

**Computer Application:**

To,

Shashikant. B  
Lecturer in Computer Science  
A.S.M Women's College,  
Bidar.



Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Science External Expert Member for the subject of Computer Science to frame complete syllabus for the Add-On Course Computer Application . It is proposed to implement the course from the forth coming academic year 2017-18 the meeting is held on:

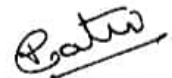
In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Computer.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL  
Principal,

CCAB, A.R.S. Women's Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

**Computer Application:**

To,

Pramilla .Toran  
Lecturer in Computer Science  
V.G Women's College,  
Gulbarga



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PRINCIPAL

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SECAB & P.T. Inceptor Arts, Science &  
Commerce College for Women,  
VILLAPUR-GULBARGA

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BUAPUR.



**Computer Application:**

To,

T.I.Sarwad  
Lecturer in Computer Science  
BLDE S.B.S Women's College,  
Vijayapur

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VIJAYAPUR-585103.

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, VIJAYAPUR.



**Computer Application:**

To,

Mrs V.A.Momin  
Lecturer in Computer Science  
ARSI Inambar Arts, Science and Commerce  
College for Women,  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Science Internal Expert Member for the subject of Computer Science to frame complete syllabus for the Add-On Course Computer Application . It is proposed to implement the course from the forth coming academic year 2018-19 the meeting is held on:

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Commerce College for Women,  
VIJAYAPUR-586109.

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BJIAPUR.





SECAB A.R.S.I.'S ARTS, SCIENCE AND COMMERCE COLLEGE FOR WOMEN, VIJAYAPUR 586109

## Question paper

**Q1. Answer the following questions (Any 5)**

**5X2=10**

1. What is the shortcut key to find and replace in Ms-Word?
2. How do you create and save a word document?
3. What is a workbook in Ms-Excel?
4. What is cell in Ms-excel?
5. What is Internet?
6. Define Web Browser.

**QII. Answer the following questions (Any 4)**

**4X5=20**

1. What is computer? What are the limitations of computer?
2. What is mail merge?
3. How do you create table in Ms-word
4. Write five applications of Internet.
5. How do you apply animation and design to the power point presentation?

**QIII. Answer the following questions (Any 2)**

**2X10=20**

1. Explain steps involved in creating an E-mail account.
2. How Internet is useful in Education?
3. Write short notes on:
  - a) PowerPoint presentation.
  - b) Search Engines.
  - c) Functions used in Ms-Excel.

  
Coordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, VIJAYAPUR.

DEPARTMENT OF COMPUTER SCIENCE.

  
Principal,  
SECAB's A.R.S. Handal Arts, Science &  
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VIJAYAPUR-586109.



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

*Miss. Shameena. Foadimani*

*Has successfully completed the certificate course "COMPUTER APPLICATION" conducted  
by Department of COMPUTER SCIENCE, from 20/02/2018 to 14/04/2018.*

*Miss Ambreen Saba N. Mulla  
Coordinator*

*Dr. Mohammed Afzal  
Principal*



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

*Miss. Apshiya Bennishwar*

*Has successfully completed the certificate course "COMPUTER APPLICATION" conducted  
by Department of COMPUTER SCIENCE, from 20/02/2018 to 14/04/2018.*

*Miss Ambreen Saba N. Mulla  
Coordinator*

*Dr. Mohammed Afzal  
Principal*



SECAB Association's  
A.R.S.INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

*Miss. Showki Shiganapur*

*Has successfully completed the certificate course "COMPUTER APPLICATION" conducted  
by Department of COMPUTER SCIENCE, from 2/07/2018 to 05/08/2018.*

*Miss Ambreen Saba N. Mulla  
Coordinator*

*Dr. Mohammed Afzal  
Principal*



SECAB Association's  
A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.  
Jalnagar, Bagalkot cross Road Vijayapur 586109.  
Affiliated to Karnataka State Women's University, Vijayapur 586108.  
E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2018-19

Name: Shaila - I - Duggavargi Course: Basic Computer Department: Science  
Years/Semester: (I) I / II / III / IV / V / VI Address: Alp. hilnani Tal. Di. Vijayapur  
Mobile: 9606656782 E-mail: Shaila.duggavargi@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
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a
---

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
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a
---

3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult
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a
---

4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all
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a
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5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
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a
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6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
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b
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7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
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a
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Years/Semester: (I) I / II / III / IV / V / VI Address: At. P. bidnaw Tal. Di Vijayapur  
Mobile: 9606656782 E-mail: Shaila.durgavva@gmail.com

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--------	-------------------	-------	--------------

a



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E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2018-19

Name: B.B. Anshu K. K. Course: B.Sc. Department: Science  
Years/Semester: (I) I / II / III / IV / V / VI Address: Near main road, Vijayapur, Bagalkot.  
Mobile: 9844563213, 9844563213 E-mail: b.b.anshu.k.k@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate	a
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2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say	b
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5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say	c
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6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say	b
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7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say	b
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Secab A.R.S Inamdar Arts Science &  
Commerce College for women Vijayapur

STUDENTS ATTENDANCE Computer-Application

Student list BSc 2<sup>nd</sup> semester 2016-19



Sl No	Name of the Student	Signature
1	Apsana .R. Mulla	Apsana
2	Shouhi .Shiganapur	Shouhi
3	Shaila .Debagavagol	Shaila
4	Akshata .UKRali	Akshata
5	Mahajahen .Maniyar	Mahaji
6	Bibi .Ayisha . Khan	Bibi
7	Neta .Tumalas	Neta
8	Radani .Preelagand	Radani
9	Akshata .Gehiger	Akshata
10	Vaishnavi .Hugor	Vaish
11	Masana .Jhan .Bjani	Masana
12	Tajana .Arani .Tumedi	Tajana
13	Saniya .Anjan .Dumlasab	Saniya
14	Syeda .begum .Desmuth	Syeda
15		
16		
17		
18	<i>Patil</i>	<i>Patil</i>
19	- Co-ordinator, Internal Quality Assurance Cell	Principal,
20	SECAB Association's ARSI Arts, Sci. & Com. College for Women, BUAPUR.	SECAB A.R.S. Inamdar Arts, Science & Commerce College for Women VIJAYAPUR-585109.
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APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE



Full Name in Capital Letters

S H A I L A I R A P P A D U R G A V  
V A G O L

Date of Birth

01 06 1999

Place of Birth

Bijay

Caste/Sub Caste

SC

Certificate



Diploma



Advanced Diploma



Course: Computer course Class B-sc 1<sup>st</sup> sem

Marital Status: Married/ Un-Married: Un-Married

Permanent Address for Correspondences: At post Hattinahalli Tq/Dist  
Vijayapur.

E-Mail ID: shailadusagagoul@gmail.com

Telephone No.:

Mobile No.: 9606656782

Shaila  
Signature of the Student

For Office Use Only

Admitted to: Basic computer Applied 2 Amount 1000/-

Date: 2/7/18 Receipt No: 33

Shaila  
Co-ordinator

Shaila  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S. Arts, Sci. & Com. College  
for Women, BIJAPUR.

Shaila  
Principal  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



**APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE**



Full Name in Capital Letters  
SHRUTI ASHOK SHIGANA  
PUR

Date of Birth Day Month Year 03 09 1999 Place of Birth Arjanal (Village)

Caste/Sub Caste C-I. (Talwar) Certificate  Diploma  Advanced Diploma

Course: I) Computer Class BSc-I [CZH Comb<sup>n</sup>]

Marital Status: Married/ Un-Married : Un-married

Permanent Address for Correspondences: Al. po: Arjanal Td:- Indi  
Dist: Vijayapur

E-Mail ID: \_\_\_\_\_

Telephone No.: 6360412430 Mobile No.: 8495854894

*Shruti*  
Signature of the Student

For Office Use Only

Admitted to: Basic Computers Application Amount 1000/-

Date: 2/1/18 Receipt No: 34

*[Signature]*  
Co-ordinator

*[Signature]*  
Co-ordinator,  
Internal Quality Assurance Cell  
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REFERENCES:

1. V Rajaraman Fundamentals of computers.
2. Padmareddy Fundamentals of computers
3. P.H. Kottur, Computer Concepts & 'C' Programming
4. Shobhalangirke, Computer Application For Bussiness
5. Vijaylaxmi, Computer Concepts & 'c' Programming

B.O.S Members :

1. Smt. Thirumala Anasua *Thirumala*  
Assistant Professor  
Department of BCA  
BLDEA's Smt. Rangamma, Sajjan Hills & Commerce College  
Jeebhara, Vijayapura.
2. Smt. Premila S. Toran *Premila*  
Lecturer, Dept. of Computer Science.  
Smt. V.G Degree college for women,  
Malabettuagi.  
9341426161, E-mail- toranps@gmail.com.
3. Shashikant Badiger  
Lecturer, Dept of Computer Science  
Akkamahadevi Women's Degree College Bidar  
Bidar  
8880016777 E-mail - Shashikant-badiger@gmail.com
4. Smt. Vasiya Zahera Momin  
Lecturer, Dept. of Computer Science  
SECAB A.R.S.I's Arts, Science & Commerce college for women,  
DEPARTMENT OF COMPUTER SCIENCE Vijayapur - 586109  
9916261329, Vasiyaz@guil.com

*[Signature]*  
Principal,



## COMPUTER LITERACY PROGRAM (Value added course)

### Syllabus

**Unit I: Introduction:**

**2 hrs**

Definition of Computer, Input and Output Devices, CPU, Operating System.

**Unit II: MS-WORD:**

**6 Hrs**

Overview of word processing software, Examples, opening, creating, saving document, print and print preview, Find and replace, Header and footer, save and save as, views, Borders and Shading, Change Case, Bullets and Numbering, Background, Spelling and Grammar, Word count, Macros, Mail merge, Table handling and important shortcut keys

**UNIT-III: MS-Excel:**

**6 hrs.**

Overview of spreadsheet software, Examples, Opening, creating, saving worksheet and workbook, print and print preview, rows and columns, Formatting worksheet, Find and Replace, Types of Functions, Types of charts/graphs Macros and important shortcut keys.

**MS-PowerPoint:**

**6 hrs.**

Overview of Presentation software MS-PowerPoint, Slides, PowerPoint views, Auto content wizard, Transition and build effects, Printing Slides and important shortcut keys.

**UNIT-VII: MS-Access:**

**6 hrs**

Overview of MS-Access, Main elements of Access, Tables, Queries, Forms, Reports, Modules, Opening and creating database and tables

**UNIT-VIII: Introduction to Internet:**

**4 hrs**

The need and use of computer Networks, Working of Internet, Protocols- TCP/IP, HTTP, FTP, Browsers, Search Engines, E-Mail, Chatting.

*P. S. S.*  
Co-ordinator

Internal Quality Assurance Cell  
SECAB Association's  
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for Women, BIJAPUR.

DEPARTMENT OF COMPUTER SCIENCE

*N. S. S.*  
Principal

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Affiliated to Karnataka State Women's University,  
Vijaypur.

YEAR- 2017

SYLLABUS

for

CAREER ORIENTATION COURSE  
IN  
BASIC COMPUTER APPLICATION

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
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VIJAYAPUR 585104

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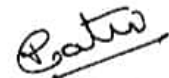
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SECAB A.R.S.I.'S ARTS, SCIENCE AND COMMERCE COLLEGE FOR WOMEN, VIJAYAPUR 586109

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4. Write five applications of Internet.
5. How do you apply animation and design to the power point presentation?

