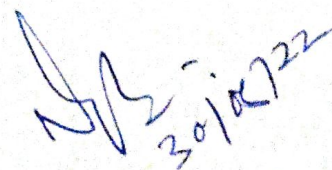


JANANAYAK CHANDRASHEKHAR UNIVERSITY, BALLIA

LIST OF VALUE ADDED COURSES (VAC)

(May 30, 2022)

1. Spirituality in Social Work
2. Introduction to Gender Studies
3. Management of Non-Governmental Organizations
4. Counselling and Communication
5. Home-based Catering
6. Stress Management
7. Adolescents' Relations and Well-Beings
8. Photography
9. Soft Skills – I
10. Soft Skills – II
11. Personality Development
12. Moral Value and National Value
13. Consumer Behaviour
14. Computer Fundamental
15. Corporate Social Responsibility
16. Social Psychology and Behaviour
17. e-Governance
18. Human Rights in Contemporary World
19. Conservation of Environment
20. Primary Health Monitoring
21. Essentials of Guidance and Counselling


30/05/22

- ✓22. Fundamentals of Communication and Meaningful Interaction
- ✓23. Fundamentals of Mentoring
- ✓24. Teaching Skills in Teaching-Learning Process
- ✓25. Personal Hygiene and Ayurveda
- ✓26. Introduction and Cultivation of Useful Ayurvedic Plants
- ✓27. Field Studies in Botany
- ✓28. Gardening and Landscaping
- ✓29. रचनात्मक लेखन
- ✓30. व्यावहारिक हिंदी
- 31. Computer Proficiency
- 32. Soft Skills and Personality Development —
- 33. Database Management for Efficient Working
- 34. Computerised Accounting System using Tally
- 35. Digital Banking
- 36. Website Designing
- 37. Desktop Publishing
- 38. Career Counselling and Guidance
- 39. Fingerprint Examination and Analysis
- 40. Document and Handwriting Examination
- 41. Graphology
- 42. Mental Health Psychology
- 43. Cyber Security
- 44. Digital Marketing
- 45. Forensic Psychology

30/05/22

46. Hardware and Networking
47. Creative Writing
48. Mushroom Cultivation
49. Meditation and Stress Management
50. Effective Leadership Skills
51. पेंटिंग (मधुबनी कला)
52. पेंटिंग (वर्सी कला)
53. पेंटिंग (कोहबर कला)
54. Mindfulness Based Therapy
55. Counselling and Psychotherapy
56. The Psychology of Well-Being
57. Plant Health Clinic
58. Farmers Producer Organization and Sustainable Rural Development
59. Soil Testing for Soil Health
60. Environmental Economic and Globalization
61. Compost and Composting Technology
62. Instrumental Methods of Analysis
63. Essentials of Life Skill
64. Apiculture
65. Research Methodology and Quantitative Technique
66. Rooftop Gardening
67. Integrated Rooftop Management
68. अभिनय प्रशिक्षण
69. Hybrid Seed Production Technology
70. Polymer Chemistry Green Chemistry- MALA
71. Disaster Management

30/08/22

(1)

Name of the Course	:	SPIRITUALITY IN SOCIAL WORK
Course Number	:	MSWVAC 02
Learner's Objectives		To understand Basic concepts related to religion. To understand Human and its relation to GOD, Values etc.
Unit I	:	Nature and meaning of religion: characteristics of science and religion; religious ethics.
Unit II	:	Human and his relationship with God. Nature, Theory of Karma, cycle of rebirth, religious practice in Hinduism, Jainism, Buddhism, Christianity, Islam and Sikhism.
Unit III	:	Values: nature, origin, types, theories and functions: religious values: social service in Hinduism, Jainism, Buddhism, Christianity, Islam and Sikhism.
Unit IV	:	Contribution of Vivekanand, Dayanand Saraswati, Gandhi Religious movements, Bhakti Movements
Learner's Outcomes		Able to develop insight about Spirituality in social work. Able to understand basic concepts related to religion, values and ethics etc.

2

Name of the Course	:	INTRODUCTION TO GENDER STUDIES
Course Number	:	MSWVAC 01
Learner's Objectives	:	<ul style="list-style-type: none"> • Able to understand basic concepts related to Gender • to understand the cultural construction of masculinity and femininity. • able to trace the evolution of gender studies from women's studies
Learner's Outcomes	:	<ul style="list-style-type: none"> • able to conscientize the students on cultural construction of masculinity and femininity. • able to trace the evolution of gender studies from women's studies
Unit I	:	Sex and Gender: Concept; Types of Gender
1a	:	Gender Roles and Gender Division of Labour
1b	:	Gender related concepts: Gender Stereotyping, Gender Blind and Gender Lens and Gender Discrimination
Unit II	:	Feminism: Concept and rise of Feminism
2a	:	Understanding various stands of Feminism: Liberal, Radical, Marxist,
2b	:	Cultural, Post-Colonial and Post Modern
Unit III	:	Masculinity and Femininity : Concept, Social Organization
3a	:	Gender Empowerment: Meaning, definition, Need and Way forward
3b	:	Gender Mainstreaming: Concept and Need.
	:	UNDP Guidelines of mainstreaming gender.
Unit IV	:	Violence and Gender Based Violence: Concept, Types and Indicators.
4a	:	Honor Related Violence and killing, Rape and Prostitution
4b	:	Child Sexual Violence and POCSO Act
	:	Service Providers: Helplines and Women and Children Helplines

References

1. Gatens M (1991) *A Critique of the Sex/Gender Distinction in S. Guncw (ed.) A Reader in Feminist Knowledge*. London: Routledge.
2. Holmes M (2007) *What is Gender*. New Delhi, Sage Publications.
3. Jackson S and Scott S (2002) *Gender: A Sociological Reader*. New York: Routledge.
4. Kimmel S Michael (2004) *The Gendered Society; Reader*. Oxford: Oxford University Press.
5. Lipman-Blumen J (1984) *Gender Roles and Power*. New Jersey: Prentice Hall.
6. Abraham, T. (ed.) (2002) *Women and the Politics of Violence*. New Delhi: Har-Anand Publications Pvt. Ltd.
7. Bhatt, Savita (2010) *Women and Human Rights*. New Delhi: Altar Publishing House Ltd.
8. Chatterjee, Piya and et al. (eds.) (2009) *States of Trauma: Gender and Violence in South Asia*. New Delhi: Kali for Women.
9. Dinakar, Suchitra S. and Rajkumari, D. (2010) *Violence Law and Women's Rights in South Asia*. New Delhi: Axis Publications.

(3)

Course Name : Management of Non-Governmental Organizations
Course Code: MSWVAC 03

COURSE OBJECTIVE: The aim of the course is to impart knowledge, develop skills and create suitable attitudes and behavior patterns required for effective provision of social and welfare services.

Unit-I

- 1a. Management: Definition, Nature, Scope & Significance
- 1b. Role of a Manager Managerial Skills

Unit-II

- 2a. Planning: Concept, Objectives, Scope & Significance Limitations
- 2b. Responsibility & Accountability: With Special Reference to NGO's

Unit-III

- 3a. Motivation: Definition, Types & Significance.
Organization: Definition, Nature, Types & Structure
- 3b. Leadership: Definition, Objectives, Types & Function,

Unit-IV

- 4a. Team Building: Concept & Significance,
- 4b. Role of Effective Team Building in Management of NGO's

Learner's Outcome : The students will be able to learn about behavior patterns in social and welfare services.

Books Recommended

- 1. Prasad, L.M. 2009. Principles and Practice of Management, S. Chand & Sons, New Delhi.
- 2. Mamoria, 2005. C.B. Personnel Management, Himalaya Publishing House, Mumbai.
- 3. Tyagi, A. 2003. Organisational Behaviour, Tata Me Graw Hill Publishing Co., New Delhi.
- 4. Mukherjee, A. 2001. Participating Learning Action. Concept Publishing Company, New Delhi.

Course Name	COUNSELLING AND COMMUNICATION
Course Number	: MSWVAC 04
Course Objectives	<ul style="list-style-type: none"> • To Understand the concept of counselling its stages, types, tools and competencies of a counselor. • Acquiring knowledge about communication, its process and various aspects. • To Familiarize with the roles and skill that are essential for counselling and communication for social workers.
Course Content	
Unit 1	: Counselling: Concept, Definitions, Characteristics, Objectives and Significance
1a	Counselling: Types and Principles
1b	: Concepts related to counselling: Guidance, Advice, Psychotherapy and Instruction Counselling: Tools and Techniques
Unit 2	
2a	: Techniques of counselling: Advice, Motivation, Clarification, Modelling, Role Playing, Reality Orientation, Confrontation and Reaching out Counselling process : Phases and Steps,
2b	: Counselling Situations: Developmental, Preventive, Facilitative, Crisis Intervention Counselling: Ethical Issues and Obstacles
Unit 3	: Communication: Meaning, Definitions, Characteristics, Need, and Levels
3a	Means of Communication
3b	: Communication: Components and Process; Problems in Communication: Sender Related, Receiver Related, Channel related
Unit 4	: Types of Communication: Verbal and Non-Verbal, Formal and Informal, Interpersonal and Intrapersonal, Group and Mass Communication
4a	Concept of ICT and Development Communication
4b	Effective Communication Skill for Social Worker

Learner's Outcome	
	Able to understand various concepts related to counselling and communication, their types, its importance and significance.

REFERENCES

- Andai, N. (1998). *Communication Theories and Models*, Mumbai: Himalaya Publishing House.
- Jain Rashmi (2003). *Communicating Rural Development (Strategies and Alternatives)*, Jaipur: Rawat Publication.
- Narayana Rao, S. (2002). *Counselling and Guidance*. Tata McGraw-Hill Publishing Company Ltd
- Narula, Uma (2006). *Handbook of Communication Models*, New Delhi: Atlantic Publishers and Distribution.

Semester Third
HSHDVAC-03
Home Based Catering

<u>Unit- I</u>	Credits	Hours
Introduction to Food Service: <ul style="list-style-type: none"> • Factors contributing to the growth of food service industry. • Kinds of food service establishments. 		
<u>Unit-II</u>		
Food Production: <ul style="list-style-type: none"> • Menu planning: Importance of menu. Factors affecting menu planning. Menu planning for different kinds of food service unit's. • Food purchase and storage. • Quantity food production: Standardization of recipes. Quantity techniques, recipe adjustments and portion central. • Hygiene and Sanitation. 		
<u>Unit-III</u>		
Resources: <ul style="list-style-type: none"> • Money. • Manpower. • Time. • Facilities and equipment. • Utilities. 		
<u>Unit-IV</u>		
<p style="text-align: center;">a.</p> Planning of a Food Service Unit: <ul style="list-style-type: none"> • Preliminary planning survey of types of units, identifying clientele, menu, operations and delivery. Planning The Set Up: <ul style="list-style-type: none"> • Identifying resources. • Developing Project plan. • Determining investments. • Project Proposal. 		



STRESS MANAGEMENT

Course Objectives

1. To understand the nature and causes of stress in organizations
2. To familiarize the learners with the stress prevention mechanism
3. To understand the strategies that help cope with stress
4. To be able to apply stress management principles in order to achieve high levels of performance
5. To enable learners to adopt effective strategies, plans and techniques to deal with stress

Unit 1 Understanding Stress – concept, features, types of stress Relation between Stressors and Stress Potential Sources of Stress – Environmental, Organizational and Individual Consequences of Stress – Physiological, Psychological and Behavioural Symptoms Stress at work place – Meaning, Reasons Impact of Stress on Performance Work Stress Model Burnout – Concept Stress v/s Burnout

Unit 2 Managing Stress – I Pre-requisites of Stress-free Life Anxiety - Meaning, Mechanisms to cope up with anxiety Relaxation - Concept and Techniques Time Management - Meaning, Importance of Time Management Approaches to Time Management Stress Management - Concept, Benefits Managing Stress at Individual level Role of Organization in Managing Stress/ Stress Management Techniques Approaches to Manage Stress - Action oriented, Emotion oriented, Acceptance oriented.

