NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras

Re-Accredited by NAAC with 'B+' Grade

Academic Year 2023-2024

CRITERIA – I

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

S.NO	METRIC NO	METRICS DESCRIPTION	PAGE NO
1	1.1.1	Syllabus	1-109
2		Workload	110-153
3		Unit Allocation	154-252
4		Lesson Plan	253-277
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1.1 Number of courses offered by the Institution across all programs during the year			
Program code	**Program Name**	**Course code**	**Course Name**
AY	Corporate Secretaryship	LA11A	TAMIL I
AY	Corporate Secretaryship	LZ11A	Communicative English I
AY	Corporate Secretaryship	118C1A	Financial Accounting I
AY	Corporate Secretaryship	118C1B	Principles of Management
AY	Corporate Secretaryship	118E1C	Business Economics
AY	Corporate Secretaryship	118S1A	Basics Personal Finance & Investment Management OR Logic
AY	Corporate Secretaryship	LA12A	TAMIL II
AY	Corporate Secretaryship	LZ12A	Communicative English II
AY	Corporate Secretaryship	118C2A	Financial Accounting II
AY	Corporate Secretaryship	118C2B	Business Law
AY	Corporate Secretaryship	118E2C	International Trade
AY	Corporate Secretaryship	118S2A	Everyday Banking OR Emotional Intelligence
AY	Corporate Secretaryship	LA13A	TAMIL III
AY	Corporate Secretaryship	LZ13A	Language through Literature I
AY	Corporate Secretaryship	218C3A	Corporate Accounting I
AY	Corporate Secretaryship	218C3B	Company Law
AY	Corporate Secretaryship	218E3B	Financial Management
AY	Corporate Secretaryship	218S3A	Business Building Skills
AY	Corporate Secretaryship	LA14A	TAMIL IV
AY	Corporate Secretaryship	LZ14A	Language through Literature II
AY	Corporate Secretaryship	218C4A	Corporate Accounting II
AY	Corporate Secretaryship	218C4B	Principles of Marketing
AY	Corporate Secretaryship	218E4B	Consumerism & Consumer Protection
AY	Corporate Secretaryship	218S4A	GST Filing of Returns
AY	Corporate Secretaryship	318C5A	Cost Accounting
AY	Corporate Secretaryship	318C5C	Income Tax Law & Practice I
AY	Corporate Secretaryship	318C5D	Auditing & Corporate Governance
AY	Corporate Secretaryship	318E5A	Industrial Laws OR Insurance and Risk Management
AY	Corporate Secretaryship	318C6A	Management Accounting
AY	Corporate Secretaryship	318C6B	Income Tax Law & Practice II
AY	Corporate Secretaryship	318C6C	Institutional Training
AY	Corporate Secretaryship	318E6A	Entrepreneurial Development OR Computer Application in Business
AY	Corporate Secretaryship	318S6A	Training for Competitive Examinations
SZ1	Computer Application	100L1A/ 100L1E/	Lang I/ Hindi I/ French I
SZ1	Computer Application	100L1Z	English Paper-I
SZ1	Computer Application	120C1A	Python Programming
SZ1	Computer Application	120C11	Python Programming Practical
SZ1	Computer Application	120E1C	Financial Accounting I
SZ1	Computer Application	120S1A	Office Automation
SZ1	Computer Application	100S1B	Advanced Tamil - I (Other Language Students)
SZ1	Computer Application	100S1A	Basic Tamil-I (Other Language Students)
SZ1	Computer Application	120B1A	Fundamentals of Computers

SZ1	Computer Application	100L2A / 100L2E / 100L2K	Lang II / Hindi II / French II
SZ1	Computer Application	100L2Z	English Paper - II
SZ1	Computer Application	120C2A	Object Oriented Programming Concepts using C ++
SZ1	Computer Application	120C21	Object Oriented Programming Concepts using C++ Practical
SZ1	Computer Application	120E2C	Financial Accounting II
SZ1	Computer Application	120S21	Office Automation Practical
SZ1	Computer Application	100S2B	Advanced Tamil - II (Other Language Students)
SZ1	Computer Application	100S2A	Basic Tamil-II (Other Language Students)
SZ1	Computer Application	120S2A	Quantitative Aptitude
SZ1	Computer Application	SZ23A	Data Structures
SZ1	Computer Application	SZ23B	Java programming
SZ1	Computer Application	SZ23C	Computer Organization
SZ1	Computer Application	SZ231	Data Structures using Java Lab
SZ1	Computer Application	SZ33A	Financial Accounting
SZ1	Computer Application	TSSEE	Technical Writing and Presentation Skills
SZ1	Computer Application	SZ24B	Open Source Technologies
SZ1	Computer Application	SZ24A	Computer Network
SZ1	Computer Application	SA24C	E-Commerce technologies
SZ1	Computer Application	SA241	Open Source Technologies Lab
SZ1	Computer Application	SZ34A	Cost and Management Accounting
SZ1	Computer Application	TSSEN	Quantitative Aptitude
SZ1	Computer Application	ENV4B	Environmental Studies
SZ1	Computer Application	SU25A	Software Engineering
SZ1	Computer Application	SE25B	Operating System
SZ1	Computer Application	SE25C	Relational Database Management System
SZ1	Computer Application	SE251	Operating System Lab
SZ1	Computer Application	SE252	Pl/Sql Lab
SZ1	Computer Application	SU45B	Multimedia And Its Applications
SZ1	Computer Application	VAEQ1	Value Education
SZ1	Computer Application	SZ26A	Web Design And Development
SZ1	Computer Application	SZ26B	Data Mining
SZ1	Computer Application	SZ26C	Mobile Application Development
SZ1	Computer Application	SZ261	Mobile Application Development Lab
SZ1	Computer Application	SU46B	Iot And Its Applications
SZ1	Computer Application	SZ26Q	Mini Project
SE1	B.SC Computer Science	100L1A	Language Paper-I
SE1	B.SC Computer Science	100L1Z	English Paper-I
SE1	B.SC Computer Science	125C1A	Python Programming
SE1	B.SC Computer Science	125C11	Python Programming Practical
SE1	B.SC Computer Science	125E1A	Mathematics I
SE1	B.SC Computer Science	125S1A	Office Automation
SE1	B.SC Computer Science	100S1A	Basic Tamil-I (Other Language Students)
SE1	B.SC Computer Science	100S1B	Advanced Tamil-I (Other Language Students)
SE1	B.SC Computer Science	125B1A	Fundamentals of Computers
SE1	B.SC Computer Science	100L2A	Language Paper-II

SE1	B.SC Computer Science	100L2Z	English Paper-II
SE1	B.SC Computer Science	125C2A	Introduction to Computer Architecture and
SE1	B.SC Computer Science	125C21	Introduction to Computer Architecture and Microprocessor Practical
SE1	B.SC Computer Science	125E2A	Mathematics II
SE1	B.SC Computer Science	125S2A	Quantitative Aptitude
SE1	B.SC Computer Science	100S2A	Basic Tamil-II (Other Language Students)
SE1	B.SC Computer Science	100S2B	Advanced Tamil-II (Other Language Students)
SE1	B.SC Computer Science	125S2B	Problem Solving Techniques
SE1	B.SC Computer Science	LA13A	Tamil-III
SE1	B.SC Computer Science	LZ13B	Language through Literature
SE1	B.SC Computer Science	SE23A	Programming in Java & Data Structure
SE1	B.SC Computer Science	SP3AA	Statistical Methods & their Application-I (Allied)
SE1	B.SC Computer Science	SE231	Programming in Java using Data Structure Lab
SE1	B.SC Computer Science	TSSEE	Technical Writing and Presentation
SE1	B.SC Computer Science	LA14A	Tamil IV
SE1	B.SC Computer Science	LZ14B	English IV
SE1	B.SC Computer Science	SE24A	Web Technology
SE1	B.SC Computer Science	SP3A1	Statistics Lab II
SE1	B.SC Computer Science	SP3AB	Statistics-II
SE1	B.SC Computer Science	SE241	Web Technology Lab
SE1	B.SC Computer Science	ENV4A	Environmental Science
SE1	B.SC Computer Science	TSSEG	Personality Enrichment
SE1	B.SC Computer Science	SE25A	Computer Network
SE1	B.SC Computer Science	SE25B	Operating Systems
SE1	B.SC Computer Science	SE25C	RDBMS
SE1	B.SC Computer Science	SE251	Operating Systems Lab
SE1	B.SC Computer Science	SE252	PL/SQL Lab
SE1	B.SC Computer Science	SE45B	Graphics And Visualization
SE1	B.SC Computer Science	VAE5Q	Value Education
SE1	B.SC Computer Science	SE261	Case Tools And Testing Tools Lab
SE1	B.SC Computer Science	SE26A	Software Engineering
SE1	B.SC Computer Science	SE26B	Introduction To Data Science
SE1	B.SC Computer Science	SE26Q	Introduction To Cloud Computing
SE1	B.SC Computer Science	SE46B	Internet Of Things
SE1	B.SC Computer Science	SE26Q	Mini Project
SE1	B.SC Computer Science	CES6Q	Extension Activities
BVC	B.Sc Visual Communication	LA11A	Tamil -1
BVC	B.Sc Visual Communication	100L1Z	General English - 1
BVC	B.Sc Visual Communication	152C1A	Introduction to Human Communication
BVC	B.Sc Visual Communication	152C1B	Visual Arts and Aesthetics
BVC	B.Sc Visual Communication	152B1A	Digital Drawing and Painting
BVC	B.Sc Visual Communication	152E1A	Graphic Design and Typography
BVC	B.Sc Visual Communication	152S1A	Digital Storytelling and Script writing
BVC	B.Sc Visual Communication	LA12A	Tamil - II
BVC	B.Sc Visual Communication	100L2Z	English - II
BVC	B.Sc Visual Communication	152C2A	Understanding Visual Communication (Theory)
BVC	B.Sc Visual Communication	152C21	Photography and Videography (Practical)
BVC	B.Sc Visual Communication	152E 21	Publication Design (Practical)
BVC	B.Sc Visual Communication	I52S2A	Language Skills for Employability..Essential English
BVC	B.Sc Visual Communication	152S21	Image Editing and Colour Management (Practical)

BVC	B.Sc Visual Communication	C081024	Naan Muthalvan – Language Proficiency for Employability
BVC	B.Sc Visual Communication	LA13A	Tamil - III
BVC	B.Sc Visual Communication	100ZB	Language Through Literature - III
BVC	B.Sc Visual Communication	BV23A	Advertising and Publication Design
BVC	B.Sc Visual Communication	BV23B	Communication Aesthetics
BVC	B.Sc Visual Communication	TSSEE	Technical Writing and Presentation
BVC	B.Sc Visual Communication	BV331	Computer Graphics
BVC	B.Sc Visual Communication	LA14A	Tamil - IV
BVC	B.Sc Visual Communication	LZ14B	English - IV
BVC	B.Sc Visual Communication	BV24B	Basics of Photography
BVC	B.Sc Visual Communication	BV24A	Film Studies
BVC	B.Sc Visual Communication	BV341	Practical Photography (Practical)
BVC	B.Sc Visual Communication	TSSEG	SOFT SKILL
BVC	B.Sc Visual Communication	EVS	Environmental Studies
BVC	B.Sc Visual Communication	BV25A	Communication Culture society
BVC	B.Sc Visual Communication	BV25B	Television Production
BVC	B.Sc Visual Communication	BV251	Web Publishing
BVC	B.Sc Visual Communication	Bv252	Advertising Photography
BVC	B.Sc Visual Communication	Bv253	Audio and Video Editing-Practical
BVC	B.Sc Visual Communication	VAE5Q	Value Education
BVC	B.Sc Visual Communication	BV26A	Visual Culture of India and Tamil Nadu
BVC	B.Sc Visual Communication	BV262	TVP Project [Practical]
BVC	B.Sc Visual Communication	BV261	3D Animation [Practical]
BVC	B.Sc Visual Communication	BV26Q	Internship
CZ2	B.Com Commerce	100L1A	Tamil I
CZ2	B.Com Commerce	100L1E	Hindi I
CZ2	B.Com Commerce	100L1K	French I
CZ2	B.Com Commerce	100L1Z	Communicative English
CZ2	B.Com Commerce	146C1A	Financial Accouting I
CZ2	B.Com Commerce	146C1B	Principles Of Management
CZ2	B.Com Commerce	146E1C	Business Economics
CZ2	B.Com Commerce	100S1A	Basic Tamil I
CZ2	B.Com Commerce	100S1B	Advanced Tamil I
CZ2	B.Com Commerce	146S1A	MS Office for Commerce
CZ2	B.Com Commerce	146B1A	Professional Ethics
CZ2	B.Com Commerce	100L2A	Tamil Illakiya Varalaru II
CZ2	B.Com Commerce	100L2E	Hindi II
CZ2	B.Com Commerce	100L2K	French II
CZ2	B.Com Commerce	100L2Z	General English II
CZ2	B.Com Commerce	146C2A	Financial Accounting II
CZ2	B.Com Commerce	146C2B	Business Law
CZ2	B.Com Commerce	146E2C	Indian Economic Development
CZ2	B.Com Commerce	100S2A	Basic Tamil I
CZ2	B.Com Commerce	100S2B	Advanced Tamil I
CZ2	B.Com Commerce	146S2A	Accounting Using Excel
CZ2	B.Com Commerce	146S2B	Retail Management
CZ2	B.Com Commerce	CZ23A	Corporate Accounting
CZ2	B.Com Commerce	CZ23B	Business Law
CZ2	B.Com Commerce	CZ23C	Banking Theory Law And Practice
CZ2	B.Com Commerce	CZ23D	Marketing

CZ2	B.Com Commerce	CZ33A	Business Statistics
CZ2	B.Com Commerce	TSSEE	Technical Writing and Presentation
CZ2	B.Com Commerce	CZ24A	Advance Corporate Accounting
CZ2	B.Com Commerce	CZ24B	Company Law
CZ2	B.Com Commerce	CZ24C	Financial Services
CZ2	B.Com Commerce	CZ24D	Indirect Taxation
CZ2	B.Com Commerce	CZ34A	Elements of Operatonal Research
CZ2	B.Com Commerce	ENV4B	EVS
CZ2	B.Com Commerce	TSSEG	Soft Skill
CZ2	B.Com Commerce	CZ25A	Elements Of Cost Accounting
CZ2	B.Com Commerce	CZ25B	Practical Auditing
CZ2	B.Com Commerce	CZ25C	Logistics And Supply Chain Management
CZ2	B.Com Commerce	CZ25D	Financial Management
CZ2	B.Com Commerce	CZ45A	Income Tax Law And Practice
CZ2	B.Com Commerce	VAE5Q	Value Education
CZ2	B.Com Commerce	CZ26A	Advance Cost Accounting
CZ2	B.Com Commerce	CZ26B	Management Accounting
CZ2	B.Com Commerce	CZ26C	Entrepreneurial Development
CZ2	B.Com Commerce	CZ46A	Income tax Law and Practice II
CZ2	B.Com Commerce	CZ46B	Human resource Management
BB	Business Administration	100L1A	Tamil Paper I
BB	Business Administration	100L1E	English Paper I
BB	Business Administration	DSCO1	Principles of Management
BB	Business Administration	DSCO2	Accounting for Manager II
BB	Business Administration	DGE1	Maangerial Economics
BB	Business Administration	SEC1	Basic of Event Management
BB	Business Administration	FC01	Managerial Communication
BB	Business Administration	AECC1	Ability Enhancement
BB	Business Administration	100L2A	Language – Tamil Paper II
BB	Business Administration	100L2E	English Paper II
BB	Business Administration	DSC03	Marketing Management
BB	Business Administration	DSC04	Accounting for Managers II
BB	Business Administration	DGE2:	International Business
BB	Business Administration	SEC2	Managerial Skill Development
BB	Business Administration	SEC3	Business Etiquette and Corporate Grooming
BB	Business Administration	AECC 2	Ability Enhancement compulsory Course
BB	Business Administration	ENV4B	EVS
BB	Business Administration	MAM3E	Financial Management
BB	Business Administration	MAM3G	Organisational Behaviour
BB	Business Administration	MAM3H	Computer Applications in Business
BB	Business Administration	MAM3J	Marketing Management
BB	Business Administration	MCM3C	BusinessStatistic
BB	Business Administration	SEC4	Environmental Studies
BB	Business Administration	DSC09:	Human Resourse Maangment
BB	Business Administration	DSC11	Financial Services
BB	Business Administration	DSC12	Management Information System
BB	Business Administration	DSA04	Operation Research
BB	Business Administration	ENV4B	Environmental Studies
BB	Business Administration	TSSEE	Ability Enhancement Compulsory
BB	Business Administration	BB25A	Advertising Management and Sales Promotion

BB	Business Administration	BB25B	Research Methodology
BB	Business Administration	BB25D	Operations Management
BB	Business Administration	BB25D	Materials Management
BB	Business Administration	BB45A	Entrepreneurial Development
BB	Business Administration	VAE5Q	Value Education
BB	Business Administration	BB26A	Business Environment
BB	Business Administration	BB26B	Service Marketing
BB	Business Administration	BB26C	Busines Taxation
BB	Business Administration	BB46D	Customer Relationship Management
BB	Business Administration	BB46Q	Project Work
BEN	BA English Literature	100L1A	Tamil I
BEN	BA English Literature	100L1Z	General English I
BEN	BA English Literature	105C1A	Introduction To English Literature
BEN	BA English Literature	105C1B	Indian Writing In English
BEN	BA English Literature	105E1A	Social History Of England
BEN	BA English Literature	105S1A	Sec: English For Communication
BEN	BA English Literature	105B1A	Fundamental Framework For Reading English Literature
BEN	BA English Literature	100L2A	Tamil II
BEN	BA English Literature	100L2Z	General English II
BEN	BA English Literature	105C2A	British Literature–I
BEN	BA English Literature	105C2B	American Literature –I
BEN	BA English Literature	105E2A	History of English Literature
BEN	BA English Literature	105S2A	Public Speaking Skills
BEN	BA English Literature	105S2B	Digital Literacy and Concepts
BEN	BA English Literature	LA13A/CL F2U	Language - III
BEN	BA English Literature	LZ13C	Literary Appreciation
BEN	BA English Literature	AG23A	British Literature - Paper –III
BEN	BA English Literature	AG23B	Aspects of English Language – Paper I
BEN	BA English Literature	AG33A	Background to English Literature –Paper III
BEN	BA English Literature	TSSE1	Computing Skills I
BEN	BA English Literature	LA14A	Language - Paper IV
BEN	BA English Literature	LZ14C	Academic Writing
BEN	BA English Literature	AG24A	American Literature –I
BEN	BA English Literature	AG24B	Aspects of English Language – II
BEN	BA English Literature	AG34A	Background to European and American Literature
BEN	BA English Literature	TSSE2	Computing Skills II
BEN	BA English Literature	ENV4B	Environmental Science
BEN	BA English Literature	AG25A	American Literature – II
BEN	BA English Literature	AG25B	World Classics in Translation
BEN	BA English Literature	AG25C	Aspects of English Language-III
BEN	BA English Literature	AG25D	Introduction to Literary Theory and Criticism
BEN	BA English Literature	AG45B	English Language Teaching
BEN	BA English Literature	VAE5Q	Value Education
BEN	BA English Literature	AG26A	Post-Colonial Literatures in English
BEN	BA English Literature	AG26B	Contemporary Literature
BEN	BA English Literature	AG26C	Indian Literatures in English
BEN	BA English Literature	AG46B	Women's Writing
BEN	BA English Literature	AG46D	Green Studies
BEN	BA English Literature	CES6Q	Extension Activities
AW	BSW Social Work	AW211	Field Work -1

AW	BSW Social Work	AW21A	Social Work Profession
AW	BSW Social Work	AW31A	Sociology
AW	BSW Social Work	LZ11A	Communicative English
AW	BSW Social Work	LA11A/ CLE1E	Tamil-1
AW	BSW Social Work	PZ1AA	English For Arts And Social Sciences
AW	BSW Social Work	AW31A/ SE61B/	Child Rights/ Office Automation / Basic Tamil
	BSW Social Work	NLT1C	
AW	BSW Social Work	LZ12A	Communicative English
AW	BSW Social Work	LA12A/	Tamil 2/ Hindi 2
	BSW Social Work	CLE2G	
AW	BSW Social Work	AW22A	Social Case Work
AW	BSW Social Work	AW32A	Psychology 1
AW	BSW Social Work	AW221	Field Work 2
AW	BSW Social Work	PZ1AB	English For Arts And Social Science 2
AW	BSW Social Work	AW32C/ SE622/	Marriage And Family Life Education/ Office Automation/ Basic Tamil
	BSW Social Work	NLT2D	
AW	BSW Social Work	LA11A	Tamil 3
AW	BSW Social Work	LZ11A	Language Through Literature
AW	BSW Social Work	AW23A	Group Work
AW	BSW Social Work	AW33A	Psychology 2- Human Behaviour
HBW	MSW Social Work	HBW1A	Social Work Profession- History And Philosophy
HBW	MSW Social Work	HBW1B	Work With Individuals (Case Work)
HBW	MSW Social Work	HBW1C	Work With Groups (Group Work)
HBW	MSW Social Work	HBW11	Field Work Practicum - I
HBW	MSW Social Work	HBWXA	Social And Psychological Foundations For Social Work
HBW	MSW Social Work	PSSEA	Language And Communication
HBW	MSW Social Work	HBW2A	Community Organization & Social Action
HBW	MSW Social Work	HBW2B	Social Work Research And Statistics
HBW	MSW Social Work	HBW21	Field Work Practicum - Ii
HBW	MSW Social Work	HBWEA	Disaster Management
HBW	MSW Social Work	HBWXB	Gender And Development
HBW	MSW Social Work	PSSEB	Spoken And Presentation Skills
HBW	MSW Social Work	HBWCB	Human Resource Management
HBW	MSW Social Work	HBWBA	Rural Community Development
HBW	MSW Social Work	HBWDB	Psychiatric Social Work Practice
HBW	MSW Social Work	HBWCA	Labour Legislation
HBW	MSW Social Work	HBWBB	Urban Community Development
HBW	MSW Social Work	HBWDA	Medical Social Work
HBW	MSW Social Work	HBW3A	Management Of Organizations
HBW	MSW Social Work	HBWEC	Counselling
HBW	MSW Social Work	HBWEE	Social Legislation
HBW	MSW Social Work	HBW31	Field Work Practicum -Iii
HBW	MSW Social Work	PSSEC	Life & Managerial Skills
HBW	MSW Social Work	HBWCC	Industrial Relations And Labour Welfare
HBW	MSW Social Work	HBWDC	Community Health
HBW	MSW Social Work	HBWBC	Development Planning
HBW	MSW Social Work	HBWCD	Organizational Behavioour And Organizational Developme
HBW	MSW Social Work	HBWDD	Mental Health & Social Work
HBW	MSW Social Work	HBWBD	Entrepreneurship Development
HBW	MSW Social Work	HBWEK	Un Systems For Development And Social Change

HBW	MSW Social Work	HBWEG	Migration Issues And Human Security
HBW	MSW Social Work	HBW4Q	Project Report
HBW	MSW Social Work	HBW41	Field Work Practicum -Iv
HBW	MSW Social Work	PSSED	Computing Skills
HBB	MA English Literature	402C1A	Poetry
HBB	MA English Literature	402C1B	Drama
HBB	MA English Literature	402C1C	Fiction
HBB	MA English Literature	402E1A	Science Fiction, Fantasy and Detective Literature
HBB	MA English Literature	402E1B	Approaches and Methods in English Language Teaching
HBB	MA English Literature	402C2A	Indian Writing in English
HBB	MA English Literature	402C2B	American Literature
HBB	MA English Literature	402C2C	Shakespeare Studies
HBB	MA English Literature	402E2A	Gender Studies through Literature
HBB	MA English Literature	402E2B	Literature and Film
HBB	MA English Literature	402S2C	Basics of Copy Editing
HBB	MA English Literature	HB23A	Shakespeare Studies
HBB	MA English Literature	HB23B	Linguistics and English Language Teaching
HBB	MA English Literature	HB23C	Literary Criticism and Literary Theory
HBB	MA English Literature	HB43A	Introduction to Translation Studies
HBB	MA English Literature	HB43B	Literature, Analysis, Approaches, and Applications
HBB	MA English Literature	HB33A	Theatre for Communication
HBB	MA English Literature	PSSER	Quantitative Aptitude
HBB	MA English Literature	HB24A	Twenty first Century Millennial Literature and Culture
HBB	MA English Literature	HB24B	Women Studies
HBB	MA English Literature	HB44A	Film Appreciation
HBB	MA English Literature	HB24Q	Research Methodology and Project Writing
HBB	MA English Literature	HB44B	English Literature for NTA, NET, SET & GATE
HBB	MA English Literature	PSSED	Computing Skills
PSD	M.Sc Computer Science	436C1A	Advanced Data Structures and Algorithms
PSD	M.Sc Computer Science	436C1B	Advanced PYTHON Programming
PSD	M.Sc Computer Science	436E1B	Internet of Things
PSD	M.Sc Computer Science	436E1F	Distributed Database System
PSD	M.Sc Computer Science	436C1C	Advanced Data Structures and Algorithms Practical
PSD	M.Sc Computer Science	436C1D	Advanced PYTHON Programming Practical
PSD	M.Sc Computer Science	436C2A	Data Mining and Warehousing
PSD	M.Sc Computer Science	436C2B	Web Technology and Advanced Java
PSD	M.Sc Computer Science	436E2E	Agile Software Engineering
PSD	M.Sc Computer Science	436E2A	Artificial Intelligence
PSD	M.Sc Computer Science	436C2C	Data Mining and Warehousing Practical
PSD	M.Sc Computer Science	436C2D	Web Technology and Advanced Java Practical
PSD	M.Sc Computer Science	536C3A	Data Science and Analytics
PSD	M.Sc Computer Science	536C3B	Machine Learning
PSD	M.Sc Computer Science	536C3C	Theory of Computation
PSD	M.Sc Computer Science	536C3D	Data Science and Analytics Practical
PSD	M.Sc Computer Science	536C3E	Machine Learning Practical
PSD	M.Sc Computer Science	536S3A	Cyber Security
PSD	M.Sc Computer Science	536E3B	Cryptography
KDA	M.COM Commerce	413C1A	Business Finance
KDA	M.COM Commerce	413C1B	Digital Marketing
KDA	M.COM Commerce	413C1C	Banking and Insurance

KDA	M.COM Commerce	413E1D	Strategic Human Resource Management
KDA	M.COM Commerce	413E1B	Operations Research
KDA	M.COM Commerce	413C2A	Strategic Cost Management
KDA	M.COM Commerce	413C2B	Corporate Accounting
KDA	M.COM Commerce	413C2C	Setting up of Business Entities
KDA	M.COM Commerce	413E2D	Logistics and Supply Chain Management
KDA	M.COM Commerce	413E2A	Business Ethics and Corporate Sustainability
KDA	M.COM Commerce	413S2A	SEC-Advertising and Media Management
KDA	M.COM Commerce	KD23A	Research Methodology
KDA	M.COM Commerce	KD23B	Information Technology for Business
KDA	M.COM Commerce	KD23C	Income Tax Law and Practice
KDA	M.COM Commerce	KD43B	Managerial Behaviour and Effectiveness
KDA	M.COM Commerce	KD43D	Change Management
KDA	M.COM Commerce	KD33A	Corporate Governance and Social Responsibility
KDA	M.COM Commerce	KD24A	Management Information System
KDA	M.COM Commerce	KD24B	Investment Analysis and Portfolio Management
KDA	M.COM Commerce	KD24C	Indirect Taxes
KDA	M.COM Commerce	KD44A	Financial Market and Institutions
KDA	M.COM Commerce	KD24Q	Project Viva Voce
KDA	M.COM Commerce	PSSED	Soft Skills - Computing Skills

23/24

Syllabus.

ACADEMIC YEAR
2023- 2024
EVEN SEMESTER

NAZARETH COLLEGE OF ARTS & SCIENCE
CHENNAI
600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

UNIVERSITY OF MADRAS

B.Sc. DEGREE PROGRAMME IN COMPUTER SCIENCE

SYLLABUS WITH EFFECT FROM 2023-2024

Year: I **Semester: II**

Introduction to Computer Architecture and Microprocessor	**125C2A**
Credits 5	**Lecture Hours:4 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)

- To introduce the internal organization of Intel 8085 Microprocessor.
- To enable the students to write assembly language programs using 8085.
- To interface the peripheral devices to 8085 using Interrupt controller and DMA interface.

Course Outcomes: (for students: To know what they are going to learn)

CO1: Remember the Basic binary codes and their conversions. Binary concepts are used in Microprocessor programming and provide a good understanding of the architecture of 8085.

CO2: Understanding the 8085 instruction set and their classifications, enables the students to write the programs easily on their own using different logic..

CO3: Applying different types of instructions to convert binary codes and analysing the outcome. The instruction set is applied to develop programs on multibyte arithmetic operations.

CO4: Analyse how peripheral devices are connected to 8085 using Interrupts and DMA controller.

Units	Contents
I	Digital Computers - Microcomputer Organization-Computer languages Number Systems: Decimal, Binary, Octal. Hexadecimal. Conversions: Conversion between all four number systems of integer and floating-point values. Data representation: fixed point and floating-point representation - Character codes
II	Addition, subtraction (9's Complement for decimal, 10's complement for decimal, 1's complement, 2's complement methods), multiplication and division of binary numbers. - Differentiate Binary and BCD representations - BCD to Binary and Binary to BCD conversions, BCD addition and Subtraction. 8085 Microprocessor: Architecture, Pinout and Signals – Functional block diagram -
III	8085 Instruction Set and addressing modes- 8085 sample programs using data transfer, arithmetic and JMP instructions– function calls in 8085
IV	The 8085 Interrupts – RIM AND SIM instructions-8259 Programmable Interrupt Controller-Direct Memory Access (DMA) and 8257 DMA controller.
V	Program control- RISC - Pipelining -Arithmetic instruction- RISC pipeline - Vector processing and Array processors.

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TEXT BOOKS:

1. M.M. Mano, "Computer System architecture". Pearson, Third Edition, 2007
2. R. S. Gaonkar- "Microprocessor Architecture- Programming and Applications with 8085"- 5th Edition- Penram- 2009.
3. Tripti Dodiya & Zakiya Malek, "Computer Organization and Advanced Microprocessors", CengageLearning, 2012.

REFERENCE BOOKS:

1. Mathur- "Introduction to Microprocessor"- 3rd Edition- Tata McGraw-Hill-1993.
2. P. K. Ghosh and P. R. Sridhar- "0000 to 8085: Introduction to Microprocessors for Engineers andScientists"- 2nd Edition- PHI- 1995.
3. NagoorKani- "Microprocessor (8085) and its Applications"- 2nd Edition- RBA Publications- 2006.
4. V. Vijayendran- "Fundamentals of Microprocessors – 8085"- S. Viswanathan Pvt. Ltd.- 2008.

WEB REFERENCES:

NPTEL & MOOC courses titled Computer organization
https://nptel.ac.in/courses/106105163/
https://nptel.ac.in/courses/106103068

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UNIVERSITY OF MADRAS

B.Sc. DEGREE PROGRAMME IN COMPUTER SCIENCE

SYLLABUS WITH EFFECT FROM 2023-2024

Year: I **Semester: II**

Introduction to Computer Architecture and Microprocessor Practical	**125C21**
Credits 5	**Lecture Hours:5 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)

- To introduce the internal organization of Intel 8085 Microprocessor.
- To enable the students to write assembly language programs using 8085.
- To interface the peripheral devices to 8085 using Interrupt controller and DMA interface.
- To provide real-life applications using microcontroller.

Course Outcomes: (for students: To know what they are going to learn)

CO1: Remember the Basic binary codes and their conversions. Binary concepts are used in Microprocessor programming and provide a good understanding of the architecture of 8085.

CO2: Understanding the 8085-instruction set and their classifications, enables the students to write the programs easily on their own using different logic.

CO3: Applying different types of instructions to convert binary codes and analysing the outcome. The instruction set is applied to develop programs on multibyte arithmetic operations.

CO4: Analyse how peripheral devices are connected to 8085 using Interrupts and DMA controller.

List of Programs

Addition and Subtraction

1. 8 - bit addition
2. 16 - bit addition
3. 8 - bit subtraction
4. BCD subtraction

Multiplication and Division

1. 8 - bit multiplication
2. BCD multiplication
3. 8 - bit division

Sorting and Searching

1. Searching for an element in an array.
2. Sorting in Ascending and Descending order.
3. Finding the largest and smallest elements in an array.
4. Reversing array elements.
5. Block move.

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Code Conversion

1. BCD to Hex and Hex to BCD
2. Binary to ASCII and ASCII to binary
3. ASCII to BCD and BCD to ASCII

Applications

1. Square of a single byte Hex number
2. Square of a two-digit BCD number
3. Square root of a single byte Hex number
4. Square root of a two-digit BCD number

TEXT BOOKS:

1. M.M. Mano, "Computer System architecture". Pearson, Third Edition, 2007
2. R. S. Gaonkar- "Microprocessor Architecture- Programming and Applications with 8085"- 5th Edition- Penram- 2009.
3. Tripti Dodiya & Zakiya Malek, "Computer Organization and Advanced Microprocessors", CengageLearning, 2012.

REFERENCE BOOKS:

1. Mathur- "Introduction to Microprocessor"- 3rd Edition- Tata McGraw-Hill-1993.
2. P. K. Ghosh and P. R. Sridhar- "0000 to 8085: Introduction to Microprocessors for Engineers andScientists"- 2nd Edition- PHI- 1995.
3. NagoorKani- "Microprocessor (8085) and its Applications"- 2nd Edition- RBA Publications- 2006.
4. V. Vijayendran- "Fundamentals of Microprocessors – 8085"- S. Viswanathan Pvt. Ltd.- 2008.

WEB REFERENCES:

NPTEL & MOOC courses titled Computer organization
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https://nptel.ac.in/courses/106103068

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B.Sc. DEGREE PROGRAMME IN COMPUTER SCIENCE

SYLLABUS WITH EFFECT FROM 2023-2024

Year: I **Semester: II**

Problem Solving Techniques	125S2B
Credits 2	**Lecture Hours:2 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)

- To understand the importance of algorithms and programs, and to know of the basic problem-solving strategies.
- To learn efficient strategies and algorithms to solve standard problems, thus laying a firm foundation for designing algorithmic solutions to problems.

Course Outcomes: (for students: To know what they are going to learn)

CO1: Understand the systematic approach to problem solving.
CO2: Know the approach and algorithms to solve specific fundamental problems.
CO3: Understand the efficient approach to solve specific factoring-related problems.
CO4: Understand the efficient array-related techniques to solve specific problems.
CO5: Understand the efficient methods to solve specific problems related to text processing. Understand how recursion works.

Units	Contents
I	Introduction: Notion of algorithms and programs – Requirements for solving problems by computer – The problem-solving aspect: Problem definition phase, Getting started on a problem, The use of specific examples, Similarities among problems, Working backwards from the solution – General problem-solving strategies - Problem solving using top-down design – Implementation of algorithms – The concept of Recursion.
II	Fundamental Algorithms: Exchanging the values of two variables – Counting - Summation of a set of numbers - Factorial computation - Sine function computation - Fibonacci Series generation - Reversing the digits of an integer – Base Conversion.
III	Factoring Methods: Finding the square root of a number – The smallest divisor of an integer – Greatest common divisor of two integers - Generating prime numbers – Computing the prime factors of an integer – Generation of pseudo-random numbers - Raising a number to a large power – Computing the nth Fibonacci number.
IV	Array Techniques: Array order reversal – Array counting or histograming – Finding the maximum number in a set - Removal of duplicates from an ordered array - Partitioning an array – Finding the kth smallest element – Longest monotone subsequence.
V	Text Processing and Pattern Searching: Text line length adjustment – Left and right justification of text – Keyword searching in text – Text line editing – Linear pattern search.Recursive algorithms: Towers of Hanoi – Permutation generation.

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Learning Resources:

Recommended Texts

1. R. G. Dromey, *How to Solve it by Computer*, Pearson India, 2007.

Reference Books

1. George Polya, Jeremy Kilpatrick, *The Stanford Mathematics Problem Book: With Hints and Solutions*, Dover Publications, 2009 (Kindle Edition 2013).
2. Greg W. Scragg, *Problem Solving with Computers*, Jones & Bartlett 1st edition, 1996.

Web resources

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B.Sc. DEGREE PROGRAMME IN COMPUTER SCIENCE

SYLLABUS WITH EFFECT FROM 2023-2024

Year: I **Semester: II**

Quantitative Aptitude Common for B.C.A. , B.Sc.-SA , B.Sc.-CSc , B.Sc.-CSc-wAI , B.Sc.-CSc-wDS	125S2A
Credits 2	**Lecture Hours:** **2 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)
To improve the quantitative skills of the students
To prepare the students for various competitive exams

Course Outcomes: (for students: To know what they are going to learn)
CO1: To gain knowledge on LCM and HCF and its related problems
CO2: To get an idea of age, profit and loss related problem solving.
CO3: Able to understand time series simple and compound interests
CO4: Understanding the problem related to probability, and series
CO5: Able to understand graphs, charts

Units	Contents
I	Numbers - HCF and LCM of numbers - Decimal fractions - Simplification - Square roots and cube roots - Average - problems on Numbers
II	Problems on Ages - Surds and Indices - percentage - profits and loss - ratio and proportion - partnership - Chain rule.
III	Time and work - pipes and cisterns - Time and Distance - problems on trains - Boats and streams - simple interest - compound interest - Logarithms - Area - Volume and surface area - races and Games of skill.
IV	Permutation and combination - probability - True Discount - Bankers Discount - Height and Distances - Odd man out & Series.
V	Calendar - Clocks - stocks and shares - Data representation - Tabulation - Bar Graphs - Pie charts - Line graphs

Learning Resources:

Recommended Texts

1. "Quantitative Aptitude", R.S. AGGARWAL., S. Chand & Company Ltd.,

Web resources: Authentic Web resources related to Competitive examinations

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ACADEMIC YEAR
2023- 2024
ODD SEMESTER

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B.Sc. DEGREE PROGRAMME IN COMPUTER SCIENCE

SYLLABUS WITH EFFECT FROM 2023-2024

Year: I **Semester:I**

Core-I: Python Programming (Common to B.Sc.-CS with AI, CS with DS, Software Appl.& BCA)	**125C1A**

Credits 5 **Lecture Hours:5 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)

- Describe the core syntax and semantics of Python programming language.
- Discover the need for working with the strings and functions.
- Illustrate the process of structuring the data using lists, dictionaries, tuples and sets.
- Understand the usage of packages and Dictionaries

Course Outcomes: (for students: To know what they are going to learn)

CO1: Develop and execute simple Python programs

CO2: Write simple Python programs using conditionals and looping for solving problems

CO3: Decompose a Python program into functions

CO4: Represent compound data using Python lists, tuples, dictionaries etc.

CO5: Read and write data from/to files in Python programs

UNITS	CONTENTS
I	Introduction: The essence of computational problem solving – Limits of computational problem solving-Computer algorithms-Computer Hardware-Computer Software-The process of computational problem solving-Python programming language - Literals - Variables and Identifiers - Operators - Expressions and Data types, Input / output.
II	Control Structures: Boolean Expressions - Selection Control - If Statement-Indentation in Python- Multi-Way Selection -- Iterative Control- While Statement- Infinite loops- Definite vs. Indefinite Loops- Boolean Flag. String, List and Dictionary, Manipulations Building blocks of python programs,Understanding and using ranges.
III	Functions: Program Routines- Defining Functions- More on Functions: Calling Value-Returning Functions- Calling Non-Value-Returning Functions- Parameter Passing - Keyword Arguments in Python - Default Arguments in Python-Variable Scope. Recursion: Recursive Functions.
IV	Objects and their use: Software Objects - Turtle Graphics – Turtle attributes-Modular Design: Modules - Top-Down Design - Python Modules - Text Files: Opening, reading and writing text files – Exception Handling.
V	Dictionaries and Sets: Dictionary type in Python - Set Data type. Object Oriented Programming using Python: Encapsulation - Inheritance – Polymorphism. Python packages: Simple programs using the built-in functions of packages matplotlib, NumPy, pandas etc.

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Learning Resources:

Recommended Texts

1. Charles Dierbach, "Introduction to Computer Science using Python - A computational Problem-solving Focus", Wiley India Edition, 2015.
2. Wesley J. Chun, "Core Python Applications Programming", 3rd Edition , Pearson Education, 2016

Reference Books

1. Mark Lutz, "Learning Python Powerful Object Oriented Programming", O'reilly Media 2018, 5th Edition.
2. Timothy A. Budd, "Exploring Python", Tata MCGraw Hill Education Private Limited 2011, 1 st Edition.
3. John Zelle, "Python Programming: An Introduction to Computer Science", Second edition, Course Technology Cengage Learning Publications, 2013, ISBN 978-1590282410
4. Michel Dawson, "Python Programming for Absolute Beginers" , Third Edition, Course Technology Cengage Learning Publications, 2013, ISBN 978-143545500

Web resources

1. https://onlinecourses.swayam2.ac.in/cec22_cs20/preview

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UNIVERSITY OF MADRAS

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SYLLABUS WITH EFFECT FROM 2023-2024

Year: I **Semester:I**

Core-II: Python Programming Practical (Common to B.Sc.-CS with AI, CS with DS, Software Appl.& BCA)	**125C11**
Credits 5	**Lecture Hours:5 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)

- Acquire programming skills in core Python.
- Acquire Object-oriented programming skills in Python.
- Develop the skill of designing graphical-user interfaces (GUI) in Python.
- Develop the ability to write database applications in Python.
- Acquire Python programming skills to move into specific branches

Course Outcomes: (for students: To know what they are going to learn)

CO1: To understand the problem solving approaches

CO2: To learn the basic programming constructs in Python

CO3: To practice various computing strategies for Python-based solutions to real world problems

CO4: To use Python data structures - lists, tuples, dictionaries.

CO5: To do input/output with files in Python.

List of Programs

1. Program to convert the given temperature from Fahrenheit to Celsius and vice versa depending upon user's choice.
2. Write a Python program to construct the following pattern, using a nested loop

```
*
**
***
****
*****
****
***
**
*
```

3. Program to calculate total marks, percentage and grade of a student. Marks obtained in each of the five subjects are to be input by user. Assign grades according to the following criteria:

   Grade A: Percentage >=80 Grade B: Percentage >=70 and 80
   Grade C: Percentage >=60 and <70 Grade D: Percentage >=40 and <60
   Grade E: Percentage < 40
4. Program, to find the area of rectangle, square, circle and triangle by accepting suitable input parameters from user.
5. Write a Python script that prints prime numbers less than 20.
6. Program to find factorial of the given number using recursive function.

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7. Write a Python program to count the number of even and odd numbers from array of N numbers.
8. Write a Python class to reverse a string word by word.
9. Given a tuple and a list as input, write a program to count the occurrences of all items of the list in the tuple. (Input: tuple = ('a', 'a', 'c', 'b', 'd'), list = ['a', 'b'], Output: 3)
10. Create a Savings Account class that behaves just like a Bank Account, but also has an interest rate and a method that increases the balance by the appropriate amount of interest (Hint: use Inheritance).
11. Read a file content and copy only the contents at odd lines into a new file.
12. Create a Turtle graphics window with specific size.
13. Write a Python program for Towers of Hanoi using recursion
14. Create a menu driven Python program with a dictionary for words and their meanings.
15. Devise a Python program to implement the Hangman Game.

Learning Resources:

Recommended Texts

1. Charles Dierbach, "Introduction to Computer Science using Python - A computational Problem-solving Focus", Wiley India Edition, 2015.
2. Wesley J. Chun, "Core Python Applications Programming", 3rd Edition , Pearson Education, 2016

Reference Books

1. Mark Lutz, "Learning Python Powerful Object Oriented Programming", O'reilly Media 2018, 5th Edition.
2. Timothy A. Budd, "Exploring Python", Tata MCGraw Hill Education Private Limited 2011, 1 st Edition.
3. John Zelle, "Python Programming: An Introduction to Computer Science", Second edition, Course Technology Cengage Learning Publications, 2013, ISBN 978- 1590282410
4. Michel Dawson, "Python Programming for Absolute Beginers", Third Edition, Course Technology Cengage Learning Publications, 2013, ISBN 978-1435455009

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B.Sc. DEGREE PROGRAMME IN COMPUTER SCIENCE

SYLLABUS WITH EFFECT FROM 2023-2024

Year: I **Semester:I**

Foundation Course: Fundamentals of Computers (Common to B.Sc.-CS with AI, CS with DS, Software Appl. & BCA)	**125B1A**
Credits 2	**Lecture Hours:2 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)

- to understand fundamentally the general scope of the computer system
- to interact effectively with the computer
- to know the uses of the basic components of the computer
- to manage the system to some extent before involving an expert
- to know some basic things about the computer and the world

Course Outcomes: (for students: To know what they are going to learn)

CO1:Fundamental concepts of computer

CO2: Fundamental mathematical techniques and how they relate to computer

CO3: The architecture of processing and file storage in a computer system

CO4: Basic operations of operating systems

CO5: A variety of software packages applicable to an academic, software development and business environment

Units	Contents
I	**Understanding the Computer:** - Introduction - Evolution of Computers - Generations of Computers - Classification of Computers - Computing Concepts - The Computer System - Applications of Computers. **Computer Organisation and Architecture:** - Introduction - Central Processing Unit - Internal Communications - Machine Cycle - The Bus - Instruction Set. **Memory and Storage Systems:** - Introduction - Memory Representation - Random Access Memory - Read Only Memory - Storage Systems - Magnetic Storage Systems - Optical Storage Systems - Magneto Optical Systems - Solid-state Storage Devices - Storage Evaluation Criteria. **Input Devices:** - Introduction - Keyboard - Pointing Devices - Scanning Devices - Optical Recognition Devices - Digital Camera - Voice Recognition System - Data Acquisition Sensors - Media Input Devices.**Output Devices:** - Introduction - Display Monitors - Printers - Impact Printers - Non-impact Printers - Plotters - Voice Output - Systems - Projectors - Terminals
II	**Computer Codes:** - Introduction - Decimal System - Binary System - Hexadecimal System - Octal System - Binary Coded Decimal (BCD) Systems – Unicode. **Computer Arithmetic:** - Introduction - Binary Addition - Binary Multiplication - Binary Subtraction - Binary Division - Signed/unsigned Numbers - Complements of Binary Numbers - Binary Subtraction Using Complements - Representing Numbers - Integer Arithmetic - Floating-point Arithmetic

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III	**Boolean Algebra of Switching Circuits:** - Introduction - Elements of Boolean Algebra - Basic Postulates of Boolean Algebra - Boolean Operations - Principle of Duality - Basic Laws of Boolean Algebra - De Morgan's Theorem - Boolean Expressions. **Logic Gates and Digital Circuits:** - Introduction - Basic Logic Gates - Derived Logic Gates - Conversion of Boolean Functions - Adder Circuits - Flip-flop Circuits - Application of Flip-flops. **Computer Software:** - Introduction - Types of Computer Software - System Management Programs - System Development Programs - Standard Application Programs - Unique Application Programs - Problem Solving - Structuring the Logic - Using the Computer
IV	**Operating Systems:** - Introduction - History of Operating Systems - Functions of Operating Systems - Process Management - Memory Management - File Management - Device Management - Security Management - Types of Operating Systems - Providing User Interface - Popular Operating Systems. **Programming Languages:** - Introduction - History of Programming Languages - Generations of Programming Languages - Characteristics of a Good Programming Language - Categorisation of High-level Languages - Popular High-level Languages - Factors Affecting the Choice of a Language - Developing a Program - Running a Program
V	**Data Communications and Networks:** - Introduction - Data Communication Using Modem - Computer Network - Network Topologies - Network - Protocols and Software - Applications of Network. **The Internet and World Wide Web:** - Introduction - History of Internet - Internet Applications - Understanding the World Wide Web - Web Browsers - Browsing the internet - Using a Search Engine - Email Service - Protocols Used for the Internet

Learning Resources:

Recommended Texts

1. E Balagurusamy. Fundamentals Of Computers, Tata McGraw Hill Publishing Company Limited
2. Fundamentals of Computers (Paperback), 2019,Manaullah Abid, Mohammad Amjad, Dreamtech Press

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B.Sc. DEGREE PROGRAMME IN COMPUTER SCIENCE

SYLLABUS WITH EFFECT FROM 2023-2024

Year: I **Semester:I**

Skill Enhancement Course: Office Automation (Common to B.Sc.-CS with AI, CS with DS, Software Appl.& BCA)	**125S1A**

Credits 2 **Lecture Hours:2 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)

- The major objective in introducing the Computer Skills course is to impart training for students in Microsoft Office which has different components like MS Word, MS Excel and Power point.
- The course is highly practice oriented rather than regular class room teaching.
- To acquire knowledge on editor, spread sheet and presentation software.

Course Outcomes: (for students: To know what they are going to learn)

CO1: Understand the basics of computer systems and its components.
CO2: Understand and apply the basic concepts of a word processing package.
CO3: Understand and apply the basic concepts of electronic spreadsheet software.
CO4: Understand and apply the basic concepts of database management system.
CO5: Understand and create a presentation using PowerPoint tool.

UNITS	CONTENTS
I	Introductory concepts: Hardware and Software - Memory unit – CPU-Input Devices: Key board, Mouse and Scanner. Output devices: Monitor, Printer. Introduction to Operating systems - Introduction to Programming Languages.
II	Word Processing: File menu operations - Editing text – tools, formatting, bullets and numbering - Spell Checker - Document formatting – Paragraph alignment, indentation, headers and footers, printing – Preview, options, merge.
III	Spreadsheets: Excel – opening, entering text and data, formatting, navigating; Formulas – entering, handling and copying
IV	Charts – creating, formatting and printing, analysis tables, preparation of financial statements, introduction to data analytics.
V	Power point: Introduction to Power point - Features – Understanding slide typecasting & viewing slides – creating slide shows. Applying special object – including objects & pictures – Slide transition – Animation effects, audio inclusion, timers.

Learning Resources:

Recommended Texts

1. Peter Norton, "Introduction to Computers" –Tata McGraw-Hill.

Reference Books

1. Jennifer Ackerman Kettel, Guy Hat-Davis, Curt Simmons, "Microsoft 2003", Tata McGraw- Hill.

Web resources : Web content from NDL / SWAYAM or open source web resources

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B.Sc. DEGREE PROGRAMME IN COMPUTER SCIENCE

SYLLABUS WITH EFFECT FROM 2023-2024

Year: III **Semester: V**

Operating System Practical	**325C51**
Credits 4	**Lecture Hours:5 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)

- To learn Process management and scheduling.
- To understand the concepts and implementation of memory management policies.
- To understand the various issues in Inter Process Communication

Course Outcomes: (for students: To know what they are going to learn)

1. Understand the process management policies and scheduling process by CPU.
2. Analyse the memory management and its allocation policies.
3. To evaluate the requirement for process synchronization.

List of Programs

1. Basic I/O programming.

To implement CPU Scheduling Algorithms:

2. Shortest Job First Algorithm.
3. First Come First Served Algorithm.
4. Round Robin and Priority Scheduling Algorithms.
5. To implement reader/writer problem using semaphore.
6. To implement Banker's algorithm for Deadlock avoidance.

Program for page replacement algorithms:

7. First In First Out Algorithm.
8. Least Recently Used Algorithm.
9. To implement first fit, best fit and worst fit algorithm for memory management.
10. Program for Inter-process Communication.

TEXT BOOK:

1. Abraham Silberschatz, Peter B Galvin, Greg Gagne, "Operating System Concepts", Wiley India Pvt. Ltd 2018, 9th Edition,.

REFERENCES:

1. William Stallings, "Operating Systems Internals and Design Principles", Pearson, 2018, 9th Edition.
2. Andrew S. Tanenbaum, Herbert Bos, "Modern Operating Systems", Pearson 2014, 4th Edition.

WEB REFERENCES:

NPTEL & MOOC courses titled Operating Systems ¬ https://nptel.ac.in/courses/106106144/

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B.Sc. DEGREE PROGRAMME IN COMPUTER SCIENCE

SYLLABUS WITH EFFECT FROM 2023-2024

Year: III **Semester: V**

Relational Database Management System Common for B.C.A. , B.Sc.-SA , B.Sc.-CSc	**325C5B**
Credits 4	**Lecture Hours:5 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)

- Gain a good understanding of the architecture and functioning of Database Management Systems
- Understand the use of Structured Query Language (SQL) and its syntax.
- Apply Normalization techniques to normalize a database.
- Understand the need of transaction processing and learn techniques for controlling theconsequences of concurrent data access.

Course Outcomes: (for students: To know what they are going to learn)

1. Describe basic concepts of database system
2. Design a Data model and Schemas in RDBMS
3. Competent in use of SQL
4. Analyse functional dependencies for designing robust Database

Units	Contents
I	Introduction to DBMS– Data and Information - Database – Database Management System -- Objectives- Advantages – Components - Architecture. ER Model: Building blocks of ER Diagram –Relationship Degree -- Classification – ER diagram to Tables – ISA relationship – Constraints –Aggregation and Composition – Advantages
II	Relational Model: CODD's Rule- Relational Data Model - Key - Integrity – Relational AlgebraOperations -- Advantages and limitations – Relational Calculus -- Domain Relational Calculus -QBE.
III	Structure of Relational Database. Introduction to Relational Database Design - Objectives – Tools –Redundancy and Data Anomaly – Functional Dependency - Normalization – 1NF – 2NF – 3NF –BCNF. Transaction Processing -- Database Security.
IV	Introduction to SQL: Data Definition Commands – Data Manipulation Commands – SELECT Queries – Additional Data Definition Commands – Additional SELECT Query Keywords – Joining Database Tables.Advanced SQL:Relational SET Operators: UNION – UNION ALL – INTERSECT - MINUS.SQL Join Operators: Cross Join – Natural Join – Join USING Clause – JOIN ON Clause – Outer Join.
V	Sub Queries and Correlated Queries: WHERE – IN – HAVING – ANY and ALL – FROM. SQL Functions: Date and Time Function – Numeric Function – String Function – Conversion Function PL/SQL: Structure - Elements – Operators Precedence – Control Structure – Iterative Control -Cursors - Procedure - Function - Packages – Exceptional Handling - Triggers.

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TEXT BOOK:
1. S. Sumathi, S. Esakkirajan, "Fundamentals of Relational Database Management System", Springer International Edition 2007.
REFERENCE BOOKS:
1. Abraham Silberchatz, Henry F. Korth, S. Sudarshan, "Database System Concepts",McGrawHill2019, 7th Edition.
2. Alexis Leon & Mathews Leon, "Fundamentals of DBMS", Vijay Nicole Publications 2014, 2nd Edition.
WEB REFERENCES:
NPTEL & MOOC courses titled Relational Database Management Systems
https://nptel.ac.in/courses/106106093/
https://nptel.ac.in/courses/106106095/

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Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

UNIVERSITY OF MADRAS

B.Sc. DEGREE PROGRAMME IN COMPUTER SCIENCE

SYLLABUS WITH EFFECT FROM 2023-2024

Year: III **Semester: V**

Computer Networks Common for B.Sc.-SA , B.Sc.-CSc , B.Sc.-CSc-wAI , B.Sc.-CSc-wDS	325E5A
Credits 3	**Lecture Hours:4 per week**

Learning Objectives: (for teachers: what they have to do in the class/lab/field)

- To understand the concept of Data communication and Computer network
- To get a knowledge on routing algorithms.
- To impart knowledge about networking and inter networking devices
- To gain the knowledge on Security over Network communication

Course Outcomes: (for students: To know what they are going to learn)

CO1: To Understand the basics of Computer Network architecture, OSI and TCP/IP reference models

CO2: To gain knowledge on Telephone systems and Satellite communications

CO3: To impart the concept of Elementary data link protocols

CO4: To analyse the characteristics of Routing and Congestion control algorithms

CO5: To understand network security and define various protocols such as FTP, HTTP, Telnet, DNS

Units	Contents
I	Introduction – Network Hardware – Software – Reference Models – OSI and TCP/IP Models – Example Networks: Internet, ATM, Ethernet and Wireless LANs - Physical Layer – Theoretical Basis for Data Communication - Guided Transmission Media
II	Wireless Transmission - Communication Satellites – Telephone System: Structure, Local Loop, Trunks and Multiplexing and Switching. Data Link Layer: Design Issues – Error Detection and Correction.
III	Elementary Data Link Protocols - Sliding Window Protocols – Data Link Layer in the Internet - Medium Access Layer – Channel Allocation Problem – Multiple Access Protocols – Bluetooth
IV	Network Layer - Design Issues - Routing Algorithms - Congestion Control Algorithms – IP Protocol – IP Addresses – Internet Control Protocols.
V	Transport Layer - Services - Connection Management - Addressing, Establishing and Releasing a Connection – Simple Transport Protocol – Internet Transport Protocols (ITP) - Network Security: Cryptography.

Learning Resources:

Recommended Texts

1. S. Tanenbaum, "Computer Networks", 4th Edition, Prentice-Hall of India, 2008.

Reference Books

1. B. A. Forouzan, "Data Communications and Networking", Tata McGraw Hill, 4th Edition, 2015.
2. F. Halsall, "Data Communications, Computer Networks and Open Systems", Pearson Education, 2008.
3. D. Bertsekas and R. Gallagher, "Data Networks", 2nd Edition, PHI, 2008.
4. Lamarca, "Communication Networks", Tata McGraw- Hill, 2002

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Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

University of Madras

Chepauk, Chennai 600 00 5
[Est. 1857, State University, NAAC 'A^{++}' Grade, C GPA 3.59, NIRF 2019 Rank: 20]
Website: www.unom.ac.in, Tel. 044 - 2539 9 561

Undergraduate Programme

in

Computer Applications

Bachelor of Computer Applications (BCA)
(With effect from the Academic Year 2023 -24)

Learning Outcome Based Curriculum Framework

Note: The Board of Studies is designed Learning Outcome s Based Curriculum Framework of Under Graduate Computer Application Programme prescribed by UGC

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I Preamble

Bachelor of Computer Applications (BCA) is a 3 – Year under Graduate Programme Spread over six semesters. The Course is designed to bridge the gap between IT industries and Academic institutes by incorporating the latest development, into the Curriculum and to give students a complete understanding within a structured framework. The Course helps the students to build-up a successful Career in Computer Science and for pursuing higher studies in Computer Science.

II Eligibility

A pass in the Higher secondary Examination (Academic Stream) conducted by the Government of Tamil Nadu with Mathematics or Business Mathematics orComputer Science or Computer
Application as one of the subjects.

III Programme Objectives

PO1	Scientific aptitude will be developed in Students
PO2	Students will acquire basic Practical skills & Technical knowledge along with domain knowledge of different subjects in the Computer Science & humanities stream.
PO3	Students will become employable; Students will be eligible for career opportunities in education field, Industry, or will be able to opt for entrepreneurship.
PO4	Students will possess basic subject knowledge required for higher studies, professional and applied courses.
PO5	Students will be aware of and able to develop solution-oriented approach towards various Social and Environmental issues.
PO6	Ability to acquire in-depth knowledge of several branches of Computer Science and aligned areas. This Programme helps learners in building a solid foundation for higher studies in Computer Science and applications.
PO7	The skills and knowledge gained leads to proficiency in analytical reasoning, which can be utilized in modelling and solving real life problems.
PO8	Utilize computer programming skills to solve theoretical and applied problems by critical understanding, analysis and synthesis.
PO9	Ability to share ideas and insights while seeking and benefitting from knowledge and insight of others.
PO10	Mould the students into responsible citizens in a rapidly changing interdependent society.

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IV Programme Specific Objectives

PSO1	Think in a critical and logical based manner
PSO2	Familiarize the students with suitable software tools of computer science and industrial applications to handle issues and solve problems in mathematics or statistics and realtime application related sciences.
PSO3	Know when there is a need for information, to be able to identify, locate, evaluate, and effectively use that information for the issue or problem at hand.
PSO4	Understand, formulate, develop programming model with logical approaches to Address issues arising in social science, business and other contexts.
PSO5	Acquire good knowledge and understanding to solve specific theoretical and applied problems in advanced areas of Computer science and Industrial statistics.
PSO6	Provide students/learners sufficient knowledge and skills enabling them to undertake further studies in Computer Science or Applications or Information Technology and its allied areas on multiple disciplines linked with Computer Science.
PSO7	Equip with Computer science technical ability, problem solving skills, creative talent and power of communication necessary for various forms of employment.
PSO8	Develop a range of generic skills helpful in employment, internships& societal activities.
PSO9	Get adequate exposure to global and local concerns that provides platform for further exploration into multi-dimensional aspects of computing sciences.
PSO10	The state of art technologies in conducting a Explain in a scientific and systematic way and arriving at a precise solution is ensured

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Bachelor of Computer Applications (BCA)

COURSE STRUCTURE

YEAR – I SEMESTER – I

Part	Sub. Code	List of Courses	Credit	Hrs	Int.	Ext.	Total
Part-I	----	Language Paper-I	3	6	25	75	100
Part-II	100L1Z	English Paper-I	3	6	25	75	100
Part-III	120C1A	CC - I: Python Programming @#$%&	5	4	25	75	100
	120C11	CC - II: Python Programming Practical @#$%&	5	5	40	60	100
	120E1A 120E1B 120E1C	EC - II Generic / Discipline Specific (Any one): Mathematics I @#$%& / Statistics I @#$%& / Financial Accounting I @#&	3	5	25	75	100
Part-IV	120S1A	SEC - I: Office Automation * @#$%&	2	2	25	75	100
	100S1A	Basic Tamil-I (Other Language Students) *					
	100S1B	Advanced Tamil-I (Other Language Students) *					
	120B1A	FC: Fundamentals of Computers @#$%&	2	2	25	75	100
			23	30			

* PART-IV: SEC-1 / Basic Tamil / Advanced Tamil (Any one)

1. Students who have studied Tamil upto XII STD and also have taken Tamil in Part I shall take SEC-I.
2. Students who have not studied Tamil upto XII STD and have taken any Language other than Tamil in Part - I shall take Basic Tamil comprising of Two Courses (level will be at 6th Std.).
3. Students who have studied Tamil upto XII STD and have taken any Language other than Tamil in Part-I shall take Advanced Tamil comprising of Two Courses.

YEAR – I SEMESTER – II

Part	Sub. Code	List of Courses	Credit	Hrs	Int.	Ext.	Total
Part-I	----	Language Paper-II	3	6	25	75	100
Part-II	100L2Z	English Paper-II	3	6	25	75	100
Part-III	120C2A	CC - III: Object Oriented Programming using C++ @#	5	4	25	75	100
	120C21	CC - IV: Object Oriented Programming using C++ Practical @#	5	5	40	60	100
	120E2A 120E2B 120E2C	Elective Course - II Generic / Discipline Specific: Mathematics II @#$%& / Statistics II @#$%& / Financial Accounting II @#&	3	5	25	75	100
Part-IV	120S21	SEC - II: Office Automation Practical * @#%&	2	2	40	60	100
	100S2A	Basic Tamil-II (Other Language Students) *			25	75	100
	100S2B	Advanced Tamil-II (Other Language Students) *			25	75	100
	120S2A	SEC - III: Quantitative aptitude @#$%&	2	2	25	75	100
			23	30			





YEAR – II SEMESTER – III

Part	Sub. Code	List of Courses	Credit	Hrs	Int.	Ext.	Total
Part-I	----	Language Paper-III	3	6	25	75	100
Part-II	200L3Z	English Paper-III	3	6	25	75	100
Part-III	220C3A	CC - V: Data Structures @%&	5	4	25	75	100
	220C31	CC - VI: Data Structures Practical @%&	5	5	40	60	100
	220E3A 220E3B 220E3C	EC - III Generic / Discipline Specific: Mathematics I @#$%& / Statistics I @#$%& / Cost and Management Accounting-I @#	3	5	25	75	100
Part-IV	220S31	SEC-IV:(EB): Web Page Design Practical @#$%&	1	1	40	60	100
	220S32	SEC-V: Desktop Publishing Practical @#$%&	2	2	40	60	100
	----	Environmental Science	--	1	--	--	--
			22	30			

YEAR – II SEMESTER – IV

Part	Sub. Code	List of Courses	Credit	Hrs	Int.	Ext.	Total
Part-I	----	Language Paper-IV	3	6	25	75	100
Part-II	200L4Z	English Paper-IV	3	6	25	75	100
Part-III	220C4A	CC - VII: Java Programming @#$%&	5	4	25	75	100
	220C41	CC -VIII: Java Programming Practical @#$%&	5	4	40	60	100
	220E4A 220E4B 220E4C	EC-IV: Generic/Discipline Specific: Mathematics II @#$%& / Statistics II @#$%& / Cost and Management Accounting-II @#	3	5	25	75	100
Part-IV	220S4A	SEC -VI: Emotional Intelligence @#$%&	2	2	25	75	100
	220S4B	SEC -VII: Technical Writing @#$%&	2	2	25	75	100
	----	Environmental Science	2	1	25	75	100
			25	30			

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YEAR – III SEMESTER – V

Part	Sub. Code	List of Courses	Credit	Hrs	Int.	Ext.	Total
Part- III	320C5A	CC - IX: Operating System @$	3	5	25	75	100
	320C5B	CC - X: Relational Database Management System @#$	4	5	25	75	100
	320C5C	CC - XI: Web Technology @#	5	5	25	75	100
	320C51	CC - XII: Web Technology Practical @#	5	5	40	60	100
	320E5A 320E5B 320E5C	EC -V: Operations Research @ / Software Engineering @#$%& / Agile Project Management @#	3	4	25	75	100
	320E5D 320E5E 320E5F	EC -VI: Cloud Computing @#$%& / Big Data Analytics @#$%& / Introduction To Data Science @#$	3	4	25	75	100
Part-IV	---	Value Education	2	2	25	75	100
	---	Internship / Industrial Training (During summer vacation at the end of IV semester)	2	--	--	--	--
			27	30			

YEAR – III SEMESTER – VI

Part	Sub. Code	List of Courses	Credit	Hrs	Int.	Ext.	Total
Part- III	320C6A	CC - XIII: R-Programming @#&	4	6	25	75	100
	320C61	CC - XIV: R-Programming Practical @#&	4	6	40	60	100
	320C6B	CC - XV: Advanced Networking @	3	6	25	75	100
	320E6A 320E6B 320E6C	EC -VII: Mobile Ad-hoc Network @#$%& / Data Mining and Warehousing @#$%& / Grid Computing @&	3	5	25	75	100
	320E6D 320E6E 320E6F	EC -VIII: Internet of Things and its Applications @#$%& / Robotics and Its Applications @#%& / Network Security @#	3	5	25	75	100
Part-IV	320S61	Professional Competency Skill Course: Mini Project @%&	2	2	40	60	100
Part-V	---	Extension Activity	1	--	--	--	--
			20	30			

@ - Common to B.C.A.
 # - Common to B.Sc. Software Applications
$ - Common to B.Sc. Computer Science
% - Common to B.Sc. Computer Science with Artificial Intelligence
& - Common to B.Sc. Computer Science with Data Science

-X-X-X-

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CORE - VIII **E-COMMERCE TECHNOLOGIES**

II YEAR / IV SE

OBJECTIVES:

- To provide students with an overview and understanding of e-commerce with a specific emphasis on Intern Marketing.
- To explore the major issues associated with e-commerce-security, privacy, intellectual property right authentication, encryption, acceptable use policies, and legal liabilities.

OUTCOMES:

- Obtain a general understanding of basic business management concepts.
- Have complete knowledge about basic technical concepts relating to E-Commerce.
- Obtain thorough understanding about the security issues, threats and challenges of E-Commerce.

UNIT - I

History of E-commerce and Indian Business Context: E-Commerce –Emergence of the Internet –Emergence of th WWW – Advantages of E-Commerce – Transition to E-Commerce in India – The Internet and India – E-transitio Challenges for Indian Corporate. Business Models for E-commerce: Business Model – E-business Models Base on the Relationship of Transaction Parties - E-business Models Based on the Relationship of Transaction Types.

UNIT - II

Enabling Technologies of the World Wide Web: World Wide Web – Internet Client-Server Applications Networks and Internets – Software Agents – Internet Standards and Specifications – ISP. e-Marketing :Traditiona Marketing – Identifying Web Presence Goals – Online Marketing – E-advertising – E-branding.

UNIT - III

E-Security: Information system Security – Security on the Internet – E-business Risk Management Issues Information Security Environment in India. Legal and Ethical Issues : Cybers talking – Privacy is at Risk in th Internet Age – Phishing – Application Fraud – Skimming – Copyright – Internet Gambling – Threats to Children.

UNIT - IV

e-Payment Systems: Main Concerns in Internet Banking – Digital Payment Requirements – Digital Token-base e-payment Systems – Classification of New Payment Systems – Properties of Electronic Cash – Cheque Paymen Systems on the Internet – Risk and e-Payment Systems – Designing e-payment Systems – Digital Signature - Online Financial Services in India - Online Stock Trading.

UNIT - V

Information systems for Mobile Commerce: What is Mobile Commerce? – Wireless Applications –Cellula Network – Wireless Spectrum – Technologies for Mobile Commerce – Wireless Technologies –Differen Generations in Wireless Communication – Security Issues Pertaining to Cellular Technology. Portals for E Business: Portals – Human Resource Management – Various HRIS Modules.

TEXT BOOK:

1. P.T.Joseph, S.J., *"E-Commerce - An Indian Perspective"*, PHI 2012, 4th Edition.

REFERENCE BOOKS:

1. David Whiteley , *"E-Commerce Strategy, Technologies and Applications"*, Tata McGraw Hill, 2001.
2. Ravi Kalakota, Andrew B Whinston, *"Frontiers of Electronic Commerce"*, Pearson 2006, 12th Impression.

WEB REFERENCES:

- https://www.docsity.com/en/e-commerce-notes-pdf-lecture-notes-university-level/2484734/
- https://magnetoitsolutions.com/blog/advantages-and-disadvantages-of-ecommerce
- https://www.researchgate.net/publication/320547139ECommerce_Merits_and_Demerits_A_Review_Paper

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University of Madras

Chepauk, Chennai 600 005

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website: www.unom.ac.in, Tel.:044-25399561

Undergraduate Programme in Business Administration

Curriculum and Syllabus for

B.B.A.

(With effect from the Academic Year 2023-24)

JUNE 2023

Note: The Board of Studies in Business and Industrial Management (UG) designed the syllabus as per Common Model Syllabus provided by TANSCHE based on Learning Outcome based Curriculum Framework (LOCF) as prescribed by the UGC.

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B.B.A., GENERAL

LEARNING OUTCOMES-BASED CURRICULUM FRAMEWORK GUIDELINES BASED REGULATIONS FOR B.B.A., PROGRAMME	
Programme:	**B.B.A., General**
Programme Code:	
Duration:	**3 years [UG]**
Programme Outcomes:	**PO1: Disciplinary knowledge:** Capable of demonstrating comprehensive knowledge and understanding of one or more disciplines that form a part of an undergraduate Programme of study **PO2: Communication Skills:** Ability to express thoughts and ideas effectively in writing and orally; Communicate with others using appropriate media; confidently share one's views and express herself/himself; demonstrate the ability to listen carefully, read and write analytically, and present complex information in a clear and concise manner to different groups. **PO3: Critical thinking:** Capability to apply analytic thought to a body of knowledge; analyse and evaluate evidence, arguments, claims, beliefs on the basis of empirical evidence; identify relevant assumptions or implications; formulate coherent arguments; critically evaluate practices, policies and theories by following scientific approach to knowledge development. **PO4: Problem solving: Capacity** to extrapolate from what one has learned and apply their competencies to solve different kinds of non-familiar problems, rather than replicate curriculum content knowledge; and apply one's learning to real life situations. **PO5: Analytical reasoning**: Ability to evaluate the reliability and relevance of evidence; identify logical flaws and holes in the arguments of others; analyze and synthesize data from a variety of sources; draw valid conclusions and support them with evidence and examples, and addressing opposing viewpoints. **PO6: Research-related skills**: A sense of inquiry and capability for asking relevant/appropriate questions, problem arising, synthesising and articulating; Ability to recognise cause-and-effect relationships, define problems, formulate

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	hypotheses, test hypotheses, analyse, interpret and draw conclusions from data, establish hypotheses, predict cause-and-effect relationships; ability to plan, execute and report the results of an experiment or investigation. **PO7: Cooperation/Team work:** Ability to work effectively and respectfully with diverse teams; facilitate cooperative or coordinated effort on the part of a group, and act together as a group or a team in the interests of a common cause and work efficiently as a member of a team. **PO8: Scientific reasoning**: Ability to analyse, interpret and draw conclusions from quantitative/qualitative data; and critically evaluate ideas, evidence and experiences from an open-minded and reasoned perspective. **PO9: Reflective thinking**: Critical sensibility to lived experiences, with self awareness and reflexivity of both self and society. **PO10 Information/digital literacy:** Capability to use ICT in a variety of learning situations, demonstrate ability to access, evaluate, and use a variety of relevant information sources; and use appropriate software for analysis of data. **PO 11 Self-directed learning**: Ability to work independently, identify appropriate resources required for a project, and manage a project through to completion. **PO 12 Multicultural competence:** Possess knowledge of the values and beliefs of multiple cultures and a global perspective; and capability to effectively engage in a multicultural society and interact respectfully with diverse groups. **PO 13: Moral and ethical awareness/reasoning**: Ability toembrace moral/ethical values in conducting one's life, formulate a position/argument about an ethical issue from multiple perspectives, and use ethical practices in all work. Capable of demonstartingthe ability to identify ethical issues related to one"s work, avoid unethical behaviour such as fabrication, falsification or misrepresentation of data or committing plagiarism, not adhering to intellectual property rights; appreciating environmental and sustainability issues; and adopting objective, unbiased and truthful actions in all aspects of work.

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	PO 14: Leadership readiness/qualities: Capability for mapping out the tasks of a team or an organization, and setting direction, formulating an inspiring vision, building a team who can help achieve the vision, motivating and inspiring team members to engage with that vision, and using management skills to guide people to the right destination, in a smooth and efficient way. **PO 15: Lifelong learning:** Ability to acquire knowledge and skills, including „learning how to learn", that are necessary for participating in learning activities throughout life, through self-paced and self-directed learning aimed at personal development, meeting economic, social and cultural objectives, and adapting to changing trades and demands of work place through knowledge/skill development/reskilling.
Programme Specific Outcomes:	**PSO1**: To enable students to apply basic microeconomic, macroeconomic and monetary concepts and theories in real life and decision making. **PSO2**: To sensitize students to various economic issues related to Development, Growth, International Economics, Sustainable Development and Environment. **PSO 3**: To familiarize students to the concepts and theories related to Finance, Investments and Modern Marketing. **PSO 4**: Evaluate various social and economic problems in the society and develop answer to the problems as global citizens. **PSO 5:** Enhance skills of analytical and critical thinking to analyze effectiveness of economic policies.

	PO 1	PO2	PO3	PO4	PO5	PO6	PO7	PO8
PSO 1	Y	Y	Y	Y	Y	Y	Y	Y
PSO 2	Y	Y	Y	Y	Y	Y	Y	Y
PSO 3	Y	Y	Y	Y	Y	Y	Y	Y
PSO 4	Y	Y	Y	Y	Y	Y	Y	Y
PSO 5	Y	Y	Y	Y	Y	Y	Y	Y

3 – Strong, 2- Medium, 1- Low

Highlights of the Revamped Curriculum:

- Student-centric, meeting the demands of industry & society, incorporating industrial components, hands-on training, skill enhancement modules, industrial project, project with viva-voce, exposure to entrepreneurial skills, training for competitive

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examinations, sustaining the quality of the core components and incorporating application oriented content wherever required.

- The Core subjects include latest developments in the education and scientific front, advanced programming packages allied with the discipline topics, practical training, devising mathematical models and algorithms for providing solutions to industry / real life situations. The curriculum also facilitates peer learning with advanced mathematical topics in the final semester, catering to the needs of stakeholders with research aptitude.
- The General Studies and Mathematics based problem solving skills are included as mandatory components in the 'Training for Competitive Examinations' course at the final semester, a first of its kind.
- The curriculum is designed so as to strengthen the Industry-Academia interface and provide more job opportunities for the students.
- The Industrial Statistics course is newly introduced in the fourth semester, to expose the students to real life problems and train the students on designing a mathematical model to provide solutions to the industrial problems.
- The Internship during the second year vacation will help the students gain valuable work experience, that connects classroom knowledge to real world experience and to narrow down and focus on the career path.
- Project with viva-voce component in the fifth semester enables the student, application of conceptual knowledge to practical situations. The state of art technologies in conducting a Explain in a scientific and systematic way and arriving at a precise solution is ensured. Such innovative provisions of the industrial training, project and internships will give students an edge over the counterparts in the job market.
- State-of Art techniques from the streams of multi-disciplinary, cross disciplinary and inter disciplinary nature are incorporated as Elective courses, covering conventional topics to the latest - Artificial Intelligence.

