



Manoharbai Shikshan Prasarak Mandal Armori's

**MAHATMA GANDHI ARTS, SCIENCE &  
LATE NASARUDDINBHAI PANJWANI COMMERCE  
COLLEGE, ARMORI**

**Dist. Gadchiroli (Maharashtra) 441 208**

**Affiliated to Gondwana University, Gadchiroli.**

**Re-accredited by NAAC 'A' with 3.24 CGPA**

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**ANNUAL QUALITY ASSURANCE REPORT**

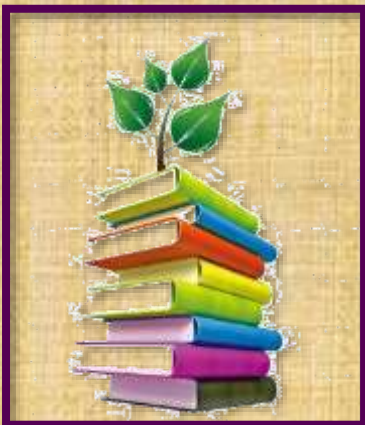
**AQAR : 2022-2023**

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**CRITERION – I**  
**CURRICULAR ASPECTS**

**METRIC NO: ~ 1.2.2.**

**METRIC NAME: ~Number of Add on /Certificate programs  
offered during the year.**



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Phone: - 07137-266558**



MANOHARBHAI SHIKSHAN PRASARAK MANDAL ARMORI'S  
**MAHATMA GANDHI ARTS, SCIENCE &  
LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE**



ARMORI Dist. Gadchiroli (M.S.) 441 208  
Affiliated to Gondwana University, Gadchiroli  
Re-accredited by NAAC 'A' with 3.24 CGPA (2022)  
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### Certificate of Verification

The document herewith is a testimonial of the following specifics;

- AQAR 2022-23
- Criterion - I (Curricular Aspects)
- Metric no. – 1.2.2
- Metric Particular - Number of Add on /Certificate programs offered during the year.

It is affirmed that the attached document pertinent to the above cited specifics are duly verified and approved by the IQAC.

  
Criterion Head

  
IQAC Coordinator  
**IQAC-Co-ordinator**

  
IQAC Chairperson  
PRINCIPAL  
M.G. Arts, Science &  
Late N.P. Commerce College  
ARMORI, Dist. Gadchiroli



## Brochure of Certificate Course in Herbal Medicine

MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

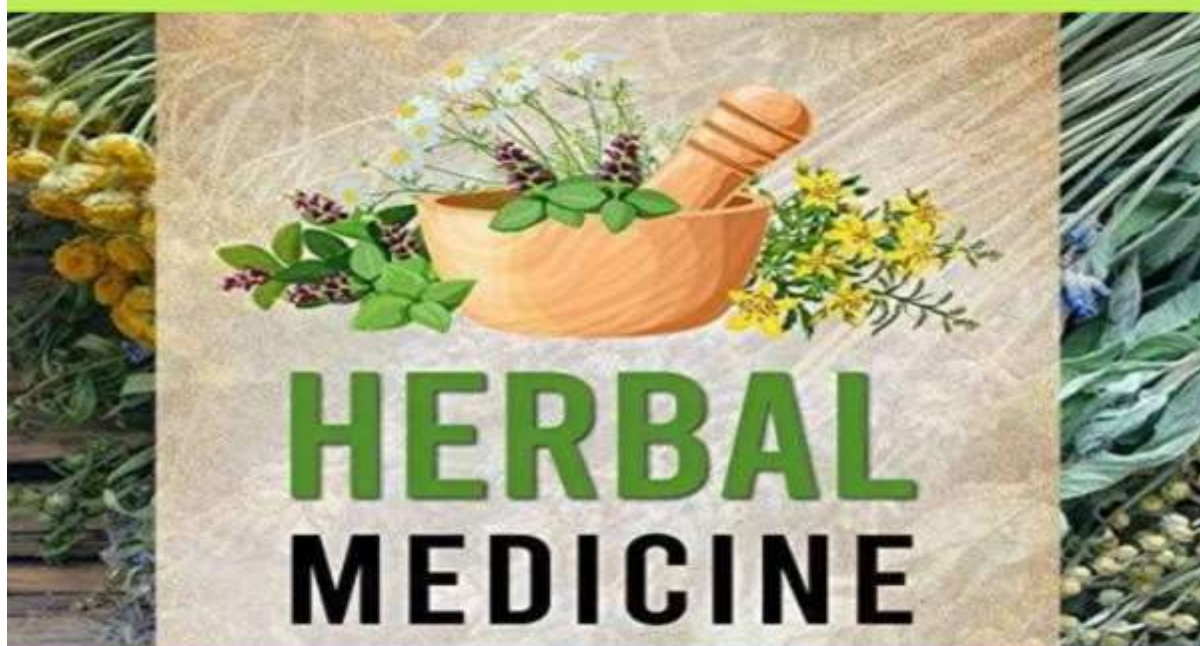
**MAHATMA GANDHI ARTS, SCIENCE &  
LATE N. P. COMMERCE COLLEGE**

Armori, Dist. Gadchiroli (M.S.) 441 208

NAAC Reaccredited with 'A' Grade



### **ADD ON COURSE** **IN** **HERBAL MEDICINE**



Conducted by  
Department of Botany

Course Co-ordinator  
Prof. Dr. Seema T. Nagdeve

**Introduction:**

Herbal medicines derive from the plants and plant extracts having medicinal value. During the metabolic processes, plants become the source of a variety of chemicals, which can be classified into primary metabolites that are produced by all the plants, and secondary metabolites that are produced by only some of the plants. Many of these secondary metabolites have therapeutic properties and hence are used for producing drugs. Use of herbal medicine, sometimes also referred as 'Herbalism', is an ancient practice for healing.

In most of the developing countries, the main source of medicines is plants and emphasis is given to indigenous forms of medicine rather than to rely on imported drugs, which are not only expensive, but are often incompatible with the local diseases. The commercial value of herbal medicines is high and gaining momentum in international market. The growing market for herbal medicines and other natural health care products also demands an extensive research not only for its great healthcare potential but also for the commercial benefit.