Unit 3 Managing Stress – II Models of Stress Management - Transactional Model, Health Realization/ Innate Health Model General Adaption Syndrome (GAS) - Concept, Stages Measurement of Stress Reaction - The Physiological Response, The Cognitive Response, The Behavioural Response. Stress prevention mechanism - Stress management through mind control and purification theory and practice of yoga education. Stress management interventions: primary, secondary, tertiary. Meditation – Meaning, Importance

Unit 4 Stress Management Leading to Success Eustress – Concept, Factors affecting Eustress Stress Management Therapy - Concept, Benefits Stress Counseling - Concept Value education for stress management Stress and New Technology Stress Audit Process Assessment of Stress - Tools and Methods Future of Stress Management

Instructional techniques:

To achieve the objectives of this course the instructional strategies that would be used:

- I Lecture method
- II Power point presentations
- III white board
- IV learning by doing
- V case studies

Learning Outcomes

After going through this course students shall get an understanding of

- Stress and their consequences
- Mechanisms to cope up stress
- Stages Measurement of Stress Reaction
- Stress Management

Second Semester
HSHDVAC-02
Adolescents Relations and Well-Being

Unit-I	Credits	Hours
<ul style="list-style-type: none"> • Class room exercise on peer relationship. • Understanding self as a male/female adolescent: exercise on self-reflection 		
Unit-II		
<ul style="list-style-type: none"> • Writing a brief biography by relationship with a close friend. • Relation with parents and sibling – separate interviews. 		
Unit-III		
<ul style="list-style-type: none"> • Analysis of different forms of media to understand interpersonal relationship. • Workshops – Managing emotions with reference to relationships and to learn crisis management. 		
Unit-IV		
<ul style="list-style-type: none"> • Methods of promoting well – being – yoga, self – development resources, counseling. 		

Reference:

- Manthel, R, (1997): Counseling: The skills of finding solutions to problems, London: Routledge.
- Rice, F.P. (2007): Adolescent: Development: Relationships and Culture.
- Santrock, J.W. (2010): Life Span: Development: A Topical Approach, New Delhi: Tata McGraw Hill.
- Sharma, N. (2009): Understanding Adolescence, New Delhi: National Book Trust.

Photography

This Course is designed to make the students aware of Photography skills and make them aware about Lenses and focus.

Objectives: The course objectives are:

- To develop the skill & knowledge of Photography.
- To develop command the Camera and Lenses.
- To develop Photography Skills.
- To understand the focus and light for good Photo.

UNIT I

Theory of Basic Photography: History of Photography: early experiments and later developments, Films cameras & Processing, Photographic optics: Light, character,

UNIT II

Cameras: old and new, Different parts of a camera, Lenses: wide, zoom, tele, macro, fish-eye. Aperture: Functions,

UNIT III

Shutters: Functions. Colour filters. Digital Imaging : Sensors, Light-room, Photoshop.

UNIT IV

Photo Tools, Photo Corrections, Portrait Photography- basic lighting systems, Photographing in available light.

Assignment: Preparing full and ¼ portraits under different lighting conditions

Outcome: After completing the course student will be able to:

- Understand the light and Lenses combination to capture better photos.
- Edit the existing photos using Photography tools.
- Handle Camera functions in better way.

Paper Code	Title of the paper	Credits	Total hours
ENG09	Soft Skills -2	2	30

Course Objective:

The course aims to-

- Improve and develop independent thinking and bring forth the latent talents in students.
- Develop the interpersonal skills.
- Inculcate the skills of reporting, editing, feature and letter writing.
- Prepare students for their professional challenges in future and provide job opportunity through this skill-based course.
- Develop the proficient written skills among students of the University that they became earnest to express their professional and general ideas freely and frankly and imbibe a sense of Confidence.

Units	Course Contents	Contact Hours
Unit- I	Fundamentals of professional Skills Define Communication; Distinction between General and Professional Communication.	10
Unit-II	Constituents of Communication Skills Language as a tool of communication; Levels of Communication; Flow of Communication; Seven C's of Communication; Barriers to Communication.	10
Unit-III	Forms of Written Communication: Format of letter writing: Official Letters, D.O Letters, Govt. Letters, Letters to Authorities, Job Application, Notice, Memos and circular writing. Reports writing, Technical Proposal Writing.	10
Unit-IV	Written and Presentation Strategies: Creative writing Skills Practice of Story Writing, Poem Composition and recitation, Essay and Article writing and Technical Paper Writing.	10

Course Outcome:

On completing this Programme, the students will be able to-

- Understand the art of Effective Professional written skills.
- Enhance the job opportunities at Professional Institutes
- Learn the various methods of professional written presentations.
- Know the art of creative and critical thinking
- Get wide exposure of different eminent professional experts

- The skills of Writing will be developed and assessed on Text based writing.

Assignments:

The students will submit the assignments on the following topics:

- Speaking Practice: Role Play and Communicative Activities
- Interpersonal Communication: Ice breakers, Jumble story
- Functional Grammar Practice and Test
- Debates and Group Discussions.

Evaluation Pattern:

- There shall be five questions in all.
- There shall be 15 short answer type questions and the students will have to attempt any ten. All questions shall carry 3.5 marks each. $3.5 \times 10 = 35$.
- There shall be four long answer-type questions, one from each unit, with internal choice to be answered in about 400 words. All questions shall carry 10 marks. $10 \times 4 = 40$.

Suggested Readings:

Muralikrishna C., Sunita Mishra "Communication Skills for Engineers" 2nd edition, Pearson, New Delhi 2010

Vyas Manish A., Yogesh L. Patel, "Tasks for the English Classroom", MacMillan, New Delhi, 2012.

Achar Deeptha, Charul Jian and et al, English for Academic Purposes, Book-1&2 University Granthnirman Board, Gujarat, 2011

Michael vince, 'Advanced Language Practice', Macmillan Education, oxford, 2003

Eisenbach Iris, "English for Materials Science and Engineering", Springer Fachmedien Wiesbaden GmbH 2011

Lougheed Lin, "Business Correspondence: A Guide to Everyday Writing", Longman, Pearson Education, Inc, 2003

Teaching Methodology:

- **Communicative Method:** Lectures followed by Discussion method; Story telling method and so on.
- **Doing Method:** Projects, Assignments, Problem solving and Textual Interpretation method and so on.
- **Visual Method:** Chalk and board; PPT presentations, Video lectures, Demonstration Method, and Supervised study method, etc.
- **Cognitive Method:** Inductive, Deductive and Analysis method, etc.
- **Peer Learning Method:** Students will teach one another; Role Play, etc

First Semester
HSHDVAC-01
Personality Development

Unit	Topic	Credit	Hours
I	<u>Personality, Success, and Facing Failures:</u> Concept of Personality. What a success? Hurdles in achieving success. Factors responsible for success, developing effective habits, what in failure? Factors affecting failures, learning from failures, overcoming failures, power of faith, practicing faith SWOT analysis and Goal-Setting (Specific, Measurable, Achievable, Realistic, Time-bound-Smart goals)		
II	<u>Time and Stress Management and Employability Quotient:</u> Time as a Resource, Identifying Time wasters, Techniques for better time management, Introduction to Stress. Resume building, The art of Participating in Group Discussion, Interview session.		
III	<u>Communication Skills</u> Communication skills effective reading/writing/listening skills, Hard skills & soft skill, Overcoming stage fear, role of body language, art of professional presentation, use of audio & visuals in presentations, social etiquettes.		
IV	<u>Digital Etiquettes</u> Use of information & communication technology (ICT) in day-to-day management, Effective use of social media, E-mail etiquette, Netiquette, Useful electronic gadgets and mobile applications.		

Practical:

- = Goal setting (Smart goals), Time management, Resume writing and mock interview sessions, Communication skills, E-mail writing.

Reference:

- Andrews, Sudhir (1988): How to succeed at interviews, 21st (rep.) Tata Mc Grow-Hill, New Delhi.
- Covey, Stephen, (1989): The 7 Habits of Highly Effective People. NY: Free Press.
- Hindle, Tim(2003): Reducing Stress, Essential manager series. DK Publishing.
- Lucas, Stephen (2001): Art of Public Speaking. Tata- Mc-Grow Hill, New Delhi.
- मार्टिन, स्टेन, "व्यक्तित्व का विकास", भारती श्री प्रकाशन।
- = Patten S. J., Emerson (2011): Soft skills and Professional communication. Tata Mc Grow Hill Education, New Delhi.
- शर्मा, पी0के0 (2014): "व्यक्तित्व विकास", भारती श्री प्रकाशन।
- Smith, B. (2004): Body Language. Rohan Book Company, Delhi.
- Self-Presentation: <https://www.glowandlovelycareers.in/en./course-detail/miit-161/self-presentation>

JANANAYAK CHANDRASHEKHAR UNIVERSITY

DEPARTMENT OF COMMERCE

Value added courses

PERSONALITY DEVELOPMENT

Course objectives:

- To understand the scope of personality and its development.
- To develop core skills for development of self.
- To cultivate interpersonal skills for a successful life.

UNIT I Introduction to Personality Development The concept of personality - Dimensions of personality - Theories of Freud & Erickson-Significance of personality development. The concept of success and failure. What is success? - Hurdles in achieving success - Overcoming hurdles - Factors responsible for success - What is failure - Causes of failure. SWOT analysis.

UNIT II Attitude & Motivation Attitude - Concept - Significance - Factors affecting attitudes - Positive attitude - Advantages -Negative attitude- Disadvantages - Ways to develop positive attitude - Differences between personalities having positive and negative attitude. Concept of motivation - Significance - Internal and external motives - Importance of self- motivation- Factors leading to de-motivation

UNIT III Self-esteem Term self-esteem - Symptoms - Advantages - Do's and Don'ts to develop positive self-esteem - Low selfesteem - Symptoms - Personality having low self esteem - Positive and negative self esteem. Interpersonal Relationships - Defining and difference between aggressive, submissive and assertive behaviours - Lateral thinking.

UNIT IV Other Aspects of Personality Development Body language - Problem-solving - Conflict and Stress Management - Decision-making skills - Leadership and qualities of a successful leader - Character building Team work Time management Work ethics Good manners and etiquette.

Instructional techniques:

To achieve the objectives of this course the instructional strategies that would be used:

I Lecture method

II Power point presentations

III white board

IV learning by doing

V case studies

Learning Outcomes

After going through this course students shall get an understanding of

- concept and Dimensions of personality
- Attitude & Motivation
- Do's and Don'ts to develop positive self-esteem
- Conflict and Stress Management

References

1. Hurlock, E.B (2006). Personality Development, 28th Reprint. New Delhi: Tata McGraw Hill.
2. Stephen P. Robbins and Timothy A. Judge(2014), Organizational Behavior 10th Edition, Prentice Hall.
3. Andrews, Sudhir. How to Succeed at Interviews. 21st (rep.) New Delhi. Tata McGraw-Hill 1988.
4. Heller, Robert. Effective leadership. Essential Manager series. Dk Publishing, 2002
5. Hindle, Tim. Reducing Stress. Essential Manager series. Dk Publishing, 2003
6. Lucas, Stephen. Art of Public Speaking. New Delhi. Tata - Mc-Graw Hill. 2001
7. Pravesh Kumar. All about Self- Motivation. New Delhi. Goodwill Publishing House. 2005.
8. Smith, B . Body Language. Delhi: Rohan Book Company. 2004
9. Mile, D.J Power of positive thinking. Delhi. Rohan Book Company, (2004).

Value Added Course

Moral value and National value

VAC – 10

Social values and socialization –

Unit - I - Social values – happiness and Prosperity, integrity, faith system in various religion, ethical approach in behaviour.

Unit - II - spiritual practice - respect of living and non-living things theory of Karma, philanthropy justice.

Unit - III - Human Value – honesty, living peacefully, caring corporation commitment, empathy self-confidence.

Unit - IV - Family, values and Socialization - Harmony, Human relationship, Co-existence, healthy relationship.

VAC 11

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Social psychology and Behavior –

Unit - I –social psychology-Nature, scope, methods of studying social behavior, social perception, meaning and processing.

Unit - II - Attitude - Nature, formation and measurement, Determination of Behavior and thinking.

Unit - III - Public Opinion - Concept and formation prejudice Position and Negative impact, Biasness and Stereotypes.

Unit - IV - Leadership - Concept, quality, group think, crowd and mob behaviour.



Consumer Behaviour

Course objective: The course provides insight into significance of

- consumer behaviour,
- consumer decision-making process
- analysis of various internal and external factors affecting consumer behaviour and their implications.

Unit I: Introduction Concept, Definition, Types of Consumers, Nature, Scope of Consumer Behaviour, Four Drivers of Successful Relationships between Marketers and Customers, Consumer Behaviour and Life-Style Marketing.

Unit II: Determinants of Consumer Behaviour Consumer motivation and involvement, consumer perception, Information processing, perception Learning, Consumer attitude; Family and household influences, family decision making and consumption-related roles, social class, Reference groups, Cultural and sub- cultural differences, Personality, Values and life-style.

