



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 - QUICK ARITHMETIC FOR COMPETITIVE EXAMINATIONS

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAM201 | 30 | 100 |

Objectives:

1. To enrich their knowledge and to develop their logical reasoning thinking ability.
2. To accommodate fundamental, mathematical aspects to instill confidence among students.

Course Outcomes

- To gain knowledge about fundamental mathematical operations including simplification, number systems, exponents, and basic arithmetic.
- To apply mathematical concepts such as averages, ratios, percentages, and algebraic principles to solve real-world problems related to finance, measurement, and time.

Unit-1

Simplification, Number system, surfs and indices, cube root, squareroot, HCF and LCM.

Unit-2

Average, ratio and proportion, percentage, problem on ages, partnership.

Unit-3

Men and work, time and work, time and distance.

Unit-4

Mensuration, area, surface area and volume.

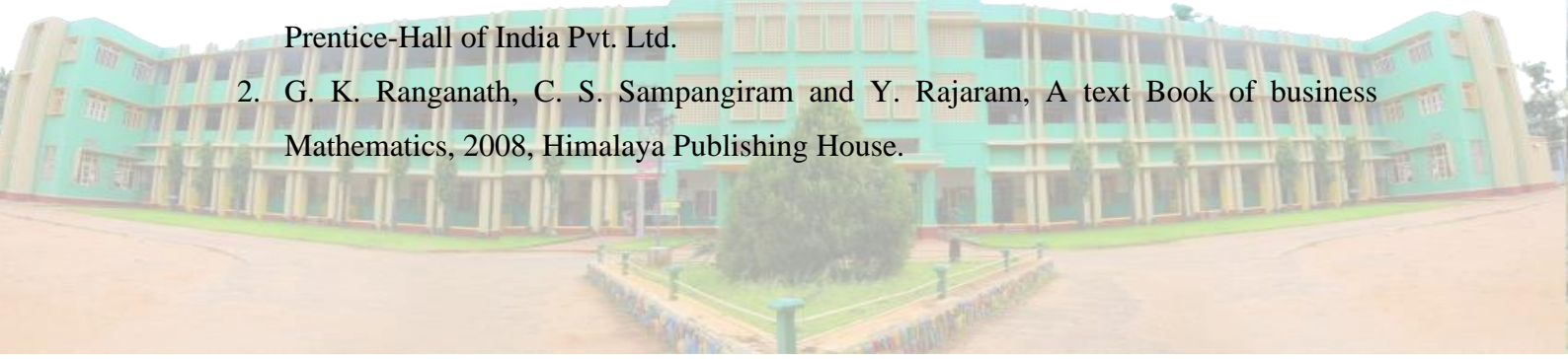
Unit-5

Simple interest, compound interest, profit and loss, basic algebra.

Text Book: Quantitative Aptitude by Agarwal.

Reference Books:

1. R.V. Praveen, Quantitative Aptitude and Reasoning, 2nd Revised Edition 2013, Prentice-Hall of India Pvt. Ltd.
2. G. K. Ranganath, C. S. Sampangiram and Y. Rajaram, A text Book of business Mathematics, 2008, Himalaya Publishing House.



Value Added - TRAINING FOR TNPSC AND OTHER GOVERNMENT EXAMINATIONS

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAM202 | 30 | 100 |

Objectives:

1. To face TNPSC group exams, other competitive examinations like SSE etc.
2. To introduce them to various government and private jobs recruited through competitive examinations like MPSC and Banking.

Course Outcome:

- To gain a broad understanding of scientific principles, including laws, instruments, discoveries, and key concepts in physics, chemistry, botany, and zoology.
- To grasp essential aspects of geography, Indian history, culture, polity, and economy, facilitating a holistic understanding of the Indian subcontinent's dynamics.

Unit I: General Science Physics

Universe- general scientific laws - scientific instruments – inventions and discoveries, national scientific laborations – science glossary - mechanics and properties of matter – physical quantities, standards and units – force, motion and energy – electricity and magnetism - heat, light and sound.

Basic Chemistry: Elements and compounds – bases & salts fertilizers – pestilisers – pesticides, insecticides

Botany: Main concept of life science.

Zoology: Blood & Blood circulation- human diseases preventions – communicable diseases

Unit II: Geography

Earth -universe – solar system – rivers in India- forest, wild life – minerals – population density.

Unit III: History & Culture of India

Indian history – culture & heritage of Tamil people – effect of British rule on socio economic factors – social reforms & religious moments – Indian national movement.



Unit IV: Indian Polity & Indian Economy

Constitution of India – preamble – salient features of constitutions- parts. Nature of Indian economy – year plan models – land reform – agriculture – finance commission – planning commission.

Unit V: Mental Ability

Simplification – numbers – ratio and proportion – percentages – profit and loss – averages and mixtures – time and work – simple interest and compound interest- geometry and mensuration – statistics – data interpretation - alpha numeric reasoning – visual reasoning.

Text Books:

1. Manorama Year Book
2. Samacheer school books.

Reference books:

1. Dinesh Khattar - Quantitative Aptitude for Campus Interview Vol-I-Pearson Education (2016)
2. Dinesh Khattar - Quantitative Aptitude for Campus Interview Vol-II-Pearson Education (2016)
3. Jagan Saneja - Quantitative Aptitude Simplified-Notion Press (2020)
4. Mike Bryon - Verbal Reasoning Test Workbook_ Unbeatable Practice for Verbal Ability, English Usage and Interpretation and Judgement Tests (2008)



Value Added – MULTIMEDIA TRAINING (PHOTOSHOP, PREMIER PRO)

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAP201 | 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

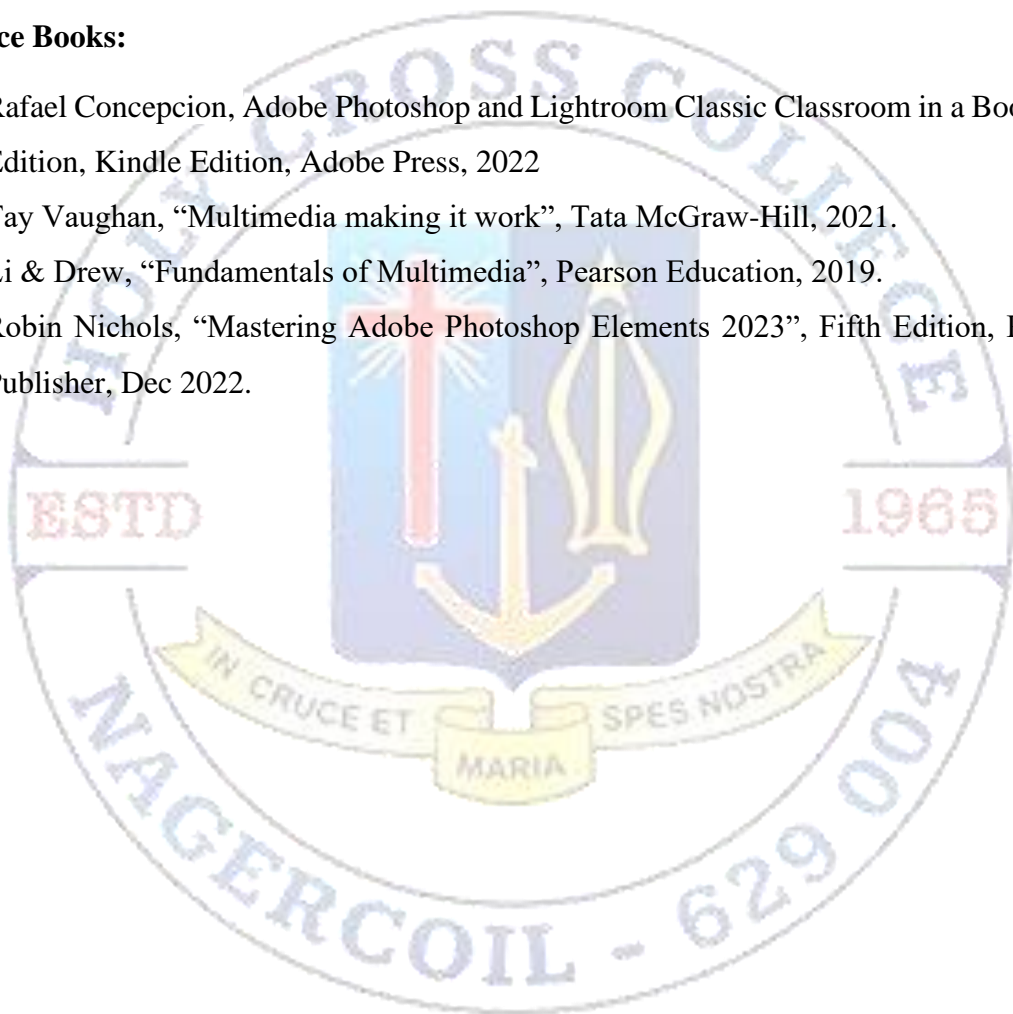
The painting Tools – The Drawing Tools – The Retouching Tools – Layers – Layers Palette – Working with Layers

