

Govt. J.M.C. Mahila Mahavidyalaya, Mandla, Madhya Pradesh



AISHE Code: C-33429


**National Assessment and
Accreditation Council- Cycle: III**

**Brochures and Curricula
for the Certificate Courses**

2019-2020

Index

Sr. No.	Title of the Document	Page No.
1	Brochure and Curriculum for Language Improvement and Personality Development_2019-2020	1-2
2	Brochure and Curriculum for Indian Constitution_2019-2020	3-4
3	Brochure and Curriculum for Training on Techniques of First Aid_2019-2020	5-6
4	Brochure and Curriculum for Cyber Crime_2019-2020	7-8


Principal
Govt. Jagannath Munnalal Choudhary
Mahila Mahavidyalaya, Mandla (M.P.)
Govt. Jagannath Munnalal
Choudhary Mahila
Mahavidyalaya, Mandla, M.P.

Govt. J.M.C. Mahila Mahavidyalaya, Mandla, M.P.



Towards Excellence...

Department of Hindi organizes

15 Days Skill Based Certificate Course

**on “Language Improvement and
Personality Development”**

**Under the Guidance of Internal Quality
Assurance Cell**

Date:

01/02/2019-27/02/2019

Time:

12:00 Hrs-14:00 Hrs

Venue: Samrt Classroom

(Room No. 17)



Organizer:

Dr. S.P. Dhumketi

Associate Professor (Hindi)



Coordinator:

Dr. S.N. Khare

IQAC Coordinator



Principal :

Dr. Kalpana Shastri

Curriculum for the Course

Unit-I: Foundation of Communication Skills-

- A. Introduction to communication skills.
- B. Verbal communication techniques.
- C. Non-verbal communication cues.
- D. Active listening skills.
- E. Public speaking basics.
- F. Interpersonal communication skills.

Unit-II: Language Enhancement Techniques-

- A. Grammar and syntax review.
- B. Vocabulary building exercises.
- C. Writing skills improvement.
- D. Reading comprehension techniques.
- E. Pronunciation and accent training.
- F. Business communication etiquette.

Unit-III: Personality Development-

- A. Self-awareness and self-reflection exercises.
- B. Emotional intelligence development.
- C. Assertiveness training.
- D. Time management and goal setting.
- E. Stress Management techniques.
- F. Building confidence and self-esteem.

APPROVED


Principal

Govt. Jagannath Munnalal Chourhary
Mahila Mahavidyalaya, Mandla (M.P.)

Govt. J.M.C. Mahila Mahavidyalaya, Mandla, M.P.



Towards Excellence...

**Department of Political Science
in collaboration with IQAC
organizes**

**15 Days Skill Based Certificate
Course on “Indian Constitution”**

Date:

03/09/2019-26/09/2019

Time:

12:00 Hrs-14:00 Hrs

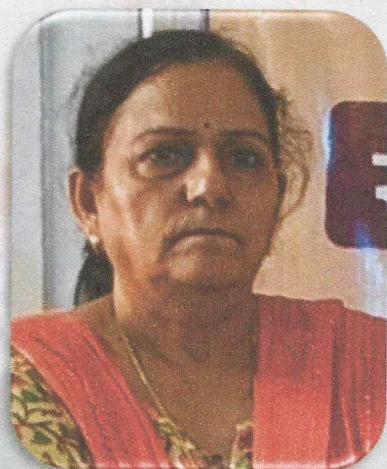
Venue: Classroom

(Room No. 16)



Organizer:

Dr. Anjali Pandya



Coordinator:

Dr. Aradhna Dubey



Principal :

Dr. S.N. Khare

Assistant Professor (Pol. Sc.) IQAC Coordinator

Curriculum for the Course

Unit-I: Introduction to the Indian Constitution-

- A. Overview of the historical context leading to the drafting of the Constitution.
- B. Key features of the components of the Indian Constitution including the Preamble, Fundamental Rights, Directive Principles of State Policy and Fundamental Duties.
- C. Understanding the significance of Dr. B.R. Ambedkar and the Constituent Assembly in the framing of the Indian Constitution.

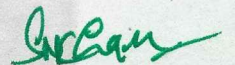
Unit-II: Structure and functioning of the Indian constitution-

- A. Understanding the structure of the Indian government: the legislature executive and judiciary.
- B. Role and powers of the president, Prime Minister, cabinet ministers, governors and chief ministers.
- C. Judicial review and the role of Supreme Court and high courts in upholding the constitution.
- D. Federalism in India: distribution of powers between the union and the state governments.

