



K.R. MANGALAM UNIVERSITY
EDUCATION FOR LIFE
(Recognized by UGC and a member of AIU)

VALUE ADDED COURSES

ACADEMIC SESSION 2022-23



K.R MANGALAM UNIVERSITY
GURUGRAM, HARYANA

K.R. Mangalam University
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 Added 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 ADDED COURSES (VAC)?

Value Added 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 ADDED 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 Added 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




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increase in income after completing VACs, making them a valuable investment in one's professional development.


OBJECTIVES OF VALUE ADDED 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.
- ❖ 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 ADDED COURSE LIST

S.No	Course Code	Course Title	Contact Hours	Prerequisite	Page No.
1.	ETCA816A	Soft Computing: Characteristics and Techniques	30	Nil	1-2
2.	ETCS813A	Software Engineering Applications	30	Nil	3-5
3.	SEED544A	Gandhian Philosophy: Theory and Practices	30	Nil	6-9
4.	SLHA132A	French-II	40	Beginner Level French	10-11
5.	SLHA138A	Chinese- II	40	Beginner Level Chinese	12-13
6.	SMMC651A	Leadership Development	30	Nil	14-16
7.	VAC104	Etiquette for Professionals	30	Nil	17-19
8.	VAC111	Fashion Event Management	30	Nil	20-22
9.	VAC112	Successful Communication - Writing and Presentation	30	Nil	23-24
10.	VAC119	Reshaping Intelligent Business and Industry: Convergence of AI and ML	30	Nil	25-27
11.	VAC120	Understanding The Union Budget	30	Nil	28-30
12.	VAC121	Employability Skills-I	30	Nil	31-33
13.	VAC122	Employability Skills-II	30	Nil	34-36
14.	VAC123	Employability Skills-III	30	Nil	37-39
15.	VAC124	Business Simulation by CESIM	30	Nil	40-41
16.	VAC125	MS Office Suite	30	Nil	42-45
17.	VAC126	Contemporary Issues Under Copyright Law	30	Nil	46-47
18.	VAC127	Search Engine Optimization	30	Nil	48-50
19.	VAC128	Digital Marketing Essentials	30	Nil	51-53
20.	VAC129	Basic Statistics	30	Nil	54-55
21.	VAC130	Ancient Science	30	Nil	56-58
22.	VAC131	Employability and Analytical Skills-I	30	Nil	59-60
23.	VAC132	Employability and Analytical Skills- II	30	Nil	61-63
24.	VAC133	Employability and Analytical Skills-III	30	Nil	64-66
25.	VAC134	3D Printing Technology	30	Nil	67-69
26.	VAC135	Renewable Energy Systems	30	Nil	70-72
27.	VAC136	Life Skills Education	30	Nil	73-75
28.	VAC137	Service Learning through Community Outreach	30	Nil	76-78
29.	VAC138	Time Management and Self Regulation	30	Nil	79-81


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30.	VAC139	Science of Happiness	30	Nil	82-84
31.	VAC140	Role of Biofertilizers and Biopesticides in Organic Farming	30	Nil	85-87
32.	VAC141	Basics of Cooking	30	Nil	88-90
33.	VAC142	Human Values & Sociology	30	Nil	91-93
34.	VAC143	English for Competitive Exams	30	Nil	94-96
35.	VAC144	Sensitization Towards Law Related to Vulnerable Groups	30	Nil	97-99
36.	VAC145	Cyber Crime with Special Reference to Social Media	30	Nil	100-101
37.	VAC146	Behavioural Skills	30	Nil	102-104
38.	VAC147	Leadership and Management	30	Nil	105-107
39.	VAC148	Sustainability in Interiors	30	Nil	108-109
40.	VAC149	Skill Development for Technical Interviews	30	Nil	110-112
41.	VAC150	Introduction to Indian Classical and Western Music	30	Nil	113-116


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ETCA816A	SOFT COMPUTING: CHARACTERISTICS AND TECHNIQUES
Contact Hours	40 Hours
Prerequisite	Nil

Course Description

Soft computing is an emerging approach to computing which parallel the remarkable ability of the human mind to reason and learn in an environment of uncertainty and imprecision. Soft computing is based on some biological inspired methodologies such as genetics, evolution, ant behaviors, particles swarming, human nervous systems, etc. Now, soft computing is the only solution when we don't have any mathematical modeling of problem solving (i.e., algorithm), need a solution to a complex problem in real time, easy to adapt with changed scenario and can be implemented with parallel computing. It has enormous applications in many application areas such as medical diagnosis, computer vision, hand-written character recondition, pattern recognition, machine intelligence, weather forecasting, network optimization, VLSI design, etc

Course Objectives

This course will cover fundamental concepts used in Soft computing. The concepts of Fuzzy logic (FL) will be covered first, followed by Artificial Neural Networks (ANNs) and optimization techniques using Genetic Algorithm (GA). Applications of Soft Computing techniques to solve a number of real life problems will be covered to have hands on practices. In summary, this course will provide exposure to theory as well as practical systems and software used in soft computing.

Course Outcomes

After completing this course, students will be able to learn:

- CO 1: Fuzzy logic and its applications.
- CO 2: Artificial neural networks and its applications.
- CO 3: Solving single-objective optimization problems using GAs.
- CO 4: Solving multi-objective optimization problems using Evolutionary algorithms (MOEAs).
- CO 5: Applications of soft computing to solve problems in varieties of application domains.

Course Content

Module I

FUZZY SET THEORY: Introduction to Neuro –Fuzzy and Soft Computing –Fuzzy Sets–Basic Definition and Terminology –Set-theoretic Operations –Member Function Formulation and

Parameterization –Fuzzy Rules and Fuzzy Reasoning –Extension Principle and Fuzzy Relations – Fuzzy If-Then Rules –Fuzzy Reasoning –Fuzzy Inference Systems –Mamdani Fuzzy Models – Sugeno Fuzzy Models –Tsukamoto Fuzzy Models –Input Space Partitioning and Fuzzy Modeling.

Module II

Derivative-based Optimization –Descent Methods –The Method of Steepest Descent –Classical Newton's Method –Step Size Determination –Derivative-free Optimization –Genetic Algorithms –Simulated Annealing –Random Search –Downhill Simplex Search.

Module III

Supervised Learning Neural Networks–Perceptrons –Adaline –Backpropagation Multilayer Perceptrons –Radial Basis Function Networks–Unsupervised Learning Neural Networks–Competitive Learning Networks–Kohonen Self-Organizing Networks–Learning Vector Quantization –Hebbian Learning.

Module IV

Adaptive Neuro-Fuzzy Inference Systems –Architecture –Hybrid Learning Algorithm –Learning Methods that Cross-fertilize ANFIS and RBFN –Coactive Neuro Fuzzy Modeling–Framework Neuron Functions for Adaptive Networks–Neuro Fuzzy Spectrum.

TEXTBOOKS

1. J.S.R.Jang, C.T.Sun and E.Mizutani, "Neuro-Fuzzy and Soft Computing", PHI, 2004, Pearson Education 2004.
2. Timothy J.Ross, "Fuzzy Logic with Engineering Applications", McGraw-Hill, 1997.
3. Davis E.Goldberg, "Genetic Algorithms: Search, Optimization and Machine Learning", Addison Wesley, N.Y., 1989.
4. S. Rajasekaran and G.A.V.Pai, "Neural Networks, Fuzzy Logic and Genetic Algorithms", PHI, 2003.
5. R.Eberhart, P.Simpson and R.Dobbins, "Computational Intelligence -PC Tools", AP Professional, Boston, 1996.

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

ETCA813A	SOFTWARE ENGINEERING APPLICATIONS
Contact Hours	40 Hours
Prerequisite	Nil

Course Description

Software engineering is the branch of computer science that creates practical, cost-effective solutions to computing and information processing problems, preferentially by applying scientific knowledge, developing software systems in the service of mankind. This course covers the fundamentals of software engineering, including understanding system requirements, finding appropriate engineering compromises, effective methods of design, coding, and testing, team software development, and the application of engineering tools. The course will combine a strong technical focus with a capstone project providing the opportunity to practice engineering knowledge, skills, and practices in a realistic development setting with a real client. The program's goal is to provide a professionally guided education in software engineering that prepares graduates to transition into a broad range of career options: industry, government, computing graduate program, and professional education.

Course Objectives and Outcomes

Students will be able to:

CO1: Apply the software engineering lifecycle by demonstrating competence in communication, planning, analysis, design, construction, and deployment.

CO 2: Develop an ability to work in one or more significant application domains.

CO 3: Work as an individual and as part of a multidisciplinary team to develop and deliver quality software.

CO 4: Demonstrate an understanding of and apply current theories, models and techniques that provide a basis for the software lifecycle.

Course Content

Module I

Introduction: Software Crisis, Software Processes and characteristics , Software life cycle models, Waterfall, Prototype, Evolutionary and Spiral Models

Software Requirements analysis & specifications: Requirement engineering, requirement elicitation techniques, requirements analysis using DFD, Data dictionaries & ER Diagrams, Requirements documentation, Nature of SRS, Characteristics & organization of SRS.

Module II

Software Metrics: Software measurements: What & Why, Token Count, Size Estimation like lines of Code & Function Count, Halstead Software Science Measures, Design Metrics, Data Structure Metrics, Information Flow Metrics, Cost Estimation Models: COCOMO, COCOMO-II.

System Design: Design Concepts, design models for architecture, component, data and user interfaces; Problem Partitioning, Abstraction, Cohesiveness, Coupling, Top Down and Bottom Up design approaches; Functional Versus Object Oriented Approach, Design Specification.

Coding: TOP-DOWN and BOTTOM-UP structure programming, Information Hiding, Programming Style, and Internal Documentation, Verification.

Module III

Unified Approach and Unified Modelling Language: The Unified Approach: Layered Approach to OO Software Development, UML: UML Diagrams for Structure Modelling, UML Diagrams for Behaviour Modelling, UML Diagram for Implementation and deployment modelling.

Software Reliability: Importance, Hardware Reliability & Software Reliability, Failure and Faults, Reliability Models, Basic Model, Logarithmic Poisson Model, Software Quality Models, CMM & ISO 9001.

Module IV

Software Testing: Testing process, Design of test cases, functional testing: Boundary value analysis, Equivalence class testing, Decision table testing, Cause effect graphing, Structural testing, Path Testing, Data flow and mutation testing, Unit Testing, Integration and System Testing, Debugging, Alpha & Beta Testing, Testing Tools & Standards.

Software Maintenance: Management of Maintenance, Maintenance Process, Maintenance Models, Regression Testing, Reverse Engineering, Software Re-engineering, Configuration Management, Documentation.

Textbooks

1. K. K. Aggarwal & Yogesh Singh, "Software Engineering", New Age International.
2. R. S. Pressman, "Software Engineering – A practitioner's approach", McGraw Hill Int. Ed.
3. W.S. Jawadekar, "Software Engineering – Principles and Practices", McGraw Hill

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



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SEED544A	GANDHIAN PHILOSOPHY: THEORY AND PRACTICES
Contact Hours	40 Hours
Prerequisite	Nil

Course Description

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

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 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/>

- 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

SLHA132A	FRENCH II
Contact Hours	40 Hours
Prerequisite	Beginner's Level French

Course Objectives

Students will be able to:

- Enhance their translation skills from French to English and vice versa.
- Explore major subject-related information related to French language, culture, and literature.
- Demonstrate a deep understanding of French and francophone literature and cultures.
- Compare and contrast cultural practices in French and American culture, fostering an appreciation for cultural differences.
- Generalize and articulate the importance of understanding and respecting cultural differences.
- Develop students' proficiency in expressing their opinions in French and providing logical support for their ideas.

Course Outcomes

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

CO1: Attain advanced proficiency in the French language, including the ability to engage in complex conversations and express ideas fluently.

CO2: Acquire an in-depth understanding of French language, culture, and literature, enhancing their appreciation for the French-speaking world.

CO3: Articulate the importance of respecting and understanding cultural differences in a global context.

CO4: Develop the skill to express and defend their opinions in French, strengthening their ability to engage in meaningful discussions and debates

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.
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	Activities	20
2	Project/Presentation	20
3	Attendance	10
4	End Term Examination	50

SLHA138A	CHINESE-II
Contact Hours	40 Hours
Prerequisite	Beginner's Level Chinese

Course Objectives

The course will enable the students to:

1. To introduce basic spoken Chinese about self, school, family and profession.
2. To write characters and simple sentences.
3. To listen and discriminate between the sounds and sentences.
4. To read more number of Chinese lessons.
5. Have an idea of the Chinese social, cultural, linguistic system.

Course Outcomes

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

- CO1:** Reading of Chinese texts with accurate sounds
- CO2:** Writing of new Chinese Characters
- CO3:** Learn the basic conversation and texts.
- CO4:** Help the students to do self-introduction.
- CO5:** Writing sentences and texts through dictation.

Course Content

Unit I: Basic Spoken Chinese About Self, School, Family and Profession **10 hours**

- Knowledge of self-expression through a foreign language
- Hospitality Industry
- Self-Introductory ability through foreign language
- Awareness of gender roles in other cultures
- Family values of other cultures

Unit II: Writing Characters and Simple Sentences **10 hours**

- Translation Assignments and projects
- Character writing skills and Chinese content producing ability
- Gender awareness through characters and script

Unit III: Listening and Learning Distinction Between the Sounds **10 hours**

- Internal pricing constraints, Pricing objectives and strategies, Price elasticity, Competitive action, legal constraints.

Unit IV: Chinese Social, Cultural, and Linguistic System Through Texts 10 hours

- Knowledge of the linguistic system of a foreign language and social and cultural background.
- Ability to perceive China as a country through linguistic knowledge.
- Gender awareness through Chinese texts
- Instillation of moral and value system through texts

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


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SMMC651A	LEADERSHIP DEVELOPMENT
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

Leadership development refers to activities that improve the skills, abilities and confidence of leaders. Leadership development expands the capacity of individuals to perform in leadership roles within organizations. Leadership roles are those that facilitate execution of a company's strategy through building alignment, winning mindshare and growing the capabilities of others. Leadership roles may be formal, with the corresponding authority to make decisions and take responsibility, or they may be informal roles with little official authority (e.g., a member of a team who influences team engagement, purpose and direction; a lateral peer who must listen and negotiate through influence). Traditionally, leadership development has focused on developing the leadership abilities and attitudes of individuals. Different personal trait and characteristics can help or hinder a person's leadership effectiveness and require formalized programs for developing leadership competencies.

Leadership within a subject area is a rewarding but challenging role. The rewards lie in the sense of achievement resulting from successful outcomes, both for the students and for the subject team. The challenges lie in balancing the need to maintain high standards of classroom teaching with the demands of developing a high performing team. Developing a shared subject vision, monitoring the quality of provision, and securing progress for all learners are all key aspects of the leadership role. With little preparation for managing and leading, it is easy for ineffective leadership behaviors to take hold early—at a high cost to the business, since research indicates that poor leadership practices cost companies an amount equivalent to approximately 8 percent of annual revenues. At the same time, the benefits of effective leadership are also significant.

Course Objectives and Outcomes

The purpose of this course is to make students competent and get understanding to function effectively, manage and influence the employees in future as professionals. It will also help in

improving the critical skill- visioning process and eventually aiding in analyzing the past, understanding the present and exploring options to craft a clear future vision.

1. **Focus:** If there are no set goals or targets, then the individual would act to the spur of the moment and there would be a drifter mind-set. Thus, clarity or focus is one essential skill of the leader and the leadership program aims at developing this quality.
2. **Communication:** A leader should be able to explain his opinions, goals and ideas to others clearly and make others work in accordance to it so there is no disagreement. This helps in avoiding miscommunication and issues arising due to it. Excellent communication is a *must-have* skill.
3. **Prioritizing, planning, and delegating:** For effective achievement of goals the leader should be able to learn strengths and weakness of the group and delegate tasks in a way that it taps the strengths of each of them.
4. **Rationalizing Conflict:** The leader is someone who must ensure there is harmony in the group. He must be tactful to identify issues at budding stage and resolve it to avoid conflict. Thus, understanding he differences in personalities of group members and making path for them to complement each other would foster cohesive environment.
5. **Inspiring and motivating:** One unique quality for a successful leader is to inspire and motivate self and others. The effective leader is one who remains stable and resilient to challenges, aware of self and clear with their goals. Also, it is essential that he inspires his employees and keep them motivated by developing their confidence and acknowledging their efforts. The program ensures these needs are met and thus making competent and potential leaders stand out from others.

