



Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE & COMMERCE

- Affiliated to Savitribai Phule Pune University: ID No PU/PN/ASC/023/1970
- Junior College Index No: J-11.15.004
- Government of Maharashtra and Savitribai Phule Pune University Recognized Minority Institute
- UGC - 2(f) & 12 (B) Status • NAAC Re-accredited College • DST - FIST Funded College

1970 - 2020



K. B. Hidayatullah Road, Camp,
Pune - 411001. (MS), India



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Professor (Dr.) Aftab Anwar Shaikh

M.Com, Ph.D (Busi. Admin.)

PRINCIPAL



+91 98226 21579



dranwarshaikh@gmail.com

CRITERION- I

KEY INDICATOR	1.2 Academic Flexibility
METRIC NO.	1.2.2

- Number of Add on /Certificate programs offered during the last five years

REPORT OF ADD ON /CERTIFICATE PROGRAMS OFFERED DURING THE ACADEMIC YEAR

2017-2018



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2017 - 2018)

I. Basic Details:

Title of The Program: Certificate Course			
Duration	Faculty	Department/ Committee	Coordinator Name & Phone no.
11/12/2017 to 10/01/2018	Science	Botany	Mrs. Meherunisa Shaikh
Time	Venue	Activity for class/ group student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
7.30am-11.30am	Botany Laboratory	F.Y. B.Sc (Botany) /109	Co- curricular

II. Brief Information about the Activity (Criterion no -):

Topic/ Subject of the activity	Certificate Course in "Fruit Preservation, Processing and Entrepreneurship", 2017-18
Objective for conducting the activity	To equip students with functional knowledge and practical skills in processing, preservation, extension of shelf life and value addition of fruit and vegetables; impart skills for self employability.
Methodology	Theory lectures explaining the principles of preservation; practicals based on preparation of jam, jelly, ketchup and squash.
Outcome	Students were motivated to start a small business based on the products made by processing fruits.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Permission letter & BoS letters	2. Minutes of meetings & Notice	3. Photos & Feedback analysis
4. Syllabus & protocol	5. Attendance	6. Report & certificate copy

List of students enrolled

Y & M, Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE & COMMERCE

Camp, Pune - 411001.

Department of Botany

2017-18

Enrolment for Certificate Course: Fruit Processing & Preservation

Sr. No.	Roll No.	Name of student	Amount	Sign
1.	L-4631	Anwari Maha Sajid	300	Anwari 7218847735
2.	L-4592	Shaikh Uzma Azimuddin	300	Uzma 997091876.
3.	L-4591	Jangdar Iqbalnaaz Ashraf	300	Jangdar 9881989280
4.	L-4587	Shaikh Farhat Mohd Hanif	300/-	Farhat 8208078367
5.	L-4584	Raniya Ahmed Shaikh	300	Raniya 7249510942
6.	L-4598	Bangi Ayesha Ismail	300/-	Bangi 8983985412
7.	L-4601	Tarfash Humera Naeem	300	Tarfash 8237774356
8.	L-4590	Inamdar Alisha Md.	300/-	Inamdar 9730446960
9.	L-4582	Sk. Saba kausar Mohd. Shabbir.	300/-	Saba 9175873835.
10.	L-4586	Maniyar Misbah Shakur.	300/-	Maniyar 8308040843
11.	L-4597	Shaikh Anam Seyid.	300/-	Anam 9139629632.
12.	L-4596	Shaikh Sharifa Hasanuddin	300/-	Sharifa 7276425854
13.	L-9955	Anithakumari Srivastav	300/-	Anitha 9146145749
14.*	L-4554	Taiyba Md. Arif Ansari	300/-	Taiyba 9765977590
15.	L-9963	Sheikh L. Shaikh	300/-	Sheikh 7588129669
16.	L-9957	Farman. F. Gatswika	300/-	Farman 7447661598
17.	L-9954	Khan Heeba Anwar	300/-	Khan 9860866091
18.	L-4551	Haque Rumman Md Safiul	300/-	Haque 9122545900
19.	L-4552	Haque Rayhan Md Safiul	300/-	Haque
20.	L-4575	Sayyed. Muskaan. Mushtaq	300/-	Sayyed 9511659362
21.	L-4562	Sayyed Sabita Ejay	300/-	Sayyed 91564189.
22.	L-4566	Azshiya Ayaz Shaikh	300/-	Azshiya 89833778
23.	L-4556	Tamboli Madhira Seelique	300/-	Tamboli 77678225
24.	L-4565	Saniya Parvez Khan	300/-	Saniya 70831051
25.	L-9971	Shahid M. Inamdar	300/-	Shahid 99758461
26.	L-9951	Shahershah Alam M. Khan	300/-	Shahershah 88965023
27.	L-4630	Contractor Nameera Yunus	300/-	Nameera 721889777
28.	L-4628	Parwar Ruben Raju	300	Parwar 9673710391
29.	L-4581	Shaikh Sumaiya Nazir	300/-	Shaikh 7249643637
30.	L-4619	Sayyed Ashiya Asif	300/-	Sayyed 8530163305
31.	L-9991	Pathan azshiya Nasir	300/-	Pathan 8668337117
32.	L-4603	Tamboli Isam Aslam	300/-	Tamboli 91569010
33.	L-4553	Shaikh Gufzan Umar Alam	300/-	Gufzan 916833134
34.	L-9997	Chandasab Chandapasha Tadapalli	300/-	Chandasab 897577741
35.	L-9960	Chafekar Samiya Hasan	300/-	Chafekar 81491025
36.	L-4602	Shaikh Saniya Akil	300/-	Saniya 84128484
37.	L-4623	SHAIKH ARIBA MUBIN	300/-	Ariba 888829722

DEAFER

DR. AFER

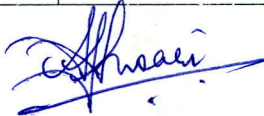
DEAFER

DEAFER

List of students enrolled

	38	L-9953	Asma Riyaz Kotwal	300/-	Asma 8793048019
DE BSC	39	L-9990	Shaikh Muskan Mustak	300/-	Shaikh 9168585157
	40	L-9978	Momin Guljari Nasir	300/-	Momin 7709155435
	41	L-4632	Momin Rulsum Rafiqe	300/-	Mujar 7058731978
	42	L-9982	Shaikh Taslima Shaikat Ali	300/-	Taslima 9881791687
	43	L-4617	Shaikh Almas	300/-	Almas 9823542268
	44	L-4618	Khan Fatema Rajjab	300/-	Fatema 7057668344
	45	L-4621	Pathan Uzma Akbar	300/-	Pathan 7387734343
	46	L-4611	Shaikh Muskan Shakil	300/-	Shaikh 9623116240
DR AF	47	L-4656	Tamboli Rosmin Sameer	300/-	Tamboli 823778216
	48	L-4661	Tiwari Shivani Ramji	300/-	Tiwari 7249082439
	49	L-4594	Jayyed Sanobar Salim	300/-	Sanobar 8857949544
	50	L-4593	Shaikh Shifa Aslam	300/-	Shifa 8177986112
	51	L-4585	Yadav Swati Manohar	300/-	Swati 9075290421
	52	L-4600	Kalyani Krushna Mishra	300/-	Kalyani 8210968399
	53	L-4583	Shaikh Maaz Riyaz	300/-	Mishra 7714889803
	54	L-9959	Shaikh Tannuma Ramjan	300/-	Shaikh 9657437083
	55	L-9946	Lashkari Khatija Iqbal	300/-	Ru 8806073866
	56	L-9948	Shahin Ibrahim Shaikh	300/-	Shahin 735021133
	57	L-4669	Tuba Khanam A'Haq	300/-	Tuba 9834908228
	58	L-9978	Bhagat Jyoti Ramesh	300/-	DR Bhagat 9168461107
	59	L-4650	Payal Ramesh Kumari Singh	300/-	Payal 9888789102
	60	L-4647	Jayyed Ismat Akbar	300/-	Jyoti 7709121794
	61	L-4660	Khan Nazneen Gaffar	300/-	Nazneen 9881100271
	62	L-4663	Shaikh Aliya Salim	300/-	Shaikh 9860992821
T.Y	63	5214	Deolay Sahika Shamdatto	300/-	Deolay 9765249811
TY BSC	64	5208	Shaikh Rabiba Alimuddin	300/-	Rabiba 9890206958
TY	65	5207	Shaikh Neha Shukla	300/-	Neha 8007875684
	66	L-4666	Bushra Salim Siddiqui	300/-	Bushra 8411824112
	67	L-4563	Rugaiya Tehmat Ansari	300/-	Rugaiya 8668486018
	68	L-4564	Sania Salahuddin Shaikh	300/-	Sania 9096364476
	69	L-4558	Sumer Singh	300/-	Sumer 9604552576
TY BSC	70	L-5202	Shaikh Saniya Mukhtar	300/-	Saniya 9730962336
FT BSC	71	L-4654	Arbaaz Nasir Bagwan	300/-	Arbaaz 848408776
TY BSC	72	L-4613	Shaikh Roshan Abdul Hakim	300/-	Roshan 8776212561
	73	L-4622	Biya Anisha Minza Hashimullah	300/-	Anisha 9552401620
	74	L-4620	Shaikh Saher Javed	300/-	Saikh 78758688
DR AF	75	L-4583	Shaikh Maaz Riyaz	300/-	Maaz 9168713315
	76	L-9977	Mulla Jalil Babu	300/-	Mulla 9860779562
	76	L-4626	DABI BHAVANA KANTILAL	300/-	Bhavana

78	L-4627	Swati Omprakash Dabi	300/-	Sabi 7703883472
79	L-4640	MANISHA KHANDU TUPARE	300/-	Prepare 9766609454
80	L-4607	Shabbir Mehmood Shaikh	300/-	9890868981
81	L-9965	Samuel. C. Moses.	300/-	Sam. 917256157
82	L-4605	Pranoti. P. Kamble	300/-	Pranoti 9822202340
83	L-4608	Deshmukh Humer a	300/-	Humer - 7219524095
84	L-9985	sushma Govind Palimkar	300/-	Sushma Palimkar 880692315
85	L-4572	Hiba Nabi Raza Khan	300	Hantiba 8308011750
86	L-4664	Patel Sabehzadi Najmuddin	300/-	Patel 9172561085
87	L-4668	Mujawar Yiddika Galim	300/-	Mujawar 728053240
88	L-4651	Mujawar Zainab Faigambax	300/-	Zainab 932509855
89	L-4642	Tamboli Faiza Saboor	300/-	Faiza 9762805070
90	L-4653	Syed Danish Syed Shaikat	300/-	S. Danish 880598175
91	L-9952	Shaad Ahmad Vikas Omroshi	300/-	Shaad 888823491
92	L-4570	Shah Sheikh Sahil. Javed	300/-	Shah 9665663866
93	L-9989	Mahajan Prayunka	300/-	Pray 9763061868
94	L-4568	Shoaib Yunus Shaikh	300/-	Sh. 77094850857
95	L-4569	Mahin A. Shaikh	300	Mahin 84464950
96	L-9964	Dhunware. Saurood. Khalid	300	Dhunware 9657682738
97	L-4643	Inamdar Mishba K.	300/-	Inamdar 913078207
98	L-4638	Shaikh Musarrat Naem.	300/-	Shaikh 8484844654
99	L-4624	Shaikh Ashfaq Hasan	300/-	Ashfaq 9890972941
100	L-9986	Bisaddar Poonam Udyakumar	300/-	Bisaddar 962371738
101	L-4606	Sakib Imtiyaz Patil	300/-	Sakib 9139916598
102	L-4595	Saiyad Usmanagz Kasam	300/-	Saiyad 841185302
103	L-9972	Shaikh Fatima Rafique	300/-	Shaikh 909644718
104	L-4658	khan Juveriya Gulamnabi	300/-	Shaikh 9579732171
105	L-4670	pathan Ayesha Akbarkha	300/-	Ayesha 987508201
106	L-4646	Nadaf Simran Tghal	300/-	S. I. Nadaf 8149430754
106	L-4646	Nadaf Simran Tghal		
106	L-9961	Khan Zuber Ayub	300/-	Khan 9552073508
107	L-9966	Nagvi Ali Nagi	300/-	Nagvi 960720405
108	L-4667	Shaikh Juveriya	300/-	Shaikh 8664505331
109	L-4637	Ayesha Yaqub Shaikh	300/-	Shaikh 724919200
			TOTAL : 109 students	


 COURSE CO-ORDINATOR

CURRICULUM Department of Botany

Certificate Course: Fruit Preservation, Processing & Entrepreneurship

SYLLABUS

Sr No	Contents	Duration
1.	Practical: Preparation of Squash	04 hours
2.	Practical: Preparation of Jam-I (mixed fruit)	04 hours
3	Practical: Preparation of Jam-II (strawberry)	04 hours
4	Practical: Preparation of Jelly	04 hours
5	Practical: Preparation of Ketchup	05 hours
6	Theory (Nutritional aspects of fruits & vegetables, medicinal values, physical methods of preservation techniques)	02 hours
7	Theory (Chemical methods of preservation: use of preservatives; Processing fruits & vegetables, entrepreneurship - finished products)	02 hours
8	Assessment (practical exam with Viva-Voce)	05 hours
	TOTAL	30 hours



f Course Co-Ordinator

Anjuman Khairul Islam's
Poona College of Arts, Science and Commerce,
Camp, Pune -01

Department of Botany

Assessment (2017-18)

Class: FY B.Sc.

Max. Marks: 40

Time: 5 Hrs.

Subject: Certificate Course in Fruit Processing, Preservation & Entrepreneurship

Q.1. Perform the procedure for preparation of tomato ketchup. Write its requirements and procedure in brief. [20 marks]

Q.2. Perform the procedure for preparation of sweet lime squash. Write its requirements and procedure in brief. [10 marks]

Q.3. Viva voce [10 marks]



ASSESSMENT PROCEDURE

Anjuman Khairul Islam's
Poona College of Arts, Science and Commerce,
Camp, Pune - 01
Department of Botany
Result Analysis (2017-18)

Class: FY B.Sc.

Subject: Certificate Course in Fruit Processing, Preservation & Entrepreneurship

Sr. No.	Grade	Number of Students
1	1 st Class with Distinction	82
2	1 st Class	24
3	2 nd Class	03
4	Fail	00
Total		109


Coordinator



Department of Botany

Summary Report on: Certificate Course in “Fruit Preservation, Processing and Entrepreneurship”, 2017-18

Class: F.Y. B.Sc

The Department of Botany conducted a Certificate Course in Fruit Preservation, Processing & Entrepreneurship during the academic year 2017-18. The total number of student beneficiaries for the course was 109.

With permission from Principal Dr. Aftab Anwar Shaikh, the course was implemented with an objective to equip students with functional knowledge and practical skills in principles, technologies, processes used in the processing, preservation, extension of shelf life and value addition of fruit and vegetables. Providing hands on training in the preparation of jam, jelly, ketchup and squash would help them become self employable to set up a small scale industry.

The course was conducted in batches of 20-25 students each for better understanding and handling of practical skills with atleast three teachers to guide them. The theory background on nutritional aspects of fruits and vegetables, and processes for preservation- its need, was explained by teachers first and accordingly practicals were performed by students.

Students were delighted to perform these processes and also take away products home at nominal fees of Rs 300 only. They were given certificates at the hands of Principal who also spoke on the occasion. He motivated students to take this certificate course training to the next level and turn into successful entrepreneurs.

This initiative of the department was encouraged by Principal Dr. Aftab Anwar Shaikh and Vice Principal (Science) Mr. Iqbal Shaikh. The staff of the department who took efforts to conduct this course Dr. Sayyed Iliyas, Dr. Rafik Shaikh, Dr. Aafreen A. Ahmed and Dr. Shafikh Shaikh extends gratitude and look forward for their guidance in the near future too.



11th December, 2017: Certificate Course on “Fruit Processing, Preservation & Entrepreneurship” for FY B.Sc (Botany) students begins.



Program for distribution of certificates to participants of the Certificate Course, 2017-18.



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2017 - 2018)

I. Basic Details:

Name of The Activity: Certificate Course in Programming Language(C-Programming)			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
01 st August 2017 to 30 th August, 2017	Mr. Qureshi Imran M Hussain	Department of Computer Science	Mr. Qureshi Imran M Hussain 9822992082
Time	Venue	Activity for class/ group student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
4:00 P.M.	Lab1	F.Y.B.Sc(CS)-46	Co-curricular

II. Brief Information about the Activity (Criterion no -):

Topic/ Subject of the activity	Certificate Course in Programming Language(C-Programming)
Objective for conducting the activity	The venture aims to provide 'quality with scale' through programs delivered with the help of innovative technologies and compelling content
Methodology	Power Point Presentation, White Board Explanation, Theory and Practical.
Outcome	The session upgraded the knowledge of the student making them confident enough to stand in the corporate world.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

Poona College of Arts, Commerce & Science.

Department of Computer Science

Certificate Course in Programming Language (‘C’ Programming)

Duration: 01st August 2017 to 30th August 2017

Sr. No	Roll No	Applicant Name	Class
1	L-5703	RIYAN ZIYAUDDIN SHAIKH	F.Y.B.Sc. (CS)
2	L-5705	MOHAMMAD ZUBER SHAIKH	F.Y.B.Sc. (CS)
3	L-5710	ARSHEEN FEROZ KHAN	F.Y.B.Sc. (CS)
4	L-5714	ALFARHA AYAZ SAYYED	F.Y.B.Sc. (CS)
5	L-5716	MOHAMMAD JAID KAMALUDDIN SHAIKH	F.Y.B.Sc. (CS)
6	L-5718	SALMAN NAJIR NAIK	F.Y.B.Sc. (CS)
7	L-5724	SANA FATEMA YUSUF SHAIKH	F.Y.B.Sc. (CS)
8	L-5726	MUSKAN IQRAR KHAN	F.Y.B.Sc. (CS)
9	L-5727	FIZA SAMEER JIKARE	F.Y.B.Sc. (CS)
10	L-5728	AMAN ANWAR PENDHARI	F.Y.B.Sc. (CS)
11	L-5730	ADNAN RAHIM KHAN	F.Y.B.Sc. (CS)
12	L-5731	SABIR MASJID SHAIKH	F.Y.B.Sc. (CS)
13	L-5740	ABDULLAH ABDUL KUDDUS SHAIKH	F.Y.B.Sc. (CS)
14	L-5744	SAAD SHOEB KHAN	F.Y.B.Sc. (CS)
15	L-5747	MEHRUNNISA SADIQUE PAGDIWALE	F.Y.B.Sc. (CS)
16	L-5748	UMAIR MOHIDDIN SHAIKH	F.Y.B.Sc. (CS)
17	L-5754	FAREED MUSLIM SHAIKH	F.Y.B.Sc. (CS)
18	L-5757	JAWAD SAMEER ALEKAR	F.Y.B.Sc. (CS)
19	L-5758	SABIR SALIM SHAIKH	F.Y.B.Sc. (CS)
20	L-5759	ALTAFALAM MATLOOBALAM SHAIKH	F.Y.B.Sc. (CS)
21	L-5761	ETTEKA RIYAZ DHALAIT	F.Y.B.Sc. (CS)
22	L-5762	ARSHIYA NAZIM ATTAR	F.Y.B.Sc. (CS)
23	L-5764	AMIR SHAKIL RANGREJ	F.Y.B.Sc. (CS)
24	L-5768	MUSKAAN AKHTAR SHAIKH	F.Y.B.Sc. (CS)
25	L-5769	SHAHARUK MUNEER SHAIKH	F.Y.B.Sc. (CS)
26	L-5770	SAALEHA AYAZ SHAIKH	F.Y.B.Sc. (CS)
27	L-5777	AMERA SHAHANAWAZ SHAIKH	F.Y.B.Sc. (CS)
28	L-5778	NAMIRA HANIF SHAIKH	F.Y.B.Sc. (CS)

Poona College of Arts, Commerce & Science.

