VALUE ADDITION COURSES

ACADEMIC SESSION 2019-20

K.R MANGALAM UNIVERSITY

GURUGRAM, HARYANA

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Sohna Road, Gurugram (Haryana)

INTRODUCTION

In a rapidly changing world, the importance of continuous learning and skill development cannot be overstated. The traditional education system often falls short in providing individuals with the specific, practical skills they need to succeed in the job market and adapt to the ever-evolving professional landscape. This is where Value Addition Courses (VAC) come into play. VACs have emerged as a transformative force in education, offering specialized, practical, and often short-term courses that cater to the specific needs and demands of the job market.

WHAT ARE VALUE ADDITION COURSES (VAC)?

Value Addition Courses, or VACs, are educational programs designed to enhance a student's knowledge and skills in a specific area, often in addition to their primary academic curriculum. These courses are typically short-term, focused on practical skills, and tailored to the demands of the job market.

THE SIGNIFICANCE OF VALUE ADDITION COURSES

❖ **Meeting the Demands of the Job Market**: The job market today is highly competitive and dynamic. Employers are constantly seeking individuals with specialized skills who can immediately contribute to their organizations. Traditional academic programs, with their often broad and theoretical curriculum, may not always provide graduates with the necessary practical skills. VACs fill this gap by offering hands-on, industry-specific training that directly addresses the needs of the job market. This ensures that graduates are better prepared to meet the demands of their chosen professions.

❖ **Lifelong Learning and Adaptability**: In a world where technology and industries are rapidly evolving, the ability to adapt and learn new skills is paramount. VACs promote the concept of lifelong learning by providing opportunities for individuals to acquire new skills or update existing ones. These courses are particularly valuable for professionals looking to stay relevant in their fields, switch careers, or upskill to meet the latest industry requirements.

❖ **Career Advancement and Income Growth**: Value Addition Courses can significantly enhance an individual's career prospects. The specialized skills acquired through these

courses make individuals more attractive to employers, potentially leading to promotions, pay raises, and career advancement. Many individuals have reported an increase in income after completing VACs, making them a valuable investment in one's professional development.

OBJECTIVES OF VALUE ADDITION COURSES

❖ To provide students with practical skills that are relevant to their chosen field of study or profession, enabling them to perform tasks more effectively and efficiently.

❖ To broaden students' skill sets, making them more versatile and adaptable in the job market by exposing them to a range of complementary skills and knowledge.

❖ To increase students' chances of finding and retaining employment by equipping them with skills and competencies that are in high demand in the job market.

❖ To help students advance in their careers by acquiring specialized knowledge or certifications that can lead to promotions and increased earning potential.

❖ To foster personal growth and development, including improved communication, time management, problem-solving, and decision-making skills, enhancing students' overall effectiveness and self-confidence.

❖ To support aspiring entrepreneurs by providing them with the tools and knowledge necessary to start and run their businesses successfully.

❖ To encourage students to think creatively and innovatively, fostering an entrepreneurial mindset and the ability to generate new ideas and solutions.

❖ To ensure that students are well-versed in the latest technologies and tools relevant to their field, keeping them up-to-date with industry trends.

❖ To promote an understanding of environmental issues and sustainable practices, encouraging responsible and eco-friendly behaviour.

❖ To develop the ability to analyze complex situations, make informed decisions, and solve problems systematically.

❖ To promote cultural competence and a deeper understanding of societal issues, enabling individuals to work effectively in diverse environments and contribute positively to their communities.

❖ To enhance interpersonal skills, teamwork, leadership, and emotional intelligence, which are essential in professional and personal life.

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❖ To instill a love of learning and a commitment to continuous self-improvement, encouraging participants to remain adaptable and open to acquiring new knowledge and skills throughout their lives.

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VALUE ADDITION COURSE LIST

S.No	Course Code	Course Title	Contact Hours	Prerequisite	Page No.
1	SMMC657A	Green Marketing	30	Nil	1-2
2	VAC 101	Self Development	30	Nil	3-4
3	VAC 102	Preparing Students for Future Roles	30	Nil	5-6
4	VAC 103	Universal Human Values and Professional Ethics	30	Nil	7-9
5	VAC 104	Etiquette For Professionals	30	Nil	10-11
6	VAC 105	Cities For People	30	Nil	12-14
7	VAC 106	Indian Constitution	30	Nil	15-16
8	VAC 107	Essence Of Indian Traditional Knowledge	30	Nil	17-18
9	VAC 108	Boutique Management	30	Nil	19-21
10	VAC 109	Understanding Adolescents Behaviour	30	Nil	22-24
11	VAC 110	Time Management	30	Nil	25-26
12	SLHA131	French- I	40	Nil	27-28
13	SLHA132	French -II	40	Beginner Level French	29-30
14	SLHA137	Chinese-I	40	Nil	31-32
15	SLHA138	Chinese -II	40	Beginner Level Chinese	33-34
16	VAC016	Technical Writing	30	Nil	35-37
17	VAC017	Cybersecurity	30	Nil	38-40
18	VAC018	Data Analytics and Visualization	30	Nil	41-43
19	VAC019	Project Management	30	Nil	44-46
20	VAC020	Negotiation Skills	30	Nil	47-49

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21	VAC021	Cloud Computing	30	Nil	50-52
22	VAC022	Digital Marketing	30	Nil	53-55
23	VAC023	Poetry Writing	30	Nil	56-58
24	VAC024	Fitness and Exercise	30	Nil	59-61
25	VAC025	Creative Photography	30	Nil	62-64
26	VAC026	Graphic Design	30	Nil	65-67
27	VAC027	Sustainable Development	30	Nil	68-70
28	VAC028	Quantitative Research	30	Nil	71-73
29	VAC029	Emotional Intelligence	30	Nil	74-76
30	VAC030	Automation and Industry 4.0	30	Nil	77-79
31	VAC031	Conflict Resolution	30	Nil	80-82
32	VAC032	Art and Aesthetics	30	Nil	83-85
33	VAC033	Interview Skill Development	30	Nil	86-88
34	VAC034	Social Media Marketing	30	Nil	89-91
35	VAC035	Qualitative Research	30	Nil	92-94
36	SEED544A	Gandhian Philosophy: Theory and Practices	30	Nil	95-98

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SMMC657A	GREEN MARKETING
Contact Hours	40 Hours
Prerequisite	Nil

Course Description

The Green Marketing value-added course explores the concepts, strategies, and tools required for businesses to integrate environmental responsibility into their marketing efforts. Participants will delve into the intersection of sustainability and marketing, learning how to create and promote products and services that cater to eco-conscious consumers while fostering positive environmental impacts.

Course Objectives

The objective of the course is to provide the students a general insight of green marketing and its critical role in the sustainable development of the nation in the times ahead.

Course Content

Module I: Green Marketing   **10 hours**
Concept & rationale, stakeholders involved, CSR & ethics in Green Marketing, incorporating green perspective in mission statement of the firm, interaction between marketing strategy and the environment.

Module II: Green Marketing Analysis   **10 hours**
Market segmentation, targeting and positioning; communication green marketing values - green branding, labelling and de-marketing.

Module III: Green Marketing Pricing Strategies   **10 hours**
Internal pricing constraints, Pricing objectives and strategies, Price elasticity, Competitive action, legal constraints.

Module IV: Green Marketing Innovation   **10 hours**
Idea Generation, Product development, Pre and Post purchase decision, future trends in green marketing,

Practicum
1. Analysis of case studies of successful green marketing campaigns.
2. Identify a product, service, or business idea that aligns with green values and sustainability principles.
3. Conduct surveys, interviews, or focus groups to understand consumer attitudes and behaviour related to green products.

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Textbooks

Grant, J. (2012). *The Green Marketing Manifesto*. Wiley.

Reference Books

1. Ottman, J. (2011)."*The New Rules of Green Marketing*",Greenleaf-publishing.
2. Dahlstrom, R.(2010)."*Green marketing management*". South-Western.
3. Belz, F.M. & Peattie, K.(2012)."*Sustainability marketing: a global perspective*".(2nd ed.). John Wiley & Sons.
4. New reports on UN Sustainable development summit.

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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VAC101	SELF DEVELOPMENT
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

In this value-added course, students will explore by applying self-development training to become more focused about their progress as an individual and as a leader. Practices includes deep listening and testing expectations to diagnose challenges, achieve personal goals, and respond successfully to the complex demands of life.

Course Objectives and Course Outcomes

The course is developed to offer the students to improve their values of life by paying attention towards their own inner-heart drumbeat to control their social inhibitions or concerns and progress their stages of confidence and self-respect.

A set of practical and interactive curriculum bridging by using various sessions including listening and videos-podcasts, group discussions and talks would not only help students to introspect but it will also support students to brainstorm and get inspired and focused intensively to pursue a balanced life. This course will definitely enhance their productivity by developing their focused skills and grow their self- confidence exponentially. Finally, it would install all the lessons into your psyche, called: The Self Development.

Course Content

Module I: Introduction to Self-Development   3 hours

Understanding the concept, importance, and benefits.

Module II: Self-Awareness and Self-Reflection   4 hours

Techniques to explore and understand your strengths, weaknesses, values, and goals.

Module III: Goal Setting and Planning   4 hours

Setting SMART goals, creating action plans, and tracking progress.

Module IV: Time Management and Productivity   3 hours

Techniques for effective time management, prioritization, and task organization.

Module V: Stress Management and Resilience   3 hours

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Coping strategies, relaxation techniques, and building emotional resilience.

Module VI: Effective Communication **5 hours**

Active listening, assertiveness, nonverbal communication, and conflict resolution.

Module VII: Self-Presentation and Public Speaking **5 hours**

Techniques to enhance your confidence and effectiveness in public speaking.

Module VIII: Leadership and Decision Making **3 hours**

Developing leadership skills, making effective decisions, and influencing others.

Practicum

1. Write a detailed goal statement, including the rationale, specific steps, and a timeline for achieving the goal.

2. Keep a communication journal, noting instances of clear communication, active listening, and areas for improvement.

3. Participate in a mock interview, public speaking engagement, or networking event.

Reference Books

Covey, S. R. (1989). *The 7 Habits of Highly Effective People: Powerful Lessons in Personal Change*. Simon & Schuster.

Dweck, C. S. (2006). *Mindset: The New Psychology of Success*. Random House.

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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VAC102	PREPARING STUDENTS FOR FUTURE ROLES
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Overview

The Value-Added Courses on 'Preparing Students for Future Roles' aim to provide additional learner centric graded skill oriented technical training, with the primary objective of improving the employability skills of students.
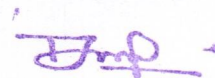
Course Objectives and Course Outcomes

The main objectives of the program are to provide students an understanding of the expectations of industry, to bridge the skill gaps and make students industry ready and provide an opportunity to students to develop inter-disciplinary skills.

Course Content

The course will prepare students in following areas:

Module I: Developing a Sense of Identity   **3 hours**

Module II: Time Management   **3 hours**

Module III: Making Career Choices   **3 hours**

Module IV: The Importance of Four Skills Reading, Speaking, Writing, Listening **3 hours**

Module V: Gender Sensitisation   **3 hours**

Module VI: Leadership and Motivational Skills   **3 hours**

Module VII: Creativity and Designing Workshop   **3 hours**

Module VIII: Stress Management   **3 hours**

Module IX: Group Discussions   **3 hours**

Module X: Personal Interviews   **3 hours**

Practicum

Related activities to each module will be done during class hours.

Textbooks

Burnett, B., & Evans, D. (2016). *Designing Your Life: How to Build a Well-Lived, Joyful Life*. Knopf.

Reference Books

Obama, M. (2018). *Becoming*. Crown Publishing Group.

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

VAC103	UNIVERSAL HUMAN VALUES AND PROFESSIONAL ETHICS
Contact Hours	30 Hours
Prerequisite	Nil

Course Objectives

This introductory course input is intended:
- To help the students appreciate the essential complementarily between 'VALUES' and 'SKILLS' to ensure sustained happiness and prosperity, which are the core aspirations of all human beings
- To facilitate the development of a Holistic perspective among students towards life and profession as well as towards happiness and prosperity based on a correct understanding of Human reality and the rest of Existence. Such a holistic perspective forms the basis of Universal Human Values and the movement towards value-based living in a natural way
- To highlight plausible implications of such a Holistic understanding in terms of ethical human conduct, trustful and mutually fulfilling human behaviour and mutually enriching interaction with Nature.

Course Outcomes
Thus, this course is intended to provide a much-needed orientational input in value education to young enquiring minds.

Course Methodology
1. The methodology of this course is explorational and thus universally adaptable. It involves a systematic and rational study of the human being vis-à-vis the rest of existence.
2. It is free from any dogma or value prescriptions.
3. It is a process of self-investigation and self-exploration, and not of giving sermons. Whatever is found as truth or reality is stated as a proposal and the students are facilitated to verify it in their own right, based on their Natural Acceptance and subsequent Experiential Validation.
4. This process of self-exploration takes the form of a dialogue between the teacher and the students to begin with, and then to continue within the student leading to continuous self-evolution.
5. This self-exploration also enables them to critically evaluate their pre-conditionings and present beliefs.

Course Content

Module 1: Course Introduction - Need, Basic Guidelines, Content and Process for Value Education 7 hours
- Understanding the need, basic guidelines, content and process for Value Education
- Self-Exploration–what is it? - its content and process; 'Natural Acceptance' and

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- Experiential Validation- as the mechanism for self-exploration.
- Continuous Happiness and Prosperity- A look at basic Human Aspirations
- Right understanding, Relationship and Physical Facilities- the basic requirements for the fulfilment of aspirations of every human being with their correct priority.
- Understanding Happiness and Prosperity correctly- A critical appraisal of the current scenario.
- Method to fulfil the above human aspirations: understanding and living in harmony at various levels.

Module 2: Understanding Harmony in the Human Being - Harmony in Myself!

8 hours

- Understanding human being as a co-existence of the sentient 'I' and the material 'Body'
- Understanding the needs of Self ('I') and 'Body' - *Sukh* and *Suvidha*
- Understanding the Body as an instrument of 'I' (I being the doer, seer and enjoyer)
- Understanding the characteristics and activities of 'I' and harmony in 'I'
- Understanding the harmony of I with the Body: *Sanyam* and *Swasthya*; correct appraisal of Physical needs, meaning of Prosperity in detail
- Programs to ensure *Sanyam* and *Swasthya*
- Practice Exercises and Case Studies will be taken up in Practice Sessions.

Module 3: Understanding Harmony in the Family and Society- Harmony in Human-Human Relationship   **7 hours**

- Understanding Harmony in the family – the basic module of human interaction
- Understanding values in human-human relationship; meaning of Nyaya and program for its fulfillment to ensure Ubhay-tripti; Trust (Vishwas) and Respect (Samman) as the foundational values of relationship
- Understanding   the   meaning   of Vishwas; Difference   between   intention

   and competence
- Understanding   the   meaning   of Samman,   Difference   between   respect

   and differentiation; the other salient values in relationship
- Understanding the harmony in the society (society being an extension of family): Samadhan, Samridhi, Abhay, Sah-astitva as comprehensive Human Goals
- Visualizing a universal harmonious order in society- Undivided Society (Akhand Samaj), Universal Order (Sarvabhaum Vyawastha)- from family to world family!
- Practice Exercises and Case Studies will be taken up in Practice Sessions.

