

PROF. SAMBAJIRAO KADAM COLLEGE, DEUR (Satara)

Criterion 1: Curricular Aspects

Clarifications for deviation/s along with attached document/s for DVV

1.2.2

Details of each program such as: Name of the program, duration, list of students enrolled, curriculum, assessment procedures year-wise

Details demanded by the DVV	Particulars
Year	2016-17
Name of the Program	Certificate Course in Fashion Designing
Duration	06 Months
List of Students enrolled	See Annexure 1 (12 Students)
Curriculum	See Annexure 2
Assessment Procedure	१) तान्त्रिक पेपर १०० गुण २) मापाप्रमाणे कागद कात्रण १०० गुण ३) कापड कापून मापाप्रमाणे शिवण १०० गुण ४) कपड्यावरील सजावट १०० गुण ५) अंतर्गत प्रात्यक्षिक काम १०० गुण १. जर्नल २० गुण २ पॅटर्न डिझायनिंग २० गुण ३ एम्ब्रायडरी २० गुण ४ तयार नमुने २० गुण ५ तयार कपडे २० गुण

Annexure 1

Sr. No	Name of the Student Enrolled
1	DHUMAL UMA LAXMAN
2	GAVALI MONALI VITTHAL
3	GUJAR DURGA RAJENDRA
4	GURAV ASHVINI ANIL
5	KADAM PALLAVI BABAN
6	JADHAV PRANALI PRDEEP
7	KAMBLE MONALI SUBHASH
8	KAMBLE SHWETA GAUTAM

9	KAMBLE RUTUJA SANJAY
10	SHINDE ASHWINI PRAKASH
11	SHINDE SNEHAL TANAJI
12	YADAV PRATIKSHA VIJAYKUMAR

Annexure 2

Curriculum

Certificate Course in Fashion Designing

प्रौढ आणि निरंतर शिक्षण व विस्तार कार्य विभाग

फॅशन डिझायनिंग अभ्यासक्रम

विषयानुसार अभ्यासक्रम

- १) तान्त्रिक पेपर १०० गुण
- २) मापाप्रमाणे कागद कात्रण १०० गुण
- ३) कापड कापून मापाप्रमाणे शिवण १०० गुण
- ४) कपड्यावरील सजावट १०० गुण
- ५) अंतर्गत प्रात्यक्षिक काम १०० गुण
१. जर्नल २० गुण
- २ पॅटर्न डिझायनिंग २० गुण
- ३ एम्ब्रायडरी २० गुण
- ४ तयार नमुने २० गुण
- ५ तयार कपडे २० गुण

Details demanded by the DVV	Particulars
Year	2016-17
Name of the Program	Certificate Course in Tally 9.2
Duration	03 Months
List of Students enrolled	See Annexure 1 (24 Students)
Curriculum	See Annexure 2
Assessment Procedure	<p>Examination System Paper-I-100 Marks Theory Nature of Question Paper 1. Question 1 is compulsory (Fill in the blanks 10 Marks, Match the following 10 Marks) 2. Solve any 4 Questions From Q-2 to Q-7 [Theory Or Problem] 3. Each question carries 20 Marks <p style="text-align: right;">Total Marks 100</p> Paper II 50 Marks Practical Instruction: 1. Solve any Two questions from Q-1 to Q-3 [Problem1, 2,3] 2. Each question carries 25 Marks</p> Subject -III Paper III Project Work 40 Marks + 10 Marks for Oral Mini Project - (Maximum 5 Students in one group) 1. Introduction of organization 2. Importance of the study 3. Objectives of the study 4. Accounting practices in organization 5. Conclusion 6. References <p style="text-align: right;">Total Examination 200 Marks</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Phalke Nikita Maruti
2	Awade Pratiksha Mohan
3	Raut Shushma Ramchandra
4	Jadhav Sneha Sudhir
5	Farde Samina Abdulrashid
6	Raje Komal Rajaram
7	Phalke Shradha Rajendra
8	Rakshe Sayali Ashok
9	Sul Reshma Baburao
10	Sawant Dipali Jaywant
11	Chavan Vishakha Sunil
12	Sankpal Komal Rohidas
13	Nimbalkar Kajal Dadasaheb
14	Sakunde Prajakta Sadashiv
15	Bhilare Vaishavee Vishwasrao
16	Sakunde Pratiksha Hanamant
17	Pawar Roshani Ramesh
18	Chavan Amruta Anil
19	Kadam Rutuja Mahendra
20	Kadam Prajakta Prakash
21	Disale Dipali Dattatray
22	Nikam Durga Balwant
23	Jadhav Shradha Shrikant
24	D'Souza Teresa Dennis

Annexure 2

Curriculum

Certificate Course in Tally 9.2

Unit-I 1. Introduction to Accounting

25 Marks

Types of Accounts, Golden Rules of Accounting Principles, Double Entry System of Book Keeping, Mode of Accounting.

2. Fundamentals of Tally 9.0

Introduction of Tally Accounting Package, Installation of Tally, *Advantages and Features of Tally, Creation/Setting up of Company, Groups, Cost Categories & Cost Centers.

Unit-II 3. Vouchers in Tally

25 Marks

Vouchers, Journals, Changing Date & Period, Inventory Information, Stock Groups & Categories Inventory Vouchers, Purchase sales order & Invoice Cheque Printing.

4. Reports -

Preparation of Trial Balance, Balance Sheet, Stock Summary, Ratio Analysis, Accounts Books, Statement of Accounts, Inventory Books, Cash Flow, Fund Flow, Bank Reconciliation Statement, Day Book

Unit-III 5. Internet Capabilities & Important Features of Tally 9.0

25 Marks

Web publishing, Foreign Currency Master, Rate of Exchange, Budget, Scenario Management, Security Control in Tally, Splitting Company. Tally Audit, Tally Interface, Tally QDFC, Backup & Restore.

6. Utilities

Tax Deduction at Source, Shortcut in Tally, Interest Calculation

Unit - IV 7. Goods and Service Tax (GST)

25 Marks

Introduction to GST, Various tax rates in GST, GST, SGST, CGST, IGST, Introduction to input tax credit, Accounting Process in GST, various reports in GST.

8. Payroll Accounting

Configuring Payroll in Tally, Creating Payroll Masters, Processing Payroll in Tally, Generating Payroll Reports.


Details demanded by the DVV	Particulars
Year	2016-17
Name of the Program	Certificate Course in MS-CIT
Duration	03 Months
List of Students enrolled	See Annexure 1
Curriculum	See Annexure 2
Assessment Procedure	Paper I subject 1, Learning Process 50 Marks Paper II Subject 2 Final Examination 50 Marks

Annexure 1: List of Students enrolled

Sr. No	Name of the Student Enrolled
1	Dr. Dattatray Bhagwan Shedage
2	Ekanath S. Kokare
3	Vaishnvi Dattaray Shedage
4	Vijay Ganpat Pawar
5	Manish Shashikant Dhumal
6	Rupali Shivaji Chavare
7	Suryakant Shamrao Adate
8	Vishal ShantaramDorake
9	Akanksha Ashok Kadam
10	Dattatray GagannathKharade
11	Dhanaji Laxman Deshmukh
12	Pradip Baban Pawar
13	Shivaji Uttam Chavare

14	Tanaji Uttam Dorake
15	Dr.Uttam Rajaram Alatekar

Annexure 2 : Curriculum Certificate Course in MS-CIT

अनुक्रमणिका		
1	माहिती तंत्रज्ञान, इंटरनेट आणि तुम्ही 3	मोबाईल ॲप्स 63
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	माहिती तंत्रज्ञान तुमच्यासाठी: स्पीच रिकोग्निशन 10	वेब भविष्याचा: पुढच्या पीढीचे यूजर इंटरफेसेस 70
	हार्डवेअर 12	
	डेटा 15	4
	कनेक्टिव्हिटी आणि मोबाइल इंटरनेट 16	सिस्टीम सॉफ्टवेअर 81
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	वेब भविष्याचा: माहिती तंत्रज्ञान वापरणे व समजून घेणे 19	ऑपरेटिंग सिस्टीम्स 83
2	इंटरनेट, वेब आणि इलेक्ट्रॉनिक कॉमर्स 23	मोबाइल ऑपरेटिंग सिस्टीम्स 86
	इंटरनेट आणि वेब 24	डेस्कटॉप ऑपरेटिंग सिस्टीम्स 86
	इंटरनेट ॲक्सेस 25	माहिती तंत्रज्ञान तुमच्यासाठी: ऑनलाईन मनोरंजन 90
	माहिती तंत्रज्ञान तुमच्यासाठी: विनामूल्य ऍटीव्हायरस प्रोग्रॅम 26	युटिलिटीज् 92
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	कम्यूनिकेशन 33	वेब भविष्याचा: सेल्फ-हिलींग कंप्यूटर्स म्हणजे कंप्यूटर
	सर्च टूल्स 40	कॉशस आणि कामगिरीच्या समस्यांची समाप्ती असा अर्थ अच्
	इलेक्ट्रॉनिक कॉमर्स 41	शाकेल 93
	क्लाउड कॅम्प्यूटिंग 44	5
	इंटरनेट ऑफ थिंग्स 45	सिस्टीम युनिट 103
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3	ॲप्लिकेशन सॉफ्टवेअर 51	मेमरी 110
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	जनरल-पॅर्पझ ॲप्लिकेशन्स 54	माहिती तंत्रज्ञान तुमच्यासाठी: मोठ्या फाइल्स रोअर करणे 114
	स्पेशलाईज्ड ॲप्लिकेशन्स 60	बस लाइन्स 116
		पोर्ट्स 117
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समन्वयक,
व्यवसाय शिक्षण विभाग,
प्रा. संभाजीराव कदम महाविद्यालय, ने. 1.

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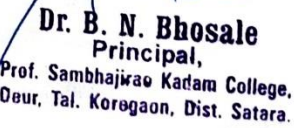
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Dr. B. N. Bhosale
Principal,
Prof. Sambhajirao Kadam College,
Dour, Tal. Koregaon, Dist. Satara.

अ नु क्र म णि का

Details demanded by the DVV	Particulars
Year	2017-18
Name of the Program	Certificate Course in Fashion Designing
Duration	06 Months
List of Students enrolled	See Annexure 1 (07 Students)
Curriculum	See Annexure 2
Assessment Procedure	१) तान्त्रिक पेपर १०० गुण २) मापाप्रमाणे कागद कात्रण १०० गुण ३) कापड कापून मापाप्रमाणे शिवण १०० गुण ४) कपड्यावरील सजावट १०० गुण ५) अंतर्गत प्रात्यक्षिक काम १०० गुण १. जर्नल २० गुण २ पॅटर्न डिझायनिंग २० गुण ३ एम्ब्रायडरी २० गुण ४ तयार नमुने २० गुण ५ तयार कपडे २० गुण

Annexure 1

Sr. No	Name of the Student Enrolled
1	SHAIKH SANIYA DASTGIR
2	SABALE PRAJAKTA ANIL
3	KADAM TANVI APPAJI
4	CHAVAN ASHVINI DATTATRYA
5	KADAM VISHRANTI GANESH
6	DALAVI NISHA SURESH
7	SABALE ARCHANA SURYAKANT

Annexure 2

Curriculum :

Certificate Course in Fashion Designing

प्रौढ आणि निरंतर शिक्षण व विस्तार कार्य विभाग

फॅशन डिझायनिंग अभ्यासक्रम

विषयानुसार अभ्यासक्रम

- १) तान्त्रिक पेपर १०० गुण
- २) मापाप्रमाणे कागद कात्रण १०० गुण
- ३) कापड कापून मापाप्रमाणे शिवण १०० गुण
- ४) कपड्यावरील सजावट १०० गुण
- ५) अंतर्गत प्रात्यक्षिक काम १०० गुण
१. जर्नल २० गुण
- २ पॅटर्न डिझायनिंग २० गुण
- ३ एम्ब्रायडरी २० गुण
- ४ तयार नमुने २० गुण
- ५ तयार कपडे २० गुण

Details demanded by the DVV	Particulars
Year	2017-18
Name of the Program	Certificate Course in Basic English Grammar
Duration	03 Months
List of Students enrolled	See Annexure 1 (13 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>Examination System: Nature of Question Paper</p> <p>Q.1 A) Rewrite using proper articles where necessary. 05 Marks B) Identify the parts of speech 05 Marks</p> <p>Q.2 A) Rewrite the following sentences as directed 05 Marks B) Change the following as instructed 05 Marks</p> <p>Q.3 A) Change the Voice 05 Marks B) Change the Degree 05 Marks</p> <p>Q.4 A) Use the correct Verb Form 05 Marks B) Rewrite as instructed 05 Marks</p> <p>Q.5 A) Rewrite as instructed. 05 Marks B) Rewrite using the proper words in the bracket 05 Marks</p> <p>Q.6 A) Rewrite using proper punctuation 05 Marks B) Rewrite using proper reported speech 08 Marks</p> <p>Q.7 A) Rewrite as instructed 05 Marks B) Change as instructed 05 Marks</p> <p>Q.8 A) Identify and explain the poetic device 05 Marks B) Meaning of Idioms and Phrases 05 Marks</p> <p>Q.9A) Make the following Sentences Correct 07 Marks B) Read Passage and answer the questions 10 Marks</p> <p>Total Marks Theory: 100 Marks</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Pawar Snehal Shivaji
2	Pawar Swapnaji Rajendra
3	Pawar Priyanka Sanjay
4	Pawar Sanjiwani Vitthal
5	Pawar Pooja Jaywant
6	Kookane Madhawi Nitin
7	Mane Komal Kisan
8	Sabale Aarati Ashok
9	Shinde Abhijit Balaso
10	Parte Kajal Bजारंग
11	Thorat Pratiksha Sunil
12	More Mayur Sanjay
13	Awade Smital Vijay

Annexure 2 :

Curriculum

Certificate Course in Basic English Grammar:

Shivaji University, Kolhapur
Lifelong Learning and Extension Department
Basic English Grammar
Prof. Sambhajirao Kadam College, Deur

Syllabus

- 1) Parts of Speech
- 2) Word of formation
- 3) Use of Articles
- 4) Verbs & Auxiliaries, Modal Auxiliaries
- 5) Tenses
- 6) Kinds of Sentences
- 7) Basic Sentence Pattern
- 8) Clauses
- 9) Voice
- 10) Degree

Section – II

50 Marks (Weightage of Marks)

- | | |
|--|----------|
| 11) Punctuations | 5 Marks |
| 12) Direct & Indirect | 8 Marks |
| 13) Transformation | 5 Marks |
| 14) Synthesis-simple, Compound Complex | 5 Marks |
| 15) Figures of Speech | 5 Marks |
| 16) Idioms & Phrases | 5 Marks |
| 17) Correct Usages of words | 7 Marks |
| 18) Comprehension | 10 Marks |

Details demanded by the DVV	Particulars
Year	2017-18
Name of the Program	Certificate Course in Tally 9.2
Duration	06 Months
List of Students enrolled	See Annexure 1 (10 Students)
Curriculum	See Annexure 2
Assessment Procedure	<p>Examination System</p> <p>Paper-I-100 Marks Theory Nature of Question Paper 1. Question 1 is compulsory (Fill in the blanks 10 Marks, Match the following 10 Marks) 2. Solve any 4 Questions From Q-2 to Q-7 [Theory Or Problem] 3. Each question carries 20 Marks</p> <p>Total Marks 100</p> <p>Paper II 50 Marks Practical Instruction: 1. Solve any Two questions from Q-1 to Q-3 [Problem1, 2,3] 2. Each question carries 25 Marks</p> <p>Subject -III Paper III Project Work 40 Marks + 10 Marks for Oral Mini Project - (Maximum 5 Students in one group) 1. Introduction of organization 2. Importance of the study 3. Objectives of the study 4. Accounting practices in organization 5. Conclusion 6. References</p> <p style="text-align: right;">Total</p> <p>Examination 200 Marks</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Shinde Priyanka Jaganath
2	Mane Shweta Sachin
3	Sawant Kishor Rajendra
4	Jadhav Vijay Satish
5	Kadam Minal Dilip
6	Jadhav Pranali Pradip
7	Kamble Rutuja Sanjay
8	Jadhav Nikita Suresh
9	Gavali Monali Vitthal
10	Gujar Durga Rajendra

Annexure 2 :

Curriculum

Certificate Course in Tally

Unit-I 1. Introduction to Accounting

25 Marks

Types of Accounts, Golden Rules of Accounting Principles, Double Entry System of Book Keeping, Mode of Accounting.

2. Fundamentals of Tally 9.0

Introduction of Tally Accounting Package, Installation of Tally, *Advantages and Features of Tally, Creation/Setting up of Company, Groups, Cost Categories & Cost Centers.

Unit-II 3. Vouchers in Tally

25 Marks

Vouchers, Journals, Changing Date & Period, Inventory Information, Stock Groups & Categories
Inventory Vouchers, Purchase sales order & Invoice Cheque Printing.

