2.3.1. Student Centric Methods

Experiential Learning Methods
Industrial/Educational Visits and Field Trips
Add-on & Certificate Courses
Awareness Drives, Social Surveys/ Extension/Outreach Activities
Internships
Lab-to-Land Activities
Book & Movie Reviews, Role-Plays & Theatrical Performances
Publications
Demonstrations & Exhibitions
Academic Fests

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ST XAVIER'S COLLEGE - JAIPUR

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Department of Political Science

Certificate course on

Paralegal Studies

In collaboration with

Alphonsa College, Pala

Course Instructors

Dr Meeta Sharma,
Dr Mamta Pareek
Dr Surendra Chauhan
Dr Denny Shaji
Asst Prof,
Department of Political Science,
St Xavier's College, Jaipu

Fr Shaji John,
Vice Principal, Alphonsa College, Pala

Ms Nirupamma Elizabeth K,
Ms Meera Rajendran
Asst Prof, Alphonsa College, Pala

Ms Simran Kothwal (Legal Officer)

Mr Akshay Tambi (RJS)

2022-23

(27 Sept- 16 Nov, 2022)

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St Xavier's College- Jaipur

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(A Christian Minority Jesuit Institution)

Ref : SXC/ACAD/POLSC/2022/**8629**

26/09/2022

NOTICE

Department of Political Science, St. Xavier's College, Jaipur in collaboration with Alphonsa College, Pala is organizing a Certificate Course on Paralegal Studies via Zoom. The key objective of this certificate course is to deepen student's understanding of Paralegal studies and help them to acquire knowledge of legal concepts.

The course is open to all UG students. The course commences from 27th September, 2022.

Course Duration: 36 Hours
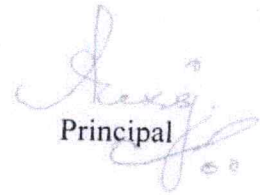Course Timings: Monday to Saturday (1:30pm to 3:00pm)
Date of Commencement: 27th September, 2022
Zoom meeting id: https://us06web.zoom.us/j/88204616536

Course Coordinator:
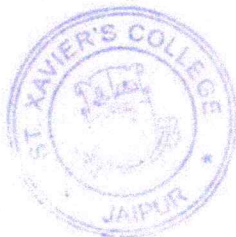Dr. Denny Shaji (St Xavier's College, Jaipur)
Rev Fr Dr Shaji John (Vice-principal, Alphonsa College, Pala)

Principal

Ref : SXC/ACAD/POLSC/2022/**8630-8633**

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Paralegal Studies

Course Type – Certificate Course

Course Code– Pol Sc/CC/PS-22   **Course Duration: 36 Hours**

**Target Audience – All Streams**

Eligibility

1. 10+2 with a basic knowledge of Political Science.
2. Attendance of minimum 50% in the respective departments

Brief Description – This certificate course is designed to provide theoretical and practical education in law needed by those who desire to work as paralegals or legal assistants. It will allow students to integrate their interests in law with current careers and academic plans.

- It is a 36 hour course (5-6 classes in a week) according to the schedule.
- **Examination:** - Assessment will be based on an exam in which students have to get at least 50% marks.
- **Attendance:** - At least 75% attendance in the course is compulsory to sit in the exam of this course.
- This course is being offered by the Department of Political Science in Collaboration with Alphonsa College, Pala. After completion of the Certificate Course, students will get a certificate for the same.

Course objectives

- The aim of the course is to provide students with essential skills to analyse legal situations.
- Understand different arguments and perspectives through effective listening and comprehension skills.
- Arrive at reasoned, persuasive legal conclusions and be able to support these conclusions.
- Use legal research tools to write well-researched and legally reasoned responses.
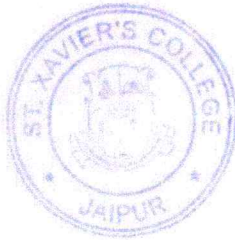
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Course outcomes:

CO 1. Develop an understanding of legal concepts and structures

CO 2. Decisively apply legal concepts to legal issues

CO 3. Develop an organizational system for accomplishing work

CO 4. Utilize technology to efficiently complete legal work

CO 5. Understand and apply procedural rules

CO 6. Behave in a professional and courteous manner

CO 7. Understand and uphold the rules of professional conduct for lawyers

CO 8. Connect learning to the legal community and beyond.

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Syllabus

Hours

Unit-I

9 Hours

Introduction to Paralegal Studies, Access to Justice, Public Interest Litigation

Unit-II

9 Hours

Child and Law, Dalit and Law, Rule of Law: Principles and concern

Unit-III

9 Hours

Constitutional Framework, Principal of Civil and Criminal laws, Principles of Evidence

Unit-IV

9 Hours

Select form of Discrimination, Women and the Law, Group Discussion

Scheme of exam (internal and external) – Internal, Exit Test. Students have to score more than 50% in order to pass and be eligible for certification.

Method of assessment (assignment etc.) – 1 Hour exam Subjective and Objective

Certification – Students will receive a certificate mentioning their grade –

>75% - outstanding- A++

70-74.9% - Very Good - A +

60-69.9% - Good - A

50-59.9% Pass – B

Course material (if any)

Reference books

- Currier, Katherine A., Thomas E. Eimermann, and Marisa S. Campbell. *Introduction to paralegal studies: A critical thinking approach.* Aspen Publishing, 2021.
- Larbalestrier, Deborah E., and Linda Spagnola. *Paralegal Practice & Procedure Fourth Edition: A Practical Guide for the Legal Assistant.* Penguin, 2009.

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Report

Certificate course on Paralegal Studies

Department of Political Science, St Xavier's College, Jaipur in collaboration with **Alphonsa college Pala** organised a certificate course on **Paralegal studies 27 Sept-16 Nov 2022**. Course instructors were **Dr Meeta Sharma, Asst Prof,St Xavier's College, Dr Mamta Pareek,Asst Prof, St Xavier's College, Dr Surendra Chauhan,Asst Prof, St Xavier's College,Dr Denny Shaji,Asst Prof, St Xavier's College, Jaipur, Fr Shaji John,Vice Principal, Alphonsa College, Pala,Ms Nirupamma Elezabeth K,Asst Prof, Alphonsa College, Pala,Ms Meera Rajendran,Asst Prof, Alphonsa College, Pala,Ms Simran Kothwal (Legal Officer),Mr Akshay Tambi (RJS).**

The Department of Political Science signed an MOU with Alphonsa College, and organised certificate course of **36 hours. 165 students** enrolled and successfully completed the courses. The aim of the course is to provide students with essential skills to analyse legal situations, to help them to understand different arguments and perspectives through effective listening and comprehension skills. To ensure that students are able to arrive at reasoned, persuasive legal conclusions and be able to support these conclusions.