Module 4: Understanding Harmony in the Nature and Existence - Whole existence as Co-existence   **8 hours**

- Understanding the harmony in the Nature

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- Interconnectedness and mutual fulfillment among the four orders of nature- recyclability and self-regulation in nature
- Understanding Existence as Co-existence (*Sah-astitva*) of mutually interacting modules in all-pervasive space
- Holistic perception of harmony at all levels of existence
- Practice Exercises and Case Studies will be taken up in Practice Sessions.

Practicum

Activities related to the above modules shall be done in the form of group discussions, reflection sharing, critical analysis of movies and documentaries. Students will also make assignments and presentations on various modules.

Textbooks

Gaur, R.R., Sangal, R., & Bagaria, G. P. (2010). *A Foundation Course in Human Values and Professional Ethics.* Excel books.

Reference Books

R Bajpai, B. L. (2004). *Indian Ethos and Modern Management.* New Royal Book Co.
Dhar, P. L., & Gaur, R. R. (1990). *Science and Humanism.* Commonwealth Publishers.
George, S. (1976). *How the Other Half Dies.* Penguin Press.
Illich, I. (1974*). Energy & Equity.* The Trinity Press; HarperCollins.
Meadows, D. H., Meadows, D. L., Randers, J., & Behrens III, W. W. (1972). *Limits to Growth: Club of Rome's Report.* Universe Books.
Palekar, S. (2000). *How to Practice Natural Farming.* Pracheen(Vaidik) Krishi Tantra Shodh.
Nagraj, A. (1998). *Jeevan Vidya Ek Parichay.* Divya Path Sansthan.
Schumacher, E. F. (1973). *Small is Beautiful: A Study of Economics as if People Mattered.* Blond & Briggs.
Tripathy, A. N. (2003). *Human Values.* New Age International Publishers.

Relevant websites, movies and documentaries

1. Value Education websites, http://uhv.ac.in, *http://www.uptu.ac.in*
2. Story of Stuff, *http://www.storyofstuff.com*
3. Al Gore, *An Inconvenient Truth*, Paramount Classics, USA
4. Charlie Chaplin, *Modern Times*, Moduleed Artists, USA
5. IIT Delhi, *Modern Technology – the Untold Story*
6. *Gandhi A., Right Here Right Now, Cyclewala Productions*

	Evaluation Component	Weightage (%)
1	CAT -I	30

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2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

VAC104	ETIQUETTE FOR PROFESSIONALS
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

This course shall prepare the students to face situations where they will be meeting people with various profiles & demographics. The student should be able to meet the cultural & professional requirements of the company they would be working for.

Course Objective and Course Outcomes

Etiquette is an integral part of the personality of an individual. This course will give the students, how the professionals behave at the work place/s. An employee is expected to behave in a certain manner when at work. There are lot of do's & don'ts to follow when any individual is at work.

Course Content

Module I   **5 hours**
Why Etiquette Matters
What is the importance of the etiquette at the work place? Why etiquette is important at the work place?

Module II   **5 hours**
The Common Courtesies of Life
People behave in a certain way when they are in a public place. We all need to understand which of the common courtesies the individuals should follow.

Module III   **5 hours**
Polite Conversation
Why it is important to be polite while speaking with colleagues or any other person? How does speaking politely help an individual?

Module IV   **5 hours**
Telephone Etiquette

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Speaking to someone on telephone is an art. The way an individual speaks on phone tells about the behaviour of that person.

Module V   5 hours
Correspondence
While at work, the employee corresponds with his/her colleagues, vendors, suppliers, clients etc. Hence, it is quite important for the employee to know how he/she should correspond with others.

Module VI   5 hours
Basic Table Manners
It is quite important for the person to know how he/she should behave while dining with colleagues or clients. What do's & don'ts should an individual follow while dining out.

Practicum

1. Creation of Presentations and portfolios.
2. Roleplay and simulations

Textbook

Smith, J. R. (2019). *Professional Etiquette: Navigating Success in the Business World*. XYZ Publishing.

Reference Book
Johnson, L. M. (2019). *Business Etiquette: A Comprehensive Guide for Professionals*. ABC Press.

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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VAC105	CITIES FOR PEOPLE
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

The course intends to develop a conceptual understanding of cities, sustainable use of public space, making people visible in the urban context, walkability, public participation process, and people first- changing the planning model. In economic terms, the result has been a reversal of the long downward trend in Central Business District commercial activity. This has been supported by the rediscovery of the city as a center of culture and entertainment, a haven for small creative businesses, and a great place to live and learn. The course also gives an insight of cities with function and infrastructure enough to make their citizens happy.

Course Objectives

This course is designed to know about the city, its functions, composition and uses. Telling the students about how different cities are different due to various factors. The course also deals with how Indian cities are different from foreign cities. What are the different kinds of cities? What are the drivers of a cities culture and development?

The course also involves a literature study: Presentation on a city of your choice highlighting the salient features of the cities and how it developed over time. The things that make it different from other cities and civilizations.

Answers to basic questions like what is a city limit? What is an Urban Sprawl? What is a compact city? What is sustainability? What is the relationship between a compact city and sustainability- is it negative or positive in anyway? What is live-ability? How do cities become liveable? What makes our city safe? What are the citizens right from the city and also his/her duties towards the city? What is the right to city? Should walkability in a city increase?

Course Outcomes

The subject objective is to introduce the students to the discipline of urban planning and the role of citizens in a city and about being a better human being who can uplift the society.

Upon successful completion of this course, students will be able to:

1. Engage in imaginative inquiry to explore concepts and perspectives in order to develop city designs and functions according to the site.

2. Locate, acquire, evaluate, and apply information in order to prepare city base maps and plans.

3. Have knowledge of all central and state government schemes that have been proposed.

4. Prepare base maps from available material and information gathering.

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Course Content

Module 1: Introduction to Human-Centered Urban Design   **5 hours**
- Understanding the principles of human-centered design.
- Historical evolution of urban planning and its impact on people.
- Introduction to key concepts: walkability, public spaces, mixed-use development.

Module II: Social Inclusion and Equity in Cities   **5 hours**
- Addressing social inequalities in urban areas.
- Case studies on inclusive neighbourhoods and housing solutions.
- Designing for diverse communities and vulnerable populations.

Module III: Urban Green Spaces and Biophilic Design   **5 hours**
- Benefits of urban green spaces for well-being and environmental sustainability.
- Designing parks, plazas, and green corridors.
- Incorporating nature-inspired design elements in urban environments.

Module IV: Smart Cities and Technology Integration   **5 hours**
- Role of technology in enhancing urban living conditions.
- Examples of smart city initiatives and their impact on people.
- Balancing technological advancements with privacy and Inclusivity.

Module V: Resilience and Adaptation in Urban Design   **5 hours**
- Designing cities to withstand environmental challenges (e.g., climate change, natural disasters).
- Implementing strategies for resilient urban infrastructure.
- Balancing environmental sustainability with human well-being.

Module VI: Future of Cities   **5 hours**
- Emerging trends in urban design and development
- Innovative urban solutions

Practicum
1. Group discussions
2. Case Study Analysis
3. Group Projects
4. Preparation of Base Maps

Textbooks

Smith, J. R. (2022). *Designing Livable Cities: A Human-Centered Approach*. Urban Books.

Reference Books

Brown, E. D. (2018). *Sustainable Urban Development: A Comprehensive Guide*. Eco Press.

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Green, S. P., & White, R. M. (2019). *Urban Design for Social Equity*. City Scape Publishing.

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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VAC106	INDIAN CONSTITUTION
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

This value-added course offers an in-depth exploration of the Indian Constitution, focusing on its historical evolution, key features, fundamental rights, directive principles, and the role of the judiciary. Through a comprehensive analysis of constitutional provisions, landmark judgments, and real-world case studies, students will gain a profound understanding of the constitutional framework that governs India's democracy and legal system.

Course Objectives
- To have basic knowledge about Indian Constitution
- To understand the structure and functioning of union, state and local self-government.
- To understand the structure, jurisdiction and function of Indian judiciary.

Course Outcomes
1. Explain the historical context and process of drafting the Indian Constitution.
2. Discuss the fundamental rights guaranteed to Indian citizens and their importance.
3. Examine the directive principles of state policy and their role in shaping governance.
4. Describe the structure of the Indian government, including the executive, legislature, and judiciary.
5. Engage in discussions on current constitutional debates and challenges.
6. Formulate informed opinions on issues related to citizenship, freedom of expression, and social justice.
7. Evaluate the strengths and challenges of India's democratic governance.

Course Content

Module I: Indian Constitution   **7 hours**
Sources and constitutional history, Features: Citizenship, Preamble, Fundamental Rights and Duties, Directive Principles of State Policy

Module II: Union Government and its Administration   **8 hours**
Structure of the Indian Union: President: Role, power and position, PM and Council of ministers, Cabinet and Central Secretariat, Lok Sabha, Rajya Sabha.
State government and its administration: Governor, CM and Council of Ministers, State Secretariat: Organisation, Structure and Functions.

Module III   **8 hours**
Supreme Court & High Court: Organization, procedure, jurisdiction and power of the court.
Public Interest Litigation (PIL): Meaning of PIL, features, scope, principle and guidelines for admitting PIL.

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Module IV   **7 hours**
Local Administration: District's Administration, Municipalities, Mayor and role of Elected Representative, CEO of Municipal Corporation, Zila Panchayat, Block level: Organizational Hierarchy (Different departments), Village level: Role of Elected and Appointed Officials, Importance of grass root democracy.

Practicum

1. Analyze specific articles or amendments of the Indian Constitution.

2. Study landmark Supreme Court cases related to constitutional issues. Prepare case briefs, highlighting the facts, legal arguments, and significance of each case.

3. Participate in mock debates on controversial constitutional topics.

Textbooks
Verma, S. N. (2019). *Constitutional Law of India: Principles and Practices*. Juris Master.

Reference books
Basu, D. (2018). *Introduction to the Constitution of India*. Lexi Law.

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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VAC107	ESSENCE OF INDIAN TRADITIONAL KNOWLEDGE
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

This value-added course delves into the rich tapestry of Indian traditional knowledge systems, encompassing ancient wisdom, cultural practices, indigenous sciences, and holistic philosophies that have shaped the Indian way of life for centuries. Through a multidisciplinary exploration, students will uncover the profound insights, values, and perspectives embedded in Indian traditional knowledge, fostering a deeper appreciation of its relevance in contemporary contexts.

Course Objectives

- The course aims at imparting basic principles of thought process, reasoning and inferencing. Sustainability is at the core of Indian Traditional Knowledge Systems connecting society and nature.
- Holistic lifestyle of Yogic-science and wisdom capsules in Sanskrit literature are also important in modern society with rapid technological advancements and societal disruptions.
- The course focuses on introduction to Indian Knowledge System, Indian perspective of modern scientific worldview and basic principles of Yoga and holistic health care system.

Course Content

- Basic Structure of Indian Knowledge System (i) वेद, (ii) उनवेद (आयुवेद, धनुवेद, गन्धवेद, स्थानत्य आदद) (iii) वेदाग (शिक्षा, कल्ऩ, ननरुत, व्याकरण, ज्योनतष छांद), (iv) उनाइग (धर्म, शस्त्र, **पुराण**, तकमिस्र)
- Modern Science and Indian Knowledge System
- Yoga and Holistic Health care
- Case Studies.

Textbooks

V. Sivaramakrishna (Ed.), Cultural Heritage of India-Course Material, Bharatiya Vidya Bhavan, Mumbai, 5th Edition, 2014

Reference Books

Swami Jitatmanand, Modern Physics and Vedant, Bharatiya Vidya Bhavan
Fritzof Capra, Tao of Physics
Fritzof Capra, The wave of Life
V N Jha (Eng. Trans,), Tarkasangraha of Annam Bhatta, Inernational Chinmay Foundation, Velliarnad, Amaku,am
Yoga Sutra of Patanjali, Ramakrishna Mission, Kolkatta
GN Jha (Eng. Trans.) Ed. R N Jha, Yoga-Darshanam with Vyasa Bhashya, Vidyanidhi

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Prakasham, Delhi, 2016

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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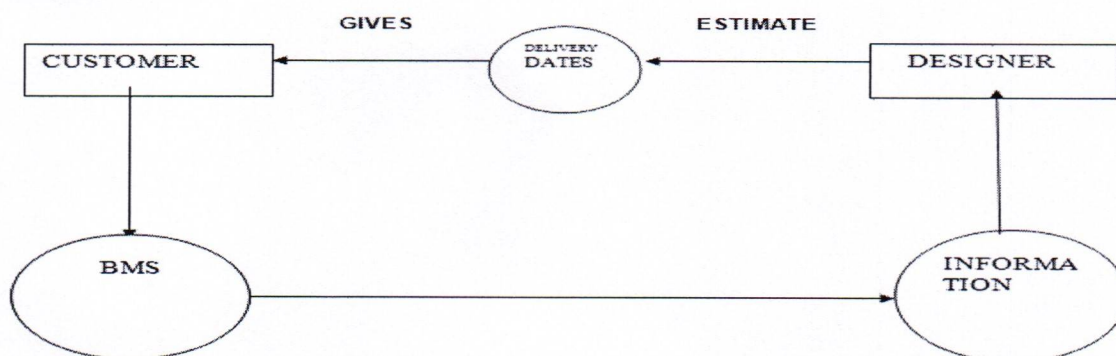Sohna Road. Gurugram (Haryana)

VAC108	BOUTIQUE MANAGEMENT
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

The course provides great exposure to variety of boutique management skills relevant to Indian fashion industry. It is exclusively designed to acquaint students with skills related to modern boutique, latest fashion practices and idealistic clothing articles. It is has been intended to provide entrepreneurial guidelines to enhance the basic skills for setting a modern boutique.

Begin by deciding on your boutique's theme. Every boutique must have a theme to differentiate it from the plethora of other shops customers could choose to visit. If you're selling swimwear, you'll probably have a beach theme, but the style can vary. For instance, use rich sunset colors to create a sensuous, sophisticated atmosphere, or light, bright yellows, greens and blues for a fun atmosphere.

Course Objectives and Course Outcomes: This course aims to prepare the student in setting up a boutique through the understanding of market, design & development and operational merchandising, start up financing and legal requirements.

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It will enable the students to do fashion forecasting for markets, design process like picking a theme, creating a boutique design for the storefront, setting the right atmosphere, the right spacing, consider the checkout & product development and retail management & visual management of the merchandise with this understanding, the business financing and the legal aspect pertaining to setting up a boutique to would be shared.

It will enable the students to demonstrate ability to research, analyze, appraise and synthesize appropriate contextual information related to one's design collection. Be able to identify and communicate clear aims and objectives related to the client and user requirements for the proposed design collection.

