



**SR & BGNR GOVT. ARTS & SCIENCE COLLEGE**  
**AUTONOMOUS**  
**KHAMMAM – 507002**  
**OUR MOTTO: “ENTER TO LEARN, LEAVE TO SERVE”**



**VALUE ADDED COURSES**

## 2020-2021

S.No	Name Of The Value Added Course
1	Consumersim
2	Marketing Skills
3	Self Employment Skills
4	Certificate Course In Financial Literacy
5	Introduction To Computer
6	Libre Office Suite Writer
7	Libre Office Suite Writer
8	Libre Office Suite Calc
9	Basic Computer Skills
10	Mushroom Cultivation Technology
11	Biofertilizers And Organic Farming
12	Food And Nutrition
13	Home Electrician
14	Home Electrician
15	Basic Mathematical Skills & Quantitative Aptitude
16	Production Of Green Fodder By Hydroponic Technology
17	Public Speech Writing
18	Certificate Course In Athletics
19	Certificate Course In Fitness

**SR&BGNR GOVT. ARTS & SCIENCE COLLEGE,  
(AUTONOMOUS)  
KHAMMAM.**

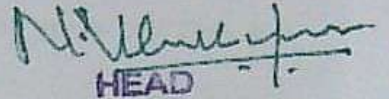


DEPARTMENT OF ECONOMICS  
RECORD OF CERTIFICATE COURSE  
2020-21

NOTICE

Date: 18.01.2020

The Department of Economics is going to introduce a Certificate Course in Consumerism. All I Year B.A. students are informed to avail the opportunity and enroll themselves for the academic year 2020-21.



HEAD

Department of Economics  
SRR Govt. Arts & Science College  
Kazumam Telangana.

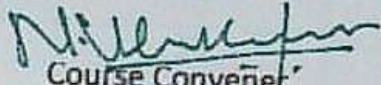
To  
The Principal  
SR&BGNR Govt. Arts & Science College(A),  
Khammam.

Respected Sir,

Sub : Department of Economics -- Conduct of Certificate Course - CONSUMERISM for  
15 days. For the academic year 2020-21-- Permission Requested -- Reg.

\* \* \*

With reference to the subject, I hereby submit to your kind good self that the department of Economics is planning to conduct a 15 days 30 hours Certificate course CONSUMERISM for the students of I year B.A. students. Hence I request you kindly permit the department to conduct the said course w.e.f 20.01.2020 to 25.02.2020.

  
Course Convener

**HEAD**  
Department of Economics  
SR&BGNR Govt. Arts & Science College (A)  
Khammam Telangana.

: SR&BGNR Govt. ARTS & SCIENCE COLLEGE(A), KHAMMAM.

DEPARTMENT OF ECONOMICS  
CERTIFICATE COURSE-2020-21  
CONSUMERISM

Objective :

The objective of the course is to learn Consumerism, Marketing Skills and how to behave in the Self Employment Skills.

Duration :

30 Hours(Theory : 30 hrs)

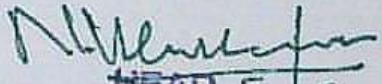
Course Outline :

Sl.No.	Module Title	Duration (Hours)		
		Theory		Total
1	Consumerism	30		30
	Total Duration	30		30
	Total Credits	4		4

Detailed Syllabus and Learning Outcome :

Syllabus

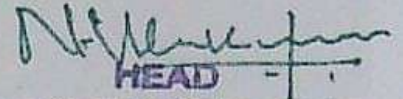
S.No.	Week	Topics
1	Week 1	Introduction to Consumer Behaviour Segmentation and Brand Positioning
2	Week 2:	Consumer Decision Making, Perception
3	Week 3	Learning,
4	Week 4	Consumer Behaviour in Practice

  
HEAD  
Department of Economics  
SR Govt. Arts & Science College (A)  
Khammam Telangana.

NOTICE

Date: 18.01.2020

The Department of Economics is going to introduce a Certificate Course in Marketing Skills. All II Year B.A. students are informed to avail the opportunity and enroll themselves for the academic year 2020-21.



HEAD  
Department of Economics  
G.N.R. Govt. Arts & Science College (A)  
Khammam Telangana.

**SR&BGNR GOVT. ARTS & SCIENCE COLLEGE,  
(AUTONOMOUS)  
KHAMMAM.**



DEPARTMENT OF ECONOMICS  
RECORD OF CERTIFICATE COURSE

2020-21



**SR&BGNR Govt. ARTS & SCIENCE COLLEGE(A), KHAMMAM.**  
**DEPARTMENT OF ECONOMICS**  
**CERTIFICATE COURSE-2020-21**  
**MARKET SKILLS**

**Objective :**

The objective of the course is to learn Consumerism, Marketing Skills and how to behave in the Self Employment Skills.

**Duration :**

30 Hours(Theory : 30 hrs)

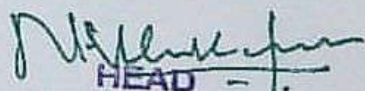
**Course Outline :**

Sl.No.	Module Title	Duration (Hours)		
		Theory		Total
1	Market Skills	30		30
	Total Duration	30		30
	Total Credits	4		4

**Detailed Syllabus and Learning Outcome :**

**Syllabus**

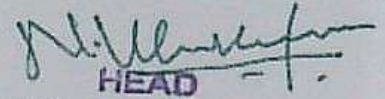
S.No.	Week	Topics
1	Week 1	Nature and scope of Management
2	Week 2:	Selling Function
3	Week 3	Approaching Customer, Retail and Whole sale
4	Week 4	Motivation and Moral sales person,

  
**HEAD**  
 Department of Economics  
 SR Govt. Arts & Science College (A)  
 Khammam Telangana.

NOTICE

Date: 18.01.2020

The Department of Economics is going to introduce a Certificate Course in Self Employment Skills. All III Year B.A. students are informed to avail the opportunity and enroll themselves for the academic year 2020-21.



HEAD  
Department of Economics  
GNR Govt. Arts & Science College (A)  
Khammam Telangana.

To  
The Principal  
SR&BGNR Govt. Arts & Science College(A),  
Khammam.

Respected Sir,

Sub : Department of Economics – Conduct of Certificate Course – **SELF EMPLOYMENT SKILLS** for 15 days. For the academic year 2020-21 – Permission Requested –  
Reg.

\*\*\*

With reference to the subject, I hereby submit to your kind good self that the department of Economics is planning to conduct a 15 days 30 hours Certificate course Self Employment Skills for the students of I year B.A. students. Hence I request you kindly permit the department to conduct the said course w.e. 20.01.2020 to 25.02.2020.

  
Course Convener-

HEAD  
Department of Economics  
Govt. Arts & Science College (A)  
Khammam Telangana.

**SR&BGNR Govt. ARTS & SCIENCE COLLEGE(A), KHAMMAM.**  
**DEPARTMENT OF ECONOMICS**  
**CERTIFICATE COURSE-2020-21**  
**SELF EMPLOYMENT SKILLS**

Objective :

The objective of the course is to learn Consumerism, Marketing Skills and how to behave in the Self Employment Skills.

Duration :

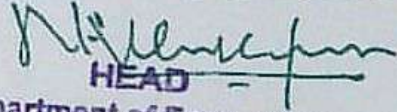
30 Hours(Theory : 30 hrs)

Course Outline :

Sl.No.	Module Title	Duration (Hours)		
		Theory		Total
1	Self Employment Skills	30		30
	Total Duration	30		30
	Total Credits	4		4

**Syllabus**

S.No.	Week	Topics
1	Week 1	Meaning and scope of Self Employment
2	Week 2:	Skills Improvement Methods
3	Week 3	Training Centers / Capital, Investment
4	Week 4	Production Product sales

  
**HEAD**  
 Department of Economics  
 SR Govt. Arts & Science College (A)  
 Khammam Telangana.

SR & BGNR Govt. Arts & Science College Khammam (A)

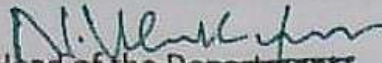
Department of Economics

Short term Certificate Course Students list for the

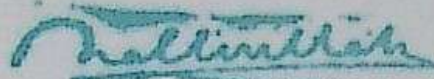
Academic Year 2020-21: **MARKETING SKILLS**

S.No	H.T. NO.	Applicant Name	Gender
1	2620-1002	AMARLAPUDI RAJESH	M
2	2620-1041	DHARAVATH SHIRISHA	F
3	2620-1042	DHARMARAPU AJAY	M
4	2620-1043	DONAKONDA UDAY	M
5	2620-1074	KONDRU MYNA	F
6	2620-1204	KAMA SANDEEP	M
7	2620-1301	MOOD GOWTHAMI	F
8	2620-1304	PAKIRAM PAVAN KALYAN	M
9	2620-1401	AMADALA JEEVAN KUMAR	M
10	2620-1402	AMGOTH VAMSHI	M
11	2620-1403	ANKAM GANESH	M
12	2620-1703	ESLAVATH RAVINDAR	M
13	2620-1801	CHALLAGANI ABHILASH	M
14	2620-1901	PERIKA SAI KUMAR	M
15	2620-1902	PEDDAPONGU RAVINDAR	M
16	2620-1903	GIDDE SAIKIRAN	M
17	2620-1904	RENTALA ROHIT	M
18	2620-2001	AVIRENI SANDEEP	M
19	2620-2101	AKKINAPALLI NAGARAJU	M
20	2620-2120	GUGULOTH HUSSAIN	M
21	2620-2125	KORLAPATI KIRAN KUMAR	M
22	2620-2126	KOTA ANUDEEP	M
23	2620-2127	KUNJA NITHIN	M
24	2620-2128	KURSAM VENKATESH	M
25	2620-2201	ALLADI NANDINI	F
26	2620-2223	BHUKYA ROHITH	M
27	2620-2224	BHUKYA THARUN	M

28	2620-2300	SAPAVATH GANESH	M
29	2620-2301	SEELAM KIRAN	M
30	2620-2302	TEJAVATH MANGILAL	M
31	2620-2303	TELLAM SRIKANTH	M
32	2620-2304	TELLURI KARTHIK	M

  
Head of the Department  
**HEAD**

**Department of Economics**  
**SR & BGNR Govt. Arts & Science College (A)**  
**Khammam Telangana.**



**PRINCIPAL**  
**S.R. & B.G.N.R. Govt. Arts &**  
**Science College (NAACB++)**  
**Autonomous, Khammam**

**SR & BGNR Govt. Arts & Science College Khammam(A)**  
**Department of Economics**

Short term Certificate Course Students list for the

Academic year 2020-21 : **MARKETING SKILLS**

S.No	H.T No	Name of the Student	Fathername	Gender	Caste
1	2619-1001	AZMEERA PAVAN	AZMEERA CHINNA	M	ST
2	2619-1002	BALEBOINA SAI	BALEBOINA NARSAIAH	M	BC-B
3	2619-1003	BANDI ANITHA	BANDI MUTTESH	F	ST
4	2619-1019	SAVITI VENKATESH	SAVITI UPENDAR RAO	M	BC-D
5	2619-1020	SHAIK AKBAR	SHAIK NAGULMEERA	M	BC-E
6	2619-1021	TADIKAMALLA NAGA LAKSHMI	TADIKAMALLA ANJANEYULU	F	SC
7	2619-1022	TEJAVATH SAILAJA	TEJAVATH SANTHU	F	ST
8	2619-1023	THATI BHAVANI	THATI SRINU	F	ST
9	2619-1024	TUTARI GOPALAKRISHNA	TUTARI RAMESH	M	BC-A
10	2619-1025	UTUKURI DANESH	UTUKURI LAKSHMAIAH	M	SC
11	2619-1101	AJMEERA SURESH	AJMEERA JAGNA	M	ST
12	2619-1122	PUNEM SANGEETHA	PUNEM KRISHNA RAO	F	ST
13	2619-1201	BANOTH SAILAJA	BANOTH LAXMAN	F	ST
14	2619-1202	ADURI SATISH	ADURI SHIVAIAH	M	SC
15	2619-1203	AMERABOINA SRIHARI	SOMAIAH	M	BC-D
16	2619-1211	JILLAPALLI VINAY	JILLAPALLI RAMAIAH	M	SC
17	2619-1213	KANAKAPUDI CHANDU	KANAKAPUDI PREMANANDAM	M	SC
18	2619-1301	KOTHA VINAY	KOTHA RAMU	M	BC-B
19	2619-1309	CHILAKA BHARATH	CHILAKA VENKATARATNAM	M	SC
20	2619-1310	CHINTHA VINAY	CHINTHA SREENU	M	SC
21	2619-1311	DARELU GOPI	DARELLI MUTHAIAH	M	SC
22	2619-1401	AMARLAPUDI NAVEEN KUMAR	AMARLAPUDI SUNDAR RAO	M	SC
23	2619-1402	AZMEERA MURALIKRISHNA	AZMEERA RAMU	M	ST
24	2619-1403	AZMEERA SUMANTH RAJA	RAMESH	M	ST

25	2619-1404	BADAVATH VALINKUMAR	BADAVATH BHAVSINGH	M	ST
26	2619-1414	CHIRUNOMULA NAVEENKUMAR	CHIRUNOMULA VENKATESWARLU	M	OC
27	2619-1417	ISLAVATH VIGNESH	ISLAVATH MANCHA	M	ST
28	2619-1501	BANOTH KAMAL KUMAR	BANOTH MOTHILAL	M	ST
29	2619-1503	JALADI HARITHA	JALADI PAVAN KUMAR	F	SC
30	2619-1601	ANGOTH VISHAL KUMAR	ANGOTH KRISHNA	M	ST
31	2619-1602	AREMPULA MAHESWARI	AREMPULA DARGAIAH	F	SC
32	2619-1606	SAPAVATH GANESH	SAPAVATH RAMDAS	M	ST
33	2619-1701	GODLA RAJESH	GODLA PAPAIAH	M	SC
34	2619-1712	PASUPULETI POCHESH	PASUPULETI NARASIMHA MURTHY	M	BC-A
35	2619-1801	BURRA PAVAN KALYAN	BURRA RAMAIAH	M	SC
36	2619-1808	MANGALI ASWANTH KUMAR	M DURGARAIAH	M	SC
37	2619-1901	CHATTU VENU	CHATTU KRISHNA	M	BC-A
38	2619-1902	MALLA NAGA RAJU	MALLA VENKATESWARLU	M	BC-A
40	2619-2001	KOSURI KAVYA	KOSURI SURIBABU	F	OC
41	2619-2002	NELALA VAMSI	NELALA NAGESWARA RAO	M	SC
42	2619-2101	B RAJKUMAR	B VASIA	M	ST
43	2619-2102	EESAM RAMA KRISHNA	EESAM APPAIAH	M	ST
44	2619-2121	MUKKERA CHANDRIKA	MUKKERA RAJESWARA RAO	F	BC-A
45	2619-2122	POLEBOINA SWAMY PRASAD	POLEBOINA MUSALAIH	M	ST
46	2619-2201	YADALAPALLI SAINAVATEJA	YADALAPALLI RAVI	M	ST

*N. Venkatesh*  
HEAD

Department of Economics  
SR & BGNR Govt. Arts & Science College (A)  
Khammam Telangana.

*N. Venkatesh*  
PRINCIPAL

S.R. & B.G.N.R. Govt. Arts &  
Science College (NAACB+)  
Autonomous, Khammam.



Roll No.	Name of the Student	Month																
		Jannam 2021																
		Date	20	21	22	23	24	25	26	27	28	29	30	31	M	J	K	S
		No. of Lecturer	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1.	Azmeera pavan	1	2	3	3	4	4	5	5	6	6	7	7	8	8	9	10	11
2.	Balemina sai	0	1	1	2	2	3	3	4	5	5	6	7	8	8	9	9	10
3.	Bandi Anitha	1	1	2	3	4	4	5	5	6	6	7	7	8	9	10	11	12
4.	Saviti Venkatesh	0	1	2	3	4	5	6	7	8	9	10	10	11	12	13	14	15
5.	Shaik Akbar	1	2	3	4	5	5	6	6	7	7	8	9	9	10	10	11	12
6.	Tadikamalla ngalakshmi	1	2	2	3	4	4	5	5	6	6	7	7	8	8	9	10	11
7.	Tejavathi sailaja	0	1	2	3	3	4	5	5	6	6	7	8	9	10	11	12	13
8.	Thati Bhavani	1	1	2	2	3	3	4	4	5	5	6	6	7	7	8	8	9
9.	Tutari Gopalkrishna	1	2	3	3	4	4	5	5	6	6	7	8	9	10	10	11	12
10.	Utukuri Danesh	0	1	1	2	2	3	3	4	5	5	6	6	7	7	8	8	9
11.	Azmeera Suresh	1	2	3	4	5	5	6	6	7	7	8	8	9	9	10	10	11
12.	Punem Sangeetha	1	2	2	2	3	3	4	5	6	7	8	8	9	9	10	11	12
13.	Banoth Sailaja	0	1	1	2	2	3	4	5	5	6	7	8	9	10	11	12	13
14.	Aduri Sathish	0	1	2	3	4	5	6	7	7	8	8	9	9	10	11	12	13
15.	Amerabina srinasi	0	1	2	3	4	5	5	6	6	7	7	8	8	9	10	11	12
16.	Jilpalli vinay	0	1	1	2	3	4	5	6	7	8	9	9	10	11	11	12	13
17.	Kanakapudi chandru	1	1	2	2	3	3	4	4	5	5	6	6	7	7	8	8	9
18.	Kotha vinay	1	2	2	3	3	4	5	6	7	8	9	9	10	10	11	11	12
19.	Chilaka Bharath	1	1	2	2	3	4	5	6	6	7	7	8	9	10	11	12	13
20.	Chintha vinay	0	1	1	2	2	3	3	4	5	5	6	7	8	8	9	9	10
21.	Darelli gopi	0	1	1	2	2	3	4	5	6	7	8	9	9	10	10	11	12
22.	Amarlapudi Naveenkumar	1	2	3	4	4	5	5	6	7	8	9	9	10	11	12	12	13
23.	Azmeera mukalikrishna	0	1	1	2	3	3	4	5	6	7	7	8	8	9	9	10	11
24.	Azmeera Sumanth Raja	1	1	2	3	3	4	5	6	7	7	8	9	9	10	11	12	13
25.	Badavath valinkumar	0	1	2	2	3	4	5	5	6	7	7	8	8	9	10	11	12
26.	Chirunomula Naveenkumar	0	1	2	3	3	4	4	5	6	7	8	9	9	10	11	12	13
27.	Islavath vignesh	1	2	2	3	3	4	5	5	6	7	8	9	10	11	12	13	14
28.	Banoth kamal kumar	1	1	2	2	3	4	5	6	7	8	9	10	11	12	12	13	14
29.	Taladi Haritha	0	1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
30.	Angoth vishal kumar	1	1	2	2	3	4	4	5	5	6	7	8	8	9	9	10	11
31.	Arempula maheswari	0	1	1	2	3	4	5	6	6	7	8	9	9	10	11	12	13

Roll No.	Name of the Student	Month																										
		Date																										
		Signature of Lecturer																										
		No of Lecturer																										
		20	21	22	23	24	25	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
32	Sapavath Ganesh	1	1	2	2	3	3	4	4	5	5	6	6	7	7	8	8											
33	Godla Rajesh	0	1	1	2	2	3	3	4	4	5	6	7	8	8	9	9											
34	Dasupuleti parhesh	1	1	2	2	3	3	4	4	5	6	6	7	8	8	9	10											
35	Burra pavan kalyan	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15											
36	mangali Ananthkumar	1	1	2	2	3	3	4	4	5	5	6	6	7	7	8	8											
37	chattu veni	1	1	2	3	3	4	4	5	6	6	7	7	8	9	9	10											
38	malla Nagaraju	1	2	3	3	4	4	5	5	6	6	7	8	9	9	10	10											
39	kasuri kavya	1	1	2	2	3	3	4	4	5	5	6	6	7	7	8	8											
40	Nelala vamsi	1	1	2	2	3	4	4	5	5	6	6	7	7	8	8	9											
41	B. Brijkumar	0	1	2	3	4	5	6	7	8	9	9	10	11	12	12	13											
42	Eesam Rama krishna	1	1	2	3	4	4	5	6	7	7	8	8	9	9	10	10											
43	Mukkera Chandrika	1	2	3	3	4	5	5	6	6	7	8	9	9	10	10	11											
44	polebina Swamy Prasad	1	1	2	2	3	3	4	4	5	5	6	6	7	7	8	8											
45	Vadlapalli Sainavateja	0	1	1	2	2	3	3	4	4	5	5	6	6	7	7	8											

8	10	11	15
17	18	19	20
9	10	11	12
10	11	12	13
11	12	13	14
15	16	17	18
9	10	11	12
11	12	13	14
9	10	11	12
10	11	12	13
14	14	15	15
11	12	13	14
12	12	13	13
9	10	11	12
9	9	10	11

### About the College

S.R & B.G.N.R Government Arts and Science College was established in 1956 to cater the Educational needs of the Rural and Backward areas in and around Khammam town. Ever since then, the college is catering to the needs of the downtrodden, weaker and marginalized sections of the society.



