




DEPARTMENT OF AQUACULTURE
MES ASMABI COLLEGE, P. VEMBALLUR, THRISSUR, 680671
CERTIFICATE COURSE IN
AQUARIUM MANAGEMENT (COURSE CODE: AQM)
ABOUT THE COURSE


The course of **35 Hrs duration** is designed to enable the learner to set up a professional aquarium and maintain it properly. The curriculum is prepared accommodating both theoretical and practical classes. The student can learn basic biological and chemical principles of aquarium setting and keeping it healthy.


Aquarium keeping is a highly technical hobby and you will need to understand how to take care of an aquarium before you ever begin to set one up. This stage introduces you to topics such as aquarium chemistry and the nitrogen cycle, principles of animal husbandry, routine aquarium maintenance requirements, troubleshooting and water parameter guidelines.


Sd/-
Course Co-ordinator

Dr. Kesavan K

Dr. KESAVAN K, M.Sc, Ph D, PGDEM.
Associate Professor
Department of Aquaculture
M E S Asmabi College
P.Vemballur, Kodungallur, 680671


PRINCIPAL
M.E.S. ASMABI COLLEGE,
P.O.P.VEMBALLUR,
KODUNGALLUR - 680 671


Sd/-
Head of the Department

Dr. Kesavan K

HEAD
DEPARTMENT OF AQUACULTURE
M. E. S. ASMABI COLLEGE
P. VEMBALLUR - 680 671
THRISSUR DISTRICT.

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DEPARTMENT OF AQUACULTURE

M E S ASMABI COLLEGE, VEMBALLUR, THRISSUR, 680671

CERTIFICATE COURSE IN **AQUARIUM MANAGEMENT** Acad.Year -2019 - 20**RECORD OF ENROLMENT**


Total Seats available: 25

Total No. of Students Enrolled 25

SL. NO	Roll No	NAME	DEPARTMENT	SEMESTER OF STUDY	COURSE REGISTER NO.	Signature of the student
1.	2135	Remya K R	Economics	"	AQM 02	Remya
2.	2143	Shibitha P B	"	"	AQM 03	Shibitha
3.	3336	Swetha Sasikumar	Aquaculture	IV SEMESTER	AQM 04	Swetha
4.	3333	Sawfa O A	"	"	AQM 05	Sawfa
5.	3314	Nejma V A	"	"	AQM 07	Nejma
6.	3322	Aswin Raj PR	"	"	AQM 08	Aswinraj
7.	3320	Akarsh M S	"	"	AQM 09	Akarsh
8.	2325	Navya Jayan	"	"	AQM 11	Navya
9.	2331	Sikha Sivadasan	"	VI SEMESTER	AQM 12	Sikha
10.	2323	Hima A S	"	"	AQM 13	Hima
11.	2308	Fathimath Zehra	"	"	AQM 14	Fathimath
12.	2318	Anaswara P S	"	"	AQM 15	Anaswara
13.	2309	Himaja	"	"	AQM 16	Himaja
14.	2306	Aiswarya A M	"	"	AQM 17	Aiswarya
15.	2321	Avinkrishna M V	"	"	AQM 19	Avinkrishna
16.	2256	Madhurima P K	Botany	VI SEMESTER	AQM 20	Madhu
17.	2267	Akshara Sajeev	"	"	AQM 21	Akshara
18.	3552	Muhammad Afeef K P	B. Voc. FPT	IV SEMESTER	AQM 23	Afeef
19.	3570	Jishnu K	"	"	AQM 24	Jishnu
20.	3576	Mohammed Risvan K	"	"	AQM 25	Mohammed
21.	3311	Fathima V A	Aquaculture	IV SEMESTER	AQM 06	Fathima
22.	3330	Nafeesathu Shifana A	"	"	AQM 10	Nafeesathu
23.	2322	Fathima	Aquaculture	VI Semester	AQM 18	Fathima
24.	2134	Rahiyath V A	Economics	VI SEMESTER	AQM 01	Rahiyath
25.	3322	Aswinraj P R	Aquaculture	IV SEMESTER	AQM 22	Aswinraj

Sd/ 
Course Co-ordinator

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Sd/ 
Head of the Dept.

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THRISSUR DISTRICT.

CERTIFICATE COURSE IN
AQUARIUM MANAGEMENT

OFFERED BY

DEPARTMENT OF AQUACULTURE, MES ASMABI COLLEGE, P. VEMBALLUR

(ACADEMIC YEAR 2019-20)

COURSE PLAN AND SYLLABI

Course Outcome:

1. Identify common aquarium fishes.
2. Understand the basic biology of common aquarium fishes.
3. Study water quality parameters in aquaria and their maintenance.
4. Understand aquarium setting and aquarium accessories.
5. Construct and design aquaria and aquascaping.
6. Manage aquaria in a professional manner.

DIVISION OF HOURS/TASKS

Theory	20	Total study hours = 35
Practical	15 (Inclusive of two workshop sessions)	
Visit to aquarium business firms	2 days	Total Industrial visits = 02

Course Content

THEORY (20 Hrs)

Module 1: Introduction

(4 Hrs)

Introduction to Aquarium and ornamental fishes. Scope and status of aquarium business in Kerala. Accessories- Aerators, filters, lights, heaters, etc. Drift wood and other types of decorative materials. Types of aquaria based on material, species, shape and setting.

Module 2: Freshwater Ornamental Fishes

(6 Hrs)

Different varieties of Ornamental fishes - Live bearers, Gold fish and koi, Gourami, Barbs and Tetras, angel fish and cichlids. Fundamental biology of common aquarium fishes of demand. Scientific and common names.

Module 3: Aquarium plants

(2 Hrs)

Common aquarium plants. Examples and importance.

Module 4: Aquarium Setting and Management

(8 Hrs)

Construction of glass gaquaria. Setting up of freshwater aquarium. Water quality parameters, their relevance and management. Daily, weekly and annual maintenance. Control of algae and snails. Types of feeds and feed management. Common diseases and their management.

PRACTICAL (15 Hrs)

1. Identification of common aquarium fishes.
2. Construction of glass aquaria.
3. Setting up of aquarium (maintained by students can be evaluated after one month)
4. Aquarium plants- identify at least 5 types of aquarium plants.
5. Working of air pump and filters available in the market.
6. Control of snails and algae in ornamental fish culture system - demonstration.
7. Measurement of water quality parameters -
8. Ornamental fish farms- general description.
9. marine aquarium fishes and invertebrates.
10. Setting up of reef aquarium.
11. Disease of aquarium fishes (signs and causative agents and treatments) temperature, pH, hardness, salinity, ammonia and nitrite).
12. Aquarium cleaning- equipment and procedures.

Sd/- Course Co-ordinator

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P.O.P.VEMBALLUR,
KODUNGALLUR - 680 671**

Sd/- Head of the Department

HEAD
DEPARTMENT OF AQUACULTURE
M. E. S. ASMABI COLLEGE
P. VEMBALLUR - 680 671
TRISSUR DISTRICT.

CERTIFICATE COURSE IN
AQUARIUM MANAGEMENT

OFFERED BY

DEPARTMENT OF AQUACULTURE, MES ASMABI COLLEGE, P. VEMBALLUR
(ACADEMIC YEAR 2019-20)

EVALUATION GUIDELINES

1. Fortnightly theory tests (Objective and short answers only of 30 Min duration). – 25 Marks each

Total - **100 Marks**

2. Course end examination - (Objective, short answer and essays – 3 Hrs duration) – **100 Marks**


3. Practical Examination: 3 Hrs – **50 Marks**

4. Theory Attendance: **10 Marks Max.** (Will be lessened as per evaluation pattern of existing UG programmes)


5. Workshop attendance: **20 Marks.**

6. Attendance for other practical works – **20 Marks.**
An aggregate of 50 % is required for a pass provided 50 % Min. is required for theory and practical separately.

Grand Total: **300 Marks**


Sd/
Course Co-ordinator

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PRINCIPAL
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KODUNGALLUR - 680 671


Sd/-

Head of the Dept.

HEAD
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M. E. S. ASMABI COLLEGE
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THRISSUR DISTRICT.

(6)



DEPARTMENT OF AQUACULTURE
MES ASMABI COLLEGE, P. VEMBALLUR, THRISSUR, 680671
CERTIFICATE COURSE IN
AQUARIUM MANAGEMENT (COURSE CODE: AQM)

MARK LIST (MAX. MARKS -100 (Examination date: 27.1.2021))

Batch 1

Total Seats available: 25

Total No. of Students Enrolled 25

Total No. of students eligible for certificate: 20

Academic Year 2019-20

SL. NO	Roll No	NAME	DEPARTMENT	YEAR/ SEMESTER OF STUDY	ALLOTTED COURSE REGISTER NO.	Marks scored (Max. 100)	Percentage of marks	Grade	Whether eligible for award of certificate (Yes/No)	Remarks if any
1.	2134	Rahiyath V A	Economics	VI SEMESTER	AQM 01	ABSENT	NA	NA	NO	
2.	2135	Remya K R	"	"	AQM 02	60	60	B+	Yes	
3.	2143	Shibitha P B	"	"	AQM 03	76	76	A	Yes	
4.	3336	Swetha Sasikumar	Aquaculture	IV SEMESTER	AQM 04	92	92	A+	Yes	
5.	3333	Sawfa O A	"	"	AQM 05	100	100	A++	Yes	
6.	3311	Fathima V A	"	"	AQM 06	ABSENT	NA	NA	NO	
7.	3314	Nejma V A	"	"	AQM 07	100	100	A++	Yes	
8.	3322	Aswin Raj PR	"	"	AQM 08	96	96	A++	Yes	
9.	3320	Akarsh M S	"	"	AQM 09	96	96	A++	Yes	

10	3330	Nafeesathu Shifana A	"	"	AQM 10	ABSENT	NA	NA	NO	
11	2325	Navya Jayan	"	"	AQM 11	100	100	A++	Yes	
12	2331	Sikha Sivadason	"	VI SEMESTER	AQM 12	100	100	A++	Yes	
13	2323	Hima A S	"	"	AQM 13	100	100	A++	Yes	
14	2308	Fathimath Zehra	"	"	AQM 14	100	100	A++	Yes	
15	2318	Anaswara P S	"	"	AQM 15	100	100	A++	Yes	
16	2309	Himaja	"	"	AQM 16	88	88	A	Yes	
17	2306	Aiswarya A M	"	"	AQM 17	84	84	A	Yes	
18	2322	Fathima	"	"	AQM 18	ABSENT	NA	NA	NO	
19	2321	Avinkrishna M V	"	"	AQM 19	72	72	B++	Yes	
20	2256	Madhurima P K	Botany	VI SEMESTER	AQM 20	100	100	A++	Yes	
21	2267	Akshara Sajeev	"	"	AQM 21	100	100	A++	Yes	
22	2279	Sruthy K S	"	"	AQM 22	ABSENT	NA	NA	NO	
23	3552	Muhammad Afeef K P	B. Voc. Fish Processing Technology	IV SEMESTER	AQM 23	100	100	A++	Yes	
24	3570	Jishnu K	"	"	AQM 24	100	100	A++	Yes	
25	3576	Mohammed Risvan K	"	"	AQM 25	100	100	A++	Yes	

OUTCOME: Out of the 25 students enrolled all of them attended sufficient number of classes but only 20 of the appeared for the final test. All students appeared for the examination passed the test and qualified for award of the certificates.

Sd/-
Course Co-ordinator
Dr. Kesavan K

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M.V.S. ASHABI COLLEGE,
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KODUNGALLUR - 680 671

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Associate Professor
Department of Aquaculture
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P. Vemballur, Kodungallur, 680671

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Head of the Department
Dr. Kesavan K
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M. V. S. ASHABI COLLEGE
P. VEMBALLUR - 680 671
THRISSUR DISTRICT.

MES Asmabi College, P Vemballur, Kodungallur

**Department of BCom Computer Application
Certificate Course on Web Designer**

**Department : PG Department of
Commerce & Management Studies**

**Name of the Course : Certificate Course on Web
Designer**

Course Code : ASCCo2

Coordinator : Ms Josbeena Johnson

Head of the Department : Ms Raji P B

Maximum no. of students : 30

Duration of the course : 30 hrs

Level : UG

Teaching Methodology : Direct method

DEPARTMENT OF BCOM COMPUTER APPLICATION
MES ASMABI COLLEGE P VEMBALLUR, THIRISSUR, 680671







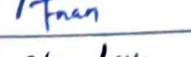
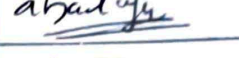



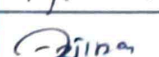




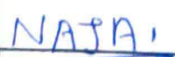

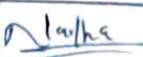

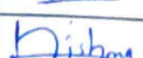
CERTIFICATE COURSE ON
CERTIFIED WEB DESIGNER COURSE

COURSE CODE:ASCC02


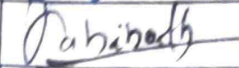

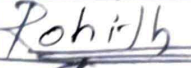

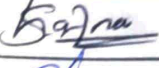



YEAR:2019-2020


TOTAL SEATS AVAILABLE:30

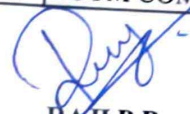
TOTAL NO OF STUDENTS ENROLLED:30

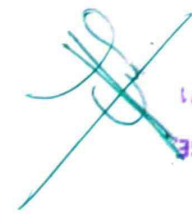
SL NO	NAME	DEPARTMENT	SIGNATURE
1	AAGNA T S	BSC AQUACULTURE	
2	ABHIJITH U LALSAN	BA ENGLISH	
3	ABHISHA K	BSC AQUACULTURE	
4	ADEEB ABDUL RASHEED	BA ENGLISH	
5	ADHEENA VARSHA K S	BSC PHYSICS	
6	AFNAN ABDUL AZEEZ ELACHOLA	BSC PHYSICS	
7	AHALYA K U	BSC PHYSICS	
8	AISWARYA T J	BA ENGLISH	
9	AKARSH M S	BSC AQUACULTURE	
10	AKHILDAS K M	BSC BOTONY	
11	ANJINA SHIBU	BSC PHYSICS	
12	ANSHIN PAUL	BSC AQUACULTURE	
13	ARCHANA K K	BSC PHYSICS	
14	MUHSINA K S	BSC MATHEMATICS	
15	NAJA K A	BSC MATHEMATICS	
16	NASEEHA K S	BCOM COMPUTER APPLICATION	
17	NATHA FATHIMA	BSC MATHEMATICS	
18	NAVANEETH K P	BSC MATHEMATICS	
19	NISHMA P U	BCOM COMPUTER APPLICATION	
20	NOUREEN V S	BCOM COMPUTER APPLICATION	
21	RAEES P M	BCOM COMPUTER APPLICATION	



22	RAIHANA K J	BA ECONOMICS	
23	RAIHANATH A A	BA ECONOMICS	
24	RIMNAS M M	BCOM COMPUTER APPLICATION	
25	ROHITH K K	BCOM COMPUTER APPLICATION	
26	SHAFIYA K S	BSC MATHEMATICS	
27	SHAFNA M M	BSC MATHEMATICS	
28	SREELAKSHMI C P	BCOM COMPUTER APPLICATION	
29	SREEPRIYA P MENON	BCOM COMPUTER APPLICATION	
30	ZAYAN MOHAMMED	BCOM COMPUTER APPLICATION	


JOSBEENA JOHNSON
 CONVENOR


RAJI P B
 HOD


 PRINCIPAL
 M.E.S. ASHRAFI COLLEGE
 P.O. VEERBALUR,
 KODUNGALLUR - 686571





MES ASMABI COLLEGE, P VEMBALLUR
DEPARTMENT OF BCOM COMPUTER APPLICATION
CERTIFIED COURSE ON WEB DESIGNER
ACADEMIC YEAR: 2019-2020

CURRICULAM EVALUATION PROCEDURE

Department	: PG department of commerce and management studies
Name of the course	: Certified web designer course
Course code	:ASCC02
Coordinator	: Josbeena Johnson, josbeena22@gmail.com
Head of the department	: Raji P B
Maximum number of students	: 30
Duration of the course	: 30 hour
Level	: UG
Teaching methodology	: Direct Method
Teaching Aid	: PPT, You tube videos

CURRICULAM

OBJECTIVES:

1. To help the students to construct pages that meet the needs of an identified audience
2. To enable the students to demonstrates competency in the use of common HTML code.
3. To help the students to understand the role of JAVA script in web page creation.
4. To help the students to utilize graphic design to enhance web pages.

