



ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE

Permanently Affiliated to Thiruvalluvar University
Recognized by UGC under sections 2(f) and 12(B) of the UGC Act 1956
Accredited with "B" Grade by NAAC
Approved by the Government of Tamil Nadu
Phone:04174-235266 Email: principalwcc@gmail.com
www.islamiahwomensartsandsciencecollege.com

1.2.1-Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc & 1.2.2-Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc.

2022-2023

S.No	Particulars	Proof
01	Accounting Information System	Link
02	Graphic Design	Link
03	Cost and Management Accounting	Link
04	Maternal Infant Young Child Nutrition	Link
05	Biomechanics of Joints & Orthopaedic Implants	Link
06	Functional Foods And Nutraceuticals	Link
07	Organizational Behavior	Link

08	Global Marketing Management	<u>Link</u>
09	Android Mobile Application Development	<u>Link</u>
10	Effective Writing	<u>Link</u>
11	Cell Culture Technologies	<u>Link</u>
12	Soft Skills	<u>Link</u>
13	Introduction to Probability and Statistics	<u>Link</u>
14	Ethics Review of Health Research	<u>Link</u>
15	Moral Value (Tamil)	<u>Link</u>
16	Islamic Studies	<u>Link</u>
17	How to Communicate Effectively and Grammatically	<u>Link</u>
18	Vermicomposting for Sustainable Agriculture	<u>Link</u>
19	MS Office Fundamentals	<u>Link</u>
20	MS Office Fundamentals	<u>Link</u>



Islamiah Women's Arts & Science

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#10, Bye-Pass Road, New Town, Vaniyambadi - 635 752. Tirupattur Dist. Tamil Nadu.
Telefax : +91 4174 - 235 266, E-mail : principalwc@gmail.com

CIRCULAR

IWC/CIR/223/22-23

25.07.2022

This is to inform you that **Department of Commerce (Computer Application)** is going to Organize 30 Hours Certificate Course in "**ACCOUNTING INFORMATION SYSTEM**" for all the I & II B.Com (CA) students, Final year BBA and B.Com (General) in order to enhance their knowledge in the curriculum. Tentative starting date would be 5th August 2022. All the students are instructed to attend without fail.

All the Best

By Order

PRINCIPAL

Principal

Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.

Copy to

1. Secretary and Correspondent
2. Heads of the department



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DEPARTMENT OF COMMERCE (COMPUTER APPLICATIONS)

CERTIFICATE COURSE IN ACCOUNTING INFORMATION SYSTEM

Course Code: CCACCI

Duration - 30 Hours

COURSE OBJECTIVES

This course enables the students to understand accounting information systems and to comprehend the links between business structure, processes, performance, and information systems.

Module 1 - Information Systems (6Hrs)

Meaning of System and Information System-Elements of Information System-Components of Information System- Accounting Information System-Classification of Information System

Module 2 - Information Audit (5Hrs)

Information Audit-Differences between Traditional concept of Audit and the latest trends-Applications of Audit and the concepts-System Audit in Internal Environment.

Module 3- Financial Accounting Systems and Packages (12Hrs)

Books of Original Entry-Ledger and Trial Balance-P/L Account and Balance Sheet-Tally Commands

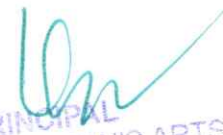
Module 4 – Financial Analysis (7Hrs)

Financial Analysis using Tally Financial Transaction-Funds Flow Statement- Cash Flow Statement Financial Ratios and Analysis- Practicality of the concepts

Module 5- Introduction to E-Commerce (7Hrs)

Meaning of E-commerce-Types of Ecommerce-Role of E-commerce Framework and EFT-EDI- Components of EDI- Benefits and Types of activities and users




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COURSE OUTCOME

After completion of the course the students will be able to:

CO1. Describe the purpose of accounting information systems and the links between business structure, processes, performance, and information systems.

CO2. Distinguish between information audit and System audit in internal environment.


CO3. Identify the role of EFT – EDI in the context of E - commerce frame work.

CO4. Use Tally software to carry out financial analysis and reporting.

Reference:

- Management Information Systems, Gordon B. Davis, Margrethe H. Olson (Mc Graw Hill Education)
- Computer Applications in Business and Management, Dr.P. Rizwan Ahmed (Margham Publications)
- Computer Applications in Business with Tally ERP 9, P. Rizwan Ahmed (Margham Publications)
- Practical Auditing,[As per Companies Act, 2013], Dr.L. Natarajan, (Margham Publications)
- E-Business & E-Commerce, Dr.P. Rizwan Ahmed, (Margham Publications)




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Department of commerce (CA)
organizes certificate course on
“Accounting Information System”

From : August - September 2022
Hours :30 Hours
credits:2

C.Khaiser Ahmed

SECRETARY &
CORRESPONDENT

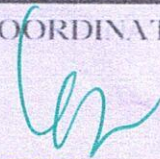
Dr M.Renu

Principal

Dr B.Manjula

COURSE COORDINATOR




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Telefax : +91 4174 - 235 266, E-mail : principaliwc@gmail.com

CIRCULAR

IWC/CIR/58/22-23

01.11.2022

This is to inform you that the Department of **INTERIOR DESIGN AND DECOR** is organizing 30-Hours Certificate Course on Graphic Design- Adobe Photoshop, Illustrator, by Resource Person Mr.Vasanthakumar, MSME Graphic Design Instructor, Chennai from 15.11.2022 to 18.11.2022 at seminar Hall from 09:00a.m to 4:30 p.m.

By Order

Copy to

- 1.Secretary and Correspondent
2. Heads of the department

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Vaniyambadi.

DEPARTMENT OF INTERIOR DESIGN & DECOR

Organizes

Certificate Course on Graphic Design- Adobe Photoshop & Illustrator

RESOURCE PERSON

MR.VASANTHAKUMAR

Graphic Designer & Instructor
MSME TECHNOLOGY DEVELOPMENT CENTRE
(Govt Of India)
Chennai

On November 15.11.2022 -18.11.2022 at Seminar Hall, IWC.