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 | Total Hours | Marks |
|-------------|-------------|-------|
| VAP202 | 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

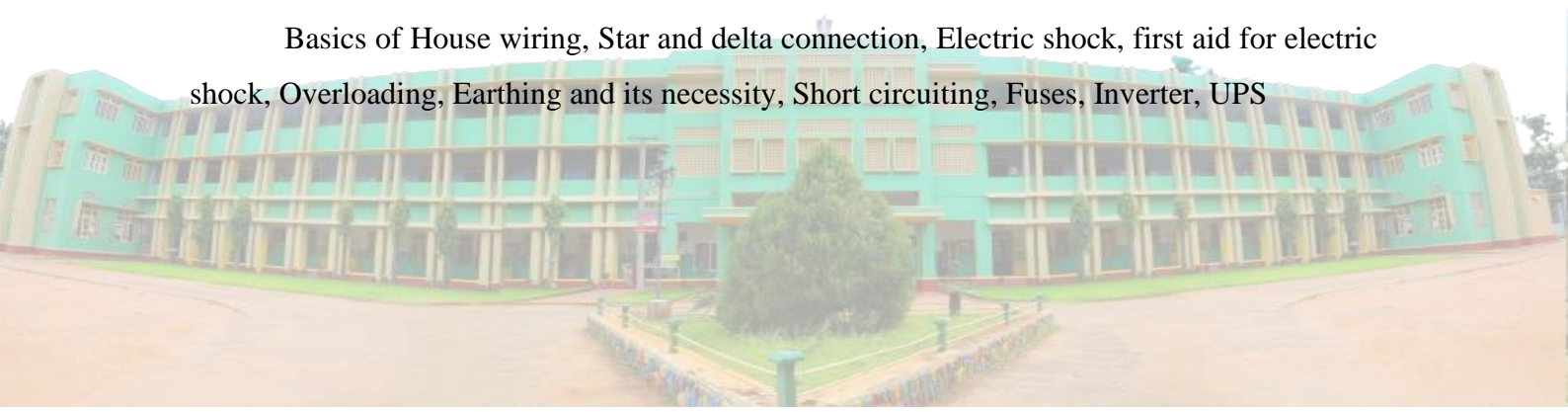
Voltage, Current, Resistance, Capacitance, Inductance, Electrical conductors and Insulators, Ohm's law, Series and parallel combinations of resistors, Connectors, Cables, Fuses, switches & Relays

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

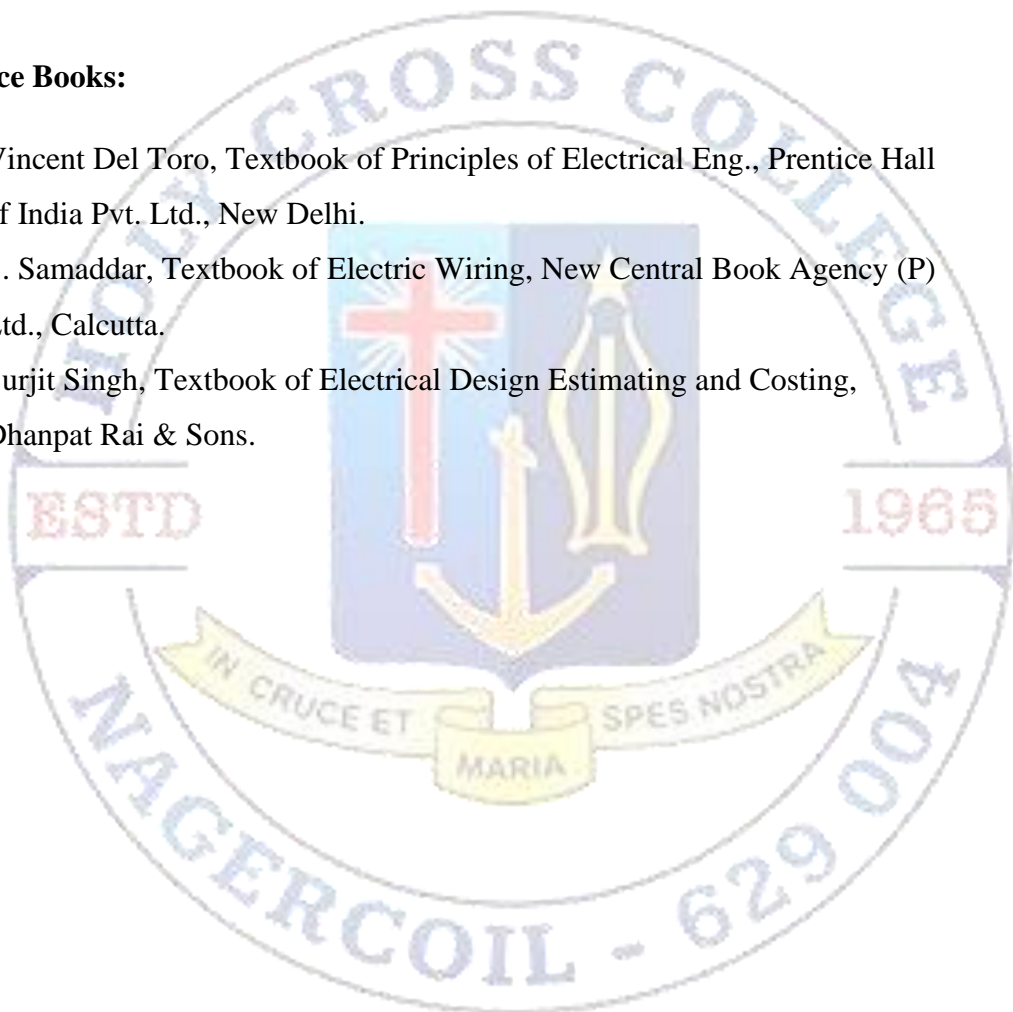
Principle, working and servicing of Electric fan, Electric Iron box, Water heater, Electric Mixer, Grinder and Blender, Microwave oven, Refrigerator

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 - CLINICAL CHEMISTRY

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAC203 | 30 | 100 |

Objectives:

- To give an awareness on safety measures in the lab.
- To enable the students to aware of the various common diseases and their control measures.
- To know the composition of blood and blood grouping.