Unit III: Consumer Decision Making Levels of Consumer Decision Making, Consumer Buying Process; Problem Recognition; Information Processing; Evaluation of Alternatives; Purchase and Post Purchase Behaviour; Customer loyalty, Models of Consumer Decision Making.

Unit IV: Consumer Buying Behaviour Cross Cultural Consumer Analysis, Combining Global with Local Marketing Strategies, A Framework for Alternative Global Marketing Strategies, Impact of Social Media on Consumer Behaviour, Industrial Buying Process, Types of Buying in B2B, B2C, C2C; Impact of Information Technology on Consumer Behaviour, Recent Trends, Product Endorsements.

Instructional techniques:

To achieve the objectives of this course the instructional strategies that would be used:

~~I Lecture method~~

II Power point presentations

III white board

IV learning by doing

V case studies

Learning Outcomes

- Concept of consumer behaviour
- Determinants of Consumer Behaviour
- Consumer Decision Making
- Consumer Buying Behaviour

References

1. Majumdar, R. (2009). Consumer Behaviour: Insight form Indian Market. New Delhi: Prentice Hall India Learning Private Limited.
2. Schiffman, L. & Kanuk, L. (2011). Consumer Behaviour, New Delhi: Pearson Education.

3. Nair, S. R. (2016). Consumer Behaviour: Text and Cases. Mumbai: Himalaya Publishing House
4. Loudon, D.L. & Della, B. (1992). Consumer Behaviour: Concepts and Applications. New Delhi: Tata Mc-Graw Hill.
5. Wilkie, W. L. (1998). Consumer Behaviour. New York: John Willey & Sons.



COMPUTER FUNDAMENTALS

Course Objectives

To get an overview of

- Historical Evolution of Computing Systems
- Memory and Storage Devices
- Use of office tools
- Basics of Computer networks

Unit-I Historical Evolution of Computing Systems: Overview of Data Processing, History of Computing, Computer Generations; Characteristics of Computer, Anatomy of Computer, Classification of Computers. Number Systems and Codes; ASCII and EBCDIC codes. Input and Output Devices: Concept of Input/Output

Unit-II Memory and Storage Devices: Characteristics of memory systems, memory hierarchy, Types of Memory – RAM, ROM, etc.; Magnetic Disks, Magnetic Tapes, Optical Disks; Concept of Cache Memory and Virtual Memory. Software and Operating System Concepts: Introduction, Software Types, Language translators, System Utility Software, Application Software; Operating System – Characteristics, its functions, and its classification; User Interfaces – CUI and GUIs. DOS and Windows operating systems.

Unit-III Working with Office Tools: Using Word Processing: Opening and Closing of documents, Text creation and Manipulation, Moving Around in a Document, Formatting of text, Table handling, Spell check, language setting and thesaurus, Handling Multiple Documents, Printing of word document. Using Spreadsheet tool: Basics of Spreadsheet; Manipulation of cells, Formulas and Functions, Editing of Spread Sheet, Page setups, header and footer, printing of Spread Sheet. Using Slide Presentation Tool: Basics of powerpoint, Preparation and Presentation of Slides, Slide Show, Formatting and Clip Arts, Taking printouts of presentation / windows.

Unit-IV Communication and Networks: Data Communication, Transmission Modes, Basics of Computer networks, types of computer network - LAN, MAN, WAN; Network Topologies and Applications of Computer Networks. Internet Basics: Concept of Internet, Application of Internet, WWW, Web sites and URLs, Search Engine, Using Electronic mails, Instant Messaging, Web Browsing software, Surfing the Internet. Social Concern: Positive and Negative Impacts of Computer Technology, Computer Crimes, Computer Virus: Definition, Types of viruses, Characteristics of viruses, anti-virus software..

~~Instructional Strategies~~

To achieve the objectives of this course the instructional strategies that would be used:

I Lecture method

II Power point presentations

III white board

~~Learning by doing~~

V case studies

Learning Outcomes

After going through this course students shall get an understanding of

- Historical Development of Computer Systems
- Different Memories and Storage Devices
- Use of office tools
- Basics of Computer networks
- virus

References

1. Nasib Singh Gill: Handbook of Computer Fundamentals, Khanna Books Publishing Co.(P) Ltd., New Delhi, 2016.
2. P.K Sinha: Computer Fundamentals, BPB Publications.
3. Nasib Singh Gill: Computing Fundamentals and Programming in C, Khanna Books Publishing Co.(P) Ltd., New Delhi.
4. V. Rajaraman: Fundamentals of Computers, PHI
5. Microsoft Office - Complete Reference - BPB Publication
6. Norton Peter: Introduction to Computer, McGraw-Hill.
7. Leon, Alexis & Leon, Mathews: Introduction to Computers, Leon Tech World.
8. C.S. French: Data Processing and Information Technology, BPB Publications.

Value Added Course (Non-Credited)**Corporate Social Responsibility****Course Objective:**

- To learn about CSR.
- To learn about corporate stakeholders
- CSR activities and CSR Audit.
- Sustainable Development Goals.

Unit- I:: Introduction to CSR: What and Why of CSR, Emergence of CSR: History and current scenario

Unit- II: Stakeholders: Organization, Government, Society and Regulatory Environments

Unit- III: Planning and Implementing CSR activities, Issues in Indian Economy and Social Development

Unit- IV: Evaluating and developing CSR activities, Corporate Governance Social Impact Assessment and CSR Audit;

Unit- V: CSR and Sustainability and Case Studies (Sector specific); Role of Civil Society; Sustainable Development Goals (SDGs)

Teaching methodology: Chalk and talk, presentation and group discussion, practical and field based, interactive based discussion

Assignment:

- Describe the emergence of CSR.
- Describe the planning and Implementation of CSR.
- Describe Corporate Governance Social Impact Assessment.

Learning Outcomes: after completion of this course student shall be able to get a general introduction to CSR, History and current scenario, Society and Regulatory Environments, formation of CSR activities, Role of Civil Society; Sustainable Development Goals (SDGs).

Essential readings:

Werther. William B and David Chandler Strategic Corporate Social Responsibility: Stakeholders in a Global Environment.

The business of social responsibility — Harsh Shrivastava, books for change, Bangalore, Yr 2000
Corporate social responsibility — concepts and cases, CV. Baxi, yr 2005.

JANNAYAK CHANDRASHEKHAR UNIVERSITY, BALLIA
FACULTY OF SOCIAL SCIENCES
DEPARTMENT OF POLITICAL SCIENCE
VALUE ADDED COURSE

- | | |
|-----------------------|---|
| 1. Course Title | : E-GOVERNANCE |
| Duration | : 30 Hours |
| Number of Students | : 25 |
| Eligibility Criterion | : 10+2 (any discipline) |
| Mode of Training | : Online/Offline/Hybrid |
| Course Objective | : This course will help the students to |
- Familiarizing and making the students to understand the concepts and importance of E-Governance
 - To learn about the strategies and implementation of E-Governance
 - To investigate the issues related with the process of E-Governance

Unit I: - Basics of E-Governance

Meaning, Definitions, Nature, Scope and Significance of E-Governance
 Salient features and Approaches to E-Governance – Growth and
 Development of E-Governance – Towards good governance through E-Governance

Unit II: - E-Governance Architecture

E-Governance policies and legal frameworks – Infrastructural preparedness.
 Human, Legal, Institutional and Technological – Leadership and strategic
 planning.

Unit III: - E-Governance Initiatives

Ministry of Information and Communication Technology – National
 informatics Centre(nic) – National e-Governance Plan (NeGP) - E-Governance
 initiatives at centre, state and local Governments - E-Governance in private
 Sector.

Unit – 4: Recent Trends and issues in e-Governance

Artificial Intelligence – Cloud computing – Internet of Things –Computer
 Surveillance- Data Mining - Ethics of law and Technology – Issue of Security
 and privacy in e-Governance.

Learning outcome

- Identify the concept and need of E-Governance
- Analyse the advantages and disadvantages of E-Governance
- To know the impact of E-Governance on social and economic empowerment of the people and the nation.

References-

- Ashok Agarwal, E-Governance: Case studies, India: University Press, 2007.
- C.S.R. Prabh, E-Governance: Concepts and Case studies, New Delhi: PHI, 2011.
- Subash C. Bhatnagar, E-Government: from vision to implementation. a practical guide with case studies, New Delhi: SAGE, 2004.
- E-Governance: A Global perspective on a New Paradigm, edited by Toshio Obi, Publisher: IOS Press, 2007.
- Electronic Government and Cross-Boundary Collaboration, Innovation and
- Advancing Tools, Yu-Che Chen (Northern Illinois University, USA) and Pin-Yu Chu (National Chengchi University, Taiwan), Publisher: Information Science Reference, 2011.
- Global E-Governance: Advancing E-Governance through innovation and leadership, by J. Tuhtimhin, Publisher: IOS Press, 2009.
- Innovations in E-Government: Governors and Mayors speak-out, By Erwin Blackstone, Michael Bognanno & Simon Hakim.
- Public Information Technology and E-Governance: Managing the virtual state by G. David Garson, Publisher: Jones & Barlett Learning, 2006.

JANNAYAK CHANDRASHEKHAR UNIVERSITY, BALLIA
FACULTY OF SOCIAL SCIENCES
DEPARTMENT OF POLITICAL SCIENCE
VALUE ADDED COURSE

1. Course Title	: <u>Human Rights in the Contemporary World</u>
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2 (any discipline)
Mode of Training	: Online/Offline/Hybrid
Course Objective	: <i>This course will help the students to,</i> <ul style="list-style-type: none">• <i>Developed analytical skills to question and appraise human rights policies and practices at the international and national levels;</i>• <i>Gain substantive knowledge of the international law and policy of human rights and consider prevailing trends in the human rights field and of the challenge and contribution of critics;</i>• <i>Identify improvements, discern ambiguities and identify contradictions in the human rights movement;</i>• <i>Draw useful conclusions about the roles of various state and non-state actors in the identification of rights and in their promotion and enforcement; and</i>• <i>Identify potential roles for oneself in the promotion of human rights</i>

Unit I

Meaning and Nature-Connotations-Evolution-Conventions at National and International level Geneva conventions-Constitution-Practices

Unit II

Human Rights in the ancient, medieval and Modern era-Natural Justice-Different Schools of Thought-Philosophical perspectives-Rights Education

Unit III

Rights at International level-Women rights-Children-Disabled-Elder-Minorities Rights Violation-Violence-State Machinery.

Unit IV

Human rights issues-Police-Commissions-Abuses-socio-economic and political exploitation Welfare state and rights related Hurdles
Environmental rights-Tribal Migration-Transgender-Refugees-Terrorism-Arms race and Rights Human rights commissions-NHRC-SHRC-UNO-WHO-UNICEF-Amnesty

Learning Outcome-

This course provides the student with the

- capacity to identify issues and problems relating to
- the realisation of human rights,
- It also strengthens the ability to contribute to the society
- the resolution of human rights issues and problems. It
- also develops investigative and analytical skills.

References :-

- Bhagwati, Dimensions of Human Rights, Madurai: Society for Community Organization Trust, 1987
- Mehta, and Neena Verma, Human Rights Under the Indian Constitutions, New Delhi: Deep and Deep Publications, 1995
- Peter Bachr, Human Rights: Universality in Practice, New York: Palgrave, 2006
- Bava, Noorjahan, (Ed.), (2000), Human rights and Criminal Justice
- Administration in India, Uppal Publishing House, New Delhi.
- Sanajaoba, Human Rights in the New Millennium, Manas Publications New Delhi.