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Value additions in the Revamped Curriculum:

Semester	Newly Introduced Components	Outcome/ Benefits
I	**FoundationCourse** To ease the transition of learning from higher secondary to higher education, providing an overview of the pedagogy of learning Literature and analyzing the world through the literary lens gives rise to a new perspective.	➢ Instill confidence among students ➢ Create interest for the subject
I,II,III,IV	**Skill Enhancement papers** (Discipline centric / Generic / Entrepreneurial)	➢ Industry ready graduates ➢ Skilled human resource ➢ Students are equipped with essential skills to make them employable
		➢ Training on language and communication skills enable the students gain knowledge and exposure in the competitive world.
		➢ Discipline centric skill will improve the Technical know how of solving real life problems.
III,IV,V& VI	Elective papers	➢ Strengthening the domain knowledge ➢ Introducing the stakeholders to the State-of Art techniques from the streams of multi-disciplinary, cross disciplinary and interdisciplinary nature ➢ Emerging topics in higher education / industry / communication network / health sector etc. are introduced with hands-on-training.
IV	Elective Papers	➢ Exposure to industry moulds students into solution providers ➢ Generates Industry ready graduates ➢ Employment opportunities enhanced
V	Elective papers	➢ Self-learning is enhanced ➢ Application of the concept to real situation is conceived resulting in tangible outcome
VI	Elective papers	➢ Enriches the study beyond the course. ➢ Developing are search framework and presenting their independent and intellectual ideas effectively.
Extra Credits: For Advanced Learners / Honors degree		➢ To cater to the needs of peer learners / research aspirants
Skills acquired from the Courses		Knowledge, Problem Solving, Analytical ability, Professional Competency, Professional Communication and Transferrable Skill

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CREDIT DISTRIBUTION FOR U.G.

3 – Year UG Programme Credits Distribution			
		No. of Papers	**Credits**
Part I	Tamil (3 Credits)	04	12
Part II	English (3 Credits)	04	12
Part III	Core Courses (4/5 Credits)	15	68
	Elective Courses :Generic / Discipline Specific (3 Credits)	08	24
		Total	**116**
Part IV	NME(2 Credits)	02	4
	Skill Enhancement Courses (5 courses- 2 Credits each) Entrepreneurial Skill -1 Credit Professional Competency Skill Enhancement Course (2 Credit) Internship(2 Credits)	 05 01 01 01	15
	EVS(2 Credits)	01	2
	Value Education (2 Credits)	01	2
		Part IV Credits	**23**
Part V	Extension Activity (NSS / NCC / Physical Education)		1
		Total Credits for the UG Programme	**140**

Consolidated Semester wise and Component wise Credit distribution

Parts	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total Credits
Part I	3	3	3	3	-	-	12
Part II	3	3	3	3	-	-	12
Part III	13	13	13	13	22	18	92
Part IV	4	4	3	6	4	2	23
Part V	-	-	-	-	-	1	1
Total	23	23	22	25	26	21	**140**

***Part I, II and Part III components will be separately taken into account for CGPA calculation and classification for the under graduate programme and the other components Part IV and V have to be completed during the duration of the programme as per the norms, to be eligible for obtaining the UG degree.**

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Methods of Evaluation		
Internal Evaluation	Continuous Internal Assessment Test	25 Marks
	Assignments	
	Seminars	
	Attendance and Class Participation	
External Evaluation	End Semester Examination	75 Marks
	Total	100 Marks
Methods of Assessment		
Recall (K1)	Simple definitions, MCQ, Recall steps, Concept definitions	
Understand / Comprehend (K2)	MCQ, True / False, Short essays, Concept explanations, Short summary or Overview	
Application (K3)	Suggest idea / concept with examples, Suggest formulae, Solve problems, Observe, Explain	
Analyze (K4)	Problem-solving questions, Finish a procedure in many steps, Differentiate	
	between various ideas, Map knowledge	
Evaluate(K5)	Longer essay / Evaluation essay, Critique or justify with prosandcons	
Create (K6)	Check knowledge in specific or off beat situations, Discussion, Debating or Presentations	

COURSE STRUCTURE

SEMESTER I / COURSE COMPONENT		SUBJECTS	L	T	P	O	Hrs/week	CREDIT	MARKS		
									CIA	External	TOTAL
Part I	Paper–I	Language – Tamil	Y	-	-	-	6	3	25	75	100
Part II	Paper–I	**100L1Z:** English	Y	-	-	-	6	3	25	75	100
Part III	Core Paper–I	**150C1A:** Principles of Management	Y	-	-	-	5	5	25	75	100
	Core Paper–II	**150C1B:**Accounting for Managers I	Y	-	-	-	5	5	25	75	100
	Elective Paper-I	**150E1A:**Managerial Economics	Y	-	-		4	3	25	75	100
Part IV	**150S1A:** SEC-1- Basics of Event Management* **100S1A:** Basic Tamil-I (Other Language Students) * **100S1B:** Advanced Tamil-I (Other Language Students) *		Y	-	Y	-	2	2	25	75	100
	150B1A: Foundation Course - Managerial Communication						2	2	25	75	100
	Total						30	23			

*** PART-IV: SEC-1 / Basic Tamil / Advanced Tamil (Any one)**

1. Students who have studied Tamil upto XII STD and also have taken Tamil in Part I shall take SEC-I.
2. Students who have **not** studied Tamil upto XII STD and have taken any Language other than Tamil in Part-I shall take **Basic Tamil** comprising of Two Courses (level will be at 6th Std.).
3. Students who have studied Tamil upto XII STD and have taken any Language other than Tamil in Part-I shall take **Advanced Tamil** comprising of Two Courses.

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SEMESTER II		SUBJECTS	L	T	P	O	Hrs/week	CREDIT	MAXMARKS		
COURSE COMPONENT									CIA	EXT	TOTAL
PartI	Paper–II	Language – Tamil	Y	-	-	-	6	3	25	75	100
PartII	Paper–II	100L2Z: English	Y	-	-	-	6	3	25	75	100
PartIII	CorePaper–III	150C2A: **Marketing Management**	Y	-	-	-	5	5	25	75	100
	CorePaper–IV	150C2B:**Accounting for Managers II**	Y	-	-	-	5	5	25	75	100
	Elective -II	150E2A: **International Business**	Y	-	-	-	4	3	25	75	100
PartIV	150S2A: SEC2-Managerial Skill Development* 100S2A: Basic Tamil-II (Other Language Students) * 100S2B: Advanced Tamil-II(Other Language Students)*		Y	-	-	-	2	2	25	75	100
	150S2B: SEC3 Business Etiquette and Corporate Grooming		Y				2	2	25	75	100
	Total						30	23			

SEMESTER III		SUBJECTS	L	T	P	O	Hrs/week	CREDIT	MAX MARKS		TOTAL
COURSE COMPONENT									INT	EXT	
Part I	Paper–III	Language – Tamil	Y	-	-	-	6	3	25	75	100
Part II	Paper–III	200L3Z: English	Y	-	-	-	6	3	25	75	100
Part III	Core Paper–V	**250C3A: Organisational Behaviour**	Y	-	-	-	5	5	25	75	100
	Core Paper–VI	**250C3B: Financial Management**	Y	-	-	-	5	5	25	75	100
	Elective – III	**250E3A:** Business Statistics	Y	-	-	-	4	3	25	75	100
Part IV	250S3A: SEC4 Computer Applications in Business		Y	-	Y	-	2	2	25	75	100
	250S3B: SEC5 Entrepreneurial Skill New Venture Management		Y		Y		1	1	25	75	100
	Environmental Studies		Y	-	-	-	1				
	Total						30	22			

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SEMESTER IV / COURSE COMPONENT		SUBJECTS	L	T	P	O	Hrs/week	CREDIT	MAX MARKS		TOTAL
									CIA	EXT	
Part I	Paper–IV	Language – Tamil	Y	-	-	-	6	3	25	75	100
Part II	Paper–IV	200L4Z: English	Y	-	-	-	6	3	25	75	100
Part III	Core Paper–VII	**250C4A: Business Environment**	Y	-	-	-	4	5	25	75	100
	Core Paper–VIII	**250C4B:** Business Regulatory Frame Work	Y	-	-	-	5	5	25	75	100
	Elective Paper–IV	**250E4A:** Operations Research	Y	-	-	-	4	3	25	75	100
Part IV	250S4A: SEC6 Tally				Y	-	2	2	25	75	100
	250S4B: SEC7 Intellectual Property Rights		Y	-	-	-	2	2	25	75	100
	Environmental Studies		Y	-	-	-	1	2	25	75	100
	Total						30	25			

Second year Vacation Internship -45 hours	**2 credits**

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SEMESTER V / COURSE COMPONENT		SUBJECTS	L	T	P	O	Hrs/week	CREDIT	MAX MARKS		TOTAL
									CIA	EXT	
Part III	Core Paper–IX	**350C5A:** Human Resource Management	Y	-	-	-	5	4	25	75	100
	Core Paper–X	**350C5B:** Research Methodology	Y	-	-	-	5	4	25	75	100
	Core Paper–XI	**350C5C:**Business Taxation	Y	-	-	-	5	4	25	75	100
	Core Paper–XII	**350C5D:** Project with Viva –Voce	-	-	Y	-	4	4	20	80	100
	Elective–V	**350E5A:** Digital Marketing Or **350E5B:** Industrial Relations Or **350E5C:** Financial Services	Y	-	-	-	4	3	25	75	100
	Elective - VI	**350E5D:** Management Information system Or **350E5E:** Merchandising Management Or **350E5F:** Total Quality Management	Y	-	-	-	5	3	25	75	100
Part IV	Value Education		Y	-	-	-	2	2			
	Summer Internship / Industrial Training							2			
	Total						30	26			

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SEMESTER VI / COURSE COMPONENT		SUBJECTS	L	T	P	O	Hrs/week	CREDIT	MAX MARKS		TOTAL
									CIA	EXT	
PartIII	Core Paper–XIII	**350C6A: Entrepreneurship Development**	Y	-	-	-	6	4	25	75	100
	Core Paper–XIV	**350C6B: Services Marketing**	Y				6	4	25	75	100
	Core Paper–XV	**350C6C: Production and Materials Management**	Y				6	4	25	75	100
	Elective–VII	**350E6A:** Consumer Behaviour Or **350E6B:** Innovation Management Or **350E6C:** Security Analysis & Portfolio Management	Y	-	-	-	5	3	25	75	100
	Elective–VIII	**350E6D:** Fundamentals of Logistics Management Or **350E6E:** E-business Or **350E6F:** Strategic Management	Y	-	-	-	5	3	25	75	100
	350S6A: Professional Competency Enhancement Quantitative Aptitude						2	2	25	75	100
Part V	Extension Activities			-	Y	-		1			
	Total						30	21			

Remarks: English Soft Skill Two Hours Will be handled by English Teachers (4+2 = 6 hours for English).

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INSTITUTIONAL TRAINING *

Curricular note on Skill enhancing core paper with Internal evaluation for the award of 2 Credits

Aims: The purpose of this skill enhancing (Training) core paper is to bridge the theoretical fundamentals with that of actual practice and to inculcate a spirit of inquiry & research rigor to investigate the nuances that go into the working of industry at large. Apart from adapting as team-worker, students are expected to gather, filter the required information and report the dynamics of the chosen industry in a standardized format.

Process: Colleges may institute MoU/Collaborative initiative with firms in their locality to get the consent and to make the training more purposeful. Every student, individually or in a group not exceeding three, shall undergo a four-week [a minimum of twenty working days] training in any organization [size, type and location to be specified by the respective college] of his/her choice during the vacation between fourth and fifth semester. In case of insufficient vacation, college level adjustments can be made to facilitate the students on training.

Prior permission may be obtained from the organization in advance by the students concerned and information shall be passed onto the colleges thus enabling the training supervision by the concerned faculties authorized by the college.

Weekly postal or electronic reporting should be obtained to ensure coherent and comprehensive training during the training period. A final report [Institutional Training Record – ITR] containing the introduction of the industry, the profile of the company and a valid conclusion indicating the benefits of the training shall be given not exceeding 30 [A4] pages [in a spiral- bound form/pre-printed record designed for this purpose].

Reporting Proforma: The profile of the company may include the organization-chart, people involved in key-positions, year of establishment and growth pattern (for at least five years), the products dealt and market to which it caters to, sales turn-over, market share [for last three years], competitors' details, number of employees and their brief profile, share capital&

Share holding pattern, market capitalization (in case of listed public company), group companies, if any, awards & recognitions (if any received), litigations, if any involved and so on.

Outcome: Internal evaluation by the concerned training supervisor along with HOD shall be made during the beginning of fifth semester for award of two credits and report the same to the university.

-x-x-x-

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University of Madras

Chepauk, Chennai 600 005
[Est.1857, State University, NAAC 'A++' Grade, CGPA 3.59, NIRF2019 Rank: 20]
website: www.unom.ac.in, Tel.:044-25399561

Undergraduate Programme in Commerce

Curriculum and Syllabus for

B.Com. General

(With effect from the Academic Year 2023-24)

JUNE 2023

Note: The Board of Studies in Commerce (UG) designed the syllabus as per Common Model Syllabus provided by TANSCHE based on Learning Outcome based Curriculum Framework (LOCF) as prescribed by the UGC.

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PROGRAMME OBJECTIVE:

The B.Com. Degree Programme provides ample exposure to courses from the fields of Commerce, Accountancy and Management. The course equips the students for entry level jobs in industry, promotes the growth of their professional career, entrepreneurship and a key contributor to the economic development of the country.

LEARNING OUTCOMES – BASED CURRICULUM FRAMEWORK GUIDELINES BASED REGULATIONS FOR UNDER GRADUATE PROGRAMME	
Programme :	**B.COM GENERAL**
Programme Code :	
Duration :	**3 Years (UG)**

PO1: **Disciplinary knowledge**: Capable of demonstrating comprehensive knowledge and understanding of one or more Disciplines that form a part of an Undergraduate Programme of Study

PO2: **Communication Skills**: Ability to express thoughts and ideas effectively in writing and orally; Communicative with others using appropriate media: confidently share one's views and express herself / himself; demonstrate the ability to listen carefully, read and write analytically and present complex information in a clear and concise manner to different groups.

PO3: **Critical Thinking**: Capability to apply analytic thought to the body of knowledge; analyse and evaluate evidence , arguments, claims, beliefs on the basis of empirical evidence; identify relevant assumptions or implications; formulate coherent arguments; critically evaluate practices, policies and theories by following scientific approach to knowledge development.

PO4: **Problem Solving**: Capacity to extrapolate from what one has learnt and apply their competencies to solve different kinds of non- familiar problems, rather than replicate curriculum content knowledge; and apply one's learning to real life situations.

PO5: **Analytical Reasoning:** Ability to evaluate the reliability and relevance of evidence; identify logical flaws and holes in the arguments of others; analyse and synthesize data from the variety of sources; draw valid conclusion and support them with evidence and examples and addressing opposing viewpoints.

PO6: **Research-related skill:** A sense of inquiry and capability for asking relevant / appropriate questions, problem arising, synthesising and articulating, Ability to recognise cause and effect relationships, define problems, formulate hypothesis , analyse and interpret and draw conclusions from data, establish hypothesis, predict cause and effect relationships, execute and report the results of an experiment or investigation.

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PO7: **Co-operation/Team work**: Ability to work effectively and respectfully with diverse teams; facilitate cooperative or coordinated effort on the part of a group, and act together as a group or a team in the interests of a common cause and work efficiently as a member of the team.

PO8: **Scientific reasoning:** Ability to analyse, interpret and draw conclusions from quantitative or qualitative data: and critically evaluate ideas, evidence and experiences from an open minded and reasoned perspective.

PO9: **Reflective thinking**: Critical sensibility to lived experiences, with self awareness and reflexivity of both self and society.

PO10: **Information/Digital Literacy:** Capability to use ICT in variety of learning situations, demonstrate ability to access, evaluate and use a variety of relevant information sources, and use appropriate software for analysis of data.

PO11: **Self-directed learning**: Ability to work independently, identify appropriate resources required for a project and manage a project through to completion.

PO12: **Multicultural competence:** Posses knowledge of values and belief of multiple cultures and global perspective: and capability to effectively engage in a multicultural society and interact respectfully with diverse groups.

PO13: **Moral and Ethical awareness /reasoning**: Ability to embrace moral/ethical values in conducting one's life, formulate a position/argument about an ethical issue from multiple perspectives and use ethical practices in all work. Capable of demonstrating the ability to identify ethical issue's related to one's work, avoid unethical behaviour such as fabrication, falsification or misrepresentation of data or committing plagiarist, not adhering to intellectual property rights; appreciating environmental and sustainability issues; and adopting objective, unbiased and truthful actions in all aspects of work.

PO14: **Leadership readiness/qualities:** Capability for mapping out the task of the team or an organisation, and setting direction, formulating and inspiring vision, building a team who can help achieve the vision, motivating and inspiring team members to engage with that vision and using management skill to guide people to the right destination in a smooth and efficient way.

PO15: **Life Long Learning:** Ability to acquire knowledge and skills, including "learning how to learn" , that are necessary for participating in learning activities throughout life, through self-paced and self-directed learning aimed at personal development, meeting economic, social and cultural objectives and adapting to changing trades and demands of workplace through knowledge/skill development/reskilling.

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Programme Specific Outcomes:

PSO1 – Placement:

To prepare the students who will demonstrate respectful engagement with others ideas, behaviours, beliefs and apply diverse frames of reference to decisions and action. Further the students are encouraged with add-on value based and job oriented courses which ensure them to sustain in the organisation level.

PSO2 – Contribution to Business World:

Apply theoretical concepts to business practices to produce employable, ethical, and innovative professionals to sustain in the dynamic business world.

PSO3 – Contribution to the Society:

To contribute to the development of the society by collaborating with stakeholders for mutual benefit. Become acquainted with commercial knowledge and soft skill to react in the most appropriate way when faced with challenges in the society.

B.COM – GENERAL

COURSE STRUCTURE

FIRST YEAR							
FIRST SEMESTER							
Part	Course Code	Title of the Course	Credits	Hours	Marks		
					Internal	External	Total
art I	----	Language I	3	6	25	75	100
art II	100L1Z	English I	3	6	25	75	100
	146C1A	Core Paper I –Financial Accounting I	5	5	25	75	
	146C1B	Core Paper II - Principles of Management	5	5	25	75	100
rt III	146E1A	Elective I - Business Communication	3	4	25	75	100
	146E1B	Elective I - Business Environment			25	75	100
	146E1C	Elective I - Business Economics			25	75	100
	146S1A	SEC – 1 - MS Office for Commerce (P) *	2	2	40	60	100
	100L1L	Basic Tamil-I (Other Language Students) *	2	2	25	75	100
rt IV	100L1M	Advanced Tamil-I (Other Language Students) *					
	146B1A	Foundation Course FC - Professional Ethics	2	2	40	60	100
		TOTAL	23	30			

* PART-IV: SEC-1 / Basic Tamil / Advanced Tamil (Any one)

Students who have studied Tamil upto XII STD and also have taken Tamil in Part I shall take SEC-I.

Students who have **not** studied Tamil upto XII STD and have taken any Language other than Tamil in Part-I shall take **Basic Tamil** comprising of Two Courses (level will be at 6th Std.).

Students who have studied Tamil upto XII STD and have taken any Language other than Tamil in Part-I shall take **Advanced Tamil** comprising of Two Courses.

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FIRST YEAR
SECOND SEMESTER

Part	Course Code	Title of the Course	Credits	Hours	Marks		
					Internal	External	Total
Part I	----	Language II	3	6	25	75	100
Part II	100L2Z	English II	3	6	25	75	100
	146C2A	Core Paper III –Financial Accounting II	5	5	25	75	100
	146C2B	Core Paper IV-Business Law	5	5	25	75	100
art III	146E2A	Elective II - Business Legislation Laws	3	4	25	75	100
	146E2B	Elective II - Insurance and Risk Management			25	75	100
	146E2C	Elective II – Indian Economic Development			25	75	100
	146S2A	SEC – 2 - Accounting using Excel (P) *	2	2	40	60	100
art IV	100L2L	Basic Tamil-II (Other Language Students) *	2	2	25	75	100
	100L2M	Advanced Tamil-II (Other Language Students) *					
	146S2B	SEC 3 - Retail Management	2	2	25	75	100
		TOTAL	23	30			

SECOND YEAR
THIRD SEMESTER

Part	Course Code	Title of the Course	Credits	Hours	Marks		
					Internal	External	Total
art I	----	Language III	3	6	25	75	100
art II	200L3Z	English III	3	6	25	75	100
	246C3A	Core Paper V- **Corporate Accounting I**	5	5	25	75	100
	246C3B	Core Paper VI -**Company Law**	5	5	25	75	100
rt III	246E3A	Elective III – International Trade	3	4	25	75	100
	246E3B	Elective III – Business Mathematics & Statistics			25	75	100
	246E3C	Elective III – E-Commerce			25	75	100
	246S3A	SEC – 4 – Basics of Entrepreneurship	1	1	25	75	100
rt IV	246S3B	SEC – 5 – Website Designing	2	2	40	60	100
	----	Environmental Studies	-	1	—	—	—
		TOTAL	22	30			

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SECOND YEAR

FOURTH SEMESTER

Part	Course Code	Title of the Course	Credits	Hours	Marks		
					Internal	External	Total
art I	----	Language IV	3	6	25	75	100
urt II	200L4Z	English IV	3	6	25	75	100
	246C4A	Core Paper VII–Corporate Accounting II	5	5	25	75	100
	246C4B	Core Paper VIII- Principles of Marketing	5	5	25	75	100
rt III	246E4A	Elective IV– Financial Services	3	3	25	75	100
	246E4B	Elective IV– Consumerism & Consumer Protection					
	246E4C	Elective IV- Operations Research					
	246S4A	SEC–6 – Cash Accounting and Operating Cycle	2	2	25	75	100
rt IV	246S4B	SEC-7 – Fin Tech	2	2	40	60	100
	246V4A	Environmental Studies	2	1	—	—	—
			TOTAL		25	30	—

THIRD YEAR

FIFTH SEMESTER

art	Course Code	Title of the Course	Credits	Hours	Marks		
					Internal	External	Total
	346C5A	Core Paper IX –Cost Accounting I	4	5	25	75	100
	346C5B	Core Paper X - Banking Law and Practice	4	5	25	75	100
	346C5C	Core Paper XI – Income Tax Law and Practice I	4	5	25	75	100
	346C5D	Core Paper XII – Auditing and Corporate Governance	4	5	25	75	100
t III	346E5A 346E5B	Discipline Specific Elective 1/2 - Financial Management (OR) Indirect Taxation	3	4	25	75	100
	346E5C 346E5D	Discipline Specific Elective 3/4 – Human Resource Management (OR) Office Management & Secretarial Practice	3	4	25	75	100
t IV	346V5A	Value Education	2	2	—	—	—
	346V5B	Summer Internship / Industrial Training	2	-			
			TOTAL	26	30		

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UNIVERSITY OF MADRAS

B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – I

ELECTIVE - I: BUSINESS ECONOMICS

(Common to BCom-AF, BM & MM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146E1C	4				3	4	25	75	100

Learning Objectives	
LO1	To understand the approaches to economic analysis
LO2	To know the various determinants of demand
LO3	To gain knowledge on concept and features of consumer behaviour
LO4	To learn the laws of variable proportions
LO5	To enable the students to understand the objectives and importance of pricing policy

Prerequisites: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Introduction to Economics** Introduction to Economics – Wealth, Welfare and Scarcity Views on Economics – Positive and Normative Economics - Definition – Scope and Importance of Business Economics - Concepts: Production Possibility frontiers – Opportunity Cost – Accounting Profit and Economic Profit – Incremental and Marginal Concepts – Time and Discounting Principles – Concept of Efficiency- Business Cycle:- Theory, Inflation, Depression, Recession, Recovery, Reflation and Deflation,	12
II	**Demand & Supply Functions** Meaning of Demand - Demand Analysis: Demand Determinants, Law of Demand and its Exceptions. Elasticity of Demand: Definition, Types, Measurement and Significance. Demand Forecasting - Factors Governing Demand Forecasting - Methods of Demand Forecasting, Law of Supply and Determinants.	12
III	**Consumer Behaviour** Consumer Behaviour – Meaning, Concepts and Features – Law of Diminishing Marginal Utility – Equi-Marginal Utility – Coordinal and Ordinal concepts of Utility - Indifference Curve: Meaning, Definition, Assumptions, Significance and Properties – Consumer's Equilibrium. Price, Income and Substitution Effects. Types of Goods: Normal, Inferior and Giffen Goods - Derivation of Individual Demand Curve and Market Demand Curve with the help of Indifference Curve.	12
IV	**Theory of Production** Concept of Production - Production Functions: Linear and Non – Linear Homogeneous Production Functions - Law of Variable Proportion – Laws of Returns to Scale - Difference between Laws of variable proportion and returns to scale – Economies of Scale – Internal and External Economies – Internal and External Diseconomies - Producer's equilibrium	12

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V	**Market Structure** Price and Output Determination under Perfect Competition, Short Period and Long Period Price Determination, Objectives of Pricing Policy, its importance, Pricing Methods and Objectives – Price Determination under Monopoly, kinds of Monopoly, Price Discrimination, Determination of Price in Monopoly – Monopolistic Competition – Price Discrimination, Equilibrium of Firm in Monopolistic Competition–Oligopoly – Meaning – features, "Kinked Demand" Curve	12
	TOTAL	60

	Course Outcomes
CO1	Explain the positive and negative approaches in economic analysis
CO2	Understood the factors of demand forecasting
CO3	Know the assumptions and significance of indifference curve
CO4	Outline the internal and external economies of scale
CO5	Relate and apply the various methods of pricing

	Textbooks
1	H.L. Ahuja, Business Economics–Micro & Macro - Sultan Chand & Sons, New Delhi.
2	C.M. Chaudhary, Business Economics-RBSA Publishers - Jaipur-03.
3	Aryamala.T, Business Economics, Vijay Nocole, Chennai.
4	T.P Jain, Business Economics, Global Publication Pvt. Ltd, Chennai.
5	D.M. Mithani, Business Economics, Himalaya Publishing House, Mumbai.
	Reference Books
1	S.Shankaran, Business Economics- Margham Publications, Chennai.
2	P.L.Mehta, Managerial Economics–Analysis, Problems & Cases, Sultan Chand & Sons, New Delhi.
3	Peter Mitchelson and Andrew Mann, Economics for Business-Thomas Nelson Australia
4	Ram singh and Vinaykumar, Business Economics, Thakur Publication Pvt. Ltd, Chennai.
5	Saluram and Priyanka Jindal, Business Economics, CA Foundation Study material, Chennai.
NOTE: Latest Edition of Textbooks May be Used	

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UNIVERSITY OF MADRAS

B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – I

SEC – 1 MS OFFICE FOR COMMERCE (Practical)

(Common to BCom-AF, BM, CA, MM & ISM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146S1A			2		2	2	40	60	100

Unit	Contents	No. of Hours
I	**Introduction to MS Word & Commonly used features** Introduction to Word processing -Word processor / Editor - File Extension - DOCx, DOTx - Application / Document area Title Bar, Menu Bar, Ribbon, Icons, Status Bar, Scroll Bar - Page Layout - Page Size (Letter / A4) - Orientation (Landscape / Portrait) - Margin (Top, Left, Bottom, Right) -Navigation(Arrow keys, Ctrl + Arrow keys, Home, End, Page UP/ Page Down) - Selection - Using Shift + Navigation Fonts / Superscript / Subscript - Show / Hide - Displays non printing characters (Space / TAB / Enter) - Change Case - Bullets / Numbering - Format Painter – Clipboard - Find / Replace Screen shot - Prnt SCR / Alt + PrntScr – Indent - Line and Para spacing - Tab Stop - Text to Table - Table to Text	6
II	**Insert Tab & Mail Merge** Insert Tab - Picture (Styles, Border, Effects, Warp Text, Align, Rotate, Flip, Crop) - Water Mark - Shapes (Group, Ungroup, Bring to Front, Send to Back, Format shape) – Hyperlink – Bookmark - Text Box - Word Art Tables - Rows , Columns, Cell - Merge Cell - Split Cell TOC - Update entire - Header / Footer - Cover Page - Break - Section Break - Spell Check - ABC / F7 - Word Count Working with Mail Merge	6
III	**Introduction to MS Powerpoint** Creating Presentation - File Extension - PPTx, PPSx - Slides and Layouts, Apply Background - Title Bar, Menu Bar, Ribbon, Icons, Status Bar, Scroll Bar - View - Slide Master Insert Logo - to display in all slides - Change Text color - to maintain consistency in all slides Slideshow - F5 / Shift F5 New Slide - Ctrl + M Animation Effects - Apply in objects within the Slide Transition Effect - Apply between slides Rehearse Timing - Set timing to each slide Loop until ESC - After reaching LAST slide, display again from 1st slide. SaveAs - PPSx - PowerPoint Show SlideShow - Use Pen / Highlighter Paste the Chart from Excel - Data linked to Excel source Insert Chart within PowerPoint - Data linked internally	6

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Web Resources	
1	https://youtube.com/channel/UC69_-P77nf5-rKrjcpVEsqQ
2	https://www.icsi.edu/
3	https://www.yourarticlelibrary.com/marketing/pricing/product-pricing-objectives-basis-and-factors/74160

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	2	2	2	2	2	2	2	1	2	2
CO2	3	2	3	3	2	2	2	2	2	2	2
CO3	3	2	3	3	2	2	2	2	2	2	2
CO4	3	2	2	3	2	2	2	2	2	2	2
CO5	3	2	3	3	2	2	2	2	2	2	2
TOTAL	15	10	13	14	11	10	10	10	10	10	10
AVERAGE	3	2	2.6	2.8	2.2	2	2	2	2	2	2

3 – Strong, 2- Medium, 1- Low





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SYLLABUS WITH EFFECT FROM 2023-2024

CO	Course Outcomes
CO1	Remember the concept of rectification of errors and Bank reconciliation statements
CO2	Apply the knowledge in preparing detailed accounts of sole trading concerns
CO3	Analyse the various methods of providing depreciation
CO4	Evaluate the methods of calculation of profit
CO5	Determine the royalty accounting treatment and claims from insurance companies in case of loss of stock.

	Textbooks
1.	S. P. Jain and K. L. Narang Financial Accounting- I, Kalyani Publishers, New Delhi.
2.	S.N. Maheshwari, Financial Accounting, Vikas Publications, Noida.
3.	Shukla Grewal and Gupta, "Advanced Accounts", volume 1, S.Chand and Sons, New Delhi.
4.	Radhaswamy and R.L. Gupta: Advanced Accounting, Sultan Chand, New Delhi.
5.	R.L. Gupta and V.K. Gupta, "Financial Accounting", Sultan Chand, New Delhi.
6.	Dr. K. Murugadoss, Dr. M. Jaya, Dr. V. Charulatha & Dr. D. Baskar Financial Accounting, Vijay Nicole Imprints Private Limited, Chennai
7.	T.S. Reddy and Dr. A. Murthy, Financial Accounting, Margham Publications, Chennai
	Reference Books
1.	Dr. Arulanandan and Raman: Advanced Accountancy, Himalaya Publications, Mumbai.
2.	Tulsian , Advanced Accounting, Tata McGraw Hills, Noida.
3.	Charumathi and Vinayagam, Financial Accounting, S.Chand and Sons, New Delhi.
4.	Goyal and Tiwari, Financial Accounting, Taxmann Publications, New Delhi.
5.	Robert N Anthony, David Hawkins, Kenneth A. Merchant, Accounting: Text and Cases. McGraw-Hill Education, Noida.
NOTE: Latest Edition of Textbooks May be Used	
	Web Resources
1.	https://www.slideshare.net/mcsharma1/accounting-for-depreciation-1
2.	https://www.slideshare.net/ramusakha/basics-of-financial-accounting
3.	https://www.accountingtools.com/articles/what-is-a-single-entry-system.html

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2	PSO3
CO1	3	2	3	3	2	3	2	2	3	2	2
CO2	3	2	3	3	3	2	2	2	3	2	2
CO3	3	2	3	3	3	2	2	2	3	2	2
CO4	3	2	3	3	2	2	2	2	3	2	2
CO5	3	2	3	3	3	2	2	2	3	2	2
TOTAL	15	10	15	15	13	11	10	10	15	10	10
AVERAGE	3	2	3	3	2.6	2.2	2	2	3	2	2

3 – Strong, 2- Medium, 1- Low

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UNIVERSITY OF MADRAS

B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – I

CORE–I: FINANCIAL ACCOUNTING - I

(Common to BCom-AF, BM, CA, MM, ISM, Co-op. & CS)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146C1A	5				5	5	25	75	100

Learning Objectives	
LO1	To understand the basic accounting concepts and standards.
LO2	To know the basis for calculating business profits.
LO3	To familiarize with the accounting treatment of depreciation.
LO4	To learn the methods of calculating profit for single entry system.
LO5	To gain knowledge on the accounting treatment of insurance claims.

Prerequisites: Should have studied Accountancy in XII Std

Unit	Contents	No. of Hours
I	**Fundamentals of Financial Accounting** Financial Accounting – Meaning, Definition, Objectives, Basic Accounting Concepts and Conventions - Journal, Ledger Accounts– Subsidiary Books — Trial Balance - Classification of Errors – Rectification of Errors – Preparation of Suspense Account – Bank Reconciliation Statement - Need and Preparation	15
II	**Final Accounts** Final Accounts of Sole Trading Concern- Capital and Revenue Expenditure and Receipts – Preparation of Trading, Profit and Loss Account and Balance Sheet with Adjustments.	15
III	**Depreciation and Bills of Exchange** Depreciation - Meaning – Objectives – Accounting Treatments - Types - Straight Line Method – Diminishing Balance method – Conversion method. Units of Production Method – Cost Model vs Revaluation **Bills of Exchange** – Definition – Specimens – Discounting of Bills – Endorsement of Bill – Collection – Noting – Renewal – Retirement of Bill under rebate	15
IV	**Accounting from Incomplete Records – Single Entry System** Incomplete Records -Meaning and Features - Limitations - Difference between Incomplete Records and Double Entry System - Methods of Calculation of Profit - Statement of Affairs Method – Preparation of final statements by Conversion method.	15
V	**Royalty and Insurance Claims** Meaning – Minimum Rent – Short Working – Recoupment of Short Working – Lessor and Lessee – Sublease – Accounting Treatment. **Insurance Claims** –Calculation of Claim Amount-Average clause (Loss of Stock only)	15
	TOTAL	75

THEORY 20% & PROBLEM 80%

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	3	3	2	3	2	3	3	3	2	2
CO2	3	2	2	3	2	2	2	2	3	2	3
CO3	3	3	3	2	3	2	3	3	3	2	2
CO4	3	2	2	2	2	2	2	2	3	2	2
CO5	3	3	3	3	3	2	3	3	3	2	3
TOTAL	15	13	13	12	13	10	13	13	15	10	12
AVERAGE	3	2.6	2.6	2.4	2.6	2	2.6	2.6	3	2	2.4

3 – Strong, 2- Medium, 1- Low

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – I

FOUNDATION COURSE – PROFESSIONAL ETHICS

(Common to BCom-AF, BM, CA, MM & ISM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146B1A	2				2	2	40	60	100

Unit	Contents	No. of Hrs.
I	**Concept and Theories of Business Ethics:** Definition of Ethics – Personal Ethics and Business Ethics – Morality and Law – How are moral standards are formed? - Religion and Morality – Morality, Etiquette and - Professional Codes – Indian Ethical Traditions.	6
II	**Business Ethics:** Principles of Personal Ethics – Principles of Professional Ethics – Evaluation of Ethics over the Years – Honesty, Integrity and Transparency – Distinction between Values and Ethics – Roots of Unethical Behaviour – Ethical Decision-making.	6
III	**Ethical Dilemmas, Sources and their Resolutions:** What is an Ethical Dilemma? – Sources of Ethical Behaviour – Code of Personal Ethics for Employees – How to resolve an Ethical problem? – How to resolve Ethical Dilemmas?	6
IV	**Ethical Decision-making in Business:** Ethical Models that guide Decision-making – Which approach to use? – Ethical Decision-making with cross-holder Conflicts and Competition – Applying Moral Philosophy to Ethical Decision-making – Kohlberg's Model of Cognitive Moral Development – Influences on Ethical Decision-making – Personal values and Ethical Decision-making.	6
V	**Human Values for Indian Managers:** Lessons from Ancient Indian Education System – The Law of Karma – Quality of Work Life – Ethics of Vivekananda, Gandihiji, Aurobindo and Tagore.	6
	Total	30

Textbooks

1	Tom L. Beauchamp and Norman E. Bowie, "Ethical Theory and Business", Prentice Hall, New Jersey
2	Manual Vela Squez, "Business Ethics Concepts and Cases", Prentice Hall, New Jersey
3	Kenneth Blanchard and Norman Vincent Peale, "The Power of Ethical Management", New York, William Morrow & Co
4	Dr.S.S.Khanka, "Business Ethics and Corporate Governance",S Chand and Company Ltd,NewDelhi.
5	R.S.Naagarazan, "A Textbook on Professional Ethics and Human Values", New Age International(P) Limited.
6	A.C.Fernando, "Business Ethics and Corporate Governance", Pearson.
7	A.C.Fernando,K.P.Muraleedharan, E.K.Satheesh, "Business Ethics - An Indian Perspective",Pearson India Education Service Pvt Ltd.

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – I

CORE–II: PRINCIPLES OF MANAGEMENT

(Common to BCom-AF, BM, CA, MM, ISM, Co-op. & CS)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146C1B	5				5	5	25	75	100

Learning Objectives	
LO1	To understand the basic management concepts and functions
LO2	To know the various techniques of planning and decision making
LO3	To familiarize with the concepts of organisation structure
LO4	To gain knowledge about the various components of staffing
LO5	To enable the students in understanding the control techniques of management

Prerequisites: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Introduction to Management** Meaning- Definitions – Nature and Scope - Levels of Management – Importance - Management Vs. Administration – Management: Science or Art –Evolution of Management Thoughts – F. W. Taylor, Henry Fayol, Peter F. Drucker, Elton Mayo - Functions of Management - Trends and Challenges of Management. Managers – Qualification – Duties & Responsibilities.	15
II	**Planning** Planning – Meaning – Definitions – Nature – Scope and Functions – Importance and Elements of Planning – Types – Planning Process - Tools and Techniques of Planning – Management by Objective (MBO). Decision Making: Meaning – Characteristics – Types - Steps in Decision Making – Forecasting.	15
III	**Organizing** Meaning - Definitions - Nature and Scope – Characteristics – Importance – Types - Formal and Informal Organization – Organization Chart – Organization Structure: Meaning and Types - Departmentalization– Authority and Responsibility – Centralization and Decentralization – Span of Management.	15
IV	**Staffing** Introduction - Concept of Staffing- Staffing Process – Recruitment – Sources of Recruitment – Modern Recruitment Methods - Selection Procedure – Test- Interview– Training: Need - Types– Promotion –Management Games – Performance Appraisal - Meaning and Methods – 360 degree Performance Appraisal – Work from Home - Managing Work from Home [WFH].	15

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V	**Directing** Motivation –Meaning - Theories – Communication – Types - Barriers to Communications – Measures to Overcome the Barriers. Leadership – Nature - Types and Theories of Leadership – Styles of Leadership - Qualities of a Good Leader – Successful Women Leaders – Challenges faced by women in workforce - Supervision. **Co-ordination and Control** Co-ordination – Meaning - Techniques of Co-ordination. Control - Characteristics - Importance – Stages in the Control Process - Requisites of Effective Control and Controlling Techniques – Management by Exception [MBE].	15
	Total	75

Course Outcomes	
CO1	Demonstrate the importance of principles of management.
CO2	Paraphrase the importance of planning and decision making in an organization.
CO3	Comprehend the concept of various authorizes and responsibilities of an organization.
CO4	Enumerate the various methods of Performance appraisal
CO5	Demonstrate the notion of directing, co-coordination and control in the management.

Textbooks	
1	Gupta.C.B, -Principles of Management-L.M. Prasad, S.Chand& Sons Co. Ltd, New Delhi.
2	DinkarPagare, Principles of Management, Sultan Chand & Sons Publications, New Delhi.
3	P.C.Tripathi& P.N Reddy, Principles of Management. Tata McGraw, Hill, Noida.
4	L.M. Prasad, Principles of Management, S.Chand&Sons Co. Ltd, New Delhi.
5	R.K. Sharma, Shashi K. Gupta, Rahul Sharma, Business Management, Kalyani Publications, New Delhi.

Reference Books	
1	K Sundhar, Principles Of Management, Vijay Nichole Imprints Limited, Chennai
2	Harold Koontz, Heinz Weirich, Essentials of Management, McGraw Hill, Sultan Chand and Sons, New Delhi.
3	Grifffin, Management principles and applications, Cengage learning, India.
4	H.Mintzberg - The Nature of Managerial Work, Harper & Row, New York.
5	Eccles, R. G. & Nohria, N. Beyond the Hype: Rediscovering the Essence of Management. Boston The Harvard Business School Press, India.

NOTE: Latest Edition of Textbooks May be Used

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ACADEMIC YEAR WITH EFFECT FROM 2023-2024

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University of Madras

Chepauk, Chennai 600 005

[Est.1857, State University, NAAC 'A^{++}' Grade, CGPA 3.59, NIRF2019 Rank: 20]

website: www.unom.ac.in, Tel.:044-25399561

Undergraduate Programme in Commerce

Curriculum and Syllabus for

B.Com. General

(With effect from the Academic Year 2023-24)

JUNE 2023

Note: The Board of Studies in Commerce (UG) designed the syllabus as per Common Model Syllabus provided by TANSCHE based on Learning Outcome based Curriculum Framework (LOCF) as prescribed by the UGC.

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Programme Specific Outcomes:

PSO1 – Placement:

To prepare the students who will demonstrate respectful engagement with others ideas, behaviours, beliefs and apply diverse frames of reference to decisions and action. Further the students are encouraged with add-on value based and job oriented courses which ensure them to sustain in the organisation level.

PSO2 – Contribution to Business World:

Apply theoretical concepts to business practices to produce employable, ethical, and innovative professionals to sustain in the dynamic business world.

PSO3 – Contribution to the Society:

To contribute to the development of the society by collaborating with stakeholders for mutual benefit. Become acquainted with commercial knowledge and soft skill to react in the most appropriate way when faced with challenges in the society.

B.COM – GENERAL

COURSE STRUCTURE

FIRST YEAR							
FIRST SEMESTER							
Part	Course Code	Title of the Course	Credits	Hours	Marks		
					Internal	External	Total
Part I	----	Language I	3	6	25	75	100
Part II	100L1Z	English I	3	6	25	75	100
Part III	146C1A	Core Paper I –Financial Accounting I	5	5	25	75	
	146C1B	Core Paper II - Principles of Management	5	5	25	75	100
	146E1A	Elective I - Business Communication	3	4	25	75	100
	146E1B	Elective I - Business Environment			25	75	100
	146E1C	Elective I - Business Economics			25	75	100
Part IV	146S1A	SEC – 1 - MS Office for Commerce (P) *	2	2	40	60	100
	100L1L	Basic Tamil-I (Other Language Students) *	2	2	25	75	100
	100L1M	Advanced Tamil-I (Other Language Students) *					
	146B1A	Foundation Course FC - Professional Ethics	2	2	40	60	100
		TOTAL	23	30			

* PART-IV: SEC-1 / Basic Tamil / Advanced Tamil (Any one)

1. Students who have studied Tamil upto XII STD and also have taken Tamil in Part I shall take SEC-I.
2. Students who have **not** studied Tamil upto XII STD and have taken any Language other than Tamil in Part-I shall take **Basic Tamil** comprising of Two Courses (level will be at 6th Std.).
3. Students who have studied Tamil upto XII STD and have taken any Language other than Tamil in Part-I shall take **Advanced Tamil** comprising of Two Courses.

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FIRST YEAR SECOND SEMESTER							
Part	Course Code	Title of the Course	Credits	Hours	Marks		
					Internal	External	Total
Part I	----	Language II	3	6	25	75	100
Part II	100L2Z	English II	3	6	25	75	100
Part III	146C2A	Core Paper III –Financial Accounting II	5	5	25	75	100
	146C2B	Core Paper IV-Business Law	5	5	25	75	100
	146E2A	Elective II - Business Legislation Laws	3	4	25	75	100
	146E2B	Elective II - Insurance and Risk Management			25	75	100
	146E2C	Elective II – Indian Economic Development			25	75	100
Part IV	146S2A	SEC – 2 - Accounting using Excel (P) *	2	2	40	60	100
	100L2L	Basic Tamil-II (Other Language Students) *	2	2	25	75	100
	100L2M	Advanced Tamil-II (Other Language Students) *					
	146S2B	SEC 3 - Retail Management	2	2	25	75	100
		TOTAL	23	30			

SECOND YEAR THIRD SEMESTER							
Part	Course Code	Title of the Course	Credits	Hours	Marks		
					Internal	External	Total
Part I	----	Language III	3	6	25	75	100
Part II	200L3Z	English III	3	6	25	75	100
Part III	246C3A	Core Paper V- **Corporate Accounting I**	5	5	25	75	100
	246C3B	Core Paper VI -**Company Law**	5	5	25	75	100
	246E3A	Elective III – International Trade	3	4	25	75	100
	246E3B	Elective III – Business Mathematics & Statistics			25	75	100
	246E3C	Elective III – E-Commerce			25	75	100
Part IV	246S3A	SEC – 4 – Basics of Entrepreneurship	1	1	25	75	100
	246S3B	SEC – 5 – Website Designing	2	2	40	60	100
	----	Environmental Studies	-	1	—	—	—
		TOTAL	22	30			

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	3	3	2	3	2	3	3	3	2	2
CO2	3	2	2	3	2	2	2	2	3	2	3
CO3	3	3	3	2	3	2	3	3	3	2	2
CO4	3	2	2	2	2	2	2	2	3	2	2
CO5	3	3	3	3	3	2	3	3	3	2	3
TOTAL	15	13	13	12	13	10	13	13	15	10	12
AVERAGE	3	2.6	2.6	2.4	2.6	2	2.6	2.6	3	2	2.4

3 – Strong, 2- Medium, 1- Low

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – I

CORE–I: FINANCIAL ACCOUNTING - I

(Common to BCom-AF, BM, CA, MM, ISM, Co-op. & CS)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146C1A	5				5	5	25	75	100

Learning Objectives	
LO1	To understand the basic accounting concepts and standards.
LO2	To know the basis for calculating business profits.
LO3	To familiarize with the accounting treatment of depreciation.
LO4	To learn the methods of calculating profit for single entry system.
LO5	To gain knowledge on the accounting treatment of insurance claims.

Prerequisites: Should have studied Accountancy in XII Std

Unit	Contents	No. of Hours
I	**Fundamentals of Financial Accounting** Financial Accounting – Meaning, Definition, Objectives, Basic Accounting Concepts and Conventions - Journal, Ledger Accounts– Subsidiary Books — Trial Balance - Classification of Errors – Rectification of Errors – Preparation of Suspense Account – Bank Reconciliation Statement - Need and Preparation	15
II	**Final Accounts** Final Accounts of Sole Trading Concern- Capital and Revenue Expenditure and Receipts – Preparation of Trading, Profit and Loss Account and Balance Sheet with Adjustments.	15
III	**Depreciation and Bills of Exchange** Depreciation - Meaning – Objectives – Accounting Treatments - Types - Straight Line Method – Diminishing Balance method – Conversion method. Units of Production Method – Cost Model vs Revaluation **Bills of Exchange** – Definition – Specimens – Discounting of Bills – Endorsement of Bill – Collection – Noting – Renewal – Retirement of Bill under rebate	15
IV	**Accounting from Incomplete Records – Single Entry System** Incomplete Records -Meaning and Features - Limitations - Difference between Incomplete Records and Double Entry System - Methods of Calculation of Profit - Statement of Affairs Method – Preparation of final statements by Conversion method.	15
V	**Royalty and Insurance Claims** Meaning – Minimum Rent – Short Working – Recoupment of Short Working – Lessor and Lessee – Sublease – Accounting Treatment. **Insurance Claims** –Calculation of Claim Amount-Average clause (Loss of Stock only)	15
	TOTAL	75

THEORY 20% & PROBLEM 80%

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Vellanoor Post, Avadi, Chennai-600062.

UNIVERSITY OF MADRAS

B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – I

ELECTIVE - I: BUSINESS ECONOMICS

(Common to BCom-AF, BM & MM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146E1C	4				3	4	25	75	100

Learning Objectives	
LO1	To understand the approaches to economic analysis
LO2	To know the various determinants of demand
LO3	To gain knowledge on concept and features of consumer behaviour
LO4	To learn the laws of variable proportions
LO5	To enable the students to understand the objectives and importance of pricing policy

Prerequisites: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Introduction to Economics** Introduction to Economics – Wealth, Welfare and Scarcity Views on Economics – Positive and Normative Economics - Definition – Scope and Importance of Business Economics - Concepts: Production Possibility frontiers – Opportunity Cost – Accounting Profit and Economic Profit – Incremental and Marginal Concepts – Time and Discounting Principles – Concept of Efficiency- Business Cycle:- Theory, Inflation, Depression, Recession, Recovery, Reflation and Deflation,	12
II	**Demand & Supply Functions** Meaning of Demand - Demand Analysis: Demand Determinants, Law of Demand and its Exceptions. Elasticity of Demand: Definition, Types, Measurement and Significance. Demand Forecasting - Factors Governing Demand Forecasting - Methods of Demand Forecasting, Law of Supply and Determinants.	12
III	**Consumer Behaviour** Consumer Behaviour – Meaning, Concepts and Features – Law of Diminishing Marginal Utility – Equi-Marginal Utility – Coordinal and Ordinal concepts of Utility - Indifference Curve: Meaning, Definition, Assumptions, Significance and Properties – Consumer's Equilibrium. Price, Income and Substitution Effects. Types of Goods: Normal, Inferior and Giffen Goods - Derivation of Individual Demand Curve and Market Demand Curve with the help of Indifference Curve.	12
IV	**Theory of Production** Concept of Production - Production Functions: Linear and Non – Linear Homogeneous Production Functions - Law of Variable Proportion – Laws of Returns to Scale - Difference between Laws of variable proportion and returns to scale – Economies of Scale – Internal and External Economies – Internal and External Diseconomies - Producer's equilibrium	12

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Web Resources	
1	https://youtube.com/channel/UC69_-P77nf5-rKrjcpVEsqQ
2	https://www.icsi.edu/
3	https://www.yourarticlelibrary.com/marketing/pricing/product-pricing-objectives-basis-and-factors/74160

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	2	2	2	2	2	2	2	1	2	2
CO2	3	2	3	3	2	2	2	2	2	2	2
CO3	3	2	3	3	2	2	2	2	2	2	2
CO4	3	2	2	3	2	2	2	2	2	2	2
CO5	3	2	3	3	2	2	2	2	2	2	2
TOTAL	15	10	13	14	11	10	10	10	10	10	10
AVERAGE	3	2	2.6	2.8	2.2	2	2	2	2	2	2

3 – Strong, 2- Medium, 1- Low

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – I

CORE–II: PRINCIPLES OF MANAGEMENT

(Common to BCom-AF, BM, CA, MM, ISM, Co-op. & CS)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146C1B	5				5	5	25	75	100

Learning Objectives	
LO1	To understand the basic management concepts and functions
LO2	To know the various techniques of planning and decision making
LO3	To familiarize with the concepts of organisation structure
LO4	To gain knowledge about the various components of staffing
LO5	To enable the students in understanding the control techniques of management

Prerequisites: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Introduction to Management** Meaning- Definitions – Nature and Scope - Levels of Management – Importance - Management Vs. Administration – Management: Science or Art –Evolution of Management Thoughts – F. W. Taylor, Henry Fayol, Peter F. Drucker, Elton Mayo - Functions of Management - Trends and Challenges of Management. Managers – Qualification – Duties & Responsibilities.	15
II	**Planning** Planning – Meaning – Definitions – Nature – Scope and Functions – Importance and Elements of Planning – Types – Planning Process - Tools and Techniques of Planning – Management by Objective (MBO). Decision Making: Meaning – Characteristics – Types - Steps in Decision Making – Forecasting.	15
III	**Organizing** Meaning - Definitions - Nature and Scope – Characteristics – Importance – Types - Formal and Informal Organization – Organization Chart – Organization Structure: Meaning and Types - Departmentalization– Authority and Responsibility – Centralization and Decentralization – Span of Management.	15
IV	**Staffing** Introduction - Concept of Staffing- Staffing Process – Recruitment – Sources of Recruitment – Modern Recruitment Methods - Selection Procedure – Test- Interview– Training: Need - Types– Promotion –Management Games – Performance Appraisal - Meaning and Methods – 360 degree Performance Appraisal – Work from Home - Managing Work from Home [WFH].	15

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Web Resources	
1	http://www.universityofcalicut.info/sy1/management
2	https://www.managementstudyguide.com/manpower-planning.htm
3	https://www.businessmanagementideas.com/notes/management-notes/coordination/coordination/21392

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2	PSO3
CO1	3	2	2	3	3	2	2	2	3	2	3
CO2	3	2	3	3	2	2	2	2	3	2	2
CO3	3	2	2	3	2	2	2	1	3	2	2
CO4	3	2	2	3	2	2	2	2	3	2	2
CO5	3	2	3	3	2	2	2	1	3	2	2
TOTAL	15	10	12	15	11	10	10	8	15	10	11
AVERAGE	3	2	2.4	3	2.2	2	2	1.6	3	2	2.2

3 – Strong, 2- Medium, 1- Low

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – I

FOUNDATION COURSE – PROFESSIONAL ETHICS

(Common to BCom-AF, BM, CA, MM & ISM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146B1A	2				2	2	40	60	100

Unit	Contents	No. of Hrs.
I	**Concept and Theories of Business Ethics:** Definition of Ethics – Personal Ethics and Business Ethics – Morality and Law – How are moral standards are formed? - Religion and Morality – Morality, Etiquette and - Professional Codes – Indian Ethical Traditions.	6
II	**Business Ethics:** Principles of Personal Ethics – Principles of Professional Ethics – Evaluation of Ethics over the Years – Honesty, Integrity and Transparency – Distinction between Values and Ethics – Roots of Unethical Behaviour – Ethical Decision-making.	6
III	**Ethical Dilemmas, Sources and their Resolutions:** What is an Ethical Dilemma? – Sources of Ethical Behaviour – Code of Personal Ethics for Employees – How to resolve an Ethical problem? – How to resolve Ethical Dilemmas?	6
IV	**Ethical Decision-making in Business:** Ethical Models that guide Decision-making – Which approach to use? – Ethical Decision-making with cross-holder Conflicts and Competition – Applying Moral Philosophy to Ethical Decision-making – Kohlberg's Model of Cognitive Moral Development – Influences on Ethical Decision-making – Personal values and Ethical Decision-making.	6
V	**Human Values for Indian Managers:** Lessons from Ancient Indian Education System – The Law of Karma – Quality of Work Life – Ethics of Vivekananda, Gandihiji, Aurobindo and Tagore.	6
	Total	30

Textbooks

1. Tom L. Beauchamp and Norman E. Bowie, "Ethical Theory and Business", Prentice Hall, New Jersey
2. Manual Vela Squez, "Business Ethics Concepts and Cases", Prentice Hall, New Jersey
3. Kenneth Blanchard and Norman Vincent Peale, "The Power of Ethical Management", New York, William Morrow & Co
4. Dr.S.S.Khanka, "Business Ethics and Corporate Governance",S Chand and Company Ltd,NewDelhi.
5. R.S.Naagarazan, "A Textbook on Professional Ethics and Human Values", New Age International(P) Limited.
6. A.C.Fernando, "Business Ethics and Corporate Governance", Pearson.
7. A.C.Fernando,K.P.Muraleedharan, E.K.Satheesh, "Business Ethics - An Indian Perspective",Pearson India Education Service Pvt Ltd.

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – I

SEC – 1 MS OFFICE FOR COMMERCE (Practical)

(Common to BCom-AF, BM, CA, MM & ISM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146S1A			2		2	2	40	60	100

Unit	Contents	No. of Hours
I	**Introduction to MS Word & Commonly used features** Introduction to Word processing -Word processor / Editor - File Extension - DOCx, DOTx - Application / Document area Title Bar, Menu Bar, Ribbon, Icons, Status Bar, Scroll Bar - Page Layout - Page Size (Letter / A4) - Orientation (Landscape / Portrait) - Margin (Top, Left, Bottom, Right) -Navigation(Arrow keys, Ctrl + Arrow keys, Home, End, Page UP/ Page Down) - Selection - Using Shift + Navigation Fonts / Superscript / Subscript - Show / Hide - Displays non printing characters (Space / TAB / Enter) - Change Case - Bullets / Numbering - Format Painter – Clipboard - Find / Replace Screen shot - Prnt SCR / Alt + PrntScr – Indent - Line and Para spacing - Tab Stop - Text to Table - Table to Text	6
II	**Insert Tab & Mail Merge** Insert Tab - Picture (Styles, Border, Effects, Warp Text, Align, Rotate, Flip, Crop) - Water Mark - Shapes (Group, Ungroup, Bring to Front, Send to Back, Format shape) – Hyperlink – Bookmark - Text Box - Word Art Tables - Rows , Columns, Cell - Merge Cell - Split Cell TOC - Update entire - Header / Footer - Cover Page - Break - Section Break - Spell Check - ABC / F7 - Word Count Working with Mail Merge	6
III	**Introduction to MS Powerpoint** Creating Presentation - File Extension - PPTx, PPSx - Slides and Layouts, Apply Background - Title Bar, Menu Bar, Ribbon, Icons, Status Bar, Scroll Bar - View - Slide Master Insert Logo - to display in all slides - Change Text color - to maintain consistency in all slides Slideshow - F5 / Shift F5 New Slide - Ctrl + M Animation Effects - Apply in objects within the Slide Transition Effect - Apply between slides Rehearse Timing - Set timing to each slide Loop until ESC - After reaching LAST slide, display again from 1st slide. SaveAs - PPSx - PowerPoint Show SlideShow - Use Pen / Highlighter Paste the Chart from Excel - Data linked to Excel source Insert Chart within PowerPoint - Data linked internally	6

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	Reference Books
1	Hart-Davis, G., Kettell, J. A., Simmons, C. (2003). Microsoft Office 2003: The Complete Reference. United Kingdom: McGraw-Hill/Osborne.
2	Lambert, J., Frye, C. (2018). Microsoft Office 2019 Step by Step. United States: Pearson Education.
3	Lambert, J., Cox, J. (2007). Microsoft Office Word 2007 Step by Step. United States: Microsoft Press.
4	Richardson, T., Held, B., Moriarty, B. (2019). Microsoft Excel Functions and Formulas with Excel 2019/Office 365. United States: Mercury Learning and Information
5	Lalwani, L. (2019). Excel 2019 All-in-One: Master the New Features of Excel 2019 / Office 365. India: BPB Publications.
6	Weverka, P. (2010). PowerPoint 2010 All-in-One For Dummies. Germany: Wiley.
	Web Resources
1	Ms Word tutorial: https://youtu.be/S-nHYzK-BVg
2	Ms PowerPoint: https://youtu.be/XF34-Wu6qWU
3	Mail Merge material: https://support.microsoft.com/en-us/office/use-mail-merge-for-bulk-email-letters-labels-and-envelopes-f488ed5b-b849-4c11-9cff-932c49474705
4	Ms Excel functions: https://youtu.be/ShBTJrdioLo
5	Materials : https://support.microsoft.com/en-us/training

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UNIVERSITY OF MADRAS

B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER - II

CORE – III: FINANCIAL ACCOUNTING-II

(Common to BCom-AF, BM, CA, MM, ISM, Co-op. & CS)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146C2A	5				5	5	25	75	100

Learning Objectives	
LO1	The students are able to prepare different kinds of accounts such Higher purchase and Instalments System.
LO2	To understand the allocation of expenses under departmental accounts
LO3	To gain an understanding about partnership accounts relating to Admission and retirement
LO4	Provides knowledge to the learners regarding Partnership Accounts relating to dissolution of firm
LO5	To know the requirements of international accounting standards

Prerequisites: Should have studied Accountancy in XII Std

Unit	Contents	No. of Hours
I	**Hire Purchase and Instalment System** Hire Purchase System – Accounting Treatment – Calculation of Interest - Default and Repossession - Hire Purchase Trading Account - Instalment System - Calculation of Profit	15
II	**Branch and Departmental Accounts** Branch – Dependent Branches: Accounting Aspects - Debtors system -Stock and Debtors system – Distinction between Wholesale Profit and Retail Profit – Independent Branches (Foreign Branches excluded) - Departmental Accounts: Basis of Allocation of Expenses – Inter- Departmental Transfer at Cost or Selling Price.	15
III	**Partnership Accounts - I** Partnership Accounts: –Admission of a Partner – Treatment of Goodwill - Calculation of Hidden Goodwill –Retirement of a Partner – Death of a Partner.	15
IV	**Partnership Accounts - II** Dissolution of Partnership - Methods – Settlement of Accounts Regarding Losses and Assets – Realization account – Treatment of Goodwill – Preparation of Balance Sheet - One or more Partners insolvent – All Partners insolvent – Application of Garner Vs Murray Theory – Accounting Treatment - Piecemeal Distribution – Surplus Capital Method – Maximum Loss Method.	15

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	Course Outcome
CO1	Explain the Objectives and significance of Mercantile law
CO2	Understand the clauses and exceptions of Indian Contract Act.
CO3	Explain concepts on performance, breach and discharge of contract.
CO4	Outline the contract of indemnity and guarantee
CO5	Explain the various provisions of Sale of Goods Act 1930
	Textbooks
1	N.D. Kapoor , Business Laws- Sultan Chand and Sons, New Delhi.
2	R.S.N. Pillai – Business Law, S.Chand, New Delhi.
3	M C Kuchhal& Vivek Kuchhal, Business law, S Chand Publishing, New Delhi
4	M.V. Dhandapani, Business Laws, Sultan Chand and Sons, New Delhi.
5	Shusma Aurora, Business Law, Taxmann, New Delhi.
	Reference Books
1	Preethi Agarwal, Business Law, CA foundation study material, Chennai.
2	Business Law by Saravanavel, Sumathi, Anu, Himalaya Publications, Mumbai.
3	Kavya and Vidhyasagar, Business Law, Nithya Publication, New Delhi.
4	D.Geet, Business Law Nirali Prakashan Publication, Pune.
5	M.R. Sreenivasan , Business Laws, Margham Publications, Chennai.
NOTE: Latest Edition of Textbooks May be Used	
	Web Resources
1	www.cramerz.comwww.digitalbusinesslawgroup.com
2	http://swcu.libguides.com/buslaw
3	http://libguides.slu.edu/businesslaw

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2	PSO3
CO1	3	2	2	3	2	2	2	2	2	2	2
CO2	3	2	3	3	2	2	2	2	2	2	2
CO3	3	2	2	3	2	2	2	2	2	2	2
CO4	3	2	3	3	2	2	2	2	2	2	2
CO5	3	2	3	3	2	2	2	2	2	2	2
TOTAL	15	10	13	15	10	10	10	10	10	10	10
AVERAGE	3	2	2.6	3	2	2	2	2	2	2	2

3 – Strong, 2- Medium, 1- Low

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Web Resources	
1	https://www.slideshare.net/mcsharma1/accounting-for-depreciation-1
2	https://www.slideshare.net/ramusakha/basics-of-financial-accounting
3	https://www.accountingtools.com/articles/what-is-a-single-entry-system.html

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	2	3	3	2	3	2	2	3	2	2
CO2	3	2	3	3	3	2	2	2	3	2	2
CO3	3	2	2	3	3	2	2	2	3	2	2
CO4	3	2	3	3	2	2	2	2	3	2	2
CO5	3	3	3	3	3	3	3	3	3	3	3
TOTAL	16	11	14	15	14	12	11	11	15	11	11
AVERAGE	3.2	2.2	2.8	3	2.8	2.4	2.2	2.2	3	2.2	2.2

3 – Strong, 2- Medium, 1- Low

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

SECOND YEAR– SEMESTER– IV

CORE PAPER VIII –PRINCIPLES OF MARKETING

(Common to BCom-AF, BM, CA, MM, ISM, Co-op. & CS as Elective)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
246C4B	5				5	5	25	75	100

Learning Objectives	
LO1	To know the concept and functions of marketing
LO2	To understand the importance of market segmentation
LO3	To examine the stages of new product development
LO4	To gain knowledge on the various advertising medias
LO5	To analyse the global market environment

Prerequisite: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Introduction to Marketing** Meaning – Definition and Functions of Marketing – Evolution of Marketing Concepts – Innovations in Modern Marketing. Role and Importance of Marketing - Classification of Markets - Niche Marketing.	15
II	**Market Segmentation** Meaning and definition – Benefits – Criteria for segmentation – Types of segmentation – Geographic – Demographic – Psychographic – Behavioural – Targeting, Positioning & Repositioning - Introduction to Consumer Behaviour–Consumer Buying Decision Process and Post Purchase Behaviour — Motives. Freud's Theory of Motivation.	15
III	**Product & Price** Marketing Mix — an overview of 4P's of Marketing Mix – Product – Introduction to Stages of New Product Development – Product Life Cycle — Pricing – Policies – Objectives –Factors Influencing Pricing– Kinds of Pricing.	15
IV	**Promotions and Distributions** Elements of promotion – Advertising – Objectives - Kinds of Advertising Media - Traditional vs Digital Media - Sales Promotion – types of sales promotion – Personal Selling – Qualities needed for a personal seller – Channels of Distribution for Consumer Goods- Channel Members – Channels of Distribution for Industrial Goods.	15

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Web Resources	
1	https://www.aha.io/roadmapping/guide/marketing/introduction
2	https://www.investopedia.com/terms/m/marketsegmentation.asp
3	https://www.shiprocket.in/blog/understanding-promotion-and-distribution-management/

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	2	3	2	2	2	2	2	2	3	2
CO2	3	2	3	2	3	2	2	2	2	3	2
CO3	3	2	3	2	3	2	2	2	2	3	2
CO4	3	2	3	2	2	2	2	2	2	3	2
CO5	3	2	3	2	2	2	2	2	2	3	2
TOTAL	15	10	15	10	12	10	10	10	10	15	10
AVERAGE	3	2	3	2	2.4	2	2	2	2	3	2

3 – Strong, 2- Medium, 1- Low

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SECOND YEAR – SEMESTER – IV

ELECTIVE IV - FINANCIAL SERVICES

(Common to B.Com-AF)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
246E4A	3				3	3	25	75	100

Learning Objectives	
LO1	To impart knowledge on the role and function of the Indian financial system.
LO2	To enrich their knowledge on key areas relating to management of financial products and services
LO3	To familiarize students about Venture Capital, Leasing.
LO4	To make them understand the Credit Rating system.
LO5	To provide insights into mutual funds and the operation of NSDL and CSDL.

Prerequisite: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Introduction to Financial System** Structure of Financial System – Role of Financial System in Economic Development – Financial Markets and Financial Instruments – Capital Markets – Money Markets – Primary Market Operations – Role of SEBI – Secondary Market Operations – Regulation – Functions of Stock Exchanges – Listing – Formalities – Financial Services Sector Problems and Reforms.	9
II	**Introduction to Financial Services** Concept, Nature and Scope of Financial Services – Regulatory Frame Work of Financial Services – Growth of Financial Services in India – Merchant Banking – Meaning-Types – Responsibilities of Merchant Bankers -- Role of Merchant Bankers in Issue Management – Regulation of Merchant Banking in India.	9
III	**Venture Capital and Leasing** Venture Capital – Growth of Venture Capital in India – Financing Pattern under Venture Capital – Legal Aspects and Guidelines for Venture Capital, Leasing – Types of Leases – Evaluation of Leasing Option Vs. Borrowing.	9
IV	**Credit Rating** Credit Rating – Meaning, Functions – Debt Rating System of CRISIL, ICRA and CARE. Factoring, Forfeiting and Bill Discounting – Types of Factoring Arrangements – Factoring in the Indian Context.	9

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SECOND YEAR – SEMESTER - IV

ELECTIVE - IV: CONSUMERISM & CONSUMER PROTECTION

(Common to BCom-CS)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
246E4B	3				3	3	25	75	100

Learning Objectives	
LO1	To understand the nature of consumers and consumerism
LO2	To know how consumers are exploited
LO3	To be familiar with consumer rights and duties
LO4	To learn about Consumer Protection Act
LO5	To gain insights into consumerism in India.

