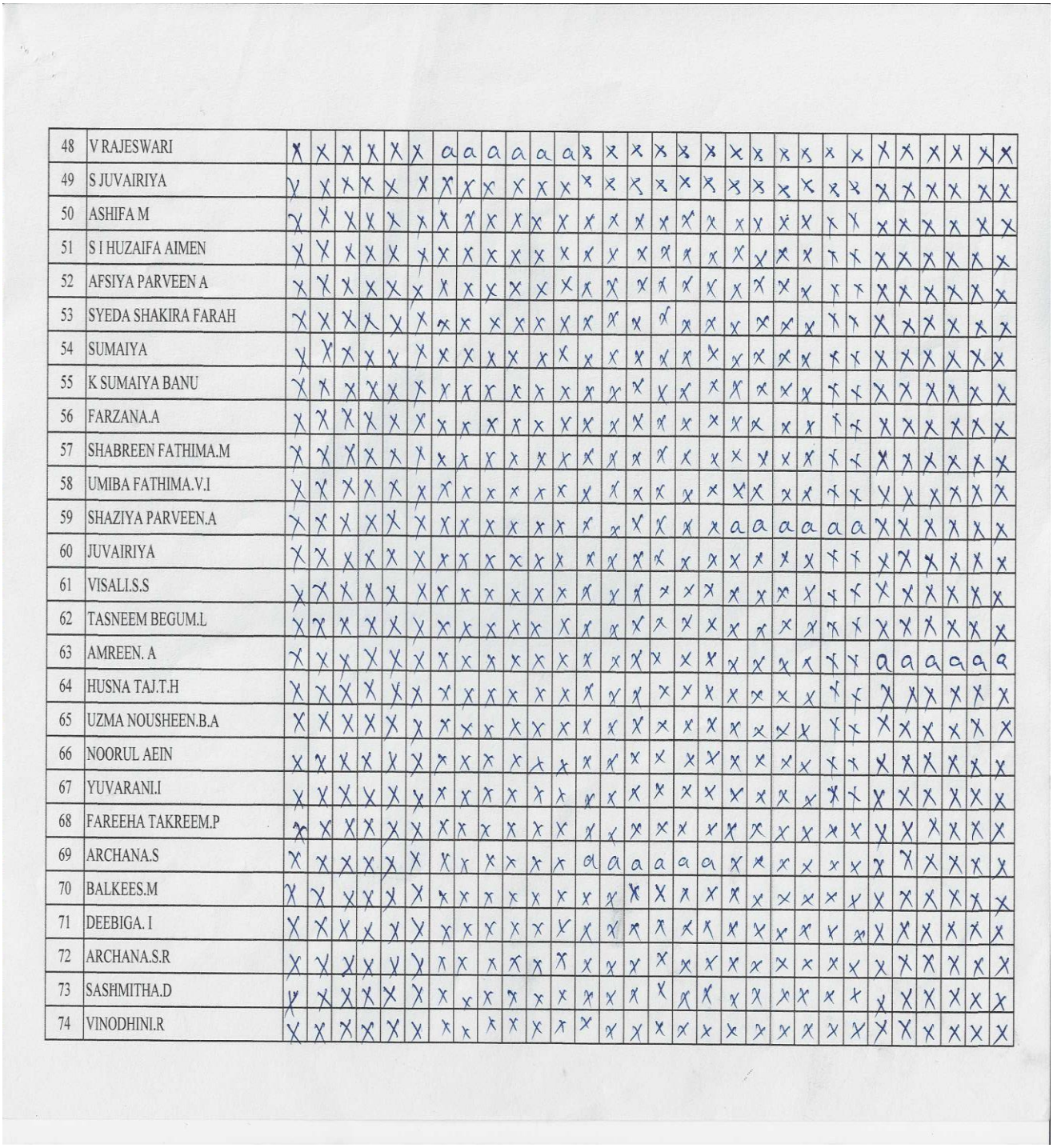
({Affiliated to Thiruvalluvar University)
HAKEEM NAGAR,MELVISHARAM
RANIPET DISTRICT - 632509

ATTENDANCE SHEET 2019-2020

COURSE NAME : ADOBE PHOTOSHOP **COURSE CODE :VAAP09**

S.NO	NAME OF THE STUDENTS	14.02.2019	21.12.2019	28.12.2019	04.01.2020	25.01.2020
1	THAMAYANDHI.R					
2	DEVISRI.D					
3	GAYATHIRI.S					
4	SATHYA.S					
5	SHAHANA.B					
6	NANDHINI.M					
7	YOGESHWARI.K					
8	NARMADHA.G					
9	KHATHIJATHUL KUBRA					
10	ISHRATH THABASSUM					
11	SANDHIYA.V					
12	RABIYA FARHEEN .U.S					
13	NIRMALA .N					
14	FATHIMA .M					
15	MEESBABIN HAYATH .M					
16	JAYASHRI .S					
17	LOGESWARI .V					
18	MOHANAPRIYA .D					
19	PRIYA .K					
20	JANANI .A					

21	LUBNA FATHIMA. I																														
22	MADIHA TASNEEM .M																														
23	RINDHIYA .R																														
24	RITHIKA .K																														
25	ABIRAMI .R																														
26	SANIYAA MAHIM .S																														
27	KAVIYATHARA. T																														
28	POOVARASI. S																														
29	HUMA FATHIMA .M																														
30	PREETHI .K																														
31	LOKESHWARI.M																														
32	KOWSAR.A																														
33	JAMSHEEDA.Z																														
34	AAMINA MARIYAM KARPOOR																														
35	JANANI.K																														
36	ABINAYA.T																														
37	RAMYA.D																														
38	SHUBA.R																														
39	SUBHASHINI.V																														
40	AAYSHA THABASUM.J																														
41	HEMAVATHI.V																														
42	REKHA.S																														
43	KANIMOZHI.R																														
44	SARANYA.U																														
45	THABASUM.R																														
46	RAJESHWARI.B																														
47	SABRIN.N																														



48	V RAJESWARI
49	S JUVAIRIYA
50	ASHIFA M
51	S I HUZAIFA AIMEN
52	AFSIYA PARVEEN A
53	SYEDA SHAKIRA FARAH
54	SUMAIYA
55	K SUMAIYA BANU
56	FARZANA.A
57	SHABREEN FATHIMA.M
58	UMIBA FATHIMA.V.I
59	SHAZIYA PARVEEN.A
60	JUVAIRIYA
61	VISALI.S.S
62	TASNEEM BEGUM.L
63	AMREEN. A
64	HUSNA TAJ.T.H
65	UZMA NOUSHEEN.B.A
66	NOORUL AEIN
67	YUVARANI.I
68	FAREEHA TAKREEM.P
69	ARCHANA.S
70	BALKEES.M
71	DEEBIGA. I
72	ARCHANA.S.R
73	SASHMITHA.D
74	VINODHINI.R

75	HEMALATHA.K	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
76	MARY. A.J	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
77	FIRDOSE SULTANA .S.M.H	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	a	a	a	a	a	X	X	X	X	X	X	
78	YAZHINI. S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
79	NIKATH JABEEN. K	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
	Staff Initial																												

Head Of the Department of
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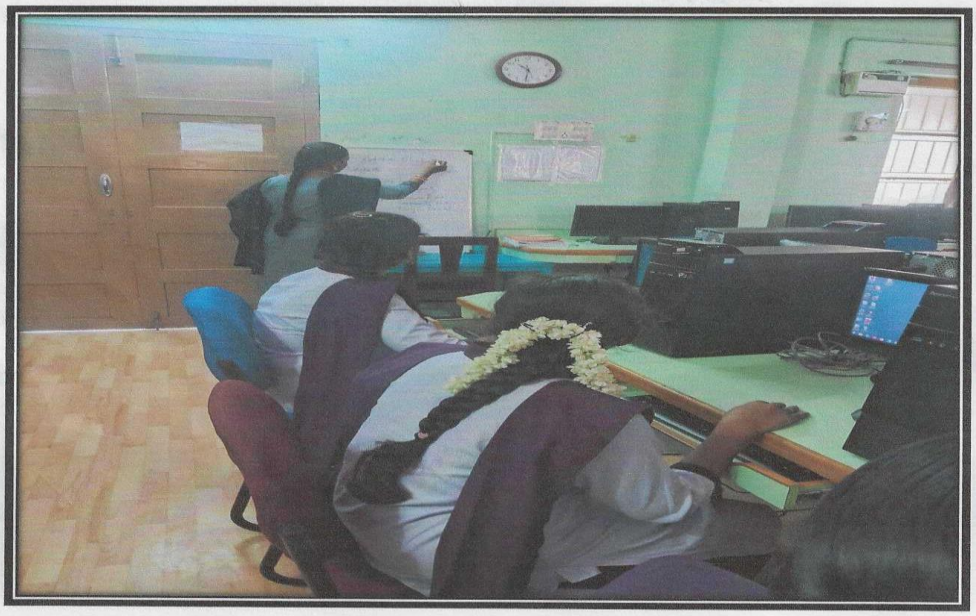
Melvisharam-632509

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509



ADOBE PHOTOSHOP

Dr. Freda Gnanaselvam, Ph.D.,
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M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University Serkkadu, Vellore District – 632115)

Course Name: ADOBE PHOTOSHOP
Date: 01.02.2020
Student Name: JANANI. A

25/25

Course Code: VAAP09
Total Marks: 25
Class: I B.COM

1. _____ editing software Photoshop uses raster-based images to edit photos.
   A. Photo B. Video C. Both A and B D. None of the above
2. Several graphical and digital artworks can be _____ using Photoshop.
   A. Created B. Edited C. Manipulated D. All of the above
3. Adobe Systems develops Photoshop, which is available for _____.
   A. Windows B. Mac OS C. Both A and B D. None of the above
4. Photoshop files are usually saved as ___ files.
   A.JPG B.PDF C. PNG D. PSD
5. What does PSD stand for?
   A. Photoshop Shopping document B. Photoshop Document
   C. Photoshop Digital D. Photoshop Shopping Digital
6. Which of the following is/are the feature(s) of Photoshop?
   A. Smart Objects B. Slice Tool C. Shapes D. All of the above
7. Photoshop's workspace represents its _____.
   A Backend B. User Interface C. Website D. Space
8. _____ is the name of the default Photoshop workspace.
   A. Enumeration B. Essentials C. Establishment D. Estrange
9. Digital painting tasks can be carried out in the _____ workspace.
   A. Photography B. Painting C. Custom D. None
10. What is the shortcut key used in order to perform a free transformation?
    A. Ctrl + A B. Ctrl + F C. Ctrl + T D. Ctrl + X
11. In order to create a new layer via copy, use -
    A. Ctrl + C B. Ctrl + J C. Ctrl + N D. Ctrl + L
12. A Photoshop document can be searched using the _____ key combination.
    A. Ctrl + S B. Ctrl + O C. Ctrl + F D. Ctrl + T

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13. Shortcut key to start help -
A.F1 B.F2 C. F3 D.F4

14. Shortcut key to paste a cut/copied content –
A.F1 B.F2 C. F3 D.F4

15. Shortcut key to open the curve dialog box -
A. Ctrl + S B. Ctrl + O C. Ctrl + M D.NONE

16. Which of the following is/are the component(s) of the layer panel?
A. Thumbnail B. Adjustment layer C. Smart Object D. All of the above

17. Non-destructive editing relies on the _____.
A. Type layer B. Layer style C. Layer mask D.None

18. Which of the masks can be created in Photoshop?
A. Layer B. Vector C. Both A and B

19. Which of the following layer style options is present in Photoshop?
A. Altitude B. Blend Mode C. Contour D. All of the above

20. Create an object entered at the selected point by pressing which of the following keys?
A. Spacebar B. Shift key C. Alt key D. Shape tool

21. Which tool on Photoshop helps remove the background from the image?
A. Magic Wand Tool B. Magic Eraser Tool C. Both A and B

22. A _____ mode mixes the RGB values of an original color with the green, blue, and red channel values.
A. Subtract B. Exclusion C. Hard Mix D. Difference

23. Using the ___ tool, you can draw complex shapes and paths.
A. Draw B. Eraser C. Shape D. Pen

24. You can change the object color using -
A. Hue/Saturation B. Adding a colour layer C. Colour replacement tool

25. We can resize a layer using -
A. Freeform Pen tool B. Resize tool C. Free Transform tool D. Layer Tool

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Serkkadu, Vellore District – 632115

MARK SHEET 2019-2020

Course Name : Adobe Photoshop
Course Code : VAAP09

S.NO	NAME OF THE STUDENT	DEPARTMENT	MARKS(25)
1	THAMAYANDHI.R	I B.A ENGLISH	25
2	DEVISRI.D	I B.A ENGLISH	24
3	GAYATHIRI.S	I B.A ENGLISH	23
4	SATHYA.S	I B.A ENGLISH	25
5	SHAHANA.B	I B.A ENGLISH	24
6	NANDHINI.M	I B.A ENGLISH	23
7	YOGESHWARI.K	I B.A ENGLISH	25
8	NARMADHA.G	I B.A ENGLISH	25
9	KHATHIJATHUL KUBRA	I B.A ENGLISH	25
10	ISHRATH THABASSUM	I B.A ENGLISH	25
11	SANDHIYA.V	I B.A ENGLISH	23
12	RABIYA FARHEEN .U.S	I BBA	24
13	NIRMALA .N	I BBA	23
14	FATHIMA .M	I BBA	25
15	MEESBABIN HAYATH .M	I BBA	24
16	JAYASHRI .S	I BBA	23
17	LOGESWARI .V	I BBA	22
18	MOHANAPRIYA .D	I BBA	25
19	PRIYA .K	I BBA	25
20	JANANI .A	I B.COM	25
21	LUBNA FATHIMA. I	I B.COM	25
22	MADIHA TASNEEM .M	I B.COM	25
23	RINDHIYA .R	I B.COM	25

24	RITHIKA .K	I B.COM	25
25	ABIRAMI .R	I B.COM	25
26	SANIYAA MAHIM .S	I B.COM	24
27	KAVIYATHARA. T	I B.COM	25
28	POOVARASI. S	I B.COM	25
29	HUMA FATHIMA .M	I B.COM	25
30	PREETHI .K	I B.COM	24
31	LOKESHWARI.M	I B.COM(CA)	25
32	KOWSAR.A	I B.COM(CA)	25
33	JAMSHEEDA.Z	I B.COM(CA)	23
34	AAMINA MARIYAM KARPOOR	I B.COM(CA)	22
35	JANANI.K	I B.COM(CA)	22
36	ABINAYA.T	I B.COM(CA)	24
37	RAMYA.D	I B.COM(CA)	21
38	SHUBA.R	I B.COM(CA)	25
39	SUBHASHINI.V	I B.COM(CA)	24
40	AAYSHA THABASUM.J	I B.COM(CA)	23
41	HEMAVATHI.V	I B.Sc., MATHEMATICS	25
42	REKHA.S	I B.Sc., MATHEMATICS	22
43	KANIMOZHI.R	I B.Sc., MATHEMATICS	23
44	SARANYA.U	I B.Sc., MATHEMATICS	25
45	THABASUM.R	I B.Sc., MATHEMATICS	24
46	RAJESHWARI.B	I B.Sc., MATHEMATICS	24
47	SABRIN.N	I B.Sc., MATHEMATICS	21
48	V RAJESWARI	I B.Sc., IDD	25
49	S JUVAIRIYA	I B.Sc., IDD	25
50	ASHIFA M	I B.Sc., IDD	25
51	S I HUZAIFA AIMEN	I B.Sc., IDD	24
52	AFSIYA PARVEEN A	I B.Sc., IDD	23
53	SYEDA SHAKIRA FARAH	I B.Sc., IDD	22
54	SUMAIYA	I B.Sc., IDD	25

55	K SUMAIYA BANU	I B.Sc., IDD	24
56	FARZANA.A	I NFSMD	25
57	SHABREEN FATHIMA.M	I NFSMD	23
58	UMIBA FATHIMA.V.I	I NFSMD	25
59	SHAZIYA PARVEEN.A	I NFSMD	25
60	JUVAIRIYA	I NFSMD	25
61	VISALI.S.S	I NFSMD	24
62	TASNEEM BEGUM.L	I NFSMD	25
63	AMREEN. A	I NFSMD	25
64	HUSNA TAJ.T.H	I NFSMD	25
65	UZMA NOUSHEEN.B.A	I NFSMD	24
66	NOORUL AEIN	I NFSMD	22
67	YUVARANI.I	I M.A ENGLISH	23
68	FAREEHA TAKREEM.P	I M.A ENGLISH	22
69	ARCHANA.S	I M.A ENGLISH	25
70	BALKEES.M	I M.A ENGLISH	24
71	DEEBIGA. I	I M.A ENGLISH	25
72	ARCHANA.S.R	I M.A ENGLISH	24
73	SASHMITHA.D	I M.A ENGLISH	24
74	VINODHINI.R	I M.A ENGLISH	23
75	HEMALATHA.K	I M.A ENGLISH	24
76	MARY. A.J	I M.Sc BIOTECHNOLOGY	25
77	FIRDOSE SULTANA .S.M.H	I M.Sc BIOTECHNOLOGY	25
78	YAZHINI. S	I M.Sc BIOTECHNOLOGY	25
79	NIKATH JABEEN. K	I M.Sc BIOTECHNOLOGY	25

Head Of the Department of
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Melvisharam - 632 509

Class : **LESSON PLAN** **Semester :**

SUBJECT : BASICS OF PHOTOSHOP (ADOBE PHOTOSHOP)

Sl. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
		I	Introduction to photoshop - The Work area - Application Bar - Tools Panel - options Bar - Document Window - panel Dock - Opening an Image in photoshop - Creating Images in photoshop - Saving Images in photoshop - Working with Text - Type tool.	"Adobe photoshop by Bittu
		II	Image and Color Basics - Acquire Image from Cameras - Resize images - Image and resolution - Working with raster and Vector image - Move tool - Lasso tool - Selection Tool - Crop Tool - Color modes Color - picker Dialog Box - Eyedropper Tool.	"Adobe photoshop" classroom in a Book by Faulkner Andrew
		III	Layers - Layers panel - Different Layer Types - Creati a New Layer - Select Layers - Hide and Show Layers - Duplicati Layers - Link Layer - GroupLayer - Color Code Layers - Apply a Layer style.	" Adobe photoshop" by Bittu

Class : **LESSON PLAN** **Semester :**

SUBJECT :

Sl. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
		IV	Create Shapes - Shape Tools - Rectangle - Ellipse - Traiangle - polygon - line - Custom Shape - Move Shapes - Rotate Shapes - Fill Color - Drawing and painting - Brush Tool - pen and pencil Tool.	'Adobe Photoshop' By Bittu
		V	Filtering and Adjusting photo - Liquefy Commands - Lens Correction - Auto adjustments - Shadows - Highlights - Brightness - Contrast - Hue / saturation - Curves.	'Adobe Photoshop Classroom in a classbook by Faulkner Andrew

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WORK DIARY

ADOBE PHOTOSHOP.

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
					UNIT-I	
14-02-19		1.		photoshop	Introduction to photoshop- The work area- Application Bar.	Adobe photoshop classroom in a Book by Faulkner Andrew.
		2.		PHOTO SHOP	Tools panel, options Bar- Document window	
		3.		PHOTO SHOP	Panel Dock, opening an Image in photoshop.	
		4.		PHOTO SHOP	Creating Images in photoshop	
		5.		PHOTO SHOP.	Saving Images in photoshop	
		6.		PHOTO SHOP	Working with Text- Type tool.	
					UNIT-II	
21-12-19		1.		PHOTO SHOP	Image and Color Basics Acquire image from Camera	'Adobe photoshop' by Bittu
		2.		PHOTO SHOP	Resize images, image and resolution.	
		3.		PHOTO SHOP	Working with raster and Vector image	

M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE
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Phone 04172 266167, 266463

STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: SHUBA. R
Course Name : ADOBE PHOTOSHOP
Course Code : VAAP09

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent [✓] Very Good [ ] Good [ ] Average [ ] Below average [ ]

2. To what level did the course expose you to new knowledge & practices

Excellent [✓] Very Good [ ] Good [ ] Average [ ] Below average [ ]

3. The learning experience you had in this course was

Excellent [ ] Very Good [✓] Good [ ] Average [ ] Below average [ ]

4. Please rate the course faculties

Excellent [ ] Very Good [✓] Good [ ] Average [ ] Below average [ ]

5. How would you rate the overall course content

Excellent [✓] Very Good [ ] Good [ ] Average [ ] Below average [ ]

6. Please rate the relevance of the course

High [✓] Average [ ] Low [ ]

7. Please rate the usefulness of the course

High [✓] Average [ ] Low [ ]

Suggestions if any : The Course was very effective.

Shuba. R.
Signature of the student

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VALUE ADDED COURSES

Course Name	**SMALL BUSINESS MANAGEMENT**
Course Code	**VASBM10**
Duration	**30 HRS**
Offered by	**Department of Commerce(G)**

L	T	P	C
30			1

Course Objectives:

- To understand the basic concepts of Small Business.
- To extend the knowledge of Starting a Small Industry.
- To facilitate the student to know the types of Organisations.
- To bring the awareness of Sources of Finance for Small Business.

Course Outcome:

By successfully completing this course, students will be able to :

- Summarise different concepts of Small Business.
- Summarise Advantages and Measures of Government to Develop Small Business.
- Describe the procedures to Start a small Industry.

Syllabus

Unit – I

Small scale Business - Concepts, Nature and Scope- Introduction to Total Quality Management.

Unit – II

Steps to start a small Industry – Search oor Business idea, Project Formulation and Design

Unit – III

Selection of type of Organisation – sole Proprietorship – Partnership – Joint stock Company

+-

Unit – IV

Sources of Finance – Short Term – Medium Term - Long Term Finance – Banks – DICs, SIDO, SIDCO and SIPCOT

Unit – V

Incentives and Subsidies – Meaning – Need and Problems – Export Opportunities

Reference Book

1. Saravanavel P Entrepreneurship Development in India, Sultan Chand Publications, New Delhi.

2. Gupta C.B & Srinivasan N.P Entrepreneurship Development in India, Sultan Chand Publications, New Delhi.

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Head, Department of Commerce,
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Melvisharam-632 509.