**GRAPHIC
DESIGN**

FACULTY INCHARGE

Ms.D.Anandhi
Ms.S.Kanimozhi
Ms.P.Rathipriya

TIME: 09:00am-4.30am



Registration closes on 05.11.2022

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Queries : 9952745079

Mr. C. KHAISERAHMED
Secretary & Correspondent

Dr. M. RENU
Principal

Ms. S.NAGASUDHA
Head of Department



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Phone: 04174 - 235266

DEPARTMENT OF INTERIOR DESIGN AND DECOR

GRAPHIC DESIGN EXPERT

SYLLABUS-2022-23

- ❖ Introduction to Graphic Designing
- ❖ Graphic Designing Software & Tools
- ❖ Corel Draw
- ❖ Typography
- ❖ Adobe Dream weaver
- ❖ Photoshop
- ❖ Shaping, Design & Illustration
- ❖ Adobe Audition
- ❖ Image Layout & Effects
- ❖ Adobe Flash
- ❖ Art & Visual Perception

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DEPARTMENT OF COMMERCE (COMPUTER APPLICATION)

COST AND MANAGEMENT ACCOUNTANT

SYLLABUS-2022-2023

- 1. Introduction to Cost and Management Accounting**
- 2. Material Cost**
- 3. 3. Labour Cost**
- 4. Direct Expenses and Overheads**
- 5. Activity Based Costing (ABC)**
- 6. Cost Records**
- 7. Costing Systems**
- 8. Marginal Costing**
- 9. Standard Costing**
- 10. Budget, Budgeting and Budgetary Control**
- 11. Cost Accounting Records and Cost Audit**
- 12. Analysis and Interpretation of Financial Statements**


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SYLLABUS - MATERNAL INFANT YOUNG CHILD NUTRITION

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(https://www.addtoany.com/share?url=https%3A%2F%2Fonlinecourses.nptel.ac.in%2Fnoc22_bt01%2Fpreview&title=Maternal%20Infant%20Young%20Child%20Nutrition%20-%20Course)

Course layout

- Week 1: Maternal Infant Young Child Nutrition - Introduction
- Week 2: Science of nutrition
- Week 3: Types of malnutrition and hidden hunger
- Week 4: Importance of first 1,000 days
- Week 5: Science of Breastfeeding
- Week 6: Cross cradle hold and 45 points of breastfeeding counseling.
- Week 7: Other breastfeeding holds
- Week 8: Manual expression, storage and feeding of the expressed breastmilk.
 - Nipple/Breast conditions
- Week 9: Newborn care and Kangaroo mother care
- Week 10: Complementary feeding
- Week 11: Maternal Nutrition
 - pre-pregnancy
 - pregnancy
 - lactating mothers
 Adolescent Nutrition
- Week 12: Assessment of anthropometric measurement and growth charts - Percentile & Z Score

Books and references

Citations:

https://drive.google.com/file/d/1G_TekbGp5aluh1XXKwdO9xvMFSr8uZ8V/view
 (https://drive.google.com/file/d/1G_TekbGp5aluh1XXKwdO9xvMFSr8uZ8V/view)

Instructor bio





Prof. Rupal Dalal
IIT Bombay

Handwritten signature
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SYLLABUS - BIO MECHANICS OF JOINTS & ORTHOPEDICS IMPLANTS

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Category :


[Mechanical Engineering \(https://swayam.gov.in/\)](https://swayam.gov.in/)

 [\(https://swayam.gov.in/nc_details/NPTEL\)](https://swayam.gov.in/nc_details/NPTEL)

- Biological Sciences & Bioengineering

Credit Points :

About Swayam (<https://swayam.gov.in/about>) | All Courses | 0

Level :

Undergraduate/Postgraduate

Start Date :

22 Aug 2022

End Date :

14 Oct 2022

Enrollment Ends :

22 Aug 2022

Exam Date :

30 Oct 2022 IST

Note: This exam date is subjected to change based on seat availability. You can check final exam date on your hall ticket.

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(https://www.addtoany.com/share?url=https%3A%2F%2Fonlinecourses.nptel.ac.in%2Fnoc22_me126%2Fpreview&title=Biomechanics%20of%20Joints%20and%20Orthopaedic%20Implants%20-%20Course)

Course layout

Week 1: Introduction Musculoskeletal system Bone, Muscle, Ligament, Tendon, Cartilage and Meniscus – structure and function Anatomy of Synovial Joints – Hip, Knee, Shoulder, Elbow

Week 2: Biomechanics of Human Joints: (a) Hip Joint; (b) Knee Joint; (c) Shoulder Joint; (d) Elbow Joint

Week 3: Biomechanics of Gait cycle Gait Analysis Measurement techniques 3-D Motion analysis system – markers, cameras and force platform Lower extremity – hip musculoskeletal forces

Week 4: Joint Kinematics Principle of Forward and Inverse Dynamics Calculations on joint forces and moments Calculations on muscle forces Model-based estimation of musculoskeletal forces during movements

Week 5: Concepts of Stresses and Strain Bone structure - Cancellous and Cortical Bone Mechanical Behaviour of Bone Bone Adaptation and Viscoelasticity Bone Anisotropy.

Week 6: Biomechanics of Joint Replacement – Hip, Knee, Shoulder, Spine Cemented and Cementless fixation Failure mechanisms of implants Implant Design Considerations

Week 7: Biomechanical modelling techniques and analysis Finite Element Analysis of bone and implant Bone Remodelling – formulation, algorithm, simulation Experimental validation of numerical models


Week 8: Bone Fracture Healing Tissue Differentiation Mechanoregulatory principle Mechanobiology based simulation of bone ingrowth around implants – acetabular and femoral components

Books and references

1. "Basic Biomechanics of the Musculoskeletal System" by Margareta Nordin and Victor H. Frankel
2. "Biomechanics and Motor Control of Human Movement" by David A. Winter
3. "Orthopaedic Biomechanics" by D.L. Bartel, D.T. Davy and T.M. Keaveny

Instructor bio




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SYLLABUS - FUNCTIONAL FOODS AND NUTRACEUTICALS

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Course Type :


 Core
 (https://swayam.gov.in/)


(https://swayam.gov.in/hc_details/CEC)

Duration :

15 weeks

Category :

 About Swayam (https://swayam.gov.in/about) | All Courses |
 Agricultural and Food Engineering

0

Credit Points :

4

Level :

Postgraduate

Start Date :

10 Jul 2022

End Date :

31 Oct 2022

Enrollment Ends :

15 Sep 2022

Exam Date :

