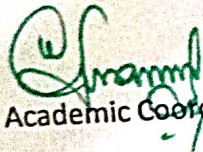




## Government Degree College Eturnagaram

### 1.1.1. Curriculum Planning and Implementation, Academic Year 2022-23

The syllabus for the B. A./B.Com./B.Sc. for I, II, III, IV, V & VI semesters are planned flexibly according to the syllabus prescribed by the University. Action plans, Academic calendars, College time table, Departmental time table. Curricular, co curricular and extracurricular activities, laboratory work, field experiences, Project work, student seminars, assignments, quiz etc programs are well planned and implementing for the academic excellence.

  
Academic Coordinator

  
IQAC coordinator

  
Principal  
**PRINCIPAL**  
Government Degree College -  
ETURNAGARAM  
Mulugu Dist-506165

### 1.1.1. Particulars of syllabus

<b>Academic Year 2022-23</b>					
<b>2022-23, B.Z.C/B.Z.Cs. Botany, Zoology, Chemistry, Computer Science</b>					
<b>Zoology</b>					
s.no	program	Course	course code	Course name	Year of Introduction
s.no	program	Course	course code	Course name	Year of Introduction
1	B.sc.	B.Z.C. / B.Z.Cs	BS501	Animal Diversity- Invertebrates	2021
2	B.sc.	B.Z.C. / B.Z.Cs	BS502	Animal Diversity- Vertebrates	2021
3	B.sc.	B.Z.C. / B.Z.Cs	BS503	Animal Physiology & Biochemistry	2021
4	B.sc.	B.Z.C. / B.Z.Cs	BS504	Cell Biology, Molecular Biology, Genetics, Developmental Biology	2021
5	B.sc.	B.Z.C. / B.Z.Cs	BS505	Immunology & Animal Biotechnology	2021
6	B.sc.	B.Z.C. / B.Z.Cs	BS506	Ecology, Zoogeography, Evolution	2021
<b>Chemistry</b>					
s.no	program	Course	course code	Course name	Year of Introduction
1	B.sc.	B.Z.C. / B.Z.Cs	CH502	Chemistry-I (Inorganic, Organic, Physical and General )	2019
2	B.sc.	B.Z.C. / B.Z.Cs	CH503	Chemistry-II (Inorganic, Organic, Physical and General )	2019
3	B.sc.	B.Z.C. / B.Z.Cs	CH504	Chemistry-III (Physical ,Physio Chemical Methods of Analysis Spectroscopy-Chromotography )	2019
4	B.sc.	B.Z.C. / B.Z.Cs	CH505	Medicinal Chemistry	2019
5	B.sc.	B.Z.C. / B.Z.Cs	CH506	Mtullrgy, dyes and catalysis	2019
6	B.sc.	B.Z.C. / B.Z.Cs	CH507	Physical Chemistry-I	2019
7	B.sc.	B.Z.C. / B.Z.Cs	CH508	Agriculture and fuel chemistry	2019

8	B.sc.	B.Z.C. / B.Z.Cs	CH509	Physical Chemistry-II	2019
9	B.sc.	B.Z.Cs	CH510	<b>Botany</b>	2019
<b>s.no</b>	<b>program</b>	<b>Course</b>	<b>course code</b>	<b>Course name</b>	<b>Year of Introduction</b>
1	B.sc.	B.Z.C. / B.Z.Cs	Bot501	Microbial Diveresity and lower Plants	2021
2	B.sc.	B.Z.C. / B.Z.Cs	Bot502	Gymnosperms, Plant Taxonomy, Ecology	2021
3	B.sc.	B.Z.C. / B.Z.Cs	Bot503	Plant Anatomy and Embryology	2021
4	B.sc.	B.Z.C. / B.Z.Cs	Bot504	Cell Biology and Plant Physiology	2021
5	B.sc.	B.Z.C. / B.Z.Cs	Bot505	Economic Botany	2021
6	B.sc.	B.Z.C. / B.Z.Cs	Bot506	Plat Tiisue Culture and biotechnology	2021
7	B.sc.	B.Z.C. / B.Z.Cs	Bot507	Biodiversity and conservation	2019
8	B.sc.	B.Z.C. / B.Z.Cs	Bot508	Seed Technology	2019
9	B.sc.	B.Z.C. / B.Z.Cs	Bot509	Analytical Techniques in plant sciences	2019
10	B.sc.	B.Z.C. / B.Z.Cs	Bot510	Plant Molecular Biology	2019

**2022-23, B.A. HEP & B.A. CA History, Economics & Political Science**

**& Computer Applications**

				<b>History</b>	
<b>s.no</b>	<b>program</b>	<b>Course</b>	<b>course code</b>	<b>Course name</b>	<b>Year of Introduction</b>
1	B.A.	HEP	H101	History of India (From earliest times to C. 700 CE)	2021
2	B.A.	HEP	H102	History of India (C.1526 CE- 1857 CE)	2021
3	B.A.	HEP	H103	History of Modern World (From 1453 CE to 1964)	2021
4	B.A.	HEP	H104	History of India (c.700CE-1526 CE)	2021
5	B.A.	HEP	H105	History of India (C.1858CE- 1964 CE)	2021
6	B.A.	HEP	H106	History and Culture of Telangana (From earliest times to 2014 CE)	2021

7	B.A.	HEP	H107	cultural tourism in India (G.E)	2021
8	B.A.	HEP	H108	Ancient Civilization	2019
9	B.A.	HEP	H109	Islamic History	
				<b>Economics</b>	
<b>s.no</b>	<b>program</b>	<b>Course</b>	<b>course code</b>	<b>Course name</b>	<b>Year of Introduction</b>
1	B.A.	BA/BA-CA	BA101	Micro Economics	2021
2	B.A.	BA/BA-CA	BA102	Macro Economics	2021
3	B.A.	BA/BA-CA	BA103	Statistics for Economics	2021
4	B.A.	BA/BA-CA	BA104	Indian Economy	2021
5	B.A.	BA/BA-CA	BA105	Public Economics	2021
6	B.A.	BA/BA-CA	BA106	Agriculture Economics	2021
7	B.A.	BA/BA-CA	BAG101	International economics	2021
8	B.A.	BA/BA-CA	BAG102	Development economics	2021
9	B.A.	BA/BA-CA	BAG103	Financial Institutions and Markets	2019
10	B.A.	BA/BA-CA	BAG104	Economics of Rural Development	2019
11	B.A.	BA/BA-CA	BAG105	Economics of Environment	2019
12	B.A.	BA/BA-CA	BAG106	Economics of Agriculture	2019
13	B.A.			<b>Political Science</b>	
<b>s.no</b>	<b>program</b>	<b>Course</b>	<b>course code</b>	<b>Course name</b>	<b>Year of Introduction</b>
1	B.A.	H.E.P.	pol501	Understanding Political Theory	2021
2	B.A.	H.E.P.	pol502	Indian Political Thought	2021
3	B.A.	H.E.P.	pol503	International Relations	2021
4	B.A.	H.E.P.	pol504	Good Governance V-Sem sec	2021
5	B.A.	H.E.P.	pol505	Western Political Thought	2021
6	B.A.	H.E.P.	pol506	Constitutional and Politics of India	2021
7	B.A.	H.E.P.	pol507	Global Politics	2021
8	B.A.	H.E.P.	pol508	Rural Politics and Leadership-IV s	2021
<b>2022-23, B.Com. C.A.</b>				<b>Commerce</b>	

