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Syllabus of Certificate Course

Syllabus for Certificate Course In Numismatics & Philately

Code No. : N&P 2016
Total Hours : 40

- Module No. 1** (5 Hours)
Introduction to Numismatics- Definition- Types of coins- Coins as a Primary Data source material to the History researchers- Scope of study
- Module No.2** (4 Hours)
Coin and metal Analysis - Cataloguing coins in Museums
- Module No.3** (5 Hours)
Techniques of minting coins-Different coins of Travancore- Identifying coins prevailed in different countries
- Module No.4** (5 Hours)
Introduction to Philately - History of Postal stamps and need of philately - Different type of postal stamps and other stamps
- Module No. 5** (6 Hours)
How to detach used stamps from envelopes- Scientific Cataloguing of stamps in Museums and Personal collection- Identifying different stamps.
- Module No. 6** (4 Hours)
Professional values and scope of Numismatics & Philately- Numismatics & Philately clubs and Associations
- Module No. 7** (5 Hours)
Seeing the old stamp album collection & Coins
- Module No. 8** (6 Hours)
Pasting of Stamps on Albums – Practical based awareness class- Arrangement of coins

Objectives of the course:

1. To understand the basic concept of Numismatics & Philately
2. Understands the relevance for the collection of stamps and coins
3. Recollects the old coins prevailed in India and abroad
4. To develop the psycho-motor skill to collect coins and stamps in the past and present
5. To analyze different coins in different countries in the past and present
6. Evaluate the value of old coins in the present context.



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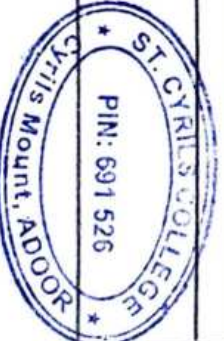
Course Title: Theory and technology of Dye Sensitized Solar Cells

Course Code: SCCPHY001

Course Objectives:

The course will introduce students to dye sensitized solar cells and energy conversion in them. The course also familiarize students with the advantages and disadvantages of present DSSC technology. The students will get hands-on experience to fabrication and characterization of solar cells.

Modules		Contact hours
1. Module I Introduction <ul style="list-style-type: none"> Dye-Sensitized Solar Cells (dsscs) as a component of different solar cell technologies Application of organic dyes to generate electricity from light Advantages of dsscs Limitations of dsscs 	7	
2. Module II Working principle <ul style="list-style-type: none"> Working principle of dsscs Theoretical issues of dye cell operation including light absorption Charge separation, charge transport Recombination and interfacial kinetics 	7	
3. Module III Fabrication procedures for DSSCs <ul style="list-style-type: none"> Components of dsscs including electrodes, dyes, electrolytes, catalysts etc. General fabrication procedure 	7	
4. Module IV Efficiency of DSSCs <ul style="list-style-type: none"> Performance of dye sensitized solar cells, Their energy conversion efficiency Long term stability 	7	



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5.	Module V DSSC design and characterization (Lab)	7
<ul style="list-style-type: none"> • Synthesis of DSSC • Characterization of DSSC 		

Student Learning Outcomes:

- To explain basic theory of solar cells
- To explain the principle of operation of DSSCs
- To design and develop a DSSC

Assessment / Examination Scheme:

Theory /T (%)	Lab/Practical/Studio (%)	Total
50%	50%	100

References

Text:

1. Harz, K. & Arakawa, H. (2003). Dye-sensitized Solar Cells, In: Handbook of Photovoltaic Science and Engineering, A. Luque and S. Hegedus, (Ed.), Chapter 15, pp. 663-700, John Wiley & Sons, Ltd, ISBN: 0-471-49196-9.
2. Green, M. A., 1982, Solar Cells, Operating Principles, Technology, and System Applications, Englewood Cliffs, N.J., Prentice-Hall, Inc. 276 s., ISBN 0-13-822270-3.
3. M. Grätzel, "Dye-Sensitized Solar Cells," J Photochem. Photobiol. C - Photochem. Rev. 4, 145 (2003). References: NA

DEPARTMENT OF COMMERCE

ST.CYRIL'S COLLEGE, ADOOR

Cyril's Mount, Vadakkadathucavu P.O .691526, Adoor, Kerala

cyrilsbcom@gmail.com

Course Name: CERTIFICATE IN BUSINESS COMMUNICATION

Course Code: SCC CO 001

Education Qualification: 12th Pass.

