

| <i>Part A Introduction</i> | | | |
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| <i>Program : Certificate</i> | <i>Class : BCA II Semester</i> | <i>Year : 2022</i> | <i>Session : 2022-23</i> |
| 1 | Course Code | S1-BCAD1G | |
| 2 | Course Title | Numerical Methods | |
| 3 | Course Type (Core Course/Elective/Generic Elective/Vocational) | Elective | |
| 4 | Pre-Requisite (if any) | Open for all | |
| 5 | Course Learning outcomes (CLO) | The Course will enable the students: <ul style="list-style-type: none"> • Understand numerical methods to find the solution of a system of linear equations • Compute interpolation value for real data. • Find quadrature by using various numerical methods. • Solve system of linear equations by using various numerical techniques. • Obtain solutions of ordinary differential equations by using numerical methods. | |
| 6 | Credit Value | Theory - 6 Credits | |
| 7 | Total Marks | Max. Marks : 100 | Min. Marks : 40 |
| Part B - Content of the Course | | | |
| No. of Lectures (in hours per week) : 3 Lectures per week | | | |
| Total no. of Lectures: 90 Hrs. | | | |
| Unit | Topics | No. of Lectures | |
| 1 | Methods for solving Algebraic and transcendental Equations: Bisection method, RegulaFalsi method, secant method, Newton-Raphson method, Ramanujan Method. | 18 | |
| 2 | Interpolation: Lagrange interpolation, finite difference operators, Interpolation formula using difference, Gregory-Newton forward difference Interpolation, Gregory-Newton Backward difference interpolations. | 18 | |
| 3 | Numerical Integration: Newton- Cote's formulae, Trapezoidal rule, Simpson's 1/3 rules, Simpson's 3/8 rule, Gauss integration. | 12 | |
| | Methods of solve system of Linear equations: | 21 | |

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| 4 | Direct method for solving system of linear equations: Gauss elimination, LU decomposition, Cholesky decomposition. Iterative method: Jacobi, Gauss-Seidel. | |
| 5 | Numerical solution of ordinary differential equations: Single step methods: Picard, Taylor's series, Euler, Runge-Kutta. Multistep methods: predictor-Corrector, Modified Euler, Milne-simpson. | 21 |
| Keywords/Tags: Algebraic and transcendental equations, interpolation, Numerical integration, Gauss elimination method, LU decomposition, Jacobi method, Gauss-seidel method, Picard method, Runge-Kutta method, Predictor-Corrector method, Milne-Simpson methods. | | |
| Remark: Scientific calculator will be allowed during examination. | | |
| Part C- Learning Resources | | |
| Text Books, Reference Books, Other resources | | |
| Text Books: <ul style="list-style-type: none"> • S.S. Sastry: Introductory Methods of Numerical Analysis, Prentice Hall India Learning Private Limited, Fifth Edition, 2012. • E. Balagurusamy:: Numerical Methods, Tata McGraw hill Publication, 2017. • मध्य प्रदेश हिंदी ग्रंथ अकादमी से प्रकाशित विषय से संबंधित पुस्तकें | | |
| Reference Books: <ul style="list-style-type: none"> • M.K. Jain, S. R. K. Iyengar, R.K. Jain, Numerical Method for Scientific and Engineering Computation, New Age Internationa (P) Ltd., 1999. • Saxena H.C.: Finite Differences & numerical Analysis, S Chand, 2010. | | |
| Suggested digital platform web links: https://epgp.inflibnet.ac.in https://highereducation.mp.gov.in/?page=xhzlQmpZwky1Qb%2Fy5G7w%3D%3D | | |
| Suggested equivalent online courses: http://nptel.ac.in/course/111106101/ http://nptel.ac.in/course/111106105/ http://nptel.ac.in/course/111106107/ https://ugemoocs.inflibnet.ac.in/idndex.php/course/view_pg/1476 | | |