Department of Computer Science

Certificate Course in Programming Language (‘C’ Programming)

Duration: 01st August 2017 to 30th August 2017

Sr. No	Roll No	Applicant Name	Class
29	L-5855	TANZILA SHAMIM AHMED SHAIKH	F.Y.B.Sc. (CS)
30	L-5856	AKIB SHERMOHAMMED SHAIKH	F.Y.B.Sc. (CS)
31	L-5858	UMER SHAKIL INAMDAR	F.Y.B.Sc. (CS)
32	L-5866	UZER ATIQUE SHAIKH	F.Y.B.Sc. (CS)
33	L-5868	MERAJ ABDULKADAR SHAIKH	F.Y.B.Sc. (CS)
34	L-5875	ANJUM BEGUM HAIDER MULLA	F.Y.B.Sc. (CS)
35	L-5877	RAFEE SADIK PARKAR	F.Y.B.Sc. (CS)
36	L-5881	GANESH RAMADHAR JAISWAL	F.Y.B.Sc. (CS)
37	L-5897	FARHAN ARIF KHAN	F.Y.B.Sc. (CS)
38	L-5898	SWALEHA AYUB TAMBOLI	F.Y.B.Sc. (CS)
39	L-5899	MANALI RAMDAS SANAP	F.Y.B.Sc. (CS)
40	L-5908	AKBAR ANWAR SHAIKH	F.Y.B.Sc. (CS)
41	L-5909	SHAUKAT BARKAT SHAIKH	F.Y.B.Sc. (CS)
42	L-5915	TALHA ASLAM KHAN	F.Y.B.Sc. (CS)
43	L-5916	HARSHALI MANOJ CHAVAN	F.Y.B.Sc. (CS)
44	L-5917	AMINA KHALID RAEES	F.Y.B.Sc. (CS)
45	L-5919	MUSKAN BADRUDDIN ANSARI	F.Y.B.Sc. (CS)
46	L-5929	JUVERIYA ASLAM JAGIRDAR	F.Y.B.Sc. (CS)



Qureshi Imran M Hussain
Faculty Incharge

Anjuman Khairul Islam
POONA COLLEGE OF ARTS, SCIENCE & COMMERCE,
CAMP, PUNE-41 1001
(Post-Graduate Center)

Certificate Courses

In

Programming Language

SUBMITTED

BY

MR. QURESHI IMRAN M HUSSAIN

DEPARTMENT OF COMPUTER SCIENCE

MOBILE NUMBER: 9822992082

Programming in C

- **Course Description:**

Acquire an understanding of basic programming concepts and the issues involved in effective program design. Write C programs that use object oriented concepts such as information hiding, constructors, destructors, inheritance etc. The Syllabus also develops requisite professional skills and problem solving abilities for pursuing a career in Software Industry.

- **Target Audience:**

Computer Science students that would like to learn about C.

- **Eligibility:**

A minimum educational qualification of being 12th Pass.

- **Prerequisites:**

No any prerequisites are necessary.

- **Course Fees: Rs. 1000/-**

- **Duration: 30 hours. 4 hours each day**

Sr.No.	Title of the Subject	Duration/Hrs	Days	Total Hrs.
•	C-Theory	2	8	2 x 8=16
•	C -Practical	2	7	2 x 7=14
Total		30 Hrs.		

Course Outline:

Chapter 1 Problem Solving using Computers

1.2 Writing Simple Algorithms

1.3 Algorithms

1.4 Flowcharts

Chapter 2 Programming Languages as Tools

2.1 Machine language

2.2 Assembly language

2.3 High level languages

2.4 Compilers and Interpreters

Chapter 3 Introduction to C

3.1 History

3.2 Structure of a C program

3.3 Functions as building blocks

3.4 Application Areas

3.5 C Program development life cycle

3.6 Sample programs

Chapter 4 C Tokens

4.1 Keywords

4.2 Identifiers

4.3 Variables

4.4 Constants – character, integer, float, string, escape sequences

4.5 Data types – built-in and user defined

4.6 Operators and Expressions Operator types (arithmetic, relational, logical, assignment, bitwise, conditional , other operators) , precedence and associativity rules.

4.7 Simple programs using printf and scanf

Chapter 5 Input and Output

5.1 Character input and output

5.2 String input and output

5.3 Formatted input and output

Chapter 6 Control Structures

6.1 Decision making structures If, if-else, switch

6.2 Loop Control structures While, do-while, for

6.3 Nested structures

6.4 break and continue

Chapter 7 Functions in C

7.1 What is a function

7.2 Advantages of Functions

7.3 Standard library functions

7.4 User defined functions :Declaration, definition, function call, parameter passing
(by value), return keyword,

7.5 Scope of variables, storage classes

Certificate Course in Programming Language ('C')

Note: All Questions are Compulsory and Equal Marks (02 marks)
Duration: 50minutes.

Max.Marks: 100

```
1. int main() {  
    int x=20,y=35;  
    x=y++ + x++;  
    y=-y +--x;  
    printf("%d %d\n",x,y);  
    return 0;  
}
```

- A. 54, 91 B. 55, 90 C. 54, 89 D. 55, 91

```
2. int main() {  
    int x=5;  
    printf("%d %d",x,x&&!x);  
    return 0;  
}
```

- A. 5, 0 B. 5, 5 C. 5, 1 D. None of the above

```
3. static int i=5;  
int main()  
{  
    int sum=0;  
    do  
    {  
        sum+=(1/i);  
        printf("sum");  
    } while(0<--i);  
    return 0;  
}
```

- A. 00000 B. 01234 C. Run time error D. 00001

```
4. int main() {  
    int i=1;  
    switch(i)  
    {  
        case 1:  
            ++i++;  
        case 2:  
            ++i;  
        case 3:  
            --i;  
    }  
    printf("%d",i);  
    return 0;  
}
```

- A. 3 B. Garbage value C. Compile time error D. 4

```
5. int main() {
    unsigned char c;
    for(c=1;c!=10;c+=2)
        printf("%d",c);
    return 0;
}
```

- How many numbers of times the loop is executed?
A. 9 B. 10 C. Compile time error D. Infinite times

```
6. int main() {
    int x;
    printf("\n%d %d",x=0,x=20,x=40);
    return 0;
}
```

- A. 20 40 B. 40 20 C. 20 0 D. 0 20

```
7. int main() {
    int x=0,y=1;
    if(x=y)
        printf("%d",y+4);
    else
        printf("%d",y+9);
    return 0;
}
```

- A. 1 B. 5 C. 10 D. Compile time error

```
8. int main() {
    int i=3;
    while(i--)
    {
        int i=100;
        i--;
        printf("%d",i);
    }
    return 0;
}
```

- A. 99 99 99 B. 99 98 97 C. 99 printf infinite times D. Compile time error

9. Execution of a continue statement in the body of a for loop
A. Causes the program to terminate
B. Causes the current iteration of the loop to terminate and the next iteration to begin
C. Causes the loop to terminate and the statement after the body of the for loop to be executed next
D. None of the above

```
10. int main() {
```

- A. documentation section B. definition section C. link section D. main function section

46. How many types of operators are there in C program?
A. 4 B. 6 C. 3 D. None

```
47. main() {
    int x=3,y;
    if(x<=3)
        y=3*pow(x,2);
    else
        y=2*pow((x-3),2);
    printf("%d",y);
}
```

- A. 3x2 B. 2(x-3)2 C. (3x)2 D. Run time error

48. Actual execution of instructions in a computer takes place in,
A. ALU B. control unit C. storage unit D. None of the above

49. Which of the following is used as primary storage device?
A. magnetic tape B. PROM C. floppy disk D. None of the above

50. There are mainly _____ numbers of data types.
A. 2 B. 3 C. 4 D. 8

```
*p2=35.50;
printf("%f",*p2);
return 0;
}
```

- A. 25.50
B. 35.50

C. Compile time error – cannot change the contents of i through p2
D. Run time error

40. int main()

```
{
    int b=10;
    int *p=&b;
    (*p)++;
    printf("%d",*p);
    return 0;
}
```

- A. 10 B. 11 C. Garbage value D. None of the above

41. The language that the computer can understand and execute is called _____.

- A. machine language B. application software C. system program D. None of the above

42. main() {

```
int i;
for(i=1;i<=10;i++)
{
    printf("%d",i);
    if(i==3) break;
    printf("****");
}
}
```

- A. 1****2****3 B. 2 3 C. ****123 D. None of the above

43. main() {

```
int i;
for(i=1;i<=10;i++)
{
    printf("%d",i);
    if(i==3) continue;
    printf("****");
}
}
```

- A. 1****2****3 B. 1****2****34**** C. 1234**** D. None of the above

44. Machine language is a _____.

- A. low level language B. middle level language C. high level language D. application language

45. Which is the first section of any C program

```
int x=12-10-8*6%4+2%1;
printf("%d",x);
return 0;
```

- A. 0 B. 7 C. 2 D. 5

11. int main() {

```
int a=5, b=4, c=1;
if(a < b+1)
{
    printf("hi\n");
}
else if(a > b+c)
{
    printf("hello\n");
}
else if(a % b >= c)
{
    printf("Poona College\n");
}
else
{
    printf("bye\n");
}
return 0;
```

- A. Hi B. Bye C. Hello D. Poona College

12. int main() {

```
int i=1;
while(0)
{
    printf("%d",i++);
    if(i < 10)
        break;
}
return 0;
```

- A. 1 B. 0 C. No output D. Compile time error

13. int i=10

```
int main() {
    int i=20,n;
    for(n=0;n<=i;
    {
        int i=10;
        i++;
    }
```

```
printf("%d", i);
return 0;
}
```

- A. Infinite loop B. 20 C. 10 D. No output

14. How many times the loop is executed?

```
int main()
{
    int i=3;
    while(i>=0)
        printf("%d",i--);
    return 0;
}
```

- A. 3 B. 0 C. 4 D. Infinite times

```
15. int main() {
    int i;
    for(i=1;i<6;++i)
        switch(i)
        {
            case 1:
            case 2: printf("%d",i++); break;
            case 3: continue;
            case 4: printf("%d",i);
            return 0;
        }
}
```

- A. 2 2 3 3 4 4 5 5 6 6 6 B. 2 4 6 C. 1 2 4 6 D. 1 4 6

16. Select the wrong one

- A. a+=1 B. a*=2; C. a**=1; D. a>>=1;

```
17. int main() {
    int x=10;
    printf("%d %d",x,--x++);
    return 0;
}
```

- A. 10, 11 B. 10, 9 C. 10, 10 D. None of the above

```
18. int main() {
    wish();
    return 0;
}
void wish()
{
    printf("i am in the function\n");
    wish();
}
```

```
else
printf("string not null");
return 0;
}
```

- A. string is null B. string is not null C. error in program D. it executes but prints nothing

```
35. int main() {
    char s1[]="jack";
    char s2[10];
    char s3[20]="Jill";
    int i;
    i=strcmp(strcat(s3,strcpy(s2,s1)),strcat(s3,"Jack"));
    printf("%d",i);
    return 0;
}
```

- A. No output B. Any positive value C. 0 D. Any negative value

```
36. int main() {
    char str1[]={ "abcdefgh" };
    printf("%c",str[4]);
    return 0;
}
```

- A. error B. d C. e D. abcdefg

```
37. int main() {
    char str1[]={ "Keep India Clean and Beautiful" };
    char str2[40]="Indians";
    strcpy(str2,str1);
    printf("%s",str2);
    return 0;
}
```

- A. Keep India Clean and Beautiful
B. Indians Keep India Clean and Beautiful
C. Compile time error – cannot change str2
D. K

```
38. int main() {
    float fl[]={ 12.3,14.5,16.7,78.9 };
    printf("%d",sizeof(fl)/sizeof(fl[0]));
    return 0;
}
```

- A. 4 B. 3 C. 2 D. None of the above

```
39. int main() {
    float *p1,i=25.50;
    float *p2;
    p1=&i;
    p2=&i;
```

A. Compile time error B. Run time error C. 5 100 105 D. None of these

29. #define VOLDEMORT he_who_must_not_be_named

```
int main()
{
    printf("VOLDEMORT");
    return 0;
}
```

A. VOLDEMORT B. he_who_must_not_be_named C. "VOLDEMORT" D. Compilation error

30. #define square(x) x*x

```
int main()
{
    int i;
    i=64/square(4);
    printf("%d",i);
}
```

A. 1 B. 0 C. Compilation error D. None of the above

31. int main(){

```
extern int i;
i=20;
printf("%d",i);
return 0;
}
```

A. 20
B. Garbage
C. Compile time error – can't declare extern variable in main
D. Linked error – unresolved external symbol

32. Global variables are stored in an area of the memory called the _____

A. data section. B. stack C. heap D. code section

33. What would be the output of the following program.

If the address of the array begins at 1200

```
int main()
{
    int arr[]={12, 13, 14, 15, 16};
    printf("%d%d",arr,sizeof(arr));
    return 0;
}
```

A. 1200 10 B. 1210 10 C. Compile time error – sizeof operator cannot be used with arrays. D. 0 0

34. int main()

```
{
    char str[5]="hello";
    if(str==NULL)
        printf("string null");
}
```

A. Compile time error: wish() differs in the return type.

B. I am in the function

C. infinite loop

D. One cannot call a function returning void recursively

19. int main() {

```
int fun(int, float);
int d;
d=fun(10, 10.12);
printf("%d",d);
return 0;
}
```

int fun(int a, float b)

```
{
    return((float)a+b);
}
```

A. 10 B. 20 C. 20.12 D. Compile time error: invalid type casting

20. void operation(int side, int *area, int peri) {

```
*area=side*side;
peri=side*4;
}
```

int main()

```
{
    int area, peri;
    operation(2, &area, peri);
    printf("%d %d",area, peri);
    return 0;
}
```

A. 4 8 B. 8 4 C. 4 garbage D. compile time error

21. int fun(int a) {

```
int a=1, sq;
sq= a*a;
return sq;
}
```

int main()

```
{
    int num=5, res;
    res=fun(num);
    printf("%d",res);
    return 0;
}
```

A. 25 B. Garbage value C. Compilation error D. 1

22. int i;

```
void decrement()
{
```

```

        printf("%d",--i);
    }
    void increment()
    {
        printf("%d",++i);
    }
    int main() {
        printf("%d",i);
        increment();
        decrement();
        increment();
        decrement();
        return 0;
    }

```

- A. 0 1 0 1 0 B. Garbage value 1 0 1 0 C. Compile time error D. Run time error

23. int main() {

```

    void account();
    int no=10;
    no=account();
    printf("%d",no);

```

```

}
void account()
{
    printf("account no ");
}

```

- A. Account No 10 B. Compile time error C. Run time error D. None of the above

24. Assume the base address of array is 100

```

int main(void)
{
    void foo(int *a,int n);
    int arr[5]={5,4,3,2,1};
    foo(arr,5);
    return 0;
}
void foo(int *a,int n)
{
    int i;
    for(i=0;i<n;i++)
        printf("%d",a+i);
}

```

- A. 5 4 3 2 1 B. 100 102 104 106 108 C. Compile time error D. 5 5 4 3 2

25. struct emp {

```

    int age;
    char n[30];
};

```

```

void f(struct emp *e)
{
    printf("\nEnter name and age:");
    scanf("%s%d",e->n,&e->age);
}
int main() {
    void f(struct emp *);
    struct emp e1={30,"Poona"};
    f(&e1);
    printf("%d %s\n",e1.age,e1.n);
    return 0;
}

```

- A. 30 Poona B. Values entered by the user C. Compile time error D. Run time error

26. struct emp {};

```

int main()
{
    printf("%d", sizeof(struct emp));
    return 0;
}

```

- A. 1 B. 0 C. Compilation error D. None of the above

27. struct point {

```

    int x;
    int y;
};
struct point origin,*pp;
int main()
{
    pp=&origin;
    printf("origin is(%d,%d)\n",(*pp).x,(*pp).y);
    printf("origin is(%d,%d)\n",pp->x,pp->y);
    return 0;
}

```

- A. origin is (0,0)
 origin is (0,0)
 B. No output
 C. origin is (garbage value, garbage value)
 origin is (garbage value, garbage value)
 D. Compile time error

28. int main() {

```

    #define b 100
    int a=5,c;
    c=a+b;
    printf("%d %d %d",a,b,c);
    return 0;
}

```

Poona College of Arts, Commerce & Science.

Department of Computer Science

Certificate Course in Programming Language (Result)

Sr. No	Roll No	Applicant Name	Marks
1	L-5703	RIYAN ZIYAUDDIN SHAIKH	72
2	L-5705	MOHAMMAD ZUBER SHAIKH	70
3	L-5710	ARSHEEN FEROZ KHAN	64
4	L-5714	ALFARHA AYAZ SAYYED	82
5	L-5716	MOHAMMAD JAID KAMALUDDIN SHAIKH	70
6	L-5718	SALMAN NAJIR NAIK	72
7	L-5724	SANA FATEMA YUSUF SHAIKH	78
8	L-5726	MUSKAN IQRAR KHAN	76
9	L-5727	FIZA SAMEER JIKARE	72
10	L-5728	AMAN ANWAR PENDHARI	72
11	L-5730	ADNAN RAHIM KHAN	74
12	L-5731	SABIR MASJID SHAIKH	68
13	L-5740	ABDULLAH ABDUL KUDDUS SHAIKH	72
14	L-5744	SAAD SHOEB KHAN	76
15	L-5747	MEHRUNNISA SADIQUE PAGDIWALE	70
16	L-5748	UMAIR MOHIDDIN SHAIKH	78
17	L-5754	FAREED MUSLIM SHAIKH	82
18	L-5757	JAWAD SAMEER ALEKAR	68
19	L-5758	SABIR SALIM SHAIKH	72
20	L-5759	ALTAFALAM MATLOOBALAM SHAIKH	72
21	L-5761	ETTEKA RIYAZ DHALAIT	72
22	L-5762	ARSHIYA NAZIM ATTAR	80
23	L-5764	AMIR SHAKIL RANGREJ	80
24	L-5768	MUSKAAN AKHTAR SHAIKH	72
25	L-5769	SHAHARUK MUNEER SHAIKH	76
26	L-5770	SAALEHA AYAZ SHAIKH	82
27	L-5777	AMERA SHAHANAWAZ SHAIKH	82
28	L-5778	NAMIRA HANIF SHAIKH	80

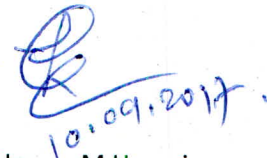
AKI's

Poona College of Arts, Commerce & Science.

