

# **D.A.V. COLLEGE PEHOWA**

## **(KURUKSHETRA)**

(Affiliated to Kurukshetra University, Kurukshetra)

### **Certificate Course**

Course Name: - Principle and Working of Instruments used in Physics Laboratory and their utility in daily life.

#### **Module – 1**

Part -1 :- Electrical Circuit Components: - Resistors, Capacitor, Inductors, Galvanometers, Ammeter, Voltmeter, Rheostat, Multi meter, Alternating Currents, Direct Current, Transformer, Colour Code of Resistance.

Part-2: - Fitting tools, Single Phase, Three Phase connections, Series and parallel connections, Earthing and soldering. (10 Periods)

#### **Module – 2**

Part – 1: - Principle and working of electronic devices – Semi Conductor diodes, Zener Diode, Solar Cell, Photocell, Transistors, Resonant Circuits, CRO.

Part – 2: - Practical's. (08 Periods)

#### **Module -3**

Basic Measuring Instruments and their uses.

Part – 1: - Vernier Calipers, Screw Gauge, Spherometer, Magnetic Compass, Spirit Level, Barometer.

Part – 2: - Measurement of small lengths, Diameter of wires, Radius Curvature of lenses. (05 Period)

## **Module -4**

Meaning and working of Optical Instruments

Part -1: - Different type of lenses, Telescope, Microscope, Spectrometer, Na Lamp, Hg Lamp, Laser and application.

Part -2: - Lab. Work

(07 Period)

### **Assignments: -**

Two Assignments will be given to the students.

Test: - Test will be conducted in the last.

**Outcome of the course:** - After completing this course students will be able to design and handle various lab instruments manufactured by various scientific industries.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

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## **Certificate Course**

Course Name: - Basic electrician skills in wiring and electrical domestic appliances.

### **Module – 1**

Part -1:- Occupational safety and Health

- 1) Laboratory layout, Safety Introduction, First Aid, Hazard Identification and Avoidance, Warning, Cautions, Fire Extinguishers.
- 2) Basic Knowledge of Tools and Symbols. (04 Periods)

### **Module – 2**

Part – 1: - PVC wires and cables of different gauges and their uses.

Part – 2: - Soldering. (05 Periods)

### **Module -3**

Part – 1: - AC / DC wiring, Polarity of AC / DC supply, Single Phase wiring, Three Phase wiring and their Comparison.

Part – 2: - Earthing (Importance and different methods of Earthing), Fuse (05 Period)

## **Module -4**

Part -1: - Colour code of Resistance, Identification of Active / Passive Components, Waters, Magers.

Part -2: - Use of Multimeter to measure current, Voltage and resistance. (07 Period)

## **Module -5**

Part -1: - Identify resistors, Capacitors, Diodes Transistors, PNP and NPN transistors.

Part -2: - Cathode Ray Oscilloscope (CRO) (07 Period)

## **Module -6**

Applications: - Electric Bell, Transformer, electric Fuse, MCB, Series and Parallel Connections, Heater, Fire Alarm.

## **Assignments: -**

Two Assignments will be given to the students.

Test: - Test will be conducted in the last.

**Outcome of the course:** - After completing this course students will be able to design and handle various lab instruments manufactured by various scientific industries.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

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## **Certificate Course**

Course Name: - Entrepreneurship Development.

### **UNIT – 1**

Entrepreneur: - meaning and definition, Characteristics of an Entrepreneur, Functions of an Entrepreneur and role in Economics development, Qualities of a successful Entrepreneur and problems faced by an Entrepreneur, Distinction between Entrepreneur and entrepreneurship. Economic and social benefits of entrepreneurship, Barriers of entrepreneurship.

### **UNIT – 2**

Setting up of a new project, Project classification objectives of a project, Stages for setting up a Unit/venture, Project Report and Environmental Factors affecting a Business.

### **UNIT – 3**

Sources of Finance, Entrepreneurship Development Programmes.

