



# Holy Cross College (Autonomous) Nagercoil – 629 004

Affiliated to Manonmaniam Sundaranar University, Tirunelveli  
Nationally Accredited with A+ Grade (CGPA 3.35) by NAAC IV Cycle  
An ISO 9001:2015 Certified Institution

SSR  
2019-2020  
to  
2023-2024

## VALUE ADDED SYLLABUS

### Value Added – MULTIMEDIA TRAINING (PHOTOSHOP, PREMIER PRO)

Course Code	Credit	Total Hours	Marks
VAP171	1	30	100

#### Objectives:

1. To create images for web design, logos, graphics, layouts, imagetouch-ups and color enhancement.

#### Course Outcomes

- To use photoshop confidently and effectively.
- To gain the skills and abilities to use photoshop that make them employable.
- To create and edit images.
- To use a range of tools and filters in *photoshop*

#### Unit I Starting Photoshop CS2

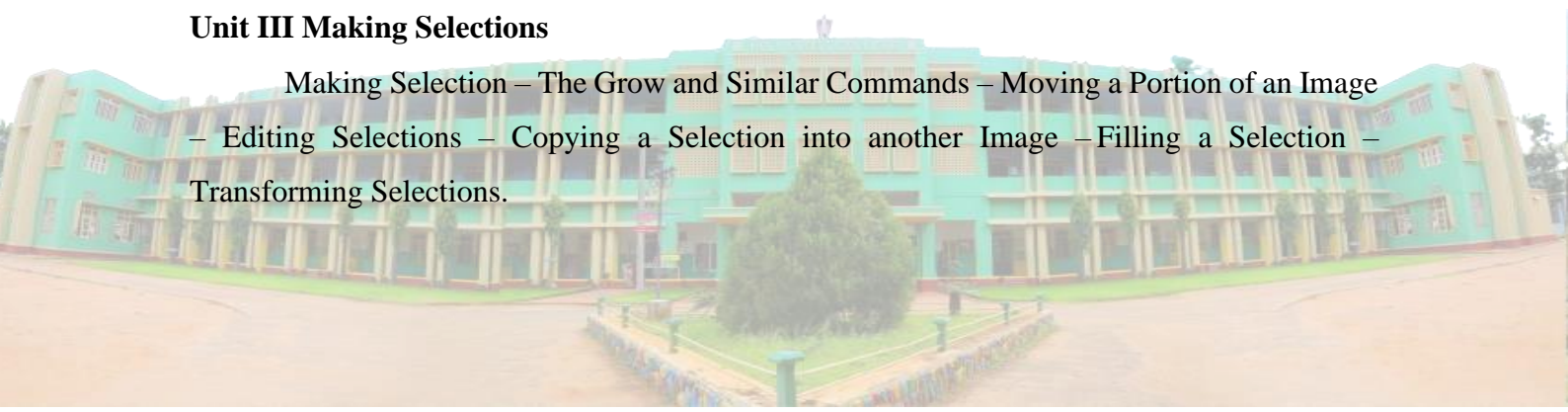
Getting Started with Photoshop CS2 – Opening an Existing File – The photoshop Program Window – Guidelines for Working with Toolbox – Screen Modes – Creating a New File – Saving Files – Removing Files – Closing File.

#### Unit II Working with Images

Vector and Bitmap Images – Opening Recently used Files – Image Size – Image Resolution – Editing Images – Opening Files Created in Illustrator or Freehand – Color Modes – Setting a Current Foreground and Background Colors – File Formats.

#### Unit III Making Selections

Making Selection – The Grow and Similar Commands – Moving a Portion of an Image – Editing Selections – Copying a Selection into another Image – Filling a Selection – Transforming Selections.



#### Unit IV Painting, Drawing and Retouching Tools

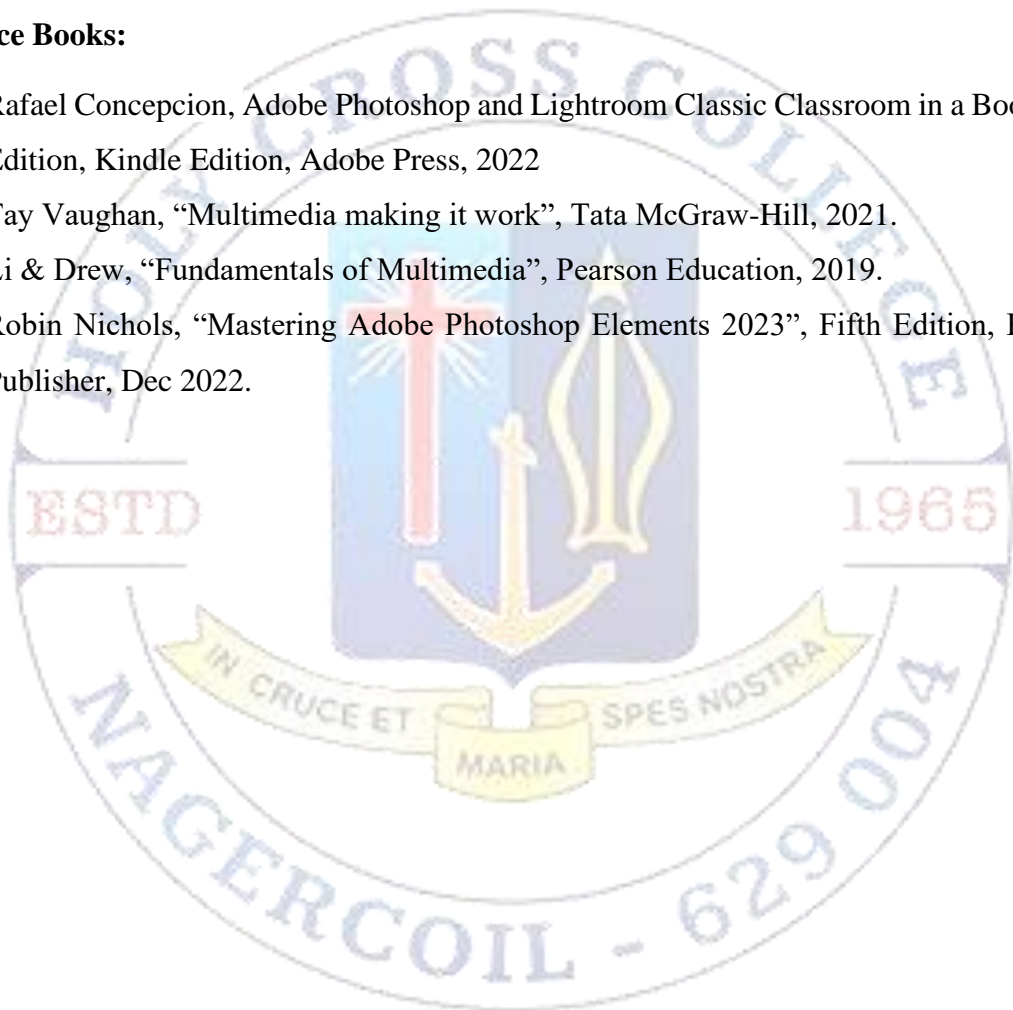
The painting Tools – The Drawing Tools – The Retouching Tools – Layers – Layers Palette – Working with Layers

#### Unit V Filters

The Filter Menu – Filter Gallery – Extract Filter – Liquify Filter - Vanishing Point Filter – Artistic Filters – Blur Filters – Brush Stroke Filters.

#### Reference Books:

1. Rafael Concepcion, Adobe Photoshop and Lightroom Classic Classroom in a Book 3rd Edition, Kindle Edition, Adobe Press, 2022
2. Tay Vaughan, “Multimedia making it work”, Tata McGraw-Hill, 2021.
3. Li & Drew, “Fundamentals of Multimedia”, Pearson Education, 2019.
4. Robin Nichols, “Mastering Adobe Photoshop Elements 2023”, Fifth Edition, Packet Publisher, Dec 2022.