**QIII. Answer the following questions (Any 2)**

**2X10=20**

1. Explain steps involved in creating an E-mail account.
2. How Internet is useful in Education?
3. Write short notes on:
  - a) PowerPoint presentation.
  - b) Search Engines.
  - c) Functions used in Ms-Excel.

  
Coordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

DEPARTMENT OF COMPUTER SCIENCE.

  
Principal,  
SECAB's A.R.S. Isangal Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

*Miss. Shameena. F. Faalimani*

*Has successfully completed the certificate course "COMPUTER APPLICATION" conducted  
by Department of COMPUTER SCIENCE, from 20/02/2018 to 14/04/2018.*

*Miss Ambreen Saba N. Mulla  
Coordinator*

*Dr. Mohammed Afzal  
Principal*



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

*Miss. Apshiya Bennishwar*

*Has successfully completed the certificate course "COMPUTER APPLICATION" conducted  
by Department of COMPUTER SCIENCE, from 20/02/2018 to 14/04/2018.*

*Miss Ambreen Saba N. Mulla  
Coordinator*

*Dr. Mohammed Afzal  
Principal*



SECAB Association's  
A.R.S.INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

*Miss. Showki Shiganapur*

*Has successfully completed the certificate course "COMPUTER APPLICATION" conducted  
by Department of COMPUTER SCIENCE, from 2/07/2018 to 05/08/2018.*

*Miss Ambreen Saba N. Mulla  
Coordinator*

*Dr. Mohammed Afzal  
Principal*



SECAB Association's  
A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.  
Jalnagar, Bagalkot cross Road Vijayapur 586109.  
Affiliated to Karnataka State Women's University, Vijayapur 586108.  
E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2018-19

Name: Shaila - I - Duggavva Course: Basic Computer Department: Science  
Years/Semester: (I) I / II / III / IV / V / VI Address: Alp. hiranavi Tandi Vijayapur  
Mobile: 9606656782 E-mail: Shaila.duggavva@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
-----------	---------------	-------------	---------------

a
---

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
-----------------------	------------------	---------------	---------------

a
---

3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult
---------	---------------	--------------	-------------------

a
---

4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all
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a
---

5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
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a
---

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

b
---

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

a
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SECAB Association's

A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

Jalnagar, Bagalkot cross Road Vijayapur 586109.

Affiliated to Karnataka State Women's University, Vijayapur 586108.

E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2018-19

Name: Shaila - I - Duggavari Course: Basic Computer Department: Science  
Years/Semester: (I) I / II / III / IV / V / VI Address: Alp. hiranahalli Talodi Vijayapur  
Mobile: 9606656782 E-mail: Shaila.duggavari@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
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a

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a) more than adequate	b) just adequate	c) inadequate	d) cannot say
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a

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a) fairly	b) regularly	c) helpfully	d) cannot say
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b

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

a



SECAB Association's

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Jalnagar, Bagalkot cross Road Vijayapur 586109.

Affiliated to Karnataka State Women's University, Vijayapur 586108.

E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2018-19

Name: Shaila - I - Durgavagi Course: Basic Computer Department: Science  
Years/Semester: (I) I / II / III / IV / V / VI Address: Alp. hiranvi Todi Vijayapur  
Mobile: 9606656782 E-mail: Shaila.durgavagi@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
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a

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
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a) easy	b) manageable	c) difficult	d) very difficult
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a) thoroughly	b) satisfactorily	c) poorly	d) not at all
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a

5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
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a

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
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b

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
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a



SECAB Association's

A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

Jalnagar, Bagalkot cross Road Vijayapur 586109.

Affiliated to Karnataka State Women's University, Vijayapur 586108.

E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2018-19

Name: B.B. Anshu K. K. Course: B.Sc. Department: Science  
Years/Semester: (I) I / II / III / IV / V / VI Address: Near main road, Vijayapur, Bagalkot.  
Mobile: 9889963223, 9889963223 E-mail: b.b.anshuk.k@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate	a
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2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say	b
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3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult	a
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4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all	a
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5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say	c
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6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say	b
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7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say	b
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Secab A.R.S Inamdar Arts Science &  
Commerce College for women Vijayapur

STUDENTS ATTENDANCE Computer Application

Student list BSc 2<sup>nd</sup> semester 2018-19



Sl No	Name of the Student	Signature
1	Apsana .R. Mulla	Apsana
2	Shouli .Shigarpur	Shouli
3	Shaila .Ushqavagot	Shaila
4	Akshata .UKRali	Akshata
5	Mahejabeen .Maniyar	Mahej
6	Bibi .Ayisha .Khan	Bibi
7	Neta .Jinardas	Neta
8	Radhini .Bredagond	Radhini
9	Akshata .Gachiger	Akshata
10	Vaishnavi .Hugor	Vaish
11	Masrume .Than .Bhiani	Masrume
12	Tqta .Azami .Tumedi	Tqta
13	Saniya .Anis .Dawlati	Saniya
14	Syeda .begum .Desmukh	Syeda
15		
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17		
18	<i>Patil</i>	<i>Patil</i>
19	- Co-ordinator, Internal Quality Assurance Cell SECAB Association's A.R.S. Arts, Sci. & Com. College for Women, BJA.PUR.	Principal, SECAB A.R.S. Inamdar Arts, Science & Commerce College for Women VIJAYAPUR-585109.
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APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE



Full Name in Capital Letters

S H A I L A I R A P P A D U R G A V

V A G O L

Day Month Year

Date of Birth

01 01 1999

Place of Birth

Bijay

Caste/Sub Caste

SC

Certificate



Diploma



Advanced Diploma



Course: Computer course Class B.Sc 1<sup>st</sup> Sem

Marital Status: Married/ Un-Married: Un-Married

Permanent Address for Correspondences: At post Hattinahalli Tq Dist  
Vijayapur.

E-Mail ID: shailadusagagcul@gmail.com

Telephone No.:

Mobile No.: 9606656782

Sud  
Signature of the Student

For Office Use Only

Admitted to: Basic computer Application 3 Amount 1000/-

Date: 2/7/18 Receipt No: 33

et  
Co-ordinator

Prater  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.

NAD  
Principal  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.





**APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE**



Full Name in Capital Letters

B H R U T I A S H O K S H I G A N A  
P U R

Date of Birth Day Month Year  
03 09 1999

Place of Birth Arjanal (village)

Caste/Sub Caste C-I. (Palawar) Certificate  Diploma  Advanced Diploma

Course: I) Computer Class BSc-I [CZH Comb<sup>o</sup>]

Marital Status: Married/ Un-Married: Un-married

Permanent Address for Correspondences: Al. po: Arjanal TB:- Indi  
DI:- Vijayapur

E-Mail ID: \_\_\_\_\_

Telephone No.: 6360412430 Mobile No.: 8495854894

*Bhuti*  
Signature of the Student

For Office Use Only

Admitted to: Basic computers Application Amount 1000/-

Date: 2/1/18 Receipt No: 34

*[Signature]*  
Co-ordinator

*[Signature]*  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.

*[Signature]*  
Principal  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585109.



REFERENCES:

1. V Rajaraman Fundamentals of computers.
2. Padmareddy Fundamentals of computers
3. P.H. Kottur, Computer Concepts & 'C' Programming
4. Shobhalangirke, Computer Application For Bussiness
5. Vijaylaxmi, Computer Concepts & 'c' Programming

B.O.S Members :

1. Smt. Thirumala Anand Ph.D.  
 Assistant Professor  
 Department of BCA  
 BLDEA's Smt. Hanumanthamma Sajjan Arts & Commerce College  
 for Women, Vijayapura.
2. Smt. Premila S. Toran Ph.D.  
 Lecturer, Dept. of Computer Science,  
 Smt. V.G. Degree College for Women,  
 Kalaburagi.  
 9341426161, E-mail- toranps@gmail.com.
3. Shashikant Badiger  
 Lecturer, Dept of Computer Science  
 Akkamahadevi Women's Degree College Bidar  
 Bidar  
 8880016111 E-mail - Shashikantbadiger@gmail.com
4. Smt. Vasija Lakshmi  
 Lecturer, Dept. of Computer Science  
 SECAB A.R.S.I's Arts, Science & Commerce College for Women,  
 DEPARTMENT OF COMPUTER SCIENCE Vijayapur - 586109  
 9916261329, Vasija@gmail.com

N.D.D.  
 Principal,  
 SECAB's A.R.S. Inamdar Arts, Science &  
 Commerce College for Women,  
 VIJAYAPUR, KARNATAKA

R. S. S.  
 Co-ordinator,  
 Internal Quality Assurance Cell  
 SECAB Association's  
 A.R.S.I. Arts, Sci. & Com. College  
 for Women, BIDAPUR.



## COMPUTER LITERACY PROGRAM (Value added course)

### Syllabus

**Unit I: Introduction:**

**2 hrs**

Definition of Computer, Input and Output Devices, CPU, Operating System.

**Unit II: MS-WORD:**

**6 Hrs**

Overview of word processing software, Examples, opening, creating, saving document, print and print preview, Find and replace, Header and footer, save and save as, views, Borders and Shading, Change Case, Bullets and Numbering, Background, Spelling and Grammar, Word count, Macros, Mail merge, Table handling and important shortcut keys

**UNIT-III: MS-Excel:**

**6 hrs.**

Overview of spreadsheet software, Examples, Opening, creating, saving worksheet and workbook, print and print preview, rows and columns, Formatting worksheet, Find and Replace, Types of Functions, Types of charts/graphs Macros and important shortcut keys.

**MS-PowerPoint:**

**6 hrs.**

Overview of Presentation software MS-PowerPoint, Slides, PowerPoint views, Auto content wizard, Transition and build effects, Printing Slides and important shortcut keys.

**UNIT-VII: MS-Access:**

**6 hrs**

Overview of MS-Access, Main elements of Access, Tables, Queries, Forms, Reports, Modules, Opening and creating database and tables

**UNIT-VIII: Introduction to Internet:**

**4 hrs**

The need and use of computer Networks, Working of internet, Protocols- TCP/IP, HTTP, FTP, Browsers, Search Engines, E-Mail, Chatting.

  
Coordinator

DEPARTMENT OF COMPUTER SCIENCE

  
Principal



SECAB Association's  
A. R. S. Inamdar Arts, Science & Commerce College  
for Women, Vijayapur.

Affiliated to Karnataka State Women's University,  
Vijaypur.

YEAR- 2017

SYLLABUS

for

CAREER ORIENTATION COURSE  
IN  
BASIC COMPUTER APPLICATION

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.

  
Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR 585104





**Basic Electronics:**

To,

Smt. Ratna .H  
Associate lecturer in Physics  
Smt. A.S.M College for Women  
Bellary.

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as External Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basics Electronics. It is proposed to implement the course from the forth coming academic year 2015-16 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of basic Electronics.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL  
Principal,

SECAB's A.R.S. Inboard Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Basic Electronics:**

To,

Smt. A.M.Kalamma  
Associate lecturer in Physics  
Smt. A.S.M College for Women  
Bellary.

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as External Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basics Electronics. It is proposed to implement the course from the forth coming academic year 2015-16 the meeting is held on:

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With Warm Regards

  
PRINCIPAL

Principal,

SECAB's A.R.S. Inambar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-517109.



Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BUAPUR.