In order to acquaint the scientists, researchers, academicians and industry representatives who are engaged in the work on the developments in the fields of medicinal plants, herbal medicines and traditional systems of medicines. This workshop will be instrumental in bringing together the experts on traditional medicines to take an inventory of the major medicines in their respective regions / sub-regions as well as manufacturers of traditional medicines to share knowledge and experiences and seek possible business expansion.

**Objectives:**

The main objectives of the Add-On Course are:

1. The Herbal Medicine certificate course provides high quality training which equips graduates to build successful practices.
2. It is carefully structured. Each study unit builds on the previous one, allowing students to develop their confidence and skills, and reach their full potential as Herbalists.

**Guidelines for conducting Add-On course:**

- Students studying in B.Sc. III year are eligible for registration of Add-On course.
- Classes for the Add-On Course are conducted during the reserved Time Slot in a week or beyond the regular class hours.
- An Add-On course may be also conducted during weekends/ vacation period.
- The Add-On course can be offered only if there are at least 10 students opting for it.
- The duration of the Add-On course will be 45 hours and as stated in the course content.
- The test will be conducted for 100 marks (Theory 50 and practical 50) after the completion of the course and shall be internal.

**Procedure for registration:**

A student shall register for an Add-On Course offered during the semester by submitting the duly filled-in registration form to the course coordinator. The time table for the classes of Add-On courses will be notified to the students.

**Grading:**

A Multiple Choice Questions (MCQ) or descriptive Test of 50 Marks and practical test of 50 marks will be conducted at the end of the course through online/offline mode. Minimum 75% attendance is mandatory for award of certificate. The Grades will be awarded to the students depending on the percentage of marks obtained by a candidate in a course as below.

Grade	Marks (%)
A	75 and above
B	60 - 74
C	Below 60

#### Course Outcomes

1. Trained graduates are practising- self-employment (part time or full time).
2. Change career, learn how to help others, improve your health and establish a rewarding business.
3. Students can easily identify the medicinal plants in and around their home town.

<b>Unit I</b>	1. Study of different medicinal plants <i>Aloe vera, Asparagus racemosus, Adhatodavastica, Acaccianilotica, Azadirachtaindica, Moringalofera, cymbopogancitratus, Emblicaofficinalis, Ocimumsanctum, Bell, Cassiatora, Hirda, Cymbopogoncitrus, Phyllanthusniruni, Bringraj/Maka, Hibiscusrosa-sinensis, Tinospora cordifolia, Vitexnegundo</i>
<b>UnitII</b>	Various uses of different medicinal plants
<b>UnitIII</b>	<b>Study of Herbal Products</b> Adulsakalpa, ShatavariKalpa, Crack cream, Pain balm, Herbal hair oil, Herbal hair Shampoo, Vatahar oil (Joint pain Oil), Tooth powder, Herbal tea etc.
Practical (50Marks)	<ol style="list-style-type: none"> <li>1. Preparation of Adulsakalpa</li> <li>2. Preparation of Shatavarikalpa</li> <li>3. Preparation of Herbal hair Oil</li> <li>4. Preparation of Joint pain Oil (Vataher oil)</li> <li>5. Preparation of Crack Cream</li> <li>6. Preparation of Herbal hair shampoo</li> <li>7. Preparation of Herbal tea</li> </ol>

#### Reference Books:

1. Van Aushadhi Nirmiti, Mahiti Pustika- Dr. Satish Gogulwar and Pradip Soudagar
2. Online Resources can be used for references.



# Brochure of Certificate Course Sericulture

MAHATMA GANDHI ARTS, SCIENCE AND  
LATE N.P. COMMERCE COLLEGE, ARMORI  
DIST. GADCHIROLI (M.S.)  
Pin Code- 441208  
NAAC Reaccredited with 'A' Grade (CGPA-3.24)



## CAREER ORIENTED PROGRAMME CERTIFICATE COURSE IN SERICULTURE

Session - 2022-23



Course Co-ordinator  
Dr Jayesh Papadkar

### **Introduction:**

Sericulture vast and varied requires professionally trained manpower to develop, promote and plan the sericulture resources in the global competitive market. Now a days sericulture industry and education are prime concern in India. Managerial efficiencies and effectiveness are the need of our modern sericulture to cater the needs of experience enriched and sericulture farmer communities. Studies disclosed that sericulture would create more employment to students and farmers as alternative crop for high yield.

### **Objective Of the Course:**

To develop highly professional manpower in Tasar silk and sericulture sector. In sericulture the basic requirement lies systematic quality-based coaching and training in advance science and technology/ innovations. Therefore, the course is designed to train and provide expert human resource to skill industry and expected to bring direct benefits to rural development and sericulture farming community.

- To develop interest in the field of Agriculture science among students.
- To cultivate public awareness and appreciation for Sericulture as a hobby and science.
- To motivate students for scientific study in the field of Agro-based Industry by performing simple projects and field visits.
- To develop the skill, how to develop and earn regular incomes through sericulture in the villages of Armori Tehsil, Dist. Gadchiroli area dependent on temperature.
- Many Government Subsidies' and facilities are provided for the farmers. Students also get benefited after completion of this certificate course and they can cultivate sericulture crop.

### **Guidelines for conducting certificate course**

#### **Duration of the course:**

The duration of the course is 2 months and the lectures will be delivered twice a week, two hours from 01.00 PM to 03.00 PM. These timings will be suitable for students.

#### **Course pattern:**

Students will be required to undergo learning in theory, practical, Students also will be exposed to industrial exposure through Industrial visits to get familiar Tasar cultivation, silkworm rearing. Raw silk production, silk worm egg production, reeling, and cocoon formation.