Dr. Freda Gnanaselvam, Ph.D.,
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Serkkadu, Vellore District – 632115

STUDENTS ENROLMENT DETAIL 2019-2020

Course Name	Small Business Management
Course Code	VASM10

S.No	Name of the Student	Department	Signature
1	SNEHA.A	I B.A ENGLISH	
2	REKA.M	I B.A ENGLISH	
3	SHAJITHA.M	I B.A ENGLISH	
4	ROSHAN SAFIGA.A	I B.A ENGLISH	
5	HEMAVATHY.P	I B.A ENGLISH	
6	SARANYA.N	I B.A ENGLISH	
7	SANDHIYA.P	I B.A ENGLISH	
8	VINITHA.R	I B.A ENGLISH	
9	MAHALAKSHMI.S	I BCA	
10	APARNA.S	I BCA	
11	NARMATHA.T	I BCA	
12	PRIYANKA.E	I BCA	
13	ARTHI.A	I BCA	
14	ANU PRIYA.S	I BCA	
15	SOWMYA.R	I BCA	
16	KOUSALYA.K	I BCA	
17	THARANI.J	I BCA	

3.2

18	SNEKHA.S	I BCA	Snekha.S
19	GOWTHAMI.G	I BCA	Gowthami.G.
20	POOJA.K	I BCA	Pooja.K.
21	SNEHA.T	I BCA	Sneha.T
22	SARANYA.R	I BCA	Saranya.R.
23	SANGEETHA. S	I B.Sc BIOTECHNOLOGY	Sangeetha.
24	GAYATHRI. G	I B.Sc BIOTECHNOLOGY	Gayathri.
25	BUSHRA. P.M	I B.Sc BIOTECHNOLOGY	Bushra
26	THASLIM PARVEEN. A	I B.Sc BIOTECHNOLOGY	Thaslim Parveen
27	SNEKA.K	I B.Sc BIOTECHNOLOGY	Sneka.K.
28	VENNILA.P	I B.Sc BIOTECHNOLOGY	Vennila.P.
29	SUBHA AARTHI.T	I B.Sc BIOTECHNOLOGY	Subha Aarthi
30	DHIVYA.E	I B.Sc., CS	Dhivya.
31	PRIYA DHARSHINI.K	I B.Sc., CS	Priya Dharshini
32	DEEPIKA.S	I B.Sc., CS	Deepika.S.
33	JENIFER.M	I B.Sc., CS	Jenifer M.
34	ANUSHYA.S	I B.Sc., CS	Anushya.S.
35	RANJANI.R	I B.Sc., CS	Ranjani.R.
36	IFRA ANJUM.S	I B.Sc., CS	Ifra Anjum
37	VINISHA.S	I B.Sc., CS	Vinisha.
38	RAVEENA.D	I B.Sc., CS	Raveena.
39	RAGAVI.D	I B.Sc., CS	Ragavi.D
40	SUBIKSHA.G	I B.Sc., CS	Subiksha.
41	HARINI.R	I B.Sc., CS	Harini.R.
42	DIVYA.S	I B.Sc., CS	Divya.S

3-3

43	GOPIKA.N	I B.Sc., CS	Gopika N
44	SANDHIYA.G	I B.Sc., CS	Sandhiya G
45	SHALINI.M	I B.Sc., CS	Shalini. M.
46	KOKILA.B.S	I B.Sc., CS	Kokila. B.S
47	SAFIYA TASKEEN.A	I B.Sc., CS	Safiya Taskeen A
48	SADIYA SAMREEN.C	I B.Sc., CS	Sadiya Samreen C
49	MONISHA.K	I B.Sc., CS	Monisha. K
50	RAGASUDHA.S	I B.Sc., MATHEMATICS	Ragasudha S
51	KAAVIYA.K	I B.Sc., MATHEMATICS	Kaaviya K
52	KAVITHA.S	I B.Sc., MATHEMATICS	Kavitha. S
53	LAVANYA.H	I B.Sc., MATHEMATICS	Lavanya. H
54	VIJAYALAKSHMI.E	I B.Sc., MATHEMATICS	VIJAYALAKSHMI E
55	JAYA.A.L	I B.Sc., MATHEMATICS	Jaya. A.L
56	ARUNADEVI.V	I B.Sc., MATHEMATICS	Arunadevi. V
57	KAVIYA.J	I B.Sc., MATHEMATICS	Kaviya. J
58	UZMA FARHIN.K	I B.Sc., MATHEMATICS	Uzmafarhin. K
59	POOJA.J	I B.Sc., MATHEMATICS	Pooja J
60	NIHA AFFRIN.A	I NFSMD	Niha Affrin A
61	NAZIFA SAMEEN.M	I NFSMD	Nazifa Sameen. M
62	FARHANA.H	I NFSMD	Farhana H
63	SHAFIKA SHEERIN.S	I NFSMD	Shafika Sheerin. S.
64	JEEVITHA.K	I NFSMD	Jeevitha. K
65	AMEENA THABASUM.S	I NFSMD	Reshma R
66	RESHMA.R	I NFSMD	Reshma. R
67	SAMREEN ANJUM.M.R	I NFSMD	Samreen

68	FYROSE.M	I NFSMD	Fyrose.M.
69	MADHINA.F	I NFSMD	Madhina.F
70	AKSHAYA. M	I NFSMD	Akshaya.M
71	SUBASHINI. M	I NFSMD	Subashini.M
72	AMREEN BANU.T	I NFSMD	Amreen banu.T
73	FATHIMA NIHALA. Y	I NFSMD	Fathima nithila.y
74	SURIYA BEGUM. A	I M.Sc BIOTECHNOLOGY	Suriya begum.a
75	SARANYA. L	I M.Sc BIOTECHNOLOGY	Saranya.L

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M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115

ATTENDANCE SHEET 2019- 2020

urse Name : SMALL BUSINESS MANAGEMENT Course Code : VASM10

	Student Name	14.12.2019					21.12.2019					28.12.2019					04.01.2020					25.01.2020				
1	SNEHA.A																									
2	REKA.M																									
3	SHAJITHA.M																									
4	ROSHAN SAFIGA.A																									
5	HEMAVATHY.P																									
6	SARANYA.N																									
7	SANDHIYA.P																									
8	VINITHA.R																									
9	MAHALAKSHMI.S																									
10	APARNA.S																									
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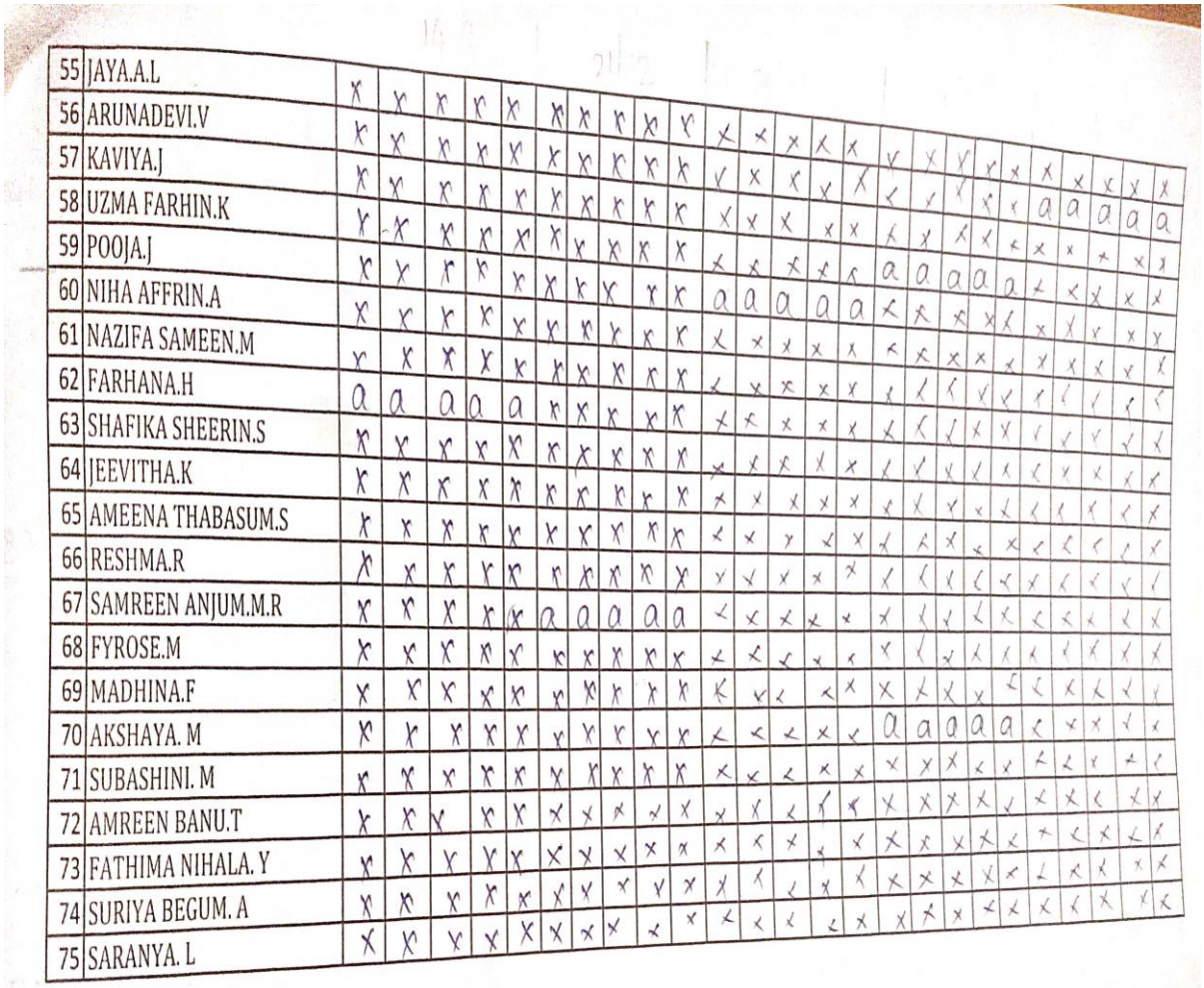
12	PRIYANKA.E																									
13	ARTHI.A																									
14	ANU PRIYA.S																									
15	SOWMYA.R																									
16	KOUSALYA.K																									
17	THARANI.J																									
18	SNEKHA.S																									
19	GOWTHAMI.G																									
20	POOJA.K																									
21	SNEHA.T																									



55	JAYA.A.L
56	ARUNADEVI.V
57	KAVIYA.J
58	UZMA FARHIN.K
59	POOJA.J
60	NIHA AFFRIN.A
61	NAZIFA SAMEEN.M
62	FARHANA.H
63	SHAFIKA SHEERIN.S
64	JEEVITHA.K
65	AMEENA THABASUM.S
66	RESHMA.R
67	SAMREEN ANJUM.M.R
68	FYROSE.M
69	MADHINA.F
70	AKSHAYA. M
71	SUBASHINI. M
72	AMREEN BANU.T
73	FATHIMA NIHALA. Y
74	SURIYA BEGUM. A
75	SARANYA. L

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Suhiksha. 07

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
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Phone 04172 266167, 266463
SMALL BUSINESS MANAGEMENT

1. **Which of these factors affects personality?**
a. Culture
b. Family
c. Heredity
d. All of the above

25/25

2. How does an individual cope with stress?
a. The self-concept
b. Self-motivation
c. Regular exercise
d. Self-control

3. Motivation's two-factor theory is given by:
a. Herzberg
b. Harold Kelley
c. J. Stacy Adams
d. Douglas McGregor

4. Which of these is the result of the multiplication of expectancy and valence according to Vroom's theory?
a. Organisation
b. Delegation
c. Management
d. Motivation

5.Ego controls the:
a. Instincts that will be satisfied
b. Selection of the feature of the environment
c. Gateway of actions
d. All of the above

6. Rearrange the steps of Maslow's Need Hierarchy Theory.

A. Self - Actualisation Needs
B. Physiological needs
C. Belongingness and love needs
D. Self - esteem needs

E. Safety needs

7. Who propounded the Need's Theory

a. Frederick Herzberg
b. Alderfer
c. Abraham Harold Maslow
d. None of the above

8. Rearrange the six steps of motivation logically.

A. Engages in goal - directed behaviour
B. Reassess needs deficiencies
C. Performs
D. Identifies needs
E. Searches for ways to satisfy the needs
F. Receives either rewards or punishment

a. DFCAEB
b. BCDEAF
c. DEACFB
d. ABCDEF

9. An informal group is characterized by the _____.
(a)stipulation of expected behaviors by the organization
(b)predetermined designation of tasks of members
(c)pursuit of particular organizational goals
(d)fulfillment of the need for social contact

10. _____ is to identify the strengths and weaknesses of employees to Place right men on right job.
a. Recruitment b. Performance Appraisal c. Selection d. feedback

11. Stress management is about learning
1. How to avoid the pressures of life
2. How to develop skills that would enhance our body's adjustment when we are subjected to the pressures of life
3. Both '1' & '2' are true
4. None of the above

12. The symptoms of stress can be divided in to the following categories
1. Cognitive
2. Emotional
3. Physical
4. Behavioural
5. All of the above

13. What is leadership?
a) The ability to manage a team
b) The process of influencing and inspiring others
c) The act of making all decisions for a group
d) The skill of delegating tasks effectively

14. Which of the following is NOT a characteristic of effective leaders?
a) Empathy
b) Communication skills
c) Authoritarianism
d) Integrity

15. Which leadership style is characterized by a high degree of control and power in the hands of the leader?
a) Laissez-faire
b) Autocratic
c) Participative
d) Servant

16. Which leadership style involves rewarding and punishing employees based on their performance?
a) Transactional
b) Democratic
c) Transformational
d) Charismatic

17. What is the role of a laissez-faire leader?
a) To provide clear instructions and guidance
b) To give employees complete freedom to make decisions
c) To establish strict rules and procedures
d) To motivate and inspire followers

18.Organizational Culture –

It refers to a set of beliefs, values and attitudes shared by everyone in the organization.
It refers to the way in which organizations are managed.
Both A&B
None

19. _____ refers to the learning opportunities designed to help employees grow.

a. Training
b. Development
c. Education
d. All of the above

20. How does training and development offer competitive advantage to an organisation?

a. Removing performance decencies
b. Deficiency is caused by a lack of ability
c. Individuals have the aptitude and motivation to learn
d. None of the above

21. Which of the following is a benefit of employee training?
a. Improves morale
b. Helps people identify with organisational goals
c. Provides a good climate for learning, growth and co - ordination
d. None of the above

22. _____ is the step where the management finds out how effective it has been at hiring and placing employees.

a. Performance Management
b. Performance analysis
c. Performance appraisal
d. Performance evaluation

23. Performance appraisal aims at
a. goals of employees
b. Goals of organisation
c. both a & b
d. Neither a nor b

24. The actual performance is compared with the standard performance to
a. Identify the gap
b. give them training
c. improve performance
d. all of the above

25. Communicating the _____ to the employees is necessary so that they can perform accordingly
a. Rewards
b. standards
c. awards
d. targets

MMES WOMENS ARTS AND SCIENCE COLLEGE
DEPARTMENT OF COMMERCE(G)
VALUE ADDED COURSE - 2019-2020 (even)
Small Business Management-VASM10

Sl. No	Name of the student	Department	Marks(25)
1	SNEHA.A	I B.A ENGLISH	25
2	REKA.M	I B.A ENGLISH	25
3	SHAJITHA.M	I B.A ENGLISH	24
4	ROSHAN SAFIGA.A	I B.A ENGLISH	24
5	HEMAVATHY.P	I B.A ENGLISH	25
6	SARANYA.N	I B.A ENGLISH	20
7	SANDHIYA.P	I B.A ENGLISH	24
8	VINITHA.R	I B.A ENGLISH	25
9	MAHALAKSHMI.S	I BCA	23
10	APARNA.S	I BCA	24
11	NARMATHA.T	I BCA	24
12	PRIYANKA.E	I BCA	25
13	ARTHI.A	I BCA	24
14	ANU PRIYA.S	I BCA	23
15	SOWMYA.R	I BCA	24
16	KOUSALYA.K	I BCA	24
17	THARANI.J	I BCA	24
18	SNEKHA.S	I BCA	24
19	GOWTHAMI.G	I BCA	25
20	POOJA.K	I BCA	24
21	SNEHA.T	I BCA	25
22	SARANYA.R	I BCA	23
23	SANGEETHA. S	I B.Sc BIOTECHNOLOGY	24
24	GAYATHRI. G	I B.Sc BIOTECHNOLOGY	24
25	BUSHRA. P.M	I B.Sc BIOTECHNOLOGY	24
26	THASLIM PARVEEN. A	I B.Sc BIOTECHNOLOGY	23
27	SNEKA.K	I B.Sc BIOTECHNOLOGY	25
28	VENNILA.P	I B.Sc BIOTECHNOLOGY	24
29	SUBHA AARTHI.T	I B.Sc BIOTECHNOLOGY	23
30	DHIVYA.E	I B.Sc., CS	24
31	PRIYA DHARSHINI.K	I B.Sc., CS	25
32	DEEPIKA.S	I B.Sc., CS	24
33	JENIFER.M	I B.Sc., CS	23
34	ANUSHYA.S	I B.Sc., CS	25
35	RANJANI.R	I B.Sc., CS	23 22
36	IFRA ANJUM.S	I B.Sc., CS	24
37	VINISHA.S	I B.Sc., CS	25
38	RAVEENA.D	I B.Sc., CS	25
39	RAGAVI.D	I B.Sc., CS	23

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Dr. B. [illegible] Ph.D.
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Melvisharam-632 509.

40	SUBIKSHA.G	I B.Sc., CS	25
41	HARINI.R	I B.Sc., CS	25
42	DIVYA.S	I B.Sc., CS	24
43	GOPIKA.N	I B.Sc., CS	24
44	SANDHIYA.G	I B.Sc., CS	25
45	SHALINI.M	I B.Sc., CS	23
46	KOKILA.B.S	I B.Sc., CS	24
47	SAFIYA TASKEEN.A	I B.Sc., CS	25
48	SADIYA SAMREEN.C	I B.Sc., CS	23
49	MONISHA.K	I B.Sc., CS	24
50	RAGASUDHA.S	I B.Sc., MATHEMATICS	24
51	KAAVIYA.K	I B.Sc., MATHEMATICS	25
52	KAVITHA.S	I B.Sc., MATHEMATICS	24
53	LAVANYA.H	I B.Sc., MATHEMATICS	23
54	VIJAYALAKSHMI.E	I B.Sc., MATHEMATICS	24
55	JAYA.A.L	I B.Sc., MATHEMATICS	24
56	ARUNADEVI.V	I B.Sc., MATHEMATICS	24
57	KAVIYA.J	I B.Sc., MATHEMATICS	24
58	UZMA FARHIN.K	I B.Sc., MATHEMATICS	18
59	POOJA.J	I B.Sc., MATHEMATICS	24
60	NIHA AFFRIN.A	I NFSMD	25
61	NAZIFA SAMEEN.M	I NFSMD	23
62	FARHANA.H	I NFSMD	24
63	SHAFIKA SHEERIN.S	I NFSMD	24
64	JEEVITHA.K	I NFSMD	24
65	AMEENA THABASUM.S	I NFSMD	23
66	RESHMA.R	I NFSMD	25
67	SAMREEN ANJUM.M.R	I NFSMD	24
68	FYROSE.M	I NFSMD	23
69	MADHINA.F	I NFSMD	24
70	AKSHAYA. M	I NFSMD	25
71	SUBASHINI. M	I NFSMD	24
72	AMREEN BANU.T	I NFSMD	23
73	FATHIMA NIHALA. Y	I NFSMD	25
74	SURIYA BEGUM. A	I M.Sc BIOTECHNOLOGY	23
75	SARANYA. L	I M.Sc BIOTECHNOLOGY	22

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Dr. Freda Gnanaselvam, Ph.D.,
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Melvisharam - 632 509

Class : LESSON PLAN Semester :

SUBJECT : Small Business Management

Sl. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
		1	Small Scale Business Concepts, Natuse, Scope	DS-1, David.
		1	Introduction to Total Quality Management	"
		2	Steps to Start a Small Industry	"
		2	Search or Business idea, Project formulation and design	"
		3	Selection of type of Organisation - Sole Proprietorship - Partnership	"
		3.	Joint Stock Company	"
		4	Sources of finance - Short term - Medium term - long term finance	"
		4	Banks - DICs, SIDO, SIDCO and SIPCOT	"

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Class : LESSON PLAN Semester :

SUBJECT :

Sl. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
		5	Incentives and Subsidies	Dr. L. David
			Meaning, Need and	
		5	Problems - Export opportunities	"

2019 - 2020 . Even

Small Business Management.

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
			1		Small scale Business - Meaning	[signature]
			2		Concepts of Small Scale Business	G. Loganayagi
			3		Nature of Small Scale Business	S. Sona
			4		Scope of Small Scale Business	[signature]
			5		Total Quality Management	[signature]
			1		Steps to Start a Small Industry	G. Loganayagi [signature]
			2		Business idea - Search	S. Soppana
			3		Project formulation	P. Sheela
			4.		Project design	[signature]
			5.		Sources of idea (finance)	[signature]
			1		Selection type of Organisation	S. Soppana
			2		Sole Proprietorship features, Advantages / disadvantages	[signature] P. Sheela
			3		Partnership, features Advantages / disadvantages	[signature] S. Soppana
			4		Joint Stock Company	
			5.		features / Advantages & disadvantages of Joint Stock Company	[signature] P. Sheela

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WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
		1			Sources of finance	[signature]
		2			Short term finance	[signature]
		3			long term finance	[signature]
		4			Medium term finance	S. Soppana
		5			DICs, SIDO, SIDCO	G. Loganayagi
		1			SIPCOT	G. Loganayagi
		2			Incentives / subsidies	[signature]
		3			Need of Incentives	[signature]
		4			Problems of Incentives	S. Soppana
		5			Export Opportunities	[signature]

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
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STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: K. JEEVITHA. I(NFSMD)
Course Name : Small Business Management
Course Code : VASM10.

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

3. To what degree did the course content meet your expectations

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

4. To what level did the course expose you to new knowledge & practices

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

8. The learning experience you had in this course was

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

9. Please rate the course faculties

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

10. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

11. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

12. Please rate the usefulness of the course

High ☐ Average ☑ Low ☐

Suggestions if any :

Signature of the student

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VALUE ADDED COURSE

Course Name	Basic Accounting with Accounting Software
Course Code	VAAS11
Duration	30 Hours
Offered by	Commerce (Computer Applications)

L	T	P	C
25	5	-	1

COURSE OBJECTIVES

- To provide an overview of the use of accounting in business
- To give an understanding of the practical applications of the branches of accounting
- To enable students to read and understand the basic corporate financial statements and reports and the implications contained therein.
- To use accounting software to compile final accounts of business concerns.

COURSE OUTCOME

To understand Concepts and convention ofBook-keeping and accounting.

To know the preparation of Journal, Ledger, Trial Balance and Final Accounts, cost sheet, tenders and quotation

Be aware of Accounting Software Computerized accounting

UNIT I

Introduction to accounting Accounting terms, Concepts and convention, Book-keeping and accounting, Branches in accounting, Accounting equation.

UNIT II

Financial Accounting Golden Principles of accounting, Transaction - Journal, Ledger, Trial Balance and Final Accounts.

UNIT III

Cost Accounting Preparation of cost sheet, tenders and quotation, Overhead Apportionment.

UNIT IV

Management Accounting Preparation of Budgets

UNIT V

Accounting Software Computerized accounting- Installing Tally- Features & Procedure for Installing Tally- Changing default settings, Introduction to Tally - Opening screen of Tally- Creating company- Selecting company- shutting a company- altering company- configuring company, Inventory Information Creation of stock group (Displaying, altering and deleting groups)- Stock item (Displaying, altering and deleting item)- Units of measure, Accounting Information – Ledger-single and multiple ledgers (Displaying, altering and deleting ledger), Vouchers in tally –Contra Vouchers – Purchases vouchers- Sales vouchers - Payments - Receipt voucher - Journal Voucher, Display Menu – Trial Balance, Profit & loss account and Balance sheet.

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STUDENTS ENROLMENT DETAIL 2019-2020

Course Name	Basic Accounting with Accounting Software
Course Code	VAAS11

S.No	Name of the Student	Department	Signature
1	HAJIRA.F	I B.A ENGLISH	F. Hajira.
2	SARA ASPIYA.D	I B.A ENGLISH	Sara Aspiya.D
3	YOGALAKSHMI.K	I B.A ENGLISH	Yogalakshmi.K.
4	SARANYA.R	I B.A ENGLISH	Saranya.S
5	NANDHINI.S	I B.A ENGLISH	Nandhini.S
6	DEEPIKA.R	I B.A ENGLISH	Deepika.R
7	SABIYA.S	I B.A ENGLISH	Sabiya.S
8	RAMYA. E	I B.A ENGLISH	Ramya.e.
9	THASINA.A	I B.A ENGLISH	A. Thasina
10	SASI KALA.M	I B.A ENGLISH	Sasi kala.M
11	ZULAIKHA HANA. Y	I B.Sc BIOTECHNOLOGY	Zulaikha Hana.Y
12	KEERTHIKA. G	I B.Sc BIOTECHNOLOGY	Keerthika.G
13	ZUBIYA ASHREEN. T.R	I B.Sc BIOTECHNOLOGY	Zubiya Ashreen.T
14	SNEHA. M	I B.Sc BIOTECHNOLOGY	Sneha.M
15	FAIZA FARHEEN. A	I B.Sc BIOTECHNOLOGY	Faiza Farhin.A
16	DEVIPRIYA. R	I B.Sc BIOTECHNOLOGY	DeviPriya.R.
17	SANGEETHA. A	I B.Sc BIOTECHNOLOGY	Sangeetha.A
18	HEMAVATHI. R.S	I B.Sc BIOTECHNOLOGY	Hemavathi.R
19	INDUMATHI. J	I B.Sc BIOTECHNOLOGY	Indumathi.J.
20	JANANI P	I B.Sc BIOTECHNOLOGY	Janani.P

21	SAMEENA. N	I B.Sc BIOTECHNOLOGY	Sameena.N
22	SHALINI.M	I B.Sc., CS	Shalini.M
23	RENUKA.R	I B.Sc., CS	Renuka.R
24	NEELUFER RUHEE S B	I B.Sc., CS	Neelufer ruhee.SB
25	KOWSALYA.A	I B.Sc., CS	Kowsalya.A
26	BHUVANESHWARI.V	I B.Sc., CS	Bhuvaneshwari.V
27	DEVAYANI.S	I B.Sc., CS	Devayani.S
28	USHA.U	I B.Sc., CS	Usha.U
29	HEMAVATHI.S	I B.Sc., CS	Hemavathi.S
30	SANDHIYA.R	I B.Sc., CS	Sandhiya.R
31	PADMINI.T	I B.Sc., CS	Padmini.T
32	NANDHINISRI.S	I B.Sc., CS	Nandhinisri.S
33	HEMALATHA.A	I B.Sc., CS	hemalatha.A
34	FOUZIYA.A	I B.Sc., CS	fouziya.A
35	INDUMATHI.D	I B.Sc., CS	indumathi.D.
36	PREMA.V	I B.Sc., CS	Prema.V
37	DEVI.B	I B.Sc., CS	Devi.B
38	JAYASHREE.D	I B.Sc., CS	Jayashree.D
39	YASIN.S	I B.Sc., CS	Yasin.S
40	DHIVYA BHARATHI.R	I B.Sc., MATHEMATICS	Divya Bharathi.R
41	GNANA SWATHI.V	I B.Sc., MATHEMATICS	Gnana Swathi
42	SWETHA.R	I B.Sc., MATHEMATICS	Swetha.R
43	KAVIYA.V	I B.Sc., MATHEMATICS	Kaviya.V
44	JEEVITHA.R	I B.Sc., MATHEMATICS	Jeevitha.R
45	DEEPIKA.R	I B.Sc., MATHEMATICS	Deepika.R
46	NASEEFA KOWSER.F	I B.Sc., MATHEMATICS	Naseefa kowser.F
47	VIJAYALAKSHMI.U	I B.Sc., MATHEMATICS	Vijayalakshmi

48	GOPIKA.K	I B.Sc., MATHEMATICS	Gopika.K
49	SANTHANALAKSHMI.S	I B.Sc., MATHEMATICS	Santhanalakshmi.S
50	HEMALATHA.P	I B.Sc., MATHEMATICS	P.Hemalatha.
51	KOMATHY.P	I B.Sc., MATHEMATICS	Komathy.P
52	SRIVARSHANI.R	I B.Sc., MATHEMATICS	Srivarshini.R
53	SNEKA. K	I NFSMD	Sneka.K.
54	FATHIMA TABASSUM. S	I NFSMD	Fathima thabassum.S
55	ARIVARASI. K	I NFSMD	Arivarasi.K
56	INDHU. N	I NFSMD	Indhu.N.
57	AYISHA BANU	I NFSMD	Ayisha banu
58	USMA NAHID. A	I NFSMD	Usma Nahid.A
59	PAVITHRA. B	I NFSMD	Pavithra.B

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M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115

Course Name	BASIC ACCOUNTING WITH ACCOUNTING
Course Code	VAAS11

ATTENDENCE SHEET (2019-2020)

S.No	Name of the Student	14.12.2019					21.12.2019					28.12.2019					4.1.2019					25.1.2020				
1	HAJIRA.F	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
2	SARA ASPIYA.D	a	a	a	a	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
3	YOGALAKSHMI.K	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
4	SARANYA.R	x	x	x	x	x	a	a	a	a	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
5	NANDHINI.S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
6	DEEPIKA.R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
7	SABIYA.S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
8	RAMYA. E	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
9	THASINA.A	x	x	x	x	x	x	x	x	x	x	a	a	a	a	a	x	x	x	x	x	x	x	x	x	x
10	SASI KALA.M	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
11	ZULAIKHA HANA. Y	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
12	KEERTHIKA. G	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
13	ZUBIYA ASHREEN. T.R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	a	a	a	a	a	x	x	x	x	x
14	SNEHA. M	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
15	FAIZA FARHEEN. A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

16	DEVIPRIYA. R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
17	SANGEETHA. A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
18	HEMAVATHI. R.S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
19	INDUMATHI. J	a	a	a	a	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
20	JANANI P	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
21	SAMEENA. N	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	a	a	a	a	a	a
22	SHALINI.M	x	x	x	x	x	a	a	a	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
23	RENUKA.R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	a	a	a	a	a	x	x	x	x	x	x
24	NEELUFER RUHEE S B	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
25	KOWSALYA.A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
26	BHUVANESHWARI.V	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
27	DEVAYANI.S	x	x	x	x	x	x	x	x	x	a	a	a	a	a	x	x	x	x	x	x	x	x	x	x	x
28	USHA.U	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
29	HEMAVATHI.S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
30	SANDHIYA.R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
31	PADMINI.T	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
32	NANDHINISRI.S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	a	a	a	a	a	x	x	x	x	x	x
33	HEMALATHA.A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
34	POUZIYA.A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
35	INDUMATHI.D	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

36	PREMA.V	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
37	DEVI.B	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
38	JAYASHREE.D	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
39	YASIN.S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
40	DHIVYA BHARATHI.R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
41	GNANA SWATHI.V	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
42	SWETHA.R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
43	KAVIYA.V	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
44	JEEVITHA.R	a	a	a	a	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
45	DEEPIKA.R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
46	NASEEFA KOWSER.F	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
47	VIJAYALAKSHMI.U	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
48	GOPIKA.K	x	x	x	x	x	x	x	x	x	a	a	a	a	a	x	x	x	x	x	x	x	x	x	x
49	SANTHANALAKSHMI.S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
50	HEMALATHA.P	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
51	KOMATHY.P	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
52	SRIVARSHANI.R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
53	SNEKA. K	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
54	FATHIMA TABASSUM. S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
55	ARIVARASI. K	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

56	INDHU. N	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
57	AYISHA BANU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
58	USMA NAHID. A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
59	PAVITHRA. B	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	a	a	a	a	a			

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Gopika . 21

BASIC ACCOUNTING WITH ACCOUNTING SOFTWARE

VALUE ADDED COURSE ASSESSMENTS —VAASII

1. The revenues and expenses of a company are displayed in which statement?

A. Balance Sheet
B. Cash Flow Statement
C. Income Statement
D. None of the above

2. The Expenses, Profit & Loss of an organisation are recorded in which account?

A. Current Account
B. Personal Account
C. Nominal Account
D. None of the above

3. What type of balance do asset accounts have?

A. Contra
B. Credit
C. Debit
D. All of the above

4.The kind of debts which are needed to be repaid in a short term is known as?

