

## SES COLLEGE SREEKANDAPURAM

(Accredited by NAAC with 'B' Grade) Affiliated to Kannur University



Criterion 1
Curricular Aspects

### 1.2 Academic Flexibility

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

| Sl No | Supporting Documents                      |  |  |  |
|-------|---|--|--|--|
| 1     | Brochure of add on/certificate course     |  |  |  |
| 2     | Certificates of add on/certificate course |  |  |  |
| 3     | Syllabus of add on/certificate course     |  |  |  |

### CERTIFICATE COURSE- UG STUDENTS

PG Department of English offered a Certificate Course in Communicative Skills for third year BA batch. The course is of 30 hours duration and started on 05 December 2023. Classes were conducted on Wednesday and Thursday from 3.30pm to 4.30pm. 7students attended the course.



### SES COLLEGE, SREEKANDAPURAM

PG DEPARTMENT OF ENGLISH

CERTIFICATE IN COMMUNICATIVE SKILLS

### Dear Students

Our Department offers a certificate course in Communicative Skills for third year students to improve their linguistic ability. The course is of 30 hours duration and is scheduled to start on 5 December 2023.

Certificates will be issued on successful completion of the course.

Class Timing: 3.30pm to 4.30pm

For Details, Please contact
Ms. Shalakha TK
HOD, PG Department of English
99562692959

### **SYLLABUS**

### CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH

Max Marks: 50 Duration : 30 hours

### Course Content

Section I: Communication: an Introduction (20)

Definition, nature and scope, Importance of communication, Process of communication

Communication Techniques, Barriers to communication.

Section II: Basic Grammar(10)

Parts of Speech: Noun, Pronoun, Verb, Adjective, Adverb.

Tenses, Modals, Voice

Section III

Non-verbal communication and Verbal Communication (10)

Appearance, Gestures, Postures, Facial Expressions, Body Language.

Oral communication skills: Asking for and giving information, Requesting and responding to requests, Apologizing and forgiving etc

Section IV

Spoken English(10)

Importance of Spoken English, Status of Spoken English in India, English as the first or second language

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Accredited by NAAC with B+ Grade Affiliated to Kannur University

Certificate course in "COMMUNICATIVE SKILLS"

This is to certify that ADWAITH K.O. has successfully completed the certificate course in "COMMUNICATIVE SKILLS" offered by the PG Department of English, SES College, Sreekandapuram during the period of 5/12/2023 to 31/1/2024.

Head of the Department

Shalakha T.K.

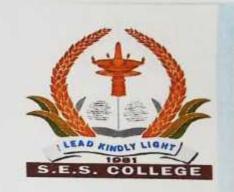
Head of the Department PG Department of English SES College, Sreekandapuram



Dr. Dominic Thomas

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PRINCIPAL S.E.S. COLLEGE SRLEKANDAPURAM



Accredited by NAAC with B+ Grade Affiliated to Kannur University

Certificate course in "COMMUNICATIVE SKILLS"

This is to certify that FATHIMATHU NAJA M.K has successfully completed the certificate course in "COMMUNICATIVE SKILLS" offered by the PG Department of English, SES College, Sreekandapuram during the period of 5/12/2023 to 31/1/2024

Head of the Department

Shalakha T.K.



Head of the Department PG Department of English SES Coffege, Sreekandapuram



Dr. Dominic Thomas

FRINCIPAL

S.E.S. COLLEGE

SREEKANDAPURAM



Accredited by NAAC with B+ Grade Affiliated to Kannur University

Certificate course in "COMMUNICATIVE SKILLS"

This is to certify that AMAYA PRAKASH has successfully completed the certificate course in "COMMUNICATIVE SKILLS" offered by the PG Department of English, SES College, Sreekandapuram during the period of 5/12/2023 to 31/1/2024

Head of the Department

Shalakha T.K.

Head of the Department PG Department of English SES College, Sreekandapuram



Dr. Dominic Thomas
PRINCIPAL
S.E.S. GOLLEGE
SREEKANDAPURAM



Accredited by NAAC with B+ Grade Affiliated to Kannur University

Certificate course in "COMMUNICATIVE SKILLS"

This is to certify that KAVYA EDACHERI has successfully completed the certificate course in "COMMUNICATIVE SKILLS" offered by the PG Department of English, SES College, Sreekandapuram during the period of 5/12/2023 to 31/1/2024

Head of the Department

Shalakha T.K. Head of PG Depa

Head of the Department PG Department of English SES College, Sreakandapuram The state of the s

Dr. Dominic Thomas

PRINCIPAL S.E.S. COLLEGE SREEKANDAPURAM



Accredited by NAAC with B+ Grade Affiliated to Kannur University

Certificate course in "COMMUNICATIVE SKILLS"

This is to certify that SHIFANA K has successfully completed the certificate course in "COMMUNICATIVE SKILLS" offered by the PG Department of English, SES College, Sreekandapuram during the period of 5/12/2023 to 31/1/2024

Head of the Department

Shalakha TK

Head of the Department PG Department of English SES College, Sreekandapuram



Dr. Dominic Thomas

PRINCIPAL

S.E.S. COLLEGE

SREEKANDAPURAM



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Certificate course in "COMMUNICATIVE SKILLS"

This is to certify that SWATHI T.V. has successfully completed the certificate course in "COMMUNICATIVE SKILLS" offered by the PG Department of English, SES College, Sreekandapuram during the period of 5/12/2023 to 31/1/2024

Head of the Department

Shalakha TK Head of the Department of English SES College, Smekandspuram



Dr. Dominic Thomas
PRINCIPAL
S.E.S. COLLEGE

SREEKANDAPURAM



Accredited by NAAC with B+ Grade Affiliated to Kannur University

Certificate course in "COMMUNICATIVE SKILLS"

This is to certify that TREESA P MATHEW has successfully completed the certificate course in "COMMUNICATIVE SKILLS" offered by the PG Department of English, SES College, Sreekandapuram during the period of 5/12/2023 to 31/1/2024

Head of the Department

Shalakha T.K.

Head of the Department
PG Department of English
SED COMMUNICATION



Dr. Dominic Thomas
PRINCIPAL
B.E.S. COLLEGE
SREEKANDAPURAM

### **BASIC ONLINE TOOLS-Certificate course**

Department of mathematics conducted the inauguration of Certificate Course on 24/11/2023 Dr. S Sujatha ,Associate professor Guruvayurappan institute of management, Coimbatore, inaugurated the Certificate course "Basic Online Tools". The course offered for III year Mathematics students.





### SES COLLEGE SREEKANDAPURAM

### Academic year 2023-2024

Name of the department Name of the certificate course

Duration

: Department of mathematics

:Basic Online tools

: 30 Hours

COURSE SYLLABUS:

Module I Google docs,Google slide,google sheet,Google form, Canva-Brochure

Module II Overleaf -online latex typing

Typesetting mathematics - basics, symbols, equations, math mode environment.



### **BASIC ONLINE TOOLS**

Certificate course
Offered by
Department of mathematics
SES College, Sreekandapuram

Basic Online tools is a certificate course designed by department of mathematics to provide additional ways for students to demonstrate their learning

### **Course Objective**

CO1: Typesetting of journal articles, technical report, thesis, book and slide presentation. Control over large document containing sectioning, cross-references, table and figures.

CO2:Typesetting of complex mathematical formulae. Advanced typesetting of mathematics. Automatic generation of table of contents, bibliographies and indexes.

Course coordinator:

Siliac

Assistant professor

Department of mathematics

Place: Sreekandapuram

Date: 20/02/2024





(Affiliated to Kannur University, Accredited NAAC with B+ Grade) Kannur, Kerala, India. PIN-670631

"BASIC ONLINE TOOLS"

### **CERTIFICATE**

This is to certify that **HRIDYA.C.V** has successfully completed the certificate course in **"BASIC ONLINE TOOLS"** by the Department of Mathematics, S.E.S. College, Sreekandapuram, during the period of November, 2023 to February, 2024.

Jahr .

Course Coordinator SILJA.C





(Affiliated to Kannur University, Accredited NAAC with B+ Grade) Kannur, Kerala, India. PIN-670631

"BASIC ONLINE TOOLS"

### **CERTIFICATE**

This is to certify that **AHALYA.K** has successfully completed the certificate course in **"BASIC ONLINE TOOLS"** by the Department of Mathematics, S.E.S. College, Sreekandapuram, during the period of November, 2023 to February, 2024.

Jahr .

Course Coordinator SILJA.C





(Affiliated to Kannur University, Accredited NAAC with B+ Grade) Kannur, Kerala, India. PIN-670631

"BASIC ONLINE TOOLS"

### **CERTIFICATE**

This is to certify that **SHANIB.K.P** has successfully completed the certificate course in **"BASIC ONLINE TOOLS"** by the Department of Mathematics, S.E.S. College, Sreekandapuram, during the period of November, 2023 to February, 2024.

Page 1

Course Coordinator SILJA.C





(Affiliated to Kannur University, Accredited NAAC with B+ Grade) Kannur, Kerala, India. PIN-670631

"BASIC ONLINE TOOLS"

### **CERTIFICATE**

This is to certify that **THEERTHA.E** has successfully completed the certificate course in **"BASIC ONLINE TOOLS"** by the Department of Mathematics, S.E.S. College, Sreekandapuram, during the period of November, 2023 to February, 2024.

1

Course Coordinator SILJA.C





(Affiliated to Kannur University, Accredited NAAC with B+ Grade) Kannur, Kerala, India. PIN-670631

"BASIC ONLINE TOOLS"

### **CERTIFICATE**

This is to certify that **RAMYA.F** has successfully completed the certificate course in **"BASIC ONLINE TOOLS"** by the Department of Mathematics, S.E.S. College, Sreekandapuram, during the period of November, 2023 to February, 2024.

Park .

Course Coordinator SILJA.C





(Affiliated to Kannur University, Accredited NAAC with B+ Grade) Kannur, Kerala, India. PIN-670631

"BASIC ONLINE TOOLS"

### **CERTIFICATE**

This is to certify that **NASREENA.T.P** has successfully completed the certificate course in **"BASIC ONLINE TOOLS"** by the Department of Mathematics, S.E.S. College, Sreekandapuram, during the period of November, 2023 to February, 2024.

PA

Course Coordinator SILJA.C





(Affiliated to Kannur University, Accredited NAAC with B+ Grade) Kannur, Kerala, India. PIN-670631

"BASIC ONLINE TOOLS"

### **CERTIFICATE**

This is to certify that **ARJUN.C** has successfully completed the certificate course in **"BASIC ONLINE TOOLS"** by the Department of Mathematics, S.E.S. College, Sreekandapuram, during the period of November, 2023 to February, 2024.

Jak -

Course Coordinator SILJA.C

Certificate course on

## POLYMER CHEMISTRY

DEPARTMENT OF CHEMISTRY, SES COLLEGE, SREEKANDAPURAM IN ASSOCIATION WITH NEHRU ARTS AND SCIENCE COLLEGE, KANHANGAD

Offering certificate course on polymer chemistry

Starting from 16th September 2023

### **CONTACT US**

+91 9447739354 chemses93@gmail.com



### Polymer chemistry-Certificate course

Chapter 1: Introduction: Background, Nomenclature, Classifications, Molecular Weight, Examples of Applications, Principles of Polymerization (4 Hrs)

Chapter 2: Synthesis of Polymers: Step-Growth Polymerization. Radical Chain Polymerization. Controlled Radical Polymerization, Emulsion Polymerization, Ionic Chain Polymerization. Coordination Polymerization, Ring-Opening Polymerization. Copolymerization (8 Hrs)

Chapter 3: Characterization of Polymers: Polymers in Solution, Chain Dimension.

Determination of Molecular Weight, Frictional Properties of Polymers in Solution.

Hydrodynamic Size, Chemical Composition, Polymer Processing (8 Hrs)

Chapter 4: Phase Structure and Morphology of Bulk Polymers: Amorphous and Crystalline States, Viscoelasticity, Multicomponent Polymer Systems, Properties of Bulk Polymers, Mechanical, Optical, Electrical, Surface and Other Industrially Relevant Properties, Polymer Degradation and Stability, Polymer Additives, Few Contemporary Topics, Challenges and Opportunities in Polymer Science (10 Hrs)

### References:

- Koltzenburg, S., Maskos, M. and Nuyken, O., 2023. Polymer chemistry. Springer Nature.
- Bhatnagar, M.S., 2004. A Textbook of Polymers [Chemistry and Technology of Polymers]. (Processing and Applications). Volume II. S. Chand.
- 3. Mishra, M., 2018. Encyclopedia of Polymer Applications. 3 Volume Set. CRC press.
- Anil Kumar, P.V., Anilkumar, S., Varughese, K.T. and Thomas, S., 2012. Transport behavior of aromatic hydrocarbons through high density polyethylene/ethylene propylene diene terpolymer blends. Journal of Polymer Research. 19, pp.1-12.

SALIJA P.V. Head

Asst. Professor Chemistry

Department of College

Seekandapuram-670631

Greekandapuram-670631

### S E S COLLEGE SREEKANDAPURAM

## Polymer Chemistry MARKLIST FOR CERTIFICATE COURSE IN CHEMISTRY (2023-24)

| SL<br>NO | REGISTER<br>NUMBER | NAME OF STUDENT          | MARKS<br>(20M) | OF MARKS | GRADI |
|----------|--------------------|--------------------------|----------------|----------|-------|
| 1.       | SE21CCHR01         | AJITH BABU               | 14             | 70       | C     |
| 2.       | SE21CCHR02         | ASWIN SREENIVAS          | 13             | 65       | D     |
| 3.       | SE21CCHR03         | JISHNU P K               | 15             | 75       | C     |
| 4.       | SE21CCHR04         | SREENESH A K             | 14             | 70       | C     |
| 5.       | SE21CCHR05         | SREESAGAR T V            | 20             | 100      | Δ+    |
| 6.       | SE21CCHR06         | ANISHA P P               | 17             | 85       | В     |
| 7.       | SE21CCHR07         | ASWATHI PREM R K         | 19             | 95       | A+    |
| 8.       | SE21CCHR08         | DEVIKA M K               | 15             | 75       | C     |
| 9.       | SE21CCHR09         | GOPIKA PRASAD            | 18             | 90       | A     |
| 10.      | SE21CCHR10         | NAVYA V N                | 13             | 65       | D     |
| 11.      | SE21CCHR11         | SHIVANGI<br>BALAKRISHNAN | 16             | 80       | В     |
| 12.      | SE21CCHR12         | ASWANTH T K              | 20             | 100      | A+    |
| 13.      | SE21CCHR13         | HARISHYAM K              | 17             | 85       | В     |
| 14.      | SE21CCHR14         | KAILASANATH T P          | 12             | 60       | D     |
| 15.      | SE21CCHR15         | SOURAV M                 | 14             | 70       | C     |
| 16.      | SE21CCHR16         | AISWARYA<br>GANGADHARAN  | 19             | 95       | A+    |
| 17.      | SE21CCHR17         | AMRUTHA GOPI             | 15             | 75       | . C   |
| 18       |                    | ANJANA<br>BALACHANDRAN   | 16             | 80       | В     |
| 19       | SE21CCHR19         | AVANI M                  | 18             | 90       | Δ     |
| 20       |                    | NANDANA V                | 14             | 70       | C     |
| 21       |                    | SREELAKSHMI R K          | 20             | 100      | A+    |

motors

SALIJA P.V. Asst. Professor & Head Department of Chemistry Department College S.E.S College Sreekandapuram-670631





This is to certify that

### AJITH BABU

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade C

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### **ASWIN SREENIVAS**

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade D

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### JISHNU P K

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade C

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### SREENESH A K

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade C

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### **SREESAGAR TV**

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade A+

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### ANISHA P P

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade B

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### ASWATHI PREM R K

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade A+

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### **DEVIKA M K**

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade C

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### **GOPIKA PRASAD**

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade A

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### NAVYA V N

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade D

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### SHIVANGI BALAKRISHNAN

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade B

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### ASWANTH T K

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade A+

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### HARISHYAM K

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade B

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### KAILASANATH T P

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade D

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### SOURAV M

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade C

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### AISWARYA GANGADHARAN

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade A+

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### **AMRUTHA GOPI**

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade C

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### ANJANA BALACHANDRAN

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade B

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### **AVANI M**

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade A

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### NANDANA V

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade C

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry





This is to certify that

### SREELAKSHMI R K

Of

Department of Chemistry, SES College, Sreekandapuram

Has succesfully completed CERTIFICATE COURSE on

"POLYMER CHEMISTRY"

From 16th September 2023 to 20th January 2024 and obtained grade A+

Course Co-ordinator

Dr. Rajeesh P

HOD, Chemistry

### THE COURSE SUMMARY REPORT (2023-2024)

### "Polymer Chemistry"

- · 21 Students are enrolled in the course.
- Able to learn the theories of polymer chemistry.
- Students got insights about the synthesis, characterization and morphology of different polymers.
- All enrolled students that have successfully finished the course and successfully completed a written test on polymer chemistry.
- Students found the course interesting and useful for their curriculum.