Course Outcomes

- To remember the safety measures in clinical laboratory.
- To understand the causes and treatment of disease.
- To apply the safety protocols.
- To analyse the composition of blood and treatment of diseases.
- To determine the glucose in urine and blood.

Unit I

Safety in laboratory – importance, personal protection – dangers to avoid – chemical hazards – acid burns – acid and alkali on eye, poisoning by strong acids, caustic alkali. Hazards of carbon monoxide.

Unit II

First-aid box- Rules of first aid, first aid for accidents, cuts, bruises. bleeding, fracture, burns, fainting and poisonous bites.

Unit III

Composition of blood – blood grouping - identification of blood groups and matching. Determination of glucose in serum, Tests for salts in serum and urine.

Unit IV Diseases and treatment - I

Common diseases – causes and treatment of insect borne diseases – malaria and filariasis. Air borne diseases – diphtheria, whooping cough and tuberculosis. Water borne diseases – cholera, typhoid and dysentery.

Unit V Diseases and treatment –II

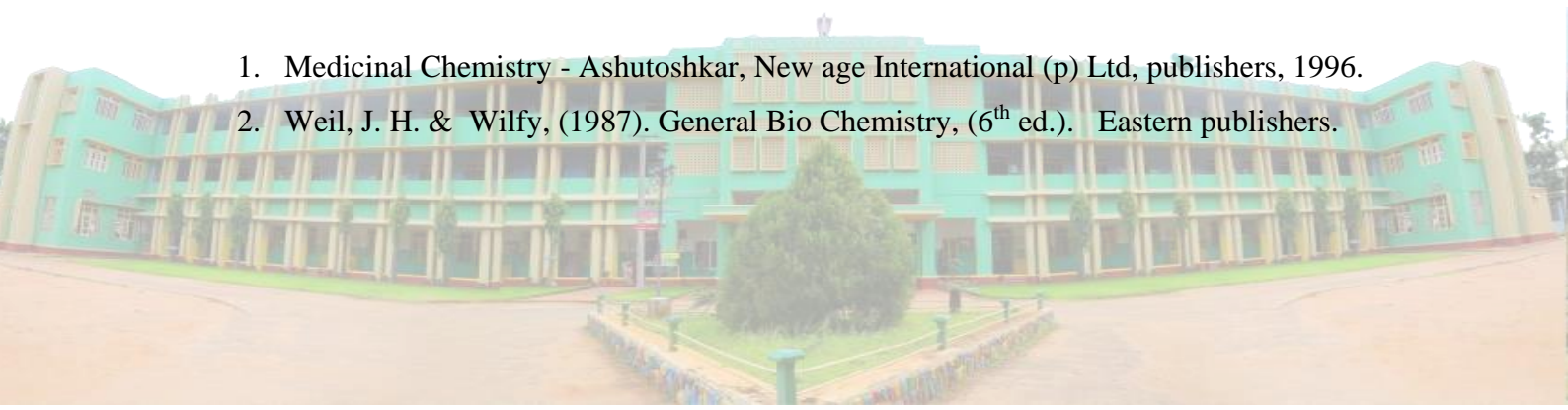
Diabetes – control, dosage and uses of insulin, oral and hypoglycemic drugs. Cardiac diseases – cardio vascular drugs. Hyper tension – anti hypertensive drugs.

Text Book:

1. Text book of Pharmaceutical Chemistry- Jaya Shree Gosh, Sultan Chand & Co. S. Chand and Company. Ram Nagar, N. Delhi, 1992.

Reference books:

1. Medicinal Chemistry - Ashutoshkar, New age International (p) Ltd, publishers, 1996.
2. Weil, J. H. & Wilfy, (1987). General Bio Chemistry, (6th ed.). Eastern publishers.



Value Added - DAIRY CHEMISTRY

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAC204 | 30 | 100 |

Objectives

1. To gain knowledge on pasteurization of milk.
2. To understand the preparation of special milk and dairy products.
3. To learn the common milk adulterants, preservatives and detergents.

Course Outcomes

- To remember the composition of milk and its processing.
- To understand the physio-chemical properties, pasteurization process and manufacture of milk and milk products.
- To apply the procedure for milk processing and determine the adulterants present in dairy products.
- To analyze the ingredients, nutritive values and manufacture of special milks and dairy products.
- To evaluate fat, specific gravity, acidity, pH, surface tension, viscosity and physio-chemical properties of milk and milk products.

Unit I Properties of milk

Milk - definition - composition, Factors affecting composition of milk - food and nutritive value. Milk constituents – water, fat, proteins, lactose and mineral matter. Adulterants in milk – definition, common adulterants and their detection. Preservatives in milk – definition, common preservatives and their detection.

Unit II Pasteurization of milk

Pasteurization – definition, objectives and requirements of pasteurization. Methods of pasteurization – in-the-bottle pasteurization, batch / holding pasteurization or Low-Temperature – Long Time pasteurization (LTLT), High Temperature – Short Time pasteurization (HTST), Ultra-High Temperature pasteurization (UHT) - Dairy detergents – definition – different types.



Unit III Special Milks

Sterilized milk – definition, advantages and disadvantages and method of manufacture. Homogenized milk – definition, merits and demerits, method of manufacture. Flavoured milks – definition, purpose, types of flavoured milks, method of manufacture. Chocolate flavoured milk, Fruit flavoured milk and vitaminized milk.

Unit IV Milk Proteins and Vitamins

Milk Proteins: Physical properties of milk proteins - hydration of proteins, solubility - effect of heat on milk proteins.

Milk vitamins: Water soluble vitamins and fat soluble vitamins in milk - importance of the vitamins with respect to physiological activity - effect of heat treatments and exposure to light radiation.

Unit V Milk products

Ice cream: Definition – classification – composition – food and nutritive value – defects in ice cream, their causes and prevention.

Cheese: Introduction – definition – classification – composition – food and nutritive value –

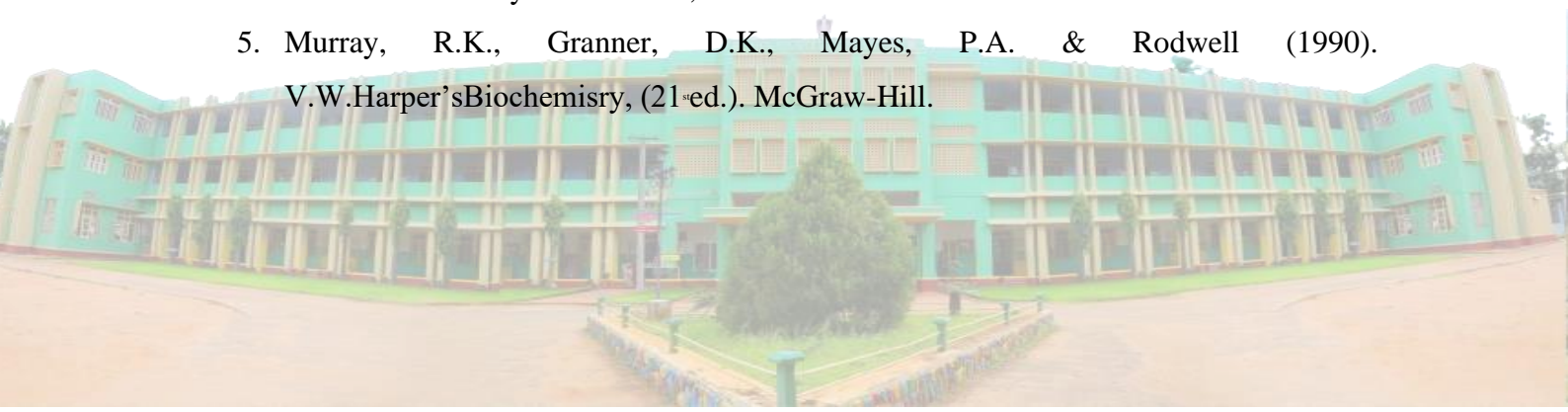
Dairy Sweet: Preparation of peda, gulabjamun, rossogolla and kheer paneer.

