

GDC- Khairatabad
Dept. of zoology
certificate course in food & Nutrition
2018-19

Duration of the course: 45 days
Timings: 2:30 PM to 3:30 PM.

The food and nutrition course will be useful to students as they can get employment as a nutritionist. Besides, the course also helps the students keep their family members, especially women and children, healthy with proper nutrition.

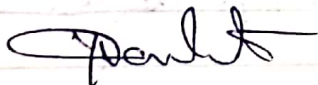
In the departmental meeting held on 03.8.2018, it was decided to conduct a certificate course on food and nutrition by the department of zoology. Accordingly a notice has been circulated/displayed in all notice boards for the students to enroll in the course. 30 students have enrolled their names for the course.

LIST of the students enrolled for the course.

S.No.	Name of the student	group
1.	Addeta Keerthana	II BZC F/M
2.	Anjuri jeevan Raju	"
3.	Battu Anjaneyulu	"
4.	B. Sai Kumar	"
5.	D. Akhil	"
6.	Dandiga Srikanth	"
7.	D. Moumika	"
8.	Gandhan Alivela	"
9.	Guguloth Renuka	"
10.	Kalwala swathi	"
11.	K. BalRaju	"
12.	Kosgi Balraj	"

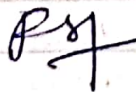
- | | | |
|-----|----------------------|------------|
| 13. | K. Ramesh | II BSc E/M |
| 14. | L. Santhosh | " |
| 15. | Pothiraj Swathi | " |
| 16. | B. Maheshwari | II BSc T/M |
| 17. | Bukkara Mahesh Kumar | " |
| 18. | Dasari Lavanya | " |
| 19. | Dokuri Nandhini | " |
| 20. | Govu Mounika | " |
| 21. | G. Swapna | " |
| 22. | J. Latha | " |
| 23. | J. Renuka | " |
| 24. | Madduri Surekha | " |
| 25. | Mallela Sravani | " |
| 26. | MD. Akhadas | " |
| 27. | N. Ekshitha | " |
| 28. | Salvaji Laxman | " |
| 29. | U. Balaswamy | " |
| 30. | Yarragolla Rameeh | " |

The course is scheduled from 9-8-18 to 8-10-18



Signature of the incharge
(Dr. Y. Venkateshwarlu)

Principal.



(Dr. R. Shyam Sunder)
Course coordinator

Government Degree College
Khairatabad , Hyderabad
Department of Zoology
Short term certificate course for 2018-2019
Course Name: Food and Nutrition
Hours of Teaching: 45 Hours per course (Theory)

Syllabus

Unit I	12 hours
1.17 Introduction	
1.18 Macronutrients-Carbohydrates, proteins and lipids	
1.19 Micronutrients-Vitamins and Minerals	
1.20 Importance of fiber and water	
Unit II	11 hours
2.1 Nutrients and their relationship with health	
2.2 Balanced diet	
2.3 Weight control and diet	
Unit III	11 hours
1.13 Nutrition to the family and children	
1.14 Nutrition in women throughout the life cycle	
1.15 Ecological factors –choice of food	
Unit IV	11 hours
4.1 Dietary supplements	
4.2 Food habits-health effects	
4.3 Therapeutic nutrition in treating human disorders	

Evaluation of course

Course- Total Marks – 50

Short type 4x5 = 20 Marks

Essay type 2x15=30 Marks

Note: 50 marks are evaluated based on grades; Above 45 Marks –A+; above 40Marks-A; Above 35 Marks-B+; above 30-B; Below 30 Marks-C grade.

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DEPARTMENT OF ZOOLOGY

1. Dr. Y. VENKATESWARLU

M.Sc., Ph. D.
Asst. Professor
In-Charge

2. Dr. R. SHAM SUNDER

M. S.c., Ph. D.
Course Coordinator

GOVERNMENT DEGREE COLLEGE KHAIRATABAD
DEPARTMENT OF ZOOLOGY
FINAL EXAMINATIONS FOR CERTIFICATE COURSE 'FOOD AND NUTRITION'
2018-19

TIME: 2 Hrs

Max Marks: 50

SECTION - I

Short answer type (Answer all questions)

4 × 5 = 20

- 1. Minerals**
- 2. Balanced diet**
- 3. Ecological factors in food selection**
- 4. Therapeutic nutrition**

SECTION - II

Long Answer type (Answer all Questions)

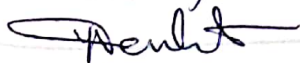
2 × 15 = 30

- 5. Explain the importance of Importance of fiber and water in human diet**
Or
Write an essay on Nutrients and their relationship with health?
Or
- 6. Write an essay on Nutrition in women throughout the life cycle**
Or
Write an essay on Dietary supplements

Test was conducted on 23.10.18. The results are as follows;

Max. Marks: 50.

S.No.	Name of the student	Marks secured.
1.	Addella Keerthana	30
2	Arjuni Jeevan Raju	40
3	Battu Arjaneyulu	32
4	B. Saikumar	36
5	D. Akhil	39
6	Dandiga Soukanti	42
7	D. Mounika	45
8	Gandham Alivela	39
9	Guguloth Renuka	41
10	Kalvala Swathi	29
11	K. Balaraju	28
12	K&S; Balraju	33
13	K. Ramesh	35
14	L. Santhosh	40
15	Pothraj Swathi	43
16	B. Maheshwari	39
17	Bukka Maheshkumar	38
18	Dasari Lavanya	38
19	Dokuri Nandini	44
20	Govu Mounika	37
21	G. Swapna	37
22	J. Latha	32
23	J. Renuka	35
24	Madduri Swetha	41
25	Mallela Sravani	44
26	MD. Akhadas	45
27	N. Krishniah	30
28	Salvaji Laxman	29
29	U. Balaswamy	31
30	Yerragolla Ramesh.	32



Signature of the I/c
(Dr. Y. Venkateshwarlu)



Signature of the course coordinator
(Dr. R. Shyam Sundar)

Principal.

21-12-2018

GDC Kharisatabad
 Dept. of zoology
 certificate course on clinical pathology
 2018-19

Duration of the course: 30 days.

Timings: 2:30PM to 3:30PM

This course is very useful to students as they can get employment in Diagnostic centres/Laboratories as lab technicians. In this course they will learn laboratory techniques used for diagnosing diseases caused by different protozoan parasites and also urine and blood analysis.

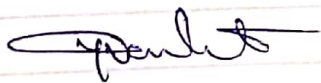
In the Departmental meeting held on 21-12-2018 it was decided to begin clinical pathology course. Accordingly a notice has been circulated/displayed on the notice boards of the College for the students to enroll for the course. 30 students enrolled their names for the course.

List of the students enrolled for the course.

S.No.	Name of the student	group.
1	Asharuki	III BSc E/H
2.	Allamallu Tanuja	"
3.	Ambala purnachandrar	"
4.	B. Karthik	"
5.	B. Unnamahesh	"
6.	Dasari Pravalika	"
7.	G. Jithendra	"
8.	Jadar Gobalakanth	"
9.	Kethavathi Jyothi	"
10.	Kolla Bhargavi	"
11.	Kommu Hanock	"

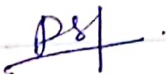
12.	Kota Sateesh	III BSc E/11
13.	N. Aruna	"
14.	Sana Begum	"
15.	T. Ramkumar	"
16.	Ankuri Parameshwar	III BSc 9/11
17.	Begari Raju	"
18.	B. Shiva	"
19.	Ganji Ananda	"
20.	G. Raju	"
21.	K. Krishniah	"
22.	Kothi Hounika	"
23.	K. Shiva Kumar	"
24.	K. Veenaa	"
25.	Marri Praveen	"
26.	MD. Habeeb	"
27.	P. Dinakar	"
28.	Polepally Mukesh	"
29.	Sangam Mamatha	"
30.	Shammali Nandu	"

The course is scheduled from 27.12.18 to 7.2.19



Signature of D/C
(Dr. Y. Venkateswarlu)

Principal.