### **UNIT – 4**

Institutional Support to entrepreneurship development, Government Support and Incentives to new Enterprises.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

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## **Certificate Course**

Course Name: - Functional Punjabi & Translation.

### **Module – 1**

Course to theme Sambandhi Jaamkari (02 Hours)

### **Module – 2**

Functional Punjabi (02 Hours)

### **Module -3**

Shabad Jorh (02 Hours)

### **Module -4**

Shabad Rachna (Suffix te Prefix) (02 Hours)

### **Module -5**

Vak Rachna (02 Hours)

### **Module -6**

Vak Rachna (02 Hours)

### **Module -7**

Vak Rachna (02 Hours)

## **Module -8**

Translation from (English to Punjabi) & (Punjabi to English)

(02 Hours)

**Conclusion / Assignment / Test / Exam / Reading, Writing and Conversation.**

Rules: -

- Only students of this college can participate.
- No fees will be charged for this course.
- Certificates will be given to eligible participants after qualifying the exam to be held at the end of the course.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

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## **Certificate Course**

Course Name: - Punjabi Sabbyachaar vich Rista-Nata Parnali  
(Lokgeeta de Sandarbh Vich).

### **Module – 1**

Course to theme Sambandhi Jaamkari (02 Hours)

### **Module – 2**

Punjabi Sabbyachaar di visalta te Mahanta (05 Hours)

### **Module -3**

Punjabi Sabbyachaar vartmaan Paripekh Vich (05 Hours)

### **Module -4**

Rista-Nata Parnali(Punjabi): Sidantek Paripekh (03 Hours)

### **Module -5**

Punjabi Rista – Nata Parnali: Samuche Ristiyan da Adiyani (03 Hours)



## **Module -6**

Punjabi Lokgeet: Samuche Ristiyan da Adiyan ate Vibhlesham. (05 Hours)

## **Module -7**

Punjabi Lokgeet: Samuche Ristiyan di Sabhya Sarthakta (04 Hours)

## **Module -8**

Punjabi Rista Nata parnali de badalde paripekha. (03 Hours)

### **Conclusion / Assignment / Test / Exam**

Rules: -

- Only students of this college can participate.
- No fees will be charged for this course.
- Certificates will be given to eligible participants after qualifying the exam to be held at the end of the course.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

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## **Certificate Course**

Course Name: - Spoken English

Punctuation, Verbal and Non-Verbal Communication, Accent, Rhythm and Intonation

English in Situations:

- a) Introducing oneself and seeking Introduction.
- b) Asking or giving directions.
- c) Making Enquires.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

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## **Certificate Course**

Course Name: - Interview Skills

Entry Behavior Evaluation, Personality, Presentation and speech giving Techniques, Office Etiquette, Telephone Handling Techniques, Active Listening, Objection Handling and questioning techniques, Power Point Presentation, Handling of difficult people, Group Discussion, Body Language, Debating Skills.

### **Suggested Readings:**

1. Dale Carnegie, The Quick and Easy way to Effective Speaking.
2. Ian Tuhovsky, The Science of Effective Communication.
3. Les Giblin, The Art of dealing with people.
4. Varinder Kumar, Bodh raj, Communication Skills & personality Development.
5. H.Martin and P.C. Wren, High School English Grammar and Composition.
6. Raymond Murphy, Essential English Grammar, Cambridge University Press.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

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## **Certificate Course**

Course Name: - Community Service

Community Mobilization, Communication Skills, Primary Health Care, First Aid, Stress Management, Counseling.

Project Work / Community Internship.

Suggested Reading:

- 1) Ralph Brody, Community Service: The Art of Volunteering and Service Learning.
- 2) Arthur I. Blaustein.

Wiley, Make a difference: Your Guide to Volunteering and Community Service.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

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## **Certificate Course**

Course Name: - Linear Programming and Its Applications.

### **Module – 1**

Unit -1:- Terminology and Requirements of Linear Programming.

- Linear
- Programming
- Objective Function
- Linear Constraints
- Non-Negativity Restriction
- Solution
- Feasible Solution
- Optimum Solution

Unit - 2: - Assumption of Linear Programming.