Department of Computer Science

**Certificate Course in Programming Language
(Result)**

Sr. No	Roll No	Applicant Name	Marks
29	L-5855	TANZILA SHAMIM AHMED SHAIKH	70
30	L-5856	AKIB SHERMOHAMMED SHAIKH	68
31	L-5858	UMER SHAKIL INAMDAR	70
32	L-5866	UZER ATIQUE SHAIKH	72
33	L-5868	MERAJ ABDULKADAR SHAIKH	86
34	L-5875	ANJUM BEGUM HAIDER MULLA	68
35	L-5877	RAFEE SADIK PARKAR	68
36	L-5881	GANESH RAMADHAR JAISWAL	54
37	L-5897	FARHAN ARIF KHAN	82
38	L-5898	SWALEHA AYUB TAMBOLI	68
39	L-5899	MANALI RAMDAS SANAP	72
40	L-5908	AKBAR ANWAR SHAIKH	62
41	L-5909	SHAUKAT BARKAT SHAIKH	68
42	L-5915	TALHA ASLAM KHAN	70
43	L-5916	HARSHALI MANOJ CHAVAN	70
44	L-5917	AMINA KHALID RAEES	70
45	L-5919	MUSKAN BADRUDDIN ANSARI	72
46	L-5929	JUVERIYA ASLAM JAGIRDAR	66


10.09.2017

Qureshi Imran M Hussain
Faculty Incharge

A REPORT of the
**Certificate Course in Programming Language held at Department of
Computer Science (PG-CENTER), Poona College**

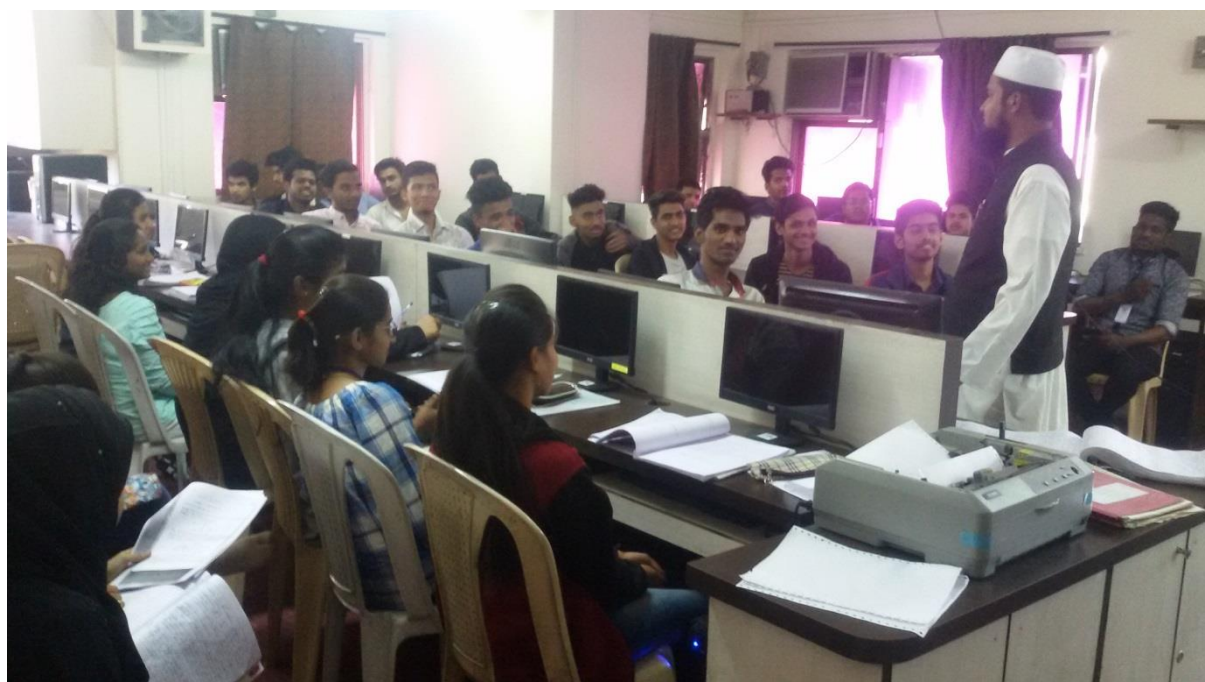
The Department of Computer Science has started **Certificate course courses** at an interclass level. The courses which have been started are Certificate course in **Programming Language ('C Language')**. The faculties of Department of Computer Science has taken initiative to run this course in the department itself. The lectures will conducted in the Computer Science Lab by **Mr. Imran Qureshi**

The training took place for the students of F.Y.B.Sc. (C.S.) on 01st August to 30th August 2017 at Department of Computer Science (PG-CENTER), Poona College.

The venture aims to provide 'quality with scale' through programs delivered with the help of innovative technologies and compelling content.

The 30 days (60 Hours) training was divided into 2 sessions: Theory and Practical.

Head Computer Science Department Mr. Mahtab Alam, Program Coordinator Mr. Imran Qureshi were present during the inauguration of the Program.



F.Y.B.Sc. (C.S.) students of Computer Science department during the training session

After inauguration of training program with the hands of dignitaries the first session of Theory domain on 'C' Programming was carried out by Assistant Professor Mr. Qureshi Imran and training continues for 30 days around 02 hours daily.

All these 30 days of training of 'C' Programming were utilized up to the fullest to provide as much knowledge as the trainer could. Each and every student were asked to code individually using their own logic. All the doubts were absolutely clarified.

All the students were given individual attention. Effort were taken a lot by the trainer so that every student must understand each and every point taught. The session ended making students aware about the upcoming technologies and the expectation of the corporate world. This session upgraded students' knowledge to depths. Exam was Conducted on 09th September, 2017

Certificate Course in Programming Language (Result)

Sr. No	Roll No	Applicant Name	Marks
1	L-5703	RIYAN ZIYAUDDIN SHAIKH	72
2	L-5705	MOHAMMAD ZUBER SHAIKH	70
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45	L-5919	MUSKAN BADRUDDIN ANSARI	72
46	L-5929	JUVERIYA ASLAM JAGIRDAR	66

The entire training (Theory +Practical) were very much enlightening. The time went off as a glimpse of an eye. The session upgraded the knowledge of the student making them confident enough to stand in the corporate world.

The **faculty coordinator** of the training program **Mr.Qureshi Imran** have taken a lot of efforts for smooth conduction of entire Course program.



Y & M Anjuman Khairul Islam's
**POONA COLLEGE
OF ARTS, SCIENCE AND COMMERCE**

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2017 - 2018)

I. Basic Details:

Name of The Activity: Certificate Course in Programming Language (Data Structure using C-Programming)			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
20 th July 2017 to 20 th August, 2017	Computer Science	Department of Computer Science	Mr. Qureshi Imran M Hussain 9822992082
Time	Venue	Activity for class/ group student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
2:00 P.M.	Lab1	S.Y.B.Sc(CS)-29	Co-curricular

II. Brief Information about the Activity (Criterion no -):

Topic/ Subject of the activity	Certificate Course in Programming Language (Data Structure using C-Programming)
Objective for conducting the activity	The venture aims to provide 'quality with scale' through programs delivered with the help of innovative technologies and compelling content
Methodology	Power Point Presentation, White Board Explanation, Theory and Practical.
Outcome	The session upgraded the knowledge of the student making them confident enough to stand in the corporate world.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Student List of Participation	2. Photos	
----------------------------------	-----------	--

"DATA STRUCTURE"

Sr. No.	Name of the Student	Class	Fees	Signature
1.	Alisha Arif Sayyed	S.Y.BCS	RS-500/-	
2.	Muskan Aslam Shaikh	S.Y.BCS	RS-500/-	
3.	Aafreen Saleem Sayyed	S.Y.B.C.S	RS-500/-	
4.	Shaziya Z. Shaikh	S.Y.BCS	RS-500/-	
5.	Shaikh Tarannum A.	S.Y.BCS	RS-500/-	
6.	Shaikh Afstheen. I	S.Y.B.C.S	RS-500/-	
7.	shaikh samirorpha.s	S.Y.B.C.S	RS-500/-	
8.	Khan Arzoo Kamuruddin	S.Y.B.C.S	RS-500/-	
9.	Arsam Gulafshan	S.Y.B.C.S	RS-500/-	
10.	TAMBOLI FOUZIYA	S.Y.BCS	RS-500/-	
11.	SHAIKH FARHEEN	S.Y.BCS	RS-500/-	
12.	NIMAL DALVI	S.Y.BCS	RS-500/-	
13.	ASEEM SHAIKH	S.Y.BCS	RS-500/-	
14.	ASAD SHAIKH	S.Y.BCS	RS-500/-	
15.	AFAAN DURESHI	S.Y.BCS	RS-500/-	
16.	Asiya Sayyed S.	S.Y.BCS	RS-500/-	
17.	Amit Sharma	S.Y.BCS	RS-500/-	
18.	Muskan Mujawar	S.Y.BCS	RS-500/-	
19.	Sayyed Aarzoo	S.Y.BCS	RS-500/-	
20.	Patwekar Zarin	S.Y.BCS	RS-500/-	
21.	Fatima M. Karwarwala	S.Y.BCS	RS-500/-	
22.	Sayyed Nilufer H	S.Y.BCS	RS-500/-	
23.	Tabassum Shaikh	S.Y.BCS	RS-500/-	
24.	Muzefa Habeli	S.Y.BCS	RS-500/-	
25.	Khan Iqbal AHAD M	S.Y.BCS	RS-500/-	
26.	Nadaf Matin	S.Y.BCS	RS-500/-	
27.	Shaikh Salina	S.Y.BCS	RS-500/-	
28.	Firdaus Z. Shaikh	S.Y.BCS	RS-500/-	
29.	Shaikh Muskan M.	S.Y.BCS	RS-500/-	
30.			RS-500/-	
31.			RS-500/-	
32.			RS-500/-	
33.			RS-500/-	
34.			RS-500/-	
35.			RS-500/-	
36.			RS-500/-	
37.			RS-500/-	
38.			RS-500/-	

6145

HEAD
Dept. of Computer Science
Poona College, Camp
PUNE-411001.

Anjuman Khairul Islam
POONA COLLEGE OF ARTS, SCIENCE & COMMERCE,
CAMP, PUNE-411001
(Post-Graduate Center)

Certificate Courses

In

Programming Language

SUBMITTED

BY

MR. QURESHI IMRAN M HUSSAIN

DEPARTMENT OF COMPUTER SCIENCE

Data Structure using C

1. Course Description:

1. To learn the systematic way of solving problem
2. To understand the different methods of organizing large amount of data
3. To efficiently implement the different data structures
4. To efficiently implement solutions for specific problems.

2. Target Audience:

Computer Science students that would like to learn about Data Structure.

3. Eligibility:

A minimum educational qualification of being 12th Pass.

4. Prerequisites:

Knowledge of C Programming Language

5. Course Fees: Rs. 500/-

6. Duration: 30 hours. 3 hours each day

Sr. No.	Title of the Subject	Duration/ Hrs	Days	Total Hrs.
1.	Data Structure-Theory	2	8	2 x 7=16
2.	Data Structure-Hands on Practical	2	7	2 x 7=14
Total		30 Hrs.		

7. Course Outline:

1. Linear data structures

- 1.1 Introduction to Arrays - array representation
- 1.2 Sorting algorithms with efficiency
- Bubble sort, Insertion sort, Merge sort, Quick Sort
- 1.3 Searching techniques –Linear Search, Binary search

2. Linked List

- 2.1 Introduction to Linked List
- 2.2 Implementation of Linked List – Static & Dynamic representation,
- 2.3 Types of Linked List
- 2.4 Operations on Linked List
- create, display, insert, delete, reverse, search, sort, concatenate & merge
- 2.5 Applications of Linked List – polynomial manipulation
- 2.6 Generalized linked list – Concept and Representation

3. Stacks

- 3.1 Introduction
- 3.2 Representation- Static & Dynamic
- 3.3 Operations
- 3.4 Application - infix to postfix, infix to prefix, postfix evaluation,
- 3.5 Simulating recursion using stack

4. Queues

- 4.1 Introduction
- 4.2 Representation - Static & Dynamic
- 4.3 Operations
- 4.4 Circular queue, priority queue (with implementation)
- 4.5 Concept of doubly ended queue

5. Trees

- 5.1 Concept & Terminologies
- 5.2 Binary tree, binary search tree
- 5.3 Representation – Static and Dynamic
- 5.4 Operations on BST – create, Insert, delete, traversals (preorder, inorder, postorder), counting leaf, non-leaf & total nodes , non recursive inorder traversal
- 5.5 Application - Heap sort
- 5.6 Height balanced tree- AVL trees- Rotations, AVL tree examples.

6. Graph

- 6.1 Concept & terminologies
- 6.2 Graph Representation – Adjacency matrix, adjacency list, inverse Adjacency list, adjacency multilist, orthogonal list
- 6.3 Traversals – BFS and DFS
- 6.4 Applications – AOV network – topological sort, AOE network – critical path

Name: Aseem Shaikh
Rollno: L-6002

Y & M AKI's
POONA COLLEGE OF ARTS, SCIENCE & COMMERCE
CAMP, PUNE-1

Certificate Course in Programming Language (C & DS)

Note: All Questions are Compulsory and Equal Marks (10 marks)
Duration: 40minutes.

Max.Marks: 100

35/100

Q1) what is the data structure used to perform recursion?

1. Stack
2. Queue
3. Link List
4. Array

10

Q2) Trace the output.

```
main()
{
    printf("\nab");
    printf("\bsi");
    printf("\rha");
}
```

o/p => nab
bsi
rha

Q3) Trace the output.

```
char ch=0;
for (ch=0; ch<129; ch++)
{
    printf("%d",ch);
}
```

o/p = 0 1 2 3 4 5 ... - 128

Q4) Optimise the following code.

```
if ( a>b && a>c)
{
    printf("a is greater\n");
}
else if ( b>a && b>c b>c)
{
    printf("b is greater\n");
}
else
{
    printf("c is greater\n");
}
```

2

Q5) Tract the output.

```
void foo()
{
    int j=100;
    j++;
    printf("%d", j);
}
main()
{
    foo();
    foo();
    foo();
    foo();
}
```

o/p => 100
101
102
103

2

Q6) Fill in the blank space.
:- In tree construction linklist is the suitable efficient data structure.

10

Q7) Trace the output.

```
main()
{
    extern int i;
    i = 20;
    printf("%d", i);
}
```

?

Q8) True or False.
According to storage, linklist is linear structure. True

Q9) Trace the output.

```
main()
{
    int i = 0;
    for (; i++; printf("%d", i));
    printf("%d", i);
}
```

?

o/p => 0, 1, 2, 3, 4, ...

Q10) Fill in the blank space.
:- Minimum number of queue's needed to implement the priority queue is two.


10

Poona College of Arts, Commerce & Science.

Department of Computer Science

Certificate Course in Programming Language (Result)

Sr. No.	Roll No	Applicant Name	Marks (Out Of 100)
1	L-6002	ASEEM HASSAN SHAIKH	35
2	L-6003	MUSKAN ASLAM SHAIKH	75
3	L-6004	FIRDAUS ZAHOOOR SHAIKH	55
4	L-6008	SAMRINAPSHA SAIJODDIN SHAIKH	55
5	L-6009	ARZOO KAMRUDDIN KHAN	55
6	L-6014	MUSKAN MADAR SHAIKH	55
7	L-6016	TABISH SALIM SHAIKH	65
8	L-6017	MUSKAN IRFAN MUJAWAR	50
9	L-6018	FARHEEN HABIB SHAIKH	50
10	L-6019	FATEMA MUDAR KARWARWALA	65
11	L-6027	ASAD AKBAR SHAIKH	60
12	L-6032	SHAZIYA ZAKIR SHAIKH	65
13	L-6033	FOUZIYA HAJI SABIR TAMBOLI	65
14	L-6034	ASIYA SAJJAD SAYYED	85
15	L-6035	AFSHEEN IRFAN SHAIKH	90
16	L-6036	TARANNUM AZAM SHAIKH	90
17	L-6037	SUFIYAN SAYEED SHAIKH	65
18	L-6043	AARZOO BANO MOHD T. SAYYED	50
19	L-6044	ALISHA ARIF SAYYED	50
20	L-6046	AAFREEN SALEEM SAYYED	50
21	L-6052	NIHAL NAWAB DALVI	60
22	L-6061	AFFAAN NISAR QURESHI	45
23	L-6069	SALINA AKIL SHAIKH	50
24	I-6106	ZARRIN NAUSHAD PATWEKAR	55
25	I-6108	NILOFER HANIF SAYYED	60
26	I-6109	AMIT MEGHNATH SHARMA	AB
27	L-6117	MATIN HANIF NADAF	70
28	L-6126	MOHAMMED HUZEFA M .HAVELI	AB
29	L-6145	Ansari Gulafshan	AB


 Incharge
 17-09-2017
 Qureshi Imran M Hussain

A REPORT of the
**Certificate Course in Programming Language held at Department of
Computer Science (PG-CENTER), Poona College**

The Department of Computer Science has started **Certificate course courses** at an interclass level. The courses which have been started are Certificate course in **Programming Language (Data Structures using C)**. The faculties of Department of Computer Science has taken initiative to run this course in the department itself. The lectures will conducted in the Computer Science Lab by **Mr. Imran Qureshi**

The training took place for the students of S.Y.B.Sc. (C.S.) on 20th July to 30th August 2017 at Department of Computer Science (PG-CENTER), Poona College.

The venture aims to provide 'quality with scale' through programs delivered with the help of innovative technologies and compelling content.

The 30 days (30 Hours) training was divided into 2 sessions: Theory and Practical.

Head Computer Science Department Mr. Mahtab Alam, Program Coordinator Mr. Imran Qureshi were present during the inauguration of the Program.



S.Y.B.Sc. (C.S.) students of Computer Science department during the training session

After inauguration of training program with the hands of dignitaries the first session of Theory domain on 'C' and Data Structure Programming was carried out by Assistant Professor Mr. Qureshi Imran and training continues for 30 days around 02 hours daily.

All these 30 days of training of 'C' and Data Structure Programming were utilized up to the fullest to provide as much knowledge as the trainer could. Each and every student were asked to code individually using their own logic. All the doubts were absolutely clarified.

All the students were given individual attention. Effort were taken a lot by the trainer so that every student must understand each and every point taught. The session ended making students aware about the upcoming technologies and the expectation of the corporate world. This session upgraded students' knowledge to depths.

Certificate Course in Programming Language (Result)

Sr. No.	Roll No	Applicant Name	Marks (Out Of 100)
1	L-6002	ASEEM HASSAN SHAIKH	35
2	L-6003	MUSKAN ASLAM SHAIKH	75
3	L-6004	FIRDAUS ZAHOR SHAIKH	55
4	L-6008	SAMRINAPSHA SAJODDIN SHAIKH	55
5	L-6009	ARZOO KAMRUDDIN KHAN	55
6	L-6014	MUSKAN MADAR SHAIKH	55
7	L-6016	TABISH SALIM SHAIKH	65
8	L-6017	MUSKAN IRFAN MUJAWAR	50
9	L-6018	FARHEEN HABIB SHAIKH	50
10	L-6019	FATEMA MUDAR KARWARWALA	65
11	L-6027	ASAD AKBAR SHAIKH	60
12	L-6032	SHAZIYA ZAKIR SHAIKH	65
13	L-6033	FOUZIYA HAJI SABIR TAMBOLI	65
14	L-6034	ASIYA SAJJAD SAYYED	85
15	L-6035	AFSHEEN IRFAN SHAIKH	90
16	L-6036	TARANNUM AZAM SHAIKH	90
17	L-6037	SUFIYAN SAYEED SHAIKH	65
18	L-6043	AARZOO BANO MOHD T. SAYYED	50
19	L-6044	ALISHA ARIF SAYYED	50
20	L-6046	AAFREEN SALEEM SAYYED	50
21	L-6052	NIHAL NAWAB DALVI	60
22	L-6061	AFFAAN NISAR QURESHI	45
23	L-6069	SALINA AKIL SHAIKH	50
24	I-6106	ZARRIN NAUSHAD PATWEKAR	55
25	I-6108	NILOFER HANIF SAYYED	60
26	I-6109	AMIT MEGHNATH SHARMA	AB
27	L-6117	MATIN HANIF NADAF	70
28	L-6126	MOHAMMED HUZEFA M .HAVELI	AB
29	L-6145	Ansari Gulafshan	AB

The entire training (Theory +Practical) were very much enlightening. The time went off as a glimpse of an eye. The session upgraded the knowledge of the student making them confident enough to stand in the corporate world.

The faculty coordinator of the training program Mr. Qureshi Imran has taken a lot of efforts for smooth conduction of entire Course program.