Unit-III: rights and responsibilities of Indian citizens-

- A. Exploring Fundamental Rights and their importance in safeguarding individual liberties.
- B. Understanding directive principles of state policy and their role in guiding state policy towards social justice and welfare.
- C. Exploring fundamental Duties and their significance in promoting a sense of duty and responsibility among citizens.
- D. Discussing the challenges and debates surrounding citizenship including issues of equality, diversity and social justice in India.

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Principal

Govt. Jagannath Munnalai Chouhan
Mahila Mahavidyalaya, Mandla (M.P.)

Govt. J.M.C. Mahila Mahavidyalaya, Mandla, M.P.



Towards Excellence...

Department of Home Science in collaboration with IQAC organizes

15 Days Skill Based Certificate Course on “Training on Techniques of First Aid”

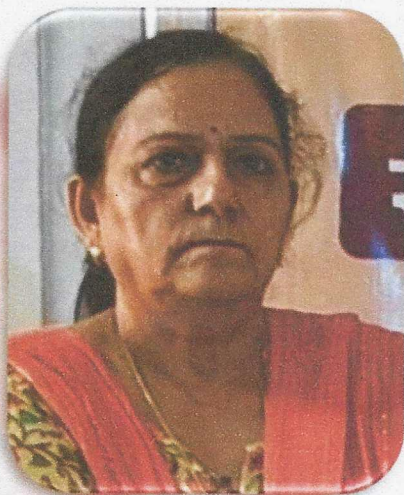
Date:

Time:

Venue: Seminar Hall

13/11/2019-29/11/2019 12:00 Hrs-14:00 Hrs

(Room No. 10)



Organizer & Coordinator:

Dr. Aradhna Dubey

IQAC Coordinator



Principal :

Dr. S.N. Khare

Curriculum for the Course

Unit-I: Introduction to First Aid-

- A. Meaning and objectives of First Aid.
- B. Principles of First Aid.
- C. Golden rules of First Aid.
- D. First Aid skills.
- E. Applications of first aid for unconsciousness, wounds, fracture and dislocation, electric shocks and other shocks, stuck things in eyes, ears and nose.

Unit-II: First Aid in burn and poisoning-

- A. Burn and half burn.
- B. Identification of burn.
- C. Types of burn- First Aid and treatment of burns.
- D. First Aid in poisoning and animal bites- Snake Bite, Dog Bite and Insect Bite.

Unit-III: Bandages-

- A. Definition and meaning of bandage.
- B. Types of bandages- making slings and uses.
- C. Hot and Cold compress.
- D. Bleeding.
- E. Pressure Points.
- F. Use of Tourniquet.
- G. Application of Artificial Breathing.

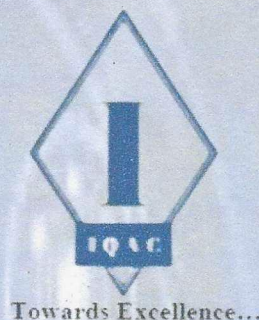
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Principal

Govt. Jagannath Munnalal Choudhary
Maula Mahavidyalaya, Mandla (B.S.)

Govt. J.M.C. Mahila Mahavidyalaya, Mandla, M.P.



Department of History in collaboration with IQAC organizes

15 Days Skill Based Certificate Course on “Cyber Crime”

Date:

Time:

**Venue: Classroom(Room
No. 08)**

02/12/2019-18/12/2019 12:00 Hrs-14:00 Hrs



Coordinator:

Dr. Aradhna Dubey

IQAC Coordinator



Trainer :

Dr. S.N. Khare

Principal

Curriculum for the Course

Unit-I: Introduction to Cyber Crime

- A. Definition and Scope of Cybercrime.
- B. Historical overview of Cybercrime.
- C. Categories of Cybercrime (Hacking, Cyber Fraud, Cyber Bullying).
- D. Legal frameworks and international corporations in combating Cybercrime.

Unit-II: Cyber Crime Investigation and Forensics-

- A. Techniques and tools for Cybercrime investigation.
- B. Digital Forensics: collecting and analysing digital evidence.
- C. Chain of custody and legal payments in Cybercrime investigations.
- D. Case studies and practical exercises in Cybercrime investigation.

Unit-III: Cyber Security and Prevention-

- A. Understanding Cybersecurity principles.
- B. Common vulnerabilities and attack vectors.
- C. Strategies for preventing cybercrimes (e.g.- Security Awareness Training, Implementing cybersecurity measures.)
- D. Ethical considerations in cybersecurity and cybercrime.

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Dr. Jagannath Munnalal Choudhary
Principal
Mahila Mahavidyalaya, Mandla (C.G.)