**Eligibility for Admission:** Students passing with HSC.

**Medium of Instruction:** English / Marathi

#### **Utility of the proposed course: -**

- Skills development
- Entrepreneur

**Total Credits for the Course: -**

S.N O	Unit	Title	Theory Hours Class per week	Practical Hours	Total credit		Total Marks
					Theory credit	Practical credit	
1	Unit 1	History of Sericulture	4	-	4	6	10
2	Unit 2	Rearing of silkworms	4	-	-	-	10
3	Unit 3	Harvesting	4	-	-	-	10
4	Unit 4	Diseases Preventions	4	-	-	-	10
5	Practical training and visit to Tasar centre Anmol		-	6	-	-	60
<b>Total marks</b>					<b>Total credit -10</b>		<b>100</b>

**Syllabus: Theory**  
**Certificate Course in Sericulture (Marks :40 M)**

**UNIT I: History of Sericulture (10 Marks)**

- 1.1 Introduction to sericulture:
- 1.2 Cultivation of food plants.
- 1.3 Bioecology of Tasar silkworms.

**Unit II: Rearing of silkworms (10 Marks)**

- 2.1 Rearing of silkworms.
- 2.2 Equipment's or requirements for rearing.
- 2.3 Favorable Climatic conditions for rearing.

**Unit III: Harvesting (10 Marks)**

- 3.1 Harvesting and processing of cocoons.
- 3.2 Stifling and reeling of cocoons
  - 3.2.1. Reeling's selling to Textile mills through Government sanctioned rates.
  - 3.2.2. Government Subsidies and Schemes for Sericulture farming.
- 3.3 Reeling appliances

**Unit IV: Diseases n Preventions (10 Marks)**

- 4.1 Diseases of Anthria mylita
- 4.2 Preventive measures for disease free cocoon production.
- 4.2 Predators and parasitoids of silkworm and their management

.....



**PRACTICAL:**

**60 Marks**

Experiment no	Title of Experiment
Experiment no. 1	Estimation of Hatching and Brushing percentage of silkworm, eggs.
Experiment no. 2	Estimation of silkworm larval density in the bed and on Yen, Arjun trees.
Experiment no. 3	Estimation of Cocoon shell ratio.
Experiment no. 4	Identification of different silkworm diseases
Experiment no. 5	Study of life cycle of Tasar silk worm

**The students were introduced (Details of Syllabus with evaluation process)**

**History of Sericulture, Rearing of silkworm Harvesting and Diseases and preventions** there are four units for certificate course one objective type question paper of 40 marks will be taken as well as for field visit 60 marks allotted. Passing marks will be 45 marks after examination certificate will be issued.

**□ Course Outcomes:-**

1. Job Opportunities in different sectors in the field of Sericulture
2. Students can start own farming and crop cultivation and they get Self-employment Opportunities.
3. After completion of this certificate course students can take admission in advance Sericulture courses. BSc, MSc in Sericulture



# Brochure of Certificate Course in Office Automation

## Brochure of Certificate Course in Office Automation

MAHATMA GANDHI ARTS, SCIENCE & LATE N.P. COMMERCE COLLEGE,  
ARMORI.

CERTIFICATE COURSE IN OFFICE AUTOMATION

Of 40 Hour.  
2022-23



Conducted By  
Department of Computer Science

Course Co-ordinator  
Prof. Sunil D. Chute

**Aims:-** The career options in Diploma in Office Automation course include employment in numerous fields such as in Govt. Offices, MNCs, and International Organizations etc. After completing Diploma course in Office Automation, students can opt for jobs of diverse profiles such as an Office Automation Clerk, Office Automation Technician, Office Automation Analyst, Support Assistant, Secretary (Office Automation) etc.

**Objectives:-** To provide an in-depth training in use of Office Automation packages, internet and intranet tools, web hosting etc. Essential for a modern office for day to day office management, and e-governance. The course also helps candidates to get acquainted with IT and Cyber laws, Taxes, Financial rules to be followed in public and Private offices.

**The students were introduced (Details of Syllabus with evaluation process)**

UNIT-I Windows XP, UNIT-II MS-Excel, UNIT-III MS Power Point, UNIT-IV Intranet, UNIT-V Scanner, Printer, Fax & Xerox.

**Scheme of Examination**

1. Question Paper should be in two Parts
  - o Theory Paper
  - o Practical Paper
2. Theory paper Examination will be conducted by on the basis of an MCQ
3. Practical paper Examination will be conducted by on the basis of Performance.

**I. Theory Paper**

Max. Time 2 Hr.

Unit	Content	Mark
I	Windows XP	20
II	MS-Excel	20
III	MS Power Point	20
IV	Intranet	20
V	Scanner, Printer, Fax & Xerox	20
<b>Total</b>		100

**II. Practical Paper**

Max. Time 3 Hr.

P1	P2	P3	Viva-voce	Total Mark
30	30	30	10	100

  
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Total Marks=I+II

=200 Marks

**Reference Books:**

- Professional Office Procedure by Susan H Cooperman, Printice Hall Information
- Technology:Principles , Practices and Oppertunities by James A Senn, Printice Hall
- Technology And Procedures for Administrative Professionals by Patsy Fulton-Calkins, Thomson Learning
- Public Information Technology and E-Governance: Managing the Virtual State (Paperback) by G. David Garson



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# Brochure of Certificate Course in Communicative English

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**MAHATMA GANDHI ARTS, SCIENCE &  
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Armori, Dist. Gadchiroli (M.S.) 441 208

NAAC Reaccredited with 'A' Grade



**Conducted By**

Department of English

**Course Co-ordinator**

Asst. Prof. Anil P. Raut

**Introduction:**

This is an enabling course which aims to give students a formal and methodical exposure to academic writing and professional communication skills. The approach is practical in nature. The course will provide an opportunity to the students.

**Objectives:**

The main objectives of Certificate Course in Communicative English are:

1. To understand simple texts and a range of high frequency vocabulary in context.
2. To describe aspects of personal and everyday life in both oral and written form.
3. Produce short and simple connected texts on familiar topics.
4. To demonstrate some control of essential grammatical structures.