Course Content

Module I

Introduction to Leadership and Leadership Effectiveness: Understand behaviors exhibited by successful Leaders; Tools and techniques to improve your Leadership skills. The Nature of Management: The types of activities, roles, and responsibilities of typical management positions; the challenges faced in day-to-day job; Techniques of time management and problem-solving; similarities and dissimilarities in the roles of managers and leaders.

Module II

Managerial Traits and Skills of the effective leadership; the difference in managerial and leadership behaviors; Determinants of traits and skills: organizational type, location, size, etc.; Effects of traits and skills on management performance.

Module III

Strategic Leadership: Define strategic leadership; Integrate leadership and the strategic process; Personal and Organizational Missions and Visions.

Ethical Leadership: Characteristics of Ethical Leaders; Importance of Ethical leadership; Analyze the role of power in Ethical leadership.

Module IV

Culture and Leadership: global leadership; Difference in Cultural approaches & leadership; Development of Cultural Intelligence and Leadership. Servant leadership; the role of courage in leading; Possess a big picture view of leadership.

Textbooks

James Kouzes and Barry Z. Posner, *the Leadership Challenge* published by Wiley. First published in 1987, the book's fifth edition was released in 2012.

Reference Books

James M. Kouzes, *the five Practices of Exemplary Leadership Technology*. Published by John Wiley & Sons, 2014.

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

VAC104	ETIQUETTE FOR PROFESSIONALS
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

Elevate your professional presence with this course. Learn the art of gracious and effective communication, polished dining etiquette, and attire appropriateness. Acquire the skills to navigate networking events and business meetings with confidence and poise. Master the nuances of email and phone etiquette. This comprehensive course will empower you as learner to make a lasting impression in the professional world. Invest in your success by refining your professional image and interpersonal skills.

Course Objectives

Students will be able to:

- Enhance verbal and non-verbal communication skills to convey professionalism and confidence in various workplace scenarios.
- Study the interpersonal and communication skills fundamental for success in the workplace.
- Acquire the skills to build and maintain professional relationships, navigate networking events.
- Develop professional working style.

Course Outcomes

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

CO 1: Demonstrate more effective and professional communication skills in both written and spoken interactions.

CO 2: Exhibit increased confidence and poise in various professional situations, reflecting positively on their personal brand.

CO3: Adept at building and maintaining professional relationships, effectively navigating networking events.

CO 4: Engage in professional, courteous and respectful interactions in the workplace.

Course Content

Module I

7 Hours

Effective Communication

- Teaming and collaboration
- Interpersonal skills
- Personal responsibility
- Social and civic responsibility
- Interactive communication

Module II

8 Hours

Digital-age Literacy

- Technological literacy
- Visual literacy
- Information literacy
- Cultural literacy
- Global Awareness

Module III

8 Hours

Inventive Thinking

- Adaptability and managing complexity
- Self-direction
- Curiosity
- Creativity
- Risk-taking
- Higher-order thinking and sound reasoning

Module IV

7 Hours

High Productivity

- Prioritizing, planning, and managing for results
- Effective use of real-world tools
- Ability to produce relevant, high-quality products

Practicum

1. In a controlled environment, students will participate in a mock business meeting. They will lead discussions, contribute ideas, and employ effective communication techniques learned

during the course.

2. Students will complete a series of written communication exercises, including drafting professional emails and handling phone conversations, with a focus on courteous and effective communication.
3. Students will be assigned a research project that requires them to utilize various online resources, search engines, and databases to gather information. They will learn to critically evaluate the credibility of online sources and cite them appropriately.
4. Students will be presented with a digital problem or challenge and will work individually or in groups to develop a solution using digital tools and strategies.

Textbook

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

Reference Book

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

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


Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC111	FASHION EVENT MANAGEMENT
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course is designed for creating professional event managers. Who can plan & execute fashion event: fashion show, fashion exhibitions, event planner etc. By using creativity, commercial and marketing strategies along with all aspects concerning style and image, the event manager plans, coordinates and creates events.

Course Objectives

- To create an understanding of the different types of fashion events and the planning. Required for their successful organization. To familiarize the students with the various practical steps involved in the organization of Fashion events and their proper coordination.
- To develop practical knowledge of the administrative, designing, planning, marketing, Operational and risk management aspects of fashion events through project work.

Course Outcomes

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

CO1: Through this course student will learn, types, category, Principles of Event Management

CO2: Able to make an event plan covering theme, target audience and budget.

CO3: Role of an event coordinator - Administration, Design, Marketing, Operations

CO4: Describe the steps required for successfully staging the fashion event & Prepare templates for fashion show budgets and duty charts

CO5: Explain the process of marketing the event and mobilizing sponsorships.

Course Content

Module I

10 hours



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Understanding Fashion Events & their Planning and Management Needs: Introduction to event management – Types, category, Principles of Event Management, Key roles, types and purposes of fashion events – fashion show, fairs & trade show, Product launch.

Role of an event coordinator, initial Planning Requirements: Creating themes, targeting the audience /vendors, Timing. Event, Finding a venue, Guest lists and Invitations, Organizing the required, Production team and preparing duty charts, Budget estimation, seeking sponsorships- Writing sponsorship letters.

Module II

10 hours

Designing and executing Fashion Show: Venue requirements: Stage/ booth design, Seating patterns and plan, Lighting and allied, Audio-visual effects, Preparation of Programme Booklet, catering arrangements, Progress, Monitoring through checklists.

Catwalk Presentation Requirements: Merchandise selection, Models selection, Music and Choreography, Final show sequence and rehearsals, Fitting sessions, Dressing area Arrangements, Commentary requirements, Closing and striking the show.

Module III

10 hours

Marketing & Managing Fashion events: Creating a pre and post-event promotion plan, Building media relations, preparing press release and media kit, Post Show Evaluation, Ensuring Legal Compliance, Safety & Security: Licenses and permissions to be obtained, Risk Management for prevention of hazards, Security for people and merchandise.

Practicum (Project Work)

Presentation of a Mock Fashion Show Project: The project should include the following: Description of the theme, the fashion statement of your line, choice of the location and target audience. Budget plans, Duty chart, checklists, Sponsorship letter, Media Publicity kit, Designing an invitation card, stage and venue design, Models and music selection, Script for emcee Catering and menu selection, Security arrangements.

Textbooks

1. Everett C., Swanson K. (2016). Guide to Producing a Fashion Show (3rd Edition). New York: Bloomsbury Publications.
2. Silvers J. (2012). Professional Event Coordination (2nd Edition). New Jersey: Wiley.

Reference Books

1. Berners P. (2017). The Practical Guide to Organizing Events. UK: Taylor & Francis Publisher.

2. Robinson P., Dikson G., Wale D. (2010). Event Management: An Introduction. CABI Publication.
3. Taylor P. (2012). How to Produce a Fashion Show from A to Z. New Jersey: Pearson Prentice Hall.

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


 Registrar
 K.R. Mangalam University
 Sohna Road, Gurugram (Haryana)

VAC112	SUCCESSFUL COMMUNICATION - WRITING AND PRESENTATION
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course is designed to enhance communication skills in both written and oral forms. Effective communication is essential for personal and professional success. Whether the students are crafting a persuasive business report or delivering a compelling presentation, this course will equip them with the knowledge, tools, and techniques to excel in various communication scenarios.

Course Objectives

Students will be able to:

- Become proficient writing skills for various contexts, such as emails, reports, and proposals.
- Improve presentation skills, including organization, delivery, and visual aids.
- Apply effective communication principles and strategies.
- Develop confidence in expressing ideas and information to diverse audiences.
- Enhance critical thinking and problem-solving abilities.

Course Outcomes

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

CO 1: Produce well-structured and persuasive written documents.

CO 2: Deliver engaging presentations with confidence and clarity.

CO 3: Apply communication theories and strategies to real-world situations.

CO 4: Utilize visual aids effectively to support oral presentations.

CO 5: Analyze and adapt communication styles for different audiences and purposes.

Course Content

Module 1: Foundations of Successful Communication

6 hours

- Understanding the communication process
- Barriers to effective communication
- Communication styles and strategies

Module 2: Written Communication Skills

7 hours

- Writing fundamentals: grammar, punctuation, and style
- Email etiquette and professional correspondence
- Crafting effective business reports and proposals

Module 3: Presentation Skills

7 hours

- Structuring and organizing presentations
- Non-verbal communication and body language
- Engaging the audience and handling questions

Module 4: Visual Aids and Technology

5 hours

- Effective use of visual aids (e.g., slides, charts)
- Incorporating technology into presentations
- Avoiding common multimedia mistakes

Module 5: Adapting to Diverse Audiences

5 hours

- Tailoring communication to different audiences
- Cultural sensitivity and global communication
- Persuasion and negotiation techniques

Practicum

Students will engage in multiple practical exercises and presentations throughout the course. They will receive constructive feedback from both instructors and peers to continuously refine their communication skills.

Textbooks

Guffey, M. E., & Loewy, D. (2020). Business Communication: Process and Product. Cengage Learning.

O'Hair, D., Wiemann, M., Mullin, D. I., & Wiemann, M. (2020). Real Communication: An Introduction. Bedford/St. Martin's.

Reference Books

Lannon, J. M., & Gurak, L. J. (2018). Technical Communication. Pearson.

Locker, K. O., & Kaczmarek, S. K. (2019). Business and Administrative Communication. McGraw-Hill Education.

	Evaluation Component	Weightage (%)
1	Activities	20
2	Project/Presentation	20

3	Attendance	10
4	End Term Examination	50

VAC119	RESHAPING INTELLIGENT BUSINESS AND INDUSTRY: CONVERGENCE OF AI AND ML
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course introduces concepts, algorithms, and techniques of machine learning algorithm on different types of datasets, which covers data mining algorithms. The course focus on understanding the application domains of artificial intelligence that covers wide range of sectors such as banking, retail, airline, agriculture and many more. The importance of research writing is also analyzed that includes identifying the research gaps and making inferences from the literature.

Course Objectives

Students will be able to:

- have clear understanding of the problem-solving processes.
- gain idea of supervised, unsupervised and reinforcement learning.
- understand the real time applications of AI and Machine learning.
- understand the scope and significance of research.
- develop basic skills of generating research reports.

Course Outcomes

On completion of this course students will be able to:

CO 1: Analyze and design a real world problem for implementation and understanding the dynamic behavior of a system.

CO 2: Understanding the various domains of Artificial Intelligence techniques such as game playing techniques, Healthcare, Banking and Education System.

CO 3: Understanding different Machine learning Algorithms

CO 4: Understanding the importance of Research Writing

CO 5: Develop an understanding of the data cleaning and its related Issues.

Course Content

Module I: Artificial Intelligence and its Applications

8 hours

Introduction to Artificial Intelligence, Introduction to AI levels, Types of Artificial Intelligence, AI Use Cases and its applications: Health care, Human resource, Banking for Fraud detection, Supply chain, Game Playing, Military, Aviation and Education Sector, Reasons supporting the boom of AI.

Module II: Basics of Machine Learning

Introduction to Machine learning, Pattern interestingness, Machine learning process, Data Preprocessing, Data cleaning, Frequent Itemset Mining: Apriori Algorithm: Finding Frequent Itemsets by Confined Candidate Generation, Cluster Analysis, and Requirement for cluster analysis, Clustering techniques: K mean, hierarchical Methods, Outliers.

Module III: Techniques and Applications of Machine Learning

8 hours

Classification-decision trees, Attribute Selection Measures, Tree Pruning, Machine learning Use cases and its applications: Travel and Hospitality, Health care and Life sciences, Manufacturing, Travel Industry.

Module IV: Research and Technical Writing

8 hours

Introduction to Research, Research Objectives, Scope and Significance of research, Identifying research gaps, Literature Review, Comparative Analysis, basic principles in technical writing, Inferences.

Practicum

1. Students gather and preprocess data from a real business problem, such as customer behaviour data or financial data.
2. Students select appropriate machine learning algorithms and build predictive models using the pre-processed data.
3. Students work on projects where they design AI-driven solutions for specific business problems, like demand forecasting or fraud detection.

4. Students explore the challenges and considerations for deploying AI and ML models in a business or industry context.

Textbooks

1. Data Mining Concepts and Techniques, Jiawei Han, Micheline Kamber, Jianpei, Morgan Kaufmann.
2. Data Mining Techniques – Arun K. Pujari, Universities Press

Reference Books

1. Introduction to Data Mining – Pang-Ning Tan, Vipinkumar, Michael Steinbach, Pearson.
2. Data Mining Principles & Applications – T. V. Suresh Kumar, B. Eswar Reddy, Jagadish S. Kalmani, Elsevier.

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



Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC120	UNDERSTANDING THE UNION BUDGET
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course is will make the students to appreciate the significance of the Union Budget, both for themselves as individuals and for the nation at large. The students will learn and understand basic components the Budget. The learners will be able to understand the central arguments of the economic survey. This will help them interpret the Budget speech using rhetorical analysis. This learning program aims to Identify and rhetorically reflect on the various ideological perspectives underlying the discussions on the Budget.

Course Objectives

Students will be able to:

- Understand the working of Union Budget.
- Appreciate the significance of the Union Budget.
- Gain insights into fiscal policy, its components, and how the Union Budget is a key instrument for implementing fiscal policies to achieve economic goals.
- Develop the ability to critically analyze the Union Budget.

Course Outcomes

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

CO1: Describe the components of the Budget.

CO2: Interpret the central arguments of the Economic Survey.

CO3: Infer the Budget speech using rhetorical analysis.

CO4: Classify and rhetorically reflect on the various ideological perspectives underlying the discussions on the Budget.

Course Content

Module I

7 hours

Components of the Union Budget: The importance of the Union Budget. Background to the Budget: the Economic Survey. The revenue Budget. The Capital Budget. The fiscal deficit and FRBM.

Module II

7 hours

The Budget Speech: Part 1 of Budget Speech a) State of the economy. b) Budget estimates and Government priorities. Part 2 of Budget Speech a) Tax proposals. b) Progress on development measures and future direction. C) Annual Financial Statement.

Module III

8 hours

The Discourse on the Budget: The discourse in Parliament. The discourse in Media. The discourse of the Ideological” Interpretative communities

Module IV

8 hours

Interpreting the Union Budget: The rhetorical analysis of the Budget Speech. Rhetorical Analysis of the discourse on the Budget. Reading the Budget through “Interpretative frames”.

Practicum

1. Students shall review past Union Budget documents to understand the format, terminology, and historical trends. They shall identify key sections and components within the budget.
2. Students shall engage in group discussions and debates about fiscal policies, revenue generation, and expenditure priorities.

References

1. “How to do A Rhetorical Analysis of Economics, and Why” by Deidre N McCloskey, in Deidre N McCloskey, The Rhetoric of Economics (Madison: The University of Wisconsin press, 1998), chapter available online.

2. "Filling in frameworks" by Amold Kling in Amold Kling, Specialitation and Trade:a Reintroduction to Economics(Washington D.C.:Cato Institute,2016.),book available online.
3. "Interpretative communities Explained" by H.D.Cannon(online)
- 4.Selections from the current Economic Survey.
5. The Current Budget Speech.
- 6."What Is Budget Speech?" Business Standard.com(online)
7. General and financial dailies.
8. News Channels.
9. Discussions on the Budget in Economic and Political Weekly.