SALIJA P.V.
Asst. Professor & Head
Asst. Professor Chemistry
Department of Chemistry
S.E.S College
S.E.S College
Sreekandapuram-670631

### Certificate course

The department has provided certificate course 'Learn Hypertext Preprocessor' for final year BCA students from 11/9/2023 to 19/01/2024.

Number of Participants: 0





### S.E.S COLLEGE, SREEKANDAPURAM DETAILS OF PARTICIPANTS

Name of Programme : Certificate course

Date: 11-09-2023

Name of Organising Agency : Dept of Computer Scienced
Name and Designation of Resource Person : Application

to 19-01-2021

Name and Designation of Resource Person:

Signature :

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### LEARN HYPERTEXT PREPROCESSOR

### PHP Certificate Course Syllabus

### Module 1

Introduction of Web & PHP: What is PHP?, The history of PHP, Why choose PHP?, Installation overview

First Steps: Embedding PHP code on a page, Outputting dynamic text, The operational trail, Inserting code comments

Exploring Data Types: Variables, Strings, String functions, Numbers part one: Integers, Numbers part two: Floating points, Arrays, Associative arrays, Array functions, Booleans, NULL and empty, Type juggling and casting, Constants

### Module 2

Control Structures: Logical Expressions- If statements, Else and else-if statements, Logical operators, Switch statements

Control Structures: Loops-While loops, For loops, Foreach loops, Continue, Break, Understanding array pointers

User-Defined Functions: Defining functions, Function arguments, Returning values from a function, Multiple return values, Scope and global variables, Setting default argument values

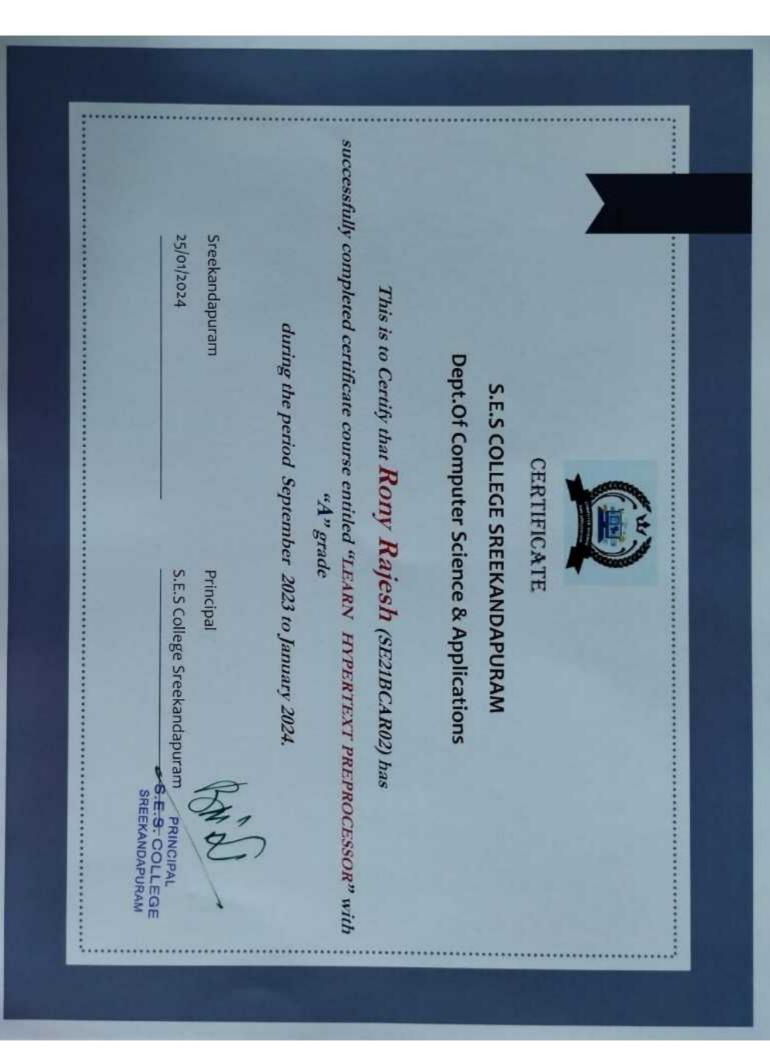
### Module 3

Debugging: Common problems, Warnings and errors, Debugging and troubleshooting

Building Web Pages with PHP: Links and URLs, Using GET values, Encoding GET values, Encoding for HTML, Including and requiring files, Modifying headers, Page redirection, Output buffering

Working with Forms and Form Data: Building forms, Detecting form submissions, Single-page form processing, Validating form values, Problems with validation logic, Displaying validation errors, Custom validation functions, Single-page form with validations





















# DEPARTMENT OF ECONOMICS SES COLLEGE, SREEKANDAPURAM INAUGURATION OF ADD-ON COURSE

on 22-06-2023



Course Name: "BASIC COURSE ON ENTREPRENEURSHIP DEVELOPMENT"

In collaboration with RUDSET Institute, Thaliparamba

PRADEEP, K. V.
ASSISTANT PROFESSOR
DEPARTMENT OF ECONOMICS
8.E.S. COLLEGE

ASSISTANT PROFESSOR IN CHARGE OF PRINCIPAL SES COLLEGE SREEKANDAPURAM

### Syllabus

Course Name : Basic Entrepreneurship Development Programme

Parent Department: Economics

Unit - 1

Entrepreneurship Introduction Meaning and Importance Evolution of term

'Entrepreneurship' Factors influencing entrepreneurship' Psychological factors Social factors - Economic factor - Environmental factors

(10 hrs)

Unit 2

Entrepreneurial Motivation Motivation Maslow's theory - Risk taking behaviour. (5 hrs)

Unit-3

Creativity Creativity and entrepreneurship Steps in Creativity Innovation and inventions Legal Protection of innovation

Unit 4

(5 hrs)

Organisation Assistance Assistance to an entrepreneur -New Ventures - Industrial Park (Meaning features, & examples) - Special Economic Zone (Meaning, features & examples) - Financial assistance by different agencies - MSME Act Small Scale Industries (10 hrs)

PRADEEP, K. V.
ASSISTANT PROFESSOR
DEPARTMENT OF FUNDAMICS
S.E.S. COLLEGE
SREEKANADAPURAM, KANNUR DT.

#### DEPARTMENT OF ECONOMICS

### S.E.S. COLLEGE, SREEKANDAPURAM

ADD-ON COURSE: "Basic course on Entrepreneurship Development"

The course summary report: 2023-24

- 1. 30 students were enrolled in the course.
- 2. All enrolled students were successfully completed the course.
- 3. Students get an awareness about how to start a new enterprise.
- 4. Students get an awareness about the agencies helping start-ups.
- 5. Students got an understanding about analysing market trends.

DEPARTMENT OF ECONOMICS S.E.S. COLLEGE SREEKANADAPURAM, KANNUR DT.

SREEKANDAPURAM



Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **VYSHNA K V** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with A Grade

PERADEEP, E. V.
ASSETTANY PROPERTY OF SCHOOLOGIS.
BEER GENERAL OF SCHOOLOGIS.
BEERANGEN PARAMETERS OF





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **VISHNUPRIYA K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with A Grade

PERADEEP, E. V.
ASSETTANY PROPERTY OF SCHOOLOGIS.
BEER GEREEOF.
BEERANGENPONAN, VANHUE DE





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **SHAHADA M** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with A Grade

PERADEEP, E. V.
ASSETTANY PROPERTY OF SCHOOLOGIS.
BEER GEREEOF.
BEERANGENPONAN, VANHUE DE





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **SAJIDA C K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with A Grade

PERADEEP, E. V.
ASSETTANY PROPERTY OF SCHOOLOGIS.
BEER GEREEOF.
BEERANGENPONAN, VANHUE DE





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **RASHIDA M** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **NEETHU V P** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **NANADANA C** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PERADEEP, E. V.
ASSETTANY PROPERTY OF SCHOOLOGIS.
BEER GENERAL OF SCHOOLOGIS.
BEERANGEN PARAMETERS OF





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **HAMNA AMINA K P** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PERADEEP, E. V.
ASSETTANY PROPERTY OF SCHOOLOGIS.
BEER GENERAL OF SCHOOLOGIS.
BEERANGEN PARAMETERS OF





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **AYANA P** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **ASWATHI VIJAYAN** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PERADEEP, E. V.
ASSETTANY PROPERTY OF SCHOOLOGIS.
SEE GENERAL OF SCHOOLOGIS.
SHEEKAN-SAPANAK, VANDER OF





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **ARATHI P O** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADEED, E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BESANDENDOMAN, VANOUE OF





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **APARNA M V** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PERADEEP, E. V.
ASSETTANY PROPERTY OF SCHOOLOGIS.
SEE GENERAL OF SCHOOLOGIS.
SEESAN-SAPANA, VANDER OF





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **ANUSREE A** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADEER, E. V.
ASSETTANY PROPERTY
DEPARTMENT OF SCHOOLDESS
BESANDENPORAM, VANOUE OF





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **ANJANA P** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **ANIT ROSE P P** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **ABHINA K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **SREENU K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **SIDHARTH K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **SAYANTH K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **PRANAV K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **GODWIN LALU** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **DHANASHYAM K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY OF SCHOOLSESS
BEFARE STREET, S





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **ATHUL K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADRED E. V.
ASERTANY PROPERTY
DEPARTMENT OF SCHOOLDESS
BEER GREEFERS
BEERAW-BAPANAK, VANOUR DE





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **ASWANTH LAKSHMANAN** has successfully completed the add on course in "Basic Entrepreneurship Development Programme " by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PERADEEP, E. V.
ASSETTANY PROPERTY OF SCHOOLOGIS.
BEER GENERAL OF SCHOOLOGIS.
BEERANGERPOWAR, VANOUE DE





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **AMALRAJ A K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADEID, R. V.
MARITANY PROFESSION
DEPARTMENT OF ACCURATION
A U.S. CALLAGORA
BERNESSIANY PROFESSION
BERNESSIANY PROFESSION PROFE





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **VISMAYA M C** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRATHERD, R. V.
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DEPARTMENT OF ACCURATION
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BECAUTE





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **NANDANA C** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **ANITTA JOY** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRATHER, R. V.
AMERIANY PROFESSION
DEPARTMENT OF ACCURATION
AS A COLLABORATION
BEARAGEMENT OF ACCURATION OF





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **ABITHA T** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade





Add on Course in "Basic Entrepreneurship Programme"

## CERTIFICATE

This is to Certify that **SANJAY M K** has successfully completed the add on course in "Basic Entrepreneurship Development Programme" by the Department of Economics, S.E.S. College, Sreekandapuram, Kannur during the period of 22/06/2023 to 30/09/2023 with . A Grade

PRADEID, R. V.
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#### SES COLLEGE SREEKANDAPURAM Certificate Course 2023-2024

Name of the department : Physics

Name of the certificate course : Electronic Devices and circuits

Duration : 43 Hours

#### COURSE SYLLABUS:

#### Unit I:

Resistor: different types of resistors, colour coding, current through series, series resistance, parallel resistance, balanced bridge DC voltage and current, Ohms law, alternating current, sine wave, peak r.m.s and average value, frequency, phase and period (6 Hours)

#### Unit II:

Voltage and current dividers, Kirchhoff's Laws, Mesh & Node, source transformation, Superposition theorem, Thevenin's theorem, Norton's theorem, Maximum power transfer theorem

(8

#### Hours)

#### Unit III:

Capacitor: Different types, capacitance, charging and discharging, capacitor coding, parallel and series C, energy stored, AC through C, X<sub>C</sub>, voltage lags current, X<sub>C</sub> and R in series, X<sub>C</sub> and R parallel, impedance

Inductor: self and mutual inductance, transformers, X<sub>L</sub>, voltage leads current, phase angle, X<sub>L</sub> and R in series and parallel, impedance

(12 Hours)

#### Unit IV:

Semiconductors: Intrinsic, extrinsic, N-type, P-type, Majority and minority charge carriers, PN junction, depletion layer, barrier potential, biasing, reverse break down, depletion layer capacitance, PN junction diode, V-I characteristics, diode equation, ideal and real diode

Zener diode: breakdown voltage, characteristics, applications, light emitting diode, photo diode, photo conductive cell, solar cell, rectifiers (half and full wave), ripple factor, efficiency, rectifier with capacitor-filter, voltage regulator, Zener regulator

(10 Hours)

Industrial visit (5 Hours)

#### Books for Reference

- 1. Basic Electronics Solid state: B. L. Theraja, S Chand Company Ltd, 5 th edition
- 2. A text book of Electrical Technology: B.L.Theraja, S.Chand and Co.
- 3. Basic Electronics and Linear Circuits: Bhargava N.N., Kulshreshtha D.C., TMH
- Electronic Devices and Circuits: Bolyestad, TataMcGraw Hill.
- 5. Electronic Principles: Albert Malvino, David J Bates, McGraw Hill 7th Edition

#### COURSE STRUCTURE:

| Total            | 43 Hours |
|------------------|----------|
| Theory           | 36 Hours |
| Industrial visit | 5 Hours  |
| Examination      | 2 Hours  |

#### Electronic Devices and circuits

Certificate course
Offered by
Department of Physics
SES College, Sreekandapuram

Electronic Devices and circuits is a Certificate course designed by Department of Physics for explaining various Electronic components and devices.

#### Course OBJECTIVE

CO 1: Students will be able to identify basic elements of electronic circuits

CO 2: Students will be capable of analyze the resistive network

CO 3: Students will be able to apply Network Theorems to resistive networks

CO 4: Students will be able to construct regulated diode rectifiers and RC filters

Course coordinator: Dr Rejith P P

Assistant professor Department of Physics

Place: Sreekandapuram Date: 30/03/2024



This is to certify that ANAGH P

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that ASWANTH K

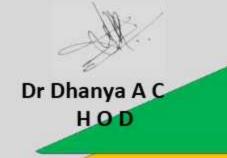
Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that DHEERAJ J U
Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that DHEERAJ K

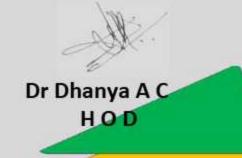
Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that SANUAY SATHYAKUMAR

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained

Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that ADITHYA.T.V

Of Department of Physics, S E S College, Sreekandapuram has successfully completed ONLINE CERTIFICATE COURSE on "Electronic Devices and Circuits" from 1 November 2023 to 5th January, 2024 and obtained Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that ARYANANDA. T

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that AVANI C

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A+.

o ger A

Dr Rejith P P Course Convenor



Principal SES College





This is to certify that SANJANA P

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that ALDIN SAJU

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that ASHISH .T. RAMESH

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on

"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained

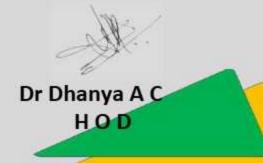
Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that SANGEERTH M V

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





This is to certify that IRFANA P P

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





# S E S COLLEGE SREEKANDAPURAM Department of Physics

This is to certify that KRISHNA. K

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on
"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained
Grade A+.