s.no	program	Course	course code	Course name	Year of Introduction
I	<b>B.COM 1 YEAR</b>				
	SEM-1	B.Com CA	Com101	FINANCIAL ACCOUNTING-I	2021-2022
		B.Com CA	Com102	BUSINESS ORGANIZATION MANAGEMENT	2021-2022
	SEM-2	B.Com CA	Com103	FINANCIAL ACCOUNTING-II	2021-2022
		B.Com CA	Com104	BUSINESS LAW	2021-2022
II	<b>B. COM 2 YEAR</b>	B.Com CA	Com105	ADVANCED ACCOUNTING	2021-2022
	SEM-3	B.Com CA	Com106	BUSINESS STAISTICS-I	2021-2022
		B.Com CA	Com107	INCOME TAX	2021-2022
	SEM-4	B.Com CA	Com108	BUSINESS STAISTICS-II	2021-2022
		B.Com CA	Com109	SEC PAPERS	2021-2022
		B.Com CA	Com110	PRINCIPLES OF INSURANCE. (3rd)	2021-2022
		B.Com CA	Com111	PRACTICE OF LIFE INSURANCE. (3rd)	2021-2022
		B.Com CA	Com112	PRACTICE OF GRNERAL INSURANCE. (4th)	2021-2022
		B.Com CA	Com113	REGULATION OF INSURANCE BUSINESS. (4th)	2021-2022
		B.Com CA	Com114	(GE) BUSINESS ECONOMICS	2021-2022
		B.Com CA	Com115	COST ACCOUNTING	2021-2022
III	<b>B.COM 3 YEAR</b>	B.Com CA	Com116	COMPUTERIZED ACCOUNTING	2021-2022
	SEM-5	B.Com CA	Com117	RM& PR	2021-2022
		B.Com CA	Com118	COST CONTROL & MANAGEMENT ACCOUNTING	2021-2022
	SEM-6	B.Com CA	Com119	THEORY AND PRACTICE OF GST	2021-2022
<b>Computer Science and Computer applications</b>					

1	BSC	BZCs & MPCs	CA101	PROGRAMMING IN C	2019-20
2	BSC	BZCs & MPCs	CA102	PROGRAMMING IN C++	2019-20
3	BSC	BZCs & MPCs	CA103	DATASTRUCTURES USING C++	2019-20
4	BSC	BZCs & MPCs	CA104	DATABASE MANAGEMENT SYSTEMS	2019-20
5	BSC	BZCs & MPCs	CA105	PROGRAMMING IN JAVA	2019-20
6	BSC	BZCs & MPCs	CA106	WEB TECHNOLOGIES	2019-20
1	Bcom	Bcom CA	CA 501	FUNDAMENTALS OF INFORMATION TECHNOLOGY	2019-20
2	Bcom	Bcom CA	CA 502	PROGRAMMING WITH C&C++	2019-20
3	Bcom	Bcom CA	CA 503	RELATIONAL DATABASE MANAGEMENT SYSTEMS	2019-20
4	Bcom	Bcom CA	CA 504	WEB TECHNOLOGIES	2019-20
5	Bcom	Bcom CA	CA 505	E-COMMERCE	2019-20
6	Bcom	Bcom CA	CA 506	MULTIMEDIA SYSTEMS	2019-20
					2019-20
1	BA	BA CA	BA 501	PROGRAMMING IN C	2019-20
2	BA	BA CA	BA 502	PROGRAMMING IN C++	2019-20
3	BA	BA CA	BA 503	RELATIONAL DATABASE MANAGEMENT SYSTEMS	2019-20
4	BA	BA CA	BA 504	MULTIMEDIA SYSTEMS	2019-20
5	BA	BA CA	BA 505	PROGRAMMING IN JAVA	2019-20
6	BA	BA CA	BA 506	WEB TECHNOLOGIES	2019-20
<b>2022-23, M.P.C &amp; M.P.Cs.</b>				<b>Mathematics, Physics, Computer Science</b>	
				<b>Mathematics</b>	
<b>s.no</b>	<b>program</b>	<b>Course</b>	<b>course code</b>	<b>Course name</b>	<b>Year of Introduction</b>
1	B.sc.	M.P.C/M .P.Cs	MS501	Differential Calculus	2019-2020
2	B.sc.	M.P.C/M .P.Cs	MS502	Differential Equations	2019-2020
3	B.sc.	M.P.C/M .P.Cs	MS503	Real Analysis	2019-2020
4	B.sc.	M.P.C/M .P.Cs	MS504	Algebra	2019-2020

5	B.sc.	M.P.C/M .P.Cs	MS505	Linear Algebra	2019-2020
6	B.sc.	M.P.C/M .P.Cs	MS506	Analytical Solid Geometry	2019-2020
7	B.sc.	M.P.C/M .P.Cs	MS507	Numerical Analysis	2019-2020
8	B.sc.	M.P.C/M .P.Cs	MS508	Integral Transforms	2019-2020
				<b>Physics</b>	
1	B.sc.	M.P.C/M .P.Cs	P101	Mechanics	2019-20
2	B.sc.	M.P.C/M .P.Cs	P102	Thermal Physics	2019-20
3	B.sc.	M.P.C/M .P.Cs	P103	Electro Magnetic Theory	2019-20
4	B.sc.	M.P.C/M .P.Cs	P104	Optics	2019-20
5	B.sc.	M.P.C/M .P.Cs	P105	Modern Physics	2019-20
6	B.sc.	M.P.C/M .P.Cs	P106	Basic Electronics	2019-20
7	B.sc.	M.P.C/M .P.Cs	P107	Applied optics	2019-20
8	B.sc.	M.P.C/M .P.Cs	P108	Computational Physics	2019-20
<b>2022-23, B.Sc./BA/B.com.English and Telugu</b>					
				<b>English</b>	
<b>s.no</b>	<b>program</b>	<b>Course</b>	<b>course code</b>	<b>Course name</b>	<b>Year of Introduction</b>
1	B.sc.	B.Z.C. / B.Z.Cs	BS501	ENGLISH FOR ADVANCEMENT	2021
2	B.sc.	B.Z.C. / B.Z.Cs	BS502	ENGLISH FOR EXCELLENCE	2021
3	B.sc.	B.Z.C. / B.Z.Cs	BS503	ENGLISH FOR CAREERS	2021
4	B.sc.	B.Z.C. / B.Z.Cs	BS504	ENGLISH FOR EXCELLENCE	2021
5	B.sc.	B.Z.C. / B.Z.Cs	BS505	ENGLISH FOR ADVANCEMENT	2021
6	B.sc.	B.Z.C. / B.Z.Cs	BS506	ENGLISH FOR EXCELLENCE	2021
7	B.sc.	B.Z.C. / B.Z.Cs	BS507	ENGLISH FOR CAREERS	2021

8	B.sc.	B.Z.C. / B.Z.Cs	Bs508	ENGLISH FOR ADVANCEMENT	2021
<b>Telugu</b>					
<b>s.no</b>	<b>program</b>	<b>Course</b>	<b>course code</b>	<b>Course name</b>	<b>Year of Introduction</b>
1	<b>BSc</b>	BZC, BZCS & MPCS	1yr- Sem I Sem II	SAAHITI DUNDUBI	2019-20
		BZC, BZCS & MPCS	2yr- Sem III Sem IV	SAAHITI KINNERA	2020-21
		BZC, BZCS & MPCS	3yr - Sem V Sem VI	SAAHITI MANJEERA	2021-22
				SAAHITI KINNERA	
2	<b>Bcom</b>	Bcom CA	1yr- Sem I Sem II	SAAHITI DUNDUBI	2019-20
		Bcom CA	2yr- Sem III Sem IV	SAAHITI KINNERA	2020-21
		Bcom CA	3yr - Sem V Sem VI	SAAHITI MANJEERA	2021-22
				SAAHITI KINNERA	
3	<b>BA</b>	BA-HEP & HECA	1yr- Sem I Sem II	SAAHITI DUNDUBI	2019-20
		BA-HEP & HECA	2yr- Sem III Sem IV	SAAHITI DUNDUBI	2020-21
		BA-HEP & HECA	3yr - Sem V Sem VI	SAAHITI MANJEERA	2021-22

### **AECC & SEC**

1	BSC , BA & Bcom	MPC, BA, B.Com & BZC	SEM-I	Environmental Studies	2016
2	BSc	MPC & BZC	SEM-II	Fundamentals of Nanotechnology	2016
3	BSc	MPC & BZC	SEM-III	Biostatistics	2016
4	BSc	MPC & BZC	SEM-V	Water Resource Management	2016