Prerequisite: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Consumerism** Meaning of Consumer and Customer -Consumer Movements – Historical Perspectives-Concept of Consumerism –Need and Importance.	9
II	**Consumer Exploitation** Meaning and Causes of Consumer Exploitation- Forms of Consumer - Exploitation – Underweight Measures, High Prices, Substandard Quality, Poor or Inadequate After Sales Services- Challenges of Consumer Exploitation.	9
III	**Consumer Rights and Duties** Consumer Rights – John F Kennedy's Consumer Bill of Rights. -Types of Consumer Rights – Right to Safety, Right to Information (RTI), Right to Redressal, Right to Consumer Education -Duties of Consumers.	9
IV	**Consumerism in India** Reasons for the Growth of Consumerism in India - Recent Trends in Consumerism - Problems Faced by Consumers in India.	9
V	**Consumer Protection Act 2019** Consumer Protection Council – Central, State, Districts Consumer Protection Councils- Consumer Dispute Redressal Mechanism.	9
	TOTAL	45

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MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	2	3	2	2	2	2	2	3	2	2
CO2	3	2	2	2	3	2	2	2	3	2	2
CO3	3	2	3	2	3	2	2	2	3	2	2
CO4	3	2	2	2	2	2	2	2	3	2	2
CO5	3	2	3	2	2	2	2	2	3	2	2
TOTAL	15	10	13	10	12	10	10	10	15	10	10
AVERAGE	3	2	2.6	2	2.4	2	2	2	3	2	2

3 – Strong, 2- Medium, 1- Low

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

SECOND YEAR – SEMESTER - III

CORE – VI: COMPANY LAW

(Common to BCom-AF, BM, CA, MM, ISM, Co-op. & CS)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
246C3B	5				5	5	25	75	100

Learning Objectives	
LO1	To know Company Law 1956 and Companies Act 2013
LO2	To have an understanding on the formation of a company
LO3	To understand the requisites of meeting and resolution
LO4	To gain knowledge on the procedure to appoint and remove Directors
LO5	To familiarize with the various modes of winding up

Prerequisite: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Introduction to Company law** Companies Act 2013 – Definition of a Company, Characteristics of Company – Lifting or Piercing the Corporate Veil – Company Distinguished from Partnership and Limited Liabilities Partnerships – Classification of Companies – Based on Incorporation, Liability, Number of Members, Control.	15
II	**Formation of Company** Formation of a Company – Promoter –Incorporation Documents e-filing – Memorandum of Association – Contents – Alteration – Legal Effects – Articles of Association - Certificate of Incorporation – Prospectus – Contents - Kinds – Liabilities – Share Capital – Kinds – Issue – Alteration – Dividend – Debentures.	15
III	**Meeting** Meeting and Resolution – Types – Requisites – Voting & Poll – Quorum – Proxy - Resolution – Ordinary & Special - Audit & Auditors – Qualification, Disqualification, Appointment and Removal of an Auditor -	15
IV	**Management & Administration** Management & Administration – Directors – Legal Position – Board of Directors – Appointment/ Removal – Disqualification – Director Identification Number – Directorships – Powers – Duties – Board Committees – Related Party Transactions – Contract by One Person Company – Insider Trading- Managing Director – Manager – Secretarial Audit – Administrative Aspects and Winding Up – National Company Law Tribunal (NCLT) – National Company Law Appellate Tribunal (NCLAT) – Special Courts.	15

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SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – II

SEC – 3 RETAIL MANAGEMENT

(Common to BCom-AF, BM & MM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146S2B	2				2	2	25	75	100
Unit	Contents								No. of Hours
I	**Overview of Retail** Introduction to Retail (Barter System to Trading) - Contribution to GDP -Career Opportunities in Retail - Retail & Entrepreneurship - Retail Formats - SMART Goals								6
II	**Retail Marketing** Basic Retail Marketing Concepts - Fundamentals of Pricing - Promotion - Omni Channel Retail Marketing & Distribution - Inventory management								6
III	**Retail Store Operations** Store Layout & Design - Visual Merchandising - Point of sale – Customer Handling - Basics in Retail Logistics & Supply Chain Management								6
IV	**Customer Value Management** Retail Communication - Personality Grooming - Sales Management - Cross Selling & Up-selling - Customer experience and feedback management - WOW factor in Retail Business - Health and Safety at Workplace - Retail KPI - Team Work & Leadership Skills - Ethics in Retail								6
V	**Latest Trend in Retail Business** Latest technological developments in retail Sector - Social Media Marketing - Basic Retail Analytics								6
	Total								30
	Reference Books								
1	Retailing Management, Gibson C Vedamani , Jaico Publishing House								
2	Retail Management,: Suja Nair, Publisher: Himalaya Publishing House								
3	Retailing Management,: Michael Levy, Barton A Weitz and Ajay Pandit, Tata McGraw Hill Publishing								
4	The Art of Retailing, A J Lamba, Tata McGraw Hill Publishing								
Web Links									
https://www.managementstudyguide.com/retail-management.htm https://www.open.edu/openlearn/money-business/business-strategy-studies/retail-marketing/content-section---references https://www.tutorialspoint.com/retail_management/retail_management_useful_resources.htm https://ebooks.lpude.in/management/mba/term_3/DMGT550_RETAIL_MANAGEMENT.pdf									

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SECOND YEAR – SEMESTER - III

ELECTIVE - III: E- COMMERCE

(Common to BCom-ISM & CS)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
246E3C	4				3	4	25	75	100

Learning Objectives	
LO1	To know the goals of Electronic commerce
LO2	To understand the various Business models in emerging E-commerce areas
LO3	To have an insight on the internet marketing technologies
LO4	To understand the benefits and implementation of EDI
LO5	To examine the ethical issues of E-commerce

Prerequisite: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Introduction to E-Commerce** Defining E - Commerce; Main Activities of Electronic Commerce; Benefits of E-Commerce; Broad Goals of Electronic Commerce; Main Components of E-Commerce; Functions of Electronic Commerce - Process of E-Commerce - Types of E- Commerce; The World Wide Web, The Internet and the Web: Features, Role of Automation & Artificial Intelligence in E-Commerce.	12
II	**E-Commerce Business Models & Consumer Oriented E Commerce** E-commerce Business Models, Major Business to Consumer (B2C) Business Models, Major Business to Business (B2B) Business Models, Business Models in Emerging E-Commerce Areas - E-tailing: Traditional Retailing and E- retailing, Benefits of E-retailing, Models of E-retailing, Features of E-retailing.	12
III	**E-Commerce Marketing Concepts** The Internet Audience and Consumer Behaviour, Basic Marketing Concepts, Internet Marketing Technologies – Marketing Strategy - E services: Categories of E-services, Web-Enabled Services, Information-Selling on the Web.	12
IV	**Electronic Data Interchange & Security** Benefits of EDI, EDI Technology, EDI Standards, EDI Communications, EDI Implementation, EDI Agreements, EDI Security. Electronic Payment Systems, Need of Electronic Payment System - Digital Economy - Threats in Computer Systems: Virus, Cyber Crime Network Security: Encryption, Protecting Web Server with a Firewall, Firewall and the Security Policy, Network Firewalls and Application Firewalls, Proxy Server.	12

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MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	2	2	3	2	2	2	2	2	2	2
CO2	3	2	3	3	2	2	2	2	2	3	2
CO3	3	2	3	3	2	2	2	2	2	2	2
CO4	3	2	3	3	2	2	2	2	2	2	2
CO5	3	2	3	3	2	2	2	2	2	2	2
TOTAL	15	10	14	15	10	10	10	10	10	13	10
AVERAGE	3	2	2.8	3	2	2	2	2	2	2.2	2

3 – Strong, 2- Medium, 1- Low

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THIRD YEAR – SEMESTER - VI

PROFESSIONAL COMPETENCY SKILL

GENERAL AWARENESS FOR COMPETITIVE EXAMINATION

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
346S6A	2				2	2	25	75	100

Learning Objectives	
LO1	To create the opportunity for learning across different disciplines and builds experience for students as they grow into lifelong learners.
LO2	To build experiences for students as they grow into lifelong learners.
LO3	To know the basic concepts of various discipline

Prerequisites: Should have studied Commerce in XII Std

UNIT	Details	No. of Hours
I	**Indian Polity** Basics concepts- Three organs of Indian government (Executives, Legislature, Judiciary), Introduction to Indian Constitution – Salient features of constitution, Preamble, Fundamental rights, Fundamental duties, Directive Principles of State policy, Types of Majority, Amendments to the Constitution, Basic structure Doctrine, Division of subjects between the union and the states local Governance, Elections in India and Election Commission, CAG.	6
II	**Geography** Major oceans of the world –Important Canals – Gulfs – Straits and passes – Indian Rivers and its Tributaries – Climatology – Atmosphere, Wind systems, Clouds systems, World climatic classification – Indian climate – Indian Monsoon – Indian's physical features, Indian Soil types and Distribution – Importance Trade routes and projects, Indian naturals vegetation – Indian agriculture- Major crops and its distribution, Indian Industries and its Distribution.	6
III	**Economy** National Income – Inflation – Money and Banking - Agriculture in India – Union Budget – Planning in India – Poverty – Unemployment – Inclusive Development and Development issues – Industrial polices – Financial Markets.	6
IV	**History** Modern India – formation of Indian National Congress – Morley Minto Reforms, Revolutionary activities – World War I and India's Response – Home Rule league – Montague Chelmsford reforms – Rowlett Act – Non –Cooperation Movement – Simon commission and Nehru Report – Civil Disobedience Movement and Round Table conferences – Quit India Movement and Demand for Pakistan – Cabinet Mission – Formation of Constituents Assembly and partition of India.	6

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	Web Resources
1	https://www.investopedia.com/terms/e/ecommerce.asp
2	https://www.webfx.com/industries/retail-ecommerce/ecommerce/basic-ecommerce-marketing-concepts/
3	https://techbullion.com/the-importance-of-ethics-in-ecommerce/

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	2	3	2	3	2	2	2	3	3	2
CO2	3	2	2	2	3	2	2	2	3	3	2
CO3	3	2	3	2	3	2	2	2	3	3	2
CO4	3	2	2	2	3	2	2	2	3	3	2
CO5	3	2	3	2	3	2	2	2	3	3	2
TOTAL	15	10	13	10	15	10	10	10	15	15	10
AVERAGE	3	2	2.6	2	3	2	2	2	3	3	2

3 – Strong, 2- Medium, 1- Low

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SECOND YEAR – SEMESTER – IV

SEC – 7 Fin Tech

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
	2				2	2	40	60	100

Unit	Contents	No. of Hours
I	**Overview of Financial Technology** Financial Technology - Emerging Technologies - India's FinTech Ecosystem - Value Creation -FinTech Adaption - FinTech Global Scenario	6
II	**Internet of Things (IoT) & Application Program Interfaces** Introduction to Internet of Things & Application Program Interfaces - Financial System Communication - Open Banking	6
III	**Avenues of FinTech & Strategies of Artificial Intelligence/Machine Learning** Equity Crowd Funding - Wealth Management – P2P & Marketplace lending - Introduction to Artificial Intelligence / Machine Learning - Difference between Artificial Intelligence & Machine Learning - Fintech Applications / Case Studies	6
IV	**FinTech Regulations** Govt. initiatives in India (NPCI, UPI, OCEAN) - Security and Privacy in FinTech - Data Protection Laws & Regulations	6
V	**Project**	6
	Total	30

Note : 40 marks of CIA will be carried out in the form of Project

Text Books

1	Agustin Rubini, "Fintech in a Flash: Financial Technology Made Easy", Zaccheus, 3rd Edition, 2018
2	Susanne Chishti and Janos Barberis, " The FINTECH Book: The Financial Technology Handbook for Investors, Entrepreneurs and Visionaries", John Wiley, 1st Edition, 2016
3	Theo Lynn, John G. Mooney, Pierangelo Rosati, Mark Cummins, "Disrupting Finance: FinTech and Strategy in the 21st Century", Palgrave, 1st edition, 2018
4	Abdul Rafay, "FinTech as a Disruptive Technology for Financial Institutions", IGI Global, January, 2019
5	Bernardo Nicoletti , The Future of FinTech: Integrating Finance and Technology in Financial Services, Palgrave Macmillan, August, 2018
6	The Internet of Things by Samuel Greengard from The MIT Press

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SECOND YEAR – SEMESTER – IV

SEC – 6 Cash accounting and operating cycle

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
246S4A	2				2	2	25	75	100

Unit	Contents	No. of Hours
I	Introduction to Cash Accounting-Accrual Basis of Accounting-Accrual and Cash accounting comparison	6
II	Balance sheet and Income Statement-Accounts Payable-Basic Cash flow Statement	6
III	Introduction to working capital- Meaning-Direct and Indirect Cost-Current Assets-Cash Conversion	6
IV	The Operating Cycle- Inventory Days	6
V	Profit, Assets and Cashflow-The Profit Equation- Assumed Assets-The Financial Crisis	6
		30

Text Books

1. Cost Accounting – S.P.Jain & K.L. Narang from Kalyani Publishers
2. Financial Accounting- R.L. Gupta & V.K. Gupta from Sulthan Chand and Sons

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SECOND YEAR – SEMESTER – III

SEC – 5 Website Designing

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
246S3B			2		2	2	40	60	100
Unit	**Contents**								**No. of Hours**
I	**Unit 1 Introduction to Web technologies** How does the Website work -Types of Websites -Static & Dynamic websites								6
II	**Unit 2 Basic tools of Web design** Creating account - profiling - Create home page - Add pages, transitions, navigation, design, Template creation and Icons - Social media - Mapping - Tag video, Image, tables - text -inputs - image sliders - Icon integration - Forms								6
III	**Unit 3 Domain and hosting** Payment terms for website and publishing - Add to Cart - Payment terms for customers - post maintenance - Domain Purchase - Types of Domains - Types of Hosting								6
IV	**Unit 4 Strategies to branding** SEO Search engine Optimisation - Professionalise your site - Optimise for Mobile - Demonstration								6
V	**Unit 5 Website project and proposal** Data collection - Marketing - Communication								6
	Total								**30**
Text Books									
1	Web Design And Development: Concepts, Methodologies, Tools, And Applications By Information Resources Management Association								
2	WEB DESIGN TOOL: Get the skill you need to become a full front-end web developer by RAPHEL EZEKIEL								
Reference Books									
1	Branding and Website Essentials for Entrepreneurs (Instant Insights) by Melody Hunter								
2	Magento 2 Beginners Guide: Creating a successful e-commerce website with Magento by Gabriel Guarino								
3	Web Design Tools and Techniques by Peter Kentie								

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER - II

ELECTIVE - II: INSURANCE AND RISK MANAGEMENT

(Common to B.Com. BM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146E2B	4				3	4	25	75	100

Learning Objectives	
LO1	To know the concepts and principles of contract of insurance
LO2	To understand the basic features concepts of life insurance
LO3	To gain knowledge on the principles of general insurance
LO4	To examine the Insurance Regulatory and Development Authority 1999 (IRDA)
LO5	To know the risk management process

Prerequisites: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	Introduction to Insurance Definition of Insurance - Characteristics of Insurance – Principles of Contract of Insurance – General Concepts of Insurance – Insurance and Hedging – Types of Insurance – Insurance Intermediaries – Role of Insurance in Economic Development.	12
II	Life Insurance Life Insurance Business - Fundamental Principles of Life Insurance – Basic Features of Life Insurance Contracts - Life Insurance Products –Traditional and Unit Linked Policies – Individual and Group Policies - With and Without Profit Policies – Policies - Types of Life Insurance Policies – Pension and Annuities – Reinsurance – Double Insurance	12
III	**General Insurance** General Insurance Business - Fundamental Principles of General Insurance – Types - Fire Insurance – Marine Insurance – Motor Insurance – Personal Accident Insurance – Liability Insurance – Miscellaneous Insurance – Claims Settlement.	12
IV	Risk Management Risk Management – Objectives – Process – Identification and Evaluation of Potential Losses– Risk Reduction - Retention and Risk Transfer – Risk Financing - Level of Risk Management – Corporate Risk Management – Management of Risk by Individual. – Personal Risk Management.	12
V	IRDA Act 1999 Insurance Regulatory and Development Authority (IRDA) 1999– Introduction – Purpose, Duties, Powers and Functions of IRDA – Operations of IRDA –	12

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MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMESE

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	2	3	3	3	2	3	3	3	2	2
CO2	3	2	3	3	2	2	2	2	3	2	3
CO3	3	3	3	3	3	2	3	3	3	2	2
CO4	3	2	3	3	2	2	2	2	3	2	2
CO5	3	3	3	3	3	2	3	3	3	2	3
TOTAL	15	12	15	15	13	10	13	13	15	10	12
AVERAGE	3	2.4	3	3	2.6	2	2.6	2.6	3	2	2.4

3 – Strong, 2- Medium, 1- Low



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FIRST YEAR – SEMESTER - II

ELECTIVE - II: INDIAN ECONOMIC DEVELOPMENT

(Common to B.Com. A&F, BM & MM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146E2C	4				3	4	25	75	100

Learning Objectives	
LO1	To understand the concepts of Economic growth and development
LO2	To know the features and factors affecting economic development
LO3	To gain understanding about the calculation of national income
LO4	To examine the role of public finance in economic development
LO5	To understand the causes of inflation

Prerequisites: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Economic Development and Growth** Meaning & Definition - Concepts of Economic Growth and Development. Differences between Growth and Development. Measurement of Economic Development: Per Capita Income, Basic Needs, Physical Quality of Life Index, Human Development Index and Gender Empowerment Measure- Factors affecting Economic Development	12
II	**Classification of Nations on the basis of development** Characteristics of Developing Countries and Developed Countries - Population and Economic Development- Theories of Demographic Transition. Human Resource Development and Economic Development	12
III	**National Income** Meaning, Importance, National Income -Concept, types of measurement, Comparison of National Income at Constant and Current Prices. Sectorial Contribution to National Income. National Income and Economic Welfare	12
IV	**Public Finance** Meaning, Importance, Role of Public Finance in Economic Development, Public Revenue-Sources, Direct and Indirect taxes, Impact and Incidence of Taxation, Public Expenditure-Classification and Cannons of Public Expenditure, Public Debt-Need, Sources and Importance, Budget-Importance, Types of Deficits -Revenue, Budgetary, Primary and Fiscal, Deficit Financing.	12

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Web Resources	
1	https://lapaas.com/logistics-management-overview-types-and-process/
2	https://www.investopedia.com/terms/s/scm.asp
3	https://scm.ncsu.edu/scm-articles/article/the-scor-model-for-supply-chain-strategic-decisions

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2	PSO3
CO1	3	2	3	2	3	2	3	3	3	2	2
CO2	3	2	2	2	2	2	2	2	3	2	3
CO3	3	3	2	2	3	2	3	3	3	2	2
CO4	3	2	2	2	2	2	2	2	2	2	2
CO5	3	3	3	2	3	2	3	3	3	2	3
TOTAL	15	12	12	10	13	10	13	13	14	10	12
AVERAGE	3	2.4	2.4	2	2.6	2	2.6	2.6	2.8	2	2.4

3 – Strong, 2- Medium, 1- Low

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FIRST YEAR – SEMESTER – II

SEC – 2 ACCOUNTING USING EXCEL – PRACTICAL

(Common to BCom-AF, BM & MM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146S2A			2		2	2	40	60	100

Unit	Contents	No. of Hours
I	**Using Financial Functions (Part 1)** ACCRINT function - Returns the accrued interest for a security that pays periodic interest ACCRINTM function - Returns the accrued interest for a security that pays interest at maturity AMORDEGRC function - Returns the depreciation for each accounting period by using a depreciation coefficient AMORLINC function - Returns the depreciation for each accounting period COUPDAYBS function - Returns the number of days from the beginning of the coupon period to the settlement date COUPDAYS function - Returns the number of days in the coupon period that contains the settlement date COUPDAYSNC function - Returns the number of days from the settlement date to the next coupon date COUPNCD function - Returns the next coupon date after the settlement date COUPNUM function - Returns the number of coupons payable between the settlement date and maturity date COUPPCD function - Returns the previous coupon date before the settlement date CUMIPMT function - Returns the cumulative interest paid between two periods CUMPRINC function - Returns the cumulative principal paid on a loan between two periods	6

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IV	**Using Financial Functions (Part 4)** PDURATION function (Excel 2013) - Returns the number of periods required by an investment to reach a specified value PMT function - Returns the periodic payment for an annuity PPMT function - Returns the payment on the principal for an investment for a given period PRICE function - Returns the price per $100 face value of a security that pays periodic interest PRICEDISC function - Returns the price per $100 face value of a discounted security PRICEMAT function - Returns the price per $100 face value of a security that pays interest at maturity PV function - Returns the present value of an investment RATE function - Returns the interest rate per period of an annuity RECEIVED function - Returns the amount received at maturity for a fully invested security RRI function (Excel 2013) - Returns an equivalent interest rate for the growth of an investment	6
V	**Using Financial Functions (Part 5)** SLN function - Returns the straight-line depreciation of an asset for one period SYD function - Returns the sum-of-years' digits depreciation of an asset for a specified period TBILLEQ function - Returns the bond-equivalent yield for a Treasury bill TBILLPRICE function - Returns the price per $100 face value for a Treasury bill TBILLYIELD function - Returns the yield for a Treasury bill VDB function - Returns the depreciation of an asset for a specified or partial period by using a declining balance method XIRR function - Returns the internal rate of return for a schedule of cash flows that is not necessarily periodic XNPV function - Returns the net present value for a schedule of cash flows that is not necessarily periodic YIELD function - Returns the yield on a security that pays periodic interest YIELDDISC function - Returns the annual yield for a discounted security; for example, a Treasury bill YIELDMAT function - Returns the annual yield of a security that pays interest at maturity	6
	Total	30

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THIRD YEAR – SEMESTER - VI

DISCIPLINE SPECIFIC ELECTIVE: BASICS OF MS EXCEL

(Common to BCom-AF & BM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
346E6D	1	2	2		3	5	40	60	100

Learning Objectives	
LO1	To introduce students to Excel as an important tool in business applications
LO2	To familiarize them with the features and functions of a spread sheet.
LO3	To understand the concepts of accounting, reporting and analysis using spread sheet.
LO4	To Construct formulas, including the use of built-in functions, and relative and absolute reference
LO5	To develop various applications using MS-Excel.

Prerequisites: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Introduction** Spreadsheets - Workbook - Cell Referencing, Cell Addressing, File Menu; Home Menu, Conditional Formatting, Formatting as a Table, Cell Styles, AutoSum, Sort and Filter; Insert Menu, Inserting Tables and Pivot Tables, Smart Arts, Charts; Page Layout, Review and View Menus; Converting Text to Columns, Removing Duplicates, Data Validation, Grouping and Ungrouping.	15
II	**Financial, Logical and Text Functions Financial Functions** Depreciation (DB, DDB, VDB), Simple Interest (PMT, NPER, INTRATE) - Present Value, Net Present Value, Future Value (PV, NPV, FV) - Internal Rate of Return (IRR, MIRR); Logical Functions: AND, OR, NOT, IF, TRUE; Text Functions: UPPER, LOWER, LEFT, RIGHT, TRIM, T, TEXT, LEN, DOLLAR, EXACT; Practical Exercises Based on Financial, Logical and Text Functions.	15
III	**Statistical Analysis** Functions Statistical Functions: Mean, Median, Mode, Standard Deviation, Correlation, Skewness, F Test, Z Test, and Chi-Square Analysis.	15
IV	**Reference** Date & Time Functions: Date, Date Value, Day, Days 360, Now, Time, Time Value, Workday, Weekday, Year. Lookup and Reference Functions: Hlookup, Vlookup, Transpose, Getpivot Data, Hyperlink - Practical Exercises Based on Statistical, Date & Time, Lookup and Reference Functions.	15

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UNIVERSITY OF MADRAS

B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2	PSO 3
CO1	3	2	3	2	3	3	2	3	3	2	2
CO2	3	2	3	2	3	3	2	3	3	2	2
CO3	3	2	3	2	3	3	2	3	3	2	2
CO4	3	2	3	2	3	3	2	3	3	2	2
CO5	3	2	3	2	3	3	2	3	3	2	2
TOTAL	15	10	15	10	15	15	10	15	15	10	10
AVERAGE	3	2	3	2	3	3	2	3	3	2	2

3 – Strong, 2- Medium, 1- Low

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B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER - II

ELECTIVE - II: INSURANCE AND RISK MANAGEMENT

(Common to B.Com. BM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146E2B	4				3	4	25	75	100

Learning Objectives	
LO1	To know the concepts and principles of contract of insurance
LO2	To understand the basic features concepts of life insurance
LO3	To gain knowledge on the principles of general insurance
LO4	To examine the Insurance Regulatory and Development Authority 1999 (IRDA)
LO5	To know the risk management process

Prerequisites: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	Introduction to Insurance Definition of Insurance - Characteristics of Insurance – Principles of Contract of Insurance – General Concepts of Insurance – Insurance and Hedging – Types of Insurance – Insurance Intermediaries – Role of Insurance in Economic Development.	12
II	Life Insurance Life Insurance Business - Fundamental Principles of Life Insurance – Basic Features of Life Insurance Contracts - Life Insurance Products –Traditional and Unit Linked Policies – Individual and Group Policies - With and Without Profit Policies – Policies - Types of Life Insurance Policies – Pension and Annuities – Reinsurance – Double Insurance	12
III	**General Insurance** General Insurance Business - Fundamental Principles of General Insurance – Types - Fire Insurance – Marine Insurance – Motor Insurance – Personal Accident Insurance – Liability Insurance – Miscellaneous Insurance – Claims Settlement.	12
IV	Risk Management Risk Management – Objectives – Process – Identification and Evaluation of Potential Losses– Risk Reduction - Retention and Risk Transfer – Risk Financing - Level of Risk Management – Corporate Risk Management – Management of Risk by Individual. – Personal Risk Management.	12
V	IRDA Act 1999 Insurance Regulatory and Development Authority (IRDA) 1999– Introduction – Purpose, Duties, Powers and Functions of IRDA – Operations of IRDA –	12

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UNIVERSITY OF MADRAS

B.COM. (GENERAL) DEGREE PROGRAMME

SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER - II

ELECTIVE - II: INDIAN ECONOMIC DEVELOPMENT

(Common to B.Com. A&F, BM & MM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146E2C	4				3	4	25	75	100

Learning Objectives	
LO1	To understand the concepts of Economic growth and development
LO2	To know the features and factors affecting economic development
LO3	To gain understanding about the calculation of national income
LO4	To examine the role of public finance in economic development
LO5	To understand the causes of inflation

Prerequisites: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Economic Development and Growth** Meaning & Definition - Concepts of Economic Growth and Development. Differences between Growth and Development. Measurement of Economic Development: Per Capita Income, Basic Needs, Physical Quality of Life Index, Human Development Index and Gender Empowerment Measure- Factors affecting Economic Development	12
II	**Classification of Nations on the basis of development** Characteristics of Developing Countries and Developed Countries - Population and Economic Development- Theories of Demographic Transition. Human Resource Development and Economic Development	12
III	**National Income** Meaning, Importance, National Income -Concept, types of measurement, Comparison of National Income at Constant and Current Prices. Sectorial Contribution to National Income. National Income and Economic Welfare	12
IV	**Public Finance** Meaning, Importance, Role of Public Finance in Economic Development, Public Revenue-Sources, Direct and Indirect taxes, Impact and Incidence of Taxation, Public Expenditure-Classification and Cannons of Public Expenditure, Public Debt-Need, Sources and Importance, Budget-Importance, Types of Deficits -Revenue, Budgetary, Primary and Fiscal, Deficit Financing.	12

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	Web Resources
1	https://www.mcminnlaw.com/principles-of-insurance-contracts/
2	https://www.investopedia.com/terms/l/lifeinsurance.asp
3	https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo108&flag=1

MAPPING WITH PROGRAMME OUTCOMES AND PROGRAMME SPECIFIC OUTCOMES

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2	PSO3
CO1	3	2	3	2	2	2	2	2	2	2	2
CO2	3	2	3	2	2	2	2	2	2	2	2
CO3	3	2	3	2	2	2	2	2	2	2	2
CO4	3	2	3	2	2	2	2	2	2	2	2
CO5	3	2	3	2	2	2	2	2	2	2	2
TOTAL	15	10	15	10	10	10	10	10	10	10	10
AVERAGE	3	2	3	2	2	2	2	2	2	2	2

3 – Strong, 2- Medium, 1- Low

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SYLLABUS WITH EFFECT FROM 2023-2024

FIRST YEAR – SEMESTER – II

SEC – 2 ACCOUNTING USING EXCEL – PRACTICAL

(Common to BCom-AF, BM & MM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
146S2A			2		2	2	40	60	100
Unit	Contents								No. of Hours
I	**Using Financial Functions (Part 1)** ACCRINT function - Returns the accrued interest for a security that pays periodic interest ACCRINTM function - Returns the accrued interest for a security that pays interest at maturity AMORDEGRC function - Returns the depreciation for each accounting period by using a depreciation coefficient AMORLINC function - Returns the depreciation for each accounting period COUPDAYBS function - Returns the number of days from the beginning of the coupon period to the settlement date COUPDAYS function - Returns the number of days in the coupon period that contains the settlement date COUPDAYSNC function - Returns the number of days from the settlement date to the next coupon date COUPNCD function - Returns the next coupon date after the settlement date COUPNUM function - Returns the number of coupons payable between the settlement date and maturity date COUPPCD function - Returns the previous coupon date before the settlement date CUMIPMT function - Returns the cumulative interest paid between two periods CUMPRINC function - Returns the cumulative principal paid on a loan between two periods									6

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IV	**Using Financial Functions (Part 4)** PDURATION function (Excel 2013) - Returns the number of periods required by an investment to reach a specified value PMT function - Returns the periodic payment for an annuity PPMT function - Returns the payment on the principal for an investment for a given period PRICE function - Returns the price per $100 face value of a security that pays periodic interest PRICEDISC function - Returns the price per $100 face value of a discounted security PRICEMAT function - Returns the price per $100 face value of a security that pays interest at maturity PV function - Returns the present value of an investment RATE function - Returns the interest rate per period of an annuity RECEIVED function - Returns the amount received at maturity for a fully invested security RRI function (Excel 2013) - Returns an equivalent interest rate for the growth of an investment	6
V	**Using Financial Functions (Part 5)** SLN function - Returns the straight-line depreciation of an asset for one period SYD function - Returns the sum-of-years' digits depreciation of an asset for a specified period TBILLEQ function - Returns the bond-equivalent yield for a Treasury bill TBILLPRICE function - Returns the price per $100 face value for a Treasury bill TBILLYIELD function - Returns the yield for a Treasury bill VDB function - Returns the depreciation of an asset for a specified or partial period by using a declining balance method XIRR function - Returns the internal rate of return for a schedule of cash flows that is not necessarily periodic XNPV function - Returns the net present value for a schedule of cash flows that is not necessarily periodic YIELD function - Returns the yield on a security that pays periodic interest YIELDDISC function - Returns the annual yield for a discounted security; for example, a Treasury bill YIELDMAT function - Returns the annual yield of a security that pays interest at maturity	6
	Total	30

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SYLLABUS WITH EFFECT FROM 2023-2024

THIRD YEAR – SEMESTER - VI

DISCIPLINE SPECIFIC ELECTIVE: BASICS OF MS EXCEL

(Common to BCom-AF & BM)

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
346E6D	1	2	2		3	5	40	60	100

Learning Objectives	
LO1	To introduce students to Excel as an important tool in business applications
LO2	To familiarize them with the features and functions of a spread sheet.
LO3	To understand the concepts of accounting, reporting and analysis using spread sheet.
LO4	To Construct formulas, including the use of built-in functions, and relative and absolute reference
LO5	To develop various applications using MS-Excel.

Prerequisites: Should have studied Commerce in XII Std

Unit	Contents	No. of Hours
I	**Introduction** Spreadsheets - Workbook - Cell Referencing, Cell Addressing, File Menu; Home Menu, Conditional Formatting, Formatting as a Table, Cell Styles, AutoSum, Sort and Filter; Insert Menu, Inserting Tables and Pivot Tables, Smart Arts, Charts; Page Layout, Review and View Menus; Converting Text to Columns, Removing Duplicates, Data Validation, Grouping and Ungrouping.	15
II	**Financial, Logical and Text Functions Financial Functions** Depreciation (DB, DDB, VDB), Simple Interest (PMT, NPER, INTRATE) - Present Value, Net Present Value, Future Value (PV, NPV, FV) - Internal Rate of Return (IRR, MIRR); Logical Functions: AND, OR, NOT, IF, TRUE; Text Functions: UPPER, LOWER, LEFT, RIGHT, TRIM, T, TEXT, LEN, DOLLAR, EXACT; Practical Exercises Based on Financial, Logical and Text Functions.	15
III	**Statistical Analysis** Functions Statistical Functions: Mean, Median, Mode, Standard Deviation, Correlation, Skewness, F Test, Z Test, and Chi-Square Analysis.	15
IV	**Reference** Date & Time Functions: Date, Date Value, Day, Days 360, Now, Time, Time Value, Workday, Weekday, Year. Lookup and Reference Functions: Hlookup, Vlookup, Transpose, Getpivot Data, Hyperlink - Practical Exercises Based on Statistical, Date & Time, Lookup and Reference Functions.	15

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Work load .

ACADEMIC YEAR 2023-2024

ACADEMIC YEAR
2023- 2024
EVEN SEMESTER

Nazareth College of Arts and Science

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Department of Computer Science

Department Workload 2023-2024 (Even Semester)

Shift I &II

S.No	Class	Subject Code	Subject Name	No of Hours	Total
1	I B.Sc CS A	125C2A	Introduction to Computer Architecture and Microprocessor	6	11
2	I B.Sc CS A	125C21	Introduction to Computer Architecture and Microprocessor Practical	5	
4	I B.Sc CS B	125C2A	Introduction to Computer Architecture and Microprocessor	6	11
5	I B.Sc CS B	125C21	Introduction to Computer Architecture and Microprocessor Practical	5	
7	II B.Sc CS A	SE24A	Web Technology	6	12
8	II B.Sc CS A	SE241	Web Technology Lab	6	
9	II B.Sc CS B	SE24A	Web Technology	6	12
10	II B.Sc CS B	SE241	Web Technology Lab	6	
11	III B.Sc CS	SE26A	Software Engineering	5	30
12	III B.Sc CS	SE261	CASE Tools and Testing tools Lab	5	
13	III B.Sc CS	SE26C	Introduction to Cloud Computing	5	
14	III B.Sc CS	SE26B	Introduction to Data Science	5	
15	III B.Sc CS	SE46B	Internet of Things	5	
16	III B.Sc CS	SE26Q	Mini Project	5	
					76

Other Departments

S.No	Class		Subject Name	No of Hours
1	II MCOM		Management Systems	6
2	II BA	TSSE2	Computing Skill	2
3	II PG	PSSED	Computing Skill	2
4	II BSW		Skill Enhancement Course	2
			Total	12

Department of Computer Science	76
Other Departments	12
Grand Total	88

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Department of Computer Science

Class Workload 2023-2024 (Even Semester)

Shift I &II

I B.SC CS A

Second Semester

S.No	Subject Name	Sub Code	Credits	Name of the Staff	No of Hours
1	Tamil-II		3	Ms.Radhika	6
	Hindi-II		3	Ms.Fathima	
2	English-II	100L2Z E	3	Ms.Lavanya	6
3	Introduction to Computer Architecture and Microprocessor	125C2A	5	Ms.P.Subhashini	6
4	Introduction to Computer Architecture and Microprocessor Lab	125C21	5	Ms.P.Subhashini	5
5	Mathematics II	125E2A	3	Ms.Femila	5
6	Skill Enhancement -Quantitative Aptitude/Basic	125S2A	2	Ms.Beulah Angeline	2
	Basic Tamil-II (Other Language)	100L2L		Dr.Sudha	
7	Skill Enhancement -Problem Solving Techniques	125S2B	2	Ms.P.Subhashini	

30

I B.SC CS B

Second Semester

S.No	Subject Name	Sub Code	Credits	Name of the Staff	No of Hours
1	Tamil-II		3	Mr.Gopal	6
	Hindi-II		3	Ms.Fathima	
2	English-II	100L2Z E	3	Ms.Rajkumari	6
3	Introduction to Computer Architecture and Microprocessor	125C2A	5	Ms.Parani Priya K	6
4	Introduction to Computer Architecture and Microprocessor Lab	125C21	5	Ms.Parani Priya K	5
5	Mathematics II	125E2A	3	Ms.Julia Princess	5
6	Skill Enhancement -Quantitative Aptitude/Basic	125S2A	2	Ms.Uma	2
	Basic Tamil-II (Other Language)	100L2L		Dr.Sudha	
7	Skill Enhancement -Problem Solving Techniques	125S2B	2	Ms.Parani Priya K	

30

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Fourth Semester

S.No	Subject Name	Sub Code	Credits	Name of the Staff	No of Hours
1	Tamil IV	LAI4A	3	Ms.Radhika	6
	Hindi IV		3	Ms.Fathima	
2	English IV	LZ14B	3	Ms.Sivaranjani	4
3	Web Technology	SE24A	4	Ms.Abirami.S	6
4	Web Technology Lab	SE241	3	Ms.Abirami .S	6
5	Statistics II	SP3AB	5	Ms.Femila	6
6	Soft Skill IV	TSSEG	3	Ms.Sivaranjani	2
					30

II B.SC CS B

Fourth Semester

S.No	Subject Name	Sub Code	Credits	Name of the Staff	No of Hours
1	Tamil IV	LAI4A	3	Mr.Gopal	6
	Hindi IV		3	Ms.Fathima	
2	English IV	LZ14B	3	Mr.Theodar	4
3	Web Technology	SE24A	4	Ms.Yuvarani B	6
4	Web Technology Lab	SE241	3	Ms.Yuvarani B	6
5	Statistics II	SP3AB	5	Ms.Alan Lydia	6
6	Soft Skill IV	TSSEG	3	Mr.Theodar	2
					30

III B.SC CS

Sixth Semester

S.No	Subject Name	Sub Code	Credits	Name of the Staff	No of Hours
1	Software Engineering	SE26A	4	Ms.Kaviyarasi .R	5
2	CASE Tools and Testing tools Lab	SE26A	3	Ms.Mano Ranjitham	5
3	Introduction to Cloud Computing	SE26C	4	Ms.Yuvarani B	5
4	Introduction to Data Science	SE26B	5	Ms.Subhashini P	5
5	IOT and its Applications	SE46B	4	Ms.Parani Priya K	5
6	Mini Project	SE26Q	5	Ms.Mano Ranjitham.E Ms.Kaviyarasi R Ms.Abirami S Ms.Yuvarani B Ms.Subhashini P Ms.Parani Priya K	5

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Department of Computer Science
Staff Workload 2023-2024 (Even Semester)
Shift I &II

Ms E.Mano Rajitham

Class	Subject Name	Sub Code	No of Hours	Total
III B.Sc CS	CASE Tools and Testing tools Lab	SE261	5	6
III B.Sc CS	Mini Project	SE26Q	1	

Ms.Kaviyarasi R

Class	Subject Name	Sub Code	No of Hours	Total
III B.Sc CS	Software Engineering	SE26A	5	12
II M.Com	Management Information Systems		6	
III B.Sc CS	Mini Project	SE26Q	1	

Ms.S.Abirami

Class	Subject Name	Sub Code	No of Hours	Total
II B.Sc CS A	Web Technology	SE24A	6	17
II B.Sc CS A	Web Technology Lab	SE241	6	
II BA	Computing Skills	TSSE2	2	
II PG	Computing Skills	PSSED	2	
III B.Sc CS	Mini Project	SE26Q	1	

Mrs B.Yuvarni

Class	Subject Name	Sub Code	No of Hours	Total
II B.Sc CS B	Web Technology	SE24A	6	18
II B.Sc CS B	Web Technology Lab	SE241	6	
III B.Sc CS	Introduction to Cloud Computing	SE26C	5	
III B.Sc CS	Mini Project	SE26Q	1	

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Ms.Subhashini

Class	Subject Name	Sub Code	No of Hours	Total
I B.Sc CS A	Introduction to Computer Architecture and Microprocessor	125C2A	6	18
I B.Sc CS A	Introduction to Computer Architecture and Microprocessor Practical	125C21	5	
III B.Sc CS	IOT and its Applications	SE46B	5	
III B.Sc CS	Mini Project	SE26Q	1	
II BSW	Skill Enhancement Course		1	

Ms.Parani Priya.K

Class	Subject Name	Sub Code	No of Hours	Total
I B.Sc CS B	Introduction to Computer Architecture and Microprocessor	125C2A	6	18
I B.Sc CS B	Introduction to Computer Architecture and Microprocessor Practical	125C21	5	
III B.Sc CS	Introduction to Data Science	SE26B	5	
III B.Sc CS	Mini Project	SE26Q	1	
II BSW	Skill Enhancement Course		1	

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ACADEMIC YEAR
2023- 2024
ODD SEMESTER

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DEPARTMENT OF COMPUTER SCIENCE

DEPARTMENT WORK LOAD 2023-2024 (ODD SEMESTER)

SHIFT I

S.No	Class	Subject Name	No of Hours	Total
1	I B.Sc CS (A&B)	Python Programming	8	26
2	I B.Sc CS (A&B)	Prython Programming Lab	10	
3	I B.Sc CS (A&B)	Foundation Course-Fundamentals Of Computers	4	
4	I B.Sc CS (A&B)	Skill Enhancement Course-Office Automation	4	
5	II B.Sc CS (A&B)	Java And Data Structures	10	24
6	II B.Sc CS (A&B)	Data Structures Using Java Lab	12	
7	II B.Sc CS (A&B)	Environmental Science	2	
8	III B.Sc CS	Computer Network	6	30
9	III B.Sc CS	Operating System	5	
10	III B.Sc CS	Relational Database Management System	5	
11	III B.Sc CS	Operating System Lab	4	
12	III B.Sc CS	PI/SQL Lab	4	
13	III B.Sc CS	Graphics And Visualization	5	
14	III B.Sc CS	Value Education	1	
				80

Other Departments

S.No	Class	Subject Name	No of Hours
1	II MCOM	Fundamentals of Information Technology	5
2	II BA	Computing Skill	2
4	III BSC MATHS	Python And Python Lab	6
		Total	13

Department of Computer Science	80
Other Departments	13
Grand Total	93

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DEPARTMENT OF COMPUTER SCIENCE

STAFF WORK LOAD 2023-2024 (ODD SEMESTER)

Mrs E.Mano Rajitham

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS	TOTAL
III B.Sc CS	PL/SQL Lab	SE252	4	6
I B.Sc CS (A)	Python Programming Lab		1	
I B.Sc CS (B)	Python Programming Lab		1	

Mrs. R.Kaviyarasi

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS	TOTAL
III B.Sc CS	RDBMS	SE25C	5	11
III B.Sc MATHS	Problem Solving Using Python		6	

Ms.S.Abirami

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS	TOTAL
II B.Sc CS A	Data Structures Using Java	SE23A	5	18
II B.Sc CS A	Data Structures Using Java Lab	SE231	6	
II B.Sc CS A	Environmetal Science	ENV4A	1	
III B.Sc CS	Graphics And Visualization	SE45B	5	
II BA	Computing Skills	TSSE2	1	

Mrs B.Yuvarni

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS	TOTAL
II B.Sc CS B	Data Structures Using Java	SE23A	5	18
II B.Sc CS B	Data Structures Using Java Lab	SE231	6	
II B.Sc CS B	Environmental Science	ENV4A	1	
III B.Sc CS	Computer Network	SE25A	6	

Ms.ParaniPriya

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS	TOTAL
I B.Sc CS B	Python Programming	SE21A	4	18
I B.Sc CS B	Python Programming Lab	SE211	4	
I B.Sc CS (A)	Foundation Course-Fundamentals Of Computers		2	
I B.Sc CS B	Foundation Course-Fundamentals Of Computers		2	
II M.COM	Fundamentals Of Information Technology	KDA31	5	
II BA	Computing Skills	TSSE2	1	

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Ms.Subhashini

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS	TOTAL
I B.Sc CS A	Python Programming		4	18
I B.Sc CS A	Python Programming Lab		4	
III B.Sc CS	Operating System	SE25B	5	
III B.Sc CS	Operating System Lab	SE251	4	
II BA	Computing Skills	TSSE2	1	

Skill Enhancement Course	4	Maths Department

PRINCIPAL DEAN OF ACADEMICS HOD

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DEPARTMENT OF COMPUTER SCIENCE

CLASS WORK LOAD ODD SEMESTER (2023 - 2024)

SHIFT I

I B.SC CS A

FIRST SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Tamil-I		3	Ms.Gopal	6
	Hindi-I		3	Ms.Fathima	
2	English-I		3	Ms.Rajkumari	6
3	Python Programming		5	Ms.Subhashini	4
4	Python Programming Lab		5	Ms.Subhashini	5
5	Statistics		3	Ms.Julia Princess	5
6	Skill Enhancement Course-Office Automation		3	Ms.Julia Princess	2
7	Foundation Course-Fundamentals of Computers		2	Ms.Subhashini	2
					30

I B.SC CS B

FIRST SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Tamil-I		3	Ms.Deepa	6
	Hindi-I		3	Ms.Fathima	
2	English-I		3	Ms.Rajeshwari	6
3	Python Programming		5	Ms.ParaniPriya	5
4	Python Programming Lab		5	Ms.ParaniPriya	4
5	Statistics			Ms.Uma	5
6	Skill Enhancement Course-Office Automation		3	Ms.Uma	2
7	Foundation Course-Fundamentals of Computers		2	Ms.ParaniPriya	2
					30

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II B.SC CS A

THIRD SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Tamil-III	LA13A	3	Ms.Deepa	6
	Hindi-III		3	Ms.Fathima	
2	English-III	LZ13B	4	Ms.Sivaranjani	4
3	Java And Data Structures	SE23A	4	Ms.Abirami	6
4	Data Structures Using Java Lab	SE231	3	Ms.Abirami	5
5	Statistical Methods &Their Application-I (Allied)	SP3AA	5	Ms.Julia Princess	6
6	Environmental Science	ENV4B	2	Ms.Abirami	1
7	Soft Skill		2	Ms.Sivaranjani	2
					30

II B.SC CS B

THIRD SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Tamil-III	LA13A	3	Mr.Gopal	6
	Hindi-III		3	Ms.Fathima	
2	English-III	LZ13B	4	Mr.Theodar	4
3	Java And Data Structures	SE23A	4	Ms.B.Yuvarani	6
4	Data Structures Using Java Lab	SE231	3	Ms.B.Yuvarani	5
5	Statistical Methods &Their Application-I (Allied)	SP3AA	5	Ms.Femila	6
6	Environmental Science	ENV4B	2	Ms.B.Yuvarani	1
7	Soft Skill		2	Mr.Theodar	2
					30

III B.SC CS

FIFTH SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Computer Network	SE25A	4	Ms.B.Yuvarani	6
2	Operating System	SE25B	4	Ms.Subhashini	5
3	RDBMS	SE25C	4	Ms.Kaviyarasi .R	5
4	Operating System Lab	SE251	4	Ms.Subhashini	4
5	PL/SQLLab	SE252	4	Ms.E.Mano Ranjitham	4
6	Graphics And Visualization	SE45B	4	Ms.Abirami	5
7	Value Education	VAE5Q	2	Ms.Uma	1
					30

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DEPARTMENT OF COMPUTER APPLICATIONS

DEPARTMENT WORK LOAD 2023-2024 (EVEN SEMESTER)

SHIFT I

S.No	Class	Subject Name	No of Hours	Total
1	I BCA 'A'	Object Oriented Programming using C++	4	11
2	I BCA 'A'	Object Oriented Programming using C++ Practical	5	
	I BCA 'A'	Skill Enhancement Course - II: Office Automation Practical	2	
3	I BCA 'B'	Object Oriented Programming using C++	4	11
4	I BCA 'B'	Object Oriented Programming using C++ Practical	5	
	I BCA 'B'	Skill Enhancement Course - II: Office Automation Practical	2	
5	II B.C.A 'A'	Open Source Technologies	6	22
	II B.C.A 'A'	Computer Network	6	
7	II B.C.A 'A'	E-Commerce technologies	5	
8	II B.C.A 'A'	Open Source Technologies Lab	5	
9	II B.C.A 'B'	Open Source Technologies	6	22
10	II B.C.A 'B'	Computer Network	6	
11	II B.C.A 'B'	E-Commerce technologies	5	
12	II B.C.A 'B'	Open Source Technologies Lab	5	
13	III BCA 'A'	Web Design and Development	5	30
14	III BCA 'A'	Data Mining	5	
15	III BCA 'A'	Mobile Application Development	5	
16	III BCA 'A'	Mobile Application Development Lab	4	
17	III BCA 'A'	IOT and its Applications	6	
18	III BCA 'A'	Mini Project	5	
19	III BCA 'A'	Web Design and Development	5	30
20	III BCA 'B'	Data Mining	5	
21	III BCA 'B'	Mobile Application Development	5	
[illegible]	III BCA 'B'	Mobile Application Development Lab	4	
23	III BCA 'B'	IOT and its Applications	6	
24	III BCA 'B'	Mini Project	5	
		TOTAL	126	126

Other Departments

S.No	Class	Subject Name	No of Hours
1	II BBA	Management Information System	5
		TOTAL	5

Department of Computer Applications	126
Other Departments	5
GRAND Total	131

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DEPARTMENT OF COMPUTER APPLICATIONS

CLASS WORK LOAD EVEN SEMESTER (2023 - 2024)

SHIFT I

I BCA A

FIRST SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Tamil - II	100L2AU	3	Dr Radhika	6
	Hindi - II	100L2D		Dr Fatima Shanavas	
2	English - II	100L2Z	3	Dr Sudha	6
3	Object Oriented Programming using C++	120C2A	5	Mrs Gayatri N	4
4	Object Oriented Programming using C++ Practical	120C2B	5	Mrs Gayatri N	5
5	Financial Accounting -II	120E2C	3	Mrs Sathyakala	5
6	Skill Enhancement Course - II: Office Automation Practical	120S2A	2	Mrs Gayatri N	2
7	Skill Enhancement Course - III: Quantitative aptitude	120S2B	2	Mr Vadivelan	2
					30

I BCA B

FIRST SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Tamil - II	100L2AU	3	Dr Sudha	6
2	English - II	100L2Z	3	Mrs Mathivadhani	6
3	Object Oriented Programming using C++	120C2A	5	Mrs R.Angelin Monica	4
4	Object Oriented Programming using C++ Practical	120C2B	5	Mrs R.Angelin Monica	5
5	Financial Accounting -II	120E2C	3	Mrs Sathyakala	5
6	Skill Enhancement Course - II: Office Automation Practical	120S2A	2	Mrs Monisha	2
7	Skill Enhancement Course - III: Quantitative aptitude	120S2B	2	Mrs Alan Lydia	2
					30

II BCA A

THIRD SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Open Source Technologies	SZ24B	4	Mrs B Gomathi	6
2	Computer Network	SZ24A	4	Mrs Sangeetha	6
3	E-Commerce Technologies	SA24C	4	Mrs Gnanaselvi	5
4	Open Source Technologies Lab	SA241	3	Mrs B Gomathi	5
5	Cost & Management Accounting	SZ34A	5	Mrs Sathyakala	6
6	SS: Quantitative Aptitude	TSSEN	3	Mrs Beulah Angeline	2
					30

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II BCA B

THIRD SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Open Source Technologies	SZ24B	4	Mrs S Gnanaselvi	6
2	Computer Network	SZ24A	4	Mrs Mary Santha Priya	6
3	E-Commerce Technologies	SA24C	4	Mrs R.Angelin Monica	5
4	Open Source Technologies Lab	SA241	3	Mrs S Gnanaselvi	5
5	Cost & Management Accounting	SZ34A	5	Mrs Dharani	6
6	SS: Quantitative Aptitude	TSSEN	3	Mrs Alan Lydia	2
					30

III BCA A

FIFTH SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Web Design And Development	SZ26A	4	Dr Thyagaraj	5
2	Data Mining	SZ26B	4	Mrs Monisha	5
3	Mobile Application Development	SZ26C	4	Mrs Sangeetha	5
4	Mobile Application Development Lab	SZ261	3	Mrs Sangeetha	4
5	IOT And Its Applications	SU46B	5	Mrs Monisha	6
6	Mini Project	SZ26Q	5	Dr Thyagaraj/Mrs R Angelin Monica/Mrs B Gomathi	5
					30

III BCA B

FIFTH SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Web Design And Development	SZ26A	4	Mrs Gayatri N	5
2	Data Mining	SZ26B	4	Mrs Sangeetha	5
3	Mobile Application Development	SZ26C	4	Mrs Mary Santha Priya	5
4	Mobile Application Development Lab	SZ261	3	Mrs Mary Santha Priya	4
5	IOT And Its Applications	SU46B	5	Mrs B Gomathi	6
6	Mini Project	SZ26Q	5	Mrs S Gnanaselvi/Mrs Gayatri/Mrs Mary Santha Priya	5
					30

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DEPARTMENT OF COMPUTER APPLICATIONS

STAFF WORK LOAD 2023-2024 (EVEN SEMESTER)

SHIFT - I

Dr. M. THYAGARAJ

CLASS	SUBJECT NAME	SUB CODE	TOTAL
III BCA A	Web Design And Development	SZ26A	5
III BCA A	Mini Project	SZ26Q	2
III BCA A	Mobile Application Development Lab	SZ261	3
		Total	10

MRS. R. ANGELIN MONICA

CLASS	SUBJECT NAME	SUB CODE	TOTAL
I BCA B	Object Oriented Programming using C++	120C2A	4+2
I BCA B	Object Oriented Programming using C++ Practical	120C2B	5
II BCA B	E-Commerce Technologies	SA24C	5
III BCA A	IOT And Its Applications	SU46B	1
III BCA A	Mini Project	SZ26Q	1
		Total	18

MRS. B. GOMATHI

CLASS	SUBJECT NAME	SUB CODE	TOTAL
II BCA A	Open Source Technologies	SZ24B	6
II BCA A	Open Source Technologies Lab	SA241	5
III BCA B	IOT And Its Applications	SU46B	5
III BCA A	Mini Project	SZ26Q	2
		Total	18

MRS. R. GAYATRI

CLASS	SUBJECT NAME	SUB CODE	TOTAL
I BCA A	Object Oriented Programming using C++	120C2A	4+2
I BCA A	Object Oriented Programming using C++ Practical	120C2B	5
III BCA B	Web Design And Development	SZ26A	5
III BCA B	IOT And Its Applications	SU46B	1
III BCA B	Mini Project	SZ26Q	1
		Total	18

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MRS. MARY SANTHAPRIYA

CLASS	SUBJECT NAME	SUB CODE	TOTAL
III BCA B	Mobile Application Development	SZ26C	5
III BCA B	Mobile Application Development Lab	SZ261	4
II BCA B	Computer Network	SZ24A	6
II BCA A	E-Commerce Technologies	SA24C	2
III BCA B	Mini Project	SZ26Q	1
		Total	18

MRS. GNANASELVI

CLASS	SUBJECT NAME	SUB CODE	TOTAL
I BCA B	Open Source Technologies	SZ24B	6
I BCA B	Open Source Technologies Lab	SA241	5
II BCA A	E-Commerce Technologies	SA24C	3
III BCA B	Mini Project	SZ26Q	2
		Total	16

MRS. MONISHA E

CLASS	SUBJECT NAME	SUB CODE	TOTAL
III BCA A	IOT And Its Applications	SU46B	5
III BCA A	Data Mining	SZ26B	5
II BBA	Management Information System		5
		Total	15

Mrs. SANGEETHA

CLASS	SUBJECT NAME	SUB CODE	TOTAL
III BCA A	Mobile Application Development	SZ26C	5
III BCA A	Mobile Application Development Lab	SZ261	1
III BCA B	Data Mining	SZ26B	5
II BCA A	Computer Network	SZ24A	6
III BCA B	Mini Project	SZ26Q	1
		Total	18

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DEPARTMENT OF COMPUTER APPLICATIONS

DEPARTMENT WORK LOAD 2023-2024 (ODD SEMESTER)

SHIFT I

S.No	Class	Subject Name	No of Hours	Total
1	I BCA 'A'	PROBLEM SOLVING USING PYTHON	4	13
2	I BCA 'A'	PROBLEM SOLVING USING PYTHON LAB	5	
3	I BCA 'A'	SKILL ENHANCEMENT COURSE	2	
4	I BCA 'A'	FOUNDATION COURSE	2	
5	I BCA 'B'	PROBLEM SOLVING USING PYTHON	4	13
6	I BCA 'B'	PROBLEM SOLVING USING PYTHON LAB	5	
7	I BCA 'B'	SKILL ENHANCEMENT COURSE	2	
8	I BCA 'B'	FOUNDATION COURSE	2	
9	II B.C.A 'A'	DATA STRUCTURES	5	22
10	II B.C.A 'A'	JAVA PROGRAMMING	5	
11	II B.C.A 'A'	COMPUTER ORGANIZATION	5	
12	II B.C.A 'A'	DATA STRUCTURES USING JAVA LAB	5	
13	II B.C.A 'A'	ENVIRONMENTAL STUDIES	2	
14	II B.C.A 'B'	DATA STRUCTURES	5	22
15	II B.C.A 'B'	JAVA PROGRAMMING	5	
16	II B.C.A 'B'	COMPUTER ORGANIZATION	5	
17	II B.C.A 'B'	DATA STRUCTURES USING JAVA LAB	5	
18	II B.C.A 'B'	ENVIRONMENTAL STUDIES	2	
19	III BCA 'A'	SOFTWARE ENGINEERING	5	30
20	III BCA 'A'	OPEARTING SYSTEM	5	
21	III BCA 'A'	RELATIONAL DATABASE MANAGEMENT SYSTEM	5	
22	III BCA 'A'	OPERATING SYSTEM LAB	4	
23	III BCA 'A'	PL/SQL LAB	5	
24	III BCA 'A'	MULTIMEDIA AND ITS APPLICATIONS	5	
25	III BCA 'A'	VALUE EDUCATION	1	
26	III BCA 'B'	SOFTWARE ENGINEERING	5	30
27	III BCA 'B'	OPEARTING SYSTEM	5	
28	III BCA 'B'	RELATIONAL DATABASE MANAGEMENT SYSTEM	5	
29	III BCA 'B'	OPERATING SYSTEM LAB	4	
30	III BCA 'B'	PL/SQL LAB	5	
31	III BCA 'B'	MULTIMEDIA AND ITS APPLICATIONS	5	
32	III BCA 'B'	VALUE EDUCATION	1	
		TOTAL	130	130

Other Departments

S.No	Class	Subject Name	No of Hours
2	II BBA	COMPUTER APPLICATIONS IN BUSINESS	5

Department of Computer Applications	130
Other Departments	5
GRAND Total	135

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DEPARTMENT OF COMPUTER APPLICATIONS

CLASS WORK LOAD ODD SEMESTER (2023 - 2024)

SHIFT I

I BCA A

FIRST SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	TAMIL-I		3	Mrs. Deepa	6
	HINDI-I			Dr. FATHIMA SHANAVAS	
2	ENGLISH-I		3	Mr. Hariharan	6
3	PROBLEM SOLVING USING PYTHON		5	Mrs. Gayatri	4
4	PROBLEM SOLVING USING PYTHON LAB		5	Mrs. Gayatri	5
5	FINANCIAL ACCOUNTING - I		3	XXX	5
6	SKILL ENHANCEMENT COURSE		2	Mrs. Gayatri	2
7	FOUNDATION COURSE		2	Mrs.Celine Kavina Mary	2
					30

I BCA B

FIRST SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	TAMIL-I		3	Dr. Sudha	6
2	ENGLISH-I		3	Mrs. Mathivadhani	6
3	PROBLEM SOLVING USING PYTHON		5	Mrs. Baby Saral	4
4	PROBLEM SOLVING USING PYTHON LAB		5	Mrs. Baby Saral	5
5	FINANCIAL ACCOUNTING - I		3	YYY	5
6	SKILL ENHANCEMENT COURSE		2	Mrs. Baby Saral	2
7	FOUNDATION COURSE		2	Mrs. S.Gnanaselvi	2
					30

II BCA A

THIRD SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	DATA STRUCTURES	SZ23A	4	Mrs. S.Gnanaselvi	5
2	JAVA PROGRAMMING	SZ23B	4	Mrs. B. Gomathi	5
3	COMPUTER ORGANIZATION	SZ23C	4	Mrs.Angelin Monica	5
4	DATA STRUCTURES USING JAVA LAB	SZ231	3	Mrs. B. Gomathi	5
5	FINANCIAL ACCOUNTING	SZ33A	5	XXX	6
6	SOFT SKILLS - TECHNICAL WRITING & PRESENTATION SKILLS	TSSEE	3	YYY	2
7	ENVIRONMENTAL STUDIES	ENV4B	2	Mrs. Mary Santha Priya	2
					30

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II BCA B

THIRD SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	DATA STRUCTURES	SZ23A	4	Mrs. Baby Saral	5
2	JAVA PROGRAMMING	SZ23B	4	Mrs. S.Gnanaselvi	5
3	COMPUTER ORGANIZATION	SZ23C	4	Mrs.Celine Kavina Mary	5
4	DATA STRUCTURES USING JAVA LAB	SZ231	3	Mrs. S.Gnanaselvi	5
5	FINANCIAL ACCOUNTING	SZ33A	5	Mrs. Dharani	6
6	SOFT SKILLS - TECHNICAL WRITING & PRESENTATION SKILLS	TSSEE	3	XXX	2
7	ENVIRONMENTAL STUDIES	ENV4B	2	Mrs. Baby Saral	2
					30

III BCA A

FIFTH SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	SOFTWARE ENGINEERING	SU25A	4	Mrs. Gayatri	5
2	OPERATING SYSTEM	SE25B	4	Mrs.Celine Kavina Mary	5
3	RELATIONAL DATABASE MANAGEMENT SYSTEM	SE25C	4	Dr.M.Thyagaraj	5
4	OPERATING SYSTEM LAB	SE251	3	Mrs.Celine Kavina Mary	4
5	PL/SQL LAB	SE252	2	Dr.M.Thyagaraj	5
6	MULTIMEDIA AND ITS APPLICATIONS	SU45B	5	Mrs.Angelin Monica Mrs. Mary Santha Priya	5
7	VALUE EDUCATION	VAE5Q	2	Mrs. Gayatri	1
					30

III BCA B

FIFTH SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	SOFTWARE ENGINEERING	SU25A	4	Mrs. B. Gomathi	5
2	OPERATING SYSTEM	SE25B	4	Mrs. Mary Santha Priya	5
3	RELATIONAL DATABASE MANAGEMENT SYSTEM	SE25C	4	Mrs.Angelin Monica	5
4	OPERATING SYSTEM LAB	SE251	3	Mrs. Mary Santha Priya	4
5	PL/SQL LAB	SE252	2	Mrs.Angelin Monica	5
6	MULTIMEDIA AND ITS APPLICATIONS	SU45B	5	Mrs. B. Gomathi Mrs. Celine Kavina Mary	5
7	VALUE EDUCATION	VAE5Q	2	Mrs. Gayatri	1
					30

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DEPARTMENT OF COMPUTER APPLICATIONS

STAFF WORK LOAD 2023-2024 (ODD SEMESTER)

SHIFT - I

Dr. M. THYAGARAJ

CLASS	SUBJECT NAME	SUB CODE	TOTAL
III BCA A	RELATIONAL DATABASE MANAGEMENT SYSTEM	SE25C	5
III BCA A	PL/SQL LAB	SE252	5
		Total	10

MRS. R. ANGELIN MONICA

CLASS	SUBJECT NAME	SUB CODE	TOTAL
II BCA A	COMPUTER ORGANIZATION	SZ23C	5
III BCA B	RELATIONAL DATABASE MANAGEMENT SYSTEM	SE25C	5
III BCA B	PL/SQL LAB	SE252	5
III BCA A	MULTIMEDIA AND ITS APPLICATIONS	SU45B	3
		Total	18

MRS. GOMATHI

CLASS	SUBJECT NAME	SUB CODE	TOTAL
II BCA A	JAVA PROGRAMMING	SZ23B	5
II BCA A	DATA STRUCTURES USING JAVA LAB	SZ231	5
III BCA B	SOFTWARE ENGINEERING	SU25A	5
III BCA B	MULTIMEDIA AND ITS APPLICATIONS	SU45B	3
		Total	18

MRS. R. GAYATRI

CLASS	SUBJECT NAME	SUB CODE	TOTAL
I BCA A	PROBLEM SOLVING USING PYTHON	SE21A	4
I BCA A	PROBLEM SOLVING USING PYTHON LAB	SE211	5
III BCA A	SOFTWARE ENGINEERING	SU25A	5
III BCA A & B	VALUE EDUCATION	VAE5Q	2
I BCA A	SEC: OFFICE AUTOMATION		2
		Total	18

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MRS. MARY SANTHAPRIYA

CLASS	SUBJECT NAME	SUB CODE	TOTAL
III BCA B	OPERATING SYSTEM	SE25B	5
III BCA B	OPERATING SYSTEM LAB	SE251	4
II BBA	COMPUTER APPLICATIONS IN BUSINESS	BB23C	5
II BCA A	ENVIRONMENTAL STUDIES	ENV4B	2
III BCA A	MULTIMEDIA AND ITS APPLICATIONS	SU45B	2
		Total	18

MRS. G. BABY SARAL

CLASS	SUBJECT NAME	SUB CODE	TOTAL
I BCA B	PROBLEM SOLVING USING PYTHON	SE21A	4
I BCA B	PROBLEM SOLVING USING PYTHON LAB	SE211	5
II BCA B	DATA STRUCTURES	SZ23A	5
II BCA B	ENVIRONMENTAL STUDIES	ENV4B	2
I BCA B	SEC: OFFICE AUTOMATION		2
		Total	18

MRS. GNANASELVI

CLASS	SUBJECT NAME	SUB CODE	TOTAL
II BCA B	JAVA PROGRAMMING	SZ23B	5
II BCA B	DATA STRUCTURES USING JAVA LAB	SZ231	5
II BCA A	DATA STRUCTURES	SZ23A	5
I BCA B	FC: FUNDAMENTALS OF COMPUTERS		2
		Total	17

MRS. CELINE KAVINA MARY

CLASS	SUBJECT NAME	SUB CODE	TOTAL
III BCA A	OPERATING SYSTEM	SE25B	5
III BCA A	OPERATING SYSTEM LAB	SE251	4
II BCA B	COMPUTER ORGANIZATION	SZ23C	5
III BCA B	MULTIMEDIA AND ITS APPLICATIONS	SU45B	2
I BCA A	FC: FUNDAMENTALS OF COMPUTERS		2
		Total	18

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

PRINCIPAL DEAN OF ACADEMICS HOD

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam
Vellanoor Post, Avadi, Chennai-600062

ACADEMIC YEAR
2023-2024
ODD SEMESTER

Nazareth college of Arts and Science					
(Affiliated to University of Madras, Re Accredited by NACC with "B" Grade.)					
DEPARTMENT OF COMMERCE					
STAFF WORKLOAD (ODD)					
2023-2024					
B.Com					
SL. NO	NAME OF THE STAFF	CLASS	SUBJECTS	NO OF HOURS	TOTAL HOURS
1	Ms. Revathy. D	III B.COM A	Income Tax	6	18
		III B.COM SH-II	Practical Auditing	6	
		III B.COM B	Financial Management	6	
2	Ms.Dhivya S	II B.COM - A	Marketing	1	6
		I B.COM - B	Principles Of Management	5	
3	Ms. Ierin Benita. J	II B.COM - A	Marketing	4	18
		III B.COM B	Cost Accounting	6	
		II B.COM D	Banking	2	
		III B.COM C	Cost Accounting	6	
4	Ms. Belsia Brito	II B.COM B	Marketing	5	18
		III B.COM - C	Income Tax	6	
		III B.COM S-II	Cost Accounting	6	
		II B.COM -C	Banking	1	
5	Ms.Asha	I B.COM B	Financial Accounting	5	18
		II B.COM - C	Marketing	5	
		III B.COM A	Cost Accounting	6	
		II B.COM -C	Banking	2	
6	Ms. Suganya	II B.COM - D	Business Law	5	18
		III B.COM C	Financial Management	6	
		I B.COM C	Bridge Course	1	
		III B.COM B	Practical Auditing	6	
7	Ms.Priyadharshini	I B.COM - C	Principles Of Management	5	18
		I B.COM C	Banking	5	
		II B.COM D	Corporate Accounting	6	
		I B.COM B	Bridge Course	2	
8	Ms.Omega	II B.COM - A	Business Law	5	18
		III B.COM C	Practical Auditing	6	
		I B.COM C	Bridge Course	1	
		III B.COM SH II	Financial Management	6	
9	Ms.Jenita	I B.COM A	Financial Accounting	5	18
		II B.COM -D	Marketing	5	
		III B.COM B	LSCM	5	
		III B.COM SH II	LSCM	3	
10	Dr. Aadhila .S	I B.COM - A	Business Economics	4	12
		I B.COM - B	Business Economics	4	
		I B.COM - C	Business Economics	4	

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11	Ms.Uma Devi	I B.COM - A	Principles Of Management	5	18
		II B.COM B	Corporate Accounting	6	
		III B.COM SH II	LSCM	2	
		III B.COM A	LSCM	5	
12	Ms.Kamali	II B.COM -A	Banking	5	19
		II B.COM - C	Corporate Accounting	6	
		III B.COM A	Practical Auditing	6	
		III B.COM C	LSCM	2	
13	Ms.Jenifer	I B.COM C	Financial Accounting	5	19
		II B.COM - B	Business Law	5	
		III B.COM SH-II	Income Tax	6	
		III B.COM C	LSCM	3	
14	Ms.Sarala	III B.COM A	Financial Management	6	19
		II B.COM C	Business Law	5	
		II B.COM A	Corporate Accouting	6	
		I B.COM A	Bridge Course	2	
15	Ms.Sathiyakala	I B.COM A	Financial Accounting	5	18
		I B.COM B	Financial Accounting	5	
		II BCA A	Financial Accounting	6	
		II B.COM -C	Banking	2	
SUB TOTAL(A)					255
SHIFT-II					
1	Ms.Jayalaskhmi	III B.COM B	Income Tax	6	9
		II B.COM -D	Banking	3	
SUB TOTAL (B)					9
GRAND TOTAL (A+B)=C					264

PRINCIPAL DEAN OF ACADEMICS HOD

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

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Nazareth college of Arts and Science					
(Affiliated to University of Madras, Re-Accredited by NACC with "B" Grade.)					
DEPARTMENT OF COMMERCE					
CLASS WORKLOAD (ODD) 2023-2024					
I - B.COM A					
S.NO	SUBJECT NAME	STAFF NAME	SUB CODE	CREDIT	NO OF HOURS
1	Tamil	Dr.Sudha	100L1A	3	6
2	Communicative English	Ms.Gayathri	100L1Z	3	6
3	Financial A/C	Ms.Jenita	146C1A	5	5
4	Business Economics	Dr.Aadhila	146E1C	3	4
5	Principles Of Management	Ms.Uma Devi	146C1B	4	5
6	Skill Enhancement		146S1A	2	2
7	Bridge Course	Ms.Jenifer	146B1A	2	2
		TOTAL			30
I B.COM B					
S.NO	SUBJECT NAME	STAFF NAME	SUB	CREDIT	NO OF
1	Tamil	Mr.Gopal		3	6
2	Communicative English	Ms.Anusheeba	100L1Z	3	6
3	Financial A/C	Ms.Asha	146C1A	4	5
4	Business Economics	Dr.Aadhila	146E1C	5	4
5	Principles Of Management	Ms.Dhivya S	146C1B	4	5
6	Skill Enhancement		146S1A	2	2
7	Bridge Course	Ms.Priyadharashni	146B1A	2	2
		TOTAL			30
I B.COM C					
S.NO	SUBJECT NAME	STAFF NAME	SUB	CREDIT	NO OF
1	Tamil	Ms.Deepa		3	6
2	Communicative English	Ms.Lavanya	100L1Z	3	6
3	Financial A/C	Ms.Jenifer	146C1A	4	5
4	Business Economics	Dr.Aadhila	146E1C	5	4
5	Principles Of Management	Ms.Priyadharshini	146C1B	4	5
6	Skill Enhancement		146S1A	2	2
7	Bridge Course	Ms.Asha	146B1A	2	2
		TOTAL			30
II YEARS					
II B.COM A					
S.NO	SUBJECT NAME	STAFF NAME	SUB	CREDIT	NO OF
1	Corporate A/C	Ms.Sarala	CZ22A	4	6
2	Business Law	Ms.Omega	CZ22B	4	5
3	Banking Theory Law And	Ms.Kamali	CZ22C	4	5
4	Marketing	Ms.Dhivya (1)/ Ms.Ierin(4)	CZ22D	4	5
5	Business Statistics	Ms.Beulah	CZ33A	4	6
6	Evs	Ms.Y	ENV4G		1
7	Soft Skil		TSSEG	3	2
		TOTAL			30

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II B.COM B					
S.NO	SUBJECT NAME	STAFF NAME	SUB	CREDIT	NO OF
1	Corporate A/C	Ms.Uma	CZ22A	4	6
2	Business Law	Ms.Jenifer	CZ22B	4	5
3	Banking Theory Law And	Ms.Priyadharshini	CZ22C	4	5
4	Marketing	Ms.Belsia Britto	CZ22D	4	5
5	Business Statistics	Ms.Femila	CZ33A	4	6
6	Evs	Ms.Suganya	ENV4G		1
7	Soft Skil		TSSEG	3	2
		TOTAL			30

II B.COM C					
S.NO	SUBJECT NAME	STAFF NAME	SUB	CREDIT	NO OF
1	Corporate A/C	Ms.Kamali	CZ22A	4	6
2	Business Law	Ms.Sarala	CZ22B	4	5
3	Banking Theory Law And	Ms.Sathiyakala/Ms.Asha	CZ22C	4	5
4	Marketing	Ms.Asha	CZ22D	4	5
5	Business Statistics	Ms.Uma	CZ33A	4	6
6	Evs	Maths	ENV4G		1
7	Soft Skil	English	TSSEG	3	2
		TOTAL			30

II B.COM D					
S.NO	SUBJECT NAME	STAFF NAME	SUB	CREDIT	NO OF
1	Corporate A/C	Ms.Priyadharshini	CZ22A	4	6
2	Business Law	Ms.Suganya	CZ22B	4	5
3	Banking Theory Law And	Ms.Ierin (2) /	CZ22C	4	5
4	Marketing	Ms.Jenita	CZ22D	4	5
5	Business Statistics	Mr.Vadivelan	CZ33A	4	6
6	Evs	Maths	ENV4G		1
7	Soft Skil	English	TSSEG	3	2
		TOTAL			30

III B.COM A					
S.NO	SUBJECT	STAFF NAME	SUB	CREDIT	NO OF
1	Elements Of Cost Accounting	Ms.Asha	CZ25A	4	6
2	Practical Auditing	Ms.Kamali	CZ25A	4	6
3	Logistics And Supply Chain	Ms.Uma	CZ25A	4	5
4	Financial Management	Ms.Sarala	CZ25A	4	6
5	Income Tax Law And Practice	Ms.Revathy	CZ45A	5	6
6	Value Education	Tamil Department	VAE5Q	2	1
		TOTAL			30

III B.COM B					
S.NO	SUBJECT	STAFF NAME	SUB	CREDIT	NO OF
1	Elements Of Cost Accounting	Ms.Ierin	CZ25A	4	6
2	Practical Auditing	Ms.Suganya	CZ25A	4	6
3	Logistics And Supply Chain	Ms.Jenita	CZ25A	4	5
4	Financial Management	Ms.Revathy	CZ25A	4	6
5	Income Tax Law And Practice	Ms.Jayalakshmi	CZ45A	5	6
6	Value Education	Ms.Julica (Maths)	VAE5Q	2	1

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TOTAL	30

III B.COM C					
S.NO	SUBJECT	STAFF NAME	SUB	CREDIT	NO OF
1	Elements Of Cost Accounting	Ms.Ierin	CZ25A	4	6
2	Practical Auditing	Ms.Omega	CZ25A	4	6
3	Logistics And Supply Chain	Ms.Kamali/ Ms.Z	CZ25A	4	5
4	Financial Management	Ms.Suganya	CZ25A	4	6
5	Income Tax Law And Practice	Ms.Belsia Britto	CZ45A	5	6
6	Value Education	Tamil Department	VAE5Q	2	1
TOTAL					30
SHIFT-II					
S.NO	SUBJECT	STAFF NAME	SUB	CREDIT	NO OF
1	Elements Of Cost Accounting	Ms.Belsia Britto	CZ25A	4	6
2	Practical Auditing	Ms.Revathy	CZ25A	4	6
3	Logistics And Supply Chain	Ms.Jenita (3)/ Ms.Uma	CZ25A	4	5
4	Financial Management	Ms.Omega	CZ25A	4	6
5	Income Tax Law And Practice	Ms.Jenifer	CZ45A	5	6
6	Value Education	Ms. Uma (Maths)	VAE5Q	2	1
TOTAL					30

PRINCIPAL DEAN OF ACADEMICS HOD

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

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Nazareth college of Arts and Science			
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DEPARTMENT OF COMMERCE			
DEPARTMENT WORKLOAD (ODD) 2023-2024			
I B.COM			
S.NO	CLASS	SUBJECT	TOTAL
1	I B.COM-A	Financial A/C	5
2		Business Economics	4
3		Principles Of Management	5
4		Bridge Course	2
TOTAL			16
1	I B.COM-B	Financial A/C	5
2		Business Economics	4
3		Principles Of Management	5
4		Bridge Course	2
TOTAL			16
1	I B.COM-C	Financial A/C	5
2		Business Economics	4
3		Principles Of Management	5
4		Bridge Course	2
TOTAL			16
GRAND TOTAL (16X3)			48
II B.COM			
S.NO	CLASS	SUBJECT	TOTAL
1	II B.COM - A	Corporate A/C	6
2		Business Law	5
3		Banking Theory Law And Operation	5
4		Marketing	5
TOTAL			21
S.NO	CLASS	SUBJECT	TOTAL
1	II B.COM - B	Corporate A/C	6
2		Business Law	5
3		Banking Theory Law And Operation	5
4		Marketing	5
TOTAL			21
1	II B.COM - C	Corporate A/C	6
2		Business Law	5
3		Banking Theory Law And Operation	5
4		Marketing	5
TOTAL			21
1	II B.COM - D	Corporate A/C	6
2		Business Law	5
3		Banking Theory Law And Operation	5
4		Marketing	5
TOTAL			21
GRAND TOTAL (21X4)			84

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CHENNAI 600 062

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III B.COM			
S.NO	CLASS	SUBJECT	TOTAL
1	III B.COM - A	Elements Of Cost Accounting	6
2		Practical Auditing	6
3		Logistics And Supply Chain Management	5
4		Financial Management	6
5		Income Tax Law And Practice	6
TOTAL			29
1	III B.COM - B	Elements Of Cost Accounting	6
2		Practical Auditing	6
3		Logistics And Supply Chain Management	5
4		Financial Management	6
5		Income Tax Law And Practice	6
TOTAL			29
1	III B.COM - C	Elements Of Cost Accounting	6
2		Practical Auditing	6
3		Logistics And Supply Chain Management	5
4		Financial Management	6
5		Income Tax Law And Practice	6
TOTAL			29
TOTAL (29*3)			**87**
SHIFT II			
1	SHIFT-II	Elements Of Cost Accounting	6
2		Practical Auditing	6
3		Logistics And Supply Chain Management	5
4		Financial Management	6
		Income Tax Law And Practice	6
TOTAL			29
TOTAL			**248**
Other Department			
1	I B.COM A	Financial Accounting	5
2	I B.COM B	Financial Accounting	5
3	II BCA A	Financial Accounting	6
Total			16
Grand Total			**264**

PRINCIPAL DEAN OF ACADEMICS HOD

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

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ACADEMIC YEAR
2023-2024
EVEN SEMESTER

NAZARETH COLLEGE OF ARTS & SCIENCE
CHENNAI
600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Nazareth college of Arts and Science

(Affiliated to University of Madras,Re Accredited by NACC with "B" Grade.)