**Value Added - DOMESTIC APPLIANCES AND SERVICE**

Course Code	Credit	Total Hours	Marks
VAP172	1	30	100

**Objectives:**

1. To understand the working principles of different household domestic appliances.
2. To check the electrical connections at house-hold
3. To learn the skill to repair the electrical appliances for the general troubleshoots and wiring faults

**Course Outcomes:**

- To explore the physics of home appliances and their functionality
- To understand key elements of electrical and electronics appliances.
- To understand the basic safety and servicing measures during the technical check.
- To do technical checks with electronic appliances

**Unit I Electrical Connections**

Voltage, Current, Resistance, Capacitance, Inductance, Electrical conductors and Insulators, Ohm's law, Series and parallel combinations of resistors, Connectors, Cables, Fuses, switches & Relays

**Unit II Current**

Galvanometer, Ammeter, Voltmeter, Multimeter (Analog & Digital) Transformers, Electrical energy, Power, Kilowatt hour (kWh), consumption of electrical power, direct current and alternating current, Single phase and three phase connections

**Unit III Electric Shock**

Basics of House wiring, Star and delta connection, Electric shock, first aid for electric shock, Overloading, Earthing and its necessity, Short circuiting, Fuses, Inverter, UPS

**Unit IV Electrical Appliances**

Principle, working and servicing of Electric fan, Electric Iron box, Water heater, Electric Mixer, Grinder and Blender, Microwave oven, Refrigerator

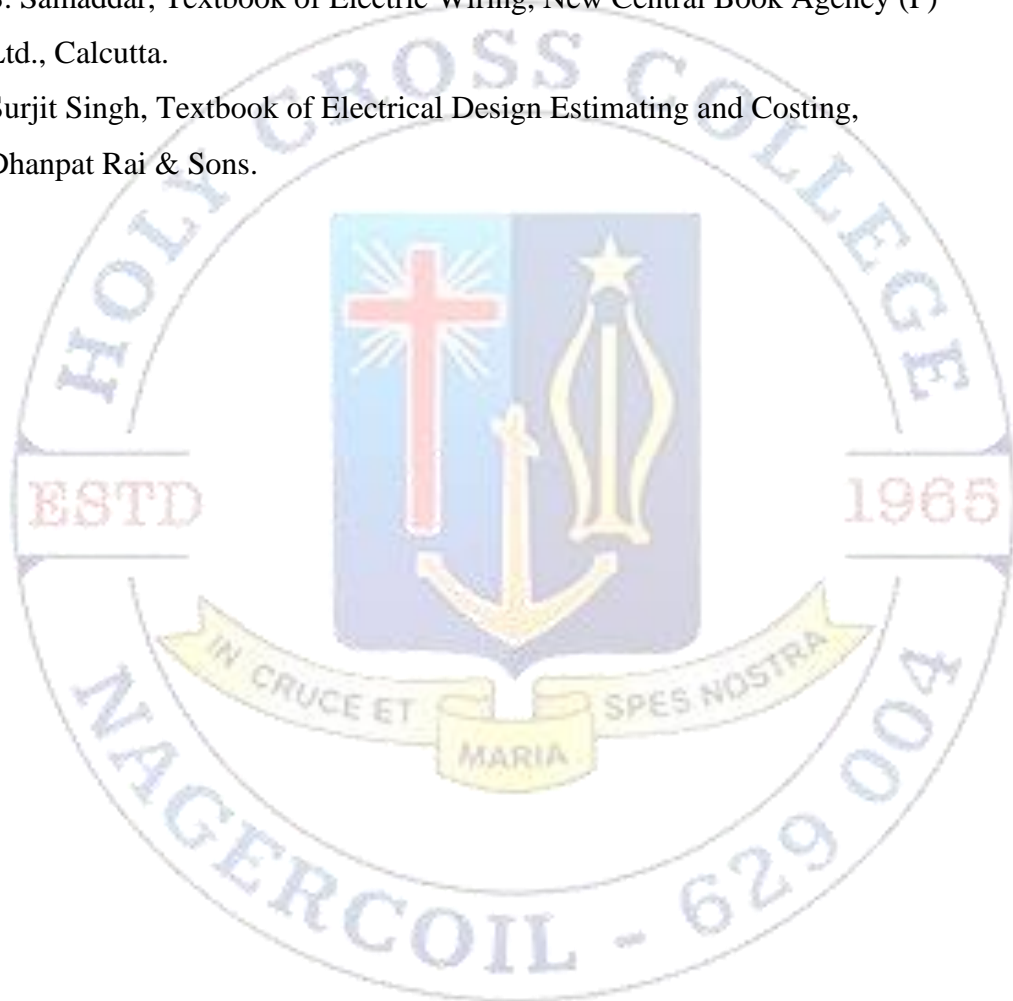


### Unit V Bulbs

Concept of illumination, Electric bulbs, CFL, LED lights, Energy efficiency in electrical appliances

### Reference Books:

1. Vincent Del Toro, Textbook of Principles of Electrical Eng., Prentice Hall of India Pvt. Ltd., New Delhi.
2. S. Samaddar, Textbook of Electric Wiring, New Central Book Agency (P) Ltd., Calcutta.
3. Surjit Singh, Textbook of Electrical Design Estimating and Costing, Dhanpat Rai & Sons.



**Value Added - CHEMICALS OF EVERYDAY USE**

Course Code	Credit	Total Hours	Marks
VAC171	1	30	100

**Objectives:**

1. To develop skill in preparing chemicals of everyday use.
2. To know about the ingredients of perfumes and fixatives.

**Course Outcomes**

- To know the ingredients of soaps and detergents.
- To understand the procedure for the preparation of household articles.
- To prepare the house hold articles.
- To analyse the chemical composition of soaps and detergents.
- To evaluate chemical constituents, present in cosmetics.

**Unit I**

**Soaps:** Types of soaps-toilet and washing and transparent soap, shaving soaps, liquid soap- methods of preparation, cleaning action of soaps. **Detergents** Cationic, anionic and non-ionic detergents – detergents containing enzymes. Eco-friendly detergents.

**Unit II Cosmetics: I**

Chemistry of face creams, cold cream, vanishing creams, toilet powders, hand lotion and creams, nail bleach, nail lacquer, nail lacquer removers, lipstick, eye-makeup, eye lid, hair oils, hair creams, hair dyes, hair removers, hazards of cosmetics.

**Unit III Cosmetics: II**

Perfumes-definition- classification as natural and synthetic-composition or ingredients. Fixatives: Name of the oil, source, components.



#### Unit IV Preparation and uses of the following

Tooth paste, tooth powder, boot polish, gum paste, sealing wax, phenyle, moth balls, liquid blues, chalk crayons, inks, agarpattis and camphor tablets.

#### Unit V Vital Chemicals at Home:

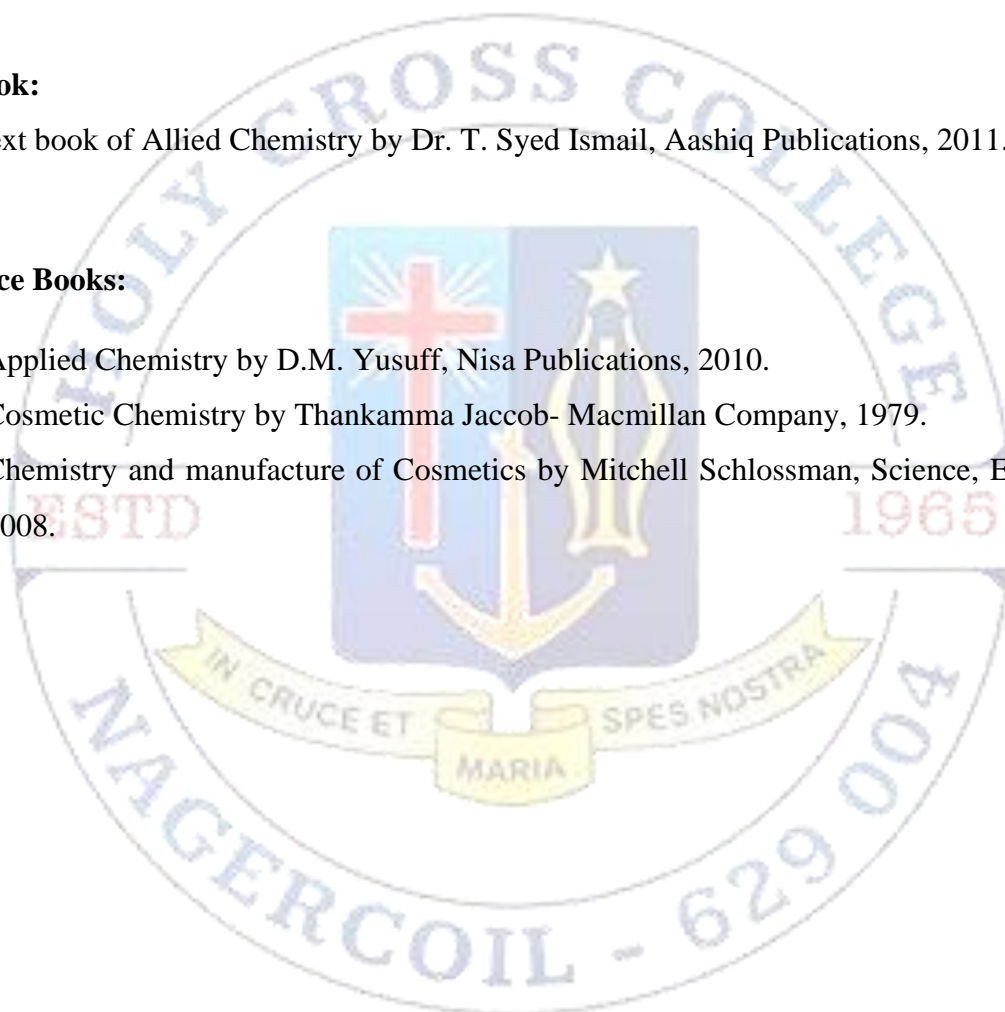
Preparation, properties and uses of washing soda, baking powder, vinegar, bleaching powder, shampoo, washing powder and sugar.