Dr Rejith P P Course Convenor



Principal SES College





# S E S COLLEGE SREEKANDAPURAM Department of Physics

This is to certify that NIDHIYA KURIYAN

Of Department of Physics, S E S College, Sreekandapuram
has successfully completed ONLINE CERTIFICATE COURSE on

"Electronic Devices and Circuits"
from 1 November 2023 to 5th January, 2024 and obtained

Grade A+.



Dr Rejith P P Course Convenor



Principal SES College



#### CERTIFICATE COURSE

## **Business Communication**



SES College Sreekandapuram, Department of Commerce conducted a certificate course on Business communication. It is a course created with a view to improve language and communication skills of students. The course was coordinated by Mrs Jasna P Assistant Professor and HOD Department of Commerce. The course was framed for 30 hours. The course was conducted between 29/07/2023 to 16/09/2023.57 students enrolled in this course.

BCom Activity Report 2023-2024, Department of Commerce



#### BUSINESS COMMUNICATION



#### CERTIFICATE COURSE

#### Offered by

#### Department of Commerce (B Com)

#### SES College, Sreekandapuram

'Business communication' is a certificate course designed by Department of Commerce with a view to improve communication skills of students.

Course Duration

: 30 hours

Course begins

: 29/07/2023

#### COURSEOUTCOME

CO 1: To demonstrate his/her ability to write error free while making an optimum use of correct Business Vocabulary & Grammar.

CO2. To distinguish among various levels of organizational communication and communication barriers while developing an understanding of Communication as a process in an organization.

CO3. To draft effective business correspondence with brevity and clarity.

CO4. To demonstrates his verbal and non-verbal communication ability through presentations.

Course Coordinator: Jasna P

Assistant Professor

Department of Commerce

Place: Sheekanelapurem

Date 24/07/2023

Signature of HOD

Asst. Professor & HOD Department of Commerce SES College, Sreekandapuram



#### SES COLLEGE SREEKANDAPURAM



Academic Year: 2023-2024



Name of Department : Department of Commerce(B Com)

Name of Certificate Course: Business Communication

Course Duration 30 hours (29/07/2023-16/09/2023)

#### COURSE SYLLABUS

#### COURSEOUTCOME

CO 1: To demonstrate his/her ability to write error free while making an optimum use of correct Business Vocabulary & Grammar.

CO2. To distinguish among various levels of organizational communication and Communication barriers while developing an understanding of Communication as a process in an organization.

CO3. To draft effective business correspondence with brevity and clarity.

CO4. To demonstrates his verbal and non-verbal communication ability through presentations.

UNIT - I Communication-Defining communication, Process of communication, Communication Model, Objectives of communication, Principles of communication, Importance of Business communication, Importance Feedback,

Channels of communication, Types of communication, Dimensions of communication, Barriers to communication Verbal, Non-Verbal, Formal, Informal communication.

Fundamental of Business writing. Format of Business, Types of Business letter. UNIT - III Inquiry letter, complaint letter Persuasive letter, Proposal, Report Writing.

Employment Messages Writing Resume, Application letter, Writing the opening UNIT-IV

paragraph, Writing the closing paragraph, summarizing

Spoken skills Conducting Presentation, Oral presentation, Debates, Speeches, Interview, Group Discussion, English Pronunciation, Building Vocabulary.

Barriers to Effective Communication and ways to overcome them, Listening: Importance of Listening, Types of Listening, Barriers to Listening and overcoming them, Listening situations, Developing Listening Skills

## BooksforStudy:

1. Bovee, Courtland, John Thill&MukeshChaturvedi. Business Communication

Today: Dorling kindersley, Delhi

- 2 Kaul, Asha: Business Communication: Prentice-Hall of India, Delhi
- 3. Monippally, Matthukutty M. Business Communication Strategies. Tata McGrawHill Publishing Company Ltd., New Delhi
- 4. Sharma, Sangeeta and Binod Mishra. Communication Skills for Engineers and 1.

Scientists: PHI Learning Pvt. Ltd., New Delhi

Asst. Professor & HOD Department of Commerce SES College, Sreekandapuram

#### SES COLLEGE SREEKANDAPURAM DEPARTMENT OF COMMERCE

#### CERTIFICATE COURSE EXAMINATION MARK LIST COURSE NAME: BUSINESS COMMUNICATION

| 100   | REG.NO     | NAME   | MARKS |
|-------|------------|--|-------|
| SL NO | SE22BR0001 | ANANDHU MANOJ  | 45    |
|       | SE22BR0002 | VARUN.U  | 46    |
|       | SE22BR0003 | AKHILA.P.K   | 49    |
|       | SE22BR0004 | ANJITHA.A  | 50    |
|       | 5E22BR0005 | ARYASREE RAMACHANDRAN  | 50    |
|       | SE22BR0006 | ASWATHI MOHAN  | 50    |
|       | SE22BR0007 | ATHIRA P. V  | 50    |
| 8     | SE22BR0008 | AVANI KRISHNA M  | 50    |
| 9     | SE22BR0009 | DELNA SHAJI  | 50    |
| 10    | SE22BR0010 | DEVAPRIYA.K.V  | 50    |
| 11    | SE22BR0011 | DEVIKA.A   | 50    |
| 12    | SE22BR0012 | FATHIMATH SAFA K.K   | 50    |
| 13    | 5E22BR0013 | FATHIMATHUL ZEEBA BASHEER  | 50    |
| 14    | SE22BR0014 | GOPIKA.K   | 50    |
| 15    | SEZZBRO015 | HARIPRIYA KRISHNAN   | 50    |
| 16    | SEZZBRO016 | JYOTHIKA.C   | 50    |
| 17    | SE22BR0017 | SREESHMA.A.V   | 50    |
| 18    | SE22BR0018 | THEERTHA MOL PJ  | 50    |
| 19    | SE22BR0019 | VISMAYA . K.VINOD  | 50    |
| 20    | SE22BR0020 | VYSHNAVI .P.K  | 50    |
|       |            | 4 1  | 49    |
| 22    | SE22BR0022 | AMALJOHNY  | 48    |
| 23    | SE22BR0023 | AMALN.K  | 49    |
| 24    | SE22BR0024 | ANALK'S  | 48    |
| 25    | SE22BR0025 | AROMALT.V  | 49    |
| 26    | SE22BR0026 | ASWANTH KRISHNAN   | 49    |
| 27    | SEZZBROOZ7 | ATHULRAJ.V.P   | 49    |
| 28    | SE22BR0028 | DAYAL MON.P  | 48    |
| 29    | SE22BR0029 | DILSHU SANTHOSH .P   | 48    |
| 30    | SE22BR0030 | DOMINIC RAJU   | 45    |
|       | 2000 31    | The state of the s |       |
| 32    | SE22BR0032 | GOUTHAM KRISHNA.K  | 49    |
| 33    | SE22BR0033 | JITHIN VELAYUDHAN  | 45    |
| 34    | SE22BR0034 | JOYAL RAJI   | 46    |
| 35 5  | SE22BR0035 | SREEHARI.K   | 46    |
| 36    | SE22BR0036 | SUDHEESH P. M  | 48    |
|       | SE22BR0037 | VYSHNAVRAJ   | 47    |
|       | 5E22BR0038 | AISWARYA.K.K   | 50    |
|       | E22BR0039  | ANANYA.K   | 50    |
| -     | E22BR0040  | ANJANA.K.K   | 50    |
|       | E22BR0041  | ANUSREE.K.P  | 50    |
| 200   | E22BR0042  | ARCHANA SUMOD  | 50    |

| 43 SE22           | BR0043 | ARSHIDA.K           | 50 |
|-------------------|--------|---------------------|----|
| 44 SE22           | BR0044 | ARYA VIJITH.K       | 50 |
| 45 SE22           | BR0045 | AVANLA.K            | 50 |
| 45 SE22           | 3R0046 | CHANDANA .M.V       | 50 |
| 47 SE221          | BR0047 | DIYA DINESH         | 50 |
| 48 SE221          | 3R0048 | FASNA.C.P           | 50 |
| 49 SE22I          | BR0049 | TEATHIMATH NAFIA .P | 50 |
| 50 SE22E          | R0050  | JEWEL ROSE          | 50 |
| 51 SE225          | R0051  | KRISHNA PRIYA .V.P  | 50 |
| 52 SE22E          | R0052  | MANEESA R.P         | 50 |
| Jan 197           | R0053  | NAFILA.P.M          | 50 |
| 53 SE22E          |        | NANDANA.P           | 50 |
| 55 SE22E          | R0055  | NANDAHNA.A.V        | 50 |
| 56 SE22E          |        | SALIMA.K.K          | 50 |
| 56 SE228          |        | SANDRA.M            | 50 |
| The second second | R0058  | SANIYA.K            | 50 |
| 59 SE22E          |        | SHAMILA.K.K         | 50 |
| 59 SEZZE          | KOOJ   | STATISTICAL STATES  |    |

JASNA P
Asst. Professor & HOD
Department of Commerce
SES College, Sreekandapuram





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#### Certificate

This is to certify that Mr/Ms Awani Knishna. M has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department Smt.Jasna.P Course Coordinator Smt.Jasna.P

Dr.Dóminic Thomas Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

#### **Certificate**

This is to certify that Mr/Ms There Hea Jayakama has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr. Dominic Thomas** 

Principal





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#### **Certificate**

This is to certify that Mr/Ms DAYALMON. P has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

**Head of Department** 

Smt.Jasna.P

Course Coordinator Smt.Jasna.P **Dr.Dominic Thomas** 

Principal





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### **Certificate**

This is to certify that Mr/Ms VARUN. U has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

**Head of Department** 

5mt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr. Dominic Thomas** 

Principal





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#### **Certificate**

This is to certify that Mr/Ms Joyal Rayi has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr.Dominic Thomas

Principal





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#### Certificate

This is to certify that Mr/Ms Shamila KK has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator
Smt.Jasna.P

Dr. Dominic Thomas

Principal





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#### Certificate

This is to certify that Mr/Ms Gopika k.P has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College, Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr. Dominic Thomas** 

Principal





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### **Certificate**

This is to certify that Mr/Ms SUDHEESH P M has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr.Dominic Thomas** 

**Principal** 





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## **Certificate**

This is to certify that Mr/Ms ATHIRA P v has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P **Dr.Dominic Thomas** 

Principal

1

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#### Certificate

This is to certify that Mr/Ms Nafila. PM has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College, Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator
Smt.Jasna.P

Dr. Dominic Thomas

Principal

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#### Certificate

This is to certify that Mr/Ms Annsiec KP has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr.Dominic Thomas

Principal





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#### Certificate

This is to certify that Mr/Ms Sandra . M has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Smt.Jasna.P

Principal





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#### **Certificate**

This is to certify that Mr/Ms Aswarii Moham has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr.Dominic Thomas** 

**Principal** 





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### **Certificate**

This is to certify that Mr/Ms HARIPRINA KRISHNAN has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr.Dominic Thomas** 

Principal





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## **Certificate**

This is to certify that Mr/Ms AISWARYA K K has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

**Head of Department** 

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr. Dominic Thomas

Principal





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#### Certificate

This is to certify that Mr/Ms JYOTHIKA c has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator

Smt.Jasna.P

Dr. Dominic Thomas

Principal





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## Certificate

This is to certify that Mr/Ms NANDANA . P has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P **Dr. Dominic Thomas** 

Principal





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## **Certificate**

This is to certify that Mr/Ms SANIYA k has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr.Dominic Thomas** 

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

#### Certificate

This is to certify that Mr/Ms KRBHNAPRIVA VP has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr. Dominic Thomas

Principal





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### **Certificate**

This is to certify that Mr/Ms ARYAVUITH .k has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator
Smt.Jasna.P

**Dr. Dominic Thomas** 

Principal





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## **Certificate**

This is to certify that Mr/Ms ANANYA K has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

**Head of Department** 

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr. Dominic Thomas** 

Principal





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#### **Certificate**

This is to certify that Mr/Ms Nandhana AU has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr. Dominic Thomas** 

Principal





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## **Certificate**

This is to certify that Mr/Ms ARCHOND SUMOD has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur,during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P **Dr.Dominic Thomas** 

**Principal** 





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## **Certificate**

This is to certify that Mr/Ms Aryassee has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr.Dominic Thomas** 

Principal





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### Certificate

This is to certify that Mr/Ms Seeshma has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr.Dominic Thomas

**Principal** 





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## **Certificate**

This is to certify that Mr/Ms AMAL N-IL has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator

Dr.Dominic Thomas
Principal
SES College Sreekandapuaram





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#### **Certificate**

This is to certify that Mr/Ms Vyshnau P. K. has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College, Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr. Dominic Thomas

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

## **Certificate**

This is to certify that Mar/Ms Akbila P. K has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College, Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr. Dominic Thomas** 

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

#### **Certificate**

This is to certify that Mr/Ms Denika A has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P **Dr. Pominic Thomas** 

Principal





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#### **Certificate**

This is to certify that Mr/Ms Mancesa R. P has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

**Head of Department** 

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr. Dominic Thomas** 

Principal





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#### Certificate

This is to certify that Mr/Ms Anitha. A has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P **Dr.Dominic Thomas** 

Principal





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#### **Certificate**

This is to certify that **Mr/Ms** Devapriya k V has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College, Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

**Head of Department** 

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr.Dominic Thomas** 

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

#### **Certificate**

This is to certify that Mr/Ms Anjana k.k has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr. Dominic Thomas

Principal





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#### **Certificate**

This is to certify that Mr/Ms VISMAYA & VINOOhas successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator

**Dr.Dominic Thomas** 

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

#### **Certificate**

This is to certify that Mr/Ms Dana Shay has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr.Dominic Thomas

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

#### **Certificate**

This is to certify that Mr/Ms DOMINIC RAJU has successfully completed the Certificate Course in *Business Communication* by Department of Commerce SES College ,Sreekandapuram, Kannur,during the period of 29-07-2023 to 16-09-2023 with A+ grade.