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


 Registrar
 K.R. Mangalam University
 Sohna Road, Gurugram (Haryana)

VAC121	EMPLOYABILITY SKILLS-I
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

A course on Employability Skills with a focus on English Grammar can greatly benefit individuals looking to enhance their employment prospects by improving their English grammar and communication skills.

Course Objectives

Students will be able to:

- Develop a platform with Intelligent combination of training, technology and interactive learning.
- Train students and make them job ready
- Understand HR perspective and Industry hiring patterns
- Understand and create Cross Industry and Industry specific Training Modules

Course Outcomes

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

- CO 1: Handle Customer and client
- CO 2: Build PR and rapport
- CO 3: Acquire Leadership skills and Communication skills
- CO 4: Handle Formal Group discussions and Interviews

Course Content

Module I

7 hours

- Communication
- Introduction to Communication
- Types of communication
- Verbal & Nonverbal Communication
- Barriers to Communication
- Body language

- Listening Skills
- Activity
- Language
- Final-assessment

Module II

8 hours

- Objective: Vocabulary Building & general speaking
- Basic Grammar/Communicative Grammar
- Parts of speech
- Nouns
- Pronouns: Noun Pronoun Agreement, Types with special emphasis over relative pronouns
- Verbs: Introduction Principal verbs and auxiliary verbs, subject-verb agreement
- Adjectives: degrees of comparison
- Adverb: Types and its usage in sentences
- Conjunctions: Coordinating and Co-relative conjunctions
- Prepositions
- Articles: Definite and Indefinite articles
- Usage of Tenses
- Subject verb agreement
- Sentence Structure: Simple Complex and Compound sentences
- Clauses

Module III

8 hours

- Word formation
- Theory and exercise
- Synonyms and antonyms
- One-word substitutes
- Idioms
- Phrasal verbs
- Pair of words
- Homonyms, hyponyms, hypernyms
- Linking words: sequencing of sentences (to form a coherent paragraph)
- Paragraph writing
- Supplying a suitable beginning/ending/middle sentence to make the paragraph coherent
- Idiomatic language (with emphasis on business communication),
- Punctuation depending on the meaning of the sentence, run on errors, sentence fragments, comma splices

Module IV

7 hours

- General Essay writing, Writing Issues and Arguments (with emphasis on creativity and analysis of a topic)
- Story writing
- Business letter writing: Guidance in framing a 'Statement of purpose',
- Letters of Recommendation
- Email writing, email and business letter writing etiquette,
- Letters of complaints/responses to complaints

Practicum

1. Assignments
2. Group Discussions
3. Presentations

Textbooks

Oxford University Press. (2020). The Oxford English Grammar. Oxford University Press.

Smith, J. A., & Johnson, R. B. (2019). English Grammar: A Comprehensive Guide. Pearson.

Reference Books

Brown, M. J. (Ed.). (2017). Advanced English Grammar: A Collection of Essays. Cambridge University Press.

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


Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC122	EMPLOYMENT SKILLS -II
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

A course on Employability Skills focusing on activities like group discussions, debates, team leadership, and presentations can significantly enhance an individual's readiness for the job market.

Course Objectives

Students will be able to:

- Develop a platform with Intelligent combination of training, technology and interactive learning.
- Train students and make them job ready
- Understand HR perspective and Industry hiring patterns
- Understand and create Cross Industry and Industry specific Training Modules

Course Outcomes

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

- Handle Customer and client
- Build PR and rapport
- Acquire Leadership skills and Communication skills
- Handle Formal Group discussions and Interviews

Course Content

Module I

8 hours

- General speaking -Just a minute session,
- Reading news clippings in the class,
- Extempore speech, expressing opinions,
- Making requests/suggestions/complaints, telephone etiquette.
- Professional Speaking

- Elocutions
- Debate

Module II

8 hours

- Describing incidents and developing positive nonverbal communication. Analogies, YES-NO statements (sticking to a particular line of reasoning)
- Group discussion,
- Intricacies of a group discussion, topics for GD (with special focus on controversial topics),
- Structure of participation in a group discussion,
- Words often mis-used, words often mis-spelt,
- Multiple meanings of the same word (differentiating between meanings with the help of the given context),
- Business idioms and expressions foreign phrases, Enhanced difficulty level in spotting errors will be taken up with reference to competitive test based exercises.

Module III

7 hours

- Group discussion Advance
- Role Plays
- Video Showcasing
- Just a minute rounds
- Extempore
- Presentations – Team and Individual
- Team Lead activities
- Debates
- Free speech sessions

Module IV

7 hours

- Professional grooming
- Inter personal skills
- Brushing up on general awareness
- Latest trends in their respective branches
- Resume preparation
- Different types of interviews (with emphasis on personal interview), preparation for an interview
- Areas of questioning
- Answering questions on general traits like strengths/weaknesses/ hobbies/extracurricular activities

- Importance of non verbal communication while participating in interviews, tips to reduce nervousness during personal interviews.

Practicum

1. Assignments
2. Group Discussions
3. Presentations

Textbooks

Galanes, G. J., & Adams, K. L. (2019). Effective Group Discussion: Theory and Practice. McGraw-Hill Education.

Sinek, S. (2014). Leaders Eat Last: Why Some Teams Pull Together and Others Don't. Portfolio.


Reference Books

Ericson, J. M., & Murphy, J. J. (2013). The Debater's Guide. Routledge

Gallo, C. (2010). The Presentation Secrets of Steve Jobs: How to Be Insanely Great in Front of Any Audience. McGraw-Hill.

Scott, M. L. (2008). The Art of Discussion. HarperCollins.

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


 Registrar
 K.R. Mangalam University
 Sohna Road, Gurugram (Haryana)

VAC123	EMPLOYABILITY SKILLS-III
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

A course on Employability Skills focusing on activities like professional grooming, interviews, CV, Team Building sessions and GDPI can significantly enhance an individual's readiness for the job market.

Course Objectives

Students will be able to:

- Create effective and impactful resumes, showcasing their qualifications, skills, and experiences in a compelling manner.
- Instill self-confidence within, helping them overcome shyness and fear of public speaking, which are critical skills for professional success.
- Enhance the ability to participate in Group Discussions and Personal Interviews, helping them articulate their thoughts, express their ideas, and handle challenging questions with poise.
- Develop teamwork and collaboration skills and appreciate the importance of working effectively in group settings to prepare them for real-world work environments.

Course Outcomes

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

CO 1: Exhibit proper grooming and attire suitable for various professional settings.

CO 2: Participate in interviews confidently, effectively answering questions, and showcasing their skills and qualifications.

CO 3: Craft well-structured and attention-grabbing resumes that highlight their key strengths and experiences.

CO 4: Contribute to team projects, demonstrating their ability to collaborate, communicate, and problem-solve in group settings.

CO 5: Excel in Group Discussions and Personal Interviews, showcasing their communication and critical thinking skills.

Course Content

Module I

7 hours

- Different types of interviews (with emphasis on personal interview), preparation for an interview
- Areas of questioning
- Answering questions on general traits like strengths/weaknesses/ hobbies/extracurricular activities.
- Importance of non verbal communication while participating in interviews, tips to reduce nervousness during personal interviews,
- Handling stress.
- Suggestions for responding to tough/unknown questions, preparation on self and personality development.

Module II

7 hours

- Profile Building On LinkedIn
- Resume Building
- Video CV building.
- Professional Grooming
- E mail Writing

Module III

8 hours

- Interview Role Plays
- Individual Intro Video making
- Team Building sessions
- Self-analysis
- Telephone etiquettes

Module IV

8 hours

- Industry readiness (Resume writing, grooming, GDPI etc.)
- Grooming
- Mock sessions
- FAQs discussions
- Multiple Test series
- Brush-up on GDPI and Industry readiness

Practicum

1. Assignments
2. Group Discussions
3. Presentations

Textbooks

Berg, I. K., & De Jong, P. (2005). Interviewing for Solutions: A Structural Approach to Interviewing (4th ed.). Thomson Brooks/Cole.

Bhatnagar, S., & Bhatnagar, S. K. (2022). Group Discussion and Interview Skills (2nd ed.). Excel Books.

Reference Books

Bennett, S. (2014). The Elements of Résumé Style: Essential Rules and Eye-Opening Advice for Writing Résumés and Cover Letters that Work. AMACOM.

Dyer, W. G. Jr., Dyer, J. H., & Dyer, W. G. (2013). Team Building: Proven Strategies for Improving Team Performance (5th ed.). Jossey-Bass.

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


 Registrar
 K.R. Mangalam University
 Sohna Road, Gurugram (Haryana)

VAC124	BUSINESS SIMULATION BY CESIM
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

A major limitation of case pedagogy is its inability to bring into play the time dimension of decision making. The ability to respond to changes in the environment and the outcomes of earlier decisions cannot be adequately incorporated in the case pedagogy. The objective of this course is to give students hands on experience of strategy formulation, execution and mid-course correction as the environment and the outcomes of earlier decisions change from iteration to iteration as they play the game. They learn to appreciate the path dependence of the outcomes of strategic decisions for an organization.

Course Objectives

Students will be able to:

- Understand the dynamic nature of strategy formulation and execution
- Chart the course of an organization that takes into account not only the macro environment factors but also the decisions taken by the competitors in the Industry.
- Appreciate the internal dynamics within the organization that impact key decisions
- Be aware of personal beliefs, heuristics and biases on decisions and outcomes.

Course Outcomes

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

- Adapt Strategies to Changing Environments
- Craft Informed and Competitive Strategies
- Identify and Leverage Internal Resources:
- Mitigate Cognitive Biases

Course Content

Module I

7 hours

Strategic Thinking: increase the participant's awareness of the complexity of operating an international company from a strategic and general management perspective.

Module II

7 hours

Cross functional decision making: develop capabilities in identifying & analysing key environmental and organizational variables that may influence an organization's performance within and across national markets, and how these variables may influence the organization.

Module III

8 hours

Financial Acumen: enhance fact based analytical decision making and crystallize the financial implications of business decisions by linking the decisions to cash flows and bottom line performance.

Module IV

8 hours

Customer Centricity: drive positioning and customer centricity to sync market offerings to customer expectations

Text Books and Pedagogy: The main pedagogy used in the course is using a computer based business game to simulate the environment that determines the outcomes of the decisions for each team participating in the game. Students are divided into teams and are required to take charge of a company as they play the game over several rounds of simulation.

References: Cesim Caselets

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


Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC125	MS OFFICE SUITE
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

The course on Microsoft Office Suite is designed to empower participants with advanced skills in using Microsoft Office applications to enhance their productivity and efficiency in various professional and academic settings. This comprehensive course covers Microsoft Word, Excel, PowerPoint, and Outlook, providing in-depth knowledge and practical skills that go beyond the basics. Participants will gain a competitive edge by mastering these essential tools and understanding their valuable applications in the modern workplace.

Course Objectives

Students will be able to:

- Develop proficiency in Microsoft Word, Excel and PowerPoint
- Utilize advanced features and functions of Microsoft Office applications.
- Enhance document creation, data analysis, presentation design, and email management.

Course Outcomes

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

CO 1: Apply the techniques of Excel for data analysis, visualization and presentation.

CO 2: Apply the techniques of PPT for impactful power point presentations.

Course Content (Hands-On -Learning)

Module I

7 hours

New in Excel 2013 / 2016 & 365 , New Charts – Tree map & Waterfall , Sunburst, Box and whisker Charts , Combo Charts – Secondary Axis , Adding Slicers Tool in Pivot & Tables , Using

Power Map and Power View , Forecast Sheet, Sparklines -Line, Column & Win/ Loss , Using 3-D Map , New Controls in Pivot Table – Field, Items and Sets , Various Time Lines in Pivot Table , Auto complete a data range and list , Quick Analysis Tool , Smart Lookup and manage Store Sorting and Filtering , Filtering on Text, Numbers & Colors, Sorting Options , Advanced Filters on 15-20 different criteria(s) Printing Workbooks , Setting Up Print Area , Customizing Headers & Footers , Designing the structure of a template , Print Titles –Repeat Rows / Columns.

Module II

8 hours

Data Validation , Number, Date & Time Validation , Text and List Validation , Custom validations based on formula for a cell , Dynamic Dropdown List Creation using Data Validation – Dependency List Lookup Functions , V lookup / HLookup, Index and Match , Creating Smooth User Interface Using Lookup , Nested V Lookup, Reverse Lookup using Choose Function , Worksheet linking using Indirect , V lookup with Helper Column Pivot Tables , Creating Simple Pivot Tables , Basic and Advanced Value Field Setting , Classic Pivot table , Choosing Field , Filtering PivotTables , Modifying PivotTable Data , Grouping based on numbers and Dates , Calculated Field & Calculated Items , Arrays Functions , What are the Array Formulas, Use of the Array Formulas? , Basic Examples of Arrays (Using ctrl+shift+enter). , Array with if, len and mid functions formulas. , Array with Lookup functions. , Advanced Use of formulas with Array. Charts and slicers , Various Charts i.e. Bar Charts / Pie Charts / Line Charts , Using SLICERS, Filter data with Slicers , Manage Primary and Secondary Axis Excel Dashboard , Planning a Dashboard, Adding Tables and Charts to Dashboard , Adding Dynamic Contents to Dashboard VBA Macro Introduction to VBA , What Is VBA? , What Can You Do with VBA? , Recording a Macro , Procedure and functions in VBA Variables in VBA , What is Variables? , Using Non-Declared Variables , Variable Data Types , Using Const variables Message Box and Input box Functions , Customizing Msgboxes and Inputbox, Reading Cell Values into Messages , Various Button Groups in VBA If and select statements , Simple If Statements , The Elseif Statements , Defining select case statements Looping in VBA , Introduction to Loops and its Types , The Basic Do and For Loop , Exiting from a Loop , Advanced Loop Examples Mail Functions – VBA , Using Outlook Namespace , Send automated mail , Outlook Configurations, MAPI , Worksheet / Workbook Operations, Merge Worksheets using Macro , Merge multiple excel files into one sheet , Split worksheets using VBA filters , Worksheet copiers.

Module III

8 hours

MS Office PPT: Creating Shapes, SmartArt and WordArt; Drawing, resizing and formatting shapes in PowerPoint; Duplicating shapes using shortcuts; Using shortcuts to copy formatting to one or more shapes; Inserting SmartArt to create cycle diagrams, Venn diagrams and organization charts; Formatting SmartArt objects; Creating different text effects with WordArt, BONUS EXTRAS: Applying a spotlight and other tricks to focus on part of an image or slide area by combining drawing objects and animations, Importing Excel worksheets into a slide as a table or an object; Visualizing Data using Charts

Inserting a chart on a PowerPoint slide; Changing chart type; Editing a chart's datasheet and returning to PowerPoint; Understanding color in charts; Applying different formats to chart elements; Using tips and tricks when working with charts; Reusing chart formatting; Animating Text, Pictures, Shapes, SmartArt and Charts; Adding entrance, exit and emphasis animation effects to text, pictures and shapes; Adding motion path animations; Setting effect options; Animating multiple objects and adding multiple animations; Removing animations; Animating charts and strategies for chart animation issues; BONUS EXTRA: Quickly copying animations from one object to another.

Module IV

7 hours

Inserting, Formatting and Managing Audio and Video; Inserting video and sound into presentations; Controlling playback settings of video and audio; Embedding vs linking videos and audio; Trimming video and audio files; Changing the brightness, contrast and color of videos; Selecting a starting frame for a video; Adding and removing bookmarks in video and audio objects; Playing videos and sounds from a bookmarked location; BONUS EXTRA: Inserting text to appear at specific times over videos during a slide show.

Creating Interactive Presentations Using Hyperlinks; Inserting hyperlinks to other slides, presentations, web sites or other files such as an Excel worksheet; Using different types of hyperlinks; Editing and formatting hyperlinks; Adding hyperlinks on masters and layouts; Creating a main menu slide with hyperlinks; Importing Slides and Content; Importing slides from other PowerPoint presentations in different ways; Benefits of reusing vs copying slides; Importing an outline from Microsoft Word and creating presentations automatically; Dealing with formatting

issues when importing from Microsoft Word; Running Slide Shows Efficiently; Running slide shows and using tips and tricks to control the show; Jumping to a specific slide during a slide show; Applying transition effects that appear during a slide show; Controlling timing; Running Custom Shows; Creating different custom shows for multiple audiences; Running a custom show using different strategies Updating shows.