SYLLABUS

MODULE 1: INTRODUCTION TO HTML

- What is HTML
- HTML Documents
- Basic structure of an HTML document
- Creating an HTML document

- Markup tags 10 hours

MODULR 2: CASCADING STYLE SHEETS

- WEB programming introduction
- HTML attributes
- HTML LIST 5 hours

MODULE 3: JAVA SCRIPT

- Introduction to java script
- Built in function
- Working with objects and classes 5 hours

MODULE 4: HTML 5

- Structure text
- Learn semantic markup new to the HTML standard
- Style a web page
- Create hyperlink to the other pages 5 hour

MODULE 5: JQUERY

- Introduction
- Using JQuery cores
- Events
- Effects 5 Hour

EVALUATION PROCEDURE

1. Module wise exam
2. Final Exam




MES ASMABI COLLEGE, P VEMBALLUR
DEPARTMENT OF BCOM COMPUTER APPLICATION
CERTIFIED COURSE ON WEB DESIGNER

ACADEMIC YEAR: 2019-2020

REPORT AND COURSE OUTCOME

The certificate course on Web Designer was inaugurated on 10/08/2019. All the sessions were conducted in computer class room. All the 30 students got above 75% attendance. An introduction to web designing course were given to students on the first day. Practical sessions of the class helped the students very much. All the students secured above 70% marks.


Convener




PRINCIPAL
MES ASMABI COLLEGE,
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KODUNGALLUR - 689 621



MES ASMABI COLLEGE, P VEMBALLUR
DEPARTMENT OF B COM FINANCE
CERTIFICATE COURSE ON CAREER DEVELOPMENT
ACADEMIC YEAR: 2019-2020

DETAILS OF THE PROGRAMME

Department:	PG Department of Commerce and Management Studies
Name of the Course:	Certificate course on Career Development
Course Code:	ASCC03
Coordinator:	Nasleen Salim 9567078194, me.naslin@gmail.com
Head of the Department:	Shiji T S
Maximum number of students:	30
Duration of the course:	30 hours
Level :	UG
Teaching Methodology:	Direct Method, Group Discussion, Role Play
Teaching Aid:	Ppt, YouTube videos



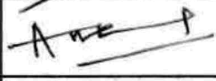


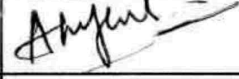
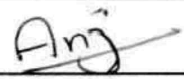
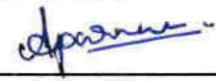

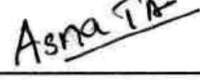
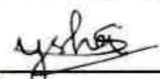
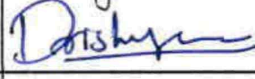
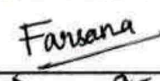
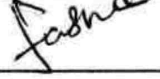

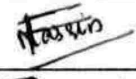

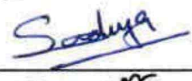

DEPARTMENT OF B COM FINANCE
MES ASMABI COLLEGE, P VEMBALLUR, THRISSUR, 680671
CERTIFICATE COURSE ON
CAREER DEVELOPMENT

COURSE CODE: ASCC03

YEAR: 2019-2020

Total seats available: 30

Total no:of students enrolled:30

Sl No	Name	Department	Signature
1	ABHIRAMI M U	B Com Finance	
2	ANANDHU KRISHNA P V	B Com Finance	
3	ANEES K N	B Com Finance	
4	ANEESHA V A	B Com Finance	
5	ANJALA ANVAR	BA English	
6	ANJALI T D	BA English	
7	ANJANA P R	BA English	
8	APARNA A S	BA English	
9	ASNA M S	BA English	
10	ASNA T A	BA English	
11	AYSHA A A	B Com CA	
12	DRISYA M D	B Com CA	
13	FARSANA SHERIN T A	BBA	
14	FASNA V M	B Com CA	
15	FATHIMA IQBAL	B Com Finance	
16	FATHIMA NASRIN K M	B Com CA	
17	FATHIMA NIHALA	B Com CA	
18	FATHIMA SADIYA K S	B-Com CA	
19	FATHIMA THASNEEM P A	B Com CA	



20	GREESHMA K K	BBA	<u>Greeshma</u>
21	HAMNA T M	B Com CA	<u>H T M</u>
22	HASNA KAHAR K K	B Com Finance	<u>Hasna</u>
23	JASMI K A	BCA	<u>Jasmi</u>
24	LAKSHMI NANDANA V V	BCA	<u>Lakshmi</u>
25	MARIYAM SALBAN YOONUS	BSc Pshycology	<u>Mariyam</u>
26	MISBANUL FARHATH C A	BSc Pshycology	<u>Misbanul Farhath</u>
27	MUFEEDA	B Com CA	<u>Mufeeda</u>
28	NAFIYA P S	B Com Finance	<u>Nafiya</u>
29	NASLA C N	B Com Finance	<u>Nasla</u>
30	NASLIN C N	B Com Finance	<u>Naslin</u>

Nasleen Salim
NASLEEN SALIM
CONVENOR

Shiji T S
SHIJI T S
HOD

Principal
PRINCIPAL
M.E.S. ASHABI COLLEGE,
P.O.P.VEMBALLUR,
KODUNGALLUR-680 671



MES ASMABI COLLEGE, P VEMBALLUR
DEPARTMENT OF B COM FINANCE
CERTIFICATE COURSE ON CAREER DEVELOPMENT
ACADEMIC YEAR: 2019-2020

CURRICULAM AND EVALUATION PROCEDURE

Department:	PG Department of Commerce and Management Studies
Name of the Course:	Certificate course on Career Development
Course Code:	ASCC03
Coordinator:	Nasleen Salim 9567078194, me.naslin@gmail.com
Head of the Department:	Shiji T S
Maximum number of students:	30
Duration of the course:	30 hours
Level :	UG
Teaching Methodology:	Direct Method, Group Discussion, Role Play
Teaching Aid:	Ppt, YouTube videos

CURRICULAM

OBJECTIVES:

1. To enable students to discover who they are, what they like to do and what they do best.
2. To enable students to attend an interview with confidence.
3. To enable the students to improve their communication skills.

SYLLABUS

MODULE 1: INTRODUCTION TO CAREER DEVELOPMENT

- Meaning of career development
- Need and importance of career development
- Objectives of career development

5 HOURS

MODULE II: KNOWING ABOUT MYSELF

- Values
- Interests



- Skills

5 HOURS

MODULE III: COMMUNICATION SKILLS

- Written Communication
- Oral Communication
- Non Verbal And Visual Communication

6 HOURS

MODULE IV: RESUME CRITIQUING

- Heading
- Objective
- Overall Appearance
- Layout

4 HOURS


MODULE V: INTERVIEW SKILLS

- Self Preparation
- Research
- Mastering Your Emotions
- Logistical Planning
- Communication


10 HOURS

EVALUATION PROCEDURE

1. Module Wise Exam
2. Final Exam And Practical Session


Nasreen Salim
Convenor


SHIJITH S


PRINCIPAL
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KODUNGALLUR-680671



MES ASMABI COLLEGE, P VEMBALLUR
CERTIFICATE COURSE ON CAREER DEVELOPMENT 2019-20
REPORT AND COURSE OUTCOME

The certificate course on Career Development was inaugurated on 10/8/2019. All the sessions were conducted in room no 206 near the Commerce and Management department. All the 30 students got above 80% attendance. A self-introduction was conducted on the first day of the course. Majority of the students were not able to perform well in the session. Mock test conducted at the end of each module helped the students to appear for the final test. 80% students secured 90% marks and the rest of the students secured above 80% marks. The course helps the students to improve their communication skills, to attend an interview with confidence and reduce their stage fear.


Nasreen Salim
Convenor


SHIJITH S




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MADURAI - 625 071

MES Asmabi College, P. Vemballur, Kodungallur

Department of Botany


Certificate Course in Climate change, Sustainability and Biodiversity Management


Department	: Department of Botany
Name of the course	: Climate change, Sustainability and Biodiversity Management
Course Code	: ASCC04
Coordinator	: Dr. Girija TP
Head of the Department	:Dr. Mohammed Nasser KM
Maximum intake of Students	: 30
Duration of the Course	: 30 hrs
Level	: UG
Teaching Methodology	: Direct method


LIST OF STUDENTS

Certificate course in Botany - CLIMATE CHANGE, SUSTAINABILITY AND BIODIVERSITY MANAGEMENT

SI No	Roll No	Name	Department	Year/Semester of study
1	3144	Revathy Suresh	English	II Semester
2	3358	Kavya Shri I.S	Botany	II Semester
3	3373	Hasna E.M	"	"
4	3356	Archa V.A	"	"
5	3367	Ummukulsu K.A	"	"
6	3370	Bismina Jabbar	"	"
7	3374	Jibithra K.B	"	"
8	3372	Hasna A.A	"	"
9	3353	Mehja N.M	"	"
10	3360	Navami P.S	"	"
11	3368	Adithya M.S	"	"
12	3357	Bhavya Mohan M	"	"
13	3371	Fathima Noora	"	"
14	2200	Thasreena Parveen	English	IV Semester
15	2918	Anjali Subramanian	Psychology	"
16	2907	Salva	"	"
17	2911	Yasmin K.S	"	"
18	2901	Aminathasneem V.S	"	"
19	2914	Hasna Jahan K.A	"	"
20	2906	Noufira M.N	"	"
21	2902	Farsana Sumayya M.F	"	"
22	2917	Abhinand P.S	"	"
23	3568	Hashmi P.L	B.Voc FPT	II Semester
24	3563	Aparna K.P	B.Voc FPT	"
25	2638	Simsarul Haq P.R	BBA	IV Semester
26	2280	Sunoon Saleem	Botany	"
27	2327	Rahul A.L	Aquaculture	"
28	4059	Chandara P. Vijin	Psychology	IV Semester
29	3378	Sujna KY	"	"
30	3375	Miqha	Botany	II Semester

Dr. GIRIJA. T. P. 
 Assistant Professor & Research Guide
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 Kodungallur, Thrissur-680671, Kerala-India


 Head of Department
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 Kerala - 680 671


 For **PRINCIPAL**
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CERTIFICATE COURSE SYLLABUS

Curriculum & Evaluation Procedure

NAME OF DEPARTMENT: Botany (BOTCC1CSB)

NAME OF COURSE :Climate change, Sustainability and Biodiversity Management


INTAKE : 30

DURATION OF THE COURSE : Each certificate programme is of 30 hours, can be completed within in 3-6 months duration and the Advanced Diploma can be achieved within 12-18 months while completing any of the three certificate programs.

The course starts with 2-3 days initial intensive training and remaining as online modules. Interim evaluation, assessments and final examination will be online. 5 days of internship are essential to complete each certificate programs.

FEES : 1000 per students

OBJECTIVE : Climate change, Ecosystem monitoring and sustainable resources management are the important requirements of the present time. Knowledge on conservation legislation and modern computer skills like Geographic Information Systems enable students to have practically skilled in Natural Resource Management. This is essential requirements for those who seek interdisciplinary inputs in

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Kodungallur, Thrissur-680371, Kerala-India


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biodiversity conservation and ecosystem management in the changing climate.

COLLABORATION : These courses are given in collaboration with Western Ghats Hornbill Foundation, Kerala GIS Community, UPSA Nainital etc.

KEY MODULE : Fundamentals of Ecology, Conservation, Forest Botany, Climate Change and Natural Resource Management. Conservation laws such as Biodiversity Act and Forest Rights Act. Basic knowledge on biodiversity surveys, Ecological monitoring, Ecorestoration and Riparian Biodiversity. Technical skills on Rapid biodiversity Survey, Preparation Management plans (Forest, PBR and CFR management Plan), Use of GIS and Remote Sensing. Use of source softwares, biological data bases etc.

OUTCOME OF THE COURSE : the participants are enabled to work on natural resource management, biodiversity conservation, surveys and management. They can support projects envisaged for Grama Sabahas, BMCs of Panchayaths, Forest, Biodiversity departments along with any kind of biodiversity linked projects.

Detailed Syllabus :

Module 1 : Fundamentals of Ecology, Ecosystem structure and Function, Ecosystem Energetics; Ecosystem Dynamics – Major

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for *Reenamul*
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KODUNGALLUR - 680 671

biomes of the world, ecosystem degradation and Natural Resource Management. History of Conservation.


Module 2: Climate essentials, Climate change – science, Anthropogenic Drivers of Climate Change, Impact of Climate change (green house effect, sea level rise, global temperature, natural calamities) and Climate Change Predictions.


Module 3: Biodiversity Definition, Biodiversity hotspots, Significance of Biodiversity, Biodiversity Loss, Biodiversity Conservation – Global, National, Regional Conservation efforts. Threatened species – IUCN categories, Various conservation areas in India, Kerala. Conservation Movements in India, Kerala.

Module 4: Sustainability and sustainable development, global concerns , UN, International facilities for Biodiversity, Sustainability and Climate change – Convention on Biological Diversity (CBD), United Nations Climate Change Conference (CoP), Climate change mitigation, Climate change adaptation, Sustainability goals and climate change.

Module 5: Important Indian legislations: Indian Forest Act 1927, Wildlife Protection Act 1977, Indian Forest Conservation Act 1980, MoEFCC, Biodiversity Act 2002, Forest Right Act 2006. Biodiversity and Intellectual property Rights, Environmental protection Act, EIA 7 public Hearing.

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Module 6: Conservation and people movements in India. Eco politics, Ethnic Communities and Biodiversity Conservation. Indigenous rights and Conservation. Current international and national remedies for inclusive conservation. Statutory bodies for people representation in climate change adoption, sustainability and Biodiversity conservation.