DEPARTMENT OF COMMERCE

CLASS WORKLOAD (EVEN)

2023-2024

B.Com

I - B.COM A

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS
1	Language	100L1A	3	6
2	English	100L1Z	3	6
3	Financial Accounting II	146C2A	5	5
4	Business Law	146C2B	5	5
5	Indian Economic Development	146E2C	3	4
6	Retail Management	146S2B	2	2
7	Accounting using Excel	146S2A	2	2
TOTAL				30

I B.COM B

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS
1	Language	100L1A	3	6
2	English	100L1Z	3	6
3	Financial Accounting II	146C2A	5	5
4	Business Law	146C2B	5	5
5	Indian Economic Development	146E2C	3	4
6	Retail Management	146S2B	2	2
7	Accounting using Excel	146S2A	2	2
TOTAL				30

I B.COM C

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS
1	Language	100L1A	3	6
2	English	100L1Z	3	6
3	Financial Accounting II	146C2A	5	5
4	Business Law	146C2B	5	5
5	Indian Economic Development	146E2C	3	4
6	Retail Management	146S2B	2	2
7	Accounting using Excel	146S2A	2	2
TOTAL				30

II YEARS

II B.COM A

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS
1	Advance Corporate Accounting	CZ24A	4	6
2	Company Law	CZ24B	4	5
3	Financial Services	CZ24C	4	5
4	Indirect Taxation	CZ24D	4	5
5	Operatonal Research	CZ34A	4	6
6	EVS	ENV4G	2	1
7	SOFT SKIL	TSSEG	3	2
TOTAL				30

II B.COM B

Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kalinadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS
1	Advance Corporate Accounting	CZ24A	4	6
2	Company Law	CZ24B	4	5
3	Financial Services	CZ24C	4	5
4	Indirect Taxation	CZ24D	4	5
5	Operatonal Research	CZ34A	4	6
6	EVS	ENV4G	2	1
7	SOFT SKIL	TSSEG	3	2
TOTAL				30

II B.COM C

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS
1	Advance Corporate Accounting	CZ24A	4	6
2	Company Law	CZ24B	4	5
3	Financial Services	CZ24C	4	5
4	Indirect Taxation	CZ24D	4	5
5	Operatonal Research	CZ34A	4	6
6	EVS	ENV4G	2	1
7	SOFT SKIL	TSSEG	3	2
TOTAL				30

II B.COM D

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS
1	Advance Corporate Accounting	CZ24A	4	6
2	Company Law	CZ24B	4	5
3	Financial Services	CZ24C	4	5
4	Indirect Taxation	CZ24D	4	5
5	Operatonal Research	CZ34A	4	6
6	EVS	ENV4G	2	1
7	SOFT SKIL	TSSEG	3	2
TOTAL				30

III B.COM A

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS
1	Advance Cost Accounting	CZ26A	4	6
2	Management Accounting	CZ26B	4	6
3	Entrepreneurial Development	CZ26C	4	6
4	Income tax Law and Practice II	CZ46A	5	6
5	Human resource Management	CZ46B	5	6
TOTAL				30

III B.COM B

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS
1	Advance Cost Accounting	CZ26A	4	6
2	Management Accounting	CZ26B	4	6
3	Entrepreneurial Development	CZ26C	4	6
4	Income tax Law and Practice II	CZ46A	5	6
5	Human resource Management	CZ46B	5	6
TOTAL				30

III B.COM C

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS

COLLEGE OF ARTS & SCIENCE CHENNAI
Principal
Nazareth College of Arts & Science
Kannadapalayam

1	Advance Cost Accounting	CZ26A	4	6
2	Management Accounting	CZ26B	4	6
3	Entrepreneurial Development	CZ26C	4	6
4	Income tax Law and Practice II	CZ46A	5	6
5	Human resource Management	CZ46B	5	6
TOTAL				30

SHIFT-II

S.NO	SUBJECT NAME	SUBCODE	CREDITS	NO OF HOURS
1	Advance Cost Accounting	CZ26A	4	6
2	Management Accounting	CZ26B	4	6
3	Entrepreneurial Development	CZ26C	4	6
4	Income tax Law and Practice II	CZ46A	5	6
5	Human resource Management	CZ46B	5	6
TOTAL				30

PRINCIPAL DEAN OF ACADEMICS HOD

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

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Nazareth college of Arts and Science

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DEPARTMENT OF COMMERCE

STAFF WORKLOAD(EVEN)

2023-2024

B.Com

SL.NO	NAME OF THE STAFF	CLASS	SUBJECTS	NO OF HOURS	TOTAL HOURS
1	Ms. Revathy. D	III B.Com A	Income Tax II	6	18
		III B.Com B	Entreprenerial Development	6	
		III B.Com C	Human resource Management	6	
2	Ms. Ierin Benita. J	III B.Com B	Cost Accounting - II	6	18
		II B.Com A	Company law	6	
		I B.Com B	Business Law	6	
3	Ms. Belsia Brito	III B.Com C	Income Tax II	6	19
		II B.Com B	Company law	6	
		III B.Com SHIFT-II	Cost Accounting - II	6	
		I B.Com A	Business Law	1	
4	Ms.Asha	I B.COM B	Financial Accounting -II	6	19
		II B.COM C	Company law	6	
		III B.Com A	Cost Accounting - II	6	
		I.B.com A	Retail Management	1	
5	Ms. Suganya	III B.Com B	Management Accounting	6	19
		II B.COM C	Indirect Taxation	5	
		III B.COM A	Human resource Management	6	
		I B.Com C	Business Law	2	
6	Ms.Priyadharshni	II B.Com C	Corporate Accounting II	6	19
		III B.COM C	Entreprenerial Development	6	
		I B.Com C	Financial Accounting II	6	
		I B.Com C	Retail Management	1	
7	Ms.Omega	III B.Com A	Management Accounting	6	19
		II B.Com A	Fiancial Services	5	
		III B.Com C	Management Accounting	6	
		II B.Com C	Financial services	2	
8	Ms.Jenita	II B.Com D	Company law	6	19
		III B.Com SHIFT-II	Entreprenerial Development	6	
		III B.Com C	Cost Accounting - II	6	
		I B.Com C	Business Law	1	
9	Dr. Aadhila .S	I B.Com A	Indian Economic Development	4	19
		I B.Com B	Indian Economic Development	4	
		I B.Com C	Indian Economic Development	4	
		III B.Com B	Human resource Management	6	
		II B.Com B	Indirect Taxation	1	
10	Ms.Uma Devi	II B.Com D	Corporate Accounting II	6	19
		III B.Com A	Entreprenerial Development	6	
		I B.Com A	Financial Accounting -II	6	
		I B.Com A	Retail Management	1	
11	Ms.kamali	II B.Com A	Corporate Accounting II	6	19
		III B.Com SHIFT-II	Management Accounting	6	
		II B.Com B	Indirect Taxation	1	
		II B.Com B	Corporate Accounting II	6	

Principal

Nazareth College of Arts & Science
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12	Ms.Sarala	II B.Com D	Fiancial Services	5	19
		II B.Com A	Indirect Taxation	5	
		II B.Com B	Indirect Taxation	3	
		III B.Com B	Income Tax II	6	
13	Ms. Sathyakala	II B.C.A A	Cost and management accounting	6	19
		I B.C.A B	Financial Accounting -II	5	
		I B.Com C	Business Law	3	
		I B.C.A A	Financial Accounting -II	5	
		SHIFT-II			
1	Ms.Jayalaskhmi	III B.Com SHIFT-II	Human resource management	6	11
		II B.Com D	Indirect Taxation	5	
2	Ms.Jenifer	III B.Com SHIFT-II	Income Tax II	6	19
		I B.Com A	Business Law	5	
		II B.Com B	Financial Services	5	
		II B.Com C	Financial services	3	

PRINCIPAL **DEAN OF ACADEMICS** **HOD**

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

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DEPARTMENT OF COMMERCE

DEPARTMENT WORKLOAD ((EVEN)

2023-2024

B.Com

I B.COM

S.NO	CLASS	SUBJECT	SUB CODE	TOTAL
1	I B.COM-A	Financial Accounting II	146C2A	5
2		Business Law	146C2B	5
3		Indian Economic Development	146E2C	4
TOTAL				**14**
1	I B.COM-B	Financial Accounting II	146C2A	5
2		Business Law	146C2B	5
3		Indian Economic Development	146E2C	4
TOTAL				**14**
1	I B.COM-C	Financial Accounting II	146C2A	5
2		Business Law	146C2B	5
3		Indian Economic Development	146E2C	4
TOTAL				**14**
GRAND TOTAL (14X3)				**42**

II B.COM

S.NO	CLASS	SUBJECT	SUB CODE	TOTAL
1	II B.COM - A	Advance Corporate Accounting	CZ24A	6
2		Company Law	CZ24B	5
3		Financial Services	CZ24C	5
		Indirect Taxation	CZ24D	5
4		EVS	CZ34A	1
TOTAL				**22**
S.NO	CLASS	SUBJECT	SUB CODE	TOTAL
1	II B.COM - B	Advance Corporate Accounting	CZ24A	6
2		Company Law	CZ24B	5
3		Financial Services	CZ24C	5
4		Indirect Taxation	CZ24D	5
5		EVS	CZ34A	1
TOTAL				**22**
1	II B.COM - C	Advance Corporate Accounting	CZ24A	6
2		Company Law	CZ24B	5
3		Financial Services	CZ24C	5
4		Indirect Taxation	CZ24D	5
5		EVS	CZ34A	1
TOTAL				**22**
1	II B.COM - D	Advance Corporate Accounting	CZ24A	6
2		Company Law	CZ24B	5
3		Financial Services	CZ24C	5
4		Indirect Taxation	CZ24D	5
5		EVS	CZ34A	1
TOTAL				**22**
GRAND TOTAL (22X4)				**88**

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III B.COM

S.NO	CLASS	SUBJECT	SUB CODE	TOTAL
1	III B.COM - A	Advance Cost Accounting	CZ26A	6
2		Management Accounting	CZ26B	6
3		Entrepreneurial Development	CZ26C	6
4		Income tax Law and Practice II	CZ46A	6
5		Human resource Management	CZ46B	6
TOTAL				**30**
1	III B.COM - A	Advance Cost Accounting	CZ26A	6
2		Management Accounting	CZ26B	6
3		Entrepreneurial Development	CZ26C	6
4		Income tax Law and Practice II	CZ46A	6
5		Human resource Management	CZ46B	6
TOTAL				**30**
1	III B.COM - A	Advance Cost Accounting	CZ26A	6
2		Management Accounting	CZ26B	6
3		Entrepreneurial Development	CZ26C	6
4		Income tax Law and Practice II	CZ46A	6
5		Human resource Management	CZ46B	6
TOTAL				**30**
GRAND TOTAL				**90**

SHIFT-II

1	SHIFT-II	Advance Cost Accounting	CZ26A	6
2		Management Accounting	CZ26B	6
3		Entrepreneurial Development	CZ26C	6
4		Income tax Law and Practice II	CZ46A	6
5		Human resource Management	CZ46B	6
TOTAL				**30**
TOTAL HOURS				**250**

OTHER DEPARTMENT

S.NO	CLASS	SUBJECT		TOTAL
1	II BCA(A)	Cost and Management Accounting	CZ26A	6
2	I BCA(A)	Financial accounting-II	146C2A	5
3	I BCA(B)	Financial accounting-II	146C2A	5
		TOTAL		**16**
OVER ALL TOTAL = 266(250+16)				

PRINCIPAL **DEAN OF ACADEMICS** **HOD**

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DEPARTMENT OF BUSINESS ADMINISTRATION

CLASS WORK LOAD ODD SEMESTER (2023 - 2024)

SHIFT I

I B.B.A

FIRST SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Tamil	100L1A	3	xxx(Tamil Department)	6
2	Communicative English	100L1Z	3	xxx(English Department)	6
3	Accounting for Managers I	DSC02	5	Dr.A.T.Stephen	5
4	Managerial Economics	DGE1	4	Ms.M.Latha	4
5	Principles of Management	DSC01	5	Dr.Punithvathi	5
6	Basics of Event Management(NME)	150S1A	2	English Staff	2
7	Managerial Fundamental Communication		2	Ms.M.Latha	2
				TOTAL	30

II B.B.A

THIRD SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Financial Management	BB23A	4	MS.Esther Martina	5
2	Organisational Behaviour	BB23B	4	Dr.Punithvathi	6
3	Marketing Management	BB23D	4	Ms.M.Latha	5
4	Computer Application in	BB23C	4	Department)	5
5	Business Statistics	BB33A	5	xxx(Maths Department)	6
6	Soft Skills(Technical Writing)	TSSEE	3	English Department	2
7	Environmental Studies	ENV4B	2	Ms.M.Latha	1
				TOTAL	30

III B.B.A

FIFTH SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Operation Management	BB25C	4	MS.Esther Martina	6
2	Material Management	BB25D	4	MS.Esther Martina	6
3	Enterpreneurial	BB45A	5	Ms.M.Latha	6
4	Advertising & Sales Promotion	BB25A	4	Dr.A.T.Stephen	6
5	Research Methodology	BB25B	4	Dr.Punithvathi	5
6	Value Education	VAE5Q	2		1
				TOTAL	30

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DEPARTMENT OF BUSINESS ADMINISTRATION

DEPARTMENT WORK LOAD 2023-2024 (ODD SEMESTER)

SHIFT I

S.No	Class	Subject Code	Subject Name	Credit	No of Hours	Total
1	I BBA	BB31A	Accounting for Managers I	5	5	16
2			Fundamental Communication	4	2	
3		BB23A	Principles of Management	6	5	
5		BB21A	Managerial Economics	4	4	
6	II BBA	BB23B	Organisational Behaviour	4	6	16
7		BB23A	Financial Management	4	5	
8		BB23D	Marketing Management	4	5	
10	III BBA	BB25C	Operation Management	4	6	28
11		BB25D	Material Management	4	5	
12		BB45A	Entrepreneurial Development	5	6	
13		BB25A	Advertising & Sales Promotion	4	6	
			NME	2	2	
14		BB25B	Research Methodology	4	6	
			TOTAL		63	

Department of Business Administration		63
Other Departments		
GRAND Total		63

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STAFF WORK LOAD 2023-2024 (ODD SEMESTER)

Dr.Stephen

CLASS	SUBJECT NAME	SUB CODE	NO OF
I BBA	Accounts for Manager I	DSC02	5
III BBA	Advertising & Sales Promotion	BB25A	5
	NME		2
		Total	12

Ms.Esther Martina

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS
II BBA	Financial Management	BB23A	5
III BBA	Operation Management	BB25C	6
III BBA	Material Management	BB25D	5
I BBA	Fundamental Course		1
		Total	17

s.Latha

CLASS	SUBJECT NAME	SUB CODE	NO OF
I BBA	Managerial Economics	BB31A	4
II BBA	Marketing Management	BB23D	5
III BBA	Enterpreneurial Development	BB45A	6
III BBA	Advertising & Sales Promotion		1
		Total	16

Dr.PUNITHA VATHI			
CLASS	**SUBJECT NAME**	**SUB CODE**	**NO OF HOURS**
I BBA	Principles of Management	DSC01	5
I BBA	Fundamental Course		1
II BBA	Organisational Behaviour	BB23B	6
III BBA	Research Methodology	BB25B	6
		Total	18

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DEPARTMENT OF BUSINESS ADMINISTRATION
CLASS WORK LOAD EVEN SEMESTER (2023 - 2024)
SHIFT I
I B.B.A

II SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Tamil	LA12A	3	xxx(Tamil Department)	6
2	Communicative English	100L1Z	3	x(English Departme	4
3	Accounting for Managers II	150C2B	4	Dr.A.T.Stephen	5
4	Marketing Management	150C2A	4	Ms.M.Latha/Ms.R. Esther Maritina	4
5	International Business	150E2A	4	Dr.Punithvathi	4
6	Softskill		2	x(English Departme	2
7	Development	150S1A	2	Ms.R.Esther Martina	2
8	Buiness Etiquette and coroprate grooming	150S2B	2	Ms.M.Latha	2
9	EVS		2	XXXX	1
				TOTAL	**30**

II B.B.A

IV SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Human Resource Management	BB24A	4	Dr.Punithvathi	6
2	Business Regulatory Frame work	BB24B	4	MS.Esther Martina	5
3	Financial Services	BB24C	4	Ms.M.Latha	5
4	Management Informtion System	BB24D	4	BCA	5
5	Operation Reseach	BB34A	5	Maths	6
6	Environmental Studies	ENV4B	2		1
7	Soft Skill		3	English	2
				TOTAL	**30**

III B.B.A

VI SEMESTER

S.NO	SUBJECT NAME	SUB CODE	CREDITS	NAME OF THE STAFF	NO OF HOURS
1	Business Environment	BB26A	4	MS.Esther Martina	6
2	Service Marketing	BB26B	4	Dr.Punithvathi	6
3	Business Taxation	BB26C	4	Dr.A.T.Stephen	6
4	Customer Relation ship Management	BB46D	5	Ms. M.Latha	6
5	Project Work	BB46Q	5		6
				TOTAL	**30**

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DEPARTMENT WORK LOAD 2023-2024 (EVEN SEMESTER)

SHIFT I

S.No	Class	Subject Code	Subject Name	Credit	No of Hours	Total
1	I BBA		Accounts for Manager II	4	5	18
2			Marketing Management	4	4	
3			International Business	3	4	
4			Skill Enhancement -Managerial Skill Development	2	2	
5			Buiness Etiquette and coroprate grooming	2	2	
6			Environment Studies	2	1	
7	II BBA	BB24A	Human Resource Management	4	6	17
8		BB24B	Business Regulatory Frame work	4	5	
9		ENV4B	Environment Studies	2	1	
10		BB24C	Financial Services	4	5	
11	III BBA	BB26A	Business Environment	4	6	30
12		BB26B	Service Marketing	5	6	
13		BB26C	Business Taxation	4	6	
14		BB46D	Customer Relation ship Management	4	6	
15			Project Work	5	6	
			TOTAL			65

Department of Business Administration		65
Other Departments		
GRAND Total		65

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STAFF WORK LOAD 2023-2024 (EVEN SEMESTER)

Dr. A.T. STEPHEN

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS
I BBA	Accounts for Manager II	DSC04	5
III BBA	Business Taxation	BB26C	6
I BBA	Project	BB46Q	1
III BBA	Environment Studies	ENV4B	1
		Total	**13**

Ms. R.ESTHER MARTINA

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS
I BBA	Marketing Managment	DSC03	2
I BBA	Skill Enhancement Course/Marketing		2
III BBA	Business Environment	BB26A	6
II BBA	Business Regulatory Frame Work	BB24B	6
III BBA	Project	BB46Q	1
II BBA	Environment Studies	ENV4B	1
		Total	**18**

Ms. M.LATHA

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS
II BBA	Financial services	BB24C	5
III BBA	Customer Relationship Management	BB46D	6
I BBA	Marketing Management	DSC03	2
I BBA	Buiness Etiquette and coroprate grooming (FC)		2
III BBA	Project		1
		Total	**16**

Dr. K. PUNITHA VATHI

CLASS	SUBJECT NAME	SUB CODE	NO OF HOURS
I BBA	Internatonal Business	BB32A	4
II BBA	Human Resourse Management	BB24A	6
III BBA	Service Marketing	MAM6Y	6
III BBA	Project		2
		Total	**18**

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DEPARTMENT OF COMPUTER SCIENCE

EVEN SEMESTER 2023-2024

Name of the Staff : **Ms.R.KAVIYARASI**

Class : **III B.SC COMPUTER SCIENCE**

Subject : **SOFTWARE ENGINEERING**

S.NO	MONTH	UNIT	TOPIC
1.	DECEMBER	I	Introduction – Evolution – Software Development projects – Emergence of Software Engineering. oftware Life cycle models – Waterfall model – Rapid Application Development – Agile Model – Spiral Model
2.	JANUARY	II	Requirement Analysis and Specification – Gathering and Analysis – SRS – Formal System Specification
3.	FEBURARY	III	Software Design – Overview – Characteristics – Cohesion & Coupling – Layered design – Approaches Function Oriented Design – Structured Analysis – DFD – Structured Design – Detailed design
		IV	Object Modeling using UML – OO concepts – UML – Diagrams – Use case, Class, Interaction, Activity, State Chart – Postscript
4.	MARCH	V	Coding & Testing – coding – Review – Documentation – Testing – Black-box, White-box, Integration, OO Testing, Smoke testing.

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DEPARTMENT OF COMPUTER SCIENCE

EVEN SEMESTER 2023-2024

Name of the Staff : **Ms.R.KAVIYARASI**

Class : **II M.COM**

Subject : **MANAGEMENT INFORMATION SYSTEMS**
TECHNOLOGY

S.NO	MONTH	UNIT	TOPIC
1.	DECEMBER	I	Management Information System – Concept, Need, Strategic role – Evolution of Management Information System – Components of Management Information System – Information flow
2.	JANUARY	II	Data base management systems – Objectives and Components – Database design – Creation and control – Recent trends in database
3.	FEBURARY	III IV	Developing information system – Planning, Designing and redesigning – Approaches for system development – System analysis and Design – system Implementation and Maintenance Transaction processing and Support system – Transaction processing system – Office Automation systems – Decision support systems – Executive information systems – Artificial Intelligence and Expert Systems
4.	MARCH	V	Functional Information systems – Production, Finance, Human resource and Marketing –Managing information resources – Information Security – Control & Audit of Information Systems

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DEPARTMENT OF COMPUTER SCIENCE

EVEN SEMESTER 2023-2024

Name of the Staff : **Ms.S.ABIRAMI**

Class : **II B.SC CS A**

Subject : **WEB TECHNOLOGY**

S.NO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Introducing PHP – Basic development Concepts – Creating first PHP Scripts – Using Variable and Operators – Storing Data in variable – Understanding Data types – Setting and Checking variables Data types – Using Constants – Manipulating Variables with Operators.
		II	Controlling Program Flow: Writing Simple Conditional Statements - Writing More Complex Conditional Statements – Repeating Action with Loops – Working with String and Numeric Functions.
2.	FEBURARY	III	Working with Arrays: Storing Data in Arrays – Processing Arrays with Loops and Iterations – Using Arrays with Forms - Working with Array Functions – Working with Dates and Times.
		IV	Using Functions and Classes: Creating User-Defined Functions - Creating Classes – Using Advanced OOP Concepts. Working with Files and Directories: Reading Files-Writing Files-Processing Directories
3.	MARCH	V	Working with Database and SQL : Introducing Database and SQL-Using MySQL-Adding and modifying Data-Handling Errors – Using SQLite Extension and PDO Extension. Introduction XML - Simple XML and DOM Extension.

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DEPARTMENT OF COMPUTER SCIENCE

EVEN SEMESTER 2023-2024

Name of the Staff : **Ms.B.YUVARANI**

Class : **II B.SC CS B**

Subject : **WEB TECHNOLOGY**

S.NO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Introducing PHP – Basic development Concepts – Creating first PHP Scripts – Using Variable and Operators – Storing Data in variable – Understanding Data types – Setting and Checking variables Data types – Using Constants – Manipulating Variables with Operators.
		II	Controlling Program Flow: Writing Simple Conditional Statements - Writing More Complex Conditional Statements – Repeating Action with Loops – Working with String and Numeric Functions.
2.	FEBURARY	III	Working with Arrays: Storing Data in Arrays – Processing Arrays with Loops and Iterations – Using Arrays with Forms - Working with Array Functions – Working with Dates and Times.
		IV	Using Functions and Classes: Creating User-Defined Functions - Creating Classes – Using Advanced OOP Concepts. Working with Files and Directories: Reading Files-Writing Files-Processing Directories
3.	MARCH	V	Working with Database and SQL : Introducing Database and SQL-Using MySQL-Adding and modifying Data-Handling Errors – Using SQLite Extension and PDO Extension. Introduction XML - Simple XML and DOM Extension.

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DEPARTMENT OF COMPUTER SCIENCE

EVEN SEMESTER 2023-2024

Name of the Staff : **Ms.B.YUVARANI**

Class : **III B.SC CS**

Subject : **CLOUD COMPUTING**

S.NO	MONTH	UNIT	TOPIC
1.	DECEMBER	I	Cloud Computing Foundation: Introduction to Cloud Computing – Move to Cloud Computing – Types of Cloud – Working of Cloud Computing
2.	JANUARY	II	Cloud Computing Architecture : Cloud Computing Technology – Cloud Architecture – Cloud Modeling and Design - Virtualization : Foundation – Grid, Cloud and Virtualization – Virtualization and Cloud Computing
3.	FEBURARY	III	Data Storage and Cloud Computing : Data Storage – Cloud Storage – Cloud Storage from LANs to WANs – Cloud Computing Services : Cloud Services – Cloud Computing at Work
		IV	Cloud Computing and Security : Risks in Cloud Computing – Data Security in Cloud – Cloud Security Services – Cloud Computing Tools : Tools and Technologies for Cloud – Cloud Mashaps – Apache Hadoop – Cloud Tools
4.	MARCH	V	Cloud Applications – Moving Applications to the Cloud – Microsoft Cloud Services – Google Cloud Applications – Amazon Cloud Services – Cloud Applications.

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DEPARTMENT OF COMPUTER SCIENCE

EVEN SEMESTER 2023-2024

Name of the Staff : **Ms.P.SUBHASHINI**

Class : **I B.SC CS A**

Subject : **Introduction to Computer Architecture and Microprocessor**

S.NO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Digital Computers - Microcomputer Organization-Computer languages Number Systems: Decimal, Binary, Octal. Hexadecimal. Conversions: Conversion between all four number systems of integer and floating-point values. Data representation: fixed point and floating-point representation - Character codes.
		II	Addition, subtraction (9's Complement for decimal, 10's complement for decimal, 1's complement, 2's complement methods), multiplication and division of binary numbers. - Differentiate Binary and BCD representations - BCD to Binary and Binary to BCD conversions, BCD addition and Subtraction. 8085 Microprocessor: Architecture, Pinout and Signals – Functional block diagram -
2.	FEBURARY	III	8085 Instruction Set and addressing modes- 8085 sample programs using data transfer, arithmetic and JMP instructions– function calls in 8085
		IV	The 8085 Interrupts – RIM AND SIM instructions-8259 Programmable Interrupt Controller-Direct Memory Access (DMA) and 8257 DMA controller.
3.	MARCH	V	Program control- RISC - Pipelining -Arithmetic instruction- RISC pipeline - Vector processing and Array processors.

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DEPARTMENT OF COMPUTER SCIENCE

EVEN SEMESTER 2023-2024

Name of the Staff : **Ms.P.SUBHASHINI**

Class : **III B.SC CS**

Subject : **IOTAND ITS APPLICATIONS**

S.NO	MONTH	UNIT	TOPIC
1.	DECEMBER	I	IoT & Web Technology, The Internet of Things Today, Time for Convergence, Towards the IoT Universe, Internet of Things Vision, IoT Strategic Research and Innovation Directions, IoT Applications, Future Internet Technologies, Infrastructure, Networks and Communication, Processes, Data Management, Security, Privacy & Trust, Device Level Energy Issues, IoT Related Standardization, Recommendations on Research Topics.
2.	JANUARY	II	M2M to IoT – A Basic Perspective– Introduction, Some Definitions, M2M Value Chains, IoT Value Chains, An emerging industrial structure for IoT, The international driven global value chain and global information monopolies. M2M to IoT-An Architectural Overview– Building an architecture, Main design principles and needed capabilities, An IoT architecture outline, standards considerations.
3.	FEBURARY	III IV	IoT Architecture -State of the Art – Introduction, State of the art, Architecture. Reference Model- Introduction, Reference Model and architecture, IoT reference Model, IoT Reference Architecture- Introduction, Functional View, Information View, Deployment and Operational View, Other Relevant architectural views. IoT Applications for Value Creations Introduction, IoT applications for industry: Future Factory Concepts, Brownfield IoT, Smart Objects, Smart Applications, Four Aspects in your Business to Master IoT, Value Creation from Big Data and Serialization, IoT for Retailing Industry, IoT For Oil and GasIndustry, Opinions on IoT Application and Value for Industry, Home Management, eHealth.
4.	MARCH	V	Internet of Things Privacy, Security and Governance Introduction, Overview of Governance, Privacy and Security Issues, Contribution from FP7 Projects, Security, Privacy and Trust in IoT-Data-Platforms for Smart Cities, First Steps Towards a Secure Platform, Smartie Approach. Data Aggregation for the IoT in Smart Cities, Security

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DEPARTMENT OF COMPUTER SCIENCE

EVEN SEMESTER 2023-2024

Name of the Staff : **Ms.K.PARANI PRIYA**

Class : **I B.SC CS B**

Subject : **Introduction to Computer Architecture and Microprocessor**

S.NO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Digital Computers - Microcomputer Organization-Computer languages Number Systems: Decimal, Binary, Octal. Hexadecimal. Conversions: Conversion between all four number systems of integer and floating-point values. Data representation: fixed point and floating-point representation - Character codes.
		II	Addition, subtraction (9's Complement for decimal, 10's complement for decimal, 1's complement, 2's complement methods), multiplication and division of binary numbers. - Differentiate Binary and BCD representations - BCD to Binary and Binary to BCD conversions, BCD addition and Subtraction. 8085 Microprocessor: Architecture, Pinout and Signals – Functional block diagram -
2.	FEBURARY	III	8085 Instruction Set and addressing modes- 8085 sample programs using data transfer, arithmetic and JMP instructions– function calls in 8085
		IV	The 8085 Interrupts – RIM AND SIM instructions-8259 Programmable Interrupt Controller-Direct Memory Access (DMA) and 8257 DMA controller.
3.	MARCH	V	Program control- RISC - Pipelining -Arithmetic instruction- RISC pipeline - Vector processing and Array processors.

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DEPARTMENT OF COMPUTER SCIENCE

EVEN SEMESTER 2023-2024

Name of the Staff : **Ms.K.PARANI PRIYA**

Class : **III B.SC CS**

Subject : **INTRODUCTION TO DATA SCIENCE**

S.NO	MONTH	UNIT	TOPIC
1.	DECEMBER	I	Introduction to Data Science – Benefits and uses – Facets of data – Data science process – Big data ecosystem and data science
2.	JANUARY	II	The Data science process – Overview – research goals - retrieving data - transformation – Exploratory Data Analysis – Model building
3.	FEBURARY	III IV	Algorithms - Machine learning algorithms – Modeling process – Types – Supervised – Unsupervised - Semi-supervised Introduction to Hadoop – framework – Spark – replacing MapReduce– NoSQL – ACID – CAP – BASE – types
4.	MARCH	V	Case Study – Prediction of Disease - Setting research goals - Data retrieval – preparation - exploration - Disease profiling - presentation and automation

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ODD SEMESTER 2023-2024

Name of the Staff : **R.KAVIYARASI**

Class : **III BSC CS**

Subject : **RDBMS**

SNO	MONTH	UNIT	TOPIC
1.	JULY	I	Introduction to DBMS– Data and Information - Database – Database Management System – Objectives - Advantages – Components - Architecture. ER Model: Building blocks of ER Diagram – Relationship Degree – Classification – ER diagram to Tables – ISA relationship – Constraints – Aggregation and Composition – Advantages
2.	AUGUST	II III	Relational Model: CODD's Rule- Relational Data Model - Key - Integrity – Relational Algebra Operations – Advantages and limitations – Relational Calculus – Domain Relational Calculus – QBE. Structure of Relational Database. Introduction to Relational Database Design - Objectives – Tools – Redundancy and Data Anomaly
3.	SEPTEMBER	III IV	Functional Dependency - Normalization – 1NF – 2NF – 3NF – BCNF. Transaction Processing – Database Security. SQL: Commands – Data types – DDL - Selection, Projection, Join and Set Operations – Aggregate Functions – DML – Modification - Truncation - Constraints – Subquery.
4.	OCTOBER	V	PL/SQL: Structure - Elements – Operators Precedence – Control Structure – Iterative Control - Cursors - Procedure unction - Packages – Exceptional Handling - Triggers.

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ODD SEMESTER 2023-2024

Name of the Staff : **R.KAVIYARASI**

Class : **III BSC M**

Subject : **PYTHON PROGRAMMING WITH PRACTICALS**

SNO	MONTH	UNIT	TOPIC
1.	JULY	I	Basics of Python Programming: Features – History – Future – Python Interpreter and Interactive Mode – Writing and Executing First Python Programme – Values and Types – Data Types – Operators and Expressions – Operations on Strings – Type Conversion – Comments – Functions and Modules
2.	AUGUST	II III	Control Flow Statements: Introduction to Decision Control Statements –Conditional Branching – Loops Structures – Nested Loops – Break – Continue – Pass – Else Statement Used with Loops. Functions: Introduction – Defining a function– Function Call
3.	SEPTEMBER	III IV	Variable Scope and Lifetime – Fruitful Function –Lambda – Function Composition – Documentation Strings –Recursive Functions. Strings: Concatenating, Appending, and Multiplying Strings – Immutable – Formatting Operator – Built-in String Methods and Functions – Slice Operation – Comparing Strings – Iterating String. Lists, Tuples and Dictionaries: Sequence – Lists.
4.	OCTOBER	V	Lists, Tuples and Dictionaries: Tuple – Dictionaries File Handling: Opening and Closing Files – Reading and Writing Files. Error and Exception Handling: Introduction – Handling Exceptions.

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ODD SEMESTER 2023-2024

Name of the Staff : **S.ABIRAMI**

Class : **II BSC CS A**

Subject : **JAVA AND DATA STRUCTURES**

SNO	MONTH	UNIT	TOPIC
1.	JULY	I	History and Evolution of Java - Features of Java - Object Oriented Concepts – Byte code - Lexical Issues - Data Types – Variables- Type Conversion and Casting- Operators - Arithmetic Operators - Bitwise - Relational Operators - Assignment Operator - The conditional Operator - Operator Precedence- Control Statements – Arrays.
2.	AUGUST	II III	Classes - Objects - Constructors - Overloading method - Static and fixed methods - Inner Classes - String Class- Overriding methods - Using super-Abstract class - this keyword – finalize() method – Garbage Collection. Packages - Access Protection - Importing Packages - Interfaces - Exception Handling - Throw and Throws-The Java Thread Model- Creating a Thread and Multiple Threads - Thread Priorities
3.	SEPTEMBER	III IV	Synchronization-Inter thread Communication - Deadlock - Suspending, Resuming and stopping threads – Multithreading-I/O Streams - File Streams - Applets . Abstract Data Types(ADTs)-List ADT-Array based implementation-linked list implementation-singly linked list-doubly linked list-circular linked list-Stack ADT operations-Applications-Evaluating arithmetic expressions-Conversion of infix to postfix expression-Queue ADT-operations-Applications of Queues.
4.	OCTOBER	V	Trees-Binary Trees- representation - Operations on Binary Trees- Traversal of a Binary Tree -Binary Search Trees, Graphs-Representation of Graphs - Traversal in Graph - Dijkstra's Algorithm, Depth-First vs Breadth-First Search.

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ODD SEMESTER 2023-2024

Name of the Staff : **S.ABIRAMI**

Class : **III BSC CS**

Subject : **GRAPHICS AND VISUALIZATION**

SNO	MONTH	UNIT	TOPIC
1.	JULY	I	Introduction – Display devices – Hard copy devices – Interactive input devices – display processors -graphics software – O/P primitives – line drawing algorithm – DDA-Bresenham's – anti aliasing of lines – line command – circle drawing algorithm..
2.	AUGUST	II III	Attributes of output primitives – line style – color and intensity- Character attributes – Two dimensional transformations - basic and composite transformation – matrix representation – other transformation. Windowing and Clipping: windowing concepts – window to view port transformation.
3.	SEPTEMBER	III IV	Clipping – line – polygon clipping. Interactive Input methods - Physical input devices – Logical classification of input devices – Interactive picture construction techniques – Input functions.
4.	OCTOBER	V	Three dimensional concepts – Display methods – Three dimensional Geometric and Modeling transformations – Other transformations – 3D viewing – Projections – animation-Visible surface detection methods-classification of visible-surface detection Algorithms-Blackface detection-Depth buffer method-Scan line method-Color models and Color Applications..

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ODD SEMESTER 2023-2024

Name of the Staff : **B.YUVARANI**

Class : **II BSC CS B**

Subject : **JAVA AND DATA STRUCTURES**

SNO	MONTH	UNIT	TOPIC
1.	JULY	I	History and Evolution of Java - Features of Java - Object Oriented Concepts – Byte code - Lexical Issues - Data Types – Variables- Type Conversion and Casting- Operators - Arithmetic Operators - Bitwise - Relational Operators - Assignment Operator - The conditional Operator - Operator Precedence- Control Statements – Arrays.
2.	AUGUST	II III	Classes - Objects - Constructors - Overloading method - Static and fixed methods - Inner Classes - String Class- Overriding methods - Using super-Abstract class - this keyword – finalize() method – Garbage Collection. Packages - Access Protection - Importing Packages - Interfaces - Exception Handling - Throw and Throws-The Java Thread Model- Creating a Thread and Multiple Threads - Thread Priorities
3.	SEPTEMBER	III IV	Synchronization-Inter thread Communication - Deadlock - Suspending, Resuming and stopping threads – Multithreading-I/O Streams - File Streams - Applets . Abstract Data Types(ADTs)-List ADT-Array based implementation-linked list implementation-singly linked list-doubly linked list-circular linked list-Stack ADT operations-Applications-Evaluating arithmetic expressions-Conversion of infix to postfix expression-Queue ADT-operations-Applications of Queues.
4.	OCTOBER	V	Trees-Binary Trees- representation - Operations on Binary Trees- Traversal of a Binary Tree -Binary Search Trees, Graphs-Representation of Graphs - Traversal in Graph - Dijkstra's Algorithm, Depth-First vs Breadth-First Search.

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ODD SEMESTER 202[illegible]-202[illegible]

Name of the Staff : **B.YUVARANI**

Class : **III BSC CS**

Subject : **COMPUTER NETWORKS**

SNO	MONTH	UNIT	TOPIC
1.	JULY	I	Introduction – Network Hardware - Software - Reference Models - OSI and TCP/IP Models - Example Networks: Internet, ATM, Ethernet and Wireless LANs - Physical Layer - Theoretical Basis for Data Communication - Guided Transmission Media.
2.	AUGUST	II	Wireless Transmission - Communication Satellites - Telephone System: Structure, Local Loop, Trunks and Multiplexing and Switching. Data Link Layer: Design Issues - Error Detection and Correction.
		III	Elementary Data Link Protocols - Sliding Window Protocols - Data Link Layer in the Internet.
3.	SEPTEMBER	III	Medium Access Layer - Channel Allocation Problem - Multiple Access Protocols - Bluetooth.
		IV	Network Layer - Design Issues - Routing Algorithms - Congestion Control Algorithms - IP Protocol - IP Addresses - Internet Control Protocols.
4.	OCTOBER	V	Transport Layer - Services - Connection Management - Addressing, Establishing and Releasing a Connection - Simple Transport Protocol - Internet Transport Protocols (ITP) - Network Security: Cryptography.

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ODD SEMESTER 2022-2023

Name of the Staff : **P.SUBHASHINI**

Class : **I BSC CS A**

Subject : **PYTHON PROGRAMMING**

SNO	MONTH	UNIT	TOPIC
1.	JULY	I	Introduction: The essence of computational problem solving – Limits of computational problem solving-Computer algorithms-Computer Hardware-Computer Software-The process of computational problem solving-Python programming language - Literals - Variables and Identifiers - Operators -Expressions and Data types, Input / output
2.	AUGUST	II III	Control Structures: Boolean Expressions - Selection Control - If Statement-Indentation in Python- Multi-Way Selection -- Iterative Control- While Statement- Infinite loops- Definite vs. Indefinite Loops- Boolean Flag. String, List and Dictionary, Manipulations Building blocks of python Functions: Program Routines- Defining Functions- More on Functions: Calling Value-Returning Functions.
3.	SEPTEMBER	III IV	Calling Non-Value-Returning Functions- Parameter Passing - Keyword Arguments in Python - Default Arguments in Python-Variable Scope. Recursion: Recursive Functions. Objects and their use: Software Objects - Turtle Graphics – Turtle attributes-Modular Design: Modules - Top-Down Design - Python Modules - Text Files:Opening, reading and writing text files – Exception Handling.
4.	OCTOBER	V	Dictionaries and Sets: Dictionary type in Python - Set Data type. Object Oriented Programming using Python: Encapsulation - Inheritance – Polymorphism. Python packages: Simple programs using the built-in functions of packages matplotlib,NumPy, pandas etc.

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ODD SEMESTER 2022-2023

Name of the Staff : **P.SUBHASHINI**

Class : **III BSC CS**

Subject : **OPERATING SYSTEM**

SNO	MONTH	UNIT	TOPIC
1.	JULY	I	Introduction: Views - Types of System - OS Structure – Operations - Services – Interface- System Calls- System Structure - System Design and Implementation. Process Management: Process - Process Scheduling - Inter-process Communication. CPU Scheduling: CPU Schedulers - Scheduling Criteria - Scheduling Algorithms.
2.	AUGUST	II III	Process Synchronization: Critical- Section Problem - Synchronization Hardware Semaphores - Classical Problems of Synchronization - Monitors. Deadlocks: Characterization - Methods for Handling Deadlocks - Deadlock Prevention - Avoidance - Detection - Recovery. Memory Management: Hardware - Address Binding – Address Space - Dynamic Loading and Linking.
3.	SEPTEMBER	III IV	Swapping – Contiguous Allocation - Segmentation - Paging – Structure of the Page Table. Virtual Memory Management: Demand Paging - Page Replacement Algorithms - Thrashing. File System: File Concept -. Access Methods - Directory and Disk Structure - Protection - File System Structures - Allocation Methods - Free Space Management.
4.	OCTOBER	V	I/O Systems: Overview - I/O Hardware - Application I/O Interface - Kernel I/O Subsystem - Transforming 1/0 Requests to Hardware Operations - Performance. System Protection: Goals - Domain - Access matrix. System Security: The Security Problem - Threats – Encryption- User Authentication.

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ODD SEMESTER 2022-2023

Name of the Staff : **K.PARANI PRIYA**

Class : **I BSC CS B**

Subject : **PYTHON PROGRAMMING**

SNO	MONTH	UNIT	TOPIC
1.	JULY	I	Introduction: The essence of computational problem solving – Limits of computational problem solving-Computer algorithms-Computer Hardware-Computer Software-The process of computational problem solving-Python programming language - Literals - Variables and Identifiers - Operators -Expressions and Data types, Input / output
2.	AUGUST	II III	Control Structures: Boolean Expressions - Selection Control - If Statement-Indentation in Python- Multi-Way Selection -- Iterative Control- While Statement- Infinite loops- Definite vs. Indefinite Loops- Boolean Flag. String, List and Dictionary, Manipulations Building blocks of python Functions: Program Routines- Defining Functions- More on Functions: Calling Value-Returning Functions.
3.	SEPTEMBER	III IV	Calling Non-Value-Returning Functions- Parameter Passing - Keyword Arguments in Python - Default Arguments in Python-Variable Scope. Recursion: Recursive Functions. Objects and their use: Software Objects - Turtle Graphics – Turtle attributes-Modular Design: Modules - Top-Down Design - Python Modules - Text Files:Opening, reading and writing text files – Exception Handling.
4.	OCTOBER	V	Dictionaries and Sets: Dictionary type in Python - Set Data type. Object Oriented Programming using Python: Encapsulation - Inheritance – Polymorphism. Python packages: Simple programs using the built-in functions of packages matplotlib,NumPy, pandas etc.

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ODD SEMESTER 2022-2023

Name of the Staff : **K.PARANI PRIYA**

Class : **II MCOM**

Subject : **FUNDAMENTALS OF INFORMATION TECHNOLOGY**

SNO	MONTH	UNIT	TOPIC
1.	JULY	I	Introduction to Computer -Classification of Digital Computer System- Computer Architecture -Number -Compliments - Logic Gates -Truth Table -Boolean Algebra -Table Simplification of Boolean Function.
2.	AUGUST	II	Introduction to Computer Software -'C', DBMS, RDBMS - Implementing Number Sorting, Matrix Addition, Multiplication, Palindrome Checking, Searching an Element an Array.
		III	MS- WORD -Creating Word Document -Editing Text - Adding and Formatting Numbers - Symbols -.Getting into Print -MS-EXCEL -Creating Tables Using EXCEL -Using Tables and Creating Graphs
3.	SEPTEMBER	III	MS-ACCESS -Planning and Creating Tables -forms - Modifying Tables -Creating relational Database- Form Design- Reports -MS-POWERPOINT -Preparing Power Point Presentation for Marketing Products such as CREDIT CARD, Newly Introduced Cosmetic item etc.
		IV	Introduction to Internet -Resources of Internet -Hardware and Software Requirement of Internet -Internet Service Providers -Creating an E-Mail Account-Sending and Receiving Messages with Attachments to our friends account - Multimedia and its Applications
4.	OCTOBER	V	Application software -Accounting packages- Statistical packages -Preparation of financial statements and statistical analysis.

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DEPARTMENT OF BUSINESS ADMINISTRATION				
UNIT WISE ALLOCATION-EVEN SEMESTER-2023-2024				
Name of the Staff		**M.Latha**		**Completion Status**
Subject Name		**CUSTOMER RELATIONSHIP MANAGEMENT**	**Class :III BBA**	
BATCH: 2021-2024				
S.No	**Month**	**Unit Number**	**TOPIC**	
1	**DECEMBER**	I UNIT	**Unit-1**	
			bariers,channels of communication-oral-written-listening skill-verbal skill-interpersonal communication and intra personal communication, essentials of business letter	completed
			UNIT -II	completed
			CRM-Concepts and approach-CR in competitive	completed
2	**JANUARY**	II UNIT	**UNIT -II**	completed
			Competitive environment public relations and image building	completed
3	**FEBRUARY**	III,IV(HALF)	**UNIT -III**	completed
			Banker -CRM-retaining and enlarging customer base- customer services quality circle	completed
			UNIT -IV	completed
			Nature and types of customer-complaint redressal methods talwar and goiporia committee report	completed
4	**MARCH**	IV,V(HALF)	**UNIT -IV**	completed
			customer service committee-customer day-copra forum- ombudsman	completed
5	**APRIL**	V	**UNIT -V**	completed
			Market segmentation- customer data base-market	completed

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Name of the Staff		M.Latha		Completion Status
Subject Name		FINANCIAL SERVICES	Class :II BBA	
BATCH: 2022-2025				
S.No	Month	Unit Number	TOPIC	
1	DECEMBER	I UNIT	**Unit-1**	
			Meaning and importance of financial services-types of FS- finacial services and economics , environmental players in financial services sector	Completed
			UNIT -II	Completed
			merchant banking - functions issues management - managing of new issues	Completed
2	JANUARY	II UNIT	**UNIT -II**	Completed
			un derwritng capital market-stock exchange-role of SBI	Completed
3	FEBRUARY	III,IV(HALF)	**UNIT -III**	Completed
			Leasing and hire purchase -concepts and features-types of lease account -factoring of factors	Completed
			UNIT -IV	Completed
			venture capital-importance-venture capital process	Completed
4	MARCH	IV,V(HALF)	**UNIT -IV**	Completed
			credit rating-consumer finance	Completed
5	APRIL	V	**UNIT -V**	Completed
			mutual funds-meaning-types- functions - advantges - institutions -UPI	Completed

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DEPARTMENT OF BUSINESS ADMINISTRATION				
UNIT WISE ALLOCATION-ODD SEMESTER-2023-2024				
Name of the Staff	**Dr. K. Punithavathi**			**Completion Status**
Subject Name	**Research Methodology**		**Class :III BBA**	
BATCH: 2021-2024				
S.No	**Month**	**Unit Number**	**TOPIC**	
1	**July**	Half unit	**Unit-1[Introduction]**	
			*Introduction to Business Research	Completed
			*Research in Business	Completed
			*Research Process	Completed
2	**August**	Half unit	*Research Need	Completed
			*Formulating the problem	Completed
			*Designing	Completed
			*Sampling	Completed
			*Pilot testing	Completed
		1 Unit	**Unit-2 [Research Design]**	
			*Types of Research design	Completed
			*Formulation of Hypothesis	Completed
			*Types of hypothesis	Completed
			*Measurement	Completed
			*Charactersitics of sound measurement tool	Completed
			*Scaling methods and sampling techniques	Completed
		Half unit	*Sources and collection of Data	Completed
			*Survey observation	Completed
			*Experimentation	Completed
3	**September**	Half unit	**Unit-3 [Data collection]**	
			*Sources and collection of Data	Completed
			*Survey observation	Completed
			*Experimentation	Completed
			*Questionnaires	Completed
			*Schedules	Completed
			*Data entry and tabulation	Completed
			*Cross Tabulation and Graphic presentation of	Completed
		1 Unit	**Unit-4 [Hypothesis]**	
			*Analysis and preparation	Completed
			*Hypothesis testing	Completed
			*Statistical significance	Completed
			*Statistical testing procedure	Completed
			*Test of significance	Completed
			*Simple correlation and regression	Completed
5	**October**	1 Unit	**Unit-5 [Report writing]**	
			*Presenting Results and writing the report	Completed
			*The Written research report	Completed

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Name of the Staff		Dr.Punithavathi			Status
Subject Name		PRINCIPLES OF MANAGEMENT		Class :I BBA	
BATCH: 2023-2026					
S.No	Month	Unit Number	TOPIC		
2	August	Half unit	* Levels of Management		Completed
			* Development of Scientific Management		Completed
			* Management and other Schools of thought and		Completed
		1 Unit	**Unit- 2 Planning**		
			* Nature and importance of planning		Completed
			* Forms and Types of planning		Completed
			* Steps in planning		Completed
			* Objectives, policies, methods and procedures		Completed
			* Nature and Types of Policies		Completed
			* Decision - making		Completed
			* Process of Decision-making		Completed
			* Types of Decision		Completed
		Half unit	**Unit-3 Organizing**		
			* Types of Organisations		Completed
			* Organisation Structure, Span of control		Completed
			* Committees		Completed
			* Departmentalisation		Completed
3	September	Half unit	* Informal Organisation		Completed
			* Authority and Delegation		Completed
			* Decentralisation		Completed
			* Difference between Authority and Power		Completed
			* Responsibility		Completed
		1 Unit	**Unit-4 Recruitment**		
			*Recruitment- Sources		Completed
			* Selection, Training		Completed
			* Nature and purpose of Direction		Completed
			* Co-ordination		Completed
			* Need and types of co-ordination		Completed
			* Techniques and requisites for excellent co-ordinati		Completed
			* Controlling		Completed
			* Meaning and importance of controlling		Completed
			* Control process		Completed
		Half unit	**Unit-5 Business Ethics**		
			* Definition of Business Ethics		Completed
			* Types of Ethical issues		Completed
			* Role and importance of Business Ethics & Va		Completed
4	October	Half unit	* Internal & External Ethics		Completed
			* Environment Protection		Completed
			* Responsibilities of Business		Completed

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Name of the Staff		Dr. K. Punithavathi		Completion Status
Subject Name		Organisational Behaviour	Class :II BBA	
BATCH: 2022-2025				
S.No	Month	Unit Number	TOPIC	
1	July	Half unit	**Unit-I Introduction to OB**	
			* Need and Scope of OB	Completed
			* Theories of OB	Completed
			* Individual Differrence versus group intelligen	Completed
2	August	Half unit	* Measurement of intelligence	Completed
			* Personality test	Completed
			* Types and uses of perception	Completed
		1 Unit	**Unit-II Motivation**	
			* Motivation Techniques	Completed
			* Job satisfaction	Completed
			* Theories of Job satisfaction	Completed
			* Morale	Completed
			* Employees attitude and beahviour	Completed
		Half unit	**Unit-III Work Environment**	
			* Factors of work environment	Completed
			* Good house keeping practices	Completed
3	September	Half unit	* Design of work place	Completed
			* Fatigue	Completed
			* Leadership theories	Completed
		1 Unit	**Unit-IV Group Dynamics**	
			* Group cohesiveness and cooperation	Completed
			* Competition, resolution	Completed
			* Sociometry	Completed
			* Group Norms	Completed
			* Postive status	Completed
		Half unit	**nit-V Organisational culture and developmen**	
			* Organisational culture	Completed
4	October	Half unit	* Organisational climate	Completed
			* Organisational development	Completed

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DEPARTMENT OF BUSINESS ADMINISTRATION				
UNIT WISE ALLOCATION-EVEN SEMESTER-2023-2024				
Name of the	**Dr.Punithavathi**			**Completion Status**
Subject Nam	**SERVICES MARKETING**		**Class :III BBA**	
BATCH: 2021-2024				
S.No	**Month**	**Unit Number**	**TOPIC**	
1	Febru ary	1/2 Unit	- **I** Marketing services : introduction growth of the s	Completed
			sector. The concept of service. Characteristics of ser	Completed
			classification of service designing of the service,	Completed
2	March	2 Unit	Blueprinting using technology, developing human r	Completed
			building service aspirations.	Completed
			UNIT - II Marketing mix in service marketing : the	Completed
			t decision, pricing strategies & tactics, promotion of	Completed
			& distribution methods for services. Additional dim	Completed
			marketing - people, physical evidence & process.	Completed
			UNIT - III Effective management of service marke	Completed
			demand & supply through capacity planning & segn	Completed
			internal marketing of services - external vs internal	Completed
			service strategy.	Completed
3	APRIL	2 Unit	**UNIT - IV** Delivering quality service: causes of ser	Completed
			The customer expectations vs perceived service gap	Completed
			Techniques to resolve this gap. Customer relationsh	Completed
			Gaps in services - quality standards, factors & soluti	Completed
			Performance gap - key factors & strategies for closi	Completed
			communication to the customers - the promise vs de	Completed
			developing appropriate & effective communication	Completed
			quality.	Completed
			UNIT - V Marketing of service with special referen	Completed
4	MAY	1/2 Unit	services, 2. health services, 3. hospitality services in	Completed
			& tourism, 4. professional service, 5. public utility &	Completed

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Name of the Staff: Dr.Punithavathi			Class: II BBA	
Subject Name: HUMAN RESOURCE			Batch: 2022-2025	
S.No	Month	Unit Number	TOPIC	Completion Status
1	Februar	Unit-I	**Unit-1- Human Resource Management**	
			* Nature & Scope	Completed
			* Diff Between Personnel Management & HRM	Completed
			* Environment of HRM & Planning	Completed
			* Recruitment & Selection	Completed
2	March	Unit-2&3(half)	**Unit-2- Training & development**	
			* Methods and Techniques	Completed
			* Career Development	Completed
			* Performance Appraisal	Completed
			Unit-3- Remuneration	
			* Components of Remuneration Incentives	Completed
3	APRIL	it-3(half),4,5(ha	**Unit-3- Remuneration**	
			* Motivation	Completed
			* Welfare and society security measures	Completed
			Unit-4-Labour Relations	
			* Functions of Trade unions	Completed
			* Collective Bargaining	Completed
			* Workers Participation	Completed
			* Industrial Disputes	Completed
			Unit-5- HR Audit	
			* Introduction to HR Audit	Completed
4	MAY	Unit-5(half)	**Unit-5- HR Audit**	
			* HR Benefits and scope	Completed

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Name of the Staff: Dr.Punithavathi			Class: I BBA	
Subject Name: INTERNATIONAL BUSINESS			Batch:2023-2026	
S.No	**Month**	**Unit Number**	**TOPIC**	**Completion Status**
1	Februar	Unit-I	**Unit-1-Introduction**	
			* Difference between Trade	Completed
			* Importance	Completed
2	MARCI	Unit-2&3(half)	**Unit-2 Theories of Foreign Trade**	
			* Absolute	Completed
			* Comparative	Completed
			* Equal Cost Differences	Completed
			Unit-3 Balance of Trade	
			* Balance of Payment	Completed
			* Causes of Disequilibrium	Completed
3	APRIL	t-3(half),4,5(hal	**Unit-3 Balance of Trade**	
			* Fixed and Floating Exchange Rates	Completed
			Unit-4 International Monetary Trade	
			* IMF	Completed
			* IBRD	Completed
			Unit-5 World Trade Organization	
			* Introduction of WTO	Completed
4	MAY	Unit-5(half)	**Unit-5 World Trade Organization**	
			* Special reference toIndia	Completed

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DEPARTMENT OF BUSINESS ADMINISTRATION

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : **Mrs. ESTHER MARTINA**

Class : **II BBA**

Subject : **BUSINESS REGULATORY FRAMEWORK**

SNO	MONTH	UNIT	TOPIC	Completion Status
1	December	0.5 Units	Brief outline of Indian Contracts Act	COMPLETED
2	January	1.5 Unitss	Special contracts Act - Sale of goods Act - Contract of Agency. Brief outline of Indian Companies Act 1956.	COMPLETED
3	February	1.5 UNITS	Brief outline of FEMA - Consumer Protection Act, Brief outline of Cyber Laws	COMPLETED
4	March	1	The laws of Trade Marks - Copyright - Patents - Designs - Trade related Intellectual	COMPLETED
5	April	0.5 UNITS	Property Rights. (TRIPS) RTP -IDRA -an overview	COMPLETED

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DEPARTMENT OF BUSINESS ADMINISTRATION

UNIT ALLOCATION – EVEN SEM (2023– 2024)

Name of the Staff : **Mrs. ESTHER MARTINA**

Class : **III BBA**

Subject : **BUSINESS ENVIRONMENT**

SNO	MONTH	UNIT	TOPIC	Completion Status
1	December	0.5 Units	The concept of Business Environment – Its nature and significance	COMPLETED
2	January	1.5 Units	Brief overview of political – Cultural – Legal – Economic and social environments and their impact on business and strategic decisions Political Environment – Government and Business relationships in India. Social environment – Cultural heritage	COMPLETED
3	February	1.5 UNITS	Social attitudes – Castes and communities – Joint family systems – linguistic and religious groups – Types of social organization Economic Environment – Economic systems and their impact of business – Fiscal deficit	COMPLETED
4	March	1	Plan investment – Five-year planning. Financial Environment – Financial system – Commercial bank – Financial Institutions – RBI	COMPLETED
5	April	0.5 UNITS	Stock Exchange – IDBI – Non-Banking Financial Companies NBFCs	COMPLETED

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DEPARTMENT OF BUSINESS ADMINISTRATION

UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : Mrs. M.LATHA

Class : III BBA

Subject : Marketing Management

S.No	Month	Unit Number	TOPIC	
1	JULY	HALF UNIT	**Unit-1 Introduction toMarketing Management**	Completed
			* Fundamentals of marketing	Completed
			* Role of Marketing	
			* Relationship of Marketing with other functional areas	Completed
2	AUGUST	HALF UNIT	* Concept of marketing mix	
			* Marketing approaches	Completed
			* Various Environmental factors affecting the marketing functions	Completed
		1 UNIT	**Unit-2 Buyer Behaviour**	Completed
			* Meaning and definitions of Buyer Behaviour	Completed
			* Consumer goods and Industrial goods	Completed
			* Buying motives	Completed
			* Factors influencing buyer Behavour	Completed
			* Market Segmentation	Completed
			* Needs and basis of Segmentation	Completed
			*Targeting and Positioning	Completed
		HALF UNIT	**Unit-3 The Product**	Completed
			* Characteristics of the product	
			* Benefits of the product	Completed
			* Classifications of the goods	Completed
3	SEPTEMBER	HALF UNIT	**Unit-3 [Project Managemnt]**	Completed
			* New product development process	Completed
			* Product Life Cycle	Completed
			* Branding and Packaging	Completed
		1UNIT	**Unit-4 Physical Distribution**	Completed
			* Importance of physical distribution	Completed
			* Various kinds of marketing channels	Completed
			* Distribution Problems	Completed
			* Sales Management	Completed
			* Motivation	Completed
			* Compensation	Completed
			* Control of salesmen	Completed
		HALF UNIT	**Unit-5 Advertising**	Completed
			* Overview of Advertising	Completed
			* Publicity & Public Relations	Completed
4	OTOBER	HALF UNIT	**Unit-5 Advertising**	Completed
			* Personal Selling	Completed
			* Direct selling and Sales promotion	Completed

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DEPARTMENT OF BUSINESS ADMINISTRATION
UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : Mrs. M.LATHA
Class : III BBA
Subject : Managerial Economics

1	**JULY**	HALF UNIT	**Unit-1 Introduction**	Completed
			Introduction to economic and managerial economics	Completed
			* Nature & Scope of Managerial Economics	
			* Important concepts of Managerial Economics	Completed
2	**AUGUST**	HALF UNIT	* Relationship between micro, macro, and managerial economics	Completed
			* Firm-Introduction	Completed
			* Objectives of firm	Completed
		1 UNIT	**Unit-2 Demand**	Completed
			* Demand of Consumer behaviour	
			* Marginal utility analysis	
			* Indifference curve analysis	
			* Law of Demand	
			* Types of Demand	Completed
			* Determinants of Demand	
			* Demand forecasting	Completed
			* Elasticity of Demand	Completed
		HALF UNIT	**Unit-3 Production and cost analysis**	Completed
			* Production function	
			* Law of variable proportion	Completed
			* Proportion of Law of return to scale	Completed
3	**SEPTEMBER**	HALF UNIT	* Economics of scale	Completed
			* Differnce cost concept	
			* Cost output relationship	
			* Cost analysis	Completed
			* Short run and long run	Completed
			* Revenue curves of firms, supply analysis	Completed
		1UNIT	**Unit-4 Pricing**	Completed
			* Pricing methods and strategies	Completed
			* Objectives of pricing	Completed
			* Factors of pricing	Completed
			* General consideration of pricing	Completed
			* Methods of Pricing	Completed
		HALF UNIT	**Unit-5 Market Competition**	Completed
			* Market clasiffication	Completed
			* Perfect competition	Completed
4	**OTOBER**	HALF UNIT	* Monopoly	Completed
			* Monopolistic competition	Completed
			* Duopoly and Oligopoly	Completed

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UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : **Mrs. M.LATHA**

Class : **III BBA**

Subject : **Entrepreneurial Development**

BATCH: 2021-2024				
S.No	**Month**	**Unit Number**	**TOPIC**	
1	**JULY**	HALF UNIT	**Unit-1[Concept of Entrepreneurship]**	
			* Meaning, types, qualities of entrepreneur	Completed
			* Classification- Factors influencing Entrepreneurship	Completed
2	**AUGUST**	HALF UNIT	**Unit-1[Concept of Entrepreneurship]**	Completed
			* Function of Entrepreneur	Completed
		1 UNIT	**Unit-2[Entrepreneurial development agencies]**	Completed
			*Commerial banks- DIC,National small industries corporations	Completed
			* Small industries development organisation	Completed
			*All India Financial instituions- IDBI,IFCI,ICICI,IRDBI	
		HALF UNIT	**Unit-3 [Project Managemnt]**	
			*Buiness idea generation techniques	
			* Business opportunities, Feasibility study	Completed
3	**SEPTEMBER**	HALF UNIT	**Unit-3 [Project Managemnt]**	Completed
			* Project report	Completed
			* Tools of Appraisal	Completed
		1UNIT	**Unit-4 [EDP]**	Completed
			* EDPs- Role, Relevance and Achievements	Completed
			* Role of government in organising EDPs,	Completed
			* Critical Evaluation	
		HALF UNIT	**Unit-5[Economic Development entrepreneurial growth]**	
			*Role of entrepreneur in economic growth	
			* Strategic approaches	Completed
4	**OTOBER**	HALF UNIT	**Unit-5[Economic Development entrepreneurial growth]**	Completed
			* Women Entrepreneur	Completed
			* Networking, Geographic concentration, Franchising	Completed

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DEPARTMENT OF BUSINESS ADMINISTRATION
UNIT WISE ALLOCATION-EVEN SEMESTER-2023-2024
Staff: Dr.Stephen Dev Business Taxation

S.NO	Month	Unit Number	Topic	Remarks
1	December 2023	1/2	Objectives Of Taxation – Canons Of Taxation – Tax System In India – Direct And Indirect Taxes – Meaning And Types. Central Excise Duty – Classification –	completed
2	January 2024	1.1/2	Levy and Collection of Excise duty – Clearance of excisable goods- Exemption from excise duty – Excise and Small Scale Industries – Excise and Exports – Demand, Refund, Rebate of Central Excise duty – Offences and Penalties – Settlement – Appellate Provisions.	completed
2.	February 2024	2	The Customs duty – Levy and Collection of customs duty – Organisation of the customs department – Officers of the customs – Powers – Appellate machinery – Infringement of the law – offences and penalties – Exemption from duty – customs duty drawback – duties free zones. Central Sales Tax Act – Levy and Collection of CST - Liability of Tax – Registration of dealers – Goods of Special Importance – Offences and penalties - Value added tax, objectives – Levy of VAT – Arguments in favour of VAT – Difficulties in administering	completed
4	March 2024	1	Definition of GST – Administrative structure of GST – Officers as per CGST Act - Officers as per SGST Act – Jurisdiction – Appointment- Powers- Procedure for Registration – Amendment of registration – Cancellation of registration.	Completed

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. B. GOMATHI

Class : III BCA B

Subject : INTERNET OF THINGS AND ITS APPLICATIONS

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	IoT & Web Technology, The Internet of Things Today, Time for Convergence, Towards the IoT Universe, Internet of Things Vision, IoT Strategic Research and Innovation Directions, IoT Applications, Future Internet Technologies, Infrastructure, Networks and Communication, Processes, Data Management, Security, Privacy & Trust, Device Level Energy Issues, IoT Related Standardization, Recommendations on Research Topics.
		II	M2M to IoT – A Basic Perspective– Introduction, Some Definitions, M2M Value Chains, IoT Value Chains, An emerging industrial structure for IoT, The international driven global value chain and global information monopolies
2.	FEBRUARY	II	M2M to IoT-An Architectural Overview– Building an architecture, Main design principles and needed capabilities, An IoT architecture outline, standards considerations
		III	IoT Architecture -State of the Art – Introduction, State of the art, Architecture. Reference Model- Introduction, , IoT reference Model, IoT Reference Architecture- Introduction, , Deployment and Operational View, Other Relevant architectural views.
		IV	IoT Applications for Value Creations Introduction, IoT applications for industry:, Brownfield IoT, Smart Objects ,Smart Applications, Four Aspects in your Business to Master IoT Value Creation from Big Data IoT for Retailing Industry
3.	MARCH	IV	, IoT For Oil and Gas Industry, Opinions on IoT Application and Value for Industry, Home Management, e Health.
		V	Internet of Things Privacy, Security and Governance Introduction, Overview of Governance, Contribution from FP7 Projects, Security, Privacy and Trust in IoT-Data-Platforms for Smart Cities, First Steps Towards a Secure Platform, Smartie Approach. Data Aggregation for the IoT in Smart Cities, Security

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. R. ANGELIN MONICA and MRS. MONISHA

Class : III BCA A

Subject : INTERNET OF THINGS AND ITS APPLICATIONS

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	IoT & Web Technology, The Internet of Things Today, Time for Convergence, Towards the IoT Universe, Internet of Things Vision, IoT Strategic Research and Innovation Directions, IoT Applications, Future Internet Technologies, Infrastructure, Networks and Communication, Processes, Data Management, Security, Privacy & Trust, Device Level Energy Issues, IoT Related Standardization, Recommendations on Research Topics.
		II	M2M to IoT – A Basic Perspective– Introduction, Some Definitions, M2M Value Chains, IoT Value Chains, An emerging industrial structure for IoT, The international driven global value chain and global information monopolies
2.	FEBRUARY	II	M2M to IoT-An Architectural Overview– Building an architecture, Main design principles and needed capabilities, An IoT architecture outline, standards considerations
		III	IoT Architecture -State of the Art – Introduction, State of the art, Architecture. Reference Model- Introduction, , IoT reference Model, IoT Reference Architecture- Introduction, , Deployment and Operational View, Other Relevant architectural views.
		IV	IoT Applications for Value Creations Introduction, IoT applications for industry:, Brownfield IoT, Smart Objects ,Smart Applications, Four Aspects in your Business to Master IoT Value Creation from Big Data IoT for Retailing Industry
3.	MARCH	IV	, IoT For Oil and Gas Industry, Opinions on IoT Application and Value for Industry, Home Management, e Health.
		V	Internet of Things Privacy, Security and Governance Introduction, Overview of Governance, Contribution from FP7 Projects, Security, Privacy and Trust in IoT-Data-Platforms for Smart Cities, First Steps Towards a Secure Platform, Smartie Approach. Data Aggregation for the IoT in Smart Cities, Security

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. B. GOMATHI

Class : II BCA A

Subject : OPEN SOURCE TECONOLOGY

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Introduction – Why Open Source – Open Source –Principles, Standards Requirements, Successes – Free Software – FOSS – Internet Application Projects.
		II	Open source – Initiatives, Principles, Methodologies, Philosophy
2.	FEBRUARY	II	Platform, Freedom, OSSD, Licenses – Copy right, Copy left, Patent, Zero Marginal Technologies, Income generation opportunities, Internalization
		III	Case Studies – Apache, BSD, Linux, Mozilla (Firefox), Wikipedia, Joomla, GCC, Open Office.
		IV	Open Source Project –Starting, Maintaining
3.	MARCH	IV	Open Source – Hardware, Design, Teaching & Media
		V	Open Source Ethics – Open Vs Closed Source – Government – Ethics – Impact of Open source Technology – Shared Software – Shared Source

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : Dr. M. THYAGARAJ

Class : III BCA A

Subject : WEB DESIGN AND DEVELOPMENT

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	HTML: HTML-Introduction-tag basics- page structure-adding comments working with texts, paragraphs and line break. Emphasizing test- heading and horizontal rules-list-font size, face and color-alignment-links-tables-frames.
		II	Forms & Images Using Html: Graphics: Introduction-How to work efficiently with images in web pages, image maps, GIF animation, adding multimedia
2.	FEBRUARY	II	data collection with html forms textbox, password, list box, combo box, text area, tools for building web page front page
		III	XML & DHTML: Cascading style sheet (CSS)-what is CSS-Why we use CSS-adding CSS to your web pages-Grouping styles-extensible markup language (XML). Dynamic HTML: Document object model (DCOM)-Accessing HTML & CSS through DCOM Dynamic content styles & positioning-Event bubbling-data binding
		IV	JavaScript : Client side scripting, What is JavaScript, How to develop JavaScript, simple JavaScript, variables, functions, conditions
3.	MARCH	IV	loops and repetition, Advance script, JavaScript and objects, JavaScript own objects, the DOM and web browser environments, forms and validations
		V	Ajax: Introduction, advantages &disadvantages, Purpose of it, Ajax based web application, alternatives of Ajax Java Script & AJAX: Introduction to array-operators, making statements-date & time-mathematics-strings-Event handling form properties. AJAX. Introduction to j Query and Angular JS.

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. MONISHA

Class : III BCA A

Subject : DATA MINING

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I II	Basic Data Mining Tasks – Data Mining Versus Knowledge Discovery in Data Bases – Data Mining Issues – Data Mining Matrices – Social Implications of Data Mining – Data Mining from Data Base Perspective Data Mining Techniques – a Statistical Perspective on data mining – Similarity Measures
2.	FEBRUARY	II III IV	Decision Trees – Neural Networks – Genetic Algorithms. Classification: Introduction – Statistical – Based Algorithms – Distance Based Algorithms – Decision. Classification: Introduction – Statistical – Based Algorithms – Distance Based Algorithms – Decision.
3.	MARCH	IV V	Hierarchical Algorithms. Partitioned Algorithms. Association Rules: Introduction - Large Item Sets – Basic Algorithms – Parallel & Distributed Algorithms – Comparing Approaches – Incremental Rules – Advanced Association Rules Techniques – Measuring the Quality of Rules.

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : MRS.S. SANGEETHA

Class : III BCA B

Subject : DATA MINING

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Basic Data Mining Tasks – Data Mining Versus Knowledge Discovery in Data Bases – Data Mining Issues – Data Mining Matrices – Social Implications of Data Mining – Data Mining from Data Base Perspective
		II	Data Mining Techniques – a Statistical Perspective on data mining – Similarity Measures
2.	FEBRUARY	II	Decision Trees – Neural Networks – Genetic Algorithms.
		III	Classification: Introduction – Statistical – Based Algorithms – Distance Based Algorithms – Decision.
		IV	Classification: Introduction – Statistical – Based Algorithms – Distance Based Algorithms – Decision.
3.	MARCH	IV	Hierarchical Algorithms. Partitioned Algorithms.
		V	Association Rules: Introduction - Large Item Sets – Basic Algorithms – Parallel & Distributed Algorithms – Comparing Approaches – Incremental Rules – Advanced Association Rules Techniques – Measuring the Quality of Rules.

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. R. GAYATRI

Class : III BCA B

Subject : WEB DESIGN AND DEVELOPMENT

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	HTML: HTML-Introduction-tag basics- page structure-adding comments working with texts, paragraphs and line break. Emphasizing test- heading and horizontal rules-list-font size, face and color-alignment-links-tables-frames.
		II	Forms & Images Using Html: Graphics: Introduction-How to work efficiently with images in web pages, image maps, GIF animation, adding multimedia
2.	FEBRUARY	II	data collection with html forms textbox, password, list box, combo box, text area, tools for building web page front page
		III	XML & DHTML: Cascading style sheet (CSS)-what is CSS-Why we use CSS-adding CSS to your web pages-Grouping styles-extensible markup language (XML). Dynamic HTML: Document object model (DCOM)-Accessing HTML & CSS through DCOM Dynamic content styles & positioning-Event bubbling-data binding
		IV	JavaScript : Client side scripting, What is JavaScript, How to develop JavaScript, simple JavaScript, variables, functions, conditions
3.	MARCH	IV	loops and repetition, Advance script, JavaScript and objects, JavaScript own objects, the DOM and web browser environments, forms and validations
		V	Ajax: Introduction, advantages &disadvantages, Purpose of it, Ajax based web application, alternatives of Ajax Java Script & AJAX: Introduction to array-operators, making statements-date & time-mathematics-strings-Event handling form properties. AJAX. Introduction to j Query and Angular JS.

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. MARY SANTHAPRIYA

Class : III BCA B

Subject : MOBILE APPLICATION DEVELOPMENT

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Mobile Application Development - Mobile Applications and Device Platforms - Alternatives for Building Mobile Apps - Comparing Native vs. Hybrid Applications -The Mobile Application Development Lifecycle-The Mobile Application Front-End-The Mobile Application Back-End-Key Mobile Application Services-What is Android-Android version history-Obtaining the Required Tools- Launching Your First Android Application-Exploring the IDE-Debugging Your Application-Publishing Your Application
		II	Understanding Activities-Linking Activities Using Intents-Fragments-Displaying Notifications- Understanding the Components of a Screen-Adapting to Display Orientation
2.	FEBRUARY	II	Managing Changes to Screen Orientation- Utilizing the Action Bar-Creating the User Interface Programmatically Listening for UI Notifications
		III	Using Basic Views-Using Picker Views -Using List Views to Display Long Lists-Understanding Specialized Fragments - Using Image Views to Display Pictures -Using Menus with Views-Using WebView- Saving and Loading User Preferences-Persisting Data to Files-Creating and Using Databases.
		IV	Sharing Data in Android-Creating Your Own Content Providers - Using the Content Provider

3.	MARCH	IV	SMS Messaging - Sending Email-Displaying Maps- Getting Location Data- Monitoring a Location.
		V	Consuming Web Services Using HTTP-Consuming JSON Services- Creating Your Own Services - Binding Activities to Services -Understanding Threading

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Principal
Nazareth College of Arts & Science
Koyil[illegible] Main Road, Kannadapalayam,
Vellivoyal Post, Avadi, Chennai-600062.

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS.S. SANGEETHA

Class : III BCA A

Subject : MOBILE APPLICATION DEVELOPMENT

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Mobile Application Development - Mobile Applications and Device Platforms - Alternatives for Building Mobile Apps - Comparing Native vs. Hybrid Applications -The Mobile Application Development Lifecycle-The Mobile Application Front-End-The Mobile Application Back-End-Key Mobile Application Services-What is Android-Android version history-Obtaining the Required Tools- Launching Your First Android Application-Exploring the IDE-Debugging Your Application-Publishing Your Application
		II	Understanding Activities-Linking Activities Using Intents-Fragments-Displaying Notifications- Understanding the Components of a Screen-Adapting to Display Orientation
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Principal
Nazareth College of Arts & Science
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Vellanur Post, Avadi, Chennai-600062.

3.	MARCH	IV	Cheque Payment Systems on the Internet – Risk and e-Payment Systems – Designing e-payment Systems – Digital Signature – Online Financial Services in India - Online Stock Trading.
		V	Information systems for Mobile Commerce: What is Mobile Commerce? – Wireless Applications –Cellular Network – Wireless Spectrum – Technologies for Mobile Commerce – Wireless Technologies –Different Generations in Wireless Communication – Security Issues Pertaining to Cellular Technology. Portals for E-Business: Portals – Human Resource Management – Various HRIS Modules.

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CHENNAI
600 092

Principal
Nazareth College of Arts & Science
Kovil Pillai Road, Kannadapalayam,
Vandalur, Chennai-600082.

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. GNANASELVI

Class : II BCA A

Subject : E-COMMERSE TECONOLOGY

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	History of E-commerce and Indian Business Context: E-Commerce –Emergence of the Internet –Emergence of the WWW – Advantages of E-Commerce – Transition to E-Commerce in India – The Internet and India – E-transition Challenges for Indian Corporate. Business Models for E-commerce: Business Model – E-business Models Based on the Relationship of Transaction Parties - E-business Models Based on the Relationship of Transaction Types
		II	Enabling Technologies of the World Wide Web: World Wide Web – Internet Client-Server Applications – Networks and Internets – Software Agents
2.	FEBRUARY	II	Internet Standards and Specifications – ISP. e-Marketing Traditional Marketing – Identifying Web Presence Goals – Online Marketing – E-advertising – E-branding.
		III	E-Security: Information system Security – Security on the Internet – E-business Risk Management Issues –Information Security Environment in India. Legal and Ethical Issues : Cyber talking – Privacy is at Risk in the Internet Age – Phishing – Application Fraud – Skimming – Copyright – Internet Gambling – Threats to Children..
		IV	e-Payment Systems: Main Concerns in Internet Banking – Digital Payment Requirements – Digital Token-based e-payment Systems – Classification of New Payment Systems – Properties of Electronic Cash

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Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

3.	MARCH	IV	SMS Messaging - Sending Email-Displaying Maps- Getting Location Data- Monitoring a Location.
		V	Consuming Web Services Using HTTP-Consuming JSON Services- Creating Your Own Services - Binding Activities to Services -Understanding Threading

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. GNANASELVI and MRS. MARY SANTHAPRIYA

Class : II BCA B

Subject : E-COMMERSE TECONOLOGY

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	History of E-commerce and Indian Business Context: E-Commerce –Emergence of the Internet –Emergence of the WWW – Advantages of E-Commerce – Transition to E-Commerce in India – The Internet and India – E-transition Challenges for Indian Corporate. Business Models for E-commerce: Business Model – E-business Models Based on the Relationship of Transaction Parties - E-business Models Based on the Relationship of Transaction Types
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		IV	e-Payment Systems: Main Concerns in Internet Banking – Digital Payment Requirements – Digital Token-based e-payment Systems – Classification of New Payment Systems – Properties of Electronic Cash

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Kovilpathagai Main Road, Kannadapalay
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3.	MARCH	IV	Cheque Payment Systems on the Internet – Risk and e-Payment Systems – Designing e-payment Systems – Digital Signature – Online Financial Services in India - Online Stock Trading.
		V	Information systems for Mobile Commerce: What is Mobile Commerce? – Wireless Applications –Cellular Network – Wireless Spectrum – Technologies for Mobile Commerce – Wireless Technologies –Different Generations in Wireless Communication – Security Issues Pertaining to Cellular Technology. Portals for E-Business: Portals – Human Resource Management – Various HRIS Modules.

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CHENNAI
600 062

Principal
Nazareth College of Arts & Scien
Kovilpathagai Main Road, Kannadapalay
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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. R. ANGELIN MONICA

Class : II BCA B

Subject : OPEN SOURCE TECONOLOGY

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Introduction – Why Open Source – Open Source –Principles, Standards Requirements, Successes – Free Software – FOSS – Internet Application Projects.
		II	Open source – Initiatives, Principles, Methodologies, Philosophy
2.	FEBRUARY	II	Platform, Freedom, OSSD, Licenses – Copy right, Copy left, Patent, Zero Marginal Technologies, Income generation opportunities, Internalization
		III	Case Studies – Apache, BSD, Linux, Mozilla (Firefox), Wikipedia, Joomla, GCC, Open Office.
		IV	Open Source Project –Starting, Maintaining
3.	MARCH	IV	Open Source – Hardware, Design, Teaching & Media
		V	Open Source Ethics – Open Vs Closed Source – Government – Ethics – Impact of Open source Technology – Shared Software – Shared Source

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. S.SANGEETHA

Class : II BCA A

Subject : COMPUTER NETWORKS

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Introduction – Network Hardware - Software - Reference Models - OSI and TCP/IP Models - Example Networks: Internet, ATM, Ethernet and Wireless LANs - Physical Layer - Theoretical Basis for Data Communication - Guided Transmission Media.
		II	Wireless Transmission - Communication Satellites - Telephone System: Structure, Local Loop, Trunks and Multiplexing and Switching. Data Link Layer: Design Issues - Error Detection and Correction.
2.	FEBRUARY	II	Trunks and Multiplexing and Switching. Data Link Layer: Design Issues - Error Detection and Correction.
		III	Elementary Data Link Protocols - Sliding Window Protocols - Data Link Layer in the Internet - Medium Access Layer - Channel Allocation Problem - Multiple Access Protocols - Bluetooth.
		IV	Network Layer - Design Issues - Routing Algorithms - Congestion Control Algorithms
3.	MARCH	IV	IP Protocol - IP Addresses - Internet Control Protocols.
		V	Transport Layer - Services - Connection Management - Addressing, Establishing and Releasing a Connection - Simple Transport Protocol - Internet Transport Protocols (ITP) - Network Security: Cryptography.