#### Text Book:

1. Text book of Allied Chemistry by Dr. T. Syed Ismail, Aashiq Publications, 2011.

#### Reference Books:

1. Applied Chemistry by D.M. Yusuff, Nisa Publications, 2010.
2. Cosmetic Chemistry by Thankamma Jaccob- Macmillan Company, 1979.
3. Chemistry and manufacture of Cosmetics by Mitchell Schlossman, Science, Edition, 2008.



**Value Added - POLYMER CHEMISTRY**

Course Code	Credit	Total Hours	Marks
VAC172	1	30	100

**Objectives**

1. To know about the different types of polymerization reactions.
2. To understand the importance and the biomedical application of polymers.

**Course Outcomes**

- To remember the types of polymers.
- To understand the basic concepts of polymers and its characterization techniques.
- To apply the uses of polymer in industrial and medicinal field.
- To analyse the special features of commercial polymers.
- To evaluate the characteristics of polymers.

**Unit I**

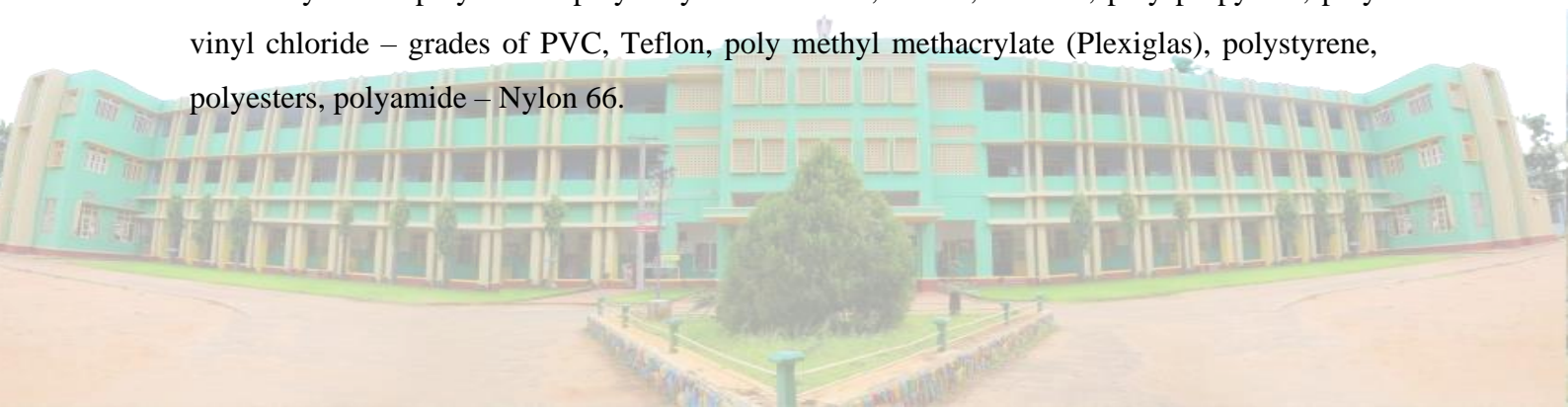
General Characteristics of polymers. Homo, hetero polymers, copolymers- block and graft copolymers. Thermosetting and thermoplastics. Linear, branched and cross-linked polymers. Type of polymerization – addition, condensation and co-polymerization. Initiators and inhibitors.

**Unit II**

Synthesis, properties and application of the following polymers. Phenol- formaldehyde resin, Melamine-formaldehyde resin, Polyurethanes, Epoxy resins-grades, curing processes and its importance.

**Unit III**

Synthetic polymers – poly ethylene – HDPE, LDPE, LLDPE, poly propylene, poly vinyl chloride – grades of PVC, Teflon, poly methyl methacrylate (Plexiglas), polystyrene, polyesters, polyamide – Nylon 66.



#### Unit IV

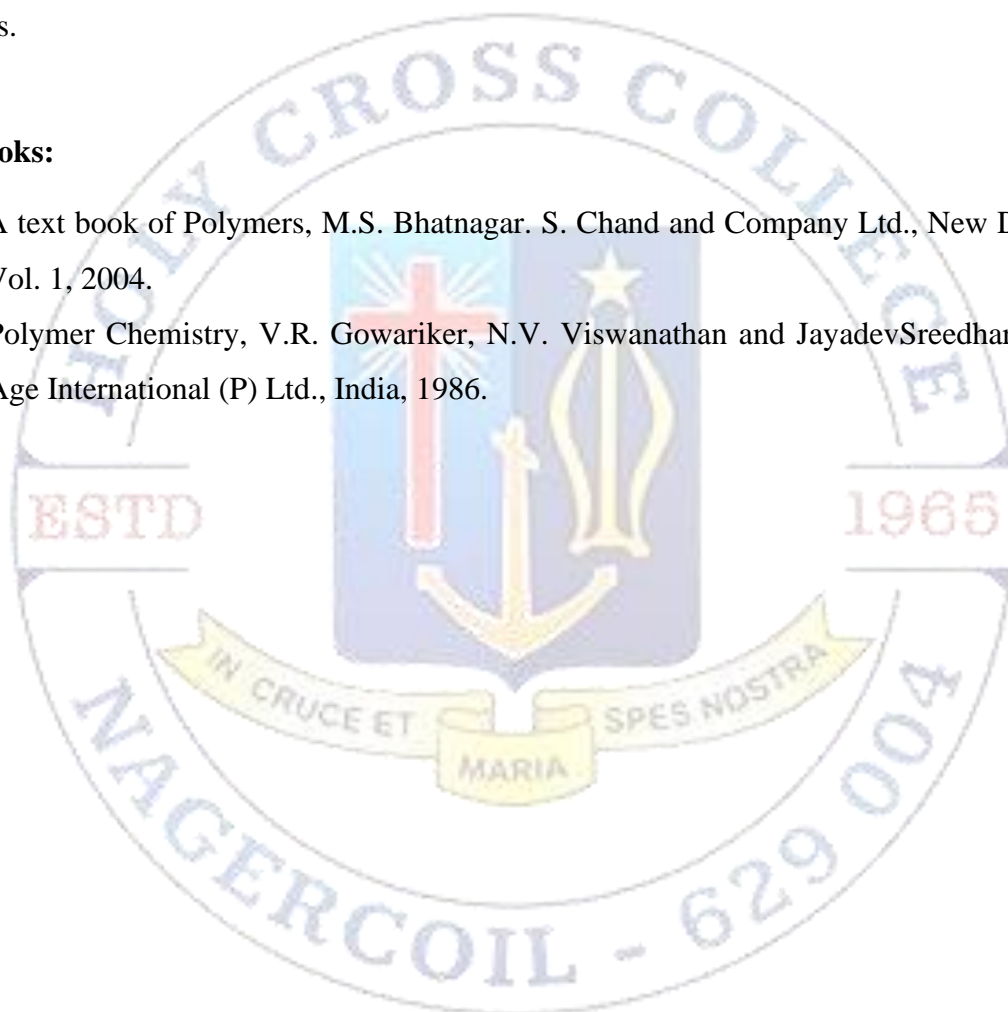
Natural rubber – vulcanization - synthetic rubber – styrene rubber, nitrile rubber, butyl rubber, polysulphide rubber and neoprene. Natural polymers – cellulose, starch, silk, wool, cellulose acetate and cellulose nitrate.

#### Unit V

Polymer processing – compression moulding, injection moulding, transfer moulding, extrusion moulding, casting, extrusion of fibres and spinning. Biomedical applications of polymers.

#### Text Books:

1. A text book of Polymers, M.S. Bhatnagar. S. Chand and Company Ltd., New Delhi – Vol. 1, 2004.
2. Polymer Chemistry, V.R. Gowariker, N.V. Viswanathan and JayadevSreedhar, New Age International (P) Ltd., India, 1986.





**Value Added - MUSHROOM CULTURE TECHNOLOGY**

Course Code	Total Hours	Marks
VAB201	30	100

**Objectives:**

1. To learn the technique of mushroom culture.
2. To provide self-employment opportunity

**Course Outcomes**

- To learn about the biology and ecology of mushrooms, including their life cycle, growth requirements, and various species.
- To encompass both theoretical knowledge and practical skills applicable in various contexts, from gardening to commercial production.

**Unit I**

Introduction, history, morphology, types and life cycle of mushrooms. Identification of edible mushroom. Nutritional and medicinal value of edible mushrooms

**Unit II**

Cultivation of mushroom – Oyster mushroom (*Pleurotus* sp.) Button mushroom (*Agaricusbisporus*) Paddy Straw Mushroom (*Volvariella* sp.). Isolation, Spawn Production, Substrate for mushroom cultivation. Spawn running and harvesting.

**Unit III**

Post-harvest technology of mushroom, protection of mushroom from insect pest, nematodes, mites, viruses, fungal competitors and other diseases

**Unit IV**

Spawn Production technique – Microbiological technique, mother spawn and commercial spawn.