Module 7: Practical Modules : Introduction to Birds, Plants, Mammals, Odonates and Fishes of Forest /Wetland ecosystems in Kerala. Conduct Surveys. Ecosystem monitoring, Ecological Monitoring, Fundamentals of Eco restoration. People biodiversity Register, CFR Management Plans Committees, Plastic and waste management, Green Auditing, Green protocol, Carbon Foot Prints, Flood/ biodiversity surveys. Forest Surveys, Management Plans.

The 6 modules have to be covered in theory sessions/attending seminars and online modules. Any 5 days of participation in practical module 7 – is compulsory

Ech module is followed by discussions, assignemnts and internal online examinations

CONTACTS : (H.O.D 9447444788, Concerned convener – Dr. Amitha Bachan K.H. 9497627870, Dr. Girija T.P. 9526570267)

Dr. GIRIJA T. P.
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MES Asmabi College, P. Vemballur
Certificate Course – Climate change, Sustainability and Biodiversity
Management

Report and Course Outcome


The certificate course Climate change, Sustainability and Biodiversity Management was started on 18/12/2019. As part of this certificate course, a total of 30 students from different streams were admitted, and all these students completed the course and qualified for certification. Both theory and practical sessions were used for the completion of the course. All the theory and practical classes were completed by March 10, 2020. The internal and external evaluations had been completed, and the results were published on March 17, 2020. A certificate of completion of the course was given to the qualified students.


Outcome of the course – students are enabled to work on natural resource management, biodiversity conservation, surveys and management. They can support projects envisaged for Grama Sabahas, BMCs of Panchayaths, Forest, Biodiversity departments along with any kind of biodiversity linked projects. Imparting knowledge about the climatic conditions, acquire knowledge related to biodiversity conservation and ecosystem management in the changing climate


Details of the students enrolled

Sl No	Name	Class	Eligible for certification or not
1	REVATHY SURESH	I BA English	Qualified
2	KAVYA SHRI I.S	I B.Sc Botany	Qualified
3	HASNA E.M	I B.Sc Botany	Qualified
4	ARCHA V.A	I B.Sc Botany	Qualified
5	UMMUKULSU K.A	I B.Sc Botany	Qualified
6	BISMINA JABBAR	I B.Sc Mathematics	Qualified

7	JIBITHIRA K.B	I B.Sc Botany	Qualified
8	HASNA A.A	I B.Sc Botany	Qualified
9	MEHJA N.M	I B.Sc Botany	Qualified
10	NAVAMI P.S	I B.Sc Botany	Qualified
11	ADITHYA M.S	I B.Sc Botany	Qualified
12	BHAVYA MOHAN M	I B.Sc Botany	Qualified
13	FATHIMA NOORA	I B.Sc Botany	Qualified
14	THASREENA PARVEEN	I BA English	Qualified
15	ANJALI SUBRAMANIAN	II B.Sc Psychology	Qualified
16	SALVA	II B.Sc Psychology	Qualified
17	YASMIN K.S	II B.Sc Psychology	Qualified
18	AMINATHASNEEM V.S	II B.Sc Psychology	Qualified
19	HASNA JAHAN K.A	II B.Sc Psychology	Qualified
20	NOUFIRA M.N	II B.Sc Psychology	Qualified
21	FARSANA SUMAYYA M.F	II B.Sc Psychology	Qualified
22	ABHINAND P.S	II B.Sc Psychology	Qualified
23	HASHIMI P.L	I B.Voc Fish Processing Technology	Qualified
24	APARNA K.P	I B.Voc Fish Processing Technology	Qualified
25	SIMSARUL HAQ P.R	II BBA	Qualified
26	SUNOON SALEEM	II B.Sc Botany	Qualified
27	RAHUL A.L	II B.Sc Aquaculture	Qualified
28	CHANDANA P. VIBIN	II B.Sc Psychology	Qualified
29	SAJNA K.Y	II B.Sc Psychology	Qualified
30	MIGHA	I B.Sc Botany	Qualified

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Head of Department
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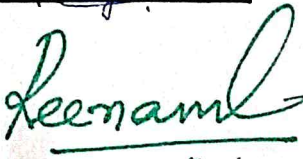
LIST OF STUDENTS

Certificate course in Botany - CLIMATE CHANGE, SUSTAINABILITY AND BIODIVERSITY MANAGEMENT

SI No	Roll No	Name	Department	Year/Semester of study	Sign
1	3144	Revathy Suresh	English	II Semester	<i>Revathy</i>
2	3358	Kavya Shri I.S	Botany	II Semester	<i>Kavya</i>
3	3373	Hasna E.M	"	"	<i>Hasna</i>
4	3356	Archa V.A	"	"	<i>Archa</i>
5	3367	Ummukulsu K.A	"	"	<i>Ummukulsu</i>
6	3370	Bismina Jabbar	"	"	<i>Bismina</i>
7	3374	Jibithra K.B	"	"	<i>Jibithra</i>
8	3372	Hasna A.A	"	"	<i>Hasna</i>
9	3353	Mehja N.M	"	"	<i>Mehja</i>
10	3360	Navami P.S	"	"	<i>Navami</i>
11	3368	Adithya M.S	"	"	<i>Adithya</i>
12	3357	Bhavya Mohan M	"	"	<i>Bhavya</i>
13	3371	Fathima Noora	"	"	<i>Fathima</i>
14	2200	Thasreena Parveen	English	IV Semester	<i>Thasreena</i>
15	2918	Anjali Subramanian	Psychology	"	<i>Anjali</i>
16	2907	Salva	"	"	<i>Salva</i>
17	2911	Yasmin K.S	"	"	<i>Yasmin</i>
18	2901	Aminathasneem V.S	"	"	<i>Aminathasneem</i>
19	2914	Hasna Jahan K.A	"	"	<i>Hasna</i>
20	2906	Noufira M.N	"	"	<i>Noufira</i>
21	2902	Farsana Sumayya M.F	"	"	<i>Farsana</i>
22	2917	Abhinand P.S	"	"	<i>Abhinand</i>
23	3568	Hashmi P.L	B.Voc FPT	II Semester	<i>Hashmi</i>
24	3563	Aparna K.P	B.Voc FPT	"	<i>Aparna</i>
25	2638	Simsarul Haq P.R	BBA	IV Semester	<i>Simsarul</i>
26	2280	Sunoon Saleem	Botany	"	<i>Sunoon</i>
27	2327	Rahul A.L	Aquaculture	"	<i>Rahul</i>
28	4059	Chandana P. Vibin	Psychology	IV Semester	<i>Chandana</i>
29	3378	Sajna KY	"	"	<i>Sajna</i>
30	3375	Migha	Botany	II Semester	<i>Migha</i>

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 Assistant Professor & Research Guide
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MES ASMABI COLLEGE, P.VEMBALLUR

DEPARTMENT OF BBA

Certificate course in FITNESS TRAINER AND BASIC LIFE SUPPORT 2019-2020

Details of the Programme

Department : Department of BBA
Name of the Course : Fitness Trainer And Basic Life Support
Course Code : ASCC05
Coordinator : Raseena P M
Head of the Department : Shahija V A
Maximum number of students : 30
Duration of the course : 30 hours
Level : UG/PG

DEPARTMENT OF BBA

MES ASMABI COLLERGE P,VEMBALLUR,THRISSUR ,680671

CERTIFICATE COURSE IN

FITNESS TRAINER AND BASIC LIFE SUPPORT

COURSE CODE: ASCC05

YEAR : 2019 - 2020

Total seats available : 30

Total no .of Students Entrolled: 30

Sl No	Name	Department	signature
1	ANAGHA M S	BBA	Anagha
2	ASWIN SURESH	Bcom Finance	Aswin Suresh
3	MOHAMED FARZIL	Bcom C A	Mfarzil
4	FATHIMA	B C A	Fathima
5	MESHMOOM K M	B C A	M.K.M
6	MUHAMEDNABHAN K A	BBA	M.nabhan
7	SAFWAN K S	Bcom Finance	Safwan
8	SHYNI R	BBA	Shyni
9	YADHU KRISHNA	B com Finance	Yadhu
10	AHLAM K A	Bsc Psychology	Ahlam
11	AYSHASENIYA K H	Bsc Psychology	Ayshaseniya
12	AJMAL R J	B com C A	Ajmal
13	ANSAL	B com C A	Ansai
14	ANJANA T M	Economics	Anjana
15	ASHFANA K F	Economics	Ashfana
16	ANAGHA C M	B A English	Anagha
17	ARYA P A	B A English	Arya

18	ARUSHI T P	B Sc Aquaculture	<i>Arushi</i>
19	AYSHA A F	B Sc Aquaculture	<i>Aysha</i>
20	HASEENA K H	B Sc Botany	<i>Haseena</i>
21	JIBITHRA K B	B Sc Botany	<i>Jibithra</i>
22	FAIZ MUHAMED	B Sc Maths	<i>Faiz</i>
23	GOKULKRISHNA M S	B Sc Maths	<i>Gokul</i>
24	ASHHAD K S	B Sc Physics	<i>Ashhad</i>
25	LUBNA ABDUL NAZAR	B Sc Psychology	<i>L. Nazam</i>
26	AGREESHA A A	B Voc fish processing	<i>Agreesh</i>
27	AMALA T A	B Voc Logistics	<i>Amala</i>
28	AHAMMED P A	B Voc Tourism	<i>Ahammed</i>
29	MOHAMED NISAL	B Com C A	<i>M. Nisal</i>
30	AMAL KRISHNA A B	B Com Cooperation	<i>Amal</i>

Sd/-
 Assistant Professor
 P.G. Department of Commerce
 & Management Studies
 MES/Asst. Prof. Vembalur

HOD : Shahnija V A

[Signature]
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 P.O.P. VEMBALUR,
 KODUNGALLUR - 680 671

[Signature]
 coordinator : Raseena PM

MES ASMABI COLLEGE P VEMBALLUR

DEPARTMENT OF BBA

CERTIFICATE COURSE IN FITNESS TRAINER AND BASIC LIFE SUPPORT

ACADEMIC YEAR : 2019-2020

CURRICULUM AND EVALUATION PROCEDURE

Course code : ASCC05
Coordinator : RASEENA P M 9567488008
rascenasalim14@gmail.com
Head of the department : SHAHIJA V A
Maximum number of students: 30
Duration of the course : 30 HOUR
Level of students: UG
Teaching methodology : pair work, individual work, practical session
Teaching aids : ppt, you tube videos, pdf

CURRICULUM

Objectives

1. Identify and report all emergencies/accidents and safety breaches.
2. Prepare and explain training plan to students.
3. Maintain health and safety protocol during all activities.

SYLLABUS

- Module 1 :** Introduction to general physical preparedness and body composition
Module 2 : Role and scope of practice for the students
Module 3 : Demo workout and Basic nutrition
Module 4 : Aerobics and zumba
Module 5 : First aid and CPR

Evaluation procedure

1. Module wise exam
2. weekly practical exam and practical exam

Co-ordinators : *Raseena*
Raseena P.M

Sh. Hija V.A
SH. HIJA V.A
Assistant Professor
P.G. Department Of Commerce
& Management Studies
MES Asmabi College, P. Vemballur

Sh. Hija V.A
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MES ASMABI COLLEGE P VEMBALLUR

New Lifestyle Fitness Club & Fitness Academy, Kodungallur

CERTIFICATE COURSE IN FITNESS TRAINER AND BASIC LIFE SUPPORT

TIME : 1 HOUR

MARK : 60

Write in one sentence (answer any three each carry 2 mark)

1. Mention any two workout by using barble?
2. What is multi station? mention any four training method?
3. Which is the largest muscle in human body?
4. Name the muscles in the human leg?
5. In Surya Namaskar how many Asanas Is there ?

Write in 2 or 3 sentence (answer any 3 each carries 3 mark)

6. How WHO define complete health?
7. Which is your favourite fitness item? What is the reason behind it?
8. Distinguish between Aerobic and Anaerobic Exercises?
9. What do you mean by Zumba fitness?

Essay (Answer any three each carries 15 mark each)

10. how to do Padahastasana and Mayurasana? And also explain the qualities of these two?
11. Briefly explain the merits of Gymnasium?
12. Briefly explain Marsha Arts?
13. "Fitness institutions make society good" please comment your opinion?

MES ASMABI COLLEGE P VEMBALLUR


DEPARTMENT OF BBA


CERTIFICATE COURSE IN FITNESS TRAINER AND BASIC LIFE SUPPORT


Report and course outcome

The certificate course in fitness trainer and basic life support started on 10/8/2019 .There are 30 students were enrolled. Students of both second year and third year students were enrolled.75 % of the syllabus were arranged in practical session. And also majority of the classes are arranged in the evening after regular classes.30 hours were scheduled for this course. Monthly test can be conducted at the end of every month.. pair work and group work were given .After 30 hours more than 90 % of the student got above 80% score in final test .certificate were distributed to all of the 13 students as they secure above 80% attendance as required by the course. This course helps the students to get an idea regarding basic life support given during the critical life situations. And also to get personal growth ,acquire spiritual truth and also to get better health


HOD : Shabija . V . A


S.H. A.V.A
Assistant Professor
P.G. Department Of Commerce
& Management Studies
MES Asmabi College, P. Vemballur


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M.E.S. ASMABI COLLEGE,
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KODUNGALLUR - 680 671

Co-ordinator 
& Raseena p.m

Department of Computer Application

MES Asmabi College, P.Vemballur

Certificate Course in Microsoft Office Beginner's Course 2019-20

Details of the Programme

Department	:	Computer Application
Name of Course	:	Microsoft Office Beginner's Course
Course Code	:	ASCC08
Co-ordinator	:	Mr. Athul Mithran
Head of the Department	:	Ms. Raneeshabi P A
Max. No. of Students	:	30
Duration of course	:	30 hours (12T + 18P)
Level	:	UG
Teaching Methodology	:	Group work, Individual work, Lab work
Teaching Aid	:	PPT, Videos








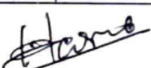
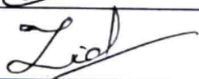
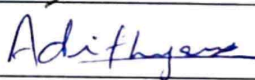

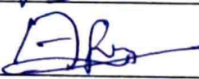

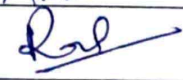

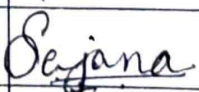
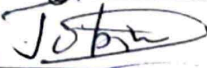


MES Asmabi College, P.Vemballur

Dept. Of Computer Application

Certificate Course: Microsoft Office Beginner's Course.