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Nazareth College of Arts & Science
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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. MARY SANTHAPRIYA

Class : II BCA B

Subject : COMPUTER NETWORKS

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Introduction – Network Hardware - Software - Reference Models - OSI and TCP/IP Models - Example Networks: Internet, ATM, Ethernet and Wireless LANs - Physical Layer - Theoretical Basis for Data Communication - Guided Transmission Media.
		II	Wireless Transmission - Communication Satellites - Telephone System: Structure, Local Loop, Trunks and Multiplexing and Switching. Data Link Layer: Design Issues - Error Detection and Correction.
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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. R. ANGELIN MONICA

Class : II BCA B

Subject : OBJECT ORIENTED PROGRAMMING USING C++

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Object Oriented Programming Concepts: Complexity in software - The need for object-orientation – Abstraction – Encapsulation – Modularity – Hierarchy. Basic Elements of C++: Classes – Objects – Data members and member functions –private and public access specifies - Static members - Constructors – Singleton class -Destructors - Friend Functions and Friend Classes - Array of objects – Pointer to objects - this pointer – References – Dynamic memory allocation - Namespaces.
		II	Function Overloading: Overloading a function - Default arguments – Overloading Constructors.
2.	FEBRUARY	II	Operator Overloading: Overloading an operator as a member function – Overloading an operator as a friend function – Overloading the operators [], (), -> and comma operators – Conversion Functions
		III	Inheritance: Types of inheritance – protected access specifier –Virtual Base Class –Base class and derived class constructors. Run-time Polymorphism: Virtual Functions– Function overriding - Pure virtual function – Abstract base class.
		IV	Templates: Function templates – Overloading a function template – Class templates. Standard Template Library (STL): Containers: vector, list – Integrators: forward, backward – Algorithms: removing and replacing elements, sorting, counting, reversing a sequence.

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Principal
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3.	MARCH	IV	Exception Handling: Exceptions – try, catch, throw – Rethrowing an exception –Restricting exceptions - Handling exceptions in derived classes - terminate(), abort(),unexpected(), set_terminate().
		V	I/O Streams: Formatted I/O with ios class functions - Manipulators – Creating own manipulator – Overloading << and >> operators.File I/O: fstream class – Opening and closing a file – Reading from and writing to a text file - Unformatted and Binary I/O – Random access I/O.

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CHENNAI
600 062

Principal
Nazareth College of Arts & Scier
Kovilpathagai Main Road, Kannadapalay
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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – EVEN SEM (2023 – 2024)

Name of the Staff : MRS. R. GAYATRI

Class : II BCA B

Subject : OBJECT ORIENTED PROGRAMMING USING C++

SNO	MONTH	UNIT	TOPIC
1.	JANUARY	I	Object Oriented Programming Concepts: Complexity in software - The need for object-orientation – Abstraction – Encapsulation – Modularity – Hierarchy. Basic Elements of C++: Classes – Objects – Data members and member functions –private and public access specifies - Static members - Constructors – Singleton class -Destructors - Friend Functions and Friend Classes - Array of objects – Pointer to objects - this pointer – References – Dynamic memory allocation - Namespaces.
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Principal
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3.	MARCH	IV	Exception Handling: Exceptions – try, catch, throw – Rethrowing an exception –Restricting exceptions - Handling exceptions in derived classes - terminate(), abort(),unexpected(), set_terminate().
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CHENNAI
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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : Mrs. B. Gomathi

Class : III BCA B

Subject : SOFTWARE ENGINEERING

SNO	MONTH	UNIT	TOPIC
1.	AUGUST	I	Introduction – Evolution – Software Development projects – Emergence of Software Engineering. Software Life cycle models – Waterfall model – Rapid Application Development – Agile Model – Spiral Model.
2.	SEPTEMBER	II	Requirement Analysis and Specification – Gathering and Analysis – SRS – Formal System Specification.
		III	Software Design – Overview – Characteristics – Cohesion & Coupling – Layered design – Approaches Function Oriented Design – Structured Analysis – DFD – Structured Design – Detailed design.
3.	OCTOBER	IV	Object Modeling using UML – OO concepts – UML – Diagrams – Use case, Class, Interaction, Activity, State Chart – Postscript.
		V	Coding & Testing – coding – Review – Documentation – Testing – Black-box, White-box, Integration, OO Testing, Smoke testing

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Principal
Nazareth College of Arts & Science
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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : Mrs. G. BABY SARAL

Class : II BCA B

Subject : DATA STRUCTURES

SNO	MONTH	UNIT	TOPIC
1.	AUGUST	I	Abstract Data Types (ADTs)- List ADT-array-based implementation-linked list implementation-singly linked lists-circular linked lists-doubly-linked lists-applications of lists-Polynomial Manipulation- All operations-Insertion-Deletion-Merge-Traversal.
		II	Stack ADT-Operations- Applications- Evaluating arithmetic expressions – Conversion of infix to postfix expression-Queue ADT-Operations-Circular Queue-Priority Queue- deQueue-applications of queues.
2.	SEPTEMBER	III	Tree ADT-tree traversals-Binary Tree ADT-expression trees-applications of trees-binary search tree AD TThreadedBinary Trees-AVL Trees- B-Tree- B+ Tree – Heap-Applications of heap
		IV	Definition- Representation of Graph- Types of graph-Breadth first traversal – Depth first traversal-Topological sort- Bi-connectivity – Cut vertex- Euler circuits-Applications of graphs
3.	OCTOBER	V	Searching- Linear search-Binary search-Sorting-Bubble sort-Selection sort-Insertion sort-Shell sort-Radix sort-Hashing-Hash functions-Separate chaining- Open Addressing-Rehashing-Extendible Hashing.

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Principal
Nazareth College of Arts & Scie
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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : Mrs. G. BABY SARAL

Class : II BCA B

Subject : DATA STRUCTURES

SNO	MONTH	UNIT	TOPIC
1.	AUGUST	I	Abstract Data Types (ADTs)- List ADT-array-based implementation-linked list implementation-singly linked lists-circular linked lists-doubly-linked lists-applications of lists-Polynomial Manipulation- All operations-Insertion-Deletion-Merge-Traversal.
		II	Stack ADT-Operations- Applications- Evaluating arithmetic expressions – Conversion of infix to postfix expression-Queue ADT-Operations-Circular Queue-Priority Queue- deQueue-applications of queues.
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Principal
Nazareth College of Arts & Scie
Kovilpathagai Main Road, Kannadapala
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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : **Mrs. GNANASELVI**

Class : **II BCA A**

Subject : **DATA STRUCTURES**

SNO	MONTH	UNIT	TOPIC
1.	AUGUST	I	Abstract Data Types (ADTs)- List ADT-array-based implementation-linked list implementation-singly linked lists-circular linked lists-doubly-linked lists-applications of lists-Polynomial Manipulation- All operations-Insertion-Deletion-Merge-Traversal.
		II	Stack ADT-Operations- Applications- Evaluating arithmetic expressions – Conversion of infix to postfix expression-Queue ADT-Operations-Circular Queue-Priority Queue- deQueue-applications of queues.
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Principal
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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : MRS. G. BABY SARAL & MRS. MARY SHANTHA PRIYA

Class : III BCA B

Subject : OPERATING SYSTEM

SNO	MONTH	UNIT	TOPIC
1.	SEPTEMBER	I	Introduction: Views - Types of System - OS Structure – Operations - Services – Interface- System Calls- System Structure - System Design and Implementation. Process Management: Process - Process Scheduling - Inter-process Communication. CPU Scheduling: CPU Schedulers - Scheduling Criteria - Scheduling Algorithms.
		II	Process Synchronization: Critical- Section Problem - Synchronization Hardware Semaphores - Classical Problems of Synchronization - Monitors.
2.	OCTOBER	II	Deadlocks: Characterization - Methods for Handling Deadlocks - Deadlock Prevention - Avoidance - Detection - Recovery.
		III	Memory Management: Hardware - Address Binding – Address Space - Dynamic Loading and Linking – Swapping – Contiguous Allocation - Segmentation -Paging – Structure of the Page Table.
		IV	Virtual Memory Management: Demand Paging - Page Replacement Algorithms - Thrashing. File System: File Concept -. Access Methods
3.	NOVEMBER	IV	Directory and Disk Structure - Protection - File System Structures - Allocation Methods - Free Space Management.
		V	I/O Systems: Overview - I/O Hardware - Application I/O Interface - Kernel I/O Subsystem - Transforming 1/0 Requests to Hardware Operations - Performance. System Protection: Goals - Domain - Access matrix. System Security: The Security Problem - Threats – Encryption- User Authentication.

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : MRS. G. BABY SARAL

Class : I BCA B

Subject : PROBLEM SOLVING USING PHYTHON

SNO	MONTH	UNIT	TOPIC
1.	SEPTEMBER	I	Introduction: The essence of computational problem solving – Limits of computational problem solving-Computeralgorithms-Computer Hardware-Computer Software-The process of computational problem solving-Pythonprogramming language - Literals - Variables and Identifiers - Operators - Expressions and Data types.
		II	Control Structures: Boolean Expressions - Selection Control - If Statement- Indentation in Python- Multi- WaySelection -- Iterative Control- While Statement- Infinite loops- Definite vs. Indefinite Loops- Boolean Flags andIndefinite Loops. Lists: List Structures - Lists in Python - Iterating over lists in Python
2.	OCTOBER	III	Functions: Program Routines- Defining Functions- More on Functions: Calling Value-Returning Functions-Calling Non-Value-Returning Functions- Parameter Passing - Keyword Arguments in Python - Default Argumentsin Python-Variable Scope.
		IV	Objects and their use: Software Objects - Turtle Graphics – Turtle attributes-Modular Design: Modules - Top-Down Design - Python Modules - Text Files: Opening, reading and writing text files - String Processing -Exception Handling.
3.	NOVEMBER	V	Dictionaries and Sets: Dictionary type in Python - Set Data type. Object Oriented Programming using Python:Encapsulation - Inheritance – Polymorphism. Recursion: Recursive Functions

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UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : MRS. GAYATHRI

Class : I BCA A

Subject : PROBLEM SOLVING USING PHYTHON

SNO	MONTH	UNIT	TOPIC
1.	SEPTEMBER	I	Introduction: The essence of computational problem solving – Limits of computational problem solving-Computeralgorithms-Computer Hardware-Computer Software-The process of computational problem solving-Pythonprogramming language - Literals - Variables and Identifiers - Operators - Expressions and Data types.
		II	Control Structures: Boolean Expressions - Selection Control - If Statement- Indentation in Python- Multi- WaySelection -- Iterative Control- While Statement- Infinite loops- Definite vs. Indefinite Loops- Boolean Flags andIndefinite Loops. Lists: List Structures - Lists in Python - Iterating over lists in Python
2.	OCTOBER	III	Functions: Program Routines- Defining Functions- More on Functions: Calling Value-Returning Functions-Calling Non-Value-Returning Functions- Parameter Passing - Keyword Arguments in Python - Default Argumentsin Python-Variable Scope.
		IV	Objects and their use: Software Objects - Turtle Graphics – Turtle attributes-Modular Design: Modules - Top-Down Design - Python Modules - Text Files: Opening, reading and writing text files - String Processing -Exception Handling.
3.	NOVEMBER	V	Dictionaries and Sets: Dictionary type in Python - Set Data type. Object Oriented Programming using Python:Encapsulation - Inheritance – Polymorphism. Recursion: Recursive Functions

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : Mrs. GAYATHRI

Class : III BCA A

Subject : SOFTWARE ENGINEERING

SNO	MONTH	UNIT	TOPIC
1.	AUGUST	I	Introduction – Evolution – Software Development projects – Emergence of Software Engineering. Software Life cycle models – Waterfall model – Rapid Application Development – Agile Model – Spiral Model.
2.	SEPTEMBER	II	Requirement Analysis and Specification – Gathering and Analysis – SRS – Formal System Specification.
		III	Software Design – Overview – Characteristics – Cohesion & Coupling – Layered design – Approaches Function Oriented Design – Structured Analysis – DFD – Structured Design – Detailed design.
3.	OCTOBER	IV	Object Modeling using UML – OO concepts – UML – Diagrams – Use case, Class, Interaction, Activity, State Chart – Postscript.
		V	Coding & Testing – coding – Review – Documentation – Testing – Black-box, White-box, Integration, OO Testing, Smoke testing

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DEPARTMENT OF COMPUTER APPLICATIONS

UNIT ALLOCATION – ODD SEM (2023 – 2024)

Name of the Staff : **MRS. CELIN**

Class : **III BCA B**

Subject : **OPERATING SYSTEM**

SNO	MONTH	UNIT	TOPIC
1.	SEPTEMBER	I	Introduction: Views - Types of System - OS Structure – Operations - Services – Interface- System Calls- System Structure - System Design and Implementation. Process Management: Process - Process Scheduling - Inter-process Communication. CPU Scheduling: CPU Schedulers - Scheduling Criteria - Scheduling Algorithms.
		II	Process Synchronization: Critical- Section Problem - Synchronization Hardware Semaphores - Classical Problems of Synchronization - Monitors.
2.	OCTOBER	II	Deadlocks: Characterization - Methods for Handling Deadlocks - Deadlock Prevention - Avoidance - Detection - Recovery.
		III	Memory Management: Hardware - Address Binding – Address Space - Dynamic Loading and Linking – Swapping – Contiguous Allocation - Segmentation -Paging – Structure of the Page Table.
		IV	Virtual Memory Management: Demand Paging - Page Replacement Algorithms - Thrashing. File System: File Concept -. Access Methods
3.	NOVEMBER	IV	Directory and Disk Structure - Protection - File System Structures - Allocation Methods - Free Space Management.
		V	I/O Systems: Overview - I/O Hardware - Application I/O Interface - Kernel I/O Subsystem - Transforming 1/0 Requests to Hardware Operations - Performance. System Protection: Goals - Domain - Access matrix. System Security: The Security Problem - Threats – Encryption- User Authentication.

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ACADEMIC YEAR
2023 - 2024

Unit allocation

MSW -

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DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

EVEN SEMESTER

STAFF NAME: MS. DHIVYA BHARATHI V.S

CLASS: I MSW		SUBJECT: Community Organization & Social Action
Month	Units	Topic
February	1- 2 Unit	Community Meaning and definition, community as a social system; subsystems in community; types of communities and characteristics, theories of communities, community power structure: concept of community power, types, people's power-its place in communities community dynamics: integrative and disintegrative process; participative groups and groupism; factions and subgroups; minority groups; decision making and problem-solving processes Community Organization • Evolution of CO as a method in Social Work; • Community Organization: definition, rationale, philosophy, principles, goals, scope of co in India, • Community organization models: J.Rothman, social planning, locality development and social action, Murray Ross -general content, specific content and process objective.
March	3- 5 Unit	Process and Skills of Community of Organization Analysis, study, assessment, discussions, organization, action, evaluation, modification, continuation Skills of CO worker - communication, training, consultation, organizing, enabling, facilitating, public relations, mobilizing, participatory skills, liasoning. Social Action as a Method of Social Work • Definition and meaning; aims and objectives, scope, social action as a method in Social Work, • Paradigm of five elements: causes, change agent, change target, change channels, change strategy; strategies and tactics for social action: channels topology, influence channels, responsive channels; strategies, power, persuasive, re-educative, reform and political change strategies; social worker as an activist, role and personality requirements; • Skills of a social activist - mediation, advocacy, negotiation, conflict-resolution. Models and Approaches to Social Action • Introduction to Models of Social Action- Paulo Freire- Pedagogy of the oppressed, Gandhi- Rural Reconstruction, Martin Luther King-Civil Rights Movement, Saul Alinsky- Radical Movement, Gene Sharp- Nonviolence revolutionary Movement. Introduction to Social Action Movements in India - Environmental movement (Narmada Bachao Andolan, Chipko

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		Movement), Tribal Movements), Dalit Movements; Participatory methods and assessment- tools and techniques

CLASS: II MSW		SUBJECT: International Social Work
Month	Units	Topic
February	1-2 Unit	Unit -1: International Social Work Concept, Importance of International Social work, Social work as an International Profession, International Professional Action. Global Interdependence and Social work –Environmental Interdependence, Cultural Interdependence, Economic Interdependence, Security Interdependence, Social Welfare Interdependence International Relief and Development practice; Role of International Social Welfare Organization and their functions.
March	3-4	Cross Cultural Competencies Meaning of Cultural Competence, Cultural awareness, Knowledge acquisition, Skill Development, Inductive Learning, Advancing Social and Economic justice Standards for Cultural Competence in Social Work Practice (NASW 2001) Global Challenges Social Work and Global Economy, Poverty, Global Greying, Racism, Ethnic Conflict and Violence, Refugees, Displacement & Forced Migration, AIDS, Human Trafficking, Climate Change, Disaster Response.

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DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

EVEN SEMESTER

STAFF NAME: Ms. Dhanisha

CLASS: II MSW		SUBJECT : DEVELOPMENT PLANNING
Month	Units	Topic
January	1 Unit	Development Planning □ Planning – Concept – models, approaches – types planning process – need and importance of planning for development. □ Development – definition – concepts; indicators – types – models, social development and planning as a major development thrust in India.
February	2 Unit	Participatory Planning □ Participatory planning and development – history of participatory development in India – models and approaches – participatory planning in Panchayati Raj institutions.
March	3 Unit	Agriculture and Development □ Government's plan for Agricultural development – agricultural productivity –causes and problems of agriculture in India – marginal and small farmers agricultural problems and strategies to solve them
March	4 Unit	Co-operative Movement in India □ History, Principles – legislations planning to cooperatives – Role and achievements of cooperative – problems and limitations of cooperatives –problems and limitations of cooperatives – types of cooperatives – Role of Cooperatives to develop the poor.
April	5 Unit	Development of SC & ST □ Concept, Definition of SC and ST, Constitutional provisions, problems and programmes for development of SCs and STs– Central and State schemes – Role of Professional Social Workers, NGO's in the development of SCs& STs, Development initiatives for Migrants, Refugees and Displaced.

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DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

EVEN SEMESTER

STAFF NAME: Mr. Krishna Raj

CLASS : I MSW	SUBJECT : SOCIAL WELFARE ADMINISTRATION, SOCIAL POLICIES AND SOCIAL LEGISLATIONS	
MONTH	UNIT	PORTION
JANUARY	1	Social Welfare Administration: Meaning and definition of Social Welfare Administration and Social Work administration; Purpose, historical development. principles, functions and areas (Policy making, planning, personnel, supervision, office administration, budgeting, finance, fund raising, accounting, auditing, purchase and stock keeping, record maintenance, co-ordination, public relation, monitoring and evaluation, research, annual report);
FEBRAUARY	2	Social Welfare Agencies: Development of Social Welfare in India; Voluntary Social Work. Social Agencies: Meaning, definition, type and models of NGOs; Roles of NGOs in National Development. Types of NGO Registration and procedure; Societies Registration Act 1860, Indian Trusts Act 1882 and Companies Act, 2013.
MARCH	3	Governmental Schemes on Social Welfare. Social Welfare Administration at national, state and local levels; CSWB (Central Social Welfare Board), State Social Welfare Board, Directorate of Social Welfare and Handicapped Welfare. Social welfare policy: Evolution and Constitutional base, policies & programmes for the Weaker Section of the community (women, Children, Aged, handicapped & other backward caste (OBCs), Scheduled Caste (SCs), Scheduled Tribes (STs) and De-Notified Communities.)
MARCH	4	Social Planning and Social Development: Social planning and community planning, Need and importance. Planning machinery at the state & National levels; Five year plans; Social development: Concept and indicators for social change and social development in India.
APRIL	5	Social Legislation: Definition and role legislation in social change, Constitutional basis for social legislation: Fundamental Rights and Directive Principles of state Policy; laws related to Laws Related to Marriage: Hindu, Muslim, Christian, and Personal Laws Relating to Marriage.: Laws Relating to Divorce, Minority, and Guardianship; Adoption, Succession, and Inheritance. Legislation Relating to Social Problems such as Prostitution, Juvenile Delinquency, Women Harassment Child Labour, Untouchability, Physical, and Mental Disabilities.

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DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

EVEN SEMESTER

STAFF NAME: NISHA DEVA PRIYA J

CLASS: II MSW		SUBJECT:MEDICAL SOCIAL WORK
Month	Units	Topic
January	1 Unit	**Medical Social Work** Definition, concept, objectives, its nature, need and scope; the roles and functions of a medical social worker; historical development in India and abroad; medical sociology and its relevance to medical social work practice; practice of social work methods in hospital settings: their need and importance in working with patients and families: scope and limitations of practice
February	2 Unit	**Psychological, Social and Economic Implications of Illness and Disability** Psychological, Social and Economic Implications of Illness and Disability • For the patient and his family; concepts of patient as a person, patient as a whole, the psychosomatic approach; multidisciplinary team work: need, importance, and principles; role of social worker as a member of the team
March	3 Unit	**The Hospital as a Formal Organisation** • Its goals, technology, structure and functions, departments, administrative procedures, implications of hospitalisation for the patient and his family; medical social work department: staffing, organisation and functions; extension services; public relations
March	4 Unit	**Impairment, Disability and Handicap** • Causes, types and classification of physical handicaps: orthopaedic disability, visual handicap, aural impairment and speech disability; psychosocial problems and implications for each specific handicap and role of the medical social worker in intervention; physical medicine, physiotherapy and occupational therapy: objectives and types; • Rehabilitation: definition, concept, principles, and process; role of the medical social worker in rehabilitation planning, resource mobilisation, and follow-up
April	5 Unit	**Need for assistance and role of the medical social worker in the following settings:** outpatient unit, intensive care unit, pediatric ward, maternity ward, abortion clinic, family planning centre, std clinic, HIV clinic, orthopedic department, cardiology department, blood bank, TB sanatorium and cancer hospitals, training of the volunteers to work with the chronically

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		ill in the community, and special focus on rural/tribal areas

CLASS: II MSW		SUBJECT:PSYCHIATRIC SOCIAL WORK
Month	Units	Topic
January	1 Unit	**Psychiatric Social Work** An Introduction Definition, Scope, Historical Development, Magnitude of mental health problems among men, women, aged, socio - economically disadvantaged in urban and rural population and the mental health issues due to disaster: • Treatment for the mentally ill patients : Psychological intervention, individual interventions, family interventions, group intervention and medication
February	2 Unit	**Psychological Treatment Methods** • Psychotherapy, supportive therapy, Re-educative and Reconstructive psychotherapy, Behaviour therapy, CBT, ERP or EX/RP, Psycho-analysis, Client centered therapy, Reality therapy, Gestalt therapy, Rational emotive therapy, Logo therapy, Hypnosis and Abreaction.
March	3 Unit	**Psychological Therapies** • Group Therapy, Transactional Analysis, Marital Therapy, Family Therapy, Recreational and Relaxation Therapies, Occupational Therapy and Psychiatric Rehabilitation
March	4 Unit	**Psychiatric Social Work Practice** Role of Psychiatric Social Worker in half way homes , Day care centers, Child guidance clinic, De-addiction, Suicide prevention, Community mental health programmes; Admission and discharge procedures in a Psychiatric Hospital.
April	5 Unit	**Mental Health Care Policies and Legislations** • Policies and legislations related to mental health in India: National Mental health Policy for India; Present mental health care services; Identification of needs

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DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

EVEN SEMESTER

STAFF NAME: DR. A. ASHA

CLASS: I -MSW		SUBJECT : SOCIAL WORK RESEARCH AND STATISTICS
Month	Units	Topic
January	1 Unit	Introduction to Social Work Research: Social Work Research: Concept, Definition, Objectives, Scope, Characteristics and Functions –Types of Research: Pure and Applied Research – Difference between Social Work Research and Social Research. Scientific method in Social Work Research – Need and importance of evidence based practice. Ethical issues in Social Work Research – Formation of Ethics Committee.
February	2 Unit	Basic Elements of Scientific method: Basic Elements of Scientific method: Concept, Variable, Facts and Theory. Cause-Effect relationship and relevance to Social Work Research.. Identification and Formulation of Research Problems, Construction of Hypothesis and testing, Research Designs.
March	3 Unit	Research Methodology : Sampling: Concept, Definition and Importance – Techniques of Sampling: Probability and Non-Probability sampling – Sources and Types of Data - Methods and Tools of Data Collection – Qualitative and Quantitative Research methods, Participatory Research methods. Pre-test and pilot study, Scaling techniques: Reliability and Validity – Data Processing: Coding, Editing, Tabulation, Analysis and Interpretation – Research Reporting, Preparation of Research Proposals.
March	4 Unit	Statistics: Meaning, Need, Importance, and limitations of Statistics in Social Work Research – Frequency Distribution - Construction of Frequency Tables- Diagrammatic and Graphical Representation. Measures of Central tendency: Mean, Median and Mode -Measurers of dispersion: Range, Quartile deviation, Standard deviation - Test of significance-test, Analysis of Variance (ANOVA), Chi-Square test – Correlation.
April	5 Unit	Computer Applications in Social Research: Computer Applications in Social Research - Use of Computers for Data Analysis – Introduction to Statistical Package for Social Sciences (SPSS)/R: Introduction, basic steps, defining data, data entry, data transformation, and data analysis - Statistical application.

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CLASS: II MSW		SUBJECT: ENTREPRENEURSHIP DEVELOPMENT
Month	Units	Topic
January	1 Unit	Introduction to Entrepreneurship: Meaning and concept of Entrepreneurship, Types of Entrepreneurships –creative entrepreneurship, inclusive entrepreneurship, knowledge entrepreneurship. Evolution of term 'Entrepreneurship, Factors influencing entrepreneurship'. Entrepreneurship development in India. Scope of entrepreneur development. Barriers to entrepreneurship
February	2 Unit	Entrepreneur types and characteristics: Entrepreneur- definition, Types of Entrepreneurs – Social entrepreneur, Serial entrepreneur, Life style entrepreneur. Entrepreneurial characteristics. Stages in Entrepreneurial process. The changing role of the entrepreneur;
March	3 Unit	Theories of Entrepreneurship: Influences on entrepreneurship development; External influences on entrepreneurship development; Women entrepreneurs: Challenges and achievements of women entrepreneurs.
March	4 Unit	Social Entrepreneurship: Meaning, definition: Social entrepreneur, social entrepreneurship, social enterprises. Characteristics of Social Entrepreneur- social catalysts, socially aware, opportunity seeking, innovative, resourceful, accountable. Differences between Business and Social entrepreneur, Entrepreneurship and Social Entrepreneurship. Social Entrepreneurship in developing countries and in India.
April	5 Unit	Entrepreneurship Development and Government: Entrepreneurship as a tool for social change, Innovation and inventions, Skills of an entrepreneur Role of Central Government and State Government in promoting entrepreneurship with various incentives, subsidies, grants, programs, schemes and challenges. Government initiatives and inclusive entrepreneurial Growth.

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CLASS: II MSW		SUBJECT: NGOs MANAGEMENT & DEVELOPMENT PRACTICES
Month	Units	Topic
January	UNIT 1	Understanding about NGO as nonprofit organizations involved in development work. Registering an organization, Strategic Planning of NGOs- Developing Vision, Mission and Goals and translating them into programs and projects. Interfacing with community, community based organizations, corporate and government. Importance and strategies of Networking of NGOs.
February	UNIT 2	Programme Planning and project planning - The project cycle - Project cycle phases – identification, design, implementation, evaluation. Project Cycle Management. Detailed operational plan, GANTT chart - Role of Operational planning in running program and projects. Writing Concept note.
February	UNIT 3	Fund Raising: Fund Raising strategy & techniques. Classification of donors, Creating donor profile. Developing appropriate marketing tools, Presentation to donors, developing a funding proposal, Developing and maintaining donor relationship. Documentation- Maintaining records and data banks.
March	UNIT 4	Monitoring & Evaluation: Concept & Need. Role of Logical Framework Analysis (LFA) in monitoring and evaluation. Developing Objectively Verifiable Indicators and Means of Verification - Gathering quantitative & qualitative information - Reporting information for action and accountability. Auditing: Social Auditing, Financial Auditing and Data Quality Auditing.
April	UNIT 5	Finance Management: Budgeting, accounting and auditing. Banking procedures & practices. Maintenance of books, accounts and financial documents and records. Cost benefit analysis - Allocations and restrictions in budget. Maintaining inventory. Financial Reporting to donors and other stakeholders.

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DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

ODD SEMESTER

STAFF NAME: FEBIN ABRAHAM VARGHESE

CLASS: II MSW		SUBJECT:SOCIAL POLICY AND SOCIAL LEGISLATION
Month	Units	Topic
July & August	1 Unit	**Social Policy and Constitution** • Social policy, social welfare policy, its relation to the constitution, fundamer rights and Directive Principles of State Policy and Human Rights. • Definiti needs and contents, evolution of social policy in India, social policy and plan social change and development
August	2 Unit	**Policy Formulation and approaches** • Unified, integrated and sectoral; models of social policy and their application Indian situation, process of formulation, social policies, plans and programmes Policies in India – a historical perspective- policiesbackward classes, schedu classes. scheduled tribes, denotified communities, women, children, you handicapped, aged, populations, family welfare, urban & rural developme education, health, poverty alleviation, Review of Five year Plans, Prog
September	3 Unit	**Policy and Planning** Concept, Scope, linkages between social policy and planning. Social work a social planning; Planning – historical perspective. • Political systems. Politi process, co-ordination of center and state, Panchayati Raj, Peoples participati Political judiciary, social movement and voluntary action, legal aid and pub interest litigation. Planning Machinery and Monitoring, process of social planni in India; Implementation at various levels, Monitoring and evaluation
September & October	4 Unit	**Major Social Legislations in India I** Legislation pertaining to marriage, divorce and succession, Hindu Marriage A 1955, Hindu Adoption and Maintenance Act 1956, Hindu Minority a Guardianship Act 1956, Hindu Succession Act 1956. Special Marriage Act 19 Provision regarding marriage and divorce in Mohammedan law.Medi Termination of Pregnancy Act 1971, Dowry Prohibition Act 1961, Tamil Na Prohibition of Eve teasing Act 1988.
October	5 Unit	**Major Social Legislations in India II** Protection of Civil Rights Act (1976), SC/ST. Prevention of Atrocities Act, 19 Immoral Traffic Prevention Act (1956) Tamil Nadu Slum Areas (Improveme and Clearance) Act (1971) the Mental Health Act, 1987, Manual Scavenging a Dry Latrines (prohibition) Act 1993, Bonded Labour Abolition Act 19 Transplant of Human Organs Act 1994, Family Court's Act 1984, Protection Human Rights Act, 1993 Tamil Nadu Prohibition of Ragging Act 1997, Perso with Disabilities Act 1995. Legislation pertaining to children: Child Labo (abolition & regulation) Act 1986. Juvenile Justice Act 2001.

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DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

ODD SEMESTER

STAFF NAME: ANGEL MONIKA

CLASS: II MSW		SUBJECT:COMMUNITY HEALTH
Month	Units	Topic
July & August	1 Unit	**Concept of Health** Definition of Health, Concept of Well-being, Health Spectrum, Health indicators, Social Determinants of health; Hygiene, Sanitation and Health. Meaning of disease, sickness/illness, and Sick role; Definition of Public Health, Changing concepts in Public Health, Primary health care and Principles of Primary Health Care. Health Perspective - Human Development Index; The Millennium Development Goals & Sustainable Development Goals; Influence of Market focus on Community Health
August	2 Unit	**Communicable and Non – Communicable Diseases** Causes, Prevention and Treatment: Communicable diseases and mode of transmission - HIV/AIDS, T.B, Hansen's disease, Vector borne, Air borne and Water borne disease and Swine Flu; and Non – Communicable diseases - Diabetes, Cardiac diseases, Hepatitis and Cancer. Addiction and health: Alcoholism and Drug addiction – definition, characteristics and stages. Effects of addiction – the individual, family, health, social, economic, employment and moral
September	3 Unit	**Maternal and Child Health** Maternal and Child Health – Issues and problems, Gender and Health, definition and importance of IMR & MMR, Antenatal Intranatal and Post natal care; Breast feeding and its importance; Reproductive Health – Importance of Reproductive health; Family planning & its methods; Sex and Sexuality in terms of HIV/AIDS, LGBT; Sexual Reproductive Health Right.
September & October	4 Unit	**Food, Nutrition, Immunization & Health Food, Nutrition & Health:** Concept of balanced diet, Malnutrition, Vitamin and Protein deficiency disorders; Poverty, Health and Human Rights; Immunization and Health
October	5 Unit	**Health Care in India Health care systems in India–** Administrative structure and functions of Primary Health Care centres (make a visit to PHC); Levels of Health Care-Primary, Secondary and Tertiary levels, NRHM, AYUSH. Health Education-Definition, Approaches, Models, Contents, Principles and practice of Health Education; Preventive, Curative and Social medicine

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CLASS: II MSW		SOCIOLOGY AND PSYCHOLOGY FOR SOCIAL WORK
Month	Units	Topic
August	1 Unit	**Developmental Psychology** Definition, fields of Psychology; Definition and characteristics of behaviour; Relevance of Psychology to Social Work Practice Growth and development of the individual – principles of development, stages of human growth and development, needs, tasks, changes and problems in every stage, emphasis on sociocultural factors influencing development; Influence of heredity and environment
August & September	2 Unit	**Theories Related to Personality** Personality: Definition and nature of Personality, PsychoDynamic approach (Freud), Humanistic approach (Carl Roger and Maslow's) Psycho Social approach (Erik Erikson), Cognitive Development (Piaget), Moral Development (Kholberg), Social learning theory (Bandura)
September	3 Unit	**Understanding Behaviour and Mental Health** • Sensation, Perception and learning (Classical and Operant learning theories) • Memory process: Registration, retention and recall • Intelligence – factors influencing intelligence, Mental Health; Mental Illness; Classification of minor and major mental illness, ICD 10 - Outline of common mental disorders, and Mental Retardation
September & October	4 Unit	**Fundamentals of Sociology** • Meaning, scope, significance and relevance, • Basic sociological concepts: society-meaning, definition, types, structure, characteristics of society, community, social groups; association and institution • Social structure and functions of social institutions - marriage, family, kinship, caste, religion and education • Socialization: process and agents. • Social control: concept, types and functions, • Agents of social control: kinship, religion, law, education, traditions and customs. • Social change: definition and meaning, urbanization, industrialization, westernization, sanskritisation, secularization, cultural lag and ethnocentrism
October	5 Unit	**Social Movements in India** Concept and characteristics, Social movements - peasant, tribal, Dalits, backward class, women, minority groups, working class and student; social change in India, social movements. Social issues in India; concept, issues and causes, approaches in responding to issues: corruption, malnourishment, child abuse, violence against women & sexual minorities human trafficking, communalism, terrorism and environment degradation. current social issues, role of social worker

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DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

ODD SEMESTER

STAFF NAME: DHANISHA

CLASS: I MSW		SUBJECT:SOCIAL WORK PROFESSION
Month	Units	Topic
July & August	1 Unit	**Historical Evolution of Social Work** • International Perspectives: UK & USA • Social Work in India: • Socio-cultural and religious thought • Contributions of Social Reformers and Social Movements - E.V.R. Periyar, Raja Ram Mohan Roy, Ambedkar, Dalit and Backward Class Movements, Gandhian ideology and Sarvodhaya Movement, Christian Missionaries, Gandhian Social Work • India as a Welfare State • Contributions of Voluntary organisations
August	2 Unit	**Social Work Profession** • Meaning & definition, basic concepts, goals and functions, methods and fields • Origin and Growth in India: scope and status, International/ national bodies and forums • Social Work Education: Importance of fieldwork and supervision; problems and status; bodies/ forums in education, curriculum recommendations of UGC
September	3 Unit	**Social Work Ideologies, Theories and Approaches** • Ideologies: Philanthropy, humanitarianism, welfares', socialism, democracy, Marxism, equality, human rights, reservations and social justice • Models: welfare, developmental, empowerment and advocacy models, approaches: remedial, rehabilitative, preventive and promotive approaches, rights based, participatory, indigenous approaches, anti-discriminatory practice
September & October	4 Unit	**Philosophy of Social Work Profession** • Values, Beliefs and Principles of the Profession • Code of Ethics: Evolution of Code of Ethics, IFSW & IASSW Ethics in Social Work, Statement of Principles, Declaration of Ethics for Social Workers (SWEF -1997)
October	5 Unit	**International Social Work** • Concept, definition, meaning and need, global issues, basic concepts, principles and assumptions; values, beliefs and goals; practice levels and sectors • Approaches: personal, social, developmental, global; multicultural, international and transnational practice models; Global Agenda; Global Standards; Skills for practice; Dilemmas in practice

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CLASS: I MSW		SOCIAL CASE WORK
Month	Units	Topic
August	1 Unit	**Introduction to Working with Individuals** • Historical development of Social Case Work as a Method of Social Work, Concept and Definition, Philosophy, Values, Principles, Skills and Components. • Case Work Relationship: Empathy, Skills in Building Relationship, Transference and Counter Transference, Difference between Casework, Counselling and Psychotherapy.
August & September	2 Unit	**The Helping Process** • Phase I- Psychosocial Study, Psychosocial Assessment • Phase II- Intervention Plan and Goal Setting, Intervention • Phase III- Termination, Evaluation and Follow up
September	3 Unit	**Models and Approaches** • Psychoanalytic Approach, Psychosocial, Functional, Client Centered, Cognitive Behavioural Approach, Life Model, Task Centered, Strength Based, Evidence Based Approach, Ecological approach, Integrated Approach
September & October	4 Unit	**Tools and Techniques in working with Individuals** • Observation, Interviews, Home Visits, Collateral Contacts, Resource Mobilization, Referrals, Environment modification and Communication.
October	5 Unit	**Case Work in different Settings and Recording** • Case work in Hospitals, Schools, Communities, Institutional settings and Industry; Types of recording-verbatim, narrative, condensed, analytical, topical, summary recording

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NAZARETH COLLEGE OF ARTS AND SCIENCE

DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

ODD SEMESTER

STAFF NAME: KRISHNA RAJ S

CLASS: II MSW		SUBJECT: RURAL COMMUNITY DEVELOPMENT
Month	Units	Topic
July & August	1 Unit	Definition, types, characteristics, power structure; rural community issues: caste, rural poverty & indebtedness. Land relatedissues: Systems of land tenure, Landreforms, Land alienation, Landlessness, AgrarianMovements & Struggles, problems of agriculture laborer,marginal and small farmers.Agro-based industries, rural marketing, urbanization,Industrialization, Globalization, migration andconsequent social erosion.
August	2 Unit	Early pioneering period (Sriniketan, Marthandom, Guragon).Probation trial period (Baroda, Etawah, Nilohkeri and Firka).Five Year Plans and rural development; Critique ofNational and State Rural development programmes andpolicies Mahatma Gandhi. National Rural Employment Guarantee Act, 2005. Indira AwazYojana, PradanMantri Gram SadakYojna, PURA,Pradhan MantriGramodayaYojona, NRHM (NationalRural Health Mission)
September	3 Unit	Definition, scope, objectives, philosophy process. ApproachesIdentifying leaders, resources mobilization, activating andmobilizing people, organizing and working with groups,influencing, lobbying, facilitating, negotiating, cooperation
September & October	4 Unit	Rural Development Administration: Organization andadministration of rural development from block toNational level.Components of block administration, developmentprogrammes and theircoordination. Functions of BDOand other functionaries. Training for communitydevelopment functionaries.State Institute of Rural Development (SIRD) and NationalInstitute of RuralDevelopment(NIRD)
October	5 Unit	Panchayat systems and local self-government in ancientIndia,Balwantrai Mehta and Ashok Mehta Committeereports.Three-tier system, administrative set up and functions,finance and problems of Panchyati Raj, Tamil NaduPanchayati Raj Act, 1994 and the 73rd amendment.

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DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

ODD SEMESTER

STAFF NAME: KRISHNA RAJ S

CLASS: II MSW		SUBJECT:CORPORATE SOCIAL RESPONSIBILITY
Month	Units	Topic
August	1 Unit	Corporate Social Responsibility – Concept, andsignificance – Evolution of CSR – The Triple Bottom Line Approach -CSR Issues: Environmental, Social, Labor related, Ethical andGovernance.
August & September	2 Unit	Organizational environment - Meaning - Types -Organizational Life Cycle - Impact of technology - impact of culturalvalues on managerial effectiveness - Social responsibilities ofbusiness.
September	3 Unit	Role of 'Standards and Codes' in CSR: ISO –14001(Environmental Management System), Occupational Health andSafety Management Systems (OHSAS) – 18001, Global Compact-UN,Stakeholder Engagement Standard -AA – 1000 (StakeholderEngagement Standard).
September & October	4 Unit	NGO and CSR – Indian Companies Act2013 from CSRperspective-Program for the neighborhood: Health, Education,Employment, Social Entrepreneurship and Environment.Communication: Annual Reports and Sustainability Reports.
October	5 Unit	CSR- Success Stories in Indian Context – Infosys, TISS,TISCO, USHA. ASSOCHAM Reports in CSR. CSR Awards

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DEPARTMENT OF SOCIAL WORK

UNIT ALLOCATION – (2023 -2024)

ODD SEMESTER

STAFF NAME: NISHA DEVA PRIYA J

CLASS: II MSW		SUBJECT:MENTAL HEALTH
Month	Units	Topic
July & August	1 Unit	**Normality & Abnormality** Concept of Mental Health, Psychiatric Social Work,Community mental health and Community Psychiatry.Historical development of psychiatry as a field of specialization, Attitudes and beliefs pertaining to mental illness (Ancient, Medieval and modern times), Positive mental health as social capital; Scope and trends of Psychiatric Social work in India & Abroad, Mental health problems in India, Misconceptions about mental illnesses.
August	2 Unit	**Classification & Assessment of Mental Health Disorder** Diagnostic statistical Manual-DSM-V, International classification of diseases-ICD-10,Psychiatric Assessment: Interviewing, Case history taking, Sources of intake, mental status examination, Formulation of psychosocial diagnosis, Use of computers in assessment.
September	3 Unit	**Psychiatric Illness & Disorder** Classification of Mental Disorders: Organic, Toxic (Drug Abuse), Functional • (Non-Organic)Organic Mental Disorders: Symptoms and Causes of Dementia, Delirium, other mental disorders due to brain damage and dysfunction and to physical disease. • Toxic: Symptoms of Mental and Behavioural disorders due toPsychoactive Substance Use. • Functional (Non Organic) Mental Disorders: Signs, Symptoms, Etiology, Managementand types of Schizophrenia, Delusional Disorders, Mood (affective) Disorder, Neuroticstress related and Somatoform disorders and Personality Disorders
September & October	4 Unit	**Behavioural Disorders and Child hood Disorders**: Behaviour disorders • Eating Disorders: Anorexia Nervosa, Bulimia Nervosa, Non Organic Sleep Disorders Common Mental Health Problems and Disorders in Children: Mental Retardation,Disorders of Psychological Development: Speech Disorder, Developmental disorders andAutism, Behavioural and Emotional disorders,Role of Psychiatric Social Workers, Limitations and difficulties faced in psychiatric socialwork practice

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October	5 Unit	**Research in Mental Health** Emerging research in mental health. WHO Evidence based researches in Mental Health. Difficulties in practice informed research & research informed practice. Analysis of Existing Policies related to Mental Health

CLASS: II MSW		ENVIRONMENTAL SOCIAL WORK
Month	Units	Topic
August	1 Unit	**Eco system &Environmental Issues:** Environment degradation and pollution of Natural Resources- Air, Soil, Water, Population, Sanitation, Housing, Encroachments over Common Property Resources, Energy crisis and Rural Poverty.
August & September	2 Unit	**Environment Consciousness-** NGOs, Social Workers and Ecological Movements: Global level, People's initiatives to save their environment- Chipko Movement - Save forests movement – MittiBachaoAndolan - Movements against big dams-Narmada and Tehri - Eco farming- Natural farming efforts.
September	3 Unit	**Environment Action and Management**: State and the Environment preservation - Rio Summit and its implications - Government Policies and programmes - Grassroots Organization - Women and Conservation of Environment -Panchyats and Environment. Environment Management: Role of Traditional - State controlled - people controlled and jointly managed systems - Waste Management.
September & October	4 Unit	**Environment Protection Laws and Role of Social Worker**: The Environment Protection Act 1986 - Air Pollution Act 1987 - Water Pollution Act 1974. Power and functions of Central and State Pollution Control Boards: Type of offences by companies, procedures, and penalties. (Latest amendments may be considered while teaching these laws).
October	5 Unit	**Environment and Field Action Visit of a local area for documenting environmental assets-** River, forest grass land, Hill etc., Visit to a polluted site, Study of flora and fauna, Study of simple eco system, Forest conservation, Standards and tolerance levels – Unplanned urbanization- Environmental movements in India - Role of NGOs in Environmental issues – Government agencies in environmental protection – Social work initiatives at different levels

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CLASS: IMSW		SUBJECT : SOCIAL GROUP WORK
Month	Units	Topic
August	1 Unit	Introduction to Social Group Work: The Group: Definition, characteristics, types, functionsand group structure. Social Group Work:Definitions, objective, Values and Principles of SocialGroup Work. Skills and Roles of Social Group Worker. History of Social Group Work in Indiaand abroad. Social Group Work as a method of Social Work.
August & September	2 Unit	Group Dynamics and Group functioning: Dynamics of Groups: Bond, Acceptance,Isolation, Rejection, Subgroups, Conflict and Control. Group Membership, Group Norm,Group Cohesiveness, Group Culture, Group Morale, Group Attraction. Leadership andCommunication in groups. Relationships- Sociometry
September	3 Unit	Group formation and Group work process: Group Formation Phases: Forming- Storming,Norming, Performing, Adjourning. Group Work Process: Phases of Social Group WorkProcess,Intake, Study, Analysis and Assessment, Negotiating, Contracts, Treatment,Evaluation, Termination, Stabilization of change effort
September & October	4 Unit	Types and models of group work: Models of Social Group Work: Remedial, Mediating orReciprocal, Developmental, Social Goal Model and Consensus Model.Skills, Qualities andRoles of Social Group Worker. Group therapy: Significance of Group therapy. Recording in Social Group Work: Principles, Structure and Types.
October	5 Unit	Application of Social Group Work: Application of Social Group Work in School Settings,Community Settings, Health Settings, Family Welfare Settings, Industrial Settings, Womenwelfare and Child care Settings, Correctional Settings.

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CLASS: III BSW VI SEMESTER		SUBJECT: SOCIAL ENTERPRISE MANAGEMENT Ms. Dhanisha
Month	Units	Topic
January	1 Unit	Social Enterprise – The Third Sector Understanding the three sectors – Public, Private and the Third Sector, Brief history of the emergence of the Third Sector, Definition & Meaning - Social Enterprise, 'Business at the base of the Pyramid' – understanding the Latent Market Potential of the Poor
February	2 Unit	Social Entrepreneurship Characteristics of a Social Entrepreneur, Role of a Social Entrepreneur, Case studies – JavedAbidi, JerooBillimoria, Bill Drayton, M. Yunus, KailashSatyarthi, BindeshwarPathak, Anand Kumar, MadhavChavan, VinayakLohani, ArunachalamMuruganantham
March	3 Unit	Social Enterprise Management Vision, Mission, Objectives of the Social Enterprise, Need Assessment-Baseline Survey, Participatory Project Planning Techniques, PRA, RRA, Logical Frame Work Analysis, Development of a Product or Service
March	4 Unit	Resources of Enterprise Registration of the Enterprise – Introduction to Tamil Nadu Societies Registration Act, 1975, Introduction to Foreign Contribution (Regulation) Act, 2010, Human Resources, Structure of the Organisation, Revenue Model, Organisation Management & systems, Marketing, Network & relationship
April	5 Unit	Measuring Impact of Social Enterprises, The challenges faced by Social Enterprises in measuring their impact, Debates surrounding the Measurement of Social Impact, Approaches/methods used to measure impact of Social Enterprises

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CLASS: III BSW VI SEMESTER		SUBJECT: DISASTER PREPAREDNESS AND RISK REDUCTION Ms. Dhivya Bharathi
Month	Units	Topic
February	1-2 Unit	Disasters – Introduction Concept and Definition of Disaster (12 Hrs) Types of Disaster – Natural and Human Made: Cyclone, Flood, Landslide, Fire, Earthquake, Avalanches, Tsunami, Forest Fires, Accidents in Coal Mines, Drought, War, Terrorism and Technological Disasters Displacement, Refugees / Issues and concerns of causes of disasters, Principles / components of disaster management. Disaster Management Cycle and Management Issues related to Disaster Pre-disaster: Prevention, Mitigation, Preparedness, Disaster Management Toolkit, During Disaster: Response, Post-disaster: Relief, Recovery and Rehabilitation Mitigation through Capacity Building, Pre - Disaster Risk and Vulnerability Reduction, and Disaster Related Infrastructure Development, Mitigation measures, risk management, risk – reducing measures.
March		Disaster Analysis and Technology for Disaster Management Disaster Mapping, Risk Assessment, SWOT Analysis, Vulnerability analysis, cost effective analysis, Psycho Social Analysis & Vulnerability Analysis, Technology for Disaster management Warning Systems, Recent Trends in Disaster Information Provider, Remote Sensing & GIS Technology, Quick Reconstruction Technologies Role of Various Organizations in Disaster Management Role of State, Armed Forces / NGOs, INGOs, Philanthropists in Disaster Situations, Role of Community, Development Workers, Volunteers and Media, Role of Social Work Legislations for Disasters Disaster Management Framework in India, Disaster Management Act – 2005, Recommendation of the 18th World Conference on Disaster Management (Toronto), Implications of the HUGO Model , Do No Harm Intervention, HAP Framework

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CLASS: III BSW VI SEMESTER		SUBJECT: WOMEN DEVELOPMENT- ISSUES AND CONCERNS Mr Krishna Raj
Month	Units	Topic
January	1 Unit	Introduction – Gender and Development Gender and Development – Meaning and Definition, Women in the Development Process: Need and Importance, Developmental Rights of Women, Significance of Women's Development; Positive and Negative Indices of Women Development.
February	2 Unit	Basic Concepts in Understanding Women's Development Sex and Gender, Gender Stereotypes, Gender Relations, Gender Division of Labour, Gender Roles and Responsibilities, Gender Discrimination, Equity and Equality, Gender Mainstreaming, Concept of Patriarchy, Feminism
March	3 Unit	Issues and Concerns related to Women Socialization of the Girl Child, Dowry, Widowhood, Foeticide, Rape, Sexual Abuse, Domestic Violence, and Problems faced by Female Headed Households, Feminization of Poverty, women and health, maternal health, Reproductive health, Women in Media, Rights of the Girl Child, Problems of Women at Work- Women's Triple Role, Invisibility of Women's Work, Glass Ceiling, Women and Self- Employment, Self- Help Groups Micro-Enterprises and Women's Development.
March	4 Unit	Legislations Related to Women Legal Rights of Women with Reference to Inheritance, Adoption, Education, Employment, Health, Marriage, Divorce and Maintenance, CEDAW – Convention on Elimination of All Forms of Discrimination Against Women and Girls.
April	5 Unit	Empowerment Strategies for Women Empowerment: Definition and Meaning, Types and Levels of Women's Empowerment, Needs of Women – Practical and Strategic Needs of Women (PGN/SGN), National Policy for Empowerment of Women 2001, Government Policies and Programmes, Social Work and Women's Empowerment

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CLASS: III BSW		SUBJECT: FIELDS OF SOCIAL WORK Mrs.Asha
Month	Units	Topic
January	1 Unit	Social Work with Family, Children, Adolescents and Youth (12 hrs) Intervention with Family and Children – Indian Families, Prospects and Problems, Problems of Children, Children in Special Circumstances, Emerging Issues in the Areas of Family and Child Welfare, Services in the Field of Family and Child Welfare, Role of Social Worker; Intervention with Adolescents and Youth – Definition, Demographic Profile, Needs, Specific Problems and Services for Youth, School Social Work, Role of Social Worker, National Policy on Youth
February	2 Unit	Social Work with the Senior Citizens Definition of the Aged, Changes – Physiological, Economic and Social, Common Problems of the Elderly, Services for the Senior Citizens. Legislation and Polices for the Senior Citizens
March	3 Unit	Social Work with Rural and Urban Communities Definition of Rural and Urban Community and Rural and Urban Community Development, Emerging Trends in Urban and Rural Development. Current Issues in Urban Areas, Different Services in the Field of Urban and Rural Community Development, Role of Social Worker
March	4 Unit	Social Work with the Displaced Meaning, Causes, Problems of Displacement, Social, Economic, Psychological, Cultural, Rehabilitation, Problems of Rehabilitation – Awareness, Resources, Opportunities. Legislations – The Displaced Persons Claims and Other Laws Repeal Bill (2004), Programmes, Services, Role of Social Worker
April	5 Unit	Social Work with Industries Definition, Concept, Meaning – Labour Welfare and Industrial Relations, Industrial Welfare Measures, The Need and Importance of Social Work Services in the Field of Labour Welfare and Industrial Relations

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CLASS: II BSW IV SEMESTER		SUBJECT: COMMUNITY ORGANISATION AND SOCIAL ACTION Ms, Nisha Deva Priya J
Month	Units	Topic
January	1 Unit	**Community** Concept, definition, types of communities and their characteristics: rural, urban and tribal. Community Power – Meaning, Types, functions, qualities of a leader.
February	2 Unit	**Community Organisation** Definition, Philosophy, Principles of Community Organization – Historical Development of Community Organisation, Models and Approaches: Murray Ross - specific content, general content, process content & J. Rothman- Social Planning, Locality Development, Social Action Definition, concept, similarities and differences between community development and community organization.
February	3 Unit	**Process, Skills in Community Organisation Process:** Study, analysis, intervention, discussion, implementation, evaluation, modification and follow-up, Skills: communication, organizing, mobilizing resources, negotiating, liasoning, advocacy, participatory skills and techniques.
March	4 Unit	**Social Action** Meaning,Definition, Objectives, Principles, Strategies, Skills in Social Action and Elements of Social Action. Social Action Models – Paulo Freire and Saul Alinsky
April	5 Unit	**Community Organisation &Social Action in different settings**: Community Organisation in: Health, Family and Child development, Women, Marginalized groups like SC/STs. Role of Community Organizer, Social Action in: Health Settings, Family and Child Development, Women, Marginalized Groups like ST and SC.

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CLASS: I BSW II SEMESTER		SUBJECT: CASE WORK Ms. Dhanisha
Month	Units	Topic
January	1 Unit	**Introduction to working with individuals** Introduction to the methods of Social Work – Definition, Meaning - Case Work, Group Work, Community Organization, Social Action, Social Work Administration and Social Work Research as practice methods. Integrated Method of Social Work, Shifts in focus of practice – from expert/professional to collaborative partner
February	2 Unit	**Social Case Work** Historical Evolution of Case Work - Objectives, Principles, Philosophy, Values, Skills and Techniques of Case Work, Components of Social Case Work– Person, Place, Problem, Process,(4p's)and Case work Relationship.
March	3 Unit	**Models of Social Case Work** Meaning of Theory and Model, Psychosocial Model, Client Centered Model, Life Model perspective in Social Case Work.
March	4 Unit	**The Helping Process** Phase I- Psychosocial Study, Psychosocial Assessment Phase II- Intervention Plan and Goal Setting, Intervention Phase III- Termination, Evaluation and Follow up
April	5 Unit	**Recording and Supervision in Social Case Work** Recording in Social Case Work – Definition, Types, Need and Importance of Recording Supervision in Case Work – Meaning, Need and Importance Role of a Social Case Worker in different settings – Medical, Child Guidance Clinics, Correctional Settings, Family and Child Welfare Settings and Geriatric Care .

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CLASS: I BSW II SEMESTER		SUBJECT: Psychology 1 HUMAN GROWTH AND DEVELOPMENT Ms. Dhivya Bharathi
Month	Units	Topic
January	1 Unit	**Introduction to Psychology** Definition of Psychology, Fields of Psychology- General, Developmental, Abnormal, Social, Counselling, Community Psychology, Relationship between Psychology and Social Work Relevance of Psychology for Social Work Practice
February	2 Unit	**Human Growth and Development** Meaning of growth and development, principles of development, life span, 3A's of happiness and unhappiness during life span.
March	3 Unit	**Prenatal period:** Characteristics, conception, pregnancy, delivery and hazards during prenatal period. Infancy: Characteristics, major adjustments and hazards of infancy. Babyhood: Characteristics and developmental tasks. Childhood: Early childhood Characteristics, developmental tasks and hazards, Late childhood- Characteristics, developmental tasks and hazards.
March	4 Unit	**Puberty:** Characteristics, causes, age, body change, effects of change and hazards. Adolescence: Characteristics, developmental tasks, physical, social, psychological changes and hazards Adulthood: Characteristics, developmental tasks, vocational adjustments, marital adjustments, personal, social, vocational and marital hazards.
April	5 Unit	**Middle Age:** Characteristics, developmental tasks, physical, psychological, social and vocational adjustments, social, personal, vocational and marital hazards. Old age: Characteristics, developmental tasks, adjustment to physical changes, changes in motor and mental ability, vocational adjustments and hazards.

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CLASS: III BSW V SEMESTER		SUBJECT: Social Work Research — Ms. Subhalakshmi
Month	Units	Topic
June	1 Unit	**Introduction to Social Work Research** Basic Elements of Scientific Method; Social Work Research – Definition, Objectives, Scope and Limitations, Scientific Attitude, Ethics in Social Work Research, Quantitative and Qualitative Research, planning a Research Project: Problem Formulation, Framing Objectives, Defining Concepts, Use of Theorization in Review of Literature, Variables: Definition and Function; Assumptions – Hypotheses, Types of Hypotheses
July	2 Unit	**Types of Research, Research Design & Sampling:** Research Methodology: Quantitative, Qualitative & Mixed methods. Research Design: Concept, Types of Designs: Explorative, Descriptive, Diagnostic and Experimental. Functions of Research Designs. Concepts and Meaning of Sampling – Frame, Unit and Universe, Sampling Techniques Probability Sampling – Simple, Systematic, Stratified, Multi-Stage Non-Probability Sampling – Purposive, Quota, Cluster, Snowball
August	3 Unit	**Sources of Data, Tools of data collection:** Sources of Data: Primary and Secondary, Quantitative & Qualitative data; Tools of Data Collection: Observation – Participant, Non-Participant, Interview Schedule, Interview Guide, Questionnaire, Focused Group Discussion, Life History, Case Study & PRA Techniques. Scaling Techniques, Reliability and Validity of Tools
September	4 Unit	**Data Processing, Analysis, Interpretation and Reporting** Data Processing – Editing, Coding, Classification, Tabulation, Transcription, Outline of a Good Research Report. Diagrammatic Presentation of Data – One, Two-and ThreeDimensional Diagrams, Pie Charts, Pictograms and Cartograms.Uses of computer for data processing.
October	5 Unit	**Basic Statistical analysis of data** Statistics – Definition, Meaning, Need and Importance of Statistics in Research, Normal Distribution, Characteristics of a Normal Curve, Frequency and Percentage Distribution – Preparation of One, Two and Three Way Tables, Levels of Measurement – Nominal, Ordinal, Interval and Ratio, Measures of Central Tendency – Mean, Median, Mode and their Uses, Measures of Central Tendency – Mean, Median and Mode – Definition, Meaning, Need and Importance, Calculation – Continuous and Discrete Series (Direct Method Only), Measure of Dispersion - Standard Deviation.

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CLASS BSW : III BSW V SEMESTER		SUBJECT: GENERALIST PRACTICE OF SOCIAL WORK Mr. Krishna Raj
Month	Units	Topic
June	1 Unit	Introduction to Generalist Practice Concepts – Systems, Human Beings in a Systems Framework, Applying Systems Theory to Social Work Practice, Goals and Purpose of Social Work in Systems Approach, Basic Systems in Generalist Practice and Resource Systems, Levels of Social Work Practice- Micro, Mezzo, Macro and Generalist Practice
July	2 Unit	Generalist Practice – Interaction, Engagement and Assessment Interaction and Engagement – Meaning, Formation of One to One Action System and Relationship in Action System. Interview in Interaction Assessment – Meaning, Process, Stages in Assessment Phase - Identification of Needs, Identification of the Nature of the Need, Identification of the Potential Strengths and Resources in the Ecosystem, Collecting Information, and Analysing the Information, Skills used during the Interview
August	3 Unit	Planning Planning – Components of a Plan, Goals and Objectives, Planning with Multi-person Client Systems, Factors affecting a Plan of Action - Community, Agency, Social Problem, Worker and Client, Agreement between Worker and Client
September	4 Unit	Intervention Direct Practice – Meaning, Action to enable use of Available Resources, Referral, and Use of Programme, Indirect Practice – Meaning, Approaches in Indirect Practice – Action as Mediation, Influence, Environmental Change, Coordination of Services, Actions to Change Organisations and Actions to Change the Community, Role of Change Agent.
October	5 Unit	Evaluation & Termination Evaluation –Meaning and Types of Evaluation, Techniques for Evaluation, Recording, Programme Evaluation, Client Participation, Confidentiality, Termination – Meaning and Types of Termination - Planned and Unplanned Termination, Components of Termination, Disengagement.

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CLASS : III BSW VTH SEMESTER		SUBJECT: HUMAN RIGHTS AND SOCIAL JUSTICE Ms. Dhanisha
Month	Units	Topic
June	1 Unit	Concept of human rights and classification of human rights, Importance of Human Rights. Human rights and social justice concerns in Indian society: inequality, injustice, oppression, social economic, political structures of Indian society, and their effect on social development and ecology. Globalization and its impact on human rights.
July	2 Unit	Human rights concern – the U.N. Declarations of Human Rights. Introduction to the Conventions – Civil and Political and Economic, Social and Cultural
August	3 Unit	Constitution of India The Preamble, Fundamental Rights and duties under the Indian Constitution, Directive principles of State Policy, Law and social justice in India, a critical assessment
September	4 Unit	Justice Issues and Human Rights with Specific Reference to Women, Children, Dalits, Environment, Unorganised Labourers, Disabled and Tribes.
October	5 Unit	Role of Social Work in Relation to Human Rights. Mechanism of securing social justice: First Information Report, Public Interest Litigation, Legal Aid, Lok Adalats, role of organizations working in the field of Human Rights - advocacy, role of social action.

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CLASS : III BSW Vth SEMESTER		SUBJECT: SOCIAL WELFARE ADMINSTRATION Mr. Febin Abraham Varghese
Month	Units	Topic
June	1 Unit	Evolution of Social Welfare administration Evolution of Social Welfare administration, concepts, public administration, social services, social welfare services, philosophies of social welfare and social development, principles and values of social welfare administration.
July	2 Unit	Agency administration Agency administration – administration in voluntary organization, constitution and bye laws, Boards and Committees, organization as a system. Structure, functions of Central Social Welfare Board; Directorate of Social Welfare, Social Defense. Unit III
August	3 Unit	Elements of administration Elements of administration – policy, planning, organizing, staffing, coordination, reporting, record keeping, budgeting, fund raising monitoring, communication and evaluation. Public Relation and Publicity. Basic Accounting, use of computers for office procedures.
September	4 Unit	Laws related to NGO Society's Registration Act1860andRules1975; TamilNaduSociety's Registration Act 1975 and Rules; Companies Act 1956 (Section 25) Foreign Contributions Regulation Act and related issues
October	5 Unit	Human Resources Development Human resource development, conflict management, stress management, motivation, appraisal and supervision, team development; Relationship between Human Resources and Social Work.

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CLASS: II BSW III SEMESTER		SUBJECT: SOCIAL WORK PRACTICE WITH GROUPS Ms. Dhanisha
Month	Units	Topic
January	1 Unit	Introduction to Groups Definition, Meaning, and types of groups and their characteristics Open and closed groups. Treatment Groups: Educational, Growth, remedial and socialization. Task Groups: Committees, councils, teams: Therapeutic Groups: T groups, and group counseling. Significances of social groups in the life of the individuals and familes
February	2 Unit	Introduction to Group Work Definition, Meaning, Goals, and characteristics of Group Work. Historical evolution of social group work practice Principles of Group work, purposive programming planning. guiding group interaction, handing conflict, building team spirit, monitoring evaluation, follow up.
March	3 Unit	Basic skills and techniques of working with groups Skills or working with groups: skills in identifying potential groups, skills in forming groups, skills in strengthening groups, facilitation and leadership.
March	4 Unit	Stages in Social Group Work Forming and assessing groups: Group formation, Formulation of objectives, individual and group goals, Planning assessment, Implementation and intervention in groups. Stages of group development Identifying barriers to change and managing them Termination and Evaluations
April	5 Unit	Recording in Group Work and the Role of a Group Worker in Different Settings Recording Types and uses; Role of a Social Group Worker in different settings. Community Development Settings, Residential Settings, Clinical, Schools, Addiction Centres

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CLASS: II BSW III SEMESTER		SUBJECT: II- PSYCHOLOGY – II HUMAN BEHAVIOUR Ms. Angel Monika
Month	Units	Topic
January	1 Unit	Introduction to Human Behaviour Human Behaviour: Meaning, basic concepts, understanding human behavior and Personality Personality - Definition. Personality Traits and Dimensions to describe PersonalityTheories related to Structure and Development of Personality. Psychoanalytic (Freud), Psychosocial Development (Erickson), Social Learning (Bandura), Humanistic (Rogers)
February	2 Unit	Sensation- meaning, Perception: meaning, perceptual process, factors in perception and perceptual selectivity. `Learning: meaning, process, theories of learning and types of learning. Memory: registration, retention and recall. Intelligence: concept, level of intelligence and theories of intelligence.
March	3 Unit	Motivation: concept, theories and types of motives. Emotions: nature and characteristics emotional expressions, adaptive and disruptive qualities of emotions.
March	4 Unit	Attitude: meaning, types of attitudes, attitude formation, attitude change, stereo types and prejudices. Adjustment: concept of adjustment and maladjustment, factors in adjustment, stress, frustration, conflict and defense mechanisms.
April	5 Unit	Concept of Mental Health, Minor and Major mental disorders, Community MentalHealth. Community Based Mental Health

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CLASS: I BSW I SEMESTER		SUBJECT: INTRODUCTION TO SOCIAL WORK Mr. Krishna Raj
Month	Units	Topic
June	1 Unit	**Social Work Profession Social Work Profession** Meaning and Definition of Social Work as a Profession, Origin and Growth of Social Work Profession in India, Goals and Functions, Principles and Scope of Social Work Profession, Beliefs and Values, Code of Ethics (NASW)
July	2 Unit	**Historical Development of Social Work Profession** Overview of Historical Development of Social Work in UK and USA; Historical Development of Social Work in India - Social Service and Traditional Social Institutions; Contribution of Social Reformers – Raja Ram Mohan Roy, Sarojini Naidu, Periyar, Gandhi, Contributions of Religious thought to Social Work, Contributions of Christian Missionaries to social development, Role of INGOs, NGOs and civil society organisations.
August	3 Unit	**Introduction to Social Work and Social Work Theories** Social Service, Social Security, Social Change, Social Welfare, Social Policy, Social Planning, Social Action, Social Development, Empowerment; Social Work Theory Conceptual understanding of Theory, Importance of Theory in Social Work, Major Theories in Social Work - Problem Solving Model, Behaviour Modification Model, and Crisis Intervention Model.
September	4 Unit	**Fields of Social Work Practice** Social Work in Communities – rural, urban and tribal, Social Work in Family settings – Family social work, Social work with vulnerable groups – differently abled, Social work and Addictions, Gender and Social Work, Social work with children, youth and elderly, Social Work in Health Settings, Mental Health, Legal and Correctional Settings, Rehabilitation, School Social Work, Industrial Social Work, Environmental Social Work.
October	5 Unit	**Social Work Education** Social Work Education in India, Importance of Field Work and Supervision in Social Work Education, Professional Associations - International Federation of Social Workers (IFSW), The National Association of Social Workers (NASW), National Association of Professional Social Workers in India (NAPSWI), and the Professional Social Worker's Association (PSWA)

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CLASS: I BSW I SEMESTER		SUBJECT: MAN AND INDIAN SOCIETY Ms. Subhalakshmi
Month	Units	Topic
June	1 Unit	**Sociology as a discipline and its relevance for Social Work** Sociology – Introduction and Definition, Relationship between Sociology & Social Work Difference between Sociology and Social Work, Basic Concepts in Sociology – Society – Definition & types, Community, Institution, Social Organization, Social Structure, Association.
July	2 Unit	**Individual in Society** Socialisation & Social Control - Definition, Agents – Family & Parents, Peers or age mates, Teachers, Literature & Mass Media of Communication, Functions and Importance of socialisation. Social Control - formal and informal means., Culture: Definition, Two components of culture – Material & Non- material, Cultural lag; Folkways, Mores, Norms. Social Processes – Cooperation, Competition, Conflict, Accommodation and Assimilation.
August	3 Unit	**Social groups and Social institutions** Social Groups: Meaning, Definition, Types, Functions and Characteristics. Classification of Groups – Primary Group, Secondary Group, Reference Group , Social Institutions: Definition, Meaning and Types - Family, Marriage, Kinship, decent.
September	4 Unit	**Social Stratification** Definition, Caste, Class and Gender – Changing patterns, Impact of caste on Indian Society Social Mobility, Gender roles & Gender discrimination in India
October	5 Unit	**Social Change & Social Movements** Social Change - Concept of social change, Nature and Characteristics of Social change, an introduction to the factors contributing to Social change – Geographic or the Physical Factors, Biological Factors, Cultural Factors, Technological Factors, Social legislation and Social change, Education and Social Change. Social changes in India. Social Movements - Concepts, Types, Meaning, Factors essential for a social movement, Social reform

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LESSON PLAN

Name of the Faculty : Mrs. S. GNANASELVI

Course Planned : JAVA USING DATA STRUCTURES LAB

Academic Year : 2023-2024

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SEMESTER PLAN & OBJECTIVES

Name of the Teacher: Mrs. S.GNANASELVI

Course : DATA STRUCTURES USING JAVA LAB

Class : II BCA A

Department : BCA

Course Objective

1. To implement linear and non-linear data structures.
2. To understand the different operations of search trees.
3. To implement graph traversal algorithms.
4. To get familiarized to sorting and searching algorithms.
5. To analyze various sorting methods.

Class Strength : 52

Entry Level Behavior of Students :

Marks : 10

Students Present: 49

Below 40% 15

Between 40% - 50% 12

Above 55% 22

Absent : 3

Planned Remedial measures for slow - Learner : Extra sample programs.

Planned Remedial Measures for High - Achievers : New coding apart from syllabus

Portion for Test 1 : Program 1 & 2

Portion of Test 2 : Program - 3,4 & 5

Date of Quiz 1 :

Date for Quiz 2 :

Assignment (Starting Date) :

Seminar (Starting Date) :

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LESSON PLAN

Name of the Faculty : Mrs. R. ANGELIN MONICA & Mrs. E. MONISHA

Course Planned : INTERNET OF THINGS

Academic Year : 2023 - 2024

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Name of the Teacher: R. Angelin Monica / E. MONISHA

Course : INTERNET OF THINGS Class : III BCA 'A'

Department : BCA

Course Objective

1. To study the fundamentals about IoT
2. To study the design methodology and different IoT hardware platforms
3. To understand the Concepts of IoT technologies
4. To study the basic IoT Data Analytics and supporting services
5. To Understand about various IoT case studies and Industrial applications

Class Strength : 47

Entry Level Behavior of Students : Marks : 10 Students Present: 41

Below 40% 9 Between 40% - 50% 20 Above 55% 12 Absent : 6

Planned Remedial measures for slow - Learner : Regular assessment and test

Planned Remedial Measures for High - Achievers : Seminar apart from syllabus

Portion for Test 1 : Unit - I Portion of Test 2 : Unit II & III

Date of Quiz 1 : 5/2/24 Date for Quiz 2 : 16/2/24

Assignment (Starting Date) : 1. 7/2/24
2. 19/2/24

Seminar (Starting Date) : 30/1/24

Signature of Dean of Academics Signature of HOD Signature of Course Instructor

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E. Monisha

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Dr. R. Sharmila (M)

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Website : www.ncas.in Email : info@ncas.in

LESSON PLAN

Programme Name : B.com CS **Course Name :** Marketing **Course Code :** A445A

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LESSON PLAN

Name of the Faculty : Dr P Sharmila

Course Planned : Marketing

Academic Year : 2023 - 2024

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SEMESTER PLAN & OBJECTIVES

Name of the Teacher: Dr. R. Sharmila

Course : Marketing

Class : III B.com CS.

Department : Corporate Secretaryship

Course Objective

1. To make students understand the importance and the relevance of marketing in todays Business world
2. to enable the students to understand the fearures of the Indian marketing
3.
4.
5.