## Unit V

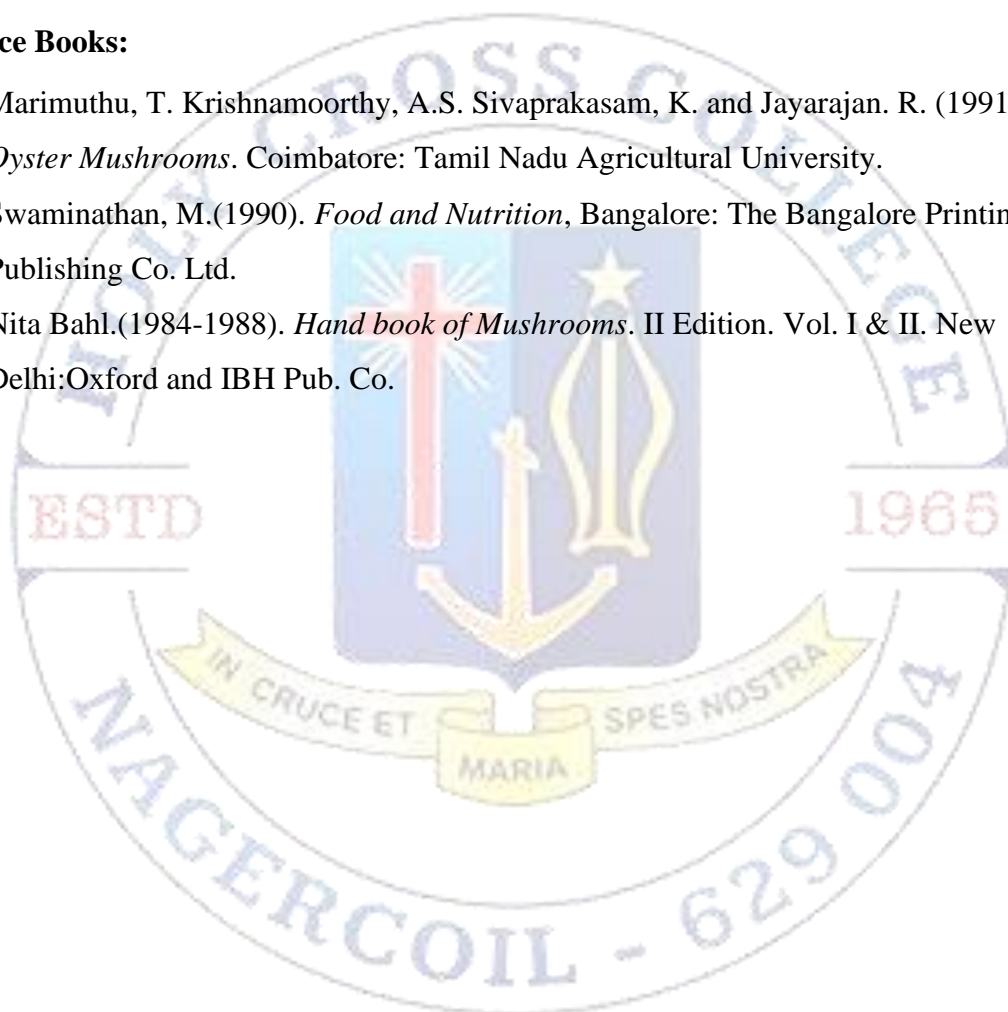
Few recipes, value added Products, packing techniques, marketing in India and abroad, Commercial production- model unit, Banking, Government, Help-Line.

### Text book:

1. Tewari Pankaj, Kapoor, S.C. (1988). *Mushroom Cultivation*. Delhi: Mittal Publications.

### Reference Books:

1. Marimuthu, T. Krishnamoorthy, A.S. Sivaprakasam, K. and Jayarajan. R. (1991). *Oyster Mushrooms*. Coimbatore: Tamil Nadu Agricultural University.
2. Swaminathan, M.(1990). *Food and Nutrition*, Bangalore: The Bangalore Printing and Publishing Co. Ltd.
3. Nita Bahl.(1984-1988). *Hand book of Mushrooms*. II Edition. Vol. I & II. New Delhi:Oxford and IBH Pub. Co.



**Value Added - HYDROPONICS**

Course Code	Total Hours	Marks
VAB202	30	100

**Objectives:**

1. To educate the student about hydroponics and its types
2. To implement hands on training about hydroponic techniques and to give a thorough knowledge about the business opportunities in hydroponic gardening

**Course Outcomes**

- To learn about design and manage hydroponic systems like NFT and DWC etc.
- To gain skills in formulating and maintaining optimal nutrient solutions for hydroponic crops and produce organic vegetables.

**Unit I**

The merging of nature and technology. Plants- A basic overview. Introduction to Hydroponics/Soil-less Cultivation: Hydroponic system. Basic needs of hydroponics.

**Unit II**

Hydroponic poly house- location factors, basic structure and design, flooring, glazing material, heating and cooling, air movement, plant support system, supplemental lighting, CO<sub>2</sub> enrichment, climatic condition, backup systems and sanitation, Basic hydroponic structure and components.

**Unit III**

Garden practices: Kinds of substrates and its preparation, Water analysis, nutrient solution analysis, Selection of plant. Planting of seeds and germination characteristics, transplanting of saplings into larger grow beds, spacing characteristics between plants, Mixing of nutrients, organic nutrients.



#### Unit IV

Parameters to be maintained: Environmental Factors: Light (quality, energy, photoperiodism & systems), Temperature (heating & cooling) and carbon dioxide, Consulting parameters (EC & pH), Pest and pest control, Cutting and clones, pruning and training, Harvesting

#### Unit V

Startup costs for an indoor hydroponic farm, Yield and commercial hydroponic farming and Profits, Vocational and Business opportunities in Hydroponics.

#### Text Book:

1. Jeffrey Winterborne. (2005). *Hydroponics: Indoor Gardening*. (4<sup>th</sup> ed.). U.K: Pukka Press Ltd.

#### Reference Books:

1. Keith Roberto. (2003). *How to Hydroponics*. New York: The Future Garden Press.
2. Benton Jones Jr. (2005). *Hydroponics- A Practical Guide for the soilless grower*. (2<sup>nd</sup> ed.). U.S.A.: CRC Press.
3. Les Bridgewood. (2002). *Hydroponics- Soilless gardening explained*. U.K.: Crowood Publishers.
4. Adam.J. Savage. (1996). *Planning a Profitable Hydroponic- Greenhouse Business*. London: Sovereign University Publishing House.



**Value Added - TECHNIQUES IN BIOLOGY**

Course Code	Credit	Total Hours	Marks
VAZ179	1	30	100

**Objectives:**

1. To enable the students to understand the working principles of instruments used in biological investigations.
2. To enhance the skills to use the tools and techniques in biology.

**Course Outcomes**

- To outline the principles and working mechanism of specific tools and techniques.
- To explain laboratory procedures, methods, and instrumentation for biological studies.
- To analyze assumed hypotheses and execute experiments by selecting the appropriate research techniques.
- To apply relevant techniques to address medical, social and environmental problems.

**Unit I pH Meter and Centrifuge:**

Principle, Instrumentation and application of pH Meter and centrifuge.

**Unit II**

Spectrophotometer and Semi-autoanalyzer: Principle, Instrumentation, applications of spectrophotometer and semi-autoanalyser.

**Unit III Chromatography**

Principle, Instrumentation of Chromatography - Thin Layer, Column and High-Performance Liquid Chromatography.

**Unit IV Electrophoresis**

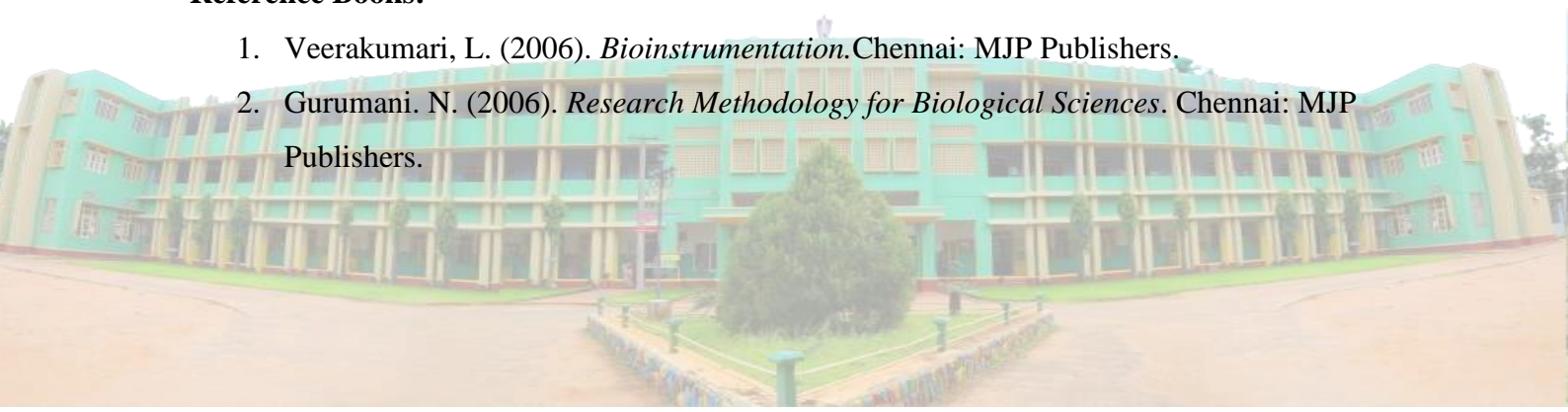
Principle, Methods and Application of Polyacrylamide gel Electrophoresis and Agarose gel Electrophoresis.

