



Sree Narayana College, Punalur

AQAR 2023-24

Criterion 5.1.3: Capacity building and Skill enhancement initiatives taken by the institution include the following. 1. Soft skills, 2. Language and Communication Skill , 3. Life Skill(yoga, physical fitness, health and hygiene) 4. ICT/Computing Skill.

International Yoga day Celebrations

On International Yoga Day, 21.06.2022, NCC of S.N. College, Punalur celebrated this auspicious occasion by performing Yoga under the guidance and supervision of our Ex Senior NCC cadet, JUO, SUJITHA S (KL 20 SW A 120203). The campus community including 52 NCC Cadets of the S.N. College participated in this event. The event started at 09: 00 AM in the morning. The session was inaugurated by the Principal Dr. R. Santhosh, with Prayer.

There was a warming up session (neck rotation, shoulder rotation, hip and knee rotation etc.) which was followed by the session on Asanas. Various asanas were performed as per the guidelines given by the Ministry. These included asanas in standing positions (such as Tadasan, Vrukasan etc.), asanas in seating position (Bhadarsan, Shashankasan etc.), Sleeping position on stomach(Bhujanhgasan, Makrasan etc), Sleeping position (Sarvangasan, Shavasan). This was followed by Pranayam.

Following this, another programme was organised, the NSS unit of S.N. College, Punalur. NSS conducted a seminar and practise sessions based on the Yogasanas, Pranayamas and Dhyan. Both NCC cadets and NSS volunteers participated in the programme. The campus community including 68 NCC Cadets of the S.N. College, 78 NSS volunteers and faculty members participated in this event. The event started at 2:00 PM in the evening at college auditorium. The session was inaugurated by Capt. Dr. Arun V, NCC officer with Prayer. Classes were handled by Dr. Amrutha R.V (Chief Physician, Divya Ayurveda Vaidyasala, Ayur) and Dr. Anju S. R (Chief Physician, Jeevamrutham Ayurveda Clinic, Kadakkal).

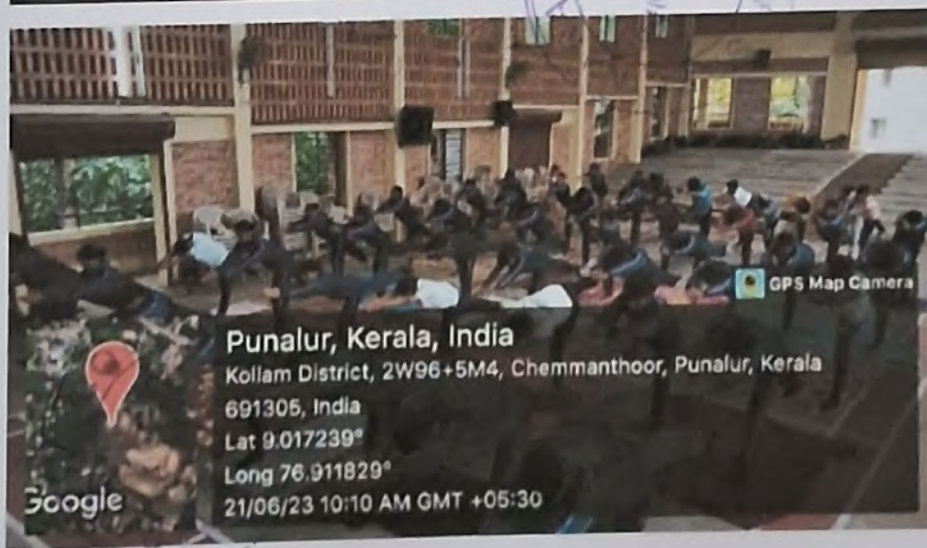
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Santhosh

Princ. pal Incharge
Sree Narayana Colleg
Punalu

Photographs of International Yoga Day Celebration organised by NCC



Photographs and brochure of International Yoga Day celebration organised jointly by NSS, NCC, and Physical Education Department



SREE NARAYANA COLLEGE, PUNALUR


INTERNATIONAL YOGA DAY
Yoga for Wellbeing and Sustainability

21ST JUNE, 2025 | 2:00 P.M.

DEVAJEE PERINE

Dr. Amrutha S V BAMS, PGDPT
 Chief Physiotherapist
 Dr. Dnyu Agasthya
 Vattapuzha, Ayur

Dr. Anu S R BAMS
 Chief Physiotherapist
 Anandambalam Ayurveda clinic
 Athanambalam, Kattankul



Organizing Committee

Dr. Sarithosh K. Principal
 Capt. Dr. Anu V.

Dr. Dnyu Jayan
 Asst. T.B.

ORGANIZED BY
 NCC, NSS AND DEPARTMENT OF PHYSICAL EDUCATION

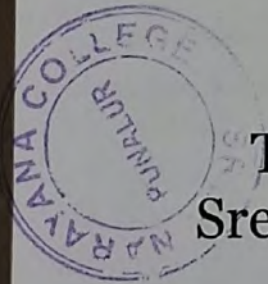


Brochure of International Yoga Day celebration



2023- 2024

Certificate Course in Communicative English



The Department of English
Sree Narayana College, Punalur

Aswathy Anilkumar and Reshma R.

Course Coordinators

5 September 2023

The Principal

Sree Narayana College

Punalur

SUB: Request for Permission to Commence a Certificate Course in Communicative English

Sir,

The Department of English would like to start a Certificate Course in Communicative English for first year students. A detailed proposal is submitted for your consideration and sanction.

Name of the course : Certificate Course in Communicative English

Duration : 30 days

Timing : 1.5 hours on Tuesdays and Thursdays

Faculty : Teachers in the Department of English

Beneficiary students : First Year Degree Students

The department will maintain records of the course under the supervision of the Head of the Department.



Yours faithfully

Permitted

[Signature]
5/9/23

Principal Incharge
Sree Narayana College
Punalur

[Signature]

Reshma R. and Aswathy Anilkumar

Course Coordinators

[Signature]

CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH

Programme Objectives:

- To enable the learners to gain basic communication skills in English
- To empower the Learners with the language skills necessary for placements.

Learning Outcomes:

Sl. No	Area	Learning Outcome
1.	Introduction to the Language Skills: Listening Speaking and Reading	The learner is enable with the English sound system and identify sounds and rhythm of English language
2.	Basic Grammar and Grammar in Context	The learner is able to learn basic English Grammar
3.	Building Vocabulary	The learner is able to understand and use vocabulary in different practical situations
4.	Language in Context	Learn to speak with proper stress and intonation as per the context
5.	Soft Skills	The learner is able to use various soft skills to enhance verbal communication.

Syllabus

	Topic	Hours
1.	Brief introduction to: Spoken variety of English, the two chief spoken varieties-British and American;	1.5 hrs
2.	Indian English and idea of a neutral accent.	1.5 hrs
3.	Phonetic Symbols	1.5 hrs
4.	Consonant sounds, Vowel sounds in English: Pure vowels (Long vowels and short vowels)	1.5 hrs
5.	Refresher classes on English Grammar and Vocabulary	03 hrs
6.	Connected Speech: Word stress and sentence stress	04 hrs
7.	Reading from texts, computer aided teaching and learning exercises	02 hrs
8.	Entry behaviour evaluation, Introductory Module on Personality Development	03 hrs

	Telephone handling Techniques	02 hrs
1.	Module on Active Listening	01 hrs
2.	Module on Product features and benefits	01 hrs
3.	Module on call structure	1.5 hrs
4.	Module on objection handling and questioning Techniques	1.5 hrs
5.	Power point Presentation	1.5 hrs
6.	Module on Telemarketing and Prospecting	1.5 hrs
7.	Module on Complaint handling and handling of difficult people	1.5 hrs
8.	Group Discussion	01 hrs
9.	Lesson on 'How to Face Interview', Body Language,	02 hrs
10.	Debating Competition	1.5 hrs
11.	Conducting Role Plays	1.5 hrs
12.	Conducting Mock Interview	02 hrs
13.	Interactive Sessions	03 hrs
14.	Total Hours	45 hrs



SREE NARAYANA COLLEGE, PUNALUR

DEPARTMENT OF ENGLISH

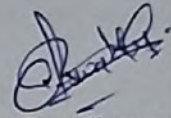
NOTICE

(To be read in first year classes)

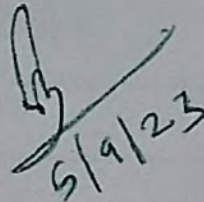
The Department of English of Sree Narayana College, Punalur is conducting a Certificates Course in Communicative English. First year students who are interested to join in the course may register. For more details contact Aswathy Anilkumar, Assistant Professor, Department of English.

Punalur

05/09/23

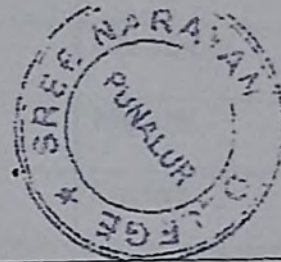


Coordinator



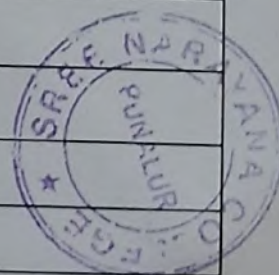
5/9/23

Principal Incharge
Sree Narayana Colleg
Punalur



List of Enrolled Students

SLNO:	Admission No	Name of the student	Name of the Department
1	38130	Lekshmi S	Economic
2	38361	Vijay S	Economic
3	38426	Anusree A S	Economic
4	38155	Devika L	Economic
5	38192	Kailas Babu	Physics
7	38126	Akhil B	Physics
6	38321	Akshara Santhosh	Chemistry
8	38353	Thasleema A	Chemistry
9	38341	Devika S	Chemistry
10	38136	Rudra S	Chemistry
11	38170	Abhishek R Nair	English
12	38173	Gayathri Nair S	English
13	38137	Amal Raj	English
14	38214	Pranav	English
15	38131	Chaithra R	English
16	38387	Anjana S	English
17	38305	Abijith J	History
18	38112	Gauri V	History
19	38229	Arya M S	History
20	38333	Bisakh Babu	History
21	38165	Amrutha S	History
22	38227	Mannya B.	History



23	38167	Rinson R	Mathematics
24	38291	Lekshmi P. S.	Mathematics
25	38101	Anu Babu	Mathematics
26	38115	Ramya P.	Mathematics
27	38050	Karthika Udayakumar	Zoology
28	38258	Renu V.	Zoology
29	38400	Merin Sam	Zoology
30	38052	Arsha S	Zoology



SREE NARAYANA COLLEGE, PUNALUR

Department of English

NOTICE

11 September 2023

To be read in all first-year classes

Students who have enrolled for the Certificate Course in Communicative English is informed that the classes will be conducted on Tuesdays and Thursdays from 04:00 p.m. to 05:30 p.m. Inauguration of the course is to be held at 4:00 pm on 12/09/23 in the indoor auditorium .

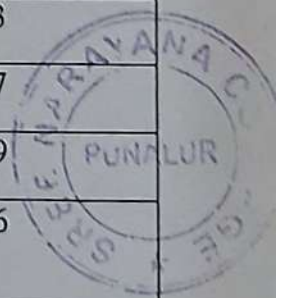


A handwritten signature in blue ink, consisting of a stylized 'S' and 'N' followed by a horizontal line.

Principal Incharge
Sree Narayana Colles
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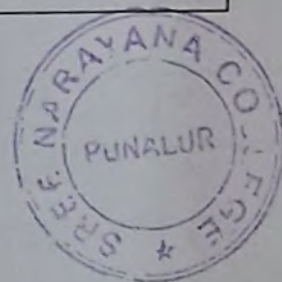
CLASS REPORT

Date	Faculty member	Portion	Attendance
12/09/23		Inauguration and Orientation	30
14/09/23	Narma S Pratheep	Brief introduction to spoken varieties of English, two chief varieties- British and American	25
19/10/23	Narma S Pratheep	Indian English and idea of a neutral accent	27
21/09/23	Reshmi Raveendran	Consonant sounds, Vowel sounds, pure vowels, Pure Vowels	28
26/10/23	Reshmi Raveendran	Phonetic Symbols	20
28/09/23	Aswathy Anilkumar	Refresher class on English Grammar and Vocabulary Part 1	28
3/10/23	Reshmi Raveendran	Refresher class on English Grammar and Vocabulary part 2	29
5/10/23	Aswathy Anilkumar	Reading from texts, computer aided teaching and learning exercise	25
10/10/23	Reshmi Raveendran	Entry behaviour evaluation	27
12/10/23	Reshmi Raveendran	Introductory module on personality development	29
17/10/23	Narma S Pratheep	Presentation and speech giving techniques	22
19/10/23	Aswathy Anilkumar	Module on office etiquette	24
26/10/23	Reshma R	Module on Customer Care	23
31/10/23	Deepthi P. S.	Telephone handling etiquette	27
2/11/23	Narma S Pratheep	Module on Active Listening	29
7/11/23	Aswathy Anilkumar	Module on Product Features and Benefits	26
9/11/23	Aswathy Anilkumar	Module on Call Structures	25
14/11/23	Reshma R	Module on objection handling and questioning Techniques	24



16/11/23	Reshmi Raveendran	Power Point Presentation	29
21/11/23	Reshma. R	Module on Telemarketing and Prospecting	30
23/11/23	Narma S Pratheep	Module on complaint handling and handling of difficult people	25
28/11/23	Aswathy Anilkumar	Group Discussion	28
30/11/23	Reshmi Raveendran	Lesson on "How to Face Interview "	27
05/12/23	Reshmi Raveendran	Body Language	26
07 /12/23	Aswathy Anilkumar	Debating Competition	29
12 /12/23	Narma S Pratheep	Conducting Role Play	30
14/12/23	Reshma R	Conducting Mock Interviews 1	29
19 /12/23	Reshmi Raveendran	Conducting Mock Interviews 2	26
21/12/23	Narma S Pratheep	Interactive Sessions	29
04/01/24	Deepthi P. S.	Interactive Sessions	24

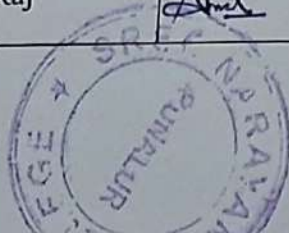
Date	Invigilator	Exam type
09/01/24	Reshma R	Oral Exam
14/01/24	Reshmi Raveendran	Written Exam