Class Strength : 45

Entry Level Behavior of Students :

Marks : 10

Students Present: 45

Below 40% 08

Between 40% - 50% 20

Above 55% 17

Absent : —

Planned Remedial measures for slow - Learner : Important questions was given to him and asked to prepare a case studies relating to the t

Planned Remedial Measures for High - Achievers : Revised previous year question papers

Portion for Test 1 : unit 1 & 2

Portion of Test 2 : unit 3 & IV

Date of Quiz 1 : 19.7.23

Date for Quiz 2 : 31.7.23

Assignment (Starting Date) : 01.08.23

Seminar (Starting Date) : 08.08.23

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SEMINAR TOPICS

SYNOPSIS SUBMISSION - 7 Days before the Seminar Date

lo.	Name of the Student	Topics	Date	Synopsis Submission Date
	AJay Athish . MB	Marketing meaning	17.7.23	24.7.23
2	Akash . F	Marketing meaning	"	"
3	Anburaj . P	Marketing Definitions	"	"
4	Arun Kumar . S	marketing Definitions .	"	"
5	Arvind R	Functions of marketing	"	"
6	Daniel Arokya Raj A	Functions of marketing	"	"
7	Dinesh . B	Marketing orientation	"	"
8	Dinesh . G	Marketing orientation	"	"
9	ebenezer Joel . y	Marketing orientation.	20.7.23	25.7.23
10	Ebhilavasan . M	Role of marketing	"	"
11	Jai Akash . R V	Role of marketing	"	"
12	Jai Akhis . J	Role of marketing	"	"
13	Jaya kumar . D	Importance of Marketing	"	"
14	Jeeva . D	Importance of Marketing	"	"
15	Joe Nirmal Raj . A	classification of market	24.7.23	31.7.23
16	Karthikeyan . J	classification of market	"	"
17	Mahil Abinav . S	classification of market.	"	"
18	Manoj kumar . K	Market Segmentation.	"	"

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o.	Name of the Student	Topics	Date	Synopsis Submission Date
.	Obed Bepalal . G	market segmentation Meaning	24.7.23	31.7.23
	Parukshith . MP	market segmentation Importance	"	"
	Sanjay . S	Market segmentation Importance	"	"
	Sathya Narayanan M	market segmentation concepts	"	"
	Shakthi A	market segmentation concepts and benefits	"	"
	Surendran BM	Basics and various levels of MS	"	"
	Vigneshwaran M	Basics and various levels of M.S	02.08.23	08.8.23
	Vijay F	Buying motives – Various Reasons	"	"
	Yagesh B	Buying motives	"	"
	Monisha P	Marketing Research	"	"
	Akshaya C	Marketing Research	"	"
	Ayisha V	Marketing Research	"	"
	Deepika A	MIS meaning	01.08.23	10.08.23
	Evangeline Beulah A	MIS Meaning and Efficiencies	"	"
	Hasini S	Marketing Mix	"	"
	Janani P	Marketing mix meaning	"	"
	Kavya S	product meaning	"	"
	Keerthi R	product policy	"	"
	Lakshna S	product planning	"	"
	Muthulakshmi P	Various stages of New product Development.	"	"

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lo.	Name of the Student	Topics	Date	Synopsis Submission Date
9	Nandhini	Various Stage of New product Development	08.08.23	16/08/23
10	Nivetha	Introduction to PLC	"	"
11	Priya dasshini	Introduction to PLC	"	"
2	Rekshana	Introduction to PLC	11/8/23	17/08/23
3	Shruthi	Packaging - Importance	"	"
4	Silja	Packaging - Importance	"	"
5	Subulakshmi . R	Branding	"	"
6		Labelling	"	"
7				
8				
9				
0				

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SEMESTER PLAN

urse Name : Marketing

Course Code : A445A

Credit : 4

ss : III B.com CS

No.	Month	Unit	Topics Planned to Cover	Remarks
		1	[Marketing	
			Meaning Definition	
	I July ½ August ½		Functions of Marketing	
			Marketing Orientation] July ½ unit	Completed
			[Role and Importance of marketing	
			classification of markets] August ½ unit	
1		2	Market Segmentation and consumer behaviour	
3			Market segmentation concepts	
7			Benefits - Basis and levels	
9	II / August		Introduction to consumer behaviour.	Completed
1			Need for the study	
2			Consumer Buying Decision process	
3			Buying motives	
14			Marketing Research MIS	
15			Meaning and Differences	

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No.	Month	Unit	Topics Planned to Cover	Remarks
6		3	Marketing mix and product policy	
7			Marketing mix - meaning - Product - Introduction - Product	completed
8	September		Policy - Product planning - stages of New product	
9			Development - Introduction to PLC - Packaging	
0			Branding - labelling - Product Mix - Price	
1			-Pricing polices and Methods	
2				
3		4	Channels of Distribution	
4			Channels of Distributions	completed
25			Levels of Distributions	
26	October		channel members	
27			Promotion	
28			Communication mix	
29			Basics of Advertising	
30			Sales promotion	
31			personal selling	

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No.	Month	Unit	Topics Planned to Cover	Remarks
		V	Recent trends in Marketing	
			E-marketing	
			Online Retailing	Completed.
			Shopping Malls	
25			Consumer Protection Act	
26			salient features	
27			Consumerisation	
28			Consumer Rights, consumer Grievance	
29			Redressal forums	
30			Roles of social media in marketing	

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WEEKLY PLAN

S.No.	Month	Week	Date & Day	Topics Planned to Cover	Teaching Methodology	Remarks
1	July	1	Wed 05/07/2023	Marketing meaning	Chalk & Talk	Completed
2	July	1	Thursday 06/07/2023	Marketing Basics	Chalk & Talk	Replanned 07.07.23
3	July	2	7 uday 07/07/2023	Importance of marketing, marketing Basics	"	"
4	July	2	10/07/23 mon	Functions of marketing	"	"
5	July	2	11/07/23 Tue	Basics of marketing	"	"
6	July	2	12/07/23 Wed	various marketing trends	"	Replanned 14.7.23
7	July	2	13/07/23 Thus	Objectives of marketing	"	Completed
8	July	2	14/07/23 Friday	Case studies of Giant corporate companies + Objectives of Marketing	"	"
9	July			Various marketing strategies used	"	"
10	July	3	17/07/23 Mon	Marketing orientation	"	"
11	July	3	18/07/23 Tue	Marketing orentation	"	"
12	July	3	19/07/23 Wed	Marketing orentation	"	Replanned 21.07.23
13	July	3	Thursday 20/07/23	Role of marketing	"	Completed
14	July	3	21/07/23 Fri	Role of marketing	Group Discussions	"
15	July	3	24/07/22 Mon	Difference between Selling and marketing	Group Discussions	"
16	July	4	25/7/23 Tue	Diffurnce between Market and marketing	Group Discussions	"
17	July	4	26/7/23 Wed	Strategies Involved by marketers to gain consumers	Chalk & Talk	"
18	July	4	27/7/23 Thus	Discussions about various Advertisement		

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WEEKLY PLAN

No.	Month	Week	Date & Day	Topics Planned to Cover	Teaching Methodology	Remarks
1	July	4	28/07/23 (Fri)	Definitions of marketing	Chalk & Talk	"
2	July	4	31/07/23 (Mon)	Definitions of marketings	"	"
1	August	1	01/08/23 (Tue)	Current trends in marking	"	"
2	August	1	02/08/23 (Wed)	Current trends in marketing	"	04.08.23 Replanned
3	August	1	03/08/23 (Thu)	Advantages of marketing	"	"
4	August	1	04/08/23 (Fri)	Disadvantages of marketing & Advantage of marketing	"	"
5	August	1	05/08/23 (Sat)	Classification of market	"	"
6	August	2	07/08/23 (Mon)	Classification of market	"	"
7	August	2	08/08/23 (Tue)	Classification of market	"	"
8	August	2	10/08/23 (Wed)	Classification of market.	"	14.08.23 Replanned
9	August	2	11/08/23 (Thu)	Classification of market - Geographical	"	Completed.
10	August	2	14/08/23 (Mon)	Market classification	"	"
11	August	3	16/08/23 (W)	MIS	"	Replanned
12	Aug	3	17/08/23 (Thu)	Market Research	Lecture	completed
13	Aug	3	18/08/23 (Fri)	Market Research	Lecture	"
14	Aug	3	19/08/23 (Sat)	Consumer Buying Decision	-	"
15	Aug	4	21/08/23 (M)	Nan mudhalvan Prgram	-	"
16	Aug	4	22/08/23 (Tu)	"		

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WEEKLY PLAN

S.No.	Month	Week	Date & Day	Topics Planned to Cover	Teaching Methodology	Remarks
37	Aug	IV	23/08/23 (W)	Dean Muthalvan	-	-
38			24/08/23 (TH)	"	-	-
39			25/08/23 (F)	"		
40	Aug	V	28/08/23 (M)	Introduction to consumer behaviour	Google & Lab	Completed
41			29/08/23 (TU)	Need for the study	"	"
42			30/08/23 (WE)	Buying motives	"	"
43			31/08/23 (THU)	Open book test	"	"
44	Sept	I	01/09/23 (FRI)	Marketing mix meaning	"	"
45			02/09/23 (SAT)	Importance of marketing mix	"	"
46			04/09/23 (M)	Product	"	"
47			05/09/23 (TU)	product policy	"	"
48			07/09/23 (W)	product planning	"	11.09.23 Rescheduled
49	Sep	II	08/09/23 (TH)	Stages of New product Development	"	Completed
50			11/09/23 (F)	"	"	"
51			12/09/23	price	"	"
52			13/09/23	price	"	
53			14/09/23	product mix	"	"
54			15/09/23	Int to PLC	"	

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WEEKLY PLAN

No.	Month	Week	Date & Day	Topics Planned to Cover	Teaching Methodology	Remarks
	September		19/09/23	Int to PLC	Chalk & tak	completed
	"	IV	20/09/23	Pricing Policies	"	completed
	"		21/09/23	Pricing Policy	"	23/09/23 Rescheduled
	"		22/09/23	Industrial visit	"	"
	"		23/09/23	Pricing Method & Policy	"	"
	"		25/09/23	Branding	"	"
	"		26/09/23	Branding	"	"
	"		27/09/23	Labelling	"	"
	"	IV	29/09/23	Product planning	Chalk & tak	"
	"		30/09/23	Product planning	"	"
	October	I	03/10/23	Product mix	"	Completed
	"		04/10/23	Market mix	"	Completed
	"		05/10/23	Market Segmentation	"	completed
	"		06/10/23	Market segmentation	"	Completed
	"		07/10/23	Objectives of Pricing	"	"
	October	II	09/10/23	Methods of Pricing	"	"
	"		10/10/23	Methods of Pricing	"	"
	"		11/10/23	Method of Pricing Policy	"	"

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WEEKLY PLAN

S.No.	Month	Week	Date & Day	Topics Planned to Cover	Teaching Methodology	Remarks
	12/10/23 (Thu)		12/10/23 (Thu)	Marketing mix	Chalk & talk	Replanned. 13/10
	13/10/23 (Fri)		13/10/23 (Fri)	Marketing Mix	"	Completed
	16/10/23 (Mon)		16/10/23 (Mon)	Packaging - meaning	"	Completed
	17/10/23 (Tue)		17/10/23 (Tue)	Packaging - Importance	"	"
	18/10/23 (Wed)	III	October	Packaging - Advantage	"	"
	19/10/23 (Thu)			Packaging - Disadvantage	"	"
	20/10/23 (Fri)			Packaging - Types	"	26/10/23 Replanned
	23/10/23 (Mon)			Grading [ITC event]	"	Completed
	26/10/23 (Thu)			Labelling, Grading	Group Discussion	Completed
	27/10/23 (Fri)	IV	October	Importance of life cycle product	"	Completed 31.10.23
	28/10/23 (Sat)			Importance of life cycle product	"	Replanned
	30/10/23 (Mon)			Packaging [ITC event]	"	"
	31/10/23 (Tue)	IV	October	Role of social media in marketing, Packaging		

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LESSON PLAN

Name of the Faculty : S. Subramanian **Course Planned** : Film Studies

Academic Year : 2023 – 2024.

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SEMESTER PLAN & OBJECTIVES

Name of the Teacher: S. Subramanian. Course: Film Studies Class: II BSc visCom.

Department : visual Communication

Course Objective

1. History of Cinema, Film Movements, Realisms
2. Concept and Screenplay writing, Script writing, Story telling
3. Pre-Production, Production and Post-Production Stages.
4. Film Genres, Styles, Elements of Films.
5. Ideology in Film and Composition of Editings.

Class Strength : 14

Entry Level Behavior of Students : Marks : Students Present: 14

Below 40% Between 40% - 50% 3 Above 55% 9 Absent : 02

Planned Remedial measures for slow - Learner : Discussion in classroom.

Planned Remedial Measures for High - Achievers : Questions, Assessments.

Portion for Test 1 : I, II, III Portion of Test 2 : IV, V

Date of Quiz 1 : 3/2/24 Date for Quiz 2 : 28/2/24

Assignment (Starting Date) : 12/2/24 Seminar (Starting Date) : 7/2/24.

Signature of Dean of Academics Signature of HOD Signature of Course Instructor

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Vellanoor Post, Avadi, Chennai-600062.

SEMINAR TOPICS

SYNOPSIS SUBMISSION - 7 Days before the Seminar Date

S.No.	Name of the Student	Topics	Date	Synopsis Submission Date
1.	V. Akash.	Italian neo - Realism.	14/2/24	12/2/24
2.	M. Aritharan	Production on its form.	15/2/24	12/2/24
3.	N. Balaji	Framing, Montage, Dimensions of film editing.	14/2/24.	12/2/24
4.	S. Jaya Surya	Film Genres and types with examples.	17/2/24	12/2/24
5.	P. Lokesh.	web Series, OTT Platforms.	20/2/24	12/2/24
6.	P. Praveen.	Classical Hollywood Cinema's with Sound.	20/2/24	12/2/24
7.	G. Samuel Sudharsan	Story development and Storytelling	20/2/24	12/2/24
8.	S. Saran.	Narration and one line.	22/2/24	12/2/24
9.	I. Vaishavan.	Continuity Editing, alternative editing.	24/2/24	12/2/24
10.	S. Venkatesh.	Mise - en - Scene Realism.	21/2/24	12/2/24
11.	S. Vishnu vardhan.	Sound Recording and Dubbing Setups.	24/2/24	12/2/24
12.	M. Indhumathi	Space time and ideology.	20/2/24	12/2/24
13.	R. Rithika Marry.	Narrative form and non-Narrative form.	15/2/24	12/2/24
14.	T. Shalini	Cinema in Third world.	20/2/24	12/2/24

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Vellanoor Post, Avadi, Chennai-600062.

SEMESTER PLAN

Course Name : Film Studies. Course Code : BU24A

Class : II BSc Vislom. Credit : 4

S.No.	Month	Unit	Topics Planned to Cover	Remarks
1.	January.	I	Film Form and Film History.	Completed
			Early Cinema (1893 - 1903)	Completed
			Development of Classical, Hollywood Cinema (1903 - 1927)	GCR
			German Expressionism, French Impressionism and Surrealism.	GCR
			Soviet Montage.	Completed
			Italian Neo - Realism, French New - wave.	Completed
			Japanese Cinema.	"
			Cinema in the third world.	"
			Contemporary trends.	Completed
				"
2.	February.	II	planning - Pre - Production, Concept.	"
			Story Development, Scripting / Screenplay writing.	Completed
			Budgeting, Casting, Location, Financing.	GCR
			Production - Shooting, Direction and Cinematography.	"

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S.No.	Month	Unit	Topics Planned to Cover	Remarks
		I	Post production - Editing, Sound Recording,	Completed
			Dubbing, Special effects, Graphics and	Completed
			Final mixing, Distribution and Exhibition.	"
			Digital Distribution.	"
			Web series on Ott Platforms.	"
3.	February.	III	Mise - en - Scene, Realism, the Power and	Completed
			aspects of Mise - en - Scene, Space and time.	"
			narrative Functions of Mise - en - Scene.	"
			Cinematographer, Properties the photographic,	GICR "
			image framing, Duration of the Image.	"
			Montage and long time.	"
			Editing Dimension of film editing.	Completed
			Continuity editing, alternative, to Continuity editing.	Completed
			Sound - the Power of Sounds.	"
			Fundamental of Film Sounds	"
			Dimensions of i-film Sounds.	"
			Functions of Film Sounds.	"

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Vellanoor Post, Chennai-600 063.

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S.No.	Month	Unit	Topics Planned to Cover	Remarks
4.	March.	IV	The Concept of form in films, Principles of Film.	UCR
				Completed
			Narrative Form, Non-Narrative form.	4
			Dividing a Film into Parts and Genres.	4
		V	Style as a Formal System, Narrative unity.	4
			Ambiguity, a non-classical approach to Narrative film	Completed
			Space and time distinty.	Completed.
			Form Style Ideology.	

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WEEKLY PLAN

S.No.	Month	Week	Date & Day	Topics Planned to Cover	Teaching Methodology	Remarks
1.	January	2	08/1/24	Film Form and Film History, Early, Cinema	Board	Completed
				Development of classical Hollywood Cinema	GCR	"
				Soviet montage.	Board	"
				Remarkable directors of world Cinema	Board,	"
			09/1/24	Surrealism, German expressionism.	GCR	"
				French impressionism.	Board	"
				Neo-realism, French New wave.	Board	"
					Board	"
	January		10/1/24	Japanese Cinema -	Classroom	"
				The classical Hollywood cinema after Sound.	Classroom	"
				Cinema in third world.	Board	"
			10/1/24	Contemporary trends.		
					Board	"
			11/1/24	Pre-Productions - concept Scripting.	GCR	
				Pre-Production - Budgeting, Casting, Location.		"
			12/1/24.	Pre-Production - Screenplay, writing, Financing.	Board	"

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WEEKLY PLAN

S.No.	Month	Week	Date & Day	Topics Planned to Cover	Teaching Methodology	Remarks
2.	January	3	18/1/24	production.	Board	completed
				Post - Production, Editing, Sound Recording	Board	u
				Post - Production, Dubbing, SFX, VFX	Board	u
				Graphics and Final Mixing.	u	u
			23/1/24.	Distribution and Exhibition.	u	u
			24/1/24.	web. Series OTT.		
3.	February	1	1/2/24	mise - en - Scene.	Board	Completed.
				Powers of aspects in mise - en - Scene.	Board	u
			5/2/24	Space and time narrative Function.	u	
				Cinematographer properties	Board	u
		2	12/2/24	Photographic image, Framing	Board	u
				montage and long take.	Board	u
				Editing, Dimension of film Editing.	Board	u
		2	15/2/24	continuity Editing.	Board	u
				Sound - Fundamentals and Divisions	Board	u
				Functions of film Sounds.	Board	u

Signature of HOD

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Signature of Course Instructor

WEEKLY PLAN

S.No.	Month	Week	Date & Day	Topics Planned to Cover	Teaching Methodology	Remarks
			19/2/2024	Narrative and Non - Narrative form.	Board	Completed
				Different types of genres.	Board	completed
			20/2/2024	Diegetic and Non - Diegetic Sound.	Board	"
				Film Form.	"	"
			26/02/24	Film Principles.	GCR	"
				Narrative and Non - Narrative.	Board	"
			28/2/2024	Dividing Film into parts and Genre.	GCR.	"
4.	March.	1	01/3/2024	Types and characteristics of Genre.	"	"
				Styles in Film Narrative and	"	"
				Non - Narrative.		"
		2	04/3/2024	Film Analysis - Tamil and Hollwood movie	"	"
			5/3/2024	Film Analysis - Russian, Japanese,	Board	"
				Series, Chinese movies.	"	"
			6/3/2024	Space and time in the film.	"	"
				Non - Classical approach.	"	"
			8/3/2024	Ideology in Film.	"	"
				Reviews and Critical Review of films.	"	"

Completed

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Dr. K. PUNITHAVATHI

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Website : www.ncas.in Email : info@ncas.in

MARK REGISTER

Programme Name : Business Administration Course Name : HRM Course Code : BBA24A

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MARK REGISTER

Name of the Programme : Business Administration

Course Instructor : Dr K PUNITHAVATHANI

Name of the Course : HRM

Academic Year : 2023 - 2024

Course Code : BB24A

Signature of the Dean of Examination

Signature of the Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Reg No	Name	Assessment Avg(10)	CIA 1 Test 25	CIA 2 Test 25	Model Test 75	Total Test Marks	Avg of Test Marks (10)	Assignment (5)	Seminar (5)	Attendance (5)	Internal Marks (25)	Students Signature
412201283	PARATH RAJ.P	6	12	A	30	48	4	5	4	4	17	Bharath
412201284	PASUPATHI PANDIAN.C	6	15	3	30	54	4	5	4	5	18	C.Pandi
412201285	PRABAKARAN.R	5	12	7	20	44	3	4	4	4	15	P.P.R
412201288	RAKESH.O	6	11	9	38	64	5	5	4	4	18	Rakesh.
412201290	SANJAY RAJ.R	7	18	6	30	61	5	5	4	4	18	R
412201293	SRIRAM.S	5	A	5	37	47	3	5	4	4	16	S. Sriram
412201294	SUNIL.A	7	A	2	40	49	4	5	4	5	18	S.A
412201295	SURENDAR.C	9	23	22	65	119	9	5	5	5	24	C.Surendar
412201297	VIGNESH.N	6	11	1	24	42	3	5	4	4	16	Vig
412201298	VIGNESH.S	8	14	10	35	67	5	5	4	4	18	S.V
412201307	YUVANESH.R	6	A	A	A	6	0	5	4	3	12	R.Yuv
412201303	AMUTHA.A	6	21	11	38	76	6	5	5	4	20	A. Amu
412201304	DHANUSHRI.K	6	A	A	40	46	3	4	4	4	15	K.Dhanu Shri
412201305	JOTHIKA.S	8	20	13	45	86	6	5	5	5	21	S.J
412201306	KEERTHANA K	9	24	25	65	123	9	5	5	5	24	K.Keertha
412201307	KEERTHIKA.R	7	20	15	43	85	6	5	5	4	20	R.Keerthi
412201308	LATHIKA.M	6	21	9	42	78	6	5	4	4	19	M.Lathi
412201309	NANDHITHA.A	7	16	10	38	71	5	5	5	4	19	Nandhitha

Dean of Academics

Head of the Department

Principal

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Course Instru

No.	Reg No	Name	ment Avg(10)	Test 25	Test 25	Test 75	Total Test Marks	Avg of Test Marks (10)	Assign-ment (5)	Seminar (5)	Attendance (5)	Internal Marks (25)	Students Signature
36.	412201310	NIRANJANI. B	8	19	19	57	103	8	5	5	5	23	Niranjani B
36.	412201311	NITHYASRI. G	6	A	7	34	47	3	5	4	3	15	Nithyasri
37.	412201312	PRIYADHARSHINI. K	8	20	13	52	93	7	5	5	5	22	K. Priya.
38.	412201313	RAJESHWARI. K	8	22	13	50	93	7	5	5	5	22	K. Rajeshwari
39.	412201314	SAMSATH NAMEERA. J	9	20	21	58	108	8	5	5	5	23	J. Samsath nameera
40.	412201315	SHARMILA. S	8	20	10	42	80	6	5	5	4	20	Sharmila
41.	412201316	SWETHA. S	9	19	12	48	88	7	5	5	5	22	S. Swetha.
42.	412201317	THENMOZHI. J	7	18	11	36	72	5	5	4	4	18	J. Thenmozhi
43.	412201318	VAISHNAVI. M	9	19	19	52	99	7	5	5	5	22	M. Vaishnavi
44.	412201319	VIDHYASRI. V	9	19	12	47	87	6	5	5	4	20	V. Vidhyasri
45.		SHALOM SATHRAC. E	7	A	4	30	41	3	5	5	4	17	E. Shalom

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Course Instruct

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Website : www.ncas.in Email : info@ncas.in

MARK REGISTER

Name of the Programme : B.C.A

Course Instructor : Mrs. T. MARYSANTHAPRIYA.

Name of the Course : Operating System (Lab)

Academic Year : 2023 - 2024

Course Code : SE251

Signature of the Dean of Examination

Signature of the Principal

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

CONSOLIDATE / INTERNAL MARK SHEET

lame : OS (Lab) Course Code : SE251

Class : III BCA 'B' Credit : 3

S.No.	Reg No	Name	Assessment Avg(10)	CIA 1 Test 25	CIA 2 Test 25	Model Test 75	Total Test Marks	Avg of Test Marks (10)	Observation (10)	Record (15)	Attendance (5)	Internal Marks (75)	Students Signature
1	212101700	Oswald Prasanna.T	10	0	20	40	85	10	10	15	5	40	I.Oswald Prasanna
2	212101701	Pradeep.P	8	0	12	40	75	10	10	15	5	40	
3	212101702	Raghul.P	7	0	20	0	42	3	10	13	4	35	Raghul
4	212101703	Raghul.R	8	0	0	0	23	2	10	15	2	30	
5	212101704	Rajasekar.C	7	0	0	0	22	2	10	15	2	30	
6	212101705	Rakesh.G	7	0	0	0	22	2	8	15	2	28	Rakesh
7	212101706	Rithick Roshan.K	7	0	0	0	22	2	9	12	2	29	
8	212101707	Robert Paul Raise.R	8	0	0	0	23	2	10	15	2	30	
9	212101708	Rohith.J	4	0	0	0	19	1	10	11	4	30	J.Rohith
10	212101709	Sanjay.B	4	0	0	0	19	1	8	15	2	28	
11	212101710	Sanjay.C.S	9	14	14	13	51	4	10	10	4	30	sanjay.C.S
12	212101711	Sanjay.M	4	0	0	0	19	1	10	10	2	25	
13	212101712	Santhosh Kumar.M	4	17	17	0	36	3	10	3	4	20	
14	212101713	Santhosh.N	4	0	17	0	25	2	10	10	4	30	N.Sathish
15	212101714	Sathish.G	8	0	19	0	38	3	10	10	4	25	Sathish.G
16	212101715	Sathish.M	4	0	17	0	36	2	10	10	4	30	Sathish.M

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Head of the Department

Course Instructor

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Website : www.ncas.in Email : info@ncas.in

MARK REGISTER

Name of the Programme : BCA

Course Instructor : Mrs. ANGIELIN MONICA & Mrs. MONISHA.E

Name of the Course : INTERNET OF THINGS AND ITS APPLICATION

Academic Year : 2023 - 2024

Course Code : 3U46B

Signature of the Dean of Examination

Signature of the Principal

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CONSOLIDATE / INTERNAL MARK SHEET

Course Name : INTERNET OF THINGS AND ITS APPLICATION

Course Code : SU46B

Class : III BCA 'A'

Credit : 5

S.No.	Reg No	Name	Assessment Avg(10)	CIA 1 Test 25	CIA 2 Test 25	Model Test 75	Total Test Marks	Avg of Test Marks (10)	Assignment (5)	Seminar (5)	Attendance (5)	Internal Marks (25)	Students Signature
1.	212101669	Mahesh kumar. P	6	11	0	35	52	4	5	5	4	18	
2.	212101670	AKash. P	4	9	4	7	24	2	4	4	3	13	
3.	212101671	Charles. M. C	8	11	0	0	19	1	3	3	3	10	
4.	212101672	Clinton. G	6	13	6	2	27	2	5	4	4	15	
5.	212101673	Deva. R	5	15	6	15	41	3	5	4	3	15	
6.	212101675	Dinesh. K	4	0	0	0	4	0	4	4	3	11	
7.	212101676	Dinesh Kumar. R	8	17	10	0	35	3	5	5	4	17	
8.	212101677	Franklin Jacob. A	7	18	15	45	65	6	5	5	4	20	
9.	212101678	Franklin. L	5	15	6	0	26	2	3	3	3	11	
10.	212101679	Gokul. M	7	11	6	0	24	2	5	4	5	16	
11.	212101680	Gokula Krishnan. D	8	15	0	0	23	2	5	5	3	15	
12.	212101681	Gokulan. S.S	5	15	7	0	27	2	3	3	3	11	
13.	212101682	Hariharan. M	9	13	8	0	30	2	5	4	4	15	
14.	212101683	Hariharan. V	7	16	9	0	32	2	5	4	5	16	
15.	212101684	Harish. kumar. M	4	9	0	0	13	1	5	3	3	12	
16.	212101685	Jayakumar. A	8	12	6	0	26	2	5	4	4	15	

Dean of Academics

Head of the Department

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Vellanoor Post, Avadi, Chennai-600062.

Course Instructor

M. Latha

AY: 2023-2024
Even Semester

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Website : www.ncas.in **Email : info@ncas.in**

MARK REGISTER

Programme Name : Business Administration **Course Name :** Customer Relationship Management **Course Code :** BBA6D

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Website : www.ncas.in Email : info@ncas.in

MARK REGISTER

Name of the Programme : Business Administration
Course Instructor : M. Latha.

Name of the Course : Customer Relationship Management
Academic Year : 2023 – 2024.

Course Code : BB46D

Signature of the Dean of Examination

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam
Vellanoor, Chennai-600062.

Signature of the Principal

Department : Business Administration.

Class : III BBA.

Course Name : Customer Relationship Management.

Student Assignment Mark Details

Batch : 2021-2024

Year : 2023-2024.

Semester : VI

S.No.	Reg No	Name of the Students	Content (1)	Review of Literature (1)	Clarity in Writing (1)	Creativity (1)	On time Submission (1)	Total Marks (5)	Signature
1	412101269	AJith Kumar. P	1	1	1	1	0	4	P. Ajith Kumar
2	412101270	AJith . R.	1	1	1	1	0	4	R. Ajith
3	412101271	Akash. k.	1	1	1	1	0	4	
4	412101272	Amal Raj. D	1	1	1	0	0	3	D. Amalraj
5	412101273	Amrish. P	1	1	1	1	1	5	Amrish.
6	412101274	Balamurugan. S	1	1	1	1	0	4	Balamurugan. S
7	412101275	Balaji . S	1	1	1	1	1	5	Balaji. S
8	412101276	Devaraj. S	1	1	0	1	1	4	S. Devaraj.
9	412101278	Dinesh. V	1	1	1	1	1	5	
10	412101279	Godwin. R.	1	1	1	0	1	4	Godwin.
11	412101280	Gokulnaath. D	1	1	1	0	1	4	
12	412101281	Gowtham. R.	1	1	1	0	1	4	R. Gowtham
13	412101282	Kamesh. K.	1	1	1	0	0	3	Kamesh
14	412101285	Karthick. J	1	1	1	1	0	4	J. Karthick

Head of the Department

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Kovilthaggai Main Road, Mangalapuram,
Vellanoor Post, Avadi, Chennai-600 062

Course Instructor

.No.	Reg No	Name of the Students	Content (1)	Review of Literature (1)	Clarity in Writing (1)	Creativity (1)	On time Submission (1)	Total Marks (5)	Signature
5	412101286	Kotleshwaran. A.	1	1	1	1	0	4	
6	412101287	Logesh. A.	1	1	1	1	0	4	
7	412101288	Mageshraj. G	1	1	1	1	1	5	
8	412101289	Manojkumar. M	1	1	1	1	0	4	
9	412101290	Maria Raj. K.	1	1	1	1	1	5	
10	412101291	Suhaaib Ahammed.	1	1	1	1	0	4	
11	412101292	Muniyendran. M.	1	1	1	0	0	3	
12	412101293	Nareen. K.	1	1	1	1	1	5	
13	412101294	Prabhakaran. D.P	1	1	1	1	0	4	
14	412101295	Prabhu. B	1	1	1	1	0	4	
15	412101297	Robin. B	1	1	1	1	0	4	
16	412101298	Sadhan. M	1	1	1	0	0	3	
17	412101299	Sakthivel. K	1	1	1	1	0	4	
18	412101301	Santhosh. B	1	1	1	1	0	4	
19	412101302	Sivakumar. B	1	1	1	1	0	4	
20	412101303	Stenin Jerald. G.	1	1	1	1	0	4	
21	412101304	Subish kumar. K.	1	1	1	1	0	4	

Head of the Department

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannamapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Course Instructor

CONSOLIDATE / INTERNAL MARK SHEET

Course Name : Customer Relationship Management.

Course Code : BB46D

Class : III BBA.

Credit : 4.

No.	Reg No	Name	Assessment Avg(10)	CIA 1 Test 25	CIA 2 Test 25	Model Test 75	Total Test Marks	Avg of Test Marks (10)	Assignment (5)	Seminar (5)	Attendance (5)	Internal Marks (25)	Students Signature
	412101269	Ajith Kumar.P.	6	A	A	A	6	1	4	5	5	15	
	412101270	Ajith.R.	7	A	14	21	42	3	4	4	3	14	
	412101271	Akash.k.	7	A	5	A	12	1	4	4	4	13	
	412101272	Amal Raj.D	6	A	11	A	17	1	3	4	4	12	
	412101273	Amrish.P.	8	A	12	21	41	3	5	5	4	17	
	412101274	Balamurugan.S.	6	A	A	6	12	1	4	4	5	14	
	412101275	Balaji.S.	8	11	17	45	81	6	5	5	4	20	Balaji.S
	412101276	Devaraj.S	6	A	10	A	16	1	4	4	5	14	
	412101278	Dinesh.U	8	A	10	A	18	1	5	5	3	14	
	412101279	Godwin.R.	7	12	11	A	30	2	4	4	4	14	
	412101280	Gokulnath.D.	8	A	11	A	19	1	4	4	4	13	
	412101281	Gowtham.R.	7	A	9	A	16	1	4	4	4	13	
	412101282	Kamesh.k.	6	A	6	A	12	1	3	4	3	11	
	412101285	Karthick.J.	6	A	5	A	11	1	4	4	3	12	
	412101286	Kotteshwaran.A.	7	A	10	13	30	2	4	4	4	14	
	412101287	Logesh.A.	7	11	12	0	30	2	4	4	4	12	

Dean of Academics

Head of the Department

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600 123

M. M.

Course Instructor

S.No.	Reg No	Name	Assessment Avg(10)	CIA 1 Test 25	CIA 2 Test 25	Model Test 75	Total Test Marks	Avg of Test Marks (10)	Assignment (5)	Seminar (5)	Attendance (5)	Internal Marks (25)	Students Signature
53	412101328	Sandhiya.D	7	A	10	A-	17	1	4	4	4	13	
54	412101329	Sasanya.R.	9	A-	18	A	27	2	5	5	5	17.	
55	412101330	Sathyashree.S.	9	17	16	A	42	3	5	5	5	18	Sathya.S.
56	412101331	Sanya.A	9	17.	15	A	41	3	5	5	5	18.	

an of Academics

Head of the Department

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannampalayam,
Veilanoor Post, Avadi, Chennai 600 062

Course Instructor

NAZARETH COLLEGE OF ARTS & SCIENCE

Approved by Govt. of Tamil Nadu and Affiliated to University of Madras
Re-Accredited by NAAC with 'B' Grade
Kovilpathagai Main Road, Kannadapalayam, Vellanoor Post, Avadi, Chennai - 62.
Website : www.ncas.in Email : info@ncas.in

MARK REGISTER

Name of the Programme : Computer Science

Course Instructor : R. Kaviyarasi

Name of the Course : Relational Database Management Systems

Academic Year : 2023-2024.

Course Code : SE25C

Signature of the Dean of Examination

Signature of the Principal

Department : Computer Science
Class : III B Sccs
Course Name : RDBMS

Student Assignment Mark Details

Batch : 2021 - 2024
Year : 2023 - 2024
Semester : V

S.No.	Reg No	Name of the Students	Content (1)	Review of Literature (1)	Clarity in Writing (1)	Creativity (1)	On time Submission (1)	Total Marks (5)	Signature
1.	22103443	Shobabuis	1	1	1	1	0	4	
2.	22103445	Baba prasath. D	1	1	1	1	1	5	
3.	22103446	Dhanush Boopathy. M	1	1	1	1	1	5	
4.	22103447	Dharshan prasad. I	1	0	1	1	1	4	
5.	22103448	Govind Kumar Dubey S	1	1	0	1	1	4	
6.	22103449	Harish Kumar. P	1	1	1	1	1	5	
7.	22103450	Ibrahim Baduesha. B	1	1	1	1	1	5	
8.	22103452	Kanagaraj. D	1	1	1	1	1	5	
9.	22103453	King clinton. L	1	1	1	1	1	5	
10.	22103454	Lokesh. M	1	1	1	1	1	5	
11.	22103455	Mohammed Farhan. M	1	1	1	1	0	4	
12.	22103456	Mohammed Thaminul Islam J	1	1	1	1	1	5	
13.	22103457	Mohammed Adam. M	1	1	1	1	1	5	
14.	22103458	Naveen. S	1	1	1	1	1	5	

Head of the Department

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Nazareth
Vellanoor Post, Avadi, Chennai-600062

Course Instructor

S.No.	Reg No	Name of the Students	Content (1)	Review of Literature (1)	Clarity in Writing (1)	Creativity (1)	On time Submission (1)	Total Marks (5)	Signature
15	222103459	Parveen D	1	1	1	1	1	5	
16	222103460	Prasanna Kumar J P	1	1	1	1	1	5	
17	222103461	Praveen L	1	1	0	1	1	4	
18	222103462	Prithiviraj K	1	1	1	1	1	5	
19	222103463	Rishikesan M	1	1	1	1	0	4	
20	222103464	Sakthi I	1	1	1	1	1	5	
21	222103465	Sanjay Kumar H	1	1	1	1	1	5	
22	222103466	Santhosh Kumar M	1	1	1	1	1	5	
23	222103467	Saran Kumar M	1	1	1	1	1	5	
24	222103468	Saravanan R	1	1	1	1	1	5	
25	222103469	Seegan pandi J	1	0	1	1	1	4	
26	222103470	Shalom Daniel C	1	0	1	1	1	4	
27	222103471	Shivam Yadav H	1	1	1	1	0	4	
28	222103472	Stephen Raj B	1	1	0	1	1	4	
29	222103473	Surya R	1	1	0	1	1	4	
30	222103474	Vignesh G	1	1	1	1	1	5	
1	222103475	Vignesh S	1	1	1	0	1	4	

Head of the Department

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kamadhenu Nagar,
Vellaneer Post, Avadi, Chennai-600062.

Course Instructor

S.No.	Reg No	Name of the Students	Content (1)	Review of Literature (1)	Clarity in Writing (1)	Creativity (1)	On time Submission (1)	Total Marks (5)	Signature
32	222103476	Vincent A	1	1	1	1	1	5	
33	222103478	Agustina Jancy L	1	1	1	1	1	5	
34	222103479	Harshini S	1	1	1	1	1	5	
35	222103480	Janani M	1	1	1	1	1	5	
36	222103481	Kaviya R	1	1	1	1	1	5	
37	222103482	Keerthana K	1	1	1	1	1	5	
38	222103483	Lavanya R	1	1	1	1	1	5	
39	222103484	Nandhini V	1	1	1	1	1	5	
40	222103485	Preethika A	1	1	1	1	1	5	
41	222103486	priya R	1	1	1	1	1	5	
42	222103487	Sharmila Devi S	1	1	1	0	1	4	
43	222103488	Varsha Rani G	1	1	1	1	1	5	
44	222103489	Vimala Devi Y	1	1	1	1	1	5	

Head of the Department

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Manapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Course Instructor

S.No.	Reg No	Name of the Students	Content (1)	Review of Literature (1)	Clarity in Writing (1)	Creativity (1)	On time Submission (1)	Total Marks (5)	Signature
1.	222103495	Dashna Moorthy. R.	1	1	1	1	1	5	
2	222103496.	Gokul.	1	1	1	1	1	5	
3	222103497	Rithesh kumar. I	1	1	1	1	0	4	I. Rithesh kumar
4	222103498	Jayasudha. K.	1	1	1	1	1	5	
5	222103499	Kushpoo. B	1	1	1	1	1	5	
6.	222103500	Pooja. E.	1	1	1	1	1	5	

Head of the Department

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Course Instructor

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Assessment Marksheet

S.No.	Reg No	Name of the Students	A-1	A-2	A-3	A-4	A-5	A-6	A-7	A-8	A-9	A-10	A-11	A-12	A-13	A-14	A-15	TOTAL	AVERAGE	MARKS (5)
1	222103443	Shobabu.S	6	6	7	0	8	7										34	6	3
2	222103445	Babu prasath.D	7	8	9	8	9	10										51	9	5
3	222103446	Dhanush Boopathy.M	8	7	9	9	0	9										42	7	4
4	222103447	Dharshan prasad.I	6	7	0	0	8	8										29	5	3
5	222103448	Govind Kumar Dubey.S	6	0	0	0	7	8										21	4	2
6	222103449	Harish kumar.P	10	10	10	10	9	10										59	10	5
7	222103450	Ibrahim Badusha.B	10	10	10	10	10	10										60	10	5
8	222103452	Kanagaraj.D	10	10	10	10	10	10										60	10	5
9	222103453	King clinton.L	10	10	10	10	10	10										60	10	5
10	222103454	Lokesh.M	10	10	10	10	10	10										60	10	5
11	222103455	Mohammed Farhan.M	8	8	0	7	8	8										39	7	4
12	222103456	Mohammed Thaminul Islam.J	10	10	10	10	10	10										60	10	5
13	222103457	Mohammed Adam.S	10	10	10	10	10	10										60	10	5
14	222103458	Naveen.S	8	8	0	0	7	7										30	5	3
15	222103459	Parveen.D	10	10	10	10	10	10										60	10	5
16	222103460	Prasanna Kumar.J.P	10	10	10	10	10	10										60	10	5
17	222103461	Praveen.L	10	9	8	0	8	8										43	7	4

Head of the Department

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road,
Vellanoor Post, Avadi, Chennai-600062.

Course Instructor

S.No.	Reg No	Name of the Students	A-1	A-2	A-3	A-4	A-5	A-6	A-7	A-8	A-9	A-10	A-11	A-12	A-13	A-14	A-15	TOTAL	AVERAGE	MARKS (5)
18	222103462	prithiviraj · K ·	10	10	9	8	9	8										53	9	5
19	222103463	Rishikesan · M ·	6	7	8	0	8	0										29	5	3
20	222103464	Sakth · I	10	10	10	10	10	10										60	10	5
21	222103465	Sanjay Kumar · H ·	10	10	10	10	10	10										60	10	5
22	222103466	Santhosh Kumar · M ·	10	10	0	8	9	9										46	8	4
23	222103467	Saran kumar · M	10	9	9	0	9	10										47	8	4
24	222103468	Saravanan · R	8	0	8	8	0	8										32	5	3
25	222103469	Seeganpaalk · J	6	6	0	0	8	8										28	5	3
26	222103470	Shalom Banniel · C	6	0	6	7	0	0										19	3	2
27	222103471	Shivam Yadav · H	6	0	0	7	5	0										18	3	2
28	222103472	Stephen Raj · B	7	0	7	7	8	0										29	5	3
29	222103473	Surya · R ·	7	6	0	7	0	6										26	4	2
30	222103474	Vignesh · G	10	10	9	8	10	9										56	9	5
31	222103475	Vignesh · S	5	0	0	7	0	7										19	3	2
32	222103476	Vincent · A	9	0	8	8	0	9										34	6	3
33	222103478	Agastina Jancy · L	10	10	10	10	10	10										60	10	5
34	222103479	Harshini · S	10	10	10	10	10	10										60	10	5

Head of the Department

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Course Instructor

S.No.	Reg No	Name of the Students	A-1	A-2	A-3	A-4	A-5	A-6	A-7	A-8	A-9	A-10	A-11	A-12	A-13	A-14	A-15	TOTAL	AVERAGE	MARKS (5)
35	222103480	Jaruni . M	10	10	10	8	10	10										58	10	5
36	222103481	Kavya . R	10	10	8	10	10	10										58	10	5
37	222103482	Keerthana . K	10	10	10	10	10	10										60	10	5
38	222103483	Lavanya . R	10	10	8	10	10	10										58	10	5
39	222103484	Mandhini . V	10	10	10	10	10	10										60	10	5
40	222103485	Preethika A	10	10	10	10	10	10										60	10	5
41	222103486	priya . R	10	8	10	10	10	10										58	10	5
42	222103487	Sharmila Devi . S	6	0	6	0	0	0										12	2	1
43	222103488	Varsha Rani . M	10	10	10	10	10	10										60	10	5
44	222103489	Vimala Devi . V	10	10	10	10	10	10										60	10	5

Head of the Department

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Thiruneermalai
Vellanoor Post, Avadi, Chennai-600062

Course Instructor

No.	Reg No	Name of the Students	A-1	A-2	A-3	A-4	A-5	A-6	A-7	A-8	A-9	A-10	A-11	A-12	A-13	A-14	A-15	TOTAL	AVERAGE	MARKS (5)
	222103495	Deshamoorthi . R.	10	10	8	9	10	10										57	9	5
2	222103496	Gokul. D	10	10	10	10	10	10										60	10	5
3	222103497	Rithesh Kumar. I	8	0	8	0	8	8										32	5	3
4	222103498	Jayasudha. K	10	10	10	10	10	10										60	10	5
5	222103499	Kushboo B.	10	10	10	10	10	10										60	10	5
6	222103500	Pooja. E	10	8	10	8	10	10										58	10	5

Head of the Department

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Nazareth
Vellanoor Post, Avadi, Chennai-600062

Course Instructor

CONSOLIDATE / INTERNAL MARK SHEET

Course Name : RDBMS

Course Code : SE25C

Class : III B.Sc CS

Credit : 4

S.No.	Reg No	Name	Assessment Avg(10)	CIA 1 Test 25	CIA 2 Test 25	Model Test 75	Total Test Marks	Avg of Test Marks (10)	Assignment (5)	Seminar (5)	Attendance (5)	Internal Marks (25)	Students Signature
1	222103443	Shobahu.S	6	15	12	30	63	5	4	5	4	18	
2	222103445	Babu prasad.D	9	20	0	40	69	5	5	5	5	20	
3	222103446	Dhanush Boopathy.M	7	20	0	30	57	4	5	5	4	18	
4	222103447	Dharshan prasad.E	5	17	13	0	85	3	4	5	2	14	
5	222103448	Govind Kumar Dubey.S	4	15	14	0	33	2	4	5	2	13	
6	222103449	Harish Kumar.P	10	25	0	45	80	6	5	5	4	20	
7	222103450	Ibrahim Badusha.B	10	25	20	30	85	6	5	5	4	20	
8	222103452	Kanagaraj.D	10	25	21	30	86	6	5	5	4	20	
9	222103453	King Klinton.L	10	20	25	15	70	5	5	5	5	20	
10	222103454	Lokesh.M	10	20	0	45	75	6	5	5	4	20	
11	222103455	Mohamed Farhan.M	7	18	0	25	50	4	4	5	5	18	
12	222103456	Mohamed thaminul Islam.J	10	22	20	40	92	7	5	5	4	21	
13	222103457	Mohamad Adam.M	10	21	20	0	51	4	5	5	4	18	
14	222103458	Parveen.S	5	19	19	0	43	3	5	5	4	17	
15	222103459	Parveen.P	10	25	25	55	115	10	5	5	5	25	
16	222103460	Prasanna Kumar.T.P	10	25	25	55	115	10	5	5	5	25	

Dean of Academics

Head of the Department

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
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Course Instructor

S.No.	Reg No	Name	Assessment Avg(10)	CIA 1 Test 25	CIA 2 Test 25	Model Test 75	Total Test Marks	Avg of Test Marks (10)	Assignment (5)	Seminar (5)	Attendance (5)	Internal Marks (25)	Students Signature
17	222103461	praveen K	7	0	0	32	39	8	4	5	4	16	Praveen K
18	222103462	prithiviraj K	9	25	25	30	89	7	5	5	4	21	Prithiviraj
19	222103463	Rishikesan M	5	20	0	25	50	4	4	5	4	17	Rishi
20	222103464	Sakthi I	10	20	23	40	93	7	5	5	4	21	Sakthi
21	222103465	Sanjay kumar H	10	22	23	20	75	6	5	5	4	20	Sanjay
22	222103466	Santosh kumar M	8	21	23	15	67	5	5	5	5	20	Santosh
23	222103467	Saran kumar M	8	21	21	0	50	4	5	5	4	18	M. Saran
24	222103468	Saravana R	5	19	18	0	42	3	5	5	2	15	Saravana
25	222103469	Seegan paalk	5	19	0	10	34	3	4	5	2	14	Seegan
26	222103470	Shalom Bennial C	3	17	15	0	35	3	4	5	2	14	C. Shalom
27	222103471	Shivam yadav H	3	18	14	10	45	3	4	5	2	14	Shivam
28	222103472	Stephan Raj B	5	20	19	0	44	3	4	5	2	14	Stephan
29	222103473	Surya R	4	20	17	0	41	3	4	5	2	14	Surya
30	222103474	Vignesh M	9	23	23	50	105	8	5	5	5	23	Vignesh
31	222103475	Vignesh S	3	18	14	0	85	3	4	5	2	14	Vignesh S
32	222103476	Vincent A	6	20	0	45	71	5	5	5	4	19	Vincent
33	222103478	Agastina Jancy K	10	23	0	42	75	6	5	5	5	21	Agastina
34	222103479	Harshini S	10	24	0	45	79	6	5	5	5	21	Harshini

Dean of Academics

Head of the Department

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Course Instructor

202

S.No.	Reg No	Name	Assessment Avg(10)	CIA 1 Test 25	CIA 2 Test 25	Model Test 75	Total Test Marks	Avg of Test Marks (10)	Assignment (5)	Seminar (5)	Attendance (5)	Internal Marks (25)	Students Signature
35	22203480	Janani M	5	20	20	40	90	7	5	5	5	22	Janani
36	22203481	Kavya R	5	20	21	30	81	6	5	5	5	21	Kavya
37	22203482	Keerthana K	5	24	25	60	119	10	5	5	5	25	Keerthana
38	22203483	Lavanya R	5	20	20	40	88	7	5	5	5	22	Lavanya
39	22203484	Nandhini V	5	24	24	57	116	10	5	5	5	25	Nandhini
40	22203485	Preethika A	5	24	25	58	117	10	5	5	5	25	Preethika
41	22203486	Priya R	5	20	19	40	89	7	5	5	5	22	Priya
42	22203487	Sharmila Devi G	4	20	0	0	24	2	4	5	2	13	Sharmila
43	22203488	Varsha Rani M	5	20	18	40	88	7	5	5	5	22	Varsha
44	22203489	Vimala Devi V	5	25	20	50	105	8	5	5	5	23	Vimala

of Academics

Head of the Department

Principal
Nazareth College of Arts & Science
Kovilpathegai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Course Instructor

203

S.No	Reg No	Name	Assessment Avg(10)	CIA 1 Test 25	CIA 2 Test 25	Model Test 75	Total Test Marks	Avg of Test Marks (10)	Assignment (5)	Seminar (5)	Attendance (5)	Internal Marks (25)	Students Signature
1	22403405	Dushnamoorthi R	10	26	20	47	102	8	5	5	5	23	
2	22403407	Gokul D	10	22	22	55	109	8	5	5	5	23	
3	22403437	Rithesh Kumar I	6	19	19	80	72	5	4	5	5	19	
4	22403495	Jaya Sudha K	10	25	25	60	120	10	5	5	5	25	
5	22403499	Kushboo B	10	24	23	55	112	8	5	5	5	23	
6	22405500	Pooja E	10	23	22	40	95	7	5	5	4	21	

Dean of Academics

Head of the Department

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Course Instructor

NAZARETH COLLEGE OF ARTS AND SCIENCE

(Re-Accredited with "B" Grade by NAAC)

KOVILPATHAGAI MAIN ROAD, KANNADAPALAYAM, AVADI, CHENNAI - 600 062.

PHONE No : 26380203, 26380549 www.ncas.in. E-mail : info@ncas.in



STUDENT FOLLOW UP PROGRAMME

BATCH : GO 2023-2026.

Name of the Student : M. PRASHANTH

Reg. No. : 312304172

Name of the Degree : B.COM GENERAL

Class / Section : I Yr B

Address for the Communication : 285 KARUMARI AMMAN KOVIL STREET
POTHUR
CHENNAI - 600052

Phone No / Mobile No. : 7092278462

E-Mail Id : Prashanthmps2129@gmail.com

Head of the Department

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

.... Bridging Beyond Territories

MENTORING

PERSONAL GOAL

STUDENT INITIATIVE

He considers his strength as he can adapt themselves on every situation. He feeling as his weakness as he can't mingle with others very easily.

MENTOR INITIATIVE

Counseling given to recore his introvert feeling and suggestions given to how to study easily.

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Vellanoor Post, Avadi, Chennai-600062

OUTCOME

He felt ~~Easy~~ to cope up the curriculum and Syllabus very quickly

INDISCIPLINE ISSUES :

No issues.

STUDENT SIGNATURE

Principal
Nazareth College Of Arts & Sc...
Kovilambagam Main Road, Kannad... ...ayar
Vellanoor Post, Avadi, Chennai-600062.

MENTOR SIGNATURE

NAZARETH COLLEGE OF ARTS AND SCIENCE

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PHONE No : 26380203, 26380549 www.ncas.in. E-mail : info@ncas.in



STUDENT FOLLOW UP PROGRAMME

BATCH : GO 2023- 2026

ame of the Student : Poornima.J

g. No. : 412300971

me of the Degree : BBA

ss / Section : 1st BBA

dress for the Communication : 1No. 202, 5th Street, Kalaignar nagar, Pandeswaram, Veerapuram Avadi, Chennai-55.

ne No / Mobile No. : 8124213298

ail Id : Poornimajayavel3@gmail.com
nca3232bbb1191@ncas.in.

d of the Department

Principal

Principal
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PERFORMANCE RECORD

I [2023-24] YEAR

ODD SEMESTER						EVEN SEMESTER					
MONTH / SUBJECT	JUNE	JUL	AUG	SEP	OCT	MONTH / SUBJECT	DEC	JAN	FEB	MAR	APR
English			55	84	67	English - II		24	33	17	
Tamil			100	40	59	Tamil - II		28	72	56	
rinciples of Managemant			A	56	79	A/C For Manager-II		72	52	42	
ccount for Manager-I			60	40	46	Marketing Managem		76	60	69	
nagerial Economics			85	76	59	International Business		68	56	80	
% OF ATTENDANCE		100%.	100%.	62%.	95%.	% OF ATTENDANCE		31%.	96%.	77%.	
CLASS INCHARGE						CLASS INCHARGE					
SIGNATURE OF THE PARENT						SIGNATURE OF THE PARENT					

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Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadasalayam,

FOLLOW UP ACTIVITY

MONTH	REMARKS
	ODD SEMESTER
UNE	
ULY	
UGUST	Good in Academics
EPTEMBER	Concentrate in Tamil
CTOBER	Need more Concentration in all Subjects
	EVEN SEMESTER
ECEMBER	
NUARY	Concentrate in languages.
BRUARY	need improvement in Academics
ARCH	try to get more marks.
RIL	

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MENTORING

PERSONAL GOAL

STUDENT INITIATIVE

1) She is kabadi player.
2) She wants to get Goverment Jobs.

MENTOR INITIATIVE

→ We ask to join the coaching class for Bank exam, TNPSC Exams etc.

→ Good in academics.

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OUTCOME

Showing good improvement.

INDISCIPLINE ISSUES :

—

J Poornima

STUDENT SIGNATURE

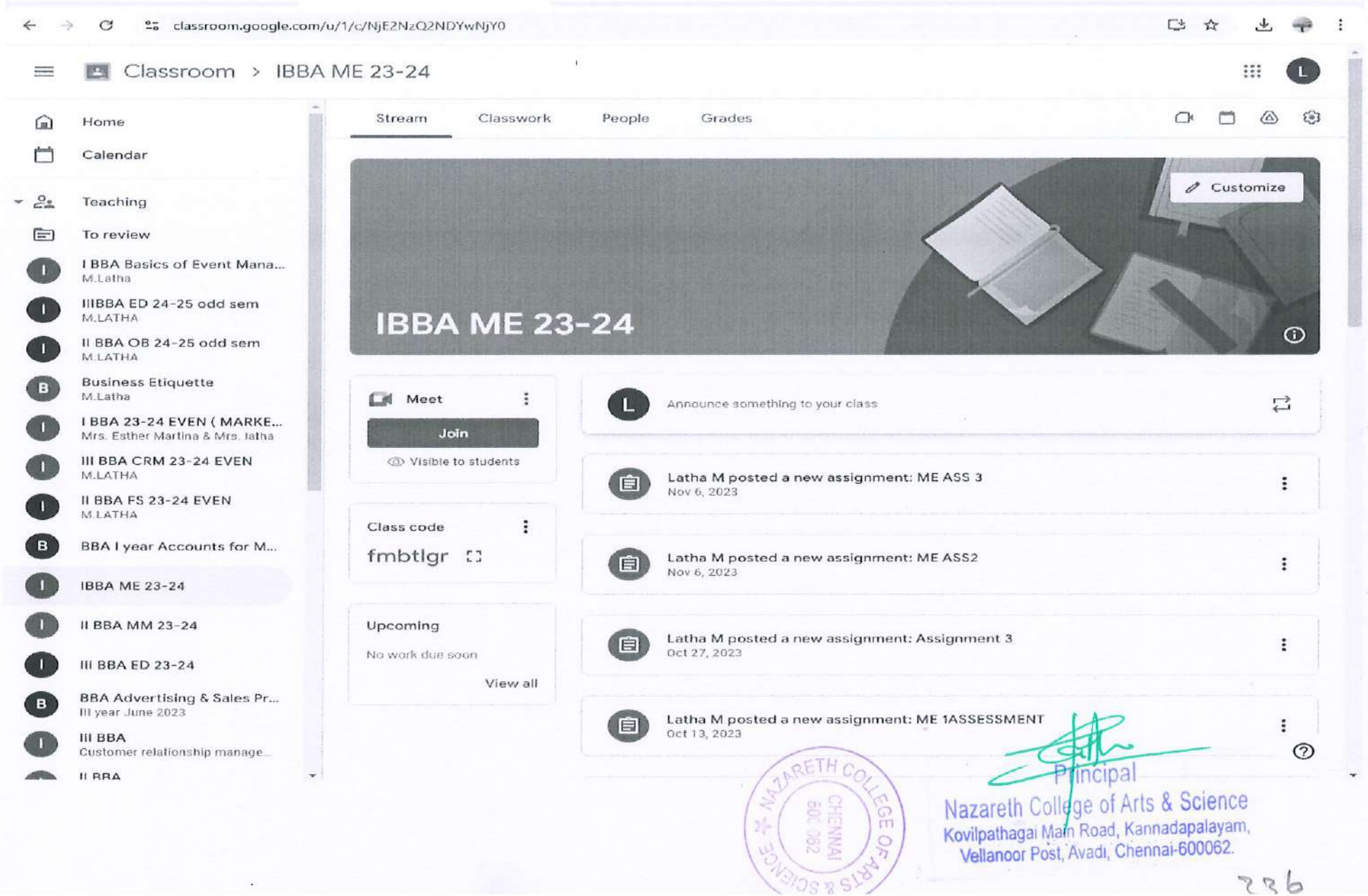
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MENTOR SIGNATURE

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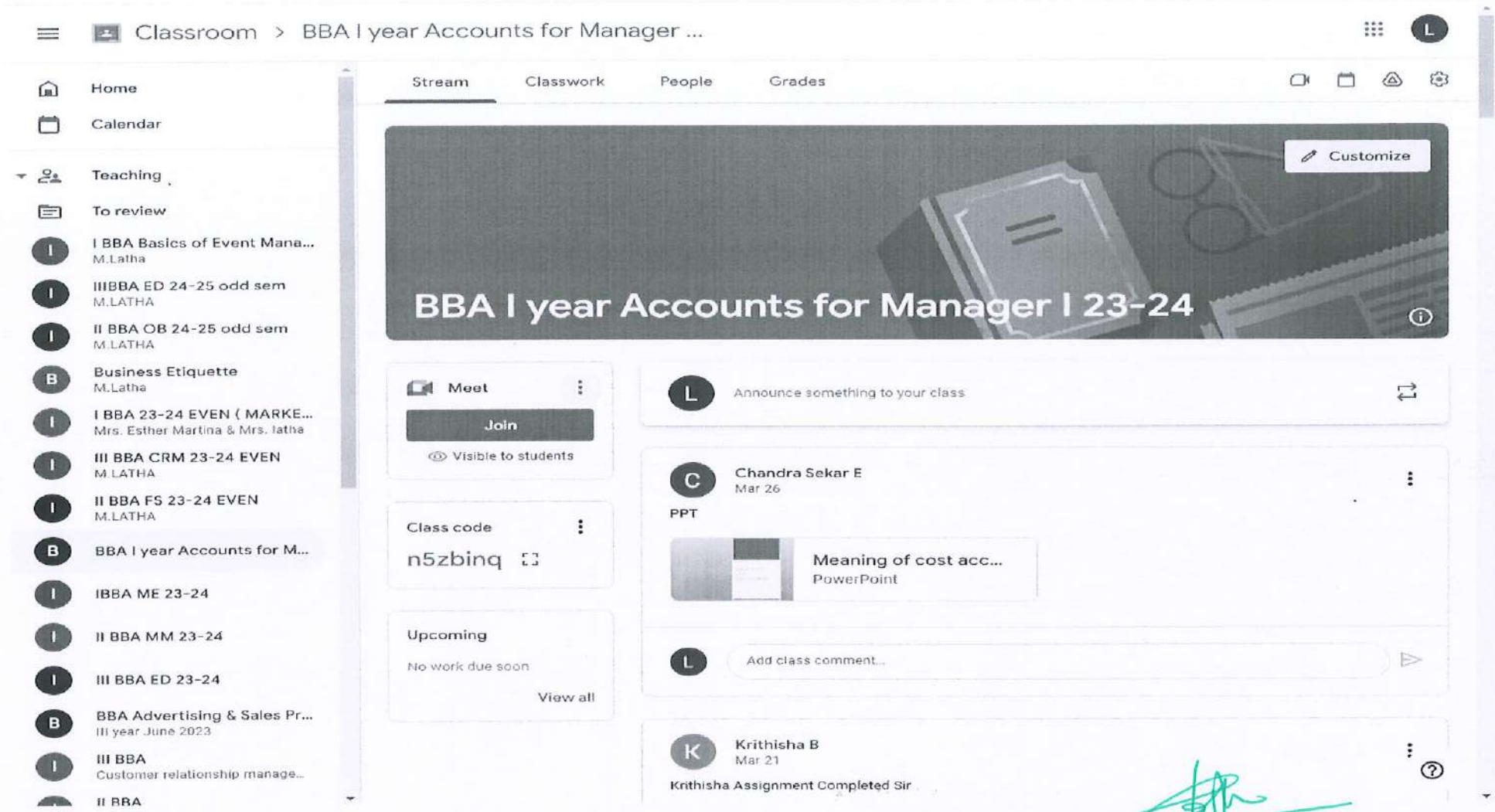
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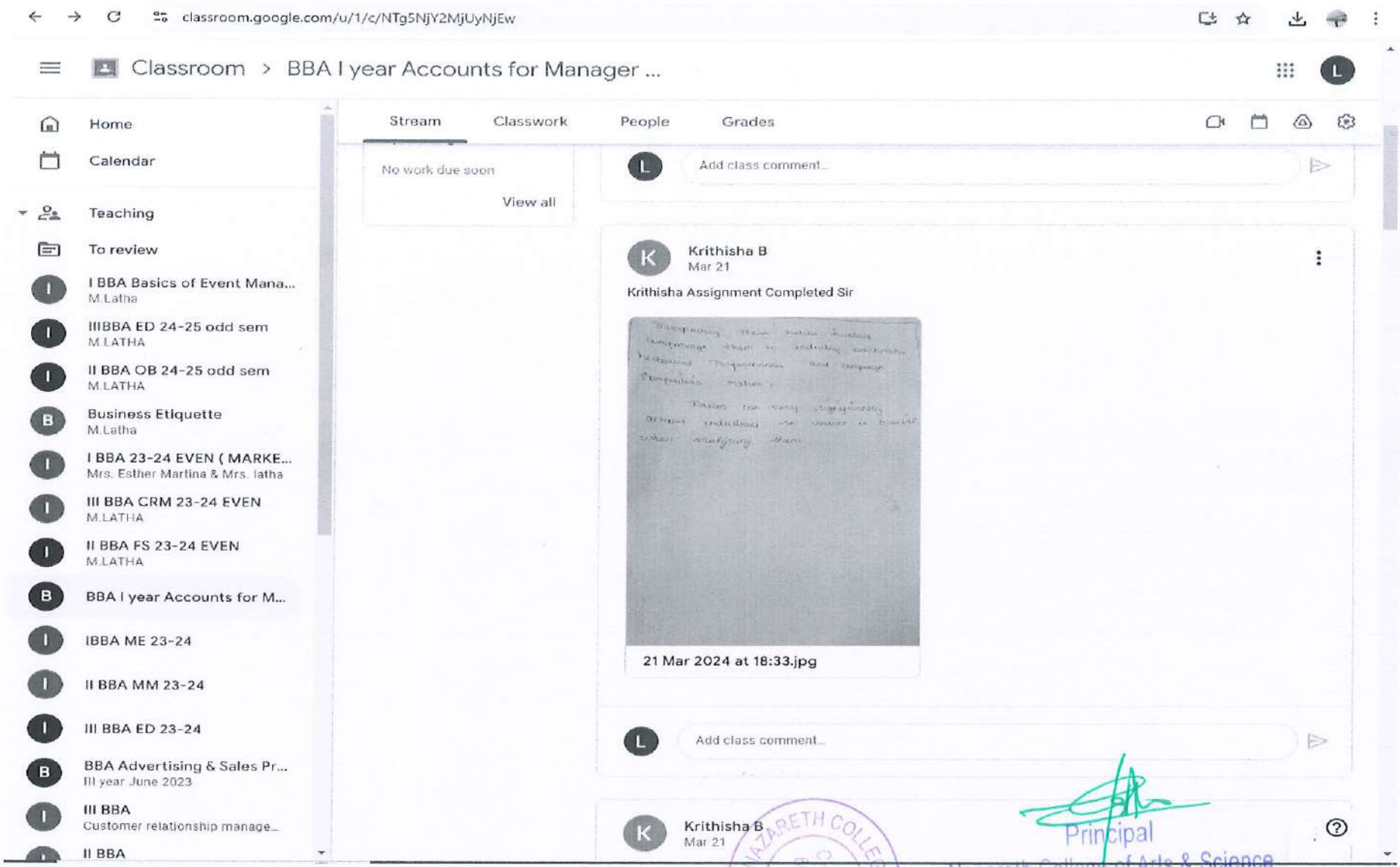
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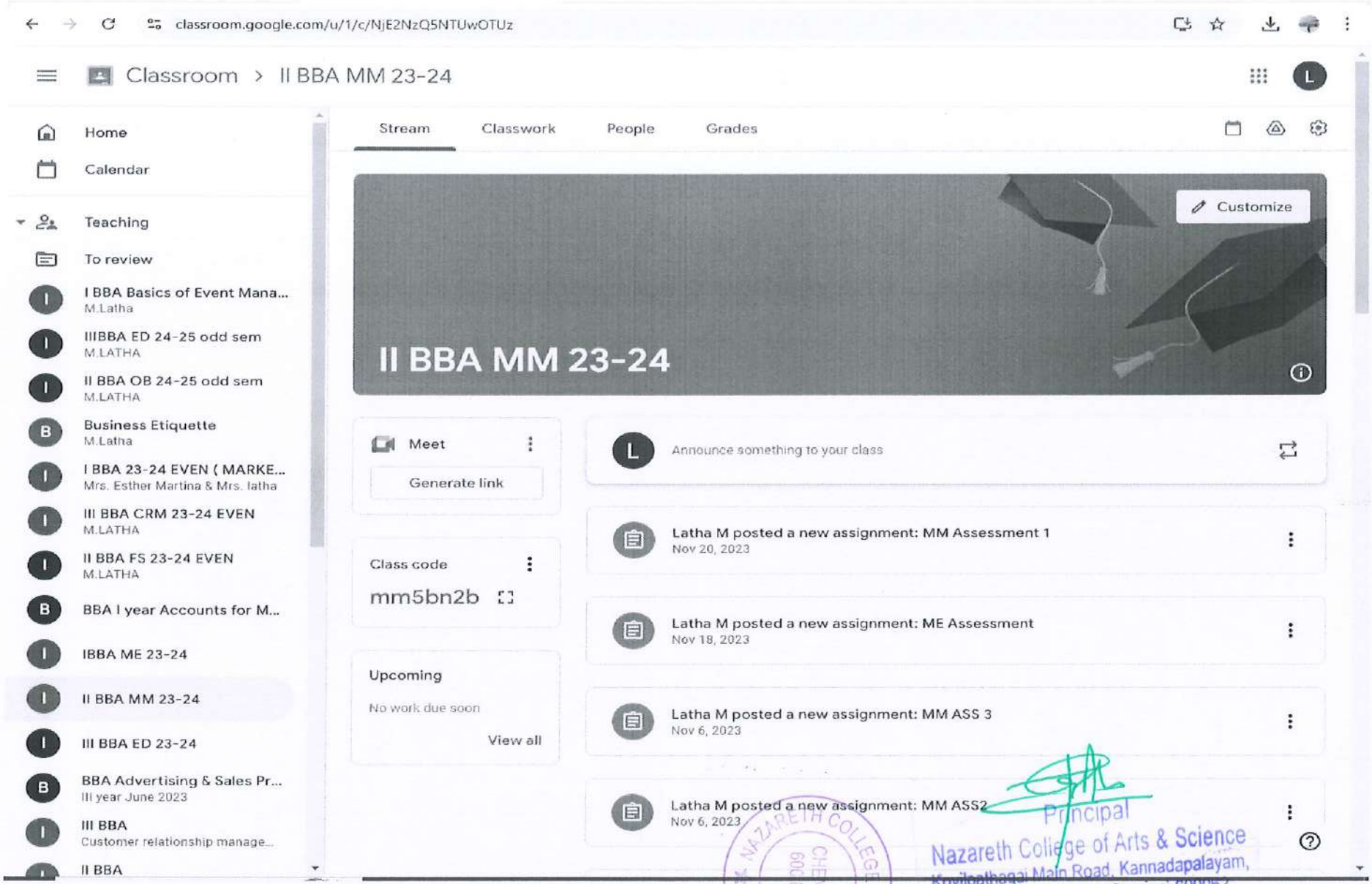
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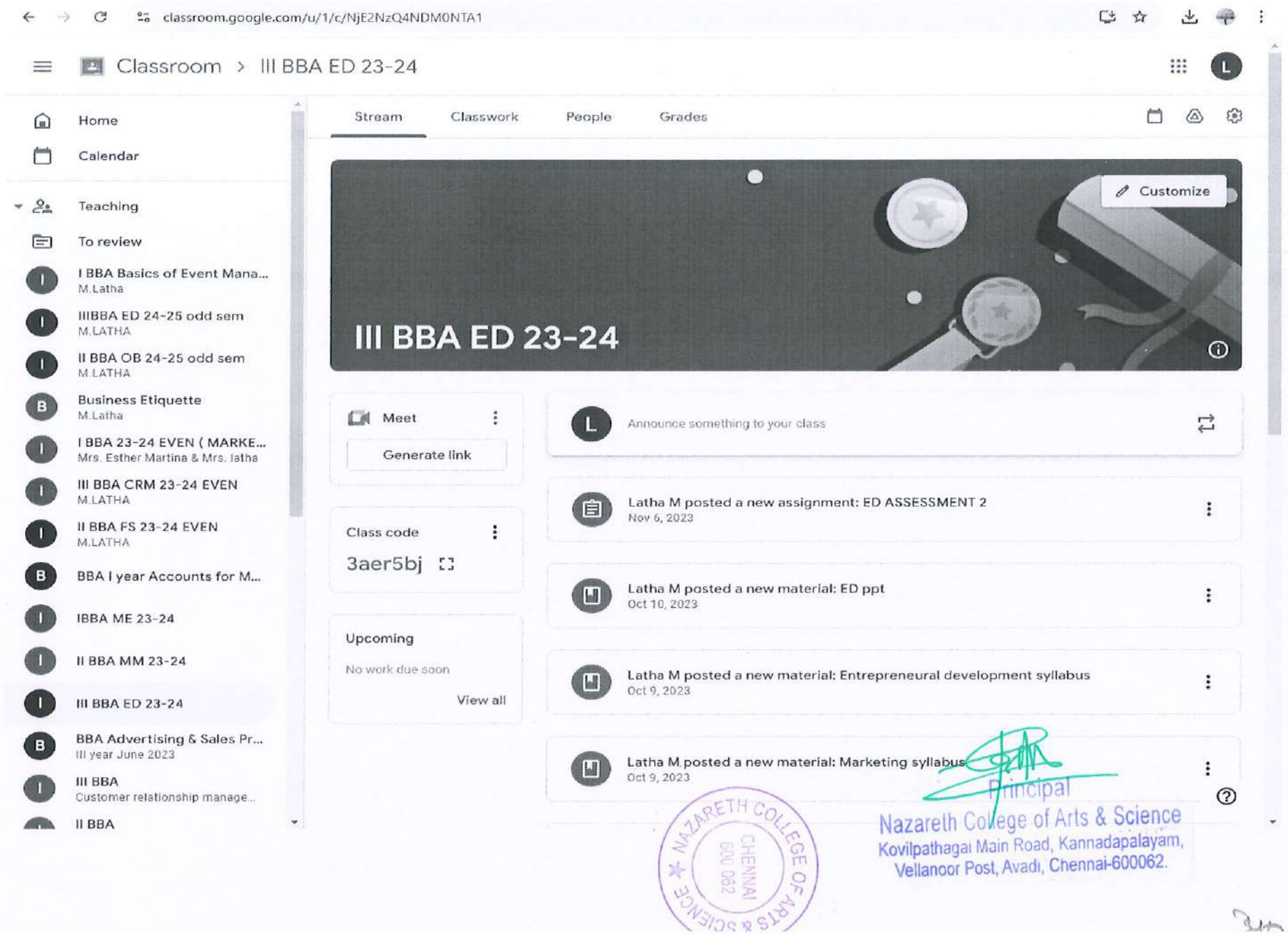
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PHONE No : 26380203, 26380549 www.ncas.in. E-mail : info@ncas.in

STUDENT FOLLOW UP PROGRAMME

BATCH : GO 2021 - 2024



Name of the Student : A.SHAKTHI

Reg. No. : 12210140

Name of the Degree : I B.COM (CS)

Class / Section : I^st YEAR, "A"

Address for the Communication : No:2/390 Varadharajan Nagar, ADAKKAM BAKKAM, AVADI, CHENNAI - 600055

Phone No / Mobile No. : 8248946024844

E-Mail Id :

S Devsay

Head of the Department

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Principal

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Principal

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PERFORMANCE RECORD

I. B.COM (CS) YEAR

ODD SEMESTER						EVEN SEMESTER					
MONTH / SUBJECT	JUNE	JUL	AUG	SEP	OCT	MONTH / SUBJECT	DEC	JAN	FEB	MAR	APR
Language - I			78@	76	31	Language - II			11	15	58
ENGLISH - I			980	60	48	ENGLISH - II			15	25	44
FINANCIAL Account			100	50	35	FINANCIAL Account - II			22	25	40
Business COMMUNICATION			70	38	32	coprate Management			12	24	41
INTERNATIONAL TRADE			100	46	32	Busines Economics			14	16	36
% OF ATTENDANCE			98%	98%	100%	% OF ATTENDANCE			100%	90%	94%
CLASS INCHARGE			R. Ravi	R. Ravi	R. Ravi	CLASS INCHARGE			R. Ravi	R. Ravi	R. Ravi
SIGNATURE OF THE PARENT						SIGNATURE OF THE PARENT					

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FOLLOW UP ACTIVITY

MONTH	REMARKS
	ODD SEMESTER
JUNE	
JULY	
AUGUST	Try to get more marks
SEPTEMBER	work hard
OCTOBER	To concentrate on all class hours
	EVEN SEMESTER
DECEMBER	
JANUARY	
FEBRUARY	create a study schedule
MARCH	study with keywords
APRIL	Refer International Authors

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MENTORING

PERSONAL GOAL

STUDENT INITIATIVE

Strength : Good in Academics and communication.

Aim : Wants to become a company secretary.

Weakness : Addicted to mobile.

MENTOR INITIATIVE

Encouragement was given and details about the course and extra curricular courses.

SEETHALAKSHMI RAMASWAMI COLLEGE OF ARTS & SCIENCE CHENNAI 600 002

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OUTCOME

Performance improved, Planned to join extra classes relevant to the studies and improved language skills.

INDISCIPLINE ISSUES :

—

STUDENT SIGNATURE

MENTOR SIGNATURE

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Principal
Nazareth College of Arts & Science

PERFORMANCE RECORD

IInd BCom (CS) YEAR

ODD SEMESTER						EVEN SEMESTER					
MONTH / SUBJECT	JUNE	JUL	AUG	SEP	OCT	MONTH / SUBJECT	DEC	JAN	FEB	MAR	APR
Language-III			21	15	30	Language - IV		20	22	22	35
Lang through Lit-I			13	16	21	English LPI-II		10	12	15	38
corporate Accounting			00	14	20	Advanced Corporate Accounting		22	22	18	49
Company Law			00	13	53	Security Law		23	20	17	27
Business Statistics			00	04	20	Indirect Tax		18	22	20	40
% OF ATTENDANCE			100%	92%	90%	% OF ATTENDANCE		82%	88%	92%	96%
CLASS INCHARGE						CLASS INCHARGE					
SIGNATURE OF THE PARENT						SIGNATURE OF THE PARENT					

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Vellanoor Post

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FOLLOW UP ACTIVITY

MONTH	REMARKS
	ODD SEMESTER
JUNE	
JULY	
AUGUST	study with keywords
SEPTEMBER	Refer various Authoard.
OCTOBER	try to get more marks
	EVEN SEMESTER
DECEMBER	
JANUARY	concentrate on English
FEBRUARY	create a study schedule
MARCH	manage your time
APRIL	utilize materials from the professor.

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NAZARETH COLLEGE OF ARTS AND SCIENCE

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PHONE No : 26380203, 26380549 www.ncas.in. E-mail : info@ncas.in

STUDENT FOLLOW UP PROGRAMME

BATCH : GO 2023 - 2026



Name of the Student : R. KEERTHANA

Reg. No. : 812304249

Name of the Degree : B.COM (GENERAL)

Class / Section : I st B.COM 'B'

Address for the Communication : NO : 19, GANGA NAGAR KOLLUMEDU CHENNAI - 600062.

Phone No / Mobile No. : 8610938477 / 7550167246

E-Mail Id : Rajakeerthana428@gmail.COM

Head of the Department

Principal
Nazareth College of Arts & Science

PERFORMANCE RECORD

2023 – 2024 YEAR

ODD SEMESTER (20) (100) 75						EVEN SEMESTER CIA I					
MONTH / SUBJECT	JUNE	JUL	AUG	SEP	OCT	MONTH / SUBJECT	DEC	JAN	FEB	MAR	APR
English				76	20	English		19	15	66	
Language			17	36	26	Language		25	A	30	
FA			16	16	20	FA -II		21	A	15	
POM			14	08	30	Business Law		23	21	46	
BE			17	12	16	Indian Eco Dept		25	18	27	
% OF ATTENDANCE			95%	100%	100%	% OF ATTENDANCE		100%	95%	91%	
CLASS INCHARGE			Anuf	Anuf	Anuf	CLASS INCHARGE		Anuf	Anuf	Anuf	
SIGNATURE OF THE PARENT			R. Dhanam	R. Dhanam	R. Dhanam	SIGNATURE OF THE PARENT		E. Mary	E. Mary	E. Mary	

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Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road

FOLLOW UP ACTIVITY

MONTH	REMARKS
	ODD SEMESTER
JUNE	
JULY	
AUGUST	Can do better
SEPTEMBER	Can do best. Very weak in all subjects.
OCTOBER	Can do better, Concentrate in BE.
	EVEN SEMESTER
DECEMBER	
JANUARY	Can do best
FEBRUARY	Weak in FA Subject Must Workhard more.
MARCH	Weak in FA Subject Concentrate more.
APRIL	

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MENTORING

PERSONAL GOAL

STUDENT INITIATIVE

1. Aim : Bank Manager
2. any work

MENTOR INITIATIVE

Reading books will motivate

Need to Study the G.K Q/Papers

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CHENNAI
600 062

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Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

RULES & REGULATION

- All students should punctual and attend all the classes regularly.
- Students should not absent themselves from the classes without applying leave. All leave letters should be duly signed by parent / guardian and submitted to the class in-charge.
- Every Student should have a minimum of 80% attendance to be eligible to write the University Examinations.
- Long absentees will be removed from the rolls of the college. They will be re-admitted only at the discretion of the Management and on payment of fine / re-admission fees.
- Identify card issued by the college should be worned by every student with the tag as long as the student is inside the campus.
- In all week days boys should wear formal pants and shirts only, with formal black / brown shoes. Slippers are not to be worn in the college. Girls should wear formal dresses only.
- On Saturdays, students are allowed to wear casual dress with decent top. No round neck T-Shirt is allowed.
- Boys should groom their hair neatly. Colouring of hair is not allowed, Clean Shave, Fancy hair cut not allowed.
- Any damage of lab equipment, switch boards, all electrical equipment are considered as an offence and severe action will be taken on the students who indulge in such activities. If found guilty, respective students / entire class will be held responsible and will have to repay for the damaged equipment.
- Ragging, harassing inside the classroom as well as in the hostel and anywhere inside or outside the college premises is strictly prohibited. They will be expelled from the college.
- Cell Phones are strictly not permitted within the College Campus. Any emergency calls can be made at College Office, with prior permission.