Textbooks

Microsoft Office 365 & Office 2019: Introductory by David W. Beskeen, Carol M. Cram, and Jennifer Duffy.

Microsoft Office 2019 Step by Step by Joan Lambert and Curtis Frye.

	Evaluation Component	Weightage (%)
1	Activities and Assignments	20
2	Project/Presentation	20
3	Attendance	10


Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC126	CONTEMPORARY ISSUES UNDER COPYRIGHT LAW
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

In a rapidly evolving digital landscape, copyright law faces new challenges and opportunities. Through this course, the students shall explore current topics such as the impact of technology on copyright, fair use in the digital age, copyright infringement in the online sphere, and the role of copyright in creative industries. They will be actively engaged in discussions, case studies, and practical exercises to gain a deep understanding of the legal, ethical, and commercial aspects of copyright in the modern world.

Course Objectives

Students will be able to:

- Gain basic understanding about the Copyright Law in India along with a comparative study of Copyright Law in USA and Europe.
- Comprehend the Copyright Act, 1957.
- Analyse Copyright Law interactions with the Internet, especially dealing with social media and cyberspace.
- Explore the interface between Artificial intelligence in copyright law and its contemporary issues.

Course Outcomes

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

- CO 1: Describe the Copyright law in India and other countries.
CO 2: Adept in relevant provisions of the Copyright Act, 1957 along with basic understanding of provisions of contract law and its consonance with copyright law.
CO 3: Implement the basic understanding of Copyright Law to its interaction with the Internet and contemporary issues related therewith.
CO 4: Gain insights into the problems relating to artificial intelligence and copyright law along with the concept of blockchain technology.

Module I: Introduction of Copyright Law

8 hours

- General introduction of Copyright: Development; Meaning; Nature; Scope
- Copyright Act, 1957: Overview
 - Rights and limitations of Copyright Law
 - Registration; Assignment & Licensing; Infringement; Remedies; Fair Dealing
 - Agreements & Contract relating to Copyright
 - Relevant Provisions of Contract Act and Copyright.

Module II: Comparative Copyright Law: Global Perspective

7 hours

- Comparative Study of Copyright Law: USA, Europe and India

Module III: Internet & Copyright

7 hours

- Facebook, Instagram & Pinterest: Interface with Copyright Law
- Youtube & Copyright
- Copyright Infringement in Cyberspace

Module IV: Copyright & Artificial Intelligence

8 hours

- Artificial Intelligence – Meaning & Significance
- AI Effect on Copyright Law
- Who is the Owner?
- Use of Blockchain Technology for protection of ‘works’ under Copyright

References

- Oxford v. Rameshwari Photocopy Service (CS(OS) 2439/2012)
- Telstra Corporation v Australasian Performing Right Association (1997) 191 CLR 140.
- Koons II, 467 F 3d 244 (2nd Cir, 2006).
- Cariou v Prince, 714 F 3d 694 (2nd Cir, 2013).
- Navigators Logistics Ltd. vs Kashif Qureshi & Ors. (CS(COMM) 735/2016)

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



VAC127	SEARCH ENGINE OPTIMIZATION
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

SEO aka Search Engine Optimization is booming day by day because every day 5.6 billion searches on Google and 63,000 search queries every second. Search Engine Optimization (SEO) is an organic, natural, or unpaid method to drive traffic-free traffic. Search Engine Optimization is technique to rank website pages on the first page of search engines like Google, Bing, Apple Bot, and Yahoo and get a better position on SERP to increase the quantity and quality of traffic. Search Engine Optimization (SEO) typically aims to provide students with practical knowledge and skills related to optimizing websites for search engines.

Course Objectives

Students will be able to:

- Gain an understanding of search engine algorithms and how they affect organic search results and websites.
- Develop knowledge of key elements for creating an effective SEO strategy, including how to select keywords and perform keyword research;
- Comprehend consumer psychology and search behaviour;
- Conduct on-page SEO analysis to identify opportunities to improve a website's search optimisation.

Course Outcomes

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

CO 1: Acquire the foundational principles of SEO, including how search engines work, the importance of keywords, and the significance of user experience.

CO 2: Explore techniques for conducting keyword research to identify relevant and high-traffic search terms.

CO 3: Stay updated with major search engine algorithm changes and adapt SEO strategies accordingly.

CO 4: Demonstrate usage of websites for local search results.



Course Content (Hands-On Learning)

Module I: Introduction To SEO

7 hours

What is a search engine? How search engines works? What Is SEO? What is the need of SEO History Of SEO How SEO Works; What is Domain Basic Knowledge of World Wide Web Difference between Portal and Search Engines What is SEO Types of SEO Techniques Black hat techniques White Hat techniques How Search Engine works Page Speed Basics of search engine that includes crawling, indexing and caching What is Googlebot (Google Crawler) Types Of SEO technique; What Is Google's SEO Algorithm updates? How to create planning and strategies for SEO What is SEO tools and why we need it?

Module II: Technical SEO

7 hours

What Is Technical SEO; Technical SEO Ranking facto; Type of meta tags and their effect on SEO; Site architecture Optimization; Breadcrumbs; Permalinks optimization; Canonicalization; What Is Robots.txt File & How to create it; Setup of CDN; Installation of SSL; How to Improve Website Performance & Speed using Plugin; How to perform the Page Speed Test; XML and HTML sitemap creation and optimization; How to Add and verify a website in Google Console Google Analytics setup and monitoring.

Module III: Keyword Research Process

8 hours

What Is Keyword; The importance of Keyword Research?; Different types of keywords; How to do Analysis of keywords using Free & Paid Tools; How to find easy to rank keywords related to your website and business; How to do Analysis of Keyword Using Chrome Extension; How to find the Ranking Keyword Of competitor; Selecting the right keywords for the project; How to Know Top ranking Keywords of your sites; How to Find hidden ranking keywords of your website; What Is LSI Keywords: Easy Strategies To find LSI Keywords

Module IV: Content Planning and Creation

8 hours

Content Research Content Structure; Content Planning With Keywords

On-Page SEO

What is On-Page SEO; Title Optimization: How to select the right title for your page which will boost your CTR; Content optimization; Header Tags Optimization: how and where to use (H1, h2, h3, h4.....) tags; Meta Description optimization: Image optimization: Internal links: Outbound links: Schema Markup: Off-page SEO.

On page Vs. Off-Page Optimization; Introduction to Back Links: Why is it important for SEO? What is Anchor text and why it is important in link building; When you should start creating backlinks; Some proven ways to get backlinks organically; Easy Method to generate high-quality Do-follow backlinks; Social media submission.

References

Johnson, M. (2019). On-Page SEO Techniques. In A. Brown (Ed.), SEO Handbook: Comprehensive Strategies for Online Marketing (3rd ed., pp. 45-63). Digital Press.

Smith, J. (2021). Mastering Search Engine Optimization: Strategies for Effective Online Visibility (2nd ed.). SEO Publishing.

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


Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC128	DIGITAL MARKETING ESSENTIALS
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

The Digital Marketing Essentials course is designed to provide participants with a comprehensive understanding of the fundamental concepts and strategies essential for success in the dynamic world of digital marketing. This value-added course aims to equip individuals with the skills and knowledge needed to navigate the digital landscape and create effective digital marketing campaigns.

Course Objectives

The objectives of this course is to provide students with the knowledge about business advantages of the digital marketing and its importance for marketing success; to develop a digital marketing plan; to make SWOT analysis; to define a target group; to get introduced to various digital channels, their advantages and ways of integration; how to integrate different digital media and create marketing content; how to optimize a Web site and SEO optimization; how to create Google AdWords campaigns; social media planning; to get basic knowledge of Google Analytics for measuring effects of digital marketing and getting insight of future trends that will affect the future development of the digital marketing. The application of the gained knowledge, skills and competences will help future managers in forming digital marketing plan in order to manage a digital marketing performance efficiently.

Course Outcomes

Students will be able to identify the importance of the digital marketing for marketing success, to manage customer relationships across all digital channels and build better customer relationships, to create a digital marketing plan, starting from the SWOT analysis and defining a target group, then identifying digital channels, their advantages and limitations, to perceiving ways of their integration taking into consideration the available budget.

Course Content

Module I

7 hours

What is Digital Marketing, Digital Marketing Scope, Digital Marketing Terminology, What is Google Update, List of key Google Updates, What's the difference between digital marketing and traditional marketing, and why does it matter? Benefits of Traditional Marketing The Downside to Traditional Marketing Benefits of Digital Marketing Why Digital Marketing Wins Over



traditional Marketing ? Tools of Digital Marketing How We Use Both Digital & Traditional Marketing, Social Media Marketing introduction.

Module II

8 hours

What is Internet? Understanding domain names & domain extensions Different types of websites Based on functionality Based on purpose Planning & Conceptualising a Website Booking a domain name & web hosting Adding domain name to web Server Adding webpages & content Adding Plugins Building website using Wordpiz, Various types of websites: What to see in a website. Basic webpage designing, Creation of a website, Website core structure, Identifying objective of website Deciding on number of pages required Planning for engagement options Landing Pages & Optimization Creating blueprint of every webpage.

Module III

8 hours

What is SEO? Introduction to SERP What are search engines? How search engines work Major functions of a search engine What are keywords? Different types of keywords Google keyword planner tool Keywords research process Understanding keywords mix Long Tail Keywords Google Search Tips & Hacks, Components of SEO, On-page SEO, On-page on-site SEO factors, Google Search Console, Yahoo & Bing Webmaster tools, Title tags, Meta tags, Header tags optimization, Blog setup for Blogger and WordPress

- How to structure your site for easy and automatic SEO.
- How to make Google pick up the key words you want.
- How to get more people clicking on your rankings in Google.
- Site load speed - Google magic dust.
- The usual suspects - sitemaps.xml and robots.txt.
- Duplicate content - canonical tags and other fun.
- Usability - the new SEO explained. Link building. How to rank extremely high on Google – 80, Why is link building so important?
- The dirty little secret no one wants to tell you about link building.
- How to acquire links and what to avoid in link building.
- Anchor text. What's all the fuss?
- Simple to advanced link building strategies.
- Link outreach - scaling up high quality link building campaigns.
- How to get links from major news outlets for free.
- Additional link building opportunities, SEO tools,
- Research tools, Optimization tools, Link building tools, Web analytics tools

Module IV

7 hours

What is Social Media? Understanding the existing Social Media paradigms & psychology How social media marketing is different than others Forms of Internet marketing Facebook marketing Understanding Facebook marketing Practical session 1 Creating Facebook page Uploading contacts for invitation Exercise on fan page wall posting Increasing fans on fan page How to do marketing on fan page (with examples) Fan engagement Important apps to do fan page marketing Facebook advertising Types of Facebook advertising Best practices for Facebook advertising Understanding Facebook best practices Understanding edgerank and art of engagement Practical Session 2 Creating Facebook advertising campaign Targeting in ad campaign Payment module- CPC vs CPM vs CPA Setting up conversion tracking Using power editor tool for adv. Advanced Facebook advertising using tools like Qwaya

Practicum

1. Writing and optimizing website content for SEO.
2. Conducting keyword research.
3. Content creation for blogs, social media etc.
4. Creating a portfolio.

Textbooks

Brown, A. (2021). Search Engine Optimization (SEO): Strategies and Techniques for Digital Marketers. Publisher.

Johnson, M. (2019). The Fundamentals of Online Advertising and Social Media Marketing (2nd ed.). Publisher.

Smith, J. (2020). Digital Marketing Essentials: A Comprehensive Guide (3rd ed.). Publisher.

Reference Books

Davis, R. (Ed.). (2020). The Digital Marketing Handbook: A Comprehensive Reference Guide. Publisher.

Wilson, S. (Ed.). (2018). Social Media Marketing: Trends and Best Practices. Publisher.

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

VAC129	BASIC STATISTICS
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

Understanding statistics is essential to understand research. In this course students will learn the basics of statistics; not just how to calculate them, but also how to evaluate them. In the first part of the course they will learn methods of descriptive statistics. They will learn what cases and variables are and how you can compute measures of central tendency (mean, median and mode) and dispersion (standard deviation and variance). Next, they will learn how to assess relationships between variables with the help of the concepts correlation and regression. The second part of the course is concerned with the basics of probability: calculating probabilities, probability distributions and sampling distributions. The third part of the course consists of an introduction to methods of inferential statistics - methods that help them decide whether the patterns they see in the data are strong enough to draw conclusions about the underlying population. They will discuss confidence intervals and significance tests.

Course Objectives

Students will be able to:

- Draw conclusions about the underlying population using descriptive statistics.
- Assess relationships between variables.
- Apply laws of probability to concrete problems.

Course Outcomes

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

CO 1: Discuss and compute measures of central tendency (mean, median and mode) and dispersion (standard deviation and variance).

CO 2: Assess relationships between variables using the concepts correlation and regression.

CO 3: Understand the basics of probability: calculating probabilities, probability distributions and sampling distributions.

Course Content

Module I

7 hours

Measures of central tendency (like mode, median and mean) and dispersion (like range, interquartile range, variance and standard deviation), z-scores.

Module II**5 hours**

Measures of correlation: Pearson's ,Method of OLS regression analysis

Module III**8 hours**

Definition of probability, Concepts of events, sample space and random trials, conditional probabilities, independence and Bayes rule , basic properties of a probability distribution.

Module IV**10 hours**

Types of statistical inference methods: estimate population parameters & test hypotheses, Estimation by means of a confidence interval, null hypothesis and the alternative hypothesis, Type I and Type II errors.

Textbooks

Donnelly, R. A. Jr. (2016). Statistics. McGraw-Hill Education.

Freedman, D., Pisani, R., & Purves, R. (2007). Statistics. W. W. Norton & Company.

Reference Books

Moore, D. S., Notz, W. I., & Fligner, M. A. (2018). The Basic Practice of Statistics. W. H. Freeman.

Witte, R. S., & Witte, J. S. (2019). Statistics. Wiley.

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



Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC130	ANCIENT SCIENCE
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

In this course the students shall embark on a journey through the profound wisdom of Indian Knowledge Systems. They shall explore the rich heritage of India's scientific traditions and the intricate interplay of mathematics, physics and chemistry. They shall engage in captivating discussions and immersive learning to uncover the hidden gems of Indian science and connect with the ancient minds that laid the foundation for contemporary scientific thought.

Course Objectives

Students will be able to:

- Gain proficiency in utilizing Vedic mathematics principles and techniques in contemporary time.
- Comprehend the evolution of Indian astronomy.
- Apply Ancient Knowledge to present day challenges.
- Cultivate the spirit of Interdisciplinary Learning.
- Develop appreciation for cultural and heritage preservation.

Course Outcomes

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

- CO 1: Undertake the basic Scientific knowledge about the Indian Knowledge Systems.
CO 2: Exhibit thoughtfulness of ancient Indians and their role in the development in Mathematics, Physics and Chemistry.
CO 3: Demonstrate knowledge and awareness of Major Chemical Products used in Earliest Civilizations.
CO 4: Appreciate the contribution of Ancient Indian Scientists in the field of science & technology.
CO 5: undertake research writings in ancient sciences and Indian Knowledge Systems.

Course Content

Module I

7 hours

Techniques of Vedic Mathematics

Introduction of Vedic Mathematics, Base and Complements, Instant/Mental Subtraction
General Subtractions, Magic with 11, Multiplication by 11 – 19, General/Random Multiplication
, Multiplication with 99999 in less than 04 seconds (Type 1, 2 and 3).

Module II

7 hours

Rapid operations using Vedic Mathematics

Multiplication of any number by 111, Multiplication of Numbers near Bases (Type 1, 2 and 3), General Squares/ Finding Squares in One Line, Faster Addition, Mental Addition.