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(https://www.addtoany.com/share?url=https%3A%2F%2Fonlinecourses.swayam2.ac.in%2Fcec22_ag08%2Fpreview&title=Functional%20Foods%20and%20Nutraceuticals%20-%20Course)

Page Visits

14558

Course layout

Week 1

Introduction to Functional Foods and Nutraceuticals :Definition, History and Classification

Perceived Effects of Functional Foods

Week 2

Introduction to Probiotics,Prebiotics and Synbiotics

Probiotics: Taxonomy and Important Features of Probiotic Microorganisms

Health Effects of Probiotic Microorganisms

Week 3

Probiotics in Various Foods

Quality Assurance of Probiotics and Safety

Week 4

Prebiotics: Non Digestible Carbohydrates/ Oligosaccharides,

Prebiotics: Dietary Fiber

Week 5

Prebiotics: Resistant Starch

Prebiotics: Gums

Week 6

Polyphenols: Flavonoids, Catechins, Isoflavones, Tannins



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Week 7

Phytoestrogens, Phytosterols, Saponins

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Week 8

Pigments: Carotenoids, Lycopene, Curcumin

Week 9

Organosulphur Compounds

Introduction to Anti-nutritional Factors, Phytates

Week 10

Enzymes, Protease inhibitors, Amylase inhibitors

Week 11

Saponins, Haemagglutinins,

An introduction to Active Biodynamic Principles in Spices, Condiments and Plant extracts

Week 12

Resveratrol, Kaempferol, Quercetin, Cinnamaldehyde, Crocin, Lutoline

Week 13

Capsaicin, Piperine, Gingerol, Eugenol, Rosmarinic acid, Apigenine, Thymoquinone

Week 14

Fenugreek and Diosgenin

Non Nutrient Effect of Specific Nutrients: Conjugated Linoleic Acid, Omega 3 Fatty acids

Week 15

Proteins and Peptides, Vitamins and Minerals

Books and references


1. Wildman, R. E. (2016). Handbook of Nutraceuticals and Functional Foods. CRC Press
2. Gibson, G. R. and Williams, M. C. (2001). Functional Foods Concept to Product. CRC Press.
3. Vatter, D.A. and Maitin V.(2016). Functional Foods, Nutraceuticals and Natural Products, Concepts and Applications. DEStech Publications, Inc
4. Gupta, R. C. (2016). Nutraceuticals: Efficacy, Safety and Toxicity. Academic Press.

Instructor bio



Dr. Rekha Sharma

Rashtrasant Tukadoji Maharaj Nagpur University


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SYLLABUS - ORGANIZATIONAL BEHAVIOUR

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INTENDED AUDIENCE


Postgraduates, B.Tech students, MBA students, MSc. Psychology students

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 [\(https://swayam.gov.in/nc_details/NPTEL\)](https://swayam.gov.in/nc_details/NPTEL)
PREREQUISITES

Undergraduate degree in any discipline

[About Swayam \(https://swayam.gov.in/about\)](https://swayam.gov.in/about) | All Courses |

0

INDUSTRIES SUPPORT

Almost all organizations would prefer to have their employees undergo this course

Summary

Course Status :	Completed
Course Type :	Elective
Duration :	12 weeks
Category :	<ul style="list-style-type: none"> Management Studies
Credit Points :	3
Level :	Postgraduate
Start Date :	25 Jul 2022
End Date :	14 Oct 2022
Enrollment Ends :	08 Aug 2022
Exam Date :	29 Oct 2022 IST


Note: This exam date is subjected to change based on seat availability. You can check final exam date on your hall ticket.

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(https://www.addtoany.com/share?url=https%3A%2F%2Fonlinecourses.nptel.ac.in%2Fnoc22_mg78%2Fpreview&title=Organizational%20Behaviour%20-%20Course)




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Course layout

Week 1 : Introduction – a) defining organization, behavior and organizational behavior, b) assumptions of OB, c) principles of OB, d) levels of OB, e) scope of OB, f) OB and Human Resource Management, g) Applications of OB, h) Historical developments of OB, i) emerging concerns

Week 2 : Perception and Learning – a) understanding perception, b) Basic elements of perception, c) Principles of perception, d) Perceptual grouping, e) Social Perception, f) Self-perception and identity, g) attribution of causality, h) Perception


- biases in social conditioning) learning theories for human resource management, j) defining learning, k) classical and operant conditioning) learning theories (https://swayam.gov.in/) (https://swayam.gov.in/nc_details/NPTEL)
- Week 3 :** Personality – a) Defining Personality, b) History of the concept, c) Key assumptions, d) biological and social determinants, e) Theories – Intrapersonal theory, social learning theory, self-theory, Trait and type theories f) Related concepts (Locus of control, dogmatism, authoritarianism, Machiavellianism), g) measuring personality.
- Week 4 :** Attitudes – a) Definition, b) Key elements of attitudes, c) Attitudes and related concepts (Values, opinion, belief and ideology), e) Characteristics of attitudes, f) Attitude formation, g) Attitude measurement, h) Changing attitudes, i) Attitudes at workplace (job satisfaction, work attitude and organizational commitment), j) Prejudice and discrimination at workspace.
- Week 5 :** Emotions in workplace - a) Definition, b) Types of emotions, c) Related concepts (mood, temperament), d) Stress in workplace, e) General Adaptation Syndrome, f) Managing Stress, g) Psychosomatic disorders and stress h) emotional labor and emotional contagion.
- Week 6 :** Motivation – a) Definition, b) Process of motivation, c) Types of motives, d) Motivators at workplace, e) Motivation theories (Process and Content theories)
- Week 7 :** Interpersonal Dynamics – a) Definition, b) Psychological Contract, c) Trust and trust building, d) Prosocial behavior, e) Cooperation Vs Competition f) Conflict management, g) Levels and types of conflict at workplace, h) Conflict management Styles, i) Managing Negotiations
- Week 8 :** Power and Leadership - a) Defining Power, b) Sources of Power, c) Organizational politics, d) Leadership e) Managers Vs Leaders, f) Trait and Type approach to leadership g) Leadership style, h) Leadership Grid, i) Contingency Theories j) Contemporary issues
- Week 9 :** Team Dynamics – a) Groups and Teams, b) Types of Teams, c) Stages in group development, d) problems in team work (Free riding, social loafing, group think), e) Cross-cultural virtual teams.
- Week 10 :** Organizational culture – a) Defining culture, b) levels of culture, c) cultural dimensions, d) high and low context cultures, e) Strong and weak organizational cultures, f) Expressions of organizational culture, g) Impact of culture on individuals, h) Organizational cultural change
- Week 11 :** Organization Change – a) Change in Organizations, b) Nature of the change process, c) Types of change, d) Impact of change, e) Managing resistance to change, f) Organizational Development interventions
- Week 12 :** Organizational Structure and Design – a) Basic dimensions of structure, b) Departmentalization, c) Organizational life cycle, d) Organizations as socio-technical systems, e) Organizational design and its impact on employees, f) Organizational boundary spanning