A. Fixed Liabilities
B. Current Liabilities
C. Depreciating Assets
D. Intangible Assets

5. The account which increases equity is known as?

A. Debit Account
B. Credit Account
C. Revenue
D. Treasury Stock

6. What is the supporting evidence in a business transaction called?

A. Journal
B. Ledger
C. Voucher
D. Contra Voucher

7. The Expenses, Profit & Loss of an organisation are recorded in which account?

A. Current Account
B. Personal Account
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8. Which person owes an amount to a business organisation for buying goods and services on a credit basis?

A. Creditors
B. Debtors
C. Owner

9. When are balance sheets prepared?

A. Quarterly
B. Yearly
C. Monthly
D. None of the above

10. Which budget is prepared for Advertising, Salary, and Market Analysis?

A. Operating Budget
B. Sales Expenditure Budget
C. Static Budget
D. Labor Budget

11. What does a master budget include?

A. Material Budget
B. Production Budget
C. Sales Budget
D. All of the above

12. Recording financial transaction is part of?

A. Accounting
B. Book Keeping
C. Data Entry
D. Journal

13. Examining of financial information refers to?

A. Analysis
B. Auditing
C. Recording
D. Balance Sheet

14. Who is an external user of financial statements?

A. Shareholders
B. CEO
C. Manager
D. Creditor

15. An Asset possessed by the business should be shown in which part of balance sheet?

A. Liabilities
B. Assets
C. Revenues
D. Fixed Assets

16. Capital + Liabilities = ?

A. Revenue
B. Assets
C. Unearned Income
D. Voucher

17. What occurs when expenses are greater than income?

A. Net Loss
B. Net Profit
C. Debts
D. Decrease in Assets

18. What is the book of original entries?

A. Voucher Book
B. General Journal
C. Day Book
D. Account Statement

19. The revenues and expenses of a company are displayed in which statement?

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20. The main Purpose of Financial Accounting is?

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24. What are the long-term assets which do not have any physical existence?

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Remarks – 22

BASIC ACCOUNTING WITH ACCOUNTING SOFTWARE

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Indhu .N 21

BASIC ACCOUNTING WITH ACCOUNTING SOFTWARE

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A. Journal
B. Ledger
C. Voucher
D. Contra Voucher

Faiza Farheen. 21

BASIC ACCOUNTING WITH ACCOUNTING SOFTWARE

VALUE ADDED COURSE ASSESSMENTS VAASII

1. The revenues and expenses of a company are displayed in which statement?

A. *Balance Sheet*
B. *Cash Flow Statement*
C. Income Statement
D. None of the above

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D. All of the above

4. The kind of debts which are needed to be repaid in a short term is known as?

A. *Fixed Liabilities*
B. Current Liabilities
C. Depreciating Assets
D. Intangible Assets

5. The account which increases equity is known as?

A. Debit Account
B. Credit Account
C. Revenue
D. Treasury Stock

6. What is the supporting evidence in a business transaction called?

A. Journal
B. Ledger
C. Voucher
D. Contra Voucher

7. The Expenses, Profit & Loss of an organisation are recorded in which account?

A. Current Account
B. Personal Account
C. Nominal Account
D. None of the above

8. Which person owes an amount to a business organisation for buying goods and services on a credit basis?

A. Creditors
B. Debtors
C. Owner

9. When are balance sheets prepared?

A. Quarterly
B. Yearly
C. Monthly
D. None of the above

10. Which budget is prepared for Advertising, Salary, and Market Analysis?

A. Operating Budget
B. Sales Expenditure Budget
C. Static Budget
D. Labor Budget

11. What does *a master budget include*?

A. Material Budget
B. Production Budget
C. Sales Budget
D. All of the above

12. Recording financial transaction is part of?

A. Accounting
B. Book Keeping
C. Data Entry
D. Journal

13. Examining of financial information refers to?

A. Analysis
B. Auditing
C. Recording
D. Balance Sheet

14. Who is an external user of financial statements?

A. Shareholders
B. CEO
C. Manager
D. Creditor

15. An Asset possessed by the business should be shown in which part of balance sheet?

A. Liabilities
B. Assets
C. Revenues
D. Fixed Assets

16. Capital + Liabilities = ?

A. Revenue
B. Assets
C. Unearned Income
D. Voucher

17. What occurs when expenses are greater than income?

A. Net Loss
B. Net Profit
C. Debts
D. Decrease in Assets

18. What is the book of original entries?

A. Voucher Book
B. General Journal
C. Day Book
D. Account Statement

19. The revenues and expenses of a company are displayed in which statement?

A. Balance Sheet
B. Cash Flow Statement
C. Income Statement
D. None of the above

20. The main Purpose of Financial Accounting is?

A. To Provide financial information to shareholders
B. To maintain balance sheet
C. To minimize taxes.
D. To keep track of liabilities

21. The expanded accounting equation is used by which statement?

A. Cash Flow Statement
B. Balance Sheet
C. Income Statement
D. None of the above

22. What type of balance do asset accounts have?

A. Contra
B. Credit
C. Debit
D. All of the above

.23. The account which increases equity is known as?

A. Debit Account
B. Credit Account
C. Revenue
D. Treasury Stock

24. What are the long-term assets which do not have any physical existence?

A. Intangible Assets
B. Tangible Assets
C. Current Liabilities
D. Current Assets

25. What is the supporting evidence in a business transaction called?

A. Journal
B. Ledger
C. Voucher
D. Contra Voucher

Hajira - 21

BASIC ACCOUNTING WITH ACCOUNTING SOFTWARE

VALUE ADDED COURSE ASSESSMENTS

1. The revenues and expenses of a company are displayed in which statement?

A. Balance Sheet
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MMES WOMENS ARTS AND SCIENCE COLLEGE
DEPARTMENT OF COMMERCE(CA)
VALUE ADDED COURSE - 2019-2020 EVEN
BASIC ACCOUNTING WITH ACCOUNTING SOFTWARE- VAASH

S.No	Student Name	Department	Marks(25)
1	HAJIRA.F	I B.A ENGLISH	21
2	SARA ASPIYA.D	I B.A ENGLISH	22
3	YOGALAKSHMI.K	I B.A ENGLISH	20
4	SARANYA.R	I B.A ENGLISH	21
5	NANDHINI.S	I B.A ENGLISH	19
6	DEEPIKA.R	I B.A ENGLISH	23
7	SABIYA.S	I B.A ENGLISH	21
8	RAMYA. E	I B.A ENGLISH	22
9	THASINA.A	I B.A ENGLISH	21
10	SASI KALA.M	I B.A ENGLISH	23
11	ZULAI KHA HANA. Y	I B.Sc BIOTECHNOLOGY	21
12	KEERTHIKA. G	I B.Sc BIOTECHNOLOGY	22
13	ZUBIYA ASHREEN. T.R	I B.Sc BIOTECHNOLOGY	21
14	SNEHA. M	I B.Sc BIOTECHNOLOGY	20
15	FAIZA FARHEEN. A	I B.Sc BIOTECHNOLOGY	21
16	DEVIPRIYA. R	I B.Sc BIOTECHNOLOGY	20
17	SANGEETHA. A	I B.Sc BIOTECHNOLOGY	19
18	HEMA VATHI. R.S	I B.Sc BIOTECHNOLOGY	21
19	INDUMATHI. J	I B.Sc BIOTECHNOLOGY	22
20	JANANI P	I B.Sc BIOTECHNOLOGY	21
21	SAMEENA. N	I B.Sc BIOTECHNOLOGY	22
22	SHALINI.M	I B.Sc., CS	21
23	RENUKA.R	I B.Sc., CS	22
24	NEELOFER RUHEE S B	I B.Sc., CS	23
25	KOWSALYA.A	I B.Sc., CS	23
26	BHUVANESHWARI.V	I B.Sc., CS	23
27	DEVAYANI.S	I B.Sc., CS	23

28	USHA.U	I B.Sc., CS	21
29	HEMAVATHI.S	I B.Sc., CS	20
30	SANDHIYA.R	I B.Sc., CS	19
31	PADMINI.T	I B.Sc., CS	18
32	NANDHINISRI.S	I B.Sc., CS	17
33	HEMALATHA.A	I B.Sc., CS	20
34	FOUZIYA.A	I B.Sc., CS	21
35	INDUMATHI.D	I B.Sc., CS	20
36	PREMA.V	I B.Sc., CS	21
37	DEVI.B	I B.Sc., CS	20
38	JAYASHREE.D	I B.Sc., CS	19
39	YASIN.S	I B.Sc., CS	18
40	DHIVYA BHARATHI.R	I B.Sc., MATHEMATICS	20
41	GNANA SWATHI.V	I B.Sc., MATHEMATICS	21
42	SWETHA.R	I B.Sc., MATHEMATICS	23
43	KAVIYA.V	I B.Sc., MATHEMATICS	23
44	JEEVITHA.R	I B.Sc., MATHEMATICS	22
45	DEEPIKA.R	I B.Sc., MATHEMATICS	21
46	NASEEFA KOWSER.F	I B.Sc., MATHEMATICS	21
47	VIJAYA LAKSHMI.U	I B.Sc., MATHEMATICS	20
48	GOPIKA.K	I B.Sc., MATHEMATICS	21
49	SANTHANALAKSHMI.S	I B.Sc., MATHEMATICS	22
50	HEMALATHA.P	I B.Sc., MATHEMATICS	23
51	KOMATHY.P	I B.Sc., MATHEMATICS	22
52	SRIVARSHANI.R	I B.Sc., MATHEMATICS	21
53	SNEKA.K	I NFSMD	22
54	FATHIMA TABASSUM. S	I NFSMD	21
55	ARIVARASI. K	I NFSMD	22
56	INDHU. N	I NFSMD	21
57	AYISHA BANU	I NFSMD	22
58	USMA NAHID. A	I NFSMD	20
59	PAVITHRA. B	I NFSMD	19

Head
Department of B.Com(Computer Applications)
M.M.E.S. Women's
Art's and Science College,
Melvisharam - 632 509

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

LESSON PLAN

Class : Semester :

SUBJECT :

S. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
1.	14/12/19	I	Introduction to accounting Accounting terms, Concepts & Conventions	Financial Accounting
		I	Book Keeping & accounting, Branches of accounting, Accounting equation	Financial Accounting
2.	21/12/2019	II	Financial Accounting Golden principles of accounting, Transa-ction - Journal, ledger	Financial Accounting
		II	Trial Balance & final accounts	Financial Accounting
3.	28/12/2019	III	Cost Accounting preparation of Cost sheet, tenders & Quota-tion, Overhead Apportionment	Cost Accounting
4.	4/1/2020	IV	Management Accounting Preparation of Budgets.	Management A/c & Net Sample
5.	25/1/2020	V	Accounting Software Computeriz-ed accounting - Installing Tally - features & procedure	Tally ERP 9

Class : LESSON PLAN Semester :

SUBJECT :

S. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
				Nel source Tally ERP 9
		V	Installing Tally - changing default Settings, Introduction to Tally.	
		V	Opening Screen of Tally - Creating Company - Selecting Company - Shutting a Company - altering Company - Configuring Company, Inventory Information Creation of stock groups (Displaying, alter-ing & Deleting groups)	Nel source Tally ERP 9
		VI	Stock item (Displaying, altering and deleting item) - Units of measure, Accounting Information - Ledger - Single & multiple ledger (Displaying, altering & deleting ledger)	Nel source Tally ERP 9
		V	Vouchers in tally - Contra Vouchers - Purchases vouchers - Sales vouchers - Payments - Receipt voucher Journal voucher, Display menu - Trial Balance P/L & and Balance sheet.	Nel source Tally ERP 9

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
21/12/19			IV		SHAMILA SULTHANA Trial Balance. Meaning Definition, Illustration.	T.S. Reddy A. Murthy
21/12/19			V		Renuka Final Accounts, Definition Illustration Sums.	T.S. Reddy A. Murthy
22/12/19			I		SHAMILA SULTHANA Cost Accounting. Meaning, Definition. Objective	T.S. Reddy & Y. Hari Prasad
22/12/19			II		Tasgla Begum Overview of Cost sheet Preparation.	T.S. Reddy & Y. Hari Prasad
22/12/19			III		SHAMILA SULTHANA Cost sheet Illustration & tender & Quotation	T.S. Reddy & Y. Hari Prasad
22/12/19			IV		Renuka Tender & Quotation Illustration	T.S. Reddy & Y. Hariprasad
28/12/19			V		Shabeeha overhead Apportionment	Net source

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
					SHAHILA SULTHANA - K	
14/12/19			I		Introduction to accounting Accounting terms, Concepts & Conventions.	T.S. Reddy A. Murthy
14/12/19			II		Fazila Begum Book keeping and accounting.	T.S. Reddy A. Murthy
14/12/19			III		Vichtra Accounting equation Objective of accounting equation	T.S. Reddy A. Murthy
21/12/19			I		Renuka Financial Accounting Objective, Advantages, Disadvantages	T.S. Reddy A. Murthy
21/12/19			II		Sabeeha Golden principles of accounting Accounting Terminology.	T.S. Reddy A. Murthy
21/12/19			III		Fazila Begum Transaction of accounting & ledger, Journal.	T.S. Reddy A. Murthy

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
4/1/20			I		FASIla Begum Management accounting Definition. nature.	T.S. Reddy V. Hariprasad
4/1/20			II		Sabeeha objectives, Limitations	Net source
4/1/20			III		Vichitra Advantages of Manag ement accounting and Budgets.	Net source
4/1/20			IV		Renuka Overview of Budget and introduction of Budget	Net source
4/1/20			V		Vichitra Types of Budgets and Budgets Illustration sums	Net source
25/1/20			I		Fasila Begum Accounting Software. Computerized accounting & How to Install Tally	Net source

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
25/1/20			II		Sabeeha Features & procedure for Installing Tally & Changing default setting	Net source
25/1/20			III		Shamila Sulthana. K Introduction to Tally Configuring Company Vouchers in tally	Net source
25/1/20			IV		Renuka Contra Vouchers and Create purchase vouchers Sales. Receipt. journal vouchers.	Net source
25/1/20			V		Vichitra Trial Balance, Profit & Loss a/c & Balance sheet	Net source

2019-2020
Even

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115
Phone 04172 266167, 266463

STUDENTS FEEDBACK FORM

Name of the Student: HAJIRA. F
Course Name: BAAS
Course Code: VAAS11

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the workshop content meet your expectations

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

2. To what level did the workshop expose you to new knowledge & practices

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

3. The learning experience you had in this workshop was

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

4. Please rate faculties

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall content of the workshop

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the workshop

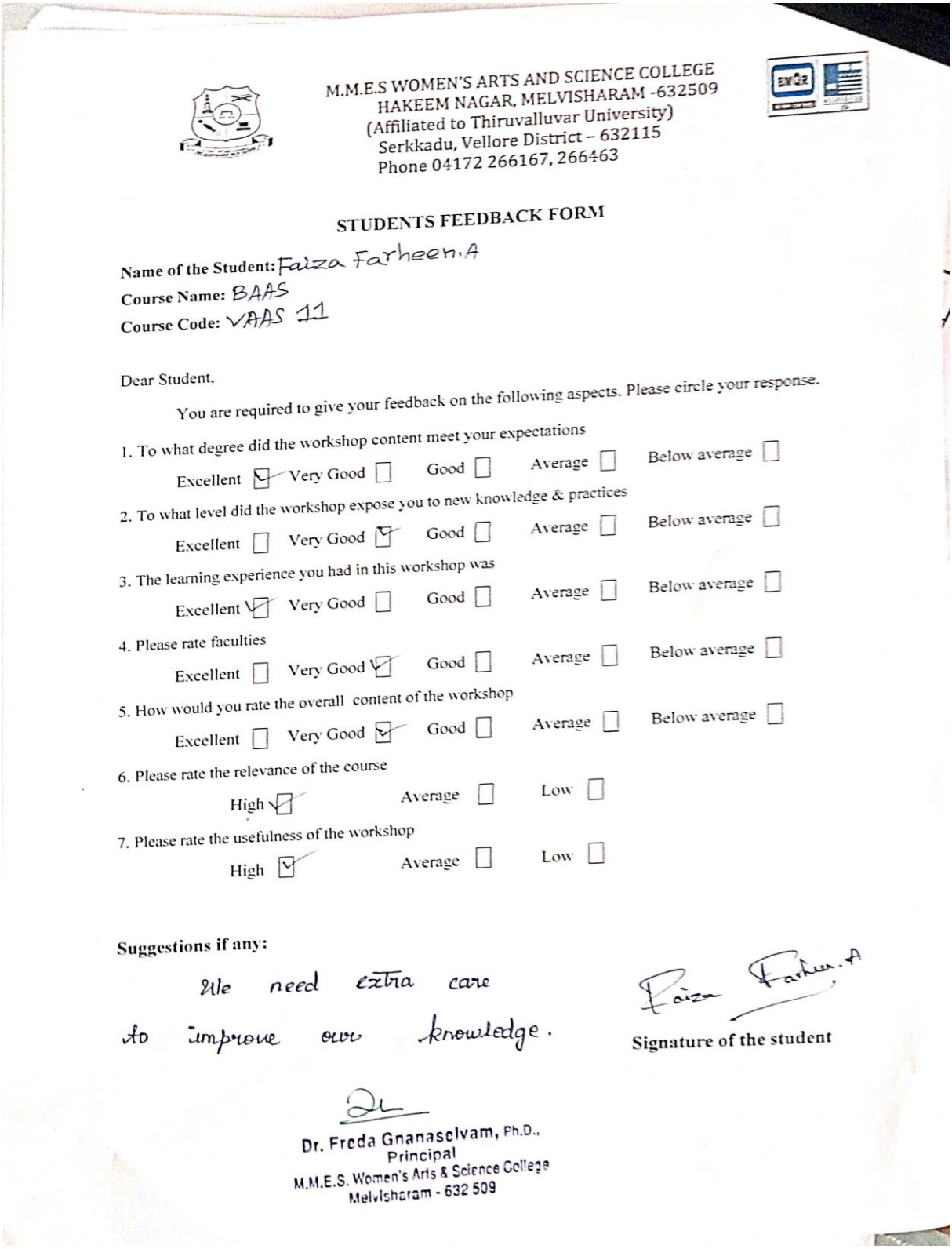
High ☑ Average ☐ Low ☐

Suggestions if any:

We need extra classes for our improvement.

F. Hajira
Signature of the student

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509



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STUDENTS FEEDBACK FORM

Name of the Student: Faiza Farheen.A
Course Name: BAAS
Course Code: VAAS 11

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the workshop content meet your expectations
   Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐
2. To what level did the workshop expose you to new knowledge & practices
   Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐
3. The learning experience you had in this workshop was
   Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐
4. Please rate faculties
   Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐
5. How would you rate the overall content of the workshop
   Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐
6. Please rate the relevance of the course
   High ☑ Average ☐ Low ☐
7. Please rate the usefulness of the workshop
   High ☑ Average ☐ Low ☐

Suggestions if any:

We need extra care to improve our knowledge.

Faiza Farheen.A
Signature of the student

Dr. Freda Gnanaselvam, Ph.D.,
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M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
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Serkkadu, Vellore District – 632115
Phone 04172 266167, 266463

STUDENTS FEEDBACK FORM

Name of the Student: Indumathi .J
Course Name: BAAS
Course Code: VAAS11

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the workshop content meet your expectations

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

2. To what level did the workshop expose you to new knowledge & practices

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

3. The learning experience you had in this workshop was

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

4. Please rate faculties

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

5. How would you rate the overall content of the workshop

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the workshop

High ☑ Average ☐ Low ☐

Suggestions if any:

We need extra syllabus to improve our knowledge.

Indumathi .J
Signature of the student

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STUDENTS FEEDBACK FORM

Name of the Student: Devayani. S
Course Name: BAAS
Course Code: VAASII

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the workshop content meet your expectations

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

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Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

4. Please rate faculties

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall content of the workshop

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the workshop

High ☐ Average ☑ Low ☐

Suggestions if any:

Devayani S.
Signature of the student

Dr. Freda Gnanaselvam, Ph.D.,
Principal
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Phone 04172 266167, 266463

STUDENTS FEEDBACK FORM

Name of the Student: Pavithra. B
Course Name: BAAS
Course Code: VAAS11

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the workshop content meet your expectations

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

2. To what level did the workshop expose you to new knowledge & practices

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3. The learning experience you had in this workshop was

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4. Please rate faculties

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

5. How would you rate the overall content of the workshop

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the workshop

High ☑ Average ☐ Low ☐

Suggestions if any:

Pavithra. B

Signature of the student

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

2019-2020

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
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Serkkadu, Vellore District – 632115
Phone 04172 266167, 266463

Course Name	**ORGANIC FARMING**
Course Code	**VAOF16**
Duration	**30 Hours**
Offered by	**Department of Biotechnology**

L	T	P	C
25	0	5	1

Course Objectives:

1. To expose students to principles of agriculture and agricultural practices.
2. To have a basic understanding on agriculture in India with relation to soil types, climatic conditions etc.

Course Outcome

1. The students will be able to understand various models of organic farming.
2. The students could explain the role of soil health in organic crop production.
3. The students will identify the fundamental of cultural practices and biological processes for successful establishment of organic farming.
4. The students could provide consultation and make awareness to the society about needs of organic farming for the routine life.
5. The students will be able to set their own business, marketing and to compete with enterpreneurs.

Unit I

Organic farming: History, Introduction, Concept/ Philosophies. Principles and need of organic farming, types of farming.

Unit –II

Package of Practices for organic Farming: Selection of Crop, Seed selection and Treatment, Soil Sampling, Weed Management & Irrigation Management.

Unit-III

Composting Technique: History of composting, ingredients in composting, various methods of composting. Advantages and Disadvantages of composting.

Unit- IV

Biofertilizer: Isolation of *Rhizobium*, identification of *Rhizobium,* mass cultivation of *Rhizobium*. Isolation, Characterization and Mass Cultivation of *Azospirillum*.

Unit-V

Integrated Pest and Disease Management under Organic Farming. Bio pesticides and their Multiplication, Production of Bio and Herbal Pesticides at household/ Farm Level.

REFERENCE

1. A Text Book of Biotechnology by Dr. R. C. Dubey

2. Text book of Biotechnology by V. Kumaresan

V.R.P

Dr.V.R.Punithavathi, Ph.D.
Head & Assistant Professor
Department of Biotechnology
M.M.E.S. Women's Arts and Science College
Melvisharam - 632509.