Text Book:

1. Sukumar De. (1991). Outlines of Dairy Technology, (1st ed.). Oxford University Press.

Reference Books:

1. Webb Johnson & Alfond, Fundamentals of Dairy Chemistry. Delhi: C.B.S. Publishers and Distributors.
2. Rangappa, K.S & Achaya, K.T. (1974). Indian Dairy products, Bombay: Asia Publishing House.
3. Webb, B.H. & Whittier, E.O. (1970). By-products from Milks, Westport, Connecticut: A.V.I. Publ. Co. Inc.,
4. Srinivasan, M. R. & Anantkrishnan, C.P.: (1957). Milk Products of India, ICAR Animal Husbandry Series No. 4, New Delhi.
5. Murray, R.K., Granner, D.K., Mayes, P.A. & Rodwell (1990). V.W. Harper's Biochemistry, (21st ed.). McGraw-Hill.



Value Added - CHEMICALS OF EVERYDAY USE

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAC202 | 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



NAAC V Cycle Self Study Report (SSR)

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:

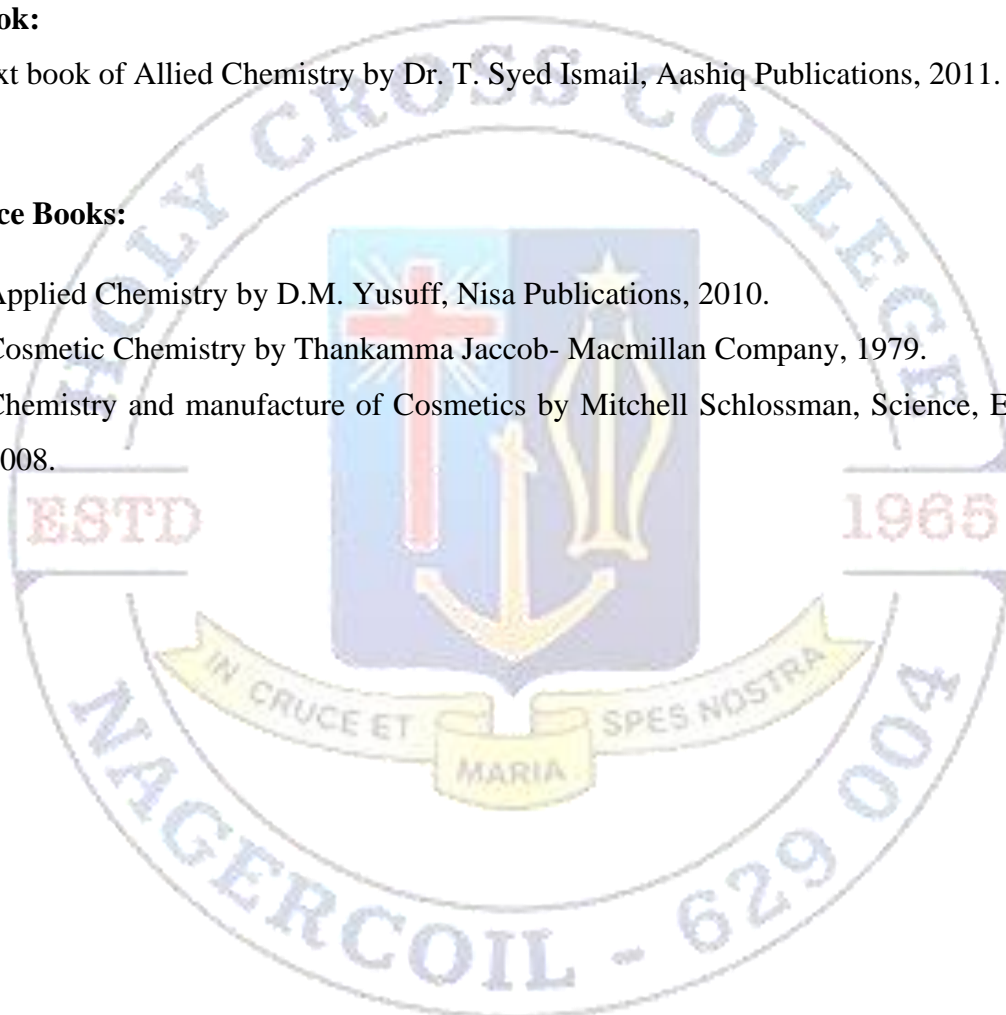
Preparation, properties and uses of washing soda, baking powder, vinegar, bleaching powder, shampoo, washing powder and sugar.

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 - 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

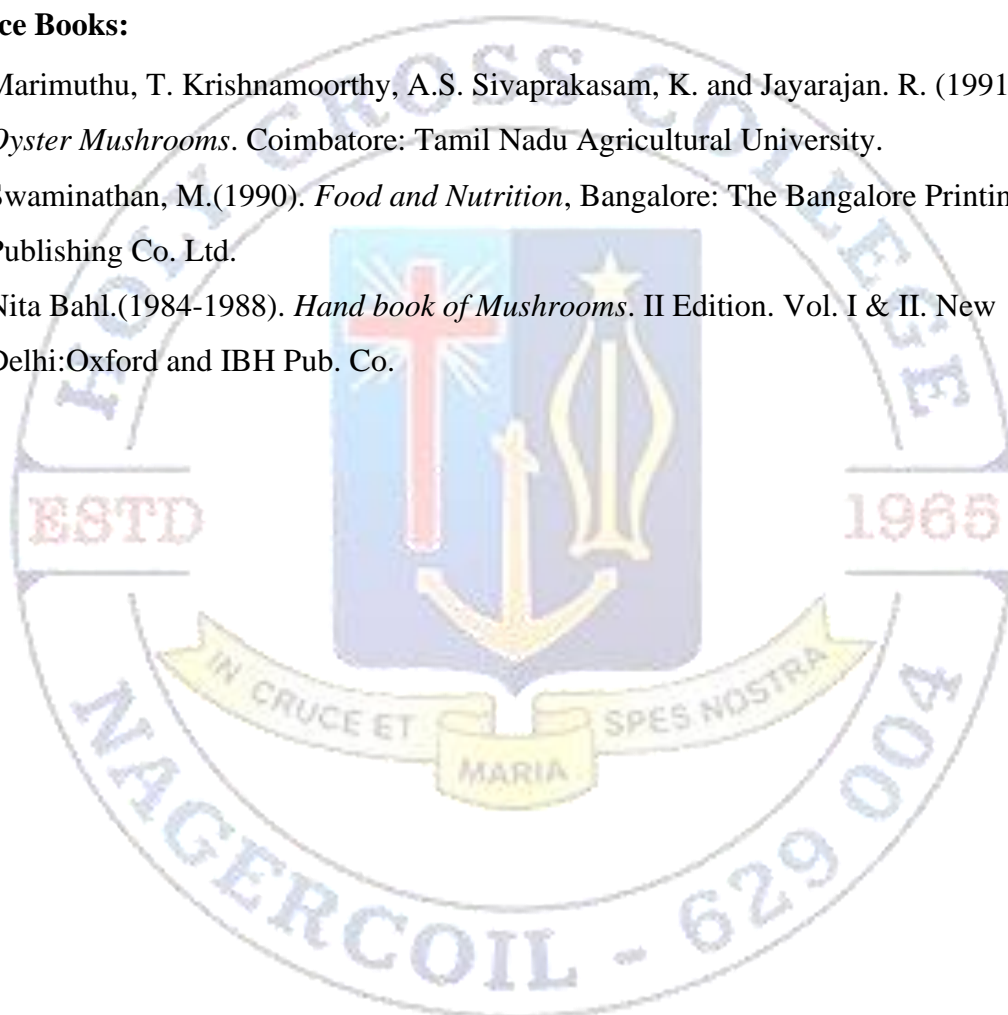
Few recipes, value added Products, packing techniques, marketing in India and abroad, Commercial production- model unit, Banking, Government, Help-Line.