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2017 - 2018)

I. Basic Details:

Name of The Activity: Certificate course in MS-Office			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
28 th July 2017 to 31 st August 2017	Computer Science	Computer Science	Ms. Farhat Shaikh 9673359129
Time	Venue	Activity for class/ group student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
2:00 pm- 5:00 pm	Lab- I	21	Co-curricular

II. Brief Information about the Activity (Criterion no -):

Topic/ Subject of the activity	Certificate course in MS-Office
Objective for conducting the activity	The venture aims to provide 'quality with scale' through programs delivered with the help of innovative technologies and compelling content
Methodology	MS-Office software
Outcome	The session upgraded the knowlegde of the student making them confident enough to stanf in the corporate world.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Participants list	2. Photos	3. Report in documentation
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Attendance of Short - Term Course (MS - Office)

Sr. No.	Name	Class	Dates										Saturday
			28/7/17	29/7/17	4/08/17	5/08/17	11/08/17	17/08/17	18/08/17	19/08/17	24/08/17	12/08/17	
1	Md. Shahbaj Siddique	XII th Comm.	Shahbaj	Shahbaj	Shahbaj	Shahbaj	Shahbaj	AB	AB	AB	Shahbaj	Shahbaj	
2	Sayyed Yaseen Mehmood	XII th Comm.	S.y.m	S.y.m	S.y.m	S.y.m	S.y.m	S.y.m	S.y.m	AB	S.y.m	S.y.m	
3	Fawaz ajaz manyar	F.Y.B.Sc.	Finanyar	Finanyar	Finanyar	Finanyar	Finanyar	AB	AB	AB	AB	AB	
4	Shaikh Md. Faiz Gaffar	F.Y.B.Sc.(CS)	SHAIKH	SHAIKH	SHAIKH	SHAIKH	AB	AB	SHAIKH	SHAIKH	SHAIKH	AB	
5	Umer Umer Inamdar	F.Y.B.Sc.(CS)	Inamdar	Inamdar	Inamdar	AB	Inamdar	AB	AB	AB	AB	AB	
6	Moutasim Shaikh	F.Y.B.Sc.(CS)	M Shaikh	M Shaikh	M Shaikh	M Shaikh	AB	AB	M Shaikh	AB	AB	M Shaikh	
7	Shaikh Namira	XII th Comm.			AB			AB	AB	AB	AB	AB	
8	Shaikh Khadija	XII th Arts	Shaikh	Shaikh	Shaikh	Shaikh	Shaikh	Shaikh	Shaikh	AB	Shaikh	Shaikh	
9	Saif Sutar	XII th Comm.	Saif	Saif	Saif	Saif	Saif	Saif	Saif	AB	Saif	Saif	
10	Shaikh Sabina	XII th Comm.	Sabina	Sabina	Sabina	Sabina	Sabina	Sabina	Sabina	Sabina	AB	Sabina	
11	Shaikh Nameera	XII th Comm.	Nameera	Nameera	Nameera	Nameera	Nameera	Nameera	Nameera	Nameera	Nameera	Nameera	
12	Shahista Sayyed	XII th Comm.	Shahista	Shahista	Shahista	Shahista	Shahista	Shahista	Shahista	Shahista	Shahista	Shahista	
13	Razi Hasan .S.	F.Y.B.Sc.	Razi Hasan	Razi Hasan	Razi Hasan	Razi Hasan	Razi Hasan	AB	AB	Razi Hasan	Razi Hasan	Razi Hasan	
14	Shaikh Iftekhar	S.Y.B.Sc.	Iftekhar	Iftekhar	Iftekhar	Iftekhar	Iftekhar	Iftekhar	Iftekhar	Iftekhar	Iftekhar	Iftekhar	
15	Sheraz Sayed	XII th Science	Sheraz Sayed	Sheraz Sayed	Sheraz Sayed	Sheraz Sayed	Sheraz Sayed	Sheraz Sayed	Sheraz Sayed	AB	Sheraz Sayed	Sheraz Sayed	
16	Khan Alina Khalid	XII th Science	Akhar	Akhar	Akhar	Akhar	Akhar	Akhar	Akhar	AB	Akhar	Akhar	
17	Khan Saniya Rafique	XII th Comm.	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	
18	Shaikh Hafsa	F.Y.B.Sc.(CS)	Hafsa	AB	Hafsa	Hafsa	Hafsa	AB	AB	AB	Hafsa	Hafsa	
19	Md. Lal Ismail	XII th Comm.	Sk. Lal	Sk. Lal	Sk. Lal	Sk. Lal	Sk. Lal	Sk. Lal	Sk. Lal	Sk. Lal	Sk. Lal	Sk. Lal	
20	Shaikh Mozama	XII th Comm.	Mozama	Mozama	Mozama	Mozama	Mozama	Mozama	AB	Mozama	Mozama	Mozama	
21	Shaikh Farheen	XII th Comm.	Farheen	Farheen	Farheen	Farheen	AB	Farheen	Farheen	AB	AB	Farheen	
22	Shaikh Tanzila	F.Y.B.Sc.(CS)	Tanzila	Tanzila	Tanzila	Tanzila	AB					Tanzila	
23	Rehan Tamboli	XII th Comm.											

CANCEL
11

P.T.O

Attendance of Short – Term Course (MS – Office)

Sr. No.	Name	Class	Dates							
			26/03/17	31/03/17						
1	Md. Shahbaj Siddique	XII th Comm.	Shahbaj	Shahbaj						
2	Sayyed Yaseen Mahemood	XII th Comm.	Sayyem	Sayyem						
3	Fawaz ajaz manyar	F.Y.B.Sc.	AB	AB						
4	Shaikh Md. Faiz Gaffar	F.Y.B.Sc.(CS)	Shamim	Shamim						
5	Umer Shakil Inamdar	F.Y.B.Sc.(CS)	AB	AB						
6	Moutasim Shaikh	F.Y.B.Sc.(CS)	M. Shaikh	M. Shaikh						
7	Shaikh Namira	XII th Comm.	AB	AB						
8	Shaikh Khadija	XII th Arts	Khadija	Khadija						
9	Saif Sutar	XII th Comm.	Saifuty	Saifuty						
10	Shaikh Sabiha	XII th Comm.	Sabiha	Sabiha						
11	Shaikh Nameera	XII th Comm.	Nameera	Nameera						
12	Shahista Sayyed	XII th Comm.	AB	Shahista						
13	Razi AlHasan .S.	F.Y.B.Sc.	AB	AB						
14	Shaikh Iftekhar	S.Y.B.Sc.	Iftekhar	Iftekhar						
15	Sayed Sheraz Khalil	XII th Science	Sheraz	Sheraz						
16	Khan Alina Khalid	XII th Science	Khan	Khan						
17	Khan Saniya Rafique	XII th Comm.	Saniya	Saniya						
18	Shaikh Hafsa Noorulain	F.Y.B.Sc.(CS)	Hafsa	Hafsa						
19	Md. Lal Ismail	XII th Comm.	AB	AB						
20	Shaikh Mozama	XII th Comm.	Mozama	Mozama						
21	Shaikh Farheen	XII th Comm.	AB	AB						

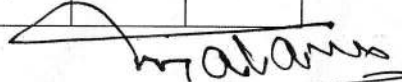
Teacher Incharge

1. Ms. Heena Shaikh

Heena Shaikh

2. Ms. Farhat Shaikh

Farhat Shaikh


HEAD
 Dept. of Computer Science
 Poona College, Camp
 PUNE-411001.



Y & M Anjuman Khairul Islam's
POONA COLLEGE
OF ARTS, SCIENCE & COMMERCE,
CAMP, PUNE-411001
(Post-Graduate Center)



Certificate Courses

In

Ms - Office tools

BY

DEPARTMENT OF COMPUTER SCIENCE

Microsoft Word 2010

1. Course Description:

This course covers the use of the Microsoft Office Word 2010 application which students are likely to encounter in their business careers. This course also provides a thorough and complete coverage for the learning objectives for the Microsoft Office Specialist (MOS) Word 2010. This course takes an experiential, learning-by-doing approach to developing knowledge of Word 2010. In this way you experience the technical concepts of desktop publishing and the procedural information of the Word application in context and gain a firm grasp of the subject matter. Performing activities involving real-world situations you will apply your growing knowledge of Word to develop practical skills & to gain hands-on experience. At end of the course there will be **Exam of Objective of 100 marks** containing 50 questions summate each section.

2. Target Audience:

Anybody that would like to learn about MS Word 2010.

3. Eligibility:

A minimum educational qualification of being 10th Pass.

4. Course Fees: Rs. 500/-

5. Duration: 30 hours. 4 hours per week.

Sr. No.	Title of the Subject	Duration/Hrs	Weeks	Total Hrs.
1.	MS Word 2010-Theory	1	9	1 x 9=09
2.	MS Word 2010 -Practical	3	7	3 x 7=21
Total		30 Hrs.		

6. Course Outline:

Chapter 1: Introduction to MS Word 2010	
1.1	What's New In Microsoft Word 2010
1.2	Navigating MS Word 2010
1.3	Entering text in a document, Previewing the document
1.4	Saving a document

1.5	Printing a document
1.6	Closing a document and exiting Word

Chapter 2: Editing a Document

2.1	Navigate through a document
2.2	Scroll through text
2.3	Insert and delete text in a document
2.4	Select Text
2.5	Undo and redo commands
2.6	Use drag and drop to move text
2.7	Copy, cut and paste
2.8	Use the clipboard
2.9	Clear formatting

Chapter 3: Formatting A Document

3.1	Format and align text
3.2	Line and paragraph spacing
3.3	Add bulleted and numbered lists
3.4	Add borders and shading
3.5	New formatting methods in Word 2010

Chapter 4: Using Editing and Proofing Tools

4.1	Document views
4.2	Spell and grammar check
4.3	Shortcut Menus
4.4	Find and replace text
4.5	Use the Research Task pane

Chapter 5: Changing the Layout of a Document

5.1	Adjust page margins
5.2	Change page orientation
5.3	Create headers and footers
5.4	Set and change indentations
5.5	Insert and clear tabs.

Chapter 6: Inserting Elements to Word Documents

6.1	Insert and delete a page break
6.2	Insert page numbers
6.3	Insert the date and time
6.4	Insert special characters (symbols)
6.5	Insert a picture from a file.
6.6	Resize and reposition a picture

6.7	Using Words new picture tools
Chapter 7: Working with Tables	
7.1	Insert a table
7.2	Convert a table to text
7.3	Navigate and select text in a table
7.4	Resize parts of a table
7.5	Align text in a table
7.6	Format a table
7.7	Insert and delete columns and rows
7.8	Borders and shading
7.9	Repeat table headings on subsequent pages
7.10	Merge table cells
Chapter 8: Working with Column, Pictures, diagrams and Charts	
8.1	Columns
8.2	Section breaks
8.3	Creating columns
8.4	Newsletter style coloumns
8.5	Changing part of document layout or formatting
8.6	Remove section break
8.7	Insert manual column break
8.8	Add columns to remainder of a document
8.9	Column widths
8.10	Adjust column spacing
8.11	Insert pictures.
8.12	Create diagrams.
8.13	Create and modify a data chart.
Chapter 9: Use the mail merge wizard & Compare and merge documents	
9.1	Explain the steps of the mail merge process
9.2	Define the main document
9.3	Select the data source
9.4	Merge the main document and data source
9.5	Track changes to a document.
9.6	View and edit comments.
9.7	Create multiple envelopes
9.8	Compare and merge documents.
9.9	Convert documents into web pages.
Chapter 10: Use templates wizard & working with References tab	
10.1	Create a document using a template.

10.2	Create a custom template.
10.3	Create a document using a wizard
10.4	Create Bibliography and Citations
10.5	Use of Footnote and Endnote

AKI's
Poona College of Arts, Science and Commerce
Camp, Pune-01
Department of Computer Science
Short - Term Course

Course: MS - Office

Time: 02:00 PM to 02:45 PM

Date: 1/09/2017

Marks: 100

Note: 1. All Questions are Compulsory.

2. Circle the correct option from the 4 options in the table given below for each Question.

A. B. C. D.

3. Each Question carry 2 marks.

Q1. Multiple Choice Questions:

1. Which items are placed at the end of a document
A. Footer B. Foot Note C. End Note D. Header
2. Which file format can be added to a PowerPoint show?
A. .jpg B. .giv C. .wav D. All of the above
3. Formulas in Excel start with
A. % B. = C. + D. -
4. In the context of animations, what is a trigger?
A. An action button that advances to the next slide
B. An item on the slide that performs an action when clicked
C. The name of a motion path
D. All of above
5. What is the use of bookmarks?
A. To correct the spellings. B. To jump to a specific location in the document
C. To ignore spelling mistakes D. To save alignments as it is.
6. You can check the conditions against _____ when applying conditional formatting
A. Cell value B. Formula C. Both a & b D. None of above
7. Ctrl + H is short cut for?
A. Open Insert Dialog box activating Insert Hyper Link Tab
B. Open Find and Replace Dialog box with activating Go to Tab
C. Open Find and Replace Dialog box with activating Find Tab
D. Open Find and Replace Dialog box with activating Replace Tab
8. From which menu you can access Picture, Text Box, and Chart etc.?
A. File B. Edit C. Insert D. View
9. Special effects used to introduce slides in a presentation are called
A. effects B. custom animations C. transitions D. present animations
10. To preview a motion path effect using the custom animation task pane, you should
A. click the play button B. click the show effect button
C. double click the motion path D. all of above
11. To spell check which functions key you will press?
A. F5 B. F7 C. F6 D. F8
12. The cell reference for cell range of G2 to M12 is _____
A. G2:M12 B. G2;M12 C. G2.M12 D. G2-M12
13. You can automatically adjust the size of text in a cell if they do not fit in width by
A. Double clicking on the right border of column header
B. From Format choose Columns and then Autofit Selection
C. From Format Cells dialog box mark Shrink to fit check box
D. All of above

14. To start Microsoft PowerPoint application
 A. Click on Start >> All Programs >> Microsoft office>> Microsoft PowerPoint
 B. Hit Ctrl + R then type ppoint.exe and Enter
 C. Click Start >> Run then type ppt then press Enter.
 D. All of above
15. To resume slide show which shortcut key is used?
 A. F5 B. Shift +F5 C. Shift + F6 D. Shift + F8
16. _____ controls all the main slide control tasks for your presentation.
 A. Task Pane B. Task Bar C. Control Panel D. None of above
17. This option lists down all the recently opened documents.
 A. Save B. Open C. New D. Recent
18. The key F12 opens a
 A. Save As dialog box B. Open dialog box C. Save dialog box D. Close dialog box
19. A character that is raised and smaller above the baseline is known as
 A. Raised B. Outlined C. Capsript D. Superscript
20. We can insert a page number at
 A. Header B. Footer C. Both A and B D. None
21. What is the keyboard shortcut for creating a chart from the selected cell range?
 A. F2 B. F4 C. F8 D. F11
22. Formatting a cell in Currency, you can specify
 A. Decimal Places B. Currency Symbol C. Both of above D. None
23. In MS-Excel comments can be added to cells using
 A. Edit > Comments B. Insert > Comments C. File > Comments D. None
24. A new presentation can be created from
 A. Blank Presentation B. From Existing Presentation
 C. From Design Template D. All of above
25. What PowerPoint feature will you use to apply motion effects to different objects of a slide?
 A. Slide Transition B. Slide Design C. Animation Objects D. Animation Scheme
26. Which short cut key inserts a new slide in current presentation?
 A. Ctrl+N B. Ctrl+M C. Ctrl+S D. All of above
27. A number of letter that appears little below the normal text is called :
 A. Superscript B. Subscript C. Supertext D. Toptext
28. Why drop cap is used in document?
 A. To get all first character capital
 B. To get all first character small
 C. To begin a paragraph with a large dropped initial capital letter
 D. To begin a paragraph with a large dropped initial small letter
29. A keyboard shortcut can be assigned to a Macro.
 A. True B. False
30. Merge cells option can be applied from
 A. Format Cells dialog box Alignment Tab B. Formatting toolbar
 C. Both of above D. None of above
31. You can check the conditions against _____ when applying conditional formatting
 A. Cell value B. Formula C. Both of above D. None of above
32. Long text can be broken down into many lines within a cell. You can do this through
 A. Wrap Text in Format >> Cells B. Justify in Edit >> Cells
 C. Text Wrapping in Format >> Cells, Layout tab D. All of above
33. To group selected slide objects in power point which shortcut key is used?
 A. Ctrl + G B. Ctrl + H C. Ctrl + L D. Ctrl + U
34. Which view display all the slides in the presentations as thumbnails (tiny images)?
 A. Normal View B. Reading view C. Notes Page View D. Slide Sorter View

35. How many Master views are there in Power point?
 A. 5 B. 3 C. 1 D. 4
36. What is the default font size of a new Word document based on Normal template?
 A. 8 pt B. 10 pt C. 12 pt D. 14 pt
37. Which of following line spacing is invalid?
 A. Single B. Double C. Multiple D. Triple
38. Which one can be used as watermark in a word document
 A. Text B. Image C. Both A and B D. None
39. You can move a sheet from one workbook into new book.
 A. True B. False
40. Function key F2 is used to edit the cell value.
 A. True B. False
41. Which shortcut key is used to apply Filter to the selected Column?
 A. Alt + Shift + L B. Ctrl + L C. Ctrl + Shift + L D. None
42. What lets you to create new presentation by selecting ready-made font color and graphics effects?
 A. Presentation Template B. Design Template C. Master Slide D. Animation Scheme
43. A Power Point presentation can be converted to Video.
 A. True B. False
44. The selected design template can be applied
 A. To current slide only B. To all the slides C. To all the new presentation you create D. All of above
45. Which among following is correct extension of word files?
 A. xls B. doc C. ppt D. dcw
46. Format painter tool can be found in ?
 A. Options toolbar B. Standard toolbar C. Formatting toolbar D. Drawing toolbar
47. Which of the following methods will not enter data in a cell?
 A. Pressing the Esc key
 B. Pressing an arrow key
 C. Pressing the tab key
 D. Clicking the enter button to the formula bar
48. You can group non-contiguous worksheets with
 A. The alt + enter key
 B. The ctrl key and mouse
 C. The shift key and the mouse
 D. The group button on the standard toolbar
49. What feature will you use to apply motion effects in between a slide exits and another enters?
 A. Slide Transition B. Slide Design C. Animation Objects D. Animation Scheme
50. What are the three options available in Insert >> Picture menu?
 A. Clipart, Pictures, Shapes
 B. Clipart, From File, Shapes
 C. Clipart, From Files, AutoShapes
 D. Clipart, Pictures, AutoShapes

Answer Sheet

Name: - _____

Class: - _____

Date: - _____

Student Sign: - _____

Invigilator Sign: - _____

Q. No.	A	B	C	D
1	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
5	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
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13	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
14	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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16	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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22	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
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24	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
25	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Q. No.	A	B	C	D
26	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
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29	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
30	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
31	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
32	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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34	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
35	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
36	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
37	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
38	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
39	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
40	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
41	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
42	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
43	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
44	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
45	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
46	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
47	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
48	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
49	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
50	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

RESULT

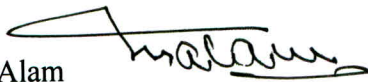
Course (MS – Office) 2017- 18

Duration: 28th July 2017 to 31st August 2017

Sr. No.	NAME	Class	Marks
1	MD. SHAHBAJ SIDDIQUE	XII th Comm.	38
2	SAYYED YASEEN MAHEMOOD	XII th Comm.	
3	FAWAZ AJAZ MANYAR	F.Y.B.Sc.	48
4	SHAIKH MD. FAIZ GAFFAR	F.Y.B.Sc.(CS)	58
5	UMER SHAKIL INAMDAR	F.Y.B.Sc.(CS)	46
6	MOUTASIM SHAIKH	F.Y.B.Sc.(CS)	42
7	SHAIKH NAMIRA	XII th Comm.	46
8	SHAIKH KHADIJA	XII th Arts	22
9	SAIF SUTAR	XII th Comm.	46
10	SHAIKH SABIHA	XII th Comm.	46
11	SHAIKH NAMEERA	XII th Comm.	46
12	SHAHISTA SAYYED	XII th Comm.	46
13	RAZI ALHASAN .S.	F.Y.B.Sc.	66
14	SHAIKH IFTEKHAR	S.Y.B.Sc.	64
15	SAYED SHERAZ KHALIL	XII th Science	46
16	KHAN ALINA KHALID	XII th Science	44
17	KHAN SANIYA RAFIQUE	XII th Comm.	48
18	SHAIKH HAFSA NOORULAIN	F.Y.B.Sc.(CS)	50
19	MD. LAL ISMAIL	XII th Comm.	44
20	SHAIKH MOZAMA	XII th Comm.	46
21	SHAIKH FARHEEN	XII th Comm.	46