Course Code: ASCC08

LIST OF STUDENTS ENROLLED

SL NO	Name	Class	Signature
1	Aditya M S	I Bsc. Botany	
2	Archia V A	I Bsc. Botany	
3	Ajmal M S	I BA English	
4	Mohammed Niyas	I BA Economics	
5	Swaliha K M	I BA Economics	
6	Aswin Raj P R	I Bsc Aquaculture	
7	Fathima Noora	I Bsc Botany	
8	Hasna' A A	I Bsc Botany	
9	Mohammed Zidan V P	I Bsc Botany	
10	Adithyan V G	I Bsc Mathematics	
11	Elisabath P,J	I Bsc Mathematics	
12	Afiya P A	I Bsc Physics	
13	Abhirami E S	I Bsc Psychology	
14	Raheena K A	I Bsc Psychology	
15	Asna T H	I BBA	
16	Sajana K Y	I Bsc Botany	
17	Jobin Shibu	I Bsc Physics	
18	Risna V B	I Bsc Psychology	
19	Aswin K R'	I BBA	

20	Sreelakshmi V B	I Bsc Physics	<i>Sree</i>
21	Risni C H	I BBA	<i>Risni</i>
22	Rafna P M	I BA Economics	<i>Rafna</i>
23	Naif O S	I BBA	<i>Naif</i>
24	Anjali K S	I BA English	<i>Anjal</i>
25	Arunima R,	I Bsc Mathematics	<i>Arunima</i>
26	Sisira V	I Bsc Aquaculture	<i>Sisira</i>
27	Jishna P U	I Bsc Physics	<i>Jishna</i>
28	Ehsansa V R	I Bsc Physics	<i>Ehsansa</i>
29	Lemiya V S	I BBA	<i>Lemiya</i>
30	Adhnan P A	I Bsc Psychology	<i>Adhnan</i>

Althul
Althul ~~Mithras~~
Co-ordinator

Raneeshabi
Raneeshabi PA
H O D

Dr. A Biju
For Dr. A Biju

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KODUNGALLUR - 680 671



MES Asmabi College, P.Vemballur
Department of Computer Application
Certificate Course: Microsoft Office Beginner's Course
ASCC08

Curriculum and Evaluation Procedures

Department	:	Computer Application
Name of Course	:	Microsoft Office Beginner's Course
Course Code	:	ASCC08
Course Coordinator & HoD	:	Mr. Athul , 9946132746, Ms.Jabin T H, 9747724640
Max. No. of Students	:	30
Duration of course	:	30 hours (12T + 18P)
Level	:	UG
Teaching Methodology	:	Group work, Individual work, Lab work, Direct Teaching.

Curriculum

Objectives:

- To enable students familiar about computer and Ms Office
- To equip students to acquire basic knowledge in Office Automation Tools

Office Automation and Online Documentation Tools

Unit I (2T+2L)

- Need and Scope of ASCC08
- Diagnostic Test

Introduction to Computers: Types of Computers - Desktop, Laptop, Notebook and Netbook.

Basics Computer Organization: Input Unit, Output Unit, Storage Unit, Control Unit, Primary Storage, Secondary Storage Devices.

Networks - LAN, WAN. Basics of Web Design – www, W3C, Web Browser, Web Server, Web Hosting, Web Pages, URL

UNIT II (4T+6L)

Documentation Using a Word Processor (M.S. Word) - Introduction to Office Automation, Creating & Editing Document, Formatting Document, Auto-text, Autocorrect, Spelling and Grammar Tool, Document Dictionary, Page Formatting, Bookmark, Advance Features - Mail Merge, Tables, Printing, Template.

UNIT III (4T+4L)

Electronic Spread Sheet (MS-Excel) - Introduction to Spread Sheet, Creating & Editing Worksheet, Formatting and Essential Operations, Formulas and Functions, Charts, Advanced features – Pivot table & Pivot Chart.

UNIT IV (2T+6L)

Presentation using (MS-Power Point): Presentations, Creating, Manipulating & Enhancing Slides, Organizational Charts, Charts, Word Art, Animations and Sounds, Inserting Animated Pictures.

Recommended Reading:

1. Sinha. P.K, *Computer Fundamentals*, BPB Publications
2. Ram. B, *Computer fundamentals*, New Age International Pvt. Ltd Publishers
3. Thomas L Floyd, *Digital Fundamentals*, Universal Book Stall
4. Bartee T.C, *Digital Computer Fundamentals*, THM
5. Michael Miller, *Absolute Beginner's Guide to Computer Basics*, Prentice Hall.
6. Russell A. Stultz, *Learn Microsoft Office*, BPB Publication.
7. H.M.Deitel, P. J. Deitel, et al., *Internet & World Wide Web - How to program*, Prentice Hall.

Abdul Mithan
Co-ordinator

Raneeshab. PA



for Dr. A Biju.

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MES Asmabi College, P Vemballur

Department of Computer Application

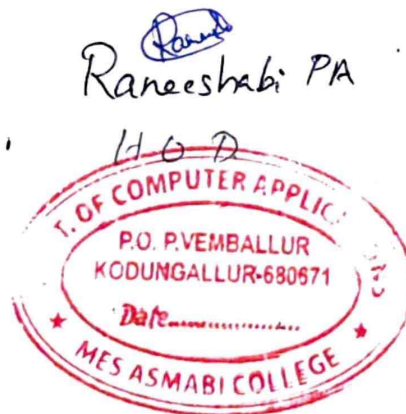
Certificate Course: Microsoft Office Beginner's Course

ASCC08

Report & Course Outcome

The Certificate Course Microsoft Office Beginner's Course (ASCC08) started on 17th September 2019 for 1st Year UG students. All sessions of the course were conducted offline mode. The time was scheduled according to the convenience of the students as regular classes, so it should be 3.30 pm to 4.30 pm duration is 1 Hrs. The course could be 30 Hrs, so it end on 13th March 2020. The lab works are also done using tools. A diagnostic test was conducted at the starting to know the knowledge level of the students, and according to that analysis we arranged the course. After the completion a final test was conducted and all the students secured good score in the test. Pair work and group work helped the students to improve the knowledge and skill level. Certificates were issued for all 30 students after the course as they passed the examination and secured more than 80% of the attendance. The course feedback is that the students can do their tasks given by the teacher in a better way.

Athul
Athul Mithran
Co-ordinator



Seenam
For Dr. A Biju.

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CURRICULAM AND ASSESSMENT PROCEDURE

MES Asmabi College P. Vemballur

P G Department of Commerce

Income Tax E-filing 2019-20


Department	: P G Department of Commerce
Name of the Course	: Income Tax E-filing
Course Code	: ASCC10A
Name of the Coordinator	: Sunaina M Nazar
Head of the Department	: Dr. Princy Francis
Number of Students	: 30
Duration of the course	: 30 HRS
Level	: UG/PG
Teaching Methodology	: Direct method, group discussion and pair work
Teaching Aids	: PPT, handouts & videos

Curriculum and Assessment Procedure

Course Objectives:

By the end of this course, participants will be able to:

- Understand the importance of income tax and the benefits of e-filing.
- Navigate and use the e-filing portal effectively.
- Identify and comprehend various income tax forms and sections.
- Accurately enter and validate income and deductions for tax calculation.
- Calculate tax liability and determine eligibility for refunds.
- Successfully file income tax returns with digital signatures.
- Troubleshoot common e-filing issues.
- Comply with income tax laws and regulations.


HOP


By Coordinator


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Certificate course on Income tax e-filing

Syllabus

Course Description:

This course provides a comprehensive understanding of income tax, focusing on the significance of e-filing income tax returns. Participants will gain practical knowledge of the e-filing process, from registering and creating an account on the e-filing portal to calculating tax liability and filing returns with digital signatures. The course also covers common e-filing issues and offers hands-on practice sessions for better comprehension.

Course Objectives:

By the end of this course, participants will be able to:

- Understand the importance of income tax and the benefits of e-filing.
- Navigate and use the e-filing portal effectively.
- Identify and comprehend various income tax forms and sections.
- Accurately enter and validate income and deductions for tax calculation.
- Calculate tax liability and determine eligibility for refunds.
- Successfully file income tax returns with digital signatures.
- Troubleshoot common e-filing issues.
- Comply with income tax laws and regulations.

Session-wise Breakdown:

Session 1: Introduction to Income Tax and its Significance

- Understanding the basics of income tax
- The role of income tax in the economy
- Advantages of e-filing income tax returns

Session 2: Benefits of E-Filing Income Tax Returns

- Exploring the advantages of e-filing over traditional filing methods
- Time and cost-saving benefits
- Improved accuracy and reduced chances of errors

Session 3: Overview of the E-Filing Process


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- Step-by-step overview of e-filing
- Understanding the documents required for e-filing
- Navigating the e-filing portal

Session 4: Registering and Creating an Account on the E-Filing Portal

- Creating a new account
- Linking Aadhaar/PAN with the e-filing account
- Understanding the importance of a Digital Signature Certificate (DSC)

Session 5: Understanding Income Tax Forms and Sections

- Overview of different income tax return forms (ITR 1, ITR 2, etc.)
- Commonly used sections and their significance
- Identifying the correct form based on income sources

Session 6: Entering and Validating Income and Deductions

- Gathering income-related documents (Form 16, Form 16A, etc.)
- Entering income details from various sources
- Validating deductions under Section 80C, 80D, etc.

Session 7: Calculating Tax Liability and Refunds

- Comprehending the income tax slabs and rates
- Understanding tax deductions and exemptions
- Calculating tax liability and determining eligibility for refunds

Session 8: Filing the Return and Digital Signatures

- Step-by-step guide to filling out the income tax return form
- Uploading documents and verifying details
- Using digital signatures for secure e-filing

Session 9: Troubleshooting Common E-Filing Issues

- Identifying and resolving common errors during e-filing
- Addressing login and account-related issues
- Dealing with technical glitches and solutions

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Session 10: Overview of Income Tax Laws and Regulations

- Understanding key income tax laws and regulations
- Tax planning and compliance guidelines

Session 11-15: Hands-on Practice and Revision Sessions

- Participants will engage in practical exercises for e-filing income tax returns.
- Revision sessions will be conducted to reinforce the concepts learned throughout the course.


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Certificate course on Income tax e-filing

Academic Event Report

Course Name: Certificate course on Income tax e-filing 2019-20

Conducted by: P G Department of Commerce, MES Asmabi College

Course Duration: 30 hours

Number of Students Enrolled: 30

Coordinator: Sunaina M Nazar

The Income Tax E-Filing course conducted during the academic year 2019-2020 aimed to provide participants with a comprehensive understanding of e-filing income tax returns. With a duration of 30 hours, the course took place from January 17 to April 4, 2020, and had a class size of 30 students. The course objectives included familiarizing participants with income tax concepts, introducing them to the benefits of e-filing, guiding them through the step-by-step process of e-filing, and enhancing their knowledge of income tax laws and regulations.

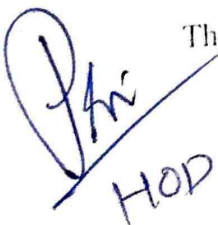
Introduction

The sessions covered various topics such as the significance of income tax, the e-filing process overview, registering on the e-filing portal, understanding income tax forms, calculating tax liability, and troubleshooting common e-filing issues. The course also included hands-on practice and revision sessions.

By the end of the course, participants were able to comprehend income tax concepts, recognize the advantages of e-filing, navigate the e-filing portal, accurately complete income tax forms, calculate tax liability and refunds, and confidently file their income tax returns electronically. The course assessment consisted of quizzes, a final examination, and consideration of participants' class participation and practical skills. Successful participants received a course completion certificate, acknowledging their proficiency in e-filing income tax returns.

Course Objectives:

The course aimed to achieve the following objectives:


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1. Familiarize participants with the concept of income tax and its importance in the financial landscape.
2. Introduce participants to the benefits and advantages of e-filing income tax returns.
3. Provide a step-by-step guide on how to e-file income tax returns using the designated online platforms.
4. Develop participants' understanding of the different sections and components of income tax forms.
5. Address common issues and challenges faced during the e-filing process and provide solutions to overcome them.
6. Enhance participants' knowledge of relevant income tax laws and regulations.
7. Instill confidence in participants to independently file their income tax returns using the e-filing method.

Course Structure:

The Income Tax E-Filing course spanned over 15 sessions, with each session lasting for 2 hours. The sessions were conducted every week to ensure steady progress and ample time for practice and interaction.

Session-wise breakdown of the course:

Session 1: Introduction to Income Tax and its Significance

Session 2: Benefits of E-Filing Income Tax Returns

Session 3: Overview of the E-Filing Process

Session 4: Registering and Creating an Account on the E-Filing Portal


Session 5: Understanding Income Tax Forms and Sections


Session 6: Entering and Validating Income and Deductions

Session 7: Calculating Tax Liability and Refunds

Session 8: Filing the Return and Digital Signatures

Session 9: Troubleshooting Common E-Filing Issues


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Session 10: Overview of Income Tax Laws and Regulations

Session 11-15: Hands-on Practice and Revision Sessions

Course Outcomes:

Upon completion of the course, participants were able to:

- Understand the concept of income tax and its significance in financial planning.
- Recognize the advantages and convenience of e-filing income tax returns.
- Navigate the e-filing portal and create an account.
- Accurately fill in income tax forms and sections.
- Calculate tax liability and refunds using the provided tools.
- File their income tax returns electronically with confidence.
- Address common challenges encountered during the e-filing process.
- Comply with relevant income tax laws and regulations.


Assessment and Certification:

The course assessment consisted of periodic quizzes and a final examination, designed to evaluate participants' understanding of the e-filing process and related concepts. Participants' performance in class participation and hands-on practice was also considered. Successful participants were awarded a course completion certificate, which recognized their proficiency in e-filing income tax returns.

Conclusion:

The Income Tax E-Filing course conducted during the academic year 2019-2020 spanned a total of 30 hours and accommodated a class size of 30 students. This comprehensive course equipped participants with the necessary knowledge and skills to successfully e-file their income tax returns. By providing a structured curriculum, practical demonstrations, and hands-on practice sessions, participants gained confidence in navigating the e-filing process. The course fostered a deep understanding of income tax laws, regulations, and compliance, ensuring participants were well-prepared to meet their tax obligations. The successful completion of the course empowered participants to embrace digital solutions and efficiently manage their income tax filings using e-filing platforms. Overall, the Income Tax E-Filing course provided participants with the necessary knowledge, skills, and confidence to effectively and independently e-file their income tax returns, ensuring compliance with relevant laws and regulations.


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DEPARTMENT OF MASSCOMMUNICATION AND JOURNALISM

MES ASMABI COLLEGE, P.VEMBALLUR

PROPOSAL FOR CERTIFICATE COURSE
(Academic year 2019-20)

Course name: RADIO PRODUCTION
Course code: ASCC11
Course fee: 850

Duration:30Hrs (To be engaged as offline sessions after routine classes of regular programmes on week days and as special offline/online sessions)

Intake: 30Students


CORDINATOR: Sunaina M Nazar

TEACHERS IN CHARGE: Sunaina M Nazar(8547100269)

: Najma Nazeer (9746310200)

: Sumayya K I (6235447071)

Sunaina
Sunaina M-Nazar.