Course Content

Module I: Introduction to Boutique Management   5 hours

- Definition and scope of boutique businesses
- Understanding boutique trends and market analysis
- Identifying target customers and defining a niche

Module II: Business Planning and Conceptualization   5 hours

- Developing a boutique concept and brand identity
- Crafting a business plan and financial projections
- Location selection and store layout design

Module III: Merchandising and Inventory Management   5 hours

- Sourcing and selecting products for the boutique
- Inventory management, pricing strategies, and stock rotation
- Visual merchandising and store aesthetics

Module IV: Customer Service and Personalization   5 hours

- Building exceptional customer experiences
- Clienteling and personalized services
- Handling customer feedback and complaints

Module V: Marketing and Promotion Strategies   5 hours

- Creating a boutique marketing plan
- Online and offline marketing channels
- Social media, influencer collaborations, and promotions

Module VI: Entrepreneurship and Boutique Growth   5 hours

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- Entrepreneurial mindset and innovation in boutique management
- Expansion strategies and diversification
- Financial management, budgeting, and scaling the business

Practicum

1. Case Study Analysis
2. Group Project on developing a boutique business plan.

Textbooks

Bell, J., & Ternus, K. (2018). *Fashion Marketing: Theory, Principles & Practice*. Fairchild Books.

Clow, K. E., & Baack, D. (2020). *Integrated Advertising, Promotion, and Marketing Communications*. Pearson.

Reference Books

Kaplan, R. S., & Norton, D. P. (2001). *The Strategy-Focused Organization: How Balanced Scorecard Companies Thrive in the New Business Environment*. Harvard Business School Press.

Ries, A., & Trout, J. (2001). *Positioning: The Battle for Your Mind*. McGraw-Hill Education.

Vanderbeck, E. J. (2019). *Small Business Management: Entrepreneurship and Beyond*. Cengage Learning.

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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VAC109	UNDERSTANDING ADOLESCENT BEHAVIOUR
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course will serve as an introduction to psychological development during adolescence. We will focus on the timeline and process of physical, social, emotional, and cognitive development during the adolescent years. Research methods and research findings, the leading theories and explanations of adolescent development, and the contexts in which development occurs will be discussed. In addition, we will learn about how the environmental context (including culture, school, and media) can influence adolescents. Although the course focuses primarily on "normal" development, we will also study some of the psychosocial problems common during adolescence. By the end of this course, students shall have an understanding of how adolescents develop, including normative variations in development. Students should also be able to describe key domains of development (e.g., cognitive, social, biological) and factors that affect various aspects of adolescent development.

Course Objectives

Students will be able to:

- To identify biological, cognitive and social transitions that occurs during adolescence.
- To describe the role of key ecosystems including family, peers, schools, media and employment on adolescent development.
- To define intra-individual and interpersonal changes that occur during adolescence
- Identify key theories, concepts, and applications of the psychological study of adolescence.
- To explain the nature and implications of psychosocial problems during adolescence.

Course Outcomes

CO 1: acquire a comprehensive understanding of the physical, cognitive, emotional, and social development that occurs during adolescence.

CO 2: gain insights into the psychological processes and challenges that adolescents often face, including identity formation, self-esteem, peer pressure, and decision-making.

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CO 3: identify and analyse common behavioural patterns and tendencies exhibited by adolescents, including risk-taking behaviours, mood swings, and communication styles.

CO 4: develop cultural sensitivity and awareness, enabling them to work with diverse groups of adolescents and address issues related to cultural differences.

Course Content

Module I: Understanding of Adolescent   7 hours

Stages of human development, Issues in adolescent development, biological foundations, the biology of puberty, psychological responses to puberty cognitive foundations, teenage brain, review of Piaget, abstract thought, critical thinking, social cognition.

Module II: Context of Development   8 hours

Gender and self-esteem, self and identity, family relationships parents and parenting styles, school friends and peers, love and sexuality, media influences on adolescents, new media, and social groups, cultural and moral beliefs.

Module III: Theoretical Perspectives in Psychology   7 hours

Biological theory gender, psychodynamic; humanistic approach, behaviouristic and learning approach, Gender stereotypes during adolescents.

Module IV: Problems in Adolescence   8 hours

Risk taking behaviours, expose of drug/substance, high risk behaviour (HIV), delinquent behaviour, adjustment problem, personality disorder, depression, eating disorder, sleep problem, stress and anxiety.

Practicum

1. Observing adolescent behaviour, interactions, and dynamics in various settings, such as schools, community centers, or counseling centers.
2. Practice skills such as effective communication, active listening, conflict resolution, and building rapport with adolescents.
3. Engage in problem-solving scenarios related to adolescent behavior and devise appropriate strategies or interventions

Textbooks

- Steinberg, L. (2014). *Adolescence* (Tenth Edition). New York: McGraw Hill.

Reference Books

- McWhirter, J. J., McWhirter, B. T., McWhirter, E. H., & McWhirter, R. J.(2007). *At-Risk Youth* (4rd ed.). Belmont, CA: Brooks/Cole.
- Vernon,A., & Clemente, R. (2005). *Assessment and intervention with children and adolescents: Developmental and multicultural approaches* (2nd ed.).

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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VAC110	TIME MANAGEMENT
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This value-added course is designed to equip students with practical skills and strategies to enhance their time management capabilities, both in personal and professional contexts. In today's fast-paced world, efficient time management is a crucial skill for achieving success and maintaining a balanced and fulfilling life. Through a blend of theoretical concepts, interactive discussions, practical exercises, and real-world applications, students will gain insights into optimizing their use of time, setting priorities, and maximizing productivity.

Course Objectives

The objective of the course is to make the student understand the importance of time and its management.

Course Outcomes

CO 1: Apply effective time management techniques to their personal and professional lives.

CO 2: Prioritize tasks and set achievable goals to enhance productivity.

CO 3: Identify and overcome common time-wasting habits and distractions.

CO 4: Create and implement personalized time management plans.

CO 5: Evaluate and adapt time management strategies for different contexts and situations.

Course Content

Module I

Importance of time management, Values and Beliefs, Goals and Benchmarks – The ladders of success, Managing Projects and Commitments, Prioritizing Your Do's.

Module II

Inspired Action; Getting the Results you Need, Tracking Projects, Managing for Accomplishment, Tools that Work, Keys to Successful Time Management,

Module III

Creating an effective environment; Setting priorities and goals: ABC analysis, Pareto analysis, The Eisenhower Method, Domino Reaction method, POSEC method; Implementation of goals; Task list organization, Elimination of non-priorities.

Module IV

Time Management Systems: GTD, Pomodoro, Time Allocation; Attention Management.

Practicum

1. Analyze their current time management practices and identify areas for improvement.
2. Develop and implement a customized time management plan based on their individual goals and responsibilities.

Text Books

Covey, S. R. (2004). The 7 Habits of Highly Effective People: Powerful Lessons in Personal Change. Free Press.

Reference Books

2. Time Management from the Inside Out, Second Edition: The Foolproof System for Taking Control of Your Schedule -- and Your Life by Julie Morgenstern

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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SLHA131	FRENCH I
Contact Hours	**40 Hours**
Prerequisite	**Nil**

Course Objectives

This course aims to make the student learn French language from the basics to advanced levels. Introduction to Language, Basic Vocabulary, General questions, French greetings, Audio activities, and Role-play are some of the topics covered in this course. Speak with other French speakers in common everyday topics like family, weather, shopping, travel, and hobbies. It has basic tools to help you start and follow a basic conversation with native speakers without being afraid of making mistakes. It helps to identify basic pronunciation features in French and replicate native-like pronunciation of words and phrases. It develops some basic reading and writing skills necessary to function well in a French-speaking country.

Course Content

Module I   8 hours

Introduction to Language, Basic Vocabulary, General questions, French greetings, Audio activities, Role-play

Module II   8 hours

Basic Grammar (articles, nouns, adjectives, pronouns, prepositions, colours, opposites), Grammar exercises

Module III   5 hours

French Numbers, days of the week, months of the year, Vocabulary activities

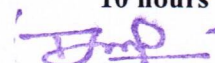### Module IV   9 hours

Verbs (all groups), Negative sentence formation, Descriptive and creative writing exercises with related grammar and vocabulary, Grammar exercises, Activities based on vocabulary and grammar, Reading exercises

Practicum   **10 hours**

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1. Picture Description: Students describe pictures or images using basic vocabulary and sentences. This Module improves vocabulary recall and descriptive language skills.

2. Interactive Dialogues: Students work in pairs or groups to create and perform dialogues based on everyday situations, like introducing themselves, making phone calls, or discussing hobbies.

3. Role-Play Conversations: Students engage in simple role-play scenarios, such as ordering food in a restaurant, buying tickets at a movie theater, or asking for directions. This helps them practice common conversational phrases and interactions.

Textbooks

1. Text Book JUMELAGE 1
2. Work Book JUMELAGE 1

Reference Book
1. Grammaire Francaise

	Evaluation Component	Weightage (%)
1	CAT -I	20
2	CAT -II	20
3	Attendance	10
4	End Term Examination	50

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SLHA132	FRENCH II
Contact Hours	**40 Hours**
Prerequisite	**Beginner Level French**

Course Objectives

In continuation to the beginner's level, this course will impart advanced level in the French language. Students will be introduced to Grammar topics and respective exercises (articles contracts, articles partitifs, adjectifs possessifs, adjectifs demonstratifs), Translation exercises apart from other major subject-related information shall be done. Students will be able to demonstrate a knowledge of French and francophone literature and cultures. Students will be able to compare and contrast cultural practices as they relate to French and American culture and are able to generalize about the importance of understanding cultural differences. Students shall develop the skill to state their opinions and provide some support for their ideas.

Course Content

Module I   8 hours
1. Grammar topics and respective exercises (articles contracts, articles partitifs, adjectifs possessifs, adjectifs demonstratifs), Translation exercises

Module II   8 hours
Pronominal verbs(grammar rules and exercises), More verbs of all 3 groups, Time, Daily routine,

Module III   5 hours
Grammar exercises, Activities based on grammar and vocabulary

Module IV   9 hours
Passe compose (past tense), Creative writing exercises, Comprehension passages, Reading exercises

Practicum   10 hours
1. Language Games: Integrate language learning through games, memory matching, or vocabulary puzzles to make learning engaging and interactive.

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2. Cultural Exploration: Introduce students to French culture through activities like tasting traditional foods, celebrating French holidays, or discussing famous landmarks.
3. Language Practice Circles: Organize conversation circles where students discuss specific topics in French, allowing them to express themselves and learn from peers.
4. Language Journals: Encourage students to maintain language journals where they write about their daily experiences in French, gradually improving their writing skills.

Textbooks

1.   Text Book JUMELAGE 1
2.   Work Book JUMELAGE 1

Reference Books
  1. Grammaire Francais

	Evaluation Component	Weightage (%)
1	CAT -I	20
2	CAT -II	20
3	Attendance	10
4	End Term Examination	50

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SLHA137	CHINESE-I
Contact Hours	40 Hours
Prerequisite	Nil

Course Objectives

The course will enable the student to:

- introduce Chinese sound-system and basic pronunciation of Chinese sounds charts i.e. initials, finals
- understand the basics Chinese strokes.
- learn the writing characters in stroke order.
- speak basic Chinese language like greetings and Introduction

Course Outcomes
On completion of this course, the students will be able to:

CO1: Master the Initials and finals of Chinese sound chart.
CO2: Master tones of the Chinese language and their combination.
CO3: Do basic greetings, self-introduction
CO4: Reading of Chinese texts with accurate sounds, tones and pauses in a sentence.

Catalog Description

This course imparts the basic idea of Chinese reading, writing. speaking and listening. Students learn to discriminate between the sounds and sentences. It also imparts the basic pronunciations and speaking sentences.

Course Content

Module-1

Initials and finals of Chinese sound chart.

Module-2

Basic Chinese strokes and character practice

Module-3

Basic greetings, self-introduction and day to day conversation in Chinese

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Module-4
Reading of Chinese texts with accurate sounds, tones and pauses in a sentence.

Practicum

1. Oral presentations or dialogues to assess conversational skills.
2. Quizzes and tests to evaluate language proficiency.

Text Books

1. Elementary Chinese Reader, Book-1, Revised Edition, General Book Depot, (Sinolingua, Beijing, China,) General Book Depot, New Delhi, 2008.

Reference Books/Materials

1. Concise English-Chinese, Chinese-English Dictionary, Oxford University Press, Oxford-1986.

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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SMHA138	CHINESE-II
Contact Hours	40 Hours
Prerequisite	Beginner Level Chinese

Course Objectives

The course will enable the student to:

- To introduce basic spoken Chinese about self, school, family and profession.
- To write characters and simple sentences.
- To listen and discriminate between the sounds and sentences.
- To read more number of Chinese lessons.

Course Outcomes

On completion of this course, the students will be able to:

CO1: Speak more sentences like introducing own family, school etc.
CO2: Listen and understand basic Chinese sentences.
CO3: read more characters and sentences.
CO4: write more Chinese characters and sentences.

Catalogue Description

This course improves the basic idea of Chinese reading, writing, speaking and listening。

Course Content

Module-1

Listening Chinese Audio from the book

Module-2

Reading the text and the new words

Module-3

Writing more number of Characters and sentences

Module-4

Speaking more number of Chinese sentences.

Practicum

1. Oral presentations or dialogues to assess conversational skills.
2. Listening comprehension through audio material.
3. Written assignments to evaluate reading and writing skills.

Text Books

Elementary Chinese Reader, Book-1, Revised Edition, General Book Depot, (Sinolingua, Beijing, China,) General Book Depot, New Delhi, 2008.

Reference Books/Materials

Concise English-Chinese, Chinese-English Dictionary, Oxford University Press, Oxford-1986.

	Evaluation Component	Weightage (%)
1	CAT -I	30
2	CAT -II	30
3	Attendance	10
4	End Term Examination	30

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VAC016	TECHNICAL WRITING
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This comprehensive 30-hour course is designed to equip undergraduate students with the essential skills and techniques required for effective technical writing. Students will gain proficiency in communicating complex technical concepts clearly and concisely through various mediums, including reports, manuals, and documentation. The course emphasizes hands-on practice, critical thinking, and collaboration, fostering skills vital for success in academia and industry.

Course Objectives

The course will enable the student to:

- develop and strengthen the ability to communicate complex technical information clearly and effectively through written documentation.

- learn to structure technical documents logically, making them easier to understand and navigate for various audiences.

- achieve clarity and conciseness in technical writing, reducing ambiguity and ensuring that the intended message is accurately conveyed.

- learn to incorporate visuals, such as charts, graphs, and images, to enhance the understanding of technical content.

Course Outcomes

On completion of this course, the students will be able to:

CO 1: recognize the principles of technical writing and its significance in various fields.

CO 2: organize information logically and coherently in technical documents.

CO 3: create effective technical reports, manuals, and documentation using visuals, such as graphs and diagrams to enhance the clarity of technical content.

CO 4: employ proper citation and referencing techniques in technical writing.