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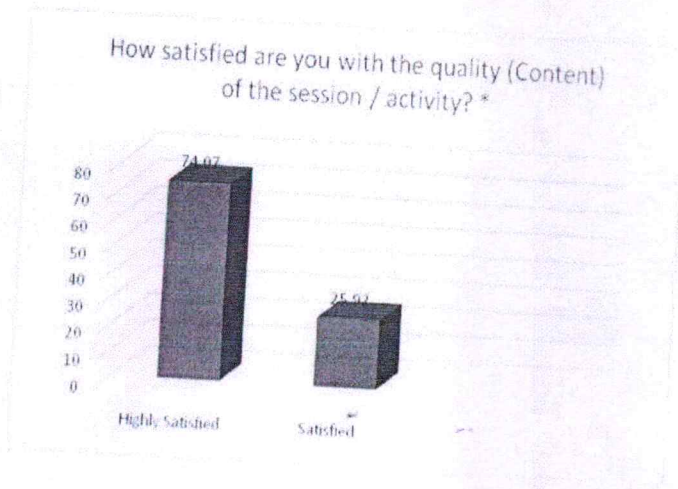St. Xavier's College Jaipur
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Feedback Analysis

Certificate course on Paralegal Studies

How satisfied are you with the quality (Content) of the session / activity? *

Certificate course on Paralegal studies was offered by the Department of Political Science in collaboration with Alphonsa College Pala in September 2022. We received feedback responses from various participants of the course. According to 70.37% of the respondents the event was very well organised and the **organizers were very friendly**, informative and helpful. Almost 70.07% of the students were **highly satisfied with the quality (Content) of the session**.
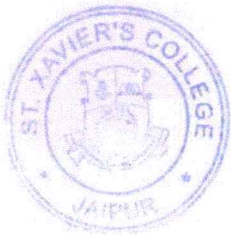
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Department of Science

Value Added Course

on

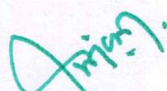# Evolve as Human in the World of Humanoids

Course Instructor

Sr. Dr. Ligimol Louis (Chemistry)

2022-23

(September to January)

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A Christian Minority Jesuit Institution

Ref: SXC/ACAD/SCIENCE/2022/   23 September 2022

Notice

Department of Science

This is to inform that the Department of Science is offering a Value Added course in **"Evolve as Human in the World of Humanoids"** commencing from **Tuesday, 27 September 2022.** The Department of Science believes in holistic learning of the students apart from providing quality education to the students. The course will have sessions on concerns of today's youth and how to uplift themselves as contented humans. There will be free counselling sessions by Certified Coach for Life and Certified Counsellor in Guidance on scheduled days with prior appointments. This program is open for all the Students. Certificates will be awarded to the registered students on successful completion of the Course. **There are no registration charges for the course.**

Link for Registration/;

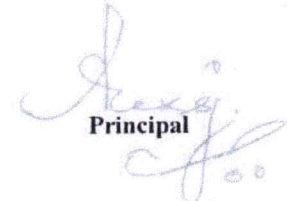**https://docs.google.com/forms/d/e/1FAIpQLSegnAcYFKtluGycXJdhtMgFFyU2z3flGk3 rIjGMWIlW5lGtLw/viewform**

Date: Tuesday, 27 September 2022
Venue: Room No.222, II Floor
Email: Sciencedept@stxaviersjaipur.org

For Further Queries, Kindly contact:
Coordinators-Dr Aparna Dixit (9828769611), HOD Science and Sr Dr Ligimol louis

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Curriculum

Course Name: **Evolve as Human in the World of Humanoids**

Course Type: Value Added

Course Code: BSC/VAC/EHWH-22 Course

Duration: 30 hours

Target Audience – All Streams

Eligibility Criteria

- Those students who are pursuing UG

Brief Description:

- Fees: There is no registration charges
- Target Audience: The student from any department can be part of it.
- Examination: Assessment will be based on an exam in which students have to get at least 50% marks
- Attendance: At least 75% attendance in the course is compulsory to sit in the exam
- After completion of the Certificate Course, students will get a certificate for the same.

Course Objectives

The objective of the course "Evolve as Human in the World of Humanoids" is to provide students with a holistic understanding of emotional intelligence and holistic learning, enabling them to effectively manage negative emotions, transform negativity into positivity, harness positive emotions for personal growth, attain happiness, and enhance their emotional intelligence skills.

Course Outcome

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

- Demonstrate proficiency in managing negative emotions.
- Utilize strategies to convert negativity into positivity.
- Apply techniques to leverage positive emotions for personal development.
- Cultivate a deeper understanding of happiness and its significance in daily life.
- Enhance their emotional intelligence skills to navigate various life situations effectively.
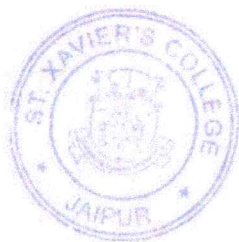
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Syllabus:

Module 1: Learn to Manage Your Negative Emotions (6Hr)

- Understanding the nature of negative emotions
- Techniques for recognizing and managing negative emotions

Module 2: Turn Negativity into Positivity (6Hr)

- Strategies for transforming negative thoughts and emotions into positive ones
- Practicing gratitude and optimism

Module 3: Make Your Positive Emotions Work for You (6Hr)

- Harnessing the power of positive emotions for personal growth and success
- Cultivating resilience and self-efficacy

Module 4: Happiness (6Hr)

- Exploring the concept of happiness and its determinants
- Pursuing sustainable happiness through mindful practices

Module 5: Emotional Intelligence (6Hr)

- Understanding the components of emotional intelligence
- Developing skills in self-awareness, self-regulation, social awareness, relationship management, and empathy
- The course aims to equip students with practical tools and knowledge to navigate the complexities of life, enhance their emotional well-being, and foster personal growth and development.

There will be free counseling sessions by Certified Coach for Life and Certified Counsellor in Guidance on scheduled days with prior appointments

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Reference Books

- Sheen Sheen, Fulton John. *Way to inner peace*. St Pauls BYB, 1955.

- Hogan, Shelly J. *The supernatural work of forgiveness, repentance, and reconciliation: A ministry strategy for the body of christ to facilitate inner healing and freedom from strongholds*. Assemblies of God Theological Seminary, 2017.

The Scheme of Examination - Assignment 30 marks: Method of assessment (assignment etc.) – 1 Hour exam Subjective and Objective

Exit test 70 marks: Exit Test. Students have to score more than 50% in order to pass and be eligible for certification.

Certification – Students will receive a certificate mentioning their grade –

> 75% - outstanding - A++

70-74.9% - Very Good - A +

60-69.9% - Good - A

50-59.9% Pass – B

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Report

Evolve as Human in the World of Humanoids

Introduction:

St. Xavier's College, Jaipur, has launched a cutting-edge certificate program in **"Evolve as Human in the World of Humanoids"** for the students of all the departments. Sessions in the course will focus on issues facing today's youth and how they can better themselves as happy people. On days that are set aside with advance appointments, certified course will provide free counselling sessions for Life and Certified Counsellor in Guidance. This course is available to all students.

Program Structure:

The certificate program is designed as an intensive **course spanning 30 hours from 27 September 2022 to 31 January 2023,** comprising different aspects like learning to manage your negative emotions, turn negativity into positivity, make your positive emotions work for you, happiness and emotional intelligence. 48 students enrolled for the course out of which **47 students successfully completed** the course.