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
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M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115

STUDENTS ENROLMENT DETAIL 2019-2020

Course Name	Organic Farming
Course Code	VAOF16

S.No	Name of the Student	Department	Signature
1	NARMADHA.D	I B.A ENGLISH	
2	NIKITHA.T	I B.A ENGLISH	
3	RESHMA BANU.M	I B.A ENGLISH	
4	MADEEHA NASHEEN.J	I B.A ENGLISH	
5	NIVETHA.S	I B.A ENGLISH	
6	KARTHIKA.P	I B.A ENGLISH	
7	SHUMYUKTHA.E	I B.A ENGLISH	
8	LIMRA FATHIMA	I B.A ENGLISH	
9	AABIDA TASNEEM.R	I B.A ENGLISH	
10	KAVITHA.S	I B.A ENGLISH	
11	DEVISHREE .V	I BBA	
12	SANTHIYA .S	I BBA	
13	PADMINI .G	I BBA	
14	KEERTHANA .A	I BBA	
15	AMEETHA AFFAF .M	I BBA	
16	SARANYA .N	I BBA	
17	FAIZA MARIYAM .A	I BBA	
18	SWETHA .A	I BBA	

19	AMUDHAVALLI .I	I BBA	Amudhavalli.I
20	PREETHI .P	I BBA	Preethi.P.
21	SHALINI .R	I BBA	Shalini.R
22	SABRIN SABA.S	I BCA	Sabrinsaba.S
23	GAYATHRI.S	I BCA	Gayathri.S.
24	BHAVANI.M	I BCA	Bhavani.M
25	SHAKMILA.J	I BCA	Shakmila.J
26	SOBIYA.J	I BCA	Sobiya.J
27	KALAIVANI.S	I BCA	Kalaivani.S.
28	MANISHA.R	I BCA	Manisha.R.
29	JAYANTHI.K	I BCA	Jayanthi.k
30	SANDHIYA.R	I B.Sc., CS	Sandhiya.R
31	SARANYA.R	I B.Sc., CS	Saranya.R
32	SWETHA.S	I B.Sc., CS	Swetha.S
33	PUNITHA.K	I B.Sc., CS	Punitha.k.
34	BOOMIKA.M	I B.Sc., CS	Boomika.M.
35	PRIYANKA.G	I B.Sc., CS	Priyanka.G
36	LOKESHVARI.V	I B.Sc., CS	Lokeshvari.V
37	SHAHEEN BANU.K	I B.Sc., CS	Shaheen Banu.K.
38	THENMOZHI.S	I B.Sc., CS	Thenmozhi.S
39	SUMAIYA KULSUM.Y	I B.Sc., CS	Priya.D.R
40	PRIYA.D.R	I B.Sc., CS	Priya.D.R
41	SNEGA.A	I B.Sc., CS	Snega.A
42	KAVITHA.K	I B.Sc., CS	Kavitha.K.
43	RANJENI PRIYA.D	I B.Sc., CS	Ranjeni Priya.D.

44	SANOBAR THABASSUM.F	I B.Sc., CS	
45	DHANALAKSHMI.P	I B.Sc., CS	
46	VIJAYA LAKSHMI.S	I B.Sc., CS	
47	TAMILARASI.R	I B.Sc., MATHEMATICS	
48	CHANDHANASHREE.T	I B.Sc., MATHEMATICS	
49	JEEVITHA.P	I B.Sc., MATHEMATICS	
50	KEERTHANA.M	I B.Sc., MATHEMATICS	
51	GAYATHRI.B	I B.Sc., MATHEMATICS	
52	AFNAN KHATEEB AKBAR BASHA	I BA ARABIC	
53	AALIYA TABASSUM N	I BA ARABIC	
54	AMREEN BANU C	I BA ARABIC	
55	MEHRUN F	I BA ARABIC	
56	BHUVANA.A	I M.A ENGLISH	
57	SABA NAAZ.A	I M.A ENGLISH	
58	MEGHALA.R	I M.A ENGLISH	
59	ZAKIA AFREEN.I	I M.A ENGLISH	
60	IRFANA.N	I M.A ENGLISH	
61	SARANYA.G	I M.A ENGLISH	
62	SHOBANA.R	I M.A ENGLISH	
63	MUFIDA IRUM.Z	I M.A ENGLISH	
64	DHIVYA.J	I M.A ENGLISH	
65	MANISHA.S	I M.A ENGLISH	
66	SALMA THABASSUM.P.A	I M.A ENGLISH	

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M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
({Affiliated to Thiruvalluvar University)
HAKEEM NAGAR,MELVISHARAM
RANIPET DISTRICT - 632509
ATTENDANCE SHEET - 2019-2020

COURSE NAME :ORGANIC FARMING COURSE CODE : VAOF16

S.NO	NAM OF THE STUDENTS	14.12.2019					21.12.2019					28.12.2019					04.01.2020					25.01.2020				
1	AABIDA TASNEEM.R	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2	AALIYA TABASSUM N	X	X	X	X	X	a	a	a	a	a	X	X	X	X	X	X	X	X	X	X	X	X	X		
3	AFNAN KHATEEB AKBAR BASHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4	AMEETHA AFFAF .M	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
5	AMREEN BANU C	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	a	a	a	a	a
6	AMUDHAVALLI .I	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
7	BHAVANI.M	X	X	X	X	X	X	X	X	X	X	a	a	a	a	a	X	X	X	X	X	X	X	X	X	X
8	BHUVANA.A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
9	BOOMIKA.M	X	X	X	X	X	X	X	X	X	X	X	X	X	X	a	a	a	a	a	X	X	X	X	X	
10	CHANDHANASHREE.T	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
11	DEVISHREE .V	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
12	DHANALAKSHMI.P	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
13	DHIVYA.J	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
14	FAIZA MARIYAM .A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	a	a	a	a	a	X	X	X	X	X
15	GAYATHRI.B	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
16	GAYATHRI.S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
17	IRFANA.N	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
18	JAYANTHI.K	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
19	JEEVITHA.P	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
20	KALAIVANI.S	a	a	a	a	a	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
21	KARTHIKA.P	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

22	KAVITHA.K																								
23	KAVITHA.S																								
24	KEERTHANA .A																								
25	KEERTHANA.M																								
26	LIMRA FATHIMA																								
27	LOKESHVARI.V																								
28	MADEEHA NASHEEN.J																								
29	MANISHA.R																								
30	MANISHA.S																								
31	MEGHALA.R																								
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33	MUFIDA IRUM.Z																								
34	NARMADHA.D																								
35	NIKITHA.T																								
36	NIVETHA.S																								
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39	PRIYA.D.R																								
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44	SABA NAAZ.A																								
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46	SALMA THABASSUM.P.A																								
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55	SHALINI .R																							
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57	SHUMYUKTHA.E																							
58	SNEGA.A																							
59	SOBIYA.J																							
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61	SWETHA .A																							
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63	TAMILARASI.R																							
64	THENMOZHI.S																							
65	VIJAYA LAKSHMI.S																							
66	ZAKIA AFREEN.I																							
67																								

Staff Signature

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M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
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(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115

Phone 04172 266167, 266463

VALUE ADDED COURSE

Course Name	**ORGANIC FARMING**
Course Code	**VAOF16**
Duration	**30 Hours**
Offered by	**Department of Biotechnology**

M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE
(Affiliated to Thiruvalluvar University)
HAKEEM NAGAR - MELVISHARAM- 632 509
VALUE ADDED COURSE

SUBJECT CODE: VAOF16 **NAME OF THE STUDENT:** Tamilarasi .R
DATE: 25.01.2020
SUBJECT NAME: ORGANIC FARMING **TOTAL MARKS: 25 MARKS**

25/25

S. Tamil

MULTIPLE CHOICE QUESTIONS

1. How organic farming enrich the soil?
   a. Fertilizer
   b. Pesticides
   c. Manures/compost
   d. Antibiotics
2. How weeds are controlled in organic farming?
   a. Wood chips mulch
   b. Pesticides
   c. Herbicides
   d. All the above
3. In which year an organic farming movement started?
   a. 2000
   b. 1980
   c. 1960
   d. 1930
4. Which country has more organic farming practices
   a. Australia
   b. India
   c. The United State
   d. The UK
5. The best practice to maintain soil health in organic farming is
   a. Crop rotation
   b. Synthetic fertilizer
   c. Using black soil
   d. Monoculture
6. Vermicomposting is prepared by
   a. Animals
   b. Worms
   c. Bacteria
   d. Fungus
7. The breeding and rearing of earthworms in a controlled environment is called
   a. Vermiwash
   b. Vermiculture
   c. Vermicomposting
   d. Vermicasting
8. Azolla biofertilizer is mainly used in this crop
   a. Jowar
   b. Rice /paddy
   c. Maize
   d. Millets

9. Which one is the green manure biofertilizer
   a. Maize
   b. Paddy
   c. Sesbania
   d. None of the above
10. Azolla as a biofertilizer, increase the crop yield
   a. 70%
   b. 60%
   c. 50%
   d. 40%
11. What plants / crops contains nitrogen- fixing bacteria?
   a. Cotton
   b. Paddy
   c. Maize
   d. Gram crops
12. Rhizobium is a nitrogen-fixing bacteria that lives in the soil.
   a. True
   b. False
13. Which of the following is not a nitrogen-fixing bacterium that lives on its own?
   a. Azotobacter
   b. Clostridium
   c. Klebsiella
   d. Xanthomonas
14. What is bio-insecticides and how do they work?
   a. Insects
   b. living organisms that kill specific insects
   c. Insects that kill other big insects
   d. Fungi
15. Green manure is
   a. Maize
   b. Rice
   c. Sorghum
   d. Sesbania
16. Balanced Fertilizers Ratio (NPK) for legume crops is
   a. 1 : 2 : 2
   b. 4 : 2 : 1
   c. 3 : 2 : 1
   d. 2 : 2 : 1
17. Nutrient composition of .....contains 0.5% N, 0.2% P2O5 and 0.5% K2O
   a. FYM
   b. Vermicompost
   c. Sheep manure
   d. Goat manure

18. What is intercropping?
    a. Maximum utilization of nutrients supplied
    b. Continuous irrigation
    c. There are no set pattern of rows of crops
    d. Harvesting two crops at a time
19. Which of these is made by using chemicals?
    a. Pesticides
    b. Biofertilizer
    c. Organic manure
    d. Organic composts
20. Who is the father of the green revolution in india?
    a. Gandhi
    b. M. S. Swaminathan
    c. Nehru
    d. Patel
21. Which are the following processes reducing soil fertility?
    a. Intensive crop growing
    b. Intercropping
    c. Crop rotation
    d. Cover crops
22. The three primary nutrients needed for plant growth are
    a. Nitrogen, phosphorus, and potassium (NPK)
    b. Calcium, zinc, and copper
    c. Calcium, sulphur, and magnesium
    d. Zinc, boron, and copper
23. The soil fertility is reduced due to
    a) Poor drainage
    b) Imbalance use of fertilizer
    c) Overwatering
    d) None of the above
24. The cultivation cost of organic food is
    a) More than conventional farming
    b) Less than conventional
    c) Equal
    d) None of the above
25. The soil pH can be increased by adding
    a) Lime
    b) Nitrogen
    c) Sand
    d) Potash

V.R.P

Dr.V.R.Punithavathi, Ph.D.
Head & Assistant Professor
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Melvisharam - 632509.

Dr. Freda Gnanaselvam, M.A., M.Phil., Ph.D.
Principal
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M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE
(Affiliated to Thiruvalluvar University)
HAKEEM NAGAR - MELVISHARAM- 632 509
VALUE ADDED COURSE

SUBJECT CODE: VAOF16 **NAME OF THE STUDENT:** IRFANA .N
DATE: 25.1.20
SUBJECT NAME: ORGANIC FARMING **TOTAL MARKS: 25 MARKS**

17/25

MULTIPLE CHOICE QUESTIONS

1. How organic farming enrich the soil?
   a. Fertilizer
   b. Pesticides
   c. Manures/compost ✓
   d. Antibiotics
2. How weeds are controlled in organic farming?
   a. Wood chips mulch
   b. Pesticides ✗
   c. Herbicides
   d. All the above
3. In which year an organic farming movement started?
   a. 2000
   b. 1980 ✗
   c. 1960
   d. 1930
4. Which country has more organic farming practices
   a. Australia
   b. India ✓
   c. The United State
   d. The UK
5. The best practice to maintain soil health in organic farming is
   a. Crop rotation
   b. Synthetic fertilizer
   c. Using black soil ✓
   d. Monoculture
6. Vermicomposting is prepared by
   a. Animals
   b. Worms
   c. Bacteria ✓
   d. Fungus
7. The breeding and rearing of earthworms in a controlled environment is called
   a. Vermiwash
   b. Vermiculture ✓
   c. Vermicomposting
   d. Vermicasting
8. Azolla biofertilizer is mainly used in this crop
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   b. Rice /paddy
   c. Maize ✓
   d. Millets

9. Which one is the green manure biofertilizer
   a. Maize
   b. Paddy
   c. Sesbania
   d. None of the above
10. Azolla as a biofertilizer, increase the crop yield
   a. 70%
   b. 60%
   c. 50%
   d. 40%
11. What plants / crops contains nitrogen- fixing bacteria?
   a. Cotton
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   c. Maize
   d. Gram crops
12. Rhizobium is a nitrogen-fixing bacteria that lives in the soil.
   a. True
   b. False
13. Which of the following is not a nitrogen-fixing bacterium that lives on its own?
   a. Azotobacter
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14. What is bio-insecticides and how do they work?
   a. Insects
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    d) None of the above
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    c) Sand
    d) Potash

V.R.R

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HAKEEM NAGAR - MELVISHARAM- 632 509
VALUE ADDED COURSE

SUBJECT CODE: VAOF16 NAME OF THE STUDENT: PRIYANKA.G
DATE: 25.01.2020
SUBJECT NAME: ORGANIC FARMING TOTAL MARKS: 25 MARKS

MULTIPLE CHOICE QUESTIONS

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   b. Pesticides
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14/25

5

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    b) Nitrogen
    c) Sand
    d) Potash

V-R-P

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VALUE ADDED

TEST MARKS

Course Name	Organic Farming
Course Code	VAOF16

S.No	Name of the Student	MARKS
1	NARMADHA.D	22
2	NIKITHA.T	24
3	RESHMA BANU.M	23
4	MADEEHA NASHEEN.J	21
5	NIVETHA.S	20
6	KARTHIKA.P	20
7	SHUMYUKTHA.E	21
8	LIMRA FATHIMA	22
9	AABIDA TASNEEM.R	24
10	KAVITHA.S	25
11	DEVISHREE .V	23
12	SANTHIYA .S	21
13	PADMINI .G	20
14	KEERTHANA .A	24
15	AMEETHA AFFAF .M	25
16	SARANYA .N	24
17	FAIZA MARIYAM .A	23

18	SWETHA .A	21
19	AMUDHAVALLI .I	20
20	PREETHI .P	21
21	SHALINI .R	23
22	SABRIN SABA.S	22
23	GAYATHRI.S	24
24	BHAVANI.M	24
25	SHAKMILA.J	22
26	SOBIYA.J	23
27	KALAIVANI.S	25
28	MANISHA.R	24
29	JAYANTHI.K	20
30	SANDHIYA.R	24
31	SARANYA.R	24
32	SWETHA.S	24
33	PUNITHA.K	23
34	BOOMIKA.M	21
35	PRIYANKA.G	12
36	LOKESHVARI.V	20
37	SHAHEEN BANU.K	23
38	THENMOZHI.S	21
39	SUMAIYA KULSUM.Y	24
40	PRIYA.D.R	25
41	SNEGA.A	21
42	KAVITHA.K	22

43	RANJENI PRIYA.D	23
44	SANOBAR THABASSUM.F	24
45	DHANALAKSHMI.P	25
46	VIJAYA LAKSHMI.S	24
47	TAMILARASI.R	25
48	CHANDHANASHREE.T	25
49	JEEVITHA.P	24
50	KEERTHANA.M	23
51	GAYATHRI.B	20
52	AFNAN KHATEEB AKBAR BASHA	24
53	AALIYA TABASSUM N	25
54	AMREEN BANU C	24
55	MEHRUN F	23
56	BHUVANA.A	24
57	SABA NAAZ.A	21
58	MEGHALA.R	20
59	ZAKIA AFREEN.I	24
60	IRFANA.N	17
61	SARANYA.G	21
62	SHOBANA.R	24
63	MUFIDA IRUM.Z	23
64	DHIVYA.J	24
65	MANISHA.S	21
66	SALMA THABASSUM.P.A	20

V.R.P-thth

Dr.V.R.Punithavathi, Ph.D.
Head & Assistant Professor
Department of Biotechnology
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Dr. Freda Gnanaselvam, Ph.D.,
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Melvisharam - 632 509

ORGANIC FARMING

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
14.12.2019		1	I year	Organic farming	Organic farming : History,	R.C. Dubey
					Introduction	Biotechnology
		2			Concept / philosophies	Net source
		3			Principles of organic farming	R.C. Dubey
		4			Need of organic farming	"
		5			Types of farming	"
21.12.2019		1	"	"	Package for organic farming.	V. Kumaresan
		2.			Selection of crops, seed	& Net source
					selection and Treatment.	
		3.			Soil Sampling.	"
		4.			Weed Management &	"
		5.			Irrigation Management	
28.12.2019		1.	"	"	Composting Technique :	Text book
		2			History of composting	of biotechnology
		3			Ingredients in composting	by V. Kumaresan
		4			Various methods of Composting	"
		5			Advantages and disadvantages	"
					of composting	
04.1.2020		1			Biofertilizer, Isolation of	Text book
					Rhizobium	of biotechnology
		2.			Identification of Rhizobium.	by V. Kumaresan
					mass cultivation.	

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
		3	I Year	Organic farming	Isolation of Azospirillum	Text book
		4.			Characterization of Azospirillum	of biotechnology
		5.	"	"	Mass cultivation of Azospirillum	V. Kumerasan
25.1.2020		1			Integrated pest & Disease	"
		.			Management under Organic farming	"
		2.			Biopestiudes.	
		3.			production of biopesticide	"
		4.			Herbal pesticides at household/	Net Source.
					farm level.	
		5.			Test	

V.R. Punithavathi

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M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
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Phone 04172 266167, 266463

STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: Swetha. A
Course Name : Organic farming
Course Code : V AOF 16

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any : NO.

Swetha A.
Signature of the student

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STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: NIKITHA . T
Course Name : ORGANIC FARMING
Course Code : VAOF16

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☐ Very Good ☑ Good ☑ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☐ Average ☑ Low ☐

Suggestions if any : NO

NIKITHA . T
Signature of the student

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STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: Manisha. S
Course Name : Organic Farming
Course Code : VAOF16

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any : No

Manisha. S

Signature of the student

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STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: Bharani. M
Course Name : Organic farming
Course Code : VA0F16

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any : Teaching was good

Bharani. M
Signature of the student

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STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: JEEVITHA.P
Course Name : ORGANIC FARMING
Course Code : VA0F16

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any : —

JEEVITHA.P
Signature of the student

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VALUE ADDED COURSES

Course Name	Cyber Security
Course Code	VACS18
Duration	30 Hrs
Offered by	Computer Science

L	T	P	C
20	-	10	1

OBJECTIVES:

1. To prepare students with the technical knowledge and skills needed to protect and defend computer systems and networks.
2. To develop graduates that can plan, implement, and monitor cyber security mechanisms to help ensure the protection of information technology assets.
3. To develop graduates that can identify, analyze, and remediate computer security breaches.

LEARNING OUTCOMES:

Upon completion of the program, students will be able to:

1. Analyze and evaluate the cyber security needs of an organization.
2. Conduct a cyber security risk assessment.
3. Measure the performance and troubleshoot cyber security systems.
4. Implement cyber security solutions.
5. Be able to use cyber security, information assurance, and cyber/computer forensics software/tools.
6. Identify the key cyber security vendors in the marketplace.
7. Design and develop a security architecture for an organization.
8. Design operational and strategic cyber security strategies and policies.

UNIT -I

Introduction, Computer Security, Threats, Harm, Vulnerabilities, Controls, Authentication, Access Control and Cryptography. Web attack: Browser Attacks, Web Attacks Targeting Users,Obtaining User or Website Data, Email Attacks. Network Vulnerabilities: Overview of vulnerability scanning, Open Port / Service Identification, Banner /Version Check, Traffic Probe,Vulnerability Probe, Vulnerability Examples, OpenVAS,Metasploit. Networks Vulnerability Scanning (Netcat, Socat), Network Sniffers and Injection tools.

UNIT-II

Network Defense tools: Firewalls and Packet Filters: Firewall Basics, Packet Filter Vs Firewall, How a Firewall Protects a Network, Packet Characteristic to Filter, Stateless Vs Stateful Firewalls, Network Address Translation (NAT) and Port Forwarding.VPN: the basic of Virtual Private Networks.

Firewall: Introduction, Linux Firewall, Windows Firewall. Snort: Introduction Detection System.

UNIT-III

UNIT-III

Web Application Tools: □ Scanning for web vulnerabilities tools: Nikto, W3af, HTTP utilities - Curl, OpenSSL and Stunnel. Application Inspection tools – Zed Attack Proxy, Sqlmap, DVWA, Webgoat. □ Password Cracking and Brute-Force Tools: John the Ripper, L0htcrack, Pwdump, HTC-Hydra.

UNIT –IV

Introduction to Cyber Crime, law and Investigation: Cyber Crimes, Types of Cybercrime, Hacking, Attack vectors, Cyberspace and Criminal Behavior, Clarification of Terms, Traditional Problems Associated with Computer Crime, Introduction to Incident Response, Digital Forensics, Computer Language, Network Language, Realms of the Cyber world.

UNIT -V

Internet crime and Act: A Brief History of the Internet, Recognizing and Defining Computer Crime, Contemporary Crimes, Computers as Targets, Contaminants and Destruction of Data, Indian IT ACT 2000. Firewalls and Packet Filters, password Cracking, Keyloggers and Spyware, Virus and Warms, Trojan and backdoors, Steganography, DOS and DDOS attack, SQL injection, Buffer Overflow, Attack on wireless Networks

Books and References

1. Cybersecurity For Beginners- Raef Meeuwisse

2. Hacking for Beginners: A Step By Step Guide For You To Learn the Basics of Cybersecurity and Hacking - Ramon Nastase

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STUDENTS ENROLMENT DETAIL 2019-2020

Course Name	Cyber Security
Course Code	VACS18

S.NO	NAME OF THE STUDENT	DEPARTMENT	SIGNATURE
1	LAKSHMI PRIYA.S	I B.A ENGLISH	Lakshmi Priya.S
2	KEERTHIGA.A	I B.A ENGLISH	Keerthiga.A
3	MARIYAM VASEELA.S	I B.A ENGLISH	Mariyam Vaseela.S
4	GEETHA.K	I B.A ENGLISH	Geetha.K
5	KASTHURI.D	I B.A ENGLISH	D.Kasthuri
6	ASHWINI.A	I B.A ENGLISH	A.Ashwini
7	VINITHA .S	I BBA	S.VINITHA
8	UMAMAGESWARI .L	I BBA	Uma Mageswari.L
9	PREETHI .S	I BBA	Preethi.S
10	SABITHA .D	I BBA	Sabitha.D.
11	NANDHINI .V	I BBA	Nandhini.V
12	SHAMRINBANU .N	I BBA	ShamrinBanu.N
13	AARTHI .B	I BBA	Aarthi.B
14	DIVYA .P	I BBA	Divya.P
15	KAVITHA .M	I BBA	Kavitha.M
16	HADIYA FATHIMA .A	I BBA	HadiyaFathima.A
17	SWETHA .E	I BBA	Swetha.E
18	JAYASRI .A	I BBA	JayaSri.A

S.NO	NAME OF THE STUDENT	DEPARTMENT	SIGNATURE
19	SUMATHI .V	I BBA	Sumathi
20	FATHIMA FIRDOUS .K	I BBA	Fathimafirdous.
21	GAYATHRI .S	I B.COM	Gayathri . S
22	NIVEDHA. B	I B.COM	Nivedha . B
23	SANGEETHA .S	I B.COM	Sangeetha . S
24	FAIROSE BEE .F	I B.COM	Fairsoebee . F
25	SAKTHIDEVI .V	I B.COM	Sakthidevi . V .
26	MONIKA .S	I B.COM	Monika . S.
27	LEETHASRI .D	I B.COM	Leethasri . D
28	NAZILA TAKRIM .S	I B.COM	Nazila Takrim . S
29	POOJA DEVI .S	I B.COM	Pooja Devi . S
30	TAMILARASI .R	I B.COM	Tamilarasi . R
31	SHAMA. A	I B.COM	Shama. A.
32	KALAIVANI . P	I B.COM	Kalaivani . P
33	RESHMA. S	I B.COM	Reshma . S
34	MONISHA .M	I B.COM	Monisha . M
35	ANANDHI. J	I B.Sc BIOTECHNOLOGY	Anandhi . J
36	SRI DEEPA S	I B.Sc BIOTECHNOLOGY	Sri deepa . S
37	SARANYA P	I B.Sc BIOTECHNOLOGY	Saranya . P
38	DHEEPIGA SRI S	I B.Sc BIOTECHNOLOGY	Dheepiga sri . S
39	SOWMIYA.M	I B.Sc., MATHEMATICS	Sowmiya . M
40	RABIYA AMMARA.K	I B.Sc., MATHEMATICS	Rabi Ammara k
41	F MOHSEENA TABASSUM	I B.Sc., IDD	F Mohseena
42	FATHIMA BASRIYA S M	I B.Sc., IDD	Fathima Basriya .