JANANAYAK CHANDRASHEKHAR UNIVERSITY BALLIA

Department of Zoology

Value Added Course

Course Title: Conservation of Environment

Duration: 30 hours, 2 Credits

Number of Students: 30

Eligibility criterion: 10+2 (Any discipline)

Mode of Training: Offline/Online/Hybrid

Course Objectives:

After completing this course, the student will be able to learn about:

1. The basics of Environment and its conservation
2. The basic causes of environmental degradation
3. The basic measures for environmental protection

Curriculum:

Unit 1: Basics of Environment and ecosystem 7.5 hours

- i. Basic elements of Environment
- ii. Introduction to Ecosystem
- iii. Biotic factors and abiotic factors

Unit 2: The basic causes of environmental degradation 7.5 hours

- i. Air pollution and its causes
- ii. water pollution and its causes
- iii. Soil pollution and its causes

Unit 3: The basic measures for environmental protection 7.5 hours

- i. Protection of water bodies, treatment of industrial and domestic effluents
- ii. Measures to reduce carbon emission
- iii. Green energy and its effects on environment, phased removal of fossil-fuel driven vehicles

Unit 4: 7.5 hours

- i. Deforestation and its effects on environment
- ii. Conservation of forests and re-forestation
- iii. Project works/Assignments

Suggested Readings:

- i. Sharma, P.D. (2016). *Fundamental of Ecology*, Global Net Publication, New Delhi
- ii. Anand V.. (2022). *Environment and Ecology*. Mc Graw Hill, New Delhi

JANANAYAK CHANDRASHEKHAR UNIVERSITY BALLIA

Department of Zoology

Value Added Course

Course Title: Primary Health Monitoring

Duration: 30 hours, 2 Credits

Number of Students: 30

Eligibility criterion: 10+2 (Any discipline)

Mode of Training: Offline/Online/Hybrid

Course Objectives:

After completing this course, the student will be able to learn about:

1. The basics of human anatomy and physiology.
2. The basics of health monitoring techniques.
3. The basics of how to stay healthy.

Course Curriculum:

Unit 1: Basics of Human Anatomy and Physiology 6 hours

- i. Basic elements of Human Digestive system
- ii. Basic elements of Human Circulatory system
- iii. Basic elements of Human Respiratory system
- iv. Basic elements of Human Excretory system

Unit 2: Basics of Human Health 6 hours

- i. Basic elements of immune system
- ii. Pathogens in environment: Viruses, Bacteria, Protozoans, helminths
- iii. Basics of cardiac, respiratory and excretory problems
- iv. Basics of infectious diseases: Typhoid, Malaria etc.

Unit 3: Basics of staying healthy 6 hours

- i. Diet and health
- ii. Exercise/physical work and health
- iii. Hygiene and health
- iv. Mental health vs. physical health

Unit 4: Lab Work and Assignment 12 hours

- i. Monitoring of blood pressure and glucose levels in blood and urine
- ii. Demonstration of models of human anatomy and physiology
- iii. Study of prepared slides of infectious pathogens
- iv. Assignment

Suggested Readings:

- i. Venkatesh D., (2021) Basics of Medical Physiology, Wolters Kluwer Publications, New Delhi
- ii. Agrawal R. And Agrawal N. (2021). Anatomy, physiology and Health Education. CBS Publishers and Distributors, New Delhi.

Essentials of Guidance and counselling

(Credits-3)

Total Contact hours-40

Objectives: After studying this course the student will be able to:

1. Understand meaning and nature of guidance and counselling.
2. Develop relationship between guidance and counselling.
3. Plan and organize guidance programmes in schools.
4. Use appropriate tools for guidance and counselling sessions.
5. Conduct Counselling sessions in school situations.
6. Evaluate the techniques used in guidance.

UNIT-I Guidance : Concept and perspectives

Contact Hours - 10

- Concept
- Need
- Scope
- Basic Assumptions
- Principles
- Modern Trends
- Problems of guidance in Indian context.

UNIT-II Guidance types and Organization

Contact Hours - 10

- Educational
- Vocational
- Personal
- Objectives and difference
- Organization and Administration of guidance programs in Institutions.
- Career Guidance-Definition, Aims, Sources and career development.

UNIT-III Various Guidance Services

Contact Hours - 10

- Information service
- Individual information collection
- Vocational information
- Counselling service
- Placement service
- Follow up service
- Research service
- Preparatory service

UNIT-IV Various Guidance Services

Contact Hours - 10

- Concept
- Principles
- Process of Counselling
- Characteristics of a good Counsellor
- Relevance of Counselling in present context
- Counselling services in schools
- Directive, non-directive and Eclectic Counselling.

Transactional Strategies:—

The course will be transacted mainly through practical work such as the following.

- Conducting a Counselling session based on the problem of two students by using appropriate Counselling technique and presentation.
- Writing essay at least two topics.

Reference Books:—

- Agrawal, J.C. (1989) Education, Vocational Guidance and Counselling, Dowaba House, New Delhi.
- Dubey, Ramakant (1982) Fundamentals of Education and Vocational Guidance, Rajesh Publishing House, Meerut.
- Grow, Lester and Allir, Crow (1962) An introduction to Guidance, Urasia Publishing House, Delhi.
- Jones, Author, J. (1963) Principles of Guidance, MacGraw Hills book company, New York.
- Kochhar, S.K., (1993) Educational and Vocational Guidance in Secondary Schools, Sterling Publishers Private Limited, New York.
- Mayers, Jorge, E. (1971) Principles of Techniques of Vocational Guidance, McGraw hills Company, New York.
- Pandey, K.P. (1987) Shaikshik Tatha Vyawasayik Nirdeshan ke Adhar, Amitabh Prakashana, Delhi.
- Pandey, K.P. (2000) Educational and Vocational Guidance in India, Vishwavidyalay Prakashan, Varanasi.
- Sharma, R.A. and Chaturvedi, Shikha (2014) Fundamentals of Guidance and Counselling, R. Lal Book Depot, Meerut.
- www.nationalmentoringmission.com
- www.guidanceandcounselling.com
- www.NEP2020.com

VAC : Fundamentals of Communication and Meaningful Interaction

Learning Objectives (LO): After studying this value added course the student will be able to:

1. Understand meaning and nature of communication process.
2. Plan and organize how to establish meaningful communication.
3. Acquire knowledge of concept of communication and meaningful interaction.
4. Develop effective communication skill in daily life.
5. Understand communication and presentation skills.
6. Evaluate the various components of communication process and barriers of communication in daily life.

Course Content:

1. Concept of communication.
2. Types of communication.
3. Factors affecting communication.
4. Barriers of communication.
5. Significance of communication process.
6. Criteria of Effective communication.
7. Characteristics of good presentation.
8. Scientific guidelines of effective presentation.
9. Tips for making a good presentation.
10. Various components of communication and presentation skill.

Course Outcome:—

The students should be able to:

- Follow the components of communication.
- Explain the various barriers of communication.
- Make use of various communication and interaction techniques.
- Find out the emerging trends in communication and interaction.

Transactional Strategies:—

The value added course will be transacted mainly through practical activity such as the following.

- Conducting and presentation of content.
- Writing essay at least two topics.
- Seminar presentation.

VAC : Fundamentals of Mentoring

About Course:

Mentoring is a process for the informal/formal transmission of knowledge and the psychosocial support perceived by the recipient as relevant to work, career or professional development. Mentoring entails informal communication and for a sustained period of time between a person who is perceived to have greater relevant knowledge, wisdom or experience (the mentor) and a person who is perceived to have less of the same (the mentee).

Learning objectives (LO):

After studying this value added course the student will be able to:

1. Define the term mentor and mentee.
2. Understand meaning, nature and importance of mentoring
3. Develop the vision for mentoring in the education space (NEP 2020)
4. Differentiate between mentoring and other forms of professional development.
5. Acquire knowledge of common myths associated with mentoring.
6. List out the main characteristics of mentors and mentees.

Course Content:

1. Concept of Mentoring.
2. Principles of Mentoring.
3. The vision for mentoring in the education space (NEP 2020)
4. The characteristics of mentors and mentees.
5. Best practices in mentoring.
6. All teach, all learn mentoring.
7. Situational mentoring.
8. Flash mentoring.
9. The elements of mentoring programme.
10. Challenges to mentoring. Introduction to mentoring infrastructure.

Course Outcome:—

The students should be able to:

- Follow the mentoring process.
- Explain the various challenges to mentoring.
- Make use of various knowledge transfer mentoring.
- Develop vision for mentoring in the education space.

Transactional Strategies:—

The value added course will be transacted mainly through practical activity such as the following.

- Writing essay at least two topics.
- Interactive discussion between mentor and mentee.
- Sudden regular assessment to promote formative evaluation.

VAC : Teaching skills in Teaching-Learning process.

Learning objectives (LO):

After studying this value added course the student will be able to:

1. Define concept of teaching skill.
2. List out various teaching skills.
3. Understand essential components of teaching skills.
4. Acquire knowledge of micro teaching.
5. Develop mastery learning in teaching learning process.
6. Plan and organize how to make effective teaching.

Course Content:

1. Concept of Assumption and nature of micro teaching.
2. Process, cycle and phases of micro teaching.
3. Meaning, definition and classification of teaching skills.
4. Introduction skill-Component and importance.
5. Probing questioning skill-Component and importance.
6. Writing instructional skill-Component and importance.
7. Reinforcement skill-Component and importance.
8. Black board writing skill-Component and importance.
9. Explanation skill-Component and importance.
10. Closure lesson skill-Component and importance.

Course Outcome:—

The students should be able to:

- Define the concept of micro teaching.
- Explain the nature of teaching skill.
- Find out the emerging trends in teaching skills.
- List out various teaching skill related to teaching-learning process.
- Make use of various teaching skills for effective teaching.

Transactional Strategies:—

The value added course will be transacted mainly through practical activity such as the following.

- Preparation of micro lesson plan.
- Presentation of micro lesson plan based on various teaching skill.
- Sudden test to promote regular formative assessment.

JANANAYAK CHANDRASHEKHAR UNIVERSITY, BALLIA

Faculty of Ayurveda: VALUE ADDED COURSE IN AYURVEDA

Course Title	: <u>Personal Hygiene and Ayurveda</u>
Duration	: 30 Hours
Credits	: 2
Number of Students	: 30
Eligibility Criteria	: 10+2 (any discipline with Interest in Ayurvedic lifestyle)
Mode of Training	: Online/ Offline/ Hybrid
Course Objective	: The objective of the course is to develop awareness of Personal Hygiene & Promotion of Health following Ayurvedic lifestyle.

Course Curriculum

Unit I 8 hrs

1. Basic concepts & Principles of Ayurveda
2. Personal Hygiene & Health Recommendations
3. Properties and Rules of Aahar-Vihar by Ayurveda

Unit II 6 hrs

1. Diet and Lifestyle tips for different Body Personality
2. Body Detoxification Through Ayurveda

Unit III 6 hrs

1. Boosting Immunity Through Ayurveda
2. About Daily Regimen & Seasonal Regimen

Unit IV 10 hrs

3. Personal Health Promotion by Herbal & Home Remedies
4. Meditation & Spirituality for Healthy Mindset
5. Knowledge & Discussion upon Lifestyle Disorders

Suggested Reading Books:

- Park, K. 2015. *Preventive and Social Medicine*. Banarsidas Bhanot Publishers, Jabalpur(M.P.), India.
- Rai, V. K. 2021. *Swasthyritt Vigyan*. Chaukhambha Publications, New Delhi, India.
- Sastri Pt. Kashinath & Chaturvedi, G. 2021. *Caraka Samhita*. Chaukhambha Bharti Academy, Varanasi, India.
- Sriwastva, S. 2010. *Astanga Sanghrha*, Chaukhambha Orientalia, Varansi, India.

JANANAYAK CHANDRASHEKHAR UNIVERSITY, BALLIA

Faculty of Ayurveda: VALUE ADDED COURSE IN AYURVEDA

Course Title	: Introduction and Cultivation of Useful Ayurvedic plants
Duration	: 30 Hours
Credits	: 2
Number of Students	: 30
Eligibility Criteria	: 10+2 (any discipline with Interest in Ayurvedic plants)
Mode of Training	: Online/ Offline/ Hybrid
Course Objective	: The objective of this course is to develop interest and encourage of important Ayurvedic plants.

Course Curriculum

Unit -I 7 hrs

1-Introduction of Ayurveda and basic concept of Ayurveda

2-Introduction and Basic Concept of Dravyaguna Vigyana 3-Identification of Ayurvedic plants by Ayurvedic text

Unit -II

6 hrs

1 methods of identification of plants 2-Knowledge of Ayurvedic plants

Unit-III

7 hrs

Basic concept of cultivation, Methods of cultivation, Medicinal plants cultivation.

Importance and Scope of Cultivation of Medicinal Plants.

Unit -IV 10 hrs

Detailed knowledge of following medicinal plants in cultivation technique-

1. ARDRAKA, 2. ASHWAGANDHA, 3. BRUHATI, 4. CHITRAKA, 5. GUDUCHI, 6. HARIDRA, 7. KALMEGHA, 8. KUMARI, 9. TULSI, 10. VASA

Suggested Readings:

- Sharma, P. V. 2013. *Dravyaguna Vijnana*. Chaukhambha Bharti Academy, Varanasi, India
- Singh, N. 2015. *Conservation and Cultivation of Medicinal Plants*. Discovery Publishing Pvt. Ltd, New Delhi, India

JANANAYAK CHANDRASHEKHAR UNIVERSITY BALLIA**Department of Botany- Value Added Course**

Course Title	: Field Studies in Botany
Duration	: 30 Hours
Credits	: 2
Number of Students	: 30
Eligibility Criteria	: 10+2 (Botany as One of the subject)
Mode of Training	: Online/ Offline/ Hybrid
Course Objective	: The objective of this course is to provides students with the skills and understanding to conduct botanical field work.