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KODUNGALLUR-680671

MES ASMABI COLLEGE,P.VEMBALLUR
DEPARTMENT OF MASSCOMMUNICATION AND JOURNALISM
CERTIFICATE COURSE:RADIO PRODUCTION
COURSE CODE:ASCC11

LIST OF STUDENTS ENROLLED

SI NO	NAME OF THE STUDENT	Dept. and Year(final years)	SIGNATURE
1	NIYAS	BA ECONOMICS	<i>Niyas</i>
2	SANDRA	BVOC	<i>Sandra</i>
3	FARDEENSHA K N	BCA	<i>Fardeensha</i>
4	FATHIMA	BCA	<i>Fathima</i>
5	FATHIMA K M	BCA	<i>Fathima</i>
6	MOHAMMED AZHAR P S	BCA	<i>Azhar</i>
7	MOHAMMED MUSHTHAQUE T A	BCA	<i>Mushthaque</i>
8	MOHAMMED NABEEL A M	BCA	<i>Nabeel</i>
9	FADHI SHAJAHAN	BBA	<i>Fadhi</i>
10	JASVA K J	BBA	<i>Jasva</i>
11	MOHAMED HASHIM P N	BBA	<i>Hashim</i>
12	SOORAJ V J	BBA	<i>Sooraj</i>
13	SREELAKSHMI A P	BBA	<i>Sreelakshmi</i>
14	SREELAKSHMI M S	BBA	<i>Sreelakshmi</i>
15	ASNA M S	BA.ENGLISH	<i>Asna</i>
16	ASNA T A	BA.ENGLISH	<i>Asna</i>
17	AVYA ANAND DEV	BA.ENGLISH	<i>Avya</i>
18	RISANA PARVIN N	PSYCHOLOGY	<i>Risana</i>
19	NIJIN A	BA.MASS COMMUNICATION	<i>Nijin</i>
20	ASHWINI	BA.MASS COMMUNICATION	<i>Ashini</i>
21	MEGHA	BA.MASS	<i>Megha</i>

22	FATHIMA BARRAH	COMMUNICATION MASSCOMMUNICA TION	<i>Fathima Barrah</i>
23	HASNA E M	BOTANY	<i>Hasna</i>
24	PRASEEDA S	BOTANY	<i>Praseeda S</i>
25	AHALYA K U	PHYSICS	<i>Ahalya K U</i>
26	RISANATH P A	TOURISM AND HOSPITAL	<i>Risanath</i>
27	RUKSANA V R	TOURISM AND HOSPITAL	<i>Ruksana V R</i>
28	SAINABI V N	TOURISM AND HOSPITAL	<i>Sainabi V N</i>
29	SALMANUL FARIS P S	TOURISM AND HOSPITAL	<i>Salmanul Faris P S</i>
30	SHABNA P S	TOURISM AND HOSPITAL	<i>Shabna P S</i>

Sunaina M. Nayer
Asst Professor
Dept of Mass communication



Prasoon T.P
HOD :- Prasoon T.P

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DEPARTMENT OF MASSCOMMUNICATION AND JOURNALISM

SYLLABUS AND COURSE PLAN

(Academic year 2019-20)

Course name: RADIO PRODUCTION

Course code: ASCC11

Course fee:850

Duration:30Hrs (To be engaged as offline sessions after routine classes of regular programmes on week days and as special offline/online sessions)

Intake: 30Students

CORDINATOR: SUNAINA M NAZAR,(8547100269),sunaina145@gmail.com

COURSE OBJECTIVE/SCOPE:This course is designed to provide you with basic knowledge of radio/audio production theory, techniques and aesthetics via practical, experience in the writing and production of several program formats. Students will work on specific projects designed to help you master the art of audio recording, editing, mixing, and aural storytelling techniques

COURSE OUTCOMES:

Students will receive practical experience and basic knowledge of audio production, including the principles of sound, announcing, scriptwriting, leadership and organization

Students will come to know about the three stages of radio production

- will learn to generate story ideas for radio productions
- will know how toprepare a basic script for radio production programs
- will learn how to plan and design the use of sound effects, music, narration, and dialog in a radio script

SYLLABUS OF PROPOSED COURSE:

MODULE 1: INTRODUCTION TO RADIO AS A MASS MEDIA

Characteristics of radio as a means of mass communication, making pictures in the minds with spoken words, music and sound effects

MODULE 2: DIFFERENT GENRES OF RADIO PROGRAMME

EVALUATION:

1. Course end examination-(Objective, short answer and essays-2hr duration)-50 marks
2. Periodical practical assignment test-30 mark
3. Theory class attendance-20

Criterion for issuing certificate: separate minimum of 40% is required in items 1,2,3 of the above-mentioned components

CORDINATOR: Sunaina M Nazar

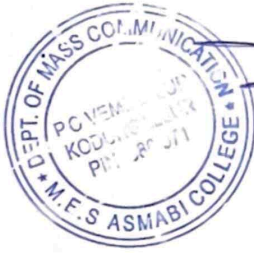


TEACHERS IN CHARGE: Sunaina M Nazar (8547100269)

: NajmaNazeer (9746310200)

: Sumayya KI (6235447071)

HOD:PRASOON T.P



SUNAINA M NAZAR



HOD: PRASOON T.P.

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KODUNGALLUR-680571

REPORT AND OUTCOME

DEPARTMENT:	MASSCOMMUNICATION AND JOURNALISM
NAME OF THE CERTIFICATE COURSE:	RADIO PRODUCTION
COURSECODE:	ASCC11
NAME OF THE CORDINATOR:	SUNAINA M NAZAR
HEAD OF THE DEPARTMENT:	PRASOON T.P
MAXIMUM STUDENTS:	30
DURATION OF COURSE:	30 HRS
LEVEL:	UG

ABOUT THE COURSE:

This certificate course aims to provide an understanding of the operation of radio station and radio industry. It exposes students to the radio broadcast industry, technical and creative aspects of radio programming and a thorough training in radio jockeying.

Whole course is organised into four modules. Each module tries to shed light on challenging topics and offer insights that are of considerable value for advancing students' knowledge. On completion of the course, you should be able to understand Students will come to know about the three stages of radio production and they are equipped to generate story ideas for radio productions, to prepare a basic script for radio production programs and also how to plan and design the use of sound effects, music, narration, and dialog in a radio script

This course is mainly focused on students from different streams other than Mass Communication and Journalism, who somewhere aspires to become a part of radio industry but some from our department who were really into this stream also became part of this course. The whole module was divided into three and was handled by Sunaina M Nazar, Najma Nazeer, Sumayya K I. We integrated ICT classrooms and practical, online classes. We had batch of 30 wonderful students who completed the course with high marks. We can proudly announce the successful completion of certificate course.

MES Asmabi College, P Vemballur, Kodungallur

Department of Mathematics

Certificate Course 2019-2020

FOUNDATION COURSE IN LaTeX

Course Code: ASCC12

Curriculum and Evaluation Procedures

Department	:	Mathematics
Name of the Course	:	Foundation Course in LaTeX
Course Code	:	ASCC12
Coordinator	:	Sabeena P A
Head of the Department	:	Gopalakrishnan K
Teacher in charge	:	Gopalakrishnan K
Max. No of Students	:	90
Duration of the course	:	30 hrs
Level	:	UG/PG
Fees	:	Rs.500 per student
Objective	:	Beautiful type settings, documentation and arrangements of mathematical texts
Collaboration	:	Department of mathematics University college ,Trivandrum
Key module	:	Preliminaries of mathematical typing styling pages, formatting content, tables and images, : referencing and indexing
Outcome of the course	:	skill in latex type setting


LIST OF STUDENTS ENROLLED

SL No	NAME	CLASS	SIGNATURE
1	FATHIMA ABBAS V K	II BSc PHYSICS	<i>Fathima</i>
2	FATHIMA AMAL P M	II BSc PHYSICS	<i>Fathima Amal</i>
3	FATHIMA MN	II BSc PHYSICS	<i>Fathima</i>
4	GREESHMA A S	II BSc PHYSICS	<i>Greeshma</i>
5	JAYALAKSHMI A B	II BSc PHYSICS	<i>Jaya</i>
6	JINSIYATHA	II BSc PHYSICS	<i>Jinsiyath</i>
7	MALAVIKA A	II BSc PHYSICS	<i>Malavika</i>
8	MANSOOR P M	II BSc PHYSICS	<i>Mansoor</i>
9	MOHAMMAD RAHEEL	II BSc PHYSICS	<i>Raheel</i>
10	MUHAMMAD RAZIN F S	II BSc PHYSICS	<i>Razin</i>
11	MUHSINA P M	II BSc PHYSICS	<i>Muhsina</i>
12	MURADHUN H	II BSc PHYSICS	<i>Muradh</i>
13	NIHALA YASMIN M N	II BSc PHYSICS	<i>Nihal</i>
14	NSANA SALIM	II BSc PHYSICS	<i>NSana</i>
15	SCIBIA P R	II BSc PHYSICS	<i>Scibia</i>
16	P R NIMA	II BSc PHYSICS	<i>Nima</i>
17	RESHMA K R	II BSc PHYSICS	<i>Reshma</i>
18	RISHMI T S	II BSc PHYSICS	<i>Rishmi</i>
19	RISHA P A	II BSc PHYSICS	<i>Risha</i>
20	RISHANA K R	II BSc PHYSICS	<i>Rishana</i>
21	SHAHINA C K	II BSc PHYSICS	<i>Shahina</i>
22	SHANU TA NAZRIN P S	II BSc PHYSICS	<i>Shanuta</i>
23	SHARFANA T N	II BSc PHYSICS	<i>Sharfana</i>
24	THWAIYIBA FARSA NA K A	II BSc PHYSICS	<i>Thwaiyiba</i>
25	VFENAN V	II BSc PHYSICS	<i>Vfenan</i>
26	BHARATH SREEKUMAR	II BSc MATHS	<i>Bharath</i>
27	MEHNAZ P A	II BSc MATHS	<i>Mehnaz</i>
28	MISHRA C A	II BSc MATHS	<i>Misha</i>
29	MOHAMED FALAQ	II BSc MATHS	<i>Falaq</i>
30	MUHSINA K S	II BSc MATHS	<i>Muhsina</i>
31	MUHSINA M R	II BSc MATHS	<i>Muhsina</i>
32	NASEEBA V A	II BSc MATHS	<i>Naseeba</i>
33	NIDISH K KUTTY	II BSc MATHS	<i>Nidish</i>
34	RIZANA K R	II BSc MATHS	<i>Rizana</i>
35	RUKSANA P M	II BSc MATHS	<i>Ruksana</i>
36	SHAHANA M S	II BSc MATHS	<i>Shahana</i>
37	SHAHINA M N	II BSc MATHS	<i>Shahina</i>
38	SIBSU K S	II BSc MATHS	<i>Sibsu</i>
39	SIDHARTH MENON	II BSc MATHS	<i>Sidharth</i>
40	VAZIMA THASNI	II BSc MATHS	<i>Vazima</i>
41	AKHILA K C	III BSc PHYSICS	<i>Akshila</i>
42	AKSHAYA K V	III BSc PHYSICS	<i>Akshaya</i>
43	ARJUNLAL T M	III BSc PHYSICS	<i>Arjunlal</i>
44	ARUNIMA V K	III BSc PHYSICS	<i>Arunima</i>
45	ASHIQ M M	III BSc PHYSICS	<i>Ashiq</i>
46	AYSHATH	III BSc PHYSICS	<i>Ayshath</i>
47	FARSANA P S	III BSc PHYSICS	<i>Farsana</i>
48	GREESHMA VISWANATHAN	III BSc PHYSICS	<i>Greeshma</i>
49	HADIYYA P M	III BSc PHYSICS	<i>Hadiyya</i>
50	HAKOON NOUSHAD	III BSc PHYSICS	<i>Hakoona</i>
51	HASHMITHA T E	III BSc PHYSICS	<i>Hashmitha</i>
52	IMA K G	III BSc PHYSICS	<i>Ima</i>
53	JASULLA M J	III BSc PHYSICS	<i>Jasulla</i>
54	JASEERSHA T B	III BSc PHYSICS	<i>Jaseersha</i>
55	JULIA AVARACHAN	III BSc PHYSICS	<i>Julia</i>
56	KRISHNA K S	III BSc PHYSICS	<i>Krishna</i>
57	M MOHAMMED HARIS	III BSc PHYSICS	<i>Mohammed</i>
58	MOHAMED JAHIM T I	III BSc PHYSICS	<i>Mohamed</i>
59	MOHAMED JASIM JAMAL	III BSc PHYSICS	<i>Mohamed</i>
60	MUHSIN V S	III BSc PHYSICS	<i>Muhsin</i>
61	MUNEKA C S	III BSc PHYSICS	<i>Muneeka</i>
62	NAWRAS P S	III BSc PHYSICS	<i>Nawras</i>
63	NEVIL ANTONIO C R	III BSc PHYSICS	<i>Nevil</i>
64	RADHIKA M MENON	III BSc PHYSICS	<i>Radhika</i>
65	RAFNA M R	III BSc PHYSICS	<i>Rafna</i>

66	RAIHANATH M A	III BSc PHYSICS	Raihanath
67	RISHVANA FARVEEN	III BSc PHYSICS	Rishvana
68	ROSHINA C S	III BSc PHYSICS	Roshina
69	SAINA P J	III BSc PHYSICS	Saina
70	SAMLEENA MA	III BSc PHYSICS	Samleena
71	SHAHANA BLEVITEN	III BSc PHYSICS	Shahana
72	SHAHARBAN M S	III BSc PHYSICS	Shaharban
73	SHIBIL K	III BSc PHYSICS	Shibil
74	SONA SURESH	III BSc PHYSICS	Sona
75	SREELAKSHMI	III BSc PHYSICS	Sreelakshmi
76	SRIERAG S KUMAR	III BSc PHYSICS	Sriera
77	SURORA K A	III BSc PHYSICS	Surora
78	SURUMI	III BSc PHYSICS	Surumi
79	VIMALSIVA K S	III BSc PHYSICS	Vimalsiva
80	AMARDEV V P	III BSc MATHS	Amardev
81	ANSHYA V A	III BSc MATHS	Anshya
82	ANUPAMATS	III BSc MATHS	Anupam
83	ARDRAM C	III BSc MATHS	Ardram
84	ARUNKUMAR K M	III BSc MATHS	Arunkumar
85	AZIYA	III BSc MATHS	Aziya
86	BINSIYA V B	III BSc MATHS	Binsiya
87	DINIL C U	III BSc MATHS	Dinil
88	EMMANUEL SHAJI	III BSc MATHS	Emmanuel
89	GMRIPV	III BSc MATHS	Gmriv
90	BEANAT N	III BSc MATHS	Beenan

STAN,
 GOPALAKRISHNAN. K
 Associate Professor & Head
 Dept. of Mathematics
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 P.Vemballur, Kodungallur-680 671

Sabeena
 Sabeena.P.A
 Coordinator


 PRINCIPAL
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M.E.S ASMABI COLLEGE
DEPARTMENT OF MATHEMATICS
CERTIFICATE COURSE

Course Details : Foundation course in LaTeX.