Faculty and Resources:

The following faculty is assigned to coordinate and develop the curriculum/syllabus of the

certificate course namely **Dr. Aparna Dixit and Sr. Dr. Ligimol Louis.**

The target audience of this course was students of all streams. After completion of this course students gathered knowledge in different aspects like managing emotions, transition from negative to positive, happiness, emotional intelligence etc. The program gives students the information and abilities necessary to succeed in different areas in this quickly changing sector through a demanding curriculum, knowledgeable mentors.

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FEEDBACK

Evolve as Human in the World of Humanoids

A large percentage of students are satisfied with the curriculum as a whole, according to their comments from St. Xavier's College in Jaipur's Certificate curriculum in Evolve as Human in the World of Humanoids. The students value the demanding curriculum, knowledgeable instructors, and chances for combatting different issues that come from lectures. The free counselling sessions were also appreciated. We received the responses from the students from the participants. 50% students got the information about the event from college website and 50% got the information from whatsApp. 100% students rate the quality of speaker as excellent. All the students were satisfied with the quality of the session. 75% students rate as gathering excellent knowledge after attending the session and rest 25% rated very well.
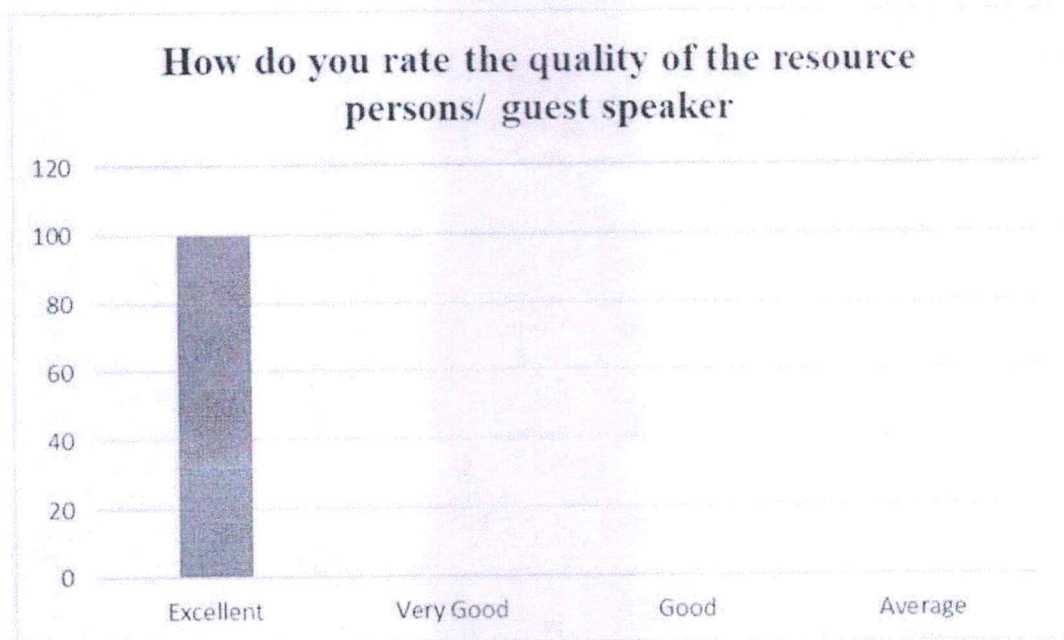
How do you rate the quality of the resource persons/ guest speaker

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How satisfied are you with the quality of the session/activity

Rate your overall knowledge addition about the topic covered after attending the sessions/activity

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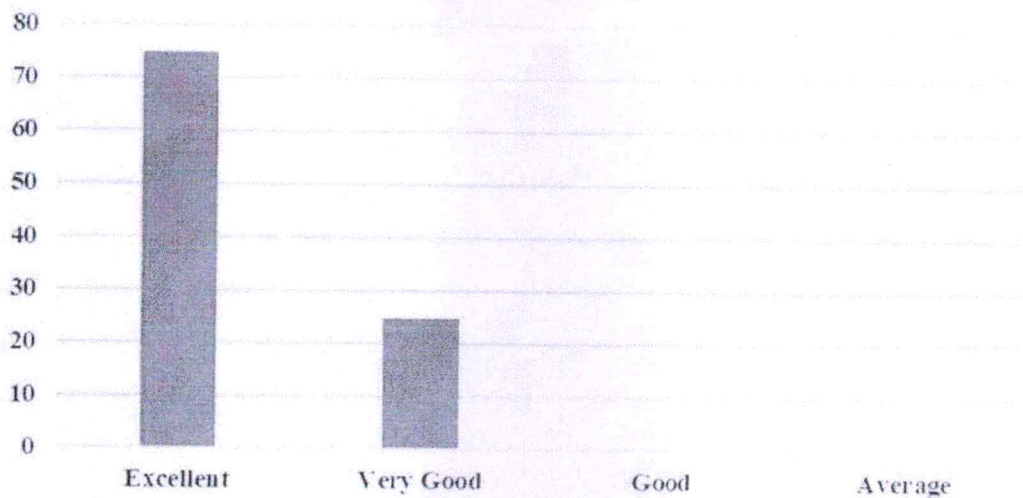# ST. XAVIER'S COLLEGE, JAIPUR
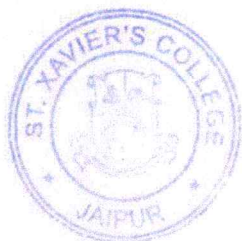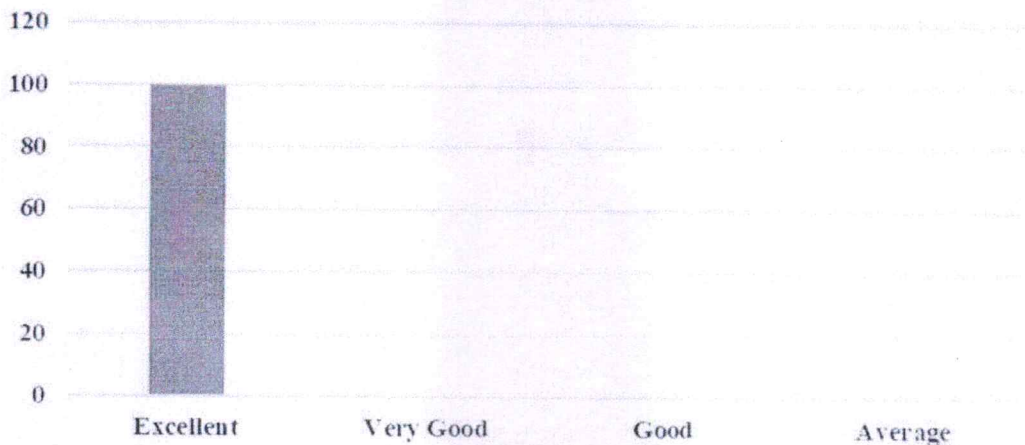
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Department of English

Certificate Course on

New Media Journalism

Course Instructor

MS JENNIFER

Public Relations professional, Social Media Strategist & Consultant

CEO - Connectscape

2021-22

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Ref: SXC/ACAD/ENGLISH/2021/5554   04 October 2021

NOTICE

The Department of English in collaboration with *Connectscape* is offering an online **Certificate Course** in **'New Media & Journalism'**. This course would equip the learner with in-depth knowledge of the skillset and scalability of Journalism & Reporting in the age of Digital Media & Marketing to become employable. **The course is open for all, irrespective of stream.** Interested students can give their consent by filling the form latest by **8 October 2021**.