Course Curriculum**Unit I** **9 hrs**

1. Field Collection
2. Drying & Preserving.

Unit II. **7 hrs**

1. Habitat Surveying
2. Information Recording

Unit III **7 hrs****Plant Identification****Unit IV** **7 hrs****Preparation for Field Work Diary****Suggested Reading:**

Paul, P., Dhar, S. and Chowdhury, M. 2020. Herbarium techniques. Orange Books Publication, Chattisgarh, India.

Sharma, O.P. 2021. Practical Botany II. Pragati Prakashan, Meerut, India.

JANANAYAK CHANDRASHEKHAR UNIVERSITY BALLIA**Department of Botany- Value Added Course****Course Title** : Gardening and Landscaping**Duration** : 30 Hours**Credits** : 2**Number of Students** : 30**Eligibility Criteria** : 10+2 (Any discipline with interest in plants)**Mode of Training** : Online/ Offline/ Hybrid**Course Objective** : The objective of this course is to develop understanding about the process of sowing seeds /propagation techniques to grow a plant and to make students knowledgeable about landscaping.**Course Curriculum****Unit I****6 hrs**

Gardening: definition, objectives and scope Plant Components of a garden with appropriate locations– Herbs, Shrubs, Climbers, Trees, Seasonal flowers and bulbous plants, Trees, shrubs, climbers & creepers, Hanging plants, ferns, orchids and bromeliads, Cacti and other succulents etc.

Unit II**8 hrs**

Practicals- Understanding & application of Indoor gardening

Unit III**8 hrs**

Different types of gardening- landscape and home gardening- parks and its components– Edges, Hedges, Topiaries, Arches, Pergolas, Lawn, Water bodies and aquatic plants, plant materials and design.

Unit IV**8 hrs**

Practical: Garden planning on paper– Public garden/ Private garden

Further Readings-

Chandrashekar, S.Y. and Hemla Naik, B. 2021. Principles of Landscape Gardening. Indian Council of Agricultural Research, New Delhi, India.

Mehra, P. 2019. Gardening. Nanda Books, India

हिन्दी विभागमूल्यवर्द्धित पाठ्यक्रमरचनात्मक लेखन**समयावधि : 30 कक्षाएं****क्रेडिट : 2**

उद्देश्य :- रचनात्मक लेखन के इस पाठ्यक्रम के अध्ययन के पश्चात् विद्यार्थी रचनात्मक लेखन के सैद्धांतिक पक्ष का ज्ञान अर्जित कर सकेंगे। इसके साथ ही वे रचना के गुण, अवगुण पर विचार कर उसकी उचित समीक्षा कर सकेंगे।

इकाई-1 :-

रचनात्मक लेखन का परिचय, रचना की प्रेरणा (भारतीय एवं पाश्चात्य विचार)

इकाई-2 :-

भाषा एवं साहित्य के तत्वों की चर्चा (रस, छंद, अलंकार एवं ध्वनि आदि तत्वों का संक्षिप्त विवेचन)

इकाई-3 :-

साहित्य की विधाओं का संक्षिप्त परिचय (उपन्यास, कहानी, निबंध, नाटक, आलोचना, गीत, गजल, नवगीत आदि विधाओं का संक्षिप्त परिचय)

इकाई-4 :-

मीडिया एवं सिनेमा लेखन (रिपोर्ट, फीचर रिव्यू, फिल्मी गीत आदि का लेखन)

अभिलक्ष्य :- रचनात्मक लेखन के इस पाठ्यक्रम के अध्ययन के पश्चात् विद्यार्थी रचनात्मक लेखन के विविध पहलुओं का ज्ञान प्राप्त कर सकेंगे। विविध साहित्यिक विधाओं के सम्यक् ज्ञानार्जन के पश्चात् अपनी रुचि के अनुरूप उचित विधा में रचनात्मक लेखन के लिए प्रोत्साहित होंगे।

(20)

हिन्दी विभाग
एम0ए0 हिन्दी मूल्यवर्द्धित पाठ्यक्रम
व्यावहारिक हिन्दी

समयावधि: 30 कक्षाएँ

क्रेडिट : 2

उद्देश्य: व्यावहारिक हिन्दी के इस पाठ्यक्रम का उद्देश्य विद्यार्थियों को हिन्दी का व्यावहारिक ज्ञान प्रदान करना है। इस पाठ्यक्रम के अध्ययन से विद्यार्थी हिन्दी भाषा के लेखन एवं प्रयोग में होने वाली सामान्य त्रुटियों का निराकरण कर सकेंगे। साथ ही प्रतियोगी परीक्षाओं में पूछी जाने वाली सामान्य हिन्दी विषय/प्रश्न पत्र की तैयारी भी कर सकेंगे।

इकाई-1:-

- (क) पद एवं पदरचना (उपसर्ग, प्रत्यय, रूप एवं रचना)
- (ख) वाक्य रचना, पद क्रम एवं अन्विति।

इकाई-2:-

- (क) हिन्दी की ऐतिहासिक पृष्ठभूमि एवं भौगोलिक विस्तार।
- (ख) संधि एवं समास का सामान्य परिचय।

इकाई-3:-

- (क) आवेदन पत्र एवं प्रार्थना पत्र-लेखन।
- (ख) पत्रलेखन एवं संक्षेपण।

इकाई-4:-

- (क) सारांश लेखन।
- (ख) आलेख लेखन।

सहायक ग्रंथ:-

- (क) हिन्दी व्याकरण एवं रचना- वासुदेवनन्दन प्रसाद।
- (ख) हिन्दी भाषा- डॉ० भोलानाथ तिवारी/डॉ० हरदेव बाहरी।
- (ग) हिन्दी व्याकरण- कामता प्रसाद गुरु।
- (घ) हिन्दी की वर्तनी तथा शब्द विश्लेषण- डॉ० भोलानाथ तिवारी।

अभिलेख: व्यावहारिक हिन्दी के इस पाठ्यक्रम के अध्ययन के पश्चात विद्यार्थी हिन्दी के सामान्य व्याकरण ज्ञान के साथ ही उसके व्यावहारिक प्रयोग को भी सीख पायेंगे। जिससे वे प्रतियोगी परीक्षाओं की सामान्य हिन्दी विषय/प्रश्नपत्र को हल करने के साथ ही अपने दैनंदिन जीवन में भी हिन्दी भाषा का शुद्ध लेखन एवं प्रयोग कर सकेंगे।

1. Course Title	: Computer Proficiency
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Course Objective	: The objective of this course to make students knowledgeable in emerging IT area so that he/she can work as a smart worker in any organization of his/her choice

Course Curriculum

Unit –I 7 Hours

Knowing computer: What is Computer, Basic Applications of Computer; Components of Computer System, Central Processing Unit (CPU), VDU, Keyboard and Mouse, Other input/output Devices, Computer Memory, Concepts of Hardware and Software; Concept of Computing, Data and Information; Applications of ICT; Connecting keyboard, mouse, monitor and printer to CPU and checking power supply.

Unit –II 7 Hours

Operating Computer using GUI Based Operating System: What is an Operating System; Basics of Popular Operating Systems; The User Interface, Using Mouse; Using right Button of the Mouse and Moving Icons on the screen, Use of Common Icons, Status Bar, Using Menu and Menu-selection, Running an Application, Viewing of File, Folders and Directories, Creating and Renaming of files and folders, Opening and closing of different Windows; Using help; Creating Short cuts, Basics of O.S Setup; Common utilities.

Unit –III 9 Hours

Understanding Word Processing: Word Processing Basics; Opening and Closing of documents; Text creation and Manipulation; Formatting of text; Table handling; Spell check, language setting and thesaurus; Printing of word document.

Using Spread Sheet: Basics of Spreadsheet; Manipulation of cells; Formulas and Functions; Editing of Spread Sheet, printing of Spread Sheet.

Making Small Presentation: Basics of presentation software; Creating Presentation; Preparation and Presentation of Slides; Slide Show; Taking printouts of presentation / handouts.

Unit –IV 7 Hours

Introduction to Internet, WWW and Web Browsers: Basic of Computer networks; LAN, WAN; Concept of Internet; Applications of Internet; connecting to internet; What is ISP; Knowing the Internet; Basics of internet connectivity related troubleshooting, World Wide Web; Web Browsing softwares, Search Engines; Understanding URL; Domain name; IP Address; Using e-governance website. Basics of electronic mail; Getting an email account; Sending and receiving emails; Accessing sent emails; Using Emails; Document collaboration; Instant Messaging; Netiquettes.

Book References

- Computer Awareness by Arihant Experts
- fundamentals of computers by reemathareja

2. Course Title	: Soft Skill and Personality Development
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline
Course Objective	: By the end of the soft skills training program, The students should be able to develop effective communication skills (spoken and written) and cultivate effective presentation skills as well.

Course Curriculum

Unit –I 7 Hours

Self-Assessment; Identifying Strength & Limitations; Habits, Will-Power and Drives; Developing Self-Esteem and Building Self-Confidence, Significance of Self-Discipline. Understanding Perceptions, Attitudes, and Personality Types Mind-Set: Growth and Fixed; Values and Beliefs Motivation and Achieving Excellence; Self-Actualisation need Goal Setting, Life and Career Planning; Constructive Thinking

Unit –II 7 Hours

Communicating Clearly: Understanding and Overcoming barriers; Cross gender/Cross Cultural communication, Strategic Communication.Active ListeningPersuasive Speaking and Presentation Skills Conducting Meetings, Writing Minutes, Sending Memos and Notices Netiquette: Effective E-mail Communication, Telephone Etiquette Body Language in Group Discussion and Interview

Unit –III 9 Hours


Enhancing Empathy, Showing Sympathy and Dealing with Antipathy; Gaining Trust and Developing Emotional Bonding Ethics and Etiquettes (Social and Official Settings); Respecting Privacy; Civic Sense and Care for the Environment Negotiating, Decision-Making, Conflict-Resolution, Five Styles Emotional Literacy; Assertiveness versus Aggressiveness; Learning to Say "No."; Learning to Appreciate and Give Praise; Presenting Bad News Humour, Jokes and Anecdotes in Effective Communication

Unit –IV 7 Hours

Managing Time and Beating ProcrastinationManaging People: Leading and Working with Team (Co-ordination and Co-operation); Developing Accountability, Commitment and Responsibility; Behaving ConscientiouslyManaging Stress and Maintaining Positive OutlookManaging Health, Boosting Memory, Enhancing Study SkillsManaging Money and Love; Balancing Personal and Professional Life

Book References

- **How to Win Friends and Influence People (Paperback)**
by Dale Carnegie
- **The 7 Habits of Highly Effective People: Powerful Lessons in Personal Change (Paperback)**
by Stephen R. Covey



3. Course Title	: Database Management for Efficient Working
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Course Objective	: The objective of a database management system is to facilitate the creation of data structures and relieve the programmer of the problems of setting up complicated files thereby managing task efficiently

Course Curriculum

Unit-I 7 Hours

Database Management Concept , APEX Basics - Application, Pages and Regions APEX Regions - Forms, Reports, Charts User Interface, Templates and Themes Creating Mobile Application APEX Advanced - Security and Performance

Unit-II 9 Hours

Workspace SQL Workshop Application Builder Form , Form with Report, Chart and Filter Report in detail, SQL Data Definition , Data manipulation, Data Control, Triggers and Functions

UNIT III 7 Hours

Master-Detail Form Classic Report Interactive Report Interactive Grid, Menus Tree Region Authentication Authorization Public Page

UNIT IV 7 Hours

Templates Theme Dynamic Action Validation Computation, Page Process Branches Custom Process Default Value Shared Library, List of Values Application Properties Page Zero (Page0) Application Performance Project

Book References

- **Introduction to Database Management Systems" by Kahate**
- **An Introduction to Database Systems" by Bipin Desai**

4. Course Title	: Computerized Accounting System using Tally
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Course Objective	: This course is designed to impart knowledge regarding concepts of Financial Accounting package which is used for learning to maintain accounts.