5	BSc	MPC & BZC	SEM-IV	Fundamentals of python	2016
6	BSc	MPC & BZC	SEM-IV	Remedial Methods of Pollution and Drinking water	2016
7	BSc	MPC & BZC	SEM VI	Public Health and Hygeine	2016
	BA	HEP	Sem III	Project Planning anf report writing	2019
8	BA	MPC & BZC	Sem III	Entrapreneuralship development	2019
	BA	HEP	SEM IV	Forms of Journalistic writing	2019
9	BA	MPC & BZC	SEM IV	Rural politics and leadership	2019
	BA	HEP	SEM VI	Good Governance	2019
10	BA	MPC & BZC	SEM VI	Cultural Tourism in India	2019
11	B Com	Bcom CA	Sem III	Basic Computer Skills	2019
12	B Com	Bcom CA	SEM III	Principles of Insurance	2019
13	B Com	Bcom CA	SEM III	Practice of Life Insurance	2019
14	B Com	Bcom CA	SEM IV	Practice General Insurance	2019
15	B Com	Bcom CA	SEM iV	Regulation of Insurance Business	2019
16	B Com	Bcom CA	SEM V	Business Economics	2019
17	B Com	Bcom CA	SEM VI	Research Methodology and Project Report	2019



**KAKATIYA UNIVERSITY**  
**UG COURSES**  
**CHOICE BASED CREDIT SYSTEM (CBCS)**  
**2019 - 2020**  
**RULES & REGULATIONS**

These Regulations shall be called Kakatiya University regulations governing Undergraduate Programmes under the Choice Based Credit System (CBCS non-professional). The Choice Based Credit System is offered only to the students admitted in Constituent Colleges and Affiliated Colleges of Kakatiya University from the Academic Year 2019-2020.

These Regulations shall come into force from the Academic Year 2019-2020

**1. Definitions:**

In these Regulations, unless the context otherwise requires:

- a. **“University”** means Kakatiya University
- b. **“Undergraduate programmes”** means UG degree courses in the Faculties of Science, Arts, Social Sciences and Commerce
- c. **“Student”** means student admitted to undergraduate programmes under these Regulations
- d. **“Degree”** means undergraduate three year bachelor’s programme (non professional)
- e. **“Board of Studies”** means undergraduate Board of Studies of the University in the discipline /subjects Concerned (CBCS non-professional)
- f. **“Academic Senate”** means Academic Senate of Kakatiya University
- g. **“Fee”** means the fee prescribed by the University for the Undergraduate Programmes  
from time to time
- h. **“Credit”** means the unit by which the course work is measured, in these Regulations one credit means one hour of teaching work or two hours of practical work per week for 15 weeks in a Semester
- i. **“Grade letter”** is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a course/paper. Grade letters are 0, A, B, C, D, E, F
- j. **“Grade Point”** is the weightage allotted to each grade letter depending on the range of  
marks awarded in a course/paper.
- k. **“Credit Points”** refer to the product of number of credits multiplied by the Grade Point for a given course/paper
- l. **“Semester Grade Point Average”** (SGPA) refers to the performance of the student in a given semester. SGPA is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester.

- m. “**Cumulative Grade Point Average**” (CGPA) refers to the Cumulative Grade Point Average weighted across all the semesters (6 semesters).

## **2. CHOICE BASED CREDIT SYSTEM (CBCS) IN UG COURSES:**

### Main features of the Choice Based Credit System (CBCS):

- a. All the UG Departments in the Faculties of Science, Social Sciences, Arts, Commerce of the constituent and affiliated colleges of KU shall participate in this Choice Based Credit System (CBCS) from the academic year 2019-2020.
- b. In the CBCS system continuous evaluation of the students in all the semesters is done through Internal Assessment Examinations, assignments etc.
- c. Course contents of each UG programme are designed to meet the ever changing requirements of the industry/job market/needs of society.
- d. Each paper/course is assigned a specific number of credits and the marks secured by a student are converted into grade points and credit points. The performance of a student in a semester is expressed as Semester Grade Point Average (SGPA) and the combined performance of a student in all the six semesters of the UG programme is expressed as Cumulative Grade Point Average (**CGPA**).

### **CBCS Course Structure**

- a. UG Courses in the CBCS are being offered in Semester pattern
  - b. There shall be six semesters in each UG course. The duration of an Academic year consists of two semesters, each of 15 weeks of teaching.
  - c. The Academic session in each semester will provide 90 teaching days.
  - d. The period of the odd semesters shall be from July to November and the even semesters shall be from December to April.
  - e. There shall be seven categories of courses/papers in the UG programmes:
    - i. DSC (Discipline Specified Course)
    - ii. DSE (Discipline Specified Elective)
    - iii. Language
    - iv. AECC (Ability Enhancement Compulsory Course)
    - v. SEC (Skill Enhancement Course)
    - vi. GE (Generic Elective)
    - vii. Project
  - f. The details of these courses / Papers are given in summary sheet as Annexure - I
- f. Each course/paper shall have a character code which indicates
- i. The Department
  - ii. The Semester
  - iii. The course No. /Paper No.

g. The detailed UG course structure for each Department will be designed by the UG Board of Studies of the Department and finalized by the Faculty and approved by the Standing Committee of the Academic Senate of the University from time to time.

**h. Skill Enhancement Course SEC (Choice Based):**

Skill Enhancement Course (SEC) the student of B.A. /B.Sc shall choose two SEC papers in each of III and IV semester such that at least one from the SEC papers being offers by three core subjects in B.A and B.Sc whereas total of tone SEC papers out of 12 paper in BBA and B.Com each SEC paper carries two credits.

**i. Generic Elective GE:**

The student shall choose one GE paper in V Semester from the paper being offered by the other faculty. GE paper carries four credits.

**3. Attendance:**

- a. 75% of attendance is compulsory for all students. A student shall be considered to have satisfied the requirement of attendance for appearing for the semester end examination, if he/she has attended not less than 75% of the number of classes held upto the end of the semester including tests and practicals etc.
- b. However, there is a provision for condonation of attendance for the students who have attendance between 65% and <75% on Medical Grounds on payment of prescribed fee and production of medical certificate.
- c. If a student represents his/her institution, University, State or Nation in Sports, NCC, NSS or Cultural or any other officially sponsored activities, he/she shall be eligible to claim the attendance for the actual number of days participated subject to a maximum of 20 days in a Semester based on the specific recommendations of the Head of the Department and Principal of the College concerned.
- d. A student who does not satisfy the requirement of attendance shall not be permitted to take internal assessment as well as the Semester end examinations.

**4. Medium of Instruction**

The medium of instruction shall be English/Telugu/Urdu/Hindi

**5. Award of Grades, SGPA, CGPA**

Credits, Grade Letter, Grade Points and Credit Points

**Credit** means the unit by which the course work is measured. In these Regulations one credit means one hour of teaching work or two hours of practical work per week.

**Grade Letter** is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a course/paper. It is indicated by a Grade letter O, A, B, C, D, E, F, There is a **range of marks** for each Grade Letter, In case the student is absent for any exam, Ab is indicated in the memo in place of the Grade Letter.

**Grade Point** is weightage allotted to each grade letter depending on the marks awarded in a course/paper

### Details of Award of Grades Under Choice Based Credit System (CBCS NP)

Award of Grades			Award of Division		
Range of % of Marks	Grade Letter	Grade Point	CGPA Grade	Range of marks (%)	Division
>85to100	O	8.5 - 10	7.00 -10.00	70 -100	First with Distinction
>70to<85	A	7.0 - 8.49	6.00 -6.99	60 - 69	FIRST
>60to<70	B	6.0 - 6.99	5.00 -5.99	50 - 59	SECOND
>55to<60	C	5.5 – 5.99	4.00 -4.99	40 - 49	PASS
>50to<55	D	5.0 – 5.49			
>40to<50	E	4.0 – 4.99			
<40	F	0. 0			
Absent	Ab	-			

#### Semester Grade Point Average (SGPA)

Credit Points for the paper = No. of Credits assigned for the paper x Grade Point secured for that course/Paper

SGPA indicates the performance of a student in a given Semester. SGPA Is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester.

$$SGPA = \frac{\sum (\text{Letter Grade Points}) \times (\text{Credits})}{\sum (\text{Credits})}$$

$$CGPA = \frac{\sum (SGPA) \times (\text{Credits})}{\sum (\text{Total Credits})}$$

**Note: SGPA is computed only if the candidate passes in all the papers (gets a minimum 'E' grade in all the Papers)**

The following examples illustrate the calculation of Grade Points, Credit Points and Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). The percentage of marks shown in column III is the marks secured by the student in the Internal Assessment and Semester End Examination put together.