Course Outline

Module 1: Introduction to Technical Writing   **3 hours**
- Importance of technical writing in various industries
- Characteristics of effective technical writing

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- Understanding the target audience and their need

Module 2: Principles of Communication   **3 hours**
- Communication models and their application to technical writing
- Clarity, conciseness, and coherence in technical communication

Mo.dule 3: Planning and Organizing Technical Documents   **3 hours**

- Pre-writing strategies: brainstorming, outlining, and mind mapping
- Structuring technical documents: introduction, body, conclusion
- Effective use of headings, subheadings, and bullet points

Module 4: Writing Technical Reports   **3 hours**

- Creating executive summaries and abstracts
- Incorporating data and evidence to support conclusions

Module 5: Manuals and Documentation   **3 hours**

- Designing user manuals, instruction guides, and troubleshooting documents
- Writing clear and concise step-by-step instructions
- Using visuals to enhance user comprehension

Module 6: Visual Communication in Technical Writing   **3 hours**
- Incorporating graphs, charts, diagrams, and images
- Choosing the right visual for the information being convey

Module 7: Collaboration and Peer Review   **3 hours**
- Collaborative writing tools and techniques
- Providing constructive feedback during peer review

Module 8: Editing and Proofreading   **3 hours**
- Identifying and correcting grammar, punctuation, and spelling errors
- Ensuring consistency in style, tone, and formatting

Module 9: Citations and Referencing   **3 hours**
- APA citation style for technical documents
- Avoiding plagiarism and giving credit to sources

Module 10: Final Project   **3 hours**

- Students work on a comprehensive technical writing project in teams
- Peer review and revision process
- Presentation of the final project to the class

Practicum

The course includes practical exercises and assignments throughout each module. Students will work on various writing tasks, such as drafting technical reports, creating user manuals, and editing documents. The final project will involve team collaboration to produce a comprehensive technical document, followed by peer review and revision. The practicum will provide students with real-world experience and opportunities to apply their learned skills.

Textbooks

Johnson, T. P. (2021). Technical Writing: A Practical Guide. Pearson.

Reference Books

Markel, M. H., & Selber, S. A. (2020). *Technical Communication*. Bedford/St. Martin's.
Alred, G. J., Brusaw, C. T., & Oliu, W. E. (2022). *Handbook of Technical Writing*. Bedford/St. Martin's.
Pfeiffer, W. S., & Adkins, S. S. (2018). *Technical Communication Fundamentals*. Pearson.

	Evaluation Component	**Weightage (%)**
1	Activities	20
2	Presentation	20
3	Attendance	10
4	End Term Examination	50

VAC017	CYBERSECURITY
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course offers undergraduate students an in-depth exploration of cybersecurity fundamentals. Students will gain a solid understanding of key concepts, strategies, and best practices to protect digital assets and sensitive information. The course encompasses a blend of theoretical knowledge, hands-on exercises, and real-world case studies to prepare students for the evolving landscape of cybersecurity challenges.

Course Objectives

- Understand the principles of encryption and secure communication.
- Implement strategies for securing networks, systems, and data.
- Demonstrate knowledge of security policies, regulations, and compliance.
- Develop skills in ethical hacking and penetration testing.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Define cybersecurity and its importance in modern digital environments.
CO 2: Identify common types of cyber threats and attacks.
CO 3: Analyze vulnerabilities in computer systems and networks.
CO 4: Demonstrate knowledge of security policies, regulations, and compliance.

Course Outline

Module 1: Introduction to Cybersecurity   3 hours

- Definition and importance of cybersecurity
- Evolution of cyber threats and attack vectors
- Legal and ethical considerations in cybersecurity

Module 2: Cyber Threat Landscape   3 hours

- Types of cyber threats: malware, phishing, ransomware, etc.
- Cyber attack lifecycle: reconnaissance, infiltration, exfiltration
- Case studies of high-profile cyber attacks

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Module 3: Principles of Cryptography   4 hours

- Fundamentals of encryption and decryption
- Symmetric and asymmetric encryption algorithms
- Public key infrastructure (PKI) and digital signatures

Module 4: Securing Networks and Systems   4 hours

- Network security concepts: firewalls, IDS/IPS, VPNs
- Hardening operating systems and applications
- Principles of secure coding and software development

Module 5: Cybersecurity Policies and Compliance   4 hours

- Creating and enforcing security policies
- Understanding compliance frameworks (e.g., GDPR, HIPAA)
- Roles and responsibilities in maintaining cybersecurity

Module 6: Incident Response and Digital Forensics   3 hours

- Preparing for and responding to cyber incidents
- Basics of digital forensics and evidence collection
- Chain of custody and legal considerations

Module 7: Ethical Hacking and Penetration Testing   3 hours

- Introduction to ethical hacking and penetration testing
- Penetration testing methodologies and tools
- Reporting vulnerabilities and findings

Module 8: Cybersecurity Collaboration and Communication 3 hours

- Importance of teamwork in cybersecurity
- Effective communication with technical and non-technical stakeholders
- Developing cybersecurity awareness programs

Module 9: Emerging Trends in Cybersecurity   3 hours

- Exploring AI and machine learning in cybersecurity
- IoT and its security challenges
- Future directions and career opportunities in cybersecurity

Practicum

Throughout the course, students will engage in hands-on exercises and practical assignments covering various aspects of cybersecurity. These assignments may include setting up secure network configurations, conducting basic penetration testing, analyzing cyber incidents, and developing security policies.

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Textbook

Smith, D., & Jang, E. (2021). Cybersecurity Essentials. Pearson.

Reference Books

Easttom, C. (2022). Computer Security Fundamentals. Pearson.
Nystrom, M., & Ghee, B. (2020). Network Security Essentials: Applications and Standards. Pearson.
Whitman, M. E., & Mattord, H. J. (2019). Management of Information Security. Cengage Learning.

	Evaluation Component	Weightage (%)
1	Activities	20
2	Project Work	20
3	Attendance	10
4	End Term Examination	50

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VAC018	DATA ANALYTICS AND VISUALIZATION
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

This course offers undergraduate students a comprehensive data analytics and visualization introduction. Students will learn how to extract meaningful insights from raw data, perform exploratory data analysis, and effectively communicate their findings through visualizations. The course combines theoretical concepts with practical hands-on exercises using industry-standard tools to equip students with essential skills for data-driven decision-making.

Course Objectives

Students will be able to:
- Understand the significance of data analytics and visualization in various domains.
- Interpret and communicate insights derived from data.
- Collaborate effectively in data-driven projects.
- Employ ethical considerations in data handling and analysis.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Collect, clean, and preprocess data for analysis.

CO 2: Apply statistical techniques for descriptive and inferential analysis.

CO3: Create informative and engaging data visualizations.

CO 4: Utilize tools for data exploration and visualization.

Course Content

Module 1: Introduction to Data Analytics and Visualization   3 hours

- Importance of data-driven decision-making
- Role of data analytics in different industries
- Ethical considerations in data handling

Module 2: Data Collection and Preprocessing   3 hours

- Types of data: structured, unstructured, semi-structured
- Data collection methods and data sources
- Data cleaning, transformation, and normalization

Module 3: Exploratory Data Analysis (EDA)   3 hours

- Descriptive statistics and data summarization
- Data distribution and visualization

Module 4: Statistical Analysis for Decision-making   **6 hours**

- Hypothesis testing and significance
- Correlation, regression, and predictive modeling
- Interpreting statistical results in context

Module 5: Data Visualization Principles   **3 hours**

- Importance of data visualization
- Visual perception and cognitive principles
- Choosing the right visualization for different types of data

Module 6: Tools for Data Visualization   **3 hours**

- Introduction to data visualization tools (e.g., Tableau, Power BI)
- Creating static and interactive visualizations
- Customizing visualizations for storytelling

Module 7: Designing Effective Data Visualizations   **3 hours**

- Visualizing numerical and categorical data
- Creating bar charts, line graphs, scatter plots, and heatmaps
- Adding annotations, labels, and legends for clarity

Module 8: Communicating Insights Through Visualization   **3 hours**

- Building dashboards for data-driven presentations
- Incorporating storytelling elements in data presentations

Module 9: Collaborative Data Projects   **3 hours**

- Group data analysis projects
- Peer review and feedback on project outcomes

Practicum

The course includes hands-on practicum components throughout its duration. Students will work on various data analysis and visualization tasks using real-world datasets. They will use tools like R and data visualization software to create interactive visualizations, analyze patterns, and derive insights. The collaborative data project will allow students to apply their skills to solve a real problem, communicate their findings, and receive constructive feedback from peers and instructors.

Textbook

Wickham, H., & Grolemund, G. (2017). R for Data Science. O'Reilly Media.

Reference Books

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Few, S. (2020). Show Me the Numbers: Designing Tables and Graphs to Enlighten. Analytics Press.

Kelleher, C., Mac Namee, B., & D'Arcy, A. (2015). Fundamentals of Machine Learning for Predictive Data Analytics: Algorithms, Worked Examples, and Case Studies. MIT Press.

Tufte, E. R. (2001). The Visual Display of Quantitative Information. Graphics Press.

	Evaluation Component	Weightage (%)
1	Activities	20
2	Project Work	20
3	Attendance	10
4	End Term Examination	50

VAC019	PROJECT MANAGEMENT
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course provides undergraduate students with a comprehensive foundation in project management principles and practices. Students will learn essential skills to successfully initiate, plan, execute, monitor, and close projects. The course combines theoretical concepts, real-world case studies, and practical exercises to equip students with the knowledge and tools to effectively manage projects in diverse professional settings.

Course Objectives

Students will be able to:

- Understand the fundamental concepts and principles of project management.
- Use project management software to facilitate planning and tracking.
- Demonstrate proficiency in communication and team management within projects.
- Reflect on ethical considerations and leadership roles in project management.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Apply project initiation techniques to define project scope, objectives, and stakeholders.
CO 2: Develop detailed project plans including tasks, resources, and timelines.
CO 3: Implement effective project execution, monitoring, and control strategies.
CO 4: Apply risk management techniques to identify and mitigate project risks.

Course Outline

Module 1: Introduction to Project Management   3 hours

- Definition and importance of project management
- Project life cycle and phases
- Key roles and responsibilities in project teams

Module 2: Project Initiation and Planning   3 hours

- Defining project scope and objectives
- Identifying stakeholders and their expectations
- Work breakdown structure (WBS) and project charters

Module 3: Project Planning and Scheduling   3 hours

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- Creating project schedules and Gantt charts
- Estimating task durations and resource requirements

Module 4: Project Execution and Monitoring   **3 hours**

- Effective project team communication and collaboration
- Progress tracking and performance measurement

Module 5: Risk Management in Projects   **4 hours**

- Identifying project risks and uncertainties
- Risk assessment, analysis, and response planning
- Contingency planning and risk monitoring

Module 6: Communication and Stakeholder Management   **3 hours**

- Strategies for effective project communication
- Managing stakeholder expectations and engagement
- Conflict resolution and negotiation skills

Module 7: Team Leadership and Motivation   **3 hours**

- Leadership styles in project management
- Motivating and managing project team members
- Delegation and empowerment in project teams

Module 8: Project Management Software Tools   **5 hours**

- Introduction to project management software (e.g., MS Project)
- Creating project schedules, allocating resources, and tracking progress
- Reporting and visualization of project data

Module 9: Ethical Considerations in Project Management   **3 hours**

- Ethical dilemmas in project decision-making
- Transparency and accountability in project management

Practicum

Throughout the course, students will engage in practical exercises and assignments that simulate real-world project management scenarios. These assignments include developing project plans, creating schedules, identifying risks, and implementing communication strategies.

Textbook

Kerzner, H., & Kerzner, H. R. (2017). Project Management: A Systems Approach to Planning, Scheduling, and Controlling. Wiley.

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Reference Books

Gray, C. F., & Larson, E. W. (2017). Project Management: The Managerial Process. McGraw-Hill Education.

Schwalbe, K. (2019). Information Technology Project Management. Cengage Learning.

Meredith, J. R., & Mantel Jr, S. J. (2020). Project Management: A Managerial Approach. Wiley.

	Evaluation Component	Weightage (%)
1	Activities	20
2	Project Work	20
3	Attendance	10
4	End Term Examination	50

VAC020	NEGOTIATION SKILLS
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

This course is designed to equip undergraduate students with the essential negotiation skills required for effective communication, collaboration, and conflict resolution. Through a combination of theory, interactive exercises, and real-world simulations, students will develop the ability to negotiate successfully in various contexts, both personally and professionally.

Course Objectives

Students will be able to:

- Understand the fundamentals of negotiation and its role in interpersonal interactions.
- Develop effective communication and active listening skills in negotiation.
- Navigate complex negotiations, including multi-party and cross-cultural scenarios.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Identify and manage emotions during negotiations for better outcomes.
CO 2: Apply different negotiation strategies and techniques based on the situation.
CO 3: Resolve conflicts and handle challenging negotiation scenarios.
CO 4: Create win-win solutions while maintaining positive relationships.

Course Outline

Module 1: Introduction to Negotiation — 3 hours

- Definition and importance of negotiation skills
- Different types of negotiations: distributive, integrative, mixed-motive
- Ethical considerations in negotiation

Module 2: Negotiation Strategies and Techniques — 3 hours

- Competitive vs. cooperative negotiation approaches
- BATNA (Best Alternative to a Negotiated Agreement) and reservation points
- Creating value and expanding the pie in negotiations

Module 3: Emotional Intelligence in Negotiation — 3 hours

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- Recognizing and managing emotions during negotiations
- Building rapport and trust with negotiation counterparts
- Strategies for dealing with difficult emotions

Module 4: Analyzing Interests and Positions   **3 hours**

- Distinguishing between interests and positions
- Identifying hidden interests and common ground
- Analyzing alternatives to negotiated agreements

Module 5: Effective Communication in Negotiation   **3 hours**

- Active listening and asking effective questions
- Verbal and nonverbal communication cues in negotiation
- Building effective negotiation arguments

Module 6: Complex Negotiation Scenarios   **3 hours**

- Multi-party negotiations and coalitions
- Cross-cultural negotiation challenges and strategies
- Managing power dynamics in negotiations

Module 7: Creating Win-Win Solutions   **3 hours**

- Integrative negotiation and value creation
- Problem-solving techniques for mutual gains
- Long-term relationship building through negotiation

Module 8: Conflict Resolution in Negotiation   **3 hours**

- Sources of conflict in negotiations
- Strategies for managing and resolving conflicts
- Maintaining constructive communication during conflicts

Module 9: Negotiation Simulations   **3 hours**

- Role-playing negotiation scenarios
- Applying negotiation skills in real-world simulations
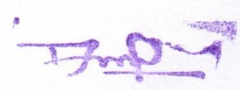- Debriefing and analysis of negotiation outcomes

Module 10: Applying Negotiation Skills in Everyday Life   **3 hours**

- Transferring negotiation skills to personal and professional contexts
- Negotiating job offers, contracts, and personal agreements
- Self-assessment and continuous improvement in negotiation skills

Practicum

The course includes practical negotiation exercises and simulations designed to provide students hands-on experience applying negotiation techniques. Students will engage in role-playing scenarios, analyze negotiation outcomes, and receive feedback from peers and instructors. The

practicum will culminate in a negotiation simulation that allows students to integrate their learned skills in a realistic negotiation scenario.

Textbook

Lewicki, R. J., Barry, B., & Saunders, D. M. (2019). Negotiation: Readings, Exercises, and Cases. McGraw-Hill Education.

Reference Books

Fisher, R., Ury, W. L., & Patton, B. (2011). Getting to Yes: Negotiating Agreement Without Giving In. Penguin Books.

Shell, G. R. (2019). Bargaining for Advantage: Negotiation Strategies for Reasonable People. Penguin Books.

Pinkley, R. L. (2018). Mastering Business Negotiation: A Working Guide to Making Deals and Resolving Conflict. Wiley.

	Evaluation Component	Weightage (%)
1	Activities	20
2	Presentation	20
3	Attendance	10
4	End Term Examination	50

VAC021	CLOUD COMPUTING
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

This course provides undergraduate students a comprehensive introduction to cloud computing and its role in modern it environments. Through theoretical concepts, hands-on labs, and real-world case studies, students will gain an understanding of cloud computing models, services, implementation, and best practices.