Books and references

1. Behaviour in Organizations by Jerald Greenberg and Robert A. Baron, PHI learning private Ltd, New Delhi (Ninth Edition).
2. Understanding Organizational Behaviour by Udai Pareek, Oxford University Press (Third Edition).
3. ORGB by Nelson, Quick and Khandelwal, Cengage Learning New Delhi (second edition).

Instructor bio




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SYLLABUS - GLOBAL MARKETING MANAGEMENT

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INDUSTRY SUPPORT



Working in exports and international business would value this course

(<https://swayam.gov.in/>)



(https://swayam.gov.in/nc_details/NPTEL)

Summary

About Swayam (<https://swayam.gov.in/about>) | All Courses | 0

Course Status :	Completed
Course Type :	Elective
Duration :	12 weeks
Category :	<ul style="list-style-type: none"> Management Studies Marketing
Credit Points :	3
Level :	Undergraduate/Postgraduate
Start Date :	23 Jan 2023
End Date :	14 Apr 2023
Enrollment Ends :	06 Feb 2023
Exam Registration Ends :	17 Mar 2023
Exam Date :	30 Apr 2023 IST

Note: This exam date is subjected to change based on seat availability. You can check final exam date on your hall ticket.

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Course layout

Week 1: Globalization, Global Economic Environment.

Week 2: Financial Environment, Cultural Issues and Buying Behaviour, Political/Legal Environment-Part-1.



Week 3: Political/Legal Environment- Part-2, Global Marketing Research, Global Segmentation and Positioning.

Week 4: Global Marketing Strategies, Global Market Entry Modes, Global Product Development.

Week 5: Global Product Development, Marketing Products and Services, Global Pricing.

Week 6: Communicating with the World Consumer, Sales Management, Global Logistics and Distribution-Part-1.

Week 7: Global Logistics and Distribution- Part-2, Export/Import Management, Planning, Organization, and Control of Global Marketing Operations-Part-1.

Week 8: Planning, Or ntrol of Global Marketing Operations-Part-2, Marketing in Emerging Markets, Global Marketing and the Internet.  (<https://swayam.gov.in/>)  (https://swayam.gov.in/nc_details/NPTEL)

Week 9: Introduction to Business-to-Business marketing, How business organizations buy, Strategic planning for global business markets, Ethical considerations for business marketers. [About Swayam \(https://swayam.gov.in/about\)](https://swayam.gov.in/about) | [All Courses](#) | 0

Week 10: Market research, Segmentation, targeting, and positioning, Services for business markets.

Week 11: Pricing, Supply chain management and Managing distribution channels, Business to business marketing communications.

Week 12: Customer relationships and key-account management, Sales promotion, exhibitions, and trade fairs, Corporate reputation management, Marketing planning, implementation, and control.

Books and references


1. Global Marketing Management by Kotabe and Helsen, Wiley Publication.
2. Global Business by Czinkota, Ronkainen, Moffett and Moynihan, Dryden Publication.
3. International Marketing by Onkvisit and Shaw, PHI Publications.
4. International Business by Daniels, Radebaugh, Sullivan and Salwan, Pearson Publication.
5. Global Marketing Management by Warren Keegan, Pearson Education
6. Business to Business Marketing Management A Global Perspective by Alan Zimmerman, and Jim Blythe , Routledge.

Instructor bio



Prof. Zillur Rahman

IIT Roorkee


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Dr. Zillur Rahman is Professor at the Department of Management Studies, Indian Institute of Technology, Roorkee. He received his B.Sc. (Hon.) Mathematics, MBA and Ph.D. from Aligarh Muslim University, India. Dr. Rahman has more than 20 years of experience in academia. He has delivered research talk in many countries including USA, Switzerland, Germany, France, Italy and Turkey.

He has published research papers in reputed international papers including the European Journal of Marketing, Journal of Business Research, Psychology and Marketing, Journal of Service Marketing, International Journal of Contemporary Hospitality Management, Journal of Cleaner Production, Telematics and Informatics, among others.

Prof. Rahman has been a recipient of Highly Commended Paper in Emerald Literati Network Awards for Excellence for three consecutive years (2016-18). He has also received the Commendable Faculty Award in the domain of Business, Management and Accounting.

Course certificate

The course is free to enroll and learn from. But if you want a certificate, you have to register and write the proctored exam conducted by us in person at any of the designated exam centres.


The exam is optional for a fee of Rs 1000/- (Rupees one thousand only).

Date and Time of Exams: **30 April 2023** Morning session 9am to 12 noon; Afternoon Session 2pm to 5pm.



SYLLABUS - ANDROID MOBILE APPLICATION DEVELOPMENT

[RETURN TO HOME PAGE](#)

Duration :	12 weeks (https://swayam.gov.in/)	(https://swayam.gov.in/nc_details/IGNOU)
Category :	 <ul style="list-style-type: none"> • Multidisciplinary 	
Credit Points :	About Swayam (https://swayam.gov.in/about) All Courses	0
Level :	Certificate	
Start Date :	01 Sep 2021	
End Date :	31 Jan 2022	
Enrollment Ends :	30 Oct 2021	
Exam Date :		

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(https://www.addtoany.com/share?url=https%3A%2F%2Fonlinecourses.swayam2.ac.in%2Fnou21_ge41%2Fpreview&title=Android%20Mobile%20Application%20Development%20%20Course)

Page Visits

22066



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Course layout

WEEK	TOPIC
Week-1	Android Software Development, building a sample Android application using Android Studio.
Week-2	Android Project Structure, Android Manifest File and its common settings.
Week-3	Activities, Services, Intents.
Week-4	Permissions, Application resources.
Week-5	Basic User Interface Screen elements, Designing User Interfaces with Layouts.
Week-6	Using Content Providers, Handling Persisting Data.
Week-7	JSON Web Service.
Week-8	Gallery, drawing 2D and 3D Graphics and Multimedia, Drawing and Working with Animation.
Week-9	Networking, Telephony and Location, Android Networking, Web and Telephony API.
Week-10	Search, Location and Mapping, Communication, Identity, Sync and social media.
Week-11	Sensor and Hardware Programming.
Week-12	Publishing Android Application.