Example: B.Sc /B.com/BA - Semester - I

Course/paper	Credits	% of Marks	Grade Letter	Grade Point	Credit Points = Credits x Grade Points
Paper - I (Theory)	4	60	B	6.0	4 x 6 = 24
Paper – II (Theory)	4	50	D	5.0	4 x 5= 20
Paper – III (Theory)	4	70	A	7.0	4 x 7 = 28
Paper - IV (Theory)	4	75	A	7.5	4 x 7.5= 30
Paper – V (Practical's)*	4	75	A	7.5	4 x 7.5 = 30
Paper - VI (Practical's)*	4	80	A	8.0	4 x 8 = 32
<b>Total</b>	<b>24</b>				<b>164</b>

Note\*: The number of practical papers and the credits assigned may vary from one Course to other.

Total Credit Points obtained for all the papers in the Semester-I = 174  
 Total Credits assigned to all the papers in the Semester-I = 25

$$SGPA = \frac{\text{Total Credit Points in the Semester- I}}{\text{Total Credits in the Semester- I}} = 174/25 = 6.96$$

**SGPA for Semester - I = 6.96**

Similarly, semester II, III, IV, V and VI should be calculated as per the above procedure.

**Cumulative Grade Point Average (CGPA)**

CGPA refers to the Cumulative Grade Point Average weighted across all the semesters (6 Semesters). CGPA is obtained by dividing the total number of credit points (CPTs) in all the semesters by the total number of credits in all the Semesters. The final result at the end of all the semesters is declared in the form of CGPA.

**Note: CGPA is calculated only when the candidate passes in all the papers of all the semesters.**

Example: B.Sc./B.Com./B.A./B.B.A			Credits Under Non- CGPA		
				NSS/NC C/Sports / Extra curricular	Summer Internship
I Semester:	Total CPTs = 200	Total Credits = 25	I Year	2	2
II Semester:	Total CPTs = 212	Total Credits = 25			
III Semester:	Total CPTs = 213	Total Credits = 25	II Year	2	2
IV Semester:	Total CPTs = 218	Total Credits = 25			
V Semester:	Total CPTs = 216	Total Credits = 25	III Year	2	-
VI Semester:	Total CPTs = 210	Total Credits = 25			

$$CGPA = \frac{\sum \text{Total CPTs of Semester I, II, III, IV, V, VI}}{\sum \text{Total Credits of Semester I, II, III, IV, V, VI}}$$

In the present example

$$CGPA = \frac{200+212+213+218+216+210}{24+24+25+26+24+22} = 1269/145 = 8.75$$

## 8. EVALUATION METHOD

1. Semester End Examination of Ability Enhancement Compulsory Course (AECC) Shall be conducted by the University and its marks shall be a part of SGPA and CGPA.
2. AECC has 2 credits and will be evaluated for 50 marks: 10 marks internal assessment (10 MCQs and 10 FIBs of half mark each); 40 marks for Semester End exam (Section A: 10 marks - 2 short answers of 5 marks each, one from each unit: Section B: 30 marks - 2 long answers of 15 marks each, from each unit with internal choice).  
(AECC I Course: Environmental Studies - The framing of syllabi, question paper, paper setting, panel of examiners and other confidential related work will be taken up by the Chairperson, BoS in Environmental Studies and AECC - II Course: Gender sensitization- the framing of syllabi, question paper, paper setting, panel of examiners and other confidential related work will be taken up by the Chairperson, BoS in Sociology.)
3. Pattern of internal evaluation in UG Core and Elective papers (4 and 5 credit courses/ papers) is **2 internal assessment tests of 15 marks each to be averaged and 1 assignment of 5 marks for a total of 20 marks**. Each internal assessment question paper consists of 10 MCQs of 1/2 mark each; 10 FIBs of 1/2 mark each; 5 short answers of 1 mark each.
4. No assignments for any 3 credit core/elective course/paper.
5. **NO INTERNAL EXAM for practical courses**. Each I Credit Practical examination is evaluated at the end of the semester for 25 marks. Evaluation by internal examiners for I, III & V Semesters and for II, IV & VI End Semesters by external examiners.
6. Pattern of Semester End Exam for UG Core and Elective papers (4 and 5 credit courses/papers):
  - a. **For ARTS, COMMERCE AND SOCIAL SCIENCES:**
    - i. **5 Credit Course/Paper (80 marks):** Section 'A' (20 marks) consists of 8 Short Answer Questions (at least one from each unit) out of which 5 questions are to be answered. Each question carries 4 marks. Section 'B' (60 marks) - 5 long answer / essay type questions of 12 marks each with internal choice (2 to be set per unit).
    - ii. **4 Credit Course / Paper (80 marks):** Section 'A' (20 marks) consists of 8 Short Answer Questions (two from each unit) out of which 5 questions are to be answered. Each question carries 4 marks. Section 'B' (60 marks) - 4 long question answer/essay type questions with internal choice (2 to be set per unit). Each question carries 15 marks.
  - b. **For SCIENCE:**
    - i. **4 Credit Course/ Paper (80 marks):** Section 'A' (20 marks) consists of 8 Short Answer Questions (two from each unit) out of which 5 questions are to be answered. Each question carries 4 marks. Section 'B' (60 marks) - 4 long question answer/essay type questions with internal choice (2 to be set per unit). Each question carries 15 marks.

- ii. **3 Credit Course/Paper (60 marks):** Section 'A' (15 marks) — consists of 8 Short Answer Questions (at least two from each unit) out of which 5 questions are to be answered. Each question carries 3 marks. Section B' (45 marks) - 3 long answer/essay type questions of 15 marks each with internal choice (2 to be set per unit). . –

**The marks secured by the student in the Internal tests, assignments, Seminars, practical's, project work and semester-end examinations are converted into SGPA and CGPA.**

### 9. Improvement of Grades and Completion of the Course:

- i. Candidates who have passed in to the immediate next examination after of all papers are cleared theory paper/papers are allowed to appear again for theory paper/papers only once in order to improve his/her grade, by paying the fee prescribed by the University. If a candidate improves his/her grade, then his/her improved grade will be taken into consideration for the award of SGPA only. Such improved grade will not be counted for the award of prizes/medals, Rank and Distinction. If the candidate does not show improvement in the grade, his/her previous grade will be retained. Candidates will not be allowed to improve marks/grade in the Internal Assessment Seminars and Project Work

### 10. Promotion, Re-admission Rules & Maximum Time for Completion of Course:

A. Rules of promotion are given below:

Sl. No.	Semester	Conditions to be fulfilled for Promotion	
1.	From Semester – I to Semester – II	Undergone a Regular Course of Study of Semester – I and registered* for the Semester – I examination.	
2.	From Semester – II to Semester – III	a) Undergone a Regular Course of Study of Semester – I & II and b) The number of backlogs if any, of Semester- I & II taken together shall not exceed 50% of the total number of papers/subjects prescribed for semesters -I & II together	
		Number of papers/subjects prescribed for Semesters- I & II	Number of Backlogs permitted
		B.A. 12	6/7
		B. Sc. 18	9
		B.Com. 14	7
3.	From Semester – III to Semester – IV	Undergone a Regular Course of Study of Semester – III and registered* for the Semester – III examination.	
4.	From Semester – IV to Semester – V	a) Undergone a Regular Course of Study of Semester – I, II, II & IV and b) The number of backlogs if any, of Semester- I,II,III & IV taken together, shall not exceed 50% of the total number of papers/subjects prescribed for semesters - I,II,III & IV	
		Number of papers/subjects prescribed for Semesters- I,II,III & IV	Number of Backlogs permitted
		B.A. 24	12/14
		B. Sc. 36	18
		B.Com. 28	14
5.	From Semester – V to Semester – VI	Undergone a Regular Course of Study of Semester – V and registered* for the Semester – V examination.	



\* Registration means obtaining a Hall Ticket for the said examination.