S.NO	NAME OF THE STUDENT	DEPARTMENT	SIGNATURE
43	SIVARANJANI S	I B.Sc., IDD	Sivaranjani.S
44	S GAYATHRI DEVI	I B.Sc., IDD	S. Gayathri Devi
45	PREETHI B	I B.Sc., IDD	Preethi.B
46	G INDHUMATHI	I B.Sc., IDD	Indhumathi.G
47	ISRATH BEGUM. S	I NFSMD	Israth Begum S
48	SULTANA. A	I NFSMD	Sultana.A.
49	SWETHA. A	I NFSMD	Swetha.A
50	SABEEHA J	I BA ARABIC	Sabeeha.J
51	AAFIYA YASHFEEN P.	I BA ARABIC	AAFIYA YASHFEEN.P
52	SALIHA J	I BA ARABIC	Saliha.J
53	AAISHA SIDDIQUA U	I BA ARABIC	Aaisha Siddiqua.U
54	FATHIMA HIDAAYA K H	I BA ARABIC	Fathima Hidaaya K.H
55	ABUTAHIRA N	I BA ARABIC	Abuthaira N
56	BARKATHUNNISA	I BA ARABIC	Barkathunnisa
57	AYSHA SIDDIQUA A	I BA ARABIC	Aysha Siddique.A
58	SHARMILA TANZUM	I BA ARABIC	Sharmila Tanzum
59	AASEYA BANU	I BA ARABIC	Aaseya Banu
60	ZAKIYA BANU	I BA ARABIC	Zakiya Banu
61	SUMAIYA TABASSUM R	I BA ARABIC	Sumaiya Thabassum
62	THOUFIQUA K S	I BA ARABIC	Thoufiqua K.S
63	KIRUTHIGA.S	I M.A ENGLISH	Kiruthiga.S
64	KEERTHANA.K	I M.A ENGLISH	Keerthana.K
65	MEGAVARSHINI.M.K	I M.A ENGLISH	Megavarshini.M.K
66	MYALVIZHI.B	I M.A ENGLISH	Myalvizhi

S.NO	NAME OF THE STUDENT	DEPARTMENT	SIGNATURE
67	THASLEEMA BANU.Z	I M.COM	Thasleema Banu.Z
68	PRIYANKA S	I M.COM	Priyanka.S
69	RAFFATH BATHOOL M	I M.COM	Raffath Bathool M
70	HAFISUNISSA S H	I M.COM	Hafisunissa S H
71	SHILPA .B	I M.COM	Shilpa.B.
72	SOUNDARYA R	I M.COM	Soundarya.R

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ATTENDANCE SHEET 2019-2020

COURSE NAME : CYBER SECURITY **COURSE CODE:VACS18**

S.No	Name of the Student	14.12.2019	21.12.2019	28.12.2019	04.01.2020	25.01.2020
1	LAKSHMI PRIYA.S					
2	KEERTHIGA.A					
3	MARIYAM VASEELA.S					
4	GEETHA.K					
5	KASTHURI.D					
6	ASHWINI.A					
7	VINITHA .S					
8	UMAMAGESWARI .L					
9	PREETHI .S					
10	SABITHA .D					
11	NANDHINI .V					
12	SHAMRINBANU .N					
13	AARTHI .B					
14	DIVYA .P					
15	KAVITHA .M					

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ATTENDANCE SHEET 2019-2020

COURSE NAME : CYBER SECURITY **COURSE CODE:VACS18**

S.No	Name of the Student	14.12.2019					21.12.2019					28.12.2019					04.01.2020					25.01.2020				
16	HADIYA FATHIMA .A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
17	SWETHA .E	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
18	JAYASRI .A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
19	SUMATHI .V	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
20	FATHIMA FIRDOUS .K	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
21	GAYATHRI .S	a	a	a	a	a	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
22	NIVEDHA. B	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
23	SANGEETHA .S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
24	FAIROSE BEE .F	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
25	SAKTHIDEVI .V	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
26	MONIKA .S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
27	LEETHASRI .D	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
28	NAZILA TAKRIM .S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
29	POOJA DEVI .S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
30	TAMILARASI .R	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

Dr. Freda Gnanaselvam, Ph.D.,
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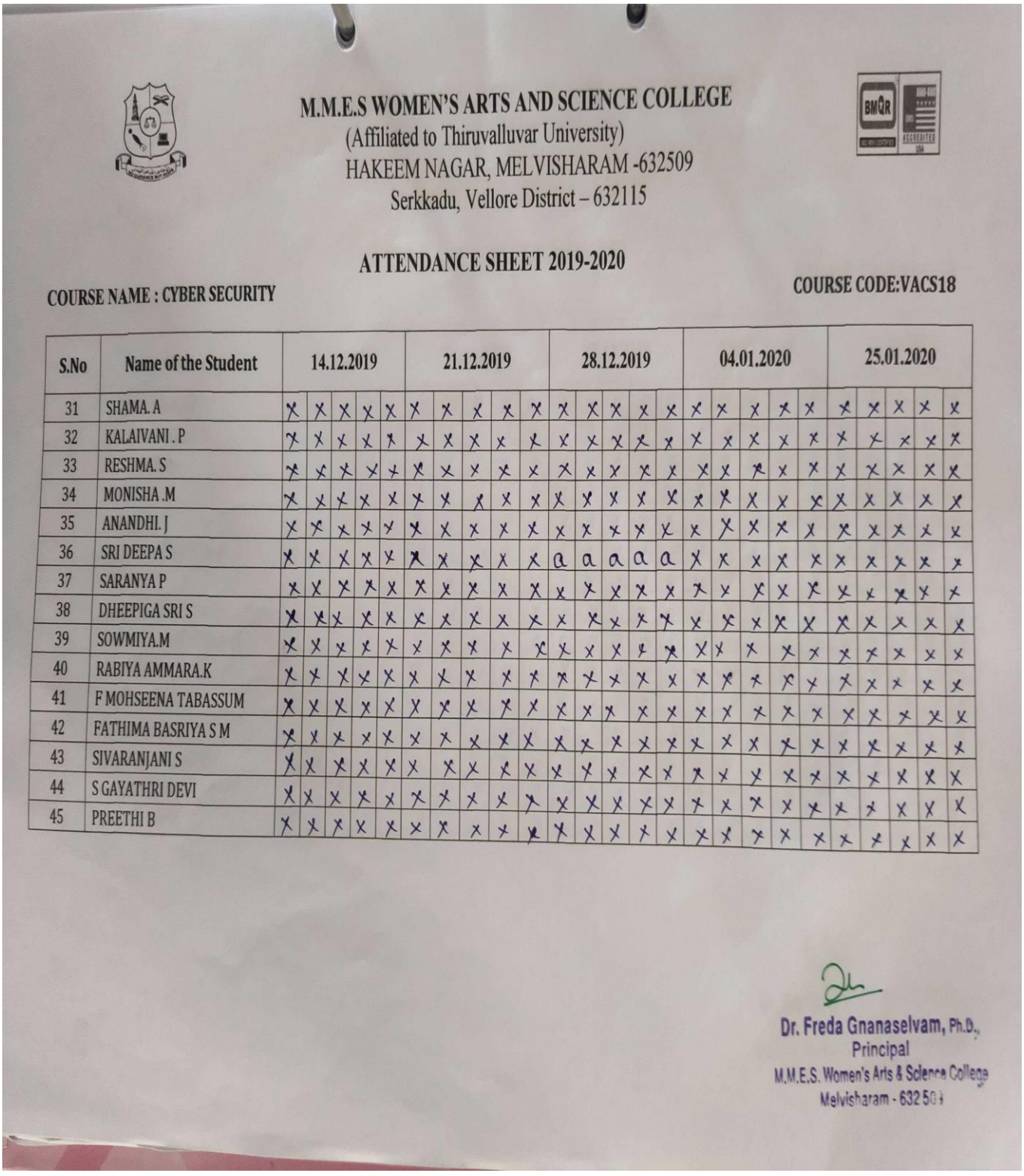

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
(Affiliated to Thiruvalluvar University)
HAKEEM NAGAR, MELVISHARAM -632509
Serkkadu, Vellore District – 632115

ATTENDANCE SHEET 2019-2020

COURSE NAME : CYBER SECURITY

COURSE CODE:VACS18

S.No	Name of the Student	14.12.2019					21.12.2019					28.12.2019					04.01.2020					25.01.2020				
31	SHAMA. A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
32	KALAIVANI . P	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
33	RESHMA. S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
34	MONISHA .M	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
35	ANANDHI. J	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
36	SRI DEEPA S	X	X	X	X	X	X	X	X	X	X	a	a	a	a	a	X	X	X	X	X	X	X	X	X	X
37	SARANYA P	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
38	DHEEPIGA SRI S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
39	SOWMIYA.M	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
40	RABIYA AMMARA.K	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
41	F MOHSEENA TABASSUM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
42	FATHIMA BASRIYA S M	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
43	SIVARANJANI S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
44	S GAYATHRI DEVI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
45	PREETHI B	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

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46	G INDHUMATHI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
47	ISRATH BEGUM. S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
48	SULTANA. A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
49	SWETHA. A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
50	SABEEHA J	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
51	AAFIYA YASHFEEN P	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
52	SALIHA J	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
53	AAISHA SIDDIQUA U	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
54	FATHIMA HIDAAYA K H	X	X	X	X	X	X	X	X	X	X	a	a	a	a	a	X	X	X	X	X	X	X	X	X	X	X
55	ABUTAHIRA N	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
56	BARKATHUNNISA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
57	AYSHA SIDDIQUA A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
58	SHARMILA TANZUM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
59	AASEYA BANU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
60	ZAKIYA BANU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

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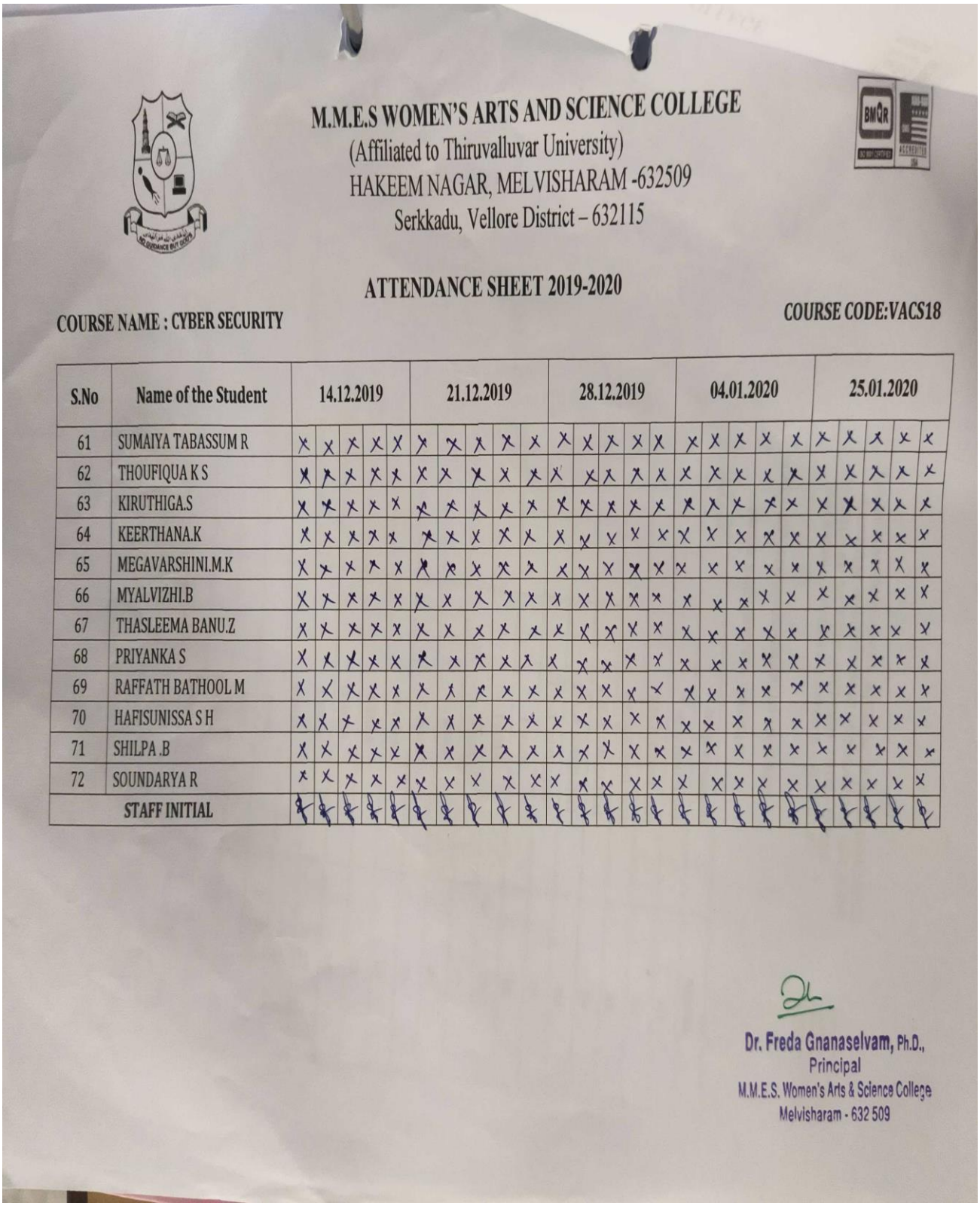

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61	SUMAIYA TABASSUM R	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
62	THOUFIQUA K S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
63	KIRUTHIGA.S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
64	KEERTHANA.K	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
65	MEGAVARSHINI.M.K	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
66	MYALVIZHI.B	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
67	THASLEEMA BANU.Z	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
68	PRIYANKA S	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
69	RAFFATH BATHOOL M	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
70	HAFISUNISSA S H	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
71	SHILPA .B	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
72	SOUNDARYA R	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	STAFF INITIAL																										

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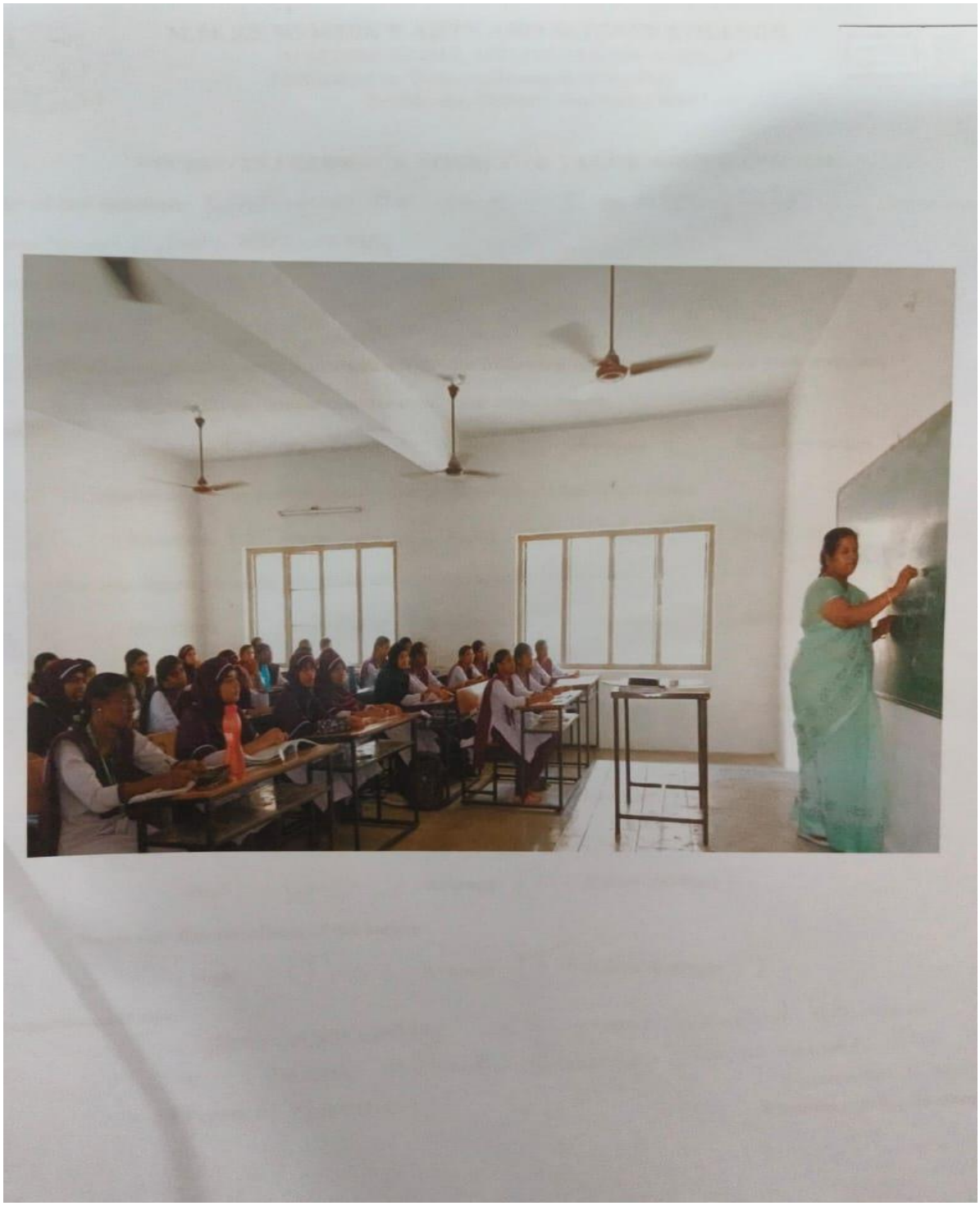

Class : **LESSON PLAN** Semester :

SUBJECT : CYBER SECURITY.

Sl. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
		01	Introduction, Computer Security, threats, Harm, Vulnerabilities, Controls Authentication, Access control and Cryptography. web attack: Browsers attacks, web attacks Targeting Users, Obtaining user or website data Email attacks. network Vulnerabilities Overview of Vulnerability Scanning open port/ Service identification Banner/version check. Traffic probe Vulnerability probe, examples, Open VAS metasploit. network Vulnerabity Scanning (netcat, socat) network Sniffers and injection tools.	Cyber Security For Beginners Raef Meeuwisse
		02	Network defense tools: Firewall and packet filters: Firewall basics, packet filter Vs Firewall, how a firewall protects a network, packet characteristics to filter, Stateless Vs stateful firewall, network address Translation (NAT) and port forwarding VPN: the basic of Virtual private network.	Cyber Security For Beginners- Raef Meeuwisse

LESSON PLAN

Class :

Semester :

SUBJECT : CYBER SECURITY

Sl. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
		03	web application tools: Scanning for web Vulnerabilities tools: nikto, W3af, HTTP utilities - Curl, openSSL & Stunnel Application Inspection tools - Zed attack proxy, Sqlmap, DVWA, webgoat - password cracking & Brute - force tools John the Ripper, Ohtcrack pwdump HTC - Hydra.	Cyber Security For Beginners - Raef Meenuwisse
		04	Introduction to cyber Crime laws, Investigation: Cyber Crime, Types, Attack vectors, Cyber & Criminal Behavior classification of terms, Traditional terms Associated with Crime, Introduction to Incident Response, digital forensics, Computer, Network language, Realms of the cyber world.	Cyber Security For Beginners - Raef Meenuwisse
		05	Internet Crime & act - a brief history of Internet, Recognizing & defining Computer Contemporary Crimes, Computers as Targets Contaminants & destruction of data Indian ACT 2008. Firewalls & packet filters password Cracking, Keyloggers & Spyware, Viruses & worms Trojan, Backdoors, DOS, DDOS, SQL injection Attack on wireless networks.	Cyber Security For Beginners - Raef Meenuwisse

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VALUE ADDED COURSE 2019-2020

CYBER SECURITY – VACS18

S.No	Name of the Student	Department	Marks
1	LAKSHMI PRIYA.S	I B.A ENGLISH	25
2	KEERTHIGA.A	I B.A ENGLISH	23
3	MARIYAM VASEELA.S	I B.A ENGLISH	22
4	GEETHA.K	I B.A ENGLISH	19
5	KASTHURI.D	I B.A ENGLISH	20
6	ASHWINI.A	I B.A ENGLISH	24
7	VINITHA .S	I BBA	23
8	UMAMAGESWARI .L	I BBA	22
9	PREETHI .S	I BBA	21
10	SABITHA .D	I BBA	20
11	NANDHINI .V	I BBA	19
12	SHAMRINBANU .N	I BBA	22
13	AARTHI .B	I BBA	23
14	DIVYA .P	I BBA	24
15	KAVITHA .M	I BBA	20
16	HADIYA FATHIMA .A	I BBA	22
17	SWETHA .E	I BBA	25
18	JAYASRI .A	I BBA	23
19	SUMATHI .V	I BBA	20
20	FATHIMA FIRDOUS .K	I BBA	19
21	GAYATHRI .S	I B.COM	18
22	NIVEDHA. B	I B.COM	22
23	SANGEETHA .S	I B.COM	25

24	FAIROSE BEE .F	I B.COM	24
25	SAKTHIDEVI .V	I B.COM	23
26	MONIKA .S	I B.COM	22
27	LEETHASRI .D	I B.COM	19
28	NAZILA TAKRIM .S	I B.COM	20
29	POOJA DEVI .S	I B.COM	25
30	TAMILARASI .R	I B.COM	24
31	SHAMA. A	I B.COM	20
32	KALAIVANI . P	I B.COM	21
33	RESHMA. S	I B.COM	23
34	MONISHA .M	I B.COM	24
35	ANANDHI. J	I B.Sc BIOTECHNOLOGY	19
36	SRI DEEPA S	I B.Sc BIOTECHNOLOGY	18
37	SARANYA P	I B.Sc BIOTECHNOLOGY	20
38	DHEEPIGA SRI S	I B.Sc BIOTECHNOLOGY	24
39	SOWMIYA.M	I B.Sc., MATHEMATICS	22
40	RABIYA AMMARA.K	I B.Sc., MATHEMATICS	22
41	F MOHSEENA TABASSUM	I B.Sc., IDD	23
42	FATHIMA BASRIYA S M	I B.Sc., IDD	21
43	SIVARANJANI S	I B.Sc., IDD	25
44	S GAYATHRI DEVI	I B.Sc., IDD	24
45	PREETHI B	I B.Sc., IDD	22
46	G INDHUMATHI	I B.Sc., IDD	20
47	ISRATH BEGUM. S	I NFSMD	20
48	SULTANA. A	I NFSMD	21
49	SWETHA. A	I NFSMD	19
50	SABEEHA J	I BA ARABIC	22
51	AAFIYA YASHFEEN P	I BA ARABIC	18
52	SALIHA J	I BA ARABIC	23
53	AAISHA SIDDIQUA U	I BA ARABIC	22

54	FATHIMA HIDAAYA K H	I BA ARABIC	20
55	ABUTAHIRA N	I BA ARABIC	24
56	BARKATHUNNISA	I BA ARABIC	22
57	AYSHA SIDDIQUA A	I BA ARABIC	25
58	SHARMILA TANZUM	I BA ARABIC	23
59	AASEYA BANU	I BA ARABIC	20
60	ZAKIYA BANU	I BA ARABIC	24
61	SUMAIYA TABASSUM R	I BA ARABIC	18
62	THOUFIQUA K S	I BA ARABIC	22
63	KIRUTHIGA.S	I M.A ENGLISH	23
64	KEERTHANA.K	I M.A ENGLISH	20
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71	SHILPA .B	I M.COM	24
72	SOUNDARYA R	I M.COM	20

HOD
Head of the Department of
Computer Science
M.M.E.S.Women's
Arts & Science College,
Hakeem Nagar,
Melvisharam - 632 509

PRINCIPAL
Dr. Freda Gnanaselvam, Ph.D.,
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Course Name: **Cyber Security** Course Code: **VACS18**
Total Marks: 25
Student Name: Class:

1 .What is Cyber Security?

A) Cyber Security provides security against malware

B) Cyber Security protects a system from cyber attacks

C) Cyber Security provides security against cyber-terrorists

D) All of the Above

2.In which of the following, a person is constantly followed/chased by another person or group of several peoples?

A) Stalking **B) Bulling** **C) Phishing** **D) Identity theft**

3.Which of the following is defined as an attempt to steal, spy, damage or destroy computer systems, networks, or their associated information?

A) Cryptography **B) Digital hacking** **C) Cyber attack** **D) Computer security**

4.In general how many key elements constitute the entire security structure?

A) 3 **B) 4** **C) 5** **D) 6**

5 ._____ is the practice and precautions taken to protect valuable information from unauthorised access, recording, disclosure or destruction.

A) Physical Security **B) Network Security** **C) Database Security** **D) Information Security**

6 .Which of the following is considered as the unsolicited commercial email?

A) Spam **B) Virus** **C) Malware** **D) All of the Above**

7 ._____ is a code injecting method used for attacking the database of a system / website.

A) XML Injection **B) HTML injection** **C) SQL Injection** **D) Malicious code injection**

8 .Which of the following information security technology is used for avoiding browser-based hacking?

A) Anti-malware in browsers **B) Incognito mode in a browser**

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9 .Which of the following do Cyber attackers commonly target for fetching IP address of a target or victim user?

A) websites **B) emails** **C) IP tracker** **D) web pages**

10 .Which of the following is an internet scam done by cyber-criminals where the user is convinced digitally to provide confidential information.

A) DoS attack **B) MiTM attack** **C) Phishing attack** **D) Website attack**

11 .Which of the following is the least strong security encryption standard?

A) WPA **B) WEP** **C) WPA2** **D) WPA3**

12.Which of the following is not a secured mail transferring methodology?

A) POP3 **B) SSMTP** **C) MIME** **D) Mail using PGP**

13._____ is the method of developing or creating a structurally similar yet unauthentic and illegitimate data of any firm or company.

A) Data copying **B) Data masking** **C) Data breaching** **D) Data duplicating**

14.A _____ is a dedicatedly designed chip on an endpoint device which stores RSA encryption keys particular to the host system for the purpose of hardware authentication.