Faculty in charge:

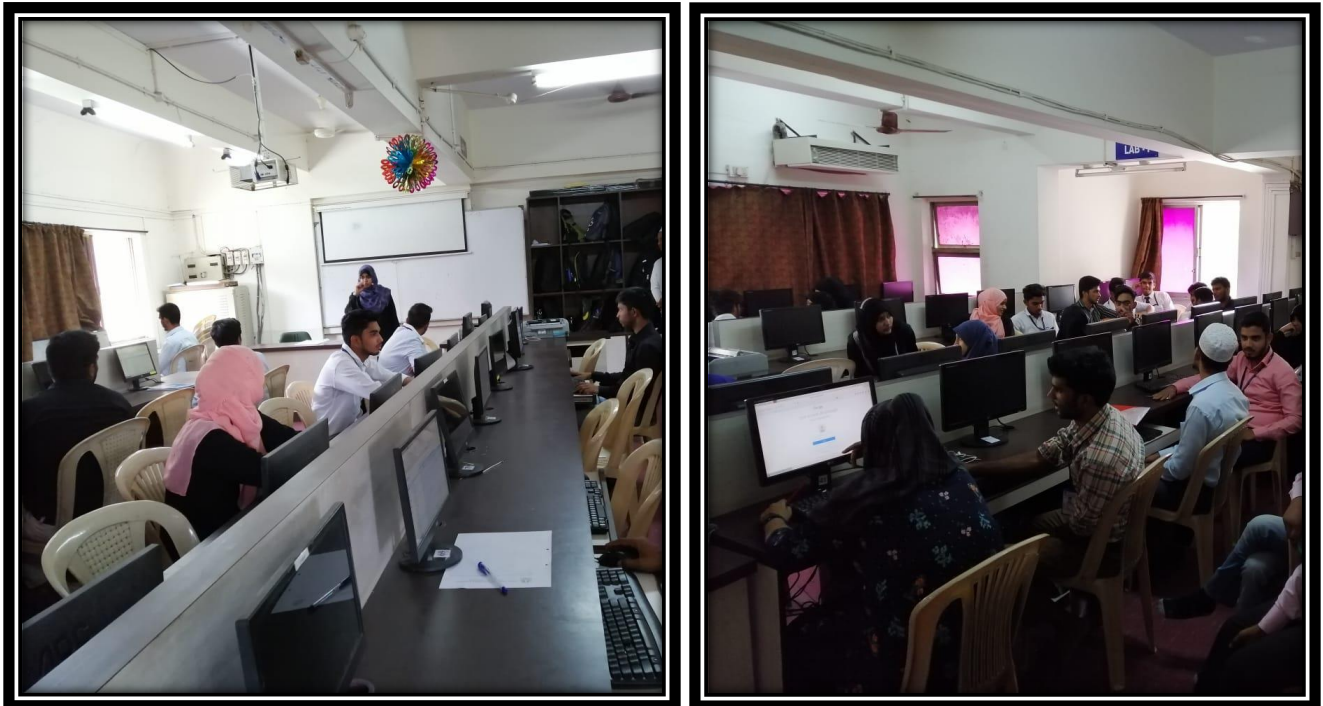
1. Dr. Mahtab Alam
2. Mrs. Heena Mushtak
3. Ms. Farhat Shaikh



Report on Certificate Course in MS – OFFICE

The Department of Computer Science has started **Certificate courses** at an interclass level. The course which has been started is Certificate course in **Microsoft Office**. The faculties of Department of Computer Science has taken initiative to run this courses in the department itself. The lectures will conducted in the Computer Science Labs. The faulty which are involved in this are **Mr. Mahtab Alam, Ms. Heena Mushtak Shaikh** and **Ms. Farhat Shaikh**.

On **28th July 2017** the Certificate Course programme has started with introduction to MS – Office and its Application. The course was conducted thrice a week from Thursady to Saturday from 2:00 pm to 3:00 pm. The topic was explained practically in lab. The topics covered were MS – Word, MS – Excel, MS – Powerpoint and MS – Access in details. Students were given assignment to solve. The exam was conducted after the course completion. The exam pattern was objective type. The course ended on **31st August 2017** and exam was conducted on **1st September 2017**.



Students during Short – Term Course



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

I. Basic Details:

Name of The Activity: <i>Certificate Course in Creative Writing</i>			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
9 th Feb 2018 to 23 rd Feb 2018	Arts	English	Ms. Zeenat Merchant 8806320719
Time	Venue	Activity for class/group & student number	Nature: Academic/co-curricular / extracurricular / Environmental/ social/ other
10:00 am	Conference Hall	UG & PG (46)	Co-curricular

II. Brief Information about the Activity (Criterion no -)::

Topic/ Subject of the activity	<i>Certificate Course in Creative Writing</i>
Objective for conducting the activity	The Certificate Course in Creative Writing was conducted with an aim to encourage the aspirants to discover their innate latent talents, to tap their strengths, find their voices and learn creative techniques of expressing themselves through the written mode.
Methodology	A creative writer himself, Dr. Muzaffar Salim provided a solid grounding in the academic study of literature in order to equip the participants with the skills and techniques of creative writing.
Outcome	The course helped the participants to deepen their understanding, expand their intellectual and personal horizons obtaining the knowledge and confidence to write in a variety of forms and genres.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Notice	2. List of student-participants	3. Booklet
4. Certificate	5. Photos	



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

LIST OF PARTICIPANTS OF CERTIFICATE COURSE 17-18

Sr. No.	NAME OF THE PARTICIPANTS
1	Khalid Jalaldeen
2	Momin Nimra
3	Somiya Shaik
4	Ayesha Sayyed
5	Madona Felix
6	Gulfasha Ansari
7	Aditi Deshpande
8	Geeta Wakale
9	Kolhar Farzeen
10	Jafari Sarosh
11	Madiha Shaikh
12	Tianenta Jathy
13	Nangling Konyal
14	Mubashhira Khot
15	Nuzhat Khatri
16	Ratnamegha Gaikwad
17	Ulfa Peerzade
18	Raheen Khan
19	Eliza Parbin
20	Semim Sultana
21	Sabbir Hussain
22	Sachidanand Shedole
23	Khairuz Zaman
24	K T Beiryraopha
25	Andy Chhuapha
26	F C Silai
27	Sohail Pathan
28	AbuSofiyam Tamboli
29	Momin Fiza
30	Ansari Sidra
31	S C Ngasthingpara

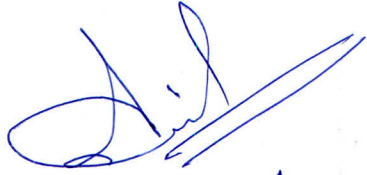


Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

32	Aliasgar Saria
33	Rashid Burhan
34	Hassanain Essa
35	Ahmed Abdullah
36	Qadiri Mehvash
37	Shaikh Aqsa
38	Fatema Yasmin
39	Sayed Madeeha
40	Shaikh Shainaz
41	Humera Shaikh
42	Gousiya Shaikh
43	Fatima Shirolkar
44	Khan Fiza
45	Imran Shaikh
46	Misba Bijapure
47	Ruksar Momin


Course Coordinator

Certificate Course
in
creative writing



conducted by

Y & M Anjuman Khairul Islam's
**POONA COLLEGE OF ARTS, SCIENCE & COMMERCE,
DEPARTMENT OF ENGLISH**



BOARD OF STUDIES

Dr. Ashok Chaskar

Dean, Faculty of Arts & Fine Arts
& Chairman, Board of Studies

Dr. Pramod Talgiri

Vice Chancellor, Multiversity

Dr. Shirish Chindhade

Ex-Principal of M.U. College, Pune

Dr A.G. Khan

Ex-Director, Board of College
& University Development

Prof. Shridhar Gokhale

Former Head, Department of
English, University of Pune

Michael David

Internationally renowned
Corporate Trainer

Department Faculty associated with the Course

Ms. Zeenat Merchant

Course Coordinator & Associate
Professor, Department of English

Dr. Ashwini Purude

Assistant Professor,
Department of English

Mr. Zameer Salim Sayyed

Assistant Professor,
Department of English

Mr. Asif Irshad Khan

Assistant Professor,
Department of English

COURSE SYLLABUS

Chapter No.	Title of the Topic	Lecture hours
1	WHAT IS CREATIVE WRITING?	
2	LITERARY THEORIES RELATED TO CREATIVE WRITING	
3	POETRY	
4	ESSAY OR PROSE	
5	DRAMA	
6	NOVEL	

8) Metaphor/Simile

Metaphors are when ideas, actions, or objects are described in non-literal terms. In short, it's when an author compares one thing to another. The two things being described usually share something in common but are unlike in all other respects.

A **simile** is a type of metaphor in which an object, idea, character, action, etc., is compared to another thing using the words "as" or "like."

Both metaphors and similes are often used in writing for clarity or emphasis.

Examples: "What light through yonder window breaks? It is the east, and Juliet is the sun." In this line from *Romeo and Juliet*, Romeo compares Juliet to the sun. However, because Romeo doesn't use the words "as" or "like," it is *not* a simile—just a metaphor.

9) Metonym

A metonym is when a related word or phrase is substituted for the actual thing to which it's referring. This device is usually used for poetic or rhetorical effect.

Example: "The pen is mightier than the sword." This statement, which was coined by Edward Bulwer-Lytton in 1839, contains two examples of metonymy: "the pen" refers to "the written word," and "the sword" refers to "military force/violence."

AKI'S
POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE
CERTIFICATE COURSE IN CREATIVE WRITING IN ENGLISH
2017-18

Marks: 50

Time: 1 hour

N.B. i) **All questions are compulsory.**

ii) **Each question carries two marks.**

1. What are the elements of creative writing?

- A Character, setting and language.
- B Plot, structure and action.
- C Issues, narration, dialogue and style.
- D All the above.

2. Which of the following does not form a part of the 'character' element in creative writing?

- A Animals.
- B Creatures.
- C People.
- D The thread of a story.

3. Which of the following does not form a part of the 'settings' element in creative writing?

- A A place or a building.
- B A city or a village.
- C An unfolding story.
- D A planet or a universe.

4 Which of the following does not form a part of the 'language' element in creative writing?

- A English.
- B Robot.
- C Spanish.
- D Hindi.

5 Which of the following does not form a part of the 'plot' element in creative writing?

- A Primary thread.
- B Secondary thread.
- C Actions of characters.
- D Russian.

6 Which of the following does not form a part of the 'structure' element in creative writing?

- A Hero.
- B Beginning, Middle, Ending.
- C Verses and stanzas.
- D Acts.

7 Which of the following does not form a part of the 'action' element in creative writing?

- A A plane crashing.
- B A fight on a road.
- C The primary thread .
- D An emotional outburst.

8 Which of the following does not form a part of the 'issues' element in creative writing?

- A Problems faced by characters.
- B The Prime Minister of India.
- C Solutions created by characters.
- D An altercation between two persons.

9 Which of the following does not form a part of the 'dialogue' element in creative writing?

- A Main character.
- B Supporting character.
- C Actors.
- D Place.

10 Which of the following does not form a part of the 'narration' element in creative writing?

- A First plot
- B First person
- C Second person.
- D Third person.

11 Who is the person with which the main character has conflict?

- A protagonist
- B bad guy
- C antagonist
- D principal

12 What is sensory writing?

- A writing with your feet
- B writing about emotions
- C including details about what one can sense

D including details in a story to make to make you cry

13 Persistent means:

A capable of more

B the event of being born

C weathered

D stubbornly unyielding

14. What is something that could be gnarled?

A A tree

B A coffee cup

C Pizza

D A pencil

15. Who do you need to consider when writing story?

A teacher

B audience

C classmates

D yourself

16. Which one is a synonym for clench?

A slide

B skip

C think

D grasp

17. Which one is NOT a noun?

A duvet

B ghastly

C compost

D rubbish

18. I fell asleep on the hard, uncomfortable _____ while waiting for my mother at the mall.

A settee

B duvet

C yew

D nativity

19. Figurative language can be used in ANY type of writing.

A True

B False

C None of these

D Both of these

20. What is one element that will help establish the tone of your paper?

A editing

B paragraphs

C word count

D word choice

21. What is the tone of a story?

A The setting

B The word choice

C Author's feeling toward the story

D Reader's feelings toward the story

21. Which of the following is not a branch of creative writing?

A Essay

- B Thesis
- C Poetry
- D Fiction

22. Creative writing is a way to....

- A Vent your emotion
- B Create literary masterpieces
- C Waste time
- D None of these

23. Creative Non Fiction is also called...

- A Essay
- B Fiction
- C Poetry
- D None of these

24. Writing is a process of constant revision.

- A True.
- B False
- C None of these
- D Both of these

25 Writers write to earn money.

- A True
- B False
- C None of these
- D Both of these

Y & M AKI's
Poona College of Arts Science and Commerce
Camp, Pune 411001

Department of English & PG Center

Academic year 2017-2018


Certificate Course

In

CREATIVE WRITING IN ENGLISH

Result Analysis

Total students enrolled	47
Total students appeared	46
Distinction	39
I st Class	03
II nd Class	04
Failed	00
Passing result	100%

Dr. 
Course Coordinator



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

DESCRIPTIVE REPORT OF CERTIFICATE COURSE IN CREATIVE WRITING

The Certificate Course in Creative Writing was conducted with an aim to encourage the aspirants to discover their innate latent talents, to tap their strengths, find their voices and learn creative techniques of expressing themselves through the written mode.

A creative writer himself, Dr. Muzaffar Salim provided a solid grounding in the academic study of literature in order to equip the participants with the skills and techniques of creative writing.

The course helped the participants to deepen their understanding, expand their intellectual and personal horizons obtaining the knowledge and confidence to write in a variety of forms and genres. Total 47 students participated in the course.



Resource person, DrSalimMuzaffar addressing the audience



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)



PG Student Ahmed giving his feedback

**ACTIVITY REPORT**

(2017-18)

I. Basic Details:

Name of The Activity: Certificate Course in Sci-lab			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
15 th September 2017 To 15 th October 2017	Science	Mathematics	Mrs. Atiya Khan 9881473381
Time	Venue	Activity for class/ group & student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
3.00 pm to 5.00 pm	Stats Lab	T.Y.B.Sc. 25	Academic

II. Brief Information about the Activity (Criterion no - V):

Topic/ Subject of the activity	Certificate Course in Sci-lab
Objective for conducting the activity	The Certificate course in Sci-lab is introduced to train the students, the basic concepts of the Sci-lab. This course involves a lab component which is designed to give the student hands-on experience with the concepts. We aim to provide exposure to problem-solving through programming. It is designed for the students who have no knowledge of computer language.
Methodology	Lectures are conducted apart from the regular time table. Manual is provided to the students for hands on practice.
Outcome	Students get equipped with skills in Sci-lab.

**III. Proofs attached: letters/ student list of participation/ certificate/
document/photos/ any other**

1. Student attendance	2. Notice
------------------------------	------------------

Table of content

Chapter-1: Become familiar with Scilab

2-Lectures

Introduction

The general environment and the console

Simple numerical calculations

The menu bar

The editor

The graphics window

Windows management and workspace customization

Chapter-2: Operations on Matrices

2-Lectures

Basic operations on matrices

Determinant, inverse, transpose, trace, diagonal, row, column, element of matrix

Identity, ones, zeros, augmented, reduced row echelon form matrix

Solution of system of linear equations

Chapter-3: Polynomials

2-Lectures

Declaration of variable using poly command

Creating Polynomial from coefficients

Creating Polynomial from roots

Factorization of polynomials

Chapter-4: Function & their graphs

2-Lectures

Deff command

Declaration of n-variable functions

Plotting of 2D graphs

Plotting 3D graphs

Chapter-5: Eigen values, Eigen vectors and diagonalization 2-Lectures

Eigen values

Eigen vectors

Diagonalization

Verification of Caley Hamilton theorem

2-Lectures

Chapter-6: Programming in Scilab-I

2-Lectures

Bisection Method

Regula Falsi Method

Newton Raphson Method

Chapter-7: Programming in Scilab-II

4-Lectures

Trapezoidal Rule

Simpson's $1/3^{\text{rd}}$ Rule

Simpson's $3/8^{\text{th}}$ Rule

Chapter-8: Programming in Scilab-III

4-Lectures

Euler's & Euler's Modified Methods

Runge-Kutta 2^{nd} & 4^{th} order Methods

Y & M AKI's

Poona College of Arts, Science & Commerce, Camp, Pune-1.

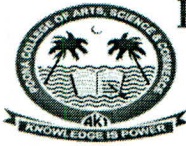
Department of Mathematics

6/9/2017

'Certificate Course In SCI-LAB'

Sr. No	Name	Class	Roll.No	Amount Paid	Sign
1)	Khan Ahraz	TY BSc	L-5359	500	Ahraz
2)	Erizi Swapnil	T.Y.B.Sc	L-5362	500	Swapnil
3)	Misba	TY BSC	L-5351	500	Misba
4)	Rubina	T.Y.B.Sc	L-5353	500	Rubina
5)	Anam Shaikh	T.Y.B.Sc	L-5355	500	Anam
6)	Rubina	TY. BSc	L-5352	500	Rubina
7)	Ammara	TY BSC	L-5357	500	Ammara
8)	Rishi Chaurasia	S.Y.B.Sc.	L-4755	500	Rishi cancel
9)	Ayif Shaikh	S.Y.B.Sc	L-4747	50	Ayif cancel
10)	Mobin Shaikh	T.Y.B.Sc	L-5361	50+450	Mobin
11)	Parande Samreen	T.Y-BSc	L-5356	50+450	Samreen
12)	Kakade Kavita	T.Y.Bsc	L-5358	50+450	Kavita
13)	Peerzade Mubeem	S.Y.BSC	L-4737	100+400	Mubeem
14)	Saraj Sahani	S.Y.BSC	L-4752	100+400	Sahani
15)	Shaikh Zeba	S.Y.BSC	L-4701	500	Zeba
16)	Momin Saba	S.Y.B.Sc	L-4743	500	Saba
17)	Atiya Fatema A Qureshi	S.Y.B.Sc.	L-4740	50+450	Atiya
18)	Tingli Farheen M	S.Y.BSC	L-4739	500	Farheen
19)	Shaikh Ameer Md	T.Y.BSc ^(chem)	L-5114	450+50	Ameer
20)	Baqi Dana Shahmat	T.Y.BSc ^(chem)	L-5112	100+400	Baqi
21)	Sayyed zeba Rafique	T.Y.BSc ^(chem)	L-5103	50+450	Zeba
22)	Momin zeenat H.	T.Y.BSC ^(chem)	L-5102	50+450	zeenat
23)	Shaikh Iram Naaz	TY.BSc	L-5354	500	Iram
24)	Bhole Bibi Fatma	S.Y.BSC	L-4741	500	B.Fatma
25)	Mehreen Jawali	T.Y.BSc	L-5061	500	Jawali
26)	Khan Iffat Zubair	T.Y.B.Sc	L-5053	500	Iffat
27)	Aysha Mullah	Ty BSc(phy)		500	Aysha

28) Tasneem Taubred S.Y.BSC



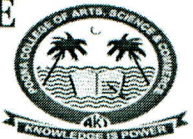
Y & M Anjuman Khairul Islam's
POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

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Department of Mathematics
Certificate course in Sci-lab
Examination 2017-18

Max. Marks: 50

Date: 21/10/2017

Q.1 Choose the correct one.