**Guidelines for conducting Certificate Course in Communicative English:**

- Students studying in B. A., B. Com & B.Sc. are eligible for registration of this Certificate Course.
- Classes for Certificate Course are conducted during the reserved Time Slot in a week or beyond the regular class hours.
- Certificate Course may be also conducted during weekends/ vacation period.
- The duration of the Certificate Course will be 40 hours and as stated in the course content.
- The test will be conducted for 50 marks after the completion of the course and shall be internal.

**Procedure for registration:**

A student shall register for Certificate Course offered during the semester by submitting the duly filled-in registration form to the course coordinator. The time table for the classes of Certificate Course will be notified to the students.

**Grading:**

A Multiple-Choice Questions (MCQ) Test of 50 Marks will be conducted at the end of the course through online/offline mode. Minimum 75% attendance and 40% marks in test are mandatory for award of certificate. A candidate who has NOT secured a minimum of 40% of marks in a course shall not be awarded certificate. The Grades will be awarded to the students depending on the percentage of marks obtained by a candidate in a course as below.

Grade	Marks (%)
A +	75 and above
A	60 - 74
B +	55 - 69
B	45 - 54
C	40 - 44

### Course Outcomes

After learning this Certificate course student will be able to:

- Describe people, places, likes and dislikes and daily routines in a series of simple phrases and sentences
- Construct short and simple descriptive paragraphs about people, places and events.
- Write a clear topic sentence for a paragraph
- Understand and extract the essential information from a written or spoken text on a familiar topic.

<b>Unit I</b>	Basic Grammar : Parts of Speech, Kinds of sentences, Clauses and Predicate Tense, Articles, Punctuation
<b>Unit II</b>	Basic Grammar : Common Errors, Direct and Indirect speech, Change the Voice, Degree, Hardly had, No sooner, Neither - nor, Either - or, Sentences ( Complex , Compound, Simple),Uses of phrases.
<b>Unit III</b>	Basic Introduction to Phonic Sounds and Symbols
<b>Unit IV</b>	Speech, Sound & Situation (practical class)

### Reference Books:

- Dr,N,D,V,Prasad Rao. Learners' English Grammar and Composition, S.Chand Publication,2013
- Bansal and Harrison. ,Spoken English, Orient Longman,1999.
- Michael McCarthy. Felicity O'Dell, English Vocabulary in Use, Cambridge University Press, 2002
- Martin Hewings. Pronunciation Practice Activities, Cambridge University Press,2004
- Grammar Practice Activities, Cambridge University Press,2004

## Brochure of Certificate Course in Tribal Tourism



Manoharbhair Shikshan Prasarak Mandal's  
Mahatma Gandhi Arts, Science & Late N. P. Commerce College  
Armori, Dist. –Gadchiroli.441208  
ESTABLISHED – 1981



REACCREDITED BY NAAC BANGALORE WITH 'A' GRADE (2017)

CERTIFICATE COURSE IN TRIBAL TOURISM  
Brochure

कारण येथून इग्ली विभाती सुरवात  
after all things started from here



आदिवासी पर्यटन  
Tribal Tourism



Conducted by  
Department of Geography

Course Coordinator  
Prof. Parag S. Meshram

Mahatma Gandhi Arts, Science & Late N. P. Commerce  
College Armori, Dist. –Gadchiroli.



## **THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM**

### **Introduction: -**


The proposed curriculum is designed by the study group of concern specialization. The study group comprise principal and subject expert from the college. Considering particularly specialization of tribal district, tribal tourism is basically an interdisciplinary programme involving Geography Zoology, Botany, Geology, and History. Upon successful completion of this course the expected learning outcomes are – Students will gain basic understanding of tribal tourism; training is designed to give the skills and knowledge to maximize career opportunities in this rapidly expanding industry. Indian tourism is vast & varied, it requires professionally trained manpower to develop, promote, and Plan the tourism resources in the Global competitive market. Now a day's Tourism industry & education are the prime concerns in India. Managerial efficiencies & effectiveness are the need of hour in modern tourism to cater the needs of experienced, enriched & IT based tourist communities. Studies disclosed that tourism would create more employment. The studies also revealed that while local tourism created more employment in the accommodation and transportation. Food sector, domestic tourism promoted employment in transport sector.

### **Aims & Objectives: -**

#### **This Course focused on**

- 1) To Promote Local Tribal tourism.**
- 2) To Gain Basic Knowledge of tribal tourism.**
- 3) To impart skills and Knowledge and maximize career opportunities in the tourism industry.**
- 4) To promote for self-employment**

A certificate course of 66 hours/35 Days in Tribal Tourism was conducted for the B. A.- II Year Students of Geography. This course is designed for imparting knowledge of tribal tourism and promoting students to get employment in tourism industry.

  
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### Course Details

- 1) This course was conducted free of Cost
- 2) Course Coordinator: - Prof. Parag S. Meshram
- 3) Resource Persons: -
  1. Prof. P. S. Meshram (M.A., B.Ed., SET, M.Phil. in Geo.)
  2. Dr. V. P. Gorde (M.A., B.Ed., NET, Ph.D. in Geo)
  3. Prof. Sunil Chute (M.Sc., MCA)
- 4) Duration of course: - 15/11/2021 to 20/12/2021

### Outcomes: -

- 1) Students learnt basics of tourism.
- 2) Students learnt the custom & tradition of tribal culture.
- 3) Students learnt how to promote tribal tourism in tourism industry.
- 4) Students get Career opportunities in local tourism sector/ industry.

### STRUCTURE OF COURSE

1. Two Theory Paper
2. Internal Assessments / Field visit

### SCHEME OF EXAMINATION

#### A) THEORY

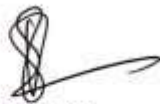
Examination pattern is such that the test will be consisting of two papers that will be conducted in offline mode. The descriptive / Objective-Type questions that Candidates need to complete in duration.

**Total Marks: 80**

#### B) Internal assessment & Field visit

Evaluation of the performance of the students in Internal Assessment & Field visit shall be on the basis of Tribal Tourism Syllabus.