Highlights of the course:
- How New Media has changed the face of Journalism & Reportage?
- Digital Content Creation
- Digital Photography & Video Production
- Photo & Video Walk
- Introduction to design and fonts and its importance in Digital Media
- Twitter & Its Importance in New Media
- Business of New Media – Social Media Marketing
- Master Class with Guest Speakers & Outdoor Activities

Evaluation & Certificate:
Final project submission & 90% attendance compulsory

Course Details:

Course Duration	- Classes of 30 Hours
Date of Commencement	- 11 October 2021
Each Week	- Monday to Friday (4:30 PM – 5:30 PM)
Course Fee	- ₹ 2,000 for participants from St. Xavier's College, Jaipur
	- ₹ 3,500 for participants from other colleges / institutions
Mode of Fee Payment	- Online through QR Code (Will be shared with registered students)
Last date of Registration	**- 08 October 2021**
Registration Link	- https://forms.gle/UsXR66jmK76qXZe97

For further details, please contact:

Dr Ranjit Kaur	- 9982035567
Ms Akanksha Johar	- 9166623716
Ms Jennifer (Connectscape)	- 8890226000

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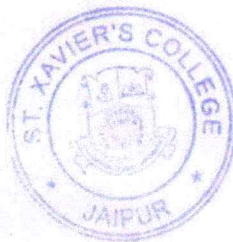
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In Collaboration With

Connectscape

Presents

Certificate Course In
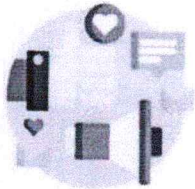
'New Media & Journalism'

Get in-depth knowledge of the skillset and scalability of Journalism & Reporting in the age of Digital Media.

Highlights of the course:

- How New Media has changed the face of Journalism & Reportage?
- Digital Content Creation
- Digital Photography & Video Production
- Photo & Video Walk
- Introduction to design & fonts and its importance in Digital Media
- Twitter & Its Importance in New Media
- Business of New Media - Social Media Marketing
- Master Class with Guest Speakers & Outdoor Activities

COURSE DETAILS:

Classes of 30 Hours
Starting: 11 October, 2021
Each Week: Monday to Friday

Mode Of Classes: Online
Age Eligibility: 16 years and above

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COURSE FEES:

Students of St. Xavier's College, Jaipur - ₹ 2,000
Students of other colleges or institutions - ₹ 3,500

For more details, please contact:
Dr. Ranjit Kaur (St. Xavier's College) - 9982035567
Ms. Jennifer (Connectscape) - 8890226000

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COURSE STRUCTURE

Course Name: NEW MEDIA JOURNALISM

Course Type: Certificate Course

Course Code: ENG/CC/NMJ-21   **Course Duration:** 30 hours

Target Audience – All Streams

Fee: ₹ 2,000 for participants from St. Xavier's College, Jaipur

   - ₹ 3,500 for participants from other colleges / institutions

Eligibility criteria

- Anyone pursuing UG with a flair for writing and an interest in reading
- Minimum 50% attendance in the respective departments

Date of Commencement - 11 October 2021

Each Week - Monday to Friday (4:30 PM – 5:30 PM)

Brief Description - This course would equip the learner with in-depth knowledge of the skillset and scalability of Journalism & Reporting in the age of Digital Media & Marketing to become employable.

Fees: - ₹ 2,000 for participants from St. Xavier's College, Jaipur

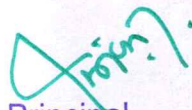   - ₹ 3,500 for participants from other colleges / institutions

Mode of Fee Payment - Online through QR Code (Will be shared with registered students)

Last date of Registration - 08 October 2021

Mode of payment – Offline plus online

- It is a 30-hour course (2-3 classes in a week) according to the schedule.
- Examination: - Assessment will be based on an exam in which students have to get at least 50% marks.
- Attendance: - At least 75% attendance in the course is compulsory to sit in the exam of this course.
- After completion of the Certificate Course, students will get a certificate for the same.

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Course Objectives: -

- Students will be able to understand the changing face of Journalism and Reportage?
- Will be able to create Digital Content
- Will gain a comprehensive understanding of Digital Photography & Video Production

Course outcome

- Students will be introduced to design and fonts and its importance in Digital Media
- Will be able to analyse Twitter & Its Importance in New Media
- Students will gain a deeper understanding of the Business of New Media – Social Media Marketing

Highlights of the Course

- Master Class with Guest Speakers & Outdoor Activities
- Photo & Video Walk

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SYLLABUS

MODULE 1 - FUNDAMENTALS OF JOURNALISM   5 hours

- History and Development of Journalism
- Reporting and Its Techniques

MODULE 2 - UNDERSTANDING DIGITAL MEDIA   10 hours

- Understanding Digital Media
- Reporting Techniques
- Media and information
- Theorising Digital Media

MODULE 3 - LEGAL AND MORAL ASPECTS   6 hours

- Law and Media
- Ethics and Media

MODULE 4 - ASPECTS OF DIGITAL MEDIA   5 hours

- Mobile Journalism
- Journalism through Social Media, especially Twitter
- Digital Media Literacy
- Guest Lectures

MODULE 5 – PRACTICAL   4 hours

Photo Walk

Video Walk

Project

Evaluation & Certificate: Submission of the Final project & 90% attendance compulsory

Certification – Students will receive a certificate mentioning their grade –

> 75% - outstanding - A++

70-74.9% - Very Good - A +

60-69.9% - Good - A

50-59.9% Pass – B

References books:

- Itule, Bruce D., Douglas Anderson, and James Simon. *News writing and reporting for today's media.* Simon, James., 2006.
- Stein, Meyer L., Susan F. Paterno, and R. Christopher Burnett. "Newswriter's handbook: an introduction to journalism." *(No Title)* (1998).
- Rosenstiel, Tom. *The elements of journalism: What newspeople should know and the public should expect.* Three Rivers Press, 2014.
- Harrower, Tim. *Inside Reporting: A Practical Guide to the Craft of Journalism (2012).* 2007.

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Certificate Course on

New Media Journalism

Picture

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Nevta-Mahapura Road, Jaipur

St. Xavier's College
Hathroi Fort Road, Jaipur

Department of English

Certificate Course on

New Media Journalism

Report

On the 11th of October, 2021, St. Xavier's College, Jaipur introduced an intellectual certificate course for the enthusiasts of media and journalism in the college through an online platform. **Dr. Ranjit Kaur**, Assistant Professor from the Department of English, St. Xavier's College, Jaipur took the initiative to introduce and take charge of starting such an amazing activity of practical learning along with theory delivered by experienced professionals in the field.

The mentor of the students of the entire span of learning was **Ms. Jennifer,** a Public Relations professional, Social Media Strategist & Consultant. With over a decade's experience in digital media management, PR and media coordination, she is spearheading my startup - Connectscape. Having done her Masters in English Literature, she is a proud alumnus of the prestigious M.G.D. Girls' School, Jaipur.