4. Reports -

Preparation of Trial Balance, Balance Sheet, Stock Summary, Ratio Analysis, Accounts Books, Statement of Accounts, Inventory Books, Cash Flow, Fund Flow, Bank Reconciliation Statement, Day Book

Unit-III 5. Internet Capabilities & Important Features of Tally 9.0

25 Marks

Web publishing, Foreign Currency Master, Rate of Exchange, Budget, Scenario Management, Security Control in Tally, Splitting Company. Tally Audit, Tally Interface, Tally QDFC, Backup & Restore.

6. Utilities

Tax Deduction at Source, Shortcut in Tally, Interest Calculation

Unit - IV 7. Goods and Service Tax (GST)

25 Marks

Introduction to GST, Various tax rates in GST, GST, SGST, CGST, IGST, Introduction to input tax credit, Accounting Process in GST, various reports in GST.

8. Payroll Accounting

Configuring Payroll in Tally, Creating Payroll Masters, Processing Payroll in Tally, Generating Payroll Reports.


Details demanded by the DVV	Particulars
Year	2017-18
Name of the Program	Certificate Course in MS-CIT
Duration	03 Months
List of Students enrolled	See Annexure 1 (Student 24)
Curriculum	See Annexure 2
Assessment Procedure	Paper I subject 1, Learning Process 50 Marks Paper II Subject 2 Final Examination 50 Marks

Annexure 1: List of Students enrolled

Sr. No	Name of the Student Enrolled
1	Kajal Haishchandra Kadam
2	Nita Atmaram Karande
3	Nikita Sunil Badekar
4	Pratiksha Kiran Sankpal
5	PratikshaVithal Shinde
6	Kiran Nivrutti Kadam
7	Priti Gautam Kambale
8	Gauri Hindurao Shendge
9	Shivanjali Sanjay Bhoite
10	Kartiki Narayan Matkar
11	Ajay Ashok Nimbalkar
12	Sunil AbajiSul
13	Aishwarya Sunil Jadhav
14	Shubham Shivaji Ghongade
15	Rahul Sakharam Padalakar
16	Shahin Badshah Inamdar
17	Akshata Sunil Thorat
18	Vaishnvi Dayanand Pol
19	Rijvana Mohammad Harun Shaikh
20	Priyanka Sakunde
21	Aarati Jayawant Jadhav
22	Shivani Sharad Barge

23	Komal Suryakant Deshmukh
24	Sarika Tanaji Shinde

Annexure 2 : Curriculum Certificate Course in MS-CIT

अनुक्रमणिका		
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2	इंटरनेट, वेब आणि इलेक्ट्रॉनिक कॉमर्स 23	मोबाइल ऑपरेटिंग सिस्टीम्स 86
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	सर्च टूल्स 40	क्रॉस आणि कामगिरीच्या समस्यांची समाप्ती असा अर्थ असू
	इलेक्ट्रॉनिक कॉमर्स 41	शाकल 93
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समन्वयक,
व्यवसाय शिक्षण विभाग,
प्रा. संभाजीराव कदम महाविद्यालय, ने. 1.

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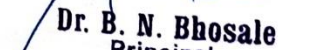
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Dr. B. N. Bhosale
Principal,
Prof. Sambhajirao Kadam College,
Deur, Tal. Koregaon, Dist. Satara.

अ नु क्र म णि का

Details demanded by the DVV	Particulars
Year	2018-19
Name of the Program	Certificate Course in Fashion Designing
Duration	06 Months
List of Students enrolled	See Annexure 1 (17 Students)
Curriculum	See Annexure 2
Assessment Procedure	<p>१) तान्त्रिक पेपर १०० गुण</p> <p>२) मापाप्रमाणे कागद कात्रण १०० गुण</p> <p>३) कापड कापून मापाप्रमाणे शिवण १०० गुण</p> <p>४) कपड्यावरील सजावट १०० गुण</p> <p>५) अंतर्गत प्रात्यक्षिक काम १०० गुण</p> <p>१. जर्नल २० गुण</p> <p>२ पॅटर्न डिझायनिंग २० गुण</p> <p>३ एम्ब्रायडरी २० गुण</p> <p>४ तयार नमुने २० गुण</p> <p>५ तयार कपडे २० गुण</p>

Annexure 1

Students List

Certificate Course in Fashion Designing

Sr. No	Name of the Student Enrolled
1	Pawar Rutuja Arjun
2	Pawar Pratiksha Tanaji
3	Pawar Pratiksha Sanjay
4	Pawar Priyanka Shankar
5	Pawar Shraddha Sanjay
6	Mandhare Menka Pradhuman
7	Sakunde Diipali Dilip
8	Kadam Rutuja Manohar
9	Chavan Nandini Dilip
10	Kadam Kajal Harichandra
11	Kadam Vaishnavi Sharad
12	Dorke Prajkta Appa
13	Chavan Sujata Sambhaji
14	Raje Priti Sudam
15	Kumbhar Vaishnavi Rajesh
16	Dalavi Arati Arun
17	Aadagale Sonali Ankush

Annexure 2

Curriculum

Certificate Course in Fashion Designing

प्रौढ आणि निरंतर शिक्षण व विस्तार कार्य विभाग

फॅशन डिझायनिंग अभ्यासक्रम

विषयानुसार अभ्यासक्रम

- १) तान्त्रिक पेपर १०० गुण
- २) मापाप्रमाणे कागद कात्रण १०० गुण
- ३) कापड कापून मापाप्रमाणे शिवण १०० गुण
- ४) कपड्यावरील सजावट १०० गुण
- ५) अंतर्गत प्रात्यक्षिक काम १०० गुण
१. जर्नल २० गुण
- २ पॅटर्न डिझायनिंग २० गुण
- ३ एम्ब्रायडरी २० गुण
- ४ तयार नमुने २० गुण
- ५ तयार कपडे २० गुण

Details demanded by the DVV	Particulars
Year	2018-19
Name of the Program	Certificate Course in Food Processing and Preservation
Duration	06 Months
List of Students enrolled	See Annexure 1 (50 Students)
Curriculum	See Annexure 2
Assessment Procedure	<p>PATTERN OF EXAMINATION Semester pattern</p> <p>Theory examination: At the end of semester as per Shivaji University rules The theory examination shall be at the end of the each semester.</p> <ul style="list-style-type: none"> • All the general theory papers shall carry 40 marks and all vocational theory papers shall carry 50 marks. • Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above. Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus. <p>• Nature of question paper for Theory examination (Excluding Business Communication Paper)</p> <ol style="list-style-type: none"> i. There will be seven questions carrying equal marks. ii. Students will have to solve any five questions. <p>Q. No. 1 : Short answer type question with internal choice (Two out of Three)</p> <p>Q. No. 2 to Q. No. 6 : Long answer type questions</p> <p>Q. No. 7 : Short Notes with internal choice (Two out of Three)</p> <p>Practical examination: Evaluation of the performance of the students in practical shall be on the basis of semester examination (Internal assessment at the end of Semester I& II)</p>

Annexure 1

Students List

Certificate Course in Food Processing and Preservation

Sr. No	Name of the Student Enrolled
1	Anpat Nikita Mohan
2	AwadePratiksha Mohan
3	BhosaleSanitDnyandev
4	BichukaleSuchitaBalaso
5	ChavanManjusha Anil
6	ChavanPranjaliHanmant
7	ChavanSaurabhRajendra
8	DeshmukhRushikesh Bharat
9	Disale Nikhil Chandrakant
10	GavaliMonaliVitthal
11	Gujar DurgaRajendra
12	JadhavArati Vijay
13	Jadhav Nikita Suresh
14	JadhavPranali Pradeep
15	JadhavSnehalSudhir
16	Jadhav Vijay Satish
17	JangamNilesh Sandeep
18	KadamKajalHarichandra
19	KadamOmkarKundalik
20	Kadam Pooja Devidas

21	KadamShravaniYashwant
22	KadamSushantDattatray
23	KambaleMonaliSubhash
24	KambaleRutuja Sanjay
25	KambleSayali Harish
26	KarpeSankar Ashok
27	Landge Poonam Hanmant
28	Mane KalyaniGulab
29	Mane Shweta Sachin
30	NikamDurgaBalwant
31	NikamMayuriRavindra
32	Nimbalkar Ajay Ashok
33	NimbalkarOmkar Satish
34	Padalkar Rahul Sakharam
35	PawarAshwiniMansing
36	PawarKavita Satish
37	PawarKomalKrushnat
38	PawarPratiksha Sanjay
39	PawarPratikshaTanaji
40	Pawar Priyanka Shankar
41	PawarRutuja Arjun
42	PhalakePranayJaysing
43	PimpaleDipti Kumar
44	Rakshe Ganesh Rajendra

45	SakundePragatiChandrakant
46	SakundeYogeshParshuram
47	SalunkheDhanashri Sandeep
48	ShindeDhanashri Satish
49	ShindePandurangKantilal
50	Thombare Rahul Bhanudas

Annexure 2

Curriculum

Certificate Course in Food Processing and Preservation

Semester-I

Paper – I: Business Communication-I

Distribution of Workload:

Theory: 40 Marks.

Practical: 10mark

Theory: 04 lectures per week

Practical: 02 lectures per week per batch of 20 students

Total Workload: 06 lectures per week of 60 mins.

Unit 1: Use of English in Business Environment

Topics:

Business Vocabulary: Vocabulary for banking, marketing and for maintaining public relations

What is a sentence?

Elements of a sentence

Types of sentence: Simple, compound, complex

Unit 2: Writing a Letter of Application and CV/ Resume

Topics:

Structure of a letter of application for various posts

CV/ Resume and its essentials

Unit 3: Presenting Information/Data

Topics:

Presenting information/data using graphics like tables, pie charts, tree diagrams, bar diagrams, graphs, flow charts

Unit 4: Interview Technique

Topics:

Dos and don'ts of an interview

Preparing for an interview

Presenting documents

Language used in an interview

Practical: Based on the theory units 10 Marks.

Reference Books:

Sethi, Anjane & Bhavana Adhikari. *Business Communication*. New Delhi: Tata McGraw Hill

Tickoo, Champa & Jaya Sasikumar. *Writing with a Purpose*. New York: OUP, 1979.

Sonie, Subhash C. *Mastering the Art of Effective Business Communication*. New Delhi:

Student Aid Publication, 2008.

Herekar, Praksh. *Business Communication*. Pune: Mehta Publications, 2007.

Herekar, Praksh. *Principals of Business Communication*. Pune:

Certificate Semester-I
Food Processing & Preservation
Paper-II Fundamentals of food science-I

Total marks: 50 Theory: 04lectures per week

Theory: 40marks

Practical: 02lectures/week/batch

practicals:10marks Total Workload: 06

lectures per week of 60 mins.

Objectives - 1. To understand basic concept of food
2. To understand functions of food different Food Groups.

Course content :

Unit I - Introduction to food science

- Concept of food, food science
- Objectives of food science
- Functions of food

Unit – II - Classification of food

- According to food science
- Basic five food groups
- Selection of food

Unit – III - Methods of cooking

- Traditional cooking methods
- Modern cooking methods
- Objectives and importance of cooking

Unit – IV - Food Preparation and storage

- Basic terms used in food preparation
- Pre-preparation for cooking
- Storage of raw and cooked food

Practicals :

References :

- 1) B. Shreelaksmi : ``Food Science'' (second edition), New Age International, New Delhi.
- 2) Swaminathan : ``Text book of Food Science'', Vol-1, BAPPCO, Bangalore
- 3) Devendrakumar Bhatt & Priyanka Tomar : An Introduction to Food Science, Technology & Quality Management, Kalyani Publishers.
- 4) Sumati R. Mudambi : Fundamentals of Food & Nutrition wiley Eastern Ltd.,New Delhi.

Semester-I
Paper No. III Food Preservation

Workload-4

Theory: 04lectures per week

Total marks: 50

Objectives :

To enable student –

- 1) To acquire knowledge of food preservation and preservation technique.
- 2) To know the importance and basic principles of food preservation.

Course content :

Unit I - Introduction to food preservation.

- Concept, importance of food preservation.
- Common terms used in food preservation.
- Classification of food on the basis of pH value, technology, physiology changed condition, moisture content.
- Principles of preservation.

Unit – II - Preservation by using Preservatives

- Definition and Concept
- Types of preservatives-Natural and Artificial
- Mode of action of different preservatives

Unit – III - Preservation by drying

- Concept, history Types of drying and dryers.
- Treatments prior to drying

Unit – IV - Preservation by use of high temperature & Low Temperature

- Concept and importance
- Various methods used – Pasteurization, Boiling, Canning
- Effect of high temperature on microbial content of food. - Types of preservation methods by low temperature
- Different equipments used for preservation by low temperature

Reference :

- 1) Prakash Triveni : Food Preservation, Aadi Publication, Delhi.
- 2) M. Shafiur Rahman : Hand Book of Food Preservation, Marcel Dekker Inc, New york.
- 3) McWillims and Paine : Modern Food Preservation, Surjeet Publication

Semester-I

Paper-IV FUNDAMENTALS OF FOOD CHEMISTRY

Workload - 4

Theory: 04lectures /week

Total marks: 50

Objective- To understand Basic Chemistry of Food.

To understand nature & Properties of food

Unit I - CARBOHYDRATES

-Concept, definition of carbohydrates

-Classification of carbohydrates

-Properties of carbohydrates

-Sources

Unit II - PROTEIN

-Concept, definition, essential, non-essential amino acids

-Classification of proteins

-Properties of proteins

- Sources

Unit III - FATS

-Concept, definition, essential non-essential Fatty acids

-Classification of Fats

-Sources, Function of Fats

Unit IV - VITAMINES& MINERALS

-Vitamins - Types, sources, functions & deficiency

- Minerals - Sources, functions, deficiency

REFERNCE BOOKS

1. Food Chemistry by H.D.Belitz
2. Food Chemistry by Hoagland Meyer
3. Food Analysis by S.Suzanne Nielsen
4. Handbook of Food Chemisty by Peter C.K.
5. Advance Food Chemisty by Syed Aftab Iqbal &Nilofar Iqbal.

Semester-I
Paper-V Food Microbiology.

Workload -4

Theory: 04 lectures per week

Total marks: 50

Objectives: 1) To study the microbiological techniques
2) To understand the food microbiology

Unit I - INTRODUCTION TO FOOD MICROBIOLOGY

- Introduction to Food Microbiology
- Concept of Microorganisms
- Types of Microorganisms
- Importance of Microbes in Food

Unit II - FOOD CONTAMINATION & SPOILAGE

- Concept, definition, difference
- Between contamination & spoilage
- Signs of contamination & spoilage in Food
- Introduction to disease caused by spoiled food contamination of different food.

Unit III – STAINING & ISOLATION TECHNIQUES

- Concept definition types of stains & staining
- Different staining procedures
- Definition of Isolation
- Different isolation techniques.

Unit IV - IMPORTANCE OF MICROBIOLOGY IN FOOD

- Concept, useful, harmful microbes
- Important Microorganisms for food
- Used necessity of microbes in Food preparations

REFERENCE BOOKS

1. Food Microbiology by William Frazier
2. Food Microbiology by W.M.Faster
3. Laboratory manual of Food Microbiology by NeelimaGarg, K.L.Garg
4. Fundamental Food Microbiology by Biber Ray &ArunBhunia.
5. Handbook of culture media for Food Microbiology by Curtis R.M.Baird

Semester-I
Paper –VI Food preservation
Laboratory work

Workload: 04.

Total marks: 50

Practical: 04lectures/week/batch

Practicals:

- 1) Introduction to drying equipments
- 2) Applications of driers.
- 3) Classification of food based on pH value and moisture content.
- 4) Preservation by natural preservatives
- 5) study the technique of boiling of fruits
- 6) Physiological change in food after drying
- 7) Preparation of food product by drying
 - i) Onion flakes
 - ii) Raw mango powder / Leafy vegetable powder
 - iii) Resins
 - iv) Papad and chips
- 8) Blanching of vegetables
- 9) Visit to pasteurization unit

Scheme of practical evaluation

Internal practical evaluation

50 marks

- | | |
|--|----------|
| i) Submission of practical record book | 20 marks |
| ii) Submission of visit report | 15 marks |
| iii) Viva – Voce | 15 marks |

Semester-I
Paper –VII Fundamentals of Food Chemistry
Laboratory work

Workload: 04.