**Total Marks: 20**




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### Structure of the Course

CERTIFICATE COURSE IN TRIBAL TOURISM								
Subject	Paper Code	Paper Name	Total Period/Week	Credit	% of Assessment			Mini. Passing (35%)
					IA	IE	Total	
Tribal Tourism	TMCCTT01	Conceptual Framework of Tourism	04	04	20	80	100	35 (Th. - 28 M & IA-07 M)
	TMCCTT02	Computer Application in Tourism	04	04	20	80	100	35 (Th. - 28 M & IA-07 M)

- **Tribal Tourism:** Major theory papers in the concerned subject.
  - T represents Theory.
  - IA (Internal Assessment): It will be evaluated by Internal Examiner appointed by College in consultation with the Head of Institution/Principal. (Refer Appendix 1)
  - IE (Institutional Examination): It will be evaluated by Internal Examiner appointed by Institutional Head/ Principal (Refer Appendix 1 & 2)
  - Period: Each period is of 48 minutes or as per Government direction from time to time.
  - **In Paper Code**
    - 1st & 2nd Letter (TM): Represent it a Three Month Course.
    - Next 2 Letter (CC) : Represent it is Certificate Course
    - Next Letter (T) : Represent the subject Tribal Tourism
    - Next Letter (T) : T : Represent Theory Paper (Refer Appendix 1)
    - Last two letter : Represent Paper No. for Ex. 01 Represent Paper No. 1

  
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UGC CAREER ORIENTED PROGRAMME  
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM

Paper – TMCCTT01

Conceptual Framework of Tourism

Total Marks – 80

Internal Assessment Marks – 20

- Unit – I** The Nature and concept of tourism, Introduction of Tourism, What is Tourism, Definitions of Tourism, Characteristics of Tourism, Tourist – Definition, Nature of Tourism, Scope of Tourism
- Unit –II** Infrastructure in Tourism, Factors of Tourism Development, Location, Accessibility & Space, Scenery, Forest & Grasslands, Climate, Wild Life, Settlements, Cultural Factors, Accommodation forms & types,
- Unit –III** Tourism Planning & Organization, Tourism Planning, Important Factors of Tourism Planning, Tourism Demand and Supply, Planning of Regional Level, Tourism Planning at the Local Level,
- Unit – IV** Significance of Tourism Industry, Economical Impact of Tourism, Assistance to the Development of Economy, Employment, Other Economic Factors, Social & Cultural Impacts of Tourism.

**Reference –**

- 1) The Geography of Tourism – R. Robinson
- 2) International Tourism – A. K. Bhatiya
- 3) Tourism Development and resource Conservation – Dr. Jagmohan Negi
- 4) Tourism Development – A. K. Bhatiya
- 5) Tourism in India – U. N. Gupta
- 6) Tourist Development – Douglas Pearce, Logman, London.
- 7) Tourism Economic and Social Development \_ P. S. Gill
- 8) Development Tourism and Travel Industries – Premnath Dhar
- 9) Geography o Tourism – S. B. Shinde
- 10) Geography of Tourism – Nagtode and Pardhi



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**UGC CAREER ORIENTED PROGRAMME  
THREE MONTH CERTIFICATE COURSE IN TRIBAL TOURISM**

**Paper – TMCCTT02  
Computer Application in Tourism**

**Total Marks – 80**

**Internal Assessment Marks – 20**

**UNIT-I: Introduction to IT and Computers**

Block Diagram of Computer, Functioning of Computer, Characteristics

**Computer Memory:** Primary & Secondary, Types of Primary Memory.

**Number System:** Decimal, Binary, Octal, Hexadecimal number systems and their Interco version, ASCII codes

**UNIT-II: I/O and Storage Device Input Devices: Keyboard Locator Device: Mouse, Joy Stick**

**Pick Device:** Light Pen, Touch Screen, **Scanning:** MICR, OCR, OMR, Barcode Reader.

**Vision Capturing:** Webcam, Digital Camera

**Output Devices:** VDU, Printer: Dot Matrix, Laser, And Projector.

**Storage Device:** Hard Disk, Optical Disk, Blu Ray Disk and Pen Drive.

**UNIT-III: Windows Operating System, Classification of Operating System on the basis of task (Single User Single Task, Single User Multiple Task, and Multi-User Multiple Task), Features of Windows, Desktop and Windows Explorer.**

**Control Panel:** Administrative Tools-Date and Time, Display, Mouse, Programs and Features, Usage of Recycle Bin

**Windows Accessories:** Calculator, Notepad, Paint, Disk Cleanup

**UNIT-IV: Network & Internet**

Computer Communication, Need for Networks, Communication Device, Types of Network- LAN, WAN, MAN, Concept of Network Topology, Types of Topologies and its Advantages and Limitations

**Internet:** Basic Internet terms, Internet Addressing, Detail about E-mail, Search Engine, Social and Ethical Issues, E-learning.

**Open Source Terminologies:** Open Source Software, Freeware, Shareware, Proprietary Software.

**Text Books:**

- 1) Peter Norton's, "Introduction to Computer", TMH, 2004, ISBN-0-07-05-3142-0
- 2) Dr. S. B. Kishor, "Information and Communication Technology", Das Ganu Prakashan
- 3) Chetan Shrivastava "Fundamentals of Information Technology", Kalyani publishers, 2002, ISBN-81-7663-576-6



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**References:**

- 1) Dr. S. B. Kishor, "MS-Office with Office Automation", DAS GANU Prakashan, ISBN : 978-93-81660-67-6
- 2) Akshay Kumar, "Information Technology and Info Guide", Authors press, 2000, ISBN-81-7273-040-3

**Appendix 1  
Evaluation Rules**

**A) Internal Assessment:**

1. The internal assessment marks shall be awarded by the concerned teacher.
2. General guidelines for Internal Assessment are:
  - a) The internal assessment marks assigned to each theory paper on the basis of the performance in Class Attendance And any two assignments as described below selected by concerned teacher.
    1. Class Test
    2. On-line Test
    3. Theory Assignments
    4. Programming Assignments
    5. Study tour
    6. Industrial visits
    7. Group discussions
    8. Seminar Presentation
    9. Participation in Departmental Activities
  - b) There shall be no separate / extra allotment of work load to the concerned teacher related to above assignments. He/ She shall conduct the Internal assessment activity during the regular teaching days / periods as a part of regular teaching activity.
  - c) The concerned teacher / department shall have to keep the record of all the above activities until six months after the declaration of the results of that semester.
  - d) At the beginning of each semester, every teacher / department shall inform his / her students unambiguously the method he / she propose to adopt and the scheme of marking for internal assessment.