Module III

8 hours

Vedic Astronomy

Astronomical Facets of Vedic Era, Works of Rig Veda and Surya Sidhanta, mention of other unknown astronomers of Vedic era, Famous vedic stories linked with Astronomy

Module IV

Evolution of Chemistry in Ancient India

8 hours

History of the science of chemistry; Evolution of Chemistry in Ancient India-Vedic period, Indus Valley civilization, Harappan Culture, Mohanjodaro era, Gupta Empire and Rajputs Period; Contribution of Indian ancient Chemists, metallurgists, scholars; Modern Chemistry and its comparison to early chemistry in ancient time.

Practicum

1. Assignments
2. Group Discussions
3. Presentations
4. Research article writing

Texbooks

1. Datta, B., & Singh, A. N. (1935). History of Hindu mathematics I, II. *Delhi: Bharatiya Kala Prakashan. (Reprinted (2001))*.
2. Flood, G. (Ed.). (2008). *The blackwell companion to hinduism*. John Wiley & Sons.
3. Mohan, Chander. (2015). The story of astronomy in india.
4. L. Satpathy, Ancient Indian Astronomy and Contributions of Samanta Chandra Sekha, Publisher: Narosa Publishing House, 2003, ISBN 8173194327, 9788173194320
5. G. R. KAYE, (1998), HINDU ASTRONOMY, Publisher : Archaeological survey of india.

References

[http://www.ms.uky.edu/~sohum/ma330/files/chennai_talks/Emch_Sridharan_Srinivas%20%20Contributions%20ot%20the%20History%20of%20Indian%20Mathematics%20\(2005\).pdf](http://www.ms.uky.edu/~sohum/ma330/files/chennai_talks/Emch_Sridharan_Srinivas%20%20Contributions%20ot%20the%20History%20of%20Indian%20Mathematics%20(2005).pdf)

<https://www.youtube.com/watch?v=T0gCkyKVQUg>

Hayashi, T. (1994). Indian mathematics. *Companion Encyclopedia of the History and Philosophy of the Mathematical Sciences*, 1, 118-130.

https://www.sanskritimagazine.com/vedic_science/surya-siddhanta-the-oldest-book-known-to-man-on-astro…

“A history of Hindu chemistry from the earliest times to the middle of the 16th century, A.D.,” by Acharya P. C. Roy;

“Rasa Ratnakararam,” by Siddha Nitya Nath, with volumes “Rasa,” “Rasayana,” and “Ridhi”;

“Rasaratna Samuccaya of 13th, 14th, or 16th century A.D.,” by Baghbhatta;

“Ayurveda Prakasa,” by Sri Madhava Upadhyaya;

A brief history of indian alchemy covering transitional and tantric periods (Circa 800 A.D. - 1300 A.D.) Momin AL

Inducting Rasayana Therapy in our Daily Routine by Dr. Krishna R.S.

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

Registrar
K.R. Mangalam University
Sohna Road. Gurugram (Haryana)

VAC131	EMPLOYABILITY AND ANALYTICAL SKILLS - I
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

The Quantitative Aptitude course content is designed to equip the learner with the essential numerical problem-solving skills necessary for success in various academic and professional settings. This comprehensive course focuses on enhancing number sense, arithmetic proficiency, and mental math abilities through engaging exercises and real-world applications. Through this comprehensive course, the learners will develop a solid foundation in communication skills, enabling them to express themselves confidently, listen actively, and build strong relationships in personal and professional contexts.

Course Objectives

Students will be able to:

- Improve number sense, enhance basic arithmetic skills and strengthen mental math abilities and speed.
- Learn about number systems, ratios, proportions, and percentages.
- Practice time management strategies for solving problems within time constraints, as in competitive exams.
- Practice attentive listening techniques, such as paraphrasing and asking clarifying questions.
- Enhance clarity and coherence in spoken communication.
- Improve body language, posture, eye contact, and overall non-verbal cues.

Course Outcomes

On completion of the course student will be able to:

- CO 1: Perform calculations related to number systems, percentages and averages, quickly and accurately.
- CO 2: Exhibit confidence in tackling multiple-choice questions, time-constrained tests and competitive examinations.
- CO 3: Demonstrate active listening techniques, including attentive listening and reflection.
- CO 4: Speak with confidence and express ideas clearly and coherently.
- CO 5: Speak with confidence and display open and positive non-verbal communication.

Course Content

Module I: Communication: An Introduction

4 hours

Definition, Nature and Scope of Communication, Importance and Purpose of Communication, Process of Communication, Types of Communication, Barriers to Communication, Essentials of Effective Communication

Module II: Non-Verbal Communication

4 hours

Personal Appearance, Gestures, Postures, Facial Expression, Eye Contacts, Body Language (Kinesics) Time language, Tips for Improving Non-Verbal Communication

Module III: Number System

8 hours

Divisibility • Unit digit • Last two digit • Remainder • Number of zero • Factor • LCM & HCF • Simplification • Mixture • Average • Ratio • Partnership

Module IV: Number System

7 hours

Factor • LCM & HCF • Simplification • Mixture • Average • Ratio • Partnership

Module V: Time Management

4 hours

Time management strategies, setting goals, organizing, and planning ahead, Making the most of your time Deal with distractions, Procrastination and Avoiding distractions

Textbooks

Aggarwal, R. S. (2014). Quantitative aptitude (Revised edition).

Reference Books

Gladwell, M. (2021). Talking to strangers.

Scott, S. (2004). Fierce conversations.

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

VAC132	EMPLOYABILITY ANALYTICAL SKILLS - II
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course is a multifaceted initiative designed to enhance and optimize learner's communication practices across various platforms. This program integrates a range of strategies, tools, and techniques to foster effective communication, facilitate collaboration, and promote a cohesive information flow within the learner's area. This course is structured and comprehensive initiative designed to develop and improve individuals' aptitude across various cognitive and behavioral domains. This course incorporates a range of assessments, training modules, and activities to enhance critical thinking, problem-solving, decision-making, and other essential aptitudes required for personal and professional success.

Course Objectives

Students will be able to:

- Apply skills in real-life situations, such as academic exams, job interviews, and problem-solving scenarios.
- Recognize the importance of continuous learning and practice to maintain and further develop mental ability.
- Attentively listen to others, understand their perspectives, and respond appropriately while exhibiting techniques such as maintaining eye contact, asking clarifying questions, and paraphrasing.
- Develop skills in participating and contributing to group discussions, meetings, or presentations.
- Learn to share ideas, listen to others, build consensus, and manage conflicts to achieve common goals in collaborative settings.

Course Outcomes

On completion of this course students will be able to:

CO 1: Understand and apply the fundamental theories, models, and principles of communication.

CO 2: Develop the ability for advanced critical thinking and the ability to formulate logical arguments.

CO 3: Enhance ability to communicate effectively through spoken and written forms. It includes developing skills in public speaking, interpersonal communication, professional writing, and persuasive communication.

CO 4: Emphasizes the development of teamwork and collaboration skills. It includes activities such as group projects, team-building exercises, and simulations that allow students to practice effective communication and collaboration within diverse teams.

CO 5: Apply their communication skills in different professional and personal contexts, such as interviews, networking events, customer interactions, and interpersonal relationships.

CO 6: Express ideas and information clearly and concisely through spoken language. They will develop the ability to articulate their thoughts, use appropriate vocabulary, and convey their message with clarity.

Course Content

Module I: Personality Improvement

Asking for and giving information, Offering and responding to offers, Requesting and responding to requests, Congratulating people on their success, Asking questions and responding politely, Apologizing and forgiving

Module II: Ratio & its Application

Time & Work, Time & Distance, Train, Boat & Stream, Permutation & combination, Probability

Module III: BODMAS and Mensuration

Inequalities, Log, progression, Mensuration

Module IV: Presentation Skills

Presentation Skills, Telephone etiquettes, LinkedIn Profile and professional networking, Video resumes & Mock interview sessions.

Module V: Leadership Skills

Nurturing future leaders, Increasing productivity of the workforce, Imparting Self-leadership, Executive leadership

Textbooks

Aggarwal, R. S. (2014). Quantitative aptitude (Revised edition).

Reference Books

Gladwell, M. (2021). Talking to strangers.

Scott, S. (2004). Fierce conversations.

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



Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC133	EMPLOYABILITY AND ANALYTICAL SKILLS -III
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This Course designed to enhance the employability of individuals by developing essential skills and competencies sought by employers. This program equips participants with a wide range of skills necessary for success in the modern job market. To engage in interactive workshops, practical exercises, role-playing, and real-world simulations to reinforce their learning. The course is designed to be inclusive and caters to individuals from diverse backgrounds and career aspirations. The course is designed to enhance and develop various cognitive skills and mental abilities. This course focuses on strengthening critical thinking, problem-solving, memory, and other cognitive functions to improve overall mental agility and performance.

Course Objectives

Students will be able to:

- Gain experience in handling interview scenarios, answering questions confidently, and showcasing their qualifications.
- Learn about the dynamics of different types of interviews, such as behavioral, situational, and technical interviews.
- Understand the common interview formats and become familiar with the expectations and criteria used by interviewers.
- Learn the importance of networking during the job search process.
- Encouraged to establish professional connections and learn effective techniques for engaging in informational interviews or networking events.
- Developing participants' cognitive flexibility, which involves the ability to adapt and shift thinking when faced with new information or changing circumstances.

Course Outcomes

On completion of this course students will be able to:

- CO 1: Enhance their critical thinking skills and become adept at analyzing and evaluating information, identifying problems, generating innovative solutions, and making informed decisions.



- CO 2: Apply digital literacy skills necessary for the modern workplace and become proficient in using online platforms relevant to their field.
- CO 3: Contribute positively, respect different perspectives, resolve conflicts, and achieve shared goals.
- CO 4: Develop skills related to career planning, job search strategies, and personal branding
- CO 5: Develop leadership skills and to motivate and inspire others, manage projects effectively, and demonstrate a proactive and responsible approach to their spoken language.

Course Content

Module I: Data Interpretation

Table chart, Line graph, Bar graph, Pie chart

Module II: Logical Reasoning

Coding & Decoding, Sitting arrangement, Calendar, Clock, Direction Sense, Blood relation, Syllogism.

Module III: Logical & Non-Verbal Reasoning

Series, Puzzle Text, Statement & Arguments, Cube & Dice, Non-verbal Reasoning

Module IV: Understanding Stress

Introduction to Stress (i) Introduction to stress: Meaning, Definition, Eustress, Distress, (ii) Types of stress: Acute stress, Episodic Acute stress and chronic stress, signs and Symptoms
Sources of stress (i) Psychological, Social, Environmental (ii) Academic, Family and Work stress
Impact of stress (i) Physiological Impact of stress -Autonomic Nervous System Changes, Changes in Brain, General adaptive syndrome (GAD), Quality of sleep, Diet and Health effects (ii) Psychological Impact of stress - Impaired Mental functions, Poor memory (iii) Social Impact of stress - Stressful Life Events, Social support and health
Stress Response - 'Fight or Flight' Response, Stress warning signals Stress and Coping

Module V: Employability Skills

Identifying job openings, Enhancing interpersonal skills, including teamwork, Applying for a job, Preparing Cover letters, preparing a CV/Resume and Effective Profiling, Group Discussions, Preparing for and Facing a Job Interview, Mock Interview, Feed Back – Improvement

Textbooks


Aggarwal, R. S. (2014). Quantitative aptitude (Revised edition).

Reference Books

Gladwell, M. (2021). Talking to strangers.

Scott, S. (2004). Fierce conversations.

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


Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC134	3D PRINTING TECHNOLOGY
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This comprehensive 30-hour course is designed to provide participants with a deep understanding of 3D Printing Technology, from the fundamentals to advanced applications. Whether you're a beginner or an experienced user, this course will enhance your knowledge and skills in utilizing 3D printing for various purposes.

Course Objectives

Students will be able to:

- Explain the core principles of 3D Printing Technology.
- Demonstrate the ability to set up and calibrate a 3D printer.
- Create and modify 3D models suitable for 3D printing.
- Explore and articulate the applications of 3D printing in various industries.
- Apply advanced 3D printing techniques, including multi-material and multi-color printing.

Course Outcomes

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

CO 1: Set up and operate a 3D printer efficiently.

CO 2: Navigate and use 3D modeling software for designing printable objects.

CO 3: Analyze and troubleshoot common issues in the 3D printing process.

CO 4: Apply advanced 3D printing techniques, including multi-material and multi-color printing.

CO 5: Optimize 3D models for successful and efficient printing.

Course Content

Module I: Introduction to 3D Printing

3 hours

- Overview of 3D Printing Technology
- Historical evolution and milestones
- Types of 3D printers and their applications
- Importance of 3D printing in various industries

Module II: Basic Principles of 3D Printing

4 hours

- Understanding the concept of additive manufacturing
- Materials used in 3D printing
- Overview of 3D printing processes (FDM, SLA, SLS, etc.)
- Reading and interpreting 3D models and files

Module III: Setting Up a 3D Printer**3 hours**

- Assembling and calibrating a 3D printer
- Software installation and configuration
- Troubleshooting common printing issues

Module IV: 3D Modeling for Printing**5 hours**

- Introduction to 3D modeling software (e.g., TinkerCAD, Fusion 360)
- Creating and modifying 3D models
- Optimizing models for 3D printing
- Hands-on exercises in modeling

Module V: Advanced 3D Printing Techniques**6 hours**

- Multi-material and multi-color printing
- Support structures and rafts
- Print settings and parameters
- Post-processing techniques

Module VI: Applications of 3D Printing**5 hours**

- Prototyping and product development
- Medical applications (prosthetics, implants)
- Aerospace and automotive applications
- Consumer products and customization

Module VII: Future Trends in 3D Printing**4 hours**

- Emerging technologies in 3D printing
- Industry trends and predictions
- Opportunities and challenges

Practicum

1. Students will have supervised hands-on experience setting up and operating 3D printers.
2. Students will collaborate in groups to design and model an object using 3D modeling software.
3. Students will work on a final 3D printing project, integrating the skills and knowledge acquired throughout the course.

Textbooks

Gibson, I., Rosen, D., & Stucker, B. (2015). Additive Manufacturing Technologies: 3D Printing, Rapid Prototyping, and Direct Digital Manufacturing. Publisher.

Gibson, M. (2015). Introduction to 3D Printing. Publisher.

Reference Books

Barnatt, C. (2016). 3D Printing: Third Edition. Publisher.

Coiffet, P., & André, J.-C. (2021). 3D Printing and Additive Manufacturing: Principles of the Technology with Selected Applications. Publisher.

Garg, R. K., & Bose, S. (2020). Additive Manufacturing: 3D Printing for Prototyping and Manufacturing. Publisher.

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

Registrar
K.R. Mangalam University
Sohna Road. Gurugram (Haryana)

VAC135	RENEWABLE ENERGY SYSTEMS
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course is designed to provide an in-depth understanding of renewable energy technologies, systems, and their applications. Participants will gain knowledge about various renewable energy sources, their integration into existing power systems, and the challenges associated with renewable energy deployment. The course will cover both theoretical concepts and practical applications, with a focus on the latest advancements in the field.

Course Objectives

Students will be able to :

- Comprehend the fundamental principles of renewable energy sources, including solar, wind, hydro, geothermal, and biomass.
- Analyze the design and operation of renewable energy systems.
- Understand the economic and environmental aspects of renewable energy projects.
- Evaluate the integration of renewable energy into existing power grids.
- Develop skills in project planning, implementation, and management in the renewable energy sector.
- Explore emerging technologies and innovations in renewable energy.

Course Outcomes

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

CO 1: Design and assess the performance of renewable energy systems.

CO 2: Evaluate the economic viability and environmental impact of renewable energy projects.

CO 3: Implement effective strategies for the integration of renewable energy into existing power systems.

CO 4: Analyze and troubleshoot issues related to renewable energy systems.