Total marks: 50

Practical: 04lectures/week/batch

Practicals:

1. Preparation of NaOH solution
2. Study of Laboratory Instruments
3. Determination of pH of different Food
4. Determination of Acidity of milk
5. Determination of Acidity of fruit juice.
6. Estimation of Moisture Content
7. Study of different Sugar stages at different temperature
8. Melting Point of Fats
9. Acid Value of an oil
10. Isolation of starch from potato
11. Study the browning of fruits and vegetables
12. Industrial Visit

Scheme of practical evaluation

Internal practical evaluation

50 marks

i) Submission of practical record book

20 marks

ii) Submission of visit report

15 marks

iii) Viva -voce

15marks

Semester-I
Food Processing & Preservation
Paper-VIII Food Microbiology.
Laboratory work

Workload: 04.

Total marks: 50

Practical: 04lectures/week/batch

Practicals:

1. Study the compound microscope
2. Study the laboratory instruments
3. Study sterilization techniques for glasswares
4. Study size, shape of microbiology
5. Identification of spoiled Food Samples
6. Study the Monochrome staining
7. Study the Gram staining
8. Preparation of Nutrient Agar
9. Preparation MacConkey's Agar
10. Preparation of Sabroud's Agar
11. Study isolation techniques
12. Study the amylase activity
13. Microbial sampling of an air.
14. Industrial Visit.

Scheme of practical evaluation

Internal practical evaluation

50 marks

i) Submission of practical record book

20 marks

ii) Submission of visit report

15 marks

iii) Viva-voce

15marks

Details demanded by the DVV	Particulars
Year	2018-19
Name of the Program	Certificate Course in Beauty & Wellness
Duration	06 Months
List of Students enrolled	See Annexure 1 (50 Students)
Curriculum	See Annexure 2
Assessment Procedure	<p>PATTERN OF EXAMINATION Semester pattern</p> <p>Theory examination: At the end of semester as per Shivaji University rules The theory examination shall be at the end of the each semester.</p> <ul style="list-style-type: none"> • All the general theory papers shall carry 40 marks and all vocational theory papers shall carry 50 marks. • Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above. Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus. <p>• Nature of question paper for Theory examination (Excluding Business Communication Paper)</p> <ol style="list-style-type: none"> i. There will be seven questions carrying equal marks. ii. Students will have to solve any five questions. <p>Q. No. 1 : Short answer type question with internal choice (Two out of Three)</p> <p>Q. No. 2 to Q. No. 6 : Long answer type questions</p> <p>Q. No. 7 : Short Notes with internal choice (Two out of Three)</p> <p>Practical examination: Evaluation of the performance of the students in practical shall be on the basis of semester examination (Internal assessment at the end of Semester I& II)</p>

Annexure 1**Students List****Certificate Course in Beauty & Wellness**

Sr. No	Name of the Student Enrolled
1	Babar Mayuri Pradip
2	Barge Pranali Ravindra
3	Bhosale Vrushali Sudhir
4	Bodake Madhuri Ramdas
5	Chavan Pratiksha Vijay
6	Chavan Rohini Ramesh
7	Disale Aarti Vasant
8	Disale Aparna Vasant
9	Dodamani Swapanali Namdev
10	Gaikwad Pratiksha Rajendra
11	Gavlai Shivani Mahesh
12	Inamdar Shahin Badshah
13	Jadhav Dipti Dattatray
14	Kadam Minal Dilip
15	Kadam Poonam Nitin
16	Kadam Rutuja Manohar
17	Kadam Rutuja Vasant
18	Kadam Shushma Shishikant
19	Kadam Snehal Suresh
20	Kambale Priti Gautam

21	Kambale Sweta Gautam
22	Madane Suvarna Sambhaji
23	Mahadik Nilam Vilas
24	Matkar Poonam Sandip
25	Momin Mahim Rajjak
26	Mujavar Shagufta Akhatar
27	Mulla Shabnoor Kasam
28	Nalawade Komal Shahaji
29	Nikam Amita Sharad
30	Nikam Kajal Shankar
31	Palande Mayuri Madhukar
32	Pawar Sharmila Vinod
33	Phalke Aakanskha Ashok
34	Phalke Anjali Dipal
35	Phalke Anuksha Ramdas
36	Phalke Pratiksha Janardan
37	Pisal Prajakta Mahadeo
38	Raut Sushma Ramchandra
39	Sakunde Dipali Dilip
40	Sankapal Komal Rohidas
41	Sawant Pranali Kishor
42	Sawant Piyanka Prakash
43	Shaikh Raeesa Altaf
44	Shilalgar Sana Altaf

45	Shinde Nakusha Kantilal
46	Shinde Pratiksha Vitthal
47	Shinde Priyanka Jagannath
48	Thorat Akshta Sunil
49	Wagh Pragati Ravindra
50	Yadav Prajкта Rohidas

Annexure 2 Curriculum

Certificate Course in Beauty & Wellness

1. Personal and Professional ethics and Communication
 - Communication Skills
 - Importance of Customer Relationship
 - Qualities of good Customer Relationship
 - Professional Ethics
 - Professional Attitude towards Clients
 - Interpersonal Relationships
2. Hygiene and Good Grooming
 - Introduction
 - Good Grooming
 - Good Posture
 - Salon Hygiene
 - First Aid
3. Sanitation and Sterilization
 - Introduction
 - Types and Procedures of Sanitation
4. Manicure and Pedicure
 - Introduction
 - Structure of Nails
 - Shapes of Nails
 - Equipment used for Manicure
 - Precautions
 - Procedure for Manicure
 - Equipment used for Pedicure
 - Procedure for Pedicure
 - Importance of Manicure and Pedicure
 - Diseases and Disorders of Nails
 - Foot Problems
5. Facials
 - Skin Science
 - Analysis of Skin
 - Types of Skin
 - Facial Procedure
6. Face masks
 - Types of Masks
 - Setting Mask
 - Non Setting Mask
 - Specialized Mask
7. Makeup
 - Introduction
 - Types of Brushes
 - Order of Makeup
8. Depilation
 - Terms used for Excess Hair Growth

Physical Methods of Depilation
Chemical Methods of Depilation

9. Bleaching

Introduction
Types of Bleaches
Patch/Allergy Test
Procedure for Bleach

10. All about Hair Introduction

Hair Structure
Types of Hair
Properties of Hair
Stages of Hair Growth
Hair Colour
Consulting Techniques
Testing the Hair

11. Hair Treatment

Introduction
Effects of Massage
Dandruff
Shampoo
Shampooing Techniques.
Conditioning

12. Hair Cutting

Introduction
Tools
Cutting Techniques
Fundamental Cutting Lines

13. Hair Colouring

Introduction
Different Colouring Products
Choosing Colour
Procedure to Apply Colour

14. Hair Styling

Introduction
Factors to be considered while choosing Hair Style
Types of Hair Style
Making Different types of Hair Style
Blow Dry

Details demanded by the DVV	Particulars
Year	2019-20
Name of the Program	Certificate Course in Basic Fashion Designing
Duration	06 Months
List of Students enrolled	See Annexure (17 Students)
Curriculum	See Annexure 2
Assessment Procedure	१) तान्त्रिक पेपर १०० गुण २) मापाप्रमाणे कागद कात्रण १०० गुण ३) कापड कापून मापाप्रमाणे शिवण १०० गुण ४) कपड्यावरील सजावट १०० गुण ५) अंतर्गत प्रात्यक्षिक काम १०० गुण १. जर्नल २० गुण २ पॅटर्न डिझायनिंग २० गुण ३ एम्ब्रायडरी २० गुण ४ तयार नमुने २० गुण ५ तयार कपडे २० गुण

Annexure 1

Sr. No	Name of the Student Enrolled
1	Bichukale Gauri Kisan
2	Bichukale Poonam Ankush
3	Chavan Manjusha Anil
4	Kakade Priti Rahul
5	Chavan Dipti Sanjay
6	Kadam Vanita Navanath
7	Mulla Shabnur Kasam
8	Dhumal Pradnya Vilas

9	Kadam Shital Yashvant
10	Kharande Kanchan Rajaram
11	Kadam Dipali Manoj
12	Nimbalkar Pratiksha Sayaji
13	Lembhe Sayali Dipak
14	Sapakal Rupali Lakshuman
15	Jadhav Tanvi Bajarang
16	Pawar Nikita Sunil
17	Dodmani Pooja Namdev

Annexure 2

Curriculum

प्रौढ आणि निरंतर शिक्षण व विस्तार कार्य विभाग

फॅशन डिझायनिंग अभ्यासक्रम

विषयानुसार अभ्यासक्रम

- १) तान्त्रिक पेपर १०० गुण
- २) मापाप्रमाणे कागद कात्रण १०० गुण
- ३) कापड कापून मापाप्रमाणे शिवण १०० गुण
- ४) कपड्यावरील सजावट १०० गुण
- ५) अंतर्गत प्रात्यक्षिक काम १०० गुण
१. जर्नल २० गुण
- २ पॅटर्न डिझायनिंग २० गुण
- ३ एम्ब्रायडरी २० गुण
- ४ तयार नमुने २० गुण
- ५ तयार कपडे २० गुण

Details demanded by the DVV	Particulars
Year	2019-20
Name of the Program	Certificate Course in Proficiency in Use of English
Duration	06 Months
List of Students enrolled	See Annexure 1 (Student 10)
Curriculum	See Annexure 2
Assessment Procedure	<p>Paper I (subject 1, 2, 3) 70 Marks Theory, 30 marks Workbook Continuous Assessment</p> <p>Paper II (Subject 4, 5, 6) 70 Marks Theory, 30 marks (Group Discussion)</p> <p>Paper III (Subject 7, 8, 9) 70 Marks Theory, 30 marks (Group Discussion)</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Chavan Jitendra Sambhaji
2	Kadam Omkar Kundlik
3	Kadam Sushant Dattatray
4	Karande Nita Atmaram
5	Kashid Shubham Ravindra
6	More Shubham Ramchandra
7	Nalawade Snehal Suresh
8	Phalke Sanket Mohan
9	Sul Sourabh Shivaji
10	Yadav Pratiksha Vishwanath

Annexure 2 :

Curriculum

Certificate Course in Proficiency in Use of English

Paper -1 subjects

1. Basic English Usage
2. General Vocabulary
3. Written Communication

1. Basic English Usage:

(1) Types of Sentences (2) Correct Usages

2. General Vocabulary:

- | | |
|--------------------|-----------------------------|
| (1) Word Formation | (2) Synonyms - Antonyms |
| (3) Abbreviations | (4) Foreign Words & Phrases |

3. Written Communication:

(1) Letter Writing, Direct, Indirect, Narration Precis writing, Punctuation.

Paper - II subjects

4. Communication Functions.
5. Spoken English For Communication.
6. Business Communication.

4. Communication Functions:

1. Persuading, Demanding, Convincing, Complaining, Introducing, Greeting Thanking, Apologizing, Requesting, Inviting, Ordering, Warning Suggesting, Threatening and Instructing.
2. Possibility, & Ability, Prediction & Probability, Linking, slinking. Permission, Obligation, Approval & Exclamation.
3. Clarification, Condolences, Enquiry, Responding, Promises, Farewell Good Wishes, Congratulations, Intention, Insistence, Wish Willingness & Advice.
- 4 Giving Excuses, Praying. Complimenting.

5. Spoken English for Communication:

1. Accent, Stress (Primary), Pitch, Intonation, Patterns (Falling & Rising), Rhythm
2. Telephone Conversation, Narrating a story or an event, Debating, Group discussion, Public speech. (Prepared/Extempore). Interviewing.

6. Business Communication

1. Report Writing. Notices, Agenda, Minutes, Drafts, Tenders, Quotations, Memos, Marketing. Negotiating. Contract indemnity Bonds.

Paper-III subjects

7. English for Computers
8. Reading Comprehension
9. Personality Development

7. English for Computers:

1. Words for Parts of Computers. Metaphorical Expressions, Internet Communication.

8. Reading Comprehension:

1. Reading for Specific purpose (scanning), Reading for general Information (skimming), skipping matter for importance, Summing up - paraphrasing. Appreciation.

9. Personality Development:

1. Motivation (promotion, employment generation, setting up Business). Aptitude developing. Confidence building. Body Language, Stage-courage, Public speaking Formality and Politeness.
2. Tactfulness as strategy Sense of dressing. Presentation Techniques, Fluency, General Knowledge, Use-Friendly Language, Respect and Politeness.

Details demanded by the DVV	Particulars
Year	2019-20
Name of the Program	Certificate Course in Marathi Sahitya Parichay Course
Duration	03 Months
List of Students enrolled	See Annexure 1 (10 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>प्रकल्प अ गटानुसार पुस्तकांचे समीक्षण प्रकल्प ब वर्तमान पत्रातील पुस्तक समीक्षेची कात्रणे जमाविणे</p> <p>विद्यार्थी परीक्षा : लेखी परीक्षा- ५० गुण, तोंडी परीक्षा- २० गुण, प्रकल्प परीक्षा- ३० गुण</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Barkade Sanjay Nanaso
2	Lembhe Dhananjay Bharat
3	Musale Aniket Dashrath
4	Shaikh Abdul Kasam
5	Jagdale Sonali Vilas
6	Madane Chanchal Prakash
7	Chavan Monika Sambhaji
8	Ghadage Reshma Tanaji
9	Kokare Omkar Suresh
10	Mulani Sultana Rafik

Annexure 2 :

Curriculum

Certificate Course in Marathi Sahitya Parichay Course

मराठी साहित्य परिचय

विषयानुसार अभ्यासक्रम

१. साहित्य म्हणजे काय ?
२. साहित्याचे जीवनातील महत्व, व्याख्या, प्रकार, साहित्यिक मूल्य
३. दहा लेखकांचा परिचय
१. वि. वा. शिरवाडकर २. वि. स. खांडेकर
३. प्र. के. अत्रे ४. आनंद यादव
५. दुर्गा भागवत ६. राजन गवस
७. शांता शेळके ८. सरोजिनी बाबर
९. मीना प्रभु १०. अच्युत गोडबोले
४. साहित्यातील शुध्दलेखनाचे महत्व व शब्दांचा इतिहास
५. कथा प्रकाराची ओळख लेखक परिचय पुस्तक वाचन सामूहिक चर्चा

सहा पुस्तकांसाठी :

१. प्रकाश वाटा डॉ. प्रकाश आमटे
२. मुक्तागणांची गोष्ट डॉ. अनिल अवचट
३. चीनी माती मीना प्रभु
४. मुसाफिर अच्युत गोडबोले
५. व्हायरस जयंत नारळीकर
६. हैदराबादची चित्तरकथा- धनंजय कुलकर्णी
६. पुस्तक परिक्षण परिचय
७. प्रकल्प अ गटानुसार पुस्तकांचे समीक्षण
८. प्रकल्प ब वर्तमान पत्रातील पुस्तक समीक्षेची कात्रणे जमाविणे

विद्यार्थी परीक्षा : लेखी परीक्षा- ५० गुण, तोंडी परीक्षा- २० गुण, प्रकल्प परीक्षा- ३० गुण

एकुण- १०० गुण

Details demanded by the DVV	Particulars
Year	2019-20
Name of the Program	Certificate Course in <u>Certificate Course in Hindi Translation</u>
Duration	06 Months
List of Students enrolled	See Annexure 1 (10 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>अंक विभाजन</p> <p>१. लिखित परीक्षा १०० अंक</p> <p>२. मौखिक परीक्षा ४० अंक</p> <p>३. प्रकल्प प्रोजेक्ट परीक्षा ६० अंक</p> <p>एकत्रित अंक २०० अंक</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Kamble Priti Gautam
2	Daunde Ajay Popat
3	Madane Suvarna Sambhaji
4	Dalvi Aarti Arun
5	Momin Mahim Rajjak
6	Tambe Abhijit Lahu
7	Gaikwad Pravin Rajendra
8	Sul Sunil Abaji
9	Bodake Sushant Prakash
10	Kakade Kajal Shamrao

Annexure 2 :

Curriculum

Certificate Course in Certificate Course in Hindi Translation

हिंदी अनुवाद प्रमाणपत्र अभ्यासक्रम

५. अभ्यासक्रम

१. अनुवाद स्वरूप : २० अंक

१ परिभाषाएँ

२ पर्यायवाची शब्दों का विवेचन

३ अनुवादकला या विज्ञान

४ अनुवादका महत्त्व

५ उपयोगिता एवं व्याभि

२. अनुवाद के प्रकार : ४० अंक

१ भाषा की अभिव्यक्ति के आधारपर

१ गद्यानुवाद – नाट्यानुवाद कथानुवाद

२. पद्यानुवाद काव्यानुवाद

३ काव्यानुवाद छायानुवाद रूपानुवाद आशु अनुवाद

४. नाट्यानुवाद सारानुवाद लिप्यानुवाद

५. कथानुवाद

६ साहित्येतर

७ कार्यालयों

८ वैज्ञानिक तकनीकी

९ व्यवसाय वाणिज्य

१० विधि

३. अनुवाद की प्रक्रिया -

१ अनुवादप्रक्रिया के चरण

२. अनुवाद के विविध आयाम :