**Head of Department** 

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr.Dominic Thomas** 

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

#### Certificate

This is to certify that Mr/Ms JITHIN VELAYUDHAN has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

**Head of Department** 

Smt.Jasna.P

Course Coordinator Smt.Jasna.P **Dr.Dominic Thomas** 

Principal





Accredited by NAAC with \$ +Grade Affiliated to Kenner University

#### Certificate

This is to certify that Mr/Ms SALIMA IS IS has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr.Dominic Thomas

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur Suiversity

#### Certificate

This is to certify that Mr/Ms Jewel Rose has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr. Dominic Thomas

Principal





Accredited by NAAC with \$ +Grade Affiliated to Kanner University

#### Certificate

This is to certify that Mr/Ms FATHMATH NAFIA P has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr. Dominic Thomas

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

#### **Certificate**

This is to certify that Mr/Ms FASNA C P has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr.Dominic Thomas

**Principal** 





Accredited by NAAC with B +Grade Affiliated to Kanner University

#### Certificate

This is to certify that Mr/Ms DIVIN DINESH has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator

Dr. Dominic Thomas

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

#### Certificate

This is to certify that Mr/Ms CHANGER MV has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P **Dr.Dominic Thomas** 

Principal





Accredited by NAAC with B +Grade Affiliated to Kannur University

#### Certificate

This is to certify that Mr/Ms AVANI AIR has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr.Dominic Thomas

Principal





Accredited by NAAC with B +Grade Affiliated to Kanner University

#### Certificate

This is to certify that Mr/Ms ARSHIDA R has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr.Dominic Thomas** 

**Principal** 





Accredited by NAAC with B +Grade Amittated to Kenner University

#### Certificate

This is to certify that Mr/Ms VYSHNAV RAJ has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department Smt.Jasna.P Course Coordinator Smt.Jasna.P

Dr. Dominic Thomas
Principal
SES College Sreekandapuaram





Accredited by NAAC with B + Grade Affiliated to Kannur University

#### Certificate

This is to certify that Mr/Ms SREEHARI K has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr. Dominic Thomas

Principal





Accredited by NAAC with B +Grade Affiliated to Kenner University

#### **Certificate**

This is to certify that Mr/Ms GOUTHRY KRISHNAI has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr.Dominic Thomas

Principal





Accredited by NAAC with 8 +Grade Affiliated to Kannur University

#### Certificate

This is to certify that Mr/Ms DILS HUSANTHOSH P has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr.Dominic Thomas

Principal





Accredited by NAAC with B +Grade Affiliated to Kanner University

#### Certificate

This is to certify that Mr/Ms ATHUL RAL VP has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr.Dominic Thomas

Principal





Accredited by NAAC with B +Grade Affiliated to Kenner University

#### Certificate

This is to certify that Mr/Ms ASWANTH KRISHNAN has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr. Dominic Thomas

Principal





Accredited by MAAC with B +Grade Affiliated to Kennur University

#### Certificate

This is to certify that Mr/Ms AROMAL TV has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

Dr. Dominic Thomas

Principal





Accredited by MAAC with B +Grade Affiliated to Kannur University

#### Certificate

This is to certify that Mr/Ms ANALKS has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr. Dominic Thomas

Principal





Accredited by NAAC with B +Grade Affiliated to Kennur University

#### Certificate

This is to certify that Mr/Ms AMAL JOHNY has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P

**Dr.Dominic Thomas** 

Principal





Accredited by NAAC with B +Grade Affiliated to Kenner University

#### Certificate

This is to certify that Mr/Ms fathmentuk zeeba Branchas successfully completed the Certificate Course in Business Communication by Department of Commerce SES College ,Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr. Dominic Thomas

Principal





Accredited by KAAC with B +Grade Affiliated to Kenner University

#### Certificate

This is to certify that Mr/Ms FATHIMETH SAFAKIS has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

**Head of Department** 

Smt.Jasna.P

Course Coordinator Smt.Jasna.P **Dr.Dominic Thomas** 

Principal





Accredited by NAAC with B +Grade Affiliated to Kanner University

#### Certificate

This is to certify that Mr/Ms ANADHUMANOT has successfully completed the Certificate Course in Business Communication by Department of Commerce SES College , Sreekandapuram, Kannur, during the period of 29-07-2023 to 16-09-2023 with A+ grade.

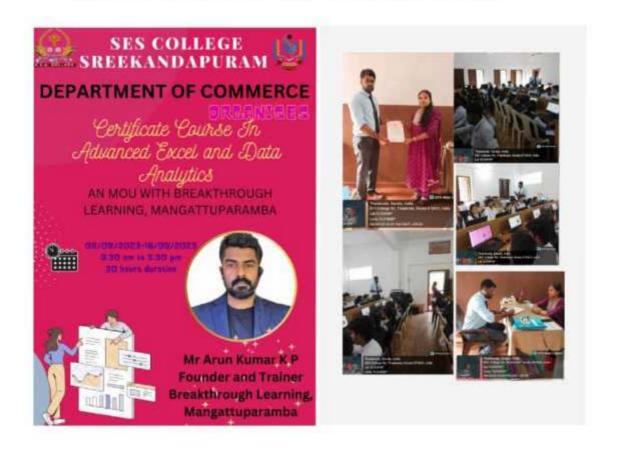
Head of Department

Smt.Jasna.P

Course Coordinator Smt.Jasna.P Dr.Dominic Thomas

Principal

# CERTIFICATE COURSE & MoU ADVANCED EXCEL AND DATA ANALYTICS



The Commerce Department of SES college Sreekandapuram started a certificate course in Advanced Excel and Data Analytics through a MoU with Breakthrough Learning, Mangattuparamba on 08/08/2023. The course duration was 30 hours. The session was on all Saturdays. The session was handled by Mr Arun Kumar K P founder and trainer Breakthrough Learning Mangattuparamba. 55 students participated in the course.

BCom Activity Report 2023-2024, Department of Commerce







#### ADVANCED EXCEL AND DATA ANALYTICS

#### CERTIFICATE COURSE

Offered by

Department of Commerce (Beom)

SES College, Sreekandapuram

#### in association with Breakthrough Learning Manangattuparamba

'Advanced Excel and Data Analytics' is a certificate course designed by Department of Commerce to equip students with knowledge and practical skills need to navigate the world of data with confidence.

Course Duration

: 30 hours

Course begins

: 08 August 2023

#### COURSEOUTCOME

CO1: Understandtheadvanced data analysis techniques.

CO2: Identifythe career opportunities indata analysis.

CO3: To equip practical knowledge in Excel and data analytics

Place: Sheekandapuram

Date: 08/08/23

Signature of HOD

JASNA P Asst. Professor & HOD Department of Commerce SES College, Sreekandapuram









#### SES COLLEGE SREEKANDAPURAM

Academic Year: 2023-2024

: Department of Commerce (B.Com) Name of Department

: ADVANCED EXCEL AND DATA ANALYTICS Name of Certificate Course

30 hours (08/08/2023-16/09/2023) Course Duration

COURSE SYLLABUS

#### COURSEOUTCOME

CO1: Understand the advanced data analysis techniques

CO2: Identify the career opportunities in data analysis.

CO3: To equip practical knowledge in Excel and data analytics

Unit I:Session 1:Knowing Data- Business data types -Formatting data-Data cleaning methods -Dealing with text data-Dealing with dates-Applying formulas and learning how formulas work Dynamic formulas-Difference with functions and formulas with examples

Unit II: References-Absolute references with applications-Cumulative numbers in various departments- Sorting of business data-Filtering and sub grouping of data-Logical formulas-If conditions-Sumif operations in business data-Countif operations in business data-Nested if applications-Ranking and relative referencing.

Unit III: Report structures-Adding additional remarks in reporting- Page set up and lay outs-Print set up Excel tables-Visualization with the help of graphs Formatting graphs and charts-What if Analysis

Unit IV : Conditional formatting and application of colour psychology - Working with duplicate values-Data validation techniques-Vlookup with HR, Finance and Marketing data -Hlookup with IIR, Finance and Marketing data- Data summarization-Pivot Tables

Unit V:Big data x Traditional data -Sources of big data- Business Analytics concept-Application



of Business Analytics in various industries- Business Analytics process-Business Intelligence.

Unit VI :Descriptive Analytics with examples- Predictive Analytics with examples- Diagnostics Analytics with examples -Prescriptive Analytics with examples

UnitVII:Marketing Analytics- Supply Chain Analytics- HR Analytics-Financial Analytics - Retail Analytics - Pricing Analytics - Investment Analytics

Unit VIII:Data Story telling- Market Basket Analysis -Text Analytics-Application of Artificial Intelligence -Introduction to Power BI

#### BooksforStudy:

1 The Practical Guide to HR Analytics: Using Data to Inform, Transform, and Empower HR Decisions Kindle Editioriby Rachael Johnson-Murray (Author), Lindsay McFarlane (Author), Valerie Streets (Author)

> Department of Commerce SES College, Sreekandapuram

#### SES COLLEGE SREEKANDAPURAM DEPARTMENT OF COMMERCE -BCOM CERTIFICATE COURSE MARK LIST

ADVANCED EXCEL AND DATA ANALYTICS

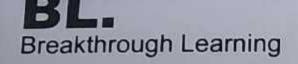
| SI No | Reg No     | Name                   | MARKS |
|-------|------------|------------------------|-------|
|       | SE21BR0001 | ABHISHEK P             | 49    |
| 2     | SE21BR0002 | ADARSH T               | 48    |
| 3     | SE21BR0003 | ARJUN ARAVIND          | 50    |
| 4     | SE21BR0004 | JEEVAN ROOPESH         | 48    |
| 5     | SE21BR0005 | NEERAJ T P             | 48    |
| 6     | SE21BR0006 | SREEHARI PURUSHOTHAMAN | 49    |
| 7     | SE21BR0007 | ABHINA K               | 50    |
| 8     | SE21BR0008 | AMAYA K                | 50    |
| 9     | SE21BR0009 | ANAMIKA M T            | 50    |
| 10    | SE21BR0010 | ANJANA N T             | 50    |
| 11    | SE21BR0011 | ANUSHA K               | 50    |
| 12    | SE21BR0012 | ARCHANA K B            | 50    |
| 13    | SE21BR0013 | ASWINI P V             | 50    |
| 14    | SE21BR0014 | NAJIYA N P             | 50    |
| 15    | SE21BR0015 | NANDANA M              | 50    |
| 16    | SE21BR0016 | NANDANA PV             | 50    |
| 17    | SE21BR0017 | NEETHU C               | 50    |
| 18    | SE21BR0018 | NIJISHA K              | 50    |
| 19    | SE21BR0019 | NIVEDYA JAYAPRAKASH    | 50    |
| 20    | SE21BR0020 | SANGEETHA KV           | 50    |
| 21    | SE21BR0021 | SRUTHI M               | 50    |
| 22    | SE21BR0022 | VISMAYA A V            | 50    |
| 23    | SE21BR0023 | ABHINAV PV             | 50    |
| 24    | SE21BR0024 | ADWAITH T              | 50    |
| 25    | SE21BR0025 | AMAL SURESH            | 50    |
| 26    | SE21BR0026 | ANIRUDH P P            |       |
| 27    | SE21BR0027 | AROMAL P.P.            | 48    |
| 28    | SE21BR0028 | JOE VARUN MANOJ        | 48    |
| 29    | SE21BR0029 | JOSWIN AUGUSTIAN       | 49    |
| 30    | SE21BR0030 | MIDHUN SHA             | 48    |
| 31    | SE21BR0031 | MISHALVN               | 49    |
| XXEN  | SE21BR0032 | PRATHYUSH K            | 48    |
| 1000  | SE21BR0033 | ABHINAYA V             | 50    |
| 1917  | SE21BR0034 | ANAMIKA K P            | 50    |
|       | SE21BR0035 | ANAMIKA P              | 50    |
| 0.10. | SE21BR0036 | ANASWARA K.C.          | 50    |
|       | SE21BR0037 | ANISHA P P             | 50    |
| 60000 | SE21BR0038 | ANJANA K K             | 50    |
| -     | SE21BR0039 | ANJANA P               | 50    |
| - 50  |            | PARSAMATE              | 50    |

| 40    | SE21BR0040 | ANJANA T P            | 1  |
|-------|------------|-----------------------|----|
| 41    | SE21BR0041 | ANMARIYA SUNIL        | 50 |
| 42    | SE21BR0042 | ANUSREE K K           | 50 |
| 43    | SE21BR0043 | FATHIMATH SANA P P    | 50 |
| 44    | SE21BR0044 | KAVYA K C             | 50 |
| 45    | SE21BR0045 | KEERTHANA S PRAKASAN  | 50 |
| 46    | SE21BR0046 | MIDHUNA P P           | 50 |
|       | SE21BR0047 | NANDHANA BALAKRISHNAN | 50 |
| 10000 | SE21BR0048 | PRAJITHA N V          | 50 |
|       | SE21BR0049 | SAPTHAMI V V          | 50 |
| 0.000 | SE21BR0050 | SHWETHA K             | 50 |
|       | SE21BR0051 | SIFANA K K            | 50 |
| 0.000 | SE21BR0052 | SONA V                | 50 |
|       | SE21BR0053 | SRUTHI K P            | 50 |
| 1000  | SE21BR0054 | SRUTHIPK              | 50 |
|       | SE21BR0055 | THEJA K V             | 50 |
|       | 10,10000   | Thursdy C A           | 50 |

Agan Kumar Kf



JASNA P
Asst. Professor & HOD
Department of Commerce
SES College, Sreekandapuram







# CERTIFICATE OF PARTICIPATION

This is to certify that

Anamika · P

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer

Breakthrough Learning

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS

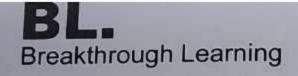
Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in

SES College, Sreekandapuram, Kannur-670 631 www.sescollege.ad.in









This is to certify that

Anamika . K. P

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer

Breakthrough Learning

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning in







This is to certify that

Abhinaya. V

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

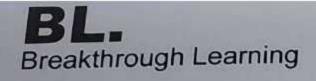
Mr. ARUN KUMAR K P Trainer Breakthrough Learning Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in









This is to certify that

Prathyush &

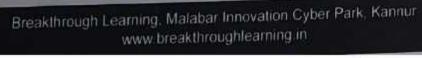
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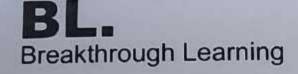
Mr. ARUN KUMAR K P Trainer Breakthrough Learning Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

SES College: Sreekandapuram, Kannur-670 631









This is to certify that

Michae &. N

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P
Trainer
Breakthrough Learning

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

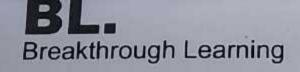
Dr. DOMINIC THOMAS

Principal

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Midhun Sha

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer Breakthrough Learning

HOD, Commerce Dept.
SES College, Sreekandapuram

Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in







This is to certify that

Joswin Augustin

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer Breakthrough Learning Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS

Principal

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This is to certify that

For Varun Manoj

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P
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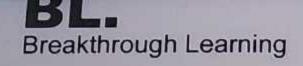
Dr. DOMINIC THOMAS

Principal

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This is to certify that

Anisudh . P. P

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

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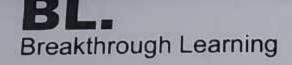
Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

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Amal Sweet

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

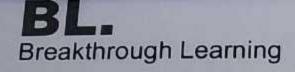
Mr. ARUN KUMAR K P Trainer Breakthrough Learning Smt. JÁSNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in









This is to certify that

Adwaith . I

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer Breakthrough Learning Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

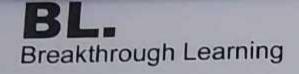
Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in









This is to certify that

Sifana K. &

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer

Breakthrough Learning

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in







This is to certify that

Shwetha. &

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer

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Dr. DOMINIC THOMAS
Principal
SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in







This is to certify that

Sapthami 9. 40

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P

Breakthrough Learning

Smt. JASNA P HOD, Commerce Dept.

SES College, Sreekandapuram

Dr. DOMINIC THOMAS
Principal

SES College, Sreekandapuram

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This is to certify that

Porafitha . N. 49

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

19h.

Mr. ARUN KUMAR K P Trainer Breakthrough Learning

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in







This is to certify that

Wandhana Balaksishnan

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer

Breakthrough Learning

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning in







This is to certify that

Midhuna . P.P

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer Breakthrough Learning Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS
Principal
SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in







This is to certify that

Keesthana S. Prakasan

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P
Trainer
Breakthrough Learning

Smt. JAŚNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

Principal

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SES College, Sreekandapuram, Kannur-670 631







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Mr. ARUN KUMAR K P Trainer

Breakthrough Learning

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Principal

SES College, Sreekandapuram

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This is to certify that

Fathimath Sana P.P

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P

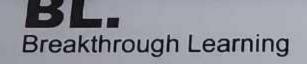
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SES College: Sreekandapuram, Kannur-670 631









This is to certify that

Anusree & K. K

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals

of Data Analysis.

Mr. ARUN KUMAR K P

Breakthrough Learning

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Dr. DOMINIC THOMAS
Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in







This is to certify that

Annariya Suril

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Ag.