A) Trusted Platform Mode **B) Trusted Privacy Module**
C) Trusted Platform Module **D) Trusted Protocol Module**

15.The _____ account and the _____ account have the same file privileges, but their working and functionalities have difference.

A) group, user **B) system, user** **C) user, administrator** **D) system, administrator**

16.BIOS Stands For____

A) Basic Input Output Server **B) Basic Internet Output Systems**
C) Battery-based Input Output System **D) Basic Input Output System**

17.Which type following UNIX account provides all types of privileges and rights which one can perform administrative functions?

A) Root **B) Guest** **C) Client** **D) Administrative**

18._____ is the concept that tells us about the replacement of every alphabet by another alphabet and the entire series gets 'shifted' by some fixed quantity.

A) Block Cipher **B) Shift Cipher** **C) Rolling Cipher** **D) Playfair Cipher**

19.Which of the following statements is true about the VPN in Network security?

A) It typically creates a secure, encrypted virtual "tunnel" over the open internet
B) It is usually based on the IPsec(IP Security) or SSL (Secure Sockets Layer)

C) It is a type of device that helps to ensure that communication between a device and a network is secure.

D) All of the Above

20.To protect the computer system against the hacker and different kind of viruses, one must always keep _____ on in the computer system.

A) Script **B) Antivirus** **C) VLC player** **D) Firewall**

21.The term "TCP/IP" stands for_____

A) Transmission Control Protocol/ internet protocol

B) Transaction Control protocol/ internet protocol

C) Transmission Control Protocol/ internet protocol

D) Transmission Contribution protocol/ internet protocol

22.The response time and transit time is used to measure the _____ of a network.

A) Reliability **B) Performance** **C) Security** **D) Longevity**

23.Which of the following statements is correct about the firewall?

A) It is a kind of wall built to prevent files form damaging the corporate.

B) It is a device installed at the boundary of a company to prevent unauthorized physical access.

C) It is a device installed at the boundary of an incorporate to protect it against the unauthorized access.

D) None of the above.

24.Which one of the following principles of cyber security refers that the security mechanism must be as small and simple as possible?

A) Open-Design **B)Least privilege** **C)Fail-safe Defaults** **D)Economy of the Mechanism**

25.Known bugs can be solved or removed by _____ develop by the vendors of the application.

A) changing the software **B) removing the application**

C) installing security patches **D) installing database patches**

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Total Marks: 25
Student Name: LAKSHMI PRIYA.S Class: I - B.A., ENGLISH

25/25

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15.The _____ account and the _____ account have the same file privileges, but their working and functionalities have difference.

A) group, user **B) system, user** **C) user, administrator** **D) system, administrator**

16.BIOS Stands For____

A) Basic Input Output Server **B) Basic Internet Output Systems**
C) Battery-based Input Output System **D) Basic Input Output System**

17.Which type following UNIX account provides all types of privileges and rights which one can perform administrative functions?

A) Root **B) Guest** **C) Client** **D) Administrative**

18._____ is the concept that tells us about the replacement of every alphabet by another alphabet and the entire series gets 'shifted' by some fixed quantity.

A) Block Cipher **B) Shift Cipher** **C) Rolling Cipher** **D) Playfair Cipher**

19.Which of the following statements is true about the VPN in Network security?

A) It typically creates a secure, encrypted virtual "tunnel" over the open internet
B) It is usually based on the IPsec(IP Security) or SSL (Secure Sockets Layer)

C) It is a type of device that helps to ensure that communication between a device and a network is secure.

D) All of the Above

20.To protect the computer system against the hacker and different kind of viruses, one must always keep _____ on in the computer system.

A) Script **B) Antivirus** **C) VLC player** **D) Firewall**

21.The term "TCP/IP" stands for_____

A) Transmission Control Protocol/ internet protocol

B) Transaction Control protocol/ internet protocol

C) Transmission Control Protocol/ internet protocol

D) Transmission Contribution protocol/ internet protocol

22.The response time and transit time is used to measure the _____ of a network.

A) Reliability **B) Performance** **C) Security** **D) Longevity**

23.Which of the following statements is correct about the firewall?

A) It is a kind of wall built to prevent files form damaging the corporate.

B) It is a device installed at the boundary of a company to prevent unauthorized physical access.

C) It is a device installed at the boundary of an incorporate to protect it against the unauthorized access.

D) None of the above.

24.Which one of the following principles of cyber security refers that the security mechanism must be as small and simple as possible?

A) Open-Design **B)Least privilege** **C)Fail-safe Defaults** **D)Economy of the Mechanism**

25.Known bugs can be solved or removed by _____ develop by the vendors of the application.

A) changing the software **B) removing the application**

C) installing security patches **D) installing database patches**

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WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
				cyber security	Vulnerabilities tools, Nikto	cyber security by- raef meenuvisse
					W3AF, HTTP utilities	
		3/4			application inspection	
					tools-zed attack proxy,	
					sqlmap, DVWA, webgoat	
		5		practical	scanning for web vulnera-bities tools	demo
04/1/20		1.3		cyber security	Introduction to cyber crime	cyber security by-raef meenuvisse
					law and investigation: cyber	
					crimes, types, hacking,	
		3/4			attack vectors	
					cyberspace and criminal	
					behavior, clarification to	
					terms, Trandtional	
					problems	
		5	practical		Internet crime and act	demo
25/1/20		1/2		cyber security	Internet crime and	cyber security by-raef meenuvisse
					act: a brief history	
					OF the internet, recoghizing	
		3/4			and defining computer	
					Indian IT ACT 2000.	
					Firewalls and packet	
					Filters, Password craking	
					keyloggers and spyware	

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Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
14/12/19		1,2		cyber security	Introduction, computer security, Threats, Harm, Vulnerabilities, controls, Access control and cryptography. web attack: browser attacks, web attacks targeting users, obtaining user or website, data, email attack, traffic probe, Vulnerability probe.	cyber security by - Raef Meenuwisse
		3,4				
		5		practical	Authentication, access control and cryptography	demo
21/12/19		1,2		cyber security	network defense tools: firewall and packet filter firewall basics, filter VS firewall	cyber security by - Raef Meenuwisse
		3,4			Packet characteristic to Filter, Stateless VS Stateful firewalls, network and port forwarding	
		5		Practical	port forwarding	demo
28/12/19		1,2		cyber security	web applications tools scanning for web	

WORK DIARY

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				cyber security	vulnerabilities tools, Nikto	cyber
					W3aF, HTTP utilities	security
		3|4			application inspection	by- raef
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		5		practise	scanning for web vulnera -bities tools	demo
04/1/20		1|2		cyber security	Introduction to cyber crime	cyber
					,law and investigation: cyber	security
					crimes, types, hacking,	by-raef
					attack vectors	meenwise
		3|4			cyberspace and criminal	
					behavior, clarification to	
					terms, Trandtional	
					problems	
		5	practical		Internet crime and act	demo
25/1/20		1|2		cyber security	Internet crime and	cyber
					act: a brief history	security
					OF the internet, recognizing	by-raef
					and defining computer	meenwise
		3|4			Indian IT ACT 2000.	
					Firewalls and packet	
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					keyloggers and spywares	

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21/12/19		1,2		cyber security	network depense tools: firewall and packet filter firewall basics, filter VS firewall	cyber security by - Raef Meeuwisse
		3,4			Packet characteristic to Filter, Stateless VS Stateful firewalls, network and port forwarding	
		5		Practical	port forwarding	demo
28/12/19		1,2		cyber Security	web applications tools scanning for web	

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
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Serkkadu, Vellore District – 632115

STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: Greetha.k [I BA English]

Course Name: Cyber Security

Course Code: VAC518

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below Average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below Average ☐

3. The learning experience you had in this course was

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below Average ☐

4. Please rate the course faculties

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below Average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below Average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Below Average ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Below Average ☐

Suggestions if any:

Practical was so interesting
Good Experience for me
More knowledge learning.

Greetha.k
Signature of the Student

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VALUE ADDED COURSES

Course Name	APTITUDE FOR COMPETITIVE EXAMINATIONS
Course Code	VAAC25
Duration	30 HOURS
Offered by	DEPARTMENT OF MATHEMATICS

L	T	P	C
20	10	0	1

Course Objectives:

To introduce Concepts of Mathematics with Emphasis on Aptitude ability and Computational Skill needed in Competitive Examinations.

Course Outcome

At the end of the course the student should be able to

(i) Analyze the Simplification And Approximation
(ii) To find percentage
(iii) Analyze the Profit and Loss problems
(iv) Know the simple interest problems
(v) Know the complex interest problems

Syllabus

Unit – I

SIMPLIFICATION AND APPROXIMATION

Operation Order Sequence – Simplification of Decimal Fraction – Simplification of a Mixed Fraction – Continued Fraction and its Simplification – Simple Problems.

Unit – II

PERCENTAGE

Introduction – Fraction to Rate per cent – Rate per cent to Fraction – Rate per cent of a Number – Converting a decimal into a percentage – Converting a percentage into decimal – Simple Problems.

Unit – III

PROFIT, LOSS AND DISCOUNT

Gain – Loss – % Gain – % Loss – Sale Price – Cost Price – Problems to find Sale price – Discount and Marked Price– Simple Problems.

Unit – IV

SIMPLE INTEREST

Definition – Amount – Amount becomes N Times the Principal – Repayment of Debt in Equal Installments – Rate and Time are Numerically Equal – Simple Problems.

Unit – V

COMPOUND INTEREST

Introduction – Conversion Period - Basic Formula – Special Cases – To Find the Principal/Time/Rate – Difference between Compound Interest and Simple Interest – Simple Problems.

Reference Book

1. Praveen, Quantitative Aptitude and Reasoning, PHI P.Ltd
2. Abhijit Guha, Quantitative Aptitude for Competitive Examination, Tata McGraw-Hill Publishing Company Limited, New Delhi.
3. R. S. Aggarwal, Quantitative Aptitude for Competitive Examination, S. Chand and company, New Delhi.

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STUDENTS ENROLMENT DETAIL 2019-2020

Course Name	Aptitude for Competitive Examinations
Course Code	VAAC25

S.No	Name of the Student	Department	Signature
1	HUSNA TYABA.S	I B.A ENGLISH	S. Husna Tyaba
2	ARSHIYA.I	I B.A ENGLISH	Arshiya.I
3	UMA MAGESHWARI.S	I B.A ENGLISH	S. uma mageshwari
4	ABITHA .C	I BBA	C. Abitha
5	AYISHA .C	I BBA	C. Ayisha.
6	NANDHINI .M	I BBA	M. Nandhini
7	ELAKIYA .R	I BBA	R. Elakiya.
8	PREETHI .K	I BBA	K. Preethi
9	GOBIKA .S	I BBA	S. Gobika
10	GOMATHI .S	I BBA	S. Gomathi.
11	BOOMIKA .S	I BBA	S. Boomika.
12	DEEPA .A	I BBA	A. Deepa
13	DEEPA .M	I BBA	M. Deepa
14	ROOHENA.G	I BCA	G. Roohena.
15	AMREEN.A	I BCA	A. Amreen
16	SNEKHA.T	I BCA	T. Snekha.
17	VANITHA.E	I BCA	E. Vanitha.

18	YASHFEEN FARHA.S	I BCA	S. Yashfeen Farha
19	SWETHA.M	I BCA	M. Swetha
20	BHUVANESWARI.S	I BCA	Bhuvaneswari S
21	PAVITHRA.V	I BCA	V. Pavithra.
22	KIRUTHIKA.M	I BCA	M. Kiruthika
23	YASMIN.Y	I BCA	Y. Yasmin.
24	FARHA SHABNAM.S	I BCA	S. Farha Shanam
25	HAFEEZA SUMAN.T	I BCA	T. Hafeeza Suman
26	ARSHIYA SIDDIQUA.A	I B.COM(CA)	Arshiya Siddiqua A
27	SHARLI.M	I B.COM(CA)	M. Sharli
28	SINDHU.G	I B.COM(CA)	G. Sindhu
29	PRADHAKSHANA.R	I B.COM(CA)	R. Pradhakshana
30	PRIYANKA.S	I B.COM(CA)	S. Priyanka
31	SANA SABREEN.A	I B.COM(CA)	A. Sana Sabreen
32	SHAMSHAD.J	I B.COM(CA)	J. Shamshad
33	YOGAPPRIYA.V	I B.COM(CA)	V. Yogappriya
34	PRIYA LAKSHMI.D	I B.COM(CA)	Priya Lakshmi
35	RUVEETRA.K	I B.COM(CA)	K. Ruveetra
36	PREETHI.D	I B.Sc., CS	PREETHI.D.
37	NANDHINI.K	I B.Sc., CS	K. Nandhini
38	SANDHIYA.S	I B.Sc., CS	S. Sandhiya.
39	NITHYA.R	I B.Sc., CS	R. Nithya.
40	AFEEFA AIMAN.T.M	I B.Sc., CS	M. Afeefa Aiman
41	VISHALI.M	I B.Sc., CS	M. Vishali

42	SANDHIYA.D	I B.Sc., CS	D. Sandhiya
43	DIVYADHARSHINI.V	I B.Sc., CS	V. Divyadharshini.
44	PRIYA.R	I B.Sc., CS	R. Priya.
45	JABEENA BANU.F	I B.Sc., CS	F. Jabeena Banu
46	RUHI FARHANA.S	I B.Sc., CS	S. Ruhi Farhana.
47	SOWMIYA.B	I B.Sc ISM	B. Sowmiya
48	MANJULA.M	I B.Sc ISM	M. Manjula.
49	KEERTHIKA. A	I B.Sc ISM	A. Keerthika
50	ARSHIYA AMREEN.S	I B.Sc ISM	S. ARSHIYA AMREEN.
51	RANJANI.K	I B.Sc ISM	K. Ranjani.
52	NETHRA.S	I B.Sc ISM	S. Nethra
53	IRFANA BANU.M	I B.Sc ISM	M. Irfana banu
54	SRI MAHALAKSHMI.P	I B.Sc ISM	P. Sri mahalakshmi
55	PRIYANKA M. N	I M.COM	M.N Priyanka
56	KEERTHIGA J	I M.COM	J. Keerthiga.
57	BHUVANESHWARI K	I M.COM	K. Bhuvan
58	HEMAVATHI P	I M.COM	P. Hemavathi
59	YASMEEN KHATOON G	I M.COM	G. YASMEN KHATOON
60	RENUGA .C	I M.COM	C. Renuga.
61	DEEPA.V	I M.COM	V. Deepa.
62	SUBIKSHA.E	I M.COM	E. Subiksha
63	HARSHITA.B	I M.COM	B. Harshita

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HAKEEM NAGAR,MELVISHARAM
ATTENDANCE SHEET - 2019-2020

COURSE NAME : APTITUDE FOR COMPETITIVE EXAMINATIONS

COURSE CODE : VAAC25

S.NO	NAME OF THE STUDENTS	14.12.2019	21.12.2019	28.12.2019	04.01.2020	25.01.2020
1	HUSNA TYABA.S	X X X X X X	X X X X X X	X X X X X X	X X X X X X	X X X X X X
2	ARSHIYA.I	X X X X X X	X X X X X X	X X X X X X	X X X X X X	X X X X X X
3	UMA MAGESHWARI.S	X X X X X X	X X X X X X	X X X X X X	X X X X X X	X X X X X X
4	ABITHA .C	X X X X X X	X X X X X X	X X X X X X	X X X X X X	X X X X X X
5	AYISHA .C	X X X X X X	X X X X X X	X X X X X X	X X X X X X	X X X X X X
6	NANDHINI .M	a a a a a	X X X X X	X X X X X X	X X X X X X	X X X X X X
7	ELAKIYA .R	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
8	PREETHI .K	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
9	GOBIKA .S	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
10	GOMATHI .S	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
11	BOOMIKA .S	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
12	DEEPA .A	X X X X X X	a a a a a	X X X X X X	X X X X X X	X X X X X X
13	DEEPA .M	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
14	ROOHENA.G	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
15	AMREEN.A	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
16	SNEKHA.T	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
17	VANITHA.E	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
18	YASHFEEN FARHA.S	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
19	SWETHA.M	X X X X X X	X X X X X	a a a a a	X X X X X X	X X X X X X
20	BHUVANESWARI.S	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
21	PAVITHRA.V	X X X X X X	X X X X X	X X X X X X	X X X X X X	X X X X X X
22	KIRUTHIKA.M	X X X X X X	X X X X X	X X X X X X	X X X X X	a a a a a

| | | |

55	PRIYANKA M. N	
56	KEERTHIGA J	
57	BHUVANESHWARI K	
58	HEMAVATHI P	
59	YASMEEN KHATOON G	
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	Staff Initial	

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Class : **LESSON PLAN** **Semester :**

SUBJECT : APTITUDE FOR COMPETITIVE EXAMINATIONS [VAAC25]

Sl. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
1.		I	SIMPLIFICATION AND APPROXIMATION	
			operation Order sequence - simplification of Decimal Fraction - Simplification of a Mixed Fraction - Continued Fraction and its simplification - simple problems.	R.S. Aggarwal, Quantitative Aptitude for Competitive Examination, S. chand and Company, New Delhi.
2.		II	PERCENTAGE	
			Introduction - Fraction to Rate per cent - Rate per cent to Fraction - Rate per cent of a Number - Converting a decimal into a percentage - converting a percentage into decimal - simple problems.	
3.		III	PROFIT, LOSS AND DISCOUNT	Abhijit Guha, Quantitative Aptitude Examinations
			Gain - Loss - % Gain - % Loss - Sale price - cost price - problems to find sale price - Discount and marked price - simple problems	
4.		IV	SIMPLE INTEREST	
			Definition - Amount - Amount becomes N Times the	

Class :	LESSON PLAN	Semester :
SUBJECT :		

Sl. No.	Proposed Date/Week	Unit	Topics to be covered	Book referred
			Principal - Repayment of Debt in Equal Installments - Rate and Time are Numerically Equal - Simple problems.	Praveen, Quantitative Aptitude and Reasoning
5.		V	COMPOUND INTEREST	
			Introduction - Conversion Period - Basic Formula - Special cases - To find the Principal / Time / Rate - Difference between Compound Interest and Simple Interest - Simple Problems.	Praveen, Quantitative Aptitude and Reasoning

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WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
14/12/19		I	I-Yr	ACE	Operation Orders Sequence	QACE
		II	I-Yr	ACE	Compound Interest - Introduction	QAR
		III	I-Yr	ACE	Introduction to Gain and Loss	QAE
		IV	I-Yr	ACE	Definition of simple interest and problems	QAR
		V	I-Yr	ACE	Introduction - Percentage	QACE
		VI	I-Yr	ACE	Conversion of period and Basic Formulae	QAR
21/12/19		I	IYr	ACE	Explain amount and problems	QAR
		II	IYr	ACE	Simplification of Decimal Fraction	QACE
		III	IYr	ACE	Rate percent to Fraction Fraction to Rate Percent	QACE
		IV	IYr	ACE	Special cases problems	QAR
		V	IYr	ACE	Problems on Gain - Loss%, and Gain% - Loss	QAE
		VI	IYr	ACE	Explain amout become N Time the principal	QAR
28/12/19		I	IYr	ACE	Find Principle / Time / Rate	QAR
		II	IYr	ACE	Problems on Sale price and Cost Price.	QAE
		III	IYr	ACE	Simplification of a Mixed Fraction	QACE
		IV	IYr	ACE	Rate percent of a Number	QACE
		V	IYr	ACE	Repayment of Debt in equal installments	QAR
		VI	IYr	ACE	Problems to Find Sale Price.	QAE
4/1/2020		I	IYr	ACE	Converting a decimal into a Percentage	QACE
		II	IYr	ACE	Continued Fraction and its application	QACE
		III	IYr	ACE	Rate based problems	QAR
		IV	IYr	ACE	Difference between compound Interest and Simple Interest	QAR

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
		V	I Yr	ACE	Explain Discount and Marked price.	QAE
		VI	I-Yr	ACE	Simple Problems	QACE
25/11/2019		I	Iyr	ACE	Marked price and simple problems.	QAE
		II	Iyr	ACE	Time are numerically equal and simple problems	QAR
		III	Iyr	ACE	Compound Interest → simple problems	QAR
		IV	Iyr	ACE	converting a Percentage into decimal	QACE
		V	Iyr	ACE	Simple Problem.	QACE
		VI	Iyr	ACE	Explain Simple Problem	QACE

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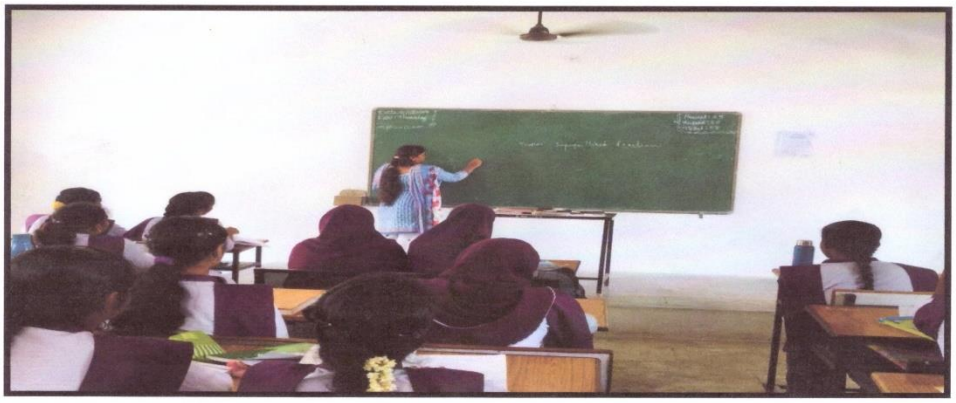
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115

VALUE ADDED COURSE 2019-2020



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V. DEEPA
I M.COM

M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE MELVISHARAM

VALUE ADDED COURESE

COURSE NAME: APTITUDE FOR COMPETITIVE EXAMINATIONS

COURSE CODE: VAAC25 **CLASS: ALL UG & PG I YEAR**

ANSWER THE QUESTIONS

50/50

1. $217 \times 217+183 \times 183 = ?$

   a. 79698 b. 80578 c. 80698 d. 81268

2. The number which exceeds 16% of it by 42 is

   a. 50 b. 52 c. 58 d. 60

3. A fruit seller had some apples. He sells 40% apples and still has 420 apples. Originally, he had

   a. 588 b. 600 c. 672 d. 700

4. What percentage of numbers from 1 to 70 has 1 or 9 in the unit's digit?

   a. 1 b. 14 c. 20 d. 21

5. The cost price of 20 articles is the same as the selling price of x articles. If the profit is 25%, then the value of x is

   a. 15 b. 16 c. 18 d. 25

6. A vendor bought toffees at 6 for a rupee. How many for a rupee must he sell to gain 20%?

   a. 3 b. 4 c. 5 d. 6

7. A sum of money at simple interest amounts to Rs. 815 in 3 years and to Rs. 854 in 4 years. The sum is

   a. Rs. 650 b. Rs. 690 c. Rs. 698 d. Rs. 700

8. Reena took a loan of Rs. 1200 with simple interest for as many years as the rate of interest. If she paid Rs. 432 as interest at the end of the loan period, what was the rate of interest?

   a. 3.6 b. 6 c. Cannot be determined d. None of these

9. There is 60% increase in an amount in 6 years at simple interest. What will be the compound interest of Rs. 12,000 after 3 years at the same rate?

   a. Rs. 2160 b. Rs. 3120 c. Rs. 3972 d. Rs. 6240

10. What is the difference between the compound interests on Rs. 5000 for $1\frac{1}{2}$ years at 4% per annum compounded yearly and half-yearly?

    a. Rs. 2.04 b. Rs. 3.06 c. Rs. 4.80 d. Rs. 8.30

Head of the Department
Department of Mathematics
M.M.E.S. Women's Arts & Science College
MELVISHARAM - 632 509.

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

S. Umamageshwari
I B.A English

M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE MELVISHARAM

VALUE ADDED COURESE

COURSE NAME: APTITUDE FOR COMPETITIVE EXAMINATIONS

COURSE CODE: VAAC25 **CLASS: ALL UG & PG I YEAR**

ANSWER THE QUESTIONS

40/50

1. $217 \times 217 + 183 \times 183 = ?$

   a. 79698 b. 80578 c. 80698 d. 81268

2. The number which exceeds 16% of it by 42 is

   a. 50 b. 52 c. 58 d. 60

3. A fruit seller had some apples. He sells 40% apples and still has 420 apples. Originally, he had

   a. 588 b. 600 c. 672 d. 700

4. What percentage of numbers from 1 to 70 has 1 or 9 in the unit's digit?

   a. 1 b. 14 c. 20 d. 21

5. The cost price of 20 articles is the same as the selling price of x articles. If the profit is 25%, then the value of x is

   a. 15 b. 16 c. 18 d. 25

6. A vendor bought toffees at 6 for a rupee. How many for a rupee must he sell to gain 20%?

   a. 3 b. 4 c. 5 d. 6

7. A sum of money at simple interest amounts to Rs. 815 in 3 years and to Rs. 854 in 4 years. The sum is

   a. Rs. 650 b. Rs. 690 c. Rs. 698 d. Rs. 700

8. Reena took a loan of Rs. 1200 with simple interest for as many years as the rate of interest. If she paid Rs. 432 as interest at the end of the loan period, what was the rate of interest?

   a. 3.6 b. 6 c. Cannot be determined d. None of these

9. There is 60% increase in an amount in 6 years at simple interest. What will be the compound interest of Rs. 12,000 after 3 years at the same rate?