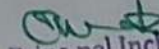


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Attendance Statement

Sl. No:	Ad. No	Name of the student	12/9/23	14/09/23	19/09/23	21/9/23	26/09/23	28/9/23	3/10/23	5/10/23	10/10/23	12/10/23
1	38130	Lekshmi S	Lekshmi	Lekshmi	Lekshmi	Lekshmi	A	Lekshmi	Lekshmi	Lekshmi	A	Lekshmi
2	38361	Vijay S	Vijay	A	Vijay	Vijay	Vijay	Vijay	Vijay	Vijay	Vijay	Vijay
3	38426	Anusree A S	Anusree	Anusree	Anusree	Anusree	Anusree	A	Anusree	A	Anusree	Anusree
4	38155	Devika L	Devika	Devika	A	Devika	Devika	Devika	Devika	Devika	Devika	Devika
5	38192	Kailas Babu	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas
7	38126	Akhil B	Akhil	Akhil	Akhil	A	Akhil	Akhil	Akhil	Akhil	Akhil	Akhil
6	38321	Akshara Santhosh	Akshara	Akshara	Akshara	Akshara	Akshara	Akshara	Akshara	Akshara	Akshara	A
8	38353	Thasleema A	Thasleema	Thasleema	Thasleema	Thasleema	A	Thasleema	Thasleema	Thasleema	Thasleema	Thasleema
9	38341	Devika S	Devika	A	Devika	Devika	Devika	Devika	Devika	Devika	Devika	Devika
10	38136	Rudra S	Rudra	Rudra	Rudra	Rudra	Rudra	A	Rudra	Rudra	Rudra	Rudra
11	38170	Abhishek R Nair	Abhishek	Abhishek	Abhishek	Abhishek	A	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek
12	38173	Gayathri Nair S	Gayathri	Gayathri	Gayathri	Gayathri	A	Gayathri	Gayathri	A	Gayathri	Gayathri
13	38137	Amal Raj	Amal	A	A	Amal	Amal	Amal	Amal	Amal	Amal	Amal



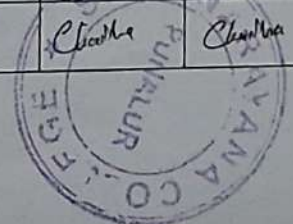

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 Punalur

14	38214	Pranav	<u>Pranav</u>	<u>Pranav</u>	<u>Pranav</u>	<u>Pranav</u>	A	<u>Pranav</u>	<u>Pranav</u>	<u>Pranav</u>	<u>Pranav</u>	<u>Pranav</u>	
15	38131	Chaithra R	<u>Chaithra</u>	<u>Chaithra</u>	<u>Chaithra</u>	<u>Chaithra</u>	<u>Chaithra</u>	<u>Chaithra</u>	A	<u>Chaithra</u>	<u>Chaithra</u>	<u>Chaithra</u>	
16	38387	Anjana S	<u>Anjana</u>	<u>Anjana</u>	<u>Anjana</u>	<u>Anjana</u>	A	<u>Anjana</u>	<u>Anjana</u>	<u>Anjana</u>	<u>Anjana</u>	<u>Anjana</u>	
17	38305	Abijith J	<u>Abhi</u>	<u>Abhi</u>	A	<u>Abhi</u>	<u>Abhi</u>	<u>Abhi</u>	<u>Abhi</u>	<u>Abhi</u>	<u>Abhi</u>	<u>Abhi</u>	
18	38112	Gauri V	<u>Gauri</u>	<u>Gauri</u>	<u>Gauri</u>	<u>Gauri</u>	<u>Gauri</u>	A	<u>Gauri</u>	<u>Gauri</u>	<u>Gauri</u>	<u>Gauri</u>	
19	38229	Arya M S	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	A	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	
20	38333	Bisakh Babu	<u>Bisakh</u>	A	<u>Bisakh</u>	<u>Bisakh</u>	<u>Bisakh</u>	<u>Bisakh</u>	<u>Bisakh</u>	<u>Bisakh</u>	<u>Bisakh</u>	A	<u>Bisakh</u>
21	38165	Amrutha S	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	A	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>
22	38227	Mannya B.	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	A	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>
23	38167	Rinson R	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	A	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>
24	38291	Lekshmi P. S.	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>
25	38101	Anu Babu	<u>Anu</u>	A	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>
26	38115	Ramya P.	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>
27	38050	Karthika Udayakumar	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>	A	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>
28	38258	Renu V.	<u>Renu</u>	<u>Renu</u>	<u>Renu</u>	<u>Renu</u>	<u>Renu</u>	<u>Renu</u>	A	<u>Renu</u>	A	<u>Renu</u>	<u>Renu</u>
29	38400	Merin Sam	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>
30	38052	Arsha S	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>	A	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>

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Sree Narayana College
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Sl. No:	Ad. No	Name of the student	17/10/23	19/10/23	26/10/23	31/10/23	2/11/23	7/11/23	9/11/23	14/11/23	16/11/23	21/11/23
1	38130	Lekshmi S	Lekshmi	A	Lekshmi	Lekshmi	Lekshmi	Lekshmi	Lekshmi	A	Lekshmi	Lekshmi
2	38361	Vijay S	A	Vijay	A	Vijay	Vijay	A	Vijay	Vijay	Vijay	Vijay
3	38426	Anusree A S	Anusree	Anusree	Anusree	Anusree	Anusree	Anusree	Anusree	Anusree	Anusree	Anusree
4	38155	Devika L	Devika	Devika	A	Devika	Devika	Devika	A	Devika	Devika	Devika
5	38192	Kailas Babu	Kailas	A	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas
7	38126	Akhil B	Akhil	Akhil	Akhil	A	Akhil	Akhil	Akhil	Akhil	Akhil	Akhil
6	38321	Akshara Santhosh	Akshara	Akshara	Akshara	Akshara	Akshara	Akshara	Akshara	A	Akshara	Akshara
8	38353	Thasleema A	A	Thasleema	A	Thasleema	Thasleema	Thasleema	Thasleema	Thasleema	Thasleema	Thasleema
9	38341	Devika S	Devika	Devika	Devika	Devika	Devika	Devika	Devika	Devika	Devika	Devika
10	38136	Rudra S	Rudra	A	Rudra	Rudra	Rudra	A	Rudra	Rudra	Rudra	Rudra
11	38170	Abhishek R Nair	Abhi	Abhi	A	Abhi	Abhi	Abhi	Abhi	Abhi	Abhi	Abhi
12	38173	Gayathri Nair S	Gayathri	Gayathri	Gayathri	Gayathri	Gayathri	Gayathri	Gayathri	A	Gayathri	Gayathri
13	38137	Amal Raj	Amal	A	Amal	Amal	Amal	Amal	A	Amal	Amal	Amal
14	38214	Pranav	A	Pranav	A	Pranav	Pranav	Pranav	Pranav	Pranav	Pranav	Pranav
15	38131	Chaithra R	Chaithra	Chaithra	Chaithra	Chaithra	Chaithra	Chaithra	Chaithra	A	Chaithra	Chaithra



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16	38387	Anjana S	A	Anjana	Anjana	Anjana	Anjana	Anjana	A	Anjana	Anjana	Anjana
17	38305	Abijith J	Abijith	Abijith	Abijith	Abijith	Abijith	Abijith	Abijith	Abijith	Abijith	Abijith
18	38112	Gauri V	A	Gauri	Gauri	A	Gauri	Gauri	Gauri	Gauri	Gauri	Gauri
19	38229	Arya M S	Arya	Arya	Arya	Arya	Arya	Arya	Arya	Arya	Arya	Arya
20	38333	Bisakh Babu	Bisakh	A	Bisakh	Bisakh	Bisakh	A	Bisakh	Bisakh	Bisakh	Bisakh
21	38165	Amrutha S	Amrutha	Amrutha	Amrutha	Amrutha	Amrutha	Amrutha	Amrutha	Amrutha	A	Amrutha
22	38227	Mannya B.	A	Mannya	Mannya	Mannya	Mannya	Mannya	Mannya	Mannya	Mannya	Mannya
23	38167	Rinson R	Rinson	Rinson	A	Rinson	A	Rinson	Rinson	A	Rinson	Rinson
24	38291	Lekshmi P. S.	Lekshmi	Lekshmi	Lekshmi	Lekshmi	Lekshmi	Lekshmi	Lekshmi	Lekshmi	Lekshmi	Lekshmi
25	38101	Anu Babu	Anu	A	Anu	Anu	Anu	Anu	Anu	Anu	Anu	Anu
26	38115	Ramya P.	Ramya	Ramya	Ramya	Ramya	Ramya	Ramya	A	Ramya	Ramya	Ramya
27	38050	Karthika Udayakumar	A	K.U.	K.U.	A	K.U.	K.U.	K.U.	K.U.	K.U.	K.U.
28	38258	Renu V.	Renu	Renu	Renu	Renu	Renu	Renu	A	Renu	Renu	Renu
29	38400	Merin Sam	Merin	Merin	Merin	Merin	Merin	Merin	Merin	A	Merin	Merin
30	38052	Arsha S	A	Arsha	A	Arsha	Arsha	A	Arsha	Arsha	Arsha	Arsha


Principal Incharge
Sree Narayana College
Punalur

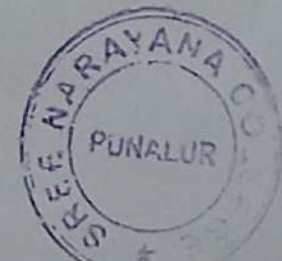


Sl. No:	Ad. No	Name of the student	23/11/23	25/11/23	30/11/23	5/12/23	7/12/23	12/12/23	14/12/23	19/12/23	21/12/23	4/1/24
1	38130	Lekshmi S	Leksh	Leksh	A	Leksh	Leksh	Leksh	Leksh	Leksh	Leksh	Leksh
2	38361	Vijay S	A	Vijay	Vijay	Vijay	Vijay	Vijay	Vijay	Vijay	Vijay	Vijay
3	38426	Anusree A S	Anusree	Anusree	Anusree	Anusree	Anusree	Anusree	Anusree	A	Anusree	Anusree
4	38155	Devika L	Devika	Devika	Devika	Devika	Devika	Devika	Devika	Devika	Devika	A
5	38192	Kailas Babu	Kailas	A	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas	Kailas
7	38126	Akhil B	Akhil	Akhil	Akhil	Akhil	Akhil	Akhil	Akhil	Akhil	Akhil	Akhil
6	38321	Akshara Santhosh	Akshara	Akshara	Akshara	A	Akshara	Akshara	Akshara	Akshara	Akshara	Akshara
8	38353	Thasleema A	Thasleema	Thasleema	Thasleema	Thasleema	Thasleema	Thasleema	Thasleema	Thasleema	Thasleema	A
9	38341	Devika S	Devika	Devika	Devika	Devika	Devika	Devika	Devika	Devika	Devika	Devika
10	38136	Rudra S	Rudra	Rudra	Rudra	Rudra	Rudra	Rudra	Rudra	A	Rudra	Rudra
11	38170	Abhishek R Nair	Abhi	Abhi	Abhi	Abhi	Abhi	Abhi	Abhi	Abhi	Abhi	Abhi
12	38173	Gayathri Nair S	Gayathri	Gayathri	Gayathri	A	Gayathri	Gayathri	Gayathri	Gayathri	Gayathri	Gayathri
13	38137	Amal Raj	Amal	Amal	Amal	Amal	Amal	Amal	Amal	Amal	Amal	A
14	38214	Pranav	Pranav	Pranav	Pranav	Pranav	Pranav	Pranav	Pranav	A	Pranav	Pranav
15	38131	Chaithra R	A	Chaithra	Chaithra	Chaithra	Chaithra	Chaithra	Chaithra	Chaithra	Chaithra	Chaithra

Principal Incharge
Sree Narayana Colleg
Punalur

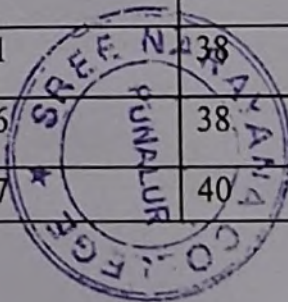
16	38387	Anjana S	<u>Anjana</u>	<u>Anjana</u>	<u>Anjana</u>	<u>Anjana</u>	A	<u>Anjana</u>	<u>Anjana</u>	<u>Anjana</u>	<u>Anjana</u>	<u>Anjana</u>
17	38305	Abijith J	<u>Abijith</u>	<u>Abijith</u>	<u>Abijith</u>	<u>Abijith</u>	<u>Abijith</u>	<u>Abijith</u>	<u>Abijith</u>	<u>Abijith</u>	<u>Abijith</u>	<u>Abijith</u>
18	38112	Gauri V	<u>Gauri</u>	<u>Gauri</u>	A	<u>Gauri</u>	<u>Gauri</u>	<u>Gauri</u>	<u>Gauri</u>	<u>Gauri</u>	<u>Gauri</u>	<u>Gauri</u>
19	38229	Arya M S	A	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	<u>Arya</u>	A
20	38333	Bisakh Babu	<u>Bisakh</u>	<u>Bisakh</u>	<u>Bisakh</u>	<u>Bisakh</u>	<u>Bisakh</u>	<u>Bisakh</u>	A	<u>Bisakh</u>	<u>Bisakh</u>	<u>Bisakh</u>
21	38165	Amrutha S	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>	<u>Amrutha</u>
22	38227	Mannya B.	A	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	<u>Mannya</u>	A
23	38167	Rinson R	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>	<u>Rinson</u>
24	38291	Lekshmi P. S.	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>	<u>Lekshmi</u>
25	38101	Anu Babu	A	<u>Anu</u>	<u>Anu</u>	A	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>	<u>Anu</u>
26	38115	Ramya P.	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>	<u>Ramya</u>
27	38050	Karthika Udayakumar	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>	A	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>	<u>K.U.</u>
28	38258	Renu V.	<u>Renu</u>	A	<u>Renu</u>	<u>Renu</u>	<u>Renu</u>	<u>Renu</u>	<u>Renu</u>	<u>Renu</u>	<u>Renu</u>	<u>Renu</u>
29	38400	Merin Sam	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	<u>Merin</u>	A
30	38052	Arsha S	<u>Arsha</u>	<u>Arsha</u>	A	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>	<u>Arsha</u>


 Prnc. pal Incharge
 Sree Narayana Colleg
 Punalur



Mark list

Sl. No:	Admission No	Name of the student	Oral Test (50)	Written Test (50)	Total (100)	Grade
1	38130	Lekshmi S	40	45	85	A
2	38361	Vijay S	37	41	78	B
3	38426	Anusree A S	46	45	91	A
4	38155	Devika L	44	40	88	A
5	38192	Kailas Babu	41	41	82	A
7	38126	Akhil B	38	35	73	B
6	38321	Akshara Santhosh	45	40	85	A
8	38353	Thasleema A	45	43	86	A
9	38341	Devika S	40	38	78	B
10	38136	Rudra S	42	36	78	B
11	38170	Abhishek R Nair	35	34	69	C
12	38173	Gayathri Nair S	40	38	78	B
13	38137	Amal Raj	40	36	76	B
14	38214	Pranav	42	37	79	B
15	38131	Chaithra R	44	42	86	A
16	38387	Anjana S	40	35	75	B
17	38305	Abijith J	45	40	85	A
18	38112	Gauri V	45	43	88	A
19	38229	Arya M S	48	41	89	A
20	38333	Bisakh Babu	40	38	78	B
21	38165	Amrutha S	41	38	79	B
22	38227	Mannya B.	46	38	83	A
23	38167	Rinson R	47	40	87	A



24	38291	Lekshmi P. S.	48	45	93	A
25	38101	Anu Babu	44	44	88	A
26	38115	Ramya P.	45	43	88	A
27	38050	Karthika Udayakumar	41	40	81	A
28	38258	Renu V.	43	42	85	A
29	38400	Merin Sam	40	42	82	A
30	38052	Arsha S	45	45	90	A



Chud
Princ.pal incharge
Sree Narayana Colleg
Punalur.