Course Objectives

Students will be able to:

- Understand the fundamentals of cloud computing and its benefits.
- Implement cloud resources using popular cloud platforms.
- Manage and monitor cloud resources effectively.
- Develop skills to migrate applications to the cloud.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Identify different cloud computing models and deployment options.
CO 2: Describe various cloud service categories and their use cases.
CO 3: Evaluate the security and privacy considerations in cloud environments.
CO 4: Analyze cost management strategies for cloud resources.

Course Outline

Module 1: Introduction to Cloud Computing   3 hours

- Definition and characteristics of cloud computing
- Historical context and evolution of cloud computing
- Role of cloud computing in IT innovation

Module 2: Cloud Service Models and Deployment   3 hours

- Infrastructure as a Service (IaaS), Platform as a Service (PaaS), Software as a Service (SaaS)

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- Public, private, hybrid, and multi-cloud deployment models
- Pros and cons of different deployment options

Module 3: Cloud Service Categories   **3 hours**

- Compute, storage, and networking services
- Database services and Big Data analytics in the cloud
- IoT, AI, and machine learning services

Module 4: Cloud Security and Compliance   **3 hours**

- Security challenges in cloud environments
- Identity and access management in the cloud
- Data protection and compliance considerations

Module 5: Cloud Implementation and Resource Provisioning   **3 hours**

- Virtualization and containerization technologies
- Creating virtual machines and containers in the cloud
- Resource provisioning and scalability in cloud environments

Module 6: Cloud Resource Management and Monitoring   **3 hours**

- Configuration and monitoring of cloud resources
- Auto-scaling and load-balancing strategies
- Cost optimization through resource management

Module 7: Cloud Application Development and Deployment   **3 hours**

- Cloud-native application development principles
- Continuous integration and continuous deployment (CI/CD) in the cloud
- Serverless computing and microservices architecture

Module 8: Cloud Migration and Integration   **3 hours**

- Strategies for migrating applications to the cloud
- Integrating on-premises systems with cloud services
- Data synchronization and hybrid cloud solutions

Module 9: Case Studies in Cloud Computing   **3 hours**

- Real-world examples of successful cloud adoption
- Industry-specific use cases for cloud computing
- Lessons learned from cloud implementation projects

Module 10: Future Trends in Cloud Computing   **3 hours**

- Edge computing and its impact on cloud architecture
- Blockchain technology in cloud environments
- Ethical considerations and sustainability in cloud computing

Practicum

Throughout the course, students will engage in hands-on labs and practical exercises involving cloud computing platforms to provision resources, deploy applications, and manage services. Students will work on real-world scenarios, such as creating virtual machines, setting up databases, and building cloud-native applications. The practicum will provide sgive students hands-on experience to apply their knowledge in real cloud computing environments.

Textbook

Erl, T., Mahmood, Z., & Puttini, R. (2013). Cloud Computing: Concepts, Technology & Architecture. Prentice Hall.
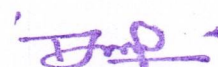
Reference Book

Armbrust, M., & Fox, A. (Eds.). (2010). Above the Clouds: Managing Risk in the World of Cloud Computing. Springer.

Buyya, R., Broberg, J., & Goscinski, A. M. (2011). Cloud Computing: Principles and Paradigms. Wiley.

Marston, S., Li, Z., Bandyopadhyay, S., Zhang, J., & Ghalsasi, A. (2011). Cloud Computing—The Business Perspective. Decision Support Systems, 51(1), 176-189.

	Evaluation Component	Weightage (%)
1	Activities	20
2	Presentation	20
3	Attendance	10
4	End Term Examination	50

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VAC022	DIGITAL MARKETING
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course empowers undergraduate students with the knowledge and skills to excel in the dynamic field of digital marketing. Through a blend of theoretical insights, hands-on exercises, and real-world case studies, students will learn to create effective digital marketing campaigns, engage target audiences, and leverage digital platforms for brand growth.

Course Objective132qwww

Students will be able to:

- Understand the key concepts and principles of digital marketing.
- Develop digital marketing strategies aligned with organizational goals.
- Utilize various digital marketing channels for effective brand communication.
- Utilize social media, email marketing, and paid advertising effectively.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Create compelling and relevant content for different digital platforms.

CO 2: Analyze digital marketing metrics to assess campaign performance.

CO 3: Implement search engine optimization (SEO) techniques for visibility.

CO 4: Create a comprehensive digital marketing plan.

Course Outline

Module 1: Introduction to Digital Marketing 3 hours

- Defining digital marketing and its significance in the modern era
- Evolution of digital marketing trends and technologies
- Ethical considerations in digital marketing

Module 2: Developing Digital Marketing Strategies

- Aligning digital marketing goals with business objectives
- Identifying target audiences and buyer personas

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- Crafting a digital marketing plan and budget

Module 3: Content Creation for Digital Platforms

- Creating engaging and shareable digital content
- Tailoring content for different digital platforms
- Incorporating visual storytelling and multimedia content

Module 4: Search Engine Optimization (SEO)

- Understanding the basics of SEO and its importance
- On-page and off-page SEO techniques
- Enhancing website visibility and search engine ranking

Module 5: Social Media Marketing

- Strategies for different social media platforms (Facebook, Instagram, Twitter, LinkedIn, etc.)
- Leveraging social media for brand building and customer engagement
- Analyzing social media metrics and insights

Module 6: Email Marketing and Customer Relationship Management (CRM)

- Creating effective email marketing campaigns
- Personalization and segmentation for targeted communication
- Utilizing CRM systems for customer retention and loyalty

Module 7: Paid Advertising and Digital Campaigns

- Understanding paid digital advertising (Google Ads, social media ads, etc.)
- Setting up and managing digital ad campaigns
- Budget allocation, targeting, and tracking ROI

Module 8: Influencer Marketing and User-Generated Content

- Collaborating with influencers for brand promotion
- Encouraging user-generated content and brand advocacy
- Evaluating the authenticity and impact of influencer partnerships

Module 9: Data Analytics and Measurement in Digital Marketing

- Key performance indicators (KPIs) for digital marketing
- Analyzing metrics and deriving actionable insights
- Adjusting strategies based on performance data

Module 10: Creating a Comprehensive Digital Marketing Plan

- Synthesizing concepts and strategies into a cohesive plan
- Presenting a comprehensive digital marketing proposal
- Incorporating feedback and continuous improvement strategies

Practicum

The course integrates practical exercises and hands-on projects to apply digital marketing concepts in real-world scenarios. Students will develop digital marketing campaigns, analyze metrics, and engage with digital platforms to simulate the role of a digital marketer. The practicum will culminate in a comprehensive digital marketing plan showcasing students' understanding and application of digital marketing strategies.

Textbook

Chaffey, D., & Smith, P. R. (2017). Digital Marketing Excellence: Planning, Optimizing and Integrating Online Marketing. Routledge.

Reference Books

Ryan, D., & Jones, C. (2019). Understanding Digital Marketing: Marketing Strategies for Engaging the Digital Generation. Kogan Page.

Smith, R., & Zook, Z. (2017). Complete Guide to B2B Marketing: New Tactics, Tools, and Techniques to Compete in the Digital Economy. Wiley.

Evans, D. (2020). Social Media Marketing: The Next Generation of Business Engagement. Wiley.

	Evaluation Component	Weightage (%)
1	Activities	20
2	Presentation	20
3	Attendance	10
4	End Term Examination	50

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VAC023	POETRY WRITING
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course offers students the opportunity to delve into the world of poetry writing. Through a combination of creative exercises, literary analysis, and workshops, students will develop their poetic voice, hone their writing skills, and explore various forms and techniques of poetry.

Course Objectives

Students will be able to:

- Understand the fundamental elements of poetry and its significance as a form of artistic expression.
- Explore a range of poetic forms, styles, and techniques.
- Develop their individual poetic voice and writing style.
- Provide constructive feedback during peer review workshops.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Analyze and critique poetry from different literary traditions.

CO 2: Utilize literary devices and figurative language effectively in their poetry.

CO 3: Experiment with different creative processes to generate poetic ideas.

CO 4: Revise and edit their own poetry for improved clarity and impact.

Course Outline

Module 1: Introduction to Poetry Writing   3 hours

- Definition of poetry and its role in literature
- The significance of poetic expression in culture and society
- Understanding the relationship between form and content in poetry

Module 2: Poetic Forms and Structures   3 hours

- Exploration of traditional and contemporary poetic forms (sonnet, haiku, free verse, etc.)
- Rhythm, meter, and rhyme schemes in poetry
- Crafting stanzas and line breaks for poetic effect

Module 3: Imagery and Figurative Language   **3 hours**

- Use of metaphor, simile, personification, and symbolism in poetry
- Creating vivid imagery to evoke emotions and sensory experiences
- Analyzing famous poems for effective use of figurative language

Module 4: Sound and Musicality in Poetry   **3 hours**

- Techniques for enhancing the musicality of poetry (alliteration, assonance, consonance)
- The interplay between sound and meaning in poetry
- Experimentation with sound patterns to create rhythm and harmony

Module 5: Poetic Themes and Topics   **3 hours**

- Exploring various themes in poetry (love, nature, identity, etc.)
- Finding personal inspiration and developing unique perspectives
- Ethical considerations in writing about sensitive topics

Module 6: Creative Processes and Generating Ideas   **3 hours**

- Techniques for overcoming writer's block and fostering creativity
- Exploring writing prompts, exercises, and visual stimuli
- Keeping a poetry journal and capturing fleeting moments of inspiration

Module 7: Workshop and Peer Review   **3 hours**

- Participating in constructive peer review sessions
- Providing feedback on structure, language, and emotional impact
- Receiving feedback and using it to revise and refine poetry

Module 8: Editing and Polishing Poetry   **3 hours**

- Strategies for revising and self-editing poetry
- Attention to grammar, punctuation, and consistency
- Crafting impactful titles and openings for poem

Module 9: Experimentation and Personal Style   **3 hours**

- Encouraging experimentation with different styles and genres
- Embracing authenticity and developing a personal poetic voice
- Exploring hybrid forms and innovative approaches to poetry

Module 10: Sharing and Publication   **3 hours**

- Opportunities for sharing poetry within and beyond the classroom
- Exploring literary magazines, journals, and online platforms
- Preparing poetry for submission and potential publication

Practicum

The course includes practical exercises and creative assignments designed to help students apply the concepts discussed in each module. Students will write original poems, experiment with different forms and techniques, and engage in peer review workshops to receive feedback on their work. The practicum will culminate in a portfolio of polished poems that showcase students' growth and mastery in poetry writing.

Textbook

Oliver, M. (2017). A Poetry Handbook. Harcourt Brace.

Reference Books

Kooser, T. (2005). The Poetry Home Repair Manual: Practical Advice for Beginning Poets. University of Nebraska Press.

Bly, R. (2010). The Elements of Poetry: A Guide to Writing More Thoughtful Poems. Graywolf Press.

Hirshfield, J. (1997). Nine Gates: Entering the Mind of Poetry. Harper Collins.

	Evaluation Component	Weightage (%)
1	Activities	20
2	Preparing Poetry	20
3	Attendance	10
4	End Term Examination	50

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VAC024	FITNESS AND EXCERCISE
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course empowers students to embrace a healthy lifestyle by understanding the principles of fitness and exercise. Through a combination of theoretical knowledge, practical activities, and personalized guidance, students will learn the importance of physical activity, nutrition, and mental well-being in achieving overall fitness and wellness.

Course Objectives

Students will be able to:

- Understand the significance of physical fitness for overall health and well-being.
- Explore strategies for managing stress and promoting mental well-being.
- Apply principles of injury prevention and safe exercise practices.
- Promote the benefits of a healthy lifestyle within their communities.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Identify the components of physical fitness and their interplay.
CO 2: Develop personalized fitness plans that align with individual goals and needs.
CO 3: Demonstrate proper techniques for various exercise modalities.
CO 4: Make informed dietary choices to support fitness goals.

Course Outline

Module 1: Introduction to Fitness and Wellness   3 hours

- Definition of fitness and its role in holistic well-being
- The relationship between physical, mental, and emotional health
- Setting realistic fitness goals and expectations

Module 2: Components of Physical Fitness   3 hours

- Cardiovascular fitness, muscular strength, endurance, flexibility, body composition
- Assessing and measuring physical fitness levels
- Recognizing the impact of genetics and lifestyle on fitness

Module 3: Exercise Modalities and Techniques   3 hours

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- Cardiovascular exercises: running, swimming, cycling, etc.
- Strength training and resistance exercises
- Flexibility and mobility exercises

Module 4: Nutrition for Fitness   **3 hours**

- Basic principles of nutrition and its role in fueling the body
- Balanced diets for different fitness goals
- Hydration and its impact on exercise performance

Module 5: Mental Well-being and Stress Management   **3 hours**

- The mind-body connection in fitness and wellness
- Techniques for managing stress and promoting mental resilience
- Mindfulness, meditation, and relaxation strategies

Module 6: Exercise Safety and Injury Prevention   **3 hours**

- Proper warm-up and cool-down routines
- Preventing common exercise-related injuries
- Recognizing and addressing overtraining

Module 7: Developing Personalized Fitness Plans   **3 hours**

- Tailoring fitness routines to individual goals and preferences
- Creating periodized workout plans for progressive improvement
- Monitoring and adjusting fitness plans over time

Module 8: Community Engagement and Health Promotion   **3 hours**

- Strategies for encouraging healthy habits in communities
- Participating in fitness-related events and initiatives
- Educating peers on the benefits of a holistic fitness approach

Module 9: Lifelong Fitness Habits   **3 hours**

- Cultivating sustainable fitness habits for lifelong wellness
- Balancing fitness with academic and professional commitments
- Setting long-term goals and adapting to changing circumstances

Module 10: Fitness Assessment and Reflection   **3 hours**

- Self-assessment of personal fitness progress
- Reflection on the journey to optimal health and well-being
- Creating a personal fitness plan for ongoing improvement

Practicum

Throughout the course, students will engage in practical exercises, fitness assessments, and workshops to apply the principles of fitness and exercise. They will create personalized fitness plans, participate in group workouts, practice exercise techniques, and reflect on their progress. The practicum will offer hands-on experience and the opportunity to apply learned concepts to real-life scenarios.

Textbook

McArdle, W. D., Katch, F. I., & Katch, V. L. (2021). Exercise Physiology: Nutrition, Energy, and Human Performance. Lippincott Williams & Wilkins.

Reference Books

Baechle, T. R., & Earle, R. W. (2017). Essentials of Strength Training and Conditioning. Human Kinetics.

Berkman, L. F., & Kawachi, I. (Eds.). (2014). Social Epidemiology. Oxford University Press.

McArdle, W. D., Katch, F. I., & Katch, V. L. (2019). Essentials of Exercise Physiology. Lippincott Williams & Wilkins.

	Evaluation Component	Weightage (%)
1	Activities and Demonstration	20
2	Project Presentation	20
3	Attendance	10
4	End Term Examination	50

VAC025	CREATIVE PHOTOGRAPHY
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

This course invites students to embark on a journey of creative self-expression through the art of photography. Through a blend of theoretical insights, hands-on exercises, and artistic exploration, students will learn to capture compelling images, experiment with techniques, and communicate their unique perspectives.