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 - FOOD PRESERVATION TECHNOLOGY

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAB202 | 30 | 100 |

Objectives:

1. To acquire knowledge about the preservation techniques adopted during food preservation
2. To provide hands on training to prepare some healthy food items

Course Outcomes

- To understand the principles underlying different food preservation methods, like freezing, dehydration, fermentation, and irradiation.
- To explore the role of packaging materials and storage conditions in preserving food quality

Unit I

Importance of food preservation, Methods of preservation - low temperature, high temperature, uses of oil, spices, salt and sugar

Unit II

Storage and processing of: sea foods, milk and milk products, ice cream and related products, cheese and related products, reduced fat dairy products

Unit III

Preparation of Pickles – Mango, Lemon, Sauerkraut, Gooseberry

Unit IV

Preparation of Jam – Mixed fruit, Tomato, Pineapple, Carrot

Unit V

Preparation of Jelly – Strawberry, Grapes, Rasp

Reference Books:

1. Sumathi, R.Madanti and Rajagopal,M.V.(2012). *Fundamentals of Food and Nutrition*.Kochi: New Age Publishers.
2. Srilakshmi, B. (2010). *Food Science*. (5th ed.). New Delhi: New Age International Pvt. Ltd.



Value Added - HOUSEHOLD WASTE MANAGEMENT

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAZ202 | 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

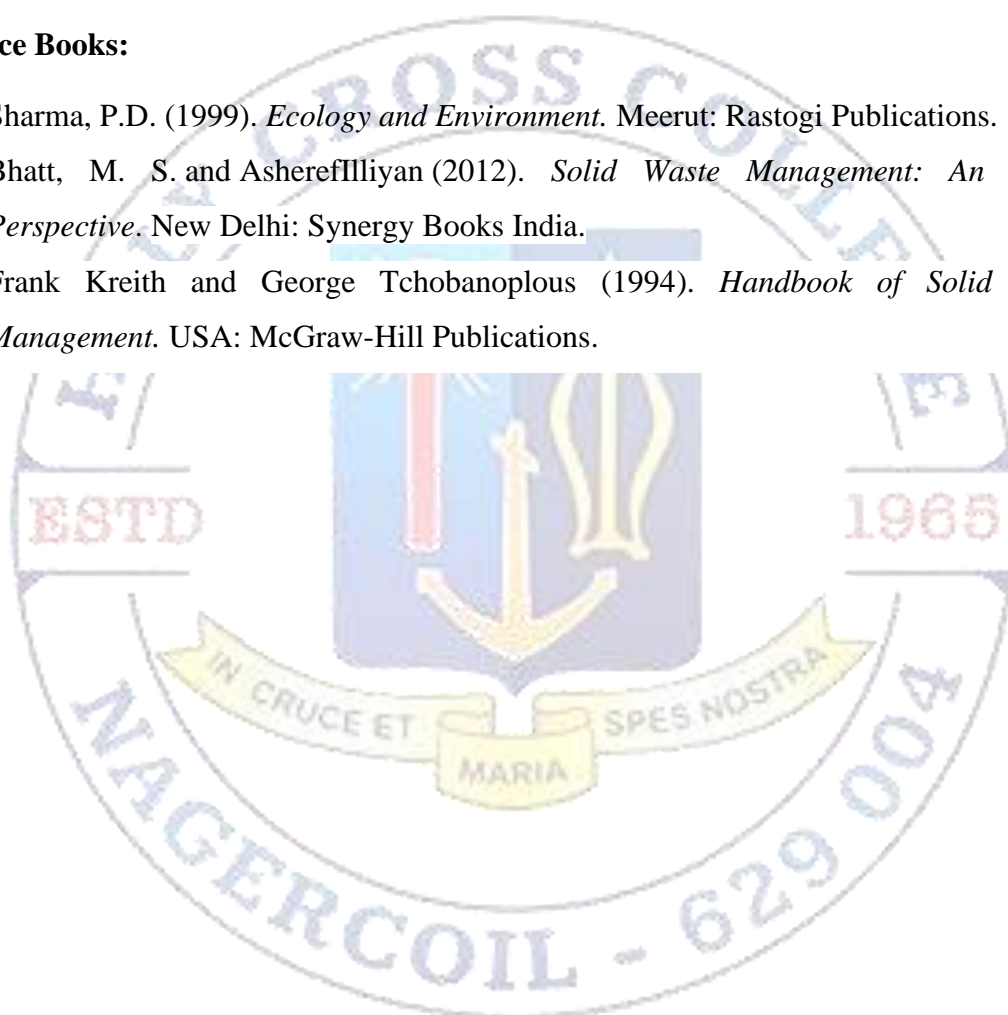
Vermitechnology for decomposition of House hold wastes. Biogas preparation in house hold waste management systems.

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 | Total Hours | Marks |
|-------------|-------------|-------|
| VAZ201 | 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