SREE NARAYANA COLLEGE, PUNALUR



CERTIFICATE

This is to certify that Chithra R., Department of English
has successfully completed a thirty days course in Communicative
English with A grade in the academic year 2023 - 2024

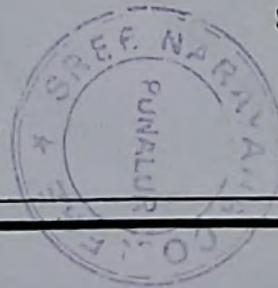
RESHMA R

HEAD OF THE DEPARTMENT

Princ. pal Incharge
Sree Narayana Colleg.
Punalur

DR. SHINY MATHEWS

PRINCIPAL - IN - CHARGE



CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH (2023- 2024)

A 30 days Certificate Course in Communicative English was offered by the Department of English, Sree Narayana College, Punalur in the academic year 2023 2024. Two classes of one and a half hours were conducted every week. The course commenced on 12 September 2023 with an inauguration programme and continued till 4th January 2024.

Objectives

To enable the learners to gain basic communication skills in English

To empower the learners with the language skills necessary for placements.

Process

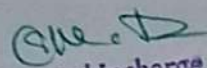
With the permission of the Principal, the Department of English circulated a notice among the first-year students in various departments to inform them about the course. Following this, thirty students enrolled for the course. The inauguration of the course was held on 12 September 2023 at the college auditorium with Dr. Santhosh R, Principal-in-charge of Sree Narayana College, Punalur as the chief guest. After the inauguration the course coordinators gave the students a brief overview of the course.

Classes were held on Tuesdays and Thursdays for a duration of one and a half hours. Spoken variety of English, consonant sounds and vowel sounds in English, refresher classes on English grammar and vocabulary, presentation and speech giving techniques were some of the topics taught as part of the course. The lessons were given by the teaching faculty of the Department of English. Following the class an oral and a written assessment was conducted. Those students who scored a total of 80, 70 and 60 percentage were given A, B and C grades respectively.

Benefits

- Students were able to identify the English sound system
- The learner became proficient in basic English Grammar.
- The learners were able to understand and use vocabulary in different practical situations.
- Students learned to speak with proper stress and intonation as per the context

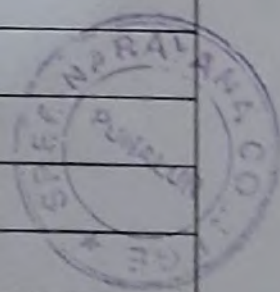
The list of enrolled students, class report and the mark list of the students are attached below.


Princ. pal Incharge
Sree Narayana Colleg
Punalur



List of Enrolled Students

SLNO:	Admission No	Name of the student	Name of the Department
1	38130	Lekshmi S	Economic
2	38361	Vijay S	Economic
3	38426	Anusree A S	Economic
4	38155	Devika L	Economic
5	38192	Kailas Babu	Physics
7	38126	Akhil B	Physics
6	38321	Akshara Santhosh	Chemistry
8	38353	Thasleema A	Chemistry
9	38341	Devika S	Chemistry
10	38136	Rudra S	Chemistry
11	38170	Abhishek R Nair	English
12	38173	Gayathri Nair S	English
13	38137	Amal Raj	English
14	38214	Pranav	English
15	38131	Chaithra R	English
16	38387	Anjana S	English
17	38305	Abijith J	History
18	38112	Gauri V	History
19	38229	Arya M S	History
20	38333	Bisakh Babu	History
21	38165	Amrutha S	History
22	38227	Mannya B.	History
23	38167	Rinson R	Mathematics
24	38291	Lekshmi P. S.	Mathematics

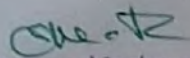


25	38101	Anu Babu	Mathematics
26	38115	Ramya P.	Mathematics
27	38050	Karthika Udayakumar	Zoology
28	38258	Renu V.	Zoology
29	38400	Merin Sam	Zoology
30	38052	Arsha S	Zoology

CLASS REPORT

Date	Faculty member	Portion	Attendance
12/09/23		Inauguration and Orientation	30
14/09/23	Narma S Pratheep	Brief introduction to spoken varieties of English, two chief varieties- British and American	25
19/10/23	Narma S Pratheep	Indian English and idea of a neutral accent	27
21/09/23	Reshmi Raveendran	Consonant sounds, Vowel sounds, pure vowels, Pure Vowels	28
26/10/23	Reshmi Raveendran	Phonetic Symbols	20
28/09/23	Aswathy Anilkumar	Refresher class on English Grammar and Vocabulary Part 1	28
3/10/23	Reshmi Raveendran	Refresher class on English Grammar and Vocabulary part 2	29
5/10/23	Aswathy Anilkumar	Reading from texts, computer aided teaching and learning exercise	25
10/10/23	Reshmi Raveendran	Entry behaviour evaluation	27
12/10/23	Reshmi Raveendran	Introductory module on personality development	29
17/10/23	Narma S Pratheep	Presentation and speech giving techniques	22

19/10/23	Aswathy Anilkumar	Module on office etiquette	24
26/10/23	Reshma R	Module on Customer Care	23
31/10/23	Deepthi P. S.	Telephone handling etiquette	27
2/11/23	Narma S Pratheep	Module on Active Listening	29
7/11/23	Aswathy Anilkumar	Module on Product Features and Benefits	26
9/11/23	Aswathy Anilkumar	Module on Call Structures	25
14/11/23	Reshma R	Module on objection handling and questioning Techniques	24
16/11/23	Reshmi Raveendran	Power Point Presentation	29
21/11/23	Reshma. R	Module on Telemarketing and Prospecting	30
23/11/23	Narma S Pratheep	Module on complaint handling and handling of difficult people	25
28/11/23	Aswathy Anilkumar	Group Discussion	28
30/11/23	Reshmi Raveendran	Lesson on "How to Face Interview "	27
05/12/23	Reshmi Raveendran	Body Language	26
07/12/23	Aswathy Anilkumar	Debating Competition	29
12/12/23	Narma S Pratheep	Conducting Role Play	30
14/12/23	Reshma R	Conducting Mock Interviews 1	29
19/12/23	Reshmi Raveendran	Conducting Mock Interviews 2	26
21/12/23	Narma S Pratheep	Interactive Sessions	29
04/01/24	Deepthi P. S.	Interactive Sessions	24


 Princ.pal Incharge
 Sree Narayana Colleg
 Punalu



Mark list

Sl. No:	Admission No	Name of the student	Oral Test (50)	Written Test (50)	Total (100)	Grade
1	38130	Lekshmi S	40	45	85	A
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4	38155	Devika L	44	40	88	A
5	38192	Kailas Babu	41	41	82	A
7	38126	Akhil B	38	35	73	B
6	38321	Akshara Santhosh	45	40	85	A
8	38353	Thasleema A	45	43	86	A
9	38341	Devika S	40	38	78	B
10	38136	Rudra S	42	36	78	B
11	38170	Abhishek R Nair	35	34	69	C
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14	38214	Pranav	42	37	79	B
15	38131	Chaithra R	44	42	86	A
16	38387	Anjana S	40	35	75	B
17	38305	Abijith J	45	40	85	A
18	38112	Gauri V	45	43	88	A
19	38229	Arya M S	48	41	89	A
20	38333	Bisakh Babu	40	38	78	B
21	38165	Amrutha S	41	38	79	B
22	38227	Mannya B.	46	38	83	A
23	38167	Rinson R	47	40	87	A

24	38291	Lekshmi P. S.	48	45	93	A
25	38101	Anu Babu	44	44	88	A
26	38115	Ramya P.	45	43	88	A
27	38050	Karthika Udayakumar	41	40	81	A
28	38258	Renu V.	43	42	85	A
29	38400	Merin Sam	40	42	82	A
30	38052	Arsha S	45	45	90	A

Arsha S
Principal Incharge
Sree Narayana Colleg
Punalu



From

Coordinator
Department of Mathematics
S.N. College, Punalur

To

The Principal,
S.N. College, Punalur

Sir,

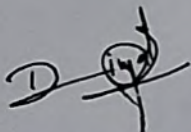
Permission may please be given to conduct a certificate course in Microsoft Excel. The course will be organized by the department of Mathematics, S N college, Punalur on Saturdays from 10:am to 1.00 pm. A detailed proposal is submitted for your kind consideration and sanction.

Name of the course : Certificate course in Microsoft Excel
Duration : 10 days (30 hours)
Timing : 3 hours on Saturdays
Faculty : Teacher in the Dept. of Mathematics
Beneficiary students : Post Degree Students

The department will be maintaining the records of the course under the supervision of the Head of the Department.

Yours faithfully

Punalur,
27.10.2023



Dr. Divya Sadasivan
Associate Professor & HoD
Department of Mathematics
Sree Narayana College
Punalur



Permitted

27/10/23

Princ.pal Incharge
Sree Narayana Colleg
Punalur


Coordinator

DEPARTMENT OF MATHEMATICS

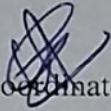
S N COLLEGE, PUNALUR

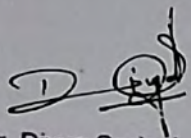
NOTICE

(To be circulated in P.G. classes)

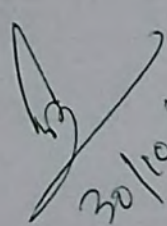
The Department of Mathematics, S N College, Punalur is conducting a certificate course in Microsoft Excel. The post graduate students who are interested to join the course may register. For more details contact the course coordinator, Department of Mathematics.

Punalur,
30.10.2023


Coordinator


Dr. Divya Sadasivan
Associate Professor & HoD
Department of Mathematics
Sree Narayana College
Punalur




30/10/2023

Princ.pal Incharge
Sree Narayana Colleg
Punalu

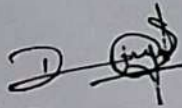
CERTIFICATE COURSE IN Microsoft Excel

NOMINAL ROLL OF STUDENTS


Sl. No.	Candidate Code	Name	Class
1	62021133011	ASHILI RAJ	S3 M.Sc. Mathematics
2	62021133012	ASHNA S	S3 M.Sc. Mathematics
3	62021133013	ASWATHY U S	S3 M.Sc. Mathematics
4	62021133014	ATHIRA A	S3 M.Sc. Mathematics
5	62021133015	FREEDA MARY	S3 M.Sc. Mathematics
6	62021133016	MALAVIKA S	S3 M.Sc. Mathematics
7	62021133017	NAVAL BABUJAN	S3 M.Sc. Mathematics
8	62021133018	RAJASREE R S	S3 M.Sc. Mathematics
9	62021133019	RESHMA R L	S3 M.Sc. Mathematics
10	62021133020	RESHMA S S	S3 M.Sc. Mathematics
11	62021133021	VAISHNAVY S	S3 M.Sc. Mathematics
12	62021133022	VIDYA V	S3 M.Sc. Mathematics
13	62022133001	A G VIJITHRA	S3 M.Sc. Mathematics
14	62022133002	ADERSH R S	S3 M.Sc. Mathematics
15	62022133003	AJMI A N	S3 M.Sc. Mathematics
16	62022133004	AJNA A N	S1 M.Sc. Mathematics
17	62022133005	AMRUTA J C	S1 M.Sc. Mathematics
18	62022133006	ANJANA L	S1 M.Sc. Mathematics
19	62022133007	ARUNADEVI R	S1 M.Sc. Mathematics
20	62022133008	ASWATHY M	S1 M.Sc. Mathematics
21	62022133009	ATHIRA M S	S1 M.Sc. Mathematics
22	62022133010	DROUPATHI NAIR A S	S1 M.Sc. Mathematics
23	62022133011	HARSHA B RAJ	S1 M.Sc. Mathematics
24	62022133012	K SUMI	S1 M.Sc. Mathematics
25	62022133013	SREELEKSHMI U S	S1 M.Sc. Mathematics

Punalur

2.11.2023



Dr. Divya Sadasivan
Associate Professor & HoD
Department of Mathematics
Sree Narayana College
Punalur


Principal

Princ.pal Incharge
Sree Narayana Colleg
Punalur

SREE NARAYANA COLLEGE, PUNALUR

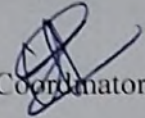
Department of Mathematics

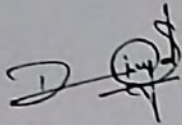
NOTICE

(to be circulated in all P.G. classes)

Classes of certificate course in Microsoft Excel will be conducted on Saturdays from 10.00 am to 1.00 pm. Students who have registered for the course are requested to attend the course without fail. The course will be commenced on 4/11/2023.