| <i>Part A Introduction</i> | | | |
|--|--|--|--------------------------|
| <i>Program : Certificate</i> | <i>Class : BCA II</i> | <i>Year :</i> | <i>Session : 2022-23</i> |
| | <i>Semester</i> | <i>2022</i> | |
| 1 | Course Code | S1-BCAD2G | |
| 2 | Course Title | Probability and Statistics | |
| 3 | Course Type (Core Course/Elective/Generic Elective/Vocational) | Elective | |
| 4 | Pre-Requisite (if any) | Open for all | |
| 5 | Course Learning outcomes (CLO) | The Course will enable the students: <ul style="list-style-type: none"> • Describe and calculate the mean deviation, standard deviation, range, quartiles and percentiles. • Understand and use the terminology of probability. • Determine whether two events are mutually exclusive and independent. • Calculate probabilities using the addition and multiplication rules. • Recognize and understand discrete and continuous probability distribution function, binomial, uniform and exponential probability distribution. • Calculate and interpret the correlation coefficient. • Understand basic concepts of linear regression and correlation. • Interpret the student's T probability distribution, chi-square goodness-of-fit, F and Z test. | |
| 6 | Credit Value | Theory - 6 Credits | |
| 7 | Total Marks | Max. Marks : 25+75 | Min. Marks : 33 |
| Part B - Content of the Course | | | |
| No. of Lectures (in hours per week) : 3 Lectures per week | | | |
| Total no. of Lectures: 90 Hrs. | | | |
| Unit | Topics | | No. of Lectures |
| 1 | Theory of Probability - I: Event and sample space, probability of an event, addition and multiplication theorem of probability, Inverse probability, baye's theorem. Continuous probability. | | 18 |

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| 2 | Theory of Probability - II: Probability density function and its applications, standard deviation of various continuous probability distributions, mathematical expectation, Expectation of sum and product of random variables. | 18 |
| 3 | Dispersion and Distribution: Measure of dispersion: Range and interquartile range, Mean deviation and standard deviation, moments, Skewness and Kurtosis, Moment generating function. Theoretical distribution: Binomial, Poisson, Rectangular, Exponential. | 18 |
| 4 | Curve fitting and correlation: Methods of least squares, Curve fitting, Correlation and regression, Partial and multiple correlations (Up to three variables only) | 18 |
| 5 | Sampling: Sampling of large samples, Null and alternative hypothesis, Errors of first and second kinds, Level of significance and critical region, Tests of significance based on chi-square χ^2 . T, F and Z distribution. | 21 |
| Keywords/Tags: Probability, Dispersion, Moment generating function, Theoretical distribution, Curve fitting, Correlation, Regression, Sampling. | | |
| Remark: Scientific calculator will be allowed during examination. | | |
| Part C- Learning Resources | | |
| Text Books, Reference Books, Other resources | | |
| Text Books: <ul style="list-style-type: none"> • H.C. Saxena and J.N. Kapoor: Mathematical Statistics, S. Chand and Company, 2010. • E, Rukmangadachari: Probability and statistics, Pearson Education India: First edition, 2012. • मध्य प्रदेश हिंदी ग्रंथ अकादमी से प्रकाशित विषय से संबंधित पुस्तकें | | |
| Reference Books: <ul style="list-style-type: none"> • Vijay K. Rohatgi, A.K. Md. EhsanesSaleh: An Introduction to probability and statistics, Wiley: 3rd edition, 2015. • S. C. Gupta and V.K. Kapoor: Fundamentals of Mathematical Statistics, Sultan Chand & sons, 2014. | | |
| Suggested digital platform web links: https://highereducation.mp.gov.in/?page=xhziQmpZwky1Qb%2Fy5G7w%3D%3D | | |
| Suggested equivalent online courses: http://nptel.ac.in/course/111106112/ http://nptel.ac.in/course/111105090/ https://ugemoocs.inflibnet.ac.in/idindex.php/course/view_ug/313 https://ugemoocs.inflibnet.ac.in/idindex.php/course/view_ug/327 | | |