(Dr. R. Shyam Sunder)
Course coordinator

Government Degree College
Khairatabad , Hyderabad
Department of Zoology
Short term certificate course for 2018-2019
Course Name: Clinical Pathology
Hours of Teaching: 30 Hours per course (Theory)

Syllabus

Unit I

7 hours

- 1.1 Introduction
- 1.2 Food and its composition
- 1.3 Health and disease
- 1.4 Structure of cell
- 1.5 Types of cell

Unit II

7 hours

- 2.1 Tissue system
- 2.2 General physiology (brief introduction regarding different body system)
- 2.3 Parasites and its types and host parasitic relationship
- 2.4 Different kinds of diseases and its effects
- 2.5 Structure, composition and functions of blood

Unit III

8 hours

- 3.1 Blood collection method
- 3.2 Counting of different types of blood cells and preparation of blood smear
- 3.3 Identification of blood groups and its importance
- 3.4 Blood parasites
- 3.5 Estimation of haemoglobin

Unit IV

8 hours

- 4.1 Composition of urine and urine analysis
- 4.2 Identification of albumin in urine
- 4.3 Identification of urine glucose
- 4.4 Examination of stool for protozoan parasites
- 4.5 Examination of stool for helminths parasites

Evaluation of course

Course- Total Marks – 50

Short type 4x5 = 20 Marks

Essay type 2x15=30 Marks

Note: 50 marks are evaluated based on grades; Above 45 Marks –A+; above 40Marks-A; Above 35 Marks-B+; above 30-B; Below 30 Marks-C grade.

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DEPARTMENT OF ZOOLOGY

1. Dr. Y. VENKATESWARLU

M.Sc., Ph. D.

Asst. Professor

In-charge

2. Dr. R. SHYAM SUNDER

M. Sc., Ph. D.

Course Coordinator

GOVERNMENT DEGREE COLLEGE KHAIRATABAD
DEPARTMENT OF ZOOLOGY
FINAL EXAMINATIONS FOR CERTIFICATE COURSE 'CLINICAL PATHOLOGY'
2018-19

TIME: 2 Hrs

Max Marks: 50

SECTION - I

nt

Short answer type (Answer all questions)

4 × 5 = 20

- 1. Health and disease**
- 2. General physiology**
- 3. Blood collection method**
- 4. Glucose in urine**

SECTION – II

Long Answer type (Answer all Questions)

2 × 15 = 30

- 5. Write an essay on Food and its composition**

Or

Write an essay on composition and functions of blood

Or

- 6. Describe the Identification of blood groups and its importance**

Or

Write an essay on Composition of urine and urine analysis

nt

Test was conducted on 11.2.19. The results are as follows.

Max Marks: 50

S.No.	Name of the Student	Marks secured.
1	Ajsharubi	40
2	Allumattu Tanuja	35
3	Ambala purnachander	32
4	B. Karthik	33
5	B. Umamahesh	38
6	Dasari pravalika	45
7	G. Jithendra	29
8	Jadav Gorakanth	30
9	Kethavath Gyothi	34
10	Kola Bhargavi	39
11	Komma Hanock	30
12	Kota sateesh	28
13	N. Aruna	33
14	Sana Begum	43
15	T. Ram Kumar	35
16	Ankuri Parameshwar	38
17	Begari Raju	40
18	B. Shiva	43
19	Ganji Ananda	41
20	G. Raju	37
21	K. Krishnaraj	37
22	Kothi Manika	32
23	K. Shiva Kumar	40
24	K. Veena	43
25	Marri praveen	39
26	MD. Habeeb	28
27	P. Dinakar	34
28	Polepally Hakesh	28
29	Sangam Mammatha	36
30	Thamurahi. Mandu.	31

(Signature)
signatory the S/C
(Dr. Y. Venkateshwarlu)

(Signature)
Signatory Coordinator
(Dr. R. S. S. Sunder)

Principal.

GDC Khairatabad
 Dept. of Zoology
 Certificate course on Clinical pathology
 2019-20

Duration of the course: 20 days.
 Timings: 2:30PM to 3:30PM.

This course is very useful to students as they can get employment in Diagnostic centres/laboratories as lab technicians. In this course they will learn about laboratory techniques used for diagnosing diseases caused by different protozoan parasites and also urine and blood analysis.

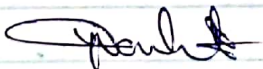
In the Departmental meeting held on 02.7.2019 it was decided to begin Clinical pathology course after the appointment of guest faculty. The guest faculty have joined on 23.8.19. Now a circular regarding the course has been circulated/displayed on the notice boards of the college for students to enroll in the course. 30 students have enrolled in the course.

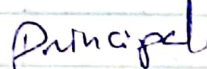
List of the students who enrolled in the course.

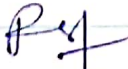
S.No.	Name of the student	Group.
1.	AKKU Mamatha	II BSc
2.	Ajappa	"
3.	A. Shorathi	"
4.	Bodla Sandeep	"
5.	B. Ramesh.	"
6.	C. Shiva	"
7.	D. Akash	"
8.	Fatima Khatun	"
9.	J. Lakshpathi	"
10.	K. Shiva.	"

11.	Addakula Sagar	II St2c
12.	Amula Mahendar	"
13.	Chuntala Shirisha	"
14.	CH. Saiaram	"
15.	Erjolla Aditya	"
16.	Golla pallavi	"
17.	M. Shargan	"
18.	MD. Rafik	"
19.	M. Praveen Kumar	"
20.	Uppari Anusha	"
21.	A-Deekshith chary	DM2c
22.	Baindla Niharika	"
23.	C. Shiva Ram	"
24.	Gummula Nikhil	"
25.	Manne pandu	"
26.	M. Shiva	"
27.	Neyala Devi	"
28.	Polamada poojitha	"
29.	Rangu Akhil	"
30.	Ravula pavan	"

The course is scheduled from 28-8-19 to 16-10-19


Signature of the S/C
CDR Y. Venkateshwarulu.


Principal


Course coordinator
CDR. R. Shyam Sunder.

Government Degree College
Khairatabad , Hyderabad
Department of Zoology
Short term certificate course for 2019-2020
Course Name: Clinical Pathology
Hours of Teaching: 30 Hours per course (Theory)

Syllabus

Unit I

7 hours

- 1.1 Introduction
- 1.2 Food and its composition
- 1.3 Health and disease
- 1.4 Structure of cell
- 1.5 Types of cell

Unit II

7 hours

- 2.1 Tissue system
- 2.2 General physiology (brief introduction regarding different body system)
- 2.3 Parasites and its types and host parasitic relationship
- 2.4 Different kinds of diseases and its effects
- 2.5 Structure, composition and functions of blood

Unit III

8 hours

- 3.1 Blood collection method
- 3.2 Counting of different types of blood cells and preparation of blood smear
- 3.3 Identification of blood groups and its importance
- 3.4 Blood parasites
- 3.5 Estimation of haemoglobin

Unit IV

8 hours

- 4.1 Composition of urine and urine analysis
- 4.2 Identification of albumin in urine
- 4.3 Identification of urine glucose
- 4.4 Examination of stool for protozoan parasites
- 4.5 Examination of stool for helminths parasites

Evaluation of course

Course- Total Marks – 50

Short type 4x5 = 20 Marks

Essay type 2x15=30 Marks

Note: 50 marks are evaluated based on grades; Above 45 Marks –A+; above 40Marks-A; Above 35 Marks-B+; above 30-B; Below 30 Marks-C grade.

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DEPARTMENT OF ZOOLOGY

1. Dr. Y. VENKATESWARLU

M.Sc., Ph. D.

Asst. Professor

In-charge

2. Dr. R. SHYAM SUNDER

M. Sc., Ph. D.

Course Coordinator

GOVERNMENT DEGREE COLLEGE KHAIRATABAD
DEPARTMENT OF ZOOLOGY
FINAL EXAMINATIONS FOR CERTIFICATE COURSE 'CLINICAL PATHOLOGY'
2019-20

TIME: 2 Hrs

Max Marks: 50

SECTION - I

Short answer type (Answer all questions)

4 × 5 = 20

- 1. Structure of cell**
- 2. Host parasitic relationship**
- 3. Preparation of blood smear**
- 4. urine analysis**

SECTION - II

Long Answer type (Answer all Questions)

2 × 15 = 30

- 5. Write an essay on Health and disease**

Or

Write an essay on Different kinds of diseases and its effects

Or

- 6. Describe the Counting of different types of blood cells**

Or

Write an essay on Identification of albumin and glucose in urine

Test was conducted on 19.10.19. The results are as follows.