With a class of **24 students,** Ms. Jennifer walked different cities, sites, topics to get the ubject opted for the clear in all the minds with re pect to all the pos ible aspects that hould be di cussed for the betterment of future journalism.
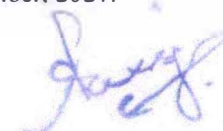
Moreover, to enhance the knowledge in every aspect of media and journalism special guest lectures were also been organized by Ms. Jennifer. In the sequence of the same, students got to learn from resource persons who were one of the best professionals in their fields. Respectively Dr. Tabeenah Anjum, Senior Journalist and Visual Storyteller, a recipient of the National Award in Photography (2015) and Mr. Arthar, Creative Producer at The Quint, taught in detail about 'Digital Photography' and 'Video Producing for Digital Media'.

To give a life-like experience, students were asked to choose a topic and dig out complete information about the same as a media person about the same simultaneously throughout the certificate course and also taken our for a Photo Walk in order to learn 'how to capture' and 'what to capture' and learn the difference between these two.

With the submission of a Photo Story and a final assignment of a media story the evening sessions which took place on weekdays came to an end on 23rd of November, 2021.
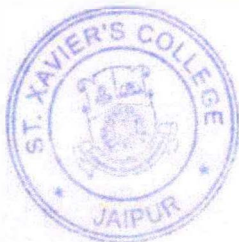
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Department of English

Certificate Course on

New Media Journalism

FEEDBACK REPORT

On the 11 of October 2021, the Department of English, St. Xavier's College Jaipur introduced an intellectual certificate course for the enthusiasts of media and journalism in the college through an online platform. The students found the course extremely useful as it was a healthy blend of practical exposure along with theory. The resource person was experienced and would answer all the queries patiently after explaining the various aspects of journalism and its evolution over the ages. The students also got a chance to apply the principles learnt. The course overall was very successful.

Please rate your overall knowledge addition about the topics covered after attending the session / activity?

How would you rate the quality of the resource persons / guest / speaker ?

How satisfied are you with the quality (Content) of the session / activity?

Highly Satisfied 85%, Satisfied 5%, Neutral 10%, Dissatisfied 0%
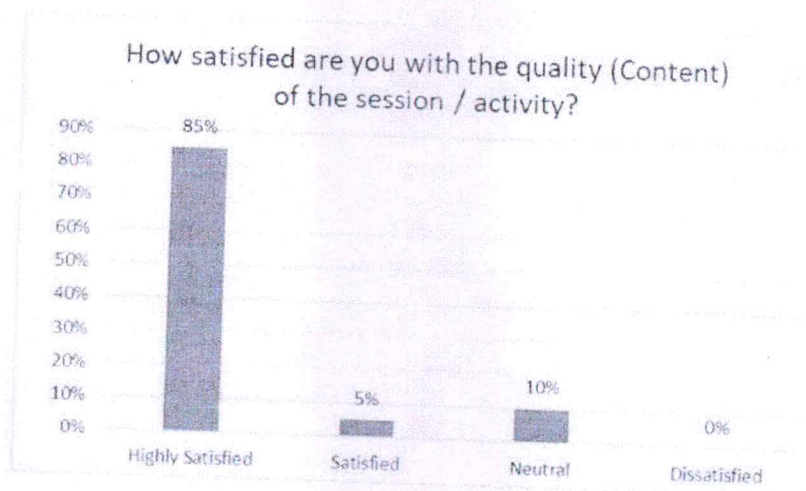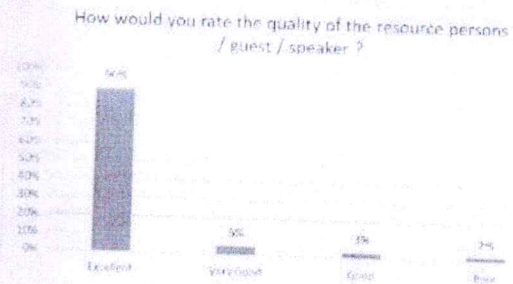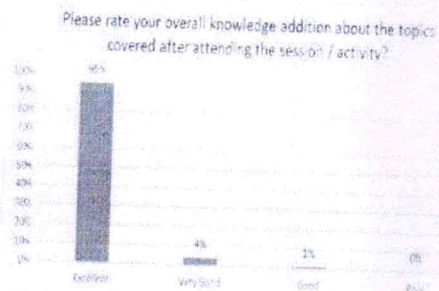
ST. XAVIER'S COLLEGE, JAIPUR

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Department of Economics

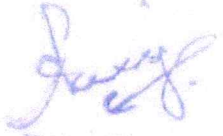Certificate course on

Data Analytics- An Introduction to R Programming

In collaboration with

Meghnad Desai Academy of Economics

Course Instructor

Instructors:

Dr. Sandhya Krishnan:
Assistant Professor,
MDAE & Ph.D. from
the University of Amsterdam.

Dr. Ishita Ghoshal:
Assistant Professor,
Fergusson College & Ph.D. in
Economics from the Gokhale
Institute of Politics and Economics.

2021-22

(18th August to 17th September, 2021)

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St Xavier's College - Jaipur

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(A Christian Minority Jesuit Institution)

Ref. No. SXC/ACAD/ECONOMICS/2021/ 4869   Date: 16/08/2021

Notice

This is to inform that the Department of Economics and Psychology in collaboration with Meghnad Desai Academy of Economics (MDAE), Mumbai is offering an online certificate course titled **"Data Analytics- An Introduction to R Programming"** for the students. This course will teach students how to code and analyse data using the R programming language. It's the first step on the path to a career in data science or data analysis.

This course is of 30 hours (22 hours teaching and 8 hours: assignment and project). The course is open for all the students of the college, irrespective of their stream.

Method of Evaluation will be:

1) Attendance requirements: 90% minimum
2) Assignment: 1 Pre-evaluation, 1 post evaluation
3) Project: Case study and live project with industry

Certificate will be issued to only those candidates who will meet attendance requirements and completed the assignments and projects.

Course Duration: 18th August -17th September 2021
Course days and time: Wednesday and Friday (4:30-6:30 PM)
Date of Commencement of the course: 18th August 2021
Fees: ₹ 2360 (Including GST)
Mode of Fee payment: Online
Enrollment Link: https://bit.ly/3yxLswA

Principal

Ref. No. SXC/ACAD/ECONOMICS/2021/ 4870-4874

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5.   Principal Office, St Xavier's College, Jaipur
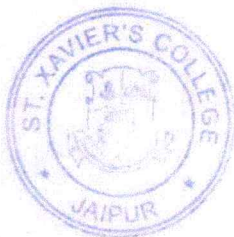
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Meghnad Desai
Academy of Economics

**St. Xavier's College, Jaipur
in collaboration with MDAE *presents***

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TO GET DISCOUNTED PRICE
OF RS 2360.

Certificate Course on
Introduction to R Programming

Your first step towards a career in data science

30 Hours Live & Industry Project with Breath AI

Course Fees | ₹2360

Course details:

18th August – 17th September, 2021
Wed, Fri : 4:30 pm–6:30 pm

Instructors:

Dr. Sandhya Krishnan;
Assistant Professor,
MDAE & Ph.D. from
the University of Amsterdam.