Mr. ARUN KUMAR K P
Trainer
Breakthrough Learning

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannui www.breakthroughlearning.in







This is to certify that

Anjana J.P

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P
Trainer
Breakthrough Learning

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Dr. DOMINIC THOMAS

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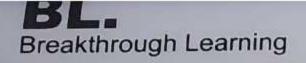
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Trainer
Breakthrough Learning

Smf. JÁSNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS
Principal
SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in









This is to certify that

Anisha. P.P

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer Breakthrough Learning Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in







This is to certify that

Anaswara . K. C

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Mr. ARUN KUMAR K P

Breakthrough Learning

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Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram

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Mr. ARUN KUMAR K P Trainer Breakthrough Learning Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

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SES College, Sreekandapuram

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This is to certify that

Ananika . M. J

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals

of Data Analysis.

Mr. ARUN KUMAR K P Trainer Breakthrough Learning Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC JHOMAS

Principal

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This is to certify that

Amaya . K

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Agn.

Mr. ARUN KUMAR K P Trainer Breakthrough Learning

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Dr. DOMINIC\_THOMAS
Principal
SES College, Sreekandapuram

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This is to certify that

Alhina K

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer

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Dr. DOMINIC THOMAS

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This is to certify that

Neeraj J. P

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P

Trainer

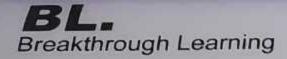
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Dr. DOMINIC THOMAS
Principal
SES College, Sreekandapuram

Breakthrough Learning, Malabar Innovation Cyber Park, Kannur www.breakthroughlearning.in









This is to certify that

Jeevan Roopesh

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

Mr. ARUN KUMAR K P Trainer

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Arijun Dravind

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

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Trainer

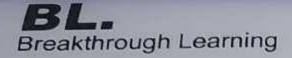
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Adarsh J

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Abhishek . P

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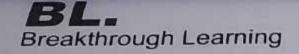
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Sreehari Purushothaman

has successfully completed 30 hours' certificate course of 'Advanced Excel and Data Analytics' conducted at SES College, Sreekandapuram from 08-08-2023 to 16-09-2023. The course contains practical sessions on Advanced Functions of Microsoft Excel and Fundamentals of Data Analysis.

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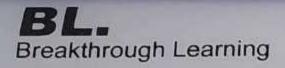
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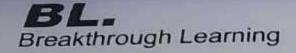
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SES College, Sreekandapuram, Kannur-670/631









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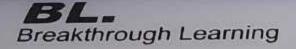
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Wilmaya . A. V

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Aruthi . M

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Trainer

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HOD, Commerce Dept. SES College, Sreekandapuram

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Nivedhya Jayapaakash

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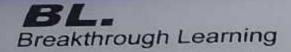
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Mr. ARUN KUMAR K P Trainer

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Aswini . P. V

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Mr. ARUN KUMAR K P Trainer Breakthrough Learning Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

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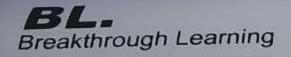
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SRUTHI P. K

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# CERTIFICATE COURSE & MoU Practical GST and ITR Filing



The Commerce Department of SES college Sreekandapuram organizes certificate course in **Practical GST and ITR Filing** through a MoU with APS, Kannur on 13/11/2023. Course conducted between 18/11/23 to 23/12/23The course duration was 30 hours. The session was handled by Mr ASHKAR OM. 55 students participated in the course.

BCom Activity Report 2023-2024, Department of Commerce

#### PRACTICAL GST AND ITR FILING

#### CERTIFICATE COURSE

#### OFFERED BY

#### DEPARTMENT OF COMMERCE (BCom)

SES College Sreekandapuram

In association with Academy for Professional Studies (APS), Kannur

Course Duration

: 30 hours

Course begins

: 18 November 2023

#### COURSE OUTCOME

CO 1: Develop a detailed understanding in the students of law and practice of Goods and Services Tax and the application of its provisions.

CO2: Develop a detailed understanding in the students of documents, records, books of accounts and tax returns, and the requirements for the payment of Goods and Services Tax using computer hardware and software packages.

CO 3: acquire knowledge about submission of income tax return, payment of due taxes in the form of advance tax, self assessment tax and tax deducted at source.

CO 4: get acquainted with e-processes related to income tax filing and assessment.

Place: Sreekandapuram

Date: 18/11/23

Signature of HOD

JASNA P
Asst, Professor & HOD
Department of Commerce
SES College Conekandapuram

#### **ACADEMY FOR PROFESSIONAL STUDIES - APS**

| Chapter<br>No | Particulars                                 | Page<br>No |
|---------------|---|------------|
| 1             | Preparing a financial account               | 100        |
| 2             | Taxation in Business GST                    |            |
| 3             | Supply (Including Composite & Mixed Supply) |            |
| 4             | Regular Scheme Composition Scheme           |            |
| 5             | ITC & JOB work                              |            |
| 6             | Registration                                |            |
| 7             | TDS and TCS                                 |            |
| 8             | E-invoice /E-Way Bill                       |            |
| 9             | Records Returns                             |            |
| 10            |   |            |

### Preparing a financial account

- 1. Gather Financial Data
- 2. Organize Documents
- 3. Record Transactions
- 4. Reconciliation
- 5. Financial Statements
- 6. Adjustments
- 7. Review and Audit
- 8. Finalize Statements
- 9. Interpretation
- 10. Presentation
- 11. Compliance
- 12. Filing

Chapter 2

#### **Taxation in Business**

#### **GST**

- What Is GST?
- One Nation One Tax

#### Regular Scheme / Composition Scheme

#### **Regular Scheme**

- 1. GST Registration:
- 2. Regular Return Filing
  - · GSTR-I:
  - GSTR-3B:
  - GSTR-2A:
- 3. Input Tax Credit.
- 4. Payment of GST:
- 5. Compliance and Reconciliation:
- 6. Audit and Assessment:

#### **Composition Scheme**

- 1. Eligibility
- 2. Fixed Tax Rate
- 3. Limited Compliance:
- 4. No Input Tax Credit (ITC):
- 5. Restrictions:
- 6. Voluntary Opt-In:
- 7. Exit from Scheme:

Chapter 5

#### Input Tax Credit

- Input
- Input service
- Capital goods

Conditions for availing ITC

### Registration

## The procedure for Goods and Services Tax (GST) registration

- L Check Eligibility
- 2. Create a GST Portal Account
- 3. Submit Business Details
- 4. Upload Documents
- 5. Verify Mobile and Email
- 6. PAN and TIN
- 7. State Jurisdiction
- 8. Submit Application
- 9. ARN Generation
- 10. Document Verification
- 11. GSTIN Allotment
- 12. Registration Certificate

#### Supply

#### The form of Supply

- (i) Sale
- (ii) Transfer,
- (iii) Barter,
- (iv) Exchange,
- (v) License,
- (vi) Rental,
- (vii) Lease
- (viii) Disposal
- (ix) Or similar such activities
  - Consideration
  - · Consideration does not include
  - Activities listed in Schedule I
  - · Role of Schedule II
  - Schedule III

#### **Composite And Mixed Supply**

- Composite Supply
- Mixed Supply

### E-invoice & E-WAY BILL

- 1. Turnover Threshold
- 2. GSTIN Threshold
- 3. B2B Transactions
- 4. Exemptions
- 5. Sector-Specific Rules

#### E-way Bill

- 1. Applicability
- 2. Generation
- 3. Information required
- 4. Validity
- 5. Exemptions
- 6. Enforcement
- 7. Inter-State Transactions

#### Chapter 9

#### Records, Returns

- Records
- · Period of Retention
- Returns



#### SES COLLEGE SREEKANDAPURAM DEPARTMENT OF COMMERCE CERTIFICATE COURSE EXAMINATION MARKLIST

COURSE NAME: PRACTICAL GSR AND ITR FILING

| SL NO | REG NO   | NAME                   | MARKS |
|-------|--|------------------------|-------|
| 1     | SE22BR0001   | ABHISHEK P             | 50    |
| 2     | SE22BR0002   | ADARSH T ;             | 50    |
| 3     | SE22BR0003   | ARJUN ARAVIND          | 50    |
| 4     | SE22BR0004   | JEEVAN ROOPESH         | 50    |
| 5     | SE22BR0005   | NEERAJ T P             | 50    |
| 6     | SE22BR0006   | SREEHARI PURUSHOTHAMAN | 50    |
| 7     | SE22BR0007   | ABHINA K               | 48    |
| 8     | SE22BR0008   | AMAYA K                | 49    |
| 9     | SE22BR0009   | ANAMIKA M T            | 50    |
| 10    | SE22BR0010   | ANJANA N T             | 50    |
| 11    | SE22BR0011   | ANUSHA K               | 50    |
| 12    | SE22BR0012   | ARCHANA K B            | 50    |
| 13    | SE22BR0013   | ASWINI P V             | 50    |
| 14    | SE22BR0014   | NAJIYA N P             | 50    |
| 15    | SE22BR0015   | NANDANA M              | 50    |
| 16    | SE22BR0016   | NANDANA PV             | 50    |
| 17    | SE22BR0017   | NEETHU C               | 50    |
| 18    | SE22BR0018   | NIJISHA K              | 50    |
| 19    | SE22BR0019   | NIVEDYA JAYAPRAKASH    | 50    |
| 20    | SE22BR0020   | SANGEETHA KV           | 48    |
| 21    | SE22BR0021   | SRUTHI M               | 48    |
| 22    | SE22BR0022   | VISMAYA A V            | 48    |
| 23    | SE22BR0023   | ABHINAV PV             | 48    |
| 24    | SE22BR0024   | ADWAITHT               | 48    |
| 25    | SE22BR0025   | AMAL SURESH            | 48    |
| 26    | SE22BR0026   | ANIRUDH P P            | 48    |
| 27    | SE22BR0027   | AROMAL P.P.            | 49    |
| 28    | SE22BR0028   | JOE VARUN MANOJ        | 49    |
| 29    | SE22BR0029   | JOSWIN AUGUSTIAN       | 49    |
| 30    | SE22BR0030   | MIDHUN SHA             | 49    |
| 31    | SE22BR0031   | MISHAL V N             | 48    |
| 32    | SE22BR0032   | PRATHYUSH K            | 48    |
| 33    | SE22BR0033   | ABHINAYA V             | 48    |
| 34    | SE22BR0034   | ANAMIKA K P            | 48    |
| 35    | SE22BR0035   | ANAMIKA P              | 48    |
| 36    | SE22BR0036   | ANASWARA K.C.          | 48    |
| 37    | A Section of the Control of the Cont | ANISHA P P             | 48    |
| 38    | The state of the s | ANJANA K K             | 48    |
| 39    | SE22BR0039   | ANJANA P               | 48    |
| 40    | SE22BR0040   | ANJANA T P             | 49    |

| 41 | SE22BR0041 | ANMARIYA SUNIL        | 49   |
|----|------------|-----------------------|------|
| 42 | SE22BR0042 | ANUSREE K K           | 49   |
| 43 | SE22BR0043 | FATHIMATH SANA P.P.   | 49   |
| 44 | SE22BR0044 | KAVYA K C             | 49   |
| 45 | SE22BR0045 | KEERTHANA S PRAKASAN  | 50   |
| 46 | SE22BR0046 | MIDHUNA P P           | 50   |
| 47 | SE22BR0047 | NANDHANA BALAKRISHNAN | = 50 |
| 48 | SE22BR0048 | PRAJITHA N V          | 50   |
| 49 | SE22BR0049 | SAPTHAMI V V          | 50   |
| 50 | SE22BR0050 | SHWETHA K             | 50   |
| 51 | SE22BR0051 | SIFANA K K            | 50   |
| 52 | SE22BR0052 | SONA V                | 50   |
| 53 | SE22BR0053 | SRUTHI K P            | 49   |
| 54 | SE22BR0054 | SRUTHI P K            | 49   |
| 55 | SE22BR0055 | THEJA K V             | 49   |

JASNA P Asst. Professor & HOD Department of Commerce SES College, Sreekandapuram







# ACADEMY FOR PROFESSIONAL STUDIES

KANNUR

# Certificate of participation

This is to certify that SRUTHIK P

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapwram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

AL MAINHAMMED AF

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Mrefula

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS







# ACADEMY FOR PROFESSIONAL STUDIES

KANNUR

# Certificate of participation

This is to certify that SHWETHAK

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K

Date: 12.06.2024

Mrofulk

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS







## **ACADEMY FOR PROFESSIONAL STUDIES**

This is to certify that SONA V

Has Successfully completed 30 hours Comprehensive Course on

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association with "Academy for Professional Studies (APS), Kannur"

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Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS







### **ACADEMY FOR** PROFESSIONAL STUDIES

This is to certify that MIDHUNAPP

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

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Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Principal

SES College, Sreekandapuram









KANNUR

# Certificate of participation

This is to certify that NANDHANA BALAKRISHNAN

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Na

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

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Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS







# ACADEMY FOR PROFESSIONAL STUDIES

KANNUR

# Extilicate of participation

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'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

No. 4

This is to certify that .....

Mr. MUHAMMED AFSAL K K Director, APS hrolan

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

Principal SES College, Sreekandapuram

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From 18 November 2023 to 23 December 2023

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Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

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Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

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### **ACADEMY FOR** PROFESSIONAL STUDIES

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association with "Academy for Professional Studies (APS), Kannur"

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From 18 November 2023 to 23 December 2023

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Mr. MUHAMMED AFSAL K K Director, APS

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Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS







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Principal SES College, Sreekandapuram

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Mr. MUHAMMED AFSAL K K
Director, APS

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Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS







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### Sertificate of participation

This is to certify that NIVEDYA JAYAPRAKASH

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association with "Academy for Professional Studies (APS), Kannur"

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Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram. Dr. DOMINIC THOMAS

Principal SES College, Sreekandapuram

Date: 12.06.2024









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This is to certify that NANDANA M

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From 18 November 2023 to 23 December 2023

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Mr. MUHAMMED AFSAL K K Director, APS

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

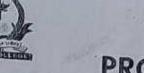
Principal SES College, Sreekandapuram

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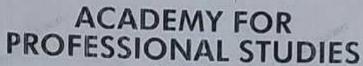
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Mr. MUHAMMED AFSAL K K Director, APS

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Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS







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This is to certify that SREEHARI PURUSHOTHAMAN

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From 18 November 2023 to 23 December 2023

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Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS







KANNUR

### Extilicate of participation

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Mr. MUHAMMED AFSAL K K Director, APS

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No. A

Mr. MUHAMMED AFSAL K K Director, APS

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**ADARSH T** 

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Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Principal

SES College, Sreekandapuram







KANNUR

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Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

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Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS

SES College, Sreekandapuram







KANNUR

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Dr. DOMINIC THOMAS







KANNUR

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Mr. MUHAMMED AFSAL K K

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Mr. MUHAMMED AFSAL K K

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Mr. MUHAMMED AFSAL K K
Director, APS

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Mrafula

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS









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Mr. MUHAMMED AFSAL K K Director, APS Mrefula

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram

Dr. DOMINIC THOMAS

Principal ES College, Sreekan

SES College, Sreekandapuram

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Mr. MUHAMMED AFSAL K K Director, APS Magaz

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

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KANNUR

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**SRUTHI M** 

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HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

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Principal

SES College, Sreekandapuram









This is to certify that \_\_\_\_ANMARIYA SUNIL

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS

Smt. JASNA P HOD, Commerce Dept.

SES College, Sreekandapuram

Dr. DOMINIC THOMAS

Principal SES College, Sreekandapuram









KANNUR

This is to certify that KAVYAKC

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K

Director, APS

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

Principal SES College, Sreekandapuram







KANNUR

# Extilicate of participation

This is to certify that KEERTHANAS PRAKASAN

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

MA TO A F

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Mrafula

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS







This is to certify that PRAJITHAN V

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS

Smt. JASNA P HOD, Commerce Dept. SES College, Sreekandapuram Dr. DOMINIC THOMAS

Principal SES College, Sreekandapuram

#### CERTIFICATE COURSE IN COST AND MANAGEMENT ACCOUNTING

Our department offered a certificate course, "Cost and Management Accounting" for final year B.Com and M.Com students. A thirty hour classes has been provided which started in the month of 1 November 2023.