Course Code: ASCC12

About this course

LaTeX, a document preparation system, is widely used for publishing in many scientific fields like mathematics, statistics, computer science, engineering, chemistry, physics, economics, linguistics, etc.. It is a powerful and open-source system that provides numerous facilities for automating typesetting of the document: i.e. structuring page layout, listing and auto-numbering of sections, tables, figures, generating a table of contents, managing cross-referencing, citing, and indexing.

This course introduces the basic concepts of LaTeX. Participants taking this course will be able to create and design documents in LaTeX .

Prerequisites

There are no prerequisites for this course, except knowledge of editing text. The course can be taken by any learner who wants to create documents using LaTeX.

Objectives:

- Handle different types of documents
- Organize documents into different sections, subsections, etc..
- Formatting pages (margins; header, footer, orientation)
- Formatting text
- Write complex mathematical formulae
- Include tables and images
- Cross-referencing, bibliography, and Indexing
- Read error messages as and when required

Syllabus

Topic 1: Introduction

This topic introduces the learner to LaTeX, its installation, and different IDEs. The learner creates the first document using LaTeX, organizes content into sections using article and book class of LaTeX.

Topic 2: Styling Pages

In this topic, the session starts by reviewing different paper sizes, examines packages, formats the page by setting margins, customizing header and footer, changing the page orientation, dividing the document into multiple columns. The topic ends with reading different types of error messages.

Topic 3: Formatting Content

This topic concentrates on formatting text (styles, size, alignment), adding colors to text and entire page, and adding bullets and numbered items. It concludes by explaining the process of writing complex mathematics.

Topic 4: Tables and Images

The topic starts by creating basic tables, adding simple and dashed borders, merging rows and columns, and handling situations where a table exceeds the size of a page. The sessions then continue to add an image, explore different properties like rotate, scale, etc..

Topic 5: Referencing and Indexing

In this topic, the learner learns to add cross-referencing (refer to sections, table, images), add bibliography (references), and create back index.

Suggested intake:	90 students
Course Fee:	Rs.500 per student
Practical Session :	Computer Lab
Duration :	30 hrs
Examination :	Theory & Practical at the end of the course

Coordinator




Sabeena.P.A

HOD



GOPALAKRISHNAN. K
Associate Professor & Head
Dept. of Mathematics
M.E.S. Asmabi College
P.Vemballur, Kodungallur-680 671

Principal



PRINCIPAL
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P.O.P.VEMBALLUR
KODUNGALLUR - 680 671

Certificate Course 2019-2020

Report & Outcome

Department of Mathematics

Course name : FOUNDATION COURSE IN LATEX
Course Code : ASCC12

No. of Students attended the class : 90

Class starting date : 01/01/2020

Class end date : 11/02/2020

Total hours : 30

Name of coordinator : Sabeena P A (Dept. of Mathematics)

Teacher handled the class : Gopalakrishnan K (HOD, Dept. of Mathematics)

Outcome : All the students were passed with more than 65% marks

Certificate distribution date : 02/03/2020

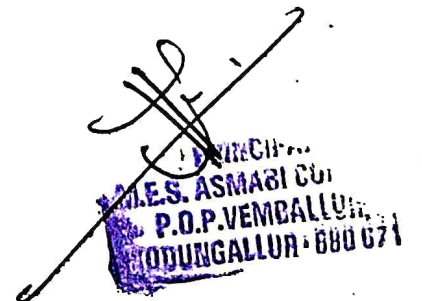
(Certificate distributed by Mathematics HOD- Gopalakrishnan K)



Sabeena P.A
Coordinator



GOPALAKRISHNAN. K
Associate Professor & Head
Dept. of Mathematics
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P.Vembalur, Kodungallur-680 671





MES Asmabi college, P.Vemballur

Department of Physical Education

Certificate Course Common Hypo-kinetic Disease Management & First Aid 2019-20

Details of the Programme

Department: Physical Education
Name of the Course: Certificate Course in Hypo-kinetic Disease Management & First Aid
Course Code: ASCC16
Coordinator: Lt. M.B.Bindil
Number of Students: 30
Duration of the Course: 30hrs
Level: UG
Teaching Methodology: Direct method, Practical
Teaching Aid: PPT, handouts

M.B.BINDIL
ASSISTANT PROFESSOR
DEPARTMENT OF PHYSICAL EDUCATION
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MES Asmabi College, P.Vemballur

Certificate course in Common Hypokinetic disease Management & First Aid

List of Students Enrolled

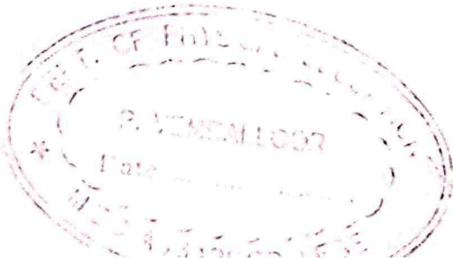
ASCC16

Sl No	Name of the students	Class	Signature
1	MRIDHUL KRISHNA	III Eco	
2	MUHAMMED ASLAM K F	III Eco	
3	MUHAMMED FARSAN K S	III Eco	
4	NAHAZ T N	III Eco	
5	AKSHAY C L	III Aqua	
6	AMAL K S	III Aqua	
7	AMINA P S	III Aqua	
8	AMMU K A	III Aqua	
9	AMRITHA K P	III Aqua	
10	MOHAMED SUHAIL K N	III Fin	
11	MOHAMMED AMEEN AKBAR	III Fin	
12	MOHAMMED BASIKH	III Fin	
13	MOHAMMED HASHIM	III Fin	
14	ASIM RASHEED P R	III CA	
15	ASLAM ASHRAF	III CA	
16	FANSHAD BACKER	III CA	
17	FARSANA K A	III CA	
18	FASNA K B	III CA	
19	AASIL K A	III CA	
20	AJMAL ALI A	III BBA	
21	ALAN M B	III BBA	
22	NIRMAL MANAS P S	III BBA	
23	RASEENA M M	III Mass	
24	RIDHUNA K D	III Mass	
25	SALEEL N A	III Mass	
26	SANA K V	III Mass	
27	SANDHRA K B	III Mass	
28	SAVIN K S	III Mass	
29	KEERTHANA ANISH	III Mass	
30	LIJOY ROBIN P	III Eng	

M.B. BINDIL
ASSISTANT PROFESSOR
DEPARTMENT OF PHYSICAL EDUCATION
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MES Asmabi college, P.Vemballur

Department of Physical Education

Certificate Course in Common Hypo-kinetic Disease Management & First Aid 2019-20

Curriculum and Evaluation Procedure

Department: Physical Education
Name of the Course: Certificate Course in Common Hypo-kinetic Disease Mngt & First Aid
Course Code: ASCC16
Coordinator: Lt. M.B.Bindil
Number of Students: 30
Duration of the Course: 30hrs
Level: UG
Teaching Methodology: Direct method, Practical
Teaching Aid: PPT, handouts

Curriculum

Objectives

- To create awareness about first aid among students
- To create awareness about management of common hypo-kinetic diseases

Syllabus: Common hypo-kinetic diseases: Diabetes, Hypertension, Back pain, Obesity, Coronary Heart Disease and its management .

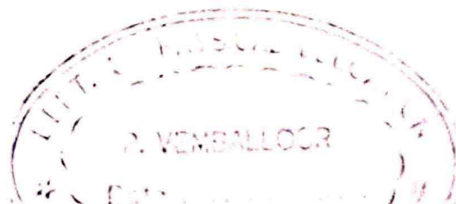
First aid: Definition, principle, aim, CPR, First aid for strain, sprain, dislocation, fracture, wounds, burns, poisoning, electric shock, snake bite and drowning.

Evaluation

Written and Practical test



M.B.BINDIL
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Department of Physical Education

Certificate Course in First Aid & Hypo-kinetic Disease Management 2019-20

Report and Course Outcome

The certificate course First Aid and Common Hypo-kinetic Disease Management was inaugurated on 11th September 2019. Fifteen sessions were conducted in class room and fifteen sessions were conducted as practical. All the students got more than eighty percent attendance. Sixty seven percent students secured A grade and rest of the students secured B grade. The feedback of the course emphasizes that the students were able to perform first aid and knowledge about common hypo-kinetic disease management.



M.B. BINDIL
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KODUNGALLUR - 680 671



CERTIFICATE COURSE

NAME OF THE DEPARTMENT : DEPARTMENT OF PHYSICS

COURSE TITLE : FOUNDATION COURSE IN ASTRONOMY & ASTROPHYSICS

COURSE INTAKE : 30

COURSE DURATION: 30 hours

COURSE FEE : Rs. 500

COURSE OBJECTIVE:

The primary aim of this program is to inculcate a scientific awareness of the subject of Astronomy among the young students and motivate them to pursue careers in Astronomy and Astrophysics. The course work is planned as an extra subject beyond the regular University curriculum. The course includes theory classes, practical/project sessions, field trip to Astronomical Observatory, project presentations. On completion of the course, the students will be awarded certificates with grades based on overall performance.

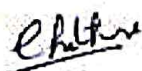
COLLABORATION : In collaboration with Skywatch Initiative

V T Nandakumar Road

Pullut Kodungaloor

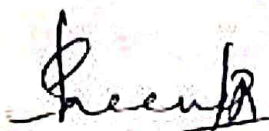
Coordinator - K K Mohandas (Member Satra Sahitya Parishat)

Course Coordinator: Chithra B



Assistant Professor

Department of Physics



Dr. Sheena P A, MPhil, PhD
Associate Professor
Department of Physics
M E S Asmabi College
P. Vemballur, Kodungaloor



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MES ASMABI COLLEGE, P VEMBALLUR
 CERTIFICATE COURSE IN ASTRONOMY AND ASTROPHYSICS
 COURSE CODE - ASCC14
 LIST OF STUDENTS ENROLLED

Sl.No	Name of student	Department	Signature
1	A K HIBANA THASNEEM	BA Economics	<i>the</i>
2	ABHINAND SUKLIMARAN	BA Economics	<i>Asa</i>
3	AVYA ANAND DEV	BA English	<i>the</i>
4	AYSHA SAIILA V N	BA English	<i>A.S</i>
5	MARY JISNA PEREIRA	BA English	<i>the</i>
6	EATHIMA V A	BA English	<i>Padhina</i>
7	NEJMA V A	BSc Aquaculture	<i>Najma</i>
8	NIMAL SHAJAN	BSc Aquaculture	<i>the</i>
9	NIVED JOSHY K	BSc Aquaculture	<i>the</i>
10	SAHADANATHI V M	BSc Aquaculture	<i>the</i>
11	NAIZAM K S	BSc Botony	<i>K.S</i>
12	NAVAMI P S	BSc Botony	<i>the</i>
13	PRASHEDA S	BSc Botony	<i>P.S</i>
14	RAMSEENA K A	BSc Botony	<i>Spena.</i>
15	SUMAYYA K J	BSc Botony	<i>K.A.P</i>
16	ASIYA N A	BSc Mathematics	<i>Sumi</i>
17	THASNEEM P S	BSc Mathematics	<i>N.A.S.</i>
18	UMAIRA UMMER	BSc Mathematics	<i>Nabi</i>
19	VAHEEDA NOUSHAD	BSc Mathematics	<i>V.Noushad</i>
20	HASNA T M	BSc Physics	<i>H.T.M</i>
21	MUHAMMED RIZVEN M D	BSc Psychology	<i>K.R</i>
22	ZAMZAM MOL K S	BVoc Fish processing	<i>Z.M</i>
23	NAVANEETH K B	BVoc Logistics management	<i>N.K.B</i>
24	NAZRIN K N	BVoc Logistics management	<i>N.K</i>
25	AYSHIA N A	BVoc Tourism	<i>A.N</i>
26	BHAVYA C B	BVoc Tuutlan	<i>B.havi</i>
27	MOHAMMED ASLAM	BCom Computer Application	<i>A.Slam</i>
28	MOHAMMED MIRZAL M B	BCom Computer Application	<i>M.B</i>
29	MOHAMED MUBASHIR	BCom Computer Application	<i>M.B</i>
30	MOHAMMED NAHAS P N	BCom Computer Application	<i>N.P</i>

Sheena
SHEENA P. A.
 Associate Professor
 Chairperson
 Som U.G. Camp
 M.E.S. ASMABI COLLEGE

Reenam
 For
PRINCIPAL
 M.E.S. ASMABI COLLEGE,
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Chitra B
Chitra

M E S ASMABI COLLEGE
DEPARTMENT OF PHYSICS
CERTIFICATE COURSE IN
ASTRONOMY AND ASTROPHYSICS (ASP)

Course Overview

Aim

The primary aim of this program is to inculcate a scientific awareness of the subject of Astronomy among the young students and motivate them to pursue careers in Astronomy and Astrophysics. The course includes theory classes, practical/project sessions, field trip to Astronomical Observatory, project presentations.

Syllabus

MODULE I - INTRODUCTION TO NAKED EYE ASTRONOMY

The constellations and their identification. Earth's rotation and other motions. Eclipses. Changing night sky. Interesting objects in the night sky. Contents of the Universe. A general perspective. Basics of Astronomy (Celestial coordinates, Constellations, Time, distances etc.). Sunset and sunrise. The seasons. Twilight

MODULE II - THE STARS

Basic structure of the Sun. The coronagraph. Formation and structure of stars. Stellar energy generation. Dying stars. Nebulae and supernovae remnants. Pulsars, neutron stars and black holes

MODULE III - THE MILKY WAY GALAXY

Spiral structure of the Galaxy. The Big Bang theory. The origin and evolution of galaxies. The boundaries of the knowable. The future of the Universe. Life in the Universe. Origin of the solar system. Comets, meteors and asteroids

MODULE IV - SPACE ASTRONOMY

Effects of the Earth's atmosphere on incident electromagnetic radiation. Introduction to X-ray astronomy and related technique. Astrophotography. Space telescopes: India in



Chitra B

Sheena P A
Dr. Sheena P A, MPhil, PhD
Associate Professor
Department of Physics
M E S Asmabi College
P. Vemballur, Kodungallur

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PRACTICAL SESSIONS

OBSERVING SUNSPOTS

NIGHT SKY WATCH

CONSTELLATION CHARTS

ECLIPSE DEMO

ASTROPHOTOGRAPHY (ALBUM)

PLANETORIUM (IN CLASS)

FIELD TRIP

WORKING OR STILL MODEL

PPT PRESENTATION - ON INDIA IN SPACE

ASTRO QUIZ

ASSIGNMENT

THE SKY - NEWS BULLETIN (NEWS BOARD)

STAR CHART - STAR WHEEL.

Course Coordinator: Chithra B



Assistant Professor

Department of Physics



Dr. Sheena P A, MPhil, PhD
Associate Professor
Department of Physics
M E S Asmabi College
P. Vemballur, Kodungallur



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KODUNGALLUR - 680 671



CERTIFICATE COURSE

NAME OF THE DEPARTMENT : DEPARTMENT OF PHYSICS

COURSE TITLE : FOUNDATION COURSE IN ASTRONOMY & ASTROPHYSICS

COURSE INTAKE : 30

COURSE DURATION: 30 hours

COURSE FEE : Rs. 500

COURSE OBJECTIVE:

The primary aim of this program is to inculcate a scientific awareness of the subject of Astronomy among the young students and motivate them to pursue careers in Astronomy and Astrophysics. The course work is planned as an extra subject beyond the regular University curriculum. The course includes theory classes, practical/project sessions, field trip to Astronomical Observatory, project presentations. On completion of the course, the students will be awarded certificates with grades based on overall performance.