**Unit V Microscopy**

Working Principle of microscopes - compound, phase contrast, fluorescence. Photomicrography.

**Reference Books:**

1. Veerakumari, L. (2006). *Bioinstrumentation*. Chennai: MJP Publishers.
2. Gurumani. N. (2006). *Research Methodology for Biological Sciences*. Chennai: MJP Publishers.



**Value Added - ECOFRIENDLY PRODUCTS OF SERICULTURAL WASTES**

Course Code	Credit	Total Hours	Marks
VAZ173	1	30	100

**Objectives:**

1. To understand the different wastes of sericulture.
2. To make value-added products from the sericulture wastes.
3. To understand the entrepreneurial opportunities in the field of sericulture.

**Course Outcomes**

- To identify the waste produced during sericulture.
- To classify different waste products on the basis of their uses.
- To using sericulture waste products to prepare vermicomposting, to make handicrafts and cosmetics.

**Unit I**

Sericulture: Introduction. Wastes of Sericulture

**Unit II**

Classification of by-products. Wastes of Moriculture: Preparation of compost, methodology, chemical analysis of compost.

**Unit III**

Wastes of silkworm rearing - by-products - Silkworm oil, manure from Silk worm faeces and litter.

**Unit IV**

Cocoons wastes - Pupa: nutritional value - food and feed - Cocoon handicrafts. Silk wastes - By-product of silk reeling - silk-based handicrafts.

**Unit V**

Medicinal and cosmetic uses: Nutraceutical, medicinal and cosmetic uses of mulberry plants, silkworm, pupa and silk moth.

**Reference Books:**

1. S.R.Ullal and M.N. Narasimhanna. (1987). *Hand book of practical sericulture*. Bangalore: Central Silk Board.
2. [https://www.researchgate.net/publication/371658640\\_Application\\_of\\_Mulberry\\_and\\_Mulberry\\_Silkworm\\_By-Products\\_for\\_Medical\\_Uses](https://www.researchgate.net/publication/371658640_Application_of_Mulberry_and_Mulberry_Silkworm_By-Products_for_Medical_Uses).



**Value Added - HOUSEHOLD WASTE MANAGEMENT**

Course Code	Credit	Total Hours	Marks
VAZ172	1	30	100

**Objectives:**

1. To encourage healthy waste management strategies at home and the environment.
2. To promote technological methods to enhance effective bio-composting at home.

**Course Outcomes**

- To identify the sources, composition, collection methods, disposal methods and management of wastes.
- To analyse the types, means of transport and disposal, methods of composting and management of wastes.
- To apply vermicomposting technique and biogas production for biodegradable wastes and documentation of waste management strategies.
- To apply waste management strategies in household and locality to create kitchen garden and healthy society.

**Unit I Ecosystem and Solid waste**

Introduction to Environment - Ecosystem - meaning- types - components- structure. Types of waste - Definition – Solid and Liquid waste; Biodegradable and Non-biodegradable wastes; Sources of waste - Composition and determinants of waste.

**Unit II Generation and Collection of wastes**

Factors influencing generation- Assessment of solid wastes-Methods of sampling and characterization. Collection and Transfer - Collection of Solid waste - Collection system - Time and frequency of collection - Factors affecting collection.

**Unit III Waste Disposal**

Disposal of Solid Wastes - Refuse disposal - Various methods - Incinerations - Sanitary landfills - Gas and leachate movement and control. Bio-composting methods for Kitchen waste management.



#### Unit IV Composting Methods

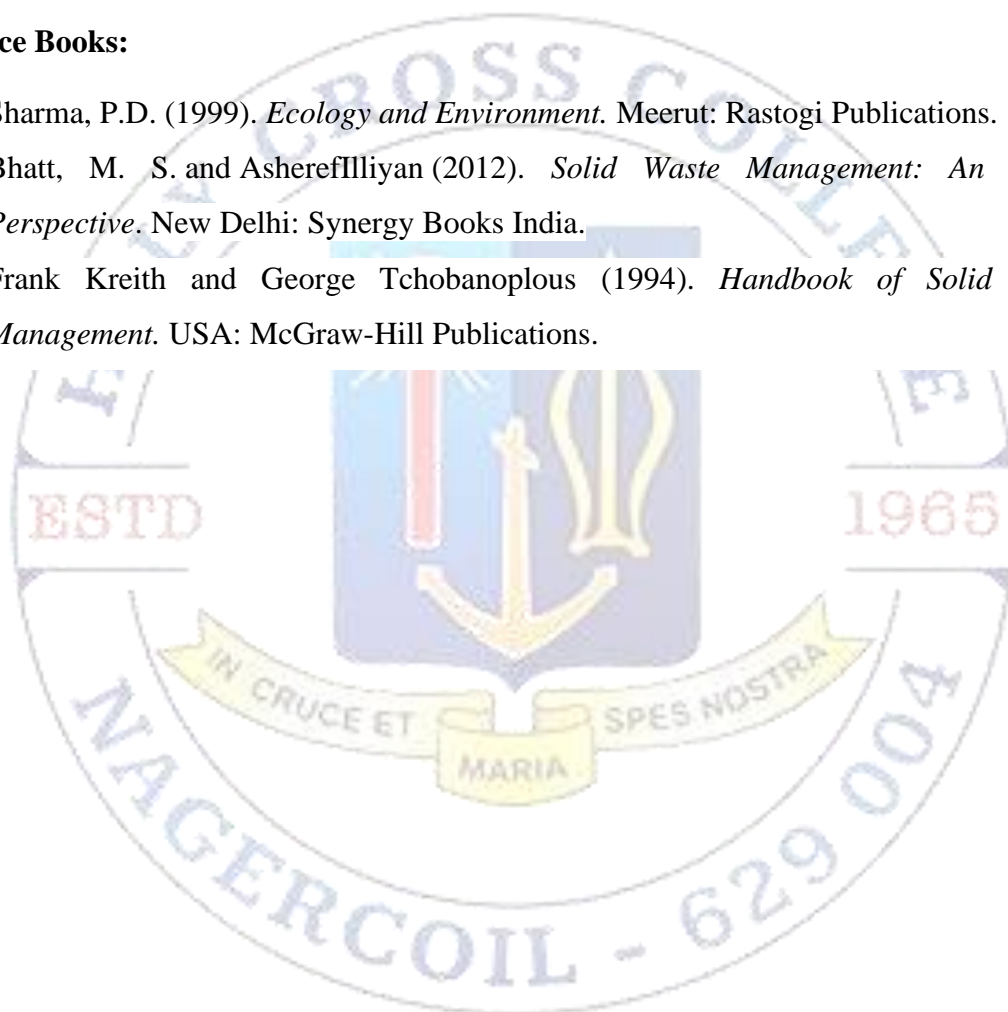
Vermitechnology for decomposition of House hold wastes. Biogas preparation in house hold waste management systems.

#### Unit V Kitchen Garden and waste management strategies

Kitchen garden as a means of liquid and biodegradable waste management. Documentation of waste management strategies implemented in their household and locality.

#### Reference Books:

1. Sharma, P.D. (1999). *Ecology and Environment*. Meerut: Rastogi Publications.
2. Bhatt, M. S. and AsherefIliyan (2012). *Solid Waste Management: An Indian Perspective*. New Delhi: Synergy Books India.
3. Frank Kreith and George Tchobanoplous (1994). *Handbook of Solid Waste Management*. USA: McGraw-Hill Publications.





**Value Added - FIRST AID**

Course Code	Credit	Total Hours	Marks
VAZ171	1	30	100

**Objectives:**

1. To give initial care to a person in distress to save from casualty.
2. To deal with first aid emergencies in any situation.
3. To understand and demonstrate lifesaving skills.

**Course Outcomes**

1. To identify the responsibilities of a First Aider.
2. To assess the incident and manage responsive and unresponsive casualty.
3. To administer first aid to a casualty with injuries, burns, poisoning, bleeding and cardiac arrest.
4. To gain employability as a first aider in institutions.

**Unit I Care of the Unconscious**

Causes of unconsciousness: Diabetes, Epileptic seizures, head injury, Fainting, heart attack, Cardiac Pulmonary Resuscitation (CPR), electric injury, choking, stroke - principles of treatment - patient approach - call for emergency.

**Unit II Bleeding**

Haemorrhage - internal, external. Wounds - Amputation-nose bleeds. Principles of treatment - patient approach- call for emergency.

**Unit III Burns and Extremes of Temperature**

Burns- Causes, signs and symptoms. Hypothermia-hyperthermia. Heat stroke. Principles of treatment- patient approach - call for emergency.