### OBJECTIVES:

The objective of the course is to learn Financial Literacy, Financial Discipline and how to behave in the Financial and Insurance Sector. Financial literacy is the cognitive understanding of financial components and skills such as budgeting, investing, borrowing, taxation, and personal financial management. The absence of such skills is referred to as being financially illiterate. Financial literacy is the confident understanding of concepts including saving, investing and debt that leads to an overall sense of financial well-being and self-trust. It starts by building basic knowledge of money matters, and improve on self financial discipline and to meet the pace of the growing overall financial knowledge.



CERTIFICATE COURSE

on

## FINANCIAL LITERACY

On

23-02-2021 To 20-03-2021

Organized By

Department of Commerce & Business Management

SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE

AUTONOMOUS  
KHAMMAM

### Organizing Committee

Dr. P. Sarveswar Rao  
Dr. A.R. Satyavathi  
Dr.S,Narayana Swamy  
S.Ramesh  
Dr. Sreenivas Dadigala

### VENUE

Room No-237

**SR & BGNR GOVT. ARTS & SCIENCE COLLEGE  
(AUTONOMOUS)**

**KHAMMAM**



**DEPARTMENT OF  
COMMERCE & BUSINESS MANAGEMENT**

**RECORD OF CERTIFICATE COURSE  
2020 - 2021**

# CIRCULAR

There will be Departmental meeting on 19/1/2021 at 1:30 PM

Venue : Department

All the members are requested to attend the meeting.

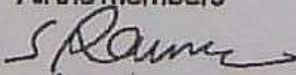
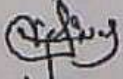
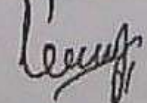
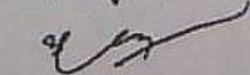
## Agenda :

1. II & IV Semesters end examinations schedule
2. Offline classes from 1/2/2021
3. Induction Program on 1/2/2021 for Commerce students
4. Conduct of Certificate Course
- 5.
- 6.

  
Head of the Department

To

All the members

Place : Khammam

Date: 17-02-2021

From

The Incharge

Department of Commerce

SR&BGNR Govt. Arts&Sci. Col(A)

Khammam

To

The Principal

SR&BGNR Govt. Arts&Sci. Col(A)

Khammam.

Sir,

**Sub:-** Department of Commerce Conduct of Certificate Course in Financial Literacy for 15 days. For academic year 2020-21 Permission requested -Reg.

\*\*\*\*\*

With reference to the Subject, I hereby Submit to your kind self that the Department of Commerce is planning to conduct a 15 days certificate Course in Financial Literacy for the students of 3<sup>rd</sup> Year B.Com. Course. This Course aims at improving Financial Discipline among the students. Hence, I request you to kindly permit the department to conduct the said course with effect from 23-02-2021 To 20-03-2021.

Thanking you sir.

Yours Faithfully,

*P. Sameerwan Reddy*

Date: 18-02-2021

## NOTICE

The Department of Commerce and Business Management is going to introduce a Certificate Course in Financial Literacy. All the 3<sup>rd</sup> B.Com Students are informed to avail the opportunity and enroll themselves for the course. The Certificate Course is very need useful to the students for the future opportunities in the job market. The course duration period from 23-02-2021 To 20-03-2021.

*[Handwritten Signature]*  
PRINCIPAL  
SR & BGNR Govt Arts &  
Science College (NAAC-B++)  
Autonomous-KHAMMAM

SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE(A)-KHAMMAM  
DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT  
CERTIFICATE COURSE-2020-21-(1)  
FINANCIAL LITERACY

**Preamble:**

Financial literacy is the cognitive understanding of financial components and skills such as budgeting, investing, borrowing, taxation, and personal financial management. The absence of such skills is referred to as being financially illiterate. Financial literacy is the confident understanding of concepts including saving, investing and debt that leads to an overall sense of financial well-being and self-trust. It starts by building basic knowledge of money matters, and improve on self financial discipline and to meet the pace of the growing overall financial knowledge.

**Objective:**

The objective of the course is to learn Financial Literacy, Financial Discipline and how to behave in the Financial and Insurance Sector.

**Expected Job Roles:**

- Assistant Manager in Finance and Insurance sector

**Duration:**

30 Hours - (Theory: 30 hrs )

**COURSE CODE:VACFL**

**Course Outline:**

Sl. No	Module Title	Duration (Hours)		
		Theory		Total
1	Financial Literacy (divided in 06 units)	30		30
	<b>Total Duration</b>	<b>30</b>		<b>30</b>
	<b>Total Credits</b>	<b>4</b>		<b>4</b>

**Detailed Syllabus and Learning Outcome:**

S. No	Module Title (Tally) / Units	Topics	Learning Outcome	
			Theory	
1	Unit-1- Banking	Banking Concepts-types of accounts-KYC norms-EMI-CIBIL.	5	After successful completion of the module, the students shall be able to: <ul style="list-style-type: none"> <li>• Basic Knowledge of</li> </ul>



SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE(A)-KHAMMAM  
 DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT  
 CERTIFICATE COURSE-2020-21-(1)  
 FINANCIAL LITERACY

				Banking Concepts and different types of accounts, norms of KYC etc.,
2	<b>Unit-2- Investment</b>	PF- Shares, Debentures-Mutual Fund -NPS	5	After successful completion of the module, the students shall be able to: <ul style="list-style-type: none"> <li>• Know the Shares, types of shares</li> <li>• Meaning of Debentures and types of Debentures</li> <li>• Know the Pooling Mutual Fund and Management of Mutual Fund</li> </ul>
3.	<b>Unit-3- Insurance</b>	Concept of Insurance- Types of Plans-IRDA- Nomination- Claims Settlement.	5	After successful completion of the module, the students shall be able to: <ul style="list-style-type: none"> <li>• Learn the concept of Insurance Plans and IRDA Nomination.</li> <li>• How to Claims Settlement</li> </ul>
4.	<b>Unit-4- Financial Planning</b>	Concept- Important life stages- Social Obligations - Retirement Planning.	5	After successful completion of this module, students should be able to: <ul style="list-style-type: none"> <li>• Importance of Life Stages.</li> <li>• To Know the Social Obligations</li> <li>• How to set Retirement Planning.</li> </ul>

SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE(A)-KHAMMAM  
DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT  
CERTIFICATE COURSE-2020-21-(1)  
FINANCIAL LITERACY

5.	Unit-5-Use of Technology Do and Don'ts.	Preparation of Vouchers- (Payment, Receipt, Journal, Contra, Purchase, Sales, Return Inward/Outward Voucher)	5	After successful completion of the module, the students shall be able to: • Importance of Life Stages. Use ATM-Internet Banking. • Online Trading and Internet Banking
6.	Unit-6-Taxes	Concept of Taxes-Types-Tax Planning Vs Tax evaluation.	5	After successful
Total Hours = 30			30	

**Examination & Certification:**

Sl No	Examination Pattern	Duration	in	Maximum Marks
1	Theory Paper - 1	60		40
2	Assignment -1	60		10
	<b>Total</b>	120		<b>50</b>

Examination pattern will be followed for Examination & Certification.

Note:

1. Pass percentage would be 50% marks in each component, with aggregate pass percentage of 50% and above.
2. Grading will be as under:

Grade	S	A	B	C	D
Marks Range (in %)	>=85%	>=75%- <85%	>=65%- <75%	>=55%- <65%	>=50%- <55%

3. Theory examination would be conducted offline and the paper comprise of MCQ and each question will carry 1 mark.
4. Assignment would be evaluated internally.

**Faculty & Support / Lab Instructor:**

1. One Faculty having M.Com/B.Com with relevant experience in Finance.
2. One Support staff member having with relevant experience in Finance.

SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE(A)-KHAMMAM  
DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT  
CERTIFICATE COURSE-2020-21-(1)  
FINANCIAL LITERACY

References:

1. Financial Management-Khan and Zain
2. Financial Management- I.M. Pandey
3. Financial Markets and Financial Services-Vasant Desai
4. Financial Markets and Services-Gordon and Natarajan

*[Handwritten signature]*

*P. Sameswara*

## SR&amp;BGNR GOVERNMENT ARTS &amp; SCIENCE COLLEGE(A)- KHAMMAM

## DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT

CERTIFICATE COURSE - ACCOUNTING ~~IN~~ FINANCIAL LITERACY

## MARKS AWARD LIST-2020-2021-(1)-(B.Com.(G) T/M)

Sl. No.	Hallticket No.	Name of the Student	Remarks
1	26192401	P.SUNIL	
2	26192413	CH.NARVEEN	
3	26192422	E.SRISHA	
4	26192426	G.MANASA	
5	26192427	E.PALLAVI	
6	26192431	L.NIROSHA	
7	26192432	L.PAVANUMAR	
8	26192434	K.STALIN	
9	26192438	M.PAUL	
10	26192446	F.PAJU	
11	26192447	F.VENKATESH	
12	26192448	P.UJAYASHANU	
13	26192449	P.GOPH	
14	26192450	P.TRIVENU	
15	26192452	P.SWARNA LATHA	
16	26192455	F.SHAHANI	
17	26192456	F.UPENDAR	
18	26192461	SK.MOULANA	
19	26192462	SK.NAZUL MEERA	
20	26192463	SK.NASREEN	
21	26192468	T.SHANEEARAO	
22	26192472	F.UDAY	
23	26192473	B.NARESH	
24	26192474	B.SUJATHA	
25	26192475	B.SAIKALUMAR	
26	26192476	B.DIVYA	
27	26192477	B.VINAY	
28	26192478	B.PRIYANKA	
29	26192479	CH.VENKATA	
30	26192480	CH.UPENDRA RAD	
31	26192481	CH.NAVEEN	
32	26192482	CH.SRINU	
33	26192483	D.SRAVANI KUMARI	
34	26192484	D.SWARUPA	
35	26192486	G.DEVSINGH	
36	26192493	K.PRANEETH	
37	26192494	K.PRAVEEN	
38	26192495	K.SHYAM	
39	26192496	K.RAHUL	

40	26192498	K.LAXMI	
41	26192500	M.ASHA	
42	26192502	N.NAVEEN	
43	26192503	N.SIRISHA	
44	26192504	N.UPENDAR	
45	26192505	P.LOKESH	
46	26192506	P.DURGA	
47	26192508	P.GOPI	
48	26192509	P.ASWINI	
49	26192511	R.RAMBABU	
50	26192512	SH.MUNEER	

*Chadby*

*P. Samesudhan*

## SR&amp;BGNR GOVERNMENT ARTS &amp; SCIENCE COLLEGE(A)- KHAMMAM

## DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT

## CERTIFICATE COURSE-ACCOUNTING IN TRADE &amp; FINANCIAL L

TERACY

## STUDENTS ATTENDANCE-ACADEMIC YEAR 2020-21-(B.Com. Gen. T/M)

Sl. No.	Hallticket No.	Name of the Student	ATTENDANCE																
			Feb-21		Mar-21														
			23	24	1	2	3	5	8	9	10	12	15	16	17	19	20		
1	26192401	P.SUNIL	P	P	P	P	P	A	P	P	P	P	A	P	P	P	P		
2	26192413	CH.NAVEEN	A	P	P	P	P	P	A	P	P	P	P	A	P	P	P		
3	26192422	E.SIRISHA	P	P	P	P	P	A	P	P	P	A	P	P	P	P	A		
4	26192426	G.MANASA	P	A	P	P	A	P	P	P	P	P	A	P	P	P	P		
5	26192427	G.PALLAVI	P	P	A	A	P	P	P	P	P	A	P	P	P	A	P		
6	26192431	LNIBHSHA	P	P	P	P	P	A	P	A	P	P	P	A	P	P	P		
7	26192432	J.PAYANKUMAR	A	P	P	P	P	P	P	P	A	P	P	A	P	P	A		
8	26192434	K.STALIN	P	P	P	A	P	P	A	P	P	P	A	P	P	P	P		
9	26192438	M.PAUL	P	P	A	P	P	A	P	P	P	A	P	P	P	P	A		
10	26192446	P.RAJU	A	P	P	A	P	P	A	P	P	P	A	P	P	P	P		
11	26192447	P.VENKATESH	P	P	A	P	P	P	P	P	A	P	P	P	A	P	P		
12	26192448	P.JAYATASHANU	P	A	P	P	P	A	P	P	P	P	A	P	P	P	P		
13	26192445	P.GOPH	A	P	P	P	A	P	P	P	P	A	P	P	P	P	A		
14	26192450	P.TRIVENU	P	P	P	A	P	P	P	P	P	A	P	P	P	A	P		
15	26192452	P.SANDHA LATHA	P	P	A	P	P	P	P	A	P	P	P	A	P	P	P		
16	26192455	P.BHAVANI	P	P	P	A	P	P	A	P	P	P	A	P	P	P	P		
17	26192456	P.JIPENDAR	P	A	P	P	P	A	P	P	P	A	A	P	P	P	A		
18	26192461	SK.NIDULANA	A	P	P	P	P	A	P	P	P	P	A	P	P	P	A		
19	26192462	SK.NAGUL MEERA	P	P	P	P	A	P	P	P	P	A	P	P	P	P	P		
20	26192463	SK.NASREEN	P	P	A	P	P	P	A	P	P	P	A	P	P	P	P		
21	26192468	T.SHANKARAO	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P		
22	26192472	Y.UDAY	P	A	P	P	P	P	P	A	P	P	P	P	A	P	P		
23	26192473	B.NARESH	P	P	P	A	P	P	P	P	A	P	P	P	P	P	A		
24	26192474	B.SUIATHA	A	P	P	P	P	A	P	P	P	A	P	P	P	A	P		
25	26192475	B.SAIKAUMAR	P	P	P	P	A	P	P	P	A	P	P	P	P	P	P		
26	26192476	B.DIVYA	P	A	P	P	P	A	P	P	P	P	P	A	P	P	P		
27	26192477	B.VINAY	P	P	P	P	A	P	P	P	P	P	A	P	P	P	A		
28	26192478	B.PRIYANKA	P	P	P	A	P	P	P	P	A	P	P	P	P	A	P		
29	26192479	CH.VENKATA	P	P	A	P	P	P	P	A	P	P	P	P	A	P	P		
30	26192480	CH.UPENDRA RAO	A	P	P	P	P	A	P	P	P	A	P	P	A	P	P		
31	26192481	CH.NAVEEN	P	P	P	P	A	P	P	P	A	P	P	P	P	P	P		
32	26192482	CH.SRINU	P	P	P	A	P	P	P	P	P	A	P	P	P	P	A		
33	26192483	D.SRAVANI KUMARI	P	P	A	P	P	P	P	P	P	P	A	A	P	P	P		
34	26192484	D.SWARUPA	P	A	P	P	P	P	A	P	P	P	P	A	P	P	P		
35	26192486	G.DEVSINGH	P	P	P	P	P	A	P	P	P	A	P	P	P	P	A		
36	26192493	K.PRANEETH	A	P	P	P	P	P	P	A	P	P	P	P	P	P	P		
37	26192494	K.PRAVEEN	P	P	P	P	A	P	P	P	P	P	P	P	A	A	P		

38	26192495	K.SHYAM	A	P	P	P	P	P	P	A	P	P	P	P	P	P	P	A
39	26192496	K.RAHUL	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P
40	26192498	K.LAXMI	P	A	P	P	P	A	P	P	A	P	P	P	P	A	P	P
41	26192500	M.ASHA	P	P	A	P	P	P	P	P	A	P	P	P	P	P	P	P
42	26192502	N.NAVEEN	P	P	P	A	P	P	P	P	P	A	P	P	A	P	P	P
43	26192503	N.SIRISHA	P	P	P	P	A	P	P	P	P	P	A	A	P	P	P	P
44	26192504	N.UPENDAR	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A
45	26192505	P.LOKESH	P	P	P	P	P	P	A	P	A	P	P	P	P	P	P	P
46	26192506	P.DURGA	P	A	P	P	P	A	P	P	P	P	P	P	P	A	P	P
47	26192508	P.GOPI	P	P	A	A	P	P	P	A	P	P	P	P	P	A	P	P
48	26192509	P.ASWINI	A	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P
49	26192511	R.RAMBABU	P	P	P	P	A	P	P	P	A	P	P	P	P	P	P	P
50	26192512	SH.MUNEER	P	P	P	P	P	A	P	P	P	P	A	P	P	P	P	A

*(Handwritten signature)*

*P. Sarveswar Rao*

**SR & BGNR GOVERNMENT ARTS & SCIENCE  
COLLEGE(A)**

**DIST: KHAMMAM, TELANGANA**



**CERTIFICATE COURSE/ VALUE ADDED COURSE**

Certified that Ms./Mr. \_\_\_\_\_ S/o D/o \_\_\_\_\_  
bearing Registered Number \_\_\_\_\_ attended *FINANCIAL LITERACY* Certificate/Value  
- Added course conducted by \_\_\_\_\_ department from 23.02.2021 to 20.03.2021 and  
successfully achieved \_\_\_\_\_ grade.