**Basic Electronics:**

To,

Dr. Mohammed Afzal  
Principal and HOD Physics  
ARSI Inamdar Arts, Science and Commerce  
College for Women,  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as Internal Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basics Electronics. It is proposed to implement the course from the forth coming academic year 2015-16 the meeting is held on:

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With Warm Regards

  
PRINCIPAL  
Principal,  
SECAB's A R S Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585109

  
Coordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
AR.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

**Basic Electronics:**

To,

Miss Anshreen K. Mulla  
Lecturer in Physics  
ARSI Institute Arts, Science and Commerce  
College for Women,  
Vijayapur



Dear Madam,

We take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as Internal Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basic Electronics. It is proposed to implement the course from the forth coming academic year 2015-16 the meeting is held on:

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Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL  
Princip.

SECAB (I) Institute for Women &  
Ladies College for Women  
Vijayapur-586109

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
ARSI Arts, Sci. & Com. College  
for Women, BIAPUR.



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

*Bibi Ayisha. Kesaratti*

*Has successfully complete the certificate course / vocational course "BASIC ELECTRONICS"  
conducted by Department of physics, from 15/09/2015 to 16/10/2015.*

  
Prof. Mohammed Afzal  
Coordinator

  
Dr. Roshanara  
Principal



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

Gardimani Samsin

*Has successfully complete the certificate course / vocational course "BASIC ELECTRONICS"  
conducted by Department of physics, from 15/09/2015 to 16/10/2015.*

  
Prof. Mohammed Afzal  
Coordinator

  
Dr. Roshanara  
Principal



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

*Bibi Ayisha. Kesaratti*

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conducted by Department of physics, from 15/09/2015 to 16/10/2015.*

*Naad*  
Prof. Mohammed Afzal  
Coordinator

*Dr. Roshanara*  
Principal



8. Were outsider experts invited to address you?

a) Yes	b) frequently	c) rarely	d) none
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a

9. Did you visit industries, laboratories, banks and any other Universities

a) Yes, frequently	b) sometimes	c) rarely	d) none
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b

10. If you have other comments to offer on the course and the instructor you may do so below or on a separate sheet.

*Excellent Very helpful.*

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*Pater*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BUAPUR.

*NDD*

Principal,  
SECAB's A.R.S. In-Door Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
**A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.**  
 Jalnagar, Bagalkot cross Road Vijayapur 586109.  
 Affiliated to Karnataka State Women's University, Vijayapur 586108.  
 E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

**Student Feedback Form for value added course the Academic Year 2015-16**

Name: Masarith Quadri Course: BE Department: BSC  
 Years/Semester: (I) I / II / III / IV / V / VI Address: Halli Colony near Alikapada  
 Mobile: 7760027321 E-mail: c/o AR Shaikh Vijayapur

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
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a

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
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a

3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult
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a

4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all
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a

5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
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c

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
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a

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
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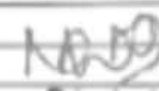
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Secab A.R.S Inamdar Arts Science & Commerce College for women Vijayapur

(Test) STUDENTS ATTENDANCE Basic Electronics

Student list BSc II semester 2015-16



Sl No	Name of the Student	Signature
1	Bibi Ayisha	Bibi
2	Sarvika Gardmuni	Sarvika
3	Masvathi Quaderi	Masvathi
4	Afreen Pathan	Afreen
5	Nazreen Banu	Nazreen
6	Fashal Mujumdar	Fashal
7	Sana Indekar	Sana
8	Felica Pasasio	Felica
9	Priyanka Nayk	Priyanka
10	Snetha Anwar	Snetha
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12		
13		
14	Coordinator, Internal Quality Assurance Cell SECAB Association's	Principal,
15	A.R.S.I. Arts, Sci. & Com. College for Women, BUAPUR.	SECAB A.R.S. Inamdar Arts, Science & Commerce College for Women, VIJAYAPUR-586109.
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**SECAB A.R.S. INAMDAR ARTS, SCIENCE &**

**COMMERCE COLLEGE FOR WOMEN, VIJAYPUR.**

2015-2016

Class: B.Sc. III (COC)

Subject: Physics

[Physics Electronic]

Month: Oct/Nov

Sl. No.	University Reg. No.	Name of the Student	Attendance											
			1	2	3	4	5	6	7	8	9	10	11	12
1		Bibi. Ayisha Khatun	P	P	P	P	P	P	P	P	P	P	P	
2		Neelima Suman	P	P	P	P	P	P	P	P	P	P	P	
3		Chinnath Chacko	P	P	P	P	P	P	P	P	P	P	P	
4		Prerna Dhillon	P	P	P	P	P	P	P	P	P	P	P	
5		Narayan Bhatt	P	P	P	P	P	P	P	P	P	P	P	
6		Farhat Nigam	P	P	P	P	P	P	P	P	P	P	P	
7		Gene. Tadiyar	P	P	P	P	P	P	P	P	P	P	P	
8		Prerna Bhatnagar	P	P	P	P	P	P	P	P	P	P	P	
9		Pratibha Devi	P	P	P	P	P	P	P	P	P	P	P	
10		Shikha Jaiswal	P	P	P	P	P	P	P	P	P	P	P	

Sl. No.	University Reg. No.	Name of the Student	Attendance											
			1	2	3	4	5	6	7	8	9	10	11	12
1		Bibi. Ayisha Khatun	P	P	P	P	P	P	P	P	P	P	P	
2		Neelima Suman	P	P	P	P	P	P	P	P	P	P	P	
3		Chinnath Chacko	P	P	P	P	P	P	P	P	P	P	P	
4		Prerna Dhillon	P	P	P	P	P	P	P	P	P	P	P	
5		Narayan Bhatt	P	P	P	P	P	P	P	P	P	P	P	
6		Farhat Nigam	P	P	P	P	P	P	P	P	P	P	P	
7		Gene. Tadiyar	P	P	P	P	P	P	P	P	P	P	P	
8		Prerna Bhatnagar	P	P	P	P	P	P	P	P	P	P	P	
9		Pratibha Devi	P	P	P	P	P	P	P	P	P	P	P	
10		Shikha Jaiswal	P	P	P	P	P	P	P	P	P	P	P	

*Patw*

**Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S. Arts, Sci. & Com. College  
for Women, BIJAPUR.**

*Nava*

**Principal,  
SECAB A.R.S. Inambar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586108.**





SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE



Full Name in Capital Letters

F E L I C I A N A U R E E N

R O S A R I O

Date of Birth Day Month Year

2 1 0 7 1 9 9 5

Place of Birth

Vijaypur

Caste/Sub Caste

Christian-RC

Certificate

Diploma

Advanced Diploma

Course: I) B.Sc [PMCS] Class B.Sc III sem.

Marital Status: Married/ Un-Married : Un-married.

Permanent Address for Correspondences: No. Mrs. Regina Rosario, Opp. ITI  
College, D.No. 44/1/33, Solapur.

E-Mail ID: feliciachris2014@gmail.com road. Vijaypur.

Telephone No.: 8904753084. Mobile No.: 8117179924.

*[Signature]*  
Signature of the Student

For Office Use Only

Admitted to: Basic Electronics Amount 600/-

Date: 15/9/15 Receipt No: 11

*[Signature]*  
Co-ordinator

*[Signature]*  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
ARSI Arts, Sci. & Com. College  
for Women, BIJAPUR.

*[Signature]*  
Principal  
Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



NAME

class



- 1) Masayath Kousar. H. Quadri.
- 2) Aheen Kousar Pathan
- 3) Vaichali M. Madhapad
- 4) B.B Ayisha. D. Kesarallu
- 5) Gamrin Gardimani
- 6) Felicia Naureen. ROSARIO
- 7) Fahat Parveen Mujawar
- 8) Saana Tudiqar
- 9) Lazreen Banu
- 10) Taseen Mulla
- 11) Sneha M. Naidu
- 12) Renuka. P Enan.
- 13) Ashwini. Pujar.
- 14) Pajeshwari. S. Bisadani
- 15) Priyanka - B. naik

- B.Sc I sem  
B.Sc I sem  
B.Sc I sem  
B.Sc I sem  
B.Sc III sem  
B.Sc III sem  
B.Sc III sem  
BSC III Sem  
BSC V<sup>th</sup> Sem  
Bsc 5<sup>th</sup> Sem  
BSC 5<sup>th</sup> sem  
BSC 5<sup>th</sup> Sem  
BSC II<sup>th</sup> Sem  
BSC V<sup>th</sup> sem

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R...  
E...

*Patu*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

*Principal*

SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



➤ **Basic Gates:**

- Identify different Logic Gates (AND, OR, NAND, NOR, X-OR, X-NOR, NOT ) by the number printed on them and draw I/O pin-out numbers.
- Verify the truth tables of all Logic Gate by connecting switches and LEDs.
- Construct and verify the truth table of all the gates using NAND and NOR gates.

➤ **Building up of simple circuits-**

1. Portable charger
2. Water level indicator
3. DC lighting circuit
4. Rain Alarm
5. Simple temperature monitor
6. Touch sensor
7. Multimeter circuit
8. LED Flasher circuit
9. Invisible burglar alarm
10. LED circuit
11. Simple light sensitivity metronome using transistor
12. FM transmitter using UPC1651
13. Simple electronic circuit on bread board
14. Logic gates on bread board
15. Simple radio circuit.

**Reference Books :**

- 1) Electronic projects for Beginners – A.K.Maini
- 2) Basic Electronics – S.C.Gupta.

**B.O.S. Members :-**

- 1] Dr. Mohammed Afzal
- 2] Smt. Kalamma, A.M
- 3] Smt. Ratna, H.
- 4] Miss Ambrun Saba, N. Mulla

Handwritten signatures and initials next to the B.O.S. members list.

*Pratu*  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

*Principal*  
Principal  
SECAB's A.R.S. Institute of Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585109.



## SYLLABUS FOR CERTIFICATE COURSE

**Specific Objectives :-**

**Total Hours -35 hrs**

- This course is meant for the candidates who aspire to become Technician to Service different Electronics based System/Equipment.
- After successful completion of this course the trainee shall be able to perform the following skills with proper sequence.
  1. Identify various active and passive components and their applications.
  2. Handle different types of Electronic measuring Instruments
  3. Identify different types of faults in electronics equipments.

### **Electronics :**

- What is electronics?
- Basic electricity- Voltage, current, resistance, charge, etc; Voltage source, current source etc; Ohm's law.
- Introduction to electronic components- Active and Passive.
- **Passive components** – resistors, types of resistors, resistors in parallel, resistors in series, color code, Variable and fixed, resistors used as potential divider. Capacitors, basic construction, types. Inductors, Transformers.
- **Active components**- basic of semiconductor physics, Intrinsic and Extrinsic semiconductors ( P- type & N- type ) Diodes- PN, Zener, LED's, Photodiodes etc, Transistors, IC's.
- **Use of Multimeters (Digital)**- Multimeter, multimeter precautions, Measuring of DC voltage , AC voltage , Diode checking, LED checking, , Checking of Capacitors, Resistors, Transistors, Switch, Charges, and Circuits.
- Soldering and desoldering of various types of electrical and electronic components.
- **Use of Bread board and assembling simple circuits on it (such as LED on bread board , logic gates.)**

  
Coordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.C.S.I. Arts, Sci. & Com. College  
for Women, BIDAPUR.

  
Principal,  
SECAB's A.R.S. Kanda Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
A. R. S. Inamdar Arts, Science & Commerce College  
for Women, Vijayapur.

Affiliated to Karnataka State Women's University,  
Vijayapur.

YEAR - 2015

SYLLABUS

For

CAREER ORIENTATION COURSE

IN

BASIC ELECTRONICS

*P. S. S.*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, VIJAYAPUR.

*M. S. S.*

Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



**Basic Electronics:**

To,

Smt. Ratna .H  
Associate lecturer in Physics  
Smt. A.S.M College for Women  
Bellary.