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Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

Y. YASMIN
I BCA

M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE MELVISHARAM

VALUE ADDED COURESE

COURSE NAME: APTITUDE FOR COMPETITIVE EXAMINATIONS

COURSE CODE: VAAC25 **CLASS: ALL UG & PG I YEAR**

ANSWER THE QUESTIONS

35/50

1. 217 x 217+183 x 183 =?

   a. 79698 b. 80578 c. 80698 d. 81268

2. The number which exceeds 16% of it by 42 is

   a. 50 b. 52 c. 58 d. 60

3. A fruit seller had some apples. He sells 40% apples and still has 420 apples. Originally, he had

   a. 588 b. 600 c. 672 d. 700

4. What percentage of numbers from 1 to 70 has 1 or 9 in the unit's digit?

   a. 1 b. 14 c. 20 d. 21

5. The cost price of 20 articles is the same as the selling price of x articles. If the profit is 25%, then the value of x is

   a. 15 b. 16 c. 18 d. 25

6. A vendor bought toffees at 6 for a rupee. How many for a rupee must he sell to gain 20%?

   a. 3 b. 4 c. 5 d. 6

7. A sum of money at simple interest amounts to Rs. 815 in 3 years and to Rs. 854 in 4 years. The sum is

   a. Rs. 650 b. Rs. 690 c. Rs. 698 d. Rs. 700

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M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115

VALUE ADDED COURSES

ASSESSMENT SCORE DETAIL 2019-2020

Course Name	Aptitude for Competitive Examinations
Course Code	VAAC25

S.No	Name of the Student	Department	Total Marks(50)
1	HUSNA TYABA.S	I B.A ENGLISH	45
2	ARSHIYA.I	I B.A ENGLISH	45
3	UMA MAGESHWARI.S	I B.A ENGLISH	40
4	ABITHA .C	I BBA	50
5	AYISHA .C	I BBA	45
6	NANDHINI .M	I BBA	40
7	ELAKIYA .R	I BBA	35
8	PREETHI .K	I BBA	45
9	GOBIKA .S	I BBA	40
10	GOMATHI .S	I BBA	50
11	BOOMIKA .S	I BBA	45
12	DEEPA .A	I BBA	35
13	DEEPA .M	I BBA	40
14	ROOHENA.G	I BCA	45
15	AMREEN.A	I BCA	50
16	SNEKHA.T	I BCA	35
17	VANITHA.E	I BCA	45

18	YASHFEEN FARHA.S	I BCA	50
19	SWETHA.M	I BCA	45
20	BHUVANESWARI.S	I BCA	45
21	PAVITHRA.V	I BCA	45
22	KIRUTHIKA.M	I BCA	40
23	YASMIN.Y	I BCA	35
24	FARHA SHABNAM.S	I BCA	35
25	HAFEEZA SUMAN.T	I BCA	50
26	ARSHIYA SIDDIQUA.A	I B.COM(CA)	45
27	SHARLI.M	I B.COM(CA)	50
28	SINDHU.G	I B.COM(CA)	45
29	PRADHAKSHANA.R	I B.COM(CA)	35
30	PRIYANKA.S	I B.COM(CA)	35
31	SANA SABREEN.A	I B.COM(CA)	40
32	SHAMSHAD.J	I B.COM(CA)	40
33	YOGAPPRIYA.V	I B.COM(CA)	45
34	PRIYA LAKSHMI.D	I B.COM(CA)	45
35	RUVEETRA.K	I B.COM(CA)	50
36	PREETHI.D	I B.Sc., CS	50
37	NANDHINI.K	I B.Sc., CS	50
38	SANDHIYA.S	I B.Sc., CS	35
39	NITHYA.R	I B.Sc., CS	45
40	AFEEFA AIMAN.T.M	I B.Sc., CS	50
41	VISHALI.M	I B.Sc., CS	45
42	SANDHIYA.D	I B.Sc., CS	40
43	DIVYADHARSHINI.V	I B.Sc., CS	45

44	PRIYA.R	I B.Sc., CS	50
45	JABEENA BANU.F	I B.Sc., CS	45
46	RUHI FARHANA.S	I B.Sc., CS	40
47	SOWMIYA.B	I B.Sc ISM	40
48	MANJULA.M	I B.Sc ISM	35
49	KEERTHIKA. A	I B.Sc ISM	45
50	ARSHIYA AMREEN.S	I B.Sc ISM	45
51	RANJANI.K	I B.Sc ISM	35
52	NETHRA.S	I B.Sc ISM	40
53	IRFANA BANU.M	I B.Sc ISM	50
54	SRI MAHALAKSHMI.P	I B.Sc ISM	45
55	PRIYANKA M. N	I M.COM	35
56	KEERTHIGA J	I M.COM	50
57	BHUVANESHWARI K	I M.COM	45
58	HEMAVATHI P	I M.COM	40
59	YASMEEN KHATOON G	I M.COM	45
60	RENUGA .C	I M.COM	50
61	DEEPA.V	I M.COM	50
62	SUBIKSHA.E	I M.COM	45
63	HARSHITA.B	I M.COM	45

Head of the Department
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Principal
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Melvisharam - 632 509

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115

STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: RENUGA. C (I.M.COM)
Course Name : Aptitude For Competitive Examination
Course Code : VAAC 25

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☐ Average ☑ Low ☐

Suggestions if any :

Its very useful for us.

C. Renuga
Signature of the student

V. Jyoti
Head of the Department
Department of Mathematics
M.M.E.S. Women's Arts & Science College
MELVISHARAM - 632 509.

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Serkkadu, Vellore District – 632115

STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: Sindhu . G
Course Name : Aptitude for competitive Examination.
Course Code : VAAC25

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☒ Very Good ☐ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☒ Good ☐ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☒ Very Good ☐ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☒ Very Good ☐ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☒ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☒ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☒ Average ☐ Low ☐

Suggestions if any :

Good.

G. Sindhu.
Signature of the student

Head of the Department
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STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: PREETHI.K (I BBA)
Course Name : Aptitude for competitive Examinations
Course Code : VAAC25

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any :

K. Preethi
Signature of the student

V. Jyoti
Head of the Department
Department of Mathematics
M.M.E.S. Women's Arts & Science College
MELVISHARAM - 632 509.

Dr. Freda Gnanaselvam, Ph.D.,
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Serkkadu, Vellore District – 632115
Phone 04172 266167, 266463

VALUE ADDED COURSES

Course Name	ACCESSORIES IN INTERIORS
Course Code	VAAI24
Duration	30 HOURS
Offered by	INTERIOR DESIGN AND DECOR DEPARTMENT

L	T	P	C
15	5	15	1

Course Objectives:

To enable the students to
1. Apply, create and study the functional and decorative values of accessories in interiors.
2. Arrange flowers with basic principles and take care of the accessories.
3. Gain knowledge on different arts and craft items and their use in interiors.

Course Outcome:

After completion of the Course, the students will be able to
1. Classify accessories and analyze the importance, selection and arrangement of accessories in relation to background.
2. Criticize various kinds of art forms used as accessories.
3. Arrange flowers with principles.
4. Take care of accessories with proper maintenance.

Syllabus

Unit – I
Accessories – meaning, definition need and importance of accessories. Factors influencing the selection of accessories - Placement, location and background for accessories.

Unit – II
Classification – Functional accessories - Clock, Mirrors, Screens, Lamps, Pictures, Ash trays and waste paper baskets, Musical Instruments, Pillows, Books & Magazines;Decorative accessories – Plants and cut flowers, Wall arts, Sculptures, Handicraft items and collections, Wood work, Metal ware and utensils, Baskets and Mats, Pottery and Earthenware, Stone carving and both accessories .

Unit – III
Indoor plants – meaning,need and importance of indoor plants, basic placement of indoor plants. Care and maintenance. Sculpture – meaning and its types.

Unit – IV
Flower arrangement - importance, Equipment and material required for flower arrangement basic styles and shapes, types - line, mass, line and mass, miniature, floating, foliage and dry arrangement.

Unit – V
Accessorizing – meaning. The art of accessorizing in interiors – budget, accent decor with color, scale, affordable in proportion, repetition, focal point.

References:

1. Anna Hong Rutt (Second edition, 1991). Home Furnishing. John Wiley & Sons, Inc.
2. Martha Vaughan & Phoebe Vaughan, (1993). Simply The Best Home Decorating Book, Fashion Apparel, Accessories & Home Furnishings. Jay Diamond & Ellen Diamond, Pearson
Education, Inc.
3. Book Club Associates, (1990). Good House Keeping's Home Encyclopedia.
4. Eaglemoss Publications Ltd, (1996). Creating your Home, Creative Flowers & Plants for Your Home.
5. Eve Harlow, (1995). The Book of Handicrafts for all the Family. Hennerwood Publishing Limited.
6. The Practical Encyclopaedia of Good Decorating and Home Improvement, Vol I.
7. Creative Home Owner, (First Edition 2006). Design Ideas of Home Decorating. New Jersey.

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STUDENTS ENROLLMENT DETAIL 2019-2020 (EVEN)

Course Name	Accessories in Interiors
Course Code	VAAI24

S.No	Name of the Student	Department	Signature
1	MOHSINA	I B.A ENGLISH	Mohsina
2	AMRIN.R	I B.A ENGLISH	R. Amrin
3	HANISTAJ.R	I B.A ENGLISH	R. Hanistaj
4	KHANITHA MARIYAM.K	I B.A ENGLISH	Khanitha Mariyam
5	RUKSAR.I	I B.A ENGLISH	I. Ruksar
6	FATHIMA JUVAREYA.S.K	I B.A ENGLISH	S.K. Juvareya.
7	JANANI LAKSHMI.K	I B.A ENGLISH	K. Lakshmi
8	KAMALI.S	I B.A ENGLISH	S. Kamali
9	LINDUJA.S	I B.A ENGLISH	S. Linduja
10	DHARANI.M	I BCA	M. Dharani
11	TAMIL SELVI.M	I BCA	M. Tamilselvi
12	NAHEEDAA ANJUM.M	I BCA	Naheedaa Anjum
13	SOFIYA.M	I BCA	M. Sofi
14	SWETHA.S	I BCA	S. Swetha
15	VARSHA.S	I BCA	Varsha.
16	MADHUMITHA.D	I BCA	D. Madhumitha
17	RUBY.R	I BCA	R. Ruby
18	RUMANA SEHNAS.K.F	I BCA	Rumana Sehnas
19	SARANYA.V	I BCA	V. Saranya.
20	SUBAKSHA.M	I BCA	Subaksha.
21	NANDHINI.R	I BCA	Nandhini

22	DIVYA.S	I BCA	S. Divya.
23	SANDHIYA.K	I BCA	K. Sandhiya.
24	SHARMI.S	I BCA	S Sharmi
25	RAMYA.J	I BCA	J. Ramya.
26	PRIYA .S	I B.COM	S. Priya
27	SUMANTAJ .M	I B.COM	M. Sumantaj
28	BHUVANA. S	I B.COM	S. Bhuvana.
29	KIRTHANA .V	I B.COM	V. Kirthana.
30	JANANI .N	I B.COM	N. Janani.
31	MADHIHA .F	I B.COM	F. Madhiha.
32	SAMRIN .M	I B.COM	M. Samrin
33	POOMATHI .V	I B.COM	V. Poomathi
34	KEERTHANA .B	I B.COM	B. Keerthana.
35	ARIVUMATHI. R	I B.COM	R. Arivumathi
36	KEERTHANA .M	I B.COM	M. Keerthana.
37	AISHWARYA. C	I B.COM	C. Aishwarya
38	DURGA .R	I B.COM	R. Durga.
39	AISHWARYA. G	I B.COM	G. Aishwarya.
40	TOUFIYA.A	I B.COM(CA)	A. Toufiya
41	POOJA.J	I B.COM(CA)	J Pooja
42	SWEETHA.S	I B.COM(CA)	S. Sweetha
43	AYESHA SIDDIQUA.Y	I B.COM(CA)	Y. Ayesha Siddiqua
44	AIYSHA NIKATH.N	I B.COM(CA)	N. Aiysha Nikath
45	DHARINI.T	I B.COM(CA)	T. Dharani
46	DHIVYA.R	I B.Sc., CS	R. Dhivya.
47	SANDHIYA.M	I B.Sc., CS	M. Sandhiya.
48	TAMILSELVI.R	I B.Sc., CS	R. Tamilselvi.
49	KEERTHANA.L	I B.Sc., CS	L. Keerthana
50	LOGESHWARI.S	I B.Sc., CS	S. Logeshwari

51	ROSHANBANU.G	I B.Sc., CS	Roshanbanu.
52	MUBINA.S	I B.Sc., CS	S. Mubina.
53	KAVIYA.R	I B.Sc ISM	R. Kaviya
54	SHALINI.K	I B.Sc ISM	K. Shalini
55	SHAMINI.K	I B.Sc ISM	K. Shamini
56	ARSHIYA SULTANA.A	I B.Sc ISM	Arshiya Sulthana
57	ASMA JABEEN.C	I B.Sc ISM	Asma Jabeen.
58	NIRANJANI.K.V	I B.Sc ISM	K. V. Niranjani
59	RIZWANA.G	I B.Sc ISM	G. Rizwana.
60	RAJALAXMI.V,P	I B.Sc ISM	V. P. Rajalakshmi
61	PRIYA.U	I B.Sc ISM	U. Priya.
62	UMA.M	I B.Sc ISM	M. Uma.
63	NAZIYA BANU H	I BA ARABIC	H. Naziya Banu.
64	NAVEEN TAJ	I BA ARABIC	Naveen taj
65	NASEEM REHANA	I BA ARABIC	Naseem rehana.
66	FATHIMA AAFREEN A	I BA ARABIC	Fathima Aafreen
67	FAREEDA BANU D	I BA ARABIC	D Fareeda Banu
68	IMRANA PARVEEN S	I BA ARABIC	S. Imrana Parveen.
69	SAMREEN	I BA ARABIC	Samreen.
70	RAFIYA AMREEN B	I BA ARABIC	B. Rafiya Amreen.
71	FAHMIDA BANU	I BA ARABIC	Fahmida Banu.
72	ABINAYA.B	I M.Sc., CS	B. Abinaya
73	VARSHINI.A	I M.Sc., CS	A. Varshini
74	RAMYA.H	I M.Sc., CS	H. Ramya.
75	DIVYA.D	I M.Sc., CS	D. Divya.
76	AISHWARYA.M	I M.Sc., CS	M. Aishwarya.

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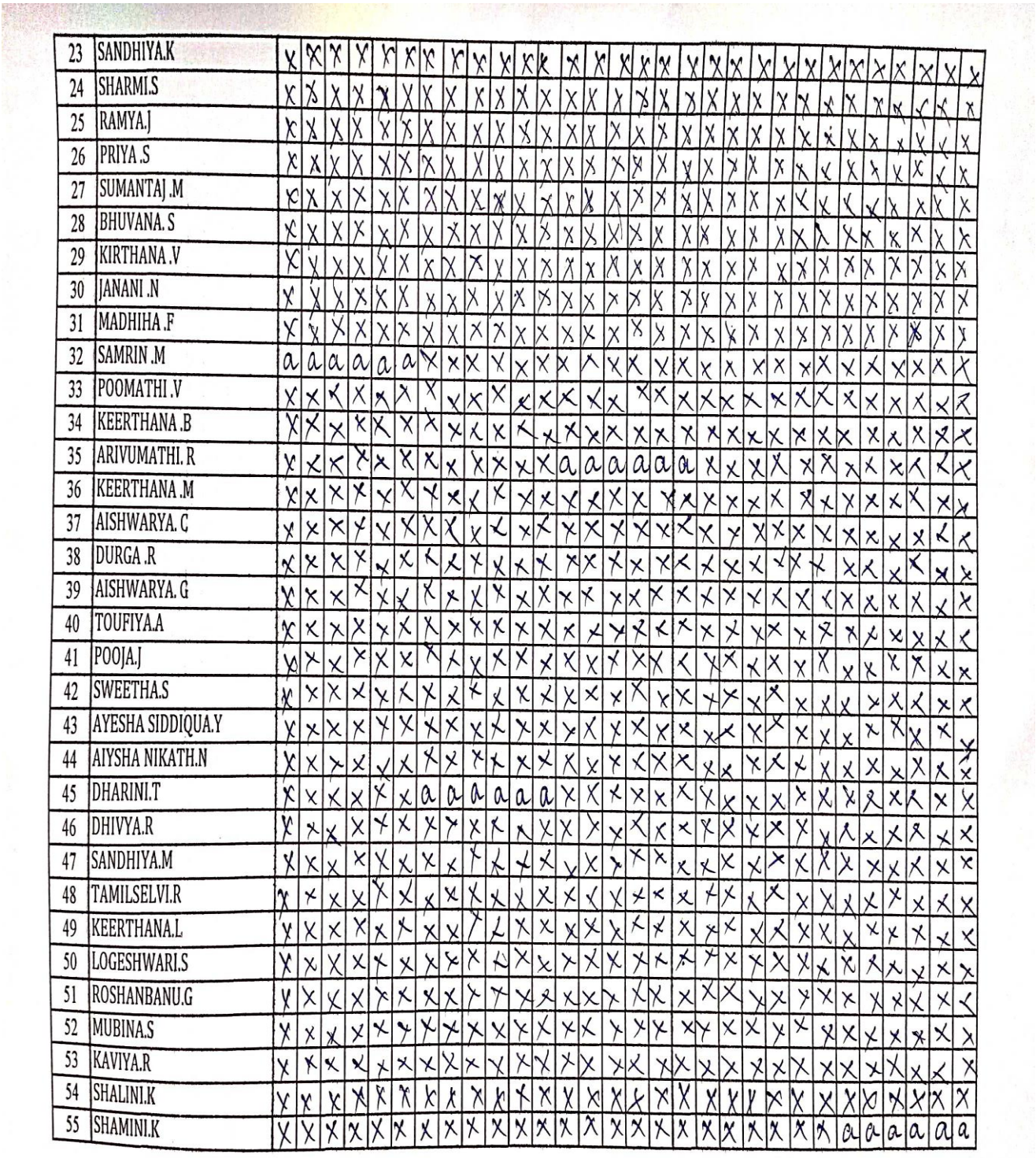
HAKEEM NAGAR,MELVISHARAM
RANIPET DISTRICT - 632509

ATTENDANCE SHEET - 2019 - 2020

COURSE NAME : ACCESSORIES IN INTERIORS
COURSE CODE : VAAI24

S.NO	NAME OF THE STUDENTS	14-12-2019	21-12-2019	28-12-2019	04-01-2020	25-01-2020
1	MOHSINA					
2	AMRIN.R					
3	HANISTAJ.R					
4	KHANITHA MARIYAM.K					
5	RUKSAR.I					
6	FATHIMA JUVAREYA.S.K					
7	JANANI LAKSHMI.K					
8	KAMALI.S					
9	LINDUJA.S					
10	DHARANI.M					
11	TAMIL SELVI.M					
12	NAHEEDAA ANJUM.M					
13	SOFIYA.M					
14	SWETHA.S					
15	VARSHA.S					
16	MADHUMITHA.D					
17	RUBY.R					
18	RUMANA SEHNAS.K.F					
19	SARANYA.V					
20	SUBAKSHA.M					
21	NANDHINI.R					
22	DIVYA.S					



23	SANDHIYA.K
24	SHARMI.S
25	RAMYA.J
26	PRIYA.S
27	SUMANTAJ.M
28	BHUVANA.S
29	KIRTHANA.V
30	JANANI.N
31	MADHIHA.F
32	SAMRIN.M
33	POOMATHI.V
34	KEERTHANA.B
35	ARIVUMATHI.R
36	KEERTHANA.M
37	AISHWARYA.C
38	DURGA.R
39	AISHWARYA.G
40	TOUFIYA.A
41	POOJA.J
42	SWEETHA.S
43	AYESHA SIDDIQUA.Y
44	AIYSHA NIKATH.N
45	DHARINI.T
46	DHIVYA.R
47	SANDHIYA.M
48	TAMILSELVI.R
49	KEERTHANA.L
50	LOGESHWARI.S
51	ROSHANBANU.G
52	MUBINA.S
53	KAVIYA.R
54	SHALINI.K
55	SHAMINI.K

56	ARSHIYA SULTANA.A																												
57	ASMA JABEEN.C																												
58	NIRANJANI.K.V																												
59	RIZWANA.G																												
60	RAJALAXMI.V,P																												
61	PRIYA.U																												
62	UMA.M																												
63	NAZIYA BANU H																												
64	NAVEEN TAJ																												
65	NASEEM REHANA																												
66	FATHIMA AAFREEN A																												
67	FAREEDA BANU D																												
68	IMRANA PARVEEN S																												
69	SAMREEN																												
70	RAFIYA AMREEN B																												
71	FAHMIDA BANU																												
72	ABINAYA.B																												
73	VARSHINI.A																												
74	RAMYA.H																												
75	DIVYA.D																												
76	AISHWARYA.M																												
	Staff Initial																												

Dr. Freda Thamaselvam, Ph.D.,
Principal
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Melvisharam - 632 509

VALUE ADDED COURSE – ACCESSORIES IN INTERIORS
Students presented the handmade accessories.

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M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115

VALUE ADDED COURSE TEST 2019-2020 YEAR

SUB NAME : ACCESSORIES IN INTERIORS **TIME: 1 HOUR**
SUB CODE: VAAI24 **MAX MARKS: 25**

1. Murals are more suitable for
   a. Reception area b. private area c. work area
2. Artifacts refers to
   a. Furniture b. Products of ancient period c. Textiles
3. Handicraft items include
   a. Glass mirror
   b. wall picture with light and sound effect
   c. handmade items
4. Indoor plants are
   a. Decorative accessory
   b. Functional accessory
   c. Imitations of original plants
5. Music systems as accessory can be suitable for
   a. Living room b. Kitchen c.Study room
6. Fish tanks used as accesoories have ……effect
   a. Therapeutic b. Decorative c. Functional
7. Accessories which are used only for ornamental purpose is known as
   a. Functional b. decorative c. both Functional and decorative
8. ……Define the purpose of the room
   a. Accessories b. Lighting c. Ventilation
9. Mirror is a …… accessory
   a. Functional b. decorative c. both Functional and decorative
10. Accessories that are used mainly for its utility is referred as
    a. Functional b. decorative c. both Functional and decorative
11. A clock is a
    a. Functional b. decorative c. both Functional and decorative
12. Books as indoors are (decorative/functional).
    a. Functional b. decorative c. both Functional and decorative
13. Murals are made of
    a. Ceramic b. Glass c. Cardboard
14. Which type of traditional tall clocks gives an aesthetic elegant note to an interior
    a. Rectangular b. Oval c. Grandfather's clock
15. ……*is* an functional accompanied ornamental plant that is grown indoors.
    a. Houseplant b.artifical plant c. herbal plant
16. Which is referred to as secondary plant material
    a. Flowers b. fillers c. foliages
17. Which one of the below mentioned thing was not a accessory of flower arrangement
    a. Miniature doll b. Ribbon c. Pebbles d. None of the these

18. Our living environment is made fragrant with natural items is known as
    a. Potpourri b. scented flowers c. bonsai d. hikae
19. Which type of flower arrangement produces rhythmic effect
    a. Crescent
    b. Vertical line arrangement
    c. Triangular arrangement
    d. horizontal line arrangement
20. The size of miniature arrangement should not be
    a. More than five inches.
    b. More than ten inches.
    c. Less than five inches.
    d. Less than ten inches.
21. Oriental style of flower arrangement symbolizes
    a. Heaven, god and earth
    b. Heaven, peace and man
    c. Heaven, man and earth
    d. None of the above
22. Which of these is not a Advantages of line - mass arrangement
    a. These have a clean, uncultured look
    b. They require a fairly small amount of materials and these may be of different kinds.
    c. They look well in the large size
23. Preserved by pressing between several thickness of newspapers takes place in .....type of preservation method
    a. Hanging upside-down
    b. Burying in sand or borax
    c. Glycerin method
    d. Pressing
24. A significant amount to accessorize their home is
    a. Accent decor with color
    b. Budget
    c. Affordable in proportion
25. Visual Rhythm is created by the
    a. Accent decor with color
    b. Repetition
    c. Focal point.

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VALUE ADDED COURSE TEST 2019-2020 YEAR

SUB NAME : ACCESSORIES IN INTERIORS **TIME: 1 HOUR**
SUB CODE: VAAI24 **MAX MARKS: 25**

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   b. Functional accessory
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25/25
V. Good

18. Our living environment is made fragrant with natural items is known as
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    c. Affordable in proportion
25. Visual Rhythm is created by the
    a. Accent decor with color
    b. Repetition
    c. Focal point.

2019 - 2020

Class: **LESSON PLAN** **Semester:**

SUBJECT: ACCESSORIES IN INTERIORS.

SL No	Proposed Date/Week	Unit	Topics to be covered	Book referred
		1.	Accessories - meaning, defiition, need and importance of accessories. Factors influencing the Selection of accessories- Placement, location and background for accessories.	WWW.Foyr.com
		2.	Classification - Functional accessories - Clock, Mirrors, Screens, lamps, pictures, Ash trays and waste paper baskets, Musical instruments, pillows, books & magazines, Decorative accessories - plants and cut flowers, wall arts, Sculptures, Handicraft items and collections, wood work, metal ware and utensils, baskets and Mats, pottery and Earthenware, Stone Carving and both accessories.	WWW. Bramwell Brown Clocks.com
		3.	Indoor plants - meaning, need and importance of indoor plants, basic placement of indoor plants. Case and maintenance. Sculpture - meaning and	WWW.Stech.com.

Class:			LESSON PLAN	Semester:
SUBJECT:				
SL No	**Proposed Date/Week**	**Unit**	**Topics to be covered**	**Book referred**
			its types.	
		4.	Flower arrangement - importance, equipment and material required For flower arrangement, basic Styles and Shapes, types - line, mass, line and mass, miniature, floating, foliage and dry arrangement.	www.wiki pedia.com
		5.	Accessorizing - meaning. The art of accessorizing in interiors - budget, accent decor with color, Scale, affordable in proportion, Repetition, focal point.	WWW.Wiki How life. Com.