Course Coordinator

Principal



SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE(A)-KHAMMAM  
DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT  
CERTIFICATE COURSE-2020-21-(2)  
FINANCIAL LITERACY

**Preamble:**

Financial literacy is the cognitive understanding of financial components and skills such as budgeting, investing, borrowing, taxation, and personal financial management. The absence of such skills is referred to as being financially illiterate. Financial literacy is the confident understanding of concepts including saving, investing and debt that leads to an overall sense of financial well-being and self-trust. It starts by building basic knowledge of money matters, and improve on self financial discipline and to meet the pace of the growing overall financial knowledge.

**Objective:**

The objective of the course is to learn Financial Literacy, Financial Discipline and how to behave in the Financial and Insurance Sector.

**Expected Job Roles:**

- Assistant Manager in Finance and Insurance sector

**Duration:**

30 Hours - (Theory: 30 hrs )

**COURSE CODE:VACFL**

**Course Outline:**

Sl. No	Module Title	Duration (Hours)		
		Theory		Total
1	Financial Literacy (divided in 06 units)	30		30
	<b>Total Duration</b>	<b>30</b>		<b>30</b>
	<b>Total Credits</b>	<b>4</b>		<b>4</b>

**Detailed Syllabus and Learning Outcome:**

S. No	Module Title (Tally) / Units	Topics	Learning Outcome	
			Theory	
1	Unit-1- Banking	Banking Concepts-types of accounts-KYC norms-EMI-CIBIL	5	After successful completion of the module, the students shall be able to: <ul style="list-style-type: none"> <li>• Basic Knowledge of</li> </ul>

SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE(A)-KHAMMAM  
 DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT  
 CERTIFICATE COURSE-2020-21-(1)  
 FINANCIAL LITERACY

				Banking Concepts and different types of accounts, norms of KYC etc.,
2	Unit-2- Investment	PF- Shares, Debentures-Mutual Fund -NPS	5	After successful completion of the module, the students shall be able to: <ul style="list-style-type: none"> <li>• Know the Shares, types of shares</li> <li>• Meaning of Debentures and types of Debentures</li> <li>• Know the Pooling Mutual Fund and Management of Mutual Fund</li> </ul>
3.	Unit-3- Insurance	Concept of Insurance- Types of Plans-IRDA- Nomination- Claims Settlement.	5	After successful completion of the module, the students shall be able to: <ul style="list-style-type: none"> <li>• Learn the concept of Insurance Plans and IRDA Nomination.</li> <li>• How to Claims Settlement</li> </ul>
4.	Unit-4- Financial Planning	Concept- Important life stages- Social Obligations - Retirement Planning.	5	After successful completion of this module, students should be able to: <ul style="list-style-type: none"> <li>• Importance of Life Stages.</li> <li>• To Know the Social Obligations</li> <li>• How to set Retirement Planning.</li> </ul>

SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE(A)-KHAMMAM  
DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT  
CERTIFICATE COURSE-2020-21-(2)  
FINANCIAL LITERACY

5.	Unit-5-Use of Technology Do and Don'ts.	Preparation of Vouchers- (Payment, Receipt, Journal, Contra, Purchase, Sales, Return Inward/Outward Voucher)	5	After successful completion of the module, the students shall be able to: <ul style="list-style-type: none"> <li>• Importance of Life Stages. Use ATM-Internet Banking.</li> <li>• Online Trading and Internet Banking</li> </ul>
6.	Unit-6-Taxes	Concept of Taxes- Types-Tax Planning Vs Tax evaluation.	5	After successful
Total Hours = 30			30	

**Examination & Certification:**

Sl No	Examination Pattern	Duration	in	Maximum Marks
1	Theory Paper - 1	60		40
2	Assignment -1	60		10
	<b>Total</b>	120		50

Examination pattern will be followed for Examination & Certification.

Note:

1. Pass percentage would be 50% marks in each component, with aggregate pass percentage of 50% and above.
2. Grading will be as under:

Grade	S	A	B	C	D
Marks Range (in %)	$\geq 85\%$	$\geq 75\%$ - $< 85\%$	$\geq 65\%$ - $< 75\%$	$\geq 55\%$ - $< 65\%$	$\geq 50\%$ - $< 55\%$

3. Theory examination would be conducted offline and the paper comprise of MCQ and each question will carry 1 mark.
4. Assignment would be evaluated internally.

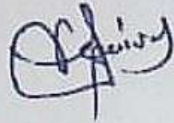
**Faculty & Support / Lab Instructor:**

1. One Faculty having M.Com/B.Com with relevant experience in Finance.
2. One Support staff member having with relevant experience in Finance.

SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE(A)-KHAMMAM  
DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT  
CERTIFICATE COURSE-2020-21-(2)  
FINANCIAL LITERACY

**References:**

1. Financial Management-Khan and Zain
2. Financial Management- I.M. Pandey
3. Financial Markets and Financial Services-Vasant Desai
4. Financial Markets and Services-Gordon and Natarajan



P. Sanyasankar

## SR&amp;BGNR GOVERNMENT ARTS &amp; SCIENCE COLLEGE(A)- KHAMMAM

## DEPARTMENT OF COMMERCE AND BUSINESS MANAGEMENT

## CERTIFICATE COURSE-ACCOUNTING IN TREE FINANCIAL LITERACY

## MARKS AWARD LIST-2020-2021-(1)-(B.Com.(G) T/M)

Sl. No.	Hallticket No.	Name of the Student	Remarks
1	2619-2801	SAICHANDRASHEKAR	
2	2619-2804	ARENPUA ANVESH	
3	2619-2805	AZMEERA SATHISH	
4	2619-2806	BANDARU SAI GANESH	
5	2619-2812	BATTU SAI GANESH	
6	2619-2813	BATTU VICTOR RAJU	
7	2619-2814	BHAKKATHATLA SATEESH	
8	2619-2820	BUDIGE VENKATESH	
9	2619-2821	CHAKKATI VENKATESWARA RAO	
10	2619-2822	CHALLA SREENU	
11	2619-2823	CHANDA GANESH	
12	2619-2824	CHEENABOINA SWAPNA	
13	2619-2833	GLINTI SUNIL	
14	2619-2834	GURJALA DIVYA SRI	
15	2619-2838	JINUKA SHIVAJI	
16	2619-2845	KOLAPUDI VAMSHI	
17	2619-2855	MOHAMMAD AMEER SOHAIL	
18	2619-2863	PRATHAPANENI GOPINADH	
19	2619-2866	SAPAVAT VIJAY KUMAR	
20	2619-2870	SHAIK JOHNY	
21	2619-2871	SHAIK KUTHUBUDDIN	
22	2619-2876	THATIKONDA SESHUKUMAR	
23	2619-2878	THUNAM RANJITH	
24	2619-2899	DONTHIBOINA ADITHYA	
25	2619-2900	DURUSETTI DIVYA	
26	2619-2903	GOGGELA SANDEEP	
27	2619-2906	GOWNI KAVYA	
28	2619-2915	KOJJA ANUSHA	
29	2619-2916	KONDA SURYA	
30	2619-2918	KORSA VINAY	
31	2619-2919	KURAM AKHILA	
32	2619-2922	NARLAPATI SRAVANI	
33	2619-2924	PASUPULETI NANDA SAI	
34	2619-2926	PAVURALA MANOJKUMAR	

35	2619-2929	PUNEM SAILAJA	
36	2619-2933	SHAIK MOUSHIN	
37	2619-2934	SHAIK NAYEEM	
38	2619-2935	SHAIK SAIDU	
39	2619-2936	SHAIK SHUBHANI	
40	2619-2937	SIRASANI SUNNY ROHAN	
41	2619-2938	SQUDABOINA VENKATESHWARLU	
42	2619-2939	THAMMISHETTI KONDALA RAD	
43	2619-2940	THUMU SAI KUMAR	
44	2619-2941	VADDANAPU THARUN SAI	
45	2619-2942	VAGABOINA LAVANYA	
46	2619-2943	VAKKANTHULA NIKHITHA	
47	2619-2944	VARADA VENU	
48	2619-2945	VARABOINA SRILAXMI	
49	2619-2946	VATTAM SOUNDARYA	
50	2619-2947	VEMPATI KIRAN	



*P. Sameerwanda*







SR & BGNR GOVERNMENT ARTS & SCIENCE  
COLLEGE(A)

DIST: KHAMMAM, TELANGANA



CERTIFICATE COURSE/ VALUE ADDED COURSE

Certified that Ms./Mr. \_\_\_\_\_ S/o D/o \_\_\_\_\_  
bearing Registered Number \_\_\_\_\_ attended *FINANCIAL LITERACY* Certificate/Value  
- Added course conducted by \_\_\_\_\_ department from 21.02.2021 to 20.03.2021 and  
successfully achieved \_\_\_\_\_ grade.

Course Coordinator

Principal



**SR & BGNR GOVT. ARTS & SCIENCE COLLEGE**

**AUTONOMOUS  
KHAMMAM**



## **CERTIFICATE COURSE**

**On**

**“ BASIC COMPUTER SKILLS”**

**On**

**17.03.2021 TO 28.04.2021**

**Organized By**

**DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS**

**Under**

**FACULTY DEVELOPMENT PROGRAM(FDP)**

### **RESOURCE PERSONS**

**K. NageswarRao, M.C.A., M.Tech., Ph.D.**

DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS  
SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(A), KHAMMAM

**M. SrinivasaRao, M.C.A, M.Phil.**

DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS  
SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(A), KHAMMAM

**Ch. Jamuna Rani, M.C.A, P.G.D.C.A**

DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS  
SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(A), KHAMMAM

**J.V.S.Arundathi, M.Tech(Ph.D), UGC NET.**

DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS  
SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(A), KHAMMAM

**K. UshaPavani, M.C.A, M.B.A**

DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS  
SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(A), KHAMMAM

**G.Sudha Rani, M.C.A., M.Tech.**

DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS  
SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(A), KHAMMAM

**V. PullaRao, M.C.A, P.G.D.C.A**

DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS  
SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(A), KHAMMAM

### **VENUE**

**Room No: 205, COMPUTER Lab 2**

**&**

**Room No: 232, COMPUTER Lab 3**

COMMISSIONER OF COLLEGIATE EDUCATION GOVERNMENT OF TELANGANA

PRESENT : SRI. NAVIN MITTAL, IAS

CIRCULAR

Sub: Collegiate Education - Government Degree Colleges – One month In-house Training Program on Basic Computer Skills for Teaching and Non-Teaching Staff Members –Reg.

During the Virtual Meeting held on 15.03.2021 with Principals of GDCs in Telangana State, some of the Principals have informed the Commissioner of Collegiate Education that some of the Teaching and Non-teaching faculty members of GDCs do not have the basic Computer knowledge which ultimately leading to hindrance to the effective functioning of GDCs.

In order to efficiently maintain the Academic and Office Administration in all GDCs, it has been decided to conduct One Month (30 days) training program in Basic Computer Skills for the Teaching and Non-teaching faculty members of GDCs, who are not well-versed or not equipped with Basic Computer Skills.

The training would cover the following components of Computer Skills:

1. MS Word
2. MS Excel
3. MS Power Point
4. Internet Browsing and email usage
5. Usage of e-Office

Further, the Principals are instructed to identify the Teaching and Non- teaching staff for undergoing Training and ensure that they should be given proper training by the Computer Science/Applications Faculty member (Regular/Contract/Guest) of the respective colleges.

Prior to the identification of faculty members for imparting Computer training, the Principals should get the undertaking signed from the faculty members that they are aware of Basic Computer Skills and they would be able to work on the above said applications as a part of their regular Office/Academic duties.

In this connection, Principals are instructed to identify the Trainer and participants and are directed to commence the training program from today and complete the training program by 15 April, 2021 and ensure that all the Staff members are Computer Literates and are able to work on the above said applications for effective and smooth functioning of the colleges. The training should be given before or after the regular college timings covering two hours per day and the Principals should ensure that those who are undergoing training should mark the Biometric attendance after 8 hours instead of the regular 6 hours of College timings.

In view of the above the Principals are informed to monitor the training program and issue certificates to the participants after successful completion of the training program and send compliance of the same to the O/o

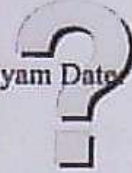
CCE by

15 April, 2021.

(Orders of CCE obtained in the note file)

Signature Not Verified

Digitally signed by Ghanshyam Date  
2021.03.16 14:39:02 IST  
Reason: Approved



For Commissioner of Collegiate Education To Principals of

All GDCs in Telangana State.

**COURSE NAME : BASIC COMPUTER SKILLS**

S. No.	Nature of the Activity	Title of the Activity	Resource Persons	Duration	No. of Participants
1	Certificate Course	BASIC COMPUTER SKILLS(STAFF)	Dr. K. Nageswar Rao Ch. Jamunarani M. Srinivas Rao V.Pulla Rao J.V.S .Arundathi K.Usha pavani G.Sudharani	30 hrs ( 17.03.2021 to 28.04.2021)	30

**Objectives:**

- To know how to use the most common Microsoft Office programs.
- To be able to create documents for printing and sharing.
- To be able to create and share presentations.
- To be able to manage and store data in a spreadsheet.

**Syllabus:**

1. **KNOWING COMPUTER 1.0** Introduction ,Objectives , What is Computer? , Basic Applications of Computer , Components of Computer System , Central Processing Unit , Keyboard, mouse and VDU ,Other Input devices Other Output devices ,Computer Memory ,Concept of Hardware and Software ,Hardware ,Software ,Application Software ,Systems software.

2. **UNDERSTANDING WORD PROCESSING** Introduction , Objectives ,Word Processing Basics ,Opening Word Processing Package , Menu Bar , Using The Help , Using The Icons Below Menu Bar , Opening and closing Documents , Opening Documents , Save and Save as , Page Setup , Print Preview Printing of Documents , Text

Creation and manipulation , Document Creation , Editing Text , Text Selection , Cut, Copy and Paste, Spell check , Thesaurus ,Formatting the Text , Font and Size selection , Alignment of Text , Paragraph Indenting , Bullets and Numbering , Changing case , Table Manipulation , Draw Table , Changing cell width and height , Alignment of Text in cell , Delete / Insertion of row and column , Border and shading

**3. USING SPREAD SHEET** Introduction, Objectives , Elements of Electronic Spread Sheet , Opening of Spread Sheet , Addressing of Cells BCC – Version – 2/ Revision-1 (2015) Page , Printing of Spread Sheet , Saving Workbooks , Manipulation of Cells , Entering Text, Numbers and Dates , Creating Text, Number and Date Series , Editing Worksheet Data , Inserting and Deleting Rows, Column , Changing Cell Height and Width , Formulas and Function , Using Formulas , Function.

**4. INTRODUCTION TO INTERNET, WWW AND WEB BROWSERS** Introduction , Objectives , Basic of Computer Networks , Local Area Network (LAN) , Wide Area Network (WAN) , Internet , Concept of Internet , Applications of Internet , Connecting to the Internet , Troubleshooting , World Wide Web (WWW) , Web Browsing Softwares , Popular Web Browsing Softwares , Search Engines , Popular Search Engines / Search for content , Accessing Web Browser , Using Favorites Folder , Downloading Web Pages , Printing Web Pages , Understanding URL , Surfing the web , Using e-governance website.

**5. MAKING SMALL PRESENTATIONS** Introduction , Objectives , Basics , Using PowerPoint , Opening A PowerPoint Presentation , Saving A Presentation , Creation of Presentation , Creating a Presentation Using a Template , Creating a Blank Presentation , Entering and Editing Text , Inserting And Deleting Slides in a Presentation , Preparation of Slides , Inserting Word Table or An Excel Worksheet , Adding Clip Art Pictures , Inserting Other Objects , Resizing and Scaling an Object , Presentation of Slides , Viewing A Presentation , Choosing a Set Up for Presentation , Printing Slides And Handouts , Slide Show , Running a Slide Show , Transition and Slide Timings , Automating a Slide Show.







Faculty Attendance:

24/1/2021

1. N. Venkateswara - History  
 2. P. Venkateswara - History  
 3. Dr. J. ANUPADMA - Telugu  
 4. C.V. Muralidhar - Eco  
 5. T. Nagar - History  
 6. Dr. B. Dharammally - Pol. Sci  
 7. P. Venkateswara - History  
 8. Dr. R. Seetha Ramana - Telugu  
 9. Dr. M.V. Ramana - Telugu  
 10. G. Shivaji - Eng  
 11. Dr. P. Sarveswararao - Commerce  
 12. K. INDIRA - Eco

25/1/2021

1. Dr. J. ANUPADMA - Telugu  
 2. T. Nagar - History  
 3. P. Venkateswara - History  
 4. Dr. R. Seetha Ramana - Telugu  
 5. N. Venkateswara - Eco  
 6. P. Venkateswara - History  
 7. Ch. Venkateswara - History  
 8. C.V. Muralidhar - Eco  
 9. Dr. B. Dharammally - Pol. Sci  
 10. P. Venkateswara - History  
 11. Dr. M.V. Ramana - Telugu  
 12. G. Shivaji - Eng  
 13. Dr. P. Sarveswararao - Commerce  
 14. K. INDIRA - Eco

17-03-2021

1. Dr. B. Dharammally - Pol. Sci  
 2. Dr. T. Nagar - History  
 3. P. Venkateswara - History  
 4. G. Shivaji - Eng  
 5. P. Sarveswararao - Commerce  
 6. Ch. Venkateswara - History  
 7. N. Venkateswara - Economics  
 8. P. Venkateswara - Telugu  
 9. Dr. J. ANUPADMA - Telugu  
 10. K. INDIRA - Eco  
 11. C.V. Muralidhar - Eco  
 12. Dr. R. Seetha Ramana - Telugu  
 13. P. Narasimha Murthy - History

26/3/2021

1. Dr. B. Dharammally - Pol. Sci  
 2. P. Venkateswara - History  
 3. P. Venkateswara - History  
 4. Dr. R. Seetha Ramana - Telugu  
 5. Dr. J. ANUPADMA - Telugu  
 6. K. INDIRA - Eco  
 7. Dr. P. Sarveswararao - Commerce  
 8. G. Shivaji - Eng  
 9. Ch. Venkateswara - History  
 10. C.V. Muralidhar - Eco  
 11. T. Nagar - History  
 12. P. Narasimha Murthy - History  
 13. Dr. M.V. Ramana - Telugu

**Feedback:**



**Feedback Form**

**SR & BGNR GOVT ARTS & SCIENCE COLLEGE  
KHAMMAM**

**CERTIFICATE COURSE**

COURSE TITLE: Basic Computer Skills

DATE: 28-04-2021

Please fill the short Questionnaire to make the course better.