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as External Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basics Electronics. It is proposed to implement the course from the forth coming academic year 2017-18 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of basic Electronics.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL

Principal,

SECAB & ARS, Inanda Arts, Science &  
Commerce College for Women  
VADAPUR-581111



Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
ARS, Arts, Sci. & Com. College  
for Women, BUDAPUR.





**Basic Electronics:**

To,

Smt. A.M.Kalamma  
Associate lecturer in Physics  
Smt. A.S.M College for Women  
Bellary.

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as External Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basics Electronics. It is proposed to implement the course from the forth coming academic year 2017-18 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of basic Electronics.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

PRINCIPAL

Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585109.

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Basic Electronics:**

To,

Miss Ambreen N. Mulla  
Lecturer in Physics  
ARSI Inamdar Arts, Science and Commerce  
College for Women,  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as Internal Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basics Electronics. It is proposed to implement the course from the forth coming academic year 2017-18 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of basic Electronics.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL  
Principal,

SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585109.



Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.



SECAB Association's  
A. R. S. Inamdar Arts, Science & Commerce College for Women, Vijayapur.  
Career Orientation Course

Sub: Basic Electronics

Marks: 50

Q.No.I: Answer the following questions

- |  |         |
|--|---------|
| 1) What is electronics?  | 1 mrk   |
| 2) Write the difference between Active Components and Passive Components.        | 1 mrk   |
| 3) Find the value of the given resistors by both(Color code & Multimeter) method | 5 mrks  |
| 4) Identify the give Active and passive components.                              | 5 mrks  |
| 5) Solder the given (Passive) components in series and also desolder it.         | 5 mrks  |
| 6) Assemble a simple circuit of LED on Bread Board.                              | 3 mrks  |
| 7) Solder the given (Passive) components in parallel and also desolder it.       | 5 mrks  |
| 8) Construct the portable mobile charger on PCB                                  | 15 mrks |
| 9) Construct water level indicator circuit and demonstrate on breadboard         | 10 mrks |

*P. S. S.*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BUAPUR.

*A. S. S.*

Principal  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

Miss . Savitri Badiger

*Has successfully complete the certificate course / vocational course "BASIC ELECTRONICS"  
conducted by Department of physics, from 14/02/2018 to 24/03/2018.*

Miss Ambreen Saba N. Mulla  
Coordinator

Dr. Mohammed Afzal  
Principal





SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

Miss. Supriya .P

*Has successfully complete the certificate course / vocational course "BASIC ELECTRONICS"  
conducted by Department of physics, from 14/02/2018 to 24/03/2018.*

Miss Ambreen Saba. N. Mulla  
Coordinator

Dr. Mohammed Afzal  
Principal



SECAB Association's

A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

Jalnagar, Bagalkot cross Road Vijayapur 586109.

Affiliated to Karnataka State Women's University, Vijayapur 586108.

E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2018-19

Name: Supriya Pawar Course: Basic Electronics Department: B.Sc  
Years/Semester: (.....) I / II / III / IV / V / VI Address: Venkatesh Nagar, Ganesh nagar  
Mobile: 7204 756243 E-mail: supriya.d.pawar.98@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
-----------	---------------	-------------	---------------

a
---

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
-----------------------	------------------	---------------	---------------

a
---

3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult
---------	---------------	--------------	-------------------

a
---

4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all
---------------	-------------------	-----------	---------------

a
---

5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
-----------	--------------	--------------	---------------

c
---

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

a
---

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

a
---



Attendance

Sl.no.	Names	Class	14/2/18	15/2/18	16/2/18	17/2/18	19/2/18	20/2/18	21/2/18
1	Amreen Akalkot	BSc IV	Amreen	Amreen	Amreen	Amreen	Amreen	Amreen	Amreen
2	Safiya Loni	BSc IV	Safiya	Safiya	Safiya	Safiya	Safiya	Safiya	Safiya
3	Simrin Dalwai	BSc IV	Simrin	Simrin	Simrin	Simrin	Simrin	Simrin	Simrin
4	Shantamma.U	BSc IV	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma
5	Summaiya Masli	BSc IV	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya
6	Pavitra Akki	BSc II	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra
7	Shakuntala Dodmani	BSc II	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala
8	Shalini. k	BSc IV	Shalini	Shalini	Shalini	Shalini	Shalini	Shalini	Shalini
9	Savitri Badiger	BSc IV	Savitri	Savitri	Savitri	Savitri	Savitri	Savitri	Savitri
10	Supriya Pawar	BSc IV	Supriya	Supriya	Supriya	Supriya	Supriya	Supriya	Supriya

Sl.no.	Names	Class	22/2/18	23/2/18	24/2/18	26/2/18	27/2/18	28/2/18
1	Amreen Akalkot	BSc IV	Amreen	Amreen	Amreen	Amreen	Amreen	Amreen
2	Safiya Loni	BSc IV	Safiya	Safiya	Safiya	Safiya	Safiya	Safiya
3	Simrin Dalwai	BSc IV	Simrin	Simrin	Simrin	Simrin	Simrin	Simrin
4	Shantamma.U	BSc IV	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma
5	Summaiya Masli	BSc IV	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya
6	Pavitra Akki	BSc II	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra
7	Shakuntala Dodmani	BSc II	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala
8	Shalini. k	BSc IV	Shalini	Shalini	Shalini	Shalini	Shalini	Shalini
9	Savitri Badiger	BSc IV	Savitri	Savitri	Savitri	Savitri	Savitri	Savitri
10	Supriya Pawar	BSc IV	Supriya	Supriya	Supriya	Supriya	Supriya	Supriya

Sl.no.	Names	Class	1/3/18	2/3/18	3/3/18	5/3/18	6/3/18	7/3/18	8/3/18
1	Amreen Akalkot	BSc IV	Amreen	Amreen	Amreen	Amreen	Amreen	Amreen	Amreen
2	Safiya Loni	BSc IV	Safiya	Safiya	Safiya	Safiya	Safiya	Safiya	Safiya
3	Simrin Dalwai	BSc IV	Simrin	Simrin	Simrin	Simrin	Simrin	Simrin	Simrin
4	Shantamma.U	BSc IV	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma
5	Summaiya Masli	BSc IV	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya
6	Pavitra Akki	BSc II	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra
7	Shakuntala Dodmani	BSc II	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala
8	Shalini. k	BSc IV	Shalini	Shalini	Shalini	Shalini	Shalini	Shalini	Shalini
9	Savitri Badiger	BSc IV	Savitri	Savitri	Savitri	Savitri	Savitri	Savitri	Savitri
10	Supriya Pawar	BSc IV	Supriya	Supriya	Supriya	Supriya	Supriya	Supriya	Supriya

Sl.no.	Names	Class	9/3/18	10/3/18	12/3/18	13/3/18	14/3/18	15/3/18	16/3/18
1	Amreen Akalkot	BSc IV	Amreen	Amreen	Amreen	Amreen	Amreen	Amreen	Amreen
2	Safiya Loni	BSc IV	Safiya	Safiya	Safiya	Safiya	Safiya	Safiya	Safiya
3	Simrin Dalwai	BSc IV	Simrin	Simrin	Simrin	Simrin	Simrin	Simrin	Simrin
4	Shantamma.U	BSc IV	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma	Shantamma
5	Summaiya Masli	BSc IV	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya	Summaiya
6	Pavitra Akki	BSc II	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra	Pavitra
7	Shakuntala Dodmani	BSc II	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala	Shakuntala
8	Shalini. k	BSc IV	Shalini	Shalini	Shalini	Shalini	Shalini	Shalini	Shalini
9	Savitri Badiger	BSc IV	Savitri	Savitri	Savitri	Savitri	Savitri	Savitri	Savitri
10	Supriya Pawar	BSc IV	Supriya	Supriya	Supriya	Supriya	Supriya	Supriya	Supriya

*Pooja*  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S. Arts, Sci. & Com. College  
Vijayapur-586105

Principal,  
SECAB's A.R.S. Inambar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586105.





SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN,

APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE



Full Name in Capital Letters

S H A N T A M M A S U M M A N N A V  
A R

Date of Birth Day Month Year  
15 7 1998

Place of Birth Kelur

Caste/Sub Caste Hindu Reddy Certificate  Diploma  Advanced Diploma

Course: 1) \_\_\_\_\_ Class \_\_\_\_\_

Marital Status: Married/ Un-Married: Un-married

Permanent Address for Correspondences: Sangareddy S. Unmanned  
Telavada. TQ: B. H. B. B. B.  
M: Vijayapur

E-Mail ID: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Mobile No.: 9731462194

Signature of the Student

For Office Use Only

Admitted to: Basic Electronics Amount: 600/-

Date: 14/2/18 Receipt No: 477

Co-ordinator

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S. Arts, Sci. & Com. College  
for Women, BIAPUR.

Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585109.





SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

**APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE**



Full Name in Capital Letters

S H A L I N I K A W M A T H

\_\_\_\_\_

Date of Birth Day Month Year 03/02/1998 Place of Birth Vijayapur

Caste/Sub Caste TH Certificate  Diploma  Advanced Diploma

Course:() \_\_\_\_\_ Class \_\_\_\_\_

Marital Status: Married/ Un-Married : Un-Married

Permanent Address for Correspondences: Ashram Road Akki  
Colony Vijayapur

E-Mail ID: Shalinika.wmth@gmail.com

Telephone No.: \_\_\_\_\_ Mobile No.: 973162373

Shalini  
Signature of the Student

For Office Use Only

Admitted to: Basic Electronic Amount 600/-

Date: 14/2/18 Receipt No: 414

[Signature]  
Co-ordinator

[Signature]  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S. Arts, Sci. & Com. College  
for Women, VIJAYAPUR

[Signature]  
Principal  
Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



➤ **Basic Gates:**

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2. Water level indicator
3. DC lighting circuit
4. Rain Alarm
5. Simple temperature monitor
6. Touch sensor
7. Multimeter circuit
8. LED Flasher circuit
9. Invisible burglar alarm
10. LED circuit
11. Simple light sensitivity metronome using transistor
12. FM transmitter using UPC1651
13. Simple electronic circuit on bread board
14. Logic gates on bread board
15. Simple radio circuit.

**Reference Books :**

- 1) Electronic projects for Beginners - A.K.Maini
- 2) Basic Electronics - S.C.Gupta.

**B.O.S. Members :-**

- 1] Dx. Mohammed Afzal
- 2] Smt. Kalamma .A.M
- 3] Smt. Radna .H.
- 4] Miss Ambrun Saba .N. Mulla

Handwritten signatures and initials next to the B.O.S. members list.

**Prator**  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
ARS.I Arts, Sci. & Com. College  
for Women, BUAPUR.

**Principal**  
SECAB's A.R.S. Institute Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585109.



## SYLLABUS FOR CAREER ORIENTED COURSE IN

### BASIC ELECTRONIC (COC)

#### COURSE DETAILS

SI.NO	NAME OF COURSE	COURSE DURATION	SEMESTERS
1	Certificate course	One month (35 hrs)	I & II

#### GENERAL OBJECTIVES OF THE COURSE

1. To familiarize with basics of electricity.
2. Identify and use different hand tools.
3. Testing of electrical parameters, cables and measurements.
4. Identify and test cells/batteries.
5. Identify and test passive electronic components.
6. Use electronic components in different circuits.
7. Practice soldering and de- soldering of various types of electrical and electronic components.
8. Identify and test semiconductor devices.