Course Objectives

Students will be able to:

- Understand the fundamentals of photography and its creative potential.
- Master camera settings and technical aspects to achieve desired effects.
- Develop an eye for composition, lighting, and visual storytelling.
- Explore ethical considerations in photography and image rights.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Experiment with different photography genres and styles.

CO 2: Use post-processing techniques to enhance and manipulate images.

CO3: Interpret and communicate emotions, concepts, and narratives through photography.

CO4: Create a personal portfolio showcasing their creative photography journey.

Course Outline

Module 1: Introduction to Creative Photography   **3 hours**

- Defining creative photography and its role in visual expression
- The historical evolution of photography as an art form
- Ethical considerations and responsible photography practices

Module 2: Mastering Camera Settings   **3 hours**

- Understanding camera modes (manual, aperture priority, shutter priority, etc.)
- Exploring exposure, ISO, shutter speed, and aperture

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- Using white balance and focus techniques to achieve desired results

Module 3: Composition and Visual Storytelling   3 hours

- Principles of composition (rule of thirds, leading lines, symmetry, etc.)
- Creating compelling visual narratives and conveying emotions
- Techniques for framing and emphasizing subjects

Module 4: Lighting and Mood in Photography   3 hours

- Understanding the role of natural and artificial light in photography
- Using lighting to create different moods and atmospheres
- Techniques for capturing golden hour and low-light images

Module 5: Exploring Photography Genres and Styles   3 hours
- Portrait, landscape, macro, street, abstract, and documentary photography
- Experimenting with different styles and approaches
- Analyzing and learning from master photographers in various genres
- Introduction to image editing software (Adobe Lightroom, Photoshop, etc.)
- Basic editing techniques (color correction, cropping, sharpening, etc.)
- Creative post-processing to enhance and manipulate images

Module 7: Emotion and Concept in Photography   3 hours
- Capturing and conveying emotions through visual storytelling
- Using symbolism and metaphor to express concepts
- Ethical considerations when working with sensitive topics

Module 8: Constructing a Photography Portfolio   3 hours

- Selecting and curating images for a cohesive portfolio
- Presenting a visual narrative and theme in the portfolio
- Reflecting on personal growth and development as a photographer

Module 9: Ethical and Legal Considerations in Photography   3 hours

- Respect for subjects and their consent in photography
- Image rights, copyright, and fair use of photographs
- Balancing artistic expression and responsible documentation

Module 10: Future Directions in Creative Photography   3 hours

- Emerging trends and technologies in photography
- Opportunities for showcasing and sharing creative work
- Incorporating creative photography into personal and professional growth

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Practicum

The course integrates practical photography assignments that encourage students to apply creative concepts and techniques learned in each module. Students will capture images, experiment with different genres, and engage in peer critiques. The practicum will culminate in a final portfolio that showcases students' creative growth and their ability to tell visual stories through photography.

Textbook

Freeman, M. (2016). The Photographer's Eye: Composition and Design for Better Digital Photos. Focal Press.

Reference Books

Barnbaum, B. (2016). The Art of Photography: An Approach to Personal Expression. Rocky Nook.

Hurn, D., & Jay, B. (2019). On Being a Photographer: A Practical Guide. LensWork Publishing.

Suler, J. R. (2019). Photographic Psychology: Image and Psyche. Cambridge University Press.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Portfolio Presentation	20
3	Attendance	10
4	End Term Examination	50

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VAC026	GRAPHIC DESIGN
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course introduces students to the dynamic world of graphic design. Through a blend of theory, hands-on projects, and industry insights, students will explore the principles of design, typography, image manipulation, and digital tools to create compelling visual communication.

Course Objectives

Students will be able to:

- Understand the fundamental principles and elements of graphic design.
- Apply design concepts and theories to create visually appealing compositions.
- Evaluate and critique design work with a critical eye.
- Gain insights into the graphic design industry and career opportunities.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Demonstrate proficiency in using graphic design software and tools.

CO 2: Manipulate and enhance images for various design projects.

CO 3: Apply typography effectively to enhance visual communication.

CO 4: Develop a portfolio showcasing diverse graphic design projects.

Course Outline

Module 1: Introduction to Graphic Design   3 hours

- Definition and importance of graphic design in visual communication
- Historical overview of graphic design and its evolution
- The role of graphic designers in various industries

Module 2: Principles of Design   3 hours

- Elements of design: line, shape, color, texture, space, form
- Principles of design: balance, contrast, emphasis, rhythm, unity
- Applying design principles to create harmonious compositions

Module 3: Typography and Visual Hierarchy   3 hours

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- Anatomy of typefaces and fonts
- Creating visual hierarchy through typography
- Choosing appropriate typefaces for different design projects

Module 4: Color Theory and Application   **3 hours**

- Understanding color theory: hue, saturation, value
- Psychology of color and its impact on emotions
- Creating color palettes for effective design communication

Module 5: Image Manipulation and Editing   **3 hours**

- Introduction to image editing software (e.g., Adobe Photoshop)
- Enhancing images, retouching, and color correction
- Integrating images into design projects seamlessly

Module 6: Layout and Composition   **3 hours**

- Grid systems and layout principles
- Designing for different mediums: print, web, mobile
- Creating visually engaging and balanced layouts

Module 7: Digital Tools and Software   **3 hours**

- Introduction to graphic design software (e.g., Adobe Illustrator, InDesign)
- Hands-on exercises using digital tools to create design elements
- Navigating and utilizing design software features

Module 8: Branding and Visual Identity   **3 hours**

- Understanding the role of graphic design in branding
- Designing logos, business cards, and brand assets
- Maintaining visual consistency across different brand touchpoints

Module 9: Designing for Digital Platforms   **3 hours**

- Web design principles and user experience (UX) considerations
- Designing social media graphics and online banners
- Creating interactive and responsive design elements

Module 10: Building a Design Portfolio and Career Pathways   **3 hours**

- Strategies for developing a strong design portfolio
- Showcasing design work effectively for job applications
- Exploring different career paths in graphic design

Practicum

The course includes practical projects and hands-on design exercises that allow students to apply the concepts learned in each module. Students will work on diverse design projects, such as

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creating posters, logos, digital graphics, and layouts. The practicum will culminate in a portfolio showcasing their design work, demonstrating their skills and creativity.

Textbook

Lupton, E., & Phillips, J. C. (2015). Graphic Design: The New Basics. Princeton Architectural Press.

Reference Books

Ambrose, G., & Harris, P. (2015). The Fundamentals of Graphic Design. Bloomsbury Visual Arts. Heller, S., & Talarico, L. (2019). Graphic Design: A New History. Laurence King Publishing. McBride, A. (2019). The Designer's Guide to Color Combinations. Rockport Publishers.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Portfolio	20
3	Attendance	10
4	End Term Examination	50

VAC027	SUSTAINABLE DEVELOPMENT
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course engages students in exploring the principles, challenges, and strategies of sustainable development. Through interactive discussions, case studies, and practical exercises, students will develop a holistic understanding of sustainable development's economic, social, and environmental dimensions.

Course Objectives

Students will be able to:

1. Comprehend the concept and significance of sustainable development.
2. Analyze the interplay between economic growth, social equity, and environmental protection.
3. Evaluate sustainable development goals and their relevance.
4. Advocate for sustainable development within their communities.

Course Outcomes

On completion of this course, students will be able to:

CO 1: Identify global challenges and local implications of unsustainable practices.

CO 2: Apply systems thinking to assess complex sustainability challenges.

CO 3: Collaborate effectively to promote sustainable practices.

CO 4: Advocate for sustainable development within their communities.

Course Outline

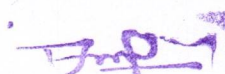**Module 1: Introduction to Sustainable Development**   **3 hours**

- Defining sustainable development and its pillars
- Historical context and evolution of sustainability
- Interdependence between environmental, social, and economic factors

Module 2: Economic Aspects of Sustainable Development   **3 hours**

- The role of economics in shaping sustainability
- Circular economy and green business models
- Balancing economic growth with resource conservation

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Module 3: Social Equity and Justice   **3 hours**

- Understanding social dimensions of sustainability
- Addressing poverty, inequality, and social exclusion
- Ensuring access to education, healthcare, and basic services

Module 4: Environmental Stewardship   **3 hours**

- Biodiversity conservation and ecosystem services
- Climate change mitigation and adaptation strategies
- Sustainable resource management and waste reduction

Module 5: Sustainable Development Goals (SDGs)   **3 hours**

- Introduction to the United Nations' SDGs
- Analyzing the global goals and local contexts
- Linking individual actions to SDG achievements

Module 6: Sustainable Urbanization   **3 hours**

- Challenges and opportunities of urbanization
- Smart cities and sustainable urban planning
- Promoting green infrastructure and sustainable transportation

Module 7: Corporate Social Responsibility (CSR)   **3 hours**

- Business ethics and responsible practices
- Integrating sustainability into corporate strategies
- Stakeholder engagement and reporting on CSR initiatives

Module 8: Systems Thinking for Sustainability   **3 hours**

- Understanding complex systems and feedback loops
- Analyzing unintended consequences of actions
- Applying systems thinking to sustainability challenges

Module 9: Sustainable Lifestyles and Consumerism   **3 hours**

- Impact of consumer choices on sustainability
- Strategies for promoting responsible consumption
- Empowering individuals to adopt sustainable behaviors

Module 10: Advocacy and Community Engagement   **3 hours**

- Role of individuals and communities in driving change
- Strategies for advocating for sustainability
- Collaborating with local organizations and government bodies

Practicum

The course integrates practical projects and fieldwork that allow students to apply the principles of sustainable development in real-life contexts. Students will work on sustainability assessments, engage with community initiatives, and propose solutions to local sustainability challenges. The practicum will provide students with hands-on experience and the opportunity to collaborate with peers and community stakeholders to promote sustainable development.

Textbook

Spangenberg, J. H. (2017). Sustainability Science: An Introduction. Springer.

Reference Books

Sachs, J. D. (2015). The Age of Sustainable Development. Columbia University Press.
Meadows, D. H., Meadows, D. L., & Randers, J. (2004). The Limits to Growth: The 30-Year Update. Chelsea Green Publishing.
Wiek, A., & Lang, D. J. (2016). Sustainability Science: Key Issues. Springer.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Project	20
3	Attendance	10
4	End Term Examination	50

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VAC028	QUANTITATIVE RESEARCH
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

This course equips students with the foundational skills and knowledge needed to conduct effective quantitative research. Through theoretical discussions, hands-on exercises, and practical applications, students will learn how to design research, collect and analyze quantitative data, and interpret findings using appropriate statistical techniques.

Course Objectives

Students will be able to:

- Understand the principles and importance of quantitative research in various disciplines.
- Develop research questions and hypotheses suitable for quantitative investigation.
- Design appropriate research methodologies and sampling techniques.
- Collect, clean, and organize quantitative data using research tools.
- Apply descriptive and inferential statistical techniques for data analysis.
- Interpret and present research findings accurately.
- Evaluate the validity and reliability of quantitative research.
- Apply ethical considerations in quantitative research practices.

Course Outline

Module 1: Introduction to Quantitative Research   2 hours

- Defining quantitative research and its characteristics
- Role of quantitative research in evidence-based decision-making
- Overview of quantitative research methods and designs

Module 2: Research Design and Hypothesis Formulation   4 hours

- Developing research questions and hypotheses
- Identifying variables and operational definitions
- Selecting appropriate research designs (experimental, non-experimental)

Module 3: Sampling and Data Collection   3 hours

- Understanding the concept of sampling and its types
- Selecting representative samples and minimizing biases

- Developing data collection tools (surveys, questionnaires)

Module 4: Data Preparation and Cleaning   **3 hours**

- Data coding, entry, and validation
- Handling missing data and outliers
- Ensuring data accuracy and consistency

Module 5: Descriptive Statistics and Data Visualization   **4 hours**

- Analyzing and summarizing data using measures of central tendency and dispersion
- Creating effective visual representations (graphs, charts)
- Interpreting patterns and trends in data

Module 6: Inferential Statistics: Hypothesis Testing   **4 hours**

- Introduction to hypothesis testing and significance levels
- Conducting t-tests and chi-square tests
- Interpreting p-values and drawing conclusions

Module 7: Correlation and Regression Analysis   **3 hours**

- Understanding correlation and its strength
- Conducting simple and multiple regression analysis
- Assessing relationships and making predictions

Module 8: Analysis of Variance (ANOVA)   **3 hours**

- Exploring one-way and two-way ANOVA
- Post hoc tests and analysis of interaction effects
- Determining group differences and significance

Module 9: Ethical Considerations in Quantitative Research   **2 hours**

- Importance of ethical research practices
- Informed consent, confidentiality, and participant rights
- Addressing ethical dilemmas in quantitative research

Module 10: Interpretation and Reporting of Research Findings   **2 hours**

- Synthesizing and interpreting quantitative research results
- Writing clear and concise research reports
- Presenting findings through tables, figures, and narratives

Practicum

The course incorporates practical exercises and assignments that guide students through the quantitative research process. Students will develop their research proposals, design surveys, collect and analyze data using statistical software, and interpret findings. The practicum will culminate in a comprehensive research project that showcases students' mastery of quantitative research techniques.

Textbook

Gravetter, F. J., & Wallnau, L. B. (2021). Statistics for the Behavioral Sciences. Cengage Learning.

Reference Books

Creswell, J. W. (2014). Research Design: Qualitative, Quantitative, and Mixed Methods Approaches. Sage Publications.
Field, A. (2017). Discovering Statistics Using IBM SPSS Statistics. Sage Publications.
Trochim, W. M., & Donnelly, J. P. (2008). The Research Methods Knowledge Base. Cengage Learning.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Project	20
3	Attendance	10
4	End Term Examination	50

VAC029	EMOTIONAL INTELLIGENCE
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

The course shall enable students develop their emotional intelligence, a crucial skill for personal and professional success. Through interactive activities, self-assessment tools, and reflective practices, students will gain insights into their emotions, learn to manage them effectively, and build stronger interpersonal relationships.

Course Objectives

Students will be able to:

- Understand the concept and components of emotional intelligence.
- Develop empathy and effectively understand others' emotions.
- Enhance interpersonal communication and conflict resolution skills
- Cultivate resilience and manage stress through emotional awareness.

Course Outcomes

On completion of the course, students will be able to:

CO 1: Define emotional intelligence and its importance in personal and professional contexts.

CO 2: Identify and regulate their own emotions for improved well-being.

CO 3: Apply emotional intelligence in leadership and teamwork.

CO 4: Create a personal development plan for ongoing emotional growth.