| <i>Part A Introduction</i> | | | |
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| Program : <i>Certificate</i> | Class : <i>BCA II Semester</i> | Year : <i>2022</i> | Session : <i>2022-23</i> |
| 1 | Course Code | S1-COAP2G | |
| 2 | Course Title | MS OFFICE | |
| 3 | Course Type (Core Course/Elective/Generic Elective/Vocational) | Elective | |
| 4 | Pre-Requisite (if any) | Students should have a basic understanding of computer peripherals like mouse, keyboard, monitor, screen etc and their basic operations. | |
| 5 | Course Learning outcomes (CLO) | On the completion of this course student will be able: <ul style="list-style-type: none"> • To create and manage professional documents using word. • Analyze, manage and present data using excel. • Create and manage presentation using power point. • To insert a table, picture, or drawing into the document. • To prepare the document to be sent as a circular letter. | |
| 6 | Credit Value | Theory - 2 Credits | |
| 7 | Total Marks | Max. Marks : 100 | Min. Marks : 40 |
| Part B - Content of the Course | | | |
| No. of of Lectures: 30 (1 hour/lecture per week) :1-0-0 | | | |
| Unit | Topics | | No. of Lectures |
| 1 | Calculations- Features to be covered: cell referencing, formulae in excel- average, standard deviation, charts, renaming and inserting worksheets, hyper linking, count function, mathematical functions, statistical functions, text functions. Sort and filter data with excel sort and filtering data using number filter, text filter, custom filtering, removing filters form columns, conditional formatting. | | 6 |
| 2 | Create effective charts to present data visually inserting column, Pie chart etc. create an effective chart with chart tool, design, format, and layout options, adding chart title, changing layouts, chart styles, editing chart data range editing data series, protecting and sharing the work book protecting a workbook with a password, allow user to edit ranges, track changes, working with comments. Insert excel objects and charts in word, use macros to automate tasks creating and recording macros, assigning macros to the work sheets, | | 6 |

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| | saving macro enabled workbook. | |
| 3 | Create master layouts (slide, template, and notes), types of views (basic, presentation, slide slotter, note etc.), Inserting – background, textures, design templates, hidden slide. Auto content wizard, slide transition, custom animation, auto rehearsing. | 6 |
| 4 | Performance analysis- Features to be covered: split cells, freeze panes, group and outline, sorting Boolean and logical operators, conditional formatting Cricket score card creation – features to be covered: pivot tables, interactive buttons, importing data, data protection, data validation. | 6 |
| 5 | Creating PowerPoint presentation: Making presentation which demonstrate use of Hyperlinks, inserting – image, clip art, audio, video, objects, tables and charts. | 6 |
| Keywords/Tags: | | |
| Remark: | | |
| Part C- Learning Resources | | |
| Text Books, Reference Books, Other resources | | |
| Suggested Readings: | | |
| <ul style="list-style-type: none"> • https://www.youtube.com/watch?v=Zv3XMBb3V6A • https://www.digimat.in/nptel/courses/video/121106007/L12.html • https://www.webucator.com/how-to/how-use-main-merge-microsoft-word.cfm • https://support.microsoft.com/en-us/office/create-pivottable-or-pivotchart-views-in-an-access-desktop-database-83e524df-456d-9dd0-0a48c1aa6752 • https://support.microsoft.com/en-us/office/create-a-pivottable-to-analyze-worksheet-data-a9a8453-bfe9-40a9-a8e9-f99134456576 | | |
| Suggested Readings: | | |
| <ul style="list-style-type: none"> • Microsoft office 97: Will train, Gini courter,Annette marquis, BPB publication. • MS Office 2000 for everyone: Saxena sanjay, s schnd • Writer’s Guide to Microsoft word: Karri Holloway • Access 2016 Bible: Michael Alexander, Richard Kusleika • Excel 2019: Greg Harvey • Microsoft PowerPoint Made easy: Chris smith | | |