Hemorrhage - 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

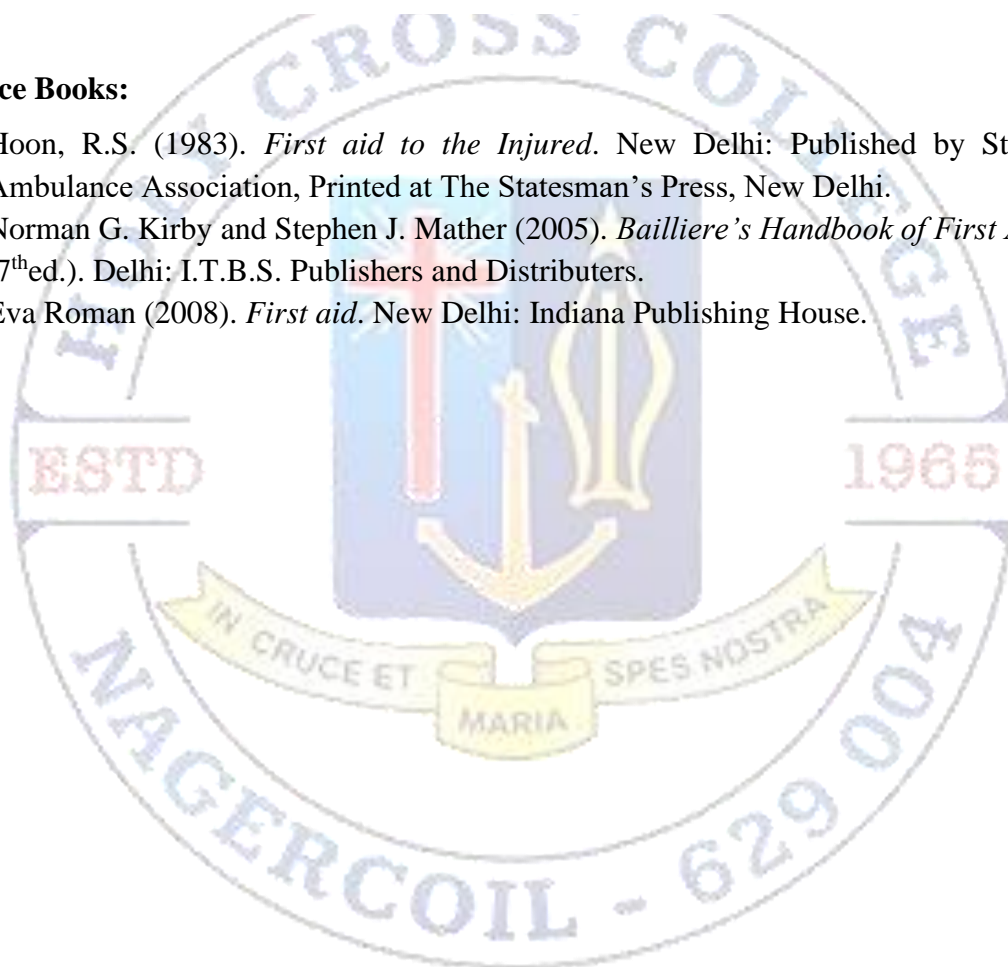
Types of bites and stings- treatment. Patient approach- call for emergency. Foreign body in eye, ear and nose: Type of foreign body-treatment. Patient approach - call for emergency.

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* (7thed.). Delhi: I.T.B.S. Publishers and Distributors.
3. Eva Roman (2008). *First aid*. New Delhi: Indiana Publishing House.



Value Added - PROGRAMMING ESSENTIALS IN PYTHON

| Course Code | Credit | Total Hours | Marks |
|---------------------|--------|-------------|-------|
| VASC172/ VASC202 | 1 | 30 | 100 |

Objectives:

1. To enable students to create images for web design, logos, graphics, layouts, image touch-ups and colour enhancement.
2. To develop the skills for manipulating the images creatively.

Course Outcome

- To gain a solid understanding of Python programming fundamentals, including syntax rules, data types, variables, operators, and control structures such as loops and conditional statements.
- To write clear, concise, and efficient Python code to solve basic programming problems and perform tasks like data manipulation, input/output operations, and basic algorithm implementation.

UNIT 1 Introduction to Python and Computer Programming:

Your first Program-Python Literals-Operators-Data Manipulation Tools-Variables-Data shaped boxes

UNIT II Boolean Values, Conditional Execution, Loops, Lists and List Processing, Logical and Bitwise Operations

Making decisions in Python-Python's Loops-Logic and bit operations in Python-Lists - collections of Data-Sorting simple lists - the bubble sort Algorithm-Lists - some more Details-Lists in advanced application.

UNIT III Functions, Tuples, Dictionaries, and Data Processing

Writing functions in Python-How functions communicate with their environment? - Returning a result from a Function-Scopes in Python-Let's make some fun... sorry, Functions-Tuples and dictionaries.

UNIT IV Modules, Packages, String and List Methods, and Exceptions



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Using modules-Some useful modules-What is package? -Errors - the programmer's daily bread-The anatomy of exception-Some of the most useful exceptions-Characters and strings vs. Computers-Python's nature of strings-String methods-Strings in action-Four simple program.

UNIT V The Object-Oriented Approach: Classes, Methods, Objects, and the Standard Objective Features; Exception Handling, and Working with Files

Basic concepts of object programming-A short journey from procedural to object approach-Properties-Methods-Inheritance - one of object programming foundations-Exceptions once again-Generators and closures-Processing files-Working with real files.

Text Book:

1. Wesley J. Chun, "Core Python Applications Programming", 3rd Edition, Pearson Education, 2016.

Reference Books:

1. Mark Lutz, (2018). *Learning Python Powerful Object-Oriented Programming*. (5th edition). O'reilly Media.
2. Timothy A. Budd, (2011). *Exploring Python*. (1st edition). New Delhi: Tata MCGraw Hill Education Private Limited.
3. John Zelle, (2013). *Python Programming: An Introduction to Computer Science*. (2nd edition), Course Technology Cengage Learning Publications, ISBN 978- 1590282410.
4. Michel Dawson, (2013). *Python Programming for Absolute Beginners*. Cengage Learning Publications, ISBN 978-1435455009.



Value Added – PUBLIC RELATIONS

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAE201 | 30 | 100 |

Objectives:

1. To understand the basic premises and fundamental concepts of Public Relations
2. To offer a wholesome personality development which leads to professional prospects
3. To acquire skills in using communication tools
4. To understand basic concepts and practices in Marketing

Course Outcomes

- To utilize digital and social media platforms for strategic communication, including content creation and community management.
- To apply ethical principles in public relations practices, including transparency, honest, and respect for diversity and inclusivity.

Unit I: Introduction to Public Relations – Need for PR

Unit II: Effective Writing & Business Communication

Unit III: Public Speaking & Presentation Skills

Unit IV: E- Communication – writing blogs, websites, brochures, pamphlets

Unit V: Skill set for PR Personnel - Qualities of a PR Person - Ethics in PR

Reference Books:

1. Cutlip, S.M., A.H Center and G.M Broom. *Effective Public Relations*. New Jersey: Pearson Education, 2006.
2. Datta. K.B. *Fundamentals of Public Relations*. 2nd Ed. New Delhi: Akansha, 2007.
3. Lesly, P. *Handbook of Public Relations & Communications*. 3rd Ed. Mumbai: Jaico, 2008.



Value Added – VERBAL ABILITY AND APTITUDE

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAE202 | 30 | 100 |

Objectives:

1. To acquire skills in writing and speaking in English, comprehending written and spoken English.
2. To introduce themselves and others, to carry out short conversation, to ask for simple information, and to interact in a basic way.
3. To attend competitive examinations, face interviews and handle real life situations.

Course Outcomes

- To obtain multitude of opportunities in testing and applying grammar, vocabulary, spelling and comprehension resulting in the refinement of the language skills
- To apply the skills for effective communication

Unit I: Phrasal Verbs

Unit II: Miscellaneous Vocabulary - Analogy

Unit III: Collocations – Collocation of Similes, Verb Collocations, Collocations related to time

Unit IV: Writing Dialogues- Greeting, Introducing, Inviting, Making Requests, Seeking Permission, Expressing Gratitude, Apologising, Making Suggestions

Unit V: Sentence Improvement - Sentence Completion

Text Books:

1. Objective English for Competitive Examinations, 2nd Edition by Hari Mohan Prasad and Uma Rani Sinha.
2. Current English Usage: A Practical Reference Book by Dr.K.Hema.
3. Emerald English Grammar and Composition by G. Radhakrishna Pillai.