SYLLABUS - EFFECTIVE WRITING

[RETURN TO HOME PAGE](#)

Introduction to

Effective Writing


[\(https://swayam.gov.in/\)](https://swayam.gov.in/)

 [\(https://swayam.gov.in/nc_details/NPTEL\)](https://swayam.gov.in/nc_details/NPTEL)

Principles of Effective Writing

Types and Stages of Effective Writing

[About Swayam \(https://swayam.gov.in/about\)](https://swayam.gov.in/about) | All Courses |

0

Notions of Correctness and Appropriateness, Part I

Notions of Correctness and Appropriateness, Part II

Essay Writing

Types of Essays

Essentials of Academic Writing, Part I

Essentials of Academic Writing, Part II

Business Writing and its Functions

Mechanics of Business Writing

Business Letters and Memos

Format of Business Letters and Memos

Types of Business Letter

Sales, Complaint and Adjustment Letters

Report Writing

Strategies and Structure of Reports

Style of Report Writing

Creative Writing

Books and references

1. Turk, Christopher and John Kirkman. Effective Writing. London and New York: Chapman & Hall. Indian Reprint 2003
2. Pinker, Steven. The Sense of Style: The Thinking Person's Guide to Writing in the 21st Century . Penguin Books, Reprint edition ,2015
3. Seely, John. Oxford Guide to Effective Writing and Speaking. OUP 2nd edition, 2005
4. Goins, Jeff. You Are a Writer (So Start Acting Like One). Tribe Press
5. Brohaugh, William. Write Tight: Say Exactly What You Mean with Precision and Power.
6. Janzer. Anne. The Writer's Process: Getting Your Brain in Gear. Cuesta Park Consulting, 2016
7. King, Stephen. On Writing: A Memoir of the Craft. Scribner, 2010

Instructor bio



Prof. Binod Mishra

IIT Roorkee

Bin
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SYLLABUS - CELL CULTURE TECHNOLOGIES

[RETURN TO HOME PAGE](#)

INDUSTRY SUPPORT


[\(https://swayam.gov.in/\)](https://swayam.gov.in/)

https://swayam.gov.in/nc_details/NPTEL

Summary

[About Swayam \(https://swayam.gov.in/about\)](https://swayam.gov.in/about) | [All Courses](#) |

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Course Status :	Completed
Course Type :	Elective
Duration :	8 weeks
Category :	<ul style="list-style-type: none"> ◦ Biological Sciences & Bioengineering ◦ Bioengineering ◦ Biosciences
Credit Points :	2
Level :	Postgraduate
Start Date :	21 Aug 2023
End Date :	13 Oct 2023
Enrollment Ends :	21 Aug 2023
Exam Registration Ends :	15 Sep 2023
Exam Date :	28 Oct 2023 IST

Note: This exam date is subjected to change based on seat availability. You can check final exam date on your hall ticket.

This is an AICTE approved FDP course

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[\(/#whatsapp\)](#)

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 VANIAMBADI.

Course layout

- Week 1: Introduction & biology of cultured cells
- Week 2: Equipments, aseptic techniques, safety protocols
- Week 3: Culture vessels & media development
- Week 4: Serum-free medium development & sterilization
- Week 5: Primary culture, secondary culture, cloning & selection

Week 6: Cell separ

Week 7: Contamin

Week 8: Organo-typ



ation, differentiation & transformation

(https://swayam.gov.in/)



(https://swayam.gov.in/nc_details/NPTEL)

About Swayam (https://swayam.gov.in/about) | All Courses |

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Books and references

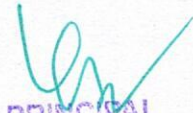
- Culture of Animal Cells by R Ian Freshney
- Cell culture technology: Recent advances and future prospects (Euroscicon Meeting Reports Book 1) by Bruserud, Øystein and Astrid Englezou
- Vertebrate Cell Culture II and Enzyme Technology: Volume 39 (Advances in Biochemical Engineering/ Biotechnology) by A.F. Bückmann and G. Carrea
- Animal Cell Culture and Technology (The Basics) (Garland Science)) by Michael Butler
- The Immortal Life of Henrietta Lacks by Rebecca Skloot

Instructor bio



Prof. Mainak Das

IIT Kanpur


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Prof. Mainak Das is a faculty of IIT Kanpur India in the department of biological sciences & bioengineering since April 26 2010. He did his bachelors degree (1989-1994) in agriculture from College of Agriculture Indore. Thereafter he did his post graduate degree (1994-1997) in animal physiology from National Dairy Research Institute Karnal India. Following his post graduate studies, he worked as researcher in IISc Bangalore India (1997-1999), University of Neuchatel, Switzerland (1999-2000), University of Clemson, USA (2000-2004) and in University of Central Florida, USA (2004-2010). He did his doctoral studies from College of Medicine of University of Central Florida (2004-2008), while working as a full time employee of the university. He introduced the regular physiology course for the PG students in IIT Kanpur in 2011. He has wide interest in physiology, sensors, energy and bioelectronics and maintains an active research team at IT Kanpur, India. Prof. Das has been working on cell culture technologies, serum free medium development and defined cell culture systems for last 20 years. He has expertise in long term culturing of excitable cells. His doctoral thesis is a complex problem of modern cell culture technology, titled: 'Tissue Engineering The Motoneuron To Muscle Segment Of The Stretch Reflex Arc Circuit Utilizing Micro-fabrication, Interface Design And Defined Medium Formulation'.

Course certificate

The course is free to enroll and learn from. But if you want a certificate, you have to register and write the proctored exam conducted by us in person at any of the designated exam centres.

The exam is optional for a fee of Rs 1000/- (Rupees one thousand only).

Date and Time of Exams: **28 October 2023** Morning session 9am to 12 noon; Afternoon Session 2pm to 5pm.