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**Marks Distribution: Internal Assessment** mark will be allocated by Internal Examiner as per the following format

Sr.No.	Particulars	Max. Marks
1	Class Attendance	05
2	2 Assignment Activity on Given Appendix 1	15

**Note:** 1) The Written work should be completed within max. 45 minutes.

**B) Theory Paper Assessment:** Theory papers will be held as per the scheduled given by the Institution/ Department and examinee needs to score minimum 35% of marks to clear the paper including internal assessment marks.


**C) Revaluation:** There is also a provision for the Revaluation only for theory papers examination conducted by Institution (i.e. it is not applicable for Internal Assessment) as per the rules and fee structure prescribed by Institution.

### Appendix-2 Pattern of Question Paper

General Rules and Regulations regarding pattern of question paper for the Coerce end examination is as given below:

1. There will be four units in each paper.
2. Maximum marks of each theory paper will be 80.
3. Question paper will consist of four questions, each of 20 marks. Or Question paper will consist of four or five MCQ Type questions on four Units each of 5/4 marks.
4. Four questions will be based on four units with internal choice.

CERTIFICATE COURSE IN TRIBAL TOURISM	
Name Of Paper	
Time: 3 Hours]	[Max.
Marks: 80	
<b>Note:</b>	
1) All questions are compulsory and carry equal marks.	
2) Draw Neat and Labeled diagram and use supporting data wherever necessary.	
3) Avoid vague answers and write specific points/answer related to questions.	
Q1 Either (From Unit 1)	20
a)	20
OR	
b)	20
Q2 Either (From Unit 1)	20
a)	20
OR	
b)	20
Q3 Either (From Unit 1)	20
a)	20

  
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b)	OR	20
Q3 Either (From Unit 1)		
a)		20
b)	OR	20

### Appendix-3

**Evaluation system:**


**Grading scale**


Depending on the marks scored in a subject, student is given a grade as follows

Percentages of Marks	Grade	Description of Performance
0 to 34	D	Fail
35 to 45	C	Fair
45 to 55	B	Satisfactory
55 to 74	B <sup>+</sup>	Good
75 to 90	A	Very Good
90 to 100	A <sup>+</sup>	Excellent

**Standard of Passing: -**

As per the guidelines and rules for certificate course in tribal tourism, a student obtaining grade D shall be considered failed and will be required to reappear for the examination

  
**Prof. Parag S. Meshram**  
 (Coordinator: - Tribal Tourism)  
 Co-ordinator  
 Career Oriented Programme  
 Tribal Tourism

  
**Principal**  
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 Science & Late  
 N. P. Commerce College,  
 Armori, Dist - Gadchiroli





# Brochure of Add on Course in Vacuum Science & Technology

MANOHARBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

**MAHATMA GANDHI ARTS, SCIENCE &  
LATE N. P. COMMERCE COLLEGE**

Armori, Dist. Gadchiroli (M.S.) 441 208

NAAC Reaccredited with 'A' Grade



ADD-ON COURSE

IN

**VACUUM SCIENCE AND TECHNOLOGY**

From 23/01/2023 to 02/03/2023 (Duration: 34 Hours)



**Conducted By**  
**Department of Physics**

**Course Co-ordinator**  
**Dr. Chhagan D. Mungmode**

**Introduction:**

Vacuum technology has diversified applications in different areas of science and engineering. These includes the major fields like Electronics, Metallurgical / Chemical Processing, Food Processing, Space Simulation, Nuclear Technology, etc. This has resulted in rapid development of many sophisticated vacuum instruments, pushing the range of vacuum to  $10^{-12}$  Torr. To introduce Undergraduate students to the field of vacuum science and technology is very essential. Keeping this in mind, present add-on course on *Vacuum Science & Technology* is undertaken by the Department of Physics.

**Objectives:**

The main objectives of the Add-On Course are:

1. To enhance the knowledge and skills in more specialised area of Physics beyond curriculum.
2. To provide an opportunity to students to seek the knowledge about *Vacuum Science & Technology*.

**Guidelines for conducting Add-On course:**

- Students studying in B.Sc. Second and Third year are eligible for registration of Add-On course.
- Classes for the Add-On Course are conducted during the reserved Time Slot in a week or beyond the regular class hours.
- An Add-On course may be also conducted during weekends/ vacation period.
- The Add-On course can be offered only if there are at least 10 students opting for it.
- The duration of the Add-On course will be 34 hours and as stated in the course content.
- The test will be conducted for 50 marks after the completion of the course and shall be internal.

**Procedure for registration:**

A student shall register for an Add-On Course offered during the semester by submitting the duly filled-in registration form to the course coordinator. The time table for the classes of Add-On courses will be notified to the students.

**Grading:**

A Multiple Choice Questions (MCQ) Test of 50 Marks will be conducted at the end of the course through online/offline mode. Minimum 75% attendance and 40% marks in test are mandatory for award of certificate. A candidate who has NOT secured a minimum of 40% of marks in a course shall not be awarded certificate. The Grades will be awarded to the students depending on the percentage of marks obtained by a candidate in a course as below.

Grade	Marks (%)
A +	75 and above
A	60 - 74
B +	55 - 69
B	45 - 54
C	40 - 44

### Course Outcomes

After learning this course student will be able to

CO1 Students get knowledge of various pumps and gauges.

CO2 Physics behind different techniques of creating and measurement of vacuum is understood.