Value Added - EPIGRAPHY



| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAH202 | 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-AsokanEdits- Allahabad Inscriptions- Hathikumba Inscriptions-Kuram Copper Plates- Velvikudi Copper Plates- Uttiramerur.

Unit-V

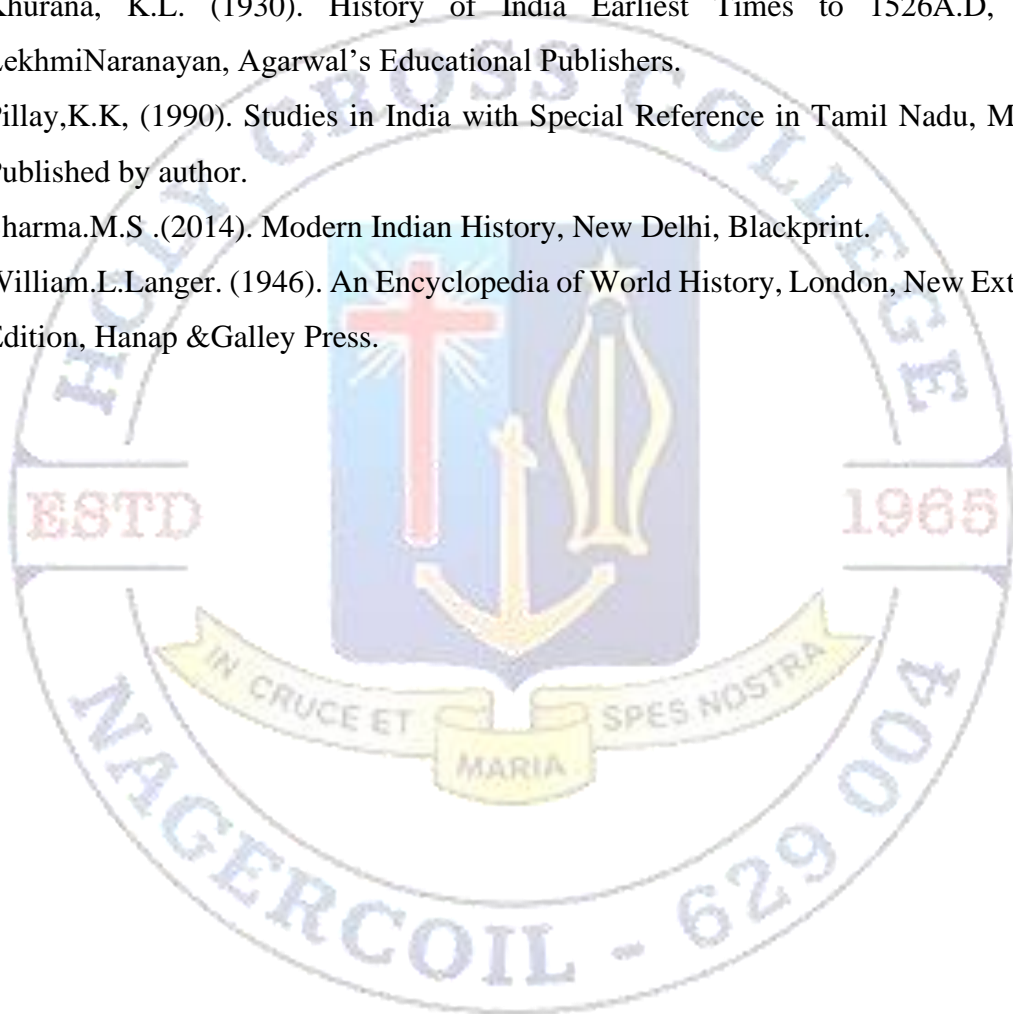


NAAC V Cycle Self Study Report (SSR)

Important Inscriptions-AsokanEdites- 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 - TRAVEL AND TOURISM MANAGEMENT

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAH201 | 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

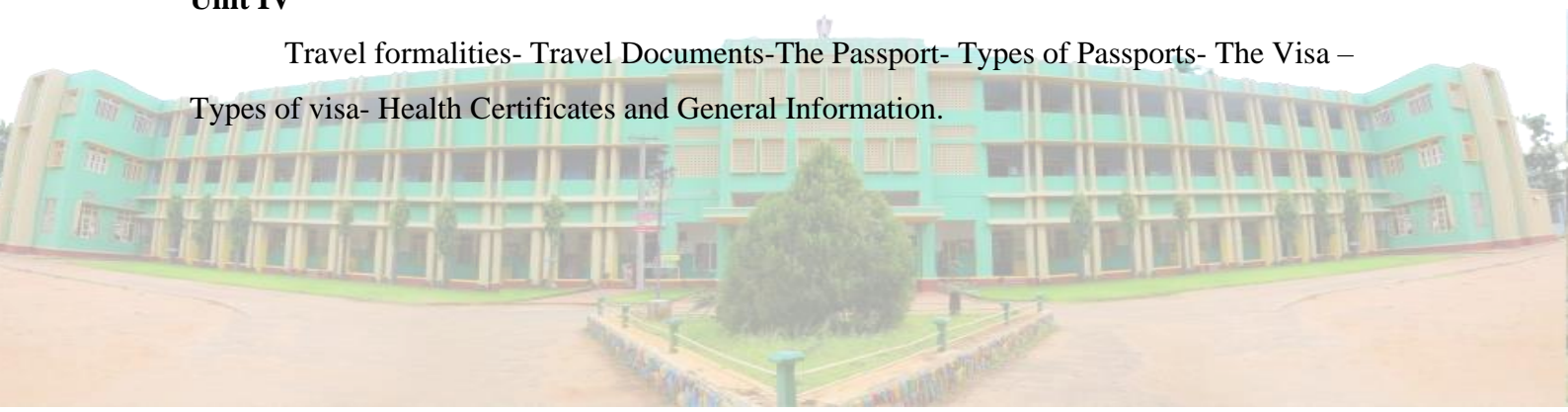
Concept of domestic and international Tourism- Geography of the world- World time difference- International Standard time.

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 Passports- 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 - VERBAL AND NON-VERBAL REASONING – I

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAF201 | 30 | 100 |

Objectives:

1. To broaden the analytical skill of the student.
2. To imbibe the technical skills and aptitude for reasoning in order to face competitive examination and find employment.

Course Outcomes:

- To calculate Number, Time, Ranking and directions.
- To identify blood relations, logical sequence and decision-making skill.

Unit I Verbal Reasoning

Analog – Classification – Series completion – Coding – Decoding – Blood relations – Puzzle test – Direction sense test – Logical venn diagrams – Alphabet test – Number, ranging & timesequence test.

Unit II Verbal Reasoning

Mathematical operations – Logical sequence of words – Arithmetical reasoning – inserting the missing character – Data sufficiency

Unit III: Verbal Reasoning

Assertion & reason – Situation reaction test – Verification of truth of the statement.

Text Book:

1. Verbal and Non-verbal Reasoning, Prakash. R. McMillan India, New Delhi, 2004.

Reference Books:

1. Competition Success Review – various issues
2. Competition master – various issues
3. A Modern Approach to Verbal and Non-Verbal Reasoning, Dr. R.S. Aggarwal, S. Chand & Company Ltd, 2010.
4. Quantitative Aptitude, Dr. R.S. Aggarwal, S. Chand & Company Ltd, 2011.