1. Were objectives of the course clear to you?  Y /  N

2. The course content met with your expectations? (d)

a. Strongly disagree b. Avg c. Good d. Strongly agree

3. The lecture sequence was well planned (C)

a. Strongly disagree b. Avg c. Good d. Strongly agree

4. The contents were illustrated with (d)

a. Strongly disagree b. Avg c. Good d. Strongly agree

5. The course exposed you to new knowledge and practices (d)

a. Strongly disagree b. Avg c. Good d. Strongly agree

6. The Course material handed out was adequate (C)

a. Strongly disagree b. Avg c. Good d. Strongly agree

**Dept. of Computers  
S.R. & B.G.N.R. Govt. College  
(Autonomous)  
KHAMMAM.**

**Feedback:**



**Feedback Form**

**SR & BGNR GOVT. ARTS & SCIENCE COLLEGE  
KHAMMAM**

**CERTIFICATE COURSE**

COURSE TITLE:


Basic Computer Skills

DATE:

28-04-2021

Please fill the short Questionnaire to make the course better.

- 1. Were objectives of the course clear to you? Y / N
  
- 2. The course content met with your expectations? (C)  
a. Strongly disagree b. Avg c. Good d. Strongly agree
  
- 3. The lecture sequence was well planned (C)  
a. Strongly disagree b. Avg c. Good d. Strongly agree
  
- 4. The contents were illustrated with (C)  
a. Strongly disagree b. Avg c. Good d. Strongly agree
  
- 5. The course exposed you to new knowledge and practices (A)  
a. Strongly disagree b. Avg c. Good d. Strongly agree
  
- 6. The Course material handed out was adequate (A)  
a. Strongly disagree b. Avg c. Good d. Strongly agree

  
Dept. of Computers  
S.R.&B.G.N.R. Govt. College  
(Autonomous)  
KHAMMAM.

# CERTIFICATE:



**SR&BGNR GOVT. ARTS & SCIENCE COLLEGE, (AUTONOMOUS)**

**KHAMMAM**

**DEPARTMENT OF COMPUTER SCIENCE AND APPLICATIONS**



## CERTIFICATE

This is to certify that Mr / Ms \_\_\_\_\_ has successfully completed "BASIC COMPUTER SKILLS" course conducted by the department of computer Science & Applications during 17<sup>th</sup> March 2021 to 28<sup>th</sup> April 2021.

**N.SRINIVAS RAO**

Co-ordinator

**K.S.S RATNA PRASAD**

Principal

## ONLINE COURSES

All of this means that students, from working professionals to recent high school graduates, find many reasons to take all or some of their courses online. The following list includes 10 advantages to online learning.

### **Variety of Programs and Courses:**

From traditional four-year universities to completely online career colleges, higher education today offers a variety of options for students. This means that no matter what students study, from nursing to neuroscience, they can find the courses or programs they need online. Students can also earn every academic degree online, from a career certificate to a doctorate.

### **Lower Total Costs:**

Online programs prove a more affordable option than traditional colleges. Though not all online degrees offer less expensive net tuition prices than traditional colleges, associated expenses almost always cost less. For example, there are no commuting costs, and sometimes required course materials, such as textbooks, are available online at no cost. In addition, many colleges and universities accept credits earned via free massive open online courses (MOOCs), the most recent advance in online education. These free online courses can help students fulfill general education requirements.

### **More Comfortable Learning Environment:**

Commercials that feature online students studying in their pajamas only skims the surface of one of the benefits of online education: no physical class sessions. Students listen to lectures and complete assignments sent to them electronically, with no need to fight traffic, leave work early for class, or miss important family time.

### **Convenience and Flexibility:**

Online courses give students the opportunity to plan study time around the rest of their day, instead of the other way around. Students can study and work at their convenience. Course material is always accessible online, making special library trips unnecessary. All of these benefits help students balance work and family commitments with their education.

### **More Interaction and Greater Ability to Concentrate:**

While contradictory evidence about the rate of online student participation versus participation in traditional courses exists, one thing remains certain: Online courses offer shy or more reticent students the opportunity to participate in class discussions more easily than face-to-face class sessions. Some students even report better concentration in online classes due to the lack of classroom activity.

### **Career Advancement:**

Students can take online courses and even complete entire degrees while working, while in-between jobs, or while taking time to raise a family. This academic work will explain any discontinuity or gaps in a resume as well. Also, earning a degree can show ambitiousness to prospective employers and a desire to remain informed and prepared for new challenges.

### **Continue In Your Profession:**

Even if someone wants to complete a degree, it may not mean they want to leave their current job. For most students today, increasing college costs mandate that some students continue working while in school. The previously mentioned flexibility of online programs enable students to keep working while also pursuing academic credentials.

### **Avoid Commuting:**

During snowstorms and thunderstorms, colleges may cancel classes to avoid putting commuting students at risk of dangerous driving conditions. Rather than miss important class sessions, students in online courses can always "attend" by participating in discussion boards or chat sessions, turning in their work on time, and watching lectures or reading materials. Many students also find substantial savings on fuel costs with no commute for classes.

### **Improve Your Technical Skills:**

Even the most basic online course requires the development of new computer skills, as students learn to navigate different learning management systems (LMS) and programs. The participation skills students learn within their online courses translate to many professions, including creating and sharing documents, incorporating audio/video materials into assignments, completing online training sessions, etc. Some schools even offer students free laptops or iPads.

## Transfer Credits:

For college students who want to attend summer classes, but live too far from their colleges and/or work summer jobs, taking online classes from an accredited college and transferring the credits to their primary college can be beneficial. Students can earn college credit while still enjoying their summer vacation or fulfilling the responsibilities of their seasonal employment. Similarly, if a college or university does not offer enough open sections of a required course, students can take the course online at another college and transfer the credits.

Students in online programs can effectively manage their time, learn the materials, and complete assignments on their own schedules to name just a few benefits of online learning.

- IIT Bombay Has Entered MOU With Government of Telangana State and Offered Online Training Program to Enhance The Student Ability In Various Courses Like C, C++, Java, My Sql, Libre Office and Php, for both UG and PG Students.
- As per the instruction of IIT Bombay, We successfully registered students, conducted trainings then students received online certificates by passing the online examination conducted by IIT Bombay.

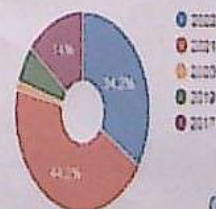
## Workshop/Training Statistics

State	Telangana	Type	-----	Total number of Workshop/Training	56
City/Town	Khammam	Fees	-----	Total number of Institutes	1
Institution Type	College	Date Range		Participants Count	2810
Institution	sr			Total participants (women)	766
Department	-----	Language	-----	Total participants (men)	2055

Completed Trainings

Pending Attendance Trainings

Filter Reset Filter



Enlarge chart

## Spoken Tutorial Courses

.No.	Major Streams	Branches/ Depts.	Spoken Tutorial Courses		
			1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year
1.	B.Sc.	Computer Science Combinations	Linux, Firefox, LibreOffice, C Language	LibreOffice, BASH, C++, Java	PHP-MySQL, Netbeans, Python, PERL, RUBY
2.	B.Sc.	Electronics Combinations	Linux, Firefox, LibreOffice	LibreOffice, FreeEDA, Scilab	
3.	B.Sc.	Maths / Statistics Combinations	Linux, Firefox, LibreOffice	LibreOffice, Scilab, C++	LaTeX, C Language (for Statistics elective)
4.	B.Sc.	Chemistry Combinations	Linux, Firefox, LibreOffice	LibreOffice, Gchempaint, JMOL Application, Ascend	
5.	B.Sc.	Botany / Zoology Combinations	Linux, Firefox, LibreOffice	LibreOffice, Gchempaint, JMOL Application	Cell Designer
6.	B.Sc.	Biochemistry/ Biotechnology/ Genetics Combinations	Linux, Firefox, LibreOffice	LibreOffice, Gchempaint, JMOL Application	BioPython
7.	B.Sc.	Geography / Geology Combinations	Linux, Firefox, LibreOffice	LibreOffice, Scilab	GIMP
8.	B.A.	Fine Arts	Linux, Firefox, LibreOffice	LibreOffice, GIMP, Inkscape	Blender
9.	B.A.	All Groups	Linux, Firefox, LibreOffice	LibreOffice, BOSS Linux	
10.	B.Com.	Gen/CA	Linux, Firefox, LibreOffice	LibreOffice, PHPMySQL	Java (Only for B.Com.,)



					IT)
11.	M.Sc.	Physical Sciences (Physics, Chemistry, etc.)	Linux, Firefox, LibreOffice	LibreOffice, Scilab, LaTeX	
12.	M.Sc.	Life Sciences (Botany, Zoology, etc.)	Linux, Firefox, LibreOffice	LibreOffice, Gchempaint, JMOL Application, LaTeX	
13.	M.Com.		Linux, Firefox, LibreOffice	LibreOffice, PHPMySQL	

**Note:**

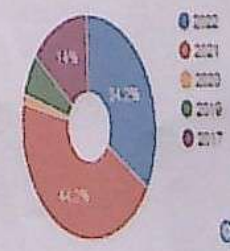
1. LibreOffice is for both 1st year and 2nd year in 2016-17. In future we will restrict to 1st year only
2. Colleges can opt for additional courses also

**Workshop/Training Statistics**

State:  Type: 
  
 City/Town:  Fess: 
  
 Institution Type:  Date Range: 
  
 Institution: 
  
 Department:  Language:

Total number of Workshop/Training	56
Total number of Institutes	1
Participants Count	2010
Total participants (women)	755
Total participants (men)	2055

Completed Trainings
  Pending Attendance Trainings



[Enlarge chart](#)

*Thalluri*  
**PRINCIPAL**  
 SR & B.G.N.R Govt Arts &  
 Science College (NAAC-B++)  
 Autonomous-K.H.A.M.M.A.M

## Consolidated list of online courses with participant list

Sl.No	Course Start Date	Course Ending Date	Software Course	Department	Participant List
1	21-02-2017	30-04-2017	Libre office suite writer	Computer science and Applications	55
2	10-02-2017	30-04-2017	Libre office suite calc	Computer science and Applications	55
3	10-02-2017	30-04-2017	Libre office suite impress	Computer science and Applications	55
4	24-08-2017	30-11-2017	Advance c	Computer science and Applications	56
5	29-08-2017	30-11-2017	C and CPP	Computer science and Applications	56
6	31-08-2017	30-11-2017	Libre office suite writer	Computer science and Applications	39
7	31-08-2017	30-11-2017	Libre office suite Impress	Computer science and Applications	39
8	31-08-2017	30-11-2017	Libre office suite calc	Computer science and Applications	39
9	01-07-2018	30-10-2018	Advance c	Computer science and Applications	29
10	01-07-2018	30-10-2018	Libre office suite writer	Computer science and Applications	20
11	01-07-2019	30-10-2019	Advance c	Computer science and Applications	51
12	01-07-2019	30-10-2019	Libre office suite writer	Computer science and Applications	47
13	01-07-2019	30-10-2019	Advanced CPP	Computer science and Applications	7
14	01-07-2019	30-10-2019	Libre office suite Impress	Computer science and Applications	20
15	01-01-2020	30-04-2020	Libre office writer	Computer science and Applications	38
16	02-02-2021	30-04-2021	Introduction to computer	Computer science and Applications	58
17	02-02-2021	30-04-2021	Libre office suite writer	Computer science and Applications	200

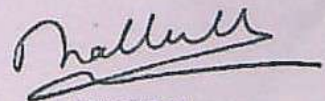
18	01-01-2021	30-04-2021	Libre office suite writer	Computer science and Applications	163
19	01-01-2021	30-04-2021	Libre office suite calc	Computer science and Applications	192
20	01-07-2021	30-10-2021	Introduction to computer	Computer science and Applications	209
21	01-07-2021	30-10-2021	Libre office suite writer	Computer science and Applications	218
22	01-07-2021	30-10-2021	Libre office suite impress 6.3	Computer science and Applications	57
23	01-07-2021	30-10-2021	C and CPP	Computer science and Applications	145
24	03-01-2022	03-04-2022	Python3.4.3	Computer science and Applications	145
25	03-01-2022	03-04-2022	Libre Office Suite Writer 6.3	Computer science and Applications	79
26	03-01-2022	03-04-2022	Java	Computer science and Applications	18
27	03-01-2022	03-04-2022	C and CPP	Computer science and Applications	19
28	03-01-2022	03-04-2022	PHP and My SQL	Computer science and Applications	112
29	04-01-2022	04-04-2022	Java	Computer science and Applications	257
30	04-01-2022	04-04-2022	Advanced CPP	Computer science and Applications	222
31	04-01-2022	04-04-2022	HTML	Computer science and Applications	110
				TOTAL	2810

*Thalluri*

**PRINCIPAL**  
 S.R. & B.G.N.R. Govt. Arts &  
 Science College (NAAC-B++)  
 Autonomous-K.H.A.M.M.A.M

## 2020-2021

Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	Introduction to Computers	B.A Batch 1	Mappe d	ANUR ADHA	02 Feb 2021	58	<a href="https://spoken-tutorial.org/statistics/training/132959/participants/">https://spoken-tutorial.org/statistics/training/132959/participants/</a>
Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	LibreOffice Suite Writer	B.Sc (Gener al)	Outside	ANUR ADHA	02 Feb 2021	143	<a href="https://spoken-tutorial.org/statistics/training/132960/participants/">https://spoken-tutorial.org/statistics/training/132960/participants/</a>
Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	LibreOffice Suite Writer	B.CO M. (C ) (Comp uters)	Outside	ANUR ADHA	02 Feb 2021	57	<a href="https://spoken-tutorial.org/statistics/training/132963/participants/">https://spoken-tutorial.org/statistics/training/132963/participants/</a>
Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	LibreOffice Suite Writer	B.A Batch 1	Mappe d	ANUR ADHA	01 Jan 2021	64	<a href="https://spoken-tutorial.org/statistics/training/133958/participants/">https://spoken-tutorial.org/statistics/training/133958/participants/</a>
Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	LibreOffice Suite Writer	B.A Batch 1	Mappe d	ANUR ADHA	01 Jan 2021	37	<a href="https://spoken-tutorial.org/statistics/training/133963/participants/">https://spoken-tutorial.org/statistics/training/133963/participants/</a>
Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	LibreOffice Suite Calc	B.CO M. (C ) (Comp uters)	Mappe d	ANUR ADHA	01 Jan 2021	49	<a href="https://spoken-tutorial.org/statistics/training/133964/participants/">https://spoken-tutorial.org/statistics/training/133964/participants/</a>
Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	LibreOffice Suite Calc	B.Sc (Gener al)	Mappe d	ANUR ADHA	01 Jan 2021	143	<a href="https://spoken-tutorial.org/statistics/training/133965/participants/">https://spoken-tutorial.org/statistics/training/133965/participants/</a>
Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	LibreOffice Suite Writer	B.CO M. (C ) (Comp uters)	Mappe d	ANUR ADHA	01 Jan 2021	62	<a href="https://spoken-tutorial.org/statistics/training/134698/participants/">https://spoken-tutorial.org/statistics/training/134698/participants/</a>



**PRINCIPAL**  
SR & B.G.N.R. Govt Arts &  
Science College (NAAC-B++)  
Autonomous-KHAMMAM

## Workshop / Training Participants

Institution Name SR & BGR Government Arts and Science College (A), Khammam, Telangana  
 Topic LibreOffice Suite Writer  
 Date Jan 1, 2020  
 Participants Count 18  
 Organizer ANURADHA PRATHIGADAPA

#	First Name	Last Name
1	VENU	SUREPALLI
2	NIKHIL	KOTA
3	SURESH	BANOTH
4	NAGA SAMPATH	VANGARU
5	HAZIBADA	SHAIK
6	SNEHA	URUKONDA
7	DEVENDER	MOODU
8	SURESH	PUTTABANTHI
9	ANIL KUMAR	THALLA
10	SONIYA	VANKUOTH
11	ALIYAAZEEZ	SYED
12	KITTU	AZMEERA
13	AKHIL	YEPURI
14	GANESH	KALAMCHERLA
15	NARESH	PODILA
16	PRASHANTH	POTHLA
17	SUPRIYA	PERLA
18	ASHOK	VEESAM

## List of online courses with participant count for the academic year 2020-2021

15	Telangana	Khammam	SR & BGR Government Arts and Science College (A), Khammam	LibreOffice Suite Writer	B.A Batch 1	Mapped	ANURADHA	01 Jan 2021	64	View Participants
16	Telangana	Khammam	SR & BGR Government Arts and Science College (A), Khammam	LibreOffice Suite Writer	B.A Batch 1	Mapped	ANURADHA	01 Jan 2021	37	View Participants
19	Telangana	Khammam	SR & BGR Government Arts and Science College (A), Khammam	LibreOffice Suite Writer	B.COM. (C) (Computers)	Mapped	ANURADHA	01 Jan 2021	62	View Participants

*Thalla*  
 SR & BGR  
 Science College (A)  
 Autonomous-KHAMMAM

## Workshop / Training Participants

Institution Name SR & BGNR Government Arts and Science College (A), Khammam, Telangana  
Foss LibreOffice Suite Writer  
Date Jan 1, 2021  
Participants Count 64  
Organiser ANURADHA PRATHIGADAPA

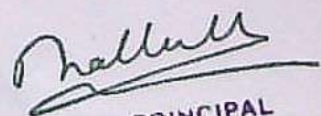
#	First Name	Last Name
1	NAVEEN KUMAR	B
2	PAVAN	A
3	KESHAV	H
4	SURESH	P
5	VIJAYKUMAR	B
6	CHANDRAKANTH	G
7	RAJA	B
8	VENKATESH	S
9	NARESH	B
10	RAMBABU	K
11	BHASKAR	G
12	GOPI	G
13	RAVINDERBABU	T
14	UDAY KUMAR	K
15	MADHU	M
16	NAVEEN	B
17	SHAREEF	SK
18	SRIHARI	A
19	VENKATESWARLU	J
20	RAMESH	N
21	AJAY	R
22	NAGA KOTI REDDY	M
23	SAIRAM	B
24	LOKESH	P
25	SAMPATH	P
26	LAXMINARAYANA	K
27	PRASAD	Y
28	PAVAN KUMAR	T
29	NAGESWAR RAO	B

30	HANUGOPI	M
31	VENKATESH	N
32	MANOHAR	T
33	AMEER	SK
34	NARENDAR	K
35	VIJENDAR	B
36	BHARATH	CH
37	INDRAJA	Y
38	MANJULA	B
39	ANITHA	B
40	SAIRUPA	K
41	KASTHURI	E
42	SAILAJA	T
43	DIVYA	R
44	SRUTHI	B
45	RUBENA	SK
46	KEERTHI	CH
47	RENUKA	D
48	NAVYA SRI	V
49	BHAVANI	T
50	SHIREESHA	H
51	PRIYANKA	B
52	DEVAKI	L
53	RAMYA SRI	B
54	SAILAJA	B
55	NAVYA	L
56	ANURADHA	K
57	VENNELA	G
58	SANDHYA	A
59	MANOHAR	D
60	RAMESH	P
61	CHARAN NAIK	B
62	ARCHANA	ARCHANA
63	VINOD	V
64	VENKATESH	B

## Workshop / Training Participants

Institution Name SR & BGNR Government Arts and Science College (A), Khammam, Telangana  
 Foss LibreOffice Suite Writer  
 Date Jan. 1 2021  
 Participants Count 37  
 Organizer ANURADHA PRATHIGADAPA