[10]

a. If $A = \begin{bmatrix} 1 & 2 \\ 3 & 4 \end{bmatrix}$ then $size(A) =$

- i. $\begin{matrix} 2. \\ 2. \end{matrix}$ ii. 2. 2. iii. 4. iv. 2.

b. To find the diagonal elements of any matrix we use command

- i. diagonal(A) ii. det(A) iii. diag(A) iv. Dig(a)

c. To fetch the elements of second row of any matrix A, we use the command

- i. A[2,:] ii. A(2,:) iii. A[:,2] iv. A(:,2)

d. To find inverse of a matrix A we use command

- i. inverse(A) ii. A.inverse iii. inv.A iv. Inv(A)

e. A' gives

- i. Determinant of A ii. Diagonal of A
iii. Transpose of A iv. None of the above

f. spec(A) gives

- i. eigen values and eigen vectors ii. only eigen values
iii. only eigen vectors iv. none of the above

g. Which of the following gives random matrix of order 2X3.

- i. random(2,3) ii. random(3,2)
iii. rand(2,3) iv. rand(3,2)

h. which of the following gives reduced row echelon form of the matrix A

- i. rref(A) ii. rrf(A) iii. rerf(A) iv. rref(A)

i. which of the following gives identity matrix.

i. ident(3,3) ii. eye(3,3) iii. eye(3) iv. ident(3)

j. If $A = \begin{bmatrix} 1 & 2 \\ 3 & 4 \end{bmatrix}$ then $\text{trace}(A) =$

i. 5 ii. 4 iii. 3 iv. 2

Q.2. Write a Scilab program to estimate a root of an equation $f(x) = 0$ in $[a,b]$ using Regula-Falsi method correct up to four decimal places.

OR

[20]

The maximum number of iteration 15.

Q.3. Write a scilab program that

[20]

a. Accepts the set of values $(x_i, y_i); i = 1,2,3,\dots,n$

b. Estimate the value of y for given $x \in [x_1, x_n]$ by using Lagrange's Interpolation formula.

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DEPARTMENT OF MATHEMATICS

Certificate Course in Scilab

Evaluation Report 2017-18

Date: 2/10/2017


Sr.No.	Roll No.	Name of Student	Class	Grade
1.	5351	Misba Shaikh	TYBSc	A ⁺
2.	5352	Rubina Shaikh	TYBSc	A ⁺
3.	5353	Ruhina Mallebhari	TYBSc	A ⁺
4.	5354	Shaikh Iram Naaz	TYBSc	A ⁺
5.	5355	Shaikh Anam	TYBSc	A ⁺
6.	5356	Parande Samreen	TYBSc	A ⁺
7.	5357	Ammara Sayyed	TYBSc	B ⁺
8.	5358	Kakade Kavita	TYBSc	B ⁺
9.	5359	Khan Ahraz	TYBSc	A ⁺
10.	5360	Attar Amreen	TYBSc	B ⁺
11.	5361	Shaikh Mobin	TYBSc	B ⁺
12.	5362	Giri Swapnil	TYBSc	A ⁺
13.	5363	Peerzade Mubeen	SYBSc	B
14.	5364	Saroj Sahani	SYBSc	B
15.	5365	Shaikh Zeba	SYBSc	A ⁺
16.	5366	Momin Saba	SYBSc	A ⁺
17.	5367	Atiya Fatema	SYBSc	A ⁺
18.	5368	Tingli Farheen	SYBSc	A ⁺
19.	5369	Bhole Bibi Fatima	SYBSc	A ⁺
20.	5370	Tasnim Tauheed	TYBSc	A ⁺
21.	5114	Shaikh Amreen	TYBSc	B ⁺
22.	5112	Baig Suna	TYBSc	B
23.	5103	Sayyed Zeba	TYBSc	B
24.	5102	Momin Zeenat	TYBSc	B
25.	5061	Mehreen Javali	TYBSc	B
26.	5371	Mulla Ayesha	TYBSc	A ⁺

P.T.O

Percentage and Grade:

Percentage	Grade
70 & above	A ⁺
60-69	A
55-59	B ⁺
50-54	B
40-49	C

Coordinator
Mrs. Atiya Khan : 


HOD
Mrs. Atiya Khan

Head Department of Mathematics
Anjuman Khairul Islam's
Prerna College
of Arts, Science and Commerce,
Camp, Pune - 411001



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Department Of Mathematics
Report of Certificate course on "Sci-lab"
2017-18

It's a matter of great pleasure that department of mathematics has organized a one month certification course on "Sci-lab"(a mathematical software) for S.Y/T.Y.B.Sc students. HOD Mrs Atiya Khan was the coordinator. The course commenced from 15th September to 15th October 2017. 25 students enrolled in the said course. Qualified faculties conducted the theory and technical sessions. It was practical based course which enabled the students to solve the mathematical problems on sci-lab freely. They got familiar with sci-lab programming. For the convenience of the students a manual (content of Sci-lab program) was given to every student.

They completed the course successfully. Qualified students were awarded with certificate.



Mrs. Shaheen Khan explaining Sci-lab programming to the students.

Coordinator
Mrs. Atiya Khan

HOD
Mrs. Atiya Khan



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2017 - 2018)

I. Basic Details:

Name of The Activity: "CERTIFICATE COURSE IN INTERNATIONAL RELATIONS AND UNIVERSAL HUMAN VALUES"			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
10/02/18 To 10/03/18 (32 Hours)	Arts	Sociology	Dr. Gulab Pathan
Time	Venue	Activity for class/ group & student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
10:00 am	College Conference Hall	24, Under Graduate & Graduate Students	Academic

II. Brief Information about the Activity (Criterion no -)::

Topic/ Subject of the activity	"CERTIFICATE COURSE IN INTERNATIONAL RELATIONS AND UNIVERSAL HUMAN VALUES"
Objective for conducting the activity	<ol style="list-style-type: none">1. Understand the significance of value inputs in International Relations, Social Work and Universal Human Values and start applying on them in their upcoming life.2. Distinguish between values and Social Work, happiness and accumulation of physical facilities, the Self and the Body, Intention and Competence of an individual, etc.3. Understand the value of harmonious relationship based on trust and respect in their life and Social Work.
Outcome	25 students are successfully completed Certificate course.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Attendance & List of Participant	2. Photos	3. Notice
4. Report	5. Course Curriculum & BOS Letters	6. Completion Certificate

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Poona College of Arts, Science and Commerce Camp, Pune- 411001

Department of Sociology
**“Certificate Course in “International Relations and
Universal Human Values”**

Sr. No	Name of Candidate	Nationality	Mobile No.	e-mail id
1	SARIFA MOELAN	MOZAMBIQUE	8390010356	modansarifa@gmail.com
2	NABEEL JAMAL	IRAQ	9158935982	nabeeljamal@yahoo.com
3	HESHAM Abdulrab ABDULW AHAB HOMAID	YEMEN	9767557177	Heshamabdulrab77@gmail.com
4	AYAD ABDULAMEER HASAN	IRAQ	7066640318	Ayad2a2b@gmail.com
5	SOHAIL HAMID	AFGHANISTAN	7420973910	Sohailhamid.m@gmail.com
6	MOHAMMED GAMAL ABDULLAH ALNAGEEB	YEMEN	8551099264	Aasa733552278@gmail.com
7	ANYIETH MAYEN.J	S. SUDAN	7507417233	anyiethjacob@gmail.com
8	DENG DANIEL	S. SUDAN	7507417233	Dengbarach12@gmail.com
9	PETER KIIR ATEM KUNJOK	S. SUDAN	7507406559	Akookkiir99@gmail.com
10	AME MARIAM KHAMIS	TANZANIA	9673421207	Mariamame08@gmail.com
11	NOBEL	NIGERIA	9527262250	
12	SALEH YASSER AHMAT	CHAD	7709710096	dryassir@gmail.com
13	QUDAMA KHAMEES	IRAQ	7378815443	hl-1993-2019@yahoo.com
14	MAHAMAT ADAM BOUKHARI	CHAD	7875011721	mhtbokhari125@gmail.com
15	EMMANUEL CHIDIEBUBEN WACHUKWU	NIGERIA	8070504498	emisky12@yahoo.com
16	ITSEGOK DAMARIS AKUTSE	NIGERIA	8007881543	Itsegok1@gmail.com
17	TSHEGOFATSO SELEBATSO	BOTSWANA	9561734250	tshegofatsoselebatso@gmail.com
18	FAITH INZIMZWE NIGERIA JOHN		9665121125	Fij4real@yahoo.com
19	GREGORIO SALMAO SIMAEO	MOZAMBIQUE	7378843163	gregoriomanhique@gmail.com
20	AKINSANYA MAYOKUNHAMMED	NIGERIA	8070504498	otunbaakinsanya@gmail.com
21	TANIA MARILIA NHANENGUE	MOZAMBIQUE	7507351069	tanuscajustino@gmail.com
22	VANDA TIETA ALBERTO SIMANGO	MOZAMBIQUE	7066653138	tietasimango@gmail.com
23	AILTON MARTINHO FRAGA	MOZAMBIQUE	9607710632	Ailtonfarag.07@gmail.com
24	GYANG EZEKIEL BOK	NIGERIA	9860230591	ezebok@yahoo.com

[Signature]
Head
Department of Sociology
Poona College of Arts, Science and Commerce
Camp, Pune-411001

DEPARTMENT OF SOCIOLOGY

Certificate Course in "Social Work and International Volunteerism"

Course Title: SWIV

Course Code: PCSOCDEPT-3

Total Credit: 2

Total hrs: 32

Course Type: Open Elective

Board of Study for the Advance Certificate course in "Social Work and International Volunteerism"

Sr. No	Name of Faculties	Position	Designation	Institution
1	Dr. Aftab Anwar Shaikh	Chairman	Principal	Poona College, Pune
2	Mr. Moinuddin Khan	Member	Vice-Principal (Arts)	Poona College, Pune
3	Dr. Gulab Pathan	Member	Assistant Professor & Head, Dept. Sociology	Poona College, Pune.
4	Dr. Salma Aziz	Member	Associate Professor & Head, Dept. Sociology	Abada Inamdar College, Pune
5	Dr. Vishal Jadhav	Member	Associate Professor & Head, Dept. Sociology	TMV, Pune

Units	Content	Hours
Unit -I	<p>Understandings of Social work and International Relationship:</p> <ol style="list-style-type: none"> 1. Understandings of harmony in terms of Social work and Society the basic unit of human interaction. 2. Understanding values in human- relationship with special reference to social relationship. 3. Trust and Respect as the foundational values of social relationship in social work. 4. Understanding the meaning of social work, Difference between intention and competence of human relationship. 	10
Unit 2	<p>Implementations and Understandings of International Volunteerism:</p> <ol style="list-style-type: none"> 1. Natural acceptance of volunteerism and social work in society 2. Basis for Humanistic Education, Humanistic Constitution and Humanistic volunteerism. 3. At the level of society as mutually enriching institutions and organizations in order to volunteerism. 	10
Unit 3	<p>Project, Assignment: Improve your time management and project management skills during course.</p>	06
Unit 4	<p>Visits on said topics:</p>	06

Aims & Objectives:

- To help students distinguish between human values, social work, skills, and understand the need, basic guidelines, content and process of value education in terms of international relation and global perspective
- To help students initiate a process of dialog within themselves to know what they 'really want to be' in their life and profession along with social sector as global society.
- To help students understand the meaning of happiness and prosperity for a human being in the global context.
- To facilitate the students to understand harmony at all the levels of human living, and live accordingly in the global society.
- To facilitate the students in applying the understanding of harmony in existence in their profession and lead an ethical life at levels.

Teaching Methodology:

1. Interactive lectures/Discussions
2. Presentation by the students
3. Assignments for self-study (Library work including the use of internet resources)
4. Workshop/Seminars/Exercises/Field Visits to develop social analytical skills

General Rules and Regulations:

1. The course will commence in the month of September every year.
2. There shall be a total of 60 seats.
3. The classes will be conducted on Thursday, Friday and Saturday (6 teaching hours per week)
4. At least 75 percent attendance in theory classes shall be mandatory.
5. Candidates from NGO should submit an NOC to the college.


Eligibility for Course:

- The students who wish to join this course should obtain the application form and complete the formalities.
- The desired minimum qualification for course should be class 12th. Pass from any discipline.
- Candidates working in NGOs should have 1 year of working experience with minimum qualification 10th pass
- International students should complete their all formalities from FRO Pune.

Related Reading Material:

1. Palmer, Michael. "On the Pros and Cons of Volunteering Abroad." *Development in Practice*, vol. 12, no. 5, 2002, pp. 637-643.
2. Anheier, H. K., & Salamon, L. M. (1999). *Volunteering in cross-national perspective: Initial comparisons. Law and Contemporary Problems*, 43-65.

3. "Making a Difference': Volunteer Tourism and Development"(PDF). St. Mary's University College. Retrieved 16 April 2015.
4. "War-time volunteers and personnel records". British Red Cross. Retrieved 16 April 2015.
5. "What did the British Red Cross do during the First World War"(PDF). British Red Cross. Retrieved 16 April 2015.
6. McGray, Douglas (February 2004). "Going the Distance". Travel and Leisure Magazine. Retrieved 2008-01-20.
7. "Our Story". Australian Volunteers International. Retrieved 16 April 2015.
8. International Voluntary Services. International Voluntary Services: 1953-2003. Harpers Ferry, WV: International Voluntary Services Alumni Association, 2003. Print.
9. Deeley, S. (2014-11-25). Critical Perspectives on Service-Learning in Higher Education. p. 16. ISBN 9781137383259.
10. "Executive Order 10924: Establishment of the Peace Corps. (1961)". Ourdocuments.gov. Retrieved October 16, 2011.
11. "UNV Factsheet 2015" (PDF). United Nations. Retrieved 16 April 2015.
12. Hanniffy, Darren (2014-11-12). "Ebola volunteers - what you need to know". The Guardian. Retrieved 16 April 2015.
13. Moore, Amanda. "Access to International Volunteering" (PDF). Washington University. Retrieved 16 April 2015.
14. Burns, L. "Role of Volunteering in Sustainable Development" (PDF). VSO. VSO & Institute of Development Studies. Retrieved 16 April 2015.
15. Rogers, Mark (2007-09-17). "Voluntourism is on the Rise". Travel Agent. 331 (3): 20-4.
16. "Youth as Voluntourists: A Case Study of Youth Volunteering in Guatemala". Undercurrent: The Canadian Undergraduate Journal of Development Studies. 7 (3). Fall-Winter 2011.
17. Sherraden, M. S., Lough, B., & McBride, A. M. (2008). Effects of international volunteering and service: Individual and institutional predictors. *Voluntas: International Journal of Voluntary and Nonprofit Organizations*, 19(4), 395-421.
18. Devereux, P. (2008). International volunteering for development and sustainability: outdated paternalism or a radical response to globalisation?. *Development in Practice*, 18(3), 357-370.
19. Raymond, Eliza; Michael Hall (2008). "The Development of Cross-Cultural (Mis)Understanding Through Volunteer Tourism". *Journal of Sustainable Tourism*. 16 (5): 530-543. doi:10.2167/jost796.0.
20. O'Donnell, Shannon (31 July 2016). "The Psychology and Ethics of International Volunteering". *Grassroots Volunteering*. Retrieved 30 October 2017.
21. "Volunteer Abroad Programs". maximonivel.com. Maximo Nivel. Retrieved 2017-02-21.
22. Lough, B.; Matthews, L. (2013). Forum Discussion Paper: Measuring and Conveying the Added Value of International Volunteering (PDF). Retrieved 16 April 2015.
23. Mangold, K. (2012). 'Struggling to Do the Right Thing': challenges during international volunteering. *Third World Quarterly*, 33(8), 1493-1509.
24. Shannon O'Donnell. "The Volunteer Traveler's Handbook," Full Flight Press, 2012.
25. Rehberg, W. (2005). Altruistic individualists: Motivations for international volunteering among young adults in Switzerland. *Voluntas: International Journal of Voluntary and Nonprofit Organizations*, 16(2), 109-122.


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 Camp, Pune-411 001

Y&M AKI'S
POONA COLLEGE OF ARTS SCIENCE AND COMMERCE, CAMP,
PUNE

Department of Sociology
Examination (April-2018)

Certificate Course in International Relations and Universal Human Values

Time: 1 Hour

Date:

Subject: International Relations and Universal Human Values

Marks: 50

Name of Student: _____ Country: _____

Mobile No: _____ Email Id: _____

Supervisor Sign: _____ Student Sign _____

Note: 1) All questions are Compulsory.
2) Figures to the right indicate full marks.

Q.1 Multiple Choice Questions

30 Marks

1. The author of "Politics Among Nations" is:

- a) Mogenthau b) Pervaiz Cheema c) Palmer and Perkins d) None of these

2. The idea of SAARC originated in the mind of:

- a) Zia-ul-Haq b) Zia ur Rehman c) Rajiv Gandhi d) None of these

3. Iraq occupied Kuwait in:

- a) July 1990 b) August 1990 c) December 1990 d) None of these

4. Non-Permanent member of the Security Council are:

- a) 5 b) 7 c) 10 d) None of these

5. Paul Bremer:

- a) A Hollywood Actor b) A British politician c) U.S. Administrator in Iraq d) None of these

6. Abdul Kalam:

- a) Minister of Bangladesh b) Pak. Rep in Geneva c) former Indian President d) None of these

7. Winston Churchill was:

- a) An American General b) Leader of Scottish Labour Party
c) British Prime Minister d) None of these

8. Imam Khomini came to power in Iran in:

- a) Jan. 1978 b) Feb. 1979 c) Dec. 1980 d) None of these

9. Mustafa Kamal Pasha gave ____ Principles of Kemalism:

- a) 6 b) 5 c) 8 d) None of these

10. Who gave the idea of 'Peaceful Co-existence'?

- a) Nikita Khrushchev b) Leonid Brezhnev c) Molotov d) None of these

11. The second world war started in:

- a) September 1939 b) October 1939 c) November 1939 d) None of these

12. Monoe Doctrine was given in:

- a) 1922 b) 1923 c) 1924 d) None of these

13. Kurt Waldheim was:

- a) A Swiss politician b) Secretary General of U.N.O
c) President of Germany d) None of these

14. Chou-En-Lai was:

- a) Prime minister of China b) Governor of Hong Kong
c) Vice President of Taiwan d) None of these

15. OIC was formed in:

- a) 1967 b) 1968 c) 1969 d) None of these

Q. 2 Write Short notes on any two

20 Marks

1. Understanding to the harmony and Holistic perception of in the Nature.
2. Social work and Society as the basic unit of human interaction.
3. What are the values in human relationship with special reference to social relationship?

Y&M AKI'S
POONA COLLEGE OF ARTS SCIENCE AND COMMERCE, CAMP,
PUNE

Department of Sociology
Examination (April-2018)

Certificate Course in International Relations and Universal Human Values

Time: 1 Hour

Date:

Subject: International Relations and Universal Human Values

Marks: 50

Name of Student: _____ **Country:** _____

Mobile No: _____ **Email Id:** _____

Supervisor Sign: _____ **Student Sign** _____

Q.No.	A	B	C	D
1	O	O	O	O
2	O	O	O	O
3	O	O	O	O
4	O	O	O	O
5	O	O	O	O
6	O	O	O	O
7	O	O	O	O
8	O	O	O	O
9	O	O	O	O
10	O	O	O	O
11	O	O	O	O
12	O	O	O	O
13	O	O	O	O

Q.No.	A	B	C	D
14	O	O	O	O
15	O	O	O	O
16	O	O	O	O
17	O	O	O	O
18	O	O	O	O
19	O	O	O	O
20	O	O	O	O
21	O	O	O	O
22	O	O	O	O
23	O	O	O	O
24	O	O	O	O
25	O	O	O	O

Y & M AKI's
Poona College of Arts Science and Commerce
Camp, Pune 411001

Department of Sociology

Academic year 2017-2018

Certificate Course

In

**“International Relations and Universal Human
Values”**

Result Analysis

Total students enrolled	24
Total students appeared	24
Distinction	23
Ist Class	01
IInd Class	00
Failed	00
Passing result	100%


Head
Department of Sociology
Poona College of Arts, Science and Commerce
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(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

Anjuman Khairul Islam's
**Poona College of Arts Science & Commerce,
Camp Pune-1
Department of Sociology
Certificate Course on
“International relations and Universal Human
Values”
Report**

Date: 10/03/18

Department of sociology introduce **certificate course on International relations (IR) and universal human values**, where human beings are subordinated to each state through social contract. IR theories have primarily sought to understand the relations between international relation and universal human values. Whether the relation being conflict or cooperative. As human rights gained increasing importance after the Second World War, this course has provided some useful perspectives in studying human rights. This this certificate course will seek to evaluate the role of human rights in IR with reference to understand the globe as one community.