| <i>Part A Introduction</i> | | | |
|--|---|---|---------------------------------|
| Program : <i>Certificate</i> | Class : <i>BCA II Semester</i> | Year : <i>2022</i> | Session : <i>2022-23</i> |
| 1 | Course Code | S1-COAP2R | |
| 2 | Course Title | MS OFFICE (Practical) | |
| 3 | Course Type (Core Course/Elective/Generic Elective/Vocational) | Generic Elective | |
| 4 | Pre-Requisite (if any) | | |
| 5 | Course Learning outcomes (CLO) | On the completion of this course student will be able: <ul style="list-style-type: none"> • To use keyboard shortcuts to perform tasks. • To create a new document, open, save and print a document. • To edit and format text, change the page layout, background and borders. • To modify power point custom template presentation. • To insert clip art and pictures to documents. • To navigate the start menu to locate programs, files, and settings & create files and folders. • To create a word document with customized template. | |
| 6 | Credit Value | Theory - 2 Credits | |
| 7 | Total Marks | Max. Marks : 100 | Min. Marks : 40 |
| Part B - Content of the Course | | | |
| MS Office (Practical) | | | |
| No. of Labs = 30 labs each of 2 hours duration (1 lab per week) | | | |
| Practical lab will be conducted based on the theory syllabus | | | |
| | List of Practical: | 6 | |
| | <ol style="list-style-type: none"> 1. Create a document and apply different formatting options. 2. Design a greeting card using word art for different festivals. 3. Create your bio-data and use page borders and shading. 4. Create a document and insert header and footer, page title etc. 5. To create a document, set the margins, orientation, size, column, water mark, and page color and page borders. 6. Insert a table into the document. 7. Prepare a mark sheet of your class subjects. 8. Apply the creating, editing, saving, printing securing & protecting operations to an excel spreadsheets. 9. Prepare a bar chart & pie chart for analysis of five year results | | |

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| | <p>of your institute.</p> <p>10. Work on following exercise on a workbook:</p> <ol style="list-style-type: none"> A. Copy an existing sheet B. Rename the old sheet C. Insert a new sheet into an existing workbook D. Delete the renamed sheet. <p>11. Prepare an attendance sheet of 10 students for any 6 subjects of your syllabus calculate their total attendance, total percentage of attendance of each student & average of attendance.</p> <p>12. Create a worksheet on students list of any 4 faculties and perform following database functions on it.</p> <ol style="list-style-type: none"> A. Sort data by name B. Filter data by class C. Subtotal of no. students by class. <p>13. Apply themes and layouts to power point slides and insert pictures, graphics, shapes, and tables into presentations.</p> <p>14. In power point slide make use of adding transitions and animation & working with master slides.</p> <p>15. Create a excel worksheet and perform computations using available data and using mathematical functions chosen from menus.</p> | |
| Keywords/Tags: | | |
| Remark: | | |
| Part C- Learning Resources | | |
| Text Books, Reference Books, Other resources | | |
| <p>Suggested Digital platforms, web links:</p> <ul style="list-style-type: none"> • https://www.youtube.com/watch?v=Zv3XMBb3V6A • https://www.digimat.in/nptel/courses/video/121106007/L12.html • https://www.webucator.com/how-to/how-use-main-merge-microsoft-word.cfm • https://support.microsoft.com/en-us/office/create-pivottable-or-pivotchart-views-in-an-access-desktop-database-83e524df-456d-9dd0-0a48c1aa6752 • https://support.microsoft.com/en-us/office/create-a-pivottable-to-analyze-worksheet-data-a9a8453-bfe9-40a9-a8e9-f99134456576 <p>Suggested Readings:</p> <ul style="list-style-type: none"> • Microsoft office 97: Will train, Gini courter,Annette marquis, BPB publication. • MS Office 2000 for everyone: Saxena sanjay, s schnd • Writer’s Guide to Microsoft word: Karri Holloway • Access 2016 Bible: Michael Alexander, Richard Kusleika • Excel 2019: Greg Harvey • Microsoft PowerPoint Made easy: Chris smith | | |