- Linearity
- Additivity
- Divisibility
- Certainty
- Finiteness
- Non-Negativity

Unit – 3: - Convex Set (Polygon) with Reference to Linear Programming Problem.

Unit – 4: - Application of Linear Programming.

- Management
- Economics and Business
- Agriculture
- Military
- Facilities Location

Unit – 5: - Advantage of Linear Programming

Unit – 6: - Limitation of Linear Programming

Unit – 7: - Formulation of Linear Programming Problems.

- Less than equal type constraints.
- Greater than equal type constraints.
- Mixed type constraints.

## **Module – 2**

Unit – 1: - Basic Definition (upto three non-trivial constraints).

- Feasible and Infeasible Regions.
- Feasible and Infeasible Solution.
- Optimal Feasible Solution.
- Bounded Solution.
- Unbounded Solution.

Unit – 2: - Corner Point Method.

Unit – 3: - Formulation and Graphical solution of Linear Programming Problems.

- Illustration on Diet Problem.
- Illustration on Transportation Problem.
- Illustration on manufacturing problems.

Unit – 4: - Some Special cases in Linear Programming.

- Infeasible Solution.
- Alternative Optimal Solution.
- Unbounded Solution.
- Redundancy.

## **Module -3**

Unit – 1: - Concepts and various forms of General Linear Programming problem.

- Slack Variable
- Surplus Variable
- Summation Form
- Matrix Form
- Standard Form
- Canonical Form
- Main Characteristics of Various Forms.

Unit – 2: - Preparation for simplex Method.

- Solution.
- Feasible Solution.
- Basic Vectors.
- Basic Solution.
- Maximum Number of basic Solution.
- Basic Feasible Solution.
- Non-Degenerate Basic Feasible Solution.
- Degenerate Basic Feasible Solution.

Unit -3: - Solution of Linear Programming Problem through Trial and Error Method.

- Various steps of Computational Procedure.
- Starting Simplex Table.
- Complete Simplex Table.
- Breaking Ties.

### **Module - 4**

Degeneracy Problem.

### **Module - 5**

Concept of Transportation Problem.

Unit – 1: - Mathematical Formulation of the Transportation Problem.

Unit – 2: - Important Definitions.

- Feasible Solution.
- Basic Feasible Solution.
- Optimum Solution.
- Non-Degenerate Basic Feasible Solution.

- Degenerate Basic Feasible Solution.
- Balanced Transportation Problem.
- Unbalanced Transportation Problem.

Unit – 3: - Solution of Transportation Problem.

- North – West Corner method.
- Least Cost Method.
- Vogel's Approximation.



# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

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## **Certificate Course**

Course Name: - Retail Management

### **UNIT – 1**

Tenses, Conjunction, Articles, Synonyms / Antonyms, translation (Hindi to English), Retranslation (English to Hindi), Curriculum Vital, Paragraph Writing, Comprehension.

### **UNIT – 2**

Basics of Marketing, Introduction of Marketing, Marketing Environment, Demand Forecasting, Consumer Marketing, Buying Process, Market Segmentation: Bases, Marketing Mix.

### **UNIT – 3**

Fundamental of Customer Service, Focuson Customers, Understanding the Customers, Understanding Customer Services, Service Triangle, Scanning environmental & cultural Influences, Building Customer Relationship.

## **UNIT – 4**

Basics of Retailing, Meaning, Nature, Scope, Importance, Type of retailing, Retail Planning, Importance & Process, Developing Retailing Strategies, Objectives, Action Plans, Pricing Strategies.

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## Certificate Course

Course Name: - “ □□□□□□□□□□ □□□□ □□□□ ” □□□□

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# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

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## **Diploma Course**

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### Module – 9

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# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

(Affiliated to Kurukshetra University, Kurukshetra)

## **Certificate Course**

Course Name: - “Event Management”

### **Module – 1**

Introduction to event Management – Historical Perspective, type of Events, Principles of Event Management, Code of Ethics.