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WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Book Referred
14/12/2019		1,2	I	ACCESSORIES IN INTERIORS	Accessories - meaning, definition, need & importance.	www.interiordesign edu.org
		3,4,			Factors influencing the selection of accessories	www.
		5,6			Placement, location & background for accessories.	ecourseonline. iassi.res.in
21/12/2019		1,2,3	I	ACCESSORIES IN INTERIORS	Classification - Functional Accessories Clocks, mirrors, Lamps etc	hmhub.in -
		4,5,6			Decorative Accessories Plants, Sculptures, Woodwork etc	accessories - interiors
28/12/2019		1,2.	I	ACCESSORIES IN INTERIORS	Indoor plants- meaning, need & importance	www.extension.
		3,4			Basic placement of Indoor Plants, care & Maintenance	msstate.edu.
		5,6			Sculpture Meaning & its types.	www.artstor.g.
04/01/2020		1,2,3,	I	ACCESSORIES IN INTERIORS	Flower arrangement- Importance, Equipment &	
					Materials required for flower arrangement	www.hmhub. in
		4,5,6			Basic styles & Shapes, types- line, mass, miniature, floating etc	
25/01/2020		1,2,3	I	ACCESSORIES IN INTERIORS	Accessorizing - meaning. The art of accessorizing in Interiors.	www.
					Budget, accent decor with color.	plannedesign.
		4,5,6			Scale, affordable in proportion, repitition, focal point	com.
					Dr. Freda Gnanaselvam, Ph.D., Principal	

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M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
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Phone- 04172 266167, 266463

STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: R. Ruby
Course Name : Accessories in Interiors
Course Code : VAAI24

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☑ Very Good ☐ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☐ Average ☑ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any :

R. Ruby
Signature of the student

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STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: M. Sofiya
Course Name : Accessories in Interiors
Course Code : VAA124

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☐ Good ☑ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☐ Average ☑ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any :

M. Sofiya
Signature of the student

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VALUE ADDED COURSE

Course Name	Food Processing
Course Code	VAPR27
Duration	30 HRS
Offered by	DEPARTMENT OF NUTRITION, FSM& DIETETICS

L	T	P	C
20	0	10	1

SYLLABUS

Objectives

- After going through the course, the students will be able to understand the processing of foods.
- Familiarize themselves with effect of processing on nutrients.
- Develop skill in the various methods of food processing.
- Acknowledge the importance of proper packaging and labelling of products.
- Develop entrepreneurial skills in setting up and running an enterprise.

COURSE OUTCOME:

- Apply major food preservation techniques and principles
- Classify the various types of food processing
- Analyze and evaluate novel food processing methods
- Distinguish between chemical preservation and fermentation
- Identify and evaluate the suitability of processing for various foods

UNIT 1

Food processing and preservation principles, method of preservation: pasteurization (definition, time-temperature combination and equipments) sterilization (definition, time-temperature combination and equipments), blanching (definition, time-temperature combination and equipments, adequacy in blanching), canning (definition, time-temperature combination and equipments), packaging (Introduction, Metal Containers, Glass Containers, Rigid Plastic Containers, Retortable Pouches).

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UNIT 2

Food Freezing and thawing process: Introduction, freezing point and freezing rate, comparison of Freezing and thawing process; freezing methods: Air freezing, plate freezing, liquid immersion freezing and cryogenic freezing. Freezer selection. Advantages and disadvantages of freezing. Freezing curve. Freezer selection, advantages and disadvantages of freezing and changes in food during freezing storage.

UNIT 3

Food Drying/Dehydration: Definition, free and bound moisture, concept of water activity, factors affecting drying, Drying curve (constant rate period and falling rate period), moisture content (wet basis and dry basis), equilibrium moisture content, Drying methods and equipments: sun/solar drying, Cabinet drying, tunnel dryer, spray dryer, freeze dryer, fluidized bed dryer, Nutritional, physico-chemical changes during drying.

UNIT 4

Food Concentration: Evaporation- Definition, types of evaporator (single effect, double effect and multiple effect evaporator); Freeze concentration- General principles and applications, basic elements, ice crystal nucleation, growth and crystallization, separation techniques (filtration and wash column).

UNIT 5

Membrane Processing: General principles and advantages, dead end and cross flow, Classification of membrane system: Reverse Osmosis, Nano Filtration, Ultra Filtration, Micro Filtration, Electodialysis and Pervaporation; Membrane technology comparison chart, Membrane application in the food industries; Membrane performance, and Limitation of membrane processes.

TEXT BOOKS/ REFERENCES:

1. Food Processing: Principles and Applications by Ramaswamy H. & Marcotte M. Taylor & Francis.
2. Food Science by Norman N Potter and Joseph H. Hotchkiss, CBS Publishers and Distributors.
3. Novel Food Processing Technologies by Barbosa-Canovas, Tapia & Cano CRC Press, 2004

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STUDENTS ENROLMENT DETAIL- 2019-2020

S.No	Name of the Student	Department	Signature
1	JEEVITHA.G	I B.A ENGLISH	
2	SADIQUA.S	I B.A ENGLISH	
3	SAKTHIMAHALAKSHMI.P	I BBA	
4	SUMAIYA .I	I BBA	
5	VIJAYALAKSHMI .T	I BBA	
6	ARTHI .V	I BBA	
7	JOYCEMEENA .D	I BBA	
8	SARANYA .S	I BBA	
9	MOHNALAKSHMI .J	I BBA	
10	BABYSHALINI .B	I BBA	
11	GAYATHRI .P	I BBA	
12	RASHEEDHA .H	I BBA	
13	NAZIYA ANJUM .N	I BBA	
14	SANDHIYA .S	I BBA	
15	BHUVANESHWARI.R	I BCA	
16	AISHWARYA.K	I BCA	
17	RAMYA.R	I BCA	
18	PAVITHRA.V	I BCA	

19	SHARIFA.I	I BCA	Sharifa. I
20	YOHITHA.M.M	I BCA	M. M. Yohitha
21	SHALINI.K	I BCA	Shalini. K
22	MATHU MITHA.G	I BCA	G. Mathumitha
23	HEMAVATHY.G	I BCA	Hemavathy.
24	SNEHA.T	I BCA	Sneha. T
25	AAFIYA ANJUM.A	I BCA	A. Aafiya Anjum.
26	SNEKHA.S	I BCA	S. Snekha.
27	SHEHEEN FATHIMA.R	I BCA	R. Sheheen Fathima
28	SNEHA.S	I BCA	Sneha
29	RAJAPREETHI.P	I BCA	P. Rajapreethi
30	SUREKA .C	I B.COM	C. Sureka.
31	BRINTHA. M	I B.COM	M. Brintha.
32	SHIVALI .B	I B.COM	B. Shivali
33	FARHEEN TAJ. K	I B.COM	Farheen. Taj.
34	NOORJAHAN .S	I B.COM	Noor Jahan. S
35	THEJESHWARI .N	I B.COM	N. Thejeshwari
36	GOKULA LAKSHMI .P	I B.COM	P. Gokula lakshmi
37	AARTHY.V	I B.COM(CA)	Aarthi – V
38	MADHINA.A	I B.COM(CA)	A. Madhina.
39	SANDHIYA.R	I B.COM(CA)	R. Sandhiya.
40	THILAGAVATHI.G	I B.COM(CA)	G. Thilagavathi.
41	SONALI.A.S	I B.COM(CA)	S. Sonali.
42	JAFFRIN.B	I B.COM(CA)	Jaffrin – B
43	KALAISELVI.S	I B.Sc., CS	

44	SHALINI.B	I B.Sc., CS	B. Shalini
45	VARSHA.B	I B.Sc., CS	Varsha. B.
46	BHAVANIPRIYA.M	I B.Sc., CS	Bhavani Priya. M
47	KALAIVANI.R	I B.Sc., CS	Kalaivani. R
48	SUMATHI.B	I B.Sc., CS	Sumathi. B
49	VASANTHI.G	I B.Sc., CS	G. Vasanthi
50	SHAHIN.M	I B.Sc., CS	M. Shahin
51	SUBALAKSHMI.V	I B.Sc., CS	Subalakshmi
52	LAVANYA.S	I B.Sc., CS	Lavanya. S
53	KOMALA.V	I B.Sc ISM	V. Komala
54	MOHANAPRIYA.S	I B.Sc ISM	Mohanapriya. S
55	NIVETHA.V	I B.Sc ISM	Nivetha. V
56	INDUMATHI.R	I B.Sc ISM	Indumathi
57	FOUZIYA.R	I B.Sc ISM	Fouziya. R
58	SNEHA.S	I B.Sc ISM	Fouziya. R
59	TEENU PREETHI.K	I B.Sc ISM	TEENU preethi. K
60	PRIYA.M	I B.Sc ISM	Priya
61	THUBA IRAM H	I B.Sc., IDD	Thuba Iram. H.
62	NOORUNNISHA A	I B.Sc., IDD	Thuba Iram. H.
63	AAYESHA SIDDIQUA G	I BA ARABIC	Aayesha Siddiqua
64	RABIYA BASRI M S	I BA ARABIC	Rabiya Basri M S
65	HAWAMA BANU	I BA ARABIC	Hawama Basri. M
66	AYSHA SIDDIQUA N	I BA ARABIC	Ayesha Siddiqua
67	SUMAIYA S	I BA ARABIC	Sumaiya. S
68	AYSHA SIDDIQUA S	I BA ARABIC	Aysha Siddiqua

69	NASIHA BASHAR K	I BA ARABIC	Nasiha Bashar
70	ASHA.D	I M.Sc., CS	Asha.D
71	KANIMOZHI.U	I M.Sc., CS	Kanimozhi.U
72	PARVEEN.E	I M.Sc., CS	Parveen.E

HOD

PRINCIPAL
Dr. Freda Gnanaselvam, Ph
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ATTENDANCE SHEET

COURSE NAME	Food Processing
COURSE CODE	VAPR27

S.No	Name of the Student	14.12.2019	21-12.20219	04.01.2020	25.01.2020	28.01.2020
1	JEEVITHA.G					
2	SADIQUA.S					
3	SAKTHIMAHALAKSHMI.P					
4	SUMAIYA.I					
5	VIJAYALAKSHMI.T					
6	ARTHI.V					
7	JOYCEMEENA.D					
8	SARANYA.S					
9	MOHNALAKSHMI.J					
10	BABYSHALINI.B					
11	GAYATHRI.P					
12	RASHEEDHA.H					
13	NAZIYA ANJUM.N					
14	SANDHIYA.S					
15	BHUVANESHWARI.R					
16	AISHWARYA.K					
17	RAMYA.R					
18	PAVITHRA.V					
19	SHARIFA.I					
20	YOHITHA.M.M					
21	SHALINI.K					
22	MATHU MITHA.G					
23	HEMAVATHY.G					
24	SNEHA.T					
25	AAFIYA ANJUM.A					
26	SNEKHA.S					
27	SHEHEEN FATHIMA.R					
28	SNEHA.S					
29	RAJAPREETHI.P					
30	SUREKA.C					
31	BRINTHA. M					
32	SHIVALI.B					
33	FARHEEN TAJ. K					
34	NOORJAHAN.S					
35	THEJESHWARI.N					

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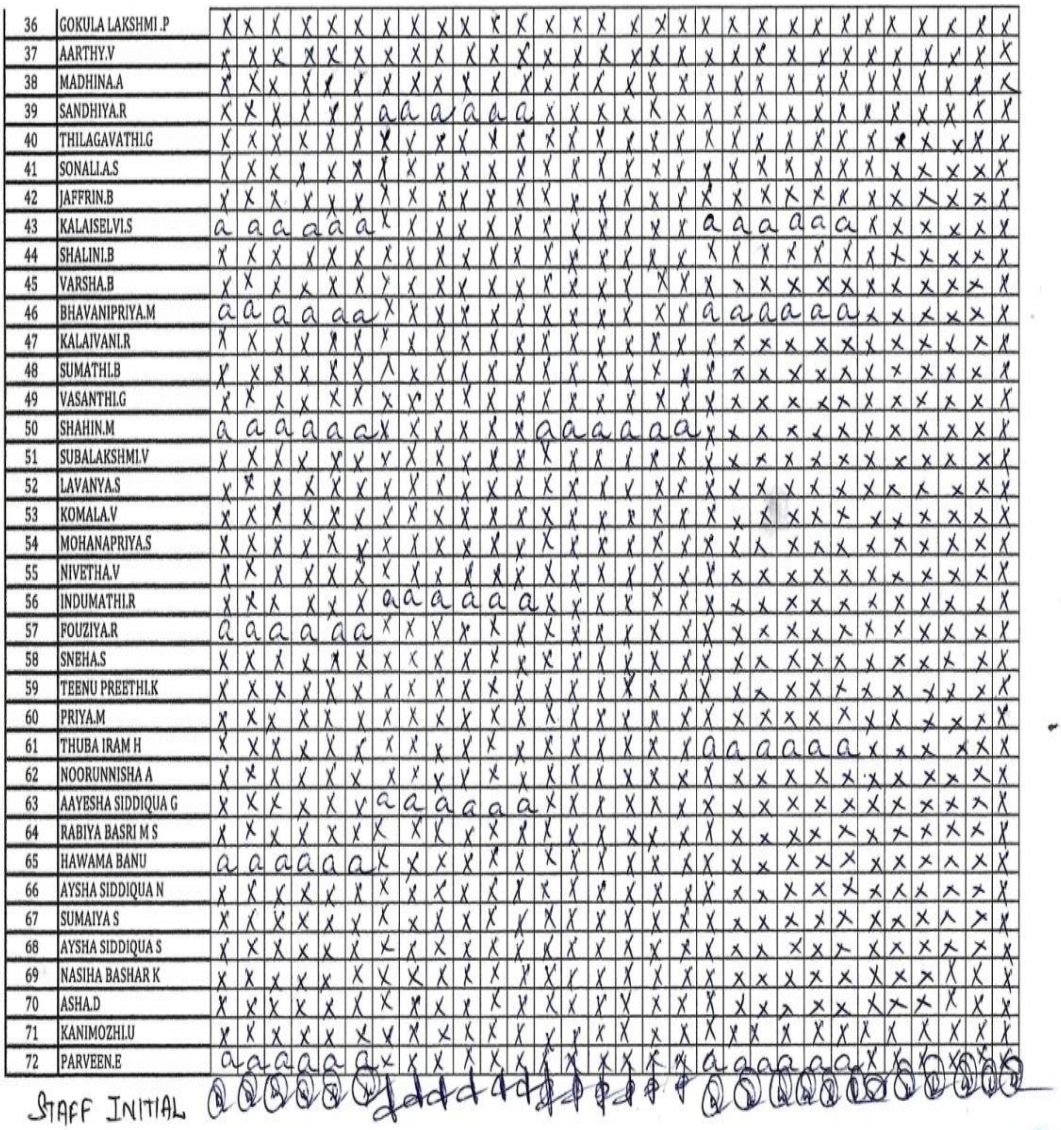

36	GOKULA LAKSHMI .P
37	AARTHY.V
38	MADHINA.A
39	SANDHIYA.R
40	THILAGAVATHI.G
41	SONALI.A.S
42	JAFFRIN.B
43	KALAISELVI.S
44	SHALINI.B
45	VARSHA.B
46	BHAVANIPRIYA.M
47	KALAIVANI.R
48	SUMATHI.B
49	VASANTHI.G
50	SHAHIN.M
51	SUBALAKSHMI.V
52	LAVANYA.S
53	KOMALA.V
54	MOHANAPRIYA.S
55	NIVETHA.V
56	INDUMATHI.R
57	FOUZIYA.R
58	SNEHA.S
59	TEENU PREETHI.K
60	PRIYA.M
61	THUBA IRAM H
62	NOORUNNISHA A
63	AAYESHA SIDDIQUA G
64	RABIYA BASRI M S
65	HAWAMA BANU
66	AYSHA SIDDIQUA N
67	SUMAIYA S
68	AYSHA SIDDIQUA S
69	NASIHA BASHAR K
70	ASHA.D
71	KANIMOZHI.U
72	PARVEEN.E

STAFF INITIAL

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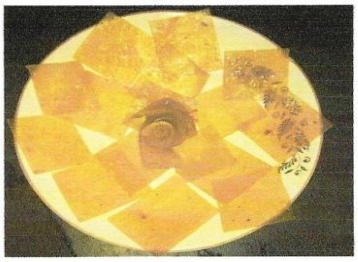
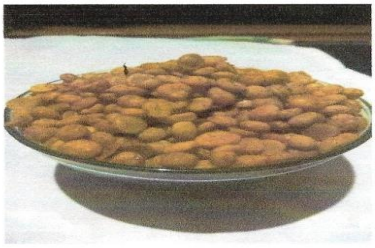
Melvisharam - 632 509





FOOD PROCESSING RECIPES

STUDENTS DOING PRACTICAL IN LAB

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

Kanimozhi

M.M.E.S WOMEN'S ARTS AND SCIENCE COLLEGE
HAKEEM NAGAR, MELVISHARAM -632509
(Affiliated to Thiruvalluvar University)
Serkkadu, Vellore District – 632115
VALUE ADDED COURSE TEST- 2019-2020

SUB CODE: VAPR27 **SUB NAME:** FOOD PROCESSING
TIME: 1 HOURS **MAX.MARKS:** 25 MARKS

SCORE	24
MARKS	25

I. Choose the Best answer- Answer all the questions:-

1. Food processing in India is concentrated in which sector, maximum?
   a) Organized Sector
   b) Unorganized sector
   c) Small Scale
   d) None of the mentioned
2. . There has been a shift from carbohydrate staple to animal sources and sugar in developed countries.
   a) True
   b) False
3. Which among these is a factor for processed food in India?
   a) Changing lifestyles
   b) Food habits
   c) Organized food retail
   d) All of the mentioned
4. . Which of the following are NOT key constraints of the food processing industry?
   a) Inadequate quality control
   b) High packaging cost
   c) Low demand
   d) Poor infrastructure as in no cold storage, warehouse etc
5. Which of the following comes under grain processing in India?
   a) Oil seed processing
   b) Wheat processing
   c) Oil seed & Wheat processing
   d) None of the mentioned
6. Clove is a
   (a) Root (b) bud (c) bark (d) fruit
7. Limonene is present is
   (a) Orange (b) Mandarin (c) lime (d) lemon
8. Which of the following statements are describe the characteristics of good jelly?
   (a) Describe be cut easily (c) retain shape of edge & show clear cut surface
   (b) Tender enough to quiver (d) all of the above
9. Synersis is defect seen in____
   (a) Egg (b) jelly (c) chocolate (d) None
10. In a fruit candy the mode of preservation is___
    (a) osmosis (b) decrease in temperature
    (c) addition of class-2 preservation (d) decrease in pH.

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11. Sausage is ____
    (a) an emulsion (b)a solution (c) a precipitate (d) none
12. Poor quality of egg floats in the water due to___
    (a) Microbial spoilage (b) Increase in air cell
    (b) (c) decrease in air cell (d) air cell has no relation to quality of egg
13. Sharp smell of Onion is due to ____
    (a) Ammonia (b) sulphur (c) chlorine (d) combine effect of above
14. Lard is obtained from
    (a) Coconut (b) pigs (c) soyabean (d) beet
15. What is OTR?
    (a) Odour Transfer rate (c) Oxygen transfer rate
    (b) Oxygen testing result (d)Odour testing result
16. Aluminium Foil act as:
    (a) As good barrier for vapour (c) As good barrier for light
    (b) As good barrier for Oxygen (d) all of the above
17. Nisin is a
    (a) Narrow spectrum antibiotic (c) Broad spectrum antibiotic
    (b) Stabilizer (d) Nutrient Supplement
18. Sorbic Acid is mostly used as preservatives in which of the following foods?
    (a) Meat (b) Milk (c) Baked Products (d) All of the above
19. Which acid is found in carbonated non-alocholic beverages/
    (a) Propionic acid (b) acetic acid (c) citric acid (d) Phosporic acid
20. Lecithin is used as___
    (a) Stabilizer (B) Emulsifier (c) leavening agent (d) None
21. Which of the following colourant is not recommend for food applications?
    (a) Malachite green (b) carotenoids (c) Coal Tar (d) None
22. Baking powder is used in baking as____
    (a) Antimicrobial agent (b) anticaking agent (c) leavening agent (d) None
23. Viniger is used as preservatives in ____
    (a) Confectionery (b) Ketchup (c) Jelly (d) oil
24. Canning also sometimes called___
    (a) Appertizatiion (b) Pasteurization (c) Sterilization (d) Cold Sterilization
25. Vacreation refers to ___
    (a) Vaccum Packaging (c) Vaccum creation
    (b) Vaccum pasteurization (d) Vaccum Sterlization

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STUDENTS MARK LIST

FOOD PROCESSING [VAPR27]

S.No	Name of the Student	MARKS
1	JEEVITHA.G	22
2	SADIQUA.S	20
3	SAKTHIMAHALAKSHMI.P	22
4	SUMAIYA .I	20
5	VIJAYALAKSHMI .T	20
6	ARTHI .V	18
7	JOYCEMEENA .D	19
8	SARANYA .S	22
9	MOHNALAKSHMI .J	18
10	BABYSHALINI .B	20
11	GAYATHRI .P	21
12	RASHEEDHA .H	22
13	NAZIYA ANJUM .N	20
14	SANDHIYA .S	18
15	BHUVANESHWARI.R	19
16	AISHWARYA.K	20
17	RAMYA.R	17
18	PAVITHRA.V	12
19	SHARIFA.I	20
20	YOHITHA.M.M	22
21	SHALINI.K	23

22	MATHU MITHA.G	20
23	HEMAVATHY.G	18
24	SNEHA.T	19
25	AAFIYA ANJUM.A	15
26	SNEKHA.S	15
27	SHEHEEN FATHIMA.R	20
28	SNEHA.S	18
29	RAJAPREETHI.P	19
30	SUREKA .C	20
31	BRINTHA. M	18
32	SHIVALI .B	17
33	FARHEEN TAJ. K	22
34	NOORJAHAN .S	20
35	THEJESHWARI .N	15
36	GOKULA LAKSHMI .P	22
37	AARTHY.V	17
38	MADHINA.A	20
39	SANDHIYA.R	21
40	THILAGAVATHI.G	22
41	SONALI.A.S	18
42	JAFFRIN.B	17
43	KALAISELVI.S	19
44	SHALINI.B	20
45	VARSHA.B	18
46	BHAVANIPRIYA.M	20
47	KALAIVANI.R	21
48	SUMATHI.B	22

49	VASANTHI.G	23
50	SHAHIN.M	22
51	SUBALAKSHMI.V	22
52	LAVANYA.S	18
53	KOMALA.V	17
54	MOHANAPRIYA.S	15
55	NIVETHA.V	15
56	INDUMATHI.R	18
57	FOUZIYA.R	17
58	SNEHA.S	20
59	TEENU PREETHI.K	20
60	PRIYA.M	18
61	THUBA IRAM H	18
62	NOORUNNISHA A	21
63	AAYESHA SIDDIQUA G	22
64	RABIYA BASRI M S	22
65	HAWAMA BANU	21
66	AYSHA SIDDIQUA N	22
67	SUMAIYA S	20
68	AYSHA SIDDIQUA S	20
69	NASIHA BASHAR K	22
70	ASHA.D	20
71	KANIMOZHI.U	24
72	PARVEEN.E	22

SIGNATURE OF THE STAFF

PRINCIPAL
Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509

WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
14/12/19	I	1	I	Food processing	Food processing & preservation, principles, methods, Pasteurization, Sterilization, blanching, canning, packaging – definitions and various processing methods.	Food processing Ramaswamy
		2				
		3				
		4				
		5				
21/12/19	I	1		Food processing	Food freezing & thawing – Comparison of freezing and thawing process, freezing methods – Air, plate, liquid immersion & Cryogenic freezer Selection. Freezing curve, advantages & disadvantages, changes.	Food processing principles M. Taylor
		2				
		3				
		4				
		5				
04/01/20	I	1		Food processing	Food drying/dehydration – Concept of water activity, drying curve, moisture – wet & dry, equilibrium. drying methods – Solar, Cabinet tunnel, spray, freeze, fluidized bed dryer, Nutritional, physico-Chemical changes during drying.	Novel food processing Technologies Barbosa-Canovas
		2				
		3				
		4				
		5				
25/1/20	I	1		Food processing	Food concentration – Evaporation, types of evaporator, Freeze Concentration – principles and applications, basic elements	Food Science by
		2				
		3				
		4				

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WORK DIARY

Date	Day order	Hrs	Class	Subject	Topics Covered	Books Referred
		5			ice crystal nucleation, growth and crystallization, Separation techniques (filtration & wash columns)	Norman poster
28/1/20	I	1			Membrane processing: General principles, dead end & cross flow, classification of membrane System – Reverse Osmosis, Nano filtration, Ultra filtration, Micro, Electrodialysis & pervaporation. Membrane technology Comparison Chart, Membrane process & its limitation.	Processing Technologies by Papia & Cano
		2				
		3				
		4				
		5				

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STUDENTS FEEDBACK FORM FOR VALUE ADDED COURSE

Name of the Student: Ritika .S
Course Name : Food Processing
Course Code : VAPR27

Dear Student,

You are required to give your feedback on the following aspects. Please circle your response.

1. To what degree did the course content meet your expectations

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

2. To what level did the course expose you to new knowledge & practices

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

3. The learning experience you had in this course was

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

4. Please rate the course faculties

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

5. How would you rate the overall course content

Excellent ☐ Very Good ☑ Good ☐ Average ☐ Below average ☐

6. Please rate the relevance of the course

High ☑ Average ☐ Low ☐

7. Please rate the usefulness of the course

High ☑ Average ☐ Low ☐

Suggestions if any :

Ritika.S
Signature of the student

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