#	First Name	Last Name
1	VINODKUMAR	REGALL
2	MADHU	NAGULA
3	SUDHEERGH	KOTTE
4	PRANAYKUMAR	BHUKYA
5	KUMAR	BHUKYA
6	TELLURI LAXMAN	GARIKAPADU
7	BHANU PRAKASH	VAGABOINA
8	VAGGELA NARESH	NARESH
9	MOHAMMED RUVIDA	MOHAMMED
10	RIYAZ	SHAIK
11	VAMSHI	GADDAM
12	ANIL	GUGULOTHU
13	SHAREEF	SHAIK
14	CHANDRALEKHA	EMMADI
15	RAJASEKHAR	KOPPERA
16	MALLIKHARJUN	BANDAM
17	SRIRAM	LUNAVATH
18	SURESH	NARAPOGU
19	VINAY	BANDI VINAY
20	JOHN WESLY	NALLAMOTHU
21	NAVEEN	KANDHIMALLA
22	J.NAVEEN	JARPULA
23	PRAKASH KUMAR	YATHAKULA
24	SUMAN	BHATTU
25	PAVAN	SANGU
26	VAMSHI	DOREPALLI
27	NAGARJUNA	NAKKA



PRINCIPAL  
 SR & BGNR Govt Arts &  
 Science College (NAAC-B++)  
 Autonomous KHAMMAM



28	JASMEEN	SHAK
29	SANWITHA	BAYYA
30	SAI	TEEGA
31	R. CHARAN KUMAR	RAVUTLA
32	RAMESHBABU	KANDULA
33	VELAKAM SANDHYA	VELAKAM
34	ASHOK KUMAR	VANKUDOTH
35	SAI SHIVA	ANUGOJU
36	GOPIRATHOD	BHUKYA
37	B.VINAY KUMAR	BATHULA

### Workshop / Training Participants

Institution Name SR A BDR Government Arts and Science College (A), Khammam, Telangana  
 Place LibraOffice Dusa Wiler  
 Date Jan. 1 2021  
 Participants Count 62  
 Organiser ANURADHA PRATHIGADAPA

#	First Name	Last P
1	HARIKRISHNA	B
2	MADHU	B
3	PRASHANTH	B
4	NAGARAJU	B
5	VENKATESH	V
6	BALAJI	B
7	PRASAD	B
8	ASIF	SK
9	MURALI	B
10	KUTUBUDDIN	SK
11	CHANDRASHEKAR RAJU	J
12	PAPARAO	P
13	PARIMALA	B
14	MANOHAR	K
15	VENKATESWARAO	CH
16	KALYAN	B
17	MAMESH	V
18	SURYA	K
19	SANDEEP	G
20	SESHUKUMAR	T
21	NAYEEM	SK
22	VAMSHI	K
23	JEVAN	K
24	JOHNY	SK
25	HANEEF	SK
26	ARIF	SK
27	GANESH	CHAI
28	SUNIL	G

29	NAGA VAMSHIKRISHNA	A
		T
30	RANJITH	SK
31	SAIDA	K
32	VENKATA SAI	J
33	NAGARAJU	K
34	NAVEEN	D
35	SAICHANDRASHEKAR	K
36	ANUSHA	P
37	BHAVANA	A
38	BHARATHI	G
39	DIVYA SRI	D
40	DIVYA	P
41	SIRISHA	Y
42	UDAYKUMAR	I
43	NIROSHA	N
44	SHIREESHA	B
45	SAI KUMAR	

46	SHIVAJI	J
47	MAMASA	G
		P
48	TOPTHREEKARRAMAGESHU	DHAN
49	BHANU	N
50	MAHESH	P
51	RAJU	K
52	SANDEEP	CH
53	JAYABHARGAVI	B
54	JAYENDHAR	SK
55	SUSHANI	SK
56	USMAN ALIPASHA	G
57	KAVYA	N
58	SRAWANI	M
59	SHIVA	B
60	KISHORE	V
61	ASHOK KUMAR	D
62	VIGNESH	

17	Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	LibreOffice Suite Calc	B.COM. (C) (Computers)	Mapped	ANURADHA	01 Jan 2021	49	<a href="#">View Participants</a>
18	Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	LibreOffice Suite Calc	B.Sc (General)	Mapped	ANURADHA	01 Jan 2021	143	<a href="#">View Participants</a>

### Workshop / Training Participants

**Institution Name** SR & BGNR Government Arts and Science College (A), Khammam, Telangana  
**Pass** LibreOffice Suite Calc  
**Date** Jan. 1, 2021  
**Participants Count** 49  
**Organiser** ANURADHA PRATHIGADAPA

#	First Name	Last Name
1	UPENDRA	EEDA
2	CH.MUTHYALA RAI	CHENNAM
3	SRIDEVI	MEEGADA SRIDEVI
4	SURESH	GUGULOTHU
5	ANIL KUMAR	BHADAVATH
6	ANAND	PANDAVULA
7	ANJALI	BADAVATH
8	PRAKASHAM	EKKRALA
9	SK KARISHMA	SK. KARISHMA

10	LSATYANARAYANA	REKHA
11	DEEPAK NAIK	BHUKYA
12	LINGARAJ GOLD	RAJU
13	SHIROMANI	DILLI
14	JATOTH SANDEEP	JATOTH
15	LAVANYA	DASARI
16	VAMSHI	DONDA
17	FRANAY	CHEDUPAKA
18	SONIYA	GUGULOTH
19	KORAM SOWMIYA BHARGAVI	YALADRI SUR
20	TEJAVATH VAMSHI	TEJAVATH
21	ESLAVATH	AKHIL
22	SAIDA	BHUKYA
23	RAJENDRA	PERUMALLA
24	SATHISH	PAMULA
25	KOTESWARARAO	MEDA

26	SATHVIKA	SURNAPAKA
27	UDAY	NAGANDLA
28	KISHORE	DANIYAKULA KISHORE
29	JYOTHI	KOMMU
30	KUNDE PRAVEEN	KUNDE LINGANNA
31	UMAR FAROOQ	SHAIK
32	PAVANI	PANGA
33	B RESHMA	BOLLEPALLI RESHMA
34	SHANNU SHANNU	SHANNU SHANNU
35	SATHISH	BHUKYA
36	THRISHA	SILIVERU
37	SAJ KIRAN	BINGI
38	JAN PASHA	SHAIK
39	NAVEEN	ALAVALA
40	UMAMAHESWARI	JUPUDI UMAMAHESWARI
41	BANOTH ARUN	BANOTH
42	ASHOK	BATHULA
43	GOPALAKRISHNA	NAGULAVANCHA

44	PAWAN KALYAN	PERUMALLPALLI
45	AMEER SOHAIL	MOHAMMAD
46	UPENDAR	UPPATALA
47	VIJAY KUMAR	PULAMALA
48	YOUSUF PASHA	SHAIK
49	LOKESH	JEEDI

### Workshop / Training Participants

Institution Name SR & BQNR Government Arts and Science College (A), Khammam, Telangana  
 Fees LibreOffice Suite Calc  
 Date Jan 1, 2021  
 Participants Count 143  
 Organiser ANURADHA PRATHIGADAPA

#	First Name	Last Name
1	JEEVANA	BANOTH
2	REVANTH KUMAR	KEERTHI
3	GOUSUDDIH	SHAIK
4	AMUKTHA MALYADHA	ALAVALA
5	CHAITHANYA NAYAK	JATOTH
6	SHAIK. HANIFA	SHAIK
7	MDUNIKA	GUGGILLA
8	RAMBABU	GUGULOTH
9	VENKATAVEERABABU	DUDDUKURU
10	VIDYASREE	BANOTH

		SAADHU
11	S.SRI HARSHITHA	SAMINENI
12	SREEJA	SHAIK
13	ASLAM	GUGULOTH
14	JEEVAN	SHAIK
15	NAGUL MEERA	GUDIBOINA
16	YUVANA	GOGULA
17	VEERENDHAR	CHINMAPANGU
18	VAMSHI	MANTHENA
19	BHASKAR	DHARAVATH
20	MEGHANA BAI	RAMADUGU
21	R.SHASHI KUMAR	N
22	NARAPOGU JEEVANKUMAR	JARPULA
23	ANIK	YESUPOGU
24	CHANDARRAO	GOSU
25	GOPI	TEKUMATLA
26	SATHVIKA	SURNAPAKA
27	PARIMALA	
28	RACHANA	VEERAVELLY
29	BABU	PANDRA
30	CHARAN	SANDRUGONDA
31	SAI NIKHIL	ARPENABOINA
32	BABURAO	AZMEERA
33	SHIVA RAMA KRISHNA	MUTTINA
34	PADMA	BADAVATHPADMA
35	PRIYANKA	PAYAM
36	MENTAM. VINAY	VINAY
37	SHAIK VAZEED PASHA	SHAIK
38	MANGULAL	VADTYA
39	RAKESH	GONUGUNTLA
40	B DANIEL	B
41	VENKAT SWAMI	MODUGU
42	SANDEEP KUMAR	BANOTHU
43	NIKHITH	DEVULAPALLI
44	SHAIK. JOHN PASHA	SHAIK
45	SRIKANTH	KONDABATTULA

46	MOUNIKA	MADHIKUNTA
47	GEETHIKA	BHUPALA
48	JAGADEESH KUMAR	KOMMU
49	PADMA SRI	BHUKYA
50	SRI SARIKA	CHEERLA
51	D THARUN KUMAR	DONTHARABOINA
52	RAKESH REDDY	UDUMULLA
53	VENKATESH	VANKUDOTH
54	ASHOK KUMAR	ARUDRA
55	THARUNS	MEESALA
56	HARI KRISHNA	PIKKELA
57	MAHESH	REGULA
58	BALADURGA PRASAD	JALLARAPU
59	RAVINDRA	PENDRA
60	JOY WILLIAMS YADAV	TELLA
61	RAKESH	HATKAR
62	SINDHU	GOGGALA
63	VAMSHI	BETHAMALLA
64	SAIDULU	YAGGE
65	BANOTH SHIVA	VEERANNA
66	NAZEER	MANDULA
67	KAVYA	PATLA
68	NAGARAJU	NAGARAJU
69	RAHUL	KUNDENA
70	MADHU	NEELAKANTAM
71	RAHUL	MARABOINA
72	KATLA MANDHAR	KATLA
73	SANDEEP	MADDELA
74	GOPI	KAVURI
75	BHANUPRASAD	DUDIPALA
76	VARSHITHSAI	BAJA
77	RAVI	KUMAR
78	RAVINDER	PEDDAPULI
79	VANGURI VAMSHI	VAMSHI
80	ANILKUMAR	BANOTH
81	THARUNI	POOJALA
82	GOPICHAND	DUGYALA

119	VASISTA	CHEBROLU
120	RAM	BHUKYA
121	YAMINI	MEESALA
122	UJWALA	MATETI
123	NAMARAPU SHREYA	NAMARAPU
124	SWETHA	VANKUDOTH
125	VASANTHA VANI	SAJJANAPU
126	SRIKALA	MADDELA
127	M NAGAMANI	NAGAMANIMALOTH
128	SRUTHI	EERLA
129	GANESH	SAGGURTHI
130	GANESH	BANOTH
131	UMA MAHESWARI	MULKALAPALLI
132	SWAPNA	RAMDENI
133	PAWAN KALYAN	KORRA
134	LIKHITHA	DOMALA
135	NAVYA SRI	GUTHA
136	T.VINODKUMAR	THIPPATLA

137	JALA PAWAN	JALA
138	NARENDHAR	KESGAGANI
139	SRAWANI	BOLLAM
140	CHARANSAI	MANAPRAGADA
141	VASU	BHUKYA
142	DIVYA	DUGGIRALA
143	KEERTHI	THATIKONDA

12	Telangana	Khammam	SR & BGNR Government Arts and Science College (A), Khammam	Introduction to Computers	B.A Batch 1	Mapped	ANURADHA	02 Feb 2021	58	<a href="#">View Participants</a>
----	-----------	---------	--	---------------------------	-------------	--------	----------	-------------	----	-----------------------------------

## ☰ Workshop / Training Participants

Institution Name SR & BGNR Government Arts and Science College (A), Khammam, Telangana  
Fosa Introduction to Computers  
Date Feb 2, 2021  
Participants Count 58  
Organiser ANURADHA PRATHIGADAPA

#	First Name	Last Name
1	VINODKUMAR	REGALL
2	MADHU	NAGULA
3	SUDHEERGH	KOTTE
4	PRANAYKUMAR	BHUKYA
5	KUMAR	BHUKYA
6	TELLURI LAXMAN	GARIKAPADU
7	BHANU PRAKASH	VAGABOINA
8	VAGGELA NARESH	NARESH
9	MOHAMMED RUVIDA	MOHAMMED
10	RIYAZ	SHAIK
11	VAMSHI	GADDAM
12	ANIL	GUGULOTHU
13	SHAREEF	SHAIK
14	CHANDRALEKHA	EMMADI
15	RAJASEKHAR	KOPPERA
16	MALLIKHARJUN	BANDAM
17	SRIRAM	LUNAVATH
18	SURESH	NARAPOGU
19	VINAY	BANDI VINAY
20	JOHN WESLY	NALLAMOTHU
21	NAVEEN	KANDHIMALLA
22	J.NAVEEN	JARPULA
23	PRAKASH KUMAR	YATHAKULA
24	SUMAN	BHATTU
25	PAVAN	SANGU
26	VAMSHI	DOREPALLI
27	NAGARJUNA	NAKKA
28	JASMEEN	SHAIK
29	SANVITHA	BAYYA



## Board of Studies Meeting

Date: 22-07-2020

The Board of Studies (B.O.S) meeting is held in the Department of Botany, SR & BNR Government Arts and Science (A) College, Khammam, under the chairmanship of Dr. G. Valya on 22-07-2020 at 11:00 AM - 12:00 Noon.

1. Dr. G. Valya
2. Dr. M. Surekha, Department of Botany, K.U. (Warangal)
3. B. Praveena, - I.D.Eo. Khammam.
4. Dr. S. Rama Mohan Rao, College Alumni & Subject Expert.
5. Dr. Ch. Ramish Babu, College Alumni & Subject Expert.
6. M.A. Acif (member)
7. Dr. Ch. Chaitanya (member)
8. S. Babu (member)
9. G. Surendra Reddy (member)

The Agenda of the B.O.S meeting is as follows:

- 1) For the approval of BSc Botany II year Theory and Practical syllabus for Semester III and Semester IV under CBCS pattern for the Academic year 2020-2021.
- 2) For the approval of BSc Botany II year Theory and Practical Model Question paper for Semester III and Semester IV under CBCS pattern for the academic year 2020-2021.
- 3) For the approval of List of Panel of Examiners.
- 4) syllabus for value added courses: Mushroom Technology, and Biofertilizers organic farming.

The following resolutions are made Unanimously

- 1) The proposed syllabus for Theory and Practical for II year, Semester III and Semester IV are approved.
- 2) The proposed model question paper for the theory

and practical examinations for II year, Semester III and Semester IV are approved.

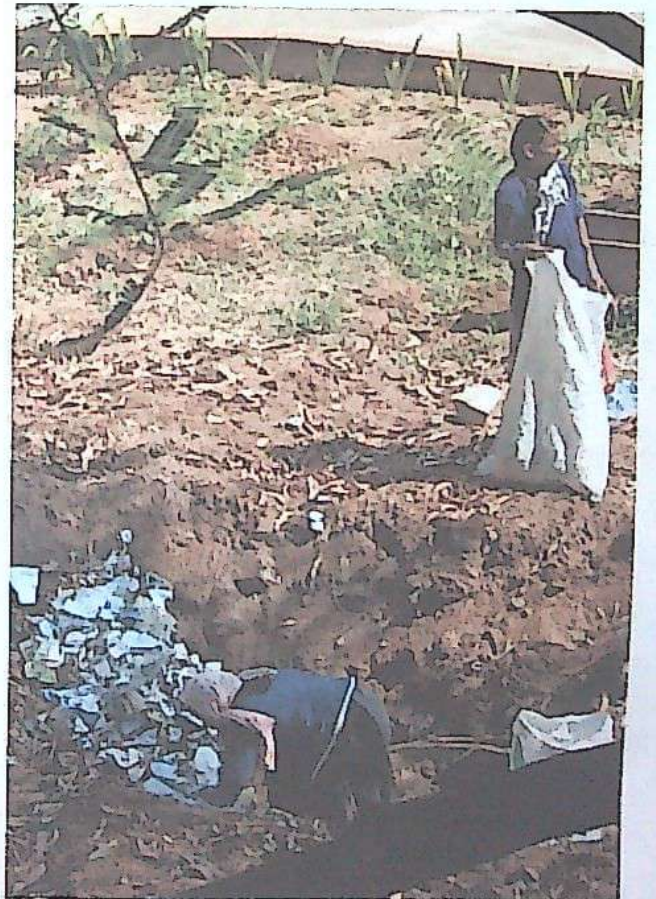
3) The proposed list of Panel of Examiners is approved.

4) It is resolved syllabus for Mushroom Technology and Biofertilizer Organic farming approved

Signatures.

- 1) Dr. G. Valya *G. Valya*
- 2) Dr. M. Suresha, Dep(B.O.S) *S. Suresha*
- 3) B. Praveena C.D.P.O. *B. Praveena*
- 4) Dr. S. Rama Mahan Rao *S. Rama Mahan Rao*
- 5) Dr. Ch. Ramish Babu *Ch. Ramish Babu*
- 6) Sri M.A. Asif *M.A. Asif*
- 7) Dr. Ch. Chaitanya *Ch. Chaitanya*
- 8) Sri. S. Babu *S. Babu*
- 9) Sri. G. Surendara Reddy. *G. Surendara Reddy*





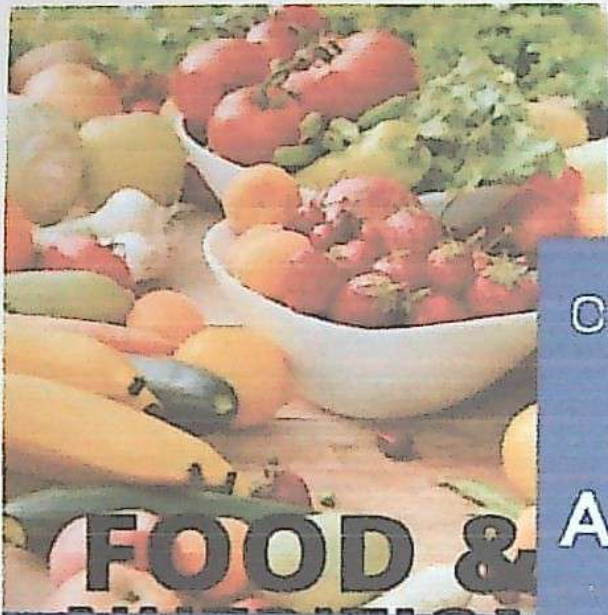


# SR&BGNR

GOVERNMENT ARTS & SCIENCE COLLEGE, KHAMMAM

----- An Autonomous Institution -----

DEPARTMENT OF ZOOLOGY



SR&BGNR  
GOVT ARTS &  
SCIENCE  
COLLEGE (A)  
KHAMMAM

Certificate course on

## FOOD AND NUTRITION

Organized by  
Department of  
zoology

2020-2021

- 30 DAYS PROGRAMME
- III B.SC LIFE SCIENCE
- ONLINE COURSE



**SR&BGNR Govt.Arts & Science College Khammam (Autonomous)**  
**ZOOLOGY**  
**Certificate Course on**  
**FOOD AND NUTRITION**

**Unit-1: Food Science & Community Nutrition ( 10 Hrs )**

1.1 Basic concept of food & Nutrition, Classification of Food and Nutrients; Requirement and functions of Proteins, Lipids and Carbohydrates in diet.