<b>Unit I</b>	<b>Production of Vacuum:</b> Meaning of vacuum and vacuum measuring units, vacuum ranges, Properties of Vacuum, pumping speed and pump down time. (5 Hours)
<b>Unit II</b>	<b>Vacuum Pumps:</b> Mechanical pumps (Oil sealed rotary pump, Roots Pump, Molecular drag pump), Diffusion pump (Operating principles, back streaming, traps and baffles, performance ranges), Cryosorption pumps, Getter pumps (Chemical cleanup and sublimation pumps, Electrical cleanup and ion pumps, Evapor ion pumps, Sputter ion pumps, Titanium sublimation pump) (12 Hours)
<b>Unit III</b>	<b>Vacuum Measurements:</b> Measurement of low pressure, Pressure gauges for low to high vacuum, McLeod manometer, Thermal conductivity gauges, Pressure gauges for high to ultrahigh vacuum, Hot cathode ionization gauges, Cold cathode ionization gauges, Operation of High-vacuum gauges. (12 Hours)
<b>Unit IV</b>	<b>Vacuum Applications:</b> Applications in science, technology, research, space science, medical science, day to day life. Use of vacuum in particle accelerators. (5 Hours)

### Reference Books:

1. Vacuum Physics and Techniques, T. A. Delchar, Chapman and Hall.
2. Vacuum Technology, A. Roth, (North Holland, Elsevier Science B.V. 1990)
3. Online resources can be used for reference.



# Brochure of Certificate Course in Hands on Training of Basic Chemistry Software



Manoharbai Shikshan Prasarak Mandal Armori



## Mahatma Gandhi Arts, Science and Late Nasaruddinbhai Panjwani Commerce College

Armori, Dist.-Gadchiroli (M.S.), India - 441208

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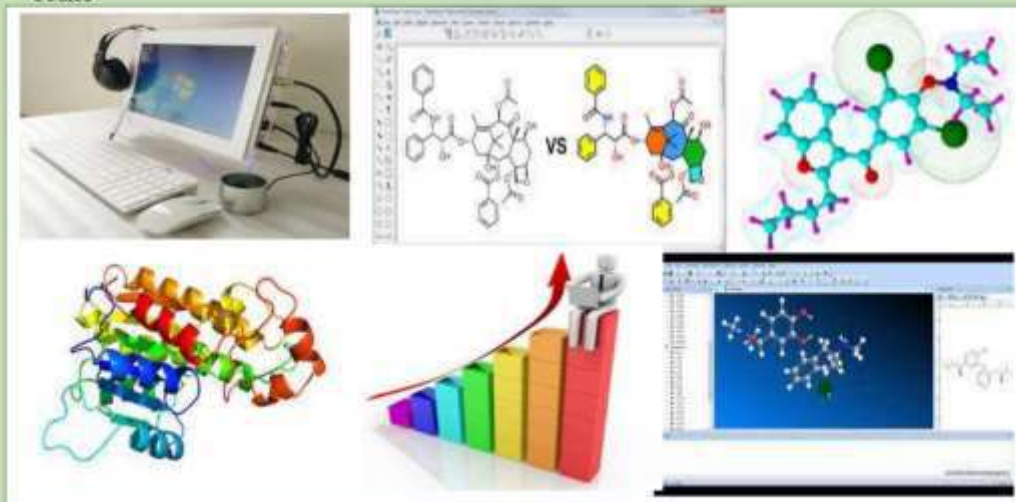
### Department of Chemistry (2022-2023) "Certificate Course in Hands on Training of Basic Chemistry Software's"

Course Duration: - 30 Hours (Per Day 1½ hr.)

Course Duration: 16/01/2023 to 21/02/2023

Number of seats-50

**Eligibility:** - All B.Sc. final year students having chemistry subject and all M.Sc. Chemistry students are eligible.  
Course



#### Salient features of certificate course:

- Theory and practical session as per curriculum.
- Lectures include entire process of downloading and installation of these software's.
- Hands on training on all these software's.
- At end of course candidate will be able to use these open source software's independently for their work.
- A certificate will be issued to the successful candidates.

**Objectives:** The main Objectives of this certificate Course are:

- To provide an opportunity to students to seek the knowledge about various latest essential open source chemistry tools which are Crucial for students and Researcher.
- Improve their software uses skills through hands on training.
- At the end of course :
  - a) The students will be able to use these software's for drawing chemical structures, generation of their names.
  - b) Retrieve information about physical properties calculations, three-dimensional molecular structure, spectroscopic analysis.
  - c) Able to draw graphs by using origin software and do analysis of collected data.

**Guidelines for conducting Certificate course:**

- Students studying in Third year and M.Sc. are eligible for registration of this certificate course.
- Practical's for the hands on training are conducted during the reserved Time Slot in a week or beyond the regular class hours.
- This course may be also conducted during weekends/ vacation period.
- The duration of the course will be 30 hours.
- Evaluation Process :- internal assignment are given after Completion of module and final test. will be conducted for 50 marks after the completion of the course.
- All successful candidates will be awarded with certificates.

**Procedure for registration:** A student shall register for Course offered during the semester by submitting the duly filled-in registration form to the course coordinator.

The time table for the classes of course will be notified to the students.