R. Keerthana
Student's Signature

R. Dharani
Parent / Guardian Signature

Principal
Nazareth College of Arts & Science

OUTCOME

Use Youtube Videos for Banking exam. Preparation.

INDISCIPLINE ISSUES :

Need more focus on studies.

STUDENT SIGNATURE

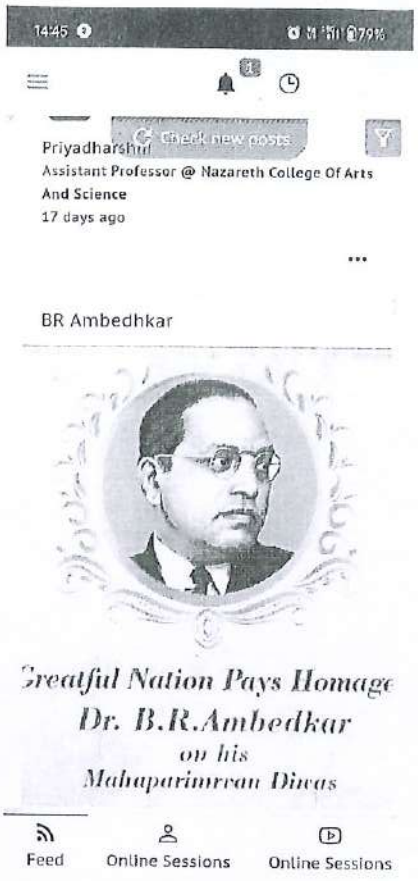
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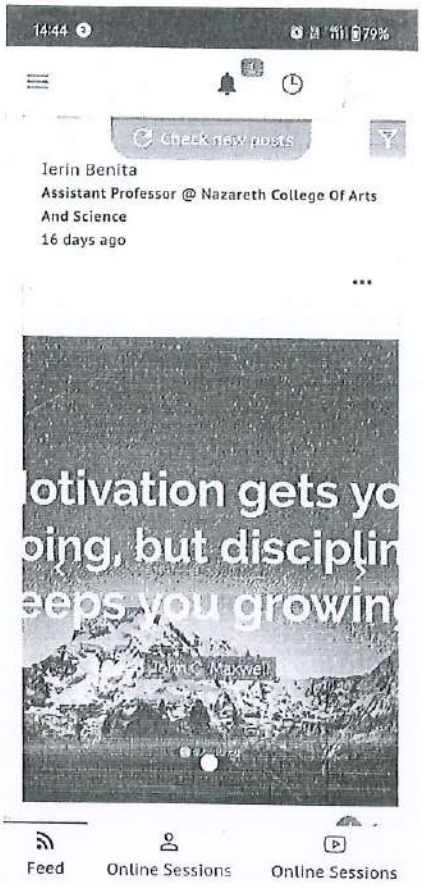
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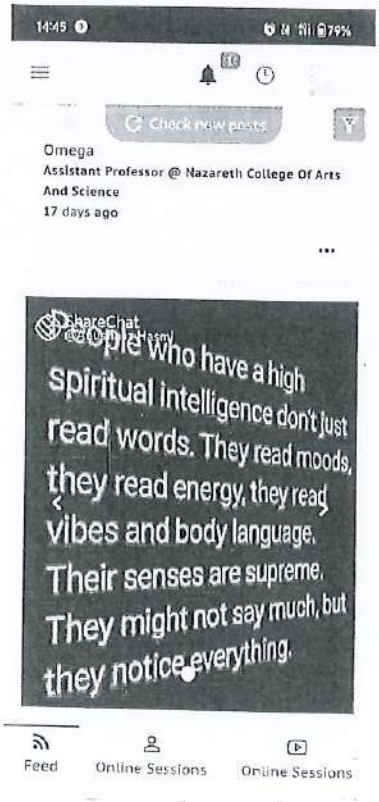
MENTOR SIGNATURE

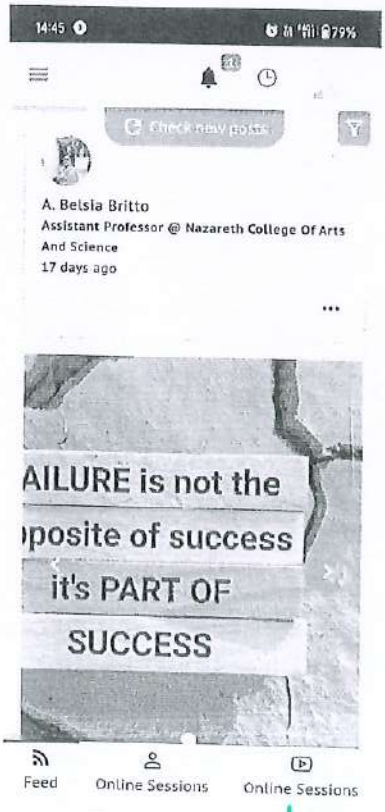
358

Department of Commerce.



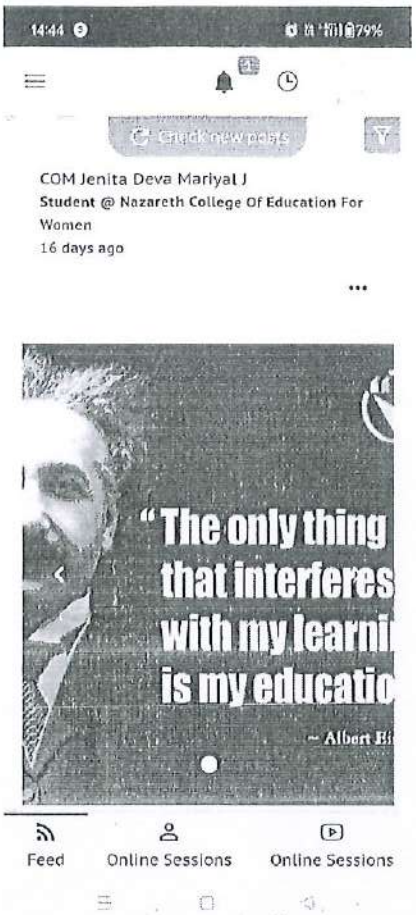


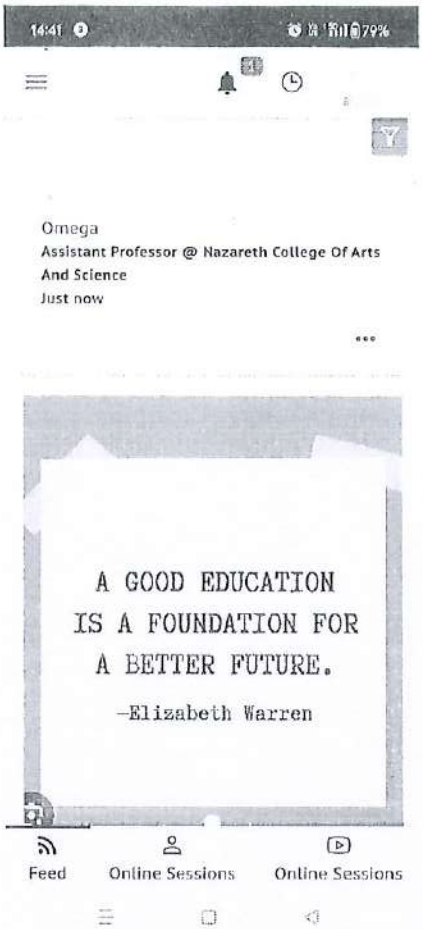


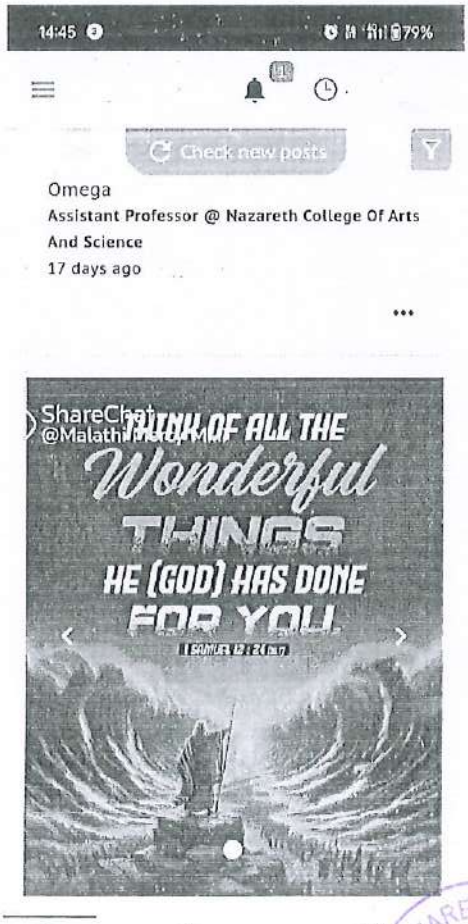


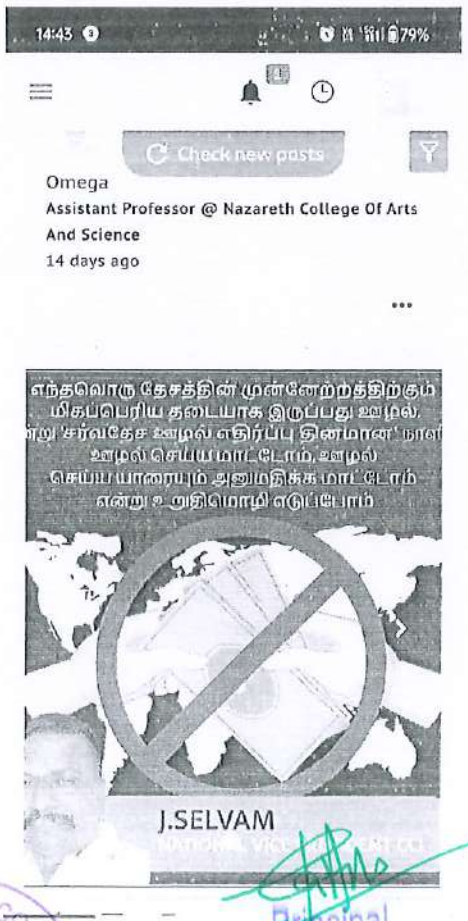
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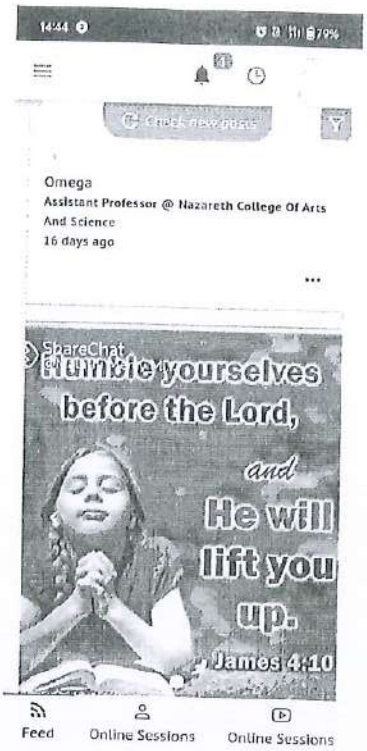






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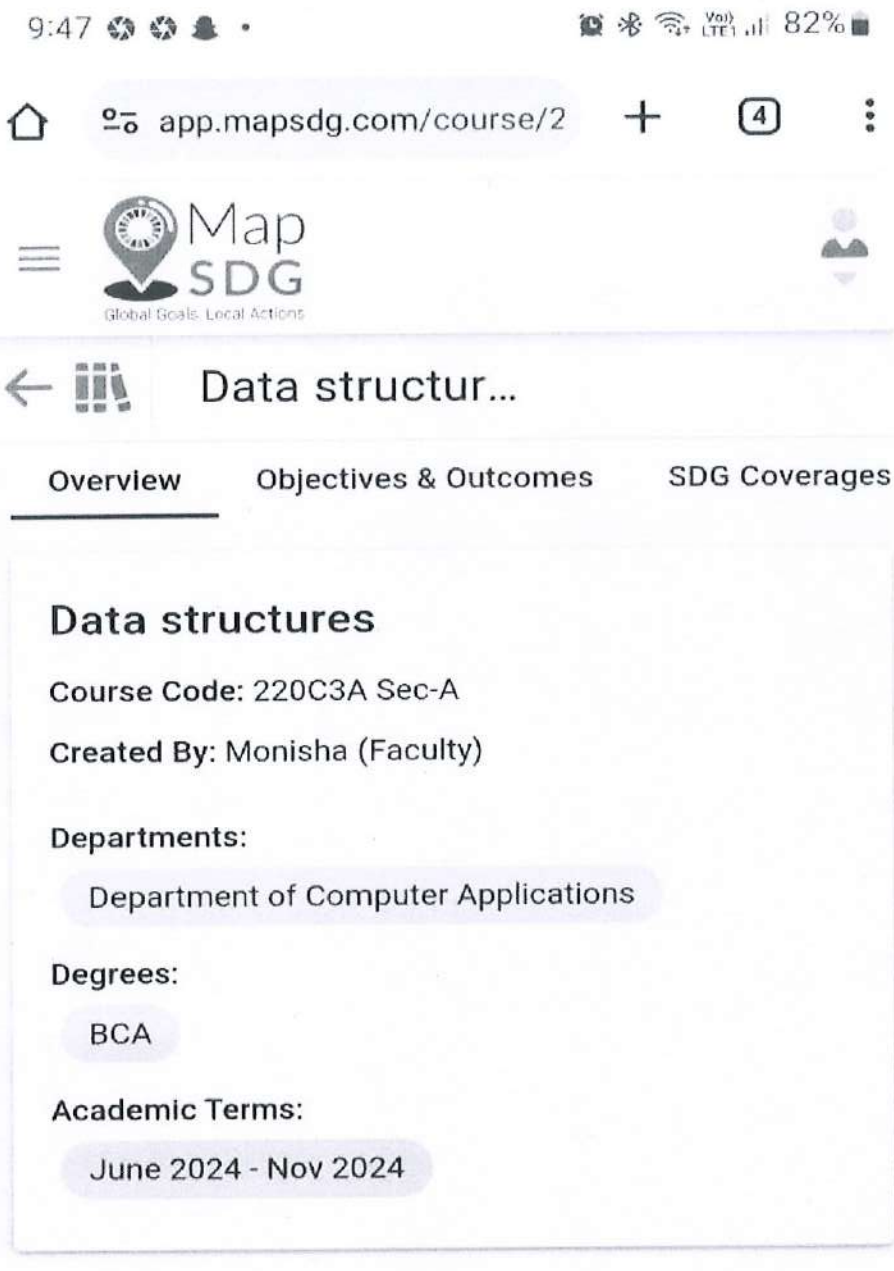






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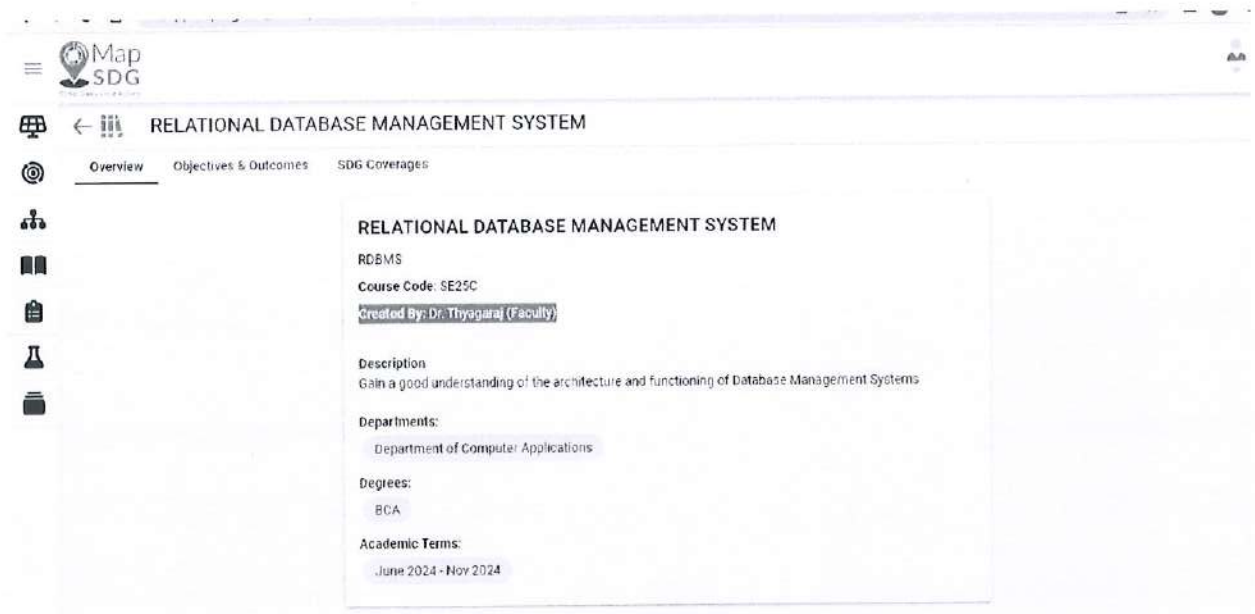
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Map SDG
Global Goals, Local Actions

Nazareth College of Arts and Science

SDG Coverage Report

Department(s) - Department of Computer Applications

Degree(s) - BCA

Prepared By: Dr. Thyagaraj

Course - RELATIONAL DATABASE MANAGEMENT SYSTEM

Academic Period - June 2024 - Nov 2024

Gain a good understanding of the architecture and functioning of Database Management Systems

Objectives (4)

1. RDBMS - Gain a good understanding of the architecture and functioning of Database Management Systems

2. RDBMS - Understand the use of Structured Query Language (SQL) and its syntax.

3. RDBMS - Apply Normalization techniques to normalize a database.

4. RDBMS - Understand the need of transaction processing and learn techniques for controlling the consequences of concurrent data access.

Outcomes (4)

1. RDBMS - Describe basic concepts of database system

2. RDBMS - Design a Data model and Schemas in RDBMS

3. RDBMS - Competent in use of SQL.

4. RDBMS - Analyze functional dependencies for designing robust Database

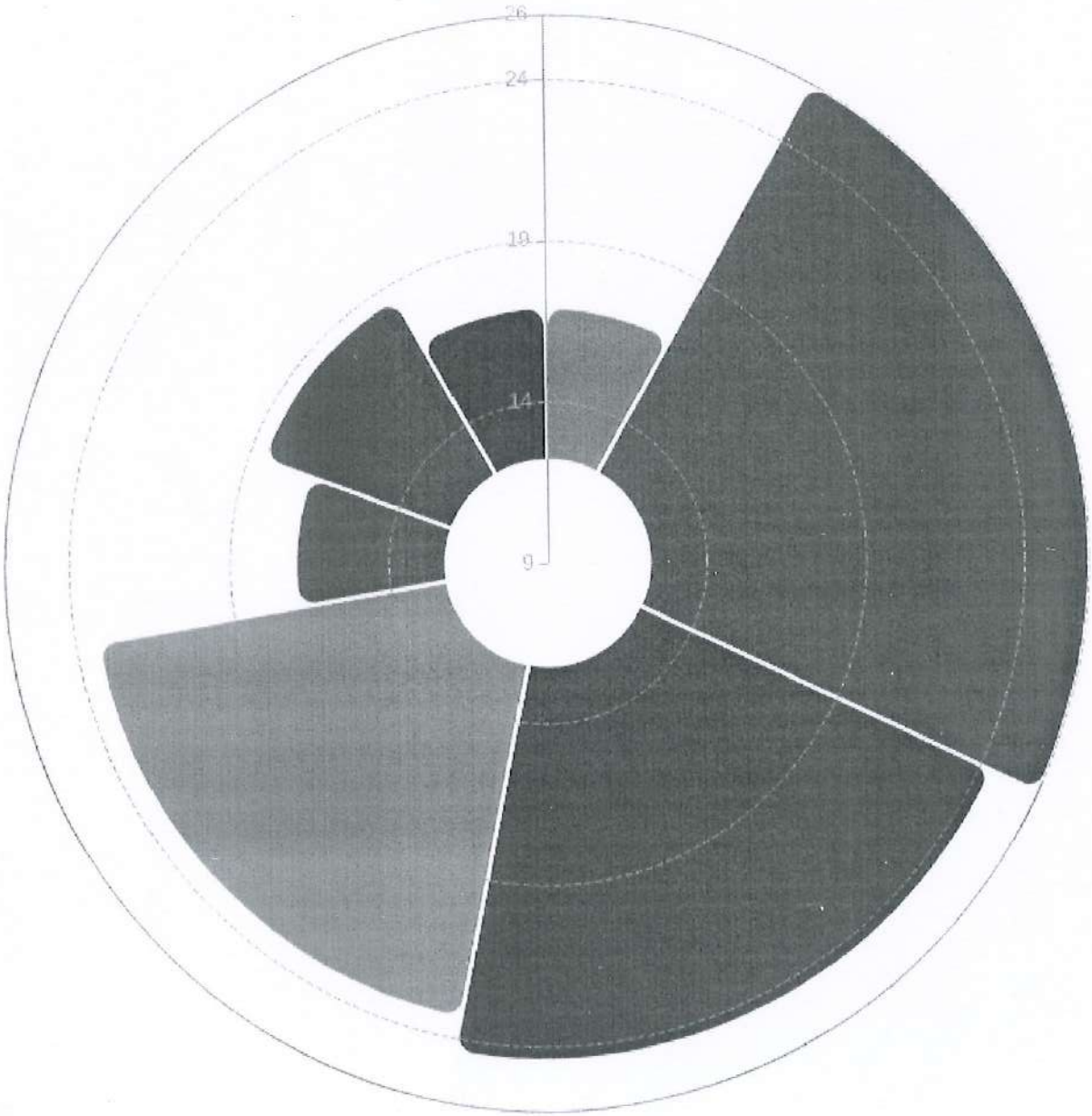
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Overall SDG Coverage

Based on Consolidation from Curriculum Design

- 3. Good Health and Well-being - 9 Points (8.26%)
- 4. Quality Education - 26 Points (23.85%)
- 8. Decent Work and Economic Growth - 23 Points (21.10%)
- 9. Industry, Innovation, and Infrastructure - 21 Points (19.27%)
- 10. Reduced Inequalities - 9 Points (8.26%)
- 16. Peace, Justice, and Strong Institutions - 12 Points (11.01%)
- 17. Partnerships for the Goals - 9 Points (8.26%)

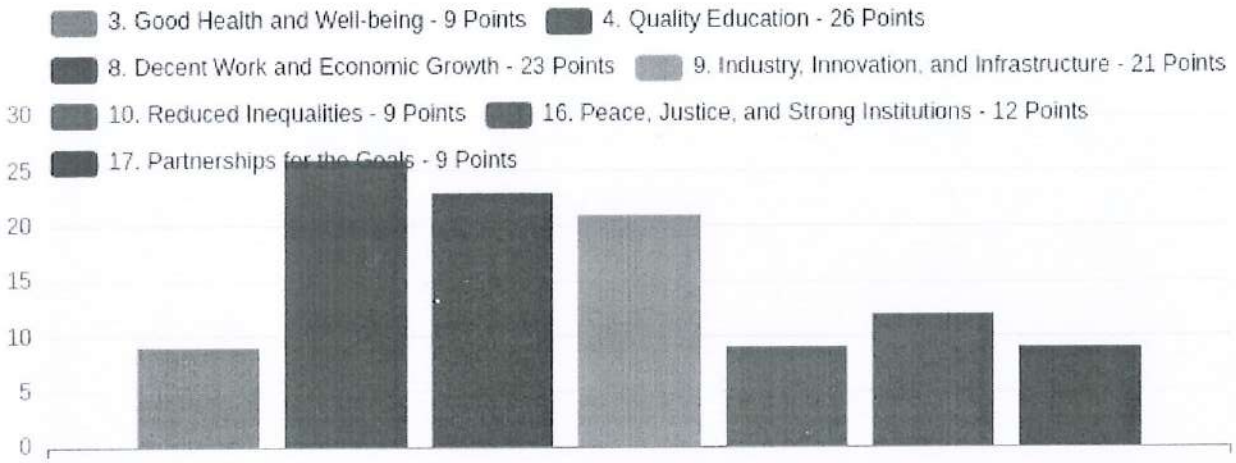


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DG Coverages Based on Teaching & Learning Process

INIT I :Introduction to DBMS

Unit SDG Coverage



Data and Information (27 Points)

*** 4.1.1 - 4 Points**

Explicitly Taught - Faculty	4 Points

*** 4.2.1 - 2 Points**

Implicitly Taught - With Activity	2 Points

*** 4.1.2 - 4 Points**

Implicitly Taught - With Activity *GENDER EQUALITY DATA, EMPLOYABLE DATA*	2 Points
Implicitly Taught - With Activity	2 Points

*** 4.4.1 - 1 Points**

Implicitly Taught *Skills for employment*	1 Points

*** 4.7.1 - 4 Points**

Explicitly Taught - Faculty *Educating students to sustainable in employment*	4 Points

*** 9.1.2 - 3 Points**

Assessed - Optional *Quiz conducted*	3 Points

*** 9.4.1 - 5 Points**

Assessed - Mandatory *assessment conducted*	5 Points

*** 9.a.1 - 1 Points**

Implicitly Taught *POVERTY ERADICATION*	1 Points

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Explicitly Taught - Guest Lecture — 3 Points
importance of data and information

› **Database Management System – Objectives (32 Points)**

*** 8.2.1 - 4 Points**

Explicitly Taught - Faculty — 4 Points
Managing database through system

*** 8.5.2 - 5 Points**

Assessed - Mandatory — 5 Points
assessment conducted

*** 8.10.1 - 2 Points**

Implicitly Taught - With Activity — 2 Points
case study

*** 17.1.1 - 4 Points**

Explicitly Taught - Faculty — 4 Points
Resources for the Database

*** 17.3.2 - 5 Points**

Assessed - Mandatory — 5 Points
assessment for resources of database

*** 16.1.1 - 4 Points**

Explicitly Taught - Faculty — 4 Points
The value of homicide data. Data availability

*** 16.3.2 - 3 Points**

Explicitly Taught - Guest Lecture — 3 Points
efficiency of the justice database system

*** 16.6.1 - 5 Points**

Assessed - Mandatory — 5 Points
assessment on efficiency of the justice system

• **DBMS - Components (50 Points)**

*** 4.1.2 - 4 Points**

Explicitly Taught - Faculty — 4 Points
Database components

*** 4.7.1 - 2 Points**

Implicitly Taught - With Activity — 2 Points
Database structure

*** 4.a.1 - 5 Points**

Assessed - Mandatory — 5 Points
assessment on database components

*** 8.2.1 - 4 Points**

Explicitly Taught - Faculty — 4 Points
effective utilization of database

*** 8.6.1 - 5 Points**

Assessed - Mandatory — 5 Points
assessment on components

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Explicitly Taught - Guest Lecture
database components lecture — 3 Points

*** 9.1.2 - 4 Points**

Explicitly Taught - Faculty
new innovative components — 4 Points

*** 9.3.2 - 5 Points**

Assessed - Mandatory
assessment conducted — 5 Points

*** 3.2.2 - 4 Points**

Explicitly Taught - Faculty
health care industry — 4 Points

*** 3.4.1 - 5 Points**

Assessed - Mandatory
quiz conducted — 5 Points

*** 10.6.1 - 4 Points**

Explicitly Taught - Faculty
components of dbms — 4 Points

*** 10.b.1 - 5 Points**

Assessed - Mandatory
assessment — 5 Points

DBMS Architecture

ER Model: Building blocks of ER Diagram

Relationship Degree – Classification

NIT - II Relational Model

CODD's Rule- Relational Data Model

Key - Integrity

Relational Algebra Operations

Relational Calculus

NIT - III Structure of Relational Database

Relational Database Design - Objectives

Tools – Redundancy and Data Anomaly

Functional Dependency

Normalization

Transaction Processing

Database Security

NIT - IV SQL: Commands

Data Definition Language

Selection, Projection, Join and Set Operations

Aggregate Functions

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INIT - V PL/SQL

- Structure - Elements
- Control Structure
- Cursors
- Procedure - Function - Packages
- Exceptional Handling
- Triggers.

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Methodology for Measuring SDG Coverage

he coverage of each SDG is calculated by aggregating the contributions from course-level, unit-level, and topic-level SDG ıappings within the curriculum.

oints are assigned to each SDG mapping based on the weightage of the teaching methodology and its intensity. The point ssignment options we use are as follows:

- Implicitly Taught: 1 points
- Implicitly Taught - With Activity: 2 points
- Implicitly Taught - With Field Work: 3 points
- . Explicitly Taught - Guest Lecture: 3 points
- Assessed - Optional: 3 points
- Explicitly Taught - Faculty: 4 points
- Assessed - Mandatory: 5 points

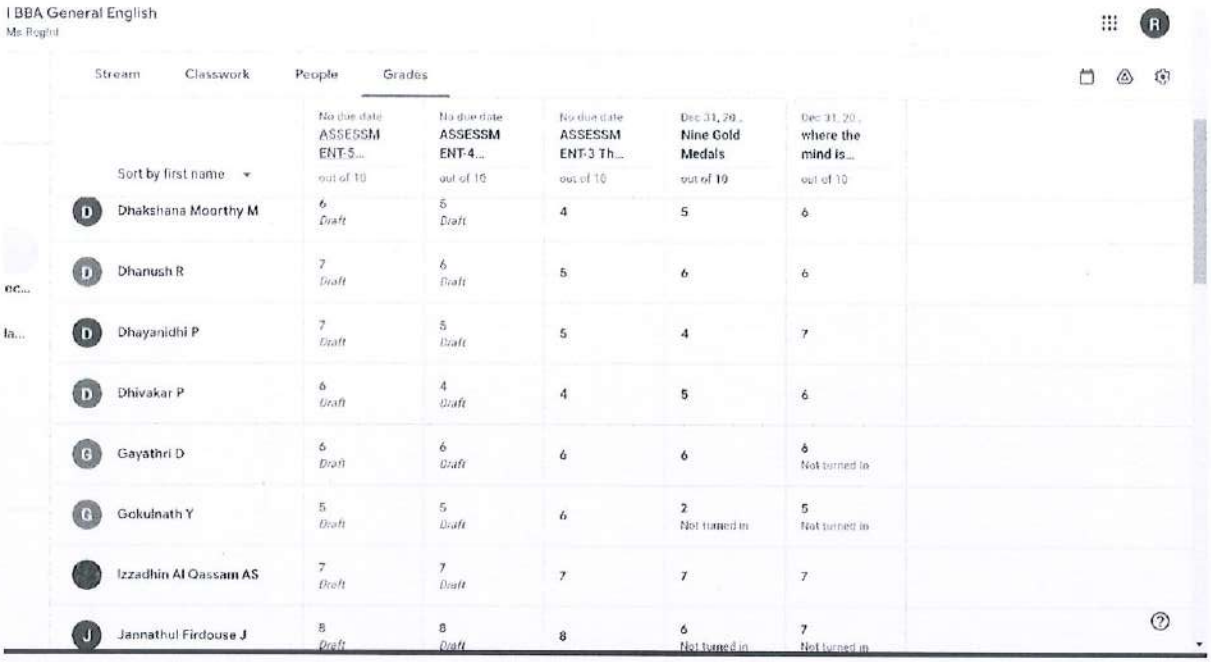
ach SDG mapping's contribution is evaluated, and the points assigned are based on the teaching methodology employed. he cumulative points from all SDG mappings at the topic level are aggregated at the unit and course levels, forming the verall SDG coverage score for the curriculum.

/e then visualize these contributions through charts and graphs, providing a clear depiction of the curriculum areas that m :rongly support the achievement of specific SDGs.

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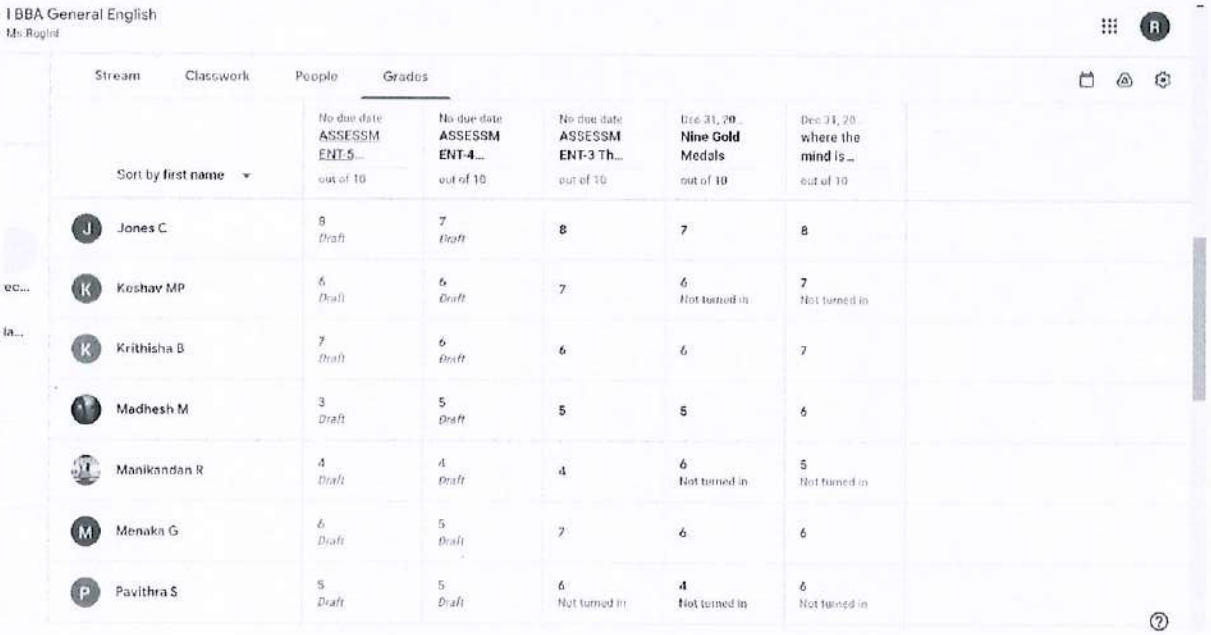
MS.ROGINI.P
I B.B.A GENERAL ENGLISH



I BBA General English
Ms Roginl

Stream Classwork People Grades

Sort by first name	No due date ASSESSM ENT-5... out of 10	No due date ASSESSM ENT-4... out of 10	No due date ASSESSM ENT-3 Th... out of 10	Dec 31, 20... Nine Gold Medals out of 10	Dec 31, 20... where the mind is... out of 10
Dhakshana Moorthy M	6 Draft	5 Draft	4	5	6
Dhanush R	7 Draft	6 Draft	5	6	6
Dhayanidhi P	7 Draft	5 Draft	5	4	7
Dhivakar P	6 Draft	4 Draft	4	5	6
Gayathri D	6 Draft	6 Draft	6	6	6 Not turned in
Gokulnath Y	5 Draft	5 Draft	6	2 Not turned in	5 Not turned in
Izzadhin Al Qassam AS	7 Draft	7 Draft	7	7	7
Jannathul Firdouse J	8 Draft	8 Draft	8	6 Not turned in	7 Not turned in



I BBA General English
Ms Roginl

Stream Classwork People Grades

Sort by first name	No due date ASSESSM ENT-5... out of 10	No due date ASSESSM ENT-4... out of 10	No due date ASSESSM ENT-3 Th... out of 10	Dec 31, 20... Nine Gold Medals out of 10	Dec 31, 20... where the mind is... out of 10
Jones C	8 Draft	7 Draft	8	7	8
Keshav MP	6 Draft	6 Draft	7	6 Not turned in	7 Not turned in
Krithisha B	7 Draft	6 Draft	6	6	7
Madhesh M	3 Draft	5 Draft	5	5	6
Manikandan R	4 Draft	4 Draft	4	6 Not turned in	6 Not turned in
Menaka G	6 Draft	5 Draft	7	6	6
Pavithra S	5 Draft	5 Draft	6 Not turned in	4 Not turned in	6 Not turned in

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Ms Rogini

Stream | Classwork | People | Grades

Sort by first name	No due date ASSESSM ENT-5... out of 10	No due date ASSESSM ENT-4... out of 10	No due date ASSESSM ENT-3 Th... out of 10	Dec 31, 20... Nine Gold Medals out of 10	Dec 31, 20... where the mind is... out of 10
Poornima J	7 Draft	6 Draft	7	6	7
Pradee J	5 Draft	6 Draft	5 Not turned in	6	5 Not turned in
Pranith M	8 Draft	7 Draft	6	6 Not turned in	7 Not turned in
Raguman A	5 Draft	5 Draft	5 Not turned in	4 Not turned in	6 Not turned in
Rebecca N	6 Draft	6 Draft	6	5 Not turned in	6 Not turned in
Sandhya N	4 Draft	6 Draft	6 Not turned in	4 Not turned in	7 Not turned in
Sanjay Kumar M	5 Draft	5 Draft	5 Not turned in	5 Not turned in	6 Not turned in
Sathiyan S	7 Draft	7 Draft	7	7 Not turned in	7 Not turned in

I BBA General English

Ms Rogini

Stream | Classwork | People | Grades

Sort by first name	No due date ASSESSM ENT-5... out of 10	No due date ASSESSM ENT-4... out of 10	No due date ASSESSM ENT-3 Th... out of 10	Dec 31, 20... Nine Gold Medals out of 10	Dec 31, 20... where the mind is... out of 10
Subramaniyan G	5 Draft	5 Draft	5	4 Not turned in	4 Not turned in
Thulasi V	4 Draft	5 Draft	6 Not turned in	4 Not turned in	5 Not turned in
Udhaya Kumar B	6 Draft	4 Draft	5	5	6
Vijayakumar G	3 Draft	4 Draft	5 Not turned in	4	5
Vimal K	6 Draft	5 Draft	5	2 Not turned in	5 Not turned in
Vinothan B	7 Draft	6 Draft	6	6	6
Yuvaraj K	6 Draft	5 Draft	6	5	5
yuvashree S	6	6	6	7	7

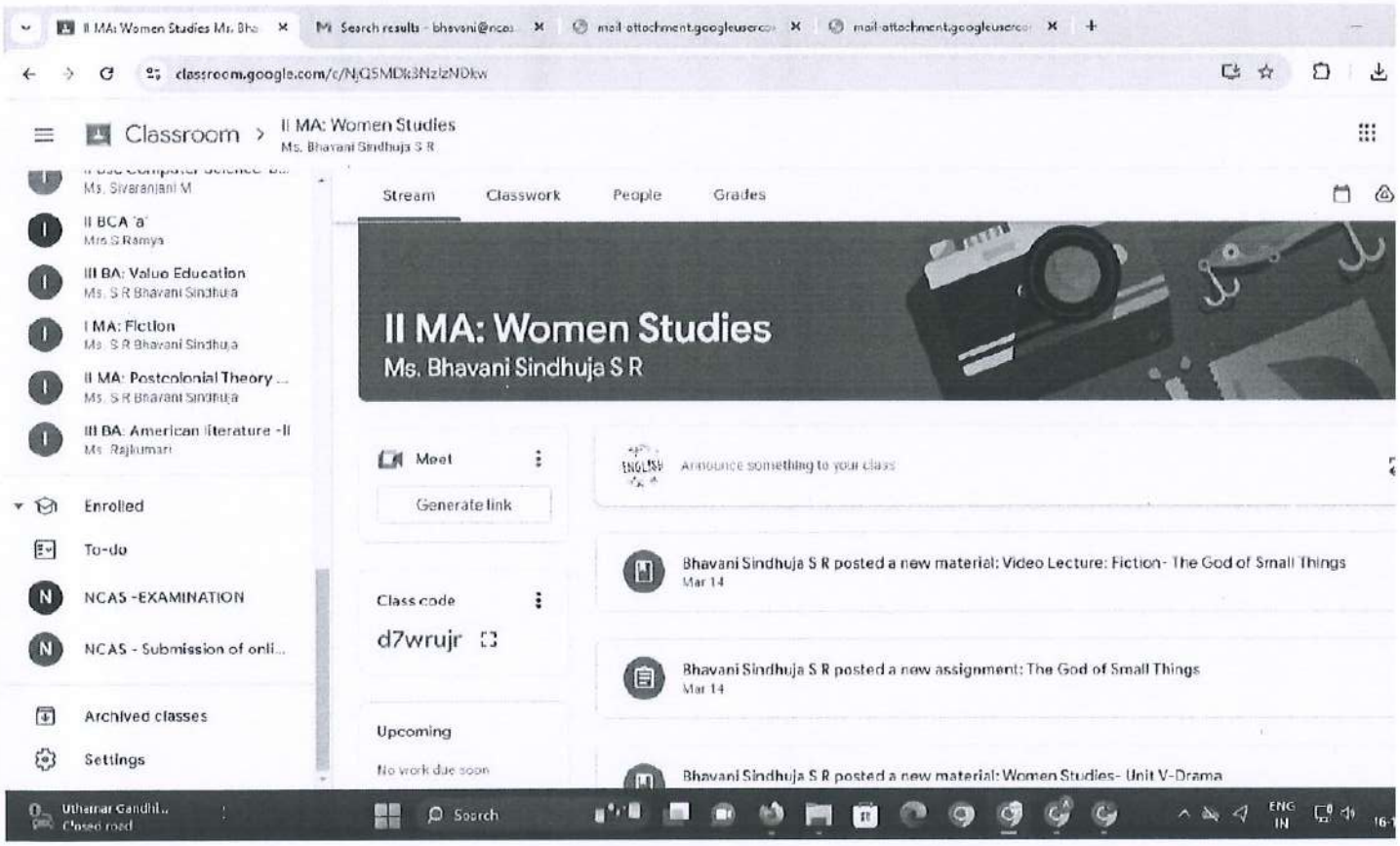
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Principal

Nazareth College of Arts & Science

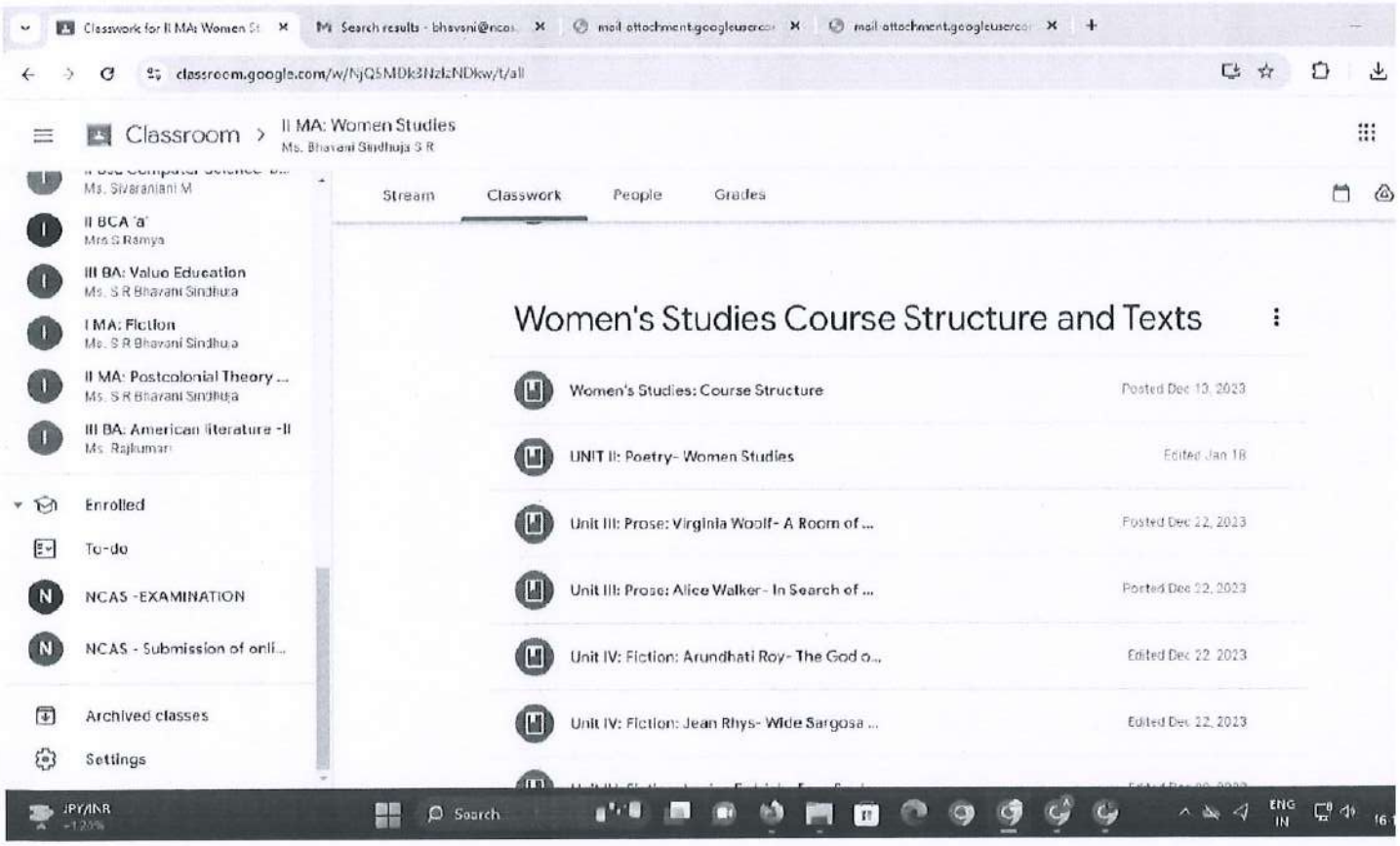
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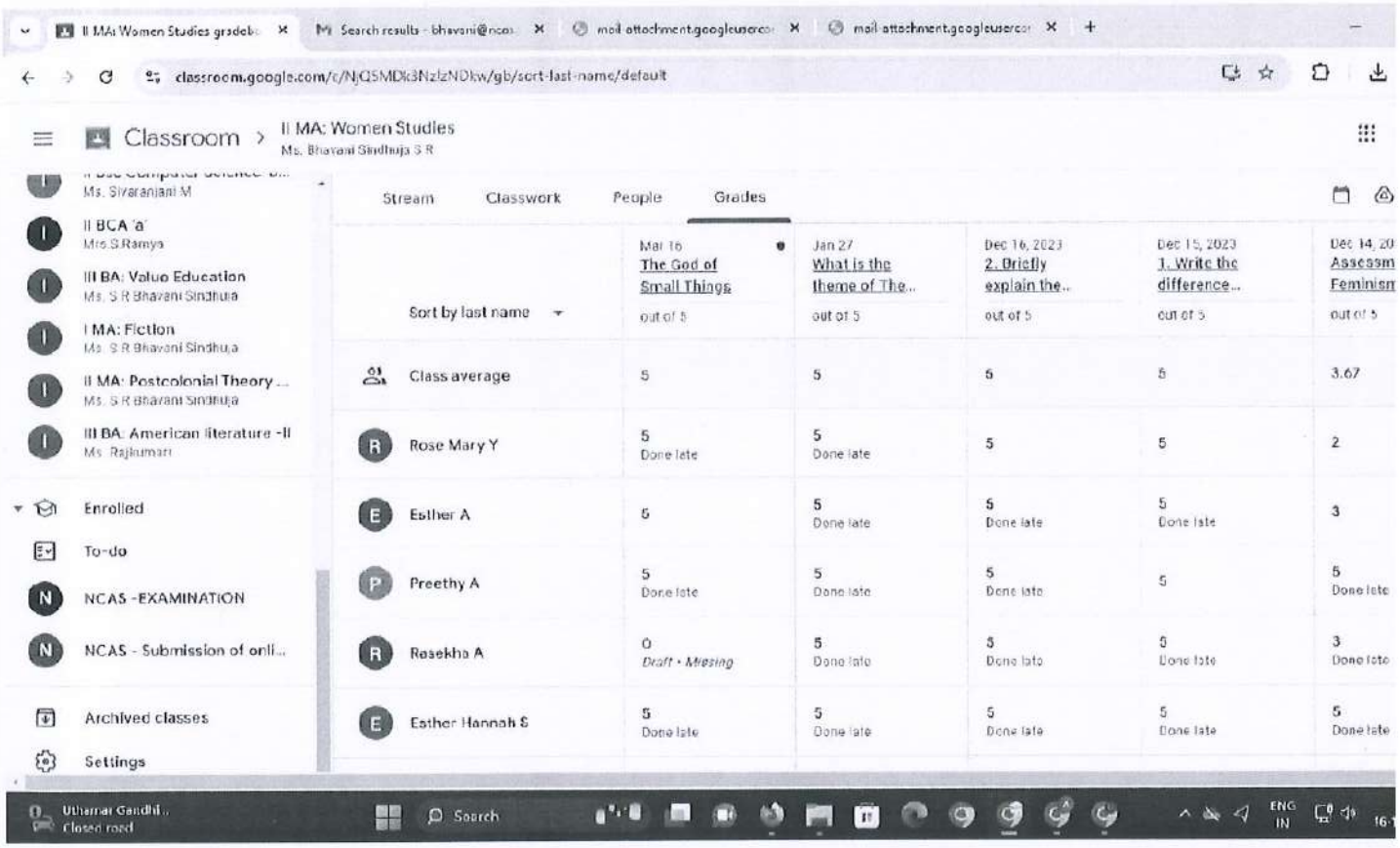


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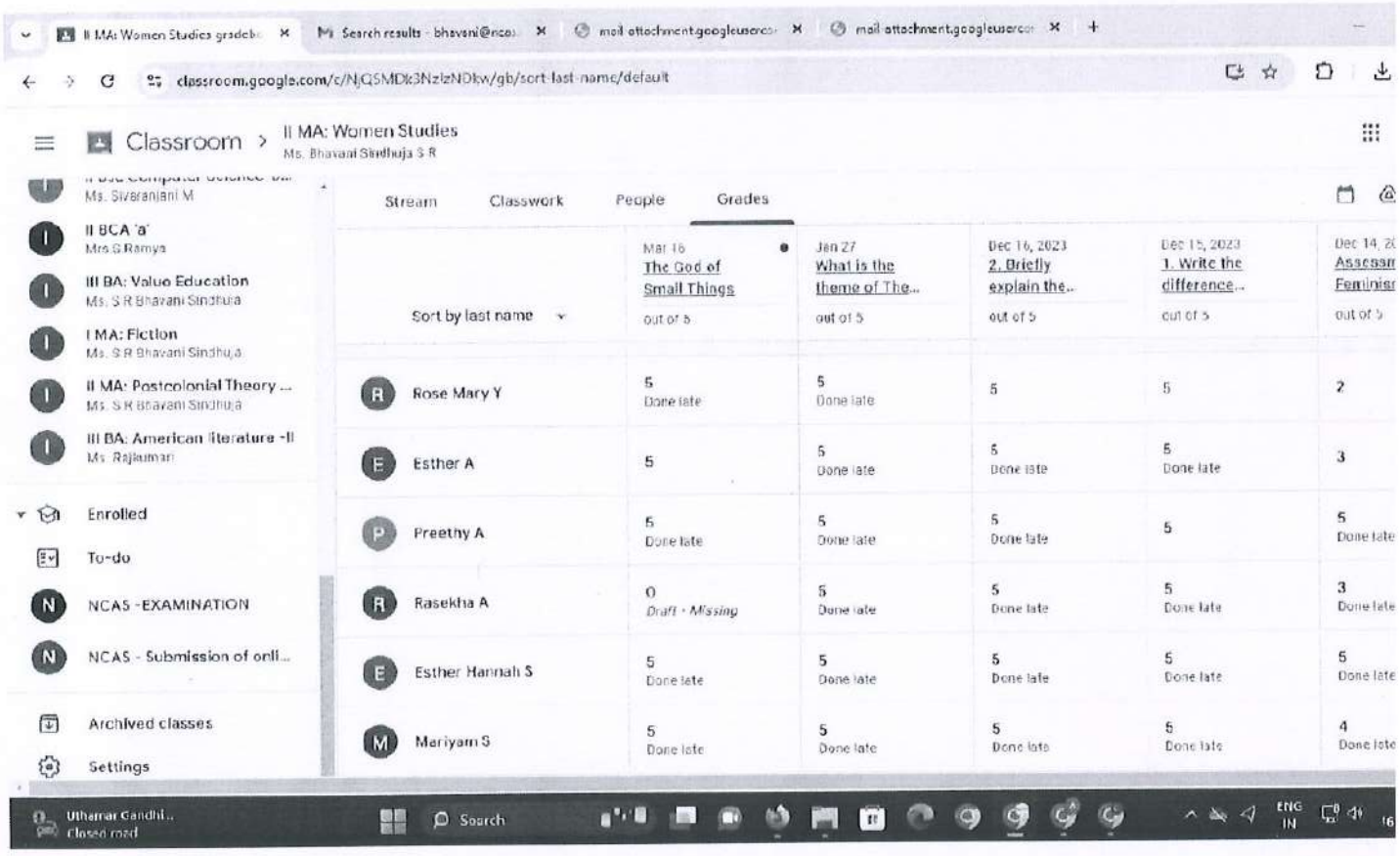
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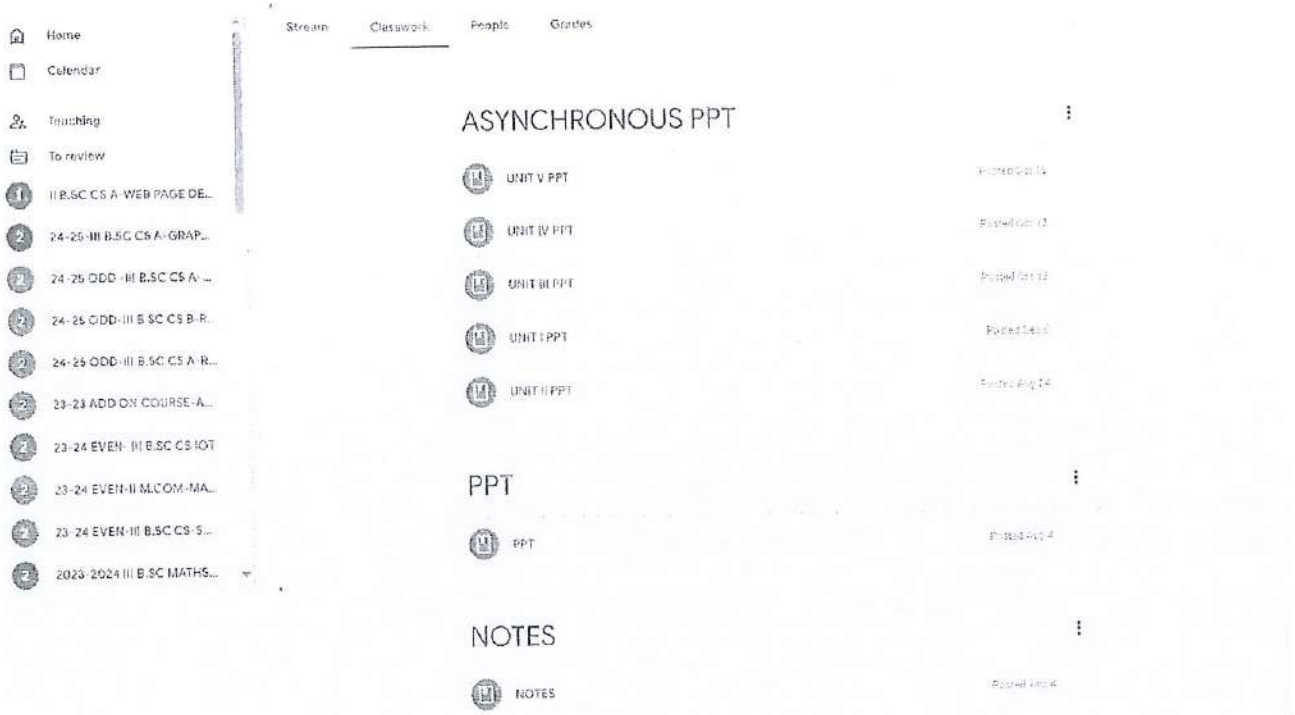
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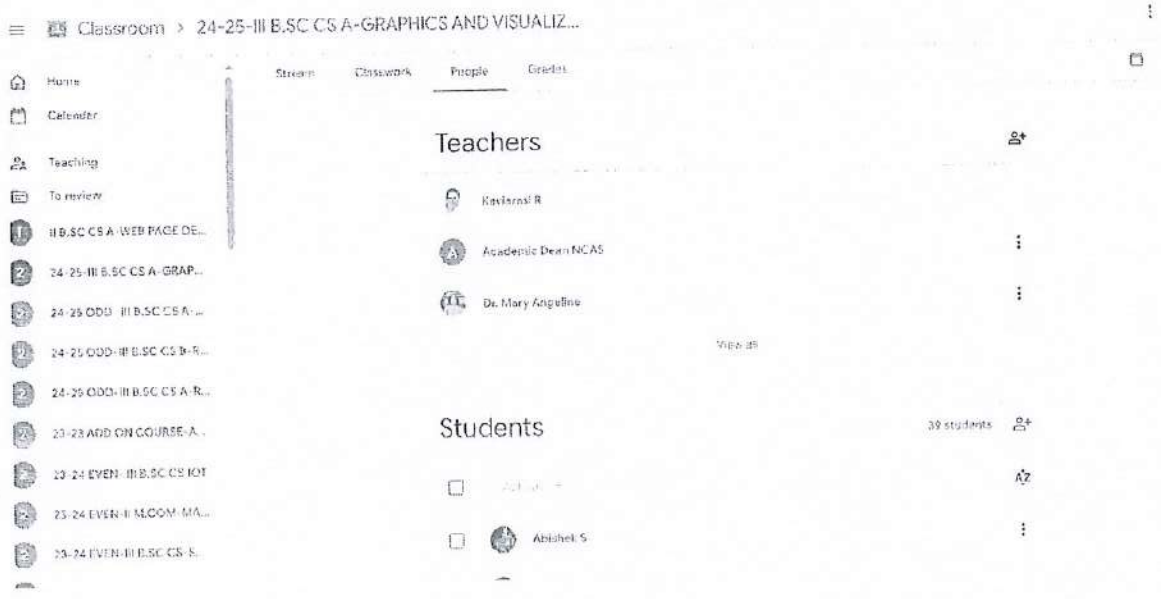
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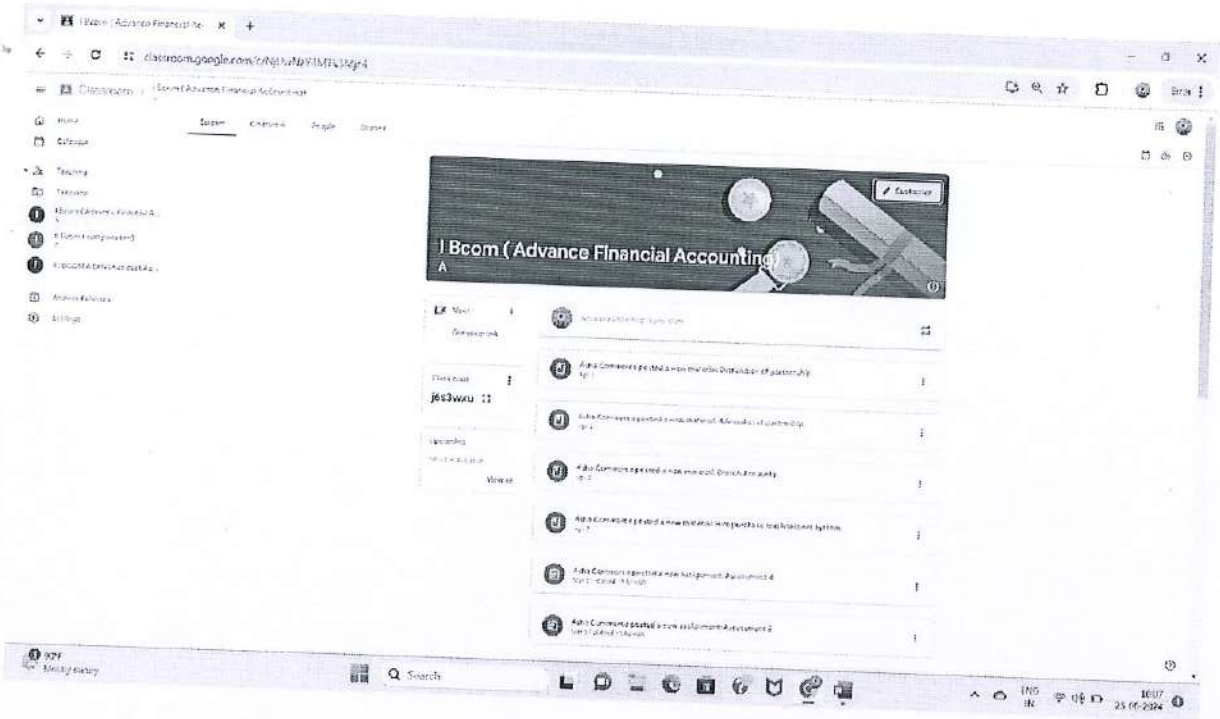
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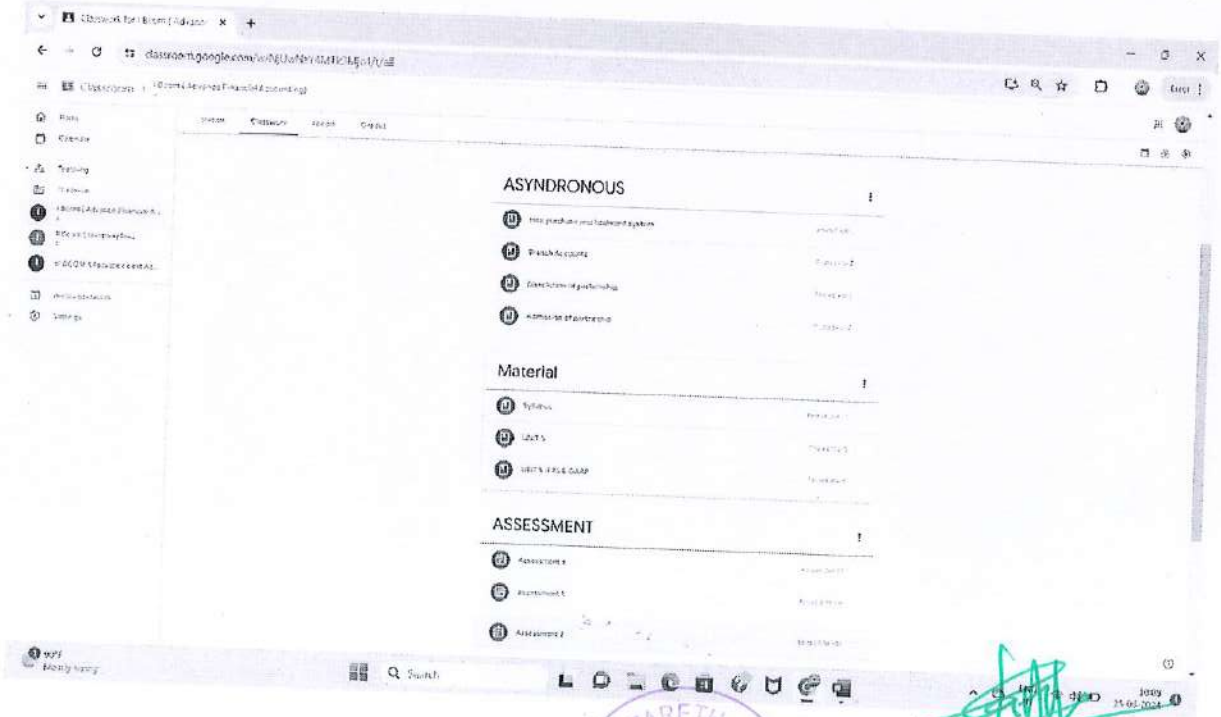




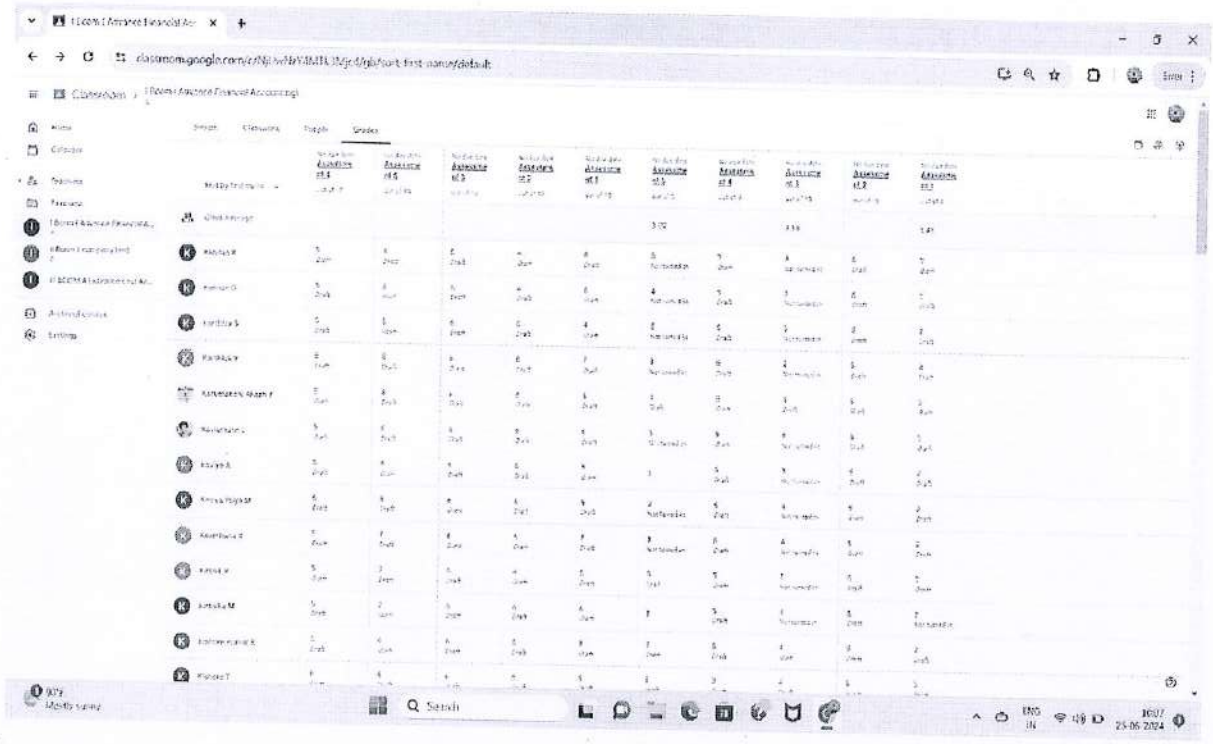


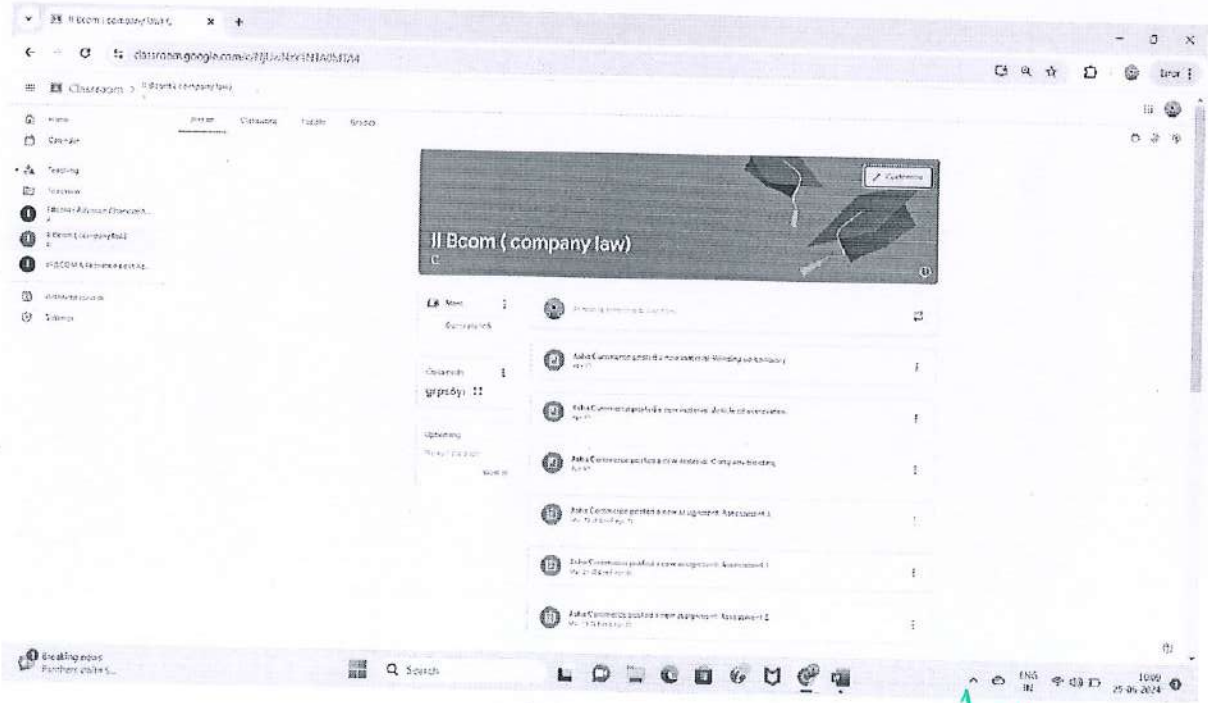
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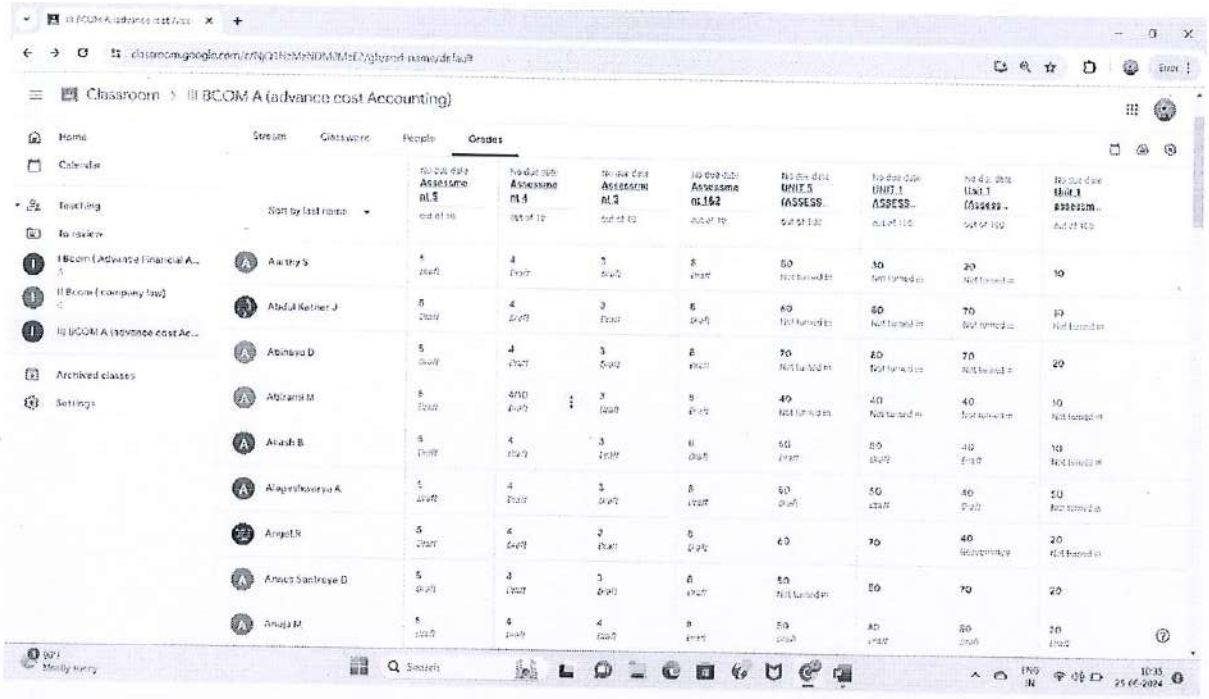


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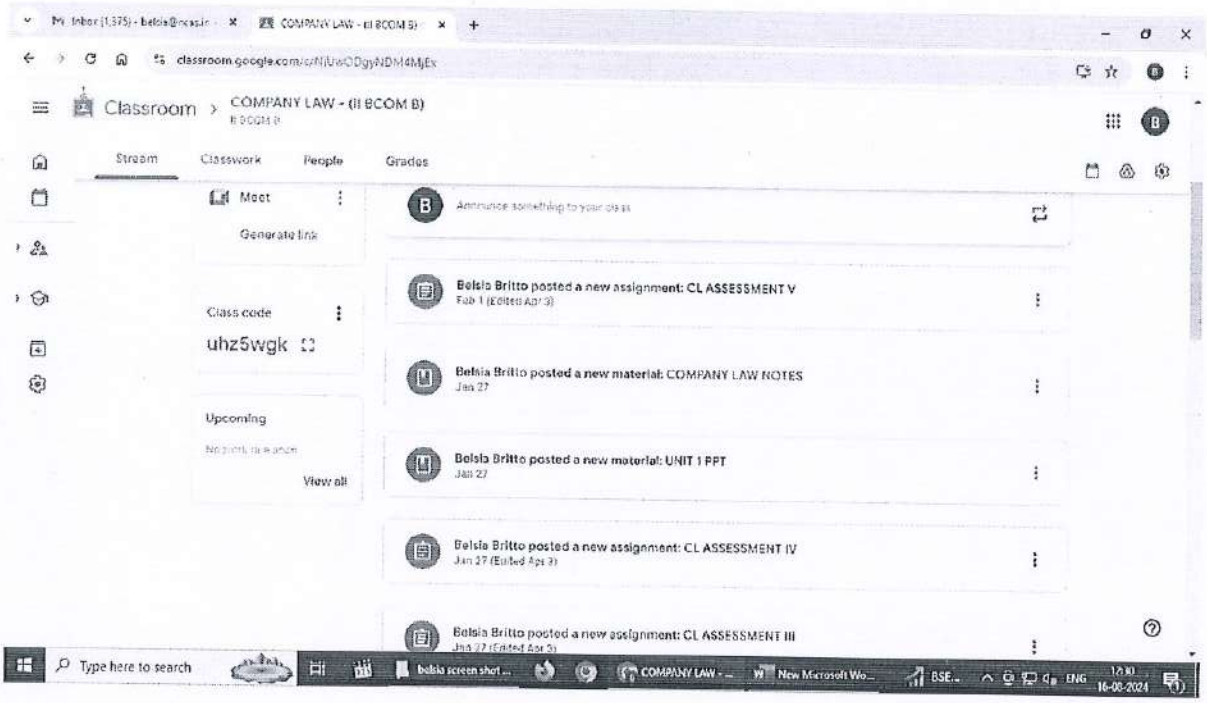
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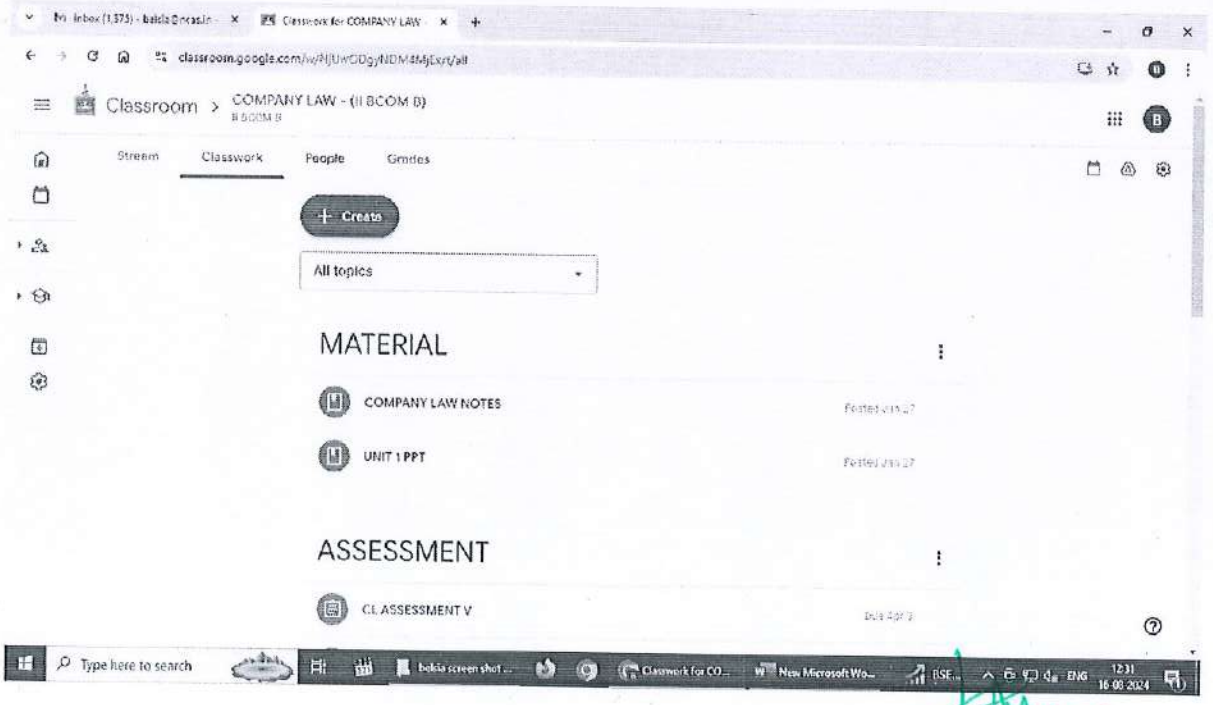
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SUB NAME :COMPANY LAW