Course Curriculum

Unit-I 7 Hours

Tally Introduction , Accounts Information- Ledgers, Groups . Inventory Information- Stock Groups, Stock Items, Units of Measure Accounting Vouchers- Receipts Vouchers, Payment Vouchers, Purchase Vouchers Sales Vouchers, Contra Vouchers, Journal Vouchers Debit Note, Credit Note, Memorandum Voucher.

Unit-II 7 Hours

Godowns ,Date Management- More than one year company creation, Change Period . Payroll System Discount Management- Cash Discount, Trade Discount, Vouchers Types, Back up, Restore

Unit-III 9 Hours

Display- Trial Balance, Day Book, Account books, Statement of Accounts, Inventory Books Statements of Inventory, Cash/fund flow, Payroll Reports, List of Accounts Exception Reports, Print Management 10. Various Types of Company- Traders, Processional

Unit-IV 7 Hours

Opening Balance with New Company, GST- CGST, SGST, IGST 12. Printout Management 13. Others Options, Complete Project of B to B and B to C company

Book References

- **Learn Tally Prime With GST Book by Gaurav Agrawal**
- **Official Guide to Financial Accounting using TallyPrime**

5. Course Title	: Digital Banking
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Course Objective	: The objective of this course to impart knowledge of how various online banking services function under the internet and telecommunication network.

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Course Curriculum

Unit-I 7 Hours

- What is banking? What is Digital Banking, Digital Banking Systems Architecture, Customers Set Foot in Branches, Why is Digital Banking so Important & The Future of Branches

Unit-II 9 Hours

- Role of Technology Company in Banking, Wearables & Web, Mobile Banking, Account management, NPCI Products BHIM , IMPS, UPI, NACH

Unit-III 7 Hours

Various Payment and Settlement methods, Point of Sale , ATM, Alternative delivery Channel.

Unit-IV 7 Hours

Various Security Measures in Digital Banking , Phishing , Skimming, ATM security, QR Payment , ATM QR, Open Banking , RTGS , NEFT

Book References

- **Retail and Digital Banking: by John Henderson**
- **The Digital Banking Revolution: by G D Shukla**

6. Course Title	: Website Designing
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Course Objective	: objective of this course is to impart knowledge of various recent technologies to create a website quickly and effective to serve the purpose

Course Curriculum

Unit-I 7 Hours

Web Design using HTML – Introduction – Basic Tags - Comments – attributes – headings - Paragraphs - Text formatting – Hyperlinks – Table manipulation -Lists - frames -forms - images - videos. Introduction to Dynamic HTML.

Unit-II 7 Hours

Cascading Style Sheets - Introduction – Syntax – selectors – comments – color -font – background - image - link - table – border -margin - CSS types – Inline – Internal – External.

Unit III 9 Hours

XML: Introduction – benefits of XML – XML syntax - XML declaration – processing - comments – XML schema – XML with CSS. Unit IV: Document Type Definition (DTD) – building blocks of XML documents – creating DTD – internal DTD – external DTD - Introduction to Document Object Model

Unit IV 7 Hours

JavaScript - Introduction – features of java script - syntax – variables – constants - operators – dialog boxes - arrays – control statements – if-else – nested if - switch – for loop – while loop - functions – string handling – JavaScript objects – events – events handling.

Project on Website Development

Book References

Learning Web Design by Naveen Varshney

7. Course Title	: Desktop Publishing
Credit	:2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Course Objective	: The objective of this programme is the use of personal computers to design books and booklets that are intended to be printed by ink jet or laser printers

Course Curriculum

Unit-I 7 Hours

Fundamentals of Computer& Desktop Publishing, Basics of Ms. Word ,Ms. PowerPoint & Ms. Excel, Working with Photoshop, Designing using Corel Draw.

Unit-II 7 Hours

Adobe PageMaker, Offset Printing Technology, E-Publishing

Unit-III 9 Hours

Estimating & costing for designing work, Digital Printing & Technology, Book Publishing, Flexography & Screen Printing

Unit-IV 7 Hours

Photoshop, Complete Brochure designing Project

Book References

- **Desktop Publishing by Bittukumar**
- **100 Things Every Designer Needs to Know by Praad and Shukla**

8. Course Title	: Career Counselling and Guidance
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Course Objective	: The objective of the programme is to inform the students about the prerequisite of getting good jobs and importance of being street smart

Course Curriculum

Unit-I 7 Hours

Theories of Career Development, Psychological Assessment, Career Guidance and Counselling, Understanding of today's Youth, Positive Psychology for Youth,

Unit-II 7 Hours

Counselling Theories, Skills and Techniques, Career Development Through Life Span, Occupational Information, Importance of Industry Internship, Training and Development, Practicum in Career Guidance and Counselling

Unit-III 9 hours

Career Assessments and Profiling, Career Counselling for Special Population, Educational and Vocational Guidance for Socially Disadvantaged, Women and Career Development, Human Resources Management.

Unit-IV 7 Hours

Organizational Behaviour, Mental Health and Employee Counselling, Professional Development of Career Counsellors, Occupational Information, Modern methods of evaluation of career guidance.

Book References

- **Designing Your Life by Bill Burnett**
- **A Career Guidance Hand Book by J Vinay Kumar**

- 9. Course Title : Fingerprint Examination and Analysis**
Credit : 2
Duration : 30 Hours
Number of Students : 30
Eligibility Criterion : 10+2
Mode of Training : Online/Offline
Objective : Fingerprint Science is one of the very primitive disciplines, which has been used by human civilization since ages. This discipline is considered very reliable and accurate due to the principles of individuality, uniqueness, and permanence, which are the factors on which this entire science rests.
Course Curriculum

Unit-I 7 Hours

INTRODUCTION TO FINGERPRINTS: Introduction and History, Fingerprint Bureau, Physiological Development of Fingerprint Formation, Principle of Fingerprint Examination, Importance of Fingerprints in Personal Identification, Pattern Types and Pattern Area, Searching Fingerprints, Recording of Prints: Inked Impression, Galton's Classification of Fingerprints, Ridge Characteristics, Ridge Counting, Ridge Tracing, Henry System of Classification

Unit-II 7 Hours

TYPES OF FINGERPRINTS: Introduction, Composition of Sweat, Types of Fingerprint, Chance/Latent Fingerprints, Visible Fingerprints, Plastic Fingerprints

Unit-III 9 Hours

DEVELOPMENT OF LATENT FINGERPRINTS: Introduction, Factors Affecting Development of Latent Fingerprints, Powder Method, Gray Powder, Black Powder, Aluminum Flake Powder, Granular powders, Magnetic Powders, Fluorescent Powders, Other Powder Method, Fuming Method, Iodine Fuming, Cyanoacrylate / Super Glue Fuming Method, Osmium Tetroxide Method, Hydrofluoric Acid, Mercuric Iodide Method, Ruthenium Tetroxide, Radioactive Sulphur dioxide ($^{35}\text{SO}_2$), Other Fuming Agents, Chemical Method, Ninhydrin Method, DFO Method, 1,2-Indanedione Method, Methylthioninhydrin Method, Silver Nitrate Method, Physical Developer Method, Vacuum Metal Deposition (VMD) Method, Sudan Black Method, Small Particle Reagent (SPR) Method, Dimethylaminocinnamaldehyde (DMAC) Method, Crystal Violet/ Gentian Violet Method, Other Chemical Methods, Application of LASER and Other Radiations to Develop Latent Fingerprints, Metal Deposition Method and Development of Latent Prints from Skin, Lifting and Preserving the Fingerprint

Unit-IV 7 Hours

RECORDING AND COMPARISON OF FINGERPRINTS: Introduction, Recording Finger Prints from Living and Dead Person, Class Characteristics and Individual Characteristics, Comparison of Fingerprints, Biometric Recording and Identification of Fingerprints

Book References

- **Finger Prints by Francis Galton**
- **Fingerprints: Analysis and Understanding by Mark Hawthorne**

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10.Course Title	: Document and Handwriting Examination
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Objective	: Document, can be defined as any material either movable or immovable, that holds a written, printed, or drawn inscription. On the contrary, a questioned document is elucidated as any text or document whose authenticity or legitimacy has been questioned, or is considered to be skeptical

Course Curriculum

Unit-I 7 Hours

QUESTIONED DOCUMENT EXAMINATION: Introduction, Questioned Document, Document Examiner, Qualification of Document Examiner, Scope and Challenges, History of Questioned Document Examination, Forensic Document Examination, Principles of Document Examination, Collection and Preservation of Document as an Evidence, Standard and Exemplar, Scientific Examination of Questioned Document, Presentation of Examination Report to the Court, Problems Faced in Document Examination

Unit-II 7 Hours

HANDWRITING: Introduction Handwriting, Control and Coordination of Brain and Handwriting, History, Instruments used for Writing, Various System of Handwriting, Factors that Affect Handwriting, External Factors, Internal Factors, Natural Variations, Fundamental Divergence

Unit-III 9 Hours

HANDWRITING EXAMINATION:History of Handwriting Examination, Purpose of Handwriting Examination, Basic Principles of Handwriting Examination, Characteristics of Handwriting, Class Characteristics, Individual Characteristics, Different Type of Cases Encountered in Handwriting Identification, Disguised Writing, Simulated Writing, Traced Writing, Indented Handwriting, Secret Writing, Writing on Charred Document, Collection of Handwriting Samples, Examination of Handwriting, Report Writing of Handwriting Examination, Problems Encountered in Handwriting Examination

Unit-IV

7 Hours

IDENTIFICATION OF SIGNATURE AND FORGERIES: Introduction to Signature, Penmanship, Different Forms of Signature, History of Signature Related Forgeries, Genuine Signature, Forged Signature, Factors Effecting Signature, Methods of Producing Forged Signature, Traced Forgeries, Simulated Forgeries/ Forgeries by Memory, Spurious Signatures/Impersonation, Spouses' Imitation, Forgery by Transplantation, Identification and Examination of Forged Signatures, Evaluating Non-Original Signatures, Assisted or Guided Signature, Problems Encountered in Examination, Various Types of Electronic Signatures, PAN Card, Voter ID Card, Driving License, UID Adhar Card, Passport, Bankers Cheque, Identification Features of Indian and Other Currencies, Seal and Seal Impressions,

Book References

- **Questioned Documents by Albert S Osborn**
- **Scientific Examination of Questioned Documents by Jan Seaman Kelly & Brian S. Lindblom**

11.Course Title	: Graphology
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Objective	: The word "Graphology" is derived from two Greek words: "Graphos" meaning writing and "logos" is study. Therefore, an in-depth study conducted to ascertain a person's psychological and emotional conditions by analyzing his/her physical characteristics and pattern produced in the handwriting.

Course Curriculum

Unit-I 7 Hours

Introduction and History, Handwriting, Handwriting without a Hand, Fixed vs. Unfixed Traits of Handwriting, Aim and Scope of Graphology, Limitations of Graphology

Unit-II 7 Hours

GRAPHOLOGY AS A SCIENCE:Introduction, Facets of Graphology, Physical, Mental, Emotional, Graphological Deductions

Unit-III 9 Hours

HANDWRITING AND PERSONALITY:Introduction, Basic Handwriting Features, Personality Characteristics, High vs. Low Functioning Intelligence, Extroversion vs. Introversion, Strong vs. Weak Work Drive, Honesty vs. Dishonesty

Unit-IV 7 Hours

ANALYSIS OF GRAPHOLOGICAL TRAITS:Graphological Traits, Direction and Baseline, Slant and Angle, Zones, Size, Margins, Pressure, Spacing, Loops, Trait of Sexuality, Graphological Analysis, How to collect a Sample for Graphology Analysis, Basics of Handwriting Analysis, Basics of Signature Analysis

Book References

- **Handwriting Analysis: Putting It to Work for You by Andrea McNichol, Jeffrey A. Nelson**
- **Handwriting Analysis The Complete Basic Book by Karen Amend & Mary S. Ruiz**

12.Course Title	: Mental Health Psychology
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Objective	: It gives an opportunity to study mental health and wellbeing in a non-clinical capacity and provides you with an in-depth understanding of mental health and related public health policies that apply to England.