Number of participants: 26



# S.E.S COLLEGE, Sreekandapuram P.G DEPARTMENT OF COMMERCE

#### Cost & Management Accounting (CMA) Certificate Course

#### SYLLABUS 2023-2024

Total Hours:30

Module 1: Introduction to Cost Accounting- Meaning, Concept and Definition,-Scope - Merits and Demerits.

(3 hours)

Module 2: Basics of Cost sheet- Concept and Meaning - Different types of cost (theory) -Preparation of cost sheet.

(5 hours)

Module 3: Introduction to Management Accounting-Meaning- Definition-Objectives -Scope of management Accounting

(3 hours)

Module 4: Analysis and interpretations of financial statements- Types of analysis, tools of analysis-comparative financial statements, common size financial statements- trend analysis.

(7 hours)

Module 5: Budgetary Control- concepts, objectives, classification of budgetspreparation of cash and flexible budgets- installing and administering budgetary control

(12 hours)

H.O.D: Thatire. P.K

P.G. DEPARTMENT OF COMMERCE SES COLLEGE BREEKANDAPURAM KANNUR-870 531



#### P.G DEPARTMENT OF COMMERCE

#### S.E.S COLLEGE ,SREEKANDAPURAM

Certificate course Examination, June, 2023

#### COST AND MANAGEMENT ACCOUNTING

TIME: 2 HRS

MARKS:25

#### PART- A

#### Answer all each carries 4 marks

- 1. From the following details find out
- a) Current asset
- b) Current liability
- c) Liquid asset
- d) Stock.

Current ratio 2.5:1 Liquid ratio 1.5:1 Working capital 60,000.

2. PPP Limited wishes to prepare cash budget from July to September 2023 prepare a cash budget for the above period from the following information.

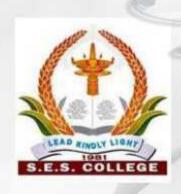
| SALES  | PURCHASE                   | WAGES   |
|--------|----------------------------|---|
| 240000 | 180000                     | 26000   |
| 260000 | 190000                     | 27500   |
| 200000 | 144000                     | 22500   |
| 180000 | 150000                     | 23000   |
|        | 240000<br>260000<br>200000 | 240000 180000<br>260000 190000<br>200000 144000 |

- 50% of the sales are for cash and 50% for credit. the credit sales are realized in the month following sales.
- 2) Creditors are paid in the month following the month of purchase.
- Plant v costing rupees 20000 is to be purchased in July, 50% of the same is paid in the month and remaining 50% in the next month.

4) Cash balance on 1st July is Rs 8000.

H.O.D: Thahira P.K

P.G. DEPARTMENT OF COMMERCE SES COLLEGE SREEKANDAPURAM KANNUR-670 631





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Mr.BLESSAN SAMUEL (SE21BR0066) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 75% MARKS.

HEAD OF THE DEPARTMENT P G DEPARTMENT OF COMMERCE S.E.S COLLEGE SREEKANDAPURAM PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Mr.ALAN BIJU (SE21BR0065) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 80% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.NANDANA K V (SE21BR0061) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 70% MARKS.

HEAD OF THE DEPARTMENT P G DEPARTMENT OF COMMERCE S.E.S COLLEGE SREEKANDAPURAM PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.NANDANA PRAKASH (SE21BR0062)
HAS

SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 75% MARKS.

HEAD OF THE DEPARTMENT P G DEPARTMENT OF COMMERCE S.E.S COLLEGE SREEKANDAPURAM PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





#### S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.LINCY THOMAS (SE21BR0073) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 95% MARKS.

HEAD OF THE DEPARTMENT P G DEPARTMENT OF COMMERCE S.E.S COLLEGE SREEKANDAPURAM PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.TREESA ANTONY (SE21BR0063) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 75% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.AMITHA C (SE21BR0058) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 70% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.DILNARAJ M (SE21BR0060) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 70% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.AMRUTHA RAJEEV P P (SE21BR0072)
HAS

SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 78% MARKS.

HEAD OF THE DEPARTMENT P G DEPARTMENT OF COMMERCE S.E.S COLLEGE SREEKANDAPURAM PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Mr.AKASH K V (SE21BR0056) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 85% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.SHIFANAS (C2PCOM3511) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 75% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.FATHIMATHUL FIDA (C2PCOM3507)
HAS

SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 70% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.DONA BABY (C2PCOM3506) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 75% MARKS.

P G DEPARTMENT OF COMMERCE S.E.S COLLEGE SREEKANDAPURAM PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.MEGHANA P K (C2PCOM3509) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 70% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.AASRAYA K (C2PCOM3503) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 85% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.SHYAMILI (C2PCOM3512) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 75% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Ms.ASWATHY T P (C2PCOM3504) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 80% MARKS.

HEAD OF THE DEPARTMENT P G DEPARTMENT OF COMMERCE S.E.S COLLEGE SREEKANDAPURAM PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Mr.AKSHAY K (C2PCOM3501) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 75% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM





## S.E.S COLLEGE, SREEKANDAPURAM P.G DEPT. OF COMMERCE

THIS IS TO CERTIFY THAT Mr.NIHAL C K (C2PCOM3502) HAS SUCCESSFULLY COMPLETED CERTIFICATE COURSE ON COST AND MANAGEMENT ACCOUNTING WITH 90% MARKS.

HEAD OF THE DEPARTMENT
P G DEPARTMENT OF COMMERCE
S.E.S COLLEGE SREEKANDAPURAM

PRINCIPAL S.E.S COLLEGE SREEKANDAPURAM

CERTIFICATE COURSE

PRACTICAL GST AND ITR FILING

(Offered by Department of Commerce- BBA, SES College Sreekandapuram in association with

Academy for Professional Studies(APS), Kannur)

Course duration : 30 hours

COURSE OUTCOMES-

CO1: Acquire knowledge about laws and practice of Goods and Service Tax and application of its

provisions

CO2: Understand the details of documents, records and other requirements for the payment of GST

using computer.

CO3: Get acquainted with e processes related to income tax filing and assessment.

CHAPTER 1

Introduction to basic concepts of GST: Output tax liability of CGST, SGST, UTGST, IGST, State

compensation cess; GST Network; input tax credit utilization; small supplies and composition scheme; schedule for payment of GST; interest/penalty for late/non-filing of return; payment of GST by

electronic ledger - electronic liability register, electronic credit ledger, electronic cash ledger.

(8 HOURS)

CHAPTER 2

GST returns: GSTR-1, GSTR-2, GSTR-3, GSTR-4, GSTR-9, GSTR-3B

(5 HOURS)

CHAPTER 3

Introduction to income tax - basic terminology; types of assesse; income taxable under different heads;

basics of computation of total income and tax liability, deductions available from gross total income;

PAN card; due date of filing of income tax return. Instructions for filling out form ITR-1, ITR-2, ITR-

3, ITR-4, ITR-4S, ITR-5, ITR-6. Introduction to Income Tax Portal; preparation of electronic return

(practical workshops)

(10 HOURS)

#### CHAPTER 4

Introduction to the concept of TDS; provisions in brief relating to advance payment of tax; schedule for deposit of TDS; schedule for submission of TDS returns; prescribed forms for filing of TDS returns; exemption from TDS – Form 13, 15G, 15H; Practical workshop on e-filing of TDS returns

(7 HOURS)

#### MEMORANDUM OF UNDERSTANDING

The Department entered into a Memorandum of Understanding on November 13, 2023, with APS Trust, an institute set up for the career development of college students. The Chairman of APS Trust, Mr. Askar, and the HOD of the department, Anumol Thomas, signed the agreement and handed over the document to the Principal of SES College, Sreekandapuram, Dr. Dominic Thomas. They conducted a 30-hour certificate course during the months of November and December. Thirty-three BBA students successfully passed the certificate course and received certificates. Additionally, they conducted career-oriented programs about CMA-India, CMA-USA, and ACCA.





Department of Commerce-BBA Activity Report 2023-2024







KANNUR

## Extilicate of participation

This is to certify that DON JACOB MANESH

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

N/2 #

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Ann

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS



KANNUR

## Certificate of participation

### This is to certify that MUHAMMED MUBEEN A P

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Smt. ANUMOL THOMAS

Assistant Professor & HOD Department of Commerce - BBA SES College, Sreekandapuram Dr. DOMINIC THOMAS



KANNUR

## Certificate of participation

This is to certify that SAYANTH K

Has Successfully completed 30 hours Comprehensive Course on 'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

No 4

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS



### PROFESSIONAL STUDIES

KANNUR

## Certificate of participation

This is to certify that SAJESH K

Has Successfully completed 30 hours Comprehensive Course on 'Practical GST and ITR Filing' Conducted at SES College, Sreekandapwram in association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. #

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS Assistant Professor & HOD Department of Commerce - BBA SES College, Sreekandapuram Dr. DOMINIC THOMAS





KANNUR

## Certificate of participation

This is to certify that MAZNAK

Has Successfully completed 30 howrs Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

N/s #

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS







KANNUR

## Certificate of participation

This is to certify that VISHNU SHAJAN

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mark

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Ann

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS





This is to certify that \_\_\_ASWINTC

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapwram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Smt. ANUMOL THOMAS Assistant Professor & HOD Department of Commerce - BBA SES College, Sreekandapuram

Dr. DOMINIC THOMAS







KANNUR

## Certificate of participation

This is to certify that AMRUTHAPP

Has Successfully completed 30 howrs Comprehensive Cowise on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapwam in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

NA.

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS







This is to certify that NANDAJK P Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Smt. ANUMOL THOMAS Assistant Professor & HOD Department of Commerce - BBA SES College, Sreekandapuram

Dr. DOMINIC THOMAS







This is to certify that \_\_\_\_VIJINANA

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

SES College, Start and apuram

SES College, Sreekandapuram







KANNUR

## Certificate of participation

This is to certify that \_\_\_\_VYSHNAV PRASAD

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapwram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Me

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS







KANNUI

## Certificate of participation

This is to certify that AJAY A

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapwant

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Me

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Am

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS





### This is to certify that \_\_\_ALEENA DEVASIA

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024



Smt. ANUMOL THOMAS Assistant Professor & HOD Department of Commerce - BBA SES College Steakandapurara

Dr. DOMINIC THOMAS







KANNUR

## Certificate of participation

This is to certify that ANAMIKAKV

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K

Date: 12.06.2024

Director, APS

Any

Smt. ANUMOL THOMAS Assistant Professor & HOD Department of Commerce - BBA SES College, Sreekandapuram Dr. DOMINIC THOMAS





KANNUR

## Certificate of participation

This is to certify that \_\_ANUVARNA B

Has Successfully completed 30 howrs Comprehensive Course on 'Practical GST and ITR Filing' Conducted at SES College, Sreekandapwram in association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Sint. ANUMOL THOMAS
ASSAURCE PROGRESS HOD
Department in Commons, BBA
SES College, Steamhidepurem

Dr. DOMINIC THOMAS







KANNUR

## Certificate of participation

This is to certify that MALAVIKA C V

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

No. 4

Mr. MUHAMMED AFSAL K K
Director, APS

Date: 12.06.2024

Am

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS







KANNUR

## Sertificate of participation

This is to certify that NANDHANATK

Has Successfully completed 30 hours Comprehensive Course on 'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K

Smt. ANUMOL THOMAS
Assistant Professor & HOD

Dr. DOMINIC THOMAS





KANNUR

## Certificate of participation

This is to certify that \_\_\_\_NIKHIL R

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

NE

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Description of Commerce - BBA
See College Sreekandapuram

Dr. DOMINIC THOMAS







KANNUR

## Certificate of participation

This is to certify that AFSAL T.P.

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

NA A

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS







KANNUE

## Certificate of participation

This is to certify that \_\_ABHINAV K

Has Successfully completed 30 howrs Comprehensive Course on 'Practical GST and ITR Filing' Conducted at SES College, Sreekandapwram in association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

No #

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS





KANNUI

## Certificate of participation

This is to certify that \_\_ABHISHEK C

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

NE

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS







KANNUR

## Certificate of participation

This is to certify that \_\_\_APARNA K

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mark

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS





KANNUR

## Certificate of participation

HARIKA AJITH K

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

No. 4

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

This is to certify that

dru

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS





KANNUR

## Certificate of participation

This is to certify that \_\_\_\_RISWANAPS

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS





KANNUR

## Certificate of participation

This is to certify that \_\_ATHULYAK V

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

A MIHAMMED AF

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS





This is to certify that \_\_\_\_VISHAL K

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Date: 12.06.2024

Mr. MUHAMMED AFSAL K K Director, APS

Smt. ANUMOL THOMAS Assistant Professor & HOD Department of Commerce - BBA SES College, Sreekandapuram







KANNUR

This is to certify that PRAVEENAEP

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

Fram 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Assistant Professor & HOD Department of Commerce - BBA

SES College, Sreekandapuram

SES College, Sreekandapuram





KANNUR

## Certificate of participation

This is to certify that \_\_\_\_VIJINA N A

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mark

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS







KANNUR

## Certificate of participation

This is to certify that ANJIMA C P

Has Successfully completed 30 hours Comprehensive Course on 'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

AF AN IHAAAAAED AE

Mr. MUHAMMED AFSAL K K
Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA
SES College, Sreekandapuram

Dr. DOMINIC THOMAS



KANNUR

## Seville Secretarion Separticipation

This is to certify that KAVYA RAVEENDRAN

Has Successfully completed 30 hours Comprehensive Course on 'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS Smt. ANUMOL THOMAS
Assistant Professor & HOD
Department of Commerce - BBA

Dr. DOMINIC THOMAS

Principal

SES College, Sreekandapuram







KANNUR

## Extilicate of participation

This is to certify that SANAK C

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K

Director, APS

Date: 12.06.2024

Any

Smt. ANUMOL THOMAS
Assistant Professor & HOD

Department of Commerce - BBA SES College, Sreekandapuram Dr. DOMINIC THOMAS







KANNUR

This is to certify that RUBINAKP

Has Successfully completed 30 hours Comprehensive Course on

'Practical GST and ITR Filing' Conducted at SES College, Sreekandapuram in

association with "Academy for Professional Studies (APS), Kannur"

From 18 November 2023 to 23 December 2023

Mr. MUHAMMED AFSAL K K Director, APS

Date: 12.06.2024

Smt. ANUMOL THOMAS Assistant Professor & HOD Department of Commerce - BBA SES College, Sreekandapuram

#### Syllabus MAJMC Certificate Course 2023-24

#### Creative Content Creation in Media

**Duration: 15 Hours** 

#### Course Objective

Equip students with foundational skills in creative content creation across different media, including print, radio, visual media and advertising. Through this course, students will learn to develop engaging and impactful content that resonates with diverse audiences and enhances storytelling.

#### Module 1

#### Introduction to Creative Content Creation

**Duration:** 5 Hours

Definition of creative content creation, The role of creativity in journalism and storytelling, Practice storytelling techniques in print media, creation of imagery and infographics.

#### Module 2

#### Creative Story telling for Broadcast

Duration: 5 Hours

Practice techniques for crafting creative audio-visual narratives, Storyboard exercise for a broadcast feature and short film making, Experiment with sound effects to enhance storytelling.

#### Module 3

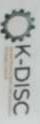
#### Visual storytelling

Duration: 5 Hours

Visual storytelling- Framing, symbolism, and setting, Basics of illustration- Concept, design and storyboarding, Copywriting essentials for advertisement, Copywriting practice: Writing concise and effective ad copy.

#### Outcome

Students completing this course will be able to craft creative, audience-engaging content across multiple media platforms, demonstrating a strong foundation in storytelling and media-specific writing techniques.







uLearn

# FIED S

## OF APPRECIATION CERTIFICATE

This certificate is proudly awarded to

# Ashraya. v

from post graduation, SES college Sreekandapuram in Kannur district has successfully completed the Young Innovators Programme 6.0 Internship from 15/01/2024 to 26/02/2024. His/Her dedication and hard work have benefited the program. Wishing him/her the very best in future endeavors.