Course Outline

Module 1: Introduction to Emotional Intelligence   **3 hours**

- Definition and significance of emotional intelligence
- Historical context and research behind emotional intelligence
- Impact of emotional intelligence on personal and professional success

Module 2: Components of Emotional Intelligence   **3 hours**

- Self-awareness, self-regulation, motivation, empathy, social skills
- Understanding the interplay between different components

- Assessing personal strengths and areas for improvement

Module 3: Self-Awareness and Self-Regulation   **3 hours**

- Recognizing and labeling emotions accurately
- Strategies for managing and regulating emotions
- Developing emotional resilience and adaptability

Module 4: Empathy and Understanding Others   **3 hours**

- Cultivating empathy and perspective-taking
- Active listening and nonverbal communication
- Recognizing and responding to others' emotional cues

Module 5: Effective Interpersonal Communication   **3 hours**

- Communicating feelings and thoughts assertively
- Constructive feedback and conflict resolution skills
- Building trust and rapport in relationships

Module 6: Emotional Intelligence in Leadership   **3 hours**

- Role of emotional intelligence in effective leadership
- Leading with empathy and influencing others positively
- Fostering a collaborative and emotionally intelligent team culture

Module 7: Emotional Intelligence and Decision-Making   **3 hours**

- Emotions' impact on decision-making processes
- Balancing intuition and rational thinking
- Strategies for making emotionally intelligent decisions

Module 8: Emotional Intelligence and Well-being   **3 hours**

- Managing stress and preventing burnout
- Using emotional intelligence to enhance mental health
- Cultivating a positive outlook and practicing gratitude

Module 9: Applying Emotional Intelligence in Professional Settings   **3 hours**

- Interviewing skills and showcasing emotional intelligence to employers
- Navigating workplace relationships with emotional intelligence
- Conflict resolution and negotiation using emotional intelligence

Module 10: Creating a Personal Development Plan   **3 hours**

- Reflecting on personal growth throughout the course
- Setting goals for ongoing emotional intelligence development
- Strategies for continuous self-improvement

Practicum

The course integrates practical exercises and self-assessment tools that guide students through self-discovery and skill-building. Students will engage in activities such as journaling, role-playing, and real-world scenarios to apply emotional intelligence concepts. The practicum will culminate in a personal development plan that outlines how students intend to continue nurturing their emotional intelligence skills beyond the course.

Textbook

Goleman, D. (2006). Emotional Intelligence: Why It Can Matter More Than IQ. Bantam.

Reference Books

Brackett, M. A., Palomera, R., Mojsa-Kaja, J., Reyes, M. R., & Salovey, P. (2010). Emotional Intelligence in the Classroom: Skill-Based Training for Teachers and Students. Guilford Press.
Bar-On, R. (2000). Emotional and Social Intelligence: Insights from the Emotional Quotient Inventory (EQ-i). In R. Bar-On, & J. D. A. Parker (Eds.), The Handbook of Emotional Intelligence. Jossey-Bass.
Salovey, P., & Mayer, J. D. (Eds.). (1997). Emotional Development and Emotional Intelligence: Educational Implications. Basic Books.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Project (Personal Development Plan)	20
3	Attendance	10
4	End Term Examination	50

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VAC030	AUTOMATION AND INDUSTRY 4.0
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course immerses students in the transformative world of Industry 4.0 and automation in manufacturing. Through theoretical insights, hands-on projects, and real-world case studies, students will gain a comprehensive understanding of how emerging technologies are shaping the future of industries and changing the landscape of production processes.

Course Objectives

Students will be able to:

- Understand the key concepts and principles of Industry 4.0 and automation.
- Explore the impact of emerging technologies on manufacturing processes.
- Analyze the benefits and challenges of integrating automation.
- Discuss the ethical and societal implications of automation.
- Craft strategies for successful implementation of Industry 4.0.

Course Outcomes

On completion of the course, students will be able to:

CO 1: Develop an understanding of smart factories and connected systems.

CO 2: Identify applications of robotics and AI in industrial settings.

CO 3: Collaborate on automation projects and apply practical skills.

CO 4: Craft strategies for successful implementation of Industry 4.0.

Course Outline

Module 1: Introduction to Automation and Industry 4.0   3 hours

- Defining Industry 4.0 and its relevance to modern manufacturing
- Historical context and evolution of automation in industries
- Ethical considerations and societal impacts of automation

Module 2: Emerging Technologies in Manufacturing   3 hours

- Overview of technologies: IoT, AI, machine learning, AR/VR, etc.
- Understanding the digital thread and data-driven decision-making
- Case studies of successful technology integration in industries

Module 3: Smart Factories and Connected Systems   3 hours

- Characteristics of smart factories and cyber-physical systems
- Integrating sensors, data analytics, and connectivity
- Exploring the role of cloud computing and edge computing

Module 4: Robotics and Automation in Manufacturing   3 hours

- Types of industrial robots and their applications

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- Collaborative robotics and human-robot interaction
- Automated assembly lines and material handling systems

Module 5: AI and Machine Learning in Manufacturing   **3 hours**
- Applications of AI in predictive maintenance and quality control
- Machine learning algorithms for process optimization
- Autonomous decision-making and adaptive manufacturing

Module 6: Benefits and Challenges of Automation   **3 hours**
- Analyzing the advantages of automation (efficiency, accuracy, etc.)
- Addressing challenges such as job displacement and training
- Balancing cost-effectiveness and long-term ROI

Module 7: Ethical Considerations in Automation   **3 hours**
- Ethical dilemmas in AI-driven decision-making
- Ensuring transparency, accountability, and bias mitigation
- Implications for human dignity and social responsibility

Module 8: Collaborative Automation Projects   **3 hours**
- Participating in hands-on automation projects
- Working in teams to design and implement automation solutions
- Applying programming skills to control automated systems

Module 9: Implementing Industry 4.0 Strategies   **3 hours**
- Developing roadmaps for integrating Industry 4.0 technologies
- Overcoming barriers and obstacles in implementation
- Creating a culture of innovation and adaptability

Module 10: Future of Automation and Industry 4.0   **3 hours**
- Emerging trends and potential disruptions in manufacturing
- Preparing for a career in the automated industries
- Ethical considerations for shaping the future of automation

Practicum

Students will work in teams to design, program, and test automated systems, fostering collaboration and problem-solving skills. The practicum will provide students with the opportunity to experience firsthand the challenges and opportunities of implementing Industry 4.0 technologies.

Textbook

Lee, J., & Bagheri, B. (2015). Cyber-Physical Systems: A New Frontier. Springer.

Reference Books

Kagermann, H., Wahlster, W., & Helbig, J. (Eds.). (2013). Recommendations for Implementing the Strategic Initiative INDUSTRIE 4.0. Springer.

Lasi, H., Fettke, P., Kemper, H. G., Feld, T., & Hoffmann, M. (2014). Industry 4.0. Business & Information Systems Engineering, 6(4), 239-242.

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Groover, M. P. (2016). Automation, Production Systems, and Computer-Integrated Manufacturing. Pearson.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Project	20
3	Attendance	10
4	End Term Examination	50

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VAC031	CONFLICT RESOLUTION
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course empowers students with essential conflict resolution skills for navigating interpersonal and professional challenges. Through theoretical insights, practical exercises, and experiential learning, students will learn to manage conflicts constructively, communicate effectively, and foster collaborative solutions.

Course Objectives

Students will be able to:

- Understand the causes and dynamics of conflicts.
- Develop active listening and communication skills for conflict resolution.
- Utilize negotiation and mediation techniques to find win-win solutions.
- Develop strategies for preventing and de-escalating conflicts.

Course Outcomes

On completion of the course, students will be able to:
CO 1: Define conflict and its different forms in various settings.
CO 2: Identify and address emotions in conflict situations.
CO 3: Analyze and respond to power dynamics in conflicts.
CO 4: Apply conflict resolution skills in personal and professional contexts.

Course Outline
Module 1: Introduction to Conflict Resolution   3 hours

- Defining conflict and its implications
- Differentiating between constructive and destructive conflicts
- Role of conflict resolution in fostering positive relationships

Module 2: Causes and Dynamics of Conflict   3 hours

- Identifying sources of conflicts (communication breakdown, differing goals, etc.)
- Understanding the escalation and de-escalation of conflicts
- Impact of culture and diversity on conflict dynamics

Module 3: Effective Communication in Conflict Resolution   **3 hours**

- Active listening and empathetic communication
- Nonverbal cues and body language in conflict situations
- Clear and assertive expression of thoughts and feelings

Module 4: Emotional Intelligence in Conflict   **3 hours**

- Recognizing and managing emotions during conflicts
- Empathy and understanding emotions in others
- Emotional regulation for constructive conflict resolution

Module 5: Negotiation Techniques and Strategies   **3 hours**

- Principles of principled negotiation (win-win)
- Collaborative problem-solving and compromise
- Balancing assertiveness and cooperation in negotiations

Module 6: Mediation and Third-Party Intervention   **3 hours**

- Role of mediators in resolving conflicts
- Mediation process and techniques
- Facilitating open dialogue and finding common ground

Module 7: Power Dynamics and Conflict   **3 hours**

- Recognizing power imbalances in conflicts
- Addressing power differentials in negotiation and resolution
- Strategies for promoting fairness and equity

Module 8: Preventing and De-escalating Conflicts   **3 hours**

- Strategies for preventing conflicts before they arise
- De-escalation techniques and conflict containment
- Conflict resolution as a continuous process

Module 9: Applying Conflict Resolution in Different Contexts   **3 hours**

- Conflict resolution in personal relationships, teams, and organizations
- Conflict resolution in multicultural and global environments
- Adapting conflict resolution strategies to different scenarios

Module 10: Ethical Considerations in Conflict Resolution   **3 hours**

- Ethical dilemmas and responsibilities in conflict resolution
- Balancing confidentiality, transparency, and integrity
- Upholding ethical standards while promoting resolution

Practicum

Throughout the course, students will engage in practical exercises, role-playing scenarios, and case studies to apply conflict resolution strategies. Students will work on simulated conflict situations, practice negotiation and mediation techniques, and develop resolution plans. The practicum will provide students with hands-on experience to navigate real-world conflicts effectively.

Textbook

Folger, J. P., Poole, M. S., & Stutman, R. K. (2012). Working Through Conflict: Strategies for Relationships, Groups, and Organizations. Pearson.

Reference Books

Moore, C. W. (2014). The Mediation Process: Practical Strategies for Resolving Conflict. Jossey-Bass.

Pruitt, D. G., & Kim, S. H. (2014). Negotiation in Social Conflict. Open Road Media.

Ury, W., Fisher, R., & Patton, B. (2011). Getting to Yes: Negotiating Agreement Without Giving In. Penguin Books.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Project	20
3	Attendance	10
4	End Term Examination	50

VAC032	ART AND AESTHETICS

Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course invites students to embark on a journey of artistic discovery and aesthetic appreciation. Through a blend of theory, experiential learning, and creative exploration, students will delve into the realm of art, analyzing its various forms, historical contexts, and the intricate relationship between creativity and culture.

Course Objectives

By the end of the course, students will be able to:

- Understand the fundamental concepts of art and aesthetics.
- Engage in critical discussions about visual expression.
- Develop skills to interpret and appreciate artworks.
- Express themselves creatively through hands-on art activities.

Course Outcomes

On completion of the course, students will be able to:

CO 1: Recognize the impact of cultural and historical contexts on art.

CO 2: Explore the role of art in society and personal growth.

CO 3: Analyze different artistic forms, styles, and movements.
CO 4: Create a personal art portfolio that reflects their creative journey and growth.

Course Outline

Module 1: Introduction to Art and Aesthetics   3 hours

- Defining art and aesthetics and their significance
- The evolution of art across cultures and history
- The interplay between artistic creativity and human expression

Module 2: Elements and Principles of Art   3 hours

- Exploring the building blocks of visual art (line, shape, color, texture, etc.)
- Understanding principles of composition (balance, contrast, unity, etc.)
- Analyzing how artists use elements and principles to convey meaning

Module 3: Artistic Forms and Styles   3 hours

- Survey of different artistic forms (painting, sculpture, photography, etc.)
- Exploring art movements (Renaissance, Impressionism, Cubism, etc.)
- Recognizing the uniqueness and innovation within various styles

Module 4: Art in Historical and Cultural Contexts   3 hours

- Understanding how historical eras shape art production
- Art as a reflection of cultural values and societal changes
- Analyzing artworks as artifacts of their time

Module 5: Interpretation and Analysis of Artworks   3 hours

- Strategies for interpreting and critiquing artworks
- Developing a vocabulary for discussing art elements and themes
- Engaging in class discussions and presenting analysis

Module 6: Aesthetic Experience and Perception   3 hours

- Exploring the nature of aesthetic experiences
- The role of perception and emotion in artistic appreciation
- How viewers' perspectives influence interpretations

Module 7: Expressing Creativity through Art Activities   3 hours

- Engaging in hands-on art activities (drawing, painting, collage, etc.)
- Fostering creativity and experimenting with different mediums
- Reflecting on the creative process and personal expression

Module 8: Art and Society   3 hours

- Examining the role of art in addressing social issues
- Art as a medium for activism and social commentary
- Case studies of art impacting communities and cultural change

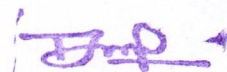**Module 9: Art as Personal Exploration and Growth**   3 hours

- Art as a tool for self-expression and reflection
- How engaging with art can contribute to personal growth
- Exploring the therapeutic aspects of art creation

Module 10: Reflection and Future Explorations   3 hours

- Reflecting on the journey through art and aesthetics
- Exploring further avenues for artistic exploration and learning
- The enduring impact of art on personal and societal levels

Practicum

The course incorporates practical art activities and creative projects that enable students to experience the concepts discussed in each module firsthand. Students will engage in various hands-

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on activities, including drawing, painting, and collage, to explore their own artistic expression and apply the principles of art and aesthetics. The practicum will culminate in a personal art portfolio that reflects students' creative journey and growth throughout the course.

Textbook

Hume, D. (2007). A Treatise of Human Nature. Oxford University Press.

Reference Books

Dissanayake, E. (2007). Art and Intimacy: How the Arts Began. University of Washington Press.
Gombrich, E. H. (2002). The Story of Art. Phaidon Press.
Shiner, L. E. (2003). The Invention of Art: A Cultural History. University of Chicago Press.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Project	20
3	Attendance	10
4	End Term Examination	50

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VAC033	INTERVIEW SKILL DEVELOPMENT
Contact Hours	**30 Hours**
Prerequisite	**Nil**

Course Description

This course empowers students with the essential skills and confidence needed to excel in job interviews and other professional interactions. Through theoretical insights, practical exercises, and simulated interview scenarios, students will develop effective communication, preparation, and presentation skills to stand out in competitive job markets.

Course Objectives

Students will be able to:

- Understand the importance of interview preparation and its role in securing job opportunities.
- Develop effective communication skills for articulating experiences, achievements, and qualifications.
- Build self-confidence and manage interview anxiety.
- Learn strategies for answering common and challenging interview questions.

Course Outcomes

On competition of the course, students will be able to:

CO 1: Master various interview formats, such as behavioral, situational, and panel interviews.

CO 2: Analyze job descriptions to align responses with employers' expectations.

CO 3: Utilize storytelling techniques to engage interviewers and create memorable impressions.

CO 4: Navigate negotiation and follow-up processes after interviews.