The procedure to be followed for granting readmission to the students in the following cases:

- (1) A student, who did not put in the required attendance in a semester/year of a course and thus detained
- (2) A student, who did not pass in the required number of papers and thus detained
- (3) A student, after completing a semester/year did not continue their studies in the next immediate semester/year on personal/health grounds but desired to continue his/her studies after a short break
- (4) A student, who has put in not less than 40% of attendance in a Semester and not registered for the examination, can take re-admission in the same semester.
- (5) Who has taken T.C. to join some other course after completing a semester/year of the course and come back to continue the earlier course

May be permitted for readmission to continue their studies with the approval from the University administration.

All the readmissions including such of those students who took TC and come back, shall be granted by the Principals of the concerned colleges directly subject to the fulfillment of the following conditions stipulated by the University.

- 1) they should have been promoted to next higher class/semester in which they are seeking readmission.
- 2) they should join the course within 4 weeks in case of semester system from the date of commencement of classes
- 3) they should be able to complete the course within Six years from the year of their original admission.
- 4) they should pay the readmission fee as prescribed by the University

**NOTE: No readmission shall be made after the cutoff date (4 week in a 15 week semester) under any circumstances. The cutoff date for granting readmission shall be reckoned from the date of commencement of classes for different courses as per the almanac communicated by the University every year.**

- 5) In the normal course of time a candidate is expected to complete UG three year Degree course within six years from the date of admission.
- 6) Whenever the syllabus is revised, the candidate shall be allowed reappearing for UG Degree examinations according to the old syllabus two subsequent examinations i.e. supple of semester for End examination

- 7) The six-semester three -year course should be completed by a student within 5 years (3+2) as per the guidelines of UGC approved by Kakatiya University Standing Committee of the Academic Senate on 28-01-2016.
- 8) Any student from earlier year-wise UG programme seeking readmission from the academic year 2017-18 onwards will have to opt for CBCS semester system.
- 9) If a student studied first year in year wise scheme and discontinued, then the student may be given readmission if required, in CBCS pattern by submitting the first year paper into semester papers for compelling the course by the recommendation of chairman BOS and Dean. The student may be awarded degree CBCS pattern after completion of its course.
- 10) If a student studied first year in UG year wise scheme and discontinued. Then the student may be given readmission if requested, in third year in CBCS pattern by completing the V & VI semester papers into equaling year wise papers in year wise scheme. The student may be awarded degree in year wise scheme after completion of the course.

#### **11. Effective Implementation of CBCS system**

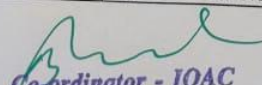
- i. The University shall issue such orders, instructions, procedures and prescribe such format as it may deem fit to implement the provisions of these Regulations.
- ii. The procedural details/logistics will be given by the University from time to time.
- iii. Any unforeseen problems/difficulties will be resolved by the appropriate 'Bodies of the University, whose decision in the matter shall be final.
- iv. All CBCS programmes including logistics shall be monitored by a Central office established for this purpose and a separate CBCS almanac will be issued by the University.

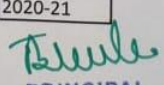


## Government Degree College, Eturnagaram

1.3.2.1.

S.No	Program	Name of the skill/Ability Enhancement Course	Name of the course code	Year of Implementa
1	BSc	Environmental studies	AECC-I	2016-17
2		gender Sensitization	AECC-II	2016-17
3		Computer Basics and Automation	SEC-I	2017-18
4		Multimedia and Applications	SEC-II	2017-18
5		Public health and hygiene	GE-1	2018-19
6		Verbal reasoning for Aptitude Test	Sec-III	2018-19
7		Quantitative Aptitude Test	SEC-IV	2018-19
8		Water Resource Management	GE-2	2018-19
1	BA	Environmental studies	AECC-I	2016-17
2		gender Sensitization	AECC-II	2016-17
3		Communication Skills English	SEC-I	2017-18
4		Banking and Insurance	SEC-II	2017-18
5		Water Resource Management	GE-1	2018-19
6		Telangana Heritage and Culture	SEC-III	2018-19
7		Public health and hygiene	GE-2	2018-19
8		Personality Development and Soft Skills	SEC-IV	2018-19
1	B.Com.	Environmental studies	AECC-I	2016-17
2		gender Sensitization	AECC-II	2016-17
3		Communication Skills	SEC-I	2017-18
4		Soft Skills	SEC-II	2017-18
5		Consumerism	GE-1	2018-19
6		Organizational Behaviour	SEC-III	2018-19
7		Advertizing	GE-2	2018-19
8		Prepation of tax returns	SEC-IV	2018-19
<b>2019-20</b>				
1	BSc	Environmental studies	AECC-I	2019-20
2		Basic computers skills	AECC-2	2019-20
3		Fundamentals of nano-technology	SEC-1	2020-21
4		Biostatistics	SEC-2	2020-21
5		Fundamentals of Python	SEC-3	2020-21
6		Remedial Methods of pollution, Drinking water and Soil fertility	SEC-4	2020-21
	B.A.	Environmental studies	AECC-I	2019-20
		Basic computers skills	AECC-2	2019-20
		Project Planing and report writing	SEC-1	2020-21
		Entrapreneurship and Development	SEC-2	2020-21
		Forms of Journalistic writing	SEC-3	2020-21
		Rural Politics and leadership	SEC-4	2020-21
	B.Com	Environmental studies	AECC-I	2019-20
		Basic computers skills	AECC-2	2019-20
		Principles of insurance	SEC-1	2020-21
		Practice of Life Insurance	SEC-2	2020-21
		Practice of Lgeneral life Insurance	SEC-3	2020-21
		Regulation of Insurance Business	SEC-4	2020-21

  
**Co-ordinator - IQAC**  
 Govt. Degree College, Eturnagaram  
 Dist: Mulugu - Telangana State

  
**PRINCIPAL**  
 Government Degree College  
 ETURNAGARAM  
 Dist: Mulugu - Telangana State

2016-19 - Sem - I

**U.G Semester- I  
(B.Sc/B.A./B.Com) CBCS  
Environmental Studies**

**AECC-2 (2 hrs./week)**

**Credits – 2**

**(30 hours)**

**UNIT - I: Ecosystem, Biodiversity & Natural Resources**

**(15 hrs.)**

1. Definition, Scope & Importance of Environmental Studies.
2. Structure of Ecosystem – Abiotic & Biotic components Producers, Consumers, Decomposers, Food chains, Food webs, Ecological pyramids)
3. Function of an Ecosystem :Energy flow in the Ecosystem ( Single channel energy flow model )
4. Definition of Biodiversity , Genetic, Species & Ecosystem diversity , Hot-spots of Biodiversity, Threats to Biodiversity, Conservation of Biodiversity (Insitu & Exsitu)
5. Renewable & Non – renewable resources, Brief account of Forest , Mineral & Energy (Solar Energy & Geothermal Energy) resources
6. Water Conservation, Rain water harvesting & Watershed management.

**UNIT – II: Environmental Pollution, Global Issues & Legislation**

**(15 hrs.)**

1. Causes, Effects & Control measures of Air Pollution, Water Pollution
2. Solid Waste Management
3. Global Warming & Ozone layer depletion.
4. Ill – effects of Fire- works
5. Disaster management – floods, earthquakes & cyclones
6. Environmental legislation :-  
(a) Wild life Protection Act (b) Forest Act (c) Water Act (d) Air Act
7. Human Rights
8. Women and Child welfare
9. Role of Information technology in environment and human health

**❖ Field Study:**

**(5 hours)**

- Pond Ecosystem
- Forest Ecosystem

**REFERENCES:**

- Environmental Studies - from crisis to cure – by R. Rajagopalan (Third edition) Oxford University Press.
- Text book of Environmental Studies for undergraduate courses (second edition) by Erach Bharucha
- A text book of Environmental Studies by Dr.D.K.Asthana and Dr. Meera Asthana

2016-19 - sem II

**SYLLABUS**

**GENDER SENSITISATION**

**Unit – I (Theory) 1 credit – 1 hour of instruction per week.**

1. Gender: Definition, Nature and Evolution, Culture, Tradition, Historicity.
2. Gender Spectrum: Biological, Sociological, Psychological Conditioning.
3. Gender based division of labour – domestic work and use value.
4. Gender, Human Rights and Parity (parallel progress of both genders).