Value Added - VERBAL AND NON-VERBAL REASONING – II

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAF202 | 30 | 100 |

Objectives:

1. To broaden the analytical skill of the student
2. To imbibe the non-technical skills and aptitude for reasoning in order to face competitive examination and find employment

Course Outcomes

- To analyse the mirror images and water images.
- To assess the non – verbal reasoning

Unit I Non-Verbal Reasoning I

Series – Analogy – Classification – Analytical reasoning – Mirror images – Water images – Embedded figures – Completion of incomplete pattern.

Unit II Non-Verbal Reasoning II

Figure matrix – Paper folding – Paper cutting – Rule detection – Grouping of identical figures – Cubes & Dice – Dot situation – Construction of squares & triangles – figure formation & analysis.

Text Book:

1. Verbal and Non-verbal Reasoning, Prakash. R. McMillan India, New Delhi, 2004.

Reference Books:

1. Competition Success Review – various issues
2. Competition master – various issues
3. A Modern Approach to Verbal and Non-Verbal Reasoning, Dr. R.S. Aggarwal, S. Chand & Company Ltd, 2010.
4. Quantitative Aptitude, Dr. R.S. Aggarwal, S. Chand & Company Ltd, 2011, New Delhi.
5. Hejela T(1999), Monetary Economics, Sultan Chand Publications, New Delhi.



Value Added – EFFECTIVE COMMUNICATION TRAINING

| Course Code | Total Hours | Marks |
|-------------|-------------|-------|
| VAA201 | 30 | 100 |

Objectives:

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

| CO No. | Upon completion of this course the students will be able to: | PSO addressed | CL |
|--------|---|---------------|----|
| CO-1 | understand the essentials components of effective communication | 3 | U |
| CO-2 | build a vocabulary to express ideas and thoughts more effectively in both spoken and written English. | 3 | U |
| CO-3 | enhance reading comprehension skills to understand and interpret the content effectively. | 3 | R |
| CO-4 | acquire the skills necessary for writing a letter effectively | 3 | U |
| CO-5 | acquire effective communication skills during interviews, including body language. | 3 | An |

Unit I: Introduction

An introduction -Components of communication - Verbal Communication- Importance the Tone – Non-Verbal Communication - Application and Practice.

Unit II:

Speaking and writing correct English

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

Unit III

Developing reading, understanding and express meaningfully

Reading-Comprehension -Short answers -Paragraph writing

Unit IV: Writing skills

Letter writing-Resume Preparation-Note making

Unit V: Interview Skills

Telephonic conversation -Debating -Discussion-Before interview – during interview – after interview

Text Book:

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



மதிப்புக் கூட்டுக்கல்வி-

கல்வெட்டியல்

பாடக்குறியீடு –VAT202

| பாடக்குறியீடு | மதிப்புகள் | மொத்த மணிநேரம் | மொத்த மதிப்பெண் |
|---------------|------------|----------------|-----------------|
| VAT202 | 2 | 30 | 100 |

குறிக்கோள்

கல்வெட்டியல் முக்கியத்துவத்தினை அறிதல். கல்வெட்டியல் எழுத்துக்களை எழுதவும் படிக்கவும் கற்றுக்கொள்ளும் திறனை வளர்த்தல்.

| CO No. | Expected Learning Outcomes Upon completion of this course, the students will be able to: |
|--------|--|
| CO-1 | கல்வெட்டியல் குறித்த விளக்கங்களை அறிதல் |
| CO-2 | கல்வெட்டியல் துறையின் பணிகளை அறிதல் |
| CO-3 | கல்வெட்டியல் தொன்மை அறிதல் |

அலகு-1

கல் வெட்டியல் அறிமுகம் • தொடக்கக் கால எழுத்துக்கள் • கிரந்த எழுத்துக்கள் • வட்ட எழுத்துக்கள் • பிராமி எழுத்துக்கள்

அலகு-2

களப்பார்வை • அகழ்வாராச்சியில் கிடைக்கப்பெற்ற எழுத்துக்களைப் பார்வையிடல் • வாசிக்கும் பயிற்சி பெறல்

பாடநூல்

அன்பரசன்.அ.(2006) கல்வெட்டியல் .மதுரை :கற்பகநூலகம். 2013

மதிப்புக்கூட்டு கல்வி (Value Added-Course)
இதழியல் கலை
பாடக்குறியீடு -VAT203

| பாடக்குறியீடு | மதிப்புகள் | மொத்தமணிநேரம் | மொத்த மதிப்பெண் |
|---------------|------------|---------------|-----------------|
| VAT203 | 2 | 30 | 100 |

குறிக்கோள்

இதழ்களின் இன்றியமையாமையை உணர்தல். பத்திரிக்கை துறையில் ஈடுபாட்டினை உருவாக்குதல். வளர்ந்துவரும் காலச் சூழலுக்கேற்ப கருத்துகளை வெளியிடும் திறனை வளர்த்தல்.

| CO No. | Expected Learning Outcomes Upon completion of this course, the students will be able to: |
|--------|--|
| CO-1 | இதழியல் குறித்த விளக்கங்களை அறிதல் |
| CO-2 | இதழியல் துறையின் பணிகளை அறிதல் |
| CO-3 | இதழியல் சட்டங்களை அறிதல் |
| CO-4 | உலக இந்திய செய்தி நிறுவனங்களை அறிதல் |
| CO-5 | பலவகை இதழ்களை அறிதல், இதழியல் பயிற்சி பெறுதல் |

அலகு - 1

இதழியல் விளக்கமும் இலக்கணமும் • இதழ்களின் நோக்கம் • பணிகள்-இதழியலாளர்களின் தகுதிகளும் திறமைகளும்

அலகு - 2

செய்தித்தாளின் அடிப்படையும் தோற்றமும் வளர்ச்சியும் • உலக அளவில்-இந்திய அளவில்-தமிழக அளவில்- தற்காலத் தமிழ் இதழ்கள்

அலகு - 3

பத்திரிகைச் சட்டங்கள் • அவமதிப்புச்சட்டம் • நாடாளுமன்ற நடவடிக்கைச் சட்டம் • நீதிமன்ற அவமதிப்புச் சட்டம் • அலுவலக ரகசிய சட்டம் • புத்தகங்கள் பதிவுச் சட்டம் • ஆயாச வெளியீட்டுச் சட்டம் • பதிப்புரிமைச் சட்டம்

அலகு - 4 பேட்டி • பேட்டியின் வகைகள் • பேட்டி

நடத்துதல் • பேட்டிக் கட்டுரை எழுதுதல்

அலகு - 5 செய்தியின் கட்டமைப்பு - பக்க வடிவமைப்பு -அச்சுப்படி திருத்துதல் • தலையங்கம் •கள ஆய்வு

பாடநூல்

குருசாமி,மா.பா. (2010). இதழியல் கலை. திருச்செந்தூர்: ஆதித்தனார்கல்லூரி.

பார்வைநூல்கள்

1. அந்தோணி இராசு, ஆ.பி.(2009).இதழியல் ஓர் அறிமுகம். திருச்சி: ஆரோக்கியப் பதிப்பகம்.
2. குளத்தூரான், க. (2009). தமிழ்ப் பத்திரிக்கைகள். நாகர்கோவில்:ஜெயகுமாரி ஸ்டோர்ஸ்.
3. கோதண்டபாணி,இரா.(2006).இதழியல்.மதுரை:கற்பகநூலகம்.