#### Unit IV Bites and Stings

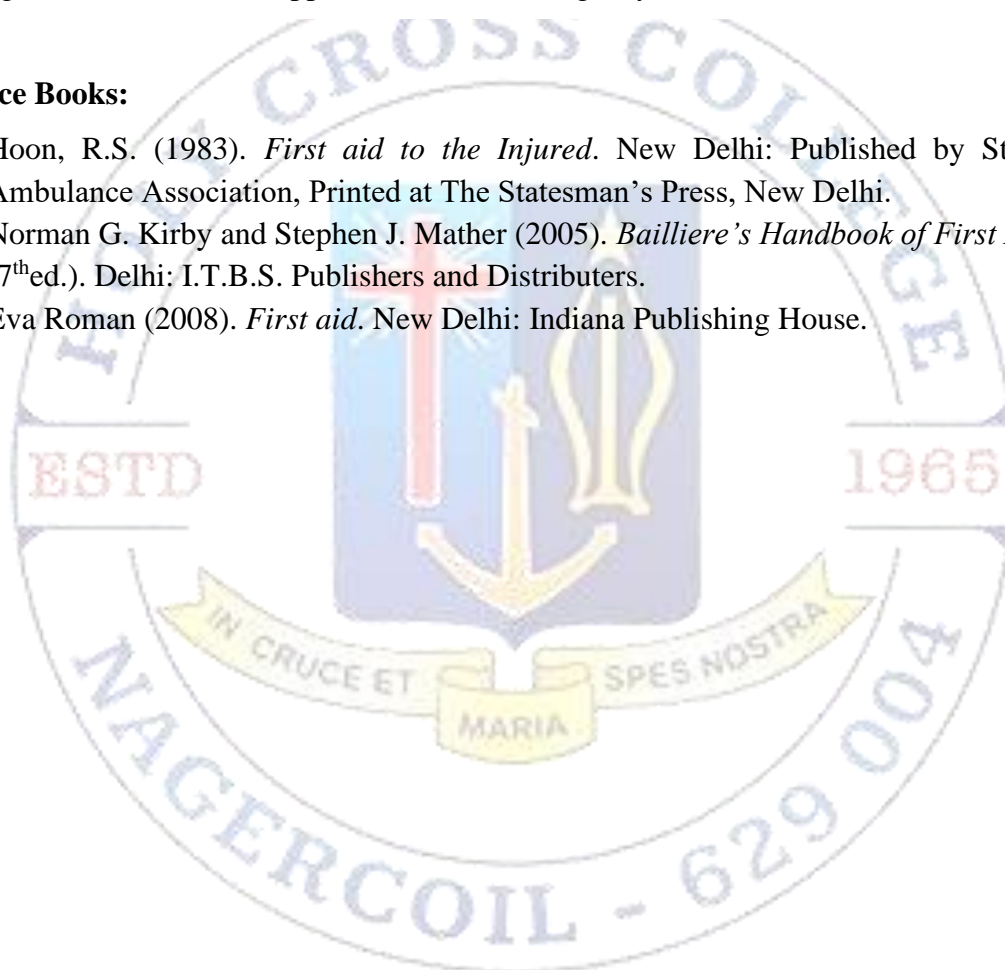
Types of bites and stings- treatment. Patient approach- call for emergency. Foreign body in eye, ear and nose: Type of foreign body-treatment. Patient approach - call for emergency.

#### Unit V Injuries and Poisoning

Fractures and injuries: Bone and joint injury- head injury-dislocations-treatment. Patient approach- call for emergency. Poisoning: Chemicals - noxious gasses and food poisoning - treatment. Patient approach- call for emergency.

#### Reference Books:

1. Hoon, R.S. (1983). *First aid to the Injured*. New Delhi: Published by St. John Ambulance Association, Printed at The Statesman's Press, New Delhi.
2. Norman G. Kirby and Stephen J. Mather (2005). *Bailliere's Handbook of First Aid* (7<sup>th</sup>ed.). Delhi: I.T.B.S. Publishers and Distributers.
3. Eva Roman (2008). *First aid*. New Delhi: Indiana Publishing House.



**Value Added - SOFT SKILLS**

Course Code	Credit	Total Hours	Marks
VAE171	1	30	100

**Objectives:**

1. To equip students with basic communication skills focusing on the four basic skills.

**Course Outcomes**

- To understand the process of communication and identify barriers to effective communication.
- To master the art of active listening and its importance in effective communication.
- To develop the ability to speak confidently on given prompts or topics.
- To understand the techniques of skimming and scanning to extract relevant information efficiently.
- To gain proficiency in writing professional emails adhering to standard formats and etiquette.

**Unit I Life Skills**

Communication: Process, barrier, Types – Career planning-time management – stress management – Problem solving.

**Unit II Listening**

Active Listening – Introduction to Indian, British and American accents – Listening to Short Stories, news, Passages.

**Unit III Speaking**

Speaking on prompts – presentation – Group Discussion.

**Unit IV Reading**

Skimming & scanning – analytical reading – note making – précis writing.

**Unit V Writing**

Email - report – proposal.

**Reference Book:**

1. Soft Skills: Know Yourself & Know the World by Dr. K. Alex.



**Value Added - READING SKILLS**

Course Code	Credit	Total Hours	Marks
VAE172	1	30	100

**Objectives:**

1. To help students develop the skill of reading
2. To train students in the art of comprehension of passages

**Course Outcomes**

- To analyse themes of aging, mortality, and societal structures in "The Land Where There Were No Old Men."
- To investigate themes of triumph, perseverance, and dedication in "My Greatest Olympic Prize."
- To explore the life and achievements of Houdini and his influence on popular culture and entertainment.
- To examine the conventions of the detective genre and its evolution in "The Moonstone."

**Unit I**

The Land Where There Were No Old Men - Migration and Bird - Ringing

**Unit II**

My Greatest Olympic Prize - The Conjuror's Revenge

**Unit III**

The One and Only Houdini - A Case of Suspicion

**Unit IV & V**

The Moonstone by Wilkie Collins

**Reference Book:**

1. Reading for Meaning by M.L. Tickoo and Paul Gunashekar



**Value Added - TRAVEL AND TOURISM MANAGEMENT**

Course Code	Credit	Total Hours	Marks
VAH191	1	30	100

**Objectives:**

1. To understand the various aspects of Tourism Management.
2. To become an entrepreneur as a tourist guide and Travel agent.

**Course Outcomes**

- To discuss about the origin and growth of Tourism.
- To explain the concept of domestic and international Tourism.
- To evaluate the function of Travel agencies and Tour operators.
- To create an awareness about how to apply Passport and VISA.
- To discuss about the Resources for planning Travel itineraries.

**Unit I**

Definition of Tourism - Origin and Growth of Tourism - Types of Tourism-Forms of Tourism – Basic Components of Tourism.

**Unit II**

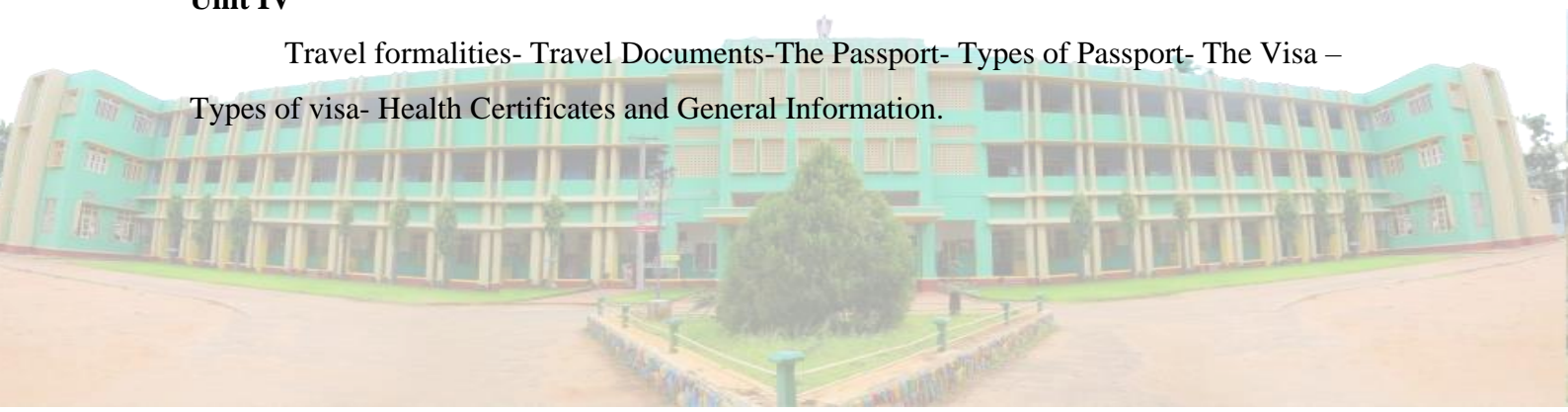
Concept of domestic and international Tourism- Geography of the world- World time difference- International Standard time.