1.2 Water-Functions, daily requirements, Water balance; Dietary Fibre sources & nutritional significance.

1.3 Life style related diseases-hypertension, diabetes mellitus and obesity (causes and prevention through dietary and life style modifications).

**Unit-11: Nutritional Biochemistry & Diet Therapy (10 Hrs )**

2.1 Vitamins - Chemistry and biochemical role of fat soluble vitamins. A, D, E, and K. Water soluble vitamins - B1, B2, B6, niacin and C.

2.2 Minerals-Biochemical role of inorganic elements.


2.3 Dietary care and management in-Viral Hepatitis, Cirrhosis of liver, Dietary care

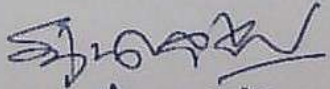
**Unit-III: Food Microbiology ( 10 Hrs )**

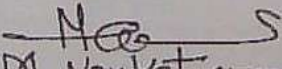
3.1 Introduction to important organisms in foods; Methods for destruction of microorganism in foods.

3.2 Causes, treatment & Prevention of social health problems-smoking, alcoholism, drug dependence and Acquired Immunodeficiency Syndrome (AIDS).

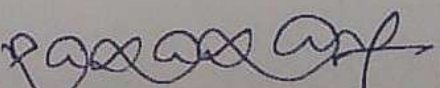
3.3 Food Spoilage-Contamination and microorganisms in the spoilage of different kinds of foods: Food and water borne infections and intoxications.


(1)   
(Dr. Ch. Sathivalu)

(2)   
(G. Srinivas Kumar)

(3)   
(Dr. Venkateswara Rao)

(4)

  
(Dr. V. Ravi Shankar)

(5)   
(G. RAMA KUMARA SWAMY)

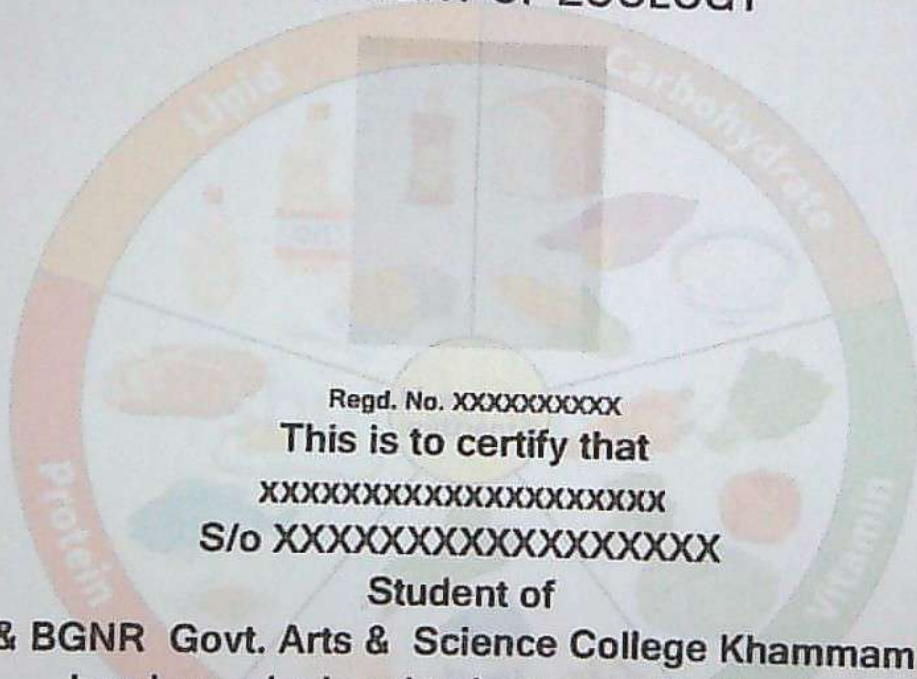
S.No	H.T.No	Name of The Student	Grade
1	FN-201	A.Vinod	A
2	FN-202	B.Mounika	A
3	FN-203	B.Ganesh	B
4	FN-204	Ch.Sai sree	A
5	FN-205	D.Venkanna	A
6	FN-206	G.Prasad	A
7	FN-207	K.Jyothermaye	A
8	FN-208	J.Nandini	O
9	FN-209	N.Uma	A
10	FN-210	M.Naveen	A
11	FN-211	P.Rupa	A
12	FN-212	S.Sindhu	A
13	FN-213	S.Triveni	A
14	FN-214	T.Srinivas	B
15	FN-215	U.Sravya	A
16	FN-216	V.Supriya	A
17	FN-217	Y.Sowmya	A
18	FN-218	Baig Sana	A
19	FN-219	G.Murali	O
20	FN-220	Ch.Srikanth	A
21	FN-221	K.Kalyani	A
22	FN-222	K.Mahesh	A
23	FN-223	P.Deepthi	A
24	FN-224	P.Sunil	B
25	FN-225	S.Gopi raj	A
26	FN-226	SK.Nazeema	A
27	FN-227	V.Anusha	A
28	FN-228	A.Srinija	O
29	FN-229	Ch.Vanesh	A
30	FN-230	G.Vijay	A

(Dr. Ch. Srinivahulu)

**SR & BGNR GOVT. ARTS & SCIENCE COLLEGE (A)**  
**KHAMMAM- 507 002 TELANGANA**



**DEPARTMENT OF ZOOLOGY**



Regd. No. XXXXXXXXXXXXX

**This is to certify that**

XXXXXXXXXXXXXXXXXXXXXX

S/o XXXXXXXXXXXXXXXXXXXXX

**Student of**

**SR & BGNR Govt. Arts & Science College Khammam (A)**

**has been declared to have qualified in the  
prescribed examination for certificate course in**

**FOOD AND NUTRITION**

**whcch was held in the month of November 2020**

Co - ordinator  
**Food & Nutrition**

Incharge  
**Dept. of Zoology**

**Principal**





**SR & BGNR GOVT. ARTS & SCIENCE COLLEGE (A)**

(Reaccredited at B++ by NAAC) (An ISO 9001 : 2015 Institution)

**KHAMMAM, TELANGANA STATE.**

# **DEPARTMENT OF PHYSICS**

- **Skill Enhancement Course**
- **With Hands - on Experience**
- **By Experienced Faculty**

*Certificate Course in*

## **Home Electrician**



Date: 22/10/2021.

To:  
The Principal,  
SR&BGNR Govt. Arts &  
Science College (A),  
KHAMMAM.

Sir,

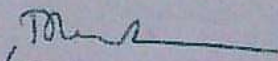
Sub:- Department of Physics – Conduct of Certificate course in  
"Home Electrician" -- academic year 2020-2021 --  
permission req.-reg.

-o0o-

With reference to the subject cited above, I hereby submit to your kind self that, Department of Physics is planning to conduct a 30 hours Certificate course "**Home Electrician**" for the students of III year B.Sc. Physical Science students from 05-11-2021 to 15/11/2021. This course aims to improve the knowledge of students in house-hold electrical gadgets and be able to attend to minor problems arising in them. Hence I request you to kindly permit the department to conduct the above mentioned course.

Thanking you sir,

Yours faithfully,

  
(T. Jeevan Kumar)

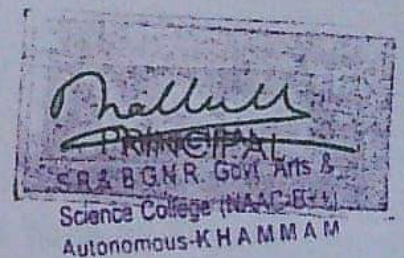
Dt: 25-10-2021.

## NOTICE

The Department of Physics is going to conduct a certificate course "Home Electrician" from 05.11.2021 to 15.11.2021. Interested students from B.Sc. III year Physical Sciences may give their names for this course.

For details, Contact:- M M Lakshmi &  
T Prabhakar Rao,

Last date for the enrolment of names is : 01.11.2021.



**SR&BGNR GOVT. ARTS & SCIENCE  
COLLEGE (A), KHAMMAM**



**Department of Physics**

**Certificate course on Home Electrician**

**NOVEMBER- 2021**

**CONDUCTED BY: 1) Smt. M. M. Lakshmi, Asst. prof. of Physics  
2) Sri.T.Prabhakar Rao, Asst. prof. of Physics**

# MINUTES OF THE DEPARTMENTAL MEETING

The Department of physics met in the Department on 30-09-2021 at 11 AM.

The following resolutions resolved and tentative syllabus and paper Division of I, III & IV Semesters.

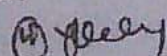
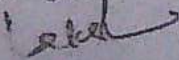
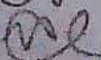
1. T. Jeevan Kumar paper I & IV
2. T. Prabhakar Rao paper I & III
3. P. Anitha paper I & IV
4. M. M. Lakshmi paper III & I, IV (sharing)
5. Y. Ravindra Reddy paper I & IV
6. N. Srinivas Rao paper I & III
7. B. Ravi Kumar paper IV & (Electronics) & IV

It has been decided to conduct a Certificate Course for final year MPE students on Home Electricians. Resource persons will be


1. T. Prabhakar Rao
2. M. M. Lakshmi

From 01-10-2021 it has been decided to take Online classes for 1st year MPE & MPE students.

## Signature of the Members

1. N. Srinivas Rao 
2. 
3. P. Anitha 

Signature of the  
President of the Meeting

  
Signature of the  
Head of the Department

30/09/2021

NOTICE

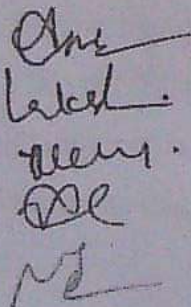
All the III year B.Sc. M.P.C.S students are hereby informed that the department of physics is going to conduct a Certificate Course on Home Electrician in the month of November, 2021. Hence it is informed that the interested students can register their names in the department by 30/10/2021.

For any queries please contact.

- 1) Smt. M.M. Lakshmi, Asst. Prof of Physics
- 2) Sri. T. Prabhakar Rao, Lect. in physics.



Head Dept. of Physics,  
S.R. & B.G.N.R. Govt. College,  
KHAMMAM - 507 002



**SR&BGNR GOVT. ARTS & SCIENCE COLLEGE (A)**

**KHAMMAM**

Department of Physics  
Syllabus for Certificate course

on

**Home Electrician**

**THEORY SYLLABUS**

**UNIT I**

Basics of Electrical Engineering: Electric current - conductors - insulators Semi-conductors-Electric potential-Resistance-Ohm's Law - Resistances in series and parallel. Work, power and energy. Simple problems on power and energy.

Problems on energy consumption and monthly billing. [4 Hours]

**UNIT II**

Safety Precautions - First Aid Precaution to be taken of various stages (while handling tools, during wiring etc) - electric fire-precautions against shocks-first aid artificial respiration. Case Studies. [4 Hours]

**UNIT III**

Wiring instruments: uses, sizes and handling precautions of various wiring tools. Wiring accessories: Switches, Sockets & Tops, Lamp holders, Ceiling roses, Round blocks, Main switches - distribution boards, Fuses and MCBs, Cables- and specifications. [6 Hours]

**UNIT IV**

Wiring Systems: Energy Distribution Systems - Distribution Board System, Wiring Circuits: Simple Lamp circuits - staircase wiring, Tube Light Circuit. Soldering of Components, ICs, wires, cables and their joints in gadgets. Earthing - Necessity, Methods of Earthing. [6 Hours]

## PRACTICALS SYLLABUS

[12 Hours]

1. Measurement of power of an Appliance / Circuit
2. Determining the Fusing Current of a fuse
3. Practice of wiring on
  - i) one lamp controlled by one switch
  - ii) Two lamps controlled by one switch
  - iii) Stair case wiring
  - iv) Tube light wiring

### 4. Domestic Appliances:

Tube light,  
Ceiling Fan,  
Electric Iron Box,  
Electric Stove,  
Immersion Heater,  
Geyser,  
Table lamp,  
Mixer,  
Grinder.







SR&BGNR Government Arts & Science College (A), Khammam

Department of Physics

Certificate Course on Home Electrician

TEST

Time: 1 hour

Max Marks: 25

Answer all the following questions. Each question carries one mark

- 1) What is smothering in extinguisher of fire?
- 2) What is starving in extinguishing of fire?
- 3) Which plier used for making wire hooks and loops?
- 4) In which device the air capacitors are used?
- 5) What is the unit of resistance?
- 6) What is the use of pincer?
  - a) Twisting flexible things
  - b) Cutting small diameter of wires
  - c) Extracting the pin nails from the wood
  - d) Holding small objects where finger cannot reach
- 7) What is the background color of warning signs in the basic category?
  - a) Blue
  - b) White
  - c) Yellow

- d) Green
- 8) Which personal protection equipment is used for the protection from fumes?
- Apron
  - Goggles
  - Ear mask
  - Nose mask
- 9) Which type of fire extinguisher is used for fire on electric equipment?
- Halon type
  - Foam type
  - Gas cartridge type
  - Stored pressure type
- 10) Which is the correct sequence of operation to be performed when using the fire extinguisher?
- Pull, Aim, squeeze, sweep
  - Pull, Aim, sweep, squeeze
  - Pull, sweep, squeeze, Aim
  - Aim, Pull, sweep, squeeze
- 11) What immediate action to be taken when a person get electric shock?
- Report to your authority
  - Call for the doctor for medical treatment
  - Call other persons for help to rescue the victim
  - Switch 'OFF' the power supply (or) disconnect the supply
- 12) What is the effect of inductance if the distance between the turn increases?
- Increases
  - Decreases
  - Remains Same
  - Becomes Zero

- 13) Which method of magnetization is used to make commercial purpose permanent magnets?
- Induction method
  - Single touch method
  - Double touch method
  - Divided touch method
- 14) How can you increase the pulling strength of an electromagnet?
- Increase the field intensity
  - Reduce the current in the coil
  - Reduce the number of turns in the coil
  - Increase the B H curve of the material
- 15) What is the unit of reluctance?
- Weber/meter<sup>2</sup>
  - Weber/meter
  - Ampere turns/ weber
  - Ampere turns/ meter<sup>2</sup>
- 16) Which type of capacitor is used for space electronics?
- Plastic film type
  - Ceramic disc type
  - Electrolytic-Aluminum type
  - Electrolytic-Tantalum type
- 17) Which PPE is to be used for eye protection
- Helmet
  - Goggles
  - Apron
  - Head shield without earmuff
- 18) How the screw driver is specified?

- a) Shape of its tip
  - b) Length of its blade
  - c) Diameter of the handle
  - d) Total length of handle and blade
- 19) What is the full form of NEC?
- a) National Electrical Code
  - b) National Electrical Council
  - c) National Eligibility Certificate
  - d) National Electricity Committee
- 20) Which file is used for wood work?
- a) Rasp cut file
  - b) Single cut file
  - c) Curved cut file
  - d) Double cut file
- 21) Which type of holding device is used for gluing the job?
- a) 'G' clamp
  - b) Bench vice
  - c) Bench hook
  - d) Wood worker's vice
- 22) What is the process of removing out material round a hole at its surface up to depth?
- a) Drilling
  - b) Counter sinking
  - c) Reaming
  - d) Honing
- 23) Which tool is used for 'Setting' process while sharpening the teeth of saw?
- a) Flat file

- b) Triangular file
  - c) Saw set plier
  - d) Long nose plier
- 24) What is the use of fret type of curve cutting saw?
- a) Sharp corners
  - b) Internal cutting
  - c) Larger curve cutting
  - d) Sharp and fine curves
- 25) What is the use of bent snip?
- a) To cut straight line
  - b) For cutting internal curves
  - c) For cutting external curves
  - d) To make bends and hems on sheets





SR&BGNR ARTS AND SCIENCE  
COLLEGE(A)::KHAMMAM

DEPARTMENT OF MATHEMATICS

Certificate Course  
in  
LATEX

INAUGURAL SESSION

18th April 2022

Chief Guest  
Dr. Mohd. Zakirullah  
Principal

V. Sambasiva Rao  
HOD Mathematics

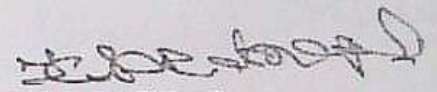
K. Jyothirmai Rani  
Course Co-ordinator

Faculty  
B.Venkateswara Rao  
P.Anuradha  
U.Nagarekha Rani  
J.Venkata Brahmam

CERTIFICATE

This is with reference to the request letter received from Department of Mathematics regarding permission to offer a Value added course on **Basic Mathematical Skills and Quantitative aptitude** from 12.02.2021 to 23.03.2021 for the students of B.Sc.(Phy. Science)-I Year. The department is permitted to offer the said course during the period.

Date: 4/2/2021

  
PRINCIPAL  
SR & BGNR Govt Arts &  
Science College (NAAC-B++)  
Autonomous-KHAMMAM

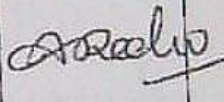
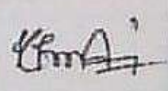

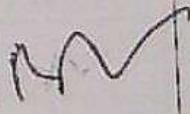
Department of Mathematics

SR&BGNR Arts and Science College (Autonomous), Khammam

Name of the Course: Basic Mathematical skills & Quantitative Aptitude

Workload Distribution

Ac. Year 2020-21

Unit No.	Topic	No. of Periods Allotted	Name of the lecturer allotted	Whether completed or not	Signature
I	Number System	7 Hours	P. Anuradha	Completed	
	H.C.F. and L.C.M.				
	Square Roots and Cube Roots				
	Average				
II	Percentage	8 hours	K. Jyothirmayi Ami	Completed	
	Profit and Loss				
	Ratio and Proportion				
	Partnership				
III	Time and Work	7 Hours	V. Sambashiva Rao.	Completed	
	Time and Distance				
	Boats and Streams				
	Problems on Trains				
IV	Problems on Ages	8 Hours	B. Venkateswar Rao.	Completed	
	Simple Interest				
	Compound Interest				
	Calendar				
	clocks				
	Total	30 Hours			

Text book: Quantitative aptitude , Dr. R. S. Aggarwal, S. Chand and Company Ltd.