Max Marks: 50

S.No.	Name of the student	Marks scored
1	AKKA Mammatha	29
2	Anjappa	40
3	A. Shastri	32
4	Boota Sandeep	34
5	B. Ramesh	39
6	C. Shiva	36
7	D. Akash	41
8	Fatima khatun	38
9	J. Lakhpathi	30
10	K. Shiva	35
11	Addakula sagar	36
12	Arula Mahendal	43
13	Chintala shivasha	35
14	Ch. Sairam	35
15	Errola Aditya	30
16	Golla pallavi	31
17	H. Dhargan	40
18	MD. Rejik	42
19	H. Praveen Kumar	45
20	Upparu Anusha	35
21	A. Deekshit chary	38
22	Bandla Anishika	37
23	C. Shivanam	29
24	Gummula Akhil	34
25	Hanne pandu	32
26	H. Shiva	43
27	Neyyala deni	41
28	palemuda poapitha	45
29	Rangun Akhil	33
30	Ravula pavan.	40

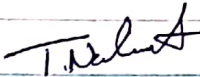
Venkat
Signature of the P/C
(Dr. Y. Venkateshwarlu)

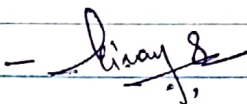
R. S.
Cerebral Coordinator
(Dr. R. Shyam Sunder)

Principal

Webinar on Medical Coding & MS advanced Excel.

A webinar is conducted on career guidance on Medical Coding and MS advanced Excel by department of Zoology on 09/4/2021. by the resource person T. Neelakanta Mahadev, Trainer of Arise Foundation. and B. Kiran Kumar, Programel. of the course. Delivered lecture on the importance of Medical coding & MS Excel training programme and its future prospects to UG zoology students.

T. Neelakanta 

B. Kiran kumar - 

P. Anuradha - P. Anuradha
19/4/2021.

Government Degree College, Khairatabad

Department of Zoology

Certificate Course in Medical Coding

2019-2020

APSA & Tech Mahindra Foundation provided Offline and Online (Due to COVID) Training for the students of Khairatabad Degree College from Industry Experts in Medical Coding and IT. From the month of March 2020 to July 2020 after Making MOU with the college for training of the selected students in Medical Coding Domain for 2 Months with Placements Assistance after they Graduation.

Students completed the training as per the curriculum promised

- Medical Coding & Billing
- MS Excel
- Typing
- Personality development & interview Skills

COURSE CONTENTS

Medical Coding & Billing

- Basics of US Health Care
- Basics of Human Anatomy and Physiology
- Introduction to Medical Coding and Billing
- Revenue Cycle Management
- ICD – 10 Basics, HCPCS
- Denial Management, CPC, AR
- Insurance Policies, Medicare, Medicaid, BCBS

Microsoft EXCEL

- Introduction to excel and Advantages
- User Interface, Tools and functions, Layout, Rows and Columns
- Different Spreadsheets in Market
- Navigating, Storing and Retrieving of Data
- Arithmetic functions, Value based Functions
- Home, Insert, Page Layout, Formulas, Data, Review and View Tabs,
- Advanced Function – VLOOKUP, HLOOKUP, dynamic array Functions
- Syntaxes, Formula Evaluation, Error Checking, Proofing and Data Validation
- Filters, Pivot Tables, Charts and Shapes
- Page Setup, Printing and adjusting margins and alignments
- Macros and Window Setup

Communicative English

- Advanced Self Introduction techniques
- Public Speaking skills
- Mock Interviews
- Workplace Readiness

Student List & Certification

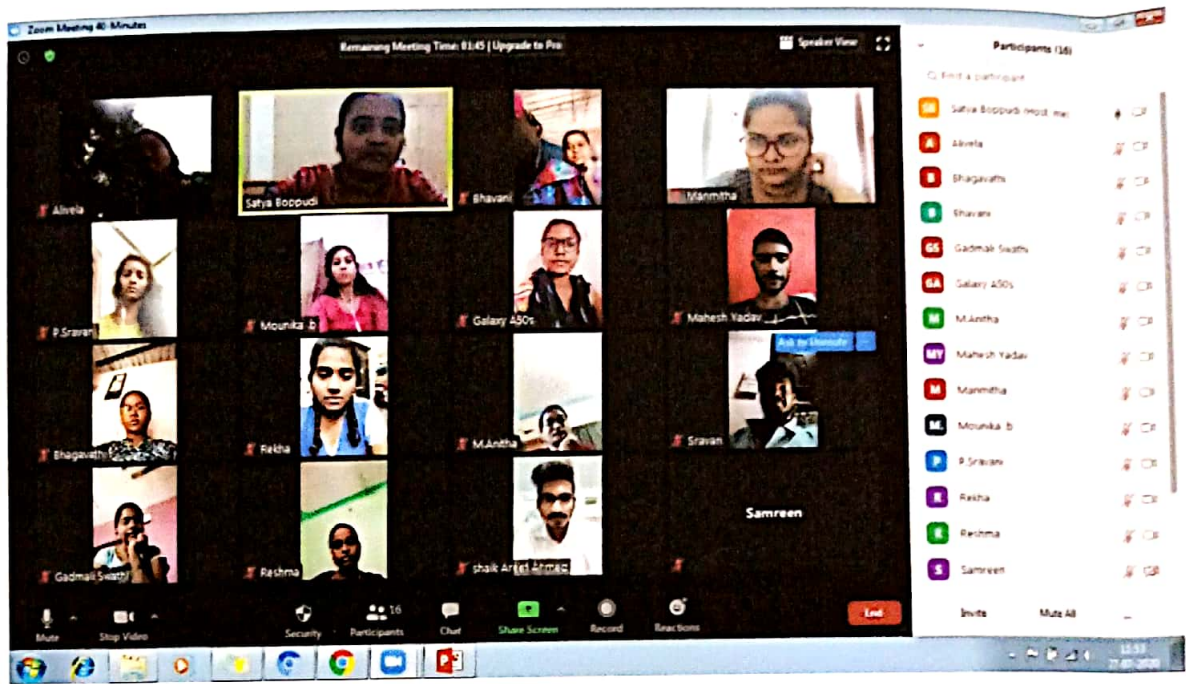
Khairathabad Government Degree College				
S.No	Name	Stream	Remarks	Certificate
1	K. Anitha	B.Sc	Completed	Issued
2	P.Sravani	B.Sc	Completed	Issued
3	K.Bhagavathi	B.Sc	Completed	Issued
4	Samreen	B.Sc	Completed	Issued
5	P. Anjaneyulu	B.Sc	Completed	Issued
6	B.Mounika	B.Sc	Drop Out	Not Issued
7	R.Dhanalaxmi	B.Sc	Drop Out	Not Issued
8	N. Bhanu Chander	B.Sc	Drop Out	Not Issued
9	G. Ratna Prathap	B.Sc	Drop Out	Not Issued
10	K. Ashwini	B.Sc	Drop Out	Not Issued
11	G. Alivelu	B.Sc	Drop Out	Not Issued

Note: Placements will commence once the students receive their final semester Results.

We Look forward to collaborate with your college to enhance the livelihoods of the needy students.







GDC Khairatabad
Department of Zoology
Certificate course on Medical coding and MS Advanced
Excel. 2020-21.

Duration of course : 45 hrs.
Online mode.

This course is very useful to students as they can get employment in Health care companies. Medical coding is the transformation of health care diagnosis, procedures, medical services and equipment into universal medical alphanumeric codes. This course is conducted in collaboration with "ARISE foundation". The trainers of Medical Coding and MS Excel trained the students through online mode classes. 18 students have been trained during this course.

List of students enrolled in the course.

1. R. Sai Shravani
2. M. Dineth
3. T. Balraj
4. A. Bhanuprakash
5. K. Harish chandra
6. B. Sowmya Laxmi
7. B. AKshaya
8. B. Sravani Sree

9. B. Krishnaveni
10. B. Swarnaletha
11. S. Karunakar
12. Annapurna. S
13. B. Vishnuvardhan
14. P. Poojitha
15. B. Umarani
16. C. Shirisha
17. V. Naveeni
18. K. Ramya Sree
19. M. Bhavana.