**Unit III**

Functions of Travel Agency and Tour Operators – Types of Tour packages- Preparation of Tour itinerary- Fares and Ticketing – Important world currencies with its logo – Travel Agents in India-Tourist guides.

**Unit IV**

Travel formalities- Travel Documents-The Passport- Types of Passport- The Visa – Types of visa- Health Certificates and General Information.



## Unit V

Planning Travel Itineraries- Basic steps in planning Itineraries- Planning Travel Itineraries-Resources for Planning Travel Itineraries.

### Reference Books:

1. Bhatia, A. K. (2010). *Tourism Development - Principles and Practices*. New Delhi Sterling Publishers Private Limited.
2. Bhatia. A.K. (2006). *International Tourism Management*. New Delhi, Sterling Publishers Private Limited.
3. Bhatia. A. K. (1991). *International Tourism*. New Delhi, Sterling Publishers Private Limited.
4. PranNath Seth, (2008). *Successful Tourism Management*, Vol. I & II, New Delhi, Sterling Publishers Private Limited.
5. Pruthi, R. K. (2004). *International Tourism*. New Delhi, Rajat Publications.



**Value Added - EPIGRAPHY**

Course Code	Credit	Total Hours	Marks
VAH192	1	30	100

**Objectives:**

1. To discuss the types of inscriptions and writing materials
2. To have a skill about the important inscription

**Course Outcomes**

- To define Epigraphy
- To explain the Dating of Inscription
- To discuss Tamil Brahmi Inscription
- To explain the Estampaging of inscription
- To discuss the important inscription

**Unit I**

Epigraphy- Introduction and Importance – Types of Inscriptions- Writing Materials.

**Unit-II**

Epigraphical contents and conventions- Dating of Inscriptions- Estampaging of Inscriptions.

**Unit-III**

Decipherment of Scripts- Brahmi-Tamil Brahmi Inscriptions-Tamizhi- Vatteluthu-Kharoshti-Grantha Script-Nagari.

**Unit-IV**

Pillar Inscription-AsokanEdites- Allahabad Inscriptions- Hathikumba Inscriptions-Kuram Copper Plates- Velvikudi Copper Plates- Uttiramerur.

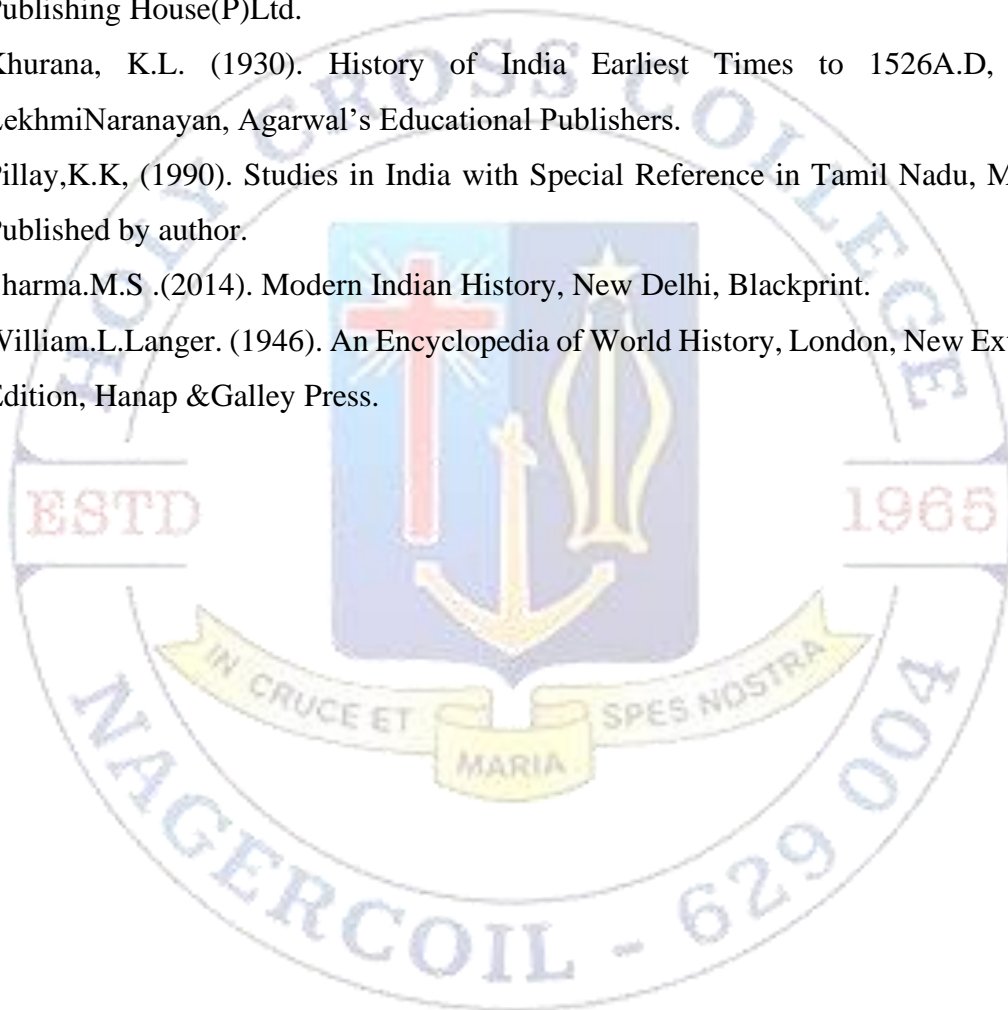


**Unit-V**

Important Inscriptions-AsokaEdicts- Allahabad Inscriptions- Hathikumba Inscriptions- Kuram Copper Plates- Velvikudi Copper Plates- Uttiramerur Inscriptions- Kanyakumari Inscriptions.

**Reference Books:**

1. James Edger Swan, (1947). History of world Civilization, New Delhi, Eurasia Publishing House(P)Ltd.
2. Khurana, K.L. (1930). History of India Earliest Times to 1526A.D, Agra, LekhmiNaranayan, Agarwal's Educational Publishers.
3. Pillay,K.K, (1990). Studies in India with Special Reference in Tamil Nadu, Madras, Published by author.
4. Sharma.M.S .(2014). Modern Indian History, New Delhi, Blackprint.
5. William.L.Langer. (1946). An Encyclopedia of World History, London, New Extended Edition, Hanap &Galley Press.





**Value Added - HEALTH ECONOMICS**

Course Code	Credit	Total Hours	Marks
VAE191	1	30	100

**Objectives:**

1. To understand the need for health servicing by Government hospitals.
2. To know about health insurance.
3. To become aware of & utilize the Health Services offered by the Government.
4. To study about the role of Financial Institutions in financing health services.

**Course Outcomes:**

- To understand the determinant and dimensions of health.
- To identify the resource allocation in private and Government hospitals.
- To know the evaluation of benefits and cost of health services.
- To discuss the sources of finance for health.
- To analyze the health programme of India.

**Unit I**

Meaning of health – determinants – dimensions of health – input-output – indicators – relation with economic development – Public expenditure on health – National health policy – other alternatives – health model - Planning of health.

**Unit II**

Resource allocation in the private and Government hospitals – pricing of these services – the demand for health services – role of the physician – Health insurance.

**Unit III**

Evaluation of Benefits & Costs of Health services – The provision of Health services by the Government.