Dept. of Mathematics - SR&BGNR Govt. College (Autonomous), Khammam

Certificate Course in Basic Mathematical skills & Quantitative Aptitude

List of students registered

Ac. Year:

2020-21

S. No.	Name of the Student	Group & Year	H.T. NO.	Signature
1.	A. Bharath	I MPC	MCC 001	A. Bharath
2.	D. Satish	I MPC	mcc 002	D. Satish
3.	G. Devendra	I MPC	mcc 003	G. Devendra
4.	N. Madhu	I MPC	mcc 004	N. Madhu
5.	P. Jayasudha	I MPC	mcc 005	P. Jayasudha
6.	N. Sai Ram	I MPC	mcc 006	N. Sai Ram
7.	B. Suman	I MPC	mcc 007	B. Suman
8.	S. Sai Kumar	I MPC	mcc 008	S. Sai Kumar
9.	P. Theerthuni	I MPC	mcc 009	P. Theerthuni
10.	N. Suman	I MPC	mcc 010	N. Suman
11.	P. Rakesh	I MPC	mcc 011	P. Rakesh
12.	G. Mahesh	I MPC	mcc 012	G. Mahesh
13.	M. Naveen Kumar	I MPC	mcc 013	M. Naveen
14.	J. Naveesh	I MPC	mcc 014	J. Naveesh
15.	B. Sai Kumar	I MPC	mcc 015	B. Sai Kumar
16.	S. Charan	I MPC	mcc 016	S. Charan
17.	Ch. Praveen	I MPC	mcc 017	Ch. Praveen
18.	V. Anji	I MPC	mcc 018	V. Anji
19.	D. Satish Kumar	I MPC	mcc 019	D. Satish
20.	G. Sai Deepakshitha	I MPC	mcc 020	G. Sai Deepakshitha

S. No.	Name of the Student	Group & Year	H.T. NO.	Signature
21.	L. Nagalakshmi	I mcs	mcc021	L. Nagalakshmi
22.	P. Gopikrishna	I mcs	mcc022	P. Gopi
23.	T. Sathvika	I mcs	mcc023	T. Sathwiksa
24.	E. sravani	I mcs	mcc024	E. Sravani
25.	K. Revanth Kumar	I mcs	mcc025	K. Revanth Kumar
26.	P. Ranjith	I mcs	mcc026	P. Ranjith
27.	Y. Yamuna	I mcs	mcc027	Y. Yamuna
28.	P. Vinay	I mcs	mcc028	P. Vinay
29.	B. Vamshi	I mcs	mcc029	B. Vamshi
30.	G. Rambabu	I mcs	mcc030	G. Rambabu
31.	A. Babu Rao	I mcs	mcc031	A. Babu Rao
32.	P. Nandini	I mcs	mcc032	P. Nandini
33.	S. Thanuja	I mcs	mcc033	S. Thanuja
34.	K. Anand Kumar	I mcs	mcc034	K. Anand Kumar
35.	P. Mohan	I mcs	mcc035	P. Mohan
36.				
37.				
38.				
39.				
40.				
41.				
42.				

Department of Mathematics - SR&BGNR. Govt. College (Autonomous), Khammam  
 Certificate Course in Basic Mathematical skills & Quantitative Aptitude for the Ac. Year 2020-21  
 Attendance of the participants

S.No.	Name of the student	Date																	
		12/2	15/2	16/2	17/2	18/2	19/2	20/2	22/2	23/2	24/2	25/2	26/2	27/2	1/3	2/3	3/3	4/3	5/3
1	A. Bharath	P	P	P	P	P	A	P	P	P	P	P	A	P	P	P	A	P	P
2	D. Sathish	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
3	A. Devendra	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
4	N. Madhu	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P
5	P. Jayasudha	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P
6	N. Saikam	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P
7	R. Suman	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P
8	S. Saikumar	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P
9	D. Prasuni	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P
10	N. Suman	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	A
11	P. Rakesh	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12	G. Mahesh	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13	M. Naveenkumar	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14	T. Naveesh	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	A	P	P
15	B. Saikumar	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P
16	S. Charan	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	A	P
17	Ch. Pranav	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
18	V. Anji	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P



Department of Mathematics - SR&BGNR. Govt. College (Autonomous), Khammam  
 Certificate Course in Basic Mathematical skills & Quantitative Aptitude for the Ac. Year 2020-21  
 Attendance of the participants

S.No.	Name of the student	Date											
		6/3	8/3	9/3	10/3	15/3	16/3	17/3	18/3	19/3	20/3	22/3	23/3
1.	A. Bharath	P	P	P	P	A	P	P	P	P	P	P	P
2.	D. Sathish	P	P	P	P	P	P	P	P	P	A	P	P
3.	G. Devendra	P	P	P	A	P	P	P	P	P	P	P	P
4.	N. Madhu	P	P	P	P	P	P	A	P	P	P	P	P
5.	P. Jayasudha	P	P	P	P	P	P	P	P	P	P	P	P
6.	N. Saran	P	P	P	P	P	P	P	P	P	P	P	P
7.	R. Suman	P	P	P	A	P	P	P	P	P	P	P	P
8.	S. Saikumar	P	P	P	P	P	P	A	P	P	P	P	P
9.	P. Tharuni	P	P	P	P	P	P	P	P	P	P	P	P
10.	N. Suman	P	P	P	P	A	P	P	P	P	P	P	P
11.	P. Rakesh	P	P	P	P	P	P	P	P	P	P	P	P
12.	G. Mahesh	P	P	P	P	P	P	P	P	A	P	P	P
13.	M. Naveen Kumar	P	P	P	P	P	P	P	P	P	P	P	P
14.	J. Nareesh	P	P	P	P	P	P	A	P	P	P	P	P
15.	R. Saikumar	P	P	P	P	P	P	P	P	P	P	P	P
16.	S. Charan	P	P	P	P	P	P	P	P	P	A	P	P
17.	Ch. Praveen	P	P	P	P	P	P	P	P	P	P	P	P
18.	V. Anji	P	P	P	P	P	P	P	P	P	A	P	P



Department of Mathematics - SR&BGNR. Govt. College (Autonomous), Khammam  
 Certificate Course in Basic Mathematical skills & Quantitative Aptitude for the Ac. Year 2020-21  
 Attendance of the participants

Sl.No.	Name of the student	Date												
		6/3	8/3	9/3	10/3	15/3	16/3	17/3	18/3	19/3	20/3	22/3	23/3	
19.	D. Satish Kumar	P	P	P	P	A	P	P	P	P	P	P	P	
20.	G. Sri Deepshitha	P	P	A	P	P	P	P	P	P	P	P	P	
21.	L. Nagalakshmi	P	P	P	P	P	P	A	P	P	P	P	P	
22.	P. Anji Krishna	P	P	P	P	P	P	P	P	P	P	P	P	
23.	T. Sathvika	P	P	P	P	P	A	P	P	P	P	P	P	
24.	E. Sravan	P	P	P	P	P	P	P	P	P	P	P	P	
25.	K. Devarath Kumar	P	P	P	A	P	P	P	P	P	P	P	P	
26.	P. Ranjith	P	P	P	P	P	P	A	P	P	P	P	P	
27.	Y. Yamuna	P	P	P	P	P	P	P	P	P	P	P	P	
28.	P. Vinay	P	P	P	P	P	P	P	P	P	P	P	P	
29.	B. Vamsith	P	P	P	P	P	P	P	P	A	P	P	P	
30.	A. Rambabu	P	P	P	P	P	P	P	P	P	P	P	P	
31.	A. Ravi Reddy	P	P	P	P	P	P	P	P	P	P	P	P	
32.	P. Nandini	P	P	P	A	P	P	P	P	P	P	P	P	
33.	S. Banuja	P	P	P	P	P	P	P	A	P	P	P	P	
34.	K. Anand Kumar	P	P	P	P	P	P	P	P	P	P	P	P	
35.	P. Mohan	P	P	P	P	P	A	P	P	P	P	P	P	

Dept. of Mathematics - SR&BGNR Govt. College (Autonomous), Khammam

Certificate Course in Basic Mathematical skills & Quantitative Aptitude

Final Examination Result

Ac. Year: 2020-21

S. No.	Name of the Student	Regd. No.	Max. marks	Marks secured	Percentage	Grade
1	A. Bharath	mcc 001	30	26	87%.	
2	D. Sathish	mcc 002	30	27	90%.	
3	G. Devendra	mcc 003	30	26	87%.	
4	N. Madhu	mcc 004	30	19	63%.	
5	P. Jayashree	mcc 005	30	18	60%.	
6	N. Sairam	mcc 006	30	22	73%.	
7	B. Suman	mcc 007	30	19	63%.	
8	S. Saikumar	mcc 008	30	28	93%.	
9	P. Manjiri	mcc 009	30	25	83%.	
10	N. Suman	mcc 010	30	25	83%.	
11	P. Rakesh	mcc 011	30	19	63%.	
12	G. Mahesh	mcc 012	30	26	87%.	
13	M. Naveen Kumar	mcc 013	30	28	93%.	
14	J. Naveesh	mcc 014	30	29	97%.	
15	B. Saikumar	mcc 015	30	29	97%.	
16	S. Charan	mcc 016	30	29	97%.	
17	Ch. Praveen	mcc 017	30	29	97%.	
18	V. Anji	mcc 018	30	29	97%.	
19	D. Satish Kumar	mcc 019	30	26	87%.	
20	G. Sai Prashantha	mcc 020	30	30	100%.	

## Final Examination Result

Ac. Year: 2018-19 20-21

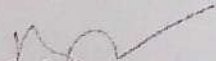
S. No.	Name of the Student	Regd. No.	Max. marks	Marks secured	Percentage	Grade
21	L. Nagalakshmi	mcc021	30	28	93.3%	
22	P. Gopikrishna	mcc022	30	27	90%	
23	T. Sathvika	mcc023	30	28	93.3%	
24	E. Sravani	mcc024	30	29	96.7%	
25	K. Revanth Kumar	mcc025	30	30	100%	
26	P. Ranjith	mcc026	30	29	96.7%	
27	Y. Yamuna	mcc027	30	29	96.7%	
28	P. Vinay	mcc028	30	29	96.7%	
29	B. Vamsi	mcc029	30	29	96.7%	
30	G. Rambabu	mcc030	30	29	96.7%	
31	A. Baburao	mcc031	30	29	96.7%	
32	P. Nandini	mcc032	30	30	100%	
33	S. Manuja	mcc033	30	22	73.3%	
34	K. Anand Kumar	mcc034	30	28	93.3%	
35	P. Mohan	mcc035	30	26	86.7%	
36						
37						
38						
39						
40						

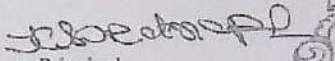
SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE(A)  
Khammam:: Telangana-507002



**Value Added Course on  
Basic Mathematical skills and Quantitative aptitude**

This is to certify that Mr/Ms P. Vinay of MSCs I Year of SR & BGNR Government Arts & Science College(A), Khammam has enrolled for the Value Added Course organized by The Department of Mathematics from 12.02.2021 to 23.03.2021 with Regd. No. MCC028 and successfully completed the course with 97% score.

  
Co-Ordinator

  
Principal

CERTIFICATE

This is with reference to the request letter received from Department of Mathematics regarding permission to offer a Value added course on **Basic Mathematical Skills and Quantitative aptitude** from 01.10.2021 to 29.11.2021 for the students of B.Sc.(Phy. Science)-I Year. The department is permitted to offer the said course during the period.

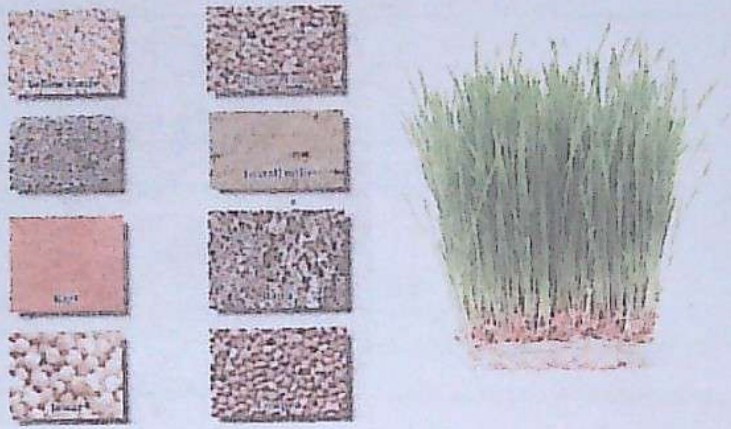
Date: 22/09/2021



PRINCIPAL  
PRINCIPAL  
SR & B.G.N.R Govt Arts &  
Science College (NAAC-B++)  
Autonomous-K.H.A.M.M.A.M

**DEPARTMENT OF BIOTECHNOLOGY**  
**SR & BGNR GOVT. ARTS & SCIENCE COLLEGE, KHAMMAM**  
**CERTIFICATE COURSE**

**Production of Green fodder by Hydroponic Technology**



**Resource person**  
**G. Raghu**  
**Assistant professor of Biotechnology & Incharge**

Place: Khammam  
Date: 4-04-2021

From  
The Incharge  
Department of Biotechnology  
SR & BGNR Govt. College  
Khammam

To  
The Principal  
SR & BGNR Govt. College  
khammam

Sub: Conducting certificate course by Department of Biotechnology  
SR & BGNR Govt. College to the students for the academic year - 2020 - 2021

\*\*\*\*\*

With reference to the subject, I hereby submit to your kind self that the Biotechnology department is planning to conduct a certificate course on Production of Green fodder by Hydroponic Technology for a period of 30 hours. With this certificate course the students can develop the skill of production of green fodder for live stock in short period of time in limited space. Hence I request you to permit to conduct the said course with effect from 6/4/21.... To 12/4/21

Thank you.

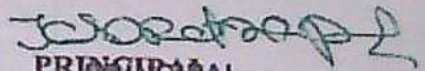
Yours sincerely,

  
Incharge

Date: 5/04/21

NOTICE

The Department of Biotechnology is going to introduce a certificate course on Production of Green fodder by Hydroponic Technology. All the first year B.Sc biotechnology students are informed to enroll their names and participate in the said course. The course develops skill among the students in production of green fodder and trains to get placement opportunities in livestock management. The course duration is 30 hours and will be conducted from ..6/04/21.. to ..12/04/21



PRINCIPAL

SR & B.G.N.R. Govt. Arts &  
Science College (NAAC B-  
Autonomous-KHAMM.



**DEPARTMENT OF BIOTECHNOLOGY  
SR & BGNR GOVT. ARTS & SCIENCE COLLEGE, KHAMMAM**

**CERTIFICATE COURSE**

<b>Title of the course</b>	<b>No of modules</b>	<b>No of hours for each module</b>	<b>Total no of hours</b>
<b>Production of Green fodder by Hydroponic Technology</b>	<b>Module-1</b>  (Theory)	<b>4 hours</b>	<b>30 hours</b>
	<b>Module -2</b>  (Hands on training)	<b>26 hours</b>	

**COURSE CONTENT**

<b>S.no</b>	<b>No of the module</b>	<b>Content of the module</b>
1	<b>Module-1</b>	Hydroponics and Green fodder: Definition, Nutritional value of green fodder, Importance of Hydroponic green fodder, types of Hydroponic fodder.
2	<b>Module-2</b>	Production of Hydroponic fodder from maize, horse gram, sunhemp and jowar.

## **roduction:**

Green fodder is considered as the natural diet for livestock. Its production to meet the current demand has become a challenging task among livestock farmers. Due to several reasons, green fodder production has been facing crisis and so the livestock productivity. Due to increasing intensive system of rearing livestock, the need for green fodder is enormous. As the gap between the demand and supply of the green fodder for livestock becoming unquarable, researchers and farmers are in search for an alternative fodder or fodder production method, that would restore fodder and livestock production.

Hydroponics technology has revolutionized the green fodder production in the 21st century. Hydroponics is a method of growing green fodder without soil in an environmentally controlled houses or machines. Many of the livestock farmers are switching to hydroponic fodder production from conventional production methods, as the fodder produced by this method are highly nutritious, provide sustainable fodder production round the year and conserve water.

### **Module-1 (4 hours)**

#### **Hydroponics and Green Fodder:**

The word hydroponics has been derived from the Greek word 'water working'. Hydro means 'water' and ponics means 'working' and it is a technology of growing plants without soil, but in water or nutrient rich solution for a short duration in an environmentally controlled houses or machine.

"Fodder" refers particularly to food given to the animals (including plants cut and carried to them), rather than that which they forage for themselves in pasture and grazing land. It includes hay, straw, silage, compressed and pelleted feeds, oils and mixed rations, and also sprouted grains and legumes.

Hydroponic green fodder means "Fodder grown using hydroponics technology".

#### **Nutritional value of Green fodder**

1. Natural diet for animals.
2. Improves fat and protein percentage in milk.
3. Rich in beta carotene and minerals that help in the synthesis of vitamin A.
4. Vitamin A has greater impact on reproduction.

## **Importance of Hydroponic green fodder**

### **Saves water**

Consumes 98% less water than conventional method and the used water is recycled.

### **Reduced growth time**

It takes only 8 days duration to develop from seed to fodder while it took 45 days for a conventional fodder to grow. Enhanced nutritive value – as the fodder contains the seed along with the fodder, it has higher crude protein content than conventional green fodder.

### **Marginal land usage**

Up to 1000 kg green fodder can be produced from 480 square feet area daily which is equivalent to conventional fodder (Co4) produced in 25 acres of cultivable land. Use 99% less land than conventional production method.

### **Constant supply**

Fodder can be produced round the year irrespective of the failure of monsoon, land availability, natural calamities, labour shortage. It promotes sustainable agriculture and livestock production.

### **Requires minimal man power and time**

Only 2 -3 hours of work daily, doesn't involve technical work. Farmer can do the work without difficulty.

### **Completely natural and organic**

Fodder is grown completely natural without the use of any pesticides.

### ***Optimal production cost***

*Production cost is optimal when compared to conventional fodder production.*

*Cost of production is 2.50 INR / kg of hydroponic maize fodder.*

Hydroponic machine (1000 kg capacity) consumes only 40 units of current per day.

### **Reduce feed cost**

As the fodder contains more crude protein compared to conventional fodder it reduces the feed cost spent on the concentrate feed to half.

### **Minimal equipment usage**

Reduce the need for equipment and fuel used to plant, grow, harvest, transport, and store feed.

### **Nutritious fodder**

Hydroponic fodder along with seed and root (sprout mat) are highly edible and are rich in protein (10 – 17%). Ideal nutrients enriched fodder for livestock.

## Types of Hydroponic fodder

Yellow Maize, Cowpea, Horse gram, Sun hemp, Ragi, Bajra, Foxtail millet and Jowar has been grown successfully given good response from the livestock as a fodder.



## Module-2 (26 hours)

### **Production of Hydroponic fodder from maize, horse gram, sunhemp and jowar**

#### **Protocol for fodder production**

##### **1. Seed storage and preparation**

Dry the seeds under direct sunlight one day prior to seed washing.

Remove broken seeds and dirt's from the seeds.

Store seeds in a dry and safe place.