### **Module – 2**

Event marketing and advertising: Basic Marketing Concepts, Nature, Marketing Mix, Basic Advertising Concepts, Branding, Publicity and Public Relations.

### **Module – 3**

Communication & presentation skills: Introducing Communication, Importance and Nature of Business Communication, Process, Types and barriers of Communications.



## **Module – 4**

Event leadership: Leadership Styles, Managing Team, Group development.

## **Module – 5**

Event Safety and Security.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

(Affiliated to Kurukshetra University, Kurukshetra)

## **Certificate Course**

Course Name: - “Universal Human Value”

### **Number and Unit:-**

- Love and Compassion.
- Truth.
- Non-Violence.
- Peace, Morally Justified.
- Service.
- Sacrifice.

Note: - Certificates will be given to eligible Participants after qualifying the exam to be held at the end of the course.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

(Affiliated to Kurukshetra University, Kurukshetra)

## **Certificate Course**

Course Name: - “Gandhism”

### **Number and Unit:-**

- Satyagraha.
- Pacifism and Ahimsa.
- Economics.
- Fasting.
- Religion.
- Criticism and Controversy.

Note: - Certificates will be given to eligible Participants after qualifying the exam to be held at the end of the course.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

(Affiliated to Kurukshetra University, Kurukshetra)

## **Certificate Course**

Course Name: - “Personality Development”

### **Module – 1**

Introduction to Soft Skills: - Hard Skills, Employability Skills, Grooming as a Professional with values, Time Management, General Awareness of Current Affairs, Common Errors, Word Power.

### **Module – 2**

Self Introduction: - Organizing the Material, Introducing oneself to Audience – Individual Presentation Practice, Vocabulary, and Sentence Structure.

### **Module – 3**

Introduction to Group Discussion: - Understanding Group Dynamics, Activities to Improve GD, Phonetics – Transcription, Intonation.

### **Module – 4**

Interview Etiquette: - Dress Code, Body Language – Attending Job Interviews – Telephone/Skype, Panel Interviews – One to One, Interview communication Skills- Verbal and Non Verbal.

### **Module – 5**

Introduction to Grammar: - Tenses, Preposition, Articles, Adjectives, Noun, Parts of Speech, Types of Sentences, Pronouns.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

(Affiliated to Kurukshetra University, Kurukshetra)

## **Certificate Course**

Course Name: - “Aspects of Business Management”

### **Module – 1**

History of Management, Functions of Planning, Staffing, Organizing,, Leading’s Controlling.

### **Module – 2**

Purpose of Business Organizations and their Relationship with the Environment. Identify & Evaluate concepts and Principles of Business Organization & Management.

### **Module – 3**

Understand Fundamental Skills and techniques in Functional Management, Areas of Information Management, Operators and Human Resource especially in handling and Change.

## **Module – 4**

Discuss the Importance of Quality Management Issues on Business and Management.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

(Affiliated to Kurukshetra University, Kurukshetra)

## **Certificate Course**

Course Name: - “Tour and Travel Management”

### **Module – 1**

Meaning and definition of Travel & Tourism, types of Tourism, Heritage Tourism.

### **Module – 2**

Rural Tourism, Impact of Tourism, Role and Responsibilities of tourist guide, code of Conduct and behavior of tourist guide.

### **Module – 3**

Communication and guiding, Importance of tourism transport costing & pricing, Air Transport, Land Transport, Railways, Automobiles.

### **Module – 4**

Tourism Planning & development, Social & Cultural impact of Tourism, Ethics in Tourism.

# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

(Affiliated to Kurukshetra University, Kurukshetra)

## **Certificate Course**

सर्टिफिकेट कोर्स - संस्कृत  
विषय - मनातेन धर्म में खोडशा संस्कार  
पंजीकृत विद्यार्थी - 42  
प्राप्त विद्यार्थी - 42

प्राप्तवचन

भूमिका

1. प्रथम अध्याय

संस्कार परिचय

- i. सनातन धर्म के संस्कार  
ii. 1. गार्गाध्यान संस्कार 2. पुंसवन संस्कार 3. सीमान्तोन्मूलन संस्कार 4. जातकर्म संस्कार 5. नामकरण संस्कार 6. निष्क्रमण संस्कार 7. अन्नप्राशन संस्कार 8. पुंसु संस्कार 9. कर्णभेद संस्कार 10. विद्वान्भ्रम संस्कार 11. उपनयन संस्कार 12. वेदारभ्रम संस्कार 13. गोपन संस्कार 14. समावर्तन संस्कार 15. वि संस्कार 16. अन्नचैष्टि संस्कार ।

द्वितीय अध्याय :-

- ① गार्गाध्यान संस्कार :- i. संस्कार का समय  
ii. संस्कार की विधि  
iii. संस्कार का प्रयोजन
- ② पुंसवन संस्कार :- i. पुंसवन संस्कार का अर्थ  
ii. पुंसवन संस्कार की विधि  
iii. पुंसवन संस्कार का समय  
iv. पुंसवन संस्कार का प्रयोजन
- ③ सीमान्तोन्मूलन संस्कार :- i. संस्कार की परिभाषा  
ii. संस्कार करने की विधि  
iii. संस्कार करने का उचित समय  
iv. सीमान्तोन्मूलन संस्कार का प्रयोजन
- ④ जातकर्म संस्कार :- i. जातकर्म संस्कार का अर्थ  
ii. जातकर्म संस्कार की विधि  
iii. जातकर्म संस्कार का समय  
iv. जातकर्म संस्कार का प्रयोजन

6. नामकरण संस्कार -
- i नामकरण संस्कार की परिभाषा
  - ii नामकरण संस्कार का समय
  - iii नामकरण संस्कार करने की विधि
  - iv नामकरण संस्कार का उपाखन

6. निष्क्रमण संस्कार -
- i निष्क्रमण संस्कार का अर्थ
  - ii संस्कार करने का उचित समय
  - iii संस्कार करने की विधि
  - iv संस्कार करने का उपाखन

7. अन्नप्राशन संस्कार -
- i अन्नप्राशन संस्कार का अर्थ
  - ii अन्नप्राशन संस्कार करने का समय
  - iii विधि
  - iv उपाखन

8. मुण्डन संस्कार -
- i मुण्डन संस्कार का शाब्दिक अर्थ
  - ii संस्कार का समय
  - iii विधि
  - iv संस्कार का उपाखन

9. कर्णविध संस्कार -
- i संस्कार की परिभाषा
  - ii संस्कार करने का समय
  - iii संस्कार विधि
  - iv संस्कार उपाखन

10. विद्यारम्भ संस्कार -
- i विद्यारम्भ संस्कार की परिभाषा
  - ii संस्कार का समय
  - iii संस्कार विधि
  - iv संस्कार उपाखन

11. उपनयन संस्कार -
- i उपनयन संस्कार का अर्थ
  - ii उपनयन संस्कार का समय
  - iii उपनयन संस्कार की विधि
  - iv उपनयन संस्कार का उपाखन



# **D.A.V. COLLEGE PEHOWA** **(KURUKSHETRA)**

(Affiliated to Kurukshetra University, Kurukshetra)

## **Diploma Course**

Diploma Name: - “Leadership, Politics & Governance”

### **Module 1: -**

Basic Elements of Indian History & Culture.

### **Module 2: -**

Introduction of Indian Constitution.

### **Module 3: -**

Public Administration and Local Governance in India.

### **Module 4: -**

Law and Judiciary in India.

### **Module 5: -**

Leadership skills and Personality Development.

### **Module 6: -**

Social and Economic Issues: Challenges and solutions.

### **Module 7: -**

India's Foreign Policy and National Security.

**Module 8: -**

Political Thought and Ideologies.

**Module 9: -**

Public Policy in India.

**Module 10: -**

Indian Politics, Political Parties and Elections.