Punalur,
1.11.2023


Coordinator



Dr. Divya Sadasivan
Associate Professor & HoD
Department of Mathematics
Sree Narayana College
Punalur

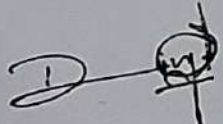

11/11/23



Principal Incharge
Sree Narayana College
Punalur

ATTENDANCE FOR CERTIFICATE COURSE IN MICROSOFT EXCEL

Sl. No.	Candidate Code	Name	4/11/2023	25/11/2023	2/12/2023	29/12/2023	6/1/2024	27/1/2024	13/2/2024	17/2/24	2/3/2024	16/3/2024
1	62021133011	ASHILI RAJ	AS	AS	AS	A	AS	AS	AS	AS	AS	AS
2	62021133012	ASHNA S	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
3	62021133013	ASWATHY U S	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
4	62021133014	ATHIRA A	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
5	62021133015	FREEDA MARY	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
6	62021133016	MALAVIKA S	AS	AS	AS	A	AS	AS	AS	AS	AS	AS
7	62021133017	NAVAL BABUJAN	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
8	62021133018	RAJASREE R S	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
9	62021133019	RESHMA R L	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
10	62021133020	RESHMA S S	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
11	62021133021	VAISHNAVY S	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
12	62021133022	VIDYA V	AS	AS	AS	A	AS	AS	AS	AS	AS	AS
13	62022133001	A G VIJITHRA	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
14	62022133002	ADERSH R S	AS	AS	AS	A	AS	AS	AS	AS	AS	AS
15	62022133003	AJMI A N	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
16	62022133004	AJNA A N	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
17	62022133005	AMRUTA J C	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
18	62022133006	ANJANA L	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
19	62022133007	ARUNADEVI R	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
20	62022133008	ASWATHY M	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
21	62022133009	ATHIRA M S	AS	AS	AS	A	AS	AS	AS	AS	AS	AS
22	62022133010	DROUPATHI NAIR A S	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
23	62022133011	HARSHA B RAJ	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
24	62022133012	K SUMI	AS	A	AS	AS	AS	AS	AS	AS	AS	AS
25	62022133013	SREELEKSHMI U S	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS

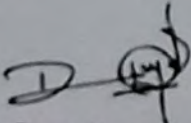

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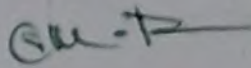
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CLASS REPORT

Date	Faculty member	Portion	Attendance
04/11/2023	Jasmine Rose J	About Excel & Microsoft. Uses of Excel, Excel software, Spreadsheet window pane, Title Bar, Menu Bar, Standard Toolbar, Formatting Toolbar, the Ribbon, File Tab and Backstage View, Formula Bar, Workbook Window, Status Bar, Task Pane, Workbook & sheets	25
25/11/2023	Dr. Divya Sadhasivan	Selecting Columns & Rows, Changing Column Width & Row Height, Autofitting Columns & Rows, Hiding/Unhiding Columns & Rows, Inserting & Deleting Columns & Rows, Cell, Address of a cell, Components of a cell -Format, value, formula, Use of paste and paste special.	24
2/12/2023	Dr. Bijo S. Anand	Using Ranges, Selecting Ranges, Entering Information Into a Range, Using AutoFill	25
23/12/2023	Athul T. B.	Using Formulas, Formula Function s-Sum, Average, if, Count, max, min, Proper, Upper, Lower, Using AutoSum,	22
06/01/2024	Dr. Divya Sadhasivan	Creating Charts such as bar graph, pie chart, Different types of chart, Formatting Chart Objects	21
27/01/2024	Dr. Bijo S. Anand	Changing the Chart Type, Showing and Hiding the Legend, Showing and Hiding the Data Table	25
13/02/2024	Athul T. B.	Sorting, Filter, Text to Column, Data Validation, ANOVA.	23
17/02/2024	Dr. Divya Sadhasivan	Creating PivotTables, Manipulating a PivotTable, Using the PivotTable Toolbar, Changing Data Field, Properties, Displaying a PivotChart, Setting: PivotTable Options, Adding Subtotals to PivotTables	20
02/03/2024	Dr. Bijo S. Anand	Introduction, Workbook Passwords, Protecting Workbooks, Unlocking Cells	25


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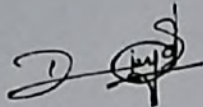



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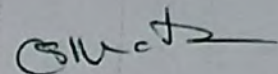
16/03/2024	Athul T. B.	Excel as online: Calculations, cells, dates, external references, fields lists for a PivotChart or PivotTable report, filters, slices, and timeline controls, formatting, named items, sparklines, and tables	25
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Evaluation

Date	Invigilator	Exam type
23/03/2024	Athul T. B.	Practical Exam



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Sree Narayana College, Punalur

PRACTICAL EXAMINATION, MARCH 2024

Certificate Course in Microsoft Excel

Time : 90 min.

Max. Marks : 50

Answer all questions.

Each question carries 10 marks.

1. Find the mode and median of the following data

68, 89, 47, 66, 87, 28, 48, 94, 84, 60, 46, 37, 100, 16, 74, 11, 76, 81, 93, 64,
32, 43, 45, 17, 96, 31, 58, 41, 75, 65, 91, 55, 8, 23, 15, 95, 22, 56, 27, 92, 69,
33, 2, 35, 44, 51, 5, 73, 14, 70, 26, 39, 50, 9, 29, 7, 12, 72, 36, 10, 49, 57, 97,
85, 20, 54, 86, 3, 80, 6, 40, 79, 24, 90, 98, 61, 42, 4, 83, 62, 99, 52, 59, 38, 25,
53, 34, 71, 77, 67, 13, 18, 78, 1, 19, 21, 63, 82, 30, 88

2. Draw a subdivided bar diagram from the following data?

Stream	Number of students		
	2009	2010	2011
Arts	50	70	75
Science	200	250	300
Commerce	100	120	130

3. Three samples below have been obtained from normal population with equal variance.
Test the hypothesis that the population mean are equal.

Sample 1 12 15 8 11 9

Sample 2 8 12 13 9 10

Sample 3 13 11 8 9 12

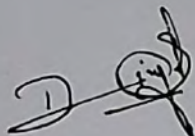
4. Create a Pivot chart from the following data.



NFL Offensive Player stats, 19

Year	Player	Age	Hometown	Home State	Tm	G	GS	Cmp	Att	Yds	TD	Int	Pos
2006	LaDainian Tomlinson	27	Rosebud	TX	SDG	16	16	2	3	20	2	0	RB
2013	Peyton Manning	37	New Orleans	LA	DEN	16	16	450	659	5477	55	10	QB
2007	Tom Brady	30	San Mateo	CA	NWE	16	16	398	578	4806	50	8	QB
2011	Aaron Rodgers	28	Chico	CA	GNB	15	15	343	502	4643	45	6	QB
2011	Drew Brees	32	Austin	TX	NOR	16	16	468	657	5476	46	14	QB
2004	Daunte Culpepper	27	Ocala	FL	MIN	16	16	379	548	4717	39	11	QB
2000	Marshall Faulk	27	New Orleans	LA	STL	14	14	0	0	0	0	0	RB
2011	Cam Newton	22	College Park	GA	CAR	16	16	310	517	4051	21	17	QB
2003	Priest Holmes	30	Fort Smith	AR	KAN	16	16	0	1	0	0	0	RB
2002	Priest Holmes	29	Fort Smith	AR	KAN	14	14	0	1	0	0	0	RB
2011	Tom Brady	34	San Mateo	CA	NWE	16	16	401	611	5235	39	12	QB
2005	Shaun Alexander	28	Florence	KY	SEA	16	16	0	0	0	0	0	RB
2004	Peyton Manning	28	New Orleans	LA	IND	16	16	336	497	4557	49	10	QB
2013	Drew Brees	34	Austin	TX	NOR	16	16	446	650	5162	39	12	QB
2009	Aaron Rodgers	26	Chico	CA	GNB	16	16	350	541	4434	30	7	QB
2000	Daunte Culpepper	23	Ocala	FL	MIN	16	16	297	474	3937	33	16	QB
2009	Chris Johnson	24	Orlando	FL	TEN	16	16	0	1	0	0	0	RB
2012	Drew Brees	33	Austin	TX	NOR	16	16	422	670	5177	43	19	QB

5. Prepare a sheet with two columns and protect each column with a password.



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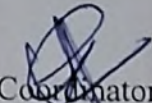
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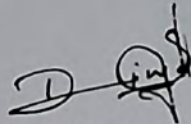


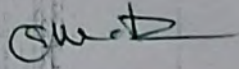
SCORE CARD

Sl. No.	Candidate Code	Name	Total Mark (50)	Grade Obtained
1	62021133011	ASHILI RAJ	45	A
2	62021133012	ASHNA S	40	A
3	62021133013	ASWATHY U S	45	A
4	62021133014	ATHIRA A	50	A
5	62021133015	FREEDA MARY	48	A
6	62021133016	MALAVIKA S	49	A
7	62021133017	NAVAL BABUJAN	42	A
8	62021133018	RAJASREE R S	50	A
9	62021133019	RESHMA R L	48	A
10	62021133020	RESHMA S S	46	A
11	62021133021	VAISHNAVY S	43	A
12	62021133022	VIDYA V	50	A
13	62022133001	A G VIJITHRA	43	A
14	62022133002	ADERSH R S	50	A
15	62022133003	AJMI A N	50	A
16	62022133004	AJNA A N	49	A
17	62022133005	AMRUTA J C	50	A
18	62022133006	ANJANA L	47	A
19	62022133007	ARUNADEVI R	50	A
20	62022133008	ASWATHY M	43	A
21	62022133009	ATHIRA M S	44	A
22	62022133010	DROUPATHI NAIR A S	48	A
23	62022133011	HARSHA B RAJ	50	A
24	62022133012	K SUMI	46	A
25	62022133013	SREELEKSHMI U S	47	A

29-03-2024
Punalur


Coordinator


Dr. Divya Sadasivan
Associate Professor & HoD
Department of Mathematics
Sree Narayana College
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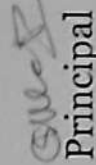
CERTIFICATE COURSE IN MICROSOFT EXCEL

CERTIFICATE OF PARTICIPATION

This is to certify that A G VIJITHRA, has completed the Certificate Course in Microsoft Excel offered by the Department of Mathematics, Sree Narayana College, Punalur and has secured A grade.


Coordinator




Principal

Date of Issue: 27-03-2024

Principal Incharge
Sree Narayana College
Punalur

SREE NARAYANA COLLEGE,
PUNALUR
DEPARTMENT OF
COMMERCE

CERTIFICATE COURSE IN TALLY

2023-24

Dr. Vijumon T P
Course Coordinator

3 October 2023

The Principal
Sree Narayana College
Punalur

SUB: Request for Permission to Commence a Certificate Course in Tally

Sir,

The Department of Commerce wants to start a Certificate Course in Tally for students. A detailed proposal is submitted for your consideration and sanction.

Name of the course: Tally

Duration : 30 Hours

Timing : 1 hour

Faculty : Teachers in the Department of Commerce

The department will maintain records of the course under the supervision of the Head of the Department.

Yours faithfully

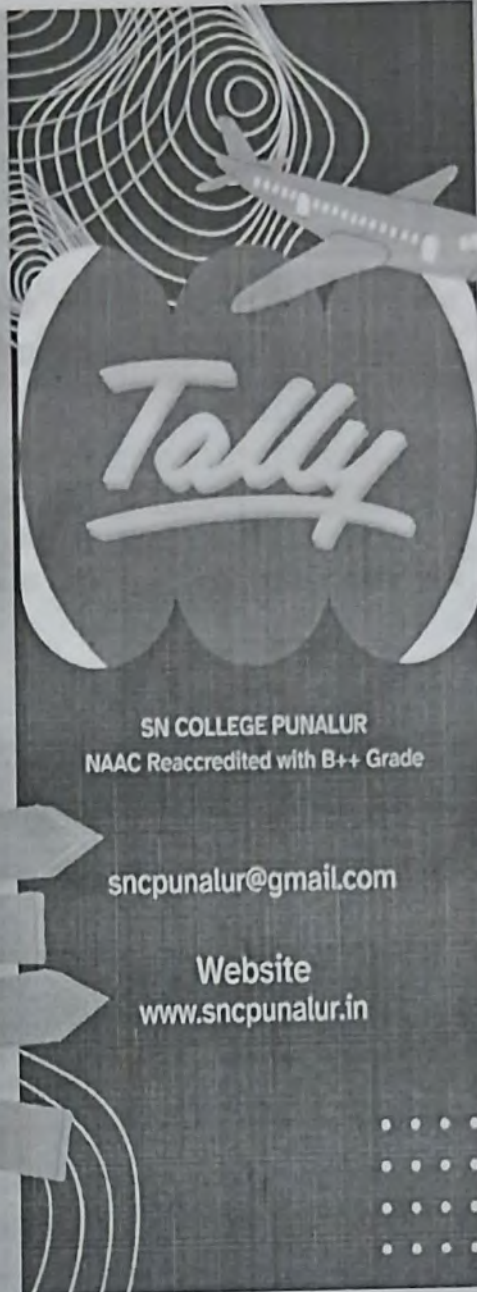
Dr. T. P. VIJUMON
Head, Dept. of Commerce
Sree Narayana College,
Punalur

HOD, Dept. of Commerce.



About the Course

Tally is one of the most widely used accounting software globally, essential for businesses of all scales. This 30-hour certificate course is designed to equip students and professionals with the skills to efficiently manage accounts, inventory, and payroll, making them industry-ready.



SN COLLEGE PUNALUR
NAAC Reaccredited with B++ Grade

sncpunalur@gmail.com

Website
www.sncpunalur.in



**SREE NARAYANA
COLLEGE, PUNALUR**



DEPARTMENT OF COMMERCE

CERTIFICATE COURSE IN
TALLY



Tally -Syllabus

Duration -30 Hrs.

Module 1: Introduction to Tally (4 Hours)

- **Overview of Tally:** Understanding Tally software, history, and versions (Tally ERP 9, TallyPrime).
- **Interface Overview:** Introduction to the Tally screen, menus, and navigation.
- **Tally Licensing & Activation:** Installation, activation, and different types of licenses (Educational, Single User, Multi-User).
- **Working with Tally:** Starting Tally, creating a new company, and understanding the company information screen.
- **Basic Configuration:** Setting up Tally preferences, company features, and options.

Module 2: Master Creation & Basic Transactions (6 Hours)

- **Understanding Masters:** What are Masters in Tally? Why are they important?
- **Creating Ledgers:**
 - Types of ledgers (Assets, Liabilities, Income, Expenses, etc.)
 - Creating different types of ledgers (bank, sales, purchase, capital, etc.).
- **Creating Groups:** Types of groups (primary and secondary) and their relevance.
- **Voucher Entry:**
 - Introduction to vouchers: Contra, Payment, Receipt, Journal, Sales, and Purchase.
 - Recording basic transactions (e.g., cash transactions, bank transactions, purchase/sale entries).
 - Reversing entries and correcting mistakes.