Ajay S
 (B. Kiran Kumar) AIRSE foundation
 Programme co-ordinator

T. Neelekanra
 (T. NEELEKANRA) ARIST foundation -
 Excel-TRAINER

COURSE CONTENTS

Medical Coding & Billing

- Basics of US Health Care
- Basics of Human Anatomy and Physiology
- Introduction to Medical Coding and Billing
- Revenue Cycle Management
- ICD – 10 Basics, HCPCS
- Denial Management, CPC, AR
- Insurance Policies, Medicare, Medicaid, BCBS

Microsoft EXCEL

- Introduction to excel and Advantages
- User Interface, Tools and functions, Layout, Rows and Columns
- Different Spreadsheets in Market
- Navigating, Storing and Retrieving of Data
- Arithmetic functions, Value based Functions
- Home, Insert, Page Layout, Formulas, Data, Review and View Tabs,
- Advanced Function – VLOOKUP, HLOOKUP, dynamic array Functions
- Syntaxes, Formula Evaluation, Error Checking, Proofing and Data Validation
- Filters, Pivot Tables, Charts and Shapes
- Page Setup, Printing and adjusting margins and alignments
- Macros and Window Setup

Medical Coding Exam - ARISE Foundation

* Required

Email *

Your email

NAME (Capital Letters) *

Your answer

Which word part means narrowing? *

- megaly
- malacia
- stenosis
- necrosis

Which combining form means blue? *

- Cyan/o
- Erythr/o
- Leuk/o
- Melan/o

What is ICD *

Your answer

What is CPT *

Your answer

What is RCM *

Your answer

What is HIPAA *

Your answer

What is AAPC *

Option 1

What is CPC *

Your answer

Which word part pertains to the kidneys? *

- Lith/o
- lysis
- Nephr/o
- uria

What is a Modifier *

Your answer

What Medical term describes an abnormally rapid rate of respiration? *

- Apnea
- Tachypnea
- Hypopnea
- Dyspnea

Which Organizations cooperate in the development of ICD-10-CM? *

- AAPC, OIG, DHHS
- AHIMA, AHA, NCHS, CMS
- CMS, DHHS, AHIMA
- NCHS, WHO, AAPC

Define Haematuria *

- Blood in uria
- Urine in blood
- Pus cells in urine
- Serum in Urine

Abbreviation of PTCA- *

Your answer

Abbreviation of Sz- *

Your answer

Page 1 of 1

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Google Forms

Excel Exam - ARISE Foundation

All questions must be answered

* Required

Email *

Your email

Phone Number *

Your answer

Full Name in Capitals *

Your answer

Group *

Your answer

Number of Columns and Rows in Excel *

2 points

16384 Columns and 1048576 Rows

- 1048576 Columns and 16384 Rows
- 1048576 Rows and 1048576 Rows
- 16384 Columns and 16384 Columns

Default Extension of Excel *

2 points

- .XLSX
- .DOCX
- .PPTX
- PSD

1024 GB = *

2 points

- 1MB
- 1TB
- 1KB
- 1 PB

Syntax of formula VLOOKUP *

2 points

- =VLOOKUP(Lookup_Value,Column_Index_Number,Table_array,Range_lookup)
- =VLOOKUP(Lookup_Value,Table_array,Column_Index_Number,Range_lookup)
- =VLOOKUP(Lookup_Value,Table_array,Row_Index_Number,Range_lookup)
- =VLOOKUP(Lookup_Value,,Row_Index_Number,Table_array,Range_lookup)

Ctrl + D in Excel *

2 points

- Down Fill
- Right Fill
- Flash Fill
- Font

Run command to open EXCEL *

2 points

- excel
- spreadsheet
- msexcel
- powerpnt

Excel is known as a *

2 points

- Presentation software
- Advanced Text Editor
- Operating System
- Spreadsheet Program

Autosum Shortcut *

2 points

- Ctrl + =
- Shift + =
- Alt + =
- Ctrl + Shift + Enter

Paste Special Shortkeys *

2 points

- Alt, E, S, V
- Ctrl + C
- Alt + =
- Ctrl + Shift + Enter

Filter shortcut *

2 points

- Ctrl + L
- Ctrl + Shift + L
- NO shortcut
- Ctrl + K

What is UDF in excel *

2 points

- Pre defined function
- User defined function
- Macros
- Portable Document Format

Paste Values in Excel can be applied using *

2 points

- Alt, E, S, E
- Alt, E, S, V
- Ctrl + V
- Alt, E, S, T

Ctrl + E in Excel *

2 points

- Centre Alignment
- Flash Fill
- Justify
- Pie Chart

Ctrl + B *

2 points

- Bold
- Italic
- Underline
- Borders

Ctrl + S *

2 points

- Save
- Recalculate
- Undo
- Underline

Alt, H, MC *

2 points

- Merge & Centre
- Centre Alignment
- Left Alignment
- Justify

Insert Function Shortkey *

2 points

- Ctrl + F3
- Ctrl + F4
- Shift + F3
- F9

Alt, H, B, A *

2 points

- All Borders
- No Borders
- Format Painter
- Italic

Font Dialog Box in Excel *

2 points

- Ctrl + 1
- Ctrl + F
- Ctrl + M
- F11

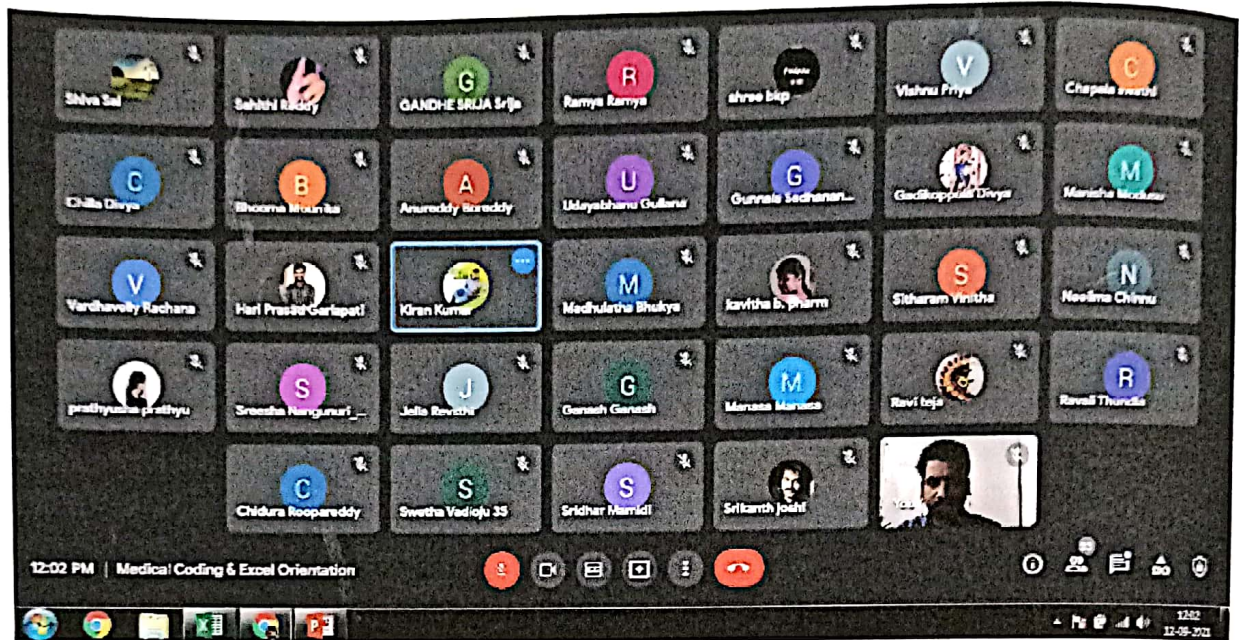
Alt + F11 in Excel *

2 points

- Help
- Delete Sheet
- New Sheet
- Macros

A copy of your responses will be emailed to the address you provided.

All Students passed the test and certificates were issued to all of them.





ARISE Foundation awards this certificate to
R SAI SHRAVANI

for successfully completing the vocational training course in
MEDICAL CODING

from 10-APRIL-2021

31-MAY-2021


Authorized Signatory



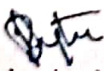

Authorized Signatory

CERTIFICATE

of completion

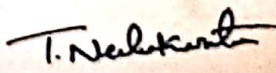
This certificate is proudly presented to
R Sai Shravani
for successfully completing vocational course in
EXCEL

From: 10-04-2021
To: 31-05-2021


Authorized Signatory



Certificate ID: EX-2021-742
Location: Hyderabad

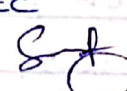

Authorized Signatory

GDC Khairatabad.
Dept. of zoology.
Certificate course in clinical pathology
2020-21
Duration of the course : 30 days
Timings : 2:30 PM to 3:30 PM.

This course is very useful to students as they can get employment in diagnostic centers and laboratories as lab technicians. In this course, they will learn about laboratory techniques used for diagnosing diseases caused by various protozoan and helminth parasites and also blood and urine analysis.

In the departmental meeting held on 31.5.21, it was resolved to ~~be~~ conduct clinical pathology certificate course in the academic year 2020-21. Accordingly a notice regarding the course has been circulated or displayed on the notice boards for the students to enroll in the certificate course. 30 students enrolled in the course.