Registration url: Announcements will be made when the registration form is open for registrations.



SYLLABUS - SOFT SKILLS

[RETURN TO HOME PAGE](#)

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 [\(https://swayam.gov.in/nc_details/NPTEL\)](https://swayam.gov.in/nc_details/NPTEL)

Course layout

[About Swayam \(https://swayam.gov.in/about\)](https://swayam.gov.in/about) | [All Courses](#) |

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- Week 1: Introduction to Soft Skills, Aspects of Soft Skills, Effective Communication Skills, Classification of Communication, Personality Development
- Week 2: Positive Thinking, Telephonic Communication Skills, Communicating without Words, Paralanguage
- Week 3: Proxemics, Haptics: The Language of Touch, Meta-communication, Listening Skills, Types of Listening
- Week 4: Negotiation Skills, Culture as Communication, Organizational Communication
- Week 5: Communication Breakdown, Advanced Writing Skills, Principles of Business Writing
- Week 6: Business Letters, Business Letters: Format and Style, Types of Business Letter
- Week 7: Writing Reports, Types of Report, Strategies for Report Writing, Evaluation and Organization of Data
- Week 8: Structure of Report, Report Style, Group Communication Skills
- Week 9: Leadership Skills, Group Discussion, Meeting Management, Adaptability & Work Ethics
- Week 10: Advanced Speaking Skills, Oral Presentation, Speeches & Debates, Combating Nervousness, Patterns & Methods of Presentation, Oral Presentation: Planning & Preparation
- Week 11: Making Effective Presentations, Speeches for Various Occasions, Interviews, Planning & Preparing: Effective Résumé,
- Week 12: Facing Job Interviews, Emotional Intelligence & Critical Thinking, Applied Grammar

Books and references

1. Butterfield, Jeff. Soft Skills for Everyone. New Delhi: Cengage Learning. 2010.
2. Chauhan, G.S. and Sangeeta Sharma. Soft Skills. New Delhi: Wiley. 2016.
3. Goleman, Daniel. Working with Emotional Intelligence. London: Bantam Books. 1998.
4. Hall, Calvin S. et al. Theories of Personality. New Delhi: Wiley. rpt. 2011.
5. Holtz, Shel. Corporate Conversations. New Delhi: PHI. 2007.
6. Kumar, Sanajy and Pushp Lata. Communication Skills. New Delhi: OUP. 2011.
7. Lucas, Stephen E. The Art of Public Speaking. McGraw-Hill Book Co. International Edition, 11th Ed. 2014.
8. Penrose, John M., et al. Business Communication for Managers. New Delhi: Thomson South Western. 2007.
9. Sharma, R.C. and Krishna Mohan. Business Correspondence and Report Writing. New Delhi: TMH. 2016.
10. Sharma, Sangeeta and Binod Mishra. Communication Skills for Engineers and Scientists. New Delhi: PHI Learning. 2009, 6th Reprint 2015.
11. Thorpe, Edgar and Showick Thorpe. Winning at Interviews. Pearson Education. 2004.
12. Turk, Christopher. Effective Speaking. South Asia Division: Taylor & Francis. 1985.

Instructor bio



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SYLLABUS - INTRODUCTION TO PROBABILITY & STATISTICS

[RETURN TO HOME PAGE](#)

Category :


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 [\(https://swayam.gov.in/nc_details/NPTEL\)](https://swayam.gov.in/nc_details/NPTEL)

- Mathematics
 - Management Studies

About Swayam (<https://swayam.gov.in/about>) | All Courses |

- Operations

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Credit Points :

1

Level :

Undergraduate/Postgraduate

Start Date :

24 Jan 2022

End Date :

18 Feb 2022

Enrollment Ends :

07 Feb 2022

Exam Date :

27 Mar 2022 IST

Note: This exam date is subjected to change based on seat availability. You can check final exam date on your hall ticket.

This is an AICTE approved FDP course

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Course layout

Week 1 : Different types of data, Tables, charts, histograms, frequency distributions

Week 2 : Measures of association

Week 3 : Probability concepts, conditional probability, bayes theorem

Week 4 : Probability distributions – random variable, expected value and variance Discrete distributions – Binomial, Poisson Continuous distributions – Uniform, Normal

Books and references

Statistics for Business: Decision Making and Analysis, 2nd Edition Robert A. Stine, Dean Foster, 2014 ,Pearson

Instructor bio

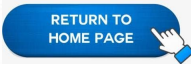


Prof. G. Srinivasan

IIT Madras

CS
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SYLLABUS - ETHICS REVIEW OF HEALTH RESEARCH



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Page Visits
10102

Course layout

GENERAL ETHICAL PRINCIPLES

- 1. Introduction to health research ethics
- 2. International guidelines on ethical conduct of health research
- 3. National ethical guidelines for biomedical and health research involving human participants
- 4. National ethical guidelines for biomedical research involving children - An overview
- 5. Benefits and risks in health research - principles, types and categories

RESPONSIBLE CONDUCT OF RESEARCH

- 6. Responsibilities of a researcher
- 7. Rights and duties of researchers, sponsors, participants, and IEC members under the Indian Constitution
- 8. Collaborative research
- 9. Academic/investigator initiated clinical trials
- 10. Regulations and guidelines for conduct of clinical trials in India
- 11. Good clinical practices and clinical trial registry of India

FUNCTIONING OF ETHICS COMMITTEES

- 12. Establishment of ethics committees
- 13. Administration of research ethics committees
- 14. Roles and responsibilities of ethics committee members
- 15. Monitoring ongoing research by ethics committees

REVIEW OF RESEARCH PROPOSALS

- 16. Conduct of research ethics committee review meeting
- 17. Conflicts of interest
- 18. Rationale and science of the research proposal
- 19. Risk benefit assessment process

PROTECTION OF RESEARCH PARTICIPANTS

- 20. Protection of privacy and confidentiality of research participants
- 21. Critical importance of informed consent in health research
- 22. Informed consent process
- 23. Informed consent in special situations
- 24. Payments-Incentives, compensation and reimbursement
- 25. Vulnerable populations in health research
- 26. Research during humanitarian emergencies and disasters



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Books and references

Reading/Resource materials will be available for each topic.