Dr. Ishita Ghoshal;
Assistant Professor,
Fergusson College & Ph.D. in
Economics from the Gokhale
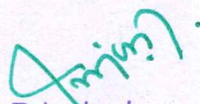Institute of Politics and Economics.

Contact Us: +91-8169087841
Or head to: https://bit.ly/3yxLswA
*Discount ending soon

breath AI

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Data Analytics- An Introduction to R Programming

Course Type – Certificate Course

Course Code – ECO/CC/IRP-21   **Course Duration: 30 Hours**

Target Audience – All Streams   **Fee: Rs 2000/-+GST**

1. **Course Duration:** 30 hours (22 hours teaching and 8 hours assignment and project)

2. **Course Structure:** 11 teaching sessions of 2 hours each

3. **Course Syllabus:** Syllabus is mentioned in the annexure at the last

4. **Method of Evaluation:**
   - Attendance requirements: 90% minimum
   - Assignment: 1 Pre-evaluation, 1 post evaluation
   - Project: Case study and live project with industry

Certificate will be issued to only those candidates who will meet attendance requirements and completed the assignments and projects.

5. **Benefits/ significance of the course**
   - **For students**
     - Skill and professional development of the student
     - Certificate for completion of the course
     - Connecting with industries for placement
     - Expert guidance
     - Resume building and Interview tips session
   - **For college**
     - Improvement in NAAC grade and other rankings

6. **Certification:** As MDAE and St. Xavier's College, Jaipur will be jointly offering these courses -
   a. The certificate will comprise the logo and signature of both the institutes. Attached are sample certificates of courses that we have launched with our partners.

7. Fee structure and agreement details:
   - Course will be offered at a fees of Rs 2360 (Including GST) to students.

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- No Minimum number of students from St. Xavier's College, Jaipur.

- Revenue share: 10% of all revenue realized through St. Xavier's College, Jaipur will be shared 10 days within start of the course.

- Fees will be collected by MDAE and shared with St. Xavier's College, Jaipur and MDAE will be responsible for paying GST of the whole program.

- Responsibilities of MDAE:

- Design and delivery of the content of the entire program for all students (one of the course below) Course: 30 hours (22 hours classroom teaching, 8 hours of assignments and live project).

- Sourcing and on-boarding of faculty.

- Providing the online delivery infrastructure (Zoom, EZ Talks).

- Designing and distribution of e-certificates.

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Certificate Course

Data Analytics- An Introduction to R Programming

Report

The Department of Economics and Psychology in collaboration with **Meghnad Desai Academy of Economics (MDAE), Mumbai** organized an online certificate course titled "Data Analytics- An Introduction to R Programming" for the students from **18th August to 17th September.** The course instructors were **Dr Sandhya Krishnan, Assistant Professor, MDAE and Dr. Ishita Ghoshal, Assistant Professor, Fergusson College, Pune.**

The Department of Economics and Psychology signed an MOU with MDAE for R programming certificate course. The certificate course registration price was Rs. 2360/-, and **30 students** registered and all of them have completed the certificate course. It was a **30-hour certificate course** (22 hours teaching and 8 hours: assignment)

In the certificate course Students learnt how to produce and analyse data using the R programming language. Students taught how to do basic statistical calculations as well as how to interpret the results. The certificate course also taught students how to develop their own programs in R. The course was created to help students prepare for careers in data science following graduation.

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Certificate Course

Data Analytics- An Introduction to R Programming

Feedback Report

Give your opinion on the following aspects.

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Department of Computer Science

Add-On Course on
Multimedia and Visual Arts Workshop

In collaboration with

Arena Animation Pvt. Ltd.

Course Instructors

Mr. Bharat Makhija, Arena Animation

Ms. Ruchi, Arena Animation

Ms. Keren Lois, Assistant Professor, Department of Computer Science

St Xavier's College, Jaipur

Ms. Arpita Banerjee, Assistant Professor, Department of Computer

Science St Xavier's College, Jaipur

2019-20
(2 October-19 December,2019)

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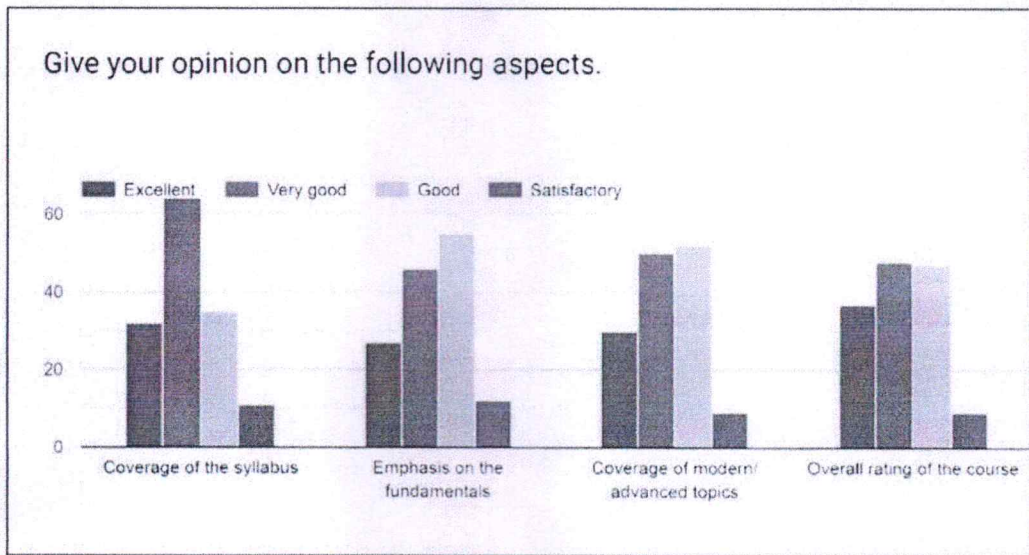
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Department
of Computer Science

Ref: SXC/CS/Multimedia/2019/ 108
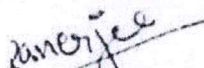
30-9-2019

NOTICE

The Department of Computer Science is organizing 45 days' workshop (Add on course) on **"Multimedia and Visual Arts"** from 1ˢᵗ November onwards. The course details are as under:

Course content	Video Editing, After Effects, Coreldraw
Venue	Computer Lab 2
Time	11.00 to 12.00
Fees	1500/-
Trainer	Arena Animation
Participants	• Open for all streams

Kindly contact the following teacher coordinators in case of any query: -

Arpita Banerjee
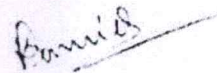
Asst. professor

Dept. Of Computer Science

Keren Daniel

Asst. professor

Dept. Of Computer Science

Head of the Department

Ref: SXC/CS/Multimedia/2019/ 109 – 112

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Head of the Department

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Add-on Course on Multimedia and Visual Arts Workshop

Course Type – Add-On Course

Course Code– BCA/AO/MAVA-19   **Course Duration: 45 Hours**

Target Audience – All Streams   **Fee: Rs 1500/-**

Eligibility

1. 10+2 with a basic knowledge of Computers.
2. Attendance of minimum 50% in the respective departments

Brief Description- Corel DRAW is used by professionals across the world for every promotional material, such as posters, roll-up banners, business cards, brochures or logos. If you're looking for a software that is user-friendly and you can easily create logos, business cards or flyers, Corel Draw is the best answer.