##### **2. Seed washing**

Take good quality seeds in a washing chamber.

Add water.

Wash the seeds with proper scrubbing by hand.

Keep for settling for 5 minutes.

Remove the light weight floating seeds.

Drain out water and again add water.

Stir manually by wooden stick for 5 minutes, keep settling for 5 minutes.

Drain water.

Repeat the above steps till, dirt and dead seeds are removed completely.

##### **3. Seed cleaning**

Prepare 0.1% cleaning solution in a plastic chamber.

Add washed seeds to this 0.1% cleaning solution.

Stir manually by wooden stick for about 5 minutes.

Keep for 1 hour.

Drain the cleaning solution.

##### **4. Seed soaking**

Prepare stimulant Solution in the soaking chamber as per quantity given.

Add seeds from the above steps to the soaking chamber.

Close the lid and keep for soaking for number of hours for the given seeds.

After soaking for the given hours, drain the stimulant solution.

## ed germination

- Cover/ place the "After soaking seeds" with the clean dry fumigated gunny bag.
- Keep the seeds loaded gunny bags away from direct sunlight.
- Keep the lid open & keep for germination for number of hours.
- Sprinkle water on gunny bag every 2-3 hours so that the gunny bag remains wet.
- After given hours, remove the seeds from gunny bag take weight.
- About 35 to 40% increase in weight happen with about 90+% seed germination.

## 6. Loading seeds in trays and racking

- Ensure that the trays are clean, washed with cleaning solution & free from dust
- Transfer "after germination seeds" on the trays equally and put them in the sprout Section (lower section where the height between two rows is around 5 inches) of machine
- Trays should be distributed evenly on both sides of the alley.

## 7. Shifting of trays

- Shift trays to next level daily so that it moves one step ahead in the growth cycle.
- Take the last tray out from every row and put it back on the front side of the same row.
- Ensure that all trays are moved one position every day
- Ensure that all trays receive sufficient water.
- If left side of the tray (in any tray) shows more growth then the right side (or vice-versa) then rotates the tray such that left side comes to the right side and right side of the tray goes to the left side.

## 8. Harvesting

- Trays on the 8th day rack are ready for harvest on the next day.
- Take out of the fodder mat from trays to feed livestock.
- Wash the trays in clean water and then in cleaning solution before reusing it for the next cycle.

DEPARTMENT OF BIOTECHNOLOGY  
SR & BGNR GOVT. ARTS & SCIENCE COLLEGE, KHAMMAM

CERTIFICATE COURSE

EXAM PAPER

Max marks: 20

Answer the following questions 2 × 10= 20 M

1. what is Hydroponic technology and how green fodder is produced
2. Describe the importance of Hydroponic technology in meeting the needs of animal fodder

**DEPARTMENT OF BIOTECHNOLOGY**  
**SR & BGNR GOVT. ARTS & SCIENCE COLLEGE, KHAMMAM**

**List of Students for certificate course (attended and completed) 2020-2021**

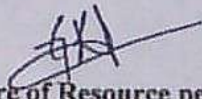
S.no	Registered no	Student name	6/4	7/4	8/4	9/4	10/4	12/4
1	26213301 (BTBC)	Banoth santhosha	P	P	P	P	P	P
2	26213302	Banoth shiva	P	P	P	P	P	P
3	26213303	Eesam swathi	P	P	P	P	P	P
4	26213304	Gollamudi sravani	P	P	P	P	P	P
5	26213305	Gorintla srilaxmi	P	A	P	P	P	P
6	26213306	Itikala hari krishna	P	P	P	A	P	P
7	26213307	Jadi mahendar	P	A	P	P	P	P
8	26213308	Jogu rajesh	P	P	P	P	P	P
9	26213309	Muddishetti vedhika	P	P	P	P	P	P
10	26213451(BTBZ)	Balamala rakesh	P	A	P	P	P	P
11	26213452	Banoth vinod kumar	P	P	P	A	P	P
12	26213453	Batta sunil	P	P	P	P	P	P
13	26213454	Battu dharani	P	A	P	P	P	P
14	26213455	Bhupala geethika	P	P	P	P	P	P
15	26213456	G mounika	P	P	P	P	P	P
16	26213457	G preethima	P	P	P	P	P	P
17	26213458	G lakshmi prasanna	P	P	P	P	P	P
18	26213459	Majji mani rathnam	P	P	P	A	P	P
19	26213460	Mandadapu madhu	P	P	P	P	P	P
20	26213501(MBBTC)	Beerelli pullarao	P	A	P	P	P	P
21	26213502	Gangula upasree	P	P	P	P	P	P
22	26213503	Podugu rohith	P	P	P	P	P	P
23	26213504	Talluri sudarao	P	P	P	P	P	P
24	26213505	Tallajoywilliams	P	P	P	A	P	P



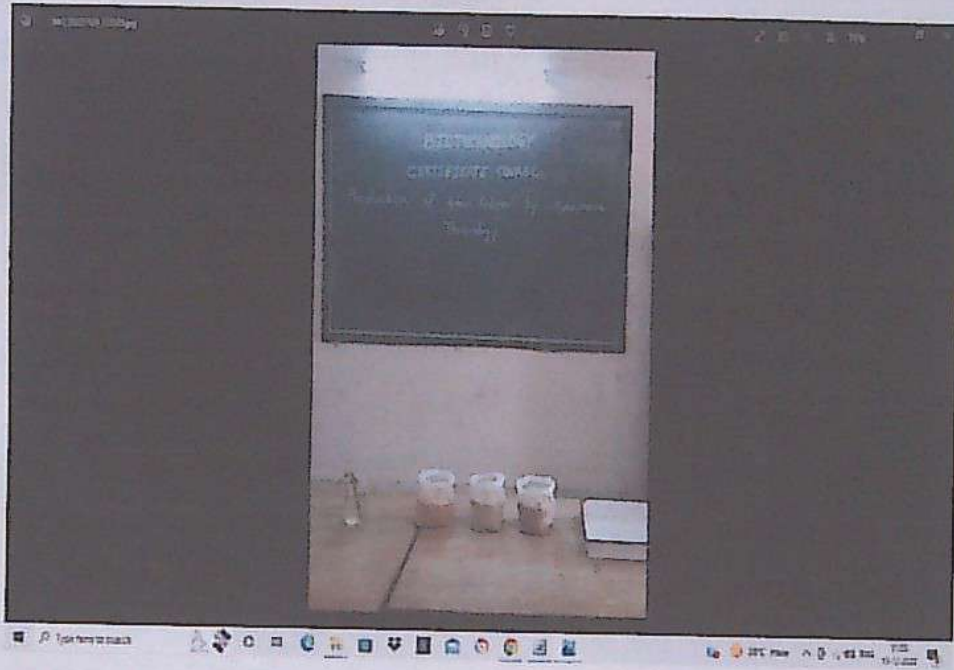
	26213551(MBBTZ)	Enapa vamshi	P	A	P	P	P	P
26	26213552	Gudidhi nikhil	P	P	P	P	P	P
27	26213553	Gundu meghana	P	P	P	P	P	P
28	26213554	Manda prakash	P	P	P	A	P	P
29	26213555	Meda haritha	P	P	P	P	P	P

**Dates of certificate course 2020-21: 06-04-2021 to 12 -04-2021**

**Total no of students: 29**

  
**Signature of Resource person**

2020-2021



# CIRCULAR

There will be Departmental meeting on 11/04/21 at 11:00 Am  
Venue : Biotechnology department  
All the members are requested to attend the meeting.

## Agenda :

1. Student Seminars
2. Extension Lecture
3. field Trip
4. Certificate Course
- 5.
- 6.

  
Head of the Department

To


All the members

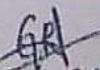
# MINUTES OF THE DEPARTMENTAL MEETING

The departmental meeting was held on Monday at 11:00 am. It is decided to conduct student seminars. It is decided to conduct extension lectures and field trip to all the biotechnology students. It is decided to conduct certificate course for the 1<sup>st</sup> year students.

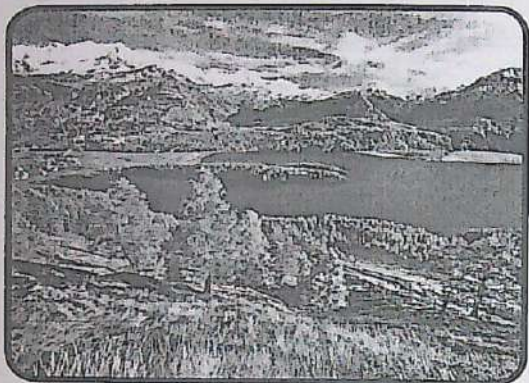
*Signature of the Member*

- 1.
- 2.
- 3.

  
*Signature of the  
President of the Meeting*

  
*Signature of the  
Head of the Department*

# ENGADIN VALLEY



Engadin Valley in Switzerland is bounded by the Bernina Alps on the south, and by the Albula and Silvretta groups on the north.

The valley is divided into the Upper Engadin (Oberengadin) and the Lower Engadin (Unterengadin).

A mix of majestic snowy alpine crags and silvery streams, the valley is home to a variety of wildlife including the Chamois, the Bearded Vulture, Alpine ibex, Marmot, Red Deer, Spotted Nutcracker and the Golden Eagle.

The valley attracts winter sports enthusiasts and has a host of activities including hiking, mountaineering and rock climbing.

DATE \_\_\_\_\_ STD \_\_\_\_\_ SEC \_\_\_\_\_ ROLL NO \_\_\_\_\_ CLAS \_\_\_\_\_

S. No.	Date	Title	Page No.	Teacher's Sign / Remark
		Value Added course on		
		Public Speech writing		
		2-09-2020 to 4-10-2020		
		2020-21		

S.NO	Name of the student	H.NO	Signature
1.	Bada Naveen	2619-4413	S. Naveen
2.	Ch. Priya	2619-4417	B. Rama Ch. Priya
3.	G. Naveenkumar	2619-4404	G. Naveen
4.	Kovvuri Venkatarayana	2619-4436	Venkatarayana
5.	Vemula Sai Kumar	2619-4449	Vemula Sai Kumar
6.	Yagna Indhu Priya	2619-4452	Yagna Indhu Priya
7.	Mekala Vamsi	2619-4303	M. Vamsi
8.	Palem Anandapal	2619-4316	P. Anandapal
9.	Nidigonda Mahesh	2619-4333	N. Mahesh
10.	Tejavath Rajkumar	2619-4442	T. Rajkumar
11.	Neti Sravankumar	2619-4311	N. Sravankumar
12.	Palla Balaji	2619-4317	P. Balaji
13.	Perala Mahesh Babu	2619-4324	P. Mahesh Babu
14.	Malladi Sandhya	2619-4295	M. Sandhya
15.	Tampala Naveen	2619-4268	T. Naveen
16.	Kasam Ramya	2619-4276	K. Ramya
17.	Togati Akitha	2619-4445	T. Akitha
18.	Kamaram Balasubramanyam	2619-4626	K. Balasubramanyam
19.	Mareddy Swathi	2619-4634	M. Swathi
20.	Mittapalli Babu	2619-4638	M. Babu
21.	Valamasi Ravi	2619-4640	V. Ravi
22.	Anga Devika Anil	2619-4616	A. Anil
23.	ANULA Lingaraju	2619-4602	A. Lingaraju
24.	Kasavi Nithish Kumar	2619-4624	K. Nithish Kumar
25.	Sivarathi Anusha	2619-4657	S. Anusha
26.	Noru Mahender	2619-4640	N. Mahender
27.	Kamineni Rakesh	2619-4640	K. Rakesh
28.	Fatinaveen	2619-4657	T. Naveen
29.	Pilli Gopi Chandra	2619-4325	P. Gopichand

S.No	Student Name	H.No	Signature
36	seema sathi upendra	2619-4349	S. Upendra
37	Suvaraboina Bhavana	2619-4352	S. Bhavana
38	Tajavath Renuka	2619-4355	T. Renuka
39	Ravula shilpa Teja	2619-4333	R. Shilpa Teja
40	meesala yamini	2619-4636	M. Yamini
41	yadra sushama	2619-4373	Y. Sushama
42	Venula sujitha	2619-4371	V. Sujitha
43	maloth manjunath	2619-4631	M. Manjunath
44	Bandari Venkataramma	2619-4253	B. Venkataramma
45	Bada Rakesh	2619-4226	B. Rakesh
46	Erapa Hari Krishna	2619-4313	E. Hari Krishna
47	Keloth sudhakar	2619-1332	K. Sudhakar
48	Mandy shivaji	2619-4307	M. Shivaji
49	Duggi Manika	2619-1312	D. Manika
50	Vajja Rajesh	2619-1845	V. Rajesh
51	Shaik Johny	2619-1222	S. Johny
52	Jilla vinetha	2619-1212	J. Vinetha
53	Banoth Venkatesh	2619-1229	B. Venkatesh
54	Tangella Gopi	2619-1244	T. Gopi
55	Kode Praveen Kumar	2619-1245	K. Praveen Kumar
56	Nidalela pavan	2619-1116	N. Pavan
57	Bada Nareesh	2619-1106	B. Nareesh
58	Banoth Mohan	2619-1122	B. Mohan
59	Lella Navya	2619-1144	L. Navya
60	Thotamalla Navane	2619-1144	T. Navane
61	Gaddela Prabhakar Rao	2619-1219	G. Prabhakar Rao
62	Kapela Praveen	2619-1229	K. Praveen
63	Gajjala pradeep	2619-2700	G. Pradeep
64	Daravath Hari	2619-2685	D. Hari

S.No	Student Name	H.No	Signature
65	Dubba Vinay	2690	Dubba Vinay
66	Dharavath Anil Kumar	2884	D. Anil Kumar
67	EESam Sravani	2693	E. Sravani
68	Jada Renuka	2733	J. Renuka
69	Tilla Raju	2742	T. Raju
70	Guntemalla Anupama	2720	G. Anupama
71	Guggilla Sandeep	2715	G. Sandeep
72	Jarapala Venkatesh	2738	J. Venkatesh
73	Karla Hemamth	2756	K. Hemamth
74	Kath Akhil	2759	K. Akhil
75	Shaik Moulana	2461	S. Moulana
76	P. Venkatesh	2447	P. Venkatesh
77	G. Pallavi	2427	G. Pallavi
78	B. Madan	2408	B. Madan
79	Kodi Uday Kiran	4281	K. Uday Kiran
80	Kammaganti Srihari	422	K. Srihari
81	Lella Asokh	4286	L. Asokh
82	Manpragada Charansai	4633	M. Charansai
83	Tati Navane	4658	T. Navane
84	Nitta Ravi Kumar	4641	N. Ravi Kumar
85	Sarama Dinesh	4619	S. Dinesh









## PUBLIC SPEAKING COURSE

### SCHEDULE & SYLLABUS (31 hours) 2019-20

Course Coordinator: Dr. R. Seetharama Rao, Assistant Professor of Telugu

DAY	TOPIC
1.	Pretest/ Introductory Speech
2.	Basic Communication Theory
3.	Becoming A Public Speaker
4.	Preparing Your Speech
5.	Ethical Public Speaking
6.	Managing Speech Anxiety
7.	Organizing The Speech
8.	<b>Speech Assignments / Practice</b>
9.	Outlining The Speech
10.	Developing The Introduction
11.	Developing The Body
12.	Developing The Conclusion
13.	Developing Supporting Material
14.	Developing Arguments
15.	<b>Speech Assignments / Practice</b>
16.	Verbal Communication
17.	Non-Verbal Communication
18.	Effective Communication
19.	Confronting Your Fears
20.	Knowing Your Audience
21.	<b>Speech Assignments / Practice</b>
22.	<b>Speech Assignments / Practice</b>
23.	Controlling Your Voice
24.	Rehearsing Your Speech
25.	Developing Your Style
26.	Using The Internet To Support Your Speech
27.	Using Presentation Aids In The Speech/Ppt
28.	Special Occasion Speeches
29.	<b>Speech Assignments / Practice</b>
30.	<b>Speech Assignments / Practice</b>
31.	<b>Grand Test/Final Speech</b>



**SR & BGNR GOVERNMENT ARTS & SCIENCE COLLEGE (A)  
KHAMMAM :: TELANGANA - 507 002**

**Value Added Course on**

**Public Speech Writing**

**Certificate**

This is to certify that

Mr/ Ms .....

Class ..... of SR & BGNR GOVERNMENT Arts &

Science College(A), Khammam has successfully completed the

Value Added Course organized by the Department of

.....  
from 02-09-2020 to 04-10-2020

Co-ordinator

Principal

# CERTIFICATE COURSE IN ATHLETICS

## DAY WISE SCHEDULE

### DAY-1(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES

### DAY-1(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES

### DAY-2(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES

### DAY-2(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES
- WEIGHT TRAINING FOR ALL ATHLETES

### DAY-3(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES

### DAY-3(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES
- REGULAR SPECIALISATION PRACTICE FOR ATHLETES

#### DAY-3(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES

#### DAY-3(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES
- REGULAR SPECIALISATION PRACTICE FOR ATHLETES

#### DAY-4(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES

#### DAY-4(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES
- PLYOMETRIC TRAINING FOR ATHLETES(JUMPING TRAINING)

#### DAY-5(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES

#### DAY-5(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES
- REGULAR SPECIALISATION PRACTICE FOR ATHLETES

#### DAY-6(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES

#### DAY-6(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- INDIVIDUAL EVENT PRACTICE FOR ATHLETES
- INVOLVING ATHLETES IN OTHER BALL GAMES

#### DAY-7

- REST PERIOD FOR ATHLETES





## CERTIFICATE COURSE IN FITNESS

### SCHEDULE

#### DAY-1(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES

#### DAY-1(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- INTEREST OF THE INDIVIDUAL IN YOGA, BALL GAMES AND OTHER INTERESTED EVENTS

#### DAY-2(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- A ORAL CLASS ON FOOD HABBITS AND PROPER DIET

#### DAY-2(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- A ORAL CLASS ON FOOD HABBITS AND PROPER DIET

#### DAY-3(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- A CLASS ON DIETARY HABBITS FOOD AND SLEEP

#### DAY-3(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- A CLASS ON DIETARY HABBITS FOOD AND SLEEP

#### DAY-4(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- A CLASS ON BODY TYPES THEIR DIET AND EXERCISES

#### DAY-4(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- A CLASS ON BODY TYPES THEIR DIET AND EXERCISES

#### DAY-5(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- A CLASS ON IMPORTANCE OF HEALTH AND FITNESS

#### DAY-5(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- A CLASS ON IMPORTANCE OF HEALTH AND FITNESS

#### DAY-6(MORNING)

- STRETCHING
- WALKING
- JAGGING
- EXERCISES
- A CLASS ON THE HABBIT OF HYGIENE FOOD AND IMPORTANCE

#### DAY-6(EVENING)

- STRETCHING
- JAGGING
- EXERCISES
- A CLASS ON THE HABBIT OF HYGIENE FOOD AND IMPORTANCE

#### DAY-7

REST FOR STUDENTS