Instructor bio

This course has been developed and delivered by eminent professionals and researchers from cross-cutting domains who are involved in various organizations committees in India related to biomedical ethics.





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Telefax : +91 4174 - 235 266, E-mail : principaliwc@gmail.com

சுற்றறிக்கை

IWC/CIR/225A/22-23

தேதி: 27.07.2022

வணக்கம் நம் கல்லூரி மாணவிகளுக்கு தமிழ்த் துறை சார்பாக நீதி போதனை வகுப்புகள் ஆகஸ்டு 01.08.2022 முதல் நடைபெற இருப்பதால் தமிழ் படிக்கும் இரண்டாமாண்டு மாணவிகள் இந்நாட்களில் 1.30 மணிக்கு கல்லூரிக் கலையரங்கத்தில் வருகை தருமாறு, அனைத்து வகுப்பு ஆசிரியர்களும், மாணவிகளுக்கு தெரிவிக்கும்படி கேட்டுக்கொள்கிறோம்.

தமிழ்த் துறைத் தலைவர்

HEAD OF THE DEPARTMENT
DEPARTMENT OF TAMIL
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முதல்வர்

Principal

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நீதிபோதனை வகுப்பு 2022 – 2023

30 மணி நேரம்

பாடத்திட்டம்

1. உழைப்பே உயர்வு தரும்
2. முயற்சி திருவினையாக்கும்
3. உயிர் காப்பான் தோழன்
4. அறிவே பலம்
5. பொது அறிவுக் கேள்விகள்
6. தன்னம்பிக்கையே வாழ்வியல் இலட்சியம்
7. இராமாயண – மகாபாரதக் கதைகள்
8. திருக்குறள் காட்டும் வாழ்வியல் கூறுகள்
9. விவேகானந்தர் சிந்தனைகள்
10. பெற்றோரை பேணிக்காக்கும் வழிமுறைகள்




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Telefax : +91 4174 - 235 266, E-mail : principalwvc@gmail.com

CIRCULAR

IWC/CIR/225B/22-23

27.07.2022

This is to inform you all the Faculty members that the Department of Urdu organizes “Islamic Studies Certificate Course” of 30 Hours during August & September 2022 to the II Year Urdu Students. All the Faculty members are requested to inform the Urdu students.

By Order

Copy to

1. Secretary and Correspondent
2. Heads of the department



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Principal
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www.islamiahwomensartsandsciencecollege.com

DEPARTMENT OF URDU

SYLLABUS OF MORAL CLASS ON ISLAMIC STUDIES COURSE 2022-2023

Objectives: To provide the basic knowledge of Islam and to teach them the good morals and values.

- Thirty Hours will be allotted for this certificate course.

TITLE: Unit 1: Shahada; faith

Unit 2: Salath; prayer

Unit 3: Zakah; charity

Unit 4: Sawm; fasting

Unit 5: Hajj; pilgrimage

Unit 6: Halal & Haram

Unit 7: Conduct, Character & Behaviour

RECOMMENDED TEXT: Risal e Deeniyath

K. Nadia Bano
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Telefax : +91 4174 - 235 266, E-mail : principalwac@gmail.com

CIRCULAR

IWC/CIR/09A/22-23

18.08.2022

This is to inform you all that **PG & Research Department of English** propose to conduct Add on Certificate Course for 30 Hour on "How to Communicate Effectively & Grammatically" to all UG I Year Students from 20.08.2022 to 26.08.2022. **Dr.M.A.Mohammed Shahul Hameed**, Associate Professor of English, VIT Vellore, consented to be the Resource Person. All are cordially invited.

By Order

Principal

Principal

18/8/22
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Copy to:

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2. Heads of the Department





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PG & RESEARCH DEPARTMENT OF ENGLISH

ADD ON CERTIFICATE COURSE

ON

HOW TO COMMUNICATE EFFECTIVELY AND GRAMATICALLY

SYLLABUS-20/08/22 -26/08/2022

Course Duration = 30 Hour

Course Code	Course Duration	Exam (Hrs)	Credit	Marks
UO4ENG22	30 Hour	2	3	50

Course Objectives:

- To enhance participants' language skills in both written and verbal communication.
- To improve understanding and application of grammar rules.
- To expand vocabulary for more precise and effective communication.
- To develop strategies for clear and coherent communication in professional, academic, and social settings.
- To provide practical exercises and feedback to reinforce learning.

Unit 1: Foundations of Communication (5 hours)

- Introduction to communication models and theories
- Understanding the importance of effective communication
- Basics of verbal and non-verbal communication
- Role of active listening in effective communication

Unit 2: Grammar Essentials (5 hours)

- Parts of speech: nouns, verbs, adjectives, adverbs, etc.
- Sentence structure: subject-verb agreement, sentence types, etc.
- Punctuation rules: comma usage, apostrophes, quotation marks, etc.
- Common grammatical errors and how to avoid them

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Unit 3: Oral Communication Skills (5 hours)

- Public speaking tips and techniques
- Overcoming stage fright and anxiety

Unit 4: Oral Communication Skills (5 hours)

- Group Discussion , Role Play
- Structuring and delivering effective presentations
- Debate, Oral Presentation

Unit 5: Interpersonal Communication (5 hours)

- Building rapport and trust in interpersonal relationships
- Conflict resolution strategies
- Assertiveness vs. aggression: effective communication in challenging situations

Reference Books


1. "How to Win Friends and Influence People" by Dale Carnegie - This classic book offers timeless advice on communication skills, including techniques for effective speaking and listening.
2. "The Elements of Style" by William Strunk Jr. and E.B. White - A concise guide to grammar and style, this book is essential for anyone looking to improve their writing skills.

Approved by BOS for Certificate Course:

Ms.Meenaz Banu A

Dr.C Deepa

Ms. Arshiya Tarannum M


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Telefax : +91 4174 - 235 266, E-mail : principalwc@gmail.com

CIRCULAR

IWC/CIR/2a/22-23

Date: 12.11.2022

This is to inform all the members of faculty that the Department of Zoology is organizing six day Certificate Course on "**Vermicomposting for Sustainable Agriculture**" from 9:00 a.m. to 02:00 p.m. from 14.11.2022 to 19.11.2022 at the Zoology laboratory, Islamiah Women's Arts and Science College, Vaniyambadi.