#### Fees structure

Per students Rs. 600/- for certificate course

- Students strength details for last five years

SI No	Year	No of students admitted	No of students passed
1	2014-2015	-	-
2	2015-2016	11	11
3	2016-2017	5	5
4	2017-2018	10	10
5	2018-2019	-	-

*Pratibha*  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

*Principal*  
SECAB's A.R.S. Inamdar Arts, Sci. & Com. College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
A. R. S. Inamdar Arts, Science & Commerce College  
for Women, Vijayapur.

Affiliated to Karnataka State Women's University,  
Vijayapur.

YEAR - 2015

SYLLABUS

For

CAREER ORIENTATION COURSE

IN

BASIC ELECTRONICS

*P. S. S.*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, VIJAYAPUR.

*M. S. S.*

Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.





**Basic Electronics:**

To,

Smt. Ratna .H  
Associate lecturer in Physics  
Smt. A.S.M College for Women  
Bellary.

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as External Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basics Electronics. It is proposed to implement the course from the forth coming academic year 2016-17 the meeting is held on:

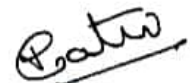
In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of basic Electronics.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL  
Principal,

SECAB's A.R.S. Kamda Arts, Science &  
Commerce College for Women,  
VEJAYAPUR-566109.



Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BDAPUR.



**Basic Electronics:**

To,

Smt. A.M.Kalanamma  
Associate lecturer in Physics  
Smt. A.S.M College for Women  
Bellary.

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as External Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basics Electronics. It is proposed to implement the course from the forth coming academic year 2016-17 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of basic Electronics.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL

Principal,

SECAB's A.R.S. Institute Arts, Science &  
Commerce College for Women  
MIDNAPUR-581111



Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BJIAPUR.



**Basic Electronics:**

To,

Dr. Mohammed Afzal  
Principal and HOD Physics  
ARS.I Inamdar Arts, Science and Commerce  
College for Women,  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as Internal Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basics Electronics. It is proposed to implement the course from the forth coming academic year 2016-17 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of basic Electronics.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL

Principal,

SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Basic Electronics:**

To,

Miss Ambreen N. Mulla  
Lecturer in Physics  
ARSI Inamdar Arts, Science and Commerce  
College for Women,  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of physics as Internal Expert Member for the subject of physics to frame complete syllabus for the Add-On Course in Basics Electronics. It is proposed to implement the course from the forth coming academic year 2016-17 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of basic Electronics.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL

Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-512119

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, VIJAYAPUR.



SECAB Association's  
A. R. S. Inamdar Arts, Science & Commerce College for Women, Vijayapur.  
Career Orientation Course

Sub: Basic Electronics

Marks: 50

Q.No.I: Answer the following questions

- |  |         |
|--|---------|
| 1) What is electronics?  | 1 mk    |
| 2) Write the difference between Active Components and Passive Components.        | 1 mk    |
| 3) Find the value of the given resistors by both(Color code & Multimeter) method | 5 mrks  |
| 4) Identify the give Active and passive components.                              | 5 mrks  |
| 5) Solder the given (Passive) components in series and also desolder it.         | 5 mrks  |
| 6) Assemble a simple circuit of LED on Bread Board.                              | 3 mrks  |
| 7) Solder the given (Passive) components in parallel and also desolder it.       | 5 mrks  |
| 8) Construct the portable mobile charger on PCB                                  | 15 mrks |
| 9) Construct water level indicator circuit and demonstrate on breadboard         | 10 mrks |

*P. S. S.*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIDAPUR.

*A. S. S.*  
Principal

SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.





SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

Miss. Masarath Gundri

*Has successfully complete the certificate course / vocational course "BASIC ELECTRONICS"  
conducted by Department of physics, from 10/04/2017 to 11/05/2017.*

Prof. Mohammed Afzal  
Coordinator

Dr. Roshanata  
Principal



SECAB Association's  
A.R.S.INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

Miss. Bibi Ayisha. K.

*Has successfully complete the certificate course / vocational course "BASIC ELECTRONICS"  
conducted by Department of physics, from 10/04/2017 to 11/05/2017.*

  
Prof. Mohammed Afzal  
Coordinator

  
Dr. Roshanra  
Principal



SECAB Association's

A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

Jalnagar, Bagalkot cross Road Vijayapur 586109.

Affiliated to Karnataka State Women's University, Vijayapur 586108.

E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2016-17

Name: MARJAL H. QUADRI Course: B.E Department: B.E  
Years/Semester: (.....) I / II / III / IV / V / VI Address: Ali-ka-kaza vijayapur  
Mobile: 7760087301 E-mail: .....

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
-----------	---------------	-------------	---------------

a

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
-----------------------	------------------	---------------	---------------

a

3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult
---------	---------------	--------------	-------------------

a

4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all
---------------	-------------------	-----------	---------------

a

5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
-----------	--------------	--------------	---------------

c

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

a

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

a



SECAB Association's

A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

Jalnagar, Bagalkot cross Road Vijayapur 586109.

Affiliated to Karnataka State Women's University, Vijayapur 586108.

E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2016-17

Name: Bibi. ayi. shah ke sarathi Course: B.E Department: B.sc  
Years/Semester: (.....) I / II / III / IV / V / VI Address: Mangoli Road Vijayapur  
Mobile: 9901669797 E-mail: Ayishahke sarathi@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
-----------	---------------	-------------	---------------

a

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
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a) fairly	b) regularly	c) helpfully	d) cannot say
-----------	--------------	--------------	---------------

c

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

a

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

a









SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

**APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE**



Full Name in Capital Letters

S I M R I N I D A L A W A I

Date of Birth Day Month Year

11 10 1997

Place of Birth:

CHINCHALI

Caste/Sub Caste

MUSLIM / TB

Certificate

Diploma

Advanced Diploma

Course: I) ELECTRONICS

Class BSC IV SEM

Marital Status: Married/ Un-Married: UN-MARRIED

Permanent Address for Correspondences:

HALACHPATI CHINCHALI

TA RAIBAGY DIST - BELGAUM

E-Mail ID: simindalawai1@gmail.com

Telephone No.:

Mobile No.: 8123489628

*Simindalawai*

Signature of the Student

**For Office Use Only**

Admitted to:

Basic Electronics

Amount

600/-

Date:

14/2/18

Receipt No:

418

*[Signature]*  
Co-ordinator

*[Signature]*  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

*[Signature]*  
Principal,  
SECAB's A.R.S. Inambar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585109.



➤ **Basic Gates:**

- Identify different Logic Gates (AND, OR, NAND, NOR, X-OR, X-NOR, NOT ) by the number printed on them and draw I/O pin-out numbers.
- Verify the truth tables of all Logic Gate by connecting switches and LEDs.
- Construct and verify the truth table of all the gates using NAND and NOR gates.

➤ **Building up of simple circuits-**

1. Portable charger
2. Water level indicator
3. DC lighting circuit
4. Rain Alarm
5. Simple temperature monitor
6. Touch sensor
7. Multimeter circuit
8. LED Flasher circuit
9. Invisible burglar alarm
10. LED circuit
11. Simple light sensitivity metronome using transistor
12. FM transmitter using UPC1651
13. Simple electronic circuit on bread board
14. Logic gates on bread board
15. Simple radio circuit.

**Reference Books :**

- 1) Electronic projects for Beginners – A.K.Maini
- 2) Basic Electronics – S.C.Gupta.

**B.O.S. Members :-**

- 1] Dr. Mohammed Afzal
- 2] Smt. Kalamma .A.M
- 3] Smt. Ratna .H.
- 4] Miss Ambreen Saba .N. Mulla

Handwritten signatures and initials next to the B.O.S. members list.

*Ratna*  
Handwritten signature of the Co-ordinator.

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.

*Principal*  
Handwritten signature of the Principal.

SECAB's A.R.S. Institute Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



## SYLLABUS FOR CAREER ORIENTED COURSE IN

### BASIC ELECTRONIC (COC)

#### COURSE DETAILS

SI.NO	NAME OF COURSE	COURSE DURATION	SEMESTERS
1	Certificate course	One month (35 hrs)	I & II

#### GENERAL OBJECTIVES OF THE COURSE

1. To familiarize with basics of electricity.
2. Identify and use different hand tools.
3. Testing of electrical parameters, cables and measurements.
4. Identify and test cells/batteries.
5. Identify and test passive electronic components.
6. Use electronic components in different circuits.
7. Practice soldering and de- soldering of various types of electrical and electronic components.
8. Identify and test semiconductor devices.

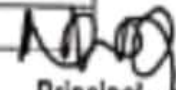
#### Fees structure

Per students Rs. 600/- for certificate course

- Students strength details for last five years

SI No	Year	No of students admitted	No of students passed
1	2014-2015	-	-
2	2015-2016	11	11
3	2016-2017	5	5
4	2017-2018	10	10
5	2018-2019	-	-

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

  
Principal,  
SECAB's A.R.S. Inamdar Arts, Sci. &  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
A. R. S. Inamdar Arts, Science & Commerce College  
for Women, Vijayapur.

Affiliated to Karnataka State Women's University,  
Vijayapur.

YEAR - 2015

SYLLABUS

For

CAREER ORIENTATION COURSE

IN

BASIC ELECTRONICS

*P. S. S.*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, VIJAYAPUR.

*M. S. S.*

Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



**SECAB Association's**  
**A. R. S. Inamdar Arts, Science & Commerce College**  
**for Women, Vijaypur.**

**Affiliated to Karnataka State Women's University,**  
**Vijaypur.**

**YEAR- 2015**

**SYLLABUS**

**for**

**CAREER ORIENTATION COURSE**  
**IN**  
**ACCOUNT WRITING**

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S. Arts, Sci. & Com. College  
for Women, BIJAPUR.

Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586108.





## SYLLABUS FOR CERTIFICATE COURSE

### **Specific Objectives:**

**Total Hours: 30**

1. To make the students acquire the conceptual knowledge of accounting
2. To equip the students with the knowledge of accounting process and preparation of final accounts
3. To develop the skills of recording financial transactions and preparation of reports using computers.

### **ACCOUNT WRITING**

#### **1) Introduction to Accounting:**

Meaning, Definition, Objectives, Advantages, Users and Terminology in Accounting.

2Hrs

#### **2) Vouchers :**

Types of vouchers- cash voucher, credit voucher, Invoices, Receipts and Payment Vouchers (Practical).

2Hrs

#### **3) Books of Accounts:**

Cash Book writing, Subsidiary Books, journals and ledger posting (Practical).

15Hrs

#### **4) Trial Balance:**


Preparation of trial balance, Receipts & Payments Accounts (Practical).


5Hrs

#### **5) Preparation of Final Accounts:**

Preparation of profit & Loss Account, Income & Expenditure Account, Balance Sheet.

6Hrs

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.

  
Principal,  
SECAB's A.R.S. Itandar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE



Full Name in Capital Letters

V I J A Y A K A X M I N A I K

Date of Birth Day Month Year  
1 0 0 7 1 9 9 6

Place of Birth Wadawadagi

Caste Sub Caste Certificate  Diploma  Advanced Diploma

Course: 1) B.Com Certificate Class B.Com with Sem

Marital Status: Married/Un-Married: Un-Married

Permanent Address for Correspondences: Post: Wadawadagi  
Tq: Basavan Bagewadi

E-Mail ID: Vijayalaxminika@gmail.com Dist: Vijaypur

Telephone No: 8105575965 Mobile No: 8105575965

Signature of the Student

For Office Use Only

Admitted to: Account writing course Amount: 200/-

Date: 1/3/16 Receipt No: 13

Co-ordinator

Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586103.