३. सरकारी कामकाज और अनुवाद- सरकारी कामकाज में अनुवाद का महत्त्व

४. जनसंचार माध्यमों में अनुवाद का महत्त्व

५. विधि साहित्य का अनुवाद

६. अनुवाद कार्य में सहायक साधनों के उपयोग का महत्त्व

७. कोशः द्विभाषिक, विभाषिक, संकल्पनाएँ

८. सूचियाँ विषय विशेष के संदर्भ ग्रंथ

७. साहित्य के अनुवाद की समस्याएँ :

१. काव्यानुवाद की समस्याएँ

१० अंक

२. नाट्यनुवाद की समस्याएँ – गद्यानुवाद की समस्याएँ

८. परिभाषीक शब्द १०० शब्द

९. विशेषसूचना

अंक विभाजन

१. लिखित परीक्षा	१०० अंक
२. मौखिक परीक्षा	४० अंक
३. प्रकल्प प्रोजेक्ट परीक्षा	६० अंक
एकत्रित अंक	२०० अंक

१०. प्रश्नपत्र का स्वरूप तथा अंक विभाजन

१. लिखित प्रश्न पत्र

प्रश्न १. पूरे पाठ्य क्रमपर दस बहुविकल्पी प्रश्न	१०० अंक
प्रश्न २. परिभाषीक शब्दोंपर बहुविकल्पी प्रश्न – अंग्रेजी से हिंदी समान अर्थी शब्द मराठी से हिंदी	१० अंक
प्रश्न ३. मराठी से हिंदी अनुवाद ३ में से २	०५ अंक
प्रश्न ४. अंग्रेजी से हिंदी में अनुवाद ३ में से २	०५ अंक
प्रश्न ५. हिंदी से मराठी में अनुवाद ३ में से २	२० अंक
प्रश्न ६. टीप्पणीया लिखे - ३ में से २	१० अंक
प्रश्न ७. अंतर्गत विकल्प के साथ विस्तारित रूप में प्रश्न का उत्तर लिखे	२० अंक

२. मौखिक परीक्षा

अ. पाठ्यक्रम से संबंधित प्रश्न	४० अंक
ब. प्रकल्प से संबंधित प्रश्न	१० अंक
क. किसी एक विषयपर प्रस्तुती	१० अंक
ड. छात्र का एकत्रित मुल्यांकन	१० अंक

३. प्रकल्प

प्रत्येक छात्रको निम्नलिखित विषयोंपर प्रकल्प करना होगा।	६० अंक
अ) मराठी से हिंदी अनावद-कृषि, विधि, विज्ञान, सेना से संबंधित समाचारपत्र में प्रकाशित कमसे कम 5 समाचारोंका अनुवाद	१५ अंक
ब) अंग्रेजी से हिंदी अनावद - कृषि, विधि, विज्ञान, सेना से संबंधित समाचारपत्र में प्रकाशित कमसे कम 5 समाचारोंका अनवाद	१५ अंक
क) मराठी बोध कथाओंका हिंदी में अनुवाद (कोई 3)	१५ अंक
ड) वृत्तांत लेखन - सामाजिक समारोह, महाविद्यालयीन समारोह सामाजिक उत्थान संबंधित क्रिया/घटना	१५ अंक

Details demanded by the DVV	Particulars
Year	2019-20
Name of the Program	Certificate Course in Modi Script
Duration	01 Months
List of Students enrolled	See Annexure 1 (13 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>परीक्षा पध्दती</p> <p>पेपर १. प्राथमिक मोडी लिपी -५० गुण</p> <p>पेपर २. प्रगत मोडी लिपी -५० गुण</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Thorat Akshada Sunil
2	Inamdar Shahin Badshah
3	Rakshe Ganesh Rajendra
4	Padalkar Rahul Sakharam
5	Mengal Dattu Ravaji
6	Sabale Pankaj Rajendra
7	Chavan Shrikant Arun
8	Pawar Mahesh Dashrath
9	Kambale Vaishali Rajendra
10	Dr. Paudmal Sandhya Arun
11	Dr. Owale Dattatray Jaysing
12	Galinde Hemant Satish
13	Thombare Rahul Bhanudas

Annexure 2 :

Curriculum

Certificate Course in Modi Script

विषयानुसार अभ्यासक्रम -

पेपर क्र. १ प्राथमिक मोडी लिपी ५० गुण, १ तास	
प्रश्न क्र. १ देवनागरी अक्षराचे मोडी लिपीत रूपांतर करणे. ८ पैकी ५	गुण ५
प्रश्न क्र. २ मोडी अक्षराचे देवनागरी लिपीत रूपांतर करणे. ८ पैकी ५	गुण ५
प्रश्न क्र. ३- स्वतःचे, शाळेचे, महाविद्यालयाचे मोडी नाव लिहीणे	गुण १
प्रश्न क्र. ४ मराठी अक्षराचे मोडी बाराखडी लिहीणे. ४ पैकी २	गुण ४
प्रश्न क्र. ५ - शब्दसंक्षेप लिहीणे. ८ पैकी ५	गुण ५
प्रश्न क्र. ६ ऐतिहासिक कागदपत्रांचे दोन प्रकार लिहीणे.	गुण ५
प्रश्न क्र. ७- अरबी तारखांचे इ.स. रूपांतर करणे. ८ पैकी ५	गुण ५
प्रश्न क्र. ८ वारांची नावे, अरबी अंक ओळखणे. ८ पैकी ५	गुण ५
प्रश्न क्र. ९ संख्या रेघी स्वरूपात लिहीणे. ८ पैकी ५	गुण ५
प्रश्न क्र. १० मोडी उतान्याचे देवनागरी लिपीत रूपांतर करणे.	गुण ५
प्रश्न क्र. ११ एखाद्या विषयावर निबंध.	गुण ५
पेपर क्र. २: प्रगत मोडी लिपी ५० गुण, १ तास	
प्रश्न क्र. १ मराठी देवनागरी उताज्याचे मोडी लिपीत रूपांतर करणे.	गुण १०
प्रश्न क्र. २ मराठी देवनागरी उताज्याचे मोडी लिपीत रूपांतर करणे.	गुण १०
प्रश्न क्र. ३ मोडी उतान्याचे मराठी रूपांतर करणे.	गुण १०
प्रश्न क्र. ४ मोडी उतान्याचे मराठी रूपांतर करणे.	गुण १०
प्रश्न क्र. ५ मोडी पत्राचे मराठी रूपांतर करणे	गुण ५
प्रश्न क्र. ६ मोडी पत्राचे मराठी रूपांतर करणे	गुण ५
७. ब प्रश्नपत्रिका स्वरूप : पेपर क्र. १ प्राथमिक मोडी लिपी	
प्रश्न १. खालील देवनागरी अक्षरांचे मोडीमध्ये लिप्यंतर करा. (कोणतेही पाच)	गुण ५
प्रश्न २. खालील मोडी अक्षरांचे देवनागरी लिप्यंतर करा. (कोणतेही पाच)	गुण ५
प्रश्न ३. खाली अक्षरांची मोडी बाराखडी लिहा. (कोणतेही पाच)	गुण ५
प्रश्न ४. ऐतिहासिक कागदपत्रांचे कोणतेही दोन प्रकार सविस्तर लिहा.	गुण ५
प्रश्न ५. खालील वारांची जुनी नावे लिहा. (काणतेही पाच)	गुण ५
प्रश्न ६. खालील शब्दसंक्षेपांचे पूर्ण रूप लिहा. (कोणतेही पाच)	गुण ५
प्रश्न ७. खालील अरबी अंक ओळखा. (कोणतेही पाच)	गुण ५
प्रश्न ८. खालील अरी तारखांचे इ.स. मध्ये रूपांतर करा.	गुण ५
प्रश्न ९. खालील मोडी उतान्याचे देवनागरीमध्ये लिप्यंतर करा.	गुण ५
पेपर क्र. २: प्रगत मोडी लिपी	
प्रश्न १. खालील देवनागरी (मराठी) उताज्याचे मोडीमध्ये लिप्यंतर करा.	गुण १०
प्रश्न २. खाली मोडी उताज्याचे देवनागरीत रूपांतर करा.	गुण १०
प्रश्न ३. पुढील मोडी पत्राचे देवनागरी लिप्यंतर करा.	गुण १०
प्रश्न ४. खालील मोडी उताज्याचे देवनागरीमध्ये लिप्यंतर करा.	गुण १०
प्रश्न ५. पुढील कालगणनेचे इसवी सनात रूपांतर करा.	गुण ५
प्रश्न ६. खालील देवनागरी उताज्याचे मोडी मध्ये लिप्यंतर करा.	गुण ५

Details demanded by the DVV	Particulars
Year	2019-20
Name of the Program	Certificate Course in Food Processing and Preservation
Duration	06 Months
List of Students enrolled	See Annexure 1 (28 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>PATTERN OF EXAMINATION Semester pattern</p> <p>Theory examination: At the end of semester as per Shivaji University rules The theory examination shall be at the end of the each semester.</p> <ul style="list-style-type: none"> • All the general theory papers shall carry 40 marks and all vocational theory papers shall carry 50 marks. • Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above. Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus. <p>• Nature of question paper for Theory examination (Excluding Business Communication Paper)</p> <ol style="list-style-type: none"> There will be seven questions carrying equal marks. Students will have to solve any five questions. <p>Q. No. 1 : Short answer type question with internal choice (Two out of Three)</p> <p>Q. No. 2 to Q. No. 6 : Long answer type questions</p> <p>Q. No. 7 : Short Notes with internal choice (Two out of Three)</p> <p>Practical examination: Evaluation of the performance of the students in practical shall be on the basis of semester examination (Internal assessment at the end of Semester I& II)</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Babar Shubham Ramesh
2	Bankar Mayur Satish

3	Beg Samina Ilahil
4	Bhagat Rupesh Maruti
5	Bhoite Snehal Sanjay
6	Bhosale Aarti Dattatray
7	Chavan Pratiksha Bharat
8	Chavan Rutuja Nandkishor
9	Gadhawe Diksha Nitin
10	Inamdar Jainababi Ismail
11	Jadhav Aishwarya Balkrushna
12	Jadhav Saurabh Sanjay
13	Jadhav Rohan Dipak
14	Jagdale Nikita Nandkumar
15	Jagdale Vrushabh Vilas
16	Kadam Rohit Anil
17	Kolape Viraj Mohan
18	Momin Ramjan Rajjak
19	Nalage Swapnali Balhkrushna
20	Nikam Pandurang Hanmant
21	Nimbalkar Nisha Rajendra
22	Nimbalkar Suresh Vyankat
23	Shende Divya Balaso
24	Pisal Divya Dilip
25	Pisal Vikram Vishnu
26	Pandit Yash Ramraje

27	Pawar Omkar Dattatray
28	Vibhute Pratik Raju

Annexure 2 Curriculum

Certificate Course in Food Processing and Preservation

Paper – I: Business Communication-I

Distribution of Workload:

Theory: 40 Marks.

Practical: 10mark

Theory: 04 lectures per week

Practical: 02 lectures per week per batch of 20 students

Total Workload: 06 lectures per week of 60 mins.

Unit 1: Use of English in Business Environment

Topics:

Business Vocabulary: Vocabulary for banking, marketing and for maintaining public relations

What is a sentence?

Elements of a sentence

Types of sentence: Simple, compound, complex

Unit 2: Writing a Letter of Application and CV/ Resume

Topics:

Structure of a letter of application for various posts

CV/ Resume and its essentials

Unit 3: Presenting Information/Data

Topics:

Presenting information/data using graphics like tables, pie charts, tree diagrams, bar diagrams, graphs, flow charts

Unit 4: Interview Technique

Topics:

Dos and don'ts of an interview

Preparing for an interview

Presenting documents

Language used in an interview

Practical: Based on the theory units 10 Marks.

Reference Books:

Sethi, Anjane & Bhavana Adhikari. *Business Communication*. New Delhi: Tata McGraw Hill

Tickoo, Champa & Jaya Sasikumar. *Writing with a Purpose*. New York: OUP, 1979.

Sonie, Subhash C. *Mastering the Art of Effective Business Communication*. New Delhi:

Student Aid Publication, 2008.

Herekar, Praksh. *Business Communication*. Pune: Mehta Publications, 2007.

Herekar, Praksh. *Principals of Business Communication*. Pune:

Certificate Semester-I
Food Processing & Preservation
Paper-II Fundamentals of food science-I

Total marks: 50 Theory: 04lectures per week

Theory: 40marks

Practical: 02lectures/week/batch

practicals:10marks Total Workload: 06

Objectives - 1. To understand basic concept of food
2. To understand functions of food different Food Groups.

Course content :

Unit I - Introduction to food science

- Concept of food, food science
- Objectives of food science
- Functions of food

Unit – II - Classification of food

- According to food science
- Basic five food groups
- Selection of food

Unit – III - Methods of cooking

- Traditional cooking methods
- Modern cooking methods
- Objectives and importance of cooking

Unit – IV - Food Preparation and storage

- Basic terms used in food preparation
- Pre-preparation for cooking
- Storage of raw and cooked food

Practicals :

References :

- 1) B. Shreelaksmi : ``Food Science'' (second edition), New Age International, New Delhi.
- 2) Swaminathan : ``Text book of Food Science'', Vol-1, BAPPCO, Bangalore
- 3) Devendrakumar Bhatt & Priyanka Tomar : An Introduction to Food Science, Technology & Quality Management, Kalyani Publishers.
- 4) Sumati R. Mudambi : Fundamentals of Food & Nutrition wiley Eastern Ltd.,New Delhi.

Semester-I
Paper No. III Food Preservation

Workload-4

Theory: 04lectures per week

Total marks: 50

Objectives :

To enable student –

- 1) To acquire knowledge of food preservation and preservation technique.
- 2) To know the importance and basic principles of food preservation.

Course content :

Unit I - Introduction to food preservation.

- Concept, importance of food preservation.
- Common terms used in food preservation.
- Classification of food on the basis of pH value, technology, physiology changed condition, moisture content.
- Principles of preservation.

Unit – II - Preservation by using Preservatives

- Definition and Concept
- Types of preservatives-Natural and Artificial
- Mode of action of different preservatives

Unit – III - Preservation by drying

- Concept, history Types of drying and dryers.
- Treatments prior to drying

Unit – IV - Preservation by use of high temperature & Low Temperature

- Concept and importance
- Various methods used – Pasteurization, Boiling, Canning
- Effect of high temperature on microbial content of food. - Types of preservation methods by low temperature
- Different equipments used for preservation by low temperature

Reference :

- 1) Prakash Triveni : Food Preservation, Aadi Publication, Delhi.
- 2) M. Shafiur Rahman : Hand Book of Food Preservation, Marcel Dekker Inc, New york.
- 3) McWillims and Paine : Modern Food Preservation, Surjeet Publication

Semester-I

Paper-IV FUNDAMENTALS OF FOOD CHEMISTRY

Workload - 4

Theory: 04lectures /week

Total marks: 50

Objective- To understand Basic Chemistry of Food.

To understand nature & Properties of food

Unit I - CARBOHYDRATES

-Concept, definition of carbohydrates

-Classification of carbohydrates

-Properties of carbohydrates

-Sources

Unit II - PROTEIN

-Concept, definition, essential, non-essential amino acids

-Classification of proteins

-Properties of proteins

- Sources

Unit III - FATS

-Concept, definition, essential non-essential Fatty acids

-Classification of Fats

-Sources, Function of Fats

Unit IV - VITAMINES& MINERALS

-Vitamins - Types, sources, functions & deficiency

- Minerals - Sources, functions, deficiency

REFERNCE BOOKS

6. Food Chemistry by H.D.Belitz
7. Food Chemistry by Hoagland Meyer
8. Food Analysis by S.Suzanne Nielsen
9. Handbook of Food Chemisty by Peter C.K.
10. Advance Food Chemisty by Syed Aftab Iqbal &Nilofar Iqbal.

Semester-I
Paper-V Food Microbiology.

Workload -4

Theory: 04 lectures per week

Total marks: 50

Objectives: 1) To study the microbiological techniques
2) To understand the food microbiology

Unit I - INTRODUCTION TO FOOD MICROBIOLOGY

- Introduction to Food Microbiology
- Concept of Microorganisms
- Types of Microorganisms
- Importance of Microbes in Food

Unit II - FOOD CONTAMINATION & SPOILAGE

- Concept, definition, difference
- Between contamination & spoilage
- Signs of contamination & spoilage in Food
- Introduction to disease caused by spoiled food contamination of different food.

Unit III – STAINING & ISOLATION TECHNIQUES

- Concept definition types of stains & staining
- Different staining procedures
- Definition of Isolation
- Different isolation techniques.