| Part A Introduction | | | | |
|--|---|---|---------------------|-----------------|
| Program:Certificate/Diploma/Degree | | Class: 1 Year | Year:2022 | Session:2022-22 |
| Subject: NCC1T | | | | |
| 1 | Course Code | | | |
| 2 | Course Title | NCC Awareness | | |
| 3 | Course Type(Core course/Elective/Generic Elective/Vocational/...) | Elective | | |
| 4 | Pre-requisite (if any) | To study this course ,a student must have passed 12 th with any subject and must be medically fit. This course can be opted as an elective and it is open for all | | |
| 5 | Course Learning outcomes(CLO) | The students will develop a sense of responsibility and there by display sense of patriotism, secular values, discipline, improve bearing and develop the quality of immediate and implicit obedience of good things.This paper will enable the students to build and develop leadership through communication. The significant relationship between personality traits and leadership will be achieved and executed. | | |
| 6 | Credit value | 04 | | |
| 7 | TotalMarks | Max.Marks: 25+75 | Min.PassingMarks:33 | |
| Part B- Content of the Course | | | | |
| Total numbers of Lectures(in hours per week) :2hours per week | | | | |

| Total lectures:60Hours L-T-P (02-00-00) | | |
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| Syllabus For First Semester | | |
| Unit | Topics | No of Lectures |
| I | History of National Cadet Corps: <ul style="list-style-type: none"> • National Cadet corps of Independent india • National Cadet corps Act,1948 • Motto of National Cadet corps • Aims and Objectives. • Emblem,NCCflag.NCC song. • Organization of NCC-Army.Navy and Air Wing. • Training centres of NCC | 15 |
| II | Introduction to Defence Services <ul style="list-style-type: none"> • Army, Navy and Air Force. • Organizational Structure in Charts • Regimental Structure: command and control • Badges and Ranks:Army, Navy,Air Force • Honors and Awards. | 15 |
| Syllabus For Second Semester | | |
| III | Personality development: <ul style="list-style-type: none"> • Introduction to personality development • Factors influencing and shaping the personality • Team work and team building, social skills, Etiquettes and manners, Decision making and problem solving, Change your mind set | 15 |
| IV | Leadership: <ul style="list-style-type: none"> • Introduction and typeof Leadership • Leadership traits • How to develop leadership. • Leadership case study(Field Marshal General Sam H.F.J.Manekshaw and General K.M Cariappa) First Aid: | 15 |

| | <ul style="list-style-type: none"> • Scope and objectives • First aid in common emergencies, Dressing of Wounds. | | | |
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| Part C- Learning Resources | | | | |
| Text Books, Reference Books, Other resources | | | | |
| Suggested Readings: | | | | |
| S No | Name of Writers | Name of Book | Name of Publishers | Year of publication |
| 1 | Sabharwal, D.P | Personality Development | Finger print publishing, India | 2015 |
| 2 | Sabharwal, D.P | Personality Development (Hindi) | publishing, India | 2021 |
| 3 | Gurav, Aarti | 50 Mantras of Personality Development | Buzzing stock Publishing | 2013 |
| 4 | Vasudeva, Sangeetha | Personality Development | Clever Fox publishing | 2021 |
| 5 | Kapoor, Shikha | Personality Development and Soft skills | Dream Tech Press | 2020 |
| 6 | Sinha, Surya | Complete Personality Development course (Hindi) | | 2012 |
| 7 | Agrawal, (Dr.) Vijay | Student and Personality Development (Hindi) | Benteen Books | 2012 |
| 8 | Shekhar, (Dr.) Priyanshu | Personality Development guide (Hindi) | PrabhatPrakashan | 2016 |
| 9 | Anand, Arunsagar | Personality Development Course (Hindi) | V & S Publication | 2013 |
| 10 | Sharma, Robin | Leadership Wisdom | Jaico publishing House | 2003 |
| 11 | Maxwell, John C | 5-Levels of leadership | Cross liance | 2014 |