Maconis 1st count

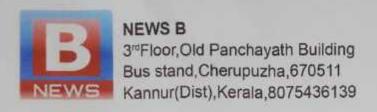
Dr. P. V. Unnikrishnan Member Secretary, K-DISC Government of Kerala



Convenor, Glech AIFG Deepu S Nath



µ2024032033



#### INTERNSHIP CERTIFICATE

This is to certify that Ms.Marya Kuriakose has successfully completed an internship at News B from January 15,2024 to February 15,2024. Throughout the internship period, She has demonstrated excellent skills, dedication, and enthusiasm towards her assigned tasks.

During the internship, Ms.Marya Kuriakose actively participated in Several tasks and Projects showcasing her Work ability. She consistently exhibited a strong work ethic, adaptability, and willingness to learn, which significantly contributed to the success of the team and the projects she was involved in.

This internship certificate is awarded to recognize Ms.Marya Kuriakose's commitment to professional growth and development. We believe that she has acquired valuable knowledge and experience that will serve her well in her future endeavors.

We wish Ms.Marya Kuriakose the very best in her future academic and career pursuits.

Sincerely, Manoj T P

Chief Editor

B NEWS US

Cherupuzha 16.02.2024

### deshabhimani

#### Pallikunnu, Kannur 670 004

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Head Office: Deshabhimani Publications, Aristo Junction, Thampanoor, Thiruvananthapuram 695 001

#### CERTIFICATE

This is to certify that Ms. Krishnapriya Lal K, Student of Mass Communication and Journalism, Department of Communication and Journalism, S.E.S College, Sreekandapuram has done internship here from January 16th to February 15th, 2024. She has performed very well during the internship period.

Kannur 16/02/2024



News Editor



obwindia.com

#### CERTIFICATE

This is to certify that Najma Nassar, Final Year Post Graduate student of Journalism and Mass Communication at the Department of Mass Communication and Journalism, S.E.S College, Sreekandapuram, Kannur has successfully completed her internship at Oaktree Brand Wagon from 15, January 2024 to 14 February 2024 as part of the fulfilment of the course.

She is an enthusiastic learner and dedicated team player willing to take up responsibilities on her own as a content creator. She is punctual and finishes works well before deadlines without compromising on quality.

We wish her all the best in her future endeavors.

Sincerely

**Favour Francis** 

Managing Director OBW INDIA

EALLIATH ROYAL SQUARE 4TH PLOOR
PALACE ROAD, THRISSUM - 680 020
Info@obwindia.com +91 9847881382

21 - 02 - 2024 for OBW India

Authorised Signatory



# WE ONE KERALA

## **MEDIA & ADVERTISING HUB**

FIRST FLOOR IM VIII 27B, SANTHI NILAYAM, HOSPITAL ROAD NARIKKUNDAM IRITTY, KANNUR- 670703

MOB: 8330058833 GSTIN: 32IJSPM7972L1Z5

email: weanekeralamediaandadvertising@gmail.com

# Certificate

This is to certify that Ms. RAHINA NM, MAJMC student, S.E.S. College, Sreekandapuram, Kannur, has successfully completed her internship in journalism for the period from 15.01.2024 to 15.02.2024 in our Kannur News Bureau. Her performance during the period of training was found good.

WE ONE KERALA

MEDIA & ADVERTISING HUB

TALUK HOSPITAL ROAD

IRITTY - 670703

Mob: 8086858232, 9747003677

MANAGING EDITOR

BARLO L

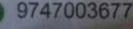
Copy to Ms. RAHINA N.M.



8086858232

weonemobilechannel@gmail.com













#### KANNUR VISION CHANNEL PRIVATE LIMITED

REG NO: U92120KL2020PTC065371 4th FLOOR RUBCO HOUSE NEAR BENL BAVAN. SOUTH BAZAR, KANNUR, KERALA, INDIA, 670002

# TO WHOM SO EVER IT MAY CONCERN

This is to certify that Miss.Rashida AP pursuing Post Graduation in Communication and Journalism from S.E.S College, Sreekandapuram Kannur has done her Internship for a period of 15 days from 15th January 2024 to 31st January 2024 as a part of her academic studies. During these period we found her sincere and hard working. We wish her all success in her future endeavor.

This certificate is issued upon her request

Thanking You

For Kannur Vision Channel Private Limited

Manager

Date: 31/01/2024





DATE: 28/02/2024

#### TO WHOM-SO-EVER-IT MAY CONCERN

This is to certify that, Ms. Rashida A P. as 15 Days (February 1 to 15, 2024) Internship in Prime 21 channel, Kannur.

During this Training period we found her a sincere, honest, hardworking, dedicated Person with a professional attitude and very good job knowledge. She is amiable in nature and character is well.

We have no objection to allow her in any better position and have no liabilities in our company.

For,

Prime Media Infotainment

**News Editor** 

Phone: 9747868853

For PRIME MEDIA INFOTAINMENT

Mg. Partner



#### To Whomsoever It May Concern

This is to certify that Kum. Najiya M P, student of MA Journalism and Mass Communication, SES College, Sreekandapuarm has successfully completed her internship at District Information Office, (Information and Public Relations Department), Kannur District for a period of 31 days 15<sup>th</sup> January 2024 to 14<sup>th</sup> February 2024 (except holidays on (21.1.2024, 26.01.2024, 28.01.2024, 4.2.2024, 10.2.2024 & 11.2.2024)

During the period the department observed her as quite professional and she has discharged her duties very efficiently and promptly. Her Character and conduct during the period was good.

Kannur

28/2/2024

For DIRECTOR



E.K. PADMANABHAN
PEN: 664856
DISTRICT INFORMATION OFFICER-HG
IPRO
CIVIL STATION, KANNUR - 670 007



## To Whomsoever It May Concern

This is to certify that Kum. Rahana B, student of MA Journalism and Mass Communication, SES College, Sreekandapuarm has successfully completed her internship at District Information Office, (Information and Public Relations Department), Kannur District for a period of 31 days 15<sup>th</sup> January 2024 to 14<sup>th</sup> February 2024 (except holidays on (21.1.2024, 26.01.2024, 28.01.2024, 4.2.2024, 10.2.2024 & 11.2.2024)

During the period the department observed her as quite professional and she has discharged her duties very efficiently and promptly. Her Character and conduct during the period was good.

Kannur

28/2/2024

For DIRECTOR



E.K. PADMANABHAN
PEN: 664856
DISTRICT INFORMATION OFFICER-HIS
IPRO
CIVIL STATION, KANNUR - 678 002



#### To Whomsoever It May Concern

This is to certify that Kum. Varsha T V , student of MA Journalism and Mass Communication, SES College, Sreekandapuarm has successfully completed her internship at District Information Office, (Information and Public Relations Department ), Kannur District for a period of 31 days 15th January 2024 to 14th February 2024 (except holidays on (21.1.2024, 26.01.2024, 28.01.2024, 4.2.2024, 10.2.2024 & 11.2.2024)

During the period the department observed her as quite professional and she has discharged her duties very efficiently and promptly. Her Character and conduct during the period was good.

Kannur

28/2/2024

For DIRECTOR

DISTRICT INFORMATION OFFICER-HG

CIVIL STATION, KAMMUR - 670 002



# To Whomsoever It May Concern

This is to certify that Kum. Aswathi K, student of MA Journalism and Mass Communication, SES College, Sreekandapuarm has successfully completed her internship at District Information Office, (Information and Public Relations Department) Kannur District for a period of 31 days, 15<sup>th</sup> January 2024 to 14<sup>th</sup> February 2024 (except holidays on (21.1.2024, 26.01.2024, 28.01.2024, 4.2.2024, 10.2.2024 & 11.2.2024)

During the period the department observed her as quite professional and she has discharged her duties very efficiently and promptly. Her Character and conduct during the period was good.

Kannur

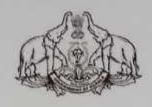
28/2/2024

For DIRECTOR

E.K. PADMANABHAN
PEN: 664856
DISTRICT INFORMATION OFFICER-HG
IPRD

CIVIL STATION, KANNUR - 670 002





## To Whomsoever It May Concern

This is to certify that Kum.Sahla M V, student of MA Journalism and Mass Communication, SES College, Sreekanda puarm has successfully completed her internship at District Information Office, (Information and Public Relations Department), Kannur District for a period of 31 days 15<sup>th</sup> January 2024 to 14<sup>th</sup> February 2024 (except holidays on (21.1.2024, 26.01.2024, 28.01.2024, 4.2.2024, 10.2.2024 & 11.2.2024)

During the period the department observed her as quite professional and she has discharged her duties very efficiently and promptly. Her Character and conduct during the period was good.

Relations Dept. PIN: 670 002

Kannur

28/2/2024

For DIRECTOR

E.K. PADMANABHAN
PEN: 664856
DISTRICT INFORMATION OFFICER-HG

CIVIL STATION, KANNUR - 670 002



# To Whomsoever It May Concern

This is to certify that Kum. Farhana, student of MA Journalism and Mass Communication, SES College, Sreekandapuarm has successfully completed her internship at District Information Office, (Information and Public Relations Department ), Kannur District for a period of 31 days 15th January 2024 to 14th February 2024 (except holidays on (21.1.2024, 26.01.2024, 28.01.2024, 4.2.2024, 10.2.2024 & 11.2.2024)

During the period the department observed her as quite professional and she has discharged her duties very efficiently and promptly. Her Character and conduct during the period was good.

Kannur

28/2/2024

For DIRECTOR

DISTRICT INFORMATION OFFICER-HE

CIVIL STATION, KANNUR - 670 002



REG NO: U92120KL2020PTC065371
4th FLOOR RUBCO HOUSE,NEAR BSNL BAVAN,
SOUTH BAZAR,KANNUR,KERALA,INDIA,670002

# TO WHOM SO EVER IT MAY CONCERN

This is to certify that Miss.Anagha Krishnan TM pursuing Post Graduation in Communication and Journalism from S.E.S College, Sreekandapuram Kannur has done her Internship for a period of 15 days from 15<sup>th</sup> January 2024 to 31<sup>st</sup> January 2024 as a part of her academic studies. During these period we found her sincere and hard working. We wish her all success in her future endeavor.

This certificate is issued upon her request

Thanking You

For Kannur Vision Channel Private Limited

Manager

Date: 31/01/2024





DATE: 28/02/2024

#### TO WHOM-SO-EVER-IT MAY CONCERN

This is to certify that, Ms. Anagha Krishnan.T.M. as 15 Days (February 1 to 15, 2024) Internship in Prime 21 channel, Kannur.

During this Training period we found her a sincere, honest, hardworking, dedicated Person with a professional attitude and very good job knowledge. She is amiable in nature and character is well.

We have no objection to allow her in any better position and have no liabilities in our company.

For,

**Prime Media Infotainment** 

**News Editor** 

Phone: 9747868853

For PRIME MEDIA INFOTAINMENT

Mg. Partner



DATE: 28/02/2024

#### TO WHOM-SO-EVER-IT MAY CONCERN

This is to certify that, Ms. Varsha K.K. as 15 Days (February 1 to 15, 2024) Internship in Prime 21 channel, Kannur.

During this Training period we found her a sincere, honest, hardworking, dedicated Person with a professional attitude and very good job knowledge. She is amiable in nature and character is well.

We have no objection to allow her in any better position and have no liabilities in our company.

For,

**Prime Media Infotainment** 

**News Editor** 

Phone: 9747868853

For PRIME MEDIA INFOTAINMENT

Mg. Partner



#### KANNUR VISION CHANNEL PRIVATE LIMITED

REG NO: U92120KL2028PTC065371 4th FLOOR RUBCO HOUSE,NEAR BSNL BAVAN, SOUTH BAZAR,KANNUR,KERALA,INDIA,670002

# TO WHOM SO EVER IT MAY CONCERN

This is to certify that Miss.Varsha KK pursuing Post Graduation in Communication and Journalism from S.E.S College, Sreekandapuram Kannur has done her Internship for a period of 15 days from 15<sup>th</sup> January 2024 to 31<sup>st</sup> January 2024 as a part of her academic studies. During these period we found her sincere and hard working. We wish her all success in her future endeavor.

This certificate is issued upon her request

Thanking You

For Kannur Vision Channel Private Limited

Manager

Date: 31/01/2024





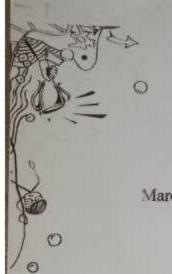
29th February 2024

#### CERTIFICATE

This is to certify that Ms. Lijitha M J student of SES College, Sreekandapuram, Kannur has undergone internship in Club FM, Kannur Station for the period the period from 22.01.2024 to 24.02.2024 as part of the fulfillment of MA Mass communication and journalism Course. During the period, she had the opportunity to learn and understand various functions of our FM Station.

Her character and conduct during the period of internship were found good. We wish her all success.

SENIOR GENERAL MANAGER- HRD



March 7, 2024

### TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr. Abhiram P T, a student of SES College, Sreekandapuram, successfully completed an internship at Capio Interactive LLP, Calicut from Jan 15th, 2024 to Mar 2nd, 2024.

He excelled as a DOP/Video Content Creator, demonstrating skills in associate cinematographer, photography and concept creation. Mr. Abhiram P T was a valuable asset, consistently producing high-quality work.

We are confident that the skills and experience gained during this internship will be beneficial to him in his future endeavours.

Thanking you

Yours sincerely

For Capio Interactive

aid.

Rifath Rahman

Managing Director





NS6, 4" fibor, Neo Space. KINFRA IT Park: 673634 helioexapiointeractive.com T: 858 905 0800





# Kannur One Digital Media Private Limited

- Ø Z-23. 3rd Ploor, Grand Plaza, Fort Road, Karmus-BR0001
- O komunovasignal con
- www.harmurone.com
- O 0497 2907268
- @ 7034 772 288

### Certificate

This is to certify that Ms. ARIKA. K, student of Mass

Communication and Journalism, SES College Sreekandapuram, Kannur, have successfully completed 16 days of internship with us from 05-02-2024 to 20-02-2024. During internship period she has been exposed to various avenues and challenges of media profession. Her performance has been observed as excellent.

We wish her all success in her career.

With Regards

K Jayesh

(2) ann)

**Executive Editor** 

Kannur

Date: 28-02-2024



P B No. 26, Kottayam 686 001, Kerala, India Phone: +91-481-2563646 Email: mathewsvarghese@manorama.com

#### Internship Certificate

Ms.K.Arika, student, department of Communication and Journalism, S.E.S.College, Sreekandapuram, Kannur has been with Malayala Manorama for 14 days from January 15, 2024 for doing her internship. She has been found very effective in reporting assignments. We wish her all the best.

February 8, 2024

Mathews Varghese



## Kannur One Digital Media Private Limited

- ∠23 3rd Foot, Grand Plaza, Fort Road, Kannus-670001
- O koncuronexon@gmail.com
- avvi kannurone com
- O 0497 2932288
- @ 7034V772288

#### Certificate

This is to certify that Ms. ANAMIKA C K, student of Mass
Communication and Journalism, SES College Sreekandapuram, Kannur, have
successfully completed 16 days of internship with us from 05-02-2024 to 2002-2024. During internship period she has been exposed to various avenues
and challenges of media profession. Her performance has been observed as
excellent.

We wish her all success in her career.

With Regards

K Jayesh

**Executive Editor** 

Kannur

Date: 28-02-2024



P B No. 26, Kottayam 686 001, Kerala, India Phone: +91-481-2563646 Email: mathewsvarghese@manorama.com

#### **Internship Certificate**

Ms.C.K.Anamika, student, department of Communication and Journalism, S.E.S.College, Sreekandapuram, Kannur has been with Malayala Manorama for 14 days from January 15, 2024 for doing her internship. She has been found very effective in reporting assignments. We wish her all the best.