Unit IV - IMPORTANCE OF MICROBIOLOGY IN FOOD

- Concept, useful, harmful microbes
- Important Microorganisms for food
- Used necessity of microbes in Food preparations

REFERENCE BOOKS

6. Food Microbiology by William Frazier
7. Food Microbiology by W.M.Faster
8. Laboratory manual of Food Microbiology by NeelimaGarg, K.L.Garg
9. Fundamental Food Microbiology by Biber Ray &ArunBhunia.
10. Handbook of culture media for Food Microbiology by Curtis R.M.Baird

Semester-I
Paper –VI Food preservation
Laboratory work

Workload: 04.

Total marks: 50

Practical: 04lectures/week/batch

Practicals:

- 1) Introduction to drying equipments
- 2) Applications of driers.
- 3) Classification of food based on pH value and moisture content.
- 4) Preservation by natural preservatives
- 5) study the technique of boiling of fruits
- 6) Physiological change in food after drying
- 7) Preparation of food product by drying
 - i) Onion flakes
 - ii) Raw mango powder / Leafy vegetable powder
 - iii) Resins
 - iv) Papad and chips
- 8) Blanching of vegetables
- 9) Visit to pasteurization unit

Scheme of practical evaluation

Internal practical evaluation

50 marks

- | | |
|--|----------|
| i) Submission of practical record book | 20 marks |
| ii) Submission of visit report | 15 marks |
| iii) Viva – Voce | 15 marks |

Semester-I
Paper –VII Fundamentals of Food Chemistry
Laboratory work

Workload: 04.

Total marks: 50

Practical: 04lectures/week/batch

Practicals:

13. Preparation of NaOH solution
14. Study of Laboratory Instruments
15. Determination of pH of different Food
16. Determination of Acidity of milk
17. Determination of Acidity of fruit juice.
18. Estimation of Moisture Content
19. Study of different Sugar stages at different temperature
20. Melting Point of Fats
21. Acid Value of an oil
22. Isolation of starch from potato
23. Study the browning of fruits and vegetables
24. Industrial Visit

Scheme of practical evaluation

Internal practical evaluation

50 marks

i) Submission of practical record book

20 marks

ii) Submission of visit report

15 marks

iii) Viva -voce

15marks

Semester-I
Food Processing & Preservation
Paper-VIII Food Microbiology.
Laboratory work

Workload: 04.

Total marks: 50

Practical: 04lectures/week/batch

Practicals:

15. Study the compound microscope
16. Study the laboratory instruments
17. Study sterilization techniques for glasswares
18. Study size, shape of microbiology
19. Identification of spoiled Food Samples
20. Study the Monochrome staining
21. Study the Gram staining
22. Preparation of Nutrient Agar
23. Preparation MacConkey's Agar
24. Preparation of Sabroud's Agar
25. Study isolation techniques
26. Study the amylase activity
27. Microbial sampling of an air.
28. Industrial Visit.

Scheme of practical evaluation

Internal practical evaluation

50 marks

i) Submission of practical record book

20 marks

ii) Submission of visit report

15 marks

iii) Viva-voce

15marks

Details demanded by the DVV	Particulars
Year	2019-20
Name of the Program	Diploma Course in Food Processing and Preservation
Duration	06 Months
List of Students enrolled	See Annexure 1 (29 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>PATTERN OF EXAMINATION Semester pattern</p> <p>Theory examination: At the end of semester as per Shivaji University rules The theory examination shall be at the end of the each semester.</p> <ul style="list-style-type: none"> • All the general theory papers shall carry 40 marks and all vocational theory papers shall carry 50 marks. • Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above. Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus. <p>• Nature of question paper for Theory examination (Excluding Business Communication Paper)</p> <ol style="list-style-type: none"> i. There will be seven questions carrying equal marks. ii. Students will have to solve any five questions. <p>Q. No. 1 : Short answer type question with internal choice (Two out of Three)</p> <p>Q. No. 2 to Q. No. 6 : Long answer type questions</p> <p>Q. No. 7 : Short Notes with internal choice(Two out of Three)</p> <p>Practical examination: Evaluation of the performance of the students in practical shall be on the basis of semester examination (Internal assessment at the end of Semester I& II)</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Bhosale Sanit Dnyandev
2	Chavan Pranjali Hanmant
3	Deshmukh Rushikesh Bharat
4	Disale Nikhil Chandrakant
5	Galinde Soham Satish
6	Gujar Durga Rajendra
7	Jadhav Vijay Satish
8	Kadam Himanshu Sanjay
9	Kadam Manasi Sanjay
10	Kadam Omkar Kundalik
11	Kadam Sushant Dattatray
12	Karpe Sankar Ashok
13	Mane Shweta Sachin
14	Nikam Durga Balwant
15	Nimbalkar Ajay Ashok
16	Nimbalkar Omkar Satish
17	Nimbalkar Suresh Vynkat
18	Padalkar Rahul Sakharam
19	Pawar Komal Krushnat
20	Pawar Pratiksha Sanjay
21	Pawar Pratiksha Tanaji
22	Pawar Priyanka Shankar
23	Phalake Pranay Jaysing

24	Pol Vaishnavai Dayanand
25	Rakshe Ganesh Rajendra
26	Sawant Kishor Rajendra
27	Shinde Dhanashri Satish
28	Shinde Pandurang Kantilal
29	Thombare Rahul Bhanudas

Annexure 2 Curriculum

Diploma Course in Food Processing and Preservation

Paper-X Business Communication- II

**Theory: 04 lectures per week
per week per batch of 20 students**

Practicals: 10 marks Practical: 02 lectures

Units Prescribed for Theory:

Unit 1: Group Discussion

Topics:Preparing for a Group Discussion

Initiating a Discussion

Eliciting Opinions, Views, etc.

Expressing Agreement/ Disagreement

Making Suggestions; Accepting and Declining Suggestions

Summing up.

Unit 2: Business Correspondence

Topics:Writing Memos, e-mails, complaints, inquiries, etc.

Inviting Quotations

Placing Orders, Tenders, etc.

Unit 3: English for Negotiation

Topics:Business Negotiations

Agenda for Negotiation

Stages of Negotiation

Unit 4: English for Marketing

Topics:Describing/ Explaining a Product/ Service

Promotion of a Product

Dealing/ bargaining with Customers

Marketing a Product/ Service: Using Pamphlets, Hoardings, Advertisement,

Public Function/ Festival

Practical: Based on the theory units

Paper-XI Fundamentals of Food Science- II

Theory: 04 lectures per week

Practicals: 10 marks

Practical: 02 lectures per week per batch

Objectives:

- To enable students -
 - 1) To understand the basic concept of various cookery.
 - 2) To become familiar with preparation of various cookery.

Course Content:

Unit I - Cereal cookery

- Structure, composition and Importance of cereal grains
- Types of cereals used in cooking
- Cereal cookery- Gelatinization, Dextrinization and Identity of grain
- Processed cereals, millets and Ready-To- Eat cereals used in cooking

Unit – II - Pulse and Legume Cookery

- Definition, composition and structure of pulses
- Cooking of Legumes
- Factors Affecting cooking time of pulses and legumes
- Uses of legumes in cookery

Unit – III - Nuts and Oil seeds Cookery

- Types and composition of Nuts and Oil seeds
- Toxic substances in Nuts and Oil seeds
- Changes during cooking and storage
- Function of Nuts and Oil seeds in cookery

Unit – IV - Fruits and Vegetables Cookery

- Classification of Fruits and vegetables
- Colour pigments in Fruits and vegetables
- Effect of heat, acids and alkali on Fruits and vegetables
- Changes during cooking and storage

Paper- XII Milk & milk processing

Total workload :04 lectures per week

Theory: 04 lectures per week

Total Marks: 50

- Objectives**—1. To study Chemistry of milk
2. To understand techniques in milk processing

Unit I: Introduction to milk

Definition, composition of milk, nutritive value of milk.

Physicochemical properties of milk

Factors affecting composition of milk

Unit II: Processing of milk

Need of dairy process

Buying & collection of milk

Cooling & transportation of milk

Pasteurization of milk

Unit III: Special milk

Flavored milk

Toned milk, Double toned, skimmed milk

Condensed milk, rehydrated milk

UHT milk

Unit IV: Dairy products

Fermented product – curd yoghurt

Frozen milk product – Ice-cream

Heat acid coagulated – Paneer, Chakka

Heat desiccated product – khoa

Enzyme coagulated product

Reference Books-

1. Outlines of dairy technology by sukumar De
2. Milk testing A Laboratory control of milk by J.G Davis
3. Cheese & Butter by V. cheke & A. Shepard
4. Economics of dairy cooperatives by Dr. Binay Kumar Singh
5. Dairy cooperation & rural poverty by Dr. Ram Praveshsingh.

Paper-XIII Bakery & Confectionary

Workload ;4

Total marks: 50

Theory: 04 lectures per week

Objectives – 1. To develop different bakery product

2. To study Role & chemistry of bakery & confectionary

Unit I: Introduction to bakery

1. Ingredients used in bakery products
2. Role of ingredients
3. Introduction to bakery machineries
4. Scope of bakery processing

Unit II: Bakery products

1. Biscuits & cookies – Introduction, Difference, Ingredients process, Packaging & storage
2. Bread - Introduction, Difference, Ingredients process, Packaging & storage
3. Cake – Types - Introduction, Difference, Ingredients process, Packaging & storage
4. Judging & Grading of bakery product

Unit III: Introduction to confectionary

1. Ingredients used in confectionary
2. Role of ingredients
3. Types of confectionary
4. Cocoa Processing

Unit IV: Confectionary product

1. Traditional product
2. Hard boiled candy
3. Soft boiled candy
4. Judging & Grading

- Objectives** -1. To understand concept of Hygiene & Sanitation.
2. To study techniques of maintain Hygiene & Sanitation

Unit I: Introduction to hygiene & sanitation

1. Definition of hygiene & sanitation
2. Difference between hygiene & sanitation
3. Personal hygiene - Habits
4. Use of hygiene at workplace.

Unit II: Safety at work place

1. Concept
2. Safety during preparations
3. Safety about workers.
4. Hazards – Physical Chemical & Microbial.

Unit III: Diseases -

1. Food Infection & Intoxication
2. Difference between Infection & Intoxication
3. Diseases – Salmonellosis, Cholera, Swine Flu, Chickengunia.
4. Prevention.

Unit IV: Pest control

1. Concept, Types Pest
2. Pesticides – types, applications forms of pesticides.
3. Precautions during handling pesticides.

Reference Books-

1. Food Born diseases by GirirajSahu.
2. Food hygiene & sanitation by S. Roday.
3. Fundamentals of food hygiene, Safety & Quality by Alok Kumar.
4. Principles of Food sanitation by Norman G. Marriott.

Paper – XV Milk & Milk processing

Laboratory work

Workload: 04.

Total marks: 50

Practical: 04lectures/week/batch

Practicals:

1. Physical examination of milk
2. Chemical examination of milk
3. Plate form test
4. Adulteration test for milk.
5. Efficiency of Pasteurization of milk
6. Preparation of Paneer
7. Preparation Rasogulla
8. Preparation Flavoured milk
9. PreparationButter Milk
- 10 preparation of curd.
- 11 preparation icecream
- 12 preparation of basundi
- 13 preparation of condensed milk
14. Industrial Visit

Scheme of practical evaluation

Internal practical examination:

50 marks

- | | | |
|------|-------------------------------------|----------|
| i) | Preparation of any one product | 15 marks |
| ii) | Submission of practical record book | 15 marks |
| iii) | Submission of visit report | 10 marks |
| iv) | Viva – Voce | 10 marks |

Paper – XVI Bakery & Confectionary

Laboratory work

Workload: 04.

Total marks: 50

Practical: 04lectures/week/batch

Practicals:

1. Acidity of wheat flour
2. Determination of gluten content
3. Moisture Content
4. Examination of Sugar Stages at different temperature.
5. Preparation of Cookies.
6. Preparation of Cherry
7. Preparation Cake
8. Preparation Chocolate
9. Preparation Candid nuts
- 10 preparation of pudding
- 11 preparation of biscuits
- 12 preparation of dhokala
13. Examination of Spoiled bakery products.
14. Industrial Visit

Scheme of practical evaluation

Internal practical examination:

50 marks

- | | | |
|------|---|----------|
| i) | Preparation of any one product from cake/cherry/
chocolate/candid nuts | 15 marks |
| ii) | Submission of practical record book | 15 marks |
| iii) | Submission of visit report | 10 marks |
| iv) | Viva – Voce | 10 marks |

Paper – XVII Hygiene & sanitation

Laboratory work

Workload: 04.

Total marks: 50

Practical: 04lectures/week/batch

Practicals:

1. Examination of Physical Hazard.
2. Examination of Chemical Hazard.
3. Study the techniques of personal hygiene
4. Study the Swab Method for packaging material.
5. Study the Swab Method for personal hygiene.
6. Study CIP techniques
7. Preparation of different sanitizers & detergents for cleaning purpose.
8. Microbial sampling of an air.
9. Industrial Visits.

Scheme of practical evaluation

Internal practical examination:	50 marks
i) Microbial analysis	10 marks
ii) Chemical analysis	05 marks
iii) Submission of practical record book	15 marks
iv) Submission of visit report	10 marks
v) Viva – Voce	10 marks

Details demanded by the DVV	Particulars
Year	2019-20
Name of the Program	Certificate Course in Beauty & Wellness
Duration	06 Months
List of Students enrolled	(See Annexure 1) 34 Students
Curriculum	See Annexure 2
Assessment Procedure	<p>PATTERN OF EXAMINATION Semester pattern</p> <p>Theory examination: At the end of semester as per Shivaji University rules The theory examination shall be at the end of the each semester.</p> <ul style="list-style-type: none"> • All the general theory papers shall carry 40 marks and all vocational theory papers shall carry 50 marks. • Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above. Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus. <p>• Nature of question paper for Theory examination (Excluding Business Communication Paper)</p> <ol style="list-style-type: none"> i. There will be seven questions carrying equal marks. ii. Students will have to solve any five questions. <p>Q. No. 1 : Short answer type question with internal choice (Two out of Three)</p> <p>Q. No. 2 to Q. No. 6 : Long answer type questions</p> <p>Q. No. 7 : Short Notes with internal choice (Two out of Three)</p> <p>Practical examination: Evaluation of the performance of the students in practical shall be on the basis of semester examination (Internal assessment at the end of Semester I& II)</p>

Annexure 1**Students List****Certificate Course in Beauty & Wellness**

Sr. No	Name of the Student Enrolled
1	Bhoite Minal Dattatrya
2	Pawar Pooja Shivaji
3	Jagtap Dhanshri Sunil
4	Bichukle Gauri Kisan
5	Bichukle Poonam Ankush
6	Madne Suvarna Sambhaji
7	Nikam Amita Sharad
8	Shaikh Raeesa Altaf
9	Kadam Snehal Suresh
10	Kadam Shrutika Shrikrishna
11	More Poonam Laxman
12	Kadam Vishakha Vikas
13	Bhosale Shweta Dyandev
14	Shingade Vijaya Mahadev
15	Kadam Seema Vijay
16	Bhosale Sushma Ravindra
17	Phadtare Akshada Dyaneshwar
18	Sapkal Varsha Pundalik
19	Gurav Ashwini Sachin
20	Gaikwad Sadhna Mahendra

21	Chavan Manjusha Anil
22	Netake Pratiksha Sunil
23	Bhise Pranali Sanjay
24	Nayak Jyoti Devendra
25	Dorke Arti Popat
26	Patel Asma Gani
27	Sawant Priyanka Prakash
28	Dalvi Nisha Suresh
29	Kamble Neha Jitendra
30	Bhosale Shivani Sadashiv
31	Khamkar Smrutika Nilkanth
32	Gole Kshitija Sadashiv
33	Jadhav Pooja Vasant
34	Jedhe Prajakta Rajendra

Annexure 2 Curriculum

Certificate Course in Beauty & Wellness

1. Personal and Professional ethics and Communication
 - Communication Skills
 - Importance of Customer Relationship
 - Qualities of good Customer Relationship
 - Professional Ethics
 - Professional Attitude towards Clients
 - Interpersonal Relationships
2. Hygiene and Good Grooming
 - Introduction
 - Good Grooming
 - Good Posture
 - Salon Hygiene
 - First Aid
3. Sanitation and Sterilization
 - Introduction
 - Types and Procedures of Sanitation
4. Manicure and Pedicure
 - Introduction
 - Structure of Nails
 - Shapes of Nails
 - Equipment used for Manicure
 - Precautions
 - Procedure for Manicure
 - Equipment used for Pedicure
 - Procedure for Pedicure
 - Importance of Manicure and Pedicure
 - Diseases and Disorders of Nails
 - Foot Problems
5. Facials
 - Skin Science
 - Analysis of Skin
 - Types of Skin
 - Facial Procedure
6. Face masks
 - Types of Masks
 - Setting Mask
 - Non Setting Mask
 - Specialized Mask
7. Makeup
 - Introduction
 - Types of Brushes
 - Order of Makeup
8. Depilation
 - Terms used for Excess Hair Growth