Course Content

Module 1: Introduction to Renewable Energy

5 hours

- Fossil fuels vs. renewable energy
- Importance of transitioning to renewable energy
- Solar energy
- Wind energy

- Hydropower
- Geothermal energy
- Biomass

Module II: Solar Energy Systems

5 hours

- Photovoltaic (PV) Technology
- Solar Power Systems
- Solar Site Assessment and Design

Module III: Wind Energy Systems

5 hours

- Wind Turbine Technology
- Wind Power Systems
- Wind Resource Assessment

Module IV: Hydropower and Other Renewable Sources

5 hours

- Hydropower Systems
- Geothermal Energy Systems
- Biomass and Bioenergy

Module V: Integration and Management

5 hours

- Energy Storage Systems
- Smart Grids and Microgrids
- Project Management and Economics

Module VI: Environmental Impact and Sustainability

5 hours

- Life Cycle Assessment
- Environmental Regulatory and Policy Framework

Practicum

1. Work with simulation tools for renewable energy system design.
2. Visit operational renewable energy projects to observe real-world applications.
3. Engage in case studies and group projects to solve practical problems in the renewable energy field.
4. Develop a small-scale renewable energy project as part of the course requirements.

Textbooks

"Renewable Energy: Power for a Sustainable Future" by Godfrey Boyle

"Introduction to Renewable Energy" by Vaughn C. Nelson

"Wind Energy Explained: Theory, Design and Application" by James F. Manwell, Jon G.

McGowan, and Anthony L. Rogers

"Solar Engineering of Thermal Processes" by John A. Duffie and William A. Beckman
 "Biomass for Renewable Energy, Fuels, and Chemicals" by Donald L. Klass
 "Hydropower Engineering" by Arild Hervik
 "Energy Storage for Sustainable Microgrid" by S. M. Muyeen and A. Mohamed

Reference Books

"Renewable Energy Systems: A Smart Energy Systems Approach to the Choice and Modeling of 100% Renewable Solutions" by Henrik Lund
 "Integration of Renewable Energy Sources in Future Power Systems" by Lawrence E. Jones
 "Smart Grid: Technology and Applications" by Janaka Ekanayake and Nick Jenkins
 "Energy Economics: Concepts, Issues, Markets and Governance" by Subhes C. Bhattacharyya
 "Renewable Energy Finance: Powering the Future" by Charles W. Donovan

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


 Registrar
 K.R. Mangalam University
 Sohna Road, Gurugram (Haryana)

VAC136	LIFE SKILLS EDUCATION
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course is designed to provide the learner with the essential life skills needed to succeed in both personal and professional life. They will learn a variety of skills related to personal growth, communication, goal-setting, time management, and stress management. They will also explore strategies for building healthy relationships, managing emotions, and making effective decisions. The course will consist of lectures, class discussions, interactive activities, and individual and group assignments. Learners will have the opportunity to practice and apply the skills they learn in real-life situations.

Course Objectives

Students will be able to:

- develop effective communication skills to build positive relationships with others.
- acquire skills to set realistic goals and develop a plan to achieve them.
- develop strategies for effective time management to balance academic, personal, and professional responsibilities.
- explore strategies for managing stress and building resilience.
- learn techniques for making effective decisions and solving problems.
- enhance emotional intelligence and learn to manage emotions in a healthy way.

Course Outcomes

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

- CO1: get familiarized with the theoretical foundations of Life Skills and Life Skills Education.
CO2: apply life skills in various spheres of personal and professional life.
CO3: establish the inter-relationships between the ten core life skills according to WHO.
CO4: practice strategies for enhancing core life skills for self.
CO5: anticipate the challenges and opportunities faced in Life skill education.

Course Content

Module I: Concept of Life Skills and Life Skills Education

4 hours

- Life Skills: Concept, need and importance.
- Life Skills Education: Concept, need and importance.
- Difference between Livelihood Skills and Life Skills.

- Core Life Skills prescribed by World Health Organization.

Module II: Core Life Skills-I (Social Skills)

10 hours

- Skill of Self-Awareness: Self Concept, Self Esteem, Techniques for enhancing Self Awareness.
- Skill of Empathy: Concept and techniques to enhance empathy.
- Skill of Effective Communication: Types of communication, Barriers in communication, strategies for effective communication.
- Skill of Interpersonal Relationship: Stages of development, Determinants, Maintaining, sustaining and ending a relationship, conflict resolution.

Module III: Core Life Skills-II (Thinking Skills)

10 hours

- Skill of Creative Thinking: Concept, Process and Strategies for enhancing Creative Thinking.
- Skill of Critical Thinking: Concept, Process and Strategies for enhancing Critical Thinking.
- Skill of Decision Making: Concept, Process, Barriers, Techniques, Decision making in a group.
- Skill of Problem-Solving: Concept, Stages of problem-solving, Enhancing problem-solving skills

Module IV: Core Life Skills-II (Emotional Skills)

6 hours

- Skill of Coping with Emotions: Meaning of emotions, expressing emotions, Coping with negative emotions, Cultivating positive emotions.
- Skill of Coping with Stress: Types of stress, signs and symptoms, strategies to manage stress.

Practicum

- Conduct street play or role play on Life Skills Interventions for handling emotions.
- Conduct a Focused Group Discussion amongst peers in the classroom based on case studies on any one topic for example HIV/AIDS, substance abuse, women empowerment, social inclusion, team building at the workplace, crisis intervention.
- Make a collage of stressful situations in your daily life, how you have faced them and now after studying this course what would you have done differently to handle that situation?
- Conduct a Debate on: "Is Life Skills the main promoter of Employability".
- Study the biography of any successful personality of any field (Politics/Education/ Media/ Industry/ Social etc.) with reference to different life skills.



- Make a Presentation on any one life skill.

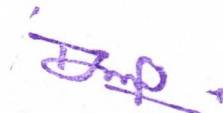
Textbooks

- Rao, K.V and Dinakar, P. (2016). Life Skills Education. New Delhi: Bookman Publishers.
- Rao, U. (2016). Life Skills Volume-II. India: Himalaya Publishing House.

Reference Books

- Carnegie, D. (1998). How to Win Friends and Influence People. UK: Simon & Schuster
- Dweck, C.S. (2007). Mindset: The New Psychology of Success. NY, USA: Ballantine Books.
- Laflin, J. (2020). Life Skills. India: Racehorse.
- Peale, N.V. (2016). The Power of Positive Thinking. NY, USA: Penguin Random House.

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


 Registrar
 K.R. Mangalam University
 Sohna Road. Gurugram (Haryana)

VAC137	SERVICE LEARNING THROUGH COMMUNITY OUTREACH
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course aims to provide the learner with an understanding of service-learning principles and practices while engaging them in meaningful community outreach projects. Through a combination of classroom instruction, experiential learning, and reflective practices, the learner will develop a deep appreciation for the role of service in community development and social change.

Course Objectives

Students will be able to:

- comprehend the significance of service learning in community development.
- engage in meaningful community outreach programmes.
- develop an appreciation of rural culture and lifestyle.
- develop a sense of civic responsibility and commitment to ongoing service.

Course Outcomes

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

CO1: define service learning and its significance in community development.

CO2: identify community needs and develop strategies to address them.

CO3: demonstrate effective communication and collaboration skills in a community setting.

CO4: establish a sense of empathy and bonds of mutuality with the local community.

CO5: execute community outreach activities and projects.

Course Content

Module I: Service Learning

5 hours

- Concept and Significance of Service Learning
- Concept and Significance of Community Outreach
- Benefits of service learning for students and communities



Module II: Identifying Community Needs**9 hours**

- Participatory Learning and Action (PLA) especially in the context of villages; steps of PLA.
- Concept and Need for Rural Immersion.
- Rural Immersion Methodology: Meet People, Mobilize, Transect Walk, Timeline, Mapping, Ranking & Scoring, Livelihood Analysis.

Module III: Rural Lifestyle and Institutions in India**9 hours**

- Appreciation of Rural Society: Rural lifestyle, rural society, rural livelihood, elaboration of 'soul of India lies in villages' (Gandhi).
- Rural Institutions: Traditional rural organizations, Self-help Groups, Panchayati raj institutions, local civil society, local administration.
- Rural Development Programmes: Sarva Shiksha Abhiyan, Beti Bachao Beti Padhao, Ayushman Bharat, Swachh Bharat Mission, PM Awaas Yojana, Skill India, NRLM, MNREGA.

Module IV: Planning and Designing Service Projects**7 hours**

- Developing project goals and objectives.
- Designing project timelines and action plans.
- Allocating resources and forming project teams.

Textbooks

Cress, C. M., Collier, P. J., & Reitenauer, V. L. (2013). Learning Through Serving: A Student Guidebook for Service-Learning Across the Disciplines. Stylus Publishing.

Smith, J. (2022). Service Learning and Community Outreach: Engaging Students for Social Impact. Academic Press.

Mahatma Gandhi National Council of Rural Education (2019). Rural Immersion: A Manual for Rural Engagement. Department of Higher Education, Ministry of Human Resource Development, Government of India.

Reference Books

Berger Kaye, C. (2010). The Complete Guide to Service Learning: Proven, Practical Ways to Engage Students in Civic Responsibility, Academic Curriculum, & Social Action. Free Spirit Publishing.

Campus Compact. (2000). Introduction to Service-Learning Toolkit: Readings and Resources for Faculty. Campus Compact.

Jacoby, B., & Associates. (1996). Service Learning in Higher Education: Concepts and Practices. Jossey-Bass.

Jacoby, B., & Mutascio, P. (2014). Service-Learning Essentials: Questions, Answers, and Lessons Learned. Jossey-Bass.

Mahatma Gandhi National Council of Rural Education (2019). Rural Immersion Management Fostering Social Responsibility and Community Engagement. Experiential Learning Activities for UG and PG Courses. Department of Higher Education, Ministry of Human Resource Development, Government of India.

University Grants Commission (2020). Fostering Social Responsibility & Community Engagement in Higher Educational Institutions in India. National Curriculum Framework & Guidelines. New Delhi: UGC.

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


Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC138	TIME MANAGEMENT AND SELF-REGULATION
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

In today's fast-paced and dynamic world, the ability to manage time efficiently and regulate oneself is a crucial skill for personal and professional success. The "Effective Time Management and Self-Regulation" course is designed to empower individuals with the tools and strategies needed to optimize their use of time, enhance productivity, and cultivate self-discipline.

Course Objectives

Students will be able to:

- Develop leadership skills to effectively manage themselves and others
- Analyze personal goals and objectives effectively.
- Identify and harness the powers of the self.
- Manage self-emotions, ego, and pride for better self-regulation

Course Outcomes

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

CO1: Demonstrate effective leadership skills and the ability to lead themselves and others towards achieving goals.

CO2: Analyze and refine personal goals and objectives for greater clarity and achievability.

CO3: Evaluate the functional, portable, and intelligible aspects of their time management and self-regulation strategies.

CO4: Manage self-emotions, ego, and pride to promote healthier relationships and self-regulation skills.

Course Content

Module I

7 hours

- Leadership Skills
- Planning and goal setting.
- Manage yourself.

- Focus on Time and Resources.
- Systemization of process.

Module II

7 hours

- Functional
- Portable
- Intelligible
- Analysis of goal and objectives.

Module III

8 hours

- Anatomy of the self-The mind- The intellect- The sub-conscious mind Consciousness.
- Innate and acquired qualities of the self- Power to act.
- Powers of the self
- The cyclic process within the self-states of awareness.

Module IV

8 hours

- Managing interferences- Perceptual Challenges-Attitudinal Challenges-Experience Challenges.
- Mental Positioning-Mental Limits-Mental Assumptions.
- Recognition of one's own limits and deficiencies.
- Managing self-emotions, ego, and pride.

Practicum

1. Students will identify and set SMART goals and create a visual representation of their goals.
2. Students will encounter simulated scenarios designed to induce procrastination and apply strategies learned in the course to overcome procrastination and maintain focus.
3. Students will keep a reflective journal throughout the practicum, documenting successes and challenges.

Textbooks

1. Garland, Teresa. *Self-Regulation intervention and strategies*. PESI Publishing & Media, 2019
2. Brain, Tracy. *Master your time, Master your life*. Tarcher Perigee, 2016

Reference Books

1. Burkeman, Oliver. *Four Thousand Weeks: Time Management for Mortals*. Straux and Giroux, 2021
2. Gupta, C.B (1990). *Management-Theory and Practice*. New Delhi: Sultan Chand & Sons Educational Publishers.

3. Goldfried, M.R. and Merbaum, M. 1973. *A perspective on self-control*. New York: Holt, Rinehart, and Winston, Inc.
4. Dembo, M. H., & Seli, H. (2007). *Motivation and learning strategies for college success: A self-management approach*. Routledge.

	Evaluation Component	Weightage (%)
1	Activities and Presentations	20
2	Reflective Journal	20
3	Attendance	10
4	End Term Examination	50


 Registrar
 K.R. Mangalam University
 Sohna Road, Gurugram (Haryana)

VAC139	SCIENCE OF HAPPINESS
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course on happiness will engage the learners with practical lessons from positive psychology, discovering how to apply key insights from cutting-edge research to one's own life. Along with knowledge of the "why" and "how" of happiness, the learner will learn research-tested "happiness practices" which can be applied in life. This course endeavours to help the learner uncover the secrets of happiness.

Course Objectives

Students will be able to:

1. Explore the roots of a happy and meaningful life.
2. Apply practical lessons of this science in their lives.
3. Develop habits to nurture one's own happiness.
4. Change one's perspective towards life.

Course Outcomes

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

CO 1: Identify key psychological, social and biological factors in happiness.

CO 2: Establish the relationship between happiness, human connection and "prosocial" qualities, such as compassion, altruism and gratitude.

CO 3: Describe the principles behind specific activities that boost happiness.

CO 4: Apply lessons from positive & social psychology to personal and professional life for enhancing self-understanding.

CO 5: Practice research-tested techniques for boosting happiness, and reducing stress and loneliness.

Course Content

Module I: Introduction

7 hours

Why does happiness matter? The role of positive emotions in happiness.

Module II**7 hours**

Mental Habits of Happiness: Self-Compassion, Flow, and Optimism: Self-compassion: a path to resilience and happiness; Happiness Practice #1: Self-Compassionate Letter; The importance of flow; Goal setting and optimism; Happiness Practice #2: Best Possible Self.

Module III**8 hours**

Mindfulness, Attention, and Focus: How paying attention can make you happier; What is mindfulness? Happiness Practice #3: Mindful Breathing; How mindfulness benefits the mind, brain, and body; Happiness Practice #4: The Body Scan; The social benefits of mindfulness.

Module IV**8 hours**

Gratitude, Kindness and Compassion: Why gratitude is good: the strong links between gratitude and happiness; Practical ways to cultivate gratitude; Happiness Practice #5: Gratitude Journal; How kindness fosters happiness; How compassion motivates kindness; Happiness Practice #6: Random Acts of Kindness.

Practicum

1. Gratitude Journaling
2. Mindfulness Meditation Sessions
3. Reflections on the practicum experience and the relevance of happiness goals

Textbooks

Emmons, R. A. & McCullough, M. E. (2003). Counting blessings versus burdens: An experimental investigation of gratitude and subjective well-being in daily life. *Journal of Personality and Social Psychology*, 84(2), 377–389.

Kahneman, D. (1999). Objective happiness. In D. Kahneman, E. Diener & N. Schwarz (Eds.), *Well-being: Foundations of hedonic psychology* (pp. 3-25). New York : Russell Sage Foundation Press.

Killingsworth, M. & Gilbert, D. (2010). A wandering mind is an unhappy mind. *Science*, 330(6006), 932.

Reference Books

Davidson, R. J., et al. (2003). Alterations in brain and immune function produced by mindfulness meditation. *Psychosomatic Medicine*, 65(4), 564–570.

Lyubomirsky, S., King, L., & Diener, E. (2005). The benefits of frequent positive affect: does happiness lead to success. *Psychological Bulletin*, 131(6), 803–55.