Course Outline

Module 1: Introduction to Interview Skills   3 hours

- The significance of interview skills for career success
- Different types of interviews and their formats
- The interview process: pre-interview, interview, post-interview

Module 2: Effective Communication and Body Language   3 hours

- Verbal and nonverbal communication in interviews

- Building rapport and projecting confidence
- Using body language to convey professionalism

Module 3: Research and Interview Preparation   **3 hours**

- Investigating the company and job role
- Tailoring responses to align with employer expectations
- Crafting questions to ask interviewers

Module 4: Managing Interview Anxiety and Building Confidence   **3 hours**

- Strategies for managing pre-interview nervousness
- Building self-confidence through self-awareness and positive self-talk
- Relaxation techniques for staying composed during interviews

Module 5: Different Interview Formats   **3 hours**

- Behavioral interviews and STAR technique
- Situational interviews and problem-solving scenarios
- Panel interviews and group interview dynamics

Module 6: Crafting Compelling Interview Responses   **3 hours**

- Storytelling techniques to engage interviewers
- Framing experiences using the CAR (Context-Action-Result) method
- Demonstrating skills, achievements, and adaptability

Module 7: Addressing Common and Challenging Questions   **3 hours**

- Preparing for common interview questions (strengths, weaknesses, etc.)
- Handling challenging questions with professionalism
- Turning weaknesses into opportunities for growth

Module 8: Following Up and Post-Interview Etiquette   **3 hours**

- Thank-you notes and post-interview communication
- Reflecting on interview experiences for continuous improvement
- Handling multiple offers and negotiation processes

Module 9: Mock Interviews and Peer Feedback   **3 hours**

- Conducting simulated interview scenarios
- Peer feedback and self-assessment of interview performance
- Identifying areas for improvement and refining responses

Module 10: Personal Branding and Interview Success   **3 hours**

- Building a strong personal brand for professional advancement
- Integrating interview skills into broader career development
- The lifelong value of effective interview skills

Practicum

The course includes mock interview exercises and interactive role-play sessions that provide students with the opportunity to apply interview strategies in a simulated environment. Students will conduct and participate in mock interviews, receive constructive feedback, and refine their interview responses and techniques. The practicum will enable students to develop and showcase their interview skills through practical experience.

Textbook

Lees, J. (2018). Knockout Interview Answers: 52 Brilliant Ideas to Clinch Your Dream Job. Pearson.

Reference Books

Yeung, R. (2014). Knock 'em Dead Job Interview: How to Turn Job Interviews Into Job Offers. Adams Media.

Reeves, V. (2017). Fearless Interviewing: How to Win the Job by Communicating with Confidence. McGraw-Hill Education.

Parrott, D. (2017). Interview Coaching: That Gets You Hired. CreateSpace Independent Publishing Platform.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Project	20
3	Attendance	10
4	End Term Examination	50

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VAC034	SOCIAL MEDIA MARKETING
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course equips students with the knowledge and skills to excel in the dynamic field of social media marketing. Through a blend of theoretical insights, hands-on exercises, and real-world case studies, students will learn to create effective social media campaigns, engage audiences, and leverage digital platforms for brand growth.

Course Objectives

Students will be able to:

- Understand the role and significance of social media in contemporary marketing.
- Develop social media strategies aligned with organizational goals.
- Implement influencer marketing and user-generated content strategies.
- Manage social media crises and reputation challenges.

Course Outcomes

On completion of the course students will be able to:

CO 1: Utilize various social media platforms for effective brand communication.

CO 2: Analyze social media metrics to assess campaign performance.

CO 3: Create engaging content that resonates with target audiences.

CO 4: Develop a comprehensive social media marketing plan.

Course Outline

Module 1: Introduction to Social Media Marketing   3 hours

- Defining social media marketing and its impact on businesses
- Evolution of social media platforms and trends
- Ethical considerations in digital marketing

Module 2: Developing Social Media Strategies   3 hours

- Aligning social media goals with business objectives
- Target audience identification and persona development

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- Crafting a social media marketing plan

Module 3: Effective Content Creation   3 hours

- Creating engaging and shareable content
- Visual storytelling and multimedia content
- Strategies for maintaining a consistent brand voice

Module 4: Leveraging Different Social Media Platforms   3 hours

- Strategies for Facebook, Instagram, Twitter, LinkedIn, YouTube, and more
- Platform-specific content optimization and posting schedules
- Adapting to new platform features and algorithms

Module 5: Social Media Advertising and Promotion   3 hours

- Understanding paid social media advertising
- Setting up and managing social media ad campaigns
- Budget allocation and targeting options

Module 6: Influencer Marketing and User-Generated Content   3 hours

- Collaborating with influencers for brand promotion
- Encouraging user-generated content and building brand advocacy
- Assessing the authenticity and impact of influencer partnerships

Module 7: Social Media Analytics and Measurement   3 hours

- Key performance indicators (KPIs) for social media marketing
- Analyzing metrics and deriving actionable insights
- Adjusting strategies based on performance data

Module 8: Community Engagement and Customer Relations   3 hours

- Building an active and engaged online community
- Handling customer inquiries, feedback, and complaints
- Utilizing social media for customer service and support

Module 9: Crisis Management and Reputation Building   3 hours

- Strategies for managing social media crises
- Monitoring online reputation and addressing negative feedback
- Turning challenges into opportunities for brand growth

Module 10: Creating a Comprehensive Social Media Marketing Plan   3 hours

- Synthesizing concepts and strategies into a cohesive plan
- Presenting a comprehensive social media marketing proposal
- Incorporating feedback and continuous improvement strategies

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Practicum

The course integrates practical exercises and hands-on projects to apply social media marketing concepts in real-world scenarios. Students will develop social media campaigns, create content, analyze metrics, and engage with platforms to simulate the role of a social media marketer. The practicum will culminate in a comprehensive social media marketing plan showcasing students' understanding and application of social media strategies.

Textbook

Zarrella, D. (2010). The Social Media Marketing Book. O'Reilly Media.

Reference Books

Safko, L. (2010). The Social Media Bible: Tactics, Tools, and Strategies for Business Success. Wiley.

Smith, N., & Zook, Z. (2011). Complete Guide to B2B Marketing: New Tactics, Tools, and Techniques to Compete in the Digital Economy. Wiley.

Solis, B., & Breakenridge, D. (2019). Putting the Public Back in Public Relations: How Social Media Is Reinventing the Aging Business of PR. Pearson FT Press.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Project	20
3	Attendance	10
4	End Term Examination	50

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VAC035	QUALITATIVE RESEARCH
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course immerses students in the world of qualitative research, enabling them to develop a deep understanding of qualitative methodologies, data collection techniques, and analysis approaches. Through hands-on activities, case studies, and critical discussions, students will learn to navigate the complexities of qualitative research and interpret rich narratives.

Course Objectives

Students will be able to:

- Understand the foundational concepts and principles of qualitative research.
- Select appropriate qualitative research methodologies and approaches.
- Critically assess the ethical considerations in qualitative research.
- Apply qualitative research skills to real-world scenarios.

Course Outcomes

On completion of the course students will be able to:

CO 1: Differentiate between qualitative and quantitative research paradigms.

CO 2: Design effective data collection methods, such as interviews, observations, and focus groups.

CO 3: Analyze qualitative data using coding and thematic analysis techniques.

CO 4: Interpret and draw meaningful conclusions from qualitative findings.

Course Outline

Module 1: Introduction to Qualitative Research   3 hours

- Defining qualitative research and its significance
- Differentiating qualitative research from quantitative research
- Historical evolution of qualitative research methodologies

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Module 2: Qualitative Research Paradigms and Approaches 3 hours

- Understanding constructivist, interpretivist, and critical research paradigms
- Exploring various qualitative research approaches (ethnography, phenomenology, grounded theory, etc.)
- Selecting the appropriate approach based on research objectives

Module 3: Data Collection Techniques 3 hours

- Conducting qualitative interviews (structured, semi-structured, unstructured)
- Participant observation and fieldwork strategies
- Utilizing focus groups for exploring group dynamics

Module 4: Ethnographic Research 3 hours

- Immersing in the culture and context of the research setting
- Building rapport and establishing trust with participants
- Analyzing cultural norms and practices

Module 5: Coding and Data Analysis 3 hours

- Introduction to qualitative data analysis
- Coding techniques (open, axial, selective coding)
- Theme development and pattern recognition

Module 6: Interpretation and Findings 3 hours

- Synthesizing and interpreting qualitative data
- Extracting meaningful insights and drawing conclusions
- Conveying findings through rich narratives

Module 7: Trustworthiness and Rigor in Qualitative Research 3 hours

- Ensuring credibility, dependability, confirmability, and transferability
- Strategies for enhancing the rigor of qualitative research
- Addressing biases and maintaining researcher reflexivity

Module 8: Ethical Considerations in Qualitative Research 3 hours

- Identifying ethical challenges in qualitative research
- Informed consent, privacy, and confidentiality
- Navigating ethical dilemmas and conducting ethical research

Module 9: Using Qualitative Research in Real-world Contexts 3 hours

- Applying qualitative research in various disciplines
- Utilizing qualitative insights for policy-making and program development
- Communicating qualitative findings to different audiences

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Module 10: Integration and Application   3 hours

- Integrating qualitative research skills into academic and professional endeavors
- Reflecting on the value and challenges of qualitative research
- Future directions and emerging trends in qualitative research

Practicum

The course integrates practical activities and projects that guide students through various stages of qualitative research. Students will conduct interviews, analyze qualitative data, and develop themes based on their observations. The practicum will provide students with hands-on experience in qualitative research and an opportunity to apply the skills they have learned in real-world scenarios.

Textbook

Merriam, S. B., & Tisdell, E. J. (2015). Qualitative Research: A Guide to Design and Implementation. Jossey-Bass.

Reference Books

Charmaz, K. (2014). Constructing Grounded Theory. Sage Publications.
Creswell, J. W. (2013). Qualitative Inquiry and Research Design: Choosing Among Five Approaches. Sage Publications.
Denzin, N. K., & Lincoln, Y. S. (Eds.). (2017). The Sage Handbook of Qualitative Research. Sage Publications.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Project	20
3	Attendance	10
4	End Term Examination	50

Registrar
K.R. Mangalam University
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SEED544A	GANDHIAN PHILOSOPHY: THEORY AND PRACTICES
Contact Hours	40 Hours
Prerequisite	Nil

Course Overview

This course will comprehensively cover the theoretical foundations of Mahatma Gandhi's principles, emphasizing non-violence, simplicity, and self-sufficiency. Through engaging discussions and practical applications, students gain valuable insights on how to integrate these ideals into contemporary life, fostering personal and societal betterment.

Course Objectives and Outcomes

The course will enable the students to:

- Develop an understanding of Gandhi's life and his philosophy.
- Acquaint the students with the concept of Swaraj as viewed by Mahatma Gandhi.
- Understand the role of Satyagraha in the independence movement of India.
- Familiarize the students with Political, Economical & Social philosophy of Gandhi.
- Emphasize the importance of Charkha and Khadi in the contemporary time.

Course Outcomes

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

CO1: Understand the concept of peace from the perspective of various religions.

CO2: Appreciate the contribution of the Gandhi's in society and its impact on peer group.

CO3: Provide the student a holistic idea about methods of conflict resolution and hence makes them learn the various means of handling conflict.

CO4: Critically examine the Gandhi's Philosophy in learning as divergent process.

CO5: Understand the contribution and importance of different movements initiated by M.K Gandhi.

Course Content

Unit I   **15 Hours**

Gandhi's Life and Central Philosophy (based on My Experiments with Truth)

- Life of Gandhi
- Childhood, Student life, Lawyer, Satyagrahi, Social reformer, Revolutionary leader
- What Gandhi absorbed from the Gita - Anasakti – Karmayoga - Idea of Yajna
- Central Philosophy
    - Ashrams
    - Truth as God
    - Truth and Love
    - Meaning and Power of Non-violence
    - Sarva dharma samabhava/ Equality of religions and equal respect for all religions
    - Satyagraha as a weapon of social change/revolution
    - Satyagraha and constructive work or service
- Major Satyagrahas led by Gandhi
    - Satyagraha in South Africa
    - Champaran Satyagrahi
    - Kheda Satyagraha
    - Ahmedabad Satyagraha
    - Salt Satyagraha
    - Individual Civil Disobedience
    - Quit India 1942

Unit II   **15 Contact Hours**

Thoughts of Gandhi - Political, Economical & Social

- Gandhi's concept of politics - goals and methods of action
- Equality - Extent of equality - Rights and Duties
- Gandhi's Concept of Swaraj - Decentralized Administration
- Gram Swaraj - Ram Rajya - Panchayati Raj
- Village industries and crafts including small scale industries

- Gandhi's critique of Industrialism - Evils and consequences
- Distribution - Ownership - Trusteeship
- Swadeshi - Khadi & Charkha - Village industries
- Concept of Gramswaraj
- Varanshram system and its distinction from caste system
- Untouchability and the method of struggle against it - Harijan welfare
- Place of hygiene, sanitation and safayi
- Work against leprosy
- Empowerment of Women
- Gandhian Perspectives on Education
- Communal harmony–National Unity, ideals of casteless and classless society
- Self-reliance

Readings

1. Acharya, R., & Tanna, G. C. (2). Mahatma Gandhi to Modi. Ahmedabad, India: Nanolan.
2. Baranavala, V. K. and Mahatma G. (2011). Hind svaraja: nava sabhyata-vimarsa (saṃskaraṇa.). New Delhi: Rajakamala Prakasana.
3. Chandra, S. (2011). Gandhi ek asambhav sambhavana. New Delhi: Rajkamal Prakashan.
4. Dutt, G. M., Patel, C. N., Roy, S., & Pai, A. (2009). Mahatma Gandhi: father of the nation. Mumbai: Amar Chitra Katha, ACK Media.
5. Gandhi, M. K. (2006). An Autobiography or The story of my experiments with truth. New Delhi: Penguin Books.
6. Gandhi, M.K. (1965). Trial of Gandhiji. Ahmedabad: Navjivan Press.
7. Gandhi, M.K. (1997). Hind Swaraj and other writings. New Delhi: Foundation Books
8. Gandhi, M.K. (2011). Together they fought: Gandhi-Nehru correspondence, 1921- 1948. New Delhi: Oxford University Press.

Internet Resources

1. Gandhi Serve Foundation - Mahatma Gandhi Research and Media Service
2. Gandhi World Foundation
3. http://gandhiworld.in/english/index.php
   a. http://www.gandhiashramsabarmati.org/en/

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      b. http://www.gandhi-manibhavan.org/

      c. http://www.gandhiserve.org/e/

4. http://www.mkgandhi-sarvodaya.org/ind

5. http://www.mkgandhi-sarvodaya.org/index.html

      a. https://en.wikipedia.org/wiki/Mahatma_Gandhi

      b. https://en.wikipedia.org/wiki/Mahatma_Gandhi

      c. https://www.britannica.com/biography/Mohandas-Karamchand-Gandhi

6. Mahatma Gandhi - Wikipedia, the free encyclopedia.

7. Mahatma Gandhi Ashram at Sabarmati, Ahmedabad

8. Mahatma Gandhi Complete Information

9. Mahatma Gandhi Complete Information Website

10. Mahatma   Gandhi   Videos:
https://www.youtube.com/results?search_query=mahatma+gandhi

11. Mahatma Gandhi -Wikipedia, the free encyclopedia

12. Manibhavan Gandhi Sangrahalaya

13. Mohandas Karamchand Gandhi

14. Official Website of the Gandhi Research Foundation http://www.gandhifoundation.net/

15. The Gandhi Heritage Portal. It is developed by the Sabarmati Ashram Preservation and Memorial trust, Ahmedabad https://www.gandhiheritageportal.org/

	Evaluation Component	Weightage (%)
1	Activities	20
2	Project/Presentation	20
3	Attendance	10
4	End Term Examination	50

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