- Total number of seats: -50 seats (on first come first serve basis)
- Fees: -₹ 1500 (Fifteen Hundred rupees)
- Mode of payment – Offline plus online
- It is a 45 hour course (2-3 classes in a week) according to the schedule.
- **Examination:** - Assessment will be based on an exam in which students have to get at least 50% marks.
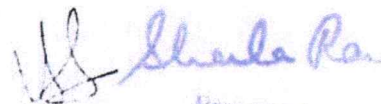- **Attendance:** - At least 75% attendance in the course is compulsory to sit in the exam of this course.
- The Department of Computer Science is offering this Add-on course on "Multimedia and Visual Arts" in collaboration with Arena Animation. After completion of the Certificate Course, students will get a certificate for the same.

Course objectives

- The aim is to provide students with essential work skills, allowing them to earn a certificate in addition to their degree.
- Will prepare students for self-employment.
- Equip them with necessary skills for better job opportunities.

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Course outcomes:

CO 1. To be able to design projects, including logo design, brochures, posters, and website graphics.

CO2. Enable the students to create high-quality graphics and layouts.

CO3. Enable the students to create scalable graphics without losing quality.

CO4. CorelDRAW is compatible with other graphic design software, such as Adobe Illustrator and Photoshop, which means you can easily share and edit your files with other designers.

CO5. To open up new career opportunities in fields such as graphic design, advertising, packaging design, and many others.

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Syllabus	Hours
Unit-I	15 Hours

- **Corel Draw**
- Creating a document to start with
- Creating shapes to be used in layout
- Combining shapes to create logos and graphical elements
- Using custom color palettes
- Editing text and installing fonts

Unit-II	15 Hours

- Video Editing

Unit-III	15 Hours

- After effect
- Aligning and grouping objects
- Importing and cropping images

Scheme of exam (internal and external) – Internal, Exit Test. Students have to score more than 50% in order to pass and be eligible for certification.

Method of assessment (assignment etc.) – 1 Hour exam Subjective and Objective

Certification – Students will receive a certificate mentioning their grade –
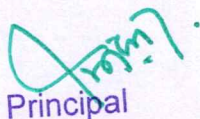
>75% - outstanding- A++

70-74.9% - Very Good - A +

60-69.9% - Good - A

50-59.9% Pass – B

Reference books: CoralDRAW X 7: The official Guide – Gary David Bouton

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Add-on Course on Multimedia and Visual Arts Workshop

Report

Add on course of **45 days duration** was organized by the Department of Computer Science for all the streams of the college. The experts were from **Arena Animation Pvt. Ltd.** C-Scheme, Jaipur which is one of the leading animation company. **9 students** enrolled and successfully completed the course. The students got to learn some key concepts of animation. The animation learning concepts were centered around photo and video editing and designing. For photo editing, an amazing and advanced software known as CorelDraw. It was taught by **Mr. Bharat Makhija**. His guidance and to-the-point approach played a crucial role in peaking the interest in animation and editing. After acquiring knowledge about photo editing, video editing class began and Adobe Premiere Pro, a software from the US was introduced. This Adobe Premiere Pro undertakes basic video editing techniques and functionalities. The options and effects available were easy to understand and grasp. This is one of the most enjoyable software which the students learnt with enthusiasm. Later the *Adobe After Effects* was taught by **Ms. Ruchi** who enlightened the students to learn advanced and high-level video and graphics editing. Overall, the experience was very enlightening and helped them in gaining knowledge about the Animation Industry. The session ended with a certificate ending competition and video of college premises. The best would be used for college purposes. **The faculty coordinator for the workshop was Ms. Keren Lois and Ms. Arpita Banerjee.**

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Add-on Course on Multimedia and Visual Arts Workshop

Feedback Analysis

How well-organized was the event?
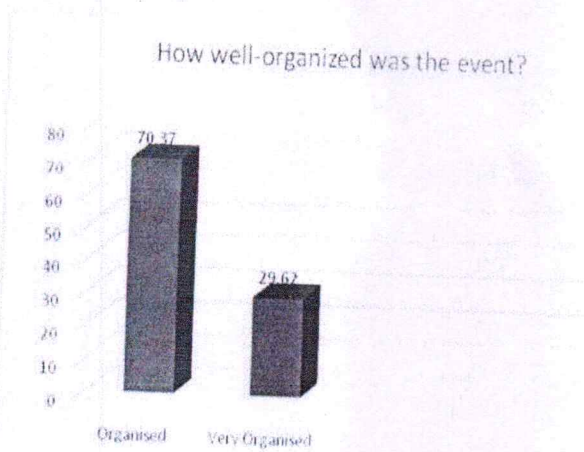
The Addon course on Multimedia and Visual arts was offered by the Department of Computer Science in October 2019. The experts were from Arena Animation Pvt. Ltd. C-Scheme, Jaipur which is one of the leading animation company. Feedback responses were collected from various participants of the course. According to 70.37% of the respondents the certificate course was very well organized and the organizers were very friendly, informative and helpful. Almost 70.07% of the students were highly satisfied with the quality (Content) of the session.

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Department of Commerce

Add on course on

Tally

Course Instructor

Mr. Jitendra Marwal

Director

Shree Ram Tally Academy (2019-20)

(October to December)

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Ref: SXC/ACAD/COMMERCE/2019/ 1058

30/9/2019

NOTICE

Department of Commerce

The Department of Commerce is offering three months (30 contact hours) Add-on course on Tally. Tally is accounting software for small and medium businesses. Fee for the course is Rs 2200.

The course is open for students of all the streams with minimum eligibility of attendance and satisfactory performance during the course. Successful students will be awarded with a certificate.

Tentative date of commencement of course will be from 2nd week of October.

Interested students can give their names to the course coordinators by 9th October, 2019.

Dr. Ekta
Course Coordinator
8233222482

Dr. Mahua Bose
Course Coordinator
9829057920

Principal

Ref: SXC/ACAD/COMMERCE/2019/ 1059 - 1063

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1. Vice Principal, St. Xavier's College, Jaipur
2. Head, Department of Commerce, St. Xavier's College, Jaipur.
3. Website Coordinator, St. Xavier's College, Jaipur
4. All staff, St Xavier's College, Jaipur
5. Office, St. Xavier's College, Jaipur

Principal

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Department of Commerce

Add-on Course on Introduction to Tally

Course Type – Add-on

Course Code – BCOM/AO/T-19

Target Audience – All Streams

Course Duration: 30 Hours

Fee: Rs 2200/-

Eligibility

1. One must complete 10+2 or equivalent level in any stream to apply
2. Attendance of minimum 50% in the respective departments

Brief Description - Tally is an Accounting Software for small and medium businesses. It is a very useful software for such businesses to manage their accounts seamlessly. The knowledge of Tally therefore is a useful tool for commerce aspirants and students who want to be entrepreneurs in the future.

- Fees: -₹ 2,200
- Mode of payment – Offline plus online
- It is a 30 hour course (2-3 classes in a week) according to the schedule.
- **Examination:** - Assessment will be based on an exam in which students have to get at least 50% marks.
- **Attendance:** - At least 75% attendance in the course is compulsory to sit in the exam of this course.
- After completion of the Certificate Course, students will get a certificate for the same.