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| 12 | Dravid,Rahul and Iyer,Prakash | The Secret of Leadership | Penguin ,India | 2020 |
| 13 | Dr. Bomi | The Leadership Handbook | | 2020 |
| 14 | Bindra, Vivek | Everything about Leadership | Diamond Pocket Books | 2018 |
| 15 | Carnegie,Dala | The Leader in you | Amazing reeds | 2018 |
| 16 | Subramanian,Ramesh and Ramiah,Ramkrishan | Leadership by Values | Notion Press | 2020 |
| 17 | Manivannan,C.andManivannan,T.Latha | Text Book of FirstAid and Emergency Nursing | EMMESS Medical Publishers | 2020 |
| 18 | Popli,Harvinder and Sharma, Nirmal | Emergency First aid Safety Oriented | CBS Publishers | |
| 19 | Jain,N>C>and Saakshi | First Aid and Emergency Case | AITBS Publishers | 2019 |
| 20 | Pippa,Dr.Keech | Practical Guide to First Aid | Anees Publishing House | |
| 21 | Gupta,RK | NCC National Cadet Corps(Hindi & English) | Ramesh Publication | 2021 |
| 22 | | Hand Book of NCC | Kanti Publication, Itawa | 2017 |
| 23 | | Hand Book of NCC an unique book for NCC Cadets | Naveen Publication | 2019 |
| 24 | Ranjan, Shashi and kumar,Aashish | Hand Book of NCC | Goodwin Publication | 2021 |
| 25 | Chauhan,Lt(Dr) Rajeev kumar | NCC National Cadet Corps | Aakriti publication | 2021 |

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| 26 | | Cadets Hand book | NCC Directorate M.p.& C.G | |
| 27 | Goyal, Hariom | Personality Development | Kalpaz Publication, India | |
| 28 | Mitra, Barun K | Personality Development and Soft Skills | Oxford University Press India | |
| 29 | Mishra, Rajeev k | Personality Development- Transform Yourself | Rupa and Company India | |
| <p>2. Suggestive digital platforms web links: 1. https://www.en.m.wikipedia.org</p> <p>2. https://www.firstaidforfree.com</p> | | | | |
| <p>Suggested equivalent online courses:</p> | | | | |
| <p>Part D- Assessment and Evaluation</p> | | | | |
| <p>Suggested Continuous Evaluation Methods:</p> <p>Maximum marks: 100</p> <p>Continuous Comprehensive Evaluation(CCE):</p> | | | | |
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| <p>Any remarks/Suggestions: NIL</p> | | | | |

| Part A Introduction | | | |
|---|--|--|-------------------------|
| Program: Certificate/Diploma/Degree | Class: 1 Year | Year: 2022 | Session: 2021-22 |
| Subject: NCC1P | | | |
| 1 | Course Code | | |
| 2 | Course Title | NCC Training | |
| 3 | Course Type(Core course/Elective/Generic Elective/Vocational/...) | Elective | |
| 4 | Pre-requisite (if any) | To study this course ,a student must have passed 12 th with any subject and must be medically fit. This course can be opted as an elective and it is open for all | |
| 5 | Course Learning outcomes(CLO) | Aim of the Course is to inculcate a sense of discipline, create self confidence and to create a human resource of organized,trained youth and to develop the quality of immediate and implicit the obedience of orders. Trained the youth to meet any medical emergency by giving aid. | |
| 6 | Credit value | 02 | |
| 7 | TotalMarks | Max.Marks: 100 | Min.PassingMarks:35 |
| Part B- Content of the Course | | | |
| Total numbers of Lectures-Tutorials-Practical (in hours per week) :2hours per week | | | |
| L-T-P:00-00-01 | | | |
| S.No | Topics | No of Lectures | No of Tutorial |