Course Curriculum

Unit-I 7 Hours

CLINICAL PSYCHOLOGY & MENTAL HEALTH:Introduction, History of Clinical Psychology, Concept of Mental Health and Illness, Trends, Issues of Mental Health Problems, Role and Functions of Clinical Psychologists, Professional Code of Conduct and Ethical Issues, Overview of Epidemiology, Epidemiological Surveys in Indian Context, Sociocultural Correlates of Mental Illness, Psychological well-being and Quality of Life

Unit-II 7 Hours

MODELS OF MENTAL DISORDERS:Psychological Theories, Psychodynamic, Behavioral, Cognitive, Humanistic, Interpersonal, Psychosocial, Other Prominent Theories/Models of Principal Clinical Disorders and Problems

Unit-III 9 hours

DISORDERS:Introduction, Signs and Symptoms, Psychoses, Neurotic, Stress-related and Somatoform Disorders, Disorders of Personality and Behavior, Organic Mental Disorders, Behavioral, Emotional and Developmental Disorders of Childhood and Adolescence, Mental Retardation, Neurobiology of Mental Disorders

Unit-IV 7 Hours

COUNSELING PSYCHOLOGY:Introduction to Counseling, Characteristics of a Good Counselor, Approaches to Counseling, Psychoanalysis, Behaviouristic, Humanistic, Cognitive, Types of Counseling, Individual Counseling, Group Counseling, Family Counseling, Premarital and Marital Counseling, Career Counseling, Application of Counseling, Ethics of Counseling

Book References

- **Psychology, Mental Health and Distress by John Cromby, David Harper, Paula Reavey**
- **Positive Psychology for Improving Mental Health & Well-Being by Dr.Geetika Patnaik**

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13.Course Title	: Cyber Security
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Objective	:The course is designed in a way that a
candidate	

can identify, analyze and remediate computer security breaches by learning and implementing the real-world scenarios in Cyber Investigations Laboratory, Network Security Laboratory and in Security and Penetration Testing Laboratory.

Course Curriculum

Unit-I 7 Hours

CYBER SECURITY FUNDAMENTALS :What is Cyberspace,What is Cyber security, Why is Cyber security Important, What is a Hacker, Worms, Viruses, Spyware, Trojans

Unit-II 7 Hours

CYBER SECURITY BREACHES:Phishing, Identity Theft ,Harassment ,Cyberstalking, Password Attacks , Denial of Service Attacks , Passive Attack, Penetration Testing

Unit-III 7 Hours

Prevention:


Craft a Strong Password,Two-Step Verification,5.3,Download Attachments with CareQuestion Legitimacy of Websites ,No Credit Card Numbers Place Lock on Phone , don't Save Passwords ,No Personalized Contacts Listed , Don't Reveal Location,Keep Birthdate Hidden, Have Private Profile , Don't Link Accounts

Unit-IV 9 Hours

PREVENTION SOFTWARE : Firewalls, Virtual Private Networks, Anti-Virus & Anti-Spyware , Routine Updates , Critical Cyber Threats, Cyber terrorism , Cyberwarfare , Cyberespionage , Cryptography , Digital Forensics, Intrusion Detection, Legal Recourse

Book References

- **Fundamentals of Cyber Security by BhushanMayank**
- **Cyber Security by Nina Godbole , SunilBelapure**



14. Course Title	: Digital Marketing
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Objective	: The objective of this course to teach students to build their brand and want to grow their Business at fast pace, one should have to be very clear on one's Digital Marketing Strategies, with accurate and clear objectives of your Digital Marketing Plans.

Course Curriculum

Unit-I 7 Hours

DIGITAL MARKETING: Fundamentals of Marketing, Journey from Traditional Marketing to Digital Marketing, Principles of Digital Marketing, Digital Marketing Channels, Significance of Digital Marketing, Understanding the web, Why need a website?, Choosing Great Domains and types of Domains, Using C-Panel and getting the hosting for website, Adding domain name to web Server, Creating a professional and elegant website on WordPress

Unit-II 7 Hours

SEARCH ENGINE OPTIMIZATION (SEO): Introduction to SEO, How Search Engine Working, How to do Keyword Research & Planning, On-Page SEO Process, Off-Page SEO Methods, Link Building Process, Tools for SEO Free and Paid, Understanding Google Algorithm all update till now, SEO Audit of website, What is Google AdWords, Google Ads Campaign, Search Campaign, Sale Campaign, Banner and Search Ads, Keyword Understanding, Creating successful ads

Unit-III 9 Hours

SOCIAL MEDIA MARKETING: Introduction to Social Media Marketing, Facebook, Facebook Marketing, Facebook Campaign Creation, Facebook for lead generation, Facebook Pixel, Instagram, Instagram Marketing, Instagram Promotion or ad creation, YouTube, Introduction to YouTube, Understanding YouTube Algorithm, Growing YouTube Channel, LinkedIn Marketing, Twitter Marketing, Quora Marketing, Pinterest Marketing, Email Marketing, Mobile Marketing, Content Marketing

Unit-IV

7 Hours

GOOGLE ANALYTICS: Introduction, Data Analyzing, Tracking, G4 New Features, Analysis for Re targeting, Integrate AdWords and analytics account, UTM Parameters

Book References

- **Digital Marketing Strategy by Simon**
- **Digital Marketing by F. Ellis-Chadwick**

15. Course Title	: Forensic Psychology
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Objective	:Forensic psychological science is the juncture between psychological science and the justice system. It involves understanding basic legal principles, significantly with relation to witness testimony and therefore the specific content space of concern (e.g., ability to square trial, kid custody and visitation, or geographic point discrimination), in addition as relevant territorial concerns so as to be able to act appropriately with judges, attorneys, and alternative legal professionals

Course Curriculum

Unit-I 7 Hours

FORENSIC PSYCHOLOGY: Introduction, History, Career and Scope of Forensic Psychology, Major Areas in Forensic Psychology , Criminal Law, Civil Law, Negligence, Significance of Psychology in Forensic Science, Role of Forensic Psychologist , Actuarial Role, Advisory Role, Clinical / Assessment Role, Experimental Role, Limitations of Forensic Psychology, Ethics of Forensic Psychology

Unit-II 7 Hours

PSYCHOLOGY AND LEGAL SYSTEM: Introduction, History, Role of Psychologist in Legal System, Psychologist as Advisor, Psychologist as Reformers, Psychologist as Evaluators, Psychological Pathways Influencing the Legal System, Expert Testimony, Cross Disciplinary Training, Amicus Curiae Briefs, Broad Dissemination of Research Finding, Influencing Legislatures and Public Policy, Structure of the Legal system, Relationship of Psychology and Law, Conflicts of Psychology, Cognitive Psychology and Clinical Psychology to Inspect Evidence Law Such as Eye Witness Proof, The Concepts of Responsibility, Retribution, Deterrence, Racial Bias and Procedural Justice

Unit-III

9 Hours

INTERROGATION AND CONFESSION: Introduction, Interviewing and Interrogation, Criminal Investigation, Terrorism Investigation, The Power of a Confession, False Confessions, Types of False Confession, Problems of False Confession, Possible Solution for False Confession, Polygraph, Process of Polygraphing, Limitation of Polygraphing, Legal Status of Polygraphing, Video Recording of Interrogation, Polygraph Based Guilty Knowledge Test (GKT), Expert Testimony on Interrogation and Confession

Unit-IV

7 Hours

ASSESSMENT AND RISK ASSESSMENT: Psychological Assessment, Hypothesis Formulation, Data Gathering , Interviews, Psychometric Assessment , Test Theory, Data Analysis, Report Format, Risk Assessment, Principle and Approaches to Risk Assessment, Limitations of Risk Assessment, Communicating Risk Assessment Effectively, Managing Risks, Risk Avoidance, Risk Reduction, Risk Retention, Risk Transfer, Risk Management Framework, Psychology of the Victim in Violent and Sexual Offender, Psychology of the Victim from Cultural and Social Content, Psychological Victimization

Book References

- **Forensic Psychology: From Classroom to Courtroom by Brent Van Dorsten**
- **Forensic Psychology by Graham J. Towl and David A. Crighton**

16.Course Title	: Hardware and Networking
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Objective	:The objective of this course is to train the students to acquire basic knowledge in computer hardware and peripherals for - Installation, PC assembly, trouble shooting and maintenance including system management and its backup and to undertake disaster prevention, a basic knowledge of TCP/IP networks work group, internet and intranet.

Lib

Course Curriculum

Unit-I 7 Hours

Introduction to Computers– Types of Computers - Micro, Mini, Mainframe and Super Computer, Architecture of a Computer System–Processor (CPU) - Types and their specifications (Intel: Celeron, P4 family, Xeon, dual core, quad core, core 2 duo, i3,i5,i7 and AMD), ALU, Memory - Types, Storage, Semiconductor memories: RAM, ROM, PROM, EMPROM

Unit-II 7 Hours

CMOS setting, Input/Output Devices Serial Port and Parallel Port–Principle of Communication, Types of Connecting Devices, Interface Standards, Connectors

Unit-III 9 Hours

Types of Operating Systems, Functions of an Operating System, Need of OS, Batch Processing, Multi-processing, Single user & Multi user OS, Distributed and Time Sharing Operating Systems, Introduction to Unix, Linux, Windows, Windows NT systems

Unit-IV 7 Hours

Definition, Advantages, Architecture: Peer-to-Peer and Client/Server Network. Network Topologies – Star, Ring, Bus, Tree, Mesh, Hybrid.Types of Network – Local Area Network (LAN), Metropolitan Area Network (MAN), Wide Area Network (WAN), Intranet and Internet.Wi-Fi, Bluetooth

Book References

- **Computer, Network, Software, and Hardware Engineering with Applications by Norman**
- **Networking for Beginners: Easy Guide to Learn Basic/Advanced Computer Network, Hardware, Wireless, and Cabling. LTE, Internet, and Cyber Security By Dylan Mach**

17.Course Title	: Creative Writing
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Objective	: Objective of this course is to understand and practice the writing process involved in producing polished prose, including drafting, revising, and editing. To gain an accurate vocabulary of prose terms. To correctly identify the basic elements of fiction and creative nonfiction

Course Curriculum

Unit-I 7 Hours

Introduction to Creative Writing. Creativity Inspiration art propaganda madness Imagination Creative writing/teaching of importance of reading.

Unit-II 7 Hours

Tropes, figures-style, register-formal, informal usage-varieties of english- Language and gender disordered language-playing with words-grammar and Word order-tense and time grammatical differences.

Unit-III 9 hours

A) Poetry

Definitions-functions of language – poetry and prose-shape, Form and technique-rhyme Andreason-fixed Forms and free Verse-modes of poetry:lyrical, Narrative;dramatic voices-indianenglish poets-interview-verse for children-problems With writing poetry-writing poetry-workshops.

B) Fiction

Fiction, Non-fiction -importance of history-literary and popular fiction-short Story AndNovelinterview – writing Fiction For children – Children's Literature – Interview – workshops.

C) Drama

Drama plot-characterization-verbal and nonverbal elements-overview of indian English theatre styles of contemporary theatre-indian playwrights-interview- Writing for films-screenplay children's theatre-writing drama-workshops.

Unit-IV

7 Hours

Writing for the Media.
Print Media – Broadcast Media-Internet-Advertising.PUBLICATION TIPS Revising and
rewriting-proof reading-editing-submitting manuscript for publication summary.

Book References

- **The Creative Writing Coursebook by Authors Share**
- **On Writing Well by William Zinsser**

19.Course Title	: Mushroom Cultivation
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Objective	: To strengthen the promotion of mushroom cultivation by establishing a well-equipped laboratory and field
Course Curriculum	

Unit-I **7 Hours**

Introduction, history of mushroom cultivation; biology of mushrooms; Nutritional value: (Proteins, amino acids, mineral elements, carbohydrates, fibers, vitamins); Medicinal value of mushrooms; Poisonous mushrooms and mushroom poisoning; edible mushrooms and cultivation in India and world; Mycorrhizal mushrooms and their role in plant growth

Unit-II **7 Hours**

Cultivation Technology: Infrastructure, equipments and substrates in mushroom cultivation: Polythene bags, vessels, inoculation hook, inoculation loop, love cost stove, sieves, culture racks, mushroom unit or mushroom house, water sprayer, tray, boilers, driers, pure culture, Spawn: types of spawn, preparation of spawn, mushroom bed preparation and factors affecting mushroom bed preparation; Compost: materials used for compost preparation, compost technology in mushroom production

Unit-III **9 Hours**

Casing; raw material used for casing, preparation of casing material; important sanitation during various stages of mushroom cultivation Cultivation of important mushrooms: General process for the cultivation of *Agaricusbisporus*, *Pleurotusostreatus* and *Volvariellavolvaceae* Pests and Pathogens of mushrooms and their management with reference to *Agaricusbisporus*

Unit-IV **7 Hours**

Storage and food preparation from mushrooms: Methods of storage of mushroom cultivation , Long term and short term storage of mushrooms Foods/recipes from mushrooms; Mushroom research centers/farms: National level and regional level, Marketing of mushrooms in India and world.