List of students who enrolled in the ^{course} ~~students~~

S.No.	name of the student	group.	Sign.
1.	Aarigela vijaya krishna	III B2c	
2.	Boora sandeep	"	
3.	M. Ravi kumar	"	Ravi
4.	K. Anuradha	"	B.O.
6.	Vemula Anil	"	Anil
7.	R. Kurumurthy	"	Kurum.
8.	T. Raghavendra	"	Nitya
9.	S. Ajay kumar goud.	"	Deelika.
10	K. Tejavaradhan Reddy	B-2c	Tej
11	Chintala shireesha	"	Shireesha

11.	Narigua Jindous	MZC	Jindous
12.	Ranglu Akhil	"	Akhil
13.	M. Shiva	"	Shiva
14.	A. Deekshith Chary	"	Chy
15.	Nampally Bhaskar	"	Bhaskar
16.	Sirupa Sai Nithin	"	Sirupa
17.	Kodangi Richard.	"	Rocky
18.	Uppalapally Shiva Krishna	"	Shiva Krishna
19.	C. Shiva Ram	"	Shiva
20.	Ravula Parvan	"	Parvan
21.	Siraboina Ravikumar	"	Siraboina
22.	P. Venkata Krishna Reddy	"	Ves
23.	Hanne Pandu	"	Pandu
24.	Bandra Niharika	"	Niharika
25.	Neyyala Devi	"	Devi
26.	Priyadhvi Chandana Lahari	"	Priyadhvi
27.	Thupakula Aditya	"	Aditya
28.	Palamanda Poojitha	"	Poojitha
29.	Buttha Puli Tejasree	"	Tejasree
30.	Baghi Sravanisree	"	Sravanisree

The course is scheduled from 15.9.20 to 12.11.20

Signature of B/C

(~~Suprabha~~)

Course Coordinator

(Suprabha Panda)

(Dr. K. Vijaya Prasad Rao)

7

Government Degree College, Khairatabad, Hyderabad
Department of Zoology
Short Term Course in Clinical Pathology for the A/Y 2020-21
Duration of the Course: 30 hours

	Syllabus	
Unit I		7 hours
1.1 Introduction		
1.2 Food and its Composition		
1.3 Health and Disease		
1.4 Structure of the Cell		
1.5 Types of Cells		
Unit II		7 hours
2.1 Tissue system		
2.2 General Physiology (Brief introduction regarding different body system)		
2.3 Parasites and types of parasites; Host parasite interactions		
2.4 Different kinds of diseases and their effects		
2.5 Structure, composition and functions of blood		
Unit III		8 hours
3.1 Blood collection method		
3.2 Counting of different types of blood cells and preparation of blood smear		
3.3 Identification of blood groups and their importance		
3.4 Blood parasites		
3.5 Estimation of Hemoglobin		
Unit IV		8 hours
4.1 Composition of urine and urine analysis		
4.2 Identification of albumin in urine		
4.3 Identification of glucose in urine		
4.4 Examination of stools for protozoan parasites		
4.5 Examination of stools for helminth parasites		

Evaluation of the course

Maximum marks: 50

Short answer type questions: $4 \times 5 = 20$

Long answer type questions: $2 \times 15 = 30$

Note: 50 marks are evaluated based on grades; Above 45 marks: A+; Above 40 marks: A; Above 35 marks: B+; Above 30: B; Below 30 marks: C grade.

GOVERNMENT DEGREE COLLEGE, KHAIRATABAD, HYDERABAD
DEPARTMENT OF ZOOLOGY
FINAL EXAMINATION FOR CERTIFICATE COURSE IN 'CLINICAL PATHOLOGY'
2020-21

Time: 2 hours

Max Marks: 50

SECTION I

Shorter answer type (answer all questions)

4 × 5 = 20 M

1. Types of cells
2. Tissue systems
3. Blood parasites
4. Composition of urine

SECTION II

Long answer type (Answer all questions)

5. Write an essay on food and its composition
Or
Write an essay on general physiology
6. Identification of blood groups and their importance
Or
Write an essay on examination stools for protozoan parasites

Department of Zoology

Suprabha Panda. M. Sc., (Ph. D)
Asst. Professor & In charge

Dr. P. Anuradha. M. Sc., Ph. D.
Asst. Professor

Dr. K. Vijaya Prasada Rao. M. Sc., Ph. D.
Asst. Professor

Test was conducted on 22.11.20, the results are as follows.

Max. Marks, 50

S.No.	Name of the students	Marks obtained.
1	Arigela vijaya krishna	41
2	Bosta Sundeep	35
3	M. Ravi kumar	32
4	K. Anuradha	39
5	Vemula Anil	34
6	R. kurumurthy	36
7	T. Raghavendra	40
8	S. Ajaykumar Goud	41
9	K. Tejavardhan Reddy	35
10	Chintala Shirisha	43
11	Wabigua Gindous	37
12	Rangu Akhil	39
13	M. shiva	38
14	A. Deekshith ^{Chary} Reddy	29
15	Nampally Bhaskar	32
16	Sirupa Sai Nithin	28
17	Kodangi Richard	30
18	cuppalapally shirisha Krishna	45
19	C. Shivarajam	21
20	Ravula Pavan	32
21	Siraboina Ravikumar	26
22	P. Venkata Krishna Reddy	42
23	Hanne pandu	35
24	Bairandra Niharika	24
25	Neyyala Devi	29
26	Prudhui Chandana Lahari	41
27	Theepakula Adi laxmi	38
28	Polamanda Poojitha	25
29	Buttapuli Tejasree	36
30	Baghi Sravanibree	39

Signature of S/C

Signature of course coordinator

principal.

18/11

Gpc Khairatabad

Department of zoology

Certificate course in Medical coding & H.S. Advance Excel
2021-22

Duration of the course: 40 days
online mode.

This course is very useful to students as they can get employment in healthcare companies. Medical coding is the transformation of healthcare diagnosis, procedures, medical services and equipment into universal alphanumeric codes. This course is conducted in collaboration with "ARISE" foundation. The trainers of medical coding and ~~Excel~~ H.S. Excel trained the students through online classes. 20 students have been trained in this course.

List of the students enrolled in the course.

S.No. Name of the student.

1. Attepu shivakumar
2. Chapidi karthik
3. D. Anitha
4. Golla vasavi
5. J. Neelesh
6. K. Meghana
7. K. Lalitha
8. K. Radhika
9. L. Mohan Naik
10. M. Ganesh
11. D. Bhanusri
12. G. Manohar
13. N. Raju
14. Md. sarfaraj
15. T. Balraj
16. B. Bhandavi
17. K. Chandana
18. V. Sujam
19. G. Sujja
20. N. Taslim.

This course is scheduled from 15.12.21 to 30.1.22

After the course an online test was conducted.
Certificates were issued to all the students.

~~Signature~~

Signature of I/C
(Dr. Suprabha Panda)

Signature of course coordinator

P. Anuradha

(Dr. P. Anuradha)

~~Signature~~

(Dr. K. VISAYA PRASADA RAO)

principal.

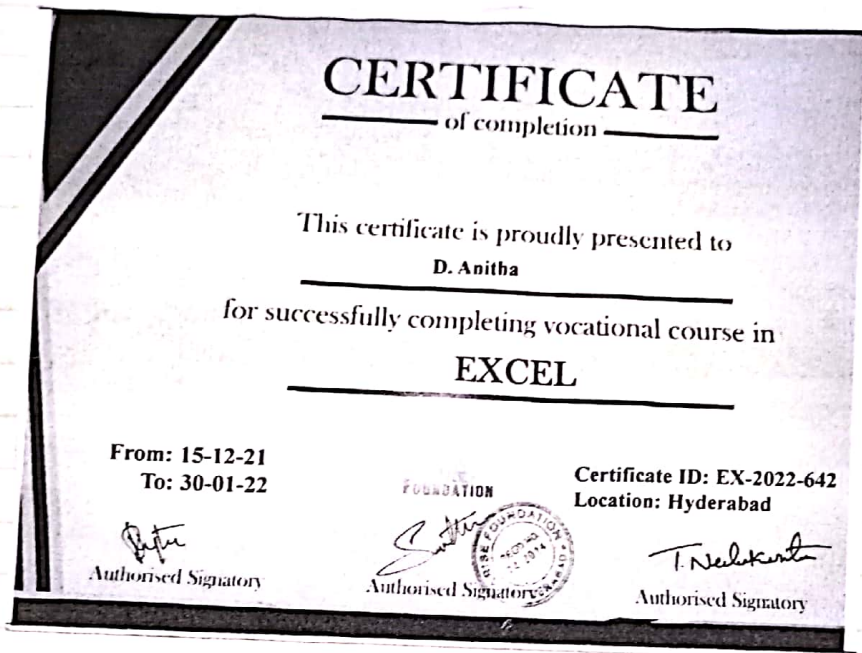
COURSE CONTENTS

Medical Coding & Billing

- Basics of US Health Care
- Basics of Human Anatomy and Physiology
- Introduction to Medical Coding and Billing
- Revenue Cycle Management
- ICD – 10 Basics, HCPCS
- Denial Management, CPC, AR
- Insurance Policies, Medicare, Medicaid, BCBS