Module 3: Inventory Management (6 Hours)

- **Inventory Masters:** Creating Stock Groups, Stock Categories, Units of Measure, Stock Items.
- **Stock Management:**
 - Purchase & Sales Entries involving stock items.
 - Stock transfer and inventory adjustments.
 - Handling multi-location inventory.
- **Inventory Reports:**



- Stock Summary, Stock Valuation, Stock Group reports.
 - Viewing and analyzing inventory transactions.
-

Module 4: Advanced Transactions (6 Hours)

- **Invoice Management:**
 - Creating sales and purchase invoices.
 - Printing and customizing invoices.
 - Taxation and GST in Tally (GST rates, GST Ledger creation, GST Reports).
 - **Bank Reconciliation:**
 - Reconciliation of bank statements with Tally.
 - Handling cheque transactions.
 - Bank payment, receipt, and journal vouchers.
 - **Payroll:**
 - Employee creation and salary configuration.
 - Salary vouchers, payment, and reports.
-

Module 5: GST (Goods and Services Tax) in Tally (4 Hours)

- **Understanding GST in Tally:** GST structure, types of GST (CGST, SGST, IGST).
 - **GST Configuration in Tally:** Enabling GST in Tally, setting up GST-related ledgers (input tax credit, output tax).
 - **GST Transactions:**
 - Recording sales and purchases with GST.
 - Generating GST-compliant invoices.
 - **GST Reports:**
 - GST summary, GST returns (GSTR-1, GSTR-3B), and GST reconciliation.
-

Module 6: Financial Statements & Reports (4 Hours)

- **Trial Balance:** Creating, analyzing, and correcting errors in trial balance.
 - **Profit & Loss Account:** Generation and interpretation.
 - **Balance Sheet:** How to view and read the balance sheet in Tally.
 - **Other Reports:** Cash Flow, Fund Flow, Day Book, and Ledger Reports.
-

Module 7: Advanced Features in Tally (6 Hours)

- **Tally Customization:**



- Creating and customizing reports.
 - Exporting reports to Excel, PDF, or other formats.
 - **Data Security and Backup:**
 - Securing company data with passwords and security features.
 - Backing up and restoring company data.
 - **Multiple Companies:** Working with multiple companies, consolidating company data.
 - **Multi-User Mode:** Setting up multi-user access and network configurations.
 - **Tally Vault:** Using Tally Vault for data security.
-

Module 8: Practical Sessions and Case Studies (4 Hours)

- **Hands-on Practical Exercises:**
 - Recording various types of transactions (cash, bank, inventory, invoices).
 - Generating financial reports and analyzing business performance.
 - Handling GST transactions, calculating taxes, and generating returns.
 - **Case Studies:** Real-world scenarios and problem-solving using Tally.
-

Additional Notes:

- **Assignments:** Regular assignments after each module to reinforce the learning.
 - **Quizzes/Tests:** Periodic quizzes and tests to assess understanding.
 - **Doubt Clearing Sessions:** Q&A sessions to address any student doubts.
-

This syllabus is designed to cover the essential concepts and tools within Tally that students will need to handle accounting, financial management, and GST-related tasks efficiently. You can adapt the syllabus depending on the learning pace of your students or the specific Tally version being used.

Tally Course Timetable (30 Hours) *

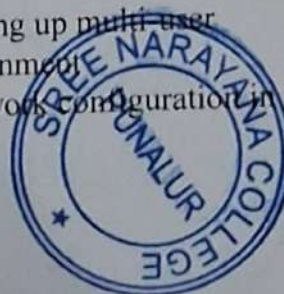


Online Classes (7:00 PM - 8:00 PM) Instructors: Dr. T.P. Vijumon, Dr. Kavitha K.S., Ganga M.R.

Day	Time	Topic	Duration	Details	Instructor
Day 1	7:00 PM - 8:00 PM	Introduction to Tally	1 hour	<ul style="list-style-type: none"> - Overview of Tally Software - Introduction to Tally Interface - Installation & Activation - Creating a new company 	Dr. T.P. Vijumon
Day 2	7:00 PM - 8:00 PM	Setting Up a Company & Basic Configuration	1 hour	<ul style="list-style-type: none"> - Configuring company settings, preferences, and features - Creating ledgers (Bank, Sales, Purchase, Expenses) 	Dr. T.P. Vijumon
Day 3	7:00 PM - 8:00 PM	Creating Ledgers & Groups	1 hour	<ul style="list-style-type: none"> - Understanding Groups and Grouping concepts - Recording Payment, Receipt, and Contra vouchers 	Dr. T.P. Vijumon
Day 4	7:00 PM - 8:00 PM	Voucher Entry: Payment, Receipt & Contra	1 hour	<ul style="list-style-type: none"> - Practical examples of basic transactions - Recording Sales and Purchase vouchers 	Dr. T.P. Vijumon
Day 5	7:00 PM - 8:00 PM	Voucher Entry: Sales & Purchase	1 hour	<ul style="list-style-type: none"> - Understanding tax and discount handling in vouchers - Creating stock items 	Dr. T.P. Vijumon
Day 6	7:00 PM - 8:00 PM	Stock Management Basics	1 hour	<ul style="list-style-type: none"> - Managing stock groups, stock categories, and units of measure - Recording inventory-related purchase and sales transactions 	Dr. Kavitha K.S.
Day 7	7:00 PM - 8:00 PM	Inventory Transactions: Purchases & Sales	1 hour	<ul style="list-style-type: none"> - Practical examples of inventory entries - Stock transfer between locations 	Dr. Kavitha K.S.
Day 8	7:00 PM - 8:00 PM	Stock Transfers & Adjustments	1 hour	<ul style="list-style-type: none"> - Adjusting stock quantities in Tally - Generating Inventory reports (Stock Summary, Stock Valuation) 	Dr. Kavitha K.S.
Day 9	7:00 PM - 8:00 PM	Inventory Reports	1 hour	<ul style="list-style-type: none"> - Understanding Stock Analysis - Enabling GST in Tally 	Dr. Kavitha K.S.
Day 10	7:00 PM - 8:00 PM	GST Configuration in Tally	1 hour	<ul style="list-style-type: none"> - Creating GST-related ledgers (Input & Output GST) 	Dr. Kavitha K.S.



Day	Time	Topic	Duration	Details	Instructor
Day 11	7:00 PM - 8:00 PM	GST Transactions: Purchase & Sales	1 hour	- Recording sales and purchase with GST - Handling GST-related taxes, exemptions - Generating and filing GST Returns	Dr. Kavitha K.S.
Day 12	7:00 PM - 8:00 PM	GST Returns: GSTR-1, GSTR-3B	1 hour	- Understanding GSTR-1 and GSTR-3B Reports - Recording advanced journal entries	Dr. Kavitha K.S.
Day 13	7:00 PM - 8:00 PM	Advanced Voucher Entries: Journal, Debit/Credit Notes	1 hour	- Handling Debit and Credit Notes	Ganga M.R.
Day 14	7:00 PM - 8:00 PM	Bank Reconciliation in Tally	1 hour	- Reconciliation of bank accounts with Tally - Handling cheque payments and receipts - Setting up Payroll in Tally	Ganga M.R.
Day 15	7:00 PM - 8:00 PM	Payroll Management in Tally	1 hour	- Salary voucher creation and processing - Generating Payroll Reports	Ganga M.R.
Day 16	7:00 PM - 8:00 PM	Payroll Reports & Payment	1 hour	- Salary payments and deductions handling	Ganga M.R.
Day 17	7:00 PM - 8:00 PM	Trial Balance & Financial Statements	1 hour	- Generating Trial Balance - Understanding Profit & Loss Account, and Balance Sheet	Ganga M.R.
Day 18	7:00 PM - 8:00 PM	Cash Flow and Fund Flow Statements	1 hour	- Understanding and generating Cash Flow and Fund Flow Reports in Tally	Ganga M.R.
Day 19	7:00 PM - 8:00 PM	Data Security & Backup in Tally	1 hour	- Creating backups - Securing data with Tally Vault and password protection	Ganga M.R.
Day 20	7:00 PM - 8:00 PM	Data Restoration and Company Management	1 hour	- Restoring company data - Working with multiple companies, and consolidating data - Customizing Tally reports	Ganga M.R.
Day 21	7:00 PM - 8:00 PM	Tally Customization & Advanced Features	1 hour	- Exporting data to Excel and PDF formats	Dr. T.P. Vijumon
Day 22	7:00 PM - 8:00 PM	Multi-User Configuration in Tally	1 hour	- Setting up multi-user environment - Network Configuration in Tally	Dr. T.P. Vijumon



Day	Time	Topic	Duration	Details	Instructor
Day 23	7:00 PM - 8:00 PM	Tally Vault and Security Settings	1 hour	Tally - Securing company data - Setting up Tally Vault and Data Security Features - Generating and customizing reports in Tally	Dr. T.P. Vijumon
Day 24	7:00 PM - 8:00 PM	Report Generation & Customization	1 hour	- Using filters and options for better analysis - Managing multiple companies in Tally	Dr. T.P. Vijumon
Day 25	7:00 PM - 8:00 PM	Multiple Companies & Consolidated Reporting	1 hour	- Consolidating reports across companies - Hands-on exercises with practical scenarios of voucher entries, GST, and reports	Dr. T.P. Vijumon
Day 26	7:00 PM - 8:00 PM	Practical Session 1	1 hour	- Practical exercises on stock management, inventory reports, and reconciliation	Dr. T.P. Vijumon
Day 27	7:00 PM - 8:00 PM	Practical Session 2	1 hour	- Practical session on Payroll, Bank Reconciliation, and Financial Reports	Dr. T.P. Vijumon
Day 28	7:00 PM - 8:00 PM	Practical Session 3	1 hour	- Real-world case study for creating transactions, reports, and GST Returns	Dr. Kavitha K.S.
Day 29	7:00 PM - 8:00 PM	Case Study: Business Transactions in Tally	1 hour	- Review of key concepts - Addressing doubts and queries	Dr. Kavitha K.S.
Day 30	7:00 PM - 8:00 PM	Final Review & Doubt Clearing	1 hour	- Preparing for certification	Ganga M.R.

Tally Course Timetable (2 Classes per Week)

Instructor(s): Dr. T.P. Vijumon, Dr. Kavitha K.S., Ganga M.R.
Duration: October 2023 – January 2024



Date	Day	Time	Topic	Instructor
October 3, 2023	Tuesday	7:00 PM - 8:00 PM	Introduction to Tally	Dr. T.P. Vijumon
October 7, 2023	Saturday	7:00 PM - 8:00 PM	Setting Up a Company & Basic Configuration	Dr. T.P. Vijumon
October 10, 2023	Tuesday	7:00 PM - 8:00 PM	Creating Ledgers & Groups	Dr. T.P. Vijumon
October 14, 2023	Saturday	7:00 PM - 8:00 PM	Voucher Entry: Payment, Receipt & Contra	Dr. T.P. Vijumon
October 17, 2023	Tuesday	7:00 PM - 8:00 PM	Voucher Entry: Sales & Purchase	Dr. T.P. Vijumon
October 21, 2023	Saturday	7:00 PM - 8:00 PM	Stock Management Basics	Dr. Kavitha K.S.
October 24, 2023	Tuesday	7:00 PM - 8:00 PM	Inventory Transactions: Purchases & Sales	Dr. Kavitha K.S.
October 28, 2023	Saturday	7:00 PM - 8:00 PM	Stock Transfers & Adjustments	Dr. Kavitha K.S.
October 31, 2023	Tuesday	7:00 PM - 8:00 PM	Inventory Reports	Dr. Kavitha K.S.
November 4, 2023	Saturday	7:00 PM - 8:00 PM	GST Configuration in Tally	Dr. Kavitha K.S.
November 7, 2023	Tuesday	7:00 PM - 8:00 PM	GST Transactions: Purchase & Sales	Dr. Kavitha K.S.
November 11, 2023	Saturday	7:00 PM - 8:00 PM	GST Returns: GSTR-1, GSTR-3B	Dr. Kavitha K.S.
November 14, 2023	Tuesday	7:00 PM - 8:00 PM	Advanced Voucher Entries: Journal, Debit/Credit Notes	Ganga M.R.
November 18, 2023	Saturday	7:00 PM - 8:00 PM	Bank Reconciliation in Tally	Ganga M.R.
November 21, 2023	Tuesday	7:00 PM - 8:00 PM	Payroll Management in Tally	Ganga M.R.
November 25, 2023	Saturday	7:00 PM - 8:00 PM	Payroll Reports & Payment	Ganga M.R.
November 28, 2023	Tuesday	7:00 PM - 8:00 PM	Trial Balance & Financial Statements	Ganga M.R.
December 2, 2023	Saturday	7:00 PM - 8:00 PM	Cash Flow and Fund Flow Statements	Ganga M.R.
December 5, 2023	Tuesday	7:00 PM - 8:00 PM	Data Security & Backup in Tally	Ganga M.R.
December 9, 2023	Saturday	7:00 PM - 8:00 PM	Data Restoration and Company Management	Ganga M.R.
December 12, 2023	Tuesday	7:00 PM - 8:00 PM	Tally Customization & Advanced Features	Dr. T.P. Vijumon
December 16, 2023	Saturday	7:00 PM - 8:00 PM	Multi-User Configuration in Tally	Dr. T.P. Vijumon
December 19, 2023	Tuesday	7:00 PM -	Tally Vault and Security Settings	Dr. T.P. Vijumon



Date	Day	Time	Topic	Instructor
2023		8:00 PM		
December 23, 2023	Saturday	7:00 PM - 8:00 PM	Report Generation & Customization	Dr. T.P. Vijumon
December 26, 2023	Tuesday	7:00 PM - 8:00 PM	Multiple Companies & Consolidated Reporting	Dr. T.P. Vijumon
December 30, 2023	Saturday	7:00 PM - 8:00 PM	Practical Session 1	Dr. T.P. Vijumon
January 2, 2024	Tuesday	7:00 PM - 8:00 PM	Practical Session 2	Dr. T.P. Vijumon
January 6, 2024	Saturday	7:00 PM - 8:00 PM	Practical Session 3	Dr. T.P. Vijumon
January 9, 2024	Tuesday	7:00 PM - 8:00 PM	Case Study: Business Transactions in Tally	Dr. Kavitha K.S.
January 13, 2024	Saturday	7:00 PM - 8:00 PM	Final Review & Doubt Clearing	Ganga M.R.