**Grading:** A Multiple Choice Test (MCQ) of 50 Marks will be conducted at the end of the course through online/offline mode. Minimum 75% attendance and 40% marks in test are mandatory for award of certificate. A candidate who has NOT secured a minimum of 40% of marks in a course shall not be awarded certificate. The Grades will be awarded to the students depending on the percentage of marks obtained by a candidate in a course as below

<b>Grade</b>	<b>Marks (%)</b>
<b>A<sup>+</sup></b>	<b>75 and above</b>
<b>A</b>	<b>60 - 74</b>
<b>B<sup>+</sup></b>	<b>55 - 69</b>
<b>B</b>	<b>45 - 54</b>
<b>C</b>	<b>40 - 44</b>

### Syllabus of certificate course

Module -1 (18 hours )	<b>Cambridge ChemDraw Ultra software:</b> – A) Introduction, download and installation process, Drawing various chemical structures (acyclic, cyclic, polycyclic, heterocyclic), nomenclature generation, conversion of name into molecular structure, calculation of physical properties such as density, molecular weight, molecular formula from structural formula. $H^1$ , $C^{13}$ NMR prediction from molecular structure, Drawing structure of bigger molecules such as proteins, carbohydrates, and RNA/DNA, bio arts, use of templates. <b>B) Chem3D software:-</b> Introduction, download and installation process, 3D structure of molecules, various 3D structure models, conversion of 2D structure into 3D structure.
Module -2 (10 hours )	<b>Origin Pro Data Analysis and Graphic Basic :</b> Introduction; Learn to plot data; 2D plots in graph; 3D plots in graph; Data fitting; Multiple plots; Quick tips and tricks.
Module -3 (2 hours )	<b>Online Database Searching :</b> Introduction to online chemical database search, Searching and downloading research papers using keywords in Scopus, Science direct, and google scholar.

#### **Learning outcomes:-**

1. After successful completion of this module-1 candidate will be able to use Cambridge ChemDraw Ultra for generation, processing and calculation of physical/chemical properties of simple and complex molecules.
2. After successful completion of this module-2 candidate will be able to Draw 2D and 3D Graphs from collected data and analyses it by using Origin Software.
3. After successful completion of this module-3 candidate will be able to use online research tools efficiently and will be able to search research papers related to their topics more efficiently.

Course Coordinator

**Dr. Satish S. Kola & Dr. Naresh D. Bansod**  
(Assistant Professor)

Head  
Department of chemistry

**Prof. Satendra M. Sontakke**

# Brochure of Certificate Course in Human Rights



MANOHARBHAI SHIKSHAN PRASARAK MANDAL'S  
**MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.  
COMMERCE COLLEGE, ARMORI**

NAAC Re-accredited "A" Grade (CGPA 3.24)2012

## Certificate Course in Human Rights



**DEPARTMENT OF POLITICAL SCIENCE**  
**SESSION 2022-23**

**MAHATMA GANDHI ARTS, SCIENCE & LATE N.P.  
COMMERCE COLLEGE, ARMORI**  
NAAC Re-accredited "A" Grade (CGPA 3.24)2022

**CERTIFICATE COURSE IN HUMAN RIGHTS  
SYLLABUS**

**TITLE** : CERTIFICATE COURSE IN HUMAN RIGHTS  
**YEAR OF IMPLEMENTATION:** Syllabus will be implemented from March 2023  
**DURATION** : 35 Hours  
**MEDIUM OF INSTRUCTION** : English / Marathi / Hindi  
**STRUCTURE OF COURSE**  
1. Theory paper  
2. Internal Assessments

**SCHEME OF EXAMINATION**

**A) THEORY;**

Examination pattern is such that the exam will be consist of one paper that will be conducted in Online/offline mode. The objective-type questions that Candidates need to complete in duration 60 Min. **Total Marks:60**

**B) PRACTICAL;**

Evaluation of the performance of the students in practical shall be on the basis of Human Rights Syllabus. **Total Marks:20**

**Standard of Passing:**

As per the guidelines and rules for Certificate Course in Human right  
**Structure of the Course**

Sr. No	Title	Theory /Practical	Marks (Total)	Distribution of Marks	
				THEORY & PRACTICAL Theory	PRACTICAL I.A.
1	HUMAN RIGHTS AND DUTIES IN INDIAN CONSTITUTIONAL FRAMEWORK	Theory Paper-01	80	60	20
Grand total			80 Marks		



**Intake Capacity: - 40**

**Teaching Faculty: -**

1. Prof. Gajanan W. Borkar (M.A. Political Science (SET))

**Evaluation system:**

<b>Percentages of Marks</b>	<b>Grade</b>	<b>Description of performance</b>
0 to 34	D	Fail
35 to 44	C	Fair
45 to 54	B	Satisfactory
55 to 59	B <sup>+</sup>	Good
60 to 69	A	Very Good
70 to 84	A <sup>+</sup>	Excellent
85 to 100	O	Outstanding

## SYLLABUS

### PAPER-01:

### HUMAN RIGHTS AND DUTIES IN INDIAN CONSTITUTIONAL FRAMEWORK

Total Marks – 80

Theory- 60

Internal- 20

#### UNIT-

Meaning, Definition, Characteristics and Perspectives of Human Rights.

#### UNIT-II

Basic Characteristics of the Indian Constitution.

Fundamental Rights, Duties and Directive Principal of State Policy.

#### UNIT-III

Protection & enforcement of human rights and duties.

(a) Police and Human Rights, Judiciary and Human Rights.

(b) National and State Human Rights Commission.

#### UNIT-IV

Emerging Trends:

(a) Human Rights and Terrorism.

(b) Human Rights and Environment

#### References and Text Books:

1. Basu, Durga Das, *Human Rights in Constitutional law* (New Delhi: Prentice Hall 1994)
2. Baxi, Upendra, *Future of Human Rights* (2002)
3. Bueren, Geraldine Van, *International Law on the Rights of the Child* (1995)
4. Caney, Simon and Jones, Peter (eds.), *Human Rights and Global Diversity* (2001)
5. Freeman, Michael, *Human Rights: An Interdisciplinary Approach* (2002)
6. Gogia, S.P., *Law relating to Human Rights* (2000)
7. Gupta D.N. and Singh, Chandrachud, *Human Rights and Freedom of Conscience: Some suggestions for its Development and Application* (2001)
8. Lyer, Venkat (ed.), *Democracy, Human Rights and the Rule of Law: Essays in Honor of Nani Palkivala* (2000)
9. Jhunjhunwala, Bharat (ed.) *Governance and Human Rights* (2002)
10. Nirmla, Chiranjivi J. (ed.), *Human Rights in India: Historical, Social and Political Perspective* (2002)
11. Peter, S.E., *Human Rights: Perspective and Challenges* (New Delhi: Lancers Books, 1994)