20.Course Title	: Meditation and Stress Management
Credit	: 2
Duration	: 30 Hours
Number of Students	: 30
Eligibility Criterion	: 10+2
Mode of Training	: Online/Offline/Hybrid
Objective	:This stress management program is designed to help students achieve the following objectives: Understand the nature of stress and its impact on health and behavior. Recognize the stressors and signs of stress in their own lives.

Course Curriculum

Unit-I 7 Hours

Introduction to stress: Meaning, Definition, Eustress, Distress, Types of stress: Acute stress, Episodic Acute stress and chronic stress, signs and Symptoms

Unit-II 7 Hours

Sources of stress , Psychological, Social, Environmental , Academic, Family and Work stress

Unit III 9 Hours

Impact of stress , Physiological Impact of stress -Autonomic Nervous System Changes, Changes in Brain, General adaptive syndrome (GAD), Quality of sleep, Diet and Health effects , Psychological Impact of stress - Impaired Mental functions, Poor memory , Social Impact of stress - Stressful Life Events, Social support and health

Unit-IV 7 Hours

Stress Response - 'Fight or Flight' Response, Stress warning signals , Stress and Coping , Copping Mechanisms: - Coping Mechanisms: Appraisal focused, Emotional focused and Problem focused Unit , Stress Reduction Techniques: Autogenic Training , Biofeedback , Relaxation , Yoga and Meditation

Book References

- **Mindfulness for Stress Management by Robert sacheter**
- **The Stress-Proof Brain by by Melanie Greenberg**

18. Course Title : Effective Leadership Skills

Credit : 2

Duration : 30 Hours

Number of Students : 30

Eligibility Criterion : 10+2

Mode of Training : Online/Offline/Hybrid

Objective : The objective of the course is to gain greater understanding of a leader's

responsibilities. Create and maintain an efficient, effective, and motivated team. Maximize your team performance by understanding human behaviour and focusing on the needs of the individual and the team.

Course Curriculum

Unit-I 7 Hours

Introduction to Leadership (Roles, functions and characteristics of a leader; evolution and growth of leadership; Leadership traits and ethics; Attitude, Behaviour, Personality traits and leadership; Types and Styles of leadership)

Unit-II 7 Hours

Leadership and Management (Nature, Scope and Significance of Management; Levels of Management; Functions: Planning, Organizing, Staffing, Directing and Controlling; Skills: Conceptual, Human and Technical; Roles: Interpersonal, Informational and Decisional; difference between a leader and a manager)

Unit-III 9 Hours

Self Discovery (Awareness of personal values, beliefs and vision that motivates behaviour; Personal SWOT; Trust: Openness, confidentiality, blind spot and unknown part of personality; Self-disclosure, seeking feedback, selfreflection, introspection and self management) Team Dynamics (Foundations of Group behaviour; Group development; Group properties: Roles, norms, status, size, design and cohesiveness, Group decision making; Group culture and dynamics; Managing group conflict, power, politics, change and management of diversity)

Unit-IV 7 Hours

Case Studies on Leadership

Games / Activities / Exercises on Leadership

Book References

- **HOW TO WIN FRIENDS and INFLUENCE PEOPLE by Dale Carnegie**
- **Good To Great by Jim Collins**



1. पाठ्यक्रम शीर्षक -	पेंटिंग (मधुबनी पेंटिंग)
2. पाठ्य अवधि -	30 घंटे
3. छात्र/छात्रा संख्या -	30
4. क्रेडिट -	2
5. प्रवेश की न्यूनतम अर्हता -	10+2 (किसी भी संकाय का विद्यार्थी)
6. प्रशिक्षण का माध्यम -	ऑनलाइन / ऑफलाइन, हाइब्रिड

पाठ्यक्रम का उद्देश्य -

1. छात्र - छात्राओं को रोजगार से जोड़ना।
2. सीमित संसाधनों द्वारा प्रशिक्षण प्रदान करना।
3. लघु उद्योगों की स्थापना करना।
4. रसायनमुक्त रंगों के प्रयोग को बढ़ावा देना।

पाठ्यक्रम

30 घंटे

7 घंटे

इकाई प्रथम - मधुबनी चित्रकला का अर्थ, मधुबनी चित्रकला का इतिहास, मधुबनी कला के प्रकार

5 घंटे

इकाई द्वितीय - मधुबनी कला की विशेषता, कला में प्रयोग होने वाली सामग्री से अवगत कराना।

इकाई तृतीय - भित्ति चित्र एवं कागज तथा कपड़े पर कला बनाने के लिए रंगों को तैयार करने की विधि, हस्तनिर्मित कागज को बनाने की विधि बताना तथा उनका प्रयोग करना।

7 घंटे

इकाई चतुर्थ - मिथिला के अंचलों में जहाँ इनका व्यापक व्यवसाय होता है छात्र-छात्राओं से संपर्क स्थापित कराकर गुणात्मक विकास करना एवं अंतर्राष्ट्रीय स्तर पर इसके प्रभाव के विषय में अवगत कराना।

11 घंटे

1. पाठ्यक्रम शीर्षक
2. पाठ्य अवधि
3. छात्र-छात्रा संख्या
4. क्रेडिट
5. प्रवेश की न्यूनतम अर्हता
6. प्रशिक्षण का माध्यम

पाठ्यक्रम का उद्देश्य—

पेंटिंग (वर्ली कला)

30 घण्टे

30

02

10+2(किसी भी संकाय का छात्र)

ऑनलाइन / आफलाइन / हाईब्रिड

1. छात्र-छात्राओं को रोजगार परक शिक्षा देना
2. सीमित संसाधनों द्वारा प्रशिक्षण प्रदान करना
3. लघु उद्योगों को बढ़ावा देना
4. भारतीय कला का प्रचार-प्रसार करना

पाठ्यक्रम

30 घण्टा

इकाई प्रथम— वर्ली कला का अर्थ, वर्ली कला का इतिहास, वर्ली कला की तकनीक बताना
(7 घण्टे)

इकाई द्वितीय—वर्ली कला की विशेषता, कला में प्रयोग होने वाली सामग्री से परिचित कराना
(5 घण्टे)

इकाई तृतीय—कागज तथा कपड़े पर डिजाईन तैयार करने की विधि बताना एवं उनका अभ्यास कराना
(7 घण्टे)

इकाई चतुर्थ— वर्ली कला के अन्य प्रशिक्षण स्थलों से सम्पर्क स्थापित कर छात्र-छात्राओं का गुणात्मक विकास करना एवं अन्तरराष्ट्रीय स्तर पर इसके प्रभाव को सर्वव्यापी बनाने के लिए निरन्तर अभ्यास कराना ।
(11घण्टा)

1. पाठ्यक्रम शीर्षक
2. पाठ्य अवधि
3. छात्र-छात्रा संख्या
4. क्रेडिट
5. प्रवेश की न्यूनतम अर्हता
6. प्रशिक्षण का माध्यम

पेंटिंग (कोहबर कला)

30 घण्टे

30

02

10+2(किसी भी संकाय का छात्र)

ऑनलाइन/आफलाइन/हाईब्रिड

पाठ्यक्रम का उद्देश्य—

1. छात्र-छात्राओं को रोजगार परक शिक्षा देना
2. सीमित संसाधनों द्वारा प्रशिक्षण प्रदान करना
3. लघु उद्योगों को बढ़ावा देना
4. भारतीय कला का प्रचार-प्रसार करना

पाठ्यक्रम

30 घण्टा

इकाई प्रथम— कोहबर कला का अर्थ, कोहबर कला का इतिहास, कोहबर कला के प्रकार
(7 घण्टे)

इकाई द्वितीय— कोहबर कला की विशेषता, कला में प्रयोग होने वाली सामग्री से परिचित कराना
(5 घण्टे)

इकाई तृतीय— दीवारों, कागज तथा कपड़े पर रंगों को तैयार करने की विधि बताना एवं उनका प्रयोग करते हुए कोहबर कला बनाने की विधि बताना
(7 घण्टे)

इकाई चतुर्थ— कला के अन्य प्रशिक्षण स्थलों से सम्पर्क स्थापित कर छात्र-छात्राओं का गुणात्मक विकास करना एवं अन्तरराष्ट्रीय स्तर पर इसके प्रभाव को सर्वव्यापी बनाने के लिए निरन्तर अभ्यास कराना ।
(11घण्टा)

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JANANAYAK CHANDRASHEKHAR UNIVERSITY

With effect from 2022-2023

Course title:	Mindfulness Based Therapy
Duration:	30 Hours
Credit:	2 credits
Number of students:	30
Eligibility criteria:	Masters in Psychology/ Social Work or any other social sciences discipline with at least 50% marks or equivalent grades.
Mode of Training :	Offline/Online/Hybrid
Course Objectives:	After completion of the course the student will be able to describe the components of mindfulness and its implication in therapy.

Course Curriculum

Unit I:

(7 Hours)

Introduction to Mindfulness: Eastern and Western perspective
Components of Mindfulness

Unit II:

(5 Hours)

Stress: Concept and sources of Stress, Stress-Diathesis model of psychopathology

Unit III:

(7 Hours)

Mindfulness in therapy: Mindfulness Based Stress Reduction Therapy, Mindfulness Based Cognitive Therapy

Unit IV:

(11 hours)

Practical (Any One):

1. Practice mindfulness (any form) for 1 month and report the changes observed in self.
2. Write a report on various forms of mindfulness and provide a detailed description of the advantages of mindfulness practice. Also take into account some case studies as references.

JANANAYAK CHANDRASHEKHAR UNIVERSITY

With effect from 2022-2023

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With effect from 2022-2023

Course title:	Counselling and Psychotherapy
Duration:	30 Hours
Credit:	2 credits
Number of students:	30
Eligibility criteria:	Bachelors in Psychology/ Social Work/ Anthropology or any other social sciences discipline with at least 50% marks or equivalent grades.
Mode of Training :	Offline/Online/Hybrid
Course Objectives:	After completion of the course the student will be able to the concept of counselling and the need for counselling in the present day. The course undertakes various types of counselling like vocational counselling, personal counselling etc. Along with traditional psychotherapies like psychodynamic therapy, client centred therapy etc, the student will also be able to understand and explain the more recent and emerging emerging psychotherapies like MBSR, Eye Movement therapy etc.

Course Curriculum

Unit I:

(7 Hours)

Introduction to Counselling: Importance of counselling, Vocational Counselling, Marital Counselling, Counselling for substance use, Personal Counselling

Unit II:

(5 Hours)

Introduction to Psychotherapy. Need of Psychotherapy. Types of Psychotherapies. Traditional Psychotherapies: Psychodynamic, Client centered therapy, Cognitive Behaviour Therapy.

Unit III:

(7 Hours)

Emerging therapies: Mindfulness based Stress Reduction Therapy, Cognitive bias modification, Eclectic therapy, Eye movement desensitization therapy

Unit IV:

(11 hours)

Practical: (Any One)

1. Prepare a report on detailed case study of a classic case on depression or schizophrenia.
2. Observe a detailed case study and prepare a detailed course of diagnosis, prognosis and blue print of therapy.

JANANAYAK CHANDRASHEKHAR UNIVERSITY

With effect from 2022-2023

Course title:	The Psychology of Well-being
Duration:	30 Hours
Credit:	2 credits
Number of students:	30
Eligibility criteria:	Bachelors in Psychology/ Social Work/ Anthropology or any other social sciences discipline with at least 50% marks or equivalent grades.
Mode of Training :	Offline/Online/Hybrid
Course Objectives:	After completion of the course the student will be able to explain the meaning of happiness and understand the cultural differences in experiencing happiness across the world. the students will also will be able to explain the strategies and means through which subjective well-being and happiness could be achieved are explained.

Course Curriculum

Unit I:

(7 Hours)

Concept of Well Being: Introducing well-being in Indian and western cultures. Subjectivity and objectivity of well being

Unit II:

(5 Hours)

Well being in varied contexts: Well being across gender and rural and urban areas, Expression of happiness across culture

Unit III:

(7 Hours)

Understanding Well Being: Misconceptions about well-being and happiness, Strategies and methods being happy and experiencing well being

Unit IV:

(11 hours)

Practical: (Any One)

1. Assess the meaning of happiness through an interview schedule
2. Prepare a detailed report on happiness and strategies to achieve it: case study
3. Conduct a pre-post study on a group after using strategies of generating well being