Course and Exam Fee: Nil

Course Objectives

- To perceive and demonstrate writing and speaking processes through invention, organization, drafting, revision, editing, and presentation.
- To apprehend the importance of specifying audience and purpose and to select appropriate communication choices.
- To penetrate and appropriately apply modes of expression in written, visual, and oral communication.
- To improve students writing and Speaking skills for official communication

Learning Outcome

The student should be able to

- The students will penetrate the communication skills used in business world.
- It will enable them to enhance their verbal communication using modern technology.
- Learners will be benefitted to write business letters effectively.
- Learner will be conversant with business or official communication terms and writing skills.

Course Training Methodology

- Lecture demonstrations
- Assignments
- Professional presentations

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SYLLABUS FOR CERTIFICATE COURSE IN POLITICAL SCIENCE

Course Code: STCPS - 021 (1)

Course Name: INDIAN GOVERNMENT AND CONSTITUTION

Aim: To impart knowledge about the functioning of the constitution of India.

Objectives: To study the basic principles of the Indian constitution

MODULE- I: INTRODUCTION (8 Hrs)

- A. Preamble
- B. Salient features of the Indian Constitution

MODULE- II: RIGHTS, PRINCIPLES AND DUTIES (10 Hrs)

- A. Fundamental rights
- B. Directive Principles of State Policy
- C. Fundamental Duties

MODULE -III: UNION GOVERNMENT (10 Hrs) /

- A. Legislature- Parliament - Lok Sabha, Rajya Sabha
- B. Executive – President, Vice President, Prime Minister, Council of Ministers
- C. Judiciary – Supreme Court and High Court

MODULE- IV: CONCLUSION (2 Hrs)

Indian democracy at work

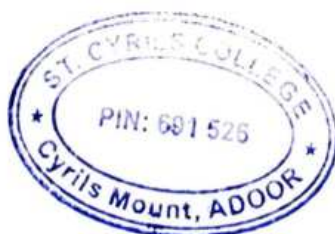
Reading list

MODULE -I

- Dr. J N Pandey, The Constitutional Law of India, Central Law Agency Alahabad. PP 11-13 2.
- Mahindra Pal Sing, Constitution of India, Eastern Book Company Lucknow. PP A-9 - A-13 3.
- BM Gandhi, Landmarks In Indian Legal And Constitutional History, Eastern Book Company., PP 403-405

MODULE II

- Keshav Dayal, Makers of Indian Constitution, Universal Law Publishing Company, Delhi, PP 84-98 5.
- Dr. J N Pandey, The Constitutional Law of India, Central Law Agency Alahabad. PP 388-413 6.
- DD Das, Introduction To The Constitution Of India, Lexis Nexis. PP 156-166



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MODULE - III

- Dr. J N Pandey, The Constitutional Law of India, Central Law Agency Alahabad. PP 414-473 8.
- Dr . Lokendra Malik, Judicial Activism In India(ed), Universal Law Publishing Company,Delhi, PP 124-131 9.
- DD Das, Introduction To The Constitution Of India, Lexis Nexis. PP 313-326

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Cyril's Mount ,Vadakkadathucavu P.O .691526,Adoor,Kerala

cyrilbcom@gmail.com

CERTIFICATE IN BUSINESS COMMUNICATION

SYLLABUS

MODULE I

Communication- Meaning- Definition- Features- Objectives- process- classification – principles of effective communication- Importance of communication in management .

MODULE II

Body Language-Non-Verbal Communication-Types of Body Language-Functions of Body Language-Role of Body Language-Proxemics-Art of Good Communication

MODULE III

Team Behaviour-Types of Teams-Team Roles and Behaviour-virtual teams-how to build an effective team-role and role set-group conflict- Group Discussion

MODULE IV

Interview Preparation-Introduction-Resume Writing-Dress Code-Mock Interview-How to be Successful in an Interview

MODULE V

External communication-Corporate identity and branding-Communication in social media and online marketing-Communication with stakeholders



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