Course Duration:

- Start Date: October 3, 2023
- End Date: January 13, 2024



SREE NARAYANA COLLEGE, PUNALUR
CERTIFICATE COURSE IN TALLY
LIST OF STUDENTS

SL. No.	Candidate Code	Name
1	15923133001	ABHINAV H S
2	15923133002	AISWARYA R
3	15923133003	ANAMIKA D S
4	15923133004	ANJALI M D
5	15923133006	GOURIKRISHNAN U
6	15923133007	HARINARAYANAN S. NAIR
7	15923133008	HARISANKAR S. NAIR
8	15923133009	LINCYMOL R
9	15923133011	NIRANJANA R S
10	15923133013	SETHULEKSHMI. V R
11	15923133014	SHABANA N S
12	15923133016	ABHIRAMI R M
13	15923133018	ADITHYA P V
14	15923133019	ADITHYA R NAIR
15	15923133021	ADWAIT SURESH
16	15923133022	AFNA SHAJAHAN
17	15923133023	AISWARYA S NAIR
18	15923133025	AKASH S
19	15923133027	AMBALIKA P
20	15923133028	AMEENA N
21	15923133030	ANAGHA JITH
22	15923133033	ANGELINA MARIA MANOJ
23	15923133034	ANKITHA P RAJ
24	15923133035	ARATHY R NAIR
25	15923133036	ARCHANA S
26	15923133039	ARYA LAL
27	15923133040	ASWIN RAJ S
28	15923133042	DEVIKA. G. S
29	15923133043	HRITHIK RATNA
30	15923133044	KARTHIKA SURESH
31	15923133046	MEENAKSHY A R
32	15923133047	MUBEEN RAHMAN M
33	15923133048	MUBEENA S
34	15923133049	MUHAMMED AFSAL S
35	15923133050	MUMTHAS A
36	15923133051	NANDANA RANI.M. S
37	15923133052	NANDHANA ANIL

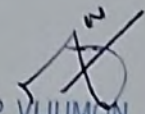


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39	15923133055	PARVATHY.V. S	
40	15923133058	RESHMA S KUMAR	
41	15923133059	SAIDALI I	
42	15923133064	SUMITHRA RAJ	
43	15923133065	VIGNESH P	
44	15923133066	VINAYA VINOD	
45	15923133067	VYSHNAVI VINOD	
46	15922133002	ALFIYA R	
47	15922133003	ANJANA KRISHNA S	
48	15922133004	ATHIRA S	
49	15922133005	DARSANA CHANDRABOSE	
50	15922133006	DEVADETH. S	
51	15922133008	GAYATHRI S	
52	15922133009	HAIFA N	
53	15922133010	NAMITHA M S	
54	15922133011	NANDANA M S	
55	15922133012	SHAMNA S	
56	15922133013	SURUMIYA SUDHEER	
57	15922133014	ABHIJITH S	
58	15922133015	ABHINADH A P	
59	15922133017	ADITHYA S	
60	15922133018	ADITHYA S KUMAR	
61	15922133019	AJIN KRISHNA ASOK	
62	15922133020	AKHIL A	
63	15922133022	AKSHARA MOHAN	
64	15922133023	AKSHAY SHAJI	
65	15922133024	AKSHAYA J	
66	15922133025	ALAN V S	
67	15922133026	ALFI RAHIM	
68	15922133028	ANANDU A	
69	15922133030	ANJANA UTHAMAN	
70	15922133031	ANUPAMA S	
71	15922133033	ANZIYA NAZEER	
72	15922133034	APARNA AJAY	
73	15922133035	APARNA V	
74	15922133036	ARUNIMA. R. S. NAIR	
75	15922133037	ASHISH JACOB	
76	15922133038	ASIYA.A	
77	15922133041	ATHULRAJ. R. M	
78	15922133042	BINITHA B.	
79	15922133043	DEEPAK SATHEESH	
80	15922133044	DEVINANDANA D S	
81	15922133046	GOPIKA. U	
82	15922133047	HARSHA.G. HAREESH	
83	15922133048	INDUMA.S	
84	15922133049	KARTHIKA SURESH	



85	15922133051	MALLIKA MOHAN	
86	15922133052	MUHAMMED NADIRSHA N	
87	15922133055	NAJA SHANAVAS	
88	15922133057	NANDANA RAJ	
89	15922133058	NANTHU R	
90	15922133060	NIRANJAN S	
91	15922133061	PARVATHY. V.S	
92	15922133062	POOJA A J	
93	15922133063	RESHMA AJAYAN	
94	15922133065	SANDRA S P	
95	15922133067	SANDRA SUDHARMAN	
96	15922133069	SIDHARTH S	
97	15922133070	SNEHA KRISHNA	
98	15922133071	SNEHA SIVARAJ	




Dr. T. P. VIJUMON
Head, Dept. of Commerce
Sree Narayana College,
Punalur

SREE NARAYANA COLLEGE, PUNALUR
CERTIFICATE COURSE IN TALLY
MARKLIST

SL. No.	Candidate Code	Name	Assignment	Marks
1	15923133001	ABHINAV H S	5	16
2	15923133002	AISWARYA. R	5	12
3	15923133003	ANAMIKA D S	5	13
4	15923133004	ANJALI M D	5	15
5	15923133006	GOURIKRISHNAN U	5	16
6	15923133007	HARINARAYANAN S. NAIR	5	19
7	15923133008	HARISANKAR S. NAIR	5	18
8	15923133009	LINCYMOL R	5	17
9	15923133011	NIRANJANA R S	5	15
10	15923133013	SETHULEKSHMI. V.R	5	15
11	15923133014	SHABANA N S	5	14
12	15923133016	ABHIRAMI R M	5	18
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14	15923133019	ADITHYA R NAIR	5	16
15	15923133021	ADWAIT SURESH	AB	AB
16	15923133022	AFNA SHAJAHAN	5	19
17	15923133023	AISWARYA S NAIR	5	13
18	15923133025	AKASH S	5	16
19	15923133027	AMBALIKA P	5	17
20	15923133028	AMEENA N	5	19
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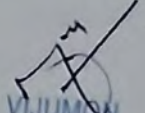


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 Dr. T. P. VIJUMON
 Head, Dept. of Commerce
 Sree Narayana College,
 Punalur

Report on Completion of Certificate Course in Tally

The Certificate Course in Tally, a 30-hour program, has been successfully completed by 95 participants, marking a significant milestone in their professional development. The course, which commenced on October 3, 2023, and concluded on January 13, 2024, aimed to equip learners with practical knowledge and skills in accounting and financial management using Tally, a leading accounting software widely utilized in various industries.

The program was designed to provide a comprehensive understanding of Tally and its applications. Participants were trained in a range of essential topics, including the basics of accounting, inventory management, payroll processing, taxation, and GST compliance. Advanced features such as multi-currency transactions, financial reporting, and data security were also covered. The structured curriculum ensured a step-by-step approach, combining theoretical knowledge with hands-on practice.

Over the duration of the course, the 95 participants successfully demonstrated their ability to record and analyze financial transactions, prepare financial statements, manage inventory and payroll systems, and handle GST-compliant transactions efficiently. This rigorous training has provided them with the confidence to apply these skills in real-world scenarios, making them proficient in utilizing Tally for day-to-day accounting operations.

The outcomes of the course have been remarkable. Participants have significantly enhanced their employability by acquiring critical accounting and financial management skills. They are now better positioned to take up roles in diverse industries requiring Tally expertise. The hands-on experience gained during the program has also ensured that they are well-prepared to tackle the complexities of modern financial operations.

In conclusion, the Certificate Course in Tally has been a resounding success, with 95 students completing the 30-hour program between October 3, 2023, and January 13, 2024. This achievement reflects the dedication of the participants and the effectiveness of the curriculum. Moving forward, it is recommended that the participants continue to refine their skills by exploring advanced certifications and staying updated on the latest developments in Tally software. These steps will further enhance their professional growth and open up new opportunities in the field of accounting and financial management.



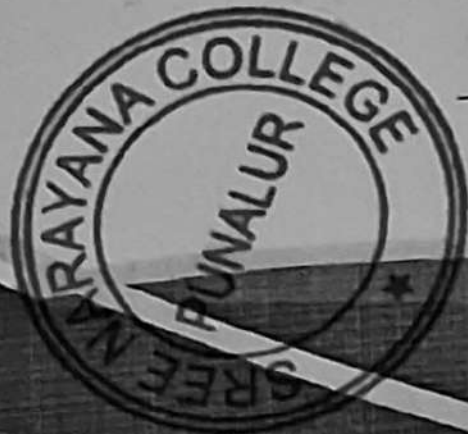
SREE NARAYANA COLLEGE, PUNALUR


DEPARTMENT OF COMMERCE

Certificate course in Tally

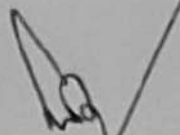
Mr. Niranjan S (II year B.Com)

**has successfully completed the certificate
course in Tally(30 Hrs.) conducted by the
Department of Commerce during October 2023
to January 2024**




HoD




Principal

Soumya Vishwabharan and Dr. Deepika V.S

Course Coordinators

25 June 2023

The Principal

Sree Narayana College

Punalur

SUB :Request for permission to commence a Certificate Course in Economics for second and third year students. A detailed proposal is submitted for your consideration and sanction.

Name of the course: Economics in Every Day Life

Duration: 30 days

Timing: 1 hour on all days

Faculty: Teachers in the department of Economics

Beneficiary students: Second and third Year Degree Students

The department will maintain records of the course under the supervision of the Head of the Department.

Yours faithfully

Soumya vishwabharan and Dr. Deepika V.S

Course Coordinators

Permitted

by
25/06/2023
Principal Incharge
Sree Narayana Colleg
Punalur

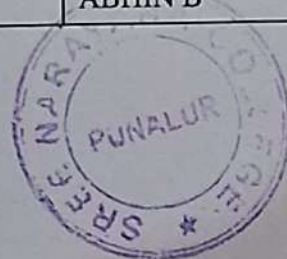


Deepika

DEPARTMENT OF ECONOMICS

CERTIFICATE COURSE IN ECONOMICS IN EVERYDAY LIFE 2023-2024

SL NO	CANDIDATE CODE	NAME	CLASS
1	15022133060	VRINDA BABU	III DC ECONOMICS
2	15022133038	JYOTHIKA V	III DC ECONOMICS
3	15022133032	ANJITHA MOORTHY	III DC ECONOMICS
4	15022133046	NEETHU C	III DC ECONOMICS
5	15022133011	ABHIRAM ANU	III DC ECONOMICS
6	15022133017	AFSAL S	III DC ECONOMICS
7	15022133007	SHERIN RAJAN	III DC ECONOMICS
8	15022133020	AJIMSHA S	III DC ECONOMICS
9	15022133023	AKSHAY S J	III DC ECONOMICS
10	15022133026	AMAL KRISHNAN R	III DC ECONOMICS
11	15022133009	SNEHA RAJU	III DC ECONOMICS
12	15022133005	EVANTO ALEX	III DC ECONOMICS
13	15022133001	ABHIJITH B R	III DC ECONOMICS
14	15023133007	NIDHINI B A	II DC ECONOMICS
15	15023133013	ALFIYA A	II DC ECONOMICS
16	15023133008	SARATH S	II DC ECONOMICS
17	15023133020	BADARIYA S	II DC ECONOMICS
18	15023133029	JITHU M	II DC ECONOMICS
19	15023133023	CHANDANA MOHAN	II DC ECONOMICS
20	15023133025	DEVU PRADEEP	II DC ECONOMICS
21	15023133031	KAVYA B	II DC ECONOMICS
22	15023133037	SACHU MS	II DC ECONOMICS
23	15023133043	SHEHA J	II DC ECONOMICS
24	15023133048	VISHNU SASANKAN	II DC ECONOMICS
25	15023133044	SREEKUTTY S	II DC ECONOMICS
26	15023133004	LEKSHMI S	II DC ECONOMICS
27	15023133036	SABIRA S	II DC ECONOMICS
28	15023133049	VRINDA S	II DC ECONOMICS
29	15023133040	SIBIN S	II DC ECONOMICS
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31	15022133054	SREEHARI M	II DC ECONOMICS
32	15022133039	KAVYA K	II DC ECONOMICS
33	15022133040	KIRAN BABU	II DC ECONOMICS
34	15022133025	AL AMEEN S	II DC ECONOMICS
35	15022133054	ABHIN B	II DC ECONOMICS



SREE NARAYANA COLLEGE, PUNALUR

Department of Economics


NOTICE

27/06/23

(To be read in all classes)

Classes of Certificate Course in Economics in Everyday Life will be conducted from 3:30 to 4:30 p.m. Students who have registered for the course are requested to attend the course without fail . The course will commence on 03/7/2023.