Wood, A. M., Froh, J. J., & Geraghty, A. W. A. (2010). Gratitude and well-being: A review and theoretical integration. *Clinical Psychology Review*, 30(7), 890-905.

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



Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC140	ROLE OF BIOFERTILIZERS AND BIOPESTICIDES IN ORGANIC FARMING
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

Overuse of chemical fertilizers to increase crop productivity has caused huge loss to the environmental quality and human health. Therefore, the focus has now shifted to organic farming, minimizing the use of chemicals, and focusing more on the use of organic products. This value-added course has been designed to impart knowledge to students regarding the role of biofertilizers and biopesticides in organic crop production. Students will learn about how these organic products can aid in increasing crop productivity and at the same time maintaining environmental health.

Course Objectives

Students will be able to:

- study about organic crops.
- explain the role of biofertilizers and biopesticides in organic crop production.

Course Outcomes

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

CO 1: discuss ideas of how to grow organic crops.

CO 2: elucidate biofertilizers and biopesticides use in agriculture.

CO 3: apply knowledge of the shelf life, characteristics and quality control of bio-pesticides and biofertilizers.

CO 4: practice organic crop production using biofertilizers and biopesticides.

Course Content

Module I

- Introduction to Organic farming and its relevance in present context.
- Concept of organic ecosystem and nutrient use under organic farming.
- Challenges under organic crop production.

Module II

- Introduction to biofertilizers and its classification
- Mass production of biofertilizers
- Methods of application of biofertilizers in various Kharif and rabi crops.

Module III

- Introduction to biopesticides and its classification.
- Mass production of biopesticides
- Methods of application of biopesticides in various Kharif and rabi crops.

Module IV

- Storage and handling of biofertilizers and biopesticides
- Harvesting and storage of organic produce of various crops
- Packing and marketing of organic produce.
- Career prospects under organic farming.

Practicum

1. Students will prepare and apply biofertilizers to a designated crop or set of plants.
2. Students will prepare biopesticides using natural ingredients.
3. Students will conduct soil health assessments before and after biofertilizer application.
4. Students will identify common plant diseases and pests affecting the selected crops.

Textbooks

Acharya, K. Sen, S, and Rai, M. (2019). Biofertilizers and Biopesticides. Techno World.

Lakshman, H.C and Channabasava, A. (2014). Biofertilizers and Biopesticides. Jaipur: Pointer Publisher.

Reference Books

Dinesh Biofertilizers (Skill Enhancement Course) by by Dr. Anil K. Thakur, Dr. Susheel K. Bassi and Dr. Kamaljit Singh.

Biofertilizers and Biopesticides Unknown Binding by Krishnendu Acharya, Surjit Sen and Manjula Rai.

Biofertilizers and Biocontrol Agents for Organic Farming by Dr. Reeta Khosla.

Organic farming for sustainable agriculture by Dileep Nandwani.

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



Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)

VAC141	BASICS OF COOKING
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course is for beginners who want to learn about reading and understanding recipes, basic ingredients, knife skills, making sauces and gravies etc.

Course Objectives

The student will be able to:

- Understand the importance of hygiene practices followed in the kitchen, ensuring safe and sanitary food preparation.
- Apply fundamental cutting techniques used for fruits and vegetables, enabling them to prepare ingredients effectively.
- To develop students' practical skills in making gravies to enhance their culinary expertise.

Course Outcomes

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

CO 1: Understand and read basic recipes and usage of basic ingredients.

CO 2: Hone their knife skills and learn to make basic sauces and gravies etc.

CO3: Learn the basic four elements of cooking.

Course Content

Module I

4 hours

Introduction To Cookery

Theory:

1. Origin and History of cookery
2. Modern Cooking practices
3. Hygiene practices followed in the kitchen.

Module II**4 hours****Cutting Techniques****Theory:**

1. Basic Cutting Techniques of Fruits and vegetables
2. Different types of knives used.
3. Different equipments used in Food Production

Module III**4 hours****Basic Soups and Stocks****Theory:**

1. Different basic soups and stocks
2. Recipes of five basic soups and stocks
3. Recipes of mother sauces

Module IV**4 hours****Cutting Techniques****Practical:**

1. Different cuts of Fruits and Vegetables
2. Handling knife with safety

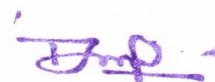
Module V**4 hours****Preparation of Basic Sauces****Practical:**

1. Preparation of mother sauces
2. Preparation of derivatives of mother sauces

Module VI**4 hours****Preparation of basic gravies****Practical:**

1. Preparation of basic red and white gravies

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



Registrar
K.R. Mangalam University
Gehna Road, Gurugram (Haryana)

VAC142	HUMAN VALUES & SOCIOLOGY
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

The focus of this course shall be on learning the value of education and self-exploration which leads to happiness and prosperity, living in harmony at various levels of existence- within oneself, family and society, nature and existence. Also, the course enables the learner to understand the basics of Sociology and its relationship with architecture, spaces and built environment. Learning through case studies and literature studies along with relevant site visits shall be undertaken.

Course Objectives

1. To help the students appreciate the essential complementarity between 'Values' And 'Skills' to ensure sustained happiness and prosperity, which are the core aspirations of all human beings
2. To facilitate the development of a Holistic perspective among students towards life and profession as well as towards happiness and prosperity; which forms the basis of Universal Human Values and movement towards value-based living in a natural way.
3. To introduce students to the basic social processes of society, social institutions and patterns of social behaviour.
4. To understand the relationship between the individual and environment or social setting, spaces and built environment.

Course Outcomes

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

CO 1: To appreciate the essential complementarity between 'Values' and 'Skills' for happiness and prosperity.

CO 2: To understand the relation between life and profession and living in harmony at various levels of existence.

CO 3: To understand the relationship between human and social settings.

CO 4: To understand the relationship between architecture, spaces and built environment.

Course Content

Module I: Value Education

8 hours

- Understanding the need, basic guidelines, content and process for Value Education
- Self-Exploration—what is it? - its content and process; 'Natural Acceptance' and 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 fulfillment of aspirations of every human being with their correct priority
- Understanding Happiness and Prosperity correctly- A critical appraisal of the current scenario

Module II: Understanding Harmony at Various Levels of Existence

8 hours

- Understanding Harmony in the Human Being - Harmony in Myself!
 - needs of Self ('I') and 'Body' - Sukh and Suvidha
 - Understanding the harmony of I with the Body: Sanyam and Swasthya
- Understanding Harmony in the Family and Society- Harmony in Human-Human Relationship
 - Understanding values in human-human relationship; meaning of Nyaya, Trust (Vishwas) and Respect (Samman) as the foundational values of relationship.
 - Understanding the harmony in the society (society being an extension of family): Samadhan, Samridhi, Abhay, Sah-astitva as comprehensive Human Goals.
- Understanding Harmony in the Nature and Existence - Whole existence as Co-existence
 - Understanding the harmony in the Nature.
 - 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 units in all-pervasive space.

Module III: Sociology

8 hours

- What is Sociology? Relationship between Sociology and Architecture with examples.

- Concept of society and its types- rural and urban
- Social Institutions- family, educational, religion
- Social Interaction- Verbal and non- verbal

Module IV: Space and Built Environment

8 hours

- Sociology of space and built environment
- Utilisation of space for social activities in rural and urban areas.
- Social history of built environment- space and power

Practicum

1. Participation in workshop on cultural sensitivity and diversity.
2. Engage in role-play scenarios representing various societal roles and dynamics.
3. Maintain a reflective journal to document personal insights, challenges faced, and lessons learned in applying human values and sociological concepts in practical scenarios.

Textbooks

R.R Gaur, R Sangal, G P Bagaria, A foundation course in Human Values and professional Ethics, Excel books, New Delhi, 2010, ISBN 978-8-174-46781-2

Reference Books

Giddens, Anthony, Sociology, Polity Press, Cambridge (UK), 2006

Sachdeva DR, Intro to Sociology, Vidya Bhusham Kitab Mahal

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



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VAC143	ENGLISH LANGUAGE FOR COMPETITIVE EXAMS
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

The "English Language for Competitive Exams" course is specifically crafted to equip individuals with the linguistic skills and strategic techniques essential for success in competitive examinations. In today's competitive landscape, a strong command of the English language is a fundamental requirement for various entrance exams, job placements, and academic assessments. This course aims to enhance participants' proficiency in English, covering grammar, vocabulary, comprehension, and critical reasoning, while also providing valuable insights into exam-specific strategies.

Course Objectives

Students will be able to:

- Develop a strong foundation in the English language, including grammar, vocabulary, and comprehension skills.
- Enhance their reading, writing, listening, and speaking abilities in English.
- Build confidence in English language usage and problem-solving abilities.
- Gain proficiency in solving language-related questions commonly found in competitive exams.

Course Outcomes

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

CO 1: Demonstrate a strong command of English grammar, vocabulary, and comprehension, making them more proficient in the language.

CO2: Speak English fluently and articulately, which is valuable for verbal communication and interviews.

CO3: Read and comprehend various types of texts, including passages and essays, and extract relevant information quickly and accurately.

CO4: Write effectively in English, producing well-structured essays, letters, and other written forms with correct grammar and appropriate vocabulary.

Course Content

Module I	7 hours
Grammar: Verbs, Adjective, Adverbs, Prepositions, Conjunctions, Tenses, Modals, Voice, Articles, Idioms and Phrases.	
Module II	7 hours
Verbal Ability: Paronyms, Homonyms, One-word Substitutions, Synonyms, Antonyms, Sentence Completion, Sentence Rearrangement.	
	8 hours
Module III	
Comprehension and Reading Skills: Skimming and Scanning, Summarizing, Unseen Comprehension passages.	
	8 hours
Module IV	
Writing Skills: Elements of writing, Sentence formation, Paragraph writing, Essay writing	

Practicum

5. Vocabulary building activities.
6. Identify and correct grammatical errors in exercises/assignments.
7. Assessment of essay structure, coherence, and overall writing proficiency.
8. Attempting English proficiency speed and power tests for competitive exams.

Textbooks

Modern Indian Literature. Oxford University Press, 2013.
Modern English Usage. Wordsworth Editions Ltd., 1994.

Reference Books

Practical English Usage. Oxford University Press, 2007.
Oxford Practice Grammar. Oxford University Press, 2000.

The Pronunciation of English. Cambridge University Press, 1956.

Longman Dictionary of Contemporary English. Pearson, 2009.

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


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VAC144	SENSITIZATION TOWARDS LAW RELATED TO VULNERABLE GROUPS
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

The "Sensitization towards Law Related to Vulnerable Groups" course is designed to provide participants with a comprehensive understanding of legal frameworks that pertain to and protect vulnerable populations. Through an interdisciplinary approach, this course aims to sensitize participants to the unique legal challenges faced by various vulnerable groups and equip them with the knowledge and skills needed to advocate for and contribute to a more just and inclusive society.

Course Objectives

Students will be able to:

- Explain constitutional guarantees to protect rights of vulnerable group.
- Study the foundational aspects of Human Rights.
- Elucidate the meaning and concept of vulnerable groups.
- Examine the status of vulnerable group in Indian society.

Course Outcomes

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

CO 1: Analyze the constitutional aspects related to vulnerable group under Indian Constitution.

CO 2: Explain various aspects related to Human rights and will be able to classify them into three generations of human rights.

CO 3: Classify groups based on their vulnerability.

CO 4: Contribute for the upliftment of their societal and economic status in society.

Module I: Constitutional Law Aspects

7 hours

- Right to Equality; with special reference to Reservation/ Women Reservation.
- Right to Freedom; With special reference to Freedom of Press.
- Right against Exploitation: Bonded Labour with special reference to PITA (The Immoral Traffic Prevention Act, 1986 (amended legislation passed in 1956).
- Cultural and Educational Rights: Minority Rights.



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Module II: Foundational Aspects of Human Rights**7 hours**

- Meaning and Concept of Human Rights
- Notion and Classification of Rights
 - Natural,
 - Moral and
 - Legal Rights
- Three Generations of Human Rights
- Civil and Political Rights;
- Economic, Social and Cultural Rights

Module III: National Human Right Commission For Women**8 hours**

- General Introduction
- Meaning and Concept of Vulnerable and Disadvantaged Groups,
- Customary, Socio-Economic and Cultural Problems
- Vulnerable and Disadvantaged Groups

Module IV: Status of Social and Economically Disadvantaged People**8 hours**

- Status of Indigenous People and the Role of the UN
- Status of SC/ST and Other Indigenous People in the Indian Scenario
- Human Rights of Aged and Disabled
- The Minorities and Human Rights
- Human rights of vulnerable groups
 - a) Stateless Persons b) Sex Workers c) Migrant Workers d) HIV/AIDS Victims

Practicum

1. Collaborate in teams to design and implement a legal outreach and awareness campaign for a specific vulnerable group.
2. Organize and participate in legal clinics for vulnerable populations.
3. Engage in a simulated legal representation scenario.
4. Participate in a legislative simulation workshop.
5. Analyse real-life case studies involving legal challenges faced by vulnerable groups.
6. Maintain a reflective journal to document personal insights, challenges, and growth, and identify areas for continuous learning and improvement.

Textbooks

"Law and the Elderly: A Social Justice Perspective" by Editors: Marshall B. Kapp, JD, MPH, and Thomas L. Hafemeister, JD, PhD

Children, Law and Justice: A South Asian Perspective" by Editors: Asha Bajpai and Cynthia Soohoo

Disability Rights Law" by Editors: Samuel R. Bagenstos and Robert L. Burgdorf Jr.

"LGBTQ Rights and The Law" by Editors: Dana Neacsu and Dina Francesca Haynes

Reference Books

- Human Rights Issues and Vulnerable Groups, J. Alberto del Real Alcalá
- https://niti.gov.in/planningcommission.gov.in/docs/plans/planrel/fiveyr/10th/volume2/v2_ch4_1.pdf

	Evaluation Component	Weightage (%)
1	Activities	20
2	Presentations/ Reflective Journal	20
3	Attendance	10
4	End Term Examination	50


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VAC145	CYBER CRIME WITH SPECIAL REFERENCE TO SOCIAL MEDIA
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course provides a comprehensive exploration of cybercrime, with a particular focus on its manifestations within the realm of social media. Participants will delve into the various forms of cyber threats, their legal implications, and the evolving landscape of online criminal activities. The course aims to equip students with the knowledge and skills necessary to understand, prevent, and address cybercrime, especially in the context of social media platforms.

Course Objectives

Students will be able:

1. To study the various basic concepts of cyber law and cyber crime.
2. To know about all types of cyber crime.
3. To know about the difference between cybercrime and crimes on social media.
4. To study about various regulations related to cybercrime and social media crimes.

Course Outcomes

On completion of this course:

1. Students will be able to understand various basic concepts of cyber law and cyber crime.
2. Students will be able to understand the various types of cyber crimes.
3. Students will be able to analyse the difference between cyber crime and crimes on social media
4. Students will be able to know about implication of various regulations related to cyber crime and social media crimes.

Module I: Concept of Cyber Space

- Introduction to cyber crime
- Theoretical approaches to cyber crime
- Need and role of Cyber Law



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Module II: Cyber Bullying

- Cyber stalking
- Cyber defamation
- Hacking and fraud

Module III: Identity Theft

- Fake accounts
- Cyber hate on social media
- Trolling on social media
- Phishing on social media

Module IV: Regulation of Cyber Crime

- Reporting of cyber crime
- Precaution to prevent being victim of social media cyber crime

Practicum

Students will work on simulated cybercrime scenarios related to social media, applying the principles learned in class. This hands-on experience will include the use of digital forensics tools, analysis of phishing attempts, and developing response strategies to social media-based cyber threats. Case studies will be drawn from real-world incidents, allowing participants to critically analyze the legal, technical, and ethical dimensions of cybercrime within social media platforms.

Textbooks

"Cybercrime: Investigating High-Technology Computer Crime" by Robert Moore.

Reference Books

"Cyber Crime and Digital Evidence: Materials and Cases" by Thomas K. Clancy.

"Cybercrime and Society" by Majid Yar.