Microsoft EXCEL

- Introduction to excel and Advantages
- User Interface, Tools and functions, Layout, Rows and Columns
- Different Spreadsheets in Market
- Navigating, Storing and Retrieving of Data
- Arithmetic functions, Value based Functions
- Home, Insert, Page Layout, Formulas, Data, Review and View Tabs,
- Advanced Function – VLOOKUP, HLOOKUP, dynamic array Functions
- Syntaxes, Formula Evaluation, Error Checking, Proofing and Data Validation
- Filters, Pivot Tables, Charts and Shapes
- Page Setup, Printing and adjusting margins and alignments
- Macros and Window Setup



IT End Term Assessment

Answer all the questions. Each question carries 2 Marks. Total 40 Marks

kvpr55@gmail.com [Switch account](#)



* Required

Email *

Your email

NAME *

Your answer

BATCH NO *

Your answer

Syntax of Hlookup *

2 points

- =VLOOKUP(LOOKUP_VALUE, TABLE_ARRAY, COLUMN_INDEX_NUMBER, RANGE_LOOKUP)
- =HLOOKUP(LOOKUP_VALUE, TABLE_ARRAY, ROW_INDEX_NUMBER, RANGE_LOOKUP)
- =HLOOKUP(LOOKUP_VALUE, TABLE_ARRAY, COLUMN_INDEX_NUMBER, RANGE_LOOKUP)
- NONE OF THE ABOVE

IF Is a _____ Formula *

2 points

To retur

- Logical
- Text
- Date
- NONE OF THE ABOVE

Ctrl + D in MS Word *

2 points

- Display
- Font Dialog Box
- Undo
- Hyperlink

Alt + = in Excel *

2 points

- Max Function
- Min Function
- Autosum
- Hyperlink

To return present date in active cell in Excel *

- Ctrl + "
- Ctrl + ;
- Ctrl + 1
- Ctrl + D

F5 is used _____ in PowerPoint *

- Start Video
- Start Presentation
- Start from Present Slide
- None of the above

Paste Values Shortkey *

- Alt, E, S, V
- Alt, E, S, E
- Alt, H, O, I
- Alt, H, AC

To return 2nd Lowest value in a range *

- Sum
- Large
- Small
- Second

2 points

Ctrl + B *



Transpose *

2 points

- Alt, E, S, V
- Alt, E, S, E
- Alt, H, BA
- Alt, H, S

Ctrl + Shift + > *

2 points

- Decrease Font Size
- Increase Font Size
- Help
- Pivot Table

Ctrl + B *

- Borders
- Bold
- Hyperlink
- Save

Ctrl + J in MS Word *

- Justify
- Justice
- Center Alignment
- Jump to Hyperlink

PDF Stands for *

- Portable Document Format
- Pixels document format
- Visual Basic Editor

Number of Rows in a sheet *

- 1048576
- 16384
- 1717
- 1024

Default Excel Extension *

2 points

- PPT
- DOCX
- XLSX
- TTF

Default Excel Extension *

2 points

- PPT
- DOCX
- XLSX
- TTF

Alt, H, O, I *

2 points

- Autofit Row Height
- AutoSUM
- Autofit Column Width
- Pivot

Run command for PowerPoint *

- PPT
- Power Point
- Powerpnt
- MSPPT

Merge and Center *

- Alt, H, M, C
- Alt, H, O, I
- Alt, H, B, A
- Alt, H, FI, S

Alt, D, P *

- Pivot Table
- Data Validation
- Large
- Vlookup

A copy of your responses will be emailed to the address you provided

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Medical Coding Exam - ARISE Foundation

kvpr55@gmail.com [Switch account](#)

* Required



Email *

Your email

NAME (Capital Letters) *

Your answer

Which word part means narrowing? *

- megaly
- malacia
- stenosis
- necrosis

Which combining form means blue? *

- Cyan/o
- Erythr/o
- Leuk/o
- Melan/o



What is ICD *

Your answer

What is CPT *

Your answer

What is RCM *

Your answer

What is HIPAA *

Your answer

What is AAPC *

Option 1

What is CPC *

Your answer



Which word part pertains to the kidneys? *

- Lith/o
- lysis
- Nephr/o
- uria

What is a Modifier *

Your answer

What Medical term describes an abnormally rapid rated of respiration? *

- Apnea
- Tachypnea
- Hypopnea
- Dyspnea

Which Organizations cooperate in the development of ICD-10-CM *

- AAPC, OIG, DHHS
- AHIMA, AHA, NCHS, CMS
- CMS, DHHS, AHIMA
- NCHS, WHO, AAPC

Define Haematuria *

- Blood in uria
- Urine in blood
- Pus cells in urine
- Serum in Urine

Abbreviation of PTCA- *

Your answer

Abbreviation of Sz- *

Your answer

Page 1 of 1

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Google Forms

GDC - Khairatabad
 Dept. of zoology
 certificate course in clinical pathology
 2022-2023

Duration of the course

Timings: 2:30 PM to 3:30 PM.

This course is very useful to students as they can get employment in diagnostic centers and medical laboratories as lab technicians. In this course they will learn about laboratory techniques used for diagnosing diseases caused by various protozoan and helminth parasites and also blood and urine analysis.

In the departmental meeting held on 18-10-2022, it was resolved to conduct clinical pathology certificate course in the academic year 2022-2023 from January 2023. Accordingly a notice regarding the course has been circulated and displayed on the notice boards for the students to enroll in the certificate course. 30 students enrolled in the certificate course.

List of the students enrolled in the certificate course.

S.No.	Name of the Student	Group	Signature
1.	A. Bhanu Prakash	III B2c	
2.	Bandari Sowmya Laxmi	"	
3.	Bhutham Santhu	"	
4.	C. Adam	"	
5.	Golla Vamsi Krishna	"	
6.	Gillola Kavya Sree	"	

S.No.	Name of the Student	Group	Signature
7.	Kafluri Venkata Harish chandra	III BZC	
8.	K. Kavitha	"	
9.	Madavi shiva prasad.	"	
10.	Manupudi Ajay	"	
11.	Mittu Rohith	"	
12.	Nappari Ajay varma	"	
13.	peddakota Ramya	"	
14.	P. Eliazar	"	
15.	Repalle Manisha	"	
16.	R. vignani	"	
17.	Sandagalla Sravani	"	
18.	shamala sandeep	"	
19.	thoompally Nareesh	"	
20.	w. Sachin	"	
21.	Bantu Sai Nikhil	III AnBZ	
22.	Byegari sneha sankeethana	"	
23.	Methuru Sravani	"	
24.	S. Nikitha	"	
25.	Mareddy Akshaya	BEMZ	
26.	Nangs Madhuri	"	
27.	Tampula Balakrishna	MZC	
28.	Madishetty Prithi	"	
29.	Satlapally srisisha	"	
30.	yalakapati suma	"	

The course is scheduled from 18.1.23 to 16.3.23

Government Degree College, Khairatabad, Hyderabad
Department of Zoology
Short Term Course in Clinical Pathology for the A/Y 2022-23
Duration of the Course: 30 hours

	Syllabus	
Unit I		7 hours
1.1	Introduction	
1.2	Food and its Composition	
1.3	Health and Disease	
1.4	Structure of the Cell	
1.5	Types of Cells	
Unit II		7 hours
2.1	Tissue system	
2.2	General Physiology (Brief introduction regarding different body system)	
2.3	Parasites and types of parasites; Host parasite interactions	
2.4	Different kinds of diseases and their effects	
2.5	Structure, composition and functions of blood	
Unit III		8 hours
3.1	Blood collection method	
3.2	Counting of different types of blood cells and preparation of blood smear	
3.3	Identification of blood groups and their importance	
3.4	Blood parasites	
3.5	Estimation of Hemoglobin	
Unit IV		8 hours
4.1	Composition of urine and urine analysis	
4.2	Identification of albumin in urine	
4.3	Identification of glucose in urine	
4.4	Examination of stools for protozoan parasites	
4.5	Examination of stools for helminth parasites	

Evaluation of the course

Maximum marks: 50

Short answer type questions: $4 \times 5 = 20$

Long answer type questions: $2 \times 15 = 30$

Note: 50 marks are evaluated based on grades; Above 45 marks: A+; Above 40 marks: A; Above 35 marks: B+; Above 30: B; Below 30 marks: C grade.