**Unit – II (Practical Activity) 1 credit – 2 hours of activity per week.**

Group discussion, Presentation, Role play, Survey, Case studies, Group project based on following issues:

- **Respect and Co-Existence.**
- **Social, Biological, Psychological, Political, Economic, Cultural, Health issues.**
- **Domestic Violence, Eve-teasing, Sexual Harassment.**
- **Real Life Experiences of Gender Interaction.**
- **Print and Electronic Media and Gender Inequalities.**
- **Contemporary Challenges.**

2016-19 - sem - III - B.Sc

## SEC-I: COMPUTER BASICS AND AUTOMATION

### Unit - I

**BASIC OF COMPUTERS:** Introduction to computers- Characteristics of computer, Generations of Computers, Classification of Computers, Basic computer organization, applications of Computer. Input and Output Devices- Input Devices, Output Devices, Soft Copy Devices, Hard Copy Devices. Computer Memory and Processors.

### Unit - II

**OFFICE AUTOMATION:** Desktop, files and folders, recycle Bin, Web browser, Office Automation System, need for Office Automation System. Word, Excel, PowerPoint, Access.

#### Text Book:

1. Reema Thareja "Fundamentals of Computers" Oxford University Press 2015.

#### References:

1. A. Goel, Computer Fundamentals, Pearson Education, 2010.
2. Spoken Tutorial on "Linux (Ubuntu), LibreOffice (Writer, Calc, Impress), Firefox", as E-resource for Learning. <http://spoken-tutorial.org>

**SEC - II: Multimedia and Applications**

**Unit - I**

**Multimedia:** Introduction to multimedia, components, uses of multimedia, Multimedia applications, virtual reality.

**Text:** Fonts & Faces, Using Text in Multimedia, Font Editing & Design Tools, Hypermedia & Hypertext.

**Images:** Still Images – bitmaps, vector drawing, 3D drawing & rendering, natural, light & colors, computerized colors, color palettes, image file formats.

**Unit - II**

**Sound:** Digital Audio, MIDI Audio, MIDI vs Digital Audio, Audio File Formats.

**Video:** How video works, analog video, digital video, video file formats, video shooting and editing.

**Animation:** Principle of animations, animation techniques, animation file formats.

**References:**

1. Tay Vaughan, —Multimedia: Making it workl, TMH, Eighth edition.2011
2. Ralf Steinmetz and KlaraNaharstedt, —Multimedia: Computing, Communications Applicationsl, Pearson.2012
3. Keyes, —Multimedia Handbookl, TMH,2000.
4. K. Andleigh and K. Thakkar, —Multimedia System Designl, PHI.2013

BSC V Sem

**KAKATIYA UNIVERSITY**  
**B.Sc. Final Year (Under CBCS)**  
**SEMESTER – V**  
**(GE-1) GENERIC ELECTIVE-I**  
**(FOR ALL SCIENCE FACULTY DEPARTMENTS)**

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**PUBLIC HEALTH AND HYGIENE**  
**Credits: 2**

**Theory :2 hours/week**

**Marks: 50**

**UNIT – I : NUTRITION AND ENVIRONMENT**

- 1.1 Balanced diet and Malnutrition.
- 1.2 Nutritional deficiencies and disorders- Carbohydrates, proteins, lipids, vitamins and minerals.
- 1.3 Occupational, Industrial, agricultural and urban Health-Exposure at work place, urban areas, industrial workers, farmers and agricultural labourers, Health workers and health disorders and diseases.
- 1.4 Environmental pollution and associated Health hazards, Water borne diseases and Air borne diseases.

**UNIT-II : DISEASES AND HEALTH CARE**

- 2.1 Causes, Symptoms, Diagnosis, Treatment and Prevention - Malaria, Filaria, Measles, Polio, Chicken pox, Rabies, Plague, Leprosy,.
- 2.2 Causes, Symptoms, Diagnosis, Treatment and Prevention of non communicable diseases - Hypertension, Coronary Heart diseases, Stroke, Diabetes, Obesity and Mental ill-health.
- 2.3 Health care legislation in India – Termination of pregnancy act, Maternity benefit act, Biomedical waste act, ESI act.
- 2.4 First Aid and Health awareness, personal health care record maintenance.



BSc - V sem

**KAKATIYA UNIVERSITY**  
**B.Sc. Final Year (Under CBCS)**  
**SEMESTER - V**  
**(SEC-3) Skill Enhancement Course-III**  
**(FOR ALL SCIENCE FACULTY DEPARTMENTS)**

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**VERBAL REASONING FOR APTITUDE TEST**

**Credits: 2**

**Marks - 50**

**Theory: 2 hours/week**

**Unit - I NUMBERS AND DIAGRAMS**

- 1.1 Series Completion:** Number series, Alphabet Series
- 1.2 Series Completion:** Alpha Numeric Series, Continuous Pattern Series
- 1.3 Logical Venn Diagrams**
- 1.4 Mathematical Operations:** Problem solving by substitution, Interchange of signs and numbers

**Unit - II ARITHMETICAL REASONING**

- 2.1 Mathematical Operations:** Deriving the appropriate conclusions
- 2.2 Arithmetical Reasoning:** Calculation based problems, Data based problems
- 2.3 Arithmetical Reasoning:** Problems on ages, Venn diagram based problems
- 2.4 Cause and Effect Reasoning**

**Text Book:** A Modern Approach to Verbal & Non-Verbal Reasoning by Dr.  
R.S. Aggarwal

**KAKATIYA UNIVERSITY**  
**U.G. Skill Enhancement Course - IV**  
**(Under CBCS)**  
**B.Sc. Final Year**  
**SEMESTER - VI**  
**(FOR ALL SCIENCE FACULTY DEPARTMENTS)**

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**QUANTITATIVE APTITUDE TEST**

**Credits: 2**

**Marks - 40**

**Theory: 2 hours/week**

**Unit – I ARITHMETICAL ABILITY**

- 1.1 Arithmetical Ability: Ratio & Proportion**
- 1.2 Arithmetical Ability: Time & Work, Time & Distance**
- 1.3 Arithmetical Ability: Simple Interest, Compound Interest**
- 1.4 Arithmetical Ability: Stocks & Shares**

**Unit – II DATA INTERPRETATION**

- 2.1 Data Interpretation: Tabulation**
- 2.2 Data Interpretation: Bar Graphs**
- 2.3 Data Interpretation: Pie Charts**
- 2.4 Data Interpretation: Line Graphs**

**Text Book: Quantitative Aptitude by Dr. R.S. Aggarwal**

**KAKATIYA UNIVERSITY**  
**U.G. B.Sc. Final Year (Under CBCS)**  
**Semester – VI: Generic Elective Paper-II**  
**(FOR ALL SCIENCE FACULTY DEPARTMENTS)**

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**WATER RESOURCES MANAGEMENT**

**UNIT-I**

1. Importance of Natural Resources – Different Types Resources
2. Significance of Water Resources and their uses
3. Conservation of water and recycling of the water – Global distribution of water
4. Water shed programmes and their management
5. Storing the rain water in tanks and recharging ground water.

**Unit-II**

6. Rain water harvesting in rural areas (chekdam, trenches etc.,)
7. Over use of surface and ground water and control measures.
8. Aims, objectives and implementation of Mission Bhagiratha (Telangana Government Drinking water programme )
9. Aims, objectives and implementation of Mission Kakatiya (Telangana Government minor irrigation programme)
10. Issues and challenges in Water Resources Management



**Prof. T. RAVINDER REDDY**

*Chairman ,BOS*

*Department of Zoology*

*KAKATIYA UNIVERSITY, WGL-506 009 (T.S)*

Department of History & MTM  
Kakatiya University, Warangal

**TOURISM AND TRAVEL MANAGEMENT**

**B.A II Year**  
Semester - III

(Skill Enhancement Course)

**Paper: I - COMMUNICATION SKILLS IN ENGLISH**

**Max. Marks: 40**

**Unit I: Communicative English:** Meaning – Significance – Learning English through Listening, Speaking, Reading and Writing (LSRW). Listening skills: Factors influencing – Barriers in listening – Effective listening - Practice of interpersonal listening. Meaning and significance of Oral and Written Communication – Principles of oral communication – Preparing for oral communication – Practice of oral communication with pre-announced topics – Extempore. Tenets of written communication – Practice of written communication with displayed text - Practice of written communication with pre-announced topics and extempore.