February 8, 2024

Mathews Varghese

Makin Calm



P B No. 26, Kottayam 686 001, Kerala, India Phone: +91-481-2563646 Email: mathewsyarghese@manorama.com

## Internship Certificate

Ms.M.Vismaya, student, department of Communication and Journalism, S.E.S.College, Sreekandapuram, Kannur has been with Malayala Manorama for 14 days from January 15, 2024 for doing her internship. She has been found very effective in reporting assignments. We wish her all the best.

February 8, 2024

Mathews Varghese

Me Kan Clim



#### Kannur One Digital Media Private Limited

- O kunnuronekny@gmail.com
- WWW.Ratinurone.com
- O 0497 2032288
- @ 7034 772 288

#### Certificate

This is to certify that Ms. VISMAYA. M, student of Mass

Communication and Journalism, SES College Sreekandapuram, Kannur, have successfully completed 16 days of internship with us from 05-02-2024 to 20-02-2024. During internship period she has been exposed to various avenues and challenges of media profession. Her performance has been observed as excellent.

We wish her all success in her career.

With Regards

K Jayesh

**Executive Editor** 

Kannur

Date: 28-02-2024





29th February 2024

#### CERTIFICATE

This is to certify that Ms. Anjali Krishnan K S student of SES College, Sreekandapuram, Kannur has undergone internship in Club FM, Kannur Station for the period the period from 22.01.2024 to 24.02.2024 as part of the fulfillment of MA Mass communication and journalism Course. During the period, she had the opportunity to learn and understand various functions of our FM Station.

Her character and conduct during the period of internship were found good. We wish her all success.

SENIOR GENERAL MANAGER- HRD



3" Floor, Safire Building, Bank Road, Kannur M: +91 95440 50555, P: +91 497 2704064

Br: 64/3246, St.Francis Xavier's Church Rd Kathrikadavu, Kochi-682017, M: 96440 51555

# TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Sandra C M who is attending final year M.A Journalism And Mass Communication from SES College - Sreekandapuram, has been imparted Internship Training on "Advertising" from this institution from 15th January 2024 to 15th February 2024, and successfully completed the training.

We wish every success in her future career!

Place: Kannur

Date: 16.02.2024

For Teekeycee,

Ramsy Hassan

(Managing Partner)







#### KANNUR VISION CHANNEL PRIVATE LIMITED

REG NO: U92120KL2020PTC065371 4th FLOOR RUBCO HOUSE, NEAR BENL BAVAN, SOUTH BAZAR, KANNUR, KERALA INDIA, 670002

2022.24

# TO WHOM SO EVER IT MAY CONCERN

This is to certify that Miss.Sufaija K pursuing Post Graduation in Communication and Journalism from S.E.S College, Sreekandapuram Kannur has done her Internship for a period of 15 days from 15th January 2024 to 31st January 2024 as a part of her academic studies. During these period we found her sincere and hard working. We wish her all success in her future endeavor.

This certificate is issued upon her request

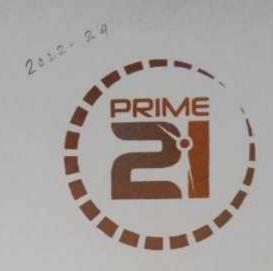
Thanking You

For Kannur Vision Channel Private Limited

Manager

Date: 31/01/2024





DATE: 28/02/2024

## TO WHOM-SO-EVER-IT MAY CONCERN

This is to certify that, Ms. Sufaija.K. as 15 Days (February 1 to 15, 2024) Internship in Prime 21 channel, Kannur.

During this Training period we found her a sincere, honest, hardworking, dedicated Person with a professional attitude and very good job knowledge. She is amiable in nature and character is well.

We have no objection to allow her in any better position and have no liabilities in our company.

For,

Prime Media Infotainment

**News Editor** 

Phone: 9747868853

For PRIME MEDIA INFOTAINMENT

Mg. Partner

# DEPARTMENT OF ENGLISH





# CERTIFICATE COURSE

# 'ENGLISH FOR COMPETITIVE EXAMINATIONS'

FOR BA ENGLISH STUDENTS

Classes will commence from November 2023



#### CERTIFICATE COURSE

#### Provided by Department of English

| Course Name           | English for competitive Examinations |
|-----------------------|--------------------------------------|
| Course Code           | CCEOJENG                             |
| Total Contact Hours   | 36                                   |
| Year                  | 2023-20                              |
| Semester              | Even                                 |
| Course Co coordinator | Mrs. Shyna Janardhanan               |

#### Course Outcomes

To familiarise students with the language items required to take competitive examinations at various levels

To sequaint the students with the basics of English grammus

To enable the students to enrich their vocabulary

To provide opportunities for the students to improve their listening and reading comprehension skills

To familiarise the students with the questions that are commonly asked in various interviews and to help them frame the desirable responses.

#### Course Outline

#### Module I - Basic Grammar(1 hour)

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#### Module II -Vocabulary (1 hour)

- a)Error Connection
- b)Vocabulary Test
- c)Rearrangement of words to form meaningful sentences
- d)Idiomatic Expressions

#### Module III - Writing(1 hour)

- a)Comprehension Passages
- f)Phrasal Verbs
- g)Collocation

# DEPARTMENT OF ENGLISH CERTIFICATE COURSE

#### **ENGLISH FOR COMPETITIVE EXAMINATIONS**

Time:1 ½ Hr Maximum Marks:20

I. Answer any one of the following questions in not more than 150 words  $(1\times5=5)$ 

- 1.Define the various Parts of Speech?
- 2. Define Tenses? What are the various Tense forms.

#### II. Answer the following questions $(1\times5=5)$

Read the passage and answer the following questions.

Secularism is the very soul of Indian society and the democracy. India has a tradition of co-existence, tolerance, cooperation, and mutual respect between all its social and religious groups. Islam came to India with Muslim conquerors. A large number of natives turned Muslims over the period and presently they make up the second-largest community of our nation. The contribution of Islam to Indian culture and civilization has been spectacular. It added variety, colour and richness to native heritage. Islam enriched India with architectural wonders, the most precious being 'Tajmahal', the symbol of aesthetic India. Christianity had preceded Islam to India. St. Thomas, the twelve disciples of Christ arrived in India to preach his message when St. Peter was in Rome. Paris came to India in the 8th century to escape from religious persecution in Iran. They brought Zoroastrianism. Jews sailed to India 2000 years ago to settle down in Mumbai, Pune, Kochi, and Delhi. Hinduism itself was a religious conglomeration of thousands of sects having distinct beliefs, rituals, customs, and practices. Three nearly different religions branched out of it, namely, Buddhism, Jainism, and Sikhism having separate places of worship and holy books. In all, India remained a shining example of unity in diversity, nowhere else found in the world.

Honouring this eternal spirit of India, our constitution makers declared our nation to be a secular state without any discrimination. Although the people of

our country are deeply religious yet they don't harbour any ill will or intolerance against other faiths. Even during the freedom struggle, the leaders who led it made secularism a basic policy to rally all the people against the British. The secular polity was fiercely strengthened by Mahatma Gandhi. Himself a deeply religious Hindu, he had great respect for all other religions and faiths.

To divide the Indians, the colonial rulers tried to destroy the file spirit of secularism by aiding and abetting communal forces. Some of our people forgot that sacred tradition and played in the hands of the British. Our country paid a terrible price for that lapse. India got divided into two nations and we lost the father of, the nation, Mahatma Gandhi to the bullets of a degenerated fanatic who had no use for our secular legacy. It should teach us a lesson that only a secular spirit will keep India going.

- 1 What has been the tradition of India?
- 2 Which religions came to India from abroad?
- 3 What is the most precious gift of Islam to our country?
- 4 What has India been the shining example of?
- 5 What price India paid for its lapse in secularism?

#### III. Answer the following questions according to the directions provided $(1\times10=10)$

- 4. That was really tough (add appropriate question tag)
- 5. Let us call it a day now, shall we? (identify the idiom and state its meaning)
- 6. Select appropriate antonym for the word 'random'

Venture, Systematic, Dominate, Tough

- 7. John gave Devi an expensive gift yesterday (convert into passive voice)
- 8. Rearrange the jumbled words to form a meaningful sentence

United Nations Organization as the successor of came into being the League of Nations

| 9. An univ                 | ersity should pro | omote the creation of new knowledge (correct the sentence)         |
|----------------------------|-------------------|--|
| 10                         | _ last part of _  | movie is very interesting (apply correct articles, if necessary)   |
| 11. Each of                | f these boys      | passed the exam (fill up using appropriate word, have/has)         |
| 12. Samir _<br>the bracket | Co                | Kashmir last summer (fill up using appropriate form of the verb is |
| 13. Here                   | (be) ten rupe     | ees. (fill up using appropriate form of the verb in the bracket)   |

#### Answers

**Answer 1.** The tradition of India has been secular based on co-existence, tolerance, mutual respect, and cooperation between all sections of the society and communities.

**Answer 2.** Christianity, Islam, Zoroastrianism and Jewish faiths came to India from the foreign lands.

**Answer 3.** 'Tajmahal' is the most dazzling gift of Islam to our country besides other architectural marvels. 4. India has been the most shining example of 'Unity in Diversity' in the whole world.

**Answer 4.** As a result of the lapse in secularism, our country was partitioned into two countries. We lost the Father of the Nation to the bullets of a communal-minded youth.

# DEPARTMENT OF ENGLISH





# CERTIFICATE COURSE

# 'ENGLISH FOR COMPETITIVE EXAMINATIONS'

FOR BA ENGLISH STUDENTS

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# S.E.S. COLLEGE SREEKANDAPURAM

Department of English
ENGLISH FOR COMPETITIVE EXAMINATIONS

# Certificate

This is to certify that Mr/Ms AFSAL S.P student
of Ersalsm Department has successfully completed
the 30 hours certificate course in English for Competitive Examinations
provided by the Department of English S. E.S. Gollege Greekandapuram

HoD.



Principal



# S.E.S. COLLEGE SREEKANDAPURAM

Department of English
ENGLISH FOR COMPETITIVE EXAMINATIONS

# Certificate

This is to certify that Mr/Ms NANDANA. MY Student

of ENGLISH Department has successfully completed

the 50 hours certificate course in English for Competitive Examinations'

provided by the Department of English S. E.S. College Greekandapuram

Bhy? HoD.



Principal



# S.E.S. COLLEGE SREEKANDAPURAM

Department of English
ENGLISH FOR COMPETITIVE EXAMINATIONS

# Certificate

This is to certify that M1/ M5 ADITHAVAKRISHHAM. EX student of Enours of Department has successfully completed the 30 hours certificate course in English for Competitive Examinations provided by the Department of English S. E. S. College Greekandapuram

Bly



Principal



Department of English
ENGLISH FOR COMPETITIVE EXAMINATIONS

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This is to certify that Mt/Ms RAGITA. A student of ENGINENT Department has successfully completed the 30 hours certificate course in English for Competitive Examinations provided by the Department of English S. E.S. College Greekandaparam

HoD.



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ENGLISH FOR COMPETITIVE EXAMINATIONS

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This is to certify that 'Ht/ Ms NAVEENA. P.G. student

of Department has successfully completed

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provided by the Department of English S. E. S. College Sreehandapurum

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ENGLISH FOR COMPETITIVE EXAMINATIONS

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This is to certify that Mrt Ms NASWEEHA ABOUGHLAND student of ENGLISH Department has successfully completed the 30 hours certificate course in English for Competitive Examinations provided by the Department of English S. E. S. College Greekandapurum

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ENGLISH FOR COMPETITIVE EXAMINATIONS

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ENGLISH FOR COMPETITIVE EXAMINATIONS

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This is to certify that Mrt Ms ASWATHIK Successfully completed

of ENGLISH Department has successfully completed

the 30 hours certificate course in English for Competitive Examinations

provided by the Department of English S. E.S. College Greekandaparam

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ENGLISH FOR COMPETITIVE EXAMINATIONS

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This is to certify that Mr/Ms DRYN RY

Department has successfully completed

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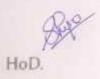
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This is to certify that Mt/Ms BRYA. P. Y Student

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the 30 hours certificate course in English for Competitive Examinations

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This is to certify that Mr/Ms RIVA RAJ Student

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### Syllabus MAJMC Certificate Course 2023-24

### Creative Content Creation in Media

**Duration: 15 Hours** 

### Course Objective

Equip students with foundational skills in creative content creation across different media, including print, radio, visual media and advertising. Through this course, students will learn to develop engaging and impactful content that resonates with diverse audiences and enhances storytelling.

### Module 1

### Introduction to Creative Content Creation

**Duration:** 5 Hours

Definition of creative content creation, The role of creativity in journalism and storytelling, Practice storytelling techniques in print media, creation of imagery and infographics.

### Module 2

### Creative Story telling for Broadcast

Duration: 5 Hours

Practice techniques for crafting creative audio-visual narratives, Storyboard exercise for a broadcast feature and short film making, Experiment with sound effects to enhance storytelling.

### Module 3

### Visual storytelling

Duration: 5 Hours

Visual storytelling- Framing, symbolism, and setting, Basics of illustration- Concept, design and storyboarding, Copywriting essentials for advertisement, Copywriting practice: Writing concise and effective ad copy.

### Outcome

Students completing this course will be able to craft creative, audience-engaging content across multiple media platforms, demonstrating a strong foundation in storytelling and media-specific writing techniques.



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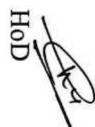
DEPARTMENT OF COMMUNICATION AND JOURNALISM

Creative Content Creation in Media

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by the Department of Communicationand Journalism at S.E.S CollegeSreekandapuram, Kannur, during the academic year 2023-24 with .?.....Grade. 30 hours certificate course 'CREATIVE CONTENT CREATION IN MEDIA' offered student of Communication and Journalism Department has successfully completed the









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by the Department of Communication and Journalism at S.E.S College Sreek and apuram, 30 hours certificate course 'CREATIVE CONTENT CREATION IN MEDIA' offered student of Communication and Journalism Department has successfully completed the









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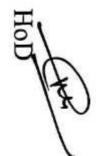


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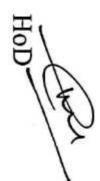
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by the Department of Communicationand Journalism at S.E.S CollegeSreekandapuram, 30 hours certificate course 'CREATIVE CONTENT CREATION IN MEDIA' offered Kannur, during the academic year 2023-24 with .....Grade. student of Communication and Journalism Department has successfully completed the









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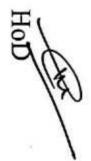


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Kannur, during the academic year 2023-24 with ......Grade. by the Department of Communicationand Journalism at S.E.S CollegeSreekandapuram, 30 hours certificate course 'CREATIVE CONTENT CREATION IN MEDIA' offered student of Communication and Journalism Department has successfully completed the





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This is to certify that Mr./Ms. Montack S. F. Certificate

by the Department of Communicationand Journalism at S.E.S CollegeSreekandapuram, Kannur, during the academic year 2023-24 with .........Grade. 30 hours certificate course 'CREATIVE CONTENT CREATION IN MEDIA' offered student of Communication and Journalism Department has successfully completed the









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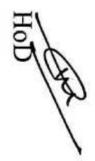
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by the Department of Communicationand Journalism at S.E.S CollegeSreekandapuram, Kannur, during the academic year 2023-24 with .X....Grade. 30 hours certificate course 'CREATIVE CONTENT CREATION IN MEDIA' offered student of Communication and Journalism Department has successfully completed the









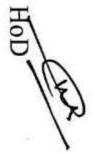
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by the Department of Communicationand Journalism at S.E.S CollegeSreekandapuram, Kannur, during the academic year 2023-24 with .........Grade. 30 hours certificate course 'CREATIVE CONTENT CREATION IN MEDIA' offered student of Communication and Journalism Department has successfully completed the