Marks

Department of Zoology

Suprabha Panda. M. Sc., (Ph. D)
Asst. Professor & In charge

Dr. P. Anuradha. M. Sc., Ph. D.
Asst. Professor

Dr. K. Vijaya Prasada Rao. M. Sc., Ph. D.
Asst. Professor

Long answer type (Answer all questions)

2 × 15 = 30 M

5. Write an essay on Structure of the cell
Or

Write an essay on different kinds of diseases and their effects

6. Write an essay on blood parasites
Or

Write an essay on examination stools for helminth parasites


KS-15


Attendance for the course of Clinical Pathology for the A/Y 2022-23

S.No	Name	Roll Number	18-Jan	19-Jan	20-Jan	21-Jan	22-Jan	23-Jan	24-Jan	25-Jan	26-Jan	27-Jan	28-Jan	29-Jan	30-Jan	31-Jan	1-Feb	2-Feb	3-Feb	4-Feb	5-Feb	6-Feb	7-Feb	8-Feb	9-Feb	10-Feb	11-Feb	12-Feb	13-Feb	14-Feb	15-Feb	16-Feb				
1	A. Bhanu Prakash	114020445002	P	A	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
2	Bandari Sowmya Lakshmi	114020445007	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
3	Bhutam Santu	114020445010	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
4	C. Adam	114020445015	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
5	Golla Vamshi Krishna	114020445030	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
6	Gilola Kavya Shree	114020445027	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
7	Kasturi Venkata Harish Chandra	114020445041	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
8	K. Kavitha	114020445047	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
9	Madari Shiva Prasad	114020445058	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
10	Manupudi Ajay	114020445064	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
11	Mittu Rohit	114020445071	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
12	Nappari Ajay Varma	114020445077	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
13	Peddakota Ramya	114020445086	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
14	P. Eliazar	114020445087	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
15	Repalle Manisha	114020445095	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
16	R. Vignani	114020445096	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
17	Sandagalla Sravani	114020445097	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
18	Shamala Sandeep	114020445101	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
19	Thoompally Naresh	114020445105	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
20	W. Sachin	114020445114	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
21	Bantu Sai Nikhil	114020340002	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
22	Byagari Sneha Sankeerthana	114020340003	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
23	Methuru Sravani	114020340013	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
24	S. Nikitha	114020340017	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
25	Mareddy Akshaya	114020448002	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
26	Nangi Madhuri	114020448005	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
27	Jampula Balakrishna	114020457004	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
28	Madishetty Preethi	114020457011	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
29	Satlapally Sirisha	114020457019	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
30	Yalakapati Suma	114020457024	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

Test was conducted on 29.3.23. The results are as follows.

S.No.	Name of the student	Marks secured.
1.	A. Bhanu Prakash	38
2.	Bandari Sowmya laxmi	40
3.	Bhutan Santu	30
4.	C. Adam	35
5.	Golla Vamshi Krishna	28
6.	Gillola Kavya shree	32
7.	Kanturi Venkata Harish chandra	40
8.	K. Kavitha	31
9.	Madavi Shiva Prasad	37
10.	Manupudi Ajay	35
11.	Mittu Rohith	43
12.	Nappari Ajay Varma	30
13.	Peddakota Ramya	31
14.	P. Elrazar	43
15.	Repalle Manisha	45
16.	R. Vignani	36
17.	Sandagalla Sravani	39
18.	Shamala Sandeep	37
19.	Thoompally Nareesh	31
20.	W. Sachin	29
21.	Bantei Sai Nikhil	25
22.	Byagari Sneha Sankeethana	33
23.	Methuru Sravani	35
24.	S. Nikitha	40
25.	Mareddy Akhaya	38
26.	Nangi Madhuri	31
27.	Tampala Balakrishna	37
28.	Madishetty prithi	25
29.	Sattapally Sisisha	34
30.	Yalakapati Suma,	26


Signature of the
course coordinator


Signature of the
I/C of the department

Signature of the
Principal.

GDC - Khairatabad

Department of zoology

Certificate course in Medical Coding & M.S. Advance Excel
2022-2023

Duration of the course - 40 days
on line course.

This course is very useful to students as they can get employment in health care companies. Medical coding is the transformation of medical diagnosis, procedures, medical services and equipment into alphanumeric codes. This course is conducted in collaboration with "ARISE" foundation. The trainers of medical coding and M.S. Excel trained the students through on line classes. 20 students have been trained in this course.

In the departmental meeting conducted on 19.7.22, it was resolved to conduct medical coding and M.S. Advanced Excel ^{course} in collaboration with ARISE foundation in the academic year 2022-23. from August 2022. Accordingly a notice ~~has~~ regarding the course has been circulated and displayed on the ~~boards~~ notice boards for the students to enroll in the certificate course. 20 students enrolled in the course. The 20 students were trained by the trainers through online classes.

LIST of students enrolled in the certificate course.

S.No.	Name of the student	Group
1.	Aadola Nikitha	III AnB±
2.	Dappu Eric Ronald	"
3.	E. Manoj yadav	"
4.	Mohammad Saboor Ahmed	"
5.	Adem Vamsi	III BEB±
6.	B. Niteesh	"
7.	Macharla Sreedhar	"

S.No.	Name of the student	group
8.	T. Vijaya Kumar	III BCBZ
9.	B. Parusha Ramudu	III MZC
10.	Kalkonda pravan Kumar	"
11.	K. Ganesh	"
12.	Mozili Rishitha	"
13.	Preethi Ramashray Goud	"
14.	Dheeraj Kumar Gowami	III BTZC
15.	Kotimedi Madhavi	"
16.	Peddolla Maheshwari	"
17.	J. Yadagiri	III BZC
18.	Koudi Sudhakar	"
19.	K. Vamsi	"
20.	Velamala Tashnavi	"

The course is scheduled ~~to~~ from 17-08-2022 to 15-11-2022.

After the course on-line test was conducted and certificates ~~were~~ ^{were} distributed to all the candidates.

P. Annadhe

course coordinator

S. P. S. S.

H/O of department

M. V.

Principal
PRINCIPAL

GOVERNMENT DEGREE COLLEGE
KHAIRATABAD, HYDERABAD.

COURSE CONTENTS

Medical Coding & Billing

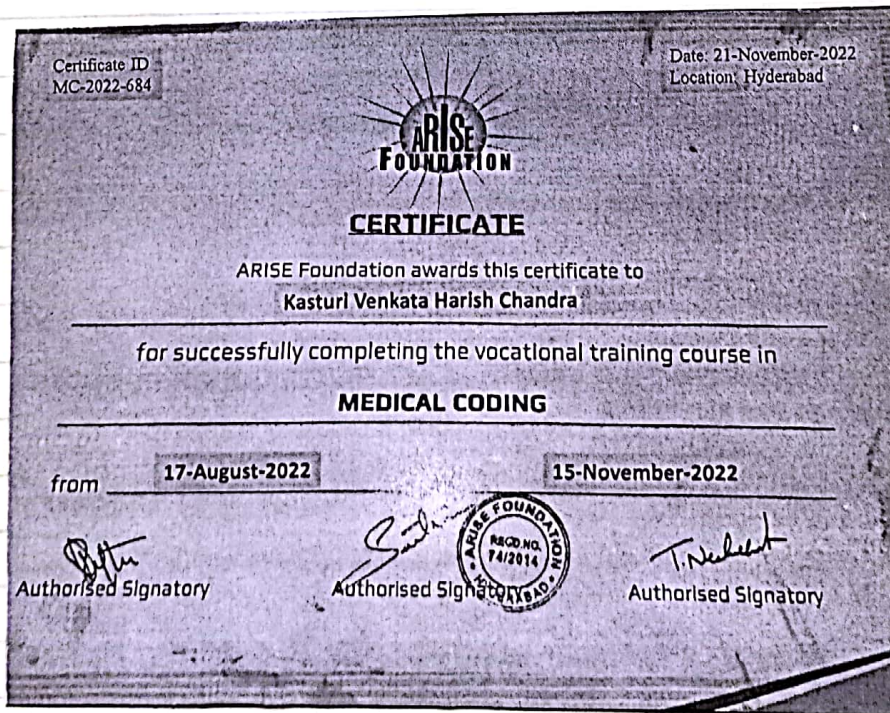
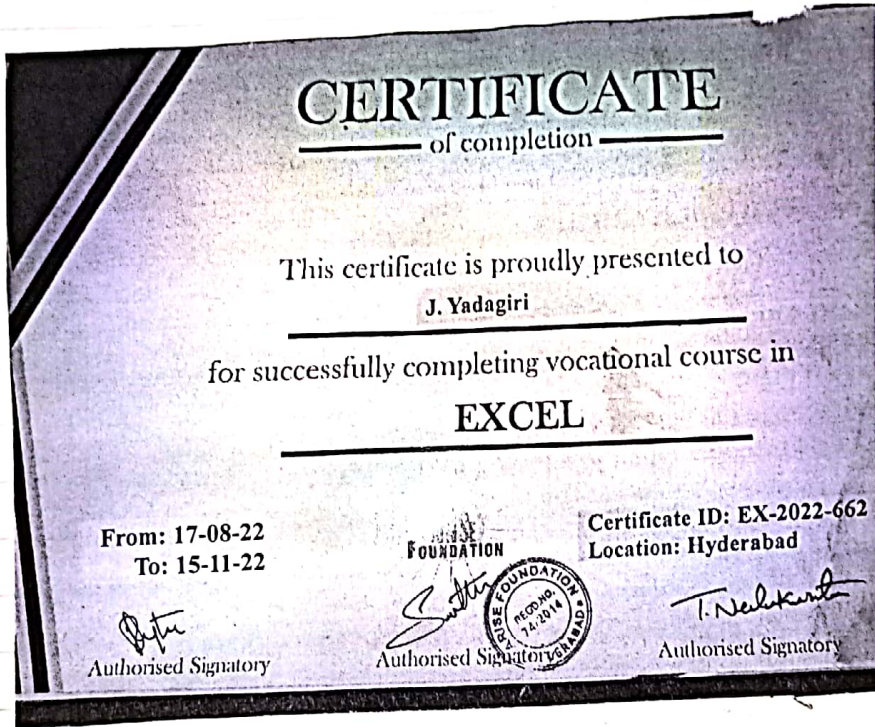
- Basics of US Health Care
- Basics of Human Anatomy and Physiology
- Introduction to Medical Coding and Billing
- Revenue Cycle Management
- ICD – 10 Basics, HCPCS
- Denial Management, CPC, AR
- Insurance Policies, Medicare, Medicaid, BCBS