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN

**APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE**



Full Name in Capital Letters

S H A Z I Y A M O H A M M A D A B U S

L C H K A Z V I

Day Month Year

Date of Birth

1 1 1 0 1 9 9 6

Place of Birth

Jambhandi

Caste/Sub Caste

2B

Certificate

Diploma

Advanced Diploma

Course: 1) B.Com. certificate Class B.com VI Sem

Marital Status: Married/ Un-Married : Un-Married

Permanent Address for Correspondences: Zam Zam colony -Awali Galli

Jambhandi. Dist: Bagalkot

E-Mail ID: seeratrazvi@gmail.com

Telephone No.: 9980986 463

Mobile No.: 9795863169

*Seerat*

Signature of the Student

For Office Use Only

Admitted to: account writing course

Amount

500/-

Date:

1/3/16

Receipt No:

41

Co-ordinator

Principal  
SECAB'S A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN,  
VIJAYAPUR-586102





SECAB Association's  
A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.  
Jalnagar, Bagalkot cross Road Vijayapur 586109.  
Affiliated to Karnataka State Women's University, Vijayapur 586108.  
E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2016

Name: Shruti. Kathali Course: Cash Book Department: Commerce  
Years/Semester: (..I.G..) I/II/III/IV/V/VI Address: Bagalkot Road Rajbavendra Bijapur.  
Mobile: 8495057947 E-mail: .....

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
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a

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
-----------------------	------------------	---------------	---------------

b

3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult
---------	---------------	--------------	-------------------

b

4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all
---------------	-------------------	-----------	---------------

b

5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
-----------	--------------	--------------	---------------

b

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
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a

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

a



8. Were outsider experts invited to address you?

a) Yes	b) frequently	c) rarely	d) none
--------	---------------	-----------	---------

9

9. Did you visit industries, laboratories, banks and any other Universities

a) Yes, frequently	b) sometimes	c) rarely	d) none
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6

10. If you have other comments to offer on the course and the instructor you may do so below or on a separate sheet.

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*Pater*  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BJAPUR.

*Principal*  
Principal,  
SECAB's A.R.S. Inamdar Arts, Science  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.  
Jalnagar, Bagalkot cross Road Vijayapur 586109.  
Affiliated to Karnataka State Women's University, Vijayapur 586108.  
E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2016

Name: Shruti, Kathalli Course: Cash Book Department: Commerce  
Years/Semester: (...G...) I / II / III / IV / V / VI Address: Bagalkot - Road Raghavendra Bijapa.  
Mobile: 8495057942 E-mail: .....

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
-----------	---------------	-------------	---------------

a

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
-----------------------	------------------	---------------	---------------

b-

3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult
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b

4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all
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b

5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
-----------	--------------	--------------	---------------

b-

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

a

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
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a

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a) Yes	b) frequently	c) rarely	d) none
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9

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a) Yes, frequently	b) sometimes	c) rarely	d) none
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6

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*P. S. Rao*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BJIAPUR.

*A. M. S.*  
Principal

SECAB's A.R.S. Inamdar Arts, Science  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
A.R.S.INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

MISS SHAHEEN CHOUDARY

*Has successfully completed the certificate course "CASH BOOK WRITING" conducted by  
Department of COMMERCE, from 01/03/2016 to 12/04/2016.*

Miss. Bhagyashree Savetkar  
Coordinator

  
Dr. Roshanard  
Principal






SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

MISS . VANISHREE KATTI

*Has successfully completed the certificate course "CASJ BOOK WRITING" conducted by  
Department of COMMERCE, from 01/03/2016 to 12/04/2016.*

  
Miss. Bhagyashree Savetkar  
Coordinator

  
Dr. Kishanrao  
Principal



SECAB Association's  
A. R. S. Inamdar Arts, Science & Commerce College for Women, Vijayapur.  
Career Orientation Course

Sub: Cash Book Writing

Marks: 50

Q.No.1 : Answer the following question

1) Students were given one month receipt , vouchers and pass books zerox of our college and were asked write the cash book receipt & payment , income & expenditure and balance sheet.

*P. Patil*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BJIAPUR.

*A. R. S. Inamdar*  
Principal,

SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



**Cash Book Writing:**

To,

Abhay Sakdev  
Lecturer in Commerce  
Malik Sandal College  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2015-16 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

PRINCIPAL  
Principal,

EECAB's A.R.S.I. Jalandar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-506109.

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BUAPUR.



**Cash Book Writing:**

To,

Parvez Rozendar  
Lecturer in Commerce  
SIET College  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2015 - 16 the meeting is held on:

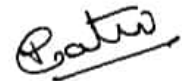
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Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL  
Principal,

SECAB's A.R.S.I. (Arts, Science &  
Commerce) College for Women,  
VIJAYAPUR-585109.



Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, VIJAYAPUR.





**Cash Book Writing:**

To,

Laxman pawar  
Lecturer in Commerce  
A.S.Patil College  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2015-16 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL  
Principal,  
SECAB's A.R.S. (Arts, Science &  
Commerce) College for Women,  
VIJAYAPUR-506109.

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Cash Book Writing:**

To,

Laxman pawar  
Lecturer in Commerce  
A.S.Patil College  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2017-18 the meeting is held on:

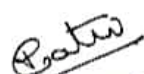
In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL

Principal,  
SECABs A.R.S.I. Institute Arts, Science,  
Commerce College for Women,  
VIJAYAPUR-586109.

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Cash Book Writing:**

To,

Parvez Rozendar  
Lecturer in Commerce  
SIET College  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2017 - 18 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

PRINCIPAL

Principal,

SECAB's A.R.S. In-Board Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-596109

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Cash Book Writing:**

To,

Abhay Sakdev  
Lecturer in Commerce  
Malik Sandal College  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2014 - 15 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL

Principal,  
SECAQ's A.R.S. Inamur Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-506109.

  
- Co-ordinator -  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.





**Cash Book Writing:**

To,

Mrs Bhagyashree.S  
Lecturer in Commerce  
ARSI Inambar Arts, Science and Commerce  
College for Women,  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as Internal Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2017-18 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

PRINCIPAL  
Principal,

SECAB's A.R.S. Inambar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
AR.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Cash Book Writing:**

To,

Mrs Bhagyashree.S  
Lecturer in Commerce  
ARSI Inamdar Arts, Science and Commerce  
College for Women,  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as Internal Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2017-18 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

**PRINCIPAL**  
Principal,

SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.

Co-ordinator, -  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.




SECAB Association's  
A. R. S. Inamdar Arts, Science & Commerce College for Women, Vijayapur.  
Career Orientation Course

Sub: Cash Book Writing

Marks: 50

Q.No.1 : Answer the following question

1) Students were given one month receipt, vouchers and pass books zerox of our college and were asked write the cash book receipt & payment, income & expenditure and balance sheet.

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.

  
Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
A.R.S.INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

Miss. Noaz Bagalkat

*Has successfully completed the certificate course "CASH BOOK WRITING" conducted by  
Department of COMMERCE, from 27/02/2018 to 02/05/2018.*

BK

Miss. Bhagyashree Sevarkar  
Coordinator

MD

Dr. Mohammed Afzal  
Principal





SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

*Miss. Netra Medekar*

*Has successfully completed the certificate course "CASH BOOK WRITING" conducted by  
Department of COMMERCE, from 27/02/2018 to 02/05/2018.*

  
Miss. Bhagyashree .Sevatkar  
Coordinator

  
Dr. Mohammed Afzal  
Principal

8. Were outsider experts invited to address you?

a) Yes	b) frequently	c) rarely	d) none
--------	---------------	-----------	---------

C

9. Did you visit industries, laboratories, banks and any other Universities

a) Yes, frequently	b) sometimes	c) rarely	d) none
--------------------	--------------	-----------	---------

B

10. If you have other comments to offer on the course and the instructor you may do so below or on a separate sheet.

I am very much satisfied with teaching of  
the cash book writing

I learnt the cash book writing in practically  
by taking our collage original documents

Poatu  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BUDPUR.

NDP  
Principal,  
SECAB's A.R.S. In-Board Arts, Science &  
Commerce College for Women  
BUDPUR.



SECAB Association's

A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

Jalnagar, Bagalkot cross Road Vijayapur 586109.

Affiliated to Karnataka State Women's University, Vijayapur 586108.

E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year -----

Name: Kajal Honnutagi Course: B.com Department: Commerce  
Years/Semester: (VI) I / II / III / IV / V / VI Address: Barakannur Pittaniyalli Ram Sita road vijayapur  
Mobile: 8217714783 E-mail: kajalhonnutagi.1996@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate	a
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2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say	b
-----------------------	------------------	---------------	---------------	---

3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult	b
---------	---------------	--------------	-------------------	---

4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all	a
---------------	-------------------	-----------	---------------	---

5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say	b
-----------	--------------	--------------	---------------	---

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say	a
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7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say	b
--------	-------------------	-------	--------------	---

**SECAB A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN, VIJAYPUR.**

Class 12<sup>th</sup> Term 1<sup>st</sup>

Section 12<sup>th</sup> - 1

Subject English Marks 100

Month: Feb - March 2019

Sl. No.	University Reg. No.	Name of the Student	Percentage											
			1	2	3	4	5	6	7	8	9	10	11	12
1		Prasanna D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
2		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
3		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
4		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
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7		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
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9		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
10		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
11		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
12		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
13		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
14		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
15		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
16		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
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28		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
29		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12
30		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12

*Pratibha*  
 Co-ordinator,  
 Internal Quality Assurance Cell  
 SECAB Association's  
 A.R.S. Arts, Sci. & Com. College  
 for Women, VIJAYPUR.

Sl. No.	University Reg. No.	Name of the Student	Percentage												Gen. Attendance	Remarks
			1	2	3	4	5	6	7	8	9	10	11	12		
1		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12		
2		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12		
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30		Pratibha D. Dabekar	1	2	3	4	5	6	7	8	9	10	11	12		

Principal,  
 SECAB Association's  
 A.R.S. Arts, Sci. & Com. College  
 for Women, VIJAYPUR.





APPLICATION FOR ADMISSION TO  
UGC CAREER-ORIENTED COURSE



Full Name in Capital Letters

K A J A L M D R A F I Q  
H O N N U T A G I

Date of Birth: 31/05/1996

Place of Birth: Vijayapur

Caste/Sub Caste: Muslim ID 08C Certificate  Diploma  Advanced Diploma

Course: B.Com Class V

Marital Status: Married/ Un-Married: Un-Married

Permanent Address for Correspondences: Basakoman Putlani Egalli  
Ram Sita Road

E-Mail ID: kajalbeenuag.1996@gmail.com Vijayapur

Telephone No.: Mobile No.: 8217714723

Kajal  
Signature of the Student

For Office Use Only

Admitted to: Account writing course Amount: 500/-

Date: 27/2/18 Receipt No: 104

Co-ordinator

Co-ordinator  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BUAPUR.

Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585179.



**APPLICATION FOR ADMISSION TO  
UGC CAREER-ORIENTED COURSE**



Full Name in Capital Letters

M I S B A P A R V E E N J A M I L  
Y A N A A N C H I

Date of Birth: 08/07/1998

Place of Birth: Bijapur

Caste/Sub Caste: Muslim Certificate  Diploma  Advanced Diploma

Course: I) B.com (Cash Books Writing) class

Marital Status: Married/Un-Married: Un-Married

Permanent Address for Correspondences: Plot No. 837, Israthi Nagar, Managuli Road, Bijapur - 586101

E-Mail ID: misba19984@gmail.com

Telephone No.: Mobile No: 9972087681

*Misba*  
Signature of the Student

For Office Use Only

Admitted to: Account Writing Course Amount: 500/-

Date: 27/2/18 Receipt No: 106

*P. S.*  
Co-ordinator

*P. S.*  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
ARSI Arts, Sci. & Com. College  
for Women, BIJAPUR.