STAFF: BELSIA

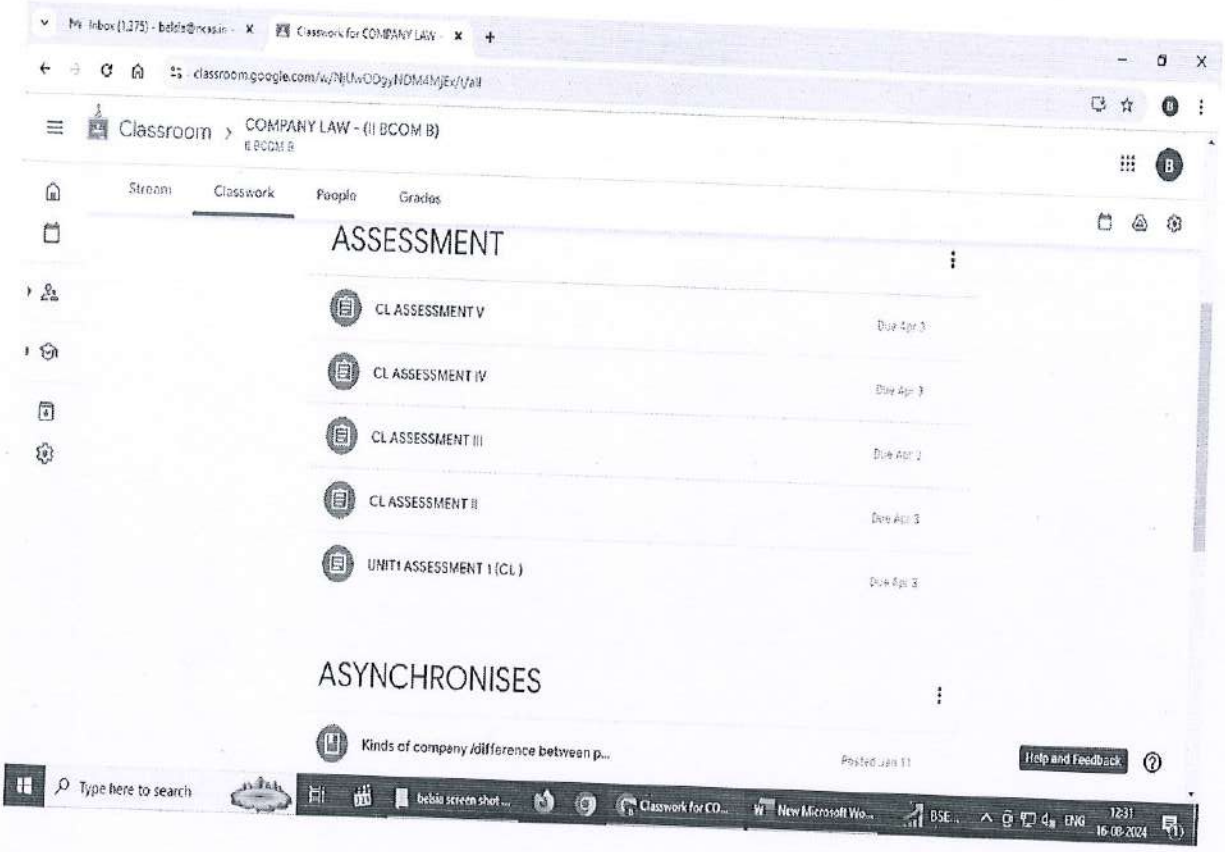
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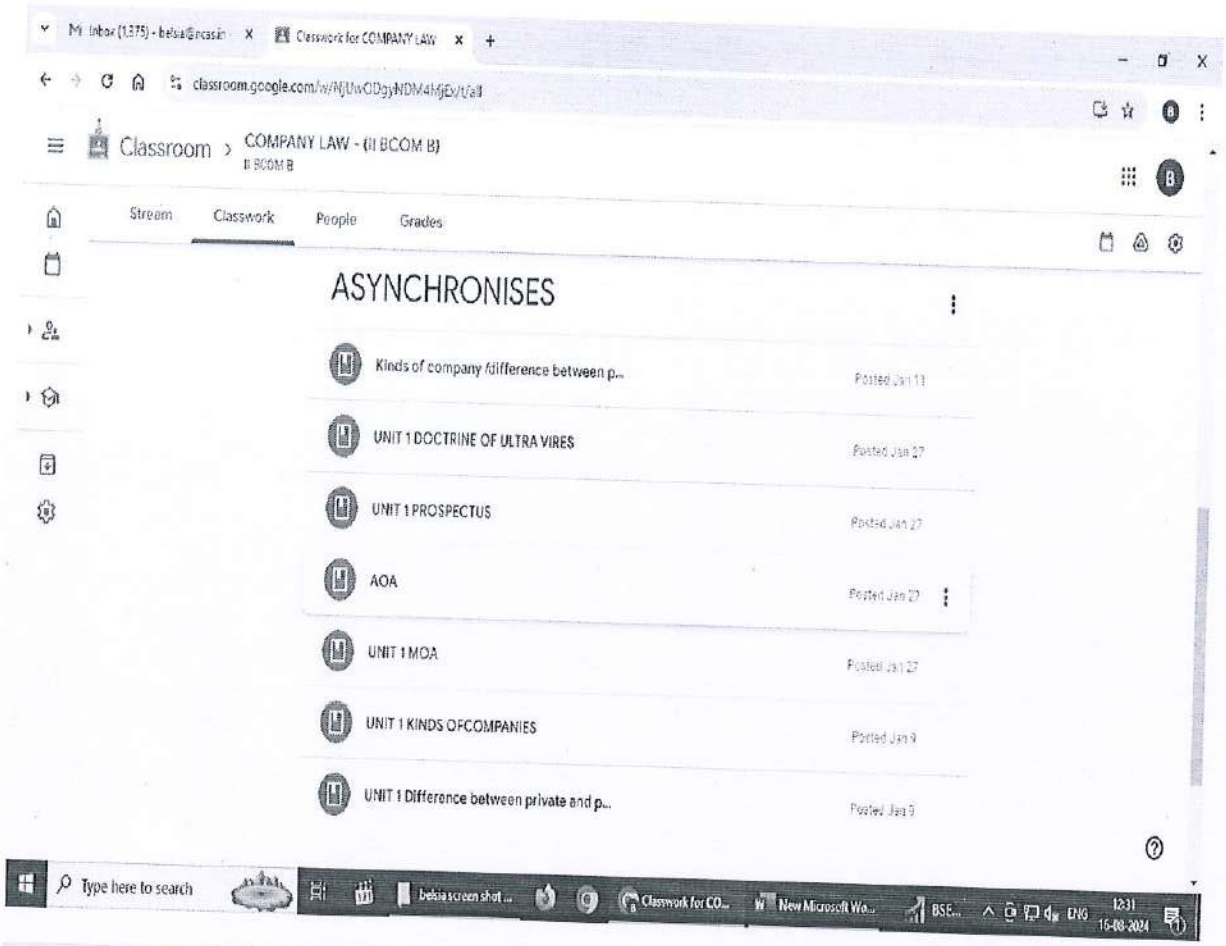
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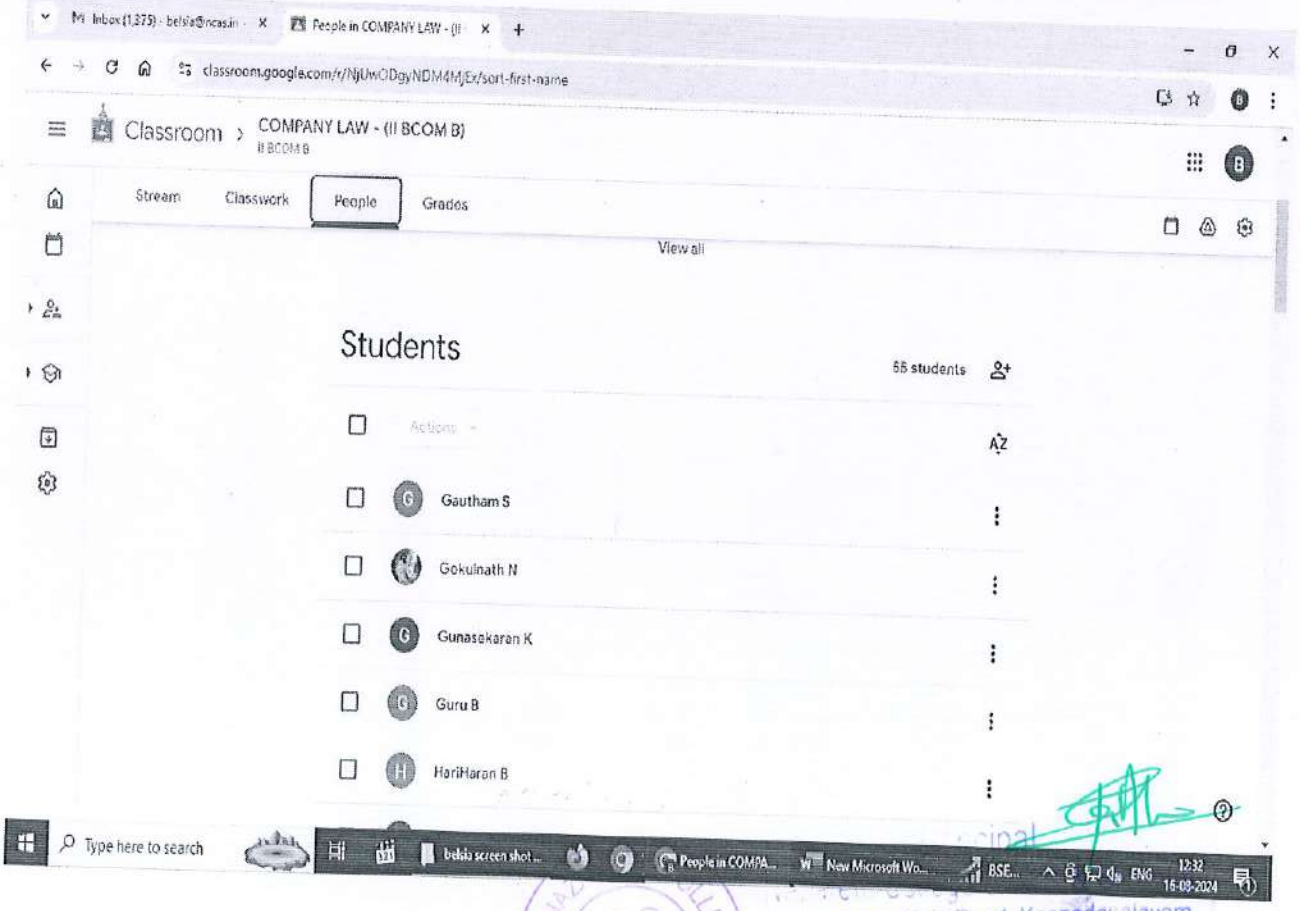
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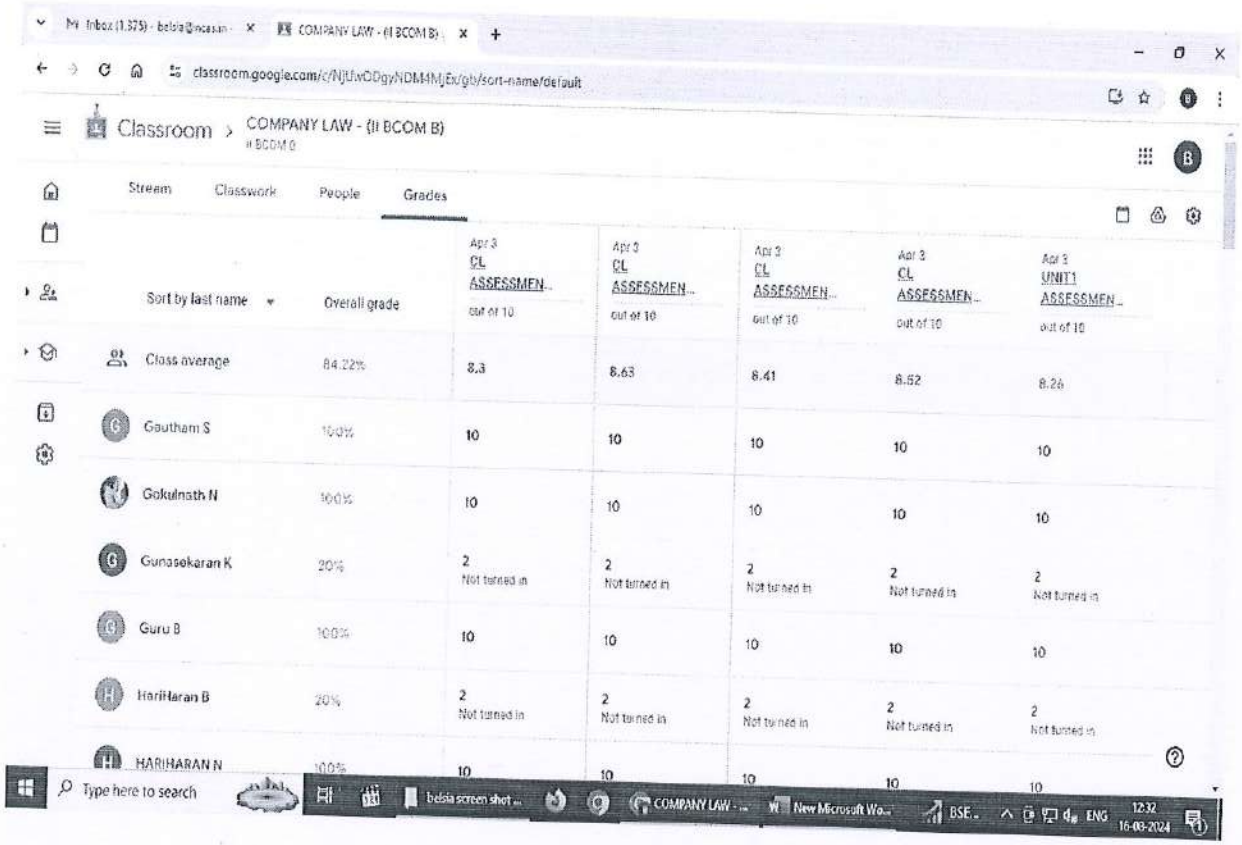
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2023-2024.

NAZARETH COLLEGE OF ARTS AND SCIENCE

KOVILPATHAGAI MAIN ROAD, KANNADAPALAYAM,
AVADI, CHENNAI – 62

NCAS/CIR/2023/590 DATE: 05-02-2024

CIRCULAR

CIRCULAR – MENTOR MENTEE LIST

TO
All the Heads of the Departments,

This is to inform you that the Mentor with their Mentee list for I, II and III year students for the Semester should be submitted on or before 06-02-2024. The Mentoring session for the students will commence on 7th, 8th and 9th of February 2024 respectively. So mentors for the semester should motivate their Mentees to improve their performance on academic, co-curricular activities, extra-curricular activities and also to counsel them for their academic stress related problems.

PRINCIPAL

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NAZARETH COLLEGE OF ARTS AND SCIENCE
Affiliated to University of Madras
Re-Accredited by NAAC with 'B' grade

CIRCULAR METOR-MENTEE LIST

To
All the Staff Members

The following are the staff members appointed as Mentors as part of the Mentoring system detailed below for the academic year 2023-2024. The register numbers of allotted Mentees are also furnished for reference.

S.No	Name of the Mentor	Department of Mentor	Class	Register No. (From – To)	No. of Students
1	Ms. Lavanya K	English	I BA	112302073-2085	13
2	Ms.Rajkumari C	English	I BA	112302086-2102	17
3	Mr. Rajesh D	English	II BA	112202391-2395,2398,2402,2404,2406	09
4	Ms. Mathivadhani P	English	II BA	112202408-2434	27
5	Ms. Sivaranjanani M	English	III BA	112102383-2390,2392,2394,2397-2401	15
6	Ms. Gayathri M	English	III BA	112102404-2420	16
7	Ms. Latha M	Business Administration	I BBA	412300938-0956	19
8	Ms. Kalaivani.M	Language	I BBA	412300957-0975	19
9	Ms. Monisha .E	Computer Science	II BBA	412201261-1262, 1264-1268,1270,1274,1276-1285,1288,1290,1293	22
10	Dr. Punithavathi. K	Business Administration	II BBA	412201294-1295,1297-1298,1301,1303-1319,1339	23
11	Dr. Stephen Dev.A T	Business Administration	III BBA	412101269-1276,1278-1282,1285-1294,1297-1299,1301	27
12	Ms. Esther Martina	Business Administration	III BBA	412101302-1307,1309-1312,1314-1331	28
13	Ms. Gayathri .N	Computer Application	I BCA A	212301431-1455	25
14	Ms.Rajkumari C	English	I BCA A	212301456-1460,1493-1523	22
15	Ms. Angeline Monika	Computer Application	I BCA B	212301461-1484	24
16	Ms. Julia	Mathematicas	I BCA B	212301485-1492,1507-1520	22

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Vellanoor Post, Avadi, Chennai-600062.

17	Ms. Gomathi B	Computer Application	II BCA A	212201930-1956	25
18	Ms. Sathyakala	Computer Application	II BCA A	212201958-1960,1987,1994,1997-2001,2004-2017	24
19	Ms. Gnanaselvi S	Computer Application	II BCA B	212201957,1961-1985	26
20	Ms. Alan Lydia P	Computer Application	II BCA B	212201986,1988-1993,1995-1996,2003,2018-2034	26
21	Ms. Monisha	Computer Application	III BCA A	212101669-1673,1675-1694, 1696-1698,1716,1728-1730	32
22	Ms. Mary Santha Priya T	Computer Application	III BCA A&B	212101731-1743,1747,1392,1700-1717	32
23	Ms. Sangeetha	Computer Application	III BCA A&B	212101718-1727,1744-1755,1757-1767	32
24	Ms. Suvitha G	Visual Communication	I BSW	142300029-0031	03
25	Dr. Suresh K	Visual Communication	II BSW	142200028-0037	10
26	Ms. Suvitha G	Visual Communication	III BSW	14210027-0030,0033,0036-0037	07
27	Ms. Subhashini P	Computer Science	I B.Sc CS A	222303542-3553,3505-3514,3516-3517	25
28	Ms. Paranipriya K	Computer Science	I B.Sc CS A	222303555, 3570-3573,3575-3586,3595,3588-3590,3515,3523-3526	25
29	Ms. Femila Jayaseeli	Mathematics	I B.Sc CS A&B	222303556-3569,3574,3582,3593,3597,3532-3538	25
30	Ms. Julia Princess	Mathematics	I B.Sc CS A&B	222303527-3521,3596,3518-3522,3539-3541,3591-3592,3594	17
31	Ms.Abirami S	Computer Science	II B.Sc CS A	222204083-4106	24
32	Dr. Rathika S	Language	II B.Sc CS A	222204108-4110,4124,4141-4158,4168	23
33	Ms. Yuvarani B	Computer Science	II B.Sc CS B	222204159-4167,4169-4177,4179-4187	27
34	Mr. Gopal E	Language	II B.Sc CS B	222204111-4123,4125-4140	29
35	Ms. Kaviyarasi R	Computer Science	III B.Sc CS	222103479-3489,3461,3467-3476,3495-3500	27

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36	Ms. Anusheeba	English	III B.Sc CS	222103442-3460,3462-3466, 3475,3477-3478	27
37	Ms. Alan Lydia P	Mathematics	III B.Sc Math	222103490-3494	05
38	Mr. Suresh K	Visual Communication	I B.Sc Viscom	432300225-0239	15
39	Mr. Subramanian S	Visual Communication	II B.Sc Viscom	432200309-0316,0320,-0321,0324-0325,0327,0328	14
40	Ms. Suvitha G	Visual Communication	III B.Sc Viscom	4321000252-0253,0255	3
41	Mr. Anderson E	English	I B.Com A	312304108-4134	27
42	Ms. Rohini	English	I B.Com A&B	312304136-4162	27
43	Ms. Kamali	Commerce	I B.Com B&C	312304163-4189	27
44	Ms. Uma Devi	Commerce	I B.Com	312304190-4216	27
45	Dr. Aadilanissa	Commerce	I B.Com A&C	312304217-4243	27
46	Ms. Priyadharshni	Commerce	I B.Com A&B	312304244-4270	27
47	Ms. Sarala	Commerce	I B.Com C	312304271-4297	27
48	Mr. Rajesh	English	II B.Com A	312204848-4855,4857-4864,4867-4871	22
49	Mr. Vadivelan	Mathematics	II B.Com A&B	312204872,4874,4876-4890	16
50	Mr. Arun Theodar	English	II B.Com B&C	312204891-4909,4911,4913-4923,4924-4926	33
51	Mr. Subramanian	Visual Communication	II B.Com C&D	312204927-4928,4930-4932,49344937,4939-4943,4945-4954,4956-4964	33
52	Ms.Ierin Bennita E	Commerce	II B.Com A,B&D	312204965-4970,4972-4997,4999-5001	34
53	Ms. Belsia Britto	Commerce	II B.Com B&C	312205002-5034,5036	34
54	Ms. Asha	Commerce	II B.Com C&D	312205037-5046,5048-5061,5063-5073	35
55	Ms. Jenita	Commerce	II B.Com A&D	312205074-5091,5093,5095-5111	36
56	Ms. Suganya	Commerce	III B.Com A	312105649-5656,5658-5659, 5661-5670,5672-5677,5679-5682,5748,5749	32

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57	Ms. Selvi	Commerce	III B.Com A&B	312105750-5767,5769-5770,5773-5779,5781-5786	32
58	Ms. Omega	Commerce	III B.Com B	312105683-5694,5696-5698,5700-5708, 5712-5717,5787-5788	32
59	Ms. Beulah Angeline	Mathematics	III B.Com B&C	31210589-5794,5796-5813, 5638-5640,5644-5646	30
60	Ms. Revathy	Commerce	III B.Com C	312105647,5763,5814-5832,5834-5838, 5768,312112431,2452, 312122504	30
61	Mr. Rahul	Commerce	III B.Com C	312105637,5641-5643,5648,5718-5723,5726-5747	34
62	Ms.Jayalakshmi	Commerce	III B.Com Sh-II	312105840-5841,5843,5845-5856,5879-5882,5884-5887,5903-5905,5872-5874, 312122475,	30
63	Ms. Jenifer	Commerce	III B.Com Sh-II	312105857-5871,5888-5892, 5894-5899,5901-5902,5875-5877	31
64	Dr. Emayaraja V	Language	I B.Com CS	122300651-0673	23
65	Ms. Dharani S	Corporate Secretaryship	I B.Com CS	122300674-0697	24
66	Dr. Sudha S	Language	II B.Com CS	122200970-0972,0974-0984,0986-0990,0992-0996	24
67	Ms. Deivayanai	Corporate Secretaryship	II B.Com CS	122200997-1008,1010-1013,1015-1020	22
68	Dr. Sharmila	Corporate Secretaryship	III B.Com CS	122101016-1025,1027-1036,1038-1039	22
69	Ms. Kanmani	Corporate Secretaryship	III B.Com CS	122101040-1054,1056-1060,1062-1064	23

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INTERNAL QUALITY ASSURANCE CELL
APPROVAL FORM
NCAS/IQAC/2019/FORM/AF-Rev-01

DEPARTMENT	STUDENTS MENTORING CELL
DATE & VENUE	7th ,8th & 9th February 2024
EVENT NAME	Students Mentoring

APPROVAL	**PREPARED**	**CHECKED**	**APPROVED BY PRINCIPAL**
	Name :Dr.Fatima Shanavas	Name : Mr. Arun Theoder	Name: Dr.E.Mary Angeline
	Signature	Signature	Signature
	Fatima Shanavas.	For	

QUALITY CHECK AND REMARKS
Name : **K ALAMELU**
Signature :

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MENTORING CELL

ANNUAL REPORT 2023-2024

This report provides an overview of the Mentorship Program implemented for our college students during the academic year 2023 -2024. It aimed at fostering the personal and professional growth of the students. The cell conducted a mentoring session programme in the college premises by segregating the students. The program successfully paired students with experienced mentors from the various departments, providing them with invaluable guidance and support.

A general orientation was given to the first-year students about the mentoring process which was held on February 7th 2024. The first years had a self-introduction session. The SWOC analysis was collected from the second-year student which was held on February 8th 2024. The students gave information regarding their Strength, Weakness, Opportunities and Challenges. For the third-year students, Career Guidance was given which was held on February 9th 2024. The students shared their problems with the mentors so that they were able to guide them in the right way.

The mentoring session was conducted by each department separately. A staff had around twenty-five students each and they collected required details from the Mentees. The mentoring session was successful in addressing students' academic, career and personal concerns. The mentoring cell coordinators Dr. Rani and Dr.Fatima Shanavas collected all details from each department.

Total Strength of the Students –1672

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DEPARTMENT OF CORPORATE SECRETARYSHIP

Mentoring Report 2023-2024

STRENGTH OF STUDENTS REGISTERED:

I BCOM CS:47

II BCOM CS: 46

III BCOMCS: 45

Number of Mentees assigned: 138

Number of mentees assigned to each mentor: 30

S.NO	NAME OF THE MENTOR	NO OF STUDENTS	CLASS
1	Ms.Dharani	24	I BCOM CS
2	Ms.Kanmani	23	III BCOM CS
3	Dr.Sharmila	22	III BCOM CS
4	Dr.Emaya Raja	23	IBCOM CS
5	Ms.Deivayanai	22	II BCOM CS
6	.Dr.Sudha	24	II BCOM CS

The students participated in a structured mentoring program over two sessions. The initial session for first-year students involved the collection of basic personal information on January 11, 2023, during which mentoring sheets were also distributed. A follow-up session on March 10, 2023, focused on evaluating their learning abilities and the extent of their engagement with available college resources. This session facilitated the establishment of clear academic goals tailored to individual needs.

For second-year students, the mentoring session on March 10, 2023, provided an opportunity to explore their personal relationships within family and societal contexts. This was instrumental in understanding the support systems and potential stressors affecting the students. A subsequent session on April 3, 2023, involved a detailed SWOC (Strengths, Weaknesses, Opportunities, and Challenges) analysis for each mentee. This analysis was pivotal in guiding the students to articulate and refine their career aspirations.

The program concluded with a session on April 3 and April 5, 2023, where performance reports were generated for each mentee. These reports not only highlighted their academic

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and personal development but also included recommendations for future interventions to enhance their educational outcomes. This comprehensive approach ensured a holistic assessment of each student's progress and set a foundation for continued support in their subsequent academic years.

S.NO	NAME OF THE MENTOR	SIGNATURE
1	Ms.Deivayanai	
2	Ms.Dharani	
3	Ms.Kanmani	
4	Dr.Sharmila	
5	Dr.Sudha	
6	Dr.Emaya Raja	

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DEPARTMENT OF ENGLISH

MENTORING REPORT 2023-2024 (EVEN)

Strength of students registered:

I BA : 30

II BA : 36

III BA : 31

Number of Mentors assigned: 05

Number of mentees assigned to each mentor: 20 approx.

Name of the Mentor	No of students
Mr. D. RAJESH	09
Mrs. MATHIVADHANI P	27
Ms. SIVARANJANI M	15
Ms. GAYATHRI M	16
Ms. LAVANYA K	28

The Mentoring session was conducted for two sessions in this academic year.
A General Orientation was given to the students about the mentoring process
Mentors interacted with their mentees individually
First years were asked to introduce themselves and their Personal goals and obstacles that restrict them in achieving those goals
Second years were asked to discuss their Academic goals and hurdles that they face on a regular basis
Third years were asked to discuss about their future plans regarding their career
Students showed interest in having a one to one conversation with their mentors
They were vocal about the problems that they were facing and the Mentors counselled their wards accordingly came up with sensible suggestions and encouraged the students to come with solution on their own.

Name of the Mentor	Signature
Mr. D. RAJESH	
Mrs. MATHIVADHANI P	
Ms. SIVARANJANI M	Sivaranjani M
Ms. GAYATHRI M	for Sivaranjani M
Ms. LAVANYA K	

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DEPARTMENT OF SOCIAL WORK

Strength of the students registered
I BSW : 03
II BSW : 10
III BSW : 07

Number of mentors assigned : 02
Number of mentees assigned to each mentor : 10

Name of the Mentor	No. of Students	Class
Dr. K. Suresh	10	II BSW
Mrs.G. Suvitha	10	I, III BSW

The mentoring session was conducted for I year (07. 02.24) to collect the basic information details and personal details of the students. In this mentoring session they were informed to share the difficulties immediately to the mentor for better envoronment inside the college campus. For II and III year students the mentoring session was conducted on (08.02.2024) to motivate students on career path, as well as provide guidance about government jobs and exams. And also SWOC Analysis was done for each mentee to track their performance.

Name of the mentor	signature
Dr. K. Suresh	
Mrs. G. Suvitha	

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MENTOR REPORT

DEPARTMENT OF COMMERCE SHIFT – II

Strength of Student Registered:

III B. com Shift–II : 190

Number of Mentor assigned : 02

Number of Mentees assigned to each mentor : 30

S.No.	Name of the Mentor	No . of Students	Class
1	Mrs. Jayalakshmi K	30	III B.com
2	Mrs. Jenifer.J	30	III B.com

The mentoring session was conducted 2 times for each year. Mentoring Session on 08.02.2024,For the III year students this session was conducted on 09.02.2024 By analyzing their status of the student with their participation in family and with friends will determine his/her mentality.

S.No.	Name of the Mentor	Mentor Signature
1	Mrs. Jayalakshmi K	
2	Mrs. Jenifer.J	

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DEPARTMENT OF VISUAL COMMUNICATION

Mentoring Report 2023-2024

Strength of students registered:
I BSC VC : 15
II BSC VC : 14
III BSC VC : 03

Number of Mentor assigned: 03
Number of mentees assigned to each mentor: 13 appr

The mentoring session was conducted for I year (07/02/24) to collect the basic information details and personal details of the students. In this mentoring session they were informed to share the difficulties immediately to the mentor for a better environment inside the college campus. For II and III year students the mentoring session was conducted on (08/02/24 and 09/02/24) to motivate students on their career path, as well as provide guidance about government jobs and exams. And also SWOC Analysis was done for each mentee to track their performance.

Name of the Mentor	No.of Students	Class
Dr.K.Suresh	15	I
Mr.S.Subramanian	14	II
Mrs.G.Suvitha	03	III

Name of the Mentor	Signature
Mr.S.Subramanian	
Dr.K.Suresh	
Mrs.G.Suvitha	

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Department of Business Administration

Strength Of Students Registered:

I BBA: 38(SHIFT I)
II BBA: 45(SHIFT I)
III BBA: 55 (SHIFT I)

Number of Mentors Assigned: 6
Number of Mentees Assigned To Each Mentor: 25 Appr

NAME OF MENTOR	NO OF STUDENTS	CLASS
Ms.M. Latha	19	I BBA
Ms. M.Kalaivani	19	I BBA
Dr. K. Punithavathi	30	II BBA
Mr.Vadivelan	15	II BBA
Dr.A.T.Stephen Dev	27	III BBA
Ms. Esther Martina	28	III BBA

Every year, mentoring sessions are held twice. For the first year, the fundamental information was gathered on 07.02.2024, mentorship sheets were issued, and data indicating his capacity for learning and usage of college resources was gathered on 08.02.2024. His or her academic goal was determined after data analysis. His personal relationships in his family and community were examined during a mentoring session for second graders on March 24. On 09.02.2024, a SWOC analysis was also performed for each mentee. On 10.02.2024

, a mentoring session for three years was held to inspire his career goals, and the last sessions were held on 3.4.24 and 5.4.24. A performance evaluation of each mentee was produced during the final session.

NAME OF MENTOR	Signature
Ms.M. Latha	
Ms. M.Kalaivani	
Dr. K. Punithavathi	
Mr.Vadivelan	
Dr.A.T.Stephen Dev	
Ms. Esther Martina	

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DEPARTMENT OF MATHEMATICS

MENTORING REPORT

2023 – 2024

The mentoring session was conducted for the III year students of Mathematics Department on 7th February 2024 between 12.30 P.M. to 2.00 P.M . For third year students, Career Guidelines were given. The mentees discussed individually with their mentor regarding their academic and personal issues. The students shared their problems with the mentees which helps them to get a solution or counseling from the mentors. The information given by each mentee is recorded in the mentoring record of the students given to the mentor.

Strength of the students – 5

Name of the Mentor: Ms. P. Alan Lydia

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DEPARTMENT OF COMPUTER SCIENCE

MENTORING REPORT 2023-2024

Strength of students registered : I, II , III years : 240

I B.Sc. : 93

II B.Sc. : 97 [Shift1 : 88, Shift II : 9]

III B.Sc. : 50 [Shift I : 44, Shift II : 6]

Number of Mentees assigned: (including other department staff) : 10

Number of mentees assigned to each mentor: 24 appr.

SNO	NAME OF THE MENTOR	NO. OF MENTEES	CLASS
1	Ms. K. Paranipriya	25	ICSA
2	Ms. G. Julia	18	ICSB
3	Ms. S. Abirami	24	IICSA
4	Ms. D. Femila	25	ICSA
5	Ms. P.Subhashini	25	ICSB
6	Ms. S. Radhika	18	IICSA
7	Ms. B. Yuvarani	27	IICSB
8	Mr. G. Gopal	28	IICSB
9	Ms. R. Kaviyarasi	25	IIICS
10	Ms. Anusheeba	25	IIICS

The Mentoring session for the I year students was held on 07.02.2024, for the II year students on 08.02.204 and for the III year students on 09.02.2024. The Mentors motivated the mentees to improve in academics and co-curricular activities. The mentees were also counselled for academic stress related issues. For the I years basic details were collected and his learning ability and use of resources in the college was analysed to set the Academic goal. A SWOC Analysis was done with the II year students. The III year students were motivated for his career goal.

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SNO	NAME OF THE MENTOR	SIGNATURE
1	Ms. K. Paranipriya	
2	Ms. G. Julia	
3	Ms. S. Abirami	
4	Ms. D. Femila	
5	Ms. P.Subhashini	
6	Ms. S. Radhika	
7	Ms. B. Yuvarani	
8	Mr. G. Gopal	
9	Ms. R. Kaviyarasi	
10	Ms. Anusheeba	

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MENTOR REPORT

DEPARTMENT OF COMMERCE SHIFT – 1

Strength of Student Registered:

I B. com Shift–1 : 189

II B. com Shift–1 : 243

III B. com Shift–1 : 190

Number of Mentor assigned : 21

Number of Mentees assigned to each mentor : 32

S.No.	Name of the Mentor	No . of Students	Class
1	Mr. Anderson	27	I B.com
2	Mrs. Rohini	27	I B.com
3	Ms. Kamali	27	I B.com
4	Mrs. Umadevi	27	I B.com
5	Mrs. Aadhila	27	I B.com
6	Ms. Priyadharshini	27	I B.com
7	Mrs. Sarala	27	I B.com
8	Mr. Rajesh	22	II B.com
9	Mr. Vadivelan	16	II B.com
10	Mr. ArunTheodar Raj	33	II B.com
11	Mr. Subramanian	33	II B.com
12	Ms. Ierin Benita	34	II B.com
13	Mrs. Belsia Britto	34	II B.com
14	Mrs. Asha	35	II B.com
15	Mrs. Jenita	36	II B.com
16	Mrs. SuganyA	32	III B.com
17	Mrs. Selvi	32	III B.com
18	Mrs. Omega	32	III B.com
19	Mrs. Beula	30	III B.com
20	Mrs. Revathy	30	III B.com
21	Mr. Rahul	34	III B.com

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The mentoring session was conducted 2 times for each year. Mentoring Session on 07.02.2024 for the I year students, the uses of learning resources and methods have been clearly explained by the mentor. For the II year students this session was conducted on 08.02.2024 the Analysis of relationship with family and friends has been made by the mentor to know their state of relationship among the family members and with friends. For the III year students this session was conducted on 09.02.2024 By analysing their status of the student with their participation in family and with friends will determine his/her mentality.

S.No.	Name of the Mentor	Mentor Signature
1	Mr. Anderson	
2	Mrs. Rohini	
3	Ms. Kamali	
4	Mrs. Umadevi	
5	Mrs. Aadhila	
6	Ms. Priyadharshini	
7	Mrs. Sarala	
8	Mr. Rajesh	
9	Mr. Vadivelan	
10	Mr. ArunTheodar Raj	
11	Mr. Subramanian	
12	Ms. Ierin Benita	
13	Mrs. Belsia Britto	
14	Mrs. Asha	
15	Mrs. Jenita	
16	Mrs. Suganya	
17	Mrs. Selvi	
18	Mrs. Omega	
19	Mrs. Beula	
20	Mrs. Revathy	
21	Mr. Rahul	

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DEPARTMENT OF COMPUTER APPLICATIONS

Strength of students registered:

I BCA : 93
II BCA : 101
III BCA : 96

Number of mentees assigned to each mentor: 32 appr

S. No	Name of the Mentor	No of students	Class
1	Mrs. Gayatri	25	I
2	Mrs. Rajkumari	22	I
3	Mrs. Angeline Monica	24	I
4	Mrs. Julia Princess	22	I
5	Mrs. Gomathi	25	II
6	Mrs. Sathyakala	24	II
7	Mrs. Gnanaselvi	26	II
8	Mrs. Alan Lydia	26	II
9	Mrs. Monisha	32	III
10	Mrs. Mary Santha Priya	32	III
11	Mrs. Sangeetha	32	III

The students participated in mentoring sessions. The first year, their basic information was collected on February 6th, 2024, and mentoring sheets were distributed. On the same day, data was collected regarding their learning ability and utilization of college resources. This data was analyzed to establish their academic goals. For the second year students, a mentoring session was held on February 7th, 2024. During this session, their personal relationships within their family and society were examined. Additionally, a SWOC (Strengths, Weaknesses, Opportunities, and Challenges) analysis was conducted for each mentee. For the final year students, a mentoring session was held on February 8th, 2024. During this session, career guidelines was conducted, the mentor counseled to achieve their career goal.

S. No	Name of the Mentor	Signature
1	Mrs. Gayatri	
2	Mrs. Rajkumari	
3	Mrs. Angeline Monica	
4	Mrs. Julia Princess	
5	Mrs. Gomathi	
6	Mrs. Sathyakala	
7	Mrs. Gnanaselvi	
8	Mrs. Alan Lydia	
9	Mrs. Monisha	
10	Mrs. Mary Santha Priya	
11	Mrs. Sangeetha	

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NUMBER OF MENTORS

S.No	PARTICULARS	COUNT
1	Total Number of Mentors	69
2	Total Number of Students	1672
3	Ratio of Mentor of Students	25

PRINCIPAL

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam
Vellanoor Post, Avadi, Chennai-600062.

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NAZARETH COLLEGE OF ARTS AND SCIENCE

(Affiliated to the University of Madras,
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MINUTES OF THE MEETING

DATE: 14/12/2023
TIME: 10:00 AM
VENUE:: PRINCIPAL OFFICE

A meeting of heads of departments was convened on December 14, 2023 in the boardroom to discuss various aspects. The meeting started with a formal address by the principal.

The meeting was attended by the following members

SNO	NAME	DESIGNATION	SIGNATURE
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head , Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. Kaviyarasi	Dean of Student Affairs	
7	Mr. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	
8	Mr. V. Kirubananth	Director of Physical Education	
9	Mrs. Priya	Placement Officer	
10	Dr. Stephen	Head , Department of Business Administration	
11	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
12	Mrs. Divya,	Head , Department of Commerce	
14	Mrs. Sindhuja	Head, Department of English	
15	Ms. Suvitha	Head , Department of Visual Communication	
16	Ms. Deivayanai,	Head , Department of Corporate Secretaryship	
17	Dr. Rani,	Head, Department of Languages	
18	Mrs. Dhanisha	Department of Social Work	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Points discussed:

1. The All faculty meeting for 2023 will take place on December 18, 2023, from 9.30 a.m. to 3 p.m. A Power Point presentation format is delivered to each Head,
2. Mrs. B. Devimano, Head of the PG Department of Computer Science, is the co-coordinator and will share Google Drive.
3. The Submission of supporting documents for the AQAR 2023 Criteria is being presented by the Dean of IQAC.
4. The Discussion regarding the Add on Course 2022 -2023 data has taken place, and the heads have been asked to provide the necessary documents.
5. The Christmas Program for 2023 – 2024 is scheduled to take place on December 22nd 2023 starting from 3.00 p.m. until 5.00 p.m.
6. The Love Fest 2023 -2024 is scheduled to take place on December 21, 2023 from 1.00 p.m. to 3.00 p.m. and PG Department of Computer Science will coordinate the event.

Principal

18/12/23

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
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NAZARETH COLLEGE OF ARTS AND SCIENCE

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MINUTES OF THE MEETING

DATE: 23/12/2023
TIME: 10:15 AM
VENUE:: Board Room

A meeting of heads of departments was convened on December 23, 2023 in the boardroom to discuss various aspects. The meeting started with a formal address by the Vice Principal.

The Meeting was Attended by the following staff members

SNO	NAME	DESIGNATION	SIGNATURE
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	Absence
2	Mrs. B. Devimano	Faculty Secretary, Head PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head , Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. Kaviyarasi	Dean of Student Affairs	
7	Mr. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	Absence
8	Mr. V. Kirubananth	Director of Physical Education	
9	Mrs. Priya	Placement Officer	
10	Mrs. Abirami	IIC Co-ordinator	
11	Dr. Stephen	Head , Department of Business Administration	
12	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	Absence
13	Mrs. Divya,	Head , Department of Commerce	
14	Mrs. Sindhuja	Head, Department of English	
15	Ms. Suvitha	Head , Department of Visual Communication	
16	Ms. Deivayanai,	Head , Department of Corporate Secretaryship	
17	Mrs. Dhanisha	Department of Social Work	
18	Dr. Rani,	Head, Department of Languages	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Points discussed:

1. In accordance with the department's workload, staff are instructed to proceed with the subjects.
2. A spreadsheet has been shared with all heads for updating AQAR supporting document folders
3. Departments are responsible for conducting events in Quarter II, which is shared within the head group.
4. For the respective IIC Quarter II events, heads can assign an Event Coordinator and update the list with the IIC Co-ordinator - Mrs. Abirami
5. The respective cells and associations will celebrate the Days.
6. A list of topics for Self Driven Events will be circulated after the Principal approves.
7. Self-Driven Events can include activities, expert talks, workshops, field work, and so on based on the department's convenience.
8. The coordinators are requested to submit the proposal to the Principal after getting the approval of the IIC and IQAC coordinators.
9. Resource Persons for the Events can be selected from the IIC Ambassador list with the IQAC coordinator, and the event coordinator is to approach them with college profiles.
10. All heads are kindly advised to ensure that IIC is incorporated in all Events and reports, following the designated IIC format

Principal

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE
CHENNAI
600 062

Principal
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NAZARETH COLLEGE OF ARTS AND SCIENCE

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MINUTES OF THE MEETING

)ATE: 11/01/2024
'IME:11:00 AM
'ENUE::PRINCIPAL OFFICE

meeting of heads of departments was convened on January 11, 2024 in the Principal Office to iscuss various aspects. The meeting started with a formal address by the principal.

he Meeting was attended by the following staff members

SNO	NAME	DESIGNATION	SIGNATURE
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head , Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. Kaviyarasi	Dean of Student Affairs	
7	Mr. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	Absence
8	Mr. V. Kirubananth	Director of Physical Education	
9	Mrs. Priya	Placement Officer	
10	Mrs. Abirami	IIC Co-ordinator	
11	Dr. Stephen	Head , Department of Business Administration	
12	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	Absence
13	Mrs. Divya,	Head , Department of Commerce	
14	Mrs. Sindhuja	Head, Department of English	
15	Ms. Suvitha	Head , Department of Visual Communication	
16	Ms. Deivayanai,	Head , Department of Corporate Secretaryship	
17	Mrs. Dhanisha	Department of Social Work	
18	Dr. Rani	Head, Department of Languages	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
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Vellanoor Post, Avadi, Chennai-600062.

Points discussed:

1. Soft skill-based courses will be scheduled at the conclusion of the semester.
2. The Cultural committee should verify the examination dates for Autonomous Colleges in order to organize the DREAMZ Pongal Celebration on (11/01/24) at 11.30 am, exclusively for staff members.
3. The respective heads are responsible for monitoring wing duty, canteen duty, parking, and the blue shop of their staff members.
4. Staff members are kindly requested to arrive on time for their classes.
5. In case of sickness, students should be sent back home after marking their attendance.
6. A comprehensive NerverSkip Training Program on ERP will be conducted for all staff members.
7. The Head of the department will activate GCR for all subjects, along with the GCR Checklist.
8. The medical status of students will be assessed and a department-wise and class-wise list will be generated.
9. The Head of the department must submit the list of Add-on Courses.
10. College Day is scheduled for 01/03/24, Convocation for 02/03/24 (both batches will be conducted), and DREAMZ for 09/02/24.
11. Long absentees (those who have been absent for more than 3 days) must be accompanied by their parents.
12. An NAAC Orientation will be held for students and parents.
13. Placement orientation and drive will take place on 22nd, 23rd, and 24th January 2024.

Principal

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

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NAZARETH COLLEGE OF ARTS AND SCIENCE
(Affiliated to the University of Madras,
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MINUTES OF THE MEETING

DATE: 29/01/2024
TIME:11:10 AM
VENUE::PRINCIPAL OFFICE

A meeting of heads of departments was convened on January 29th 2024 in the Principal Office to discuss various aspects. The meeting started with a formal address by the Principal.

The Meeting was attended by the following staff members

SNO	NAME	DESIGNATION	SIGNATURE
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head , Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. Kaviyarasi	Dean of Student Affairs	
7	Mr. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	
8	Mr. V. Kirubananth	Director of Physical Education	
9	Mrs. Priya	Placement Officer	
10	Mrs. Abirami	IIC Co-ordinator	
11	Dr. Stephen	Head , Department of Business Administration	
12	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
13	Mrs. Divya,	Head , Department of Commerce	
14	Mrs. Sindhuja	Head, Department of English	
15	Ms. Suvitha	Head , Department of Visual Communication	
16	Ms. Deivayanai,	Head , Department of Corporate Secretaryship	
17	Mrs. Dhanisha	Department of Social Work	
18	Dr. Rani	Head, Department of Languages	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Point Discussed:

1. The Common dress code for students can be effectively regula' :l at the department level
2. List of events to be happened on the following month to be ch" d by Dean of Extensions Activities and circulated among students with help of Student ' velopment Cell.
3. The Dean of IQAC requires that all event posters be submitted for final confirmation three days in advance.
4. After the completion of a quality check by the Department of English Literature and IQAC, reports of the events must be submitted to the Dean of Extension Activities and Website Committee on the same day of the event.
5. Criteria for submitting reports include a maximum of 250 words, the name of the department/cells/association/clubs, the name and date of the event, the objective of the event, details of the resource person, the resource person's talks, the total number of students who participated, two Jio tag photographs (in collage form), student feedback, and student attendance with signatures from both the student and event coordinator.
6. NAN MUDHALVAN is a mandatory component for students, and an orientation program will be conducted for all heads on their behalf.
7. Student registration for participation in other colleges will take place after 2:00 pm at the Assembly Ground by the Cultural Committee Team.
8. All cultural activities will be announced in the morning, and class-wise registration will occur after the break by the Student Development Cell.
9. The Cultural Committee meeting will be held every Monday after assembly in the assembly ground.
10. Reports from cells and associations, approved by the management, can be collected from the Dean of Extension Activities for fund release.
11. Lesson plan submission is scheduled to begin on 06/02/24.
12. GCR (General Class Room) updates are required to be completed by the current date.
13. Department-wise checklists from the handbook must be submitted to the Dean of Student Affairs, and staff are requested to return the handbooks of long absentees.
14. Students are required to bring their handbooks to the assembly.
15. The event coordinator and principal can sign in the on-duty list of students.
16. The Dean of Student Affairs can generate the assembly duty list for staff members.
17. Female students are allowed one hour of permission in the morning for the practice of Intra Department Sports Day.
18. Staff members are requested to adhere to the dress code.

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

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S.No.	Name of the Events/Academic Activities	Date of the Events	Organizing Team
1	AICT Submission of BBA and BCA	Last Date is on 31/ 01/24 (Extension given for 20 days)	Dr.M. Thiyagarajan, Head Department of Computer Application. Mrs. R. Esther, Department of Business Administration
2	India Today Submission	30/01/24	Mrs. Alamelu, Dean of IQAC
3	Placement – Logistics	02/02/24	Mrs. Priya, Placement Officer
4	External Audit 2024	03/02/24	External Audit Team
5	Open Book Test	05/02//24 to 09/02/24	Exam Cell
6	CIA -I	19/02/24 to 24/02/24	Exam Cell
7	Cells and Association Budget Submission	25th of every month	Mr. Vadivelan, Dean of Extension Activities.
8	DREAMZ 2024	28/02/24	Mrs. B. Devimano, Cultural Committee Co-ordinator.
9	College Day 2024	01/03/24	Department of Computer Application and Corporate Secretaryship
10	Convocation 2024	02/03/24	Department of English Literature
11	CIA – II	18/03/24 to 22/03/24	Exam Cell
12	FDP on Research Methodology	by the End of March 2024	Dean of IQAC
13	Sports Day 2024	23/03/24	Department of Physical Education
14	Model Examination 2024	02/04/24 to 06/04/24	Exam Cell
15	Valediction and Farewell	10/04/24	Department of Computer Science and Visual Communication

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NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

16	Alumni Reunion 2024	28/04/24	NCAS Alumni Association.

Principal

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

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Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

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MINUTES OF THE MEETING

DATE: 01/02/2024
TIME: 01:30 PM
VENUE:: BOARD ROOM

A meeting of heads of departments was convened on Feburary 02, 2024 in the boardroom to discuss various aspects. The meeting started with a formal address by the principal.

The Meeting was attended by the following members

SNO	NAME	DESIGNATION	SIGNATURE
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head , Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. Kaviyarasi	Dean of Student Affairs	
7	Mr. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	
8	Mr. V. Kirubananth	Director of Physical Education	
9	Mrs. Priya	Placement Officer	
10	Mrs. Abirami	IIC Co-ordinator	
11	Dr. Stephen	Head , Department of Business Administration	
12	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
13	Mrs. Divya,	Head , Department of Commerce	
14	Mrs. Sindhuja	Head, Department of English	
15	Ms. Suvitha	Head , Department of Visual Communication	
16	Ms. Deivayanai,	Head , Department of Corporate Secretaryship	
17	Mrs. Dhanisha	Department of Social Work	
18	Dr. Rani	Head, Department of Languages	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI EDC 052

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Points discussed:

1. An academic and administrative audit will be conducted on 03/02/24, starting from 9.00 a.m. onwards, with the participation of ten external auditors from different colleges.
2. All documents pertaining to each department must be placed in the designated area, while department heads are responsible for overseeing the notice boards and arrangements within their respective departments.
3. Staff members are kindly reminded to comply with the prescribed dress code.
4. The discussion revolved around the list of staff responsibilities for the day of the audit.
5. Staff members are required to report to the college starting from 8:00 a.m. on the day of audit

Principal

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 082

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

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MINUTES OF THE MEETING

DATE: 05/02/2024
TIME: 10:30 PM
VENUE:: BOARD ROOM

A meeting of heads of departments was convened on February 05, 2024 in the boardroom to discuss various aspects. The meeting started with a formal address by the principal.

The Meeting was attended by the following members

SNO	NAME	DESIGNATION	SIGNATURE
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head , Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. Kaviyarasi	Dean of Student Affairs	
7	Mr. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	Absence
8	Mr. V. Kirubananth	Director of Physical Education	
9	Mrs. Priya	Placement Officer	Absence
10	Mrs. Abirami	IIC Co-ordinator	
11	Dr. Stephen	Head , Department of Business Administration	
12	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
13	Mrs. Divya,	Head , Department of Commerce	
14	Mrs. Sindhuja	Head, Department of English	
15	Ms. Suvitha	Head , Department of Visual Communication	
16	Ms. Deivayanai,	Head , Department of Corporate Secretaryship	
17	Mrs. Dhanisha	Department of Social Work	
18	Dr. Rani	Head, Department of Languages	

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam
Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

'oints discussed:

1. The Principal has addressed the need for an Academic and Administrative Audit.
2. The head and staff have been advised to collaborate based on the suggestions provided by the auditors.
3. All files should be completed by the end of the week.
4. There will be An Academic and Administrative review meeting for all departments with the Secretary.
5. The mentoring process should continue as discussed. Each profile card should have a copy of the students' Adhar card attached.
6. The Add-on course for the semester needs to be finalized.
7. The Staff Appraisal Form for the academic year 2023-2024 will be circulated.
8. Feedback from Students, Staff, and Heads should be completed.
9. Guests for various events will only be provided lunch from the college canteen, and refreshments will be provided if the event is less than two hours.
10. The GCR should be completed by all staff.
11. The list of Staff University Paper Evaluators should be submitted as soon as possible.
12. Physical classes have been scheduled by the university for all final year students for the NAN MUTHALVAN Course completion. Virtual classes have been scheduled for all first and second year students.
13. The lesson plan will be signed by the end of the week.
14. The Open Book Test is scheduled for 05/02/24, and books are mandatory for the test.
15. The qualitative supporting documents for AQAR should be submitted as soon as possible. The same questionnaire is to be followed for Educational World and Open Magazine, and staff is requested to complete the file.
16. The Staff and Classroom allocation has been scheduled and communicated to all the heads.
17. India Today data should be submitted by 08/02/24.

ncipal

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

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MINUTES OF THE MEETING

DATE: 09/02/2024
TIME: 10:00 AM
VENUE:: BOARD ROOM

A meeting of heads of departments was convened on February 09, 2024 in the boardroom to discuss various aspects. The meeting started with a formal address by the Principal.

The Meeting was attended by the following members

SNO	NAME	DESIGNATION	SIGNATUR
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head, PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head, Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. Kaviyarasi	Dean of Student Affairs	
7	Mr. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	
8	Mr. V. Kirubananth	Director of Physical Education	Absence
9	Mrs. Priya	Placement Officer	
10	Dr. Stephen	Head, Department of Business Administration	
11	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
12	Mrs. Divya	Head, Department of Commerce	
13	Mrs. Sindhuja	Head, Department of English	
14	Ms. Suvitha	Head, Department of Visual Communication	
15	Ms. Deivayanai	Head, Department of Corporate Secretaryship	
16	Dr.. Asha	Head, Department of Social Work	
17	Dr. Rani	Head, Department of Languages	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Points discussed:

1. The Principal has outlined the steps for relieving staff members. A written relieving letter is required to complete the process.
2. There will be no classes scheduled for the heads during the first hour.
3. The principal emphasized the importance of adhering to the dress code during the staff meeting.
4. Staff members are obligated to comply with the IQAC documentation format.
5. Staff members are kindly requested to refrain from sitting on the desk during instructional sessions as directed by the Principal.
6. The categorization of Library and Placement Events should fall within the purview of the Dean of Extension Activities.
7. The responsibility for overseeing Library and Placement Events proposals should be assigned to the Dean of Extension Activities.
8. All Deans are required to share a message in the deans group regarding any updates pertaining to the event scheduled for the day.
9. It is mandatory for all Deans to post a message in the deans group, providing updates about the event scheduled for today.
10. An email regarding the Diagnostic Test of NAN Mudhalvan has been dispatched to all the students. It is requested to kindly notify the students about this and ensure that the test is completed.
11. The initial assessment of the Lesson Plan is scheduled for February 14th and February 15th, 2023.
12. The allocation of rooms needs to be determined in accordance with the date 12/02/24.
13. It is expected that all staff members arrive at the classroom before 8.55 am.
14. The monthly attendance report is required to be submitted by the 5th of each month and should be prominently displayed on the notice board.
15. The inclusion of Nan Mudhavan classes is necessary in all class time tables.
16. The Department of Mathematics is represented by Mrs. Uma, who serves as the coordinator for the Week Survey.
17. The submission of the Strategic Plan is scheduled.
18. The completion of all files for the academic and administrative audit should be done before 17/02/24.
19. Revised proposal forms must be completed and submitted for all upcoming events.
20. The Dean of Extension Activities has requested that a folder in Google Drive be shared for the submission of reports.
21. An open book consolidated marksheet needs to be submitted.
22. The monthly meetings between the principal and all class representatives is scheduled for the Month.

Principal

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam
Vellancor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

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MINUTES OF THE MEETING

DATE: 12/02/2024
TIME: 10:45 AM
VENUE:: BOARD ROOM

A meeting of heads of departments was convened on February 12, 2024 in the boardroom to discuss various aspects. The meeting started with a formal address by the Principal.

The Meeting was attended by the following members

SNO	NAME	DESIGNATION	SIGNATURE
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head, PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head, Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. Kaviyarasi	Dean of Student Affairs	
7	Mr. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	
8	Mr. V. Kirubananth	Director of Physical Education	
9	Mrs. Priya	Placement Officer	
10	Dr. Stephen	Head, Department of Business Administration	
11	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
12	Mrs. Divya	Head, Department of Commerce	
13	Mrs. Sindhuja	Head, Department of English	
14	Ms. Suvitha	Head, Department of Visual Communication	
15	Ms. Deivayanai	Head, Department of Corporate Secretaryship	
16	Dr.. Asha	Head, Department of Social Work	
17	Dr. Rani	Head, Department of Languages	
18	Mr. Lingarajan	Librarian	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

ints discussed:

1. It is important for both staff and students to make regular use of Myos in order to stay connected.
2. Staff members are kindly reminded to utilize the N-LIST platform for accessing journals, papers, and notes.
3. The utilization of the library has been advised to staff members as a means to improve efficiency.
4. All students are required to adhere to a department wise dress code of a common color during assembly. Failure to comply with the dress code will result in being marked absent for the first hour.
5. Mentoring report to be submitted on February 14, 2024.
6. The Dean of Extension Activities is required to submit the SDC Namelist and Cells & Association Namelist.
7. The mentoring cell requires the collection and submission of students' strengths and weaknesses by the end of the week.
8. The initial assessment of the Lesson Plan is scheduled for February 14th and February 15th, 2023.
9. An email regarding the Diagnostic Test of NAN Mudhalvan has been dispatched to all the students. It is requested to kindly notify the students about this and ensure that the test is completed.
10. Add On courses will be held for all students on February 26th, 27th, and 28th, 2024.
11. Please submit the list of courses, along with the organization profile, trainer profile, and traffic amount, by 15/02/24.
12. Kindly ensure that the list of courses, organization profile, trainer profile, and amount are submitted no later than 15/02/24.
13. The document pertaining to India Today needs to be submitted today.
14. The list of advisory committee members for the academic year 2023 to 2024 is provided below.
    a. Dr. Asha, Head, Department of Social Work
    b. Mrs. Sindhuja, Head, Department of English Literature
    c. Dr. Sharmila, Asst Prof., Department of Corporate Secretaryship
    d. Mrs. Sangeetha, Asst. Prof., Department of Computer Application
15. The portion competitions, as of today, are designated to be three units.
16. To obtain the proposal form for the various events, the Event coordinator can approach the dean of extension activities. If there is a need for refreshment or lunch, it can be specified as "yes" in the proposal.
17. The class representative meeting has been scheduled to take place from 15/02/24 to 18/02/24.
18. The IIC Event for National Science Day has been scheduled for 28/02/24.
19. A magazine/journal review is scheduled to take place on a weekly basis. The staff members who produce the greatest number of reviews will receive recognition. It is the responsibility of the staff to compose and present their reviews. Dr. Thiuyagarajan serves as the coordinator for the weekly review in the magazine/journal.

incipal

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadanolayam
Vellancor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE
(Affiliated to the University of Madras,
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MINUTES OF THE MEETING

DATE: 03/04/2024

A meeting of heads of departments was convened on April 03rd 2024 in the BoardRoom to discuss various aspects. The meeting started with a formal address by the Vice Principal.

The Meeting was attended by the following staff members

SNO	NAME	DESIGNATION	SIGNATURE
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	Absence
2	Mrs. B. Devimano	Faculty Secretary, Head PG Department of Computer Science, Cultural Co-ordinator, Placement Officer & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head , Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
8	Mr. V. Kirubananth	Director of Physical Education	Absence
11	Dr. Stephen	Head , Department of Business Administration	
12	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
13	Mrs. Divya	Head , Department of Commerce	
14	Mrs. Sindhuja	Head, Department of English	
15	Ms. Suvitha	Head , Department of Visual Communication	
16	Ms. Deivayanai	Head , Department of Corporate Secretaryship	
17	Dr. Asha	Department of Social Work	
18	Dr. Rani	Head, Department of Languages	

Principal
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Point Discussed:

1. The report on the analysis of the results for the odd semester of the academic year 2023 to 2024 must be submitted today.
2. The list of condonation for the April End semester examination needs to be submitted by today.
3. The attendance of students will be closed as of 01/04/24.
4. It is mandatory to adhere to the rules and regulations of the examination.
5. The College day for the year 2024 will be celebrated on 08/04/24. Students on the issue list are not permitted to attend, and only the parents of the awardee students are allowed for the celebration.
6. The special classes conducted by the arrear clearance cell will be documented through photographs and short videos.
7. The Dean of Academics will share the course details sheet for updating.
8. On 04/04/24, one-minute shots will be recorded for each department. The heads of the departments are requested to present on best practices, career opportunities, and testimonials of a girl and boy.
9. The updating of AQAR 2022 to 2023 is currently in progress, and the criteria in-charge personnel are requested to complete the SSR.

Principal

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE
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MINUTES OF THE MEETING

DATE: 05/04/2024

A meeting of heads of departments was convened on April 5th 2024 in the BoardRoom to discuss various aspects. The meeting started with a formal address by the Principal.

The Meeting was attended by the following staff members

SNO	NAME	DESIGNATION	SIGNATUI
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head PG Department of Computer Science, Cultural Co-ordinator, Placement Officer & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head , Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
8	Mr. V. Kirubananth	Director of Physical Education	
11	Dr. Stephen	Head , Department of Business Administration	
12	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
13	Mrs. Divya	Head , Department of Commerce	
14	Mrs. Sindhuja	Head, Department of English	
15	Ms. Suvitha	Head , Department of Visual Communication	
16	Ms. Deivayanai	Head , Department of Corporate Secretaryship	
17	Dr. Asha	Department of Social Work	
18	Dr. Rani	Head, Department of Languages	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam
Vellanoor Post, Avadi, Chennai-600062.

Point Discussed:

1. The ongoing discussion revolves around the selection criteria for the top-performing students who will represent the institution. The circulated format is being reviewed and considered.

Criteria		Name of the Student /Mr. xxx
Good in academics (CGPA) (10)	Less than 60%	-
	60 -70% - 8 mark	-
	70 -80% - 9 mark	-
	More than 80- 10 mark	10
Attendance (10)	100% attendance	-
	only 4 days leave	-
	more than 5 days leave	7
Active participation in extracurricular & co- curricular activities. (10)	State (2)	-
	National (2)	-
	Paper presentation (2)	-
	Seminar / Workshop (2)	2
	Intercollege (2)	2
Brought laurels to the department or college (10)	Cultural (4)	4
	Sports (2)	2
	NSS(2)	-
	NCC(2)	-

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Organized activities at department level or college level (10)	Cell	2
	Association	2
	SDC	2
	Student Coordinator	4
Best managerial skills (10)		10
Good communication skills (10)		8
Total		55

2. The rules and regulations for College Day 2024 were deliberated upon.
3. All department placement coordinators will be given a token of appreciation during the college day, while placed students will receive a gift.

Principal

Faculty Secretar

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE
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MINUTES OF THE MEETING

DATE: 10/04/2024

A meeting of heads of departments was convened on April 10th 2024 in the BoardRoom to discuss various aspects. The meeting started with a formal address by the Principal.

The Meeting was attended by the following staff members

SNO	NAME	DESIGNATION	SIGNATUI
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head PG Department of Computer Science, Cultural Co-ordinator, Placement Officer & NCAS Alumni Secretary	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head , Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
8	Mr. V. Kirubananth	Director of Physical Education	
11	Dr. Stephen	Head , Department of Business Administration	
12	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
13	Mrs. Divya	Head , Department of Commerce	
14	Mrs. Sindhuja	Head, Department of English	
15	Ms. Suvitha	Head , Department of Visual Communication	
16	Ms. Deivayanai	Head , Department of Corporate Secretaryship	
17	Dr. Asha	Department of Social Work	
18	Dr. Rani	Head, Department of Languages	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Point Discussed:

1. Please ensure that the mark register entry and work done registration is completed for the academic year 2024 even semester.
2. The scheduled date for the All Faculty meeting is April 25, 2024. A general format for the department-wise PowerPoint presentations will be shared with all department heads

Principal

Faculty Secretar

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
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Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE
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MINUTES OF THE MEETING

DATE: 09/05/2024
TIME: 10:45 AM
VENUE: BOARD ROOM

A meeting of heads of departments was convened on May 09th, 2024 in the boardroom to discuss various aspects. The meeting started with a formal address by the principal. The Meeting was attended by the following members

SNO	NAME	DESIGNATION	SIGNATURE
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head, PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary , Placement Officer	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head, Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. M. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. R. Kaviyarasi	Dean of Student Affairs	
7	Mr. U. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	
8	Mr. V. Kirubananth	Director of Physical Education	
10	Dr. Stephen	Head, Department of Business Administration	
11	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
12	Mrs. Divya	Head, Department of Commerce	
13	Mrs. S. R. Bhavani Sindhuja	Head, Department of English	
14	Ms. Suvitha	Head, Department of Visual Communication	
15	Ms. Deivayanai	Head, Department of Corporate Secretaryship	
16	Dr. A.Asha	Head, Department of Social Work	
17	Dr. Rani	Head, Department of Languages	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Points discussed

1. The IMES portal is now accessible for the purpose of updating internal marks, and it is imperative that staff members complete their entries at the earliest opportunity.
2. The Naan Mudhalvan marks are integrated with the IMES system, as this course is reflected in the students' university marksheets.
3. Furthermore, the internal and external assessments for the Naan Mudhalvan course for the academic year 2022-2023 are currently available on the IMES portal, necessitating prompt action from the faculty.
4. It is essential that the internal assessments for the Naan Mudhalvan course receive the signature of the Vice Principal to ensure proper validation.
5. Additionally, the workload for the academic year 2024-2025 for the odd semester must submitted in a timely manner.
6. The oversight of Myos Connect usage will be the responsibility of the head of the department, ensuring that all staff members are utilizing the platform effectively and in accordance with institutional guidelines.
7. Staff leave taken during the months of May and June will be categorized as vacation leave, which has been pre-allocated to each staff member.
8. The heads of departments are tasked with overseeing and finalizing various administrative responsibilities, including workload management, staff recruitment, infrastructure needs, book requirements, and the completion of necessary documentatio
9. A new methodology for lesson planning will be implemented starting in June for the current academic year,
10. It is required that all staff members collectively obtain the principal's signature on the same day. Additionally, submissions for self-study courses, including the syllabus, unit allocation for five units, and course plans, are due by June 20, 2024.

Important Dates:

S. No.	Name of the Events/Academic Activities	Date of the Events	Organizing Team/Member
1	Check list by Criteria In charge	10/05/24	All Departments
2	Staff Vacation Holiday – Slot 1	22/06/24 to 31/05/24	All Staff

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Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

3	Staff Vacation Holiday – Slot 1	01/06/24 to 10/06/24	All Staff
4	Staff Working Day (reopen)	11/06/24	All Staff
5	SSR Submission	30/05/24	Dean of IQAC

Principal

Faculty Secr

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
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Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

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MINUTES OF THE MEETING

DATE: 14/05/2024
TIME: 11:45 AM
VENUE: BOARD ROOM

A meeting of heads of departments was convened on May 14th, 2024 in the boardroom to discuss various aspects. The meeting started with a formal address by the Vice principal.

The Meeting was attended by the following members

SNO	NAME	DESIGNATION	SIGNATUI
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head, PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary , Placement Officer	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head, Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. M. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. R. Kaviyarasi	Dean of Student Affairs	
7	Mr. U. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	
8	Mr. V. Kirubananth	Director of Physical Education	
10	Dr. Stephen	Head, Department of Business Administration	
11	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
12	Mrs. Divya	Head, Department of Commerce	
13	Mrs. S. R. Bhavani Sindhuja	Head, Department of English	
14	Ms. Suvitha	Head, Department of Visual Communication	
15	Ms. Deivayanai	Head, Department of Corporate Secretaryship	
16	Dr. A.Asha	Head, Department of Social Work	
17	Dr. Rani	Head, Department of Languages	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 052

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Points discussed

1. The IMES portal is now accessible for the purpose of updating internal marks, and it is imperative that staff members complete their entries at the earliest opportunity.
2. The Naan Mudhalvan marks are integrated with the IMES system, as this course is reflected in the students' university marksheets.
3. Furthermore, the internal and external assessments for the Naan Mudhalvan course for the academic year 2022-2023 are currently available on the IMES portal, necessitating prompt action from the faculty.
4. It is essential that the internal assessments for the Naan Mudhalvan course receive the signature of the Vice Principal to ensure proper validation.
5. Additionally, the workload for the academic year 2024-2025 for the odd semester must be submitted in a timely manner.
6. The oversight of Myos Connect usage will be the responsibility of the head of the department, ensuring that all staff members are utilizing the platform effectively and in accordance with institutional guidelines.

Principal

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
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NAZARETH COLLEGE OF ARTS AND SCIENCE

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MINUTES OF THE MEETING

DATE: 30/05/2024
TIME: 10:45 AM
VENUE: BOARD ROOM

A meeting of heads of departments was convened on May 30th, 2024 in the boardroom to discuss various aspects. The meeting started with a formal address by the principal.

The Meeting was attended by the following members

SNO	NAME	DESIGNATION	SIGNATURE
1	Dr. E. Mary Angeline Santhosam	Principal & Convener	
2	Mrs. B. Devimano	Faculty Secretary, Head, PG Department of Computer Science, Cultural Co-ordinator & NCAS Alumni Secretary , Placement Officer	
3	Mrs. E. Mano Ranjitham	Vice principal, Dean of Academics & Head, Department of Computer Science	
4	Mrs. K. Alamelu	Dean of IQAC & Head Department of Mathematics	
5	Dr. Thiyagaraj	Dean of Examination & Head, Department of Computer Application	
6	Mrs. Kaviyarasi	Dean of Student Affairs	
7	Mr. Vadivelan	Dean of Extension Activities & NSS Co-ordinator	
8	Mr. V. Kirubananth	Director of Physical Education	
10	Dr. Stephen	Head, Department of Business Administration	
11	Mrs. Jayalakshmi	Head, Department of Commerce (Shift II)	
12	Mrs. Divya	Head, Department of Commerce	
13	Mrs. Bhavani Sindhuja	Head, Department of English	
14	Ms. Suvitha	Head, Department of Visual Communication	
15	Ms. Deivayanai	Head, Department of Corporate Secretaryship	
16	Dr.. Asha	Head, Department of Social Work	
17	Dr. Rani	Head, Department of Languages	
18	Mr. Lingarajan	Librarian	

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Points discussed

1. The event featured a Happy street discussion centered around various stalls, each representing different academic departments.
2. The Department of Language to showcase a short audio recording that highlighted the diversity of languages spoken within the community, emphasizing the importance of linguistic variety.
3. The Department of Computer Science presented a creative slogan that was artistically displayed on water bottles and temporary tattoos, encouraging a No Drugs among students through a collective pledge.
4. Meanwhile, the Department of Social Work captivated the audience with a street play that incorporated puppetry and hand fans, effectively conveying important social messages in an entertaining format.
5. The Department of Computer Applications invited students to submit poetry on specified themes, with the promise of prizes to be awarded during the valedictory ceremony, fostering a spirit of creativity and expression.
6. The Department of Commerce contributed to the event with an awareness song aimed at educating the public on various social issues.
7. Additionally, the Department of English focused on practical communication skills by teaching children emergency hand signs and providing essential information, such as a child helpline number printed on pencil pouches.
8. The event also included a showcase of the detrimental effects of drug use on human organs, interactive working models, Sudoku puzzles, and games related to the Sustainable Development Goals, all unified under a thematic color code of half red and half blue.

Principal

Faculty Secretary

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

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NAZARETH COLLEGE OF ARTS AND SCIENCE

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EVEN SEMESTER 2023-2024

EXAMINATION COMMITTEE REPORT

Date: 22/7/2024

The Nazareth College of Arts & Science, Examinations for the year April 2023 was commenced in the month of May and the examinations was conducted in offline mode.

The following are the members of Examination Committee

1. Dr. M.Thyagaraj -Chief Superintendent, Head, Dept of Computer Applications
2. Ms. Gayathri - Assistant Professor, Department of English
3. Mr. E. Gopal - Assistant Professor, Department of Languages
4. Ms. Latha - Assistant Professor, Department of Business Administration
5. Ms. Suganya - Assistant Professor, Department of commerce
6. Dr. Radhika - Assistant Professor, Department of Languages

The Examination committee started to work for the Academic year 2023-2024 for the University Examination of Odd and Even. The members of the committee were assigned duties on daily basis.

All the members of the committee executed their responsibilities as per the instruction of the Chief Superintendent of the Examination, monitored by the Dean of Examinations. The examination committee would like to maintain files to record all the activities for November 2023 examination. In addition, University front sheet pattern is introduced for students. It is a time management method was implemented on the respective year.

The Examination committee functioned as per the policy framed by the University of Madras. The members of the committee, in adherence with the rules and regulations of the University, gave their fullest cooperation for the smooth conduct of the examination.

S. No	PARTICULARS	NO OF BOOKLETS RECEIVED	BOOKLET USED	BALANCE
1	THEORY SHEETS	12,625	11,016	1600
2	ACCOUNTS SHEETS	2650	2,525	125
3	PRINTED CLOTHED LINED COVER	689	689	NIL

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kanagathamman
Vellanoor Post, Avadi, Chennai-600062.

Examination Responsibilities Assigned
Before University Examination

SNO	Description	In charge
1	CIA I, CIAII, Model Examination	Mr. E. Gopal
2	Circulars	Dr. M. Thyagaraj
3	Invigilation Duty	Ms. Gayathri M
4	Invigilation Notebook	Ms. Gayathri M
5	Question Paper Distribution, Answer Sheet Distribution, Attendance Sheet Distribution	All
6	Rounds	All
7	Answer Sheet Collection	All
8	Answer Sheet Handover	All
9	Cover writing	All
10	Internal entry	All
11	Internal Collection	All
12	Internal Spiral	Ms. Latha
13	Stickering	Mr. Gopal
14	Minutes of Meeting	Ms. Suganya
15	Formats	Dr. M. Thyagaraj

During University Examination		
1	Circular	Dr. M. Thyagaraj
2	Time Table	Ms. Gayathri. M
3	Question Paper(Hard Copy)	Dr. M. Thyagaraj
4	Student Record	All
5	Answer Sheets	All
6	Attendance Notebook	Ms. Gayathri.M
7	Internal entry	All
8	Internal Collection	All
9	Internal Soft binding	Office
10	Attendance Collection	All
11	Attendance Soft binding	Office
12	Claim	Office
13	Answer Sheet Bundling	Ms. Gayathri. M
14	Getting Principal Signature in all documents	Class In charge
15	Examination Annual Report	Dr. M. Thyagaraj

Principal
Nazareth College of Arts & Science
Kovilambakkam, Pannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

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The administration staff members who extended their support were Ms. Swaroopa Rani, Ms.Saranya. The office staff of examination branch maintained all examination records for the current sessions. Entered the examination details on the board for easy access of the exam rooms for the students, and Mr. Sivraj who has helped in bundling the written answer scripts to be sent to University of Madras.

The cooperation and hand work put in by the team ensured smooth and successful conduction of the University Examinations.

Dean of Examinations **Chief Superintendent** **Principal**

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
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Vellanoor Post, Avadi, Chennai-600062.

GIU

Nazareth College of Arts And Science

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Academic Year 2023-2024

Exam Committee Members List

S.NO	Committee Members	Designation
1	Dr. M.Thyagaraj	Chief Superintendent, Head, Dept of Computer Application
2	Ms. Gayathri	Assistant Professor, Department of English
3	Mr. Gopal	Assistant Professor, Department of Languages
4	Ms. Latha	Assistant Professor, Department of Business Administration
5	Ms. Suganya	Assistant Professor, Department of commerce
6	Dr. Radhika	Assistant Professor, Department of Languages

Principal

Cheif Superintendent

NAZARETH COLLEGE OF ARTS & SCIENCE CHENNAI 600 062

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.