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

VAC146	BEHAVIOURAL SKILLS
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course is designed to equip students with essential behavioral skills necessary for success in both personal and professional contexts. The course will cover key areas such as effective communication, emotional intelligence, teamwork, adaptability, and professionalism. Through a combination of theoretical knowledge, practical exercises, and real-world application, students will enhance their interpersonal skills and develop a holistic understanding of behavioural competencies.

Course Objectives

Students will be able to:

- Identify and categorize key behavioural skills, including communication, emotional intelligence, teamwork, and adaptability.
- Develop effective verbal and non-verbal communication techniques.
- Develop self-awareness and self-regulation.
- Recognize the significance of teamwork in various settings.
- Cultivate a growth mindset.
- Overcome public speaking anxiety and deliver impactful messages with confidence.

Course Outcomes

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

CO 1: Exhibit competence in essential behavioral skills, including effective communication, emotional intelligence, teamwork, and adaptability.

CO 2: Apply learned skills to real-life situations, both personally and professionally.

CO 3: Demonstrate professionalism and ethical conduct in various professional settings.

CO 4: Confidently deliver presentations and communicate ideas persuasively.

CO 5: Demonstrate resilience in the face of challenges.



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Course Content

Module I: Introduction to Behavioural Skills

3 hours

- Definition and importance of behavioural skills.
- Overview of key behavioural skills: communication, emotional intelligence, teamwork, adaptability, etc.

Module II: Effective Communication Skills

3 hours

- Verbal and non-verbal communication.
- Active listening and empathetic communication.
- Overcoming communication barriers.

Module III: Emotional Intelligence

4 hours

- Understanding emotions and their impact on behaviour.
- Developing self-awareness and self-regulation.
- Empathy and social skills.
- Emotional intelligence in leadership.

Module IV: Teamwork and Collaboration

4 hours

- Importance of teamwork in personal and professional settings.
- Team dynamics and effective collaboration.
- Conflict resolution and managing team diversity.

Module V: Building Positive Relationships

4 hours

- Developing rapport and trust.
- Networking skills.
- Handling difficult conversations.

Module VI: Professionalism and Work Ethics

4 hours

- The importance of professionalism in the workplace.
- Time management and organizational skills.
- Balancing personal and professional life.

Module VII: Adaptability and Resilience

4 hours

- Adapting to change in the workplace.
- Stress management techniques.
- Developing resilience and coping strategies.

Module VIII: Presentation and Public Speaking

4 hours

- Techniques for effective presentations.
- Overcoming public speaking anxiety.
- Delivering impactful messages.

Practicum

1. Self-assessment of students' current behavioural skills.
2. Practical exercises and role-plays.
3. Case studies and group discussions

Textbooks

"The 7 Habits of Highly Effective People" by Stephen R. Covey.

"Atomic Habits: An Easy & Proven Way to Build Good Habits & Break Bad Ones" by James Clear.

Reference Books

"Emotional Intelligence: Why It Can Matter More Than IQ" by Daniel Goleman.

"How to Win Friends and Influence People" by Dale Carnegie.

"Drive: The Surprising Truth About What Motivates Us" by Daniel H. Pink.

"Mindset: The New Psychology of Success" by Carol S. Dweck.

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



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VAC147	LEADERSHIP AND MANAGEMENT
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course is designed to develop the knowledge, skills, and attitudes essential for effective leadership and management in diverse organizational settings. Students will explore key principles, theories, and practical strategies to inspire and lead teams, make strategic decisions, and foster innovation. Through a combination of theoretical insights, case studies, and interactive activities, participants will enhance their leadership and management capabilities for success in today's dynamic and competitive business environment.

Course Objectives

Students will be able to:

- Develop analytical skills in evaluating underlying problems and opportunities, complex relationships, people and situations as leader and manager
- Understand how to create, participate in and manage diverse teams and groups
- Develop managerial and leadership competencies and skills for effective organizational performance.

Course Outcomes

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

CO 1: Develop basic understanding and knowledge about concepts of leadership and managers.

CO 2: Apply the theories and practices related to leadership and management.

CO 3: Evaluate situations and opportunities, manage teams and groups.

CO 4: Appreciate the impact of structure, culture and values on organizational and individual performance.



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Course Content

Module I

8 hours

Difference between leadership and management, theories and concepts of leadership and management, practices of leadership and management, Managerial styles and behaviours, Managing stakeholders' expectations, Understanding organisational culture, values and Personal development as a manager and leader, Being a leader

Module II

8 hours

Understand how to manage teams/group processes, relationships, and responsibilities, Understand how teams can make decisions more effectively, Understand the basics of teaming, how teams can solve problems and make decisions effectively in difficult situations.

Module III

7 hours

How to manage people strategically, To understand how to motivate your staff for exceptional performance, concept of leadership by authority, concept of leadership influence, framework for managerial leadership, Understand the sources of authority and leadership influence.

Module IV

7 hours

Understand how structure can solve coordination problems during growth, concept of culture to an organization, Understand the impact of culture on organizational success, Understand the application of delegation and empowerment, Understand the impact of values that on individual and organizational performance.

Practicum

Students will engage in hands-on activities, simulations, and projects to apply leadership and management concepts in practical scenarios. The practicum aims to enhance participants' ability to make strategic decisions, lead teams effectively, and navigate challenges in a dynamic business environment.

Textbooks

George Manning and Kent Curtis, The Art of Leadership, 7th Edition, McGraw Hill, 2022

Reference Books

James Kouzes and Barry Posner, "**Leadership**": The Leadership Challenge, by 5th Edition (2012),

Gostick, Adrian and Chester Elton. Leading with Gratitude. New York: HarperCollins, 2020.

Hickman, Craig. "Managers' Minds and Leaders' Souls." Pages 7-21. In Hickman, Mind of a Manager, Soul of a Leader. New York: Wiley, 1990.

Kotter, John. "What Leaders Really Do." Pages 1-12. Harvard Business Review December 2001.

Habecker, Eugene. The Softer Side of Leadership: Essential Soft Skills that Transform Leaders and the People They Lead. Sisters, Oregon: Deep River Books, 2018.

Miller, Jeffrey. Everyone Deserves a Great Manager: The 6 Critical Practices for Leading a Team. New York: Simon and Schuster, 2019.

Minter, Harriet. Great TED Talks: Leadership - An Unofficial Guide with Words of Wisdom from 100 TED Speakers. San Diego: Portable Press, 2020. HBSP

Kouzes and Posner, Leadership Challenge Planner, JB Pfeffer.

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

VAC148	SUSTAINABILITY IN INTERIORS
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course is designed with the aim to familiarize the students with the problems and methods of energy conservation through design of built forms.

Course Objectives

Students will be able to:

- Comprehend sustainability at global, national, regional and local levels.
- Understand sustainability measuring tools.
- Elucidate various techniques of sustainability within buildings.
- Develop understanding of sustainable building materials in interiors.

Course Outcomes

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

CO 1: Describe the various principles of Sustainable Architecture

CO 2: Develop a clear understanding of global issues and challenges.

CO 3: Develop thinking to correlate various techniques of sustainability.

CO 4: Develop Understanding of sustainable building materials in interiors to use in practical.

Course Content

Module I: Sustainability: Overview

8 hours

- Environmental Problems, History and definition of sustainability
- An overview of fossil fuels and renewable energy sources
- Brief introduction of Sustainable Development & Architecture
- Definitions, Principles, Challenges and responses.
- Millennium Development Goals

Module II: Sustainability Measuring Tools

8 hours

- Available sustainability measuring tools in World and India. (Overview)- LEED, GRIHA & IGBC, ECBC

Module III: Sustainability In Buildings**8 hours**

- Passive building design, Principles of building technology: light, thermal performance, waste management, water conservation

Module IV: Sustainable Building Materials**8 hours**

- Sustainable building materials in interiors- walls, flooring, furniture
- Case studies

Textbooks

Arvind Krishnan & Others – Climate Responsive Architecture, Tata Mcgraw –Hill New Delhi 2001.

Koenigsberger, O.H , Ingersoll, T.G. & Mayhew, A Szokolay, S.V. , 1973. Manual of Tropical Housing and BUilding Part1. Climatic Design, Orient Longman Pvt.Ltd.

Reference Books

J.K Nayak & Others , Energy Systems Energy Group,- Isa Annal Of Passive Solar Architecture.

Mili Majunder, Teri – Energy – Efficient Bldg. in India – Thomson Press, New Delhi – 2001

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


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VAC149	SKILL DEVELOPMENT FOR TECHNICAL INTERVIEWS
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

The course will prepare non-technical students for technical skills. Coding help them in improving their problem solving skills. These skills are required for career enhancement.

Course Objectives

The student will be able to:

- learn what is computer and its importance
- learn real time problem solving and technical skills.
- learn programming techniques.
- think logically to solve a problem.
- become well versed with basic terminologies of computer and its recent trends.
- write effective resume, and develop professional skills
- develop interview skills
- present themselves and their views in effective manner

Course Outcomes

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

- CO 1: Explain fundamentals of Computers, Programming, e-Commerce and Multimedia.
- CO 2: Cultivate Problem-Solving and Technical Skills
- CO 3: Demonstrate professional skills.
- CO 4: Make effective Self-presentation.

Module I

8 hours

Fundamentals of Computer: Definition, Characteristics, Classification of Computers, Generation of computers, Input Devices, Output Devices, Memory, Storage Devices, Application of computers, Hardware, Software. **E-Commerce and Multimedia:** Introduction of E-Commerce, History of E-Commerce, Process of E-Commerce, Types, Advantages and Disadvantages, Introduction to Multimedia: History, Tools used, Applications, Advantages and Disadvantages

Module II

7 hours

Introduction to Networking: Definition, Components of Computer Network, Benefits of Computer Network, Disadvantages, Classification of Network, Connecting Devices, Network Topologies, Protocols. **Internet:** Introduction to Internet, History of Internet, Characteristics of Internet, Components of Internet, Internet Services, Internet Protocol, Internet Applications, World Wide Web, Evolution of WWW, Advantages, Disadvantages, Impact of Internet, Introduction to Intranet.

Module III

7 hours

Introduction to programming fundamentals: High level programming, What tasks can be done on a computer, Languages V/S Machine Language, Need For Algorithms, A structured language, Rules, The concept of a variable, Assignment Statement, Expressions with variables, Operators, Arithmetic expressions, Precedence rules, Associativity, Simple programs using read/write statements, Connecting multiple statements in a sequence, Structure of a complete flowchart program, Introduction to relational operators and conditions, Conditional statement, Nested conditional statements, Introduction to Boolean operators, and, or, not operator, Iterative statements, series problems.

Module IV

8 hours


Communication Skills: Public Speaking, Group discussions, Gestures and Body language, Professional Presentation skills. **Writing skills:** Resume writing, Interview Skills, Technical presentation, Team work.

Reference Books

- Computer Fundamentals by P K Sinha, BPB Publications, 2004
- Fundamentals of Computers by Rajaraman V and Adabala N, Prentice Hall India Learning Private Limited
- Fundamentals Of Computer And Programming- by Pankaj Agarwal, JBC Press, 2012
- Computer Networks And Internets by Douglas E. Comer, Prentice Hall, 2009
- Computer Fundamentals and Programming in C by Reema Thareja, OUP India
- Let Us C by Yashavant Kanetkar, BPB Publications
- C in Depth by Deepali Srivastava and S. K. Srivastava, BPB Publications
- Communication Skills Training by Ian Tuhovsky, Createspace Independent Pub, 2015

Online References

- <https://www.goseeko.com/universities/aryabhatta-knowledge-university-bihar/engineering/electrical-engineering/third-year/sem-2/professional-skill-development-1>
- <https://www.techtarget.com/whatis/definition/Internet>
- <https://www.javatpoint.com/network-vs-internet#:~:text=A%20network%20is%20a%20collection,are%20spread%20around%20the%20globe.>



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



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VAC150	INTRODUCTION TO INDIAN CLASSICAL AND WESTERN MUSIC
Contact Hours	30 Hours
Prerequisite	Nil

Course Description

This course emphasizes on the students to understand the basic elements of music styles and forms, it focuses on essential concepts and theory of music helping students in understanding the basic music language, it also focuses on exploring and expressing their ideas and concept through music. Learner will engage with practical lessons from this course, discovering how to apply music theory in improvising and learning songs.

Course Objectives

The student will be able to:

- Develop an overview of the rich cultural and historical context of Indian Classical and Western music.
- Break down the fundamental elements of both Indian Classical and Western music, including melody, harmony, rhythm, and timbre.
- Foster an appreciation for the unique characteristics of Indian Classical and Western music.
- Emphasize the cultural significance of music in both Indian and Western contexts.

Course Outcomes

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

CO 1: Gain a comprehensive understanding of the historical, cultural, and theoretical aspects of Indian Classical and Western music.

CO 2: Develop the ability to critically analyze musical compositions from both traditions, considering the context, style, and artistic intent.

CO 3: Acquire basic performance skills in Indian Classical and Western music, demonstrating competence in either vocal or instrumental expression.

CO 4: Demonstrate the ability to compare and contrast the musical elements, structures, and performance techniques of Indian Classical and Western music.

CO 5: Cultivate cultural awareness and sensitivity by understanding the cultural contexts that shape the musical traditions studied.

Course Content

Module I

Hindustani Classical Music: Introduction

Theory: Basic knowledge of the following:

- Sangeet: Bharat ki 2 Mukhya Padhatyan
- Dhwani
- Swar
- Sudhswar aur Vikritswar
- Saptak
- Thaata
- Raag
- Alankar
- Lay: Vilambit – Madhya – Drut
- Matra
- Taal
- Vibhag
- Sam
- Tali
- Khali
- Theka
- Raagon ka parichey

Module II

Practical:

- Swar Ghyan
- 7 Shudh aur 5 Vikrit Swaron ka Ghyan
- Lay Ghyan
- Vilambit Madh aur Drut layon ka parichey
- 10 Saral alankaron ka abhyas – Sargam aur akaar dono mai
- Nimlikhit Raag: Bilawal – Yaman – Bihaag – Bhayrav – Mai ek-ek Chota Khayal kuch saral taano sahit

Module III

Western Music: Introduction

Theory: Basic knowledge of the following

1. Elements of Rhythm: Sound, Symbol, and time:
 - Durational Values: Symbols representing time in music
 - Pulse, Tempo, and Meter
2. The elements of pitch: Sound, symbol, and tone
 - Pitch and Pitch-Class
 - Chromatic alteration: Accidentals
 - The Keyboard as a visual tool
 - Register Designation, The Octave, 8va, and 8vb
 - Pitch Notation: Nomenclature and Solfege
 - Movable C-Clef; Other Clefs
3. The foundation of Scale-steps and Scales
 - Scales and Scale-Steps
 - Heptatonic Scales: The Major Scale, The Three forms of minor scale
 - Solfege Revisited
 - Heptatonic Scales: Introduction to modes
 - Other commonly used scales
4. Key sense, Key signature and the cycle of fifths
 - The Sense of Key: Attribution
 - The Cycle of Fifths as a Mnemonic Device
 - Relative and Parallel Keys
5. Intervals
 - Simple, Simple Compound and Multiple Intervals
 - Interval Identification Procedure: The Two Evaluative Criteria
 - The Interval Placement Diagram
 - Interval Inversion
 - Interval Construction Procedure
 - Interval Identification and Construction Below a given pitch
6. Chords
 - Introduction and Definition
 - The Harmonic Series
 - Triads: Four Types, Inversion, and basic symbolization
 - Chords Label and primary and secondary Triads
 - The conditional status of second inversion

Module IV

Practical:

- Structural Elements, Pulse, Duration Pitch and Forms
- Scales and Notation
- Intervals

- Triads Of Major and Minor Scale
- Analysis Of Major Melodies

Reference Books

"The Raga Guide: A Survey of 74 Hindustani Ragas" by Joep Bor and others.

"Music in the Western World: A History in Documents" by Piero Weiss and Richard Taruskin.

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



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