*M. S.*  
Principal,  
SECAB's A.R.S. Inambar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



## SYLLABUS FOR CERTIFICATE COURSE

### **Specific Objectives:**

**Total Hours: 30**

1. To make the students acquire the conceptual knowledge of accounting
2. To equip the students with the knowledge of accounting process and preparation of final accounts
3. To develop the skills of recording financial transactions and preparation of reports using computers.

### **ACCOUNT WRITING**

#### **1) Introduction to Accounting:**

Meaning, Definition, Objectives, Advantages, Users and Terminology in Accounting.

**2Hrs**

#### **2) Vouchers :**

Types of vouchers- cash voucher, credit voucher, Invoices, Receipts and Payment Vouchers (Practical).

**2Hrs**

#### **3) Books of Accounts:**

Cash Book writing, Subsidiary Books, journals and ledger posting (Practical).

**15Hrs**

#### **4) Trial Balance:**

Preparation of trial balance, Receipts & Payments Accounts (Practical).

**5Hrs**

#### **5) Preparation of Final Accounts:**

Preparation of profit & Loss Account, Income & Expenditure Account, Balance Sheet.

**6Hrs**



Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
ARSI Arts, Sci. & Com. College  
for Women, BUAPUR.



Principal,  
SECAB's ARS Itandar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.





## SYLLABUS FOR CAREER ORIENTED COURSE IN ACCOUNT WRITING (COC)

### COURSE DETAILS

Sl.No	NAME OF COURSE	COURSE DURATION	SEMESTER
1	Certificate course	One month	I & II

### GENERAL OBJECTIVES OF THE COURSE

1. To impart the knowledge regarding financial accounting in Tally Package.
2. To develop cash book writing skills.
3. To make students familiar with recent changes.
4. To develop communication skills of the students.

### Fees structure

Per students Rs. 500/- for certificate course

### • Students strength details for last five years

Sl No	Year	No of students admitted	No of students passed
1	2014-2015	-	-
2	2015-2016	14	14
3	2016-2017	65	65
4	2017-2018	14	14
5	2018-2019	35	35

*P. Patil*

Co-ordinator,  
Internal Quality Assurance Cell,  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

*M. D. D.*  
Principal,

SECAB's A.R.S. Inambari Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.





**SECAB Association's**  
**A. R. S. Inamdar Arts, Science & Commerce College**  
**for Women, Vijaypur.**

**Affiliated to Karnataka State Women's University,**  
**Vijaypur.**

**YEAR- 2015**

**SYLLABUS**

**for**

**CAREER ORIENTATION COURSE**  
**IN**  
**ACCOUNT WRITING**

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586108.



**Cash Book Writing:**

To,

Parvez Rozendar  
Lecturer in Commerce  
SIET College  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2016 - 17 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

PRINCIPAL

Principal,

SECAB's A.R.S. In-Board Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585109

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Cash Book Writing:**

To,

Abhay Sakdev  
Lecturer in Commerce  
Malik Sandal College  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2016 - 17 the meeting is held on:

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Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards



PRINCIPAL

Principal,  
SECAB's A.R.S.I. Kuvempu Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Cash Book Writing:**

To,

Mrs Bhagyashree.S  
Lecturer in Commerce  
ARSI Inamdar Arts, Science and Commerce  
College for Women,  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as Internal Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the foeth coming academic year 2016-17 the meeting is held on:

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With Warm Regards

  
PRINCIPAL  
Principal,  
SECAB'S A.R.S.I. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.





SECAB Association's  
A. R. S. Inamdar Arts, Science & Commerce College for Women, Vijayapur.  
Career Orientation Course

Sub: Cash Book Writing

Marks: 50

Q.No.1 : Answer the following question

1) Students were given one month receipt , vouchers and pass books zerox of our college and were asked write the cash book receipt & payment , income & expenditure and balance sheet.

*Pater*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S. Arts, Sci. & Com. College  
for Women, B.JAPUR.

*M. M. D.*  
Principal,

SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

MISS ARSHIYA KHATEEB

*Has successfully completed the certificate course "CASH BOOK WRITING" conducted by  
Department of COMMERCE, from 22/03/2017 to 29/04/2017.*

Miss . Bhiagyashree .Sevatkar  
Coordinator

Dr. Roshanara  
Principal



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

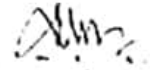
*This certifies that*

MISS ARSHIYA KHATEEB

*Has successfully completed the certificate course "CASH BOOK WRITING" conducted by  
Department of COMMERCE, from 22/03/2017 to 29/04/2017.*



Miss. Bhagyashree Sevarkar  
Coordinator



Dr. Roshanara  
Principal

8. Were outsider experts invited to address you?

a) Yes	b) frequently	c) rarely	d) none
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9

9. Did you visit industries, laboratories, banks and any other Universities

a) Yes, frequently	b) sometimes	c) rarely	d) none
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6

10. If you have other comments to offer on the course and the instructor you may do so below or on a separate sheet.

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*P. Patil*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.

*Principal*

SECAB's A.R.S. Inambar Arts, Science  
Commerce College for Women,  
VIZAYAPUR-586109.





SECAB Association's  
**A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.**  
 Jalnagar, Bagalkot cross Road Vijayapur 586109.  
 Affiliated to Karnataka State Women's University, Vijayapur 586108.  
 E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

**Student Feedback Form for value added course the Academic Year 17**

Name: Nausheen Surabhi Course: Cash book Department: Commerce  
 Years/Semester: (8) I/II/III/IV/V/VI Address: Sakal Roza Bijapur  
 Mobile: ..... E-mail: .....

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
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9
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2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
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9
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3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult
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9
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4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all
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9
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5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
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9
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6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
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1
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7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

9
---

8. Were outsider experts invited to address you?

a) Yes	b) frequently	c) rarely	d) none
--------	---------------	-----------	---------

9

9. Did you visit industries, laboratories, banks and any other Universities

a) Yes, frequently	b) sometimes	c) rarely	d) none
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6

10. If you have other comments to offer on the course and the instructor you may do so below or on a separate sheet.

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*P. S. Rao*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BJIAPUR.

*[Signature]*  
Principal

SECAB's A.R.S. Inamdar Arts, Science  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's

A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

Jalnagar, Bagalkot cross Road Vijayapur 586109.

Affiliated to Karnataka State Women's University, Vijayapur 586108.

E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year -2017

Name: Papita Kumawat Course: Cash Book Department: Commerce

Years/Semester: (.....) I/II/III/IV/V/VI Address: Nausapur Colony

Mobile: 7996201441 E-mail: papita@mail@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
-----------	---------------	-------------	---------------

9

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
-----------------------	------------------	---------------	---------------

9

3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult
---------	---------------	--------------	-------------------

9

4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all
---------------	-------------------	-----------	---------------

9

5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
-----------	--------------	--------------	---------------

9

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
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9

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

9





KARNATAKA STATE WOMEN'S UNIVERSITY, VIJAYAPUR  
SECAB'S A. R. S. Inamdar Arts, Science & Comm. College for Women, Vijayapur  
STUDENTS ATTENDENTS OF ACCOUNT WRITING TEST-2017

BCom- VI Semester

Sl. No.	Reg. No.	Name of the Candidate	Signature
1		AFREEN KOLHAR	Ab
2		ALMAS AJNAL	Ab
3		ARPANA BURUD	Burud
4		ARSHIYANAZ KHATEEB	Khateeb
5		ASHWINI KORI	Ab
6		CHAITRA A SHIVASHARAN	Ab
7		CHAITRA SHETTAR	C.N. Shettar
8		LAXMI S BASARAKOD	Ab
9		MEENAZ SHAIKH	Meenaz
10		NAJANEEN ATTAR	N.H.A.
11		NAUSHEEN SURKHI	Nausheen
12		NEHA WADEYAR	Neha
13		NUSRAT PEERZADE	N.P.
14		P SUMA	Suma
15		PAPITA KUMAWAT	Papita
16		PARENKOUSAR KACHOOR	Parensar
17		PAVITRA THAVARU SHIVANAGI	Pavitra
18		POOJA RADDI	Pooja
19		POORNIMA VIJAYAKUMAR HOSAMANI	P.V. Hosamani
20		PRATIBHA POLICEPATIL	Pratibha
21		PREETI KOKATANUR	Preeti
22		PRIYANKA CHOLAKE	P.Cholake
23		RANJITA GOUDAR	Ranjita
24		RENUKA KRISHNAJI CHAVAN	Renuka
25		SANA RUGI	Ab



**SECAB A.R.S. INAMDAR ARTS, SCIENCE &**

**COMMERCE COLLEGE FOR WOMEN, VIJAYPUR.**

Class: B.Com. II Sem

Subject: Health & Safety

Month: Jan 2017

Sl. No.	University Reg. No.	Name of the Student	Present Absent	Subject Health & Safety											
				1	2	3	4	5	6	7	8	9	10	11	12
77		<u>Pratima Choudhary</u>		1	2	3	4	5	6	7	8	9	10	11	12
78		<u>Pratima Choudhary</u>		1	2	3	4	5	6	7	8	9	10	11	12
79		<u>Pratima Choudhary</u> (repeated present)		1	2	3	4	5	6	7	8	9	10	11	12

*Pratima*  
**CO-ORDINATOR,**  
 Internal Quality Assurance Cell  
 SECAB Association's  
 A.R.S. Arts, Sci. & Com. College  
 for Women, BJAPUR.

Sl. No.	University Reg. No.	Name of the Student	Present Absent	Subject Health & Safety												Class Attendance			Remarks																																																																					
				1	2	3	4	5	6	7	8	9	10	11	12	Days	Present	Percentage																																																																						
12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

*Pratima*  
**CO-ORDINATOR,**  
 Internal Quality Assurance Cell  
 SECAB Association's  
 A.R.S. Arts, Sci. & Com. College  
 for Women, BJAPUR.





SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN



**APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE**



Full Name in Capital Letters

S H A Z I Y A M O H A M M A D A B U S  
L C H K A Z V I

Date of Birth

Day Month Year  
11 10 1996

Place of Birth

Jambhandi

Caste/Sub Caste

2B

Certificate

Diploma

Advanced Diploma

Course: 1) B. Com - certificate Class B. Com VI Sem

Marital Status: Married/ Un-Married: Un-Married

Permanent Address for Correspondences: Zam Zam colony -Awate Collr

Jambhandi. Dist: Bagalkot

E-Mail ID: seeratrazvi@gmail.com

Telephone No.: 9930786463

Mobile No.: 9795863169

[Signature]  
Signature of the Student

For Office Use Only

Admitted to: account writing course

Amount

500/-

Date:

1/3/16

Receipt No:

41

[Signature]  
Co-ordinator

[Signature]  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S. Arts, Sci. & Com. College  
for Women, BUAPUR.