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| <p>UNIT-I</p> | <p>Drill:</p> <p>General and Words of command: Attention, Stand at ease, Stand easy.</p> <p>Turning; Right turn, Left Turn and About turn. Sizing, Forming up in three ranks. Numbering and dressing of Troupe.</p> <p>Salute in Army, Navy and Air Force, Its description and training. Falling out and Dismissing.</p> | <p>15</p> | |
| <p>UNIT-II</p> | <p>Group Discussion on current topics and issues(National & internationals)</p> <ul style="list-style-type: none"> • Public Speaking/Extempour • First Aid: Bandages and CPR | <p>15</p> | |
| | <p>TOTAL</p> | <p>30</p> | |
| <p>Keywords/ Tags: Drill, Troupe,Salute,First aid, CPR</p> | | | |
| <p>Part C-Learning Resources</p> | | | |
| <p>Text Books, Reference Book, Other Resources</p> | | | |

| Suggested Readings: | | | | |
|----------------------------|------------------------------------|---|-------------------------------|----------------------------|
| S No | Writers | Name of Book | Name of Publishers | Year of publication |
| 1 | Ranjan,Shashi and kumar,Aashish | Hand book of NCC | Goodwin Publication | 2021 |
| 2 | Chauhan,Lt(Dr)Rajeev kumar | NCC National Cadet Corps | AakritiPublicaction | 2021 |
| 3 | | Cadets Hand book | NCC Directorate M.p.& C.G | |
| 4 | Goyal, Hariom | Personality Development | KalpazPublication,India | |
| 5 | Mitra,Barun K | Personality Development and Soft Skills | Oxford University Press India | |
| 6 | Manivannan,C.andManivannan,T.Latha | Text Book of FirstAid and Emergency Nursing | EMMESS Medical Publishers | 2020 |
| 7 | Popli,Harvinder and Sharma, Nirmal | Emergency First aid Safety Oriented | CBS Publishers | |
| 8 | Jain,N>C>and Saakshi | First Aid and Emergency Case | AITBS Publishers | 2019 |
| 9 | Pippa,Dr.Keech | Practical Guide to First Aid | Anees Publishing House | |
| 10 | Gupta,RK | NCC National Cadet Corps(Hindi & English) | Ramesh Publication | 2021 |
| 11 | | Hand Book of NCC | Kanti Publication, Itawa | 2017 |
| 12 | | Hand Book of NCC an unique book for NCC | Naveen Publication | 2019 |

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| | | Cadets | | |
| 2.Suggestive digital platforms web links: 1. https://www.en.m.wikipedia.org | | | | |
| 2. DG NCC TRAINING APP. | | | | |
| Part D- Assessment and Evaluation | | | | |
| Suggested Continuous Evaluation Methods: | | | | |
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| Any remarks/Suggestions | | | | |

| Part A : Introduction | | | |
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| Program:- Certificate/Diploma/Degree/ Course | | Class: 1 Year | Year:2022 |
| Session:2022-23 | | | |
| Subject: National Service Scheme (NSS) | | | |
| 1 | Course Code | NSS101T | |
| 2 | Course Title | Concept of National Service Scheme | |
| 3 | Course Type | Elective | |
| 4 | Pre-requisite (if any) | To study this course, a student must have passed 12 th with any subject. This course can be opted as an elective and it is open for all | |
| 5 | Course Learning outcomes(CLO) | <p>Course Objective:-</p> <ol style="list-style-type: none"> 1. Main objective of syllabus is developing the personality and character of the students youth through voluntary community service. It will also help them understand the rich cultural service. It will also help them understand the rich cultural diversity of India and have pride through a better Knowledge of the Country. 2. Understand the community in which they work and their relation. 3. Identity the needs and problems of the community and involve them in problem-solving. 4. Develop capacity to meet emergencies and natural disasters. 5. Practice national integration and social harmony and. 6. Utilize their knowledge in finding practical solutions to individual and community problems. <p>Learning Outcome:- To impart hands- on skills in Preparation. The end of the paper a student should be able to:</p> <ol style="list-style-type: none"> 1. Understand the importance of having community problems and their solution. It might help in job opportunity in some Government approved NGOs, and Ministry of youth affairs and Sports. | |