The role of human rights in international relations, in a very simple phrase, is to achieve justice. This is a complex task since there is no definite agreement on what justice is, how to achieve it or whether it is desirable to pursue it at all. This paper will argue that the English School is useful in looking at human rights in three main aspects: understanding the extent to which human right constitute common values and interest among states; whether states conceive themselves to be bound by the rules of human rights; and the relationship between state sovereignty and human rights in the context of conflict between order and justice.

This course will focus on two of these mechanisms: international law and humanitarian intervention. These two are chosen because international law is a core institution in IR representing common values and rules among universal values, and humanitarian intervention shows how state practices coincide with the emerging idea of human rights. Both of them also



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reveal how universal values are engaged in constant tension between state sovereignty and human rights. Before proceeding to further discussion, first some core ideas of the **International relations (IR) and universal human values** should be presented.

Order is important in international society, defined as ‘a pattern of activity that sustains the elementary or primary goals of the society or human values. Order is perceived as the condition in which **certificate course on International relations (IR) and universal human values**, can reside with minimum conflict and thus is cautious about moral values or pursuit of ‘justice’ that may cause disorder. This is where the support for international human rights may conflict with order. However, it is not the individual rights per se generate disorder, but the duties that arise from the rights. Demand for human rights impose duties on persons or groups other than a person’s own **certificate course on International relations (IR) and universal human values**, The tension between order and justice is most evident in the debate between **certificate course on International relations (IR) and universal human values**, mainly on whether there are universally agreed moral standards. Pluralists claim that there is no such agreement and the diversity among states should be maintained by non-intervention.

As a **Certificate Course on “International relations and Universal Human Values”** program meet the educational requirements for registration as a social service worker please note this program is taught using a combination of modalities. Courses may be delivered face-to-face and traditional classroom teaching. As a certificate course was successfully completed by 24 students. All students are from different 16 countries and cultural diversities of the globe.

Dr. Gulab Pathan,
Head, Department of
Sociology

Overall analyses by the activity coordinator: Dr. Gulab Pathan, Head Department of Sociology



Y & M Anjuman Khairul Islam's
POONA COLLEGE
OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2017 - 2018)

I. Basic Details:

Name of The Activity: CERTIFICATE COURSE IN SOCIAL WORK AND INTERNATIONAL VOLUNTEERISM			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
01/09/2017 To 05/10/17	Arts	Sociology	Dr. Gulab Pathan
Time	Venue	Activity for class/ group & student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
10:30 am	College Conference Hall	24, Under Graduate & Under Graduate Students	Academic

II. Brief Information about the Activity (Criterion no -)::

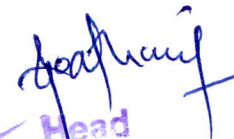
Topic/ Subject of the activity	“CERTIFICATE COURSE IN SOCIAL WORK AND INTERNATIONAL VOLUNTEERISM”
Objective for conducting the activity	<ol style="list-style-type: none"> 1. To help students distinguish between human values, social work, skills, and understand the need, basic guidelines, content and process of value education in terms of international relation and global perspective 2. To facilitate the students to understand harmony at all the levels of human living, and live accordingly in the global society. 3. To facilitate the students in applying the understanding of harmony in existence in their profession and lead an ethical life at levels.
Outcome	25 students were successfully completed certificate course.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Attendance & List of Participant	2. Photos	3. Notice
4. Report	5. Course Curriculum & BOS Letters	6. Completion Certificate

Y&M AKI's
Poona College of Arts, Science and Commerce Camp, Pune- 411001
Department of Sociology
“Certificate Course in Social Work and International Volunteerism”

Sr. No	Name of Candidate	Nationality	Mobile No.	e-mail id
01	GYANG EZEKIEL BOK	NIGERIA	9860230591	ezebok@yahoo.com
02	AILTON MARTINHO FRAGA	MOZAMBIQUE	9607710632	Ailtonfarag.07@gmail.com
03	VANDA TIETA ALBERTO SIMA NGO	MOZAMBIQUE	7066653138	tietasimango@gmail.com
04	TANIA MARILIA NHANENGUE	MOZAMBIQUE	7507351069	tanuscajustino@gmail.com
05	AKINSANYA MAYOKUN HAMM ED	NIGERIA	8070504498	otunbaakinsanya@gmail.com
06	GREGORIO SALMAO SIMAEO	MOZAMBIQUE	7378843163	gregoriomanhique@gmail.com
07	FAITH INZIMZWE NIGERIA JOHN		9665121125	Fij4real@yahoo.com
08	TSHEGOFATSO SELEBATSO	BOTSWANA	9561734250	tshegofatsoselebatso@gmail.com
09	ITSEGOK DAMARIS AKUTSE	NIGERIA	8007881543	Itsegok1@gmail.com
10	EMMANUEL CHIDIEBUBE NWA CHUKWU	NIGERIA	8070504498	emisky12@yahoo.com
11	MAHAMAT ADAM BOUKHARI	CHAD	7875011721	mhtbokhari125@gmail.com
12	QUDAMA KHAMEES	IRAQ	7378815443	hl-1993-2019@yahoo.com
13	SALEH YASSER AHMAT	CHAD	7709710096	dryassir@gmail.com
14	NOBEL	NIGERIA	9527262250	
15	AME MARIAM KHAMIS	TANZANIA	9673421207	Mariamame08@gmail.com
16	SARIFA MOELAN	MOZAMBIQUE	8390010356	modansarifa@gmail.com
17	NABEEL JAMAL	IRAQ	9158935982	nabeeljamal@yahoo.com
18	HESHAM Abdulrab ABDULWAHA B HOMAID	YEMEN	9767557177	Heshamabdulrab77@gmail.com
19	AYAD ABDULAMEER HASAN	IRAQ	7066640318	Ayad2a2b@gmail.com
20	SOHAIL HAMID	AFGHANISTAN	7420973910	Sohailhamid.m@gmail.com
21	MOHAMMED GAMAL ABDULL AH ALNAGEEB	YEMEN	8551099264	Aasa733552278@gmail.com
22	ANYIETH MAYEN.J	S. SUDAN	7507417233	anyiethjacob@gmail.com
23	DENG DANIEL	S. SUDAN	7507417233	Dengbarach12@gmail.com
24	PETER KIIR ATEM KUNJOK	S. SUDAN	7507406559	Akookkiir99@gmail.com


Head
Department of Sociology
Poona College of Arts, Science and Commerce
Camp, Pune-411 001

Y&M AKI'S
POONA COLLEGE OF ARTS SCIENCE AND COMMERCE, CAMP, PUNE
Department of Sociology
Examination (April-2018)
Certificate Course in Social Work and International Volunteerism

Time: 1 Hour

Date:

Subject: Social Work and International Volunteerism

Marks: 50

Name of Student: _____ Country: _____

Mobile No: _____ Email Id: _____

Supervisor Sign: _____ Student Sign _____

Note: 1) All questions are Compulsory.
2) Figures to the right indicate full marks.

Q.1 Multiple Choice Questions

30 Marks

1. Pattern of political system where center of power are more than two is called:

- a) Polycentrism b) Bicentrism c) Multicentrism d) None of these

2. Complete cessation of nuclear testing is the sole aim of:

- a) CTBT b) NPT c) FMCT d) None of these

3. Uzbekistan shares common border with:

- a) Azerbaijan b) Dagestan c) Georgia d) None of these

4. Diplomatic relations between Pakistan and Afghanistan were established in:

- a) Sep. 1947 b) Feb. 1948 c) Jan. 1949 d) None of these

5. MI-5 is the secret agency of:

- a) France b) Germany c) UK d) None of these

6. Arab Magrib Union consists of:

- (a) Seven States (b) Five States (c) Nine States (d) None of these

7. The principal organs of United Nations are:

- (a) Eight (b) Five (c) Six (d) None of these

8. Scandinavia constitutes:

- (a) Nine slates (b) Five states (c) Seven stales (d) None of these

9. The Gulf Cooperation Council consists of:

- (a) Six states (b) Nine states (c) Seven states (d) None of these

10. The league of Arab States was established on:

- (a) 23rd March, 1943 (b) 26th March, 1944 (c) 22nd March, 1945 (d) None of these

11. The Balkan Peninsula is located in:

- (a) Central Europe (b) South Western Europe (c) South Eastern Europe (d) None of these

12. Karl Mark and Engels presented the Communist Manifesto in:

- (a) 1845 (b) 1848 (c) 1850 (d) None of these

13. Soviet Union was replaced by Russian federation in:

- (a) October, 1991 (b) January, 1991 (c) December, 1991 (d) None of these

14. Article 55 of the UN Charter promotes international:

- (a) Peace (b) Human Rights (c) Security (d) None of these

15. The main judicial arm of UN, the ICJ is located in:

- (a) Geneva (b) The Hague (c) Lisbon (d) None of these

Q. 2 Write Short notes on any two

20 Marks

1. Describe Natural acceptance of volunteerism and social work in society.
2. Basis for Humanistic Education, Humanistic Constitution and Humanistic volunteerism.
3. Explain the Universal Human Values and its Need.

Y&M AKI'S

POONA COLLEGE OF ARTS SCIENCE AND COMMERCE, CAMP, PUNE

Department of Sociology

Examination (April-2018)

Certificate Course in Social Work and International Volunteerism

Time: 1 Hour

Date:

Subject: Social Work and International Volunteerism

Marks: 50

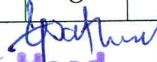
Name of Student: _____ Country: _____

Mobile No: _____ Email Id: _____

Supervisor Sign: _____ Student Sign _____

Q.No.	A	B	C	D
1	O	O	O	O
2	O	O	O	O
3	O	O	O	O
4	O	O	O	O
5	O	O	O	O
6	O	O	O	O
7	O	O	O	O
8	O	O	O	O
9	O	O	O	O
10	O	O	O	O
11	O	O	O	O
12	O	O	O	O
13	O	O	O	O

Q.No.	A	B	C	D
14	O	O	O	O
15	O	O	O	O
16	O	O	O	O
17	O	O	O	O
18	O	O	O	O
19	O	O	O	O
20	O	O	O	O
21	O	O	O	O
22	O	O	O	O
23	O	O	O	O
24	O	O	O	O
25	O	O	O	O


Head
Department of Sociology
Poona College of Arts, Science and Commerce
Camp, Pune-411 001

Y & M AKI's
Poona College of Arts Science and Commerce
Camp, Pune 411001

Department of Sociology

Academic year 2017-2018

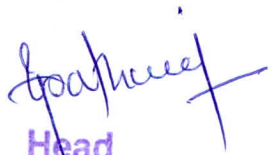
Certificate Course

In

“Social Work and International Volunteerism”

Result Analysis

Total students enrolled	24
Total students appeared	24
Distinction	21
I st Class	02
II nd Class	01
Failed	00
Passing result	100%


Head
Department of Sociology
Poona College of Arts, Science and Commerce
Camp, Pune-411 001



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

Anjuman Khairul Islam's
**Poona College of Arts Science & Commerce,
Camp Pune-1
Department of Sociology
Certificate Course on
“Social Work and International Volunteerism”
Report**

Date: 08/12/2017

The College and Department of sociology introduce **Certificate Course on “Social Work and International Volunteerism”** program will prepare you to be a critical practitioner, advocate, problem solver and agent of social change as you examine the expanding professional roles and responsibilities of social service workers within a rapidly changing society.

As sociology student would be develop the knowledge, skills and values to support diverse individuals, families, groups and communities to enhance their individual and collective wellbeing.

Program Highlights

- The **Certificate Course on “Social Work and International Volunteerism** program curriculum is reviewed on an annual basis to ensure courses are current, relevant, and based on evidence-based research and best practices in the field.
- Program faculty members are all trained in social service work and social work practice, and have extensive knowledge, expertise and field experience.
- During in the program, participant has the opportunity to obtain a **Certificate on “Social Work and International Volunteerism”**



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POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

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- Two specialized field placements will provide you with valuable opportunities to integrate classroom learning, knowledge and skills in professional practice. Facilitated two days per week. Include a variety of settings (governmental services, community centers, settlement agencies, social service agencies, shelters, residential group homes, employment counseling agencies and educational institutions, among others).
- As a Social Work student, will have the opportunity to apply for an international field placement after the program has completed.
- Learning experiences will include community engagement, developing and writing funding proposals, social action plans as well as simulated client interviews and assessments.
- Participant have the opportunity to engage in inter professional collaboration and practice with other programs within the College community, such as Early Childhood Education, Police Foundations, Community and Justice Services.

Outcome of the program:

1. Develop respectful and collaborative professional and interpersonal relationships that adhere to professional, legal, and ethical standards aligned to social service work.
2. Record information accurately and communicate effectively in written, digital, verbal and non-verbal ways, in adherence to privacy and freedom of information legislation, in accordance with professional and workplace standards.
3. Integrate a practice framework within a service delivery continuum, addressing the needs of individuals, families and communities at micro, mezzo, macro and global levels, and work with them in achieving their goals.
4. Plan and implement accessible and responsive programs and services, recognizing the diverse needs and experiences of individuals, groups, families and communities, and meeting these needs.



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POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

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5. Examine current social policy, relevant legislation, and political, social, historical, and/or economic systems and their impacts for individuals and communities when delivering services to the user/client.
6. Develop strategies and approaches that support individual clients, groups, families and communities in building the capacity for self-advocacy, while affirming their dignity and self-worth.
7. Work from an anti-oppressive, strengths-based practice, recognizing the capacity for resilience and growth of individuals and communities when responding to the diverse needs of marginalized or vulnerable populations to act as allies and advocates.
8. Develop strategies and approaches to implement and maintain holistic self-care as a member of a human service profession.
9. Work with individuals, groups, families and their communities to ensure that service provider strategies promote social and economic justice, and challenge patterns of oppression, discrimination and harassment, and sexual violence with clients, coworkers and communities.
10. Develop the capacity to work with the Indigenous individual, families, groups and communities while respecting their inherent rights to self-determine, and to identify and address systemic barriers that produce ill-effects, developing appropriate responses using approaches such as trauma informed care practice.
11. Develop creative approaches to social service work practice that meet social enterprise objectives and the needs of a changing workforce.

This certificate program will integrate the principles, philosophies, skills and theories of social service work from an anti-oppressive and social justice framework. Themes related to professional competencies, group dynamics, inter professional practice, interpersonal communication, counseling, community development, advocacy, social movements and social policies will be examined. Through critical thinking and reflective practice, meanwhile, you'll



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POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

identify how values and ideologies contribute to the construction of social problems and solutions.

As a **Certificate Course on “Social Work and International Volunteerism”** program meet the educational requirements for registration as a social service worker please note this program is taught using a combination of modalities. Courses may be delivered face-to-face and traditional classroom teaching. As a certificate course was successfully completed by 24 students. All students are from different 14 countries and cultural diversities of the globe.



Dr. Gulab Pathan,
Head, Department of Sociology of



Overall analyses by the activity coordinator: **Dr. Gulab Pathan, Head Department of Sociology**



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2017- 2018)

I. Basic Details:

Name of The Activity: Certificate course in Aquaculture & Entrepreneurship for Undergraduate students			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
02/02/2018 To 19/02/2018	Science	Zoology	Dr.Mujeeb A. J. Shaikh (9890007996)
Time	Venue	Activity for class/ group & student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
8:00am-10:00am	Zoology Lab	B.Sc. [Zoology]:38	Academic

II. Brief Information about the Activity (Criterion no -1):

Topic/ Subject of the activity	Certificate course in Aquaculture & Entrepreneurship for Undergraduate students
Objective for conducting the activity	To provide information, idea & hands on different aspects of aquaculture and their management
Methodology	a)Lecture, b)Interaction & training with aquaculture industrial personnel
Outcome	Students are professionally trained and some are absorbed in Aquaculture online product marketing & also few have planned to startup fish farming and marketing

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Permission letter of Certificate Course	2. B.O.S & Syllabus	3. Enrollment list
4. Brief report	5. Attendance Sheet	6. Certificate specimen

AKI'S

Poona College of Arts, Science & Commerce, Camp-01.

DEPARTMENT OF ZOOLOGY

Short Term Course – Aquaculture and Entrepreneurship

Enrollment List

Enrollment Fees- Rs. 200/ Student

Sr. No.	Name of the Student	Class	Roll No.
1	Rukhshar Fatima	T.Y.B.Sc.	5251
2	Shaikh Zaid Jameel	T.Y.B.Sc.	5252
3	Khan Mahin Samar	T.Y.B.Sc.	5253
4	Khan Ruhinaaz Farooque	T.Y.B.Sc.	5257
5	Roshan M. Kolhapurwala	T.Y.B.Sc.	5258
6	Sayyed Arshi Fatem Ejaz	T.Y.B.Sc.	5259
7	Shaikh Nida Abdul Gani	T.Y.B.Sc.	5261
8	Shaikh Fiza Aamir	T.Y.B.Sc.	5262
9.	Kazi Wafrah Javed	T.Y.B.Sc.	5268
10	Shaikh Ayesha Shahid	T.Y.B.Sc.	5270
11	Sayyed Juveriya Nasir	T.Y.B.Sc.	5271
12	Mededar Shadab Hussain	T.Y.B.Sc.	5273
13	Shaikh Farah	T.Y.B.Sc.	5275
14	Shaikh Afsha Ab. Raheman	T.Y.B.Sc.	5276
15	Mulla Hafsa M. Rafique	T.Y.B.Sc.	5277
16	Khan Ayesha Amir	T.Y.B.Sc.	5278
17	Hussain Neha Jamaluddin	T.Y.B.Sc.	5280
18	Shaikh Iramnaz Abdul	T.Y.B.Sc.	5282
19	Shaikh Nida Yunus	T.Y.B.Sc.	5283
20	Alure Nabiya Ramzan	T.Y.B.Sc.	5284



Dr. Mujeeb Shaikh
Course Coordinator

P.T.O

AKPS

Poona College of Arts, Science & Commerce, Camp-01.

DEPARTMENT OF ZOOLOGY

Short Term Course – Aquaculture and Entrepreneurship

Enrollment List

Enrollment Fees- Rs. 200/ Student

Sr. No.	Name of the Student	Class	Roll No.
21	Shaikh Shoaib Yunus	F.Y.B.Sc.	4568
22	Shaikh Mahin Riyaz	F.Y.B.Sc.	4569
23	Shaikh Maaz Riyaz	F.Y.B.Sc.	4583
24	Inamdar Alisha Md.	F.Y.B.Sc.	4590
25	Jamadar Iramnaaz Ashraf	F.Y.B.Sc.	4591
26	Shaikh Uzma Azimuddin	F.Y.B.Sc.	4592
27	Tamboli Iram Aslam	F.Y.B.Sc.	4603
28	Sayyed Asfiya Asif	F.Y.B.Sc.	4619
29	Jadhav Vishal Suresh	F.Y.B.Sc.	4635
30	Tamboli Faiza Saboor	F.Y.B.Sc.	4642
31	Aatar Sahil Ajj	F.Y.B.Sc.	4645
32	Mujawar Zainab Paigamber	F.Y.B.Sc.	4651
33	Farman Fawaz Galsulkar	F.Y.B.Sc.	9957
34	Khan Zuber Ayyub	F.Y.B.Sc.	9961
35	Shaikh Shahid Liyakat	F.Y.B.Sc.	9963
36	Samuel Clement Moses	F.Y.B.Sc.	9965
37	Dhunware Sawood Khalid	F.Y.B.Sc.	9966
38.	Khan Saira	F.Y.B.Sc.	9984


Dr. Mujeeb Shaikh
Course Coordinator

Y & M Anjuman Khairul Islam's
Poona College Of Arts, Science and Commerce
Camp, Pune-411001 (M.S.)