By Order

Copy to

1. Secretary and Correspondent
2. Heads of the department

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#10, BYPASS ROAD, NEWTOWN, VANIYAMBADI - 635 752

Phone: 04174 - 235266

CERTIFICATE COURSE SYLLABUS 2022-2023**II B.Sc ZOOLOGY****VERMICOMPOSTING FOR SUSTAINABLE AGRICULTURE****Objectives:**

- To acquire knowledge about biofertilizer
- To impart training on Earthworm culture technology
- To create knowledge on Self - Employment opportunity

UNIT - I Earthworm types - Morphological and Anatomical characteristics. Biology of Lampito maruitti.

UNIT - II Vermicompost process - Types of Vermicomposting materials. Monoculture and polyculture techniques, factors affecting vermicomposting - pH, Moisture, temperature etc.

UNIT - III Vermicomposting methods - Small scale and large scale pit method, heap method, Wind row method and bin method. Vermiwash.


UNIT - IV Vermicomposting: General procedure in Homes. Maintenance of vermicomposting beds. Harvesting the worms. Earthworm Predators, parasites and pathogens.

UNIT - V Nutrients availability - Application of Vermicomposting in Agriculture and Horticultural practices. Advantages of Vermicompost and marketing.

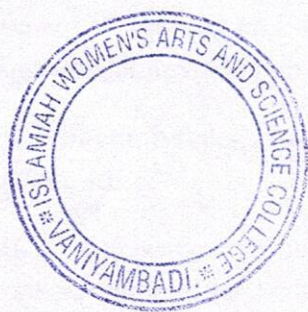
Reference Books:

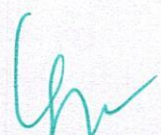
1. Edwards, C.A., and Bother, B. 1996: Biology of Earthworms - Chapman Hall Publ. Co., London.
2. Ismail, S.A. 1997: Vermitechnology - the Biology of Earthworms - Orient Longman Publ. - India.
3. Ranganathan, L.S. 2006: Vermibiotechnology from soil health to Human health - Agrobios - India.





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4. Talashikar, S.C. 2008: Earthworms in Agriculture - Agrobios – India
5. Gupta, P.K. 2008: Vermicomposting for sustainable agriculture [2nd edition] - Agrobios - India.
6. EIRI Board, 2015: Handbook of Biofertilizers and Vermiculture, New Delhi, India.
7. NIIR Board: The complete technology book on Biofertilizers and organic farming New Delhi, India.
8. Mary Violet Christy, A. 2008: Vermitechnology - MJP Publishers, Chennai , India.
9. Rajeev Prathap Singh. 2012: Organic Fertilizers: Types, Production and Environmental Impact Nova Science Inc. New York.
10. Keshav Singh, 2014: A textbook on Vermicompost, Vermiwash and Biopesticide. Biotech Books, Astral International, New Delhi, India.




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DEPARTMENT OF ZOOLOGY ORGANIZES




CERTIFICATE COURSE


On

"VERMICOMPOSTING FOR SUSTAINABLE AGRICULTURE"

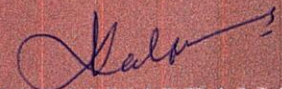
From 14.11.22 to 19.11.22




Mr. C.KHAISER AHMED
SECRETARY/CORRESPONDENT


Dr. M. RENU
PRINCIPAL

Principal
Islamiyah Women's Arts and Science College
Vaniyambadi - 635 752.


Ms. N.KALPANA
PRINCIPAL
ISLAMIYAH WOMEN'S ARTS AND SCIENCE COLLEGE
VANIYAMBADI.
CO-ORDINATOR
HEAD OF THE DEPARTMENT
DEPARTMENT OF ZOOLOGY
ISLAMIYAH WOMEN'S ARTS AND SCIENCE COLLEGE
VANIYAMBADI.



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#10, Bye-Pass Road, New Town, Vaniyambadi - 635 752. Tirupattur Dist. Tamil Nadu.
Telefax : +91 4174 - 235 266, E-mail : principaliwc@gmail.com

CIRCULAR

IWC/CIR/01B/22-23

01.08.2022

This is to inform you all that **PG and Research Department of Mathematics** will be conducting a Certificate Course titled "**MS OFFICE FUNDAMENTALS**" for I & II PG Maths students. The program is scheduled 30 Hours and to take place from 02.08.2022 to 27.08.2022 in the AI DS Laboratory from 2.30 a.m to 4.00 p.m.

By Order

PRINCIPAL

Principal

Islamiyah Women's Arts and Science College
Vaniyambadi - 635 752.

Copy to

1. Secretary and correspondent
2. Heads of the department



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Telefax : +91 4174 - 235 266, E-mail : principaliw@ic@gmail.com

CIRCULAR

IWC/CIR/01B/21-22

01.08.2022

This is to inform you all that **PG and Research Department of Mathematics** will be conducting a Certificate Course titled "**MS-OFFICE FUNDAMENTALS**" for First B.A (English), B.Sc (BioChemistry), B.Sc (Zoology) and B.Sc (NFMSM&D) from 04.08.2022 to 30.08.2022 and for final UG Mathematics students from 02.08.2022 to 27.08.2022. The program is scheduled for 30 Hours and to take place from 2:30 p.m to 4:00 p.m in the AI / DS Laboratory.

By Order

PRINCIPAL

Copy to

1. Secretary and Correspondent
2. Heads of the department

Principal

Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.



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PG AND RESEARCH DEPARTMENT OF MATHEMATICS

CERTIFICATE COURSE (For Final year UG MATHS students (2022-2023))

MS -OFFICE FUNDAMENTALS

Course Duration = 30 Hrs

Objectives:

*Describe the usage of computers .

* Solve common real world problems using appropriate information technology applications and systems.

UNIT :I - Basic concepts of computer- 6 Hrs

UNIT:II - MS -Word - 6 Hrs

UNIT :III -MS -Excel spread sheet application features, data representation into the cells of spread sheet -6Hrs

UNIT :IV - MS Power point -6 Hrs

UNIT :V – Basic of internet- 6 Hrs

Reference book

1 . Microsoft office 2007 – The complete reference MC Graw Hill Inc

2. E.Balaguruswamy , Fundamentals of Computers Tata MC Graw Hill Education private limited., 2009 .

HOD:

MEMBERS:1

HEAD OF THE DEPARTMENT
PG AND RESEARCH DEPT.
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