Physical Methods of Depilation
Chemical Methods of Depilation

9. Bleaching

Introduction
Types of Bleaches
Patch/Allergy Test
Procedure for Bleach

10. All about Hair Introduction

Hair Structure
Types of Hair
Properties of Hair
Stages of Hair Growth
Hair Colour
Consulting Techniques
Testing the Hair

11. Hair Treatment

Introduction
Effects of Massage
Dandruff
Shampoo
Shampooing Techniques.
Conditioning

12. Hair Cutting

Introduction
Tools
Cutting Techniques
Fundamental Cutting Lines

13. Hair Colouring

Introduction
Different Colouring Products
Choosing Colour
Procedure to Apply Colour

14. Hair Styling

Introduction
Factors to be considered while choosing Hair Style
Types of Hair Style
Making Different types of Hair Style
Blow Dry

Details demanded by the DVV	Particulars
Year	2019-20
Name of the Program	Professional Skill Development Programme International Trade
Duration	03 Months
List of Students enrolled	(See Annexure 1) 10 Students
Curriculum	See Annexure 2
Assessment Procedure	<p>PATTERN OF EXAMINATION Semester pattern</p> <p>Theory examination: At the end of semester as per Shivaji University rules The theory examination shall be at the end of the each semester.</p> <ul style="list-style-type: none"> • All the general theory papers shall carry 40 marks and all vocational theory papers shall carry 50 marks. • Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above. Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus. <p>• Nature of question paper for Theory examination (Excluding Business Communication Paper)</p> <ol style="list-style-type: none"> i. There will be seven questions carrying equal marks. ii. Students will have to solve any five questions. <p>Q. No. 1 : Short answer type question with internal choice (Two out of Three)</p> <p>Q. No. 2 to Q. No. 6 : Long answer type questions</p> <p>Q. No. 7 : Short Notes with internal choice (Two out of Three)</p> <p>Practical examination: Evaluation of the performance of the students in practical shall be on the basis of semester examination (Internal assessment at the end of Semester I& II)</p>

Annexure 1**Students List****Professional Skill Development Programme International Trade**

Sr. No	Name of the Student Enrolled
1	Pol Vaishanvi Dayananad
2	Sawant Priyanka Prakash
3	Chavan Monika Sambhaji
4	Deshmukh Akshay Mohan
5	Chavan Dipti Sanjay
6	Phlake Pranay Jaysing
7	Disale Madhavi Sanjivan
8	Pawar Pooja Shivaji
9	Lavangare Ashwini Machindra
10	Kadam Pratik Mahedra

Annexure 2

Curriculum

Professional Skill Development Programme International Trade

COURSE CONTENTS

MODULE-I:

Innovation-led Economy: towards Sustainable Economic Development

- A Classical Economics: Review
- B Innovation-led Economy
- C Hydrogen Economy: An Envisioned Future of Green Economy & a Solution to address Climate Change Issue

1 MODULE-II:

Currency & Foreign Exchange Reserves

- A Currency
 - Global Currency
 - Foreign Exchange Reserves
 - Forex Market
 - Crypto Currency: Bitcoin
- B Trade Balance and Foreign Direct Investment (FDI)

MODULE-III:

International Trade: Operational Procedure & Practices

- A International Trade Agreements
 - GATT/WTO/FTA/PTA/MFN/NTBs
- B Trade Standards & Regulations in India for Exports-Imports
 - ITC - HS Code/BIS/FEMA/RER of RBI
- C India's Foreign Trade Policy (EXIM Policy)
- D International Marketing & Research
- E Export Finance Schemes
- F Shipping & Logistics: Flow Chart in a Nutshell
- G Operational Procedure & Practices :
 - How to Export from India?
 - Export Incentives
- H Digital India Mission in India's Export-Import: SWIFT & e-SANCHIT
 - Application for electronic Customs Clearance by CBIC, Govt of India
- I Methods & Risks of Payment in International Trade
 - Export Promotion Councils (EPCS): Showcasing India to the World
 - India's Major Export Destinations
- J Practical
- K Highly Rewarding & Growing Career Opportunities

Details demanded by the DVV	Particulars
Year	2019-20
Name of the Program	Professional Skill Course on GST LAW (Operational Procedure and Practices)
Duration	03 Months
List of Students enrolled	(See Annexure 1) 10 Students
Curriculum	See Annexure 2
Assessment Procedure	<p>PATTERN OF EXAMINATION Semester pattern</p> <p>Theory examination: At the end of semester as per Shivaji University rules The theory examination shall be at the end of the each semester.</p> <ul style="list-style-type: none"> • All the general theory papers shall carry 40 marks and all vocational theory papers shall carry 50 marks. • Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above. Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus. <p>• Nature of question paper for Theory examination (Excluding Business Communication Paper)</p> <ol style="list-style-type: none"> i. There will be seven questions carrying equal marks. ii. Students will have to solve any five questions. <p>Q. No. 1 : Short answer type question with internal choice (Two out of Three)</p> <p>Q. No. 2 to Q. No. 6 : Long answer type questions</p> <p>Q. No. 7 : Short Notes with internal choice (Two out of Three)</p> <p>Practical examination: Evaluation of the performance of the students in practical shall be on the basis of semester examination (Internal assessment at the end of Semester I& II)</p>

Annexure 1

Students List

**Professional Skill Course on GST LAW
(Operational Procedure and Practices)**

Sr. No	Name of the Student Enrolled
1	Shinde Dhanashri Satish
2	Sayyad Aayesha Ismail
3	Mane Shweta Sachin
4	Sawant Chaitrali Ramchandra
5	Kadam Shravani Yashwant
6	Chavan Pranjali Hanmant
7	Kadam Megha Baburao
8	Bhosale Akash Chandrakant
9	Londhe Rutuja Vikas
10	Jagdale Sonali Vilas

Annexure 2**Curriculum Professional Skill Development Programme on GST Law
(Operational Procedure and Practices)****CONTENTS:**

	MODULE II -GST: Operational Procedures		106
17	Registration under GST	Chapter VI & Section 22 to 30 of the CGST Act	109
A.	Who is a Taxable Person under GST? Types of Registration Diagram		
B.	Applicability of GST Registration under GST	Section 24 of CGST Act	
C	Who are Exempted from GST Registration -Diagram		
D	Requirement of registration		
E	Procedure for Registration	Section 25 of CGST Act	
F	Amendment of registration-Diagram	Section 28 of CGST Act	
G	FAQs on registration		
18	Understanding Importance of Tax Invoice, Bill of Supply, Credit & Debit Notes under GST- Diagram	Section 31 of CGST Act	126
A.	Importance of Invoice under GST		
B.	Manner of Issuing Tax Invoice		
C.	Credit Notes & Debit Notes-Diagram		
D.	What is a Bill of Supply? Understanding Difference between Tax Invoice & Bill of Supply		
19	E-Way Bill for Transport of Goods	Section 68/ rule	133

		138 of the CGST Act	
A.	What is an E-way Bill?		
B.	How to Generate of E-way Bill on Common Portal www.ewaybillgst.gov.in		
20	Methods of Document Authentication/ Verification under GST		135
A.	What is difference between Electronic signature and digital signature?		
B.	What is Electronic Verification Code (EVC)		
21	What is Dynamic QR Code & E-Invoicing Under GST	Notification No. 14/2020-Central Tax	137
A.	What is difference between Static & Dynamic QR Code Diagram		
B.	How to issue Dynamic QR Code?		
C.	What is E-Invoicing for B-B Transactions under GST		
D.	Step by Step Procedure to Generate GST E-invoice?		
E.	E-Invoice Generation- Work Flow-Chart		
F.	How to Generate E-way Bill using IRP- Process Flow Chart		
G.	Cancellation of IRN and E-way Bill		
22	What is Input Tax Credit Mechanism Under GST?	Section 16 – 21- Rule 36-45/ Section 49 CGST Act	148
A.	What is Input Tax Credit? Diagram		
B	How does ITC Mechanism Work? Diagram		
C	Payment of Taxes Through Electronic Ledgers		

D	Understanding the Transfer Mechanism for Electronic cash and credit ledger- Diagram		
E	Matching, Reversal and Reclaim of ITC- Diagram		
F	Latest updates regarding ITC as per the GST Council's 45th meeting		
G	FAQs on ITC		
23	Understanding TDS Mechanism under GST	Section 51/Rule 66 of CGST Act	170
A	Applicability of TDS Provisions : Diagram		
B	Difference Between TDS under Income Tax & TDS under GST		
22	What is TCS Mechanism under GST for E-commerce Operators?	Section-52 of CGST Act	175
A	Applicability of TCS Provisions: Diagram		
B	How E-Commerce Business Operates?		
C	Registration of E-Commerce Operator		

Details demanded by the DVV	Particulars
Year	2020-21
Name of the Program	Professional Skill Development Programme International Trade
Duration	03 Months
List of Students enrolled	(See Annexure 1) 10 Students
Curriculum	See Annexure 2
Assessment Procedure	<p>PATTERN OF EXAMINATION Semester pattern</p> <p>Theory examination: At the end of semester as per Shivaji University rules The theory examination shall be at the end of the each semester.</p> <ul style="list-style-type: none"> • All the general theory papers shall carry 40 marks and all vocational theory papers shall carry 50 marks. • Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above. Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus. <p>• Nature of question paper for Theory examination (Excluding Business Communication Paper)</p> <ol style="list-style-type: none"> i. There will be seven questions carrying equal marks. ii. Students will have to solve any five questions. <p>Q. No. 1 : Short answer type question with internal choice (Two out of Three)</p> <p>Q. No. 2 to Q. No. 6 : Long answer type questions</p> <p>Q. No. 7 : Short Notes with internal choice (Two out of Three)</p> <p>Practical examination: Evaluation of the performance of the students in practical shall be on the basis of semester examination (Internal assessment at the end of Semester I& II)</p>

Annexure 1

Students List

Professional Skill Development Programme International Trade

Sr. No	Name of the Student Enrolled
1	Pol Vaishanvi Dayananad
2	Sawant Priyanka Prakash
3	Chavan Monika Sambhaji
4	Deshmukh Akshay Mohan
5	Chavan Dipti Sanjay
6	Phlake Pranay Jaysing
7	Disale Madhavi Sanjivan
8	Pawar Pooja Shivaji
9	Lavangare Ashwini Machindra
10	Kadam Pratik Mahedra

Annexure 2

Curriculum

Professional Skill Development Programme International Trade

COURSE CONTENTS

MODULE-I:

Innovation-led Economy: towards Sustainable Economic Development

- A Classical Economics: Review
- B Innovation-led Economy
- C Hydrogen Economy: An Envisioned Future of Green Economy & a Solution to address Climate Change Issue

1 MODULE-II:

Currency & Foreign Exchange Reserves

- A Currency
 - Global Currency
 - Foreign Exchange Reserves
 - Forex Market
 - Crypto Currency: Bitcoin
- B Trade Balance and Foreign Direct Investment (FDI)

MODULE-III:

International Trade: Operational Procedure & Practices

- A International Trade Agreements
 - GATT/WTO/FTA/PTA/MFN/NTBs
- B Trade Standards & Regulations in India for Exports-Imports
 - ITC - HS Code/BIS/FEMA/RER of RBI
- C India's Foreign Trade Policy (EXIM Policy)
- D International Marketing & Research
- E Export Finance Schemes
- F Shipping & Logistics: Flow Chart in a Nutshell
- G Operational Procedure & Practices :
 - How to Export from India?
 - Export Incentives
- H Digital India Mission in India's Export-Import: SWIFT & e-SANCHIT
 - Application for electronic Customs Clearance by CBIC, Govt of India
- I Methods & Risks of Payment in International Trade
 - Export Promotion Councils (EPCS): Showcasing India to the World
 - India's Major Export Destinations
- J Practical
- K Highly Rewarding & Growing Career Opportunities

Details demanded by the DVV	Particulars
Year	2020-21
Name of the Program	Professional Skill Course on GST LAW (Operational Procedure and Practices)
Duration	03 Months
List of Students enrolled	(See Annexure 1) 15 Students
Curriculum	See Annexure 2
Assessment Procedure	<p>PATTERN OF EXAMINATION Semester pattern</p> <p>Theory examination: At the end of semester as per Shivaji University rules The theory examination shall be at the end of the each semester.</p> <ul style="list-style-type: none"> • All the general theory papers shall carry 40 marks and all vocational theory papers shall carry 50 marks. • Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above. Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus. <p>• Nature of question paper for Theory examination (Excluding Business Communication Paper)</p> <ol style="list-style-type: none"> i. There will be seven questions carrying equal marks. ii. Students will have to solve any five questions. <p>Q. No. 1 : Short answer type question with internal choice (Two out of Three)</p> <p>Q. No. 2 to Q. No. 6 : Long answer type questions</p> <p>Q. No. 7 : Short Notes with internal choice (Two out of Three)</p> <p>Practical examination: Evaluation of the performance of the students in practical shall be on the basis of semester examination (Internal assessment at the end of Semester I& II)</p>

Annexure 1**Students List****Professional Skill Course on GST LAW
(Operational Procedure and Practices)**

Sr. No	Name of the Student Enrolled
1	KSHIRSAGAR TEJAS SUDARSHAN
2	BHOSALE PRIYA SUDHIR
3	KADAM ROHIT DHARMAJI
4	SHIRKE SANCHITA DATTATRAY
5	DESHMUK PRAMILA DILIP
6	SAWANT PRANALI BALKRUSHANA
7	JAGTAP RASIKA TRIMBAK
8	MUJAWAR SHAGUPTA AKHTAR
9	KADAM RUTUJA MANOHAR
10	BANDAL SANKET AMAR
11	SAKUNDE POOJA HANMANT
12	SAKUNDE DIPALEE DILIP
13	KADAM RUTUJA VASANT
14	CHAVAN ROHINI RAMESHA
15	NETAKE VISWAJEET SUNIL

Annexure 2

**Curriculum Professional Skill Development Programme on GST Law
(Operational Procedure and Practices)
Syllabus (2020-21)**

	MODULE-III: GST Return Mechanism – Operating Procedure & Practices		180
25	Different types of GST Returns		180
A	What are the different types of GST Returns? Applicability, Frequency, Periodicity in Tabular Form		
B	Understanding of certain terms in respect of filing of returns		
26	How to file GSTR-3B return?	Section 39 of CGST Act	183
A.	Step by Step Procedure for filing Nil return of GSTR-3B or GSTR-1 or CMP-08 through SMS		
B.	Quarterly Return in GSTR-3B under QRMP Scheme		
C.	GST CMP-08- Quarterly Payment of taxes under Composition Scheme		
27	How to file Form GSTR-1	Section 37(1) of CGST Act.	189
A.	What is Form GSTR-1? Who is required to file Form GSTR-1?		
B.	Step by Step filing of GSTR 1 on GST Portal		
C.	IFF (Invoice Furnishing Facility) where GSTR-1 is filed on quarterly basis under the QRMP Scheme		
D.	FAQs on GSTR 1		
28	How to file form ITC- 04 (applicable to principal of Job Worker)	Section 19/ Rule 45(3) of CGST	205
29	GSTR 2A/2B-Ascertaining Details of Inward Supplies	Section 16 of CGST Act	206
A.	What is Auto-drafted form GSTR 2A?		
B.	What is Auto-drafted Form GSTR-2B?		
C.	Difference between GSTR-2A and GSTR-2B- in Tabular Form		
30	How to file GST Annual Return: GSTR-4 by taxable person under Composition Scheme	Section 10 of CGST Act	208
31	How to file GST Annual Return: GSTR-9 & GSTR 9C by Normal Taxable Person: Step by Step Procedure	Section 44 of CGST Act	212
A.	What is Form GSTR-9?		
B.	The step by Step filing of Annual Return GSTR-9 on GST Portal		
C.	What is Form GSTR-9C?		
D.	Latest updates about Applicability of Form GSTR-9C from FY 2020-21 onwards		
E.	Step by Step Filing the GST Audit Form GSTR 9C		