COLLABORATION : In collaboration with Skywatch Initiative

V T Nandakumar Road

Pullut Kodungaloor

Coordinator - K K Mohandas (Member Satra Sahitya Parishat)

KEY MODULE :

1. Introduction to Astronomy
2. Observing the stars
3. The Milky Way Galaxy
4. Space Astronomy

OUTCOME OF THE COURSE :

The course also provides an in-depth exposure of the technical intricacies involved in the study of Astronomy and Astrophysics to such students who are found to possess an aptitude for the subject. This programme is also expected to set a platform for those students who would eventually be seeking higher studies in the subject and aspiring for further research work in Astronomy and Astrophysics.

CONTACT

Sheena P A

HOD & Associate Professor

9847654406

sheenakasim@gmail.com

Chithra B

Course Coordinator

Assistant Professor

9947419882

chithrabalakrishnannir@gmail.com



MES ASMABI COLLEGE, P. VEMBALLUR
RESEARCH AND PG DEPARTMENT OF BOTANY,
CEIC OF WESTERN GHATS HORNBILL FOUNDATION
CERTIFICATE COURSE IN CONSERVATION, SUSTAINABILITY
INDIGENOUS RIGHTS
2019-2020

Details of the programme

Department	: Research and PG Department of Botany
Collaborating Cell	: CEIC of Western Ghats Hornbill Foundation
Name of the Course	: Conservation, Sustainability Indigenous Rights
Course Code	: ASCC16
Coordinator	: Dr Amitha Bachan K.H. 9497627870, amithabmes@gmail.com
Joint Coordinator	: Dr Girija T. P.
Head of the Department	: Dr Girija T. P.
Max. No of Participants	: 35
Duration of the course	: 30 hrs
Teaching Methodology	: Direct method, Group discussions
Teaching aids	: Ppt, Videos



MES ASMABI COLLEGE, P. VEMBALLUR
RESEARCH AND PG DEPARTMENT OF BOTANY,
CEIC OF WESTERN GHATS HORNBILL FOUNDATION
CERTIFICATE COURSE IN CONSERVATION, SUSTAINABILITY
INDIGENOUS RIGHTS
2019-2020
LIST OF PARTICIPANTS

No	Name	Signature
1	Chithra M.R.	
2	Sruthi T.K.	
3	Anitha	
4	Vipin K.V.	
5	Manu Madhavan	
6	Jishnu Suresh	
7	Aparna T.A.	
8	Kasiraman S.	
9	Sarath S.	
10	Pandyan A.	
11	Paramasivan	
12	Siva	
13	Sunil P.	
14	Jiyesh C.S.	
15	Remya P.C.	
16	Biju G.	
17	Ranjith E.R.	
18	Azhakanswamy D.	
19	Sobha madhavan	
20	Neethu K.K.	

21	Nimisha P.	<i>Nimisha</i>
22	Anjana A.N.	<i>Anjana</i>
23	Reshma K.R.	<i>Reshma</i>
24	Shreeja V.M.	<i>Shreeja</i>
25	Manu K.A.	<i>Manu</i>
26	Sanil Chandran	<i>Sanil</i>
27	Sreejith C.B.	<i>Sreejith</i>
28	Sudha	<i>Sudha</i>
29	Selvaraj M.	<i>Selvaraj</i>
30	Rajendran C.	<i>Rajendran</i>
31	Sumathi C.	<i>Sumathi</i>

Anitha
Director - CEIC
Hornbill Foundation

[Signature]
 Head of Department
 Research & PG Dept. of Botany
 MES Asmabi College
 P. Vemballur, Thrissur Dt.
 Kerala - 680 671

[Signature]
 PRINCIPAL
 M.E.S. ASMABI COLLEGE,
 P.O.P. VEMBALLUR,
 KODUNGALLUR 680 671



MES ASMABI COLLEGE, P. VEMBALLUR
RESEARCH AND PG DEPARTMENT OF BOTANY,
CEIC OF WESTERN GHATS HORNBILL FOUNDATION
CERTIFICATE COURSE IN CONSERVATION, SUSTAINABILITY
INDIGENOUS RIGHTS
2019-2020
CURRICULUM AND EVALUATION PROCEDURE

Department	: Research and PG Department of Botany
Collaborating Cell	: CEIC of Western Ghats Hornbill Foundation
Name of the Course	: Conservation, Sustainability Indigenous Rights
Course Code	: ASCC16
Coordinator	: Dr Amitha Bachan K.H. 9497627870, amithabmes@gmail.com
Joint Coordinator	: Dr Girija T. P.
Head of the Department	: Dr Girija T. P.
Number of students	: 31
Duration of the course	: 30 hrs
Teaching Methodology	: Direct method, Group discussions
Teaching aids	: Ppt, Videos



CURRICULUM

Objectives:

1. The participants will be able to understand the basics of indigenous rights and resource management, its history, current affairs in relation to political, ecological, social, environmental and economic perspectives.
2. The participants shall get an in depth understanding of major provisions of FRA 2006 and its application in India, Kerala.

Module 1

Understanding the concepts – Tribe/ Adivasi/ Indigenous Peoples, National discourse, history of exclusion and social justice., Constitutional safeguards of Adivasis : Historical and contemporary debate. Modernity, development and the Adivasis. Historicizing the Adivasi land question in Kerala Tribal movements in India: An overview (5 Hrs)

Module 2

Various perspectives on environmentalism, Environmental and forest governance history in India Forest policies and Adivasis: Trajectories and contestations. Conservation and Tribal rights discourse in India: Indigenous philosophies of land and resource management. Indigenous Vs Victorian jurisprudence – inclusion and exclusion. (5 Hrs)

Module 3



History of indigenous right recognition across the world, history of FRA 2006, Definitions and Major provisions of FRA. Authorities- duties and responsibilities (Gramá Sabha, FRC, CFRMC, DLC, SDLC, SLMC). (4 Hrs)

Module 4

Recognition of individual rights, community rights, CFR rights, developmental rights. An overview of progress and performance in Kerala and India. Various issues and challenges.

(3 Hrs)

Module 5

Proper management of Grama Sabha, Record keeping at various levels, FRA and other legislations. Rights modifications, prevention of alienation, future perspectives. Community and private proprietorships.

(5 Hrs)

Module 6

Procedure for claiming forest rights, evidence, resolutions, verification and recognition. Complaint filing mechanisms, Case studies of various procedures and formats for recognition of right. The convergence of present practice of conservation and indigenous right wise conservation, development of resource management plan under FRA. (CFR management plan, documentation of indigenous protocol, Bio protocol).

(8 Hrs)



References:

- Amitha Bachan K.H. (2017). The Historical Injustice to the Forest Dwelling Community Continued: The 'process, performance and major violations in the one decade of implementation of the Forest Rights Act 2006 in Kerala. Hornbill Foundation and Natural Justice. ISBN 9788192710568
- Amitha Bachan K.H., Maya Mohan, M.P. Shajan, Tintu Kuryan & P.C. Resmi (2013). Forest Right Act 2006 and Community Forest Reserve (CFR) area management- A field guide. Western Ghats Hornbill Foundation and Centre for Environment and Development. ISBN. 9788192710563.
- Bijoy, C. R., and K. Ravi Raman 2003 Muthanga: The Real Story—Adivasi Movement to Recover Land. Economic and Political Weekly, May 17: 1975–1982.
- C.R. Bijoy, Shankar Gopalakrishnan and Shomona Khanna, India and the Rights of Indigenous People.
- Gadgil, M. and R. Guha (1992) This Fissured Land: An Ecological History of India. New Delhi: Oxford University Press; Berkeley, CA: University of California Press.
- Kunhaman, M. 'The Tribal Economy of Kerala. An Intra-Regional Analysis', Economic and Political Weekly, Vo XX, No 11, March 16, 1985, pp 466-74.
- Le'le' S and Menon A (Eds) (2014) Democratizing Forest Governance. New Delhi: Oxford University Press.
- Ramachandra Guha. (2000). Environmentalism: A Global History. New York: Longman.



- Saberwal, V. and M. Rangarajan (2003) Battles over Nature: Science and the Politics of Conservation. Madras: Sangam Books.
- Xaxa, Virginius (1999) 'Tribes as Indigenous Peoples of India'. Economic and Political Weekly 18 Dec.: 3589-95.

EVALUATION PROCEDURE

- Model examinations

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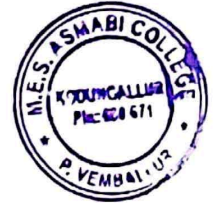
**Director - CBC
Hornbill Foundation**



[Handwritten Signature]

**Head of Department
Research & PG Dept. of Botany
MES Asmabi College
P. Vemballur, Thrissur Dt.
Kerala - 680 671**

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**M.E.S. ASMABI COLLEGE,
P.O.P. VEMBALLUR,
KODUNGALLUR - 680 671**




MES ASMABI COLLEGE, P. VEMBALLUR
RESEARCH AND PG DEPARTMENT OF BOTANY,
CEIC OF WESTERN GHATS HORNBILL FOUNDATION
CERTIFICATE COURSE IN CONSERVATION, SUSTAINABILITY
INDIGENOUS RIGHTS
2019-2020
REPORT AND COURSE OUTCOME


Name of the Department	: Research and PG Department of Botany
Collaborating Cell	: CEIC of Western Ghats Hornbill Foundation
Coordinator	: Dr. K.H. Amitha Bachan
Joint Coordinator	: Dr. Girija T.P.
No of Participants enrolled	: 31
No of Participants Completed	: 31
Year	: 2019-2020
Date of evaluation	: 22-2-2020
No of Participants qualified	: 31
No of Certificates issued	: 31

COURSE OUTCOME

- It provides awareness to the participants on indigenous rights and resource management, its history, current affairs in relation to political, ecological, social, environmental and economic perspectives.
- It helps to undo the past wrongs and injustices committed against the communities that live in the forest.
- It helps to make the system of forest conservation stronger by giving holders of forest rights responsibility.


Dr. K.H. Amitha Bachan
Coordinator


Dr. Girija T.P.
HoD


Dr. Prof. A. Biju
Principal

Director - CEIC
Hornbill Foundation



Head of Department
Research & PG Dept of Botany
MES Asmabi College
P. Vemballur, Thrissur Dist.
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**MES ASMABI COLLEGE, P.VEMBALLUR
DEPARTMENT OF LOGISTICS MANAGEMENT
CERTIFICATE COURSE IN SUPPLY CHAIN MANAGEMENT**

BATCH: 2019-2020

CURRICULUM & EVALUATION PROCEDURE

Department : Department of Logistics Management

Name of Course : CERTIFICATE COURSE IN SUPPLY CHAIN MANAGEMENT

Course code : ASCC18

COORDINATOR : Abdul Yafiz K.M

9895666427,yafizkm@gmail.com

HEAD OF THE DEPARTMENT : Abdul Yafiz K.M

MAXIMUM NO: OF STUDENTS : 90

DURATION OF COURSE : 30 hrs

LEVEL : UG

TEACHING METHODOLOGY : Direct teaching, Group discussions

TEACHING AIDS : PPT



ABDUL YAFIZ, K.M
HOD, Department of Logistics Management
Department of Logistics Management
M.E.S. Asmabi College
P.Vemballur-680671, Kodungallur.



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P.O.P.VEMBALLUR,
KODUNGALLUR - 680 671

MES ASMABI COLLEGE,P.VEMBALLUR

**DEPARTMENT OF LOGISTICS MANAGEMENT
CERTIFICATE COURSE IN SUPPLY CHAIN MANAGEMENT**

BATCH:2019-2020

CERTIFICATE COURSE CODE: ASCC18

REPORT AND COURSE OUTCOME

COURSE OUTCOME:


- To familiarize students with the warehouse operations and management.
- To familiarize students with the importance inventory management t

REPORT

The certificate course in Supply Chain Management was started on September 2 ,2019. Classes were conducted on Room no : 407. A diagnostic test was conducted at the beginning of the course to understand the level of knowledge of students. After the 30 hours of class, more than 85 % of the students got above 90% score in the final test. Certificates were distributed to all 80 students as they secure 90% attendance as required by the course.



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MES ASMABI COLLEGE, P.VEMBALLUR
DEPARTMENT OF LOGISTICS MANAGEMENT
CERTIFICATE COURSE IN SUPPLY CHAIN MANAGEMENT
BATCH: 2019 - 2020
List of students enrolled

Sl.no	Name of student	Class	Signature
1	AHLAAM K A	I PSYCHOLOGY	
2	ASHITHA RASHEED	I PSYCHOLOGY	
3	CHANDANA P VIBIN	I PSYCHOLOGY	
4	DANA T M	I PSYCHOLOGY	
5	DILSHA FATHIMA P H	I PSYCHOLOGY	
6	LUBNA ABDUL NAZAR	I PSYCHOLOGY	
7	NOWSHEEN P A	I PSYCHOLOGY	
8	RAMSHAD A A	I B.COM COPERATION	
9	SANA K M	I B.COM COPERATION	
10	SIYAD K N	I B.COM COPERATION	
11	THASNITHA A I	I B.COM COPERATION	
12	THWAYIBA BASHEER	I B.COM COPERATION	
13	AMAL KRISHNA A B	I B.COM COPERATION	
14	ANJANA C M	I B.COM COPERATION	
15	ANNA ANTO	I B.COM COPERATION	
16	ASMA P S	I B.COM COPERATION	
17	ASNA FATHIMA P M	I B.COM COPERATION	
18	ASWATHI E U	I B.COM COPERATION	
19	DILSHA M A	I B.COM COPERATION	
20	FARHANA P N	I B.COM COPERATION	
21	FATHIMA NASNI T N	I B.COM COPERATION	
22	KRISHNA T P	I B.COM COPERATION	
23	MUHAMMED SAALIM P U	I BBA	
24	MUHAMMED SALIH C A	I BBA	
25	NADIQ K N	I BBA	
26	NAIF O S	I BBA	
27	SAEED ANVAR K A	I BBA	
28	SALMAN P R	I BBA	
29	THASNI V Y	I BBA	
30	AKARSH K SANTHOSH	I BBA	
31	AMRITHA M K	I BBA	
32	ASWIN K R	I BBA	
34	SHAHIR A K	I BBA	
35	ZAINABATH	I BBA	
36	ADHARSH C S	I BBA	
37	AKHILDAS K	I BBA	
38	AKMAL	I BBA	
39	ANEESA N A	I BBA	
40	ANSAF AHAMED	I BBA	
41	NIVEDITHA K J	I B.SC PHYSICS	