Microsoft EXCEL

- Introduction to excel and Advantages
- User Interface, Tools and functions, Layout, Rows and Columns
- Different Spreadsheets in Market
- Navigating, Storing and Retrieving of Data
- Arithmetic functions, Value based Functions
- Home, Insert, Page Layout, Formulas, Data, Review and View Tabs,
- Advanced Function – VLOOKUP, HLOOKUP, dynamic array Functions
- Syntaxes, Formula Evaluation, Error Checking, Proofing and Data Validation
- Filters, Pivot Tables, Charts and Shapes
- Page Setup, Printing and adjusting margins and alignments
- Macros and Window Setup

Attendace for the certificate course "Medical Coding and M S Advanced Excel" for the A/Y 2022-23

Sl No	Name	17-Aug	18-Aug	23-Aug	24-Aug	25-Aug	29-Aug	30-Aug	1-Sep	3-Sep	5-Sep	6-Sep	7-Sep	8-Sep	12-Sep	13-Sep	14-Sep	15-Sep	19-Sep	20-Sep	21-Sep	22-Sep	10-Oct	11-Oct	12-Oct	17-Oct	18-Oct	19-Oct	20-Oct	22-Oct	25-Oct	26-Oct	31-Oct	1-Nov	2-Nov	5-Nov	7-Nov	10-Nov	12-Nov	14-Nov	15-Nov	Present Total	Assent Total					
		1	Adarsh Nishtha	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	37	3	
2	Dipoo Eric Ronald	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	39	1		
3	E Manoj Yashu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	39	1		
4	Mohammed Saboor Ahmed	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	39	1		
5	Adarsh Varshu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	38	2		
6	K. Vineth	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	37	2	
7	Manjula Sreedhar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	38	2	
8	J Vinu Kumar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	40	0	
9	E. Praveenramudu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	35	5	
10	Kalivonda Pavan Kumar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	40	0	
11	K. Ganesh	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	38	2	
12	Madhulini Raghava	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	39	1	
13	Preethi Kamalavathi Goud	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	40	0
14	Chowra Kumar Gowdram	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	39	1
15	Korreddy Madhavi	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	40	0
16	Preethika Malavathani	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	39	1
17	J. Vasanthi	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	39	1
18	Koushik Sathyanar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	38	2
19	K. Varshu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	38	2
20	Veemula Jashwanth	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	39	1



Medical Coding Exam - ARISE Foundation

kypr5@gmail.com Switch account



* Required

Email *

Your email

NAME (Capital Letters) *

Your answer

Which word part means narrowing? *

- megaly
- malacia
- stenosis
- necrosis

Which combining form means blue? *

- Cyan/o
- Erythr/o
- Leuk/o
- Melan/o

What is ICD *

Your answer

What is CPT *

Your answer

What is RCM *

Your answer

What is HIPAA *

Your answer

*What is AAPC *

Option 1

What is CPC *

Your answer

Which word pertains to the kidneys? *

- Lith/o
- lysis
- Nephr/o
- uria

What is a Modifier? *

Your answer

What Medical term describes an abnormally rapid rate of respiration? *

- Apnea
- Tachypnea
- Hypopnea
- Dyspnea

Which Organizations cooperate in the development of ICD-10-CM? *

- AAPC, OIG, DHHS
- AHIMA, AHA, NCHS, CMS
- CMS, DHHS, AHIMA
- NCHS, WHO, AAPC

Define Haematuria *

- Blood in uria
- Urine in blood
- Pus cells in urine
- Serum in Urine

Abbreviation of PTCA- *

Your answer

Abbreviation of Sz- *

Your answer

Submit

Page 1 of 1

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Google Forms

IT End Term Assessment

Answer all the questions. Each question carries 2 Marks. Total 40 Marks

kypf55@gmail.com Switch account

* Required



Email *

Your email

NAME *

Your answer

BATCH NO *

Your answer

Syntax of Hlookup *

2 points

- =VLOOKUP(LOOKUP_VALUE, TABLE_ARRAY, COLUMN_INDEX, NUMBER_RANGE_LOOKUP)
- =HLOOKUP(LOOKUP_VALUE, TABLE_ARRAY, ROW_INDEX, NUMBER_RANGE_LOOKUP)
- =HLOOKUP(LOOKUP_VALUE, TABLE_ARRAY, COLUMN_INDEX, NUMBER_RANGE_LOOKUP)
- NONE OF THE ABOVE

If Is a _____ Formula *

2 points

- Logical
- Text
- Date
- NONE OF THE ABOVE

Ctrl + D in MS Word *

2 points

- Display
- Font Dialog Box
- Undo
- Hyperlink

Alt + = in Excel *

2 points

- Max Function
- Min Function
- Autosum
- Hyperlink

To return present date in active cell in Excel *

2 points

- Ctrl + *
- Ctrl + :
- Ctrl + 1
- Ctrl + D

F5 is used _____ in PowerPoint *

2 points

- Start Video
- Start Presentation
- Start from Present Slide
- None of the above

Paste Values Shortcutkey *

2 points

- Alt, E, S, V
- Alt, E, S, E
- Alt, H, O, I
- Alt, H, AC

To return 2nd Lowest value in a range *

2 points

- Sum
- Large
- Small
- Second

Transpose *

2 points

- Alt, E, S, V
- Alt, E, S, E
- Alt, H, BA
- Alt, H, S

Ctrl + Shift + > *

2 points

- Decrease Font Size
- Increase Font Size
- Help
- Pivot Table

Ctrl + B *

- Borders
- Bold
- Hyperlink
- Save

2 points

Ctrl + J in MS Word *

- Justify
- Justice
- Center Alignment
- Jump to Hyperlink

2 points

PF Stands for *

- Portable Document Format
- Pixels document format
- Visual Basic Editor

2 points

Number of Rows in a sheet *

- 1048576
- 16384
- 1117
- 1024

2 points

Default Excel Extension *

- PPT
- DOCX
- XLSX
- TTF

2 points

Default Excel Extension *

- PPT
- DOCX
- XLSX
- TTF

2 points

Alt, H, O, I *

- Autofit Row Height
- AutosUM
- Autofit Column Width
- Pivot

2 points

Google Forms

Run command for PowerPoint *

2 points

- ppt
- Power Point
- Powerpnt
- MSPPT

Merge and Center *

2 points

- Alt, H, M, C
- Alt, H, O, I
- Alt, H, B, A
- Alt, H, F, S

Alt, D, P *

2 points

- Pivot Table
- Data Validation
- Large
- Wlookup

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