**Unit II: Business and Corporate Correspondence:** Meaning – Significance – Types of Business Letters - Principles of letter writing – Formats – Practice of letter writing in different situations. Corporate correspondence: Types of Meetings -Notice and Agenda – Practice of preparing notice and agenda for different meetings – Writing press releases – advertisements – Circulars – Memos – Enquires – Replies – Writing minutes and resolutions of different meetings. E-mails – Writing e-mails.

**Suggested books:**

1. Sarma V V S, Muralidhar D and Saritha M, LOTUS: Interactive Communication, Camel Published, 2016.
2. Aruna Koneru, Professional Communication, Tata McGraw Hill, New Delhi, 2008.
3. Sehgal M K and Khetarpal Vandana, Business Communication, Excel Books, New Delhi, 2008.
4. Varinder Kumar and Bodh Raj, Business Communication, Kalyani Publishers, Ludhiyana, 1998.

BA-TV

Department of History & MTM  
Kakatiya University, Warangal

## TOURISM AND TRAVEL MANAGEMENT

B.A II Year  
Semester- IV

(Skill Enhancement Course)

### Paper: II: BANKING AND INSURANCE

#### Unit – I: Banking

1. Origin, definition and importance of banking.
2. Origin and growth of commercial banks in India.
3. Meaning and Importance of E-banking, Types of Banking: Internet Banking, Mobile banking, Virtual banking, E payments.

#### Unit – II: Insurance

1. Basic concept of risk.
2. Types of business risk.
3. Types of insurance: Life and Non-life.

#### Suggested Readings:

1. Agarwal, O.P., *Banking and Insurance*, Himalaya Publishing House
2. Satyadevi, C., *Financial Services Banking and Insurance*, S.Chand
3. Suneja, H.R., *Practical and Law of Banking*, Himalya Publishing House
4. Chabra, T.N., *Elements of Banking Law*, DhanpatRai and Sons
5. Arthur, C. and C. William Jr., *Risk Management and Insurance*, McGraw Hill
6. Saxena, G.S; *Legal Aspects of Banking Operations*, Sultan Chand and Sons
7. Varshney, P.N., *Banking Law and Practice*, Sultan Chand and Sons

- 2016-19      R/000 - III 2016
14. Ghanashyam Shah: Social Movements and State Sage Publications, New Delhi.
  15. Dr. Sridhar Goka, "Road to Telangana", Aditya Media, Palapitta Books, Hyderabad, 2013.
  16. Kingshuk Nag., "Battleground Telangana Chronicle of An Agitation" Harper Collins publishers India, New Delhi, 2011.
  17. Madabhushi Sridhar, "Emergence of Telangana A.P Reorganisation Act, 2014, Published by Asia Law House, Hyderabad, 2015.
  18. B Janardhan Rao Memorial Foundation, "Identity and Struggle Telangana and Adivasis" MRK Publications Hyderabad, 2015.

BA - V sem

**KAKATIYA UNIVERSITY**  
**U.G. POLITICAL SCIENCE (Under CBCS)**  
**B.A. Final Year**  
**Semester - V: Generic Elective Paper-I**

**WATER RESOURCES MANAGEMENT**

**UNIT-I**

Types of water, Uses of water, water resources and its importance, Global distribution of water. Conservation of water, recycling of water.

**Unit-II**

Importance of water shed and water shed management. Methods of roof top rain water harvesting in urban and rural settings: Direct method: Storing rain water in tanks for direct use, indirect: Recharging groundwater by recharge pits, bore wells/dug wells, Recharge trenches.

**UNIT-III**

Rain water harvesting in rural settings: Check dams, percolation tanks, trenches, farm ponds. Demand for water (agriculture, industrial and domestic). Over use and depletion of surface and ground water resources. Surface water and ground water pollution, control measures.

**UNIT-IV**

Mission Bhagiratha: Telangana Government water grid project - that aims to provide safe drinking water to every household, even to remotest places in Telangana, aims and objectives and method of implementation.

## UNIT-V

Mission Kakatiya: Telangana government project for the restoration of minor irrigation tanks to restore them to store water their original capacity, aims and objectives and method of implementation.

BA - V Sem

**KAKATIYA UNIVERSITY**  
**U.G. POLITICAL SCIENCE (Under CBCS)**  
**B.A. Final Year**  
**Semester – V: Paper-III Skill Enhancement Course**

### **Telangana Heritage & Culture**

**Max. Marks: 40UE+10IA**

#### **Unit-I:**

Definition of Heritage and Culture: Tangible heritage: Archaeological sites, Art and Architecture- Buddhist heritage, Jain Heritage, Hindu Temple architectural heritage- Role of Government Museums, INTACH in preservation of Heritage Telangana- Kotilingala (Jagityal District), Peddabankur (Peddapalli District), Nelakondapally (Khammam District), Phanigiri (Suryapet District), Kolanupak, Vemulawada (Rajanna Sicilla District), Warangal, -Heritage related Government Departments-Museums.

#### **Unit-II:**

Intangible Heritage: Religion, Languages, Literature, Telangana Fairs & Festivals-Emergence of composite culture.

#### **Recommended Books:**

Gangoly, O.C. *Andhra Sculpture*.

Gopala Krishna Murthy. S. , . *Jain Vestiges in Andhra*.

*Telangana History and Culture*: Telugu Academy, Hyderabad.

**KAKATIYA UNIVERSITY**  
**B.A. Final Year (Under CBCS)**  
**SEMESTER - VI**  
**(GE-2) GENERIC ELECTIVE-II**  
**(FOR ALL SOCIAL SCIENCE FACULTY DEPARTMENTS)**

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**PUBLIC HEALTH AND HYGIENE**  
**Credits: 2**

**Theory :**    **hours/week**

**Marks:**

**UNIT - 1 : NUTRITION AND ENVIRONMENT**

- 1.1 Balanced diet and Malnutrition.
- 1.2 Nutritional deficiencies and disorders- Carbohydrates, proteins, lipids, vitamins and minerals.
- 1.3 Occupational, Industrial, agricultural and urban Health-Exposure at work place, urban areas, industrial workers, farmers and agricultural labourers, Health workers and health disorders and diseases.
- 1.4 Environmental pollution and associated Health hazards, Water borne diseases and Air borne diseases.

**UNIT-II : DISEASES AND HEALTH CARE**

- 2.1 Causes, Symptoms, Diagnosis, Treatment and Prevention - Malaria, Filaria, Measles, Polio, Chicken pox, Rabies, Plague, Leprosy,.
- 2.2 Causes, Symptoms, Diagnosis, Treatment and Prevention of non communicable diseases - Hypertension, Coronary Heart diseases, Stroke, Diabetes, Obesity and Mental ill-health.
- 2.3 Health care legislation in India – Termination of pregnancy act, Maternity benefit act, Biomedical waste act, ESI act.
- 2.4 First Aid and Health awareness, personal health care record maintenance.



BA - VI sem (2016-19)

KAKATIYA UNIVERSITY  
U.G. ECONOMICS (Under CBCS)  
B.A. Final Year  
Semester - VI: Skill Enhancement Course (Credits - 2)

P-IV: Personality Development & Soft Skills

Max. Marks:

**Unit I:**

**Personality Development:** Personality Development: Meaning- Characteristics - Determinants - Ingredients of pleasing personality. Learning: Meaning - Characteristics - Significance - Principles of learning. Self esteem: Meaning - Characteristics - Significance - Building self esteem.

**Unit II:**

**Self Management:** Attitude Development: Meaning - Characteristics - Significance - Building Positive Attitude. Achievement Motivation: Meaning - Characteristics - Significance - Goal setting for achievement - Strategies of achievement motivation. Emotional Intelligence: Meaning - Characteristics - Significance - Strategies of developing emotional intelligence: Fear, Anger and Anxiety.