[Signature]  
Principal  
SECAB A.R.S. Arts, Sci. & Com. College for Women,  
Vijayapur-586119





SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

**APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE**



Full Name in Capital Letters

V I J A Y A K A X M L N A I K

Date of Birth Day Month Year  
1 0 0 8 1 9 9 6

Place of Birth Wadawadagi

Caste Sub Caste Certificate  Diploma  Advanced Diploma

Course: 1) B.Com Certificate class B.Com with Sem

Marital Status: Married/Un-Married Un-Married

Permanent Address for Correspondences Post: Wadawadagi  
Tq: Basavan Bagewadi

E-Mail ID: Vijaya@miniker.org Post: Vijaypur

Telephone No: 81055 75965 Mobile No: 81055 75965

*[Signature]*  
Signature of the Student

For Office Use Only

Admitted to Account writing course Amount 500/-

Date 1/3/16 Receipt No 43

*[Signature]*  
Co-ordinator

*[Signature]*  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIDAPUR.

*[Signature]*  
Principal,  
SECAB's A.R.S. Inambar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586103.





## SYLLABUS FOR CERTIFICATE COURSE

### **Specific Objectives:**

**Total Hours: 30**

1. To make the students acquire the conceptual knowledge of accounting
2. To equip the students with the knowledge of accounting process and preparation of final accounts
3. To develop the skills of recording financial transactions and preparation of reports using computers.

### ACCOUNT WRITING

#### **1) Introduction to Accounting:**

Meaning, Definition, Objectives, Advantages, Users and Terminology in Accounting.

2Hrs

#### **2) Vouchers :**

Types of vouchers- cash voucher, credit voucher, Invoices, Receipts and Payment Vouchers (Practical).

2Hrs

#### **3) Books of Accounts:**

Cash Book writing, Subsidiary Books, journals and ledger posting (Practical).

15Hrs

#### **4) Trial Balance:**


Preparation of trial balance, Receipts & Payments Accounts (Practical).


5Hrs

#### **5) Preparation of Final Accounts:**

Preparation of profit & Loss Account, Income & Expenditure Account, Balance Sheet.

6Hrs

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.

  
Principal,  
SECAB's A.R.S. Itandar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



**SECAB Association's**  
**A. R. S. Inamdar Arts, Science & Commerce College**  
**for Women, Vijaypur.**

**Affiliated to Karnataka State Women's University,**  
**Vijaypur.**

**YEAR- 2015**

**SYLLABUS**

**for**

**CAREER ORIENTATION COURSE**  
**IN**  
**ACCOUNT WRITING**

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S. Arts, Sci. & Com. College  
for Women, BIJAPUR.

Principal,  
SECAB A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586108.



**Cash Book Writing:**

To,

Laxman pawar  
Lecturer in Commerce  
A.S.Patil College  
Vijayapur

Dear Madam,

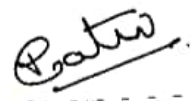
We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2018-19 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL  
Principal,  
SECAB's A.R.S. Inambari Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585103.

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Cash Book Writing:**

To,

Laxman pawar  
Lecturer in Commerce  
A.S.Patil College  
Vijayapur

Dear Madam,

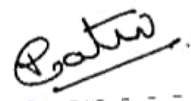
We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2018-19 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL  
Principal,  
SECAB's A.R.S. Inambar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-505103.

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR.





**Cash Book Writing:**

To,

Abhay Sakdev  
Lecturer in Commerce  
Malik Sandal College  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as External Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2018-19 the meeting is held on:

In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL

Principal,

SECAB A.P.C. for Arts, Science &  
Commerce, for Women,  
Vijayapur, 507109.

  
- Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.J. Arts, Sci. & Com. College  
for Women, BIJAPUR.



**Cash Book Writing:**

To,

Mrs Bhagyashree.S  
Lecturer in Commerce  
ARSI Inamdar Arts, Science and Commerce  
College for Women,  
Vijayapur

Dear Madam,

We Take privilege in inviting you for the Board of Studies Meeting in Faculty of Commerce as Internal Expert Member for the subject of commerce to frame complete syllabus for the Add-On Course Cash Book Writing . It is proposed to implement the course from the forth coming academic year 2023-24 the meeting is held on:


In this regard, we trust that you are the right person to contribute your valuable suggestion in the Curriculum & Syllabus based on the requirement in the field which can help the student community to shape themselves for better usage of Writing Cash Book.

Hence, kindly accepts our invitation and confirm your visit for attending the Board of Studies meeting. Kindly confirm your participation by informing to the principal.

With Warm Regards

  
PRINCIPAL  
Principal,

SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-566109.

  
Coordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BIJAPUR,



SECAB Association's  
A.R.S.INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

MISS SAMREEN PATEL

*Has successfully completed the certificate course "CASH BOOK WRITING" conducted by  
Department of COMMERCE, from 20/02/2018 to 24/03/2018.*

Miss . Bhagyashree .Sevatkar  
Coordinator

Dr. Mohammed Afzal  
Principal



SECAB Association's  
A.R.S. INAMDAR ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE FOR WOMEN,  
VIJAYAPUR

*This certifies that*

MISS FATIMA SUTAR

*Has successfully completed the certificate course "CASH BOOK WRITING" conducted by  
Department of COMMERCE, from 20/02/2018 to 24/03/2018.*

  
Miss . Bhiagyashree .Sevatkar  
Coordinator

  
Dr. Mohammed Afzal  
Principal



8. Were outsider experts invited to address you?

a) Yes	b) frequently	c) rarely	d) none
--------	---------------	-----------	---------

d

9. Did you visit industries, laboratories, banks and any other Universities

a) Yes, frequently	b) sometimes	c) rarely	d) none
--------------------	--------------	-----------	---------

d

10. If you have other comments to offer on the course and the instructor you may do so below or on a separate sheet.

It is helpful course

*Patu*

Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
ARSI Arts, Sci. & Com. College  
for Women, BIJAPUR.

*N. S.*

Principal,  
SECAB's ARS Brand Arts, Science  
Commerce College for Women,  
VIJAYAPUR-586109.



SECAB Association's

A.R.S.INAMDAR ARTS, SCIENCE & COMMERCE COLLEGE FOR WOMEN.

Jalnagar, Bagalkot cross Road Vijayapur 586109.

Affiliated to Karnataka State Women's University, Vijayapur 586108.

E-mail: secabarsicwb@gmail.com Fax & Phone: 08352-277490

Student Feedback Form for value added course the Academic Year 2019

Name: Taiseen H. Tamboli Course: Cash book Department: B.com Commerce  
Years/Semester: (iii) I / II / III / IV / V / VI Address: Gureshi colony Athari Road Bijapur  
Mobile: 9900226971 E-mail: Taiseen 313@gmail.com

1. The syllabus was

a) useful	b) not useful	c) adequate	d) inadequate
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a

2. Your background for benefiting from the course was

a) more than adequate	b) just adequate	c) inadequate	d) cannot say
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b

3. Conceptually understand of the course was :-

a) easy	b) manageable	c) difficult	d) very difficult
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b

4. How well did the teacher prepare for class?

a) thoroughly	b) satisfactorily	c) poorly	d) not at all
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b

5. Did the internal assessment work?

a) fairly	b) regularly	c) helpfully	d) cannot say
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c

6. Was there any opportunity for personal interaction with teachers?

a) Yes	b) to some extent	c) no	d) can't say
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a

7. Was there any opportunity for small group work?

a) Yes	b) to some extent	c) no	d) can't say
--------	-------------------	-------	--------------

b







APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE



Full Name in Capital Letters

F A T I M A . R . S U T I A R

Date of Birth Day Month Year  
2 8 1 2 2 0 0 1

Place of Birth Vijayapur

Caste/Sub Caste MUSLIM IB Certificate  Diploma  Advanced Diploma

Course: 1) Cash Book Writing Class B. Low II Sem

Marital Status: Married/ Un-Married: Un-Married

Permanent Address for Correspondences: Shikarkhane, Near Rehmi office  
Vijayapur

E-Mail ID: fatimarsutar@gmail.com

Telephone No.: - Mobile No.: 9986133468

*[Signature]*  
Signature of the Student

For Office Use Only

Admitted to: Account writing course Amount: 500/-

Date: 29/02/19 Receipt No: 123

*[Signature]*  
Co-ordinator

*[Signature]*  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.

*[Signature]*  
Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-585109.





APPLICATION FOR ADMISSION TO  
UGC CAREER ORIENTED COURSE



Full Name in Capital Letters

S I M A R E E N N I S A R A H M A D  
P A T E L

Date of Birth Day Month Year

1 6 0 3 9 0 0 0

Place of Birth

Vijayapur

Caste/Sub Caste

Muslim I.B.

Certificate

Diploma

Advanced Diploma

Course: I) cash book writing Class B.com II sem

Marital Status: Married/ Un-Married: Un-Married

Permanent Address for Correspondences: Near Sainik school compound, Firdos  
Masjid back side, Nehru Nagar

E-Mail ID: Simareenpatel@gmail.com vijayapur 586101

Telephone No.: \_\_\_\_\_ Mobile No.: 8150035931

  
Signature of the Student

For Office Use Only

Admitted to: Account writing course

Amount 500/-

Date: 20/0/19

Receipt No: 124

  
Coordinator

  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I Arts, Sci. & Com. College  
for Women, BIJAPUR.

  
Principal,  
SECAB's A.R.S. Inamdar Arts, Science &  
Commerce College for Women,  
VIJAYAPUR-586109.



## SYLLABUS FOR CERTIFICATE COURSE

### **Specific Objectives:**

**Total Hours: 30**

1. To make the students acquire the conceptual knowledge of accounting
2. To equip the students with the knowledge of accounting process and preparation of final accounts
3. To develop the skills of recording financial transactions and preparation of reports using computers.

### **ACCOUNT WRITING**

#### **1) Introduction to Accounting:**

Meaning, Definition, Objectives, Advantages, Users and Terminology in Accounting.

**2Hrs**

#### **2) Vouchers :**

Types of vouchers- cash voucher, credit voucher, Invoices, Receipts and Payment Vouchers (Practical).

**2Hrs**

#### **3) Books of Accounts:**

Cash Book writing, Subsidiary Books, journals and ledger posting (Practical).

**15Hrs**

#### **4) Trial Balance:**

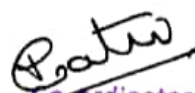
Preparation of trial balance, Receipts & Payments Accounts (Practical).

**5Hrs**

#### **5) Preparation of Final Accounts:**

Preparation of profit & Loss Account, Income & Expenditure Account, Balance Sheet.

**6Hrs**



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Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
for Women, BUJAPUR.



Principal,  
SECAB's A.R.S. (Under Arts, Science &  
Commerce) College for women,  
VIJAYAPUR-586109.



## SYLLABUS FOR CAREER ORIENTED COURSE IN ACCOUNT WRITING (COC)

### COURSE DETAILS

SI.NO	NAME OF COURSE	COURSE DURATION	SEMESTER
1	Certificate course	One month	I & II

### GENERAL OBJECTIVES OF THE COURSE

1. To impart the knowledge regarding financial accounting in Tally Package.
2. To develop cash book writing skills.
3. To make students familiar with recent changes.
4. To develop communication skills of the students.

### Fees structure

Per students Rs. 500/- for certificate course

### • Students strength details for last five years

Sl No	Year	No of students admitted	No of students passed
1	2014-2015	-	-
2	2015-2016	14	14
3	2016-2017	65	65
4	2017-2018	14	14
5	2018-2019	35	35

  
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Internal Quality Assurance Cell  
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for Women, BUJAPUR.

  
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for Women, Vijaypur.

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Vijaypur.

YEAR- 2015

SYLLABUS

for

CAREER ORIENTATION COURSE  
IN  
ACCOUNT WRITING

  
Co-ordinator,  
Internal Quality Assurance Cell  
SECAB Association's  
A.R.S.I. Arts, Sci. & Com. College  
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