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42	RESHMA K R	I B.SC PHYSICS	<i>Reshma</i>
43	SARANGKRISHNA E U	I B.SC PHYSICS	<i>Sarang</i>
44	SHAHANAS V B	I B.SC PHYSICS	<i>Shahanas</i>
45	SREELAKSHMI V B	I B.SC PHYSICS	<i>Sreelakshmi</i>
46	ADHEENA VARSHA K S	I B.SC PHYSICS	<i>Adheena</i>
47	ADHWAI P RAJESH	I B.SC PHYSICS	<i>Adhwai</i>
48	AFNAN ABDUL AZEEZ ELACHOLA	I B.SC PHYSICS	<i>Afnan</i>
49	ANJINA SHIBU	I B.SC PHYSICS	<i>Anjina</i>
50	ARCHANA K K	I B.SC PHYSICS	<i>Archana</i>
51	ASHHAD K S	I B.SC PHYSICS	<i>Ashhad</i>
52	ABINA P S	I BA ECONOMICS	<i>Abina</i>
53	AFNA V S	I BA ECONOMICS	<i>Afna</i>
54	ANJANA MOHAN	I BA ECONOMICS	<i>Anjana</i>
55	ANJANA T M	I BA ECONOMICS	<i>Anjana</i>
56	ARJUN K P	I BA ECONOMICS	<i>Arjun</i>
57	ARYA RAVI	I BA ECONOMICS	<i>Arya</i>
58	ASHFANA K F	I BA ECONOMICS	<i>Ashfana</i>
59	ASWATHI K S	I BA ECONOMICS	<i>Aswathi</i>
60	AYSHA SHAFEEK	I BA ECONOMICS	<i>Aysha</i>
61	BIFATHIMA T A	I BA ECONOMICS	<i>Bifathima</i>
62	FARHANA K NIZAR	I BA ECONOMICS	<i>Farhana</i>
63	MOHAMED NAHAS P N	I B.COM C.A	<i>Mohamed</i>
64	MOHAMED SAFWAN	I B.COM C.A	<i>Mohamed</i>
65	RAEES P M	I B.COM C.A	<i>Raees</i>
66	SANOBAR	I B.COM C.A	<i>Sanoobar</i>
67	ZAYAN MOHAMMED	I B.COM C.A	<i>Zayan</i>
68	MOHAMED RAEES	I B.COM C.A	<i>M. Raees</i>
69	MOHAMED THARIQ K K	I B.COM C.A	<i>Mohamed</i>
70	ANAND K	I B.COM C.A	<i>Anand</i>
71	HARI KRISHNAN M B	I B.COM C.A	<i>Hari</i>
72	MOHAMED NISAL	I B.COM C.A	<i>Mohamed</i>
73	MOHAMED THAHZEEB C N	I B.COM C.A	<i>Mohamed</i>
74	NOUREEN V S	I B.COM C.A	<i>Noureen</i>
75	HISHAM SHAHZAD THANATH	I B.COM FINANCE	<i>Hisham</i>
76	MOHAMED ABDUL RAHIMAN K Z	I B.COM FINANCE	<i>Mohamed</i>
77	MOHAMED AJMAL P S	I B.COM FINANCE	<i>Mohamed</i>
78	MOHAMEDSHIFAS	I B.COM FINANCE	<i>Mohamed</i>
79	MOHAMMED ADAL	I B.COM FINANCE	<i>Mohammed</i>
80	NAFIYA P S	I B.COM FINANCE	<i>Nafiya</i>

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ABDUL YAFIZ. K.M
 HoD, Assistant Professor
 Department of Logistics Management
 M.E.S. Asmabi College
 P.Vembailur-680671, Kodungallur.

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P.O.P.VEMBALLUR,
KODUNGALLUR - 680 671

HOURS :30

MODULES : 3

CURRICULUM

OBJECTIVES:

- To familiarize students with the warehouse operations and management

Module-I

Introduction to Warehousing: Functions – Operations – Benefits-Need for warehousing –Issues affecting warehousing –Different types of ware houses –
-Leading warehouse companies in india

10 hours

Module-II

Introduction to Inventory Management: Objectives - Benefits of managing inventory -
Types of inventory – WIP inventory – Finished goods inventory – MRO inventories – Cost of inventories

10 hours

Module-III

Warehouse Management Systems: Introduction – The necessity of WMS –

Logics of determining locations and sequences – Uncertainties in material management systems

10 hours

EVALUATION PROCEDURE:

Diagnostic test in the beginning of the course

Final test one word type



ABDULYAMIN, K.M.
Head of Department
Department of Logistics Management
M.E.S. Asmabi College
P.Vemballur - 680671, Kodungallur.



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Tally Orientation Programme (22-07-2019)

Programme Schedule (10.30 am – 12.00 pm)

- Prayer :
- Welcome Speech : **Smt. Deepa K A**
(Assistant Professor & Co-ordinator, Tally)
- Presidential Address : **Dr. Ajims P Muhammed**
(Principal, MES Asmabi College, P Vemballur)
- Felicitations : **Dr. Princy Francis**
(Head & Assistant Professor, PG Department of Commerce)
Dr. K P Sumedhan
(Director, Self Financing Programme)
- Resource Person : **Mr. Jiji Kumar**
(Regional Manager, Tally Education Pvt. Ltd., Bangalore)
Mr. Prakasan T R ,
(Manager - Skilling & Development, Guideline Innovative Solutions Pvt. Ltd., N Paravur)
- Vote of Thanks : **Smt. Josbeena Johnson**
(Assistant Professor & Joint Co-ordinator, Tally)



For *Reenaml*
PRINCIPAL,
M. E. S. ASMABI COLLEGE,
P. O. P. VEMBALLUR,
KODUNGALLUR-680671

Tally Students 2019-20
I B.com co-operation.

SL NO	NAME	MOB NO.
	ABHAY KRISHNA I S	7994043070
2	ADHILA K N	7554966375
3	AKHIL BABU K S	7902819343
4	AKHIL E A	8943376925
5	AMAL KRISHNA	9539939590
6	AMAYA MOHAN	8592917065
7	AMMAR JAFFAT	7025452702
8	ANJANA C M	7306748088
9	ANNA ANTO	8078769020
10	ARDHRA K S	9747236684
11	ASHITHA P A	9745615230
12	ASNA FATHIMA	9567402379
13	DILSAHA M A	8086585646
14	FARHANA P N	9846910152
15	FARISHA V S	9745422094
16	FARZANA YASMIN	9446364448
17	FIDHA P S	9562890303
18	HARIPRASAD P S	9072991148
19	IHSAN IBRAHIM	7356716857
20	JIJTHA C M	9745280602
21	KAVYA K V	9544996291
22	KRISHNA T P	9745832981
23	MAJIDHA K A	9946631059
24	MARIYA JOSH Y	8129577968
25	MIDHUN RAJ	8686896237
26	MOHAMED SAHAL	9746464391
27	MOHAMMED FAHEEN P A	7025433627
28	MOHAMMED FAHIM K M	9846861238
29	MOHAMMED RASIQUE N S	9747560773
30	MOHAMMED SIYAD	8606020962
31	NEHLA A S	9497345230
32	RAHEESA P A	9142378954
33	REJA NAZAR E M	8089546738
34	RENJIMA P V	9544959981
35	RINCIYA K M	9846394666
36	SAKTHI PRASAD K K	9539394315
37	SALMAN UL FARIS	8078155459
38	SANA K M	75618818854
39	SANGEETH N S	9745376144
40	SHAFNAS U S	7510695933
41	SHINITHA MOL P S	9946087231
42	SITHARA ANILAN	9846678257
43	SIYAD K N	7593929181
44	SREERAG K S	9946641779
45	SUMAYYA	8592894170
46	SURUMI K M	9605456245



For *Reenamul*
PRINCIPAL,
M. E. S. ASMABI COLLEGE
P. O. P. VEMBALLUR,
KODURU CALLUR 686671

47	THASNITHA A I	9633328728
48	THWAYIBA BASHEER	9605356499
49	VARSHA T L	9061292789



PRINCIPAL,
M. E. S. ASMABI COLLEGE
P.O. VEMADALLUR,
KODUNGALLUR-680671



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1. Objectives of the MOU

The objectives of the MOU are:

- a) To promote and enhance academic Tally Training program to the 1st year, 2nd year, 3rd year Commerce Students MES Asmabi College.
- b) To provide career guideline support to the students MES Asmabi College.
- c) To encourage bright students of MES Asmabi College to find right career planning after their Course at MES Asmabi College.
- d) To promote information for the continual education for the students of MES Asmabi College.

2. Technical Areas of Collaboration

- a) To provide syllabus based tally training program with course materials to the joined students of MES Asmabi College.
- b) Provide necessary help in organizing Workshop/Conference/Seminar/Value Added information at MES Asmabi College for the commerce students and staff
- c) Provide value information's to the commerce students of MES Asmabi College.
- d) Provide support for the effective technology solutions to staff and students of commerce department at MES Asmabi College.
- e) To facilitate the training for department of commerce faculties and students for MES Asmabi College.

[Signature]
Dr. Ajjms P. Mohammed



[Signature]
Sreekumar P N



40845 2111
 തന്നിട്ടുള്ള തീയതി: 2011
 Guide line soft net technology പഠിപ്പിക്കൽ
 N. Paravut

[Signature]



3. Proposed Modes of Collaboration

MES Asmabi College, Guideline Softnet Technologies Pvt Ltd propose to collaborate through the following

- a) Cooperate and promotion of education and training in areas of mutual interest.
- b) Any other appropriate mode of interaction agreed upon between MES Asmabi College and Guideline Softnet Technologies Pvt Ltd.

4) Terms and Conditions

1. Whereas both the parties have agreed for the following payments and revenue sharing of training proposed fees only.

35% of the total training fee of Rs. 2000/- per students to the College .

Rs. 1500/- (inclusive of TAX) To Tally Education Pvt Ltd for Tally certification from Bangalore

2. Whereas the programme content & schedule as per the proposal presented by the second party.
3. Whereas the course material to every student enrolled under this engagement must be supplied by the second party.
4. Whereas verifiable certificate to every student who has successfully completed the course and taken the assessment conducted by TEPL* (*75 % attendance and successfully completing the online test conducted by TEPL mandatory for certificates)
5. Whereas 75% attendance and online examination as per Tally standards are mandatory to obtain the certificate.
6. Whereas the college has to allocate time for the training program.
7. Whereas the Collège has to provide the existing infrastructure of computer lab, class room with electricity with projector facility.
8. Whereas the second party will provide the trained faculties for training program.
9. Whereas the college can use the logo of Tally education as associate college.
10. Whereas the fees has to be collected by the college, in mutually agreed terms of installments.

5) Confidentiality

a) The MES Asmabi College and the Guideline Softnet Technologies Pvt Ltd agree to hold in confidence all information/data designed by the institute as being confidential which is obtained from either institute or created during to performance of the MOU and will not disclose the same to any third party without written consent of the other institute

b) The above confidential clause under this MOU excludes the information/ data possessed by either institute before entering into this MOU or independently development and/or information already available through public domain.

Dr. Ajims P. Mohammed



Sreekumar P N



6. Duration of MOU

This MOU, unless extended by mutual written consent of the institutes, shall expire in 3 years after the effective date specified in the opening paragraph.

7. Coordinators

Both institutions will designate persons who will have responsibility for co-ordination and implementation of this agreement.



8. Course offered at MES Asmabi College

Sl No	Course Name & Course Code	Duration	Offered to
1	Tally Ace , TIL101	40hrs	1 st year
2	GST theory +GST using tally TIL 102	40hrs	2 nd year
3	G C C(Gulf Cooperation council) VAT using tally TIL 103	40 hrs	3 rd year

Signed in Duplicate

This MOU is executed in duplicate with each copy being an official version and having equal legal validity. By signing below, the institutes acting by their duly authorized officers have caused this memorandum of understanding to be executed, effective as of the day and year first above written.

On behalf of


21/10/19

Dr. Ajims P. Mohammed
The Principal
M.E.S. Asmabi College,
P. Vemballur
Azhikode Chamakkala Road
P.Vemballur - 680671



On behalf of



Sreekumar P N
Managing Director
Guideline Softnet Technologies(P)Ltd.
Ezhava samajam Complex
Chendamangalam Jn.
North Paravur

This agreement is signed in the presence of the under mentioned witnesses on 21st October 2019.

WITNESSES:

- 
Deepa. K A
Assistant Professor
PG Department of commerce
MES Asmabi college, Pvenballur
- 
Rajesh Menon
Centre Manager

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KODUNGALLUR-680671



Tally ERP 9 ACE –

40 hours program

Chapter 1 - 3 hrs

Fundamentals of Accounting

- The Meaning and importance of accounting
- Commonly used accounting terms
- Accounting assumptions, concepts and principles
- Types of accounts
- The golden rules of accounting and the double entry system of accounting

Chapter 2 - 1 hour

- Get started with computerized accounting
- Create a company
- Select and shut company
- Create ledgers and groups and display the company chart of accounts

Chapter 3 – 1 hour

- Stock groups
- Units of Measure
- Stock items
- Godowns
- Stock categories and generate inventory reports in Tally. ERP 9

Chapter 4 - 8 hour

- Record day-to-day transactions in Tally.ERP9 using
 - Contra voucher
 - Payment voucher
 - Receipt voucher
 - Sales voucher
 - Credit note vouchers
 - Purchase voucher
 - Debit note vouchers and Journal Vouchers
- View the balance sheet and P&L accounts after recording business transactions

Chapter 5 - 6 hour

- Maintain party –wise bill details in Tally.ERP9
- Keeping track of receivable and payables
- Set – off – bills using the different methods of adjustments
- Make partial and full payment entries

- Record credit transactions
- Manage outstanding and generate stock category report

Chapter 6 – 8 hour

MIS Report

- Identify and list the purpose of different MIS reports
- Generate MIS reports in Tally.ERP9 and
- Customize and analyse MIS Reports in Tally.ERP9

Chapter 7 – 8 hour

Getting Started with GST

- Activate GST for a company in Tally.ERP9
- Maintain GST registration details for the company
- Transfer input credit
- Record GST registration details of parties
- Record the following transactions
- Intrastate supplies – inward
- Intrastate supplies – outward
- Intrastate supplies – inward
- Interstate supplies – outward
- Print GST invoice
- Record goods return
- Defining tax rates at different level
- Generate GSTR – 1 AND GSTR -2 REPORTS
- Input credit set off
- Record GST tax payment
- Exporting GSTR1 return

Chapter 8 – 2 hours

Recording vouchers with TDS

- Configure Tax deducted at source in Tally. ERP 9 and
- Record simple TDS transactions

Tally Ace question description

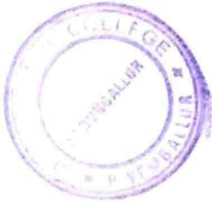
Tally . ERP 9 Annexure

Masters - 3 hours

Unit quantity code (UQC) for GST Invoice

Defining 16 characters invoice number in Tally. ERP 9

Filing GSTR – 3B and making payments



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