27/6/23

Principal
Sree Narayana College
Punalur

Class report

DATE	FACULTY MEMBER	PORTION	ATTENDANCE
3/7/23	SOUMYA VISHWABHARAN	Economics and basic problems	35
11/7/23	DR.DEEPIKA V.S	Branches of Economics	34
13/7/23	SOUMYA VISHWABHARAN	National Income	34
17/7/23	DR.DEEPIKA V.S	Fiscal Policy and monetary policy	33
3/8/23	SOUMYA VISHWABHARAN	Tax and its components	33
7/8/23	DR.DEEPIKA V.S	Defecit and types	33
15/8/23	SOUMYA VISHWABHARAN	BOT and its components	33
22/8/23	DR.DEEPIKA V.S	BOP nd its components	35
4/9/23	SOUMYA VISHWABHARAN	FDI	35
8/9/23	DR.DEEPIKA V.S	FPI	35
11/9/23	SOUMYA VISHWABHARAN	Masala bonds	31
21/9/23	DR.DEEPIKA V.S	Free trade agreements	35
3/10/23	SOUMYA VISHWABHARAN	Finacial inclusion	35
9/10/23	DR.DEEPIKA V.S	Structure of indian financial system	35
20/10/23	SOUMYA VISHWABHARAN	Currency Fluctuation	35
26/10/23	DR.DEEPIKA V.S	Global Economic prospects report	35
3/11/23	SOUMYA VISHWABHARAN	Budget and economic survey	35
9/11/23	DR.DEEPIKA V.S	Current challenges and future threats facing in the indian economy	35
13/11/23	SOUMYA VISHWABHARAN	Repatriating keralites	35
23/11/23	DR.DEEPIKA V.S	Impact of Covid 19	35
4/12/23	SOUMYA VISHWABHARAN	Covid 19 pandemic in kerala	33
8/12/23	DR.DEEPIKA V.S	Impact of lockdown in kerala	35
12/12/23	SOUMYA VISHWABHARAN	Resaons for hike in oil price in India	
15/12/23	DR.DEEPIKA V.S	Gig economy	35
3/1/24	SOUMYA VISHWABHARAN	Economic review	35
11/1/24	DR.DEEPIKA V.S	India s vision for bio fuel	35
18/1/24	SOUMYA VISHWABHARAN	E-RUPI	35
25/1/24	DR.DEEPIKA V.S	Buget	35
2/2/24	SOUMYA VISHWABHARAN	Relevant issues faced by indian economy	35



SL.NO	NAME	3/7/2 3	11/7/2 3	13/7/2 3	17/7/2 3	3/8/2 3	7/8/2 3	15/8/2 3	22/8/2 3	4/9/2 3	8/9/2 3
1	VRINDA BABU	X	X	X	X	X	X	X	X	X	X
2	JYOTHIKA V	X	X	X	X	X	X	X	X	X	X
3	ANJITHA MOORTHY	X	X	X	X	X	X	X	X	X	X
4	NEETHU C	X	X	X	X	X	X	X	X	X	X
5	ABHIRAM ANU	X	X	X	X	X	X	X	X	X	X
6	AFSAL S	X	X	X	X	X	X	X	X	X	X
7	SHERIN RAJAN	X	X	X	X	X	X	X	X	X	X
8	AJIMSHA S	X	X	X	X	X	X	X	X	X	X
9	AKSHAY S J	X	X	X	X	X	X	X	X	X	X
10	AMAL KRISHNAN R	X	X	X	X	X	X	X	X	X	X
11	SNEHA RAJU	X	X	X	X	X	X	X	X	X	X
12	EVANTO ALEX	X	X	X	X	X	X	X	X	X	X
13	ABHIJITH B R	X	X	X	X	X	X	X	X	X	X
14	NIDHINI B A	X	X	X	X	X	X	X	X	X	X
15	ALFIYA A	X	X	X	X	X	X	X	X	X	X
16	SARATH S	X	X	X	a	X	X	X	X	X	X
17	BADARIYA S	X	X	X	X	X	X	X	X	X	X
18	JITHU M	X	X	X	X	X	X	X	X	X	X
19	CHANDANA MOHAN	X	X	X	X	a	X	a	X	X	X
20	DEVU PRADEEP	X	X	X	X	X	X	X	X	X	X
21	KAVYA B	X	X	X	X	X	X	X	X	X	X
22	SACHU MS	X	X	X	X	X	X	X	X	X	X
23	SHEHA J	X	X	X	X	X	X	X	X	X	X
24	VISHNU SASANKAN	X	X	X	X	X	X	X	X	X	X
25	SREEKUTTY S	X	X	X	X	X	X	X	X	X	X
26	LEKSHMI S	X	X	X	X	X	X	X	X	X	X
27	SABIRA S	X	X	X	X	X	X	a	X	X	X
28	VRINDA S	X	X	X	X	X	X	X	X	X	X
29	SIBIN S	X	X	X	a	X	X	X	X	X	X
30	ASWAN B	X	a	X	X	X	X	X	X	X	X
31	SREEHARI M	a	X	X	X	X	X	X	X	X	X
32	KAVYA K	X	X	a	X	X	X	X	X	X	X
33	KIRAN BABU	X	X	X	X	a	X	X	X	X	X
34	AL AMEEN S	X	X	X	X	X	X	X	X	X	X
35	ABHIN B	X	X	X	X	X	X	X	X	X	X



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Sree Narayana Colleg
Punalur

SL.N O	NAME	11/9/ 23	21/9/ 23	3/10/ 23	9/10/ 23	20/10/ 23	2/10/ 23	3/11/ 23	9/11/ 23	13/11/ 23	23/11/ 23
1	VRINDA BABU	X	X	X	X	X	X	X	X	X	X
2	JYOTHIKA V	X	X	X	X	X	X	X	X	X	X
3	ANJITHA MOORTHY	X	X	X	X	X	X	X	X	X	X
4	NEETHU C	X	X	X	X	X	X	X	X	X	X
5	ABHIRAM ANU	X	X	X	X	X	X	X	X	X	X
6	AFSAL S	X	X	X	X	X	X	X	X	X	X
7	SHERIN RAJAN	X	X	X	X	X	X	X	X	X	X
8	AJIMSHA S	X	X	X	X	X	X	X	X	X	X
9	AKSHAY S J	X	X	X	X	X	X	X	X	X	X
10	AMAL KRISHNAN R	X	X	X	X	X	X	X	X	X	X
11	SNEHA RAJU	X	X	X	X	X	X	X	X	X	X
12	EVANTO ALEX	X	X	X	X	X	X	X	X	X	X
13	ABHIJITH B R	X	X	X	X	X	X	X	X	X	X
14	NIDHINI B A	X	X	X	X	X	X	X	X	X	X
15	ALFIYA A	X	X	X	X	X	X	X	X	X	X
16	SARATH S	a	X	X	X	X	X	X	X	X	X
17	BADARIYA S	a	X	X	X	X	X	X	X	X	X
18	JITHU M		X	X	X	X	X	X	X	X	X
19	CHANDANA MOHAN	a	X	X	X	X	X	X	X	X	X
20	DEVU PRADEEP	x	X	X	X	X	X	X	X	X	X
21	KAVYA B	x	X	X	X	X	X	X	X	X	X
22	SACHU MS	X	X	X	X	X	X	X	X	X	X
23	SHEHA J		X	X	X	X	X	X	X	X	X
24	VISHNU SASANKAN	a	X	X	X	X	X	X	X	X	X
25	SREEKUTTY S	X	X	X	X	X	X	X	X	X	X
26	LEKSHMI S	X	X	X	X	X	X	X	X	X	X
27	VRINDA BABU	X	X	X	X	X	X	X	X	X	X
28	JYOTHIKA V	X	X	X	X	X	X	X	X	X	X
29	ANJITHA MOORTHY	X	X	X	X	X	X	X	X	X	X
30	NEETHU C	X	X	X	X	X	X	X	X	X	X
31	ABHIRAM ANU	X	X	X	X	X	X	X	X	X	X
32	AFSAL S	X	X	X	X	X	X	X	X	X	X
33	SHERIN RAJAN	X	X	X	X	X	X	X	X	X	X
34	AJIMSHA S	X	X	X	X	X	X	X	X	X	X
35	AKSHAY S J	X	X	X	X	X	X	X	X	X	X



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Punalur

SL.NO	NAME	4/12/23	8/12/23	12/12/23	15/12/23	3/1/24	11/1/24	18/1/24	25/1/24	2/2/24
1	VRINDA BABU	X	X	X	X	X	X	X	X	X
2	JYOTHIKA V	X	X	X	X	X	X	X	X	X
3	ANJITHA MOORTHY	X	X	X	X	X	X	X	X	X
4	NEETHU C	X	X	X	X	X	X	X	X	X
5	ABHIRAM ANU	X	X	X	X	X	X	X	X	X
6	AFSAL S	X	X	X	X	X	X	X	X	X
7	SHERIN RAJAN	X	X	X	X	X	X	X	X	X
8	AJIMSHA S	X	X	X	X	X	X	X	X	X
9	AKSHAY S J	X	X	X	X	X	X	X	X	X
10	AMAL KRISHNAN R	X	X	X	X	X	X	X	X	X
11	SNEHA RAJU	X	X	X	X	X	X	X	X	X
12	EVANTO ALEX	X	X	X	X	X	X	X	X	X
13	ABHIJITH B R	X	X	X	X	X	X	X	X	X
14	NIDHINI B A	X	X	X	X	X	X	X	X	X
15	ALFIYA A	X	X	X	X	X	X	X	X	X
16	SARATH S	X	X	X	X	X	X	X	X	X
17	BADARIYA S	X	X	X	X	X	X	X	X	X
18	JITHU M	X	X	X	X	X	X	X	X	X
19	CHANDANA MOHAN	X	X	X	X	X	X	X	X	X
20	DEVU PRADEEP	X	X	X	X	X	X	X	X	X
21	KAVYA B	X	X	X	X	X	X	X	X	X
22	SACHU MS	X	X	X	X	X	X	X	X	X
23	SHEHA J	X	X	X	X	X	X	X	X	X
24	VISHNU SASANKAN	X	X	X	X	X	X	X	X	X
25	SREEKUTTY S	X	X	X	X	X	X	X	X	X
26	LEKSHMI S	X	X	X	X	X	X	X	X	X
27	VRINDA BABU	X	X	X	X	X	X	X	X	X
28	JYOTHIKA V	X	X	X	X	X	X	X	X	X
29	ANJITHA MOORTHY	X	X	X	X	X	X	X	X	X
30	NEETHU C	X	X	X	X	X	X	X	X	X
31	ABHIRAM ANU	X	X	X	X	X	X	X	X	X
32	AFSAL S	X	X	X	X	X	X	X	X	X
33	SHERIN RAJAN	X	X	X	X	X	X	X	X	X
34	AJIMSHA S	a	X	X	X	X	X	X	X	X
35	AKSHAY S J	a	X	X	X	X	X	X	X	X



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REPORT ON ADD ON COURSE

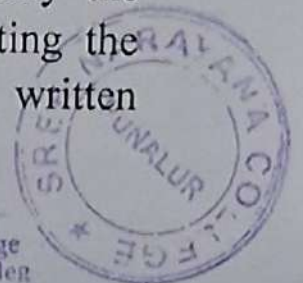
Department of Economics Sree Narayana College, Punalur conducted an Add on course on **Economics in Everyday** life in the academic year 2022-23 from **03/07/2023** to **26/02/2024**. Through this programme the college aims at imparting crucial job skills to the students through various certificate programs this enabling them to acquire an additional certificate along with their degree certificate.

A total of **25** students took admission for the course starting from 03/07/2023 there were 10 sessions were conducted by resource persons from different fields. The sessions were divided into the following categories- 1.Creating basic ideas about economics 2.Overview of basic economic problems 2.Different branches of Economics 3.Global environmental issues 4.Macro economic concepts 5.Meaning and instruments of economic policies 6. Budget and Budgetary process in India 7.Structure and components of Indian financial system 8.Current challenges and future threats facing in Indian economy 9.Impact of covid19 on different sectors of Kerala 10 Impact of lock down in Kerala 11.Reason for hike in oil prices in India.

The main speakers included, Dr.Seetha Lekshmi(HOD department of Economics,Govt. College Attingal), Dr.Roni Mathew (Assistant Professor, University College Trivandrum), Dr. Sindhu Prathap(HOD &Associsate professor, S N College for Women Kollam ,Dr.Prabhavathy.C (Assistant professor SNCW Kollam) ,Dr. Kumar S P (Associate Professor S N College Varkkala), Dr. Vipin Chandran(Assistant Professor,Krishnan Menon Memorial Govt. Womens College, Kannur,Dr. Linga moorthi (central University of Karnataka),Dr. Maneesh B (MMNSS College Kottiyam), Dr. Abraham (Government College Attingal).

Overall the success of the course was heightened by the participation of students, Contribution of the resource persons and finally the efforts put by the teachers of college team. After completing the course students assessment procedures are done through written examinations.


Princ.pal Incharge
Sree Narayana Colleg
Punalu.



11
From

Head
Department of Physics
Sree Narayana College
Punalur

To

The Principal
SN College
Punalur

Sir

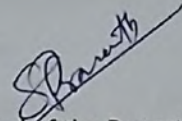
Sub: Certificate Course – Constitution of BoS

Ref:

Kindly grant me the permission to constitute a BoS for the conduct of Certificate course on Basics of Python

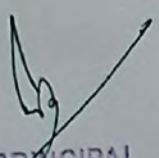
Thanking you

Yours sincerely



Head of the Department

Punalur



PRINCIPAL
SREE NARAYANA COLLEGE
PUNALUR



SREE NARAYANA COLLEGE, PUNALUR

DEPARTMENT OF PHYSICS

Certificate Courses

Members of the Board Studies

The following faculties are selected as Members of Board of studies for Certificate courses (Basics of Python) Conducted by Department of Physics, Sree Narayana College, Punalur in the academic year 2023-24.

	Name	Designation
1	Dr. Santhosh R	Principal in Charge Sree Narayana College, Punalur.
2	Dr. Prasanth S	Assistant Professor, Department of Physics, Sree Narayana College, Punalur
3	Sri Praveen K H	Assistant Professor, Department of Physics, Sree Narayana College, Punalur
4	Dr Ratheesh R	Assistant Professor, Department of Physics, Sree Narayana College, Punalur
5	Smt Lekshmi R S	Assistant Professor, Department of Physics, Sree Narayana College, Punalur
6	Dr Anooja Babu	Assistant Professor, Department of Physics, Sree Narayana College, Punalur
7	Dr Muhammed Salim	Assistant Professor, Department of Physics, TKM College , Karikode
8	Sri Srijith S	Assistant Professor, Department of Physics, Sree Narayana College, Kollam
9	Smt Asitha L R	Assistant Professor, Department of Physics, Sree Narayana College, Kollam
10	Smt. Lekshmi Surya	Assistant Professor (Contract) , Department of Computer Application , SN College, Kollam



SREE NARAYANA COLLEGE, PUNALUR

DEPARTMENT OF PHYSICS

Minutes of the Meeting

The minutes of the meeting of the BoS of Certificate courses was held on 14th August, 2023 in the Department of Physics, Sree Narayana College, Punalur at 10.00 a.m. The following members were present for the meeting.

Dr Prasanth S , HOD	Principal , SN College Punalur
Sri Praveen K H	Dr Muhammed Salim
Dr Ratheesh R	Sri Srijith S
Smt Lekshmi R S	Smt Asitha L R
Dr Anooja Babu	Smt. Lekshmi Surya

The following points were discussed in the meeting.