32	Refund Provisions under GST	Section 54 of CGST Act	226
A.	Applicability of Refund under GST		
B..	Calculation of the maximum refund amount of ITC unutilised		
C.	Statutory provisions for refund under GST Law		
D.	Step by Step procedure to claim the refund of accumulated ITC and Processing Diagram		
E.	List of documents to be submitted with refund application in Tabular Form		
33	Understanding Assessment Procedure in GST: Diagram	Section 59-66 of CGST Act	234
A.	What is Self-assessment? -	Sec 59 of CGST Act	
B.	What is Provisional Assessment?	Sec 60 of CGST Act	
C.	What is Scrutiny Assessment?	Sec 61 of CGST Act	
D.	What is Best Judgment Assessment? –failure to file Return-	Sec 62 of CGST Act	
E.	What is Assessment of Unregistered Person? -	Sec 63 of CGST Act	
F.	What is Summary Assessment?	Sec 64 of CGST Act	
G.	Special audit in GST	Sec 66 of CGST Act	
34	Understanding Demands and Recovery under GST: Diagram		241
A.	When can a Demand Under GST be Raised by the Tax Authorities?		
B.	GST Demand when there is No Fraud	Section 73 of CGST Act	
C.	GST Demand when there is a Fraud	Section 74 of CGST Act	
D.	Reward scheme for Information from Informants for Government Officers		
35	How to Become a Certified GST Practitioner?	Section 48 of CGST Act	245
A.	What are the Activities done by GST Practitioner?		
B.	What is the eligibility for becoming GST Practitioner?		
C.	GST Practitioner Examination procedure		
D.	Who would be responsible for correctness of details furnished in Returns?		
E.	Application for enrolment as GST Practitioner		
36	Important Sections of CGST & IGST Act, 2017		249
A	Sections of CGST Act, 2017		
B	Rules of CGST Act, 2017		
C	Sections & Chapters of IGST Act, 2017		
D	Relevant Articles of Constitution of India		
37	GLOSSARY		258

Details demanded by the DVV	Particulars
Year	2020-21
Name of the Program	Certificate Course in Proficiency in Use of English
Duration	06 Months
List of Students enrolled	See Annexure 1 (Student 10)
Curriculum	See Annexure 2
Assessment Procedure	<p>Paper I (subject 1, 2, 3) 70 Marks Theory, 30 marks Workbook Continuous Assessment</p> <p>Paper II (Subject 4, 5, 6) 70 Marks Theory, 30 marks (Group Discussion)</p> <p>Paper III (Subject 7, 8, 9) 70 Marks Theory, 30 marks (Group Discussion)</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Bhoite Minal Dattatray
2	Gholap Mayuri Mahadev
3	Jagtap Dhanshree Sunil
4	Karande Akshay Vilas
5	Mujawar Ayshal Habib
6	Pawar Pooja Shivaji
7	Pol Vaishnavi Dayanand
8	Rewale Sonali Chandrakant
9	Shendage Gouri Hindurao
10	Shirtode Someshwari Krishnat

Annexure 2 :

Curriculum

Certificate Course in Proficiency in Use of English

Paper -1 subjects

1. Basic English Usage

2. General Vocabulary

3. Written Communication

1. Basic English Usage:

(1) Types of Sentences (2) Correct Usages

2. General Vocabulary:

(1) Word Formation

(2) Synonyms - Antonyms

(3) Abbreviations

(4) Foreign Words & Phrases

3. Written Communication:

(1) Letter Writing, Direct, Indirect, Narration Precis writing, Punctuation.

Paper - II subjects

4. Communication Functions.

5. Spoken English For Communication.

6. Business Communication.

4. Communication Functions:

1. Persuading, Demanding, Convincing, Complaining, Introducing, Greeting Thanking, Apologizing, Requesting, Inviting, Ordering, Warning Suggesting, Threatening and Instructing.

2. Possibility, & Ability, Prediction & Probability, Linking, slinking. Permission, Obligation, Approval & Exclamation.

3. Clarification, Condolences, Enquiry, Responding, Promises, Farewell Good Wishes, Congratulations, Intention, Insistence, Wish Willingness & Advice.

4 Giving Excuses, Praying. Complimenting.

5. Spoken English for Communication:

1. Accent, Stress (Primary), Pitch, Intonation, Patterns (Falling & Rising), Rhythm

2. Telephone Conversation, Narrating a story or an event, Debating, Group discussion, Public speech. (Prepared/Extempore). Interviewing.

6. Business Communication

1. Report Writing. Notices, Agenda, Minutes, Drafts, Tenders, Quotations, Memos, Marketing. Negotiating. Contract indemnity Bonds.

Paper-III subjects

7. English for Computers

8. Reading Comprehension

9. Personality Development

7. English for Computers:

1. Words for Parts of Computers. Metaphorical Expressions, Internet Communication.

8. Reading Comprehension:

1. Reading for Specific purpose (scanning), Reading for general Information (skimming), skipping matter for importance,

Summing up - paraphrasing. Appreciation.

9. Personality Development:

.Motivation (promotion, employment generation, setting up Business). Aptitude developing. Confidence building. Body Language, Stage-courage, Public speaking Formality and Politeness.

2. Tactfulness as strategy Sense of dressing. Presentation Techniques, Fluency, General Knowledge, Use-Friendly Language, Respect and Politeness.

Details demanded by the DVV	Particulars
Year	2020-21
Name of the Program	Certificate Course in Marathi Sahitya Parichay Course
Duration	03 Months
List of Students enrolled	See Annexure 1 (10 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>प्रकल्प अ गटानुसार पुस्तकांचे समीक्षण प्रकल्प ब वर्तमान पत्रातील पुस्तक समीक्षेची कात्रणे जमाविणे</p> <p>विद्यार्थी परीक्षा : लेखी परीक्षा- ५० गुण, तोंडी परीक्षा- २० गुण, प्रकल्प परीक्षा- ३० गुण</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Adagale Shubham Vitthal
2	Chavan Pratik Suresh
3	Shinde Aniket Satish
4	Wagh Prathmesh Shankar
5	Kshirsagar Akshada Ashok
6	Kirve Aniket Haridas
7	Barge Rohit Ramchandra
8	Mane Rohit Prakash
9	Paudmal Sandhya Arun
10	Anpat Vishakha Sandip

Annexure 2 :

Curriculum

Certificate Course in Marathi Sahitya Parichay Course

मराठी साहित्य परिचय

६.विषयानुसार अभ्यासक्रम

१. साहित्य म्हणजे काय ?
२. साहित्याचे जीवनातील महत्व, व्याख्या, प्रकार, साहित्यिक मूल्य
३. दहा लेखकाचा परिचय
- १.वि. वा. शिरवाडकर २.वि.स. खांडेकर
३. प्र. के. अत्रे ४. आनंद यादव
५. दुर्गा भागवत ६. राजन गवस
७. शांता शेळके ८. सरोजिनी बाबर
९. मीना प्रभु १०. अच्युत गोडबोले
४. साहित्यातील शुध्दलेखनाचे महत्व व शब्दांचा इतिहास
५. कथा प्रकाराची ओळख लेखक परिचय पुस्तक वाचन सामूहिक चर्चा

सहा पुस्तकांसाठी :

१. प्रकाश वाटा डॉ. प्रकाश आमटे
२. मुक्तागणांची गोष्ट डॉ. अनिल अवचट
३. चीनी माती मीना प्रभु
- ४.मुसाफिर अच्युत गोडबोले
५. व्हायरस जयंत नारळीकर
६. हैदराबादची चित्तरकथा- धनंजय कुलकर्णी

६. पुस्तक परिक्षण परिचय

७. प्रकल्प अ गटानुसार पुस्तकांचे समीक्षण

८. प्रकल्प ब वर्तमान पत्रातील पुस्तक समीक्षेची कात्रणे जमाविणे

७. विद्यार्थी परीक्षा : लेखी परीक्षा- ५० गुण, तोंडी परीक्षा- २० गुण, प्रकल्प परीक्षा- ३० गुण

एकुण- १०० गुण

Details demanded by the DVV	Particulars
Year	2020-21
Name of the Program	Certificate Course in <u>Certificate Course in Hindi Translation</u>
Duration	06 Months
List of Students enrolled	See Annexure 1 (10 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>अंक विभाजन</p> <p>१. लिखित परीक्षा १०० अंक</p> <p>२. मौखिक परीक्षा ४० अंक</p> <p>३. प्रकल्प प्रोजेक्ट परीक्षा ६० अंक</p> <p>एकत्रित अंक २०० अंक</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Bhagat Nikita Ankush
2	Borde Saurabh Anil
3	Chavan Manjusha Anil
4	Gaikwad Sadhana Mahendra
5	Jadhav Krushnakant Rajendra
6	Kadam Swapnil Khanderao
7	Kambale Vishwajeet Jagannath
8	Mulla Shabnoor Kasam
9	Nalawade Archana Ankush
10	Salunkhe Shobha Gangaram

Annexure 2 :

Curriculum

Certificate Course in Certificate Course in Hindi Translation

हिंदी अनुवाद प्रमाणपत्र अभ्यासक्रम

१. अनुवाद स्वरूप : २० अंक

- १ परिभाषाएँ
- २ पर्यायवाची शब्दों का विवेचन
- ३ अनुवादकला या विज्ञान
- ४ अनुवादका महत्त्व
- ५ उपयोगिता एवं व्याभि

२. अनुवाद के प्रकार : ४० अंक

१ भाषा की अभिव्यक्ति के आधारपर

- १ गद्यानुवाद – नाट्यानुवाद कथानुवाद
- २ पद्यानुवाद काव्यानुवाद
- ३ काव्यानुवाद छायानुवाद रूपानुवाद आशु अनुवाद
४. नाट्यानुवाद सारानुवाद लिप्यानुवाद
५. कथानुवाद
- ६ साहित्येतर
- ७ कार्यालयों
- ८ वैज्ञानिक तकनीकी
- ९ व्यवसाय वाणिज्य
- १० विधि

३. अनुवाद की प्रक्रिया -

- १ अनुवादप्रक्रिया के चरण
२. अनुवाद के विविध आयाम :
३. सरकारी कामकाज और अनुवाद- सरकारी कामकाज में अनुवाद का महत्व
४. जनसंचार माध्यमों में अनुवाद का महत्व
५. विधि साहित्य का अनुवाद
६. अनुवाद कार्य में सहायक साधनों के उपयोग का महत्व
७. कोशः द्विभाषिक, विभाषिक, संकल्पनाएँ
८. सूचियाँ विषय विशेष के संदर्भ ग्रंथ

७. साहित्य के अनुवाद की समस्याएँ :

१. काव्यानुवाद की समस्याएँ
२. नाट्यानुवाद की समस्याएँ – गद्यानुवाद की समस्याएँ

८. परिभाषिक शब्द १०० शब्द

१० अंक

९. विशेषसूचना

अंक विभाजन

१. लिखित परीक्षा	१०० अंक
२. मौखिक परीक्षा	४० अंक
३. प्रकल्प प्रोजेक्ट परीक्षा	६० अंक
एकत्रित अंक	२०० अंक

१०. प्रश्नपत्र का स्वरूप तथा अंक विभाजन

१. लिखित प्रश्न पत्र

प्रश्न १. पूरे पाठ्य क्रमपर दस बहुविकल्पी प्रश्न	१०० अंक
प्रश्न २. परिभाषिक शब्दोंपर बहुविकल्पी प्रश्न – अंग्रेजी से हिंदी समान अर्थी शब्द मराठी से हिंदी	१० अंक
प्रश्न ३. मराठी से हिंदी अनुवाद ३ में से २	०५ अंक
प्रश्न ४. अंग्रेजी से हिंदी में अनुवाद ३ में से २	०५ अंक
प्रश्न ५. हिंदी से मराठी में अनुवाद ३ में से २	२० अंक
प्रश्न ६. टीप्पणीया लिखे - ३ में से २	१० अंक
प्रश्न ७. अंतर्गत विकल्प के साथ विस्तारित रूप में प्रश्न का उत्तर लिखे	१० अंक

२. मौखिक परीक्षा

अ. पाठ्यक्रम से संबंधित प्रश्न	४० अंक
ब. प्रकल्प से संबंधित प्रश्न	१० अंक
क. किसी एक विषयपर प्रस्तुती	१० अंक
ड. छात्र का एकत्रित मुल्यांकन	१० अंक

३. प्रकल्प

प्रत्येक छात्रको निम्नलिखित विषयोंपर प्रकल्प करना होगा।	६० अंक
अ) मराठी से हिंदी अनावद-कृषि, विधि, विज्ञान, सेना से संबंधित समाचारपत्र में प्रकाशित कमसे कम 5 समाचारोंका अनुवाद	१५ अंक
ब) अंग्रेजी से हिंदी अनावद - कृषि, विधि, विज्ञान, सेना से संबंधित समाचारपत्र में प्रकाशित कमसे कम 5 समाचारोंका अनवाद	१५ अंक
क) मराठी बोध कथाओंका हिंदी में अनुवाद (कोई 3)	१५ अंक
ड) वृत्तांत लेखन - सामाजिक समारोह, महाविद्यालयीन समारोह सामाजिक उत्थान संबंधित क्रिया/घटना	१५ अंक

Details demanded by the DVV	Particulars
Year	2020-21
Name of the Program	Certificate Course in Modi Script
Duration	01 Months
List of Students enrolled	See Annexure 1 (10 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>परीक्षा पध्दती</p> <p>पेपर १. प्राथमिक मोडी लिपी -५० गुण</p> <p>पेपर २. प्रगत मोडी लिपी -५० गुण</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Thorat Akshada Sunil
2	Inamdar Shahin Badshah
3	Rakshe Ganesh Rajendra
4	Padalkar Rahul Sakharam
5	Mengal Dattu Ravaji
6	Sabale Pankaj Rajendra
7	Chavan Shrikant Arun
8	Pawar Mahesh Dashrath
9	Kambale Vaishali Rajendra
10	Dr. Paudmal Sandhya Arun

Annexure 2 :

Curriculum

Certificate Course in Modi Script

पेपर क्र. १ प्राथमिक मोडी लिपी ५० गुण, १ तास

प्रश्न क्र. १ देवनागरी अक्षराचे मोडी लिपीत रूपांतर करणे. ८ पैकी ५	गुण ५
प्रश्न क्र. २ मोडी अक्षराचे देवनागरी लिपीत रूपांतर करणे. ८ पैकी ५	गुण ५
प्रश्न क्र. ३- स्वतःचे, शाळेचे, महाविद्यालयाचे मोडी नाव लिहीणे	गुण १
प्रश्न क्र. ४ मराठी अक्षराचे मोडी बाराखडी लिहीणे. ४ पैकी २	गुण ४
प्रश्न क्र. ५ - शब्दसंक्षेप लिहीणे. ८ पैकी ५	गुण ५
प्रश्न क्र. ६ ऐतिहासिक कागदपत्रांचे दोन प्रकार लिहीणे.	गुण ५
प्रश्न क्र. ७- अरबी तारखांचे इ.स. रूपांतर करणे. ८ पैकी ५	गुण ५
प्रश्न क्र. ८ वारांची नावे, अरबी अंक ओळखणे. ८ पैकी ५	गुण ५
प्रश्न क्र. ९ संख्या रेघी स्वरूपात लिहीणे. ८ पैकी ५	गुण ५
प्रश्न क्र. १० मोडी उतान्याचे देवनागरी लिपीत रूपांतर करणे.	गुण ५
प्रश्न क्र. ११ एखाद्या विषयावर निबंध.	गुण ५

पेपर क्र. २: प्रगत मोडी लिपी ५० गुण, १ तास

प्रश्न क्र. १ मराठी देवनागरी उताज्याचे मोडी लिपीत रूपांतर करणे.	गुण १०
प्रश्न क्र. २ मराठी देवनागरी उताज्याचे मोडी लिपीत रूपांतर करणे.	गुण १०
प्रश्न क्र. ३ मोडी उतान्याचे मराठी रूपांतर करणे.	गुण १०
प्रश्न क्र. ४ मोडी उतान्याचे मराठी रूपांतर करणे.	गुण १०
प्रश्न क्र. ५ मोडी पत्राचे मराठी रूपांतर करणे	गुण ५
प्रश्न क्र. ६ मोडी पत्राचे मराठी रूपांतर करणे	गुण ५

७. ब प्रश्नपत्रिका स्वरूप : पेपर क्र. १ प्राथमिक मोडी लिपी

प्रश्न १. खालील देवनागरी अक्षरांचे मोडीमध्ये लिप्यंतर करा. (कोणतेही पाच)	गुण ५
प्रश्न २. खालील मोडी अक्षरांचे देवनागरी लिप्यंतर करा. (कोणतेही पाच)	गुण ५
प्रश्न ३. खाली अक्षरांची मोडी बाराखडी लिहा. (कोणतेही पाच)	गुण ५
प्रश्न ४. ऐतिहासिक कागदपत्रांचे कोणतेही दोन प्रकार सविस्तर लिहा.	गुण ५
प्रश्न ५. खालील वारांची जुनी नावे लिहा. (कोणतेही पाच)	गुण ५
प्रश्न ६. खालील शब्दसंक्षेपांचे पूर्ण रूप लिहा. (कोणतेही पाच)	गुण ५
प्रश्न ७. खालील अरबी अंक ओळखा. (कोणतेही पाच)	गुण ५
प्रश्न ८. खालील अरी तारखांचे इ.स. मध्ये रूपांतर करा.	गुण ५
प्रश्न ९. खालील मोडी उतान्याचे देवनागरीमध्ये लिप्यंतर करा.	गुण ५

पेपर क्र. २: प्रगत मोडी लिपी

प्रश्न १. खालील देवनागरी (मराठी) उतान्याचे मोडीमध्ये लिप्यंतर करा.	गुण १०
प्रश्न २. खाली मोडी उतान्याचे देवनागरीत रूपांतर करा.	गुण १०
प्रश्न ३. पुढील मोडी पत्राचे देवनागरी लिप्यंतर करा.	गुण १०
प्रश्न ४. खालील मोडी उतान्याचे देवनागरीमध्ये लिप्यंतर करा.	गुण १०
प्रश्न ५. पुढील कालगणनेचे इसवी सनात रूपांतर करा.	गुण ५
प्रश्न ६. खालील देवनागरी उतान्याचे मोडी मध्ये लिप्यंतर करा.	गुण ५

Details demanded by the DVV	Particulars
Year	2020-21
Name of the Program	Certificate Course in Introduction to Income Tax
Duration	06 Months
List of Students enrolled	See Annexure 1 (10 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>Examination System:</p> <p>Paper-I (Subjects - 1, 2, 3, 4) - 80 Marks Theory</p> <p>Paper II (Subject-5) - 20 Marks Practical</p> <p>100 Total marks</p> <p>*For passing minimum marks required are 35% in Theory & Practical Separately.</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Sakunde Rutuja Sanjay
2	Chavan Dipti Sanjay
3	Bhosale Shweta Dnyandev
4	Kadam Pratik Mahendra
5	Chavan Monika Sambhaji
6	Deshmukh Akshay Mohan
7	Disale Madhvi Sanjiwan
8	Lavangare Ashwini Machhindra
9	Sawant Rutuja Rajendra
10	Madane Chanchal Prakash

Annexure 2 :

Curriculum

Certificate Course in Introduction to Income Tax

Introduction to Income Tax

Syllabus

- Subjects:** 1. Definition of basic concepts of Income Tax
2. Income exempt from tax.
3. Heads of income.
4. Permissible deductions from Income & Tax liability.