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| | | 2. The students can carry out basic information about Community, which in turn and be of great help in disaster management fields. 3. Students can also go for Social Community Courses, Opening opportunities in different social activity related department. | |
| 6 | Credit Value | Theory -04 | |
| 7 | Total Marks | Max.Marks: 100 | Min.Passing Marks:40 |

| Part B- Content of the Course | | |
|---|--|----------------|
| Total numbers of Lectures(in hours per week) :2hours per week Total lectures: 60 Hours | | |
| Unit | Topics | No of Lectures |
| Syllabus For First Semester | | |
| I | Introduction and Basic Concepts of NSS: <ul style="list-style-type: none"> • History and Philosophy. • Aims and Objectives. • Emblem sign, NSS badge,NSS flag. • NSS song: Lakshya Geet, Sadbhawna Geet, Rastriye yuva Geet. Key Words:- Concept of NSS. | 15 Hours |
| II | Organization of NSS, Regular Activities and Programmes: <ul style="list-style-type: none"> • Organization structure of NSS. • Concept of regular activities. • Basis of adoption of village/ slums. • Methodology of conducting survey. • Calendar of NSS activities. • Maintenance of nss work diary. Key Words:- Regular Activities. | 15 Hours |

| Syllabus For Second Semester | | |
|-------------------------------------|--|----------|
| III | <p>Day camp, Special camp and Personality development:</p> <ul style="list-style-type: none"> • Various Demension of day camp. • Special camp at college/Unit level. • Other Camps: District level camp, University level camp, State level Leadership Training camp. • NIC camp, Sahshik activity camp, pre –RDC,RDCcamp. <p>Key Words:- Youth Camping.</p> | 15 HOurs |
| IV | <p>Youth and volunteerism:</p> <ul style="list-style-type: none"> • Definition, Issues, challenges and opportunities for Youth. • Youth as an agent of social change. • Indian Tradition of volunteerism. • Needs and importance of volunteerism. • Motivation and constraints of volunteerism. <p>Key Words:- Youth volunteerism.</p> | 15 Hours |

| Part C- Learning Resources | |
|---|--|
| Text Books, Reference Books, Other resources | |
| Suggested Reading Materials: | |
| <ol style="list-style-type: none"> 1. National Service Scheme Manual, Government of india. 2. Training Programme on national Programme scheme, TISS. 3. Orientation Courses for NSS programme officers, TISS. 4. Case material as Training Aid for field workers, Gurmeet Hans. 5. Social service opportunities in Hospitals, Kapil K. Krishan, TISS. 6. Social Problems in india, Ram Ahuja. | |
| Suggested equivalent online Courses: | |
| http://www.thebetterindia.com/140/national-service-scheme-nss | |
| http://en.wikipedia.org/wiki/national-service-scheme | |
| http://nss.nic.in | |

| Part A : Introduction | | | |
|---|--------------------------------------|--|-----------------------------|
| Program:- | | | |
| Certificate/Diploma/Degree/Course | Class: B.Sc.1 Year | Year:2022 | Session:2022-23 |
| Subject: National Service Scheme (NSS) | | | |
| 1 | Course Code | NSS101 P | |
| 2 | Course Title | Project Tool of NSS | |
| 3 | Course Type | Practical/ Project Work | |
| 4 | Pre-requisite (if any) | To study this course ,a student must have passed 12 th with any subject. This course can be opted as an elective and it is open for all | |
| 5 | Course Learning outcomes(CLO) | <p>Course Objective:-</p> <p>Each student Will Have the option to select two skill-areas out of the list based on the local conditions and opportunities, and will Prepare a report based on field situation.</p> <p>Learning Outcome:- To impart hands- on skills in Preparation. The end of the paper,a student should be able to:</p> <p>Project work of NSS will aim to enhance the employment potential of the NSS volunteers or, alternately to help them to job opportunities in government approved NGOs,ministry of youth Affairs and Sports.</p> | |
| 6 | Credit Value | Practical -02 | |
| 7 | Total Marks | Max.Marks: 100 | Min.Passing Marks:33 |