**Suggested Readings:**

1. Sarma V S Veluri & Muralidhar D., Personal Empowerment: LOTUS Series - Interactive Learning, CAMEL Limited, 2017.
2. Sarma V S Veluri and Others, Jeevan nipunyaalu: LOTUS Series, (Telugu), CAMEL Limited, 2017.
3. K Alex, Soft Skills, S. Chand & Company, 2013
4. Narula, S S., Personality Development & Communication Skills, Taxman Publications Pvt. Ltd. New Delhi.
5. Arora, A., Communication Skills and Personality Development, Kalyani Publishers, Ludhiana, 2015.

**B.Com II Year – III Semester**  
**Department of Commerce and Business Management, Kakatiya University, Warangal**  
**BC301: Communication Skills**

**Max. Marks: 40UE+10IA**

**Unit I: Communicative English:** Meaning – Significance – Learning English through Listening, Speaking, Reading and Writing (LSRW). Listening skills: Factors influencing – Barriers in listening – Effective listening - Practice of interpersonal listening. Meaning and significance of Oral and Written Communication – Principles of oral communication –Preparing for oral communication – Practice of oral communication with pre-announced topics – Extempore. Tenets of written communication – Practice of written communication with displayed text - Practice of written communication with pre-announced topics and extempore.

**Unit II: Business and Corporate Correspondence:** Meaning – Significance – Types of Business Letters - Principles of letter writing – Formats – Practice of letter writing in different situations. Corporate correspondence: Types of Meetings -Notice and Agenda – Practice of preparing notice and agenda for different meetings – Writing press releases – advertisements – Circulars – Memos – Enquires – Replies – Writing minutes and resolutions of different meetings. E-mails – Writing e-mails.

**Suggested books:**

1. Sarma V V S, Muralidhar D and Saritha M, LOTUS: Interactive Communication, Camel Published, 2016.
2. Aruna Koneru, Professional Communication, Tata McGraw Hill, New Delhi, 2008.
3. Sehgal M K and Khetarpal Vandana, Business Communication, Excel Books, New Delhi, 2008.
4. Varinder Kumar and Bodh Raj, Business Communication, Kalyani Publishers, Ludhiyana, 1998.

**B.Com II Year – IV Semester**  
**Department of Commerce and Business Management, Kakatiya University, Warangal**  
**BC401: Soft Skills**

**Max. Marks: 40UE+10IA**

**Unit I: Personality Development:** Personality Development: Meaning- Characteristics - Determinants - Ingredients of pleasing personality. Learning: Meaning - Characteristics - Significance - Principles of learning. Self esteem: Meaning - Characteristics - Significance - Building self esteem.

**Unit II: Self Management:** Attitude Development: Meaning - Characteristics - Significance - Building Positive Attitude. Achievement Motivation: Meaning - Characteristics - Significance - Goal setting for achievement - Strategies of achievement motivation. Emotional Intelligence: Meaning - Characteristics - Significance - Strategies of developing emotional intelligence: Fear, Anger and Anxiety.

**Suggested Readings:**

1. Sarma V S Veluri & Muralidhar D., Personal Empowerment: LOTUS Series - Interactive Learning, CAMEL Limited, 2017.
2. Sarma V S Veluri and Others., Jeevan nipunyaalu: LOTUS Series, (Telugu), CAMEL Limited, 2017.
3. K Alex, Soft Skills, S. Chand & Company, 2013
4. Narula, S S., Personality Development & Communication Skills, Taxman Publications Pvt. Ltd. New Delhi.
5. Arora, A., Communication Skills and Personality Development, Kalyani Publishers, Ludhiana, 2015.

**B.Com III Year - V Semester**  
**Department of Commerce and Business Management, Kakatiya University, Warangal**  
**BC501: Consumerism**

**Max. Marks: 40UE+10IA**

**UNIT - I:** Consumerism- Concept - Need and Scope of Consumerism- Origin of Consumer Movement – Consumer movement in India- Marketization and Consumerism in India - Consumer in India - Consumer of goods and services - Professional services - Medical, legal, educational and welfare services- Rights and Responsibilities of Consumerism- Unfair Trade Practices –Consumer Voluntary Organisations

**UNIT - II:** Consumer Protection Act, 1986 – Objectives – Definition of Terms – complainant, consumer dispute, defect, deficiency in service, service, unfair trade practices, restrictive trade practices - UN guidelines for Consumer Protection. Emergence of new Consumer Movements: Green Consumerism. Consumer action groups, consumer resistance, consumer boycotts, lobbying, consumer guidance - Nature and Functions- Role and working of Consumer Voluntary Organisations in Grievance Settlement.

**Suggested Readings:**

1. Paul M.C., Consumer Redressal System and Consumer Protection in India, Kalpaz Publications, 2015.
2. Darmanand Mishra, Consumer Protection, APH Publishing Corporation, 2012.

**B.Com III Year – V Semester**  
**Department of Commerce and Business Management, Kakatiya University, Warangal**  
**BC502: Organizational Behaviour**

**Max. Marks: 40UE+10IA**

**Introduction to Organisation and Behaviour:** Organisation, Managers,  
Managerial Roles and Managerial Skills – Organisational Behaviour: Meaning –  
Definition - Factors influencing Organisational behaviour – Scope, Significance -  
Emergence of Organisational Behaviour - Contributing Disciplines.

**Individual Behaviour and Group Behaviour:** Personality – Definitions – Determinants  
– Types - Personality Traits Influencing Organisational Behaviour -Group Behaviour:  
Concept of Group – Types of Groups – Formal and  
Informal Groups

#### References

1. Robbins P Stephen, Judge A Timothy and Sanghi Seema, **Organizational Behavior**, Pearson Education, 2009.
2. Subba Rao P, **Organizational Behaviour**, Himalaya Publishing House, Bombay, 2011.
3. Sarma V S Veluri, **Organisational Behaviour - An Interactive Learning Approach -Text and Cases**, Jaico Publishing House, 2009.

**B.Com III Year – VI Semester**  
**Department of Commerce and Business Management, Kakatiya University, Warangal**  
**BC602: Advertising**

**Max. Marks: 40UE+10I**

**UNIT- 1 : INTRODUCTION TO ADVERTISING:** Advertising – Definition – Significance – Classification of advertisements – Functions of Advertising – Objectives – Media Planning, Media Selection: Media planning Process-Selection of Media - Factors influencing the Choice of Media- Benefits of Advertising.

**UNIT- II: ADVERTISING & SALES PROMOTION:** Sales Promotion – Definition – Types – Features – Increasing importance – Reasons – Role of Media in Advertising -Types of Media: Print Media, Electronic Media -

**Suggested Books:**

1. Belch & Belch – Advertising & Promotion – Tata McGraw Hill.
2. Advertising – Sontakki – Himalaya Publishing House.
3. Advertising Planning and Implementation – Sharma and Singh – Prentice Hall
4. Advertising Management – Concepts and cases – Mahendra Mohan – Tata McGraw Hill.
5. Burnelt – Promotion Management Tata McGraw Hill. B.Com (Advertising, Sales Promotion & Sales
6. Chunnawala, S.A., Compendium of Brand Management, Himalaya Publications House, 2004.

**B.Com III Year – VI Semester**  
**Department of Commerce and Business Management, Kakatiya University, Warangal**  
**BC601: Preparation of Tax Returns**

**Max. Marks: 40UE+10IA**

**UNIT-I: INTRODUCTION**

E-filing of Income Tax Returns and E-Payment of Income Tax – Application for PAN – Online Registration of PAN Income Tax Returns of Individuals – Utility Available for Preparation of Return – Viewing of Tax Credit Available in Form 26AS – Filing of Various Returns of Income for an individual i.e., ITR-1 to ITR-4 with Digital Signatures and Without Digital Signatures.

**UNIT-II: GST**

Overview of GST Act – Concepts – Dealer Registration Procedure – Filing of Return – Tax calculation and issues involved in standardization of taxes.

**REFERENCE BOOKS**

1. Vinod K Singhania and Dr Kapil Singhania, Direct Taxes Law & Practice, Taxman Publications.
2. Dr Girish Ahuja and Ravi Gupta, Direct Taxes Law & Practice, Bharat Publications.