- The BoS has decided to initiate a certificate course “Basics of Python” during the academic year 2023-24.
- It is hereby directed to appoint a committee under the coordinatorship of Dr. Ratheesh for the aforementioned certificate course, with Lekshmi Surya and Anooja Babu as members. The committee is tasked with framing the syllabus, course outcomes, and evaluation procedures for the course before the next BOS meeting. The following instructions were given to the committee while framing the syllabus:
 - It was decided to conduct the course for a total of 40 hours, including lab hours.
 - The committee has prepared the timetable outside of regular academic hours.
- While running the course there are some expenditures such remuneration for the trainers, stationery and miscellaneous. Therefore, the minimum affordable fees should be charged.
- The committee has suggested to appoint the trainers for the above courses.
- The board has decided to initiate the certificate courses as per the demand of the stakeholders and approval of I.Q.A.C.

Smt Lekshmi R S proposed vote of thanks and the meeting was ended at 12 noon.



SREE NARAYANA COLLEGE, PUNALUR

DEPARTMENT OF PHYSICS

Minutes of the Meeting

The minutes of the meeting of the BoS of Certificate courses was held on 21st August, 2023 in the Department of Physics, Sree Narayana College, Punalur at 10.00 a.m. The following members were present for the meeting.

Dr Prasanth S	Dr Muhammed Salim
Sri Praveen K H	Sri Srijith S
Dr Ratheesh R	Smt Asitha L R
Smt Lekshmi R S	Sri Vipinkumar C
Dr Anooja Babu	Smt. Lekshmi Surya

The following points were discussed in the meeting.

- The BoS approved the syllabus, course outcomes, and evaluation procedures submitted by the committee in respect of the certificate course "Basics of Python" for the academic year 2023-24.
- The committee also approved the time-table submitted by the committee
- The Committee decided to start the course from 11-09-2023 onwards
- The board has decided to initiate the certificate courses as per the demand of the stakeholders and approval of I.Q.A.C.

Sri Praveen K H proposed vote of thanks and the meeting was ended at 12 noon.



BASICS OF PYTHON

Total Duration: 40 Hours (32 Hours Theory + 8 Hours Lab)

Course Objectives:

- Introduce fundamental concepts of Python programming.
- Build programming skills with hands-on experience through lab work.
- Prepare students to write simple Python programs and solve basic problems.

Learning Outcomes:

By the end of the course, students will be able to:

1. Write and execute Python programs.
2. Use conditional statements and loops for problem-solving.
3. Write functions and work with strings, lists, and files.
4. Develop simple projects and understand Python's real-world applications.

Module 1: Introduction to Python (4 Hours Theory + 1 Hour Lab)

- What is Python? Features and Applications
- Installing Python and Setting Up IDEs (IDLE, VS Code, Jupyter Notebook)
- Writing and Executing Basic Python Programs
- Understanding Python Syntax and Comments

Lab Activity:

- Write a simple program: Print messages, variables, and basic syntax.

Module 2: Variables, Data Types, and Operators (5 Hours Theory + 1 Hour Lab)

- Variables and Rules for Naming Variables
- Python Data Types: Numbers, Strings, Boolean, Lists
- Input and Output (input() and print())
- Operators: Arithmetic, Relational, Logical, Assignment

Lab Activity:

- Program to demonstrate variables, inputs, and arithmetic operations.



Module 3: Control Structures (5 Hours Theory + 1 Hour Lab)

- Conditional Statements: if, if-else, if-elif-else
- Loops: for and while Loops
- break, continue, and pass Statements

Lab Activity:

- Programs demonstrating conditional statements and loops.

Module 4: Functions and Modules (6 Hours Theory + 2 Hours Lab)

- Functions: Defining, Calling, and Parameters
- Return Statements
- Scope of Variables: Local and Global Variables
- Introduction to Modules: math, random, and datetime

Lab Activity:

- Writing Python functions to calculate results (e.g., factorial, prime numbers).
- Use of standard library modules like math and random.

Module 5: Strings and Lists (6 Hours Theory + 2 Hours Lab)

- String Basics: Indexing, Slicing, and String Methods
- List Basics: Creation, Indexing, and Slicing
- List Methods: append(), remove(), sort(), etc.
- Iterating through Strings and Lists

Lab Activity:

- String operations and creating/modifying lists.
- Program to find the frequency of characters in a string.

Module 6: Introduction to Libraries and Applications (6 Hours Theory + 1 Hour Lab)

- Overview of Key Libraries:
 - NumPy: Arrays and Basic Operations , Pandas: Basics of Data Frames
 - Matplotlib: Creating Simple Plots
- Real-world Applications of Python in Data Science, Web Development, and Automation

Lab Activity:

- Simple plotting using matplotlib lib.
- Demonstrate a small application: Create and display a dataset.



ASSESSMENT

- **Lab Test (2 Hours):**

Hands-on practical test to assess skills learned during the course.

Books for study :

1. Beginning Python ,Peter Norton, Alex Samuel, David Aitel, Eric Foster-Johnson, Leonard Richardson, Jason Diamond, Aleatha Parker, Michael Roberts. Wiley Publishing, Inc.
2. Python: The Complete Reference, Martin C Brown, McGraw Hill Education; Forth edition.
3. Think Python, Allen B. Downey, O'Reilly Media, Inc., Second Edition.



SREE NARAYANA COLLEGE, PUNALUR
DEPARTMENT OF PHYSICS

The following faculties are selected as trainers for Certificate courses (Basics of Python) Conducted by Department of Physics, Sree Narayana College, Punalur in the academic year 2023-24.

List of Teachers -Python Programming				
	Name	College	Mobile no:	mail id
1	Dr.Ratheesh R	SNCP	9656365151	ratheeshncplr@gmail.com
2	Dr Praveen K H	SNCP	9495328353	praveenkhanchal@gmail.com
3	Smt.Asitha L.R	SNCK	9995213881	asitha85@gmail.com
4	Sri. Baiju V	SNCK	8281856366	baijuvPunalur@gmail.com



SREE NARAYANA COLLEGE , PUNALUR

DEPARTMENT OF PHYSICS

CERTIFICATE COURSE

Course Name	BASICS OF PYTHON (40 Hours)
Batch	2023 Admission
Course Duration	11-09-2023 to 11-03-2024

LIST OF STUDENTS

Sl. No.	Candidate Code	Name of the student	Gender	Class	Mobile No:	Year of KU Admission
1	63022133001	ABHIJITH V	M	M.Sc. PHYSICS	9995244098	2022
2	63022133002	AKSHARA B S	F	M.Sc. PHYSICS	9778130039	2022
3	63022133004	ASWANI T NAIR	F	M.Sc. PHYSICS	8547048912	2022
4	63022133005	ASWATHY RAJAN	F	M.Sc. PHYSICS	7510365803	2022
5	63023133001	ABHIJITH P R	M	M.Sc. PHYSICS	7025567667	2023
6	63023133002	ABHIRAMI S	F	M.Sc. PHYSICS	6282492484	2023
7	63023133003	ARSHIDA S KHAN	F	M.Sc. PHYSICS	9447857410	2023
8	63023133004	FIZA N	F	M.Sc. PHYSICS	8590483857	2023
9	63023133005	GREESHMA KURUP	F	M.Sc. PHYSICS	7561883945	2023
10	63023133006	KALYANI A R	F	M.Sc. PHYSICS	8129132168	2023
11	63023133007	KRISHNAJA R	F	M.Sc. PHYSICS	8086263066	2023
12	63023133008	SITHARA.N	F	M.Sc. PHYSICS	6282938969	2023
13	23021133011	SHIBIN S	M	B.Sc. PHYSICS	9656211617	2021
14	23021133012	SUBIN S	M	B.Sc. PHYSICS	9495015722	2021
15	23021133013	A S SANGAMITRA	F	B.Sc. PHYSICS	7594864521	2021



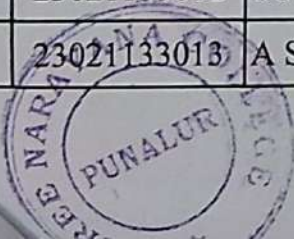
Head , Department of Physics

SREE NARAYANA COLLEGE , PUNALUR

DEPARTMENT OF PHYSICS

CERTIFICATE COURSE- BASICS OF PYTHON (2023-24)

Sl. No.	Candidate Code	Name of the student	Dates with No of Hours														Total	
			11/9	13/9	16/9	18/9	21/9	23/9	9/10	12/10	14/10	25/10	27/10	1/11	3/11	8/11		10/11
			1	1	2	1	1	2	1	2	2	1	1	1	1	1		1
1	63022133001	ABHIJITH V	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	18
2	63022133002	AKSHARA B S	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19
3	63022133004	ASWANI T NAIR	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19
4	63022133005	ASWATHY RAJAN	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	18
5	63023133001	ABHIJITH P R	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19
6	63023133002	ABHIRAMI S	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19
7	63023133003	ARSHIDA S KHAN	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	16
8	63023133004	FIZA N	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	18
9	63023133005	GREESHMA KURUP	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19
10	63023133006	KALYANI A R	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	18
11	63023133007	KRISHNAJA R	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19
12	63023133008	SITHARA.N	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	18
13	23021133011	SHIBIN S	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19
14	23021133012	SUBIN S	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	18
15	23021133013	A S SANGAMITRA	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19

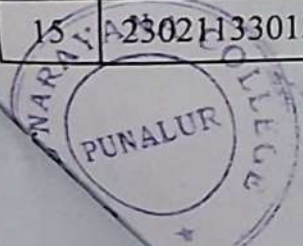


SREE NARAYANA COLLEGE, PUNALUR

DEPARTMENT OF PHYSICS

CERTIFICATE COURSE- BASICS OF PYTHON (2023-24)

Sl. No.	Candidate Code	Name of the student	Dates with No of Hours															Total
			20/11	24/11	5/12	7/12	13/12	5/1	8/1	12/1	15/1	19/1	20/1	23/1	29/1	15/2	16/2	
			1	1	2	1	2	1	2	1	2	1	2	1	2	1	1	21+19=40
1	63022133001	ABHIJITH V	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	20+18=38
2	63022133002	AKSHARA B S	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19+19=38
3	63022133004	ASWANI T NAIR	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	21+19=40
4	63022133005	ASWATHY RAJAN	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	18+18=36
5	63023133001	ABHIJITH P R	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	21+19=40
6	63023133002	ABHIRAMI S	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19+19=38
7	63023133003	ARSHIDA S KHAN	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	21+16=37
8	63023133004	FIZA N	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	20+18=38
9	63023133005	GREESHMA KURUP	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	20+19=39
10	63023133006	KALYANI A R	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	20+18=38
11	63023133007	KRISHNAJA R	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	18+19=37
12	63023133008	SITHARA.N	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	19+18=37
13	23021133011	SHIBIN S	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	21+19=40
14	23021133012	SUBIN S	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	21+18=39
15	23021133013	A S SANGAMITRA	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	20+19=39



SREE NARAYANA COLLEGE , PUNALUR

DEPARTMENT OF PHYSICS

CERTIFICATE COURSE

Course Name	BASICS OF PYTHON (40 Hours)
Batch	2023 Admission
Course Duration	11-09-2023 to 11-03-2024

Sl. No.	Candidate Code	Name of the student	Marks Obtained			
			Theory(20)	Practical (20)	Assignment (10)	Total
1	63022133001	ABHIJITH V	17	19	10	46
2	63022133002	AKSHARA B S	18	18	10	46
3	63022133004	ASWANI T NAIR	19	19	10	48
4	63022133005	ASWATHY RAJAN	19	19	10	48
5	63023133001	ABHIJITH P R	18	18	10	46
6	63023133002	ABHIRAMI S	17	18	10	45
7	63023133003	ARSHIDA S KHAN	15	19	10	44
8	63023133004	FIZA N	18	19	10	47
9	63023133005	GREESHMA KURUP	19	19	10	48
10	63023133006	KALYANI A R	18	18	10	46
11	63023133007	KRISHNAJA R	17	18	10	45
12	63023133008	SITHARA.N	18	18	10	46
13	23021133011	SHIBIN S	16	18	10	44
14	23021133012	SUBIN S	15	17	10	42
15	23021133013	A S SANGAMITRA	15	15	10	40



S. Prasanth

Head , Department of Physics

SREE NARAYANA COLLEGE, PUNALUR
NAAC Re-Accredited with 'B+' Grade
Supported by the FIST programme of DST



Certificate course on
Basics of Python

This is to certify that **Abhijith V**, II MSc Physics, Department of Physics, S N College, Punalur, has successfully completed the certificate course on “**Basics of Python**” organised by Post Graduate Department of Physics, Sree Narayana College, Punalur from **11-09-2023** to **10-03-2024**.

Principal
S N College, Punalur



Over

S Prasanth
HoD, Physics
S N College, Punalur

**DEPARTMENT OF PHYSICS
SREE NARAYANA COLLEGE, PUNALUR**

**REPORT
WORK SHOP ON ENERGY EFFICIENT BLD FAN ASSEMBLING**

The Department of Physics organized a workshop on "Energy efficient BLDC fan assembling" in connection with National Science Day 2024 on 28 February, 2024 at college seminar hall. The program was started with prayer. Dr. Prasanth S HOD, Department of physics (organizing coordinator) welcomes all the participants. Dr. Shiny Mathews, principal In Charge inaugurated the program. Mr. Safal M Shaji, MD, PANKA FANS handles the session of the program. The session provides hands-on training on BLD fan assembling and conversion of normal fan to BLDC fan. 25 participants attended the program.

The brochure and photograph of the programme is attached below.

Programmes

28 February, 2024 10 am

Venue: Seminar Hall

Inauguration Session
Prayer


Welcome address: Dr. Prasanth S.
Presidential address
& Dr Shiny Mathews (Principal In-charge)
Inauguration:
Vote of thanks

10.30 am to 2.30 pm

Venue: Physics Lab

1. Hands-on training on BLDC Fan assembling
2. Conversion of Normal Fan to BLDC Fan

Resource Person:
Mr. Safal M Shaji (MD, PANKA FANS)



**Sree Narayana College
Punalur**
Affiliated to University of Kerala

National Science Day 2024
"Indigenous Technologies for Viksit Bharat"

**Workshop on
Energy efficient BLDC fan assembling**

Organized by
Department of Physics

Organizing Committee

Sri. Vellappally Natesan (Patron, Manager, S.N. Colleges)
Dr. Shiny Mathews (Principal in Charge)
Dr. Prasanth S. (HOD, Department of Physics)
Mr. Praveen KII
Dr. Ratheesh R.
Ms. Lekshmi R. S.
Dr. Ansoja J. Babu
Dr Revathy
Miss Iswarya TS

Brochure of the programme



Photograph of the programme