#### Unit IV

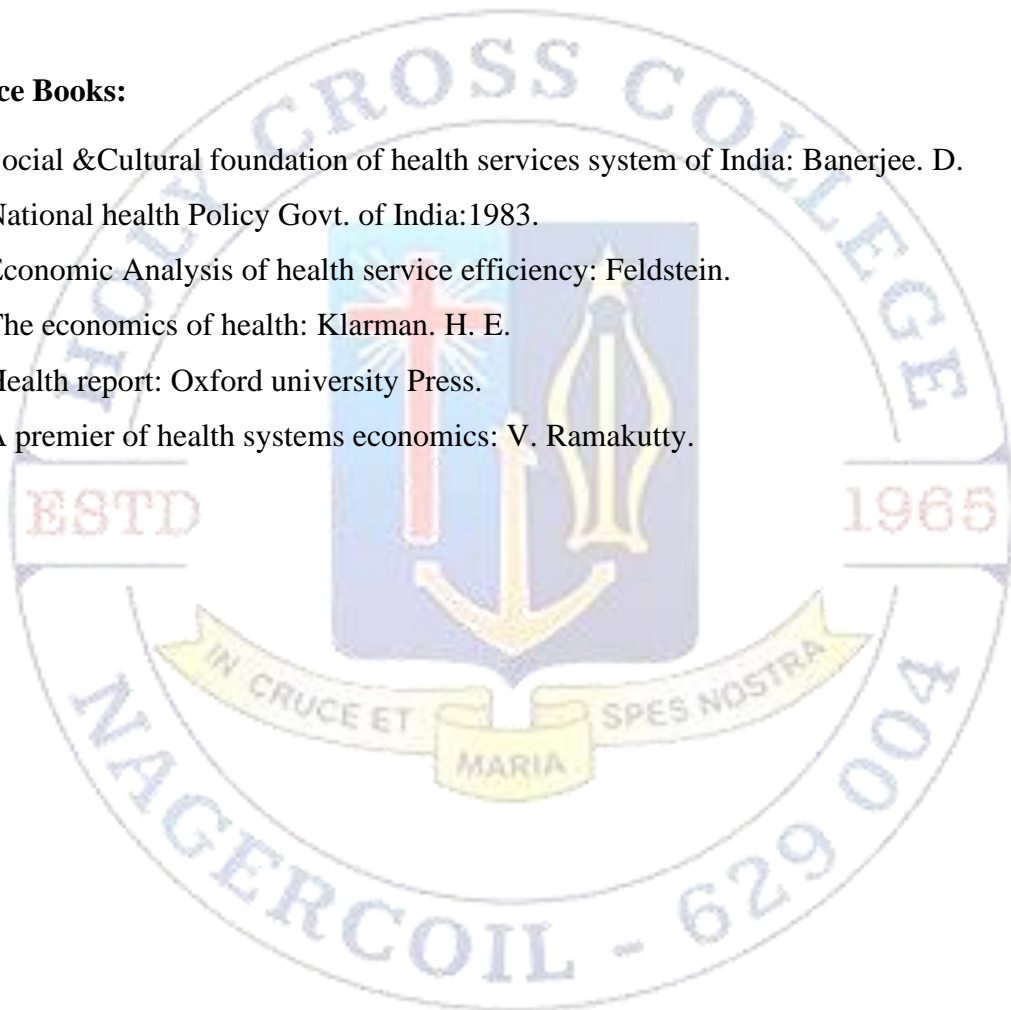
Analysis of the sources of Finance for health – The need for a social health insurance for the poor, disabled and the aged - Institutions financing health services at the National, State and Local levels.

#### Unit V

Health programmes India: National Program of Health Care for the Elderly (NPHCE)  
- District Mental Health Program (NMHP) - National Tobacco Control Program

#### Reference Books:

1. Social & Cultural foundation of health services system of India: Banerjee. D.
2. National health Policy Govt. of India: 1983.
3. Economic Analysis of health service efficiency: Feldstein.
4. The economics of health: Klarman. H. E.
5. Health report: Oxford university Press.
6. A premier of health systems economics: V. Ramakutty.



**Value Added - INSURANCE**

Course Code	Credit	Total Hours	Marks
VAE192	1	30	100

**Objectives:**

1. To acquire knowledge on the insurance procedures
2. To understand the functions of insurance agents and the types of insurance policies

**Course Outcomes:**

1. To understand the meaning and characteristics of insurance
2. To discuss the kinds of policies and the features
3. To analyse the policy conditions and proposals
4. To know the characteristics expected of medical examiners
5. To discuss the aspects of recent development in insurance sector

**Unit – I Introduction**

Insurance – Meaning – Definition – Nature and Characteristics of insurance – Kinds – Need of insurance – Principles of insurance

**Unit – II Kinds of Insurance Policies**

Whole life Policy – Endowment Policy – Term Insurance Policy – Survivorship Policy – Single Premium Policy – Level premium policy – LIC Mutual Fund Policies – children’s Money Back Policy

**Unit – III Insurance Procedure**

Policy proposal – application form – Policy conditions – Conditions of Commencement of risk – Conditions of premium payment – Conditions of continuation – conditions of lapsation – Conditions of claims

**Unit – IV Medical Insurance**

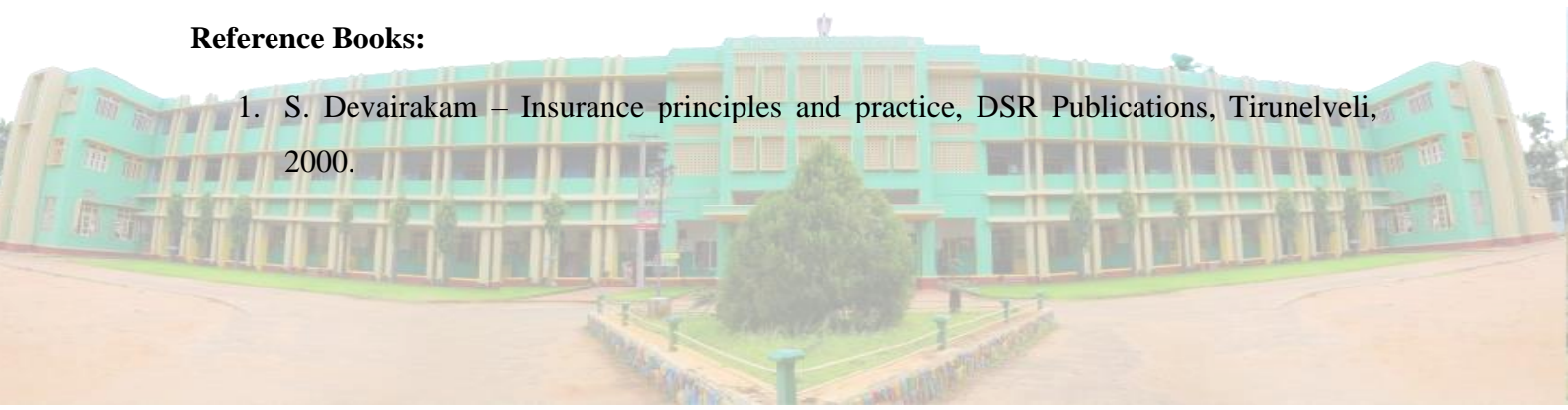
Appointment of Medical Examiners – Characteristics expected of Medical Examiner – Features of Medical Examination – Non-Medical insurance – Significance – Reasons – Types of Non – Medical insurance

**Unit – V Recent development in Insurance sector**

Functions of agent – Functions of development officers – Talk by experts on pros & cons of Insurance

**Reference Books:**

1. S. Devairakam – Insurance principles and practice, DSR Publications, Tirunelveli, 2000.



**Value Added – ENGLISH COMMUNICATION SKILL**

Course Code	Credit	Total Hours	Marks
VAA173	1	30	100

**Objectives:**

1. To develop the communicative skills of students.
2. To prepare the students to face the job interview with confidence.

**Course Outcomes**

- To build a vocabulary to express ideas and thoughts more effectively in both spoken and written English.
- To enhance reading comprehension skills to understand and interpret the content effectively.
- To acquire the skills necessary for writing a letter effectively.
- To acquire effective communication skills during interviews, including body language.

**Unit I Speaking and writing correct English**

Review of grammar -Remedial study of grammar -Building vocabulary -Phonetics  
Public speaking -Conversations

**Unit II Developing reading, understanding and express meaningfully**

Reading-Comprehension -Short answers -Paragraph writing

**Unit III Writing skills**

Letter Writing-Resume Preparation-Note making

**Unit IV Speaking Skills**

Telephonic conversation -Debating -Discussion

**Unit V Interview Skills**

Before interview – during interview – after interview

**Text Book:**

1. Urmila Roy & S.M Roy. (2019). Effective Communication skills. (1<sup>st</sup> edition). Himalaya Publishing House.



Course Code	Credit	Total Hours	Marks
VAA171	1	30	100

**Objectives:**

1. To understand the importance of Tally ERP 9 in the context of accounting and business management.
2. To analyse how to record stock movements, manage stock levels, and generate relevant reports.

**Course Outcomes**

- To describe the introduction to Tally Erp 9.
- To create ledgers in single and multiple modes displaying.
- To determine terms used in Vouchers.
- To examine the accounts with Inventory problems.
- To explain the purchase and sales excise problems.

**Unit I**

Introduction to Tally Erp 9- creating company-selecting company-shutting company-altering-modifying existing company-explaining per defined group in Tally.

**Unit-II**

Creating ledgers in single and multiple modes displaying-altering and deleting ledgers-Trial balance problem with Opening balance.

**Unit-III**

Explain vouchers in Tally and Accounts only problem-Accounts only problem-Displaying – Altering and Deleting Vouchers-Create Group company-splitting company-Back up and Restore-Tally vault password-Maintain budgets and control-Scenario Management-Cost centre-cost class and Cost categories-Bill wise details- Debit and Credit notes-Interest calculations.

**Unit-IV**



## NAAC V Cycle Self Study Report (SSR)

Bank Reconciliation Statement-Export and Import data- display and reporting- Introduction to Accounts with inventory-creating stock group-stock item-unit of measures-creating stock categories- Accounts with Inventory problems-Order processing and tracking numbers and Rejection Inward/Outward notes-Batch wise details-Price list- Zero valued entries, Actual Bullied quantity-Bill of material-Currencies- God owns or Locations Problems.

### Unit-V

Introduction to VAT-Interstate purchase and sales excise problem- VAT- Tax Deducted at Source-Service Tax-Fringe Benefit Tax-Excise Dealer-Point of Sales-Tax Collected at source-Job Costing-Pay roll-Security controls for Tally -Net user and auditor- Printing

### Text Book:

1. Dr. P. Rizwan Ahmed, Margam Publication, 2019.