Subjects - 1. Definition of basic Concepts of Income Tax

Previous year

Assessment year

Person

Income

2. Income exempt from tax

Agricultural Income

Receipts by a member from Hindu Undivided family

Share of profit from Partnership firm

Amount received from life insurance policies

House rent allowance.

3. Heads of Income

- a) Income from salary - Meaning, basis of charge, deduction from salary
- b) Income from House Basis of charge, Gross annual Property value, deductions.
- c) Income from Basis of charge, admissible Business or Profession expenditure Business.

4. Permissible deductions from Income & Tax - 80 C, 80 D, 80 G, 80 L

--Rebate u/s 88, 88B, 88C

5. Computation of taxable income & Tax liability (Practical)

Preparing Return of Income - "SaraI" from (Salary Income / Business Income / Income from other sources)

Details demanded by the DVV	Particulars
Year	2020-21
Name of the Program	A Modular course on “Women Empowerment, Gender Equity, Woman Dignity and Safety Measures”
Duration	01 Months
List of Students enrolled	See Annexure 1 (68 Student)
Curriculum	See Annexure 2
Assessment Procedure	Examination System: Paper-I - 50 Marks Theory Paper II - 50 Marks Practical 100 Total marks *For passing minimum marks required are 35% in Theory

Annexure 1

Sr. No	Name of the Student Enrolled
1	Kolan Bhagyashree Chandrakant
2	Gordey Megha Bhaurao
3	Sapkal Rupali Avinash
4	Wakade Priti Rajkumar
5	Renke Suraj Prashant
6	Ghavane Vaishnavi Bhajandas
7	Sardepatil Reshma Rohit
8	Mandhre Rajani Mahendra
9	Sardepatil Reshma Rohit
10	Chavan Amruta Arjun

11	Mutha Sunita Rajendra
12	Gangurde Poonam Hiranman
13	Hake Rahul Hanumant
14	Rathod Shewanta Manik
15	Mahatkar Deepika Ram
16	Potdar Aarti Sanjay
17	More Poonam Laxman
18	Kadam Vishakha Vikas
19	Chavan Shrutika Shreekrishna
20	Deshmukh Kavita Keshav
21	Bhise Prajakta Rajendra
22	Nikam Anisha Sunil
23	Pawar Deepali Dattatray
24	Shrungarpure Shushma
25	Gaikwad Megha Vikas
26	Rokde Sunanda Baburao
27	Jadhav Anuja Vishal
28	Nale Prathibha Shivaji
29	Kshirsagar Shubhangi Rohit
30	Shah Sunisha Nilesh
31	Pandu Sana Rajasab
32	Potdar Aparna Vinayak
33	Desai Nishigandha Dhananjay
34	Mulla Rasul Hanif

35	Shelke Vinayak Anil
36	Dange Hemlata Jalindar
37	Pansare Nilam Avinash
38	Kumbhejkar Sandhya Vishnu
39	Thorat Adinath Rajaram
40	Bhilare Pranali Shahaji
41	Desai Dnyaneshwari Niranjan
42	Wagh Karuna Kamlakar
43	Pawar Tejaswi Santosh
44	Deshpande Sarika Dattatray
45	Ahirekar Preeti Nanaso
46	Kokil Sucheta Mahesh
47	Ahirekar Vaishnavi Hanmant
48	Bhosale Maithili Rajendra
49	Karanjkar Vedika Rajendra
50	Yewle Savita Sunil
51	Tapase Kundarani Bajrang
52	Beloshe Prerna Dnyaneshwar
53	Pujari Arya Vijay
54	Adhav Sadhana Vijay
55	Adhav Vaishnavi Vijay
56	Jadhav Swati Rajendra
57	Gayatri Namdas Ramesh
58	Anpat Gayatri Datta

59	Tidke Ashwini Milind
60	Shinde Anuja Subhash
61	Dhane Samadhan Vilasrao
62	Bisen Vaishnavi Mohan
63	Gavle Dhammadip Pandhari
64	Pawar Shyam Sopan
65	Borkar Prashant Ekaram
66	Bisen Yashvi Tejas
67	Karande Manisha Appasaheb
68	Bawane Jyoti Hemant

Annexure 2 :

Curriculum

A Modular course on “Women Empowerment, Gender Equity, Woman Dignity and Safety Measures”

Course pattern and contents

Module 1: An Introduction to Women’s Movement and Organizations

1. A Brief History of Women’s Movement in the 19th and Early 20th Centuries
2. Post-Independence Period: Women’s Movements and Women in Social Movements
3. Rise of NGO Sector: Self-Help Groups, Gender Planning and Gender Strategies
4. Different Reports, Policies, Programmes and Commissions for Women
5. U.N. Conferences on Women: A Global Perspective
6. Understanding Patriarchy, Caste and Social Construction of Gender in India: Focus on Family, Religion and Media

Skill Building: Reading and analysing statistical reports/Summarizing reports, policy recommendations/Preparing resource list, Understanding processes and procedures of campaign building/ Workshop on Gender Mainstreaming

Module 2: Empowerment of Women

1. Education: Equal Access and Gender Sensitive Curricula (Biographies of some knowledge making women)
2. Health: Health Services, Nutrition, Reproductive Health, Critical Issues in Mental Health, Disability and HIV/AIDS
3. Girl Child: Pre-natal Sex Selection, Child Marriage, Child Abuse, Child Labour and Rights of the Girl Child
4. Violence against Women: No Right to say No, Sexual Violence, Domestic violence, Caste and Communal Violence
5. Women safety and measures to curb violence against women
6. Environment: Issues of Livelihood, Shelter, Water and Sanitation

Skill Building: Documenting inequalities through quantitative methods and local surveys

Module 3: Women, Labour and the Economy

1. Concept of Work, Domestic Work
2. Women in Agriculture and Industry
3. Understanding Women in the Informal Sector

4. Gender and Development: Promoting Alternative Visions on gender equality, dignity of woman and mainstreaming of women in national development.

Skill Building: Writing press notes, newspaper features, blogs etc.

Module 4: Women, Law and Politics

1. Immunity, privileges and Guarantees enshrined by constitution, Laws concerning Women and Family Laws

2. Legal Campaigns and Changes: Efforts of Women's Organizations and Judiciary with Special Focus on curbing Violence, Abetment

3. Human Values and Human Rights

4. Understanding Local Self Government Bodies and Women's Participation, Roles, Reservation for Women

Skill Building: Preparing small handbills, speeches, posters, skits, role-plays to democratize knowledge of law to diverse groups

Eligibility: Any student pursuing graduation irrespective of Gender/faculty/discipline

Duration: Four Weeks

Certificate will be issued on successful completion of course and attainment of desired level of competencies, clubbed course work.

Coordinating Department: Department of Sociology

(To be conducted under the aegis of **Women Development Cell**)

Details demanded by the DVV	Particulars
Year	2020-21
Name of the Program	Certificate Course in Garden Techniques
Duration	03 Months
List of Students enrolled	See Annexure 1 (12 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>Examination System: Paper-I (Subjects - 1, 2, 3, 4) - 80 Marks Theory Paper II (Subject-5) - 20 Marks Practical 100 Total marks</p> <p>*For passing minimum marks required are 35% in Theory & Practical Separately.</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Dhadame Shradhha Satish
2	Dhumal Shubham Pradip
3	Farande Anuja Sanjay
4	Garde Sakshi Sandip
5	Jadhav Aakasha Ankush
6	Kambale Shital Dhanpal
7	Kadam Vrushali Mansing
8	Mane Tushar Vijay
9	Nimbalkar Nisha Rajendra
10	Nalawade Pratiksha Devidas
11	Phalke Megha Mahendra
12	Raut Gayatri Sanjay

Annexure 2 :

Curriculum

Certificate Course in Garden Techniques

रोपवाटीका तंत्र प्रमाणपत्र अभ्यासक्रम

विषयानुसार अभ्यासक्रम

सैध्दांतिक अभ्यासक्रम

घटक १. बगिचा आणि रोपवाटीका

१. बगिचा व्याख्या प्रकार, उपयोगिता
२. रोपवाटीका व्याख्या, ओळख, उपयोगिता प्रकार
३. रोपवाटीकेच्या आवश्यक गरजा आराखडा आणि मांडणी, अर्थसहाय्य हत्यारे, पाणी व्यवस्थापन, वीजपुरवठा, मनुष्यबळ यांची ओळख

२. बगिचा व रोपवाटीकेकरिता आवश्यक साधने -

१. खोदकामाची साधने - कुदळ, फावडे, पहार, विळा, खुरपे, दंताळक, इत्यादी
२. झाडे कापण्याची हत्यारे - सिकेटर, शिझर्स, कुप्याड, पुनर्स इत्यादी
३. कुंड्या व त्यासाठी साधने - विविध प्रकारच्या कुंड्या, हॉगिंगसाठी, रोपांसाठीचे ट्रेन, माँस स्टीक, रोपांसाठीच्या पॉलीथीन बग्स
४. पाणी व्यवस्थापनाची साधने – पैपेप्स, झारी, प्लास्टिक बोटल्स, मडके, ठिबक सिंचन, तुषार सिंचन
५. फवारणीसाठी लागणारी सामने -
६. इतर पॉलिचिन शीट, शटांग नेट, कमानी, बेंच, पेव्हलिंग ब्लॉक

घटक ३. रोपवाटीकेची देखभाल –

१. माती कोकापीठ
२. पाण्याचे स्रोत
३. खते- सेंद्रिय, असेंद्रिय, जैविक
४. रोग नियंत्रक किटनाशके, बुरशी नाशके, तणनाशके, जंतूनाशके इ. सेंद्रिय असेंद्रिय, जैविक
५. वाहतूक
६. मनुष्यबळ

४. रोपवाटीकेतील प्रचलित वनस्पती -

१. कुंपनासाठीच्या वनस्पती (अंतर्गत व बाहेरील)- ड्युगंटा, डोडोनियम, गोल्डन ड्युरांटा, एक्झोरा, वॅबिना, घाणेरी, कुफीया, आगेव, युफोबिया, बोगनवेल, मेहंदी.

२. वेलवर्गीय वनस्पती बिननिया, पेट्री, जास्मीन, थनबरजिया, मधुमालती, अलेमॅन्डा, मॉन्स्टेरा, पोथास
३. इनडोअर वनस्पती स्पर्धिफायलम, डायफेनवेनिया, लोकनमा, पेप्रेमिया, अन्थुरिअम, फिलोडेन्ड्रोस, मरानटा
४. मोठी झाडे (पानांसाठी) बंगली बदाम, खीसमस ट्री, सायकस, सातविण बॉलीअल्थीचा (अशोक), सुरू
५. मोठी झाडे (फुलांसाठी)- बॉटल ब्रश, टेकोमा, कॅशिया आपटा / गुलमोहर, पिचकारी, बकुळ
६. झुडपे (पानांसाठी) - अकेलिफज, क्रोटॉन, मोरपंखी जट्रोपा, काडलाईन, युका, लोलिना, मनिहॉट
७. झुडपे (फुलांसाठी) जास्वंद, कॅलिकंडा, गुलाब, हाफमस्कॉलडिया, हफमेलिया, एक्झोरा, कन्हेरी
८. मौसमी वनस्पती साल्हीया, पेटूनिया, अस्टर, शेवंती, निशिंगंधा, ग्लॉडिओलस, कायनम, डेलिया, झेनिया, कुल्ड स्ट्रलिटझिया, आडिनियम, हेलिफोनिया.
९. निवडुंग वर्गीय वनस्पती सेडम काटीलिडॉन, ओपूनशिया, घायपात, कोरफड,, पसनफुटी
१०. पाण्यातील वनस्पती कमळ, सालव्हीनिया, जलपर्णी, पिस्टिया
११. फळे देणाऱ्या वनस्पती आंबा, डाळींब, सिताफळ, फणस, केळी
१२. भाजी वर्गीय वनस्पती वांगी, टोमॅटो, भेंडी, पालक, ढबू मिरची, काकडी
१३. मसाल्याची झाडे गवती चहा, कढिपत्ता, कोथिंबीर, पुदिना, आलं
१४. लॉनसाठीचे गवत दुर्वा, जम्पींग, ग्रास, पॅस्पॅलम, ब्यु-ग्रीन ग्रास, कार्पेट लॉन.
१५. गझ्याचे वनस्पती निशिंगंधा, ग्लॉडिओलस, लिली, कर्दळ
१६. औषधी वनस्पती अडुळसा, गवती सहा, तुळस, आवळा, कोरफड, ब्राम्ही
१७. ऑर्कडस् वरील प्रत्येक उपघटकापैकी कोणत्याही ३ वनस्पती)

घटक ५. वनस्पतींचे पुनरुत्पादन

१. डोळा भरणे टी- बडींग, पंच बडींग
२. कलम- पाचर कलम, पॅच कलम.
३. लेयरिंग
४. शाखीय फांदी, मुळ, पाने, यांच्या सहाय्याने
५. बीज पुनरुत्पादन

घटक ६. रोपवटीकेचे आर्थिक नियोजन

१. जमीन
२. माती व मिश्रणे
३. लेयरिंग -
४. खते, रोगरियाबके, संप्रेरके
५. बी व बियाने
६. मनुष्य बळ
७. जाहिरात व विक्री

Details demanded by the DVV	Particulars
Year	2020-21
Name of the Program	Certificate Course in Co-operation & Accountancy
Duration	06 Months
List of Students enrolled	See Annexure 1 (19 Student)
Curriculum	See Annexure 2
Assessment Procedure	<p>Examination:</p> <p>There are six subjects of 100 marks each.</p> <p>C.C.C. & A Exam. should conducted in first week of Aug. 2021.</p>

Annexure 1

Sr. No	Name of the Student Enrolled
1	Barge Shivani Sharad
2	Inamdar Shahin Badsha
3	Galinde Soham Satish
4	Deshmukh Pramila Dilip
5	Mane Nikita Nityananda
6	Modar Dipak
7	Gaikwad Shivani Dnyandeo
8	Bhosale Rina Sunil
9	Raje Sayli Suresh
10	Kadam Megha Baburao
11	Shinde Priyanka Jagannath
12	Disale Nikhil Chandrakant

13	Sawant Priyanka Prakash
14	Inamdar Yasmin Musa
15	Jadhav Tanvi Bajrang
16	Kharade Kanchan Rajaram
17	Jadhav Vijay Satish
18	Chavan Rohini Ramesh
19	Sawant Kishor Rajendra

Annexure 2 :

Curriculum

Certificate Course in Co-operation & Accountancy

Course Contents:

Paper NO.1: Management of Co-op. Housing Societies.

Paper No.2. Accounts.

Paper No.3. Auditing.

Paper No.4. History, Principles and Management in Co-operation.

Paper No. 5. Co-operative Law and Other Laws.

Paper No.6: Co-operative Banking and Credit Societies.



Dr. B. N. Bhosale
Principal,
Prof. Sambhajirao Kadam College,
Deur, Tal. Koregaon, Dist. Satara.