DEPARTMENT OF ZOOLOGY

**CERTIFICATE COURSE IN AQUACULTURE AND
ENTREPRENEURSHIP**

2 Credits(30 Hrs)

- | | | |
|-----|--|---------|
| 1. | Define scope and significance of aquaculture. | [2 Hrs] |
| 2. | Criteria for the selection of cultivable freshwater fishes. | [2 Hrs] |
| 3. | Types of ponds-hatching,nursery,rearing,stocking and brood stocks. | [4 Hrs] |
| 4. | Construction of Fish Ponds. | [2 Hrs] |
| 5. | Physico-chemical parameter of Fish Pond. | [2 Hrs] |
| 6. | Maintenance of fish ponds-methods for the Eradication of Diseases. | [2 Hrs] |
| 7. | Weed Fishes,Predators,Aquatic Insects and Aquatic Weeds. | [2 Hrs] |
| 8. | Fish Breeding-Natural breeding,induced breeding. | [2 Hrs] |
| 9. | Fish food-natural and artificial | [2 Hrs] |
| 10. | Culture method of various fresh water forms- <i>Labeo rohita, Catla catla, Cirrhinus mrigala, Cyprinus carpio, Tilapia, Prawn, Pearl oyster, Crab-Monoculture and Composite culture.</i> | [4 Hrs] |
| 11. | Fish Economics-Processing,Preservation and Marketing. | [2 Hrs] |
| 12. | Visit to Fish Market | [2 Hrs] |
| 13. | Visit to Fish Farm | [2 Hrs] |

Reference Books:

1. Fish and Fisheries of India, V.G.Jhingran, Hindustan Pub.Corp.(India)
2. Economic Zoology, G.S Shukla and V.B Upadhyay. Rastogi Publication, Meerut (India)
3. An Introduction to Fishes, S.S.Khanna (Revised by N.Kapoor). Silverline Publication, New Delhi(India)
4. Aquaculture Principles and Practices T.V.R Pillay and M.N Kutty. Blackwell Publishing, Willy India Pvt Ltd.

Y & M, Anjuman Khairul Islam's
POONA COLLEGE OF ARTS, SCIENCE & COMMERCE
CAMP, PUNE-411001

Academic Year: 2017-18

Certificate Course Aquaculture & Entrepreneurship
Evaluation

Duration: 25 Minutes

Total Marks: 25

-All questions are compulsory -Each question carries 1 mark -Overwriting will not be considered for marks

-
- Q.1 Induced breeding technique is used in _____.
A. Culture fishery B. Marine fishery C. Capture fishery D. Inland fishery
- Q.2 _____ is not a fresh water cultivable fish.
A. Mackerel B. Catla C. Cyprinus D. Rohu
- Q.3 The significance of aquaculture is _____.
A. Culturing fishes B. Culturing shell fishes C. Culturing aquatic weeds D. All of the above
- Q.4 Scope of the aquaculture is _____.
A. Study of fishes B. Employment C. Solving malnutritional problems D. All of the above
- Q.5 The characteristics of fresh water cultivable fishes are _____.
A. Hardy fish B. Continuous breeder (prolific breeder) C. Tasty D. Both (a) & (b)
- Q.6 The selection of male breeder fish is based on
A. Roughness of pelvic fin B. Roughness of pectoral fin C. Elongated caudal fin D. Aggressive nature
- Q.7 Selection of gravid female fish is based on
A. Redness of gills B. Aggressive activity C. Bulging belly D. Slim body
- Q.8 _____ is not Indian major carp.
A. *Cyprinus carpio* B. Catla C. *Labeo rohita* D. *Cirrihinus mrigala*
- Q.9 _____ of the following fish is a prolific breeder.
A. *Catla catla* B. *Cyprinus carpio* C. *Labeo rohita* D. *Mrigal*
- Q.10. Hatching Hapas are used for _____.
A. Hatching B. Rearing C. Stocking D. Breeding
- Q.11 _____ of the following pond is the smallest in fish culture.
A. Brood stock B. Stocking pond C. Rearing pond D. Nursery pond
- Q.12 _____ pond is used for culturing the fish from fry to fingerling size.
A. Socking pond B. Rearing pond C. Nursery pond D. Breeding pond

P.T.O.

- Q.13** Which of the following pond is perinial .
A.Stocking pond B.Rearing pond C.Nursery pond D.Breeding pond
- Q.14** Spawning of fishes is induced by injecting females with
A. Progesterone B.Prostaglandin C.FSH and LH D.Estrogen
- Q.15** *Machrobrachium rosenbergii* passes through _____ number of larval stages.
A. 11 B. 10 C. 9 D. 13
- Q.16.** Which one is bottom dweller?
A. Mrigal B. Catla C. Lamprey D.Dolphin
- Q.17** Three carp fishes, Catla Labeo and Cirrhina, can be grown together in the same pond more economically as they have_____
A.Positive interactions B. Commensalism C.Symbiosis D. No competition for food
- Q.18** Hypophysation is done in major carps_____
A. to increase size B. to increase their growth C. to increase breeding in fisheries D. to increase their palatability
- Q.19** The most common old method of fish preservation is_____
A.Chilling B. Sun drying C. Smoking D.Salting
- Q.20** Pisciculture is rearing and production of_____
A. Fishes B .Spices C .Birds D .Pests
- Q.21** If more than single species of fish is cultured at a time, then it is called_____
A. Polyculture B. Mori culture C. Monoculture D. Aquaculture
- Q.22** Predation is categorized into_____
A. Natural mortality B. Fishing mortality C.Total mortality D.None of the above
- Q.23** The best soil suitable for construction of fish pond is_____
A.Black soil B.Brown soil C.Sandy soil D.Porous soil
- Q.24** Dissolved oxygen in fish pond is made available through_____
A.Atmospheric air B.By creating waves in water C.Both (A) & (B) D.None of these
- Q.25** Marketing of fish depends on_____
A.Quality of fish B. Demand of fish C. Expenses of processing of fish D.All of the above

Y & M, AKI'S
POONA COLLEGE OF ARTS, SCIENCE & COMMERCE
CAMP, PUNE-411001

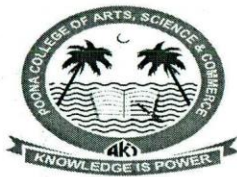
**Certificate Course Aquaculture & Entrepreneurship
Evaluation**

Name of the student: _____

Class: _____ Date: ____/____/____ Roll no. _____ Marks: _____

Que. No.	A	B	C	D
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Examiner: _____



Y & M Anjuman Khairul Islam's
POONA COLLEGE
OF ARTS, SCIENCE AND COMMERCE
(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)


Date: 23/ 02 / 2018

DEPARTMENT OF ZOOLOGY

RESULT ANALYSIS FOR CERTIFICATE COURSE IN 'AQUACULTURE & ENTREPRENEURSHIP'

Academic Year: 2017-18

Sr. No.	Total Appeared	'O' Grade (50-35)	'A' Grade (34-30)	'B' Grade (29-28)	'C' Grade (27-25)	'D' Grade (24-20)	Fail 19 & below 19	Total Pass	Pass Percentage
1.	38	30	07	01	-	-	-	38	100


Dr. Mujeeb A.J. Shaikh
Course Co-ordinator
Head, Department of Zoology

Y & M, AKI'S
POONA COLLEGE OF ARTS, SCIENCE & COMMERCE
CAMP, PUNE-411001
DEPARTMENT OF ZOOLOGY
Academic Year: 2017-18

AQUACULTURE & ENTREPRENEURSHIP CERTIFICATE COURSE

BRIEF REPORT

A **Certificate Course in Aquaculture & Entrepreneurship** was conducted by Department of Zoology in academic year 2017-18. The said course is proposed by understanding need of aquaculture and its economic importance. The said course will provide the insights of commercial aquaculture on small and large scale. First batch of 38 students successfully completed the course and awarded with certificate.

The course is coordinated by Dr. Mujeeb A.J. Shaikh accompanied by departmental staff

Brief information of course:

Name of the course: Certificate Course in Aquaculture & Entrepreneurship

1.	Focus	To provide information, ideas and hands on on different aspects of aquaculture & its management
2.	Level	Certificate
3.	Stream	Science
4.	Subject	Aquaculture
5.	Eligibility Criteria	U.G.+ P.G.
6.	Duration	30 Hrs (02 Credits)
7.	Lecture/practical timing	8:00 AM to 10.00 AM (From 02/02/2018 to 19/02/2018)
8.	Teaching Staff	Qualified, Experienced Guest Lecturers & Professional expert will be invited.



DEPARTMENT OF ZOOLOGY

**CERTIFICATE COURSE IN 'AQUACULTURE & ENTREPRENEURSHIP'
Academic Year: 2017-18**



Students awarded with certificates for 'AQUACULTURE & ENTREPRENEURSHIP' Certificate Course
(Dated: 24th September, 2018)





Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2017-18)

I. Basic Details:

Name of The Activity: A Certificate Course in 'Basics of Information Technology and its Application in Life Science.'			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
08/03/2018 to 24/04/2018	Science	Zoology	Prof. Wasim I. Shaikh Mob- 814949359
Time	Venue	Activity for class/ group & student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
30 Hrs.	Zoology Lab	36	Co-Curricular

II. Brief Information about the Activity (Criterion no - 01):

Topic/ Subject of the activity	A Certificate Course in 'Basics of Information Technology and its Application in Life Science.'
Objective for conducting the activity	Learner will be- 1) Efficiently use different applications of MS office for academic and research purpose. 2) Able to communicate through online system 3) Made familiar with NCBI (<i>National Center for Biotechnology Information</i>)
Methodology	Teaching, Demonstration and Hands on training
Outcome	1)Data and file management by using MS Office 2) Able to retrieve biological information from the NCBI.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Permission Letter	2. Notice	3. Enrollment List
4. Attendance	5. Copy of Certificate	

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DEPARTMENT OF ZOOLOGY


**Certificate Course on Basics of Information Technology and
its Application in Life Sciences**

Enrollment List: 2017-18

Sr. No.	Name of Candidate	Class	Roll No
1	Lone Humairah Tabasum	M.Sc. I	5601
2	Deshpande Apeksha Sudhir	M.Sc. I	5602
3	Indori Sandhya Vishwas	M.Sc. I	5603
4	Jashashree Pradhan	M.Sc. I	5604
5	Mohibul Islam	M.Sc. I	5605
6	Shaikh Tahura Shakeel	M.Sc. I	5606
7	Khatib Asiya Taher	M.Sc. I	5607
8	Bagwan Aliya Nizam	M.Sc. I	5608
9.	Jahagirdar Farheen Asif	M.Sc. I	5609
10	Mohidul Islam	M.Sc. I	5610
11	Shaikh Alfiya Sajid	M.Sc. I	5611
12	Romoka Chabungbam	M.Sc. I	5612
13	Khan Sana Gulbahar	M.Sc. I	5613
14	Shaikh Sana Ismail	M.Sc. I	5615
15	Mirde Mohammed Kareem	M.Sc. I	5617
16	Shaikh Iaman Riyaz	M.Sc. I	5618
17	Sana Safia	M.Sc. I	5619
18	Khan Zebanaaz Wasim	M.Sc. I	5622
19	K M Vaishakh	M.Sc. I	5624
20	D'souza Eden Alex	M.Sc.II	5651
21	Julufa Islam A.H.	M.Sc.II	5655
22	Aktabul Abul Basharmiah	M.Sc.II	5656


08/03/2018

Sr. No.	Name of Candidate	Class	Roll No
23	Islam Azizul Abdulsalam	M.Sc.II	5657
24	Jaharuddin Ahmed	M.Sc.II	5658
25	Peerzade Summaiya A.R.	M.Sc.II	5659
26	Farhana Hazorika	M.Sc.II	5660
27	Ahmedi Bano Md. Shoukat	M.Sc.II	5661
28	Admane Saniya Masood	M.Sc.II	5662
29	Shaikh Shabnam Abdulahad	M.Sc.II	5664
30	Shaikh Sahreen Kader	M.Sc.II	5665
31	Das Nehamoni Atulchandra	M.Sc.II	5666
32	Inamdar Uzma	M.Sc.II	5668
33	Jasim Ibrahim	M.Sc.II	5670
34	Yazdi Furuzon Hasanali	M.Sc.II	5671
35	Shaikh Alfiya Akbar	M.Sc.II	5672
36	Mulik Neelima Ramesh	M.Sc.II	5673

 08/03/2018

Mr. Wasim Indaz Shaikh

Assistant Professor

Department of Zoology

SYLLABUS

A Certificate Course on

Basics of Information Technology and its Application in Life Sciences (02 Credits: Theory+ Practical)

- 1. Introduction to PC's** **01H**
Introduction to Computer, Hardware Keyboard Orientation, Mouse Handling.
- 2. Paint** **02H**
Introduction to Paint, Drawing with the help of Paint, Image Editing
- 3. Microsoft Office Word** **06H**
Creating a Basic Document, Editing a Document, Formatting Text, Formatting Paragraphs, Proofing Documents, Work with Tables, Insert Graphics, Control Page Appearance, Preparing to Publish a Document.
- 4. Microsoft Office Power Point** **08H**
Creating a Presentation Modify a Presentation Work with Graphics, Performing Advanced Text Editing Operations, Adding Graphical Elements to Your Presentation, Modifying Objects in Your Presentation, Adding Tables to Your Presentation, Adding Charts to Your Presentation, Preparing to Deliver Your Presentation
- 5. Microsoft Excel** **06H**
Getting Started with Microsoft Office Excel, Performing Calculations, Modifying a Worksheet, Formatting a Worksheet, Printing Workbooks, Managing Workbooks.
- 6. Use of Different Online Converters** **01H**
PDF to Word, Word to PDF, PDF to Excel, Excel to PDF, PDF to JPG, JPG to PDF, PowerPoint to PDF, Unlock PDF.
- 7. E-Mail** **02H**
Create New Mail Message, Use the Address Book, Format Message Send and Receive Messages, Understand and Use Reply Options, Forward Messages, Insert Attachments, Set Mail Priority, Save a Message to a Folder, Save Attachments, Print a Message, Create a Contact, Create a Distribution List.
- 8. NCBI** **04H**
Introduction to NCBI, Applications of BLAST, PubMed

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External Examination April 2018

Certificate Course on Basics of IT & Its Application in Life Science

Time: 02:00 pm to 02:30 pm

Date: 27/04/2018

Max. Marks-25

Name of the Student:----- **Roll Number:**-----


Que.	Choose the most appropriate option from the following.
1	Identify the device through which data and instructions are entered into a computer. a) Software b) Output device c) Input device d) Memory
2	The printed output from a computer is called a) Copy b) Soft Copy c) Hard Copy d) Paper
3	To go to a specific location in a document we use : a) Table of Contents b) Bookmark c) HyperText d) Macro
4	Which one is the spreadsheet application that comes with MS Office software group? a) MS Word b) MS Excel c) MS PowerPoint d) MS Access
5	By default Footers are printed on : a) First Page b) Last Page c) All Pages d) Even Pages
6	Which shortcut make selected text Italic ? a) Ctrl + I b) Ctrl + A c) Ctrl + S d) Ctrl + V
7	Suppose there is a text in a document that is Bold, Red in Color with Green Background. We want to apply all of these formatting to another paragraph in one go. Which option will we use? a) Format Button b) Format Menu c) Format Painter d) Format Macro
8	Which shortcut is used to select entire text? a) Ctrl + I b) Ctrl + A c) Ctrl + S d) Ctrl + V
9	What type of chart is useful for comparing values over categories ? a) Pie Chart b) Column Chart c) Line Chart d) Dot Graph
10	A features that displays only the data in column (s) according to specified criteria a) Formula b) Sorting c) Filtering d) Pivot
11	Functions in MS Excel must begin with ____ a) An () sign b) An Equal Sign c) A Plus Sign d) A > Sign
12	The process of arranging the items of a column in some sequence or order is known as : a) Arrengin b) Autofill c) Sorting d) Filtering
13	What type of chart is useful for comparing parts of a whole? a) Pie Chart b) Column Chart c) Line Chart d) Dot Graph
14	The basic unit of a worksheet into which you enter data in Excel is called a a) cell b) table c) box d) column
15	Which software can be used for giving presentation (e.g. product demo) ? a) MS Word b) MS Excel c) MS PowerPoint d) MS Access


16	Which one is not an Image file extension? a) .bmp b) .png c) .wmv d) .jpg
17	What is the full form of WWW in web address ? a) World Wide Web b) World Wide Word c) World Wide Wood d) None of these
18	For writing a new email which option will you use in Gmail? a) Inbox b) Snoozed c) Compose d) Starred
19	Which of the following will you use to select any irregularly shaped part of the picture? a) Free-Form Select b) Select c) Eraser d) Fill With Color
20	Which of the following is drawing program you can use to create drawings or edit digital pictures using different file formats? a) Ms Word b) Word pad c) Paint d) Movie Maker
21	BLAST stands for----- a) Basic Local Alignment Search Tool b) Biological Local Alignment Search Tool b) Biological Local Alignment Sequence Tool d) Basic Local Arrangement Sequence Tool
22	SmartBLAST is used for to ----- a) Find highly similar proteins b) Design primers c) Compare two sequence d) search sequences for vector contamination
23	Which of the following is used to establish taxonomy for uncultured or environmental sequences? a) MOLE-BLAST b) VecScreen c) IgBLAST d) Multiple Alignment
24	PDB stands for----- a) Protein Data Bank b) Protein Deciphering Book c) Protein 3D Bank d) Protein Determination Bank
25	PDB provides information about 3D shapes of ----- a) Proteins b) Nucleic acids c) Complex assemblies d) All of these

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DEPARTMENT OF ZOOLOGY
Result Analysis for Certificate Course on
'Basics of Information Technology (IT) & Its Application in Life Sciences'
Academic Year: 2017-18

Sr. No.	Total Appeared	'O' Grade (50-35)	'A' Grade (34-30)	'B' Grade (29-28)	'C' Grade (27-25)	'D' Grade (24-20)	Fail 19 & below 19	Total Pass	Pass Percentage
1.	36	14	17	05	-	-	-	36	100


Dr. Mujeeb A. J. Shaikh
Head, Department of Zoology


Wasim I. Shaikh
Course Coordinator

AKI's
Poona College of Arts Science & Commerce, Camp, Pune-1.

DEPARTMENT OF ZOOLOGY

Brief Report of

Certificate Course on 'Basics of Information Technology & Its Application in Life Science'

Under the able guidance of Principal Dr. Aftab Anwar Shaikh, Vice-principal Prof. Iqbal N. Shaikh & Head Dr. Mujeeb A.J. Shaikh the Department of Zoology has conducted a certificate course on 'Basics of Information Technology & Its Application in Life Science' in academic year 2017-18. The certificate course is of two credits designed for the Post-graduate students of Zoology.

The course was designed with the objective that students will be able to use MS office applications efficiently for academic and research purpose. Secondly they will be able to retrieve the information from different online resources and application such as NCBI, BLAST, PDB etc. which are associated with the life science. The information obtained from online resources were found to be useful for the academics and research purpose as it is providing detail insights of the topic and research carried out in the field. At the last students will able to communicate through email as well as interconvert one form of document into other by using different online converters

In the academic year 2017-18, Thirty six (36) students successfully completed the course. The certificate course commenced from 08th March, 2018. Methodology adopted for teaching was demonstration followed by hands on training. After completing the course, the students were able to manage data & files by using MS Office & also able to retrieve the information form variety of online resources & applications associated with life science.

The course is coordinated by Mr. Wasim I. Shaikh accompanied by departmental staff.