Course objectives

- The aim is to provide students with essential work skills, allowing them to earn a certificate in addition to their degree.
- Will prepare students for self-employment.
- Equip them with necessary skills for better job opportunities.

Course outcomes:

CO 1. Focus on the key tools in the tally software.

CO 2. Apply the concept of various financial management basics in the software.

CO 3. Understand all the applications according to the current scenario.

CO 4. Understand the key functions of tally software.

CO 5. Will be able to co-relate the various functions of tally.

CO 6. Understanding the use of application in related to various practical examples.

CO 7. To learn the strategies for better accounting function.
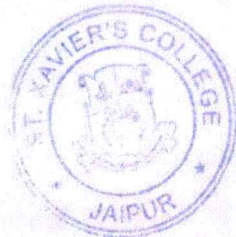
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CO 8. It teaches the students to maintain accounts with and without inventory.

CO 9. Students will be able to enter accounting entries with the help of this software.

CO 10. This course will make the students ready with required skill for employability in the job market
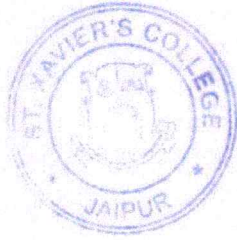
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Department of Commerce

Add-on Course on Introduction to Tally

Syllabus	Hours
Unit-I	**8 Hours**

Fundamentals of Accounting: Introduction to Tally

Maintaining Accounts: Recording and Maintaining Accounting

Unit-II	**8 Hours**

Payroll functions like employee categories, employee groups, attendance, pay heads and course employees.

Unit-III	**7 Hours**

Storage and Classification of Inventory, Sales Order Management: Additional Costs of Purchase

Unit-IV	**7 Hours**

Banking – all banking functions related to small businesses, Basics of Banking Interest Calculation

Scheme of exam (70 Marks Exit Test) –Students have to score more than 50% in order to pass and be eligible for certification.

Method of assessment (30-mark assignment) – Project and practical work

Certification – Students will receive a certificate mentioning their grade –

> 75% - outstanding - A++

70-74.9% - Very Good - A +

60-69.9% - Good - A

50-59.9% Pass – B

Reference and Textbooks:

- Tally.ERP 9 Made Easy by G.S. Rawat
- Tally.ERP 9: The Complete Reference by V. Rajaraman
- Tally 9: A Practical Guide by R.K. Jain
- Learning Tally.ERP 9 with GST by A.J. Arora
- Tally.ERP 9: A Beginner's Guide by B. S. Raghu

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Add-on Course on Introduction to Tally

Report

To Bridge the gap between theory and practical learning the department has started the Add-on course on Tally. This course has enabled students to understand accounting through Tally software. This is so widely used that it has become important for the students seeking jobs in the finance department to learn Tally to the advanced level. This course was open for all the streams. **17 students** from different departments have successfully completed it. It was conducted by **Mr. Jitendra Marwal,** director **Shree Ram Tally Academy**. The students were awarded certificates for this.
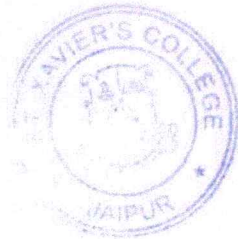
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Add-on Course on Introduction to Tally

Feedback

The students expressed satisfaction with the Tally course, highlighting its practical approach and the valuable knowledge gained. They appreciated receiving updates on college notices during the sessions. Moreover, they expressed a desire for more sessions like this and expressed interest in advanced-level courses to further enhance their skills in Tally.

How satisfied are you with the quality (Content) of the session

Highly Satisfied	83%
Satisfied	17%
Neutral	0%
Dissatisfied	0%

How would you rate the quality of the resource persons

Excellent	78%
Very Good	20%
Good	2%
Poor	0%

Please rate your overall knowledge addition about the topics covered after attending the course?
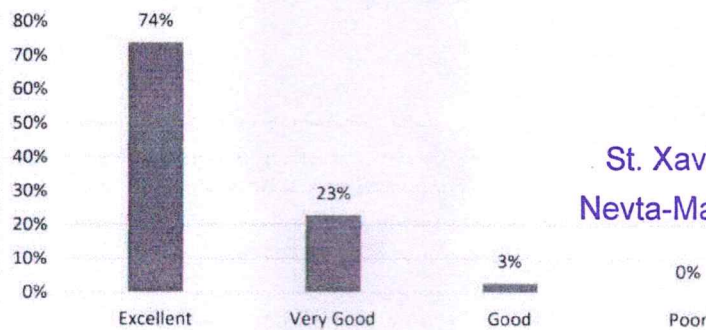
Excellent	74%
Very Good	23%
Good	3%
Poor	0%

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Department of Computer Science

International Computer Driving License (ICDL)- Basic

in collaboration with

International Computer Driving License
(Recognised by American Council on Education, European Commission and
UNESCO)

Course Instructors

Dr Madhu Sharma, St Xavier's College, Jaipur

Ms Keren Denial, St Xavier's College, Jaipur

Mr Dharamveer Yadav, St Xavier's College, Jaipur

Ms Arpita Banerjee, St Xavier's College, Jaipur

Ms Vaishali Singh, St Xavier's College, Jaipur

2018-19

(6 September- 31 October, 2018)

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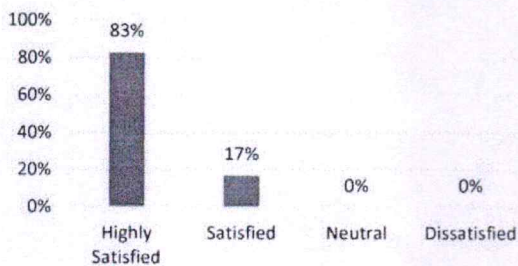
ST. XAVIER'S COLLEGE, JAIPUR
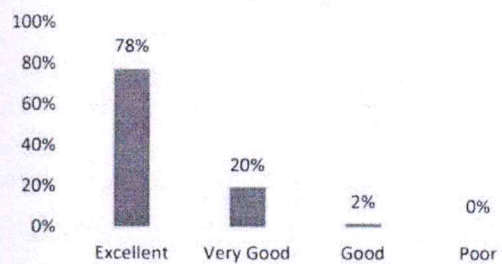
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Ref : SXC/ACAD/ICDL/2019/ 286

09 April 2018

Staff Notice

ICDL Certification Programme

This is to bring to your kind notice that we are about to start with the ICDL certification programme. The details of the Module and the price is given below. We are glad to announce that the 50% of the fee is waived by the college management. Those enrolling in the base module or advanced module need to sign in the appropriate sheet for registration.

Module	Includes	Price
	Basic	
1. Word Processing 2. Spread sheets 3. Presentations	• E-Learning • Diagnostic Test • Certification test	700/- per module
Total		2,100*
Net - 2100+378 (GST)= 2478		
	Advanced	
4. Word Processing 5. Spread sheets 6. Presentations	• E-Learning • Diagnostic Test • Certification test	999/- per module
Total		2,997*
Net = 2,997 +539.46(GST)= 3,536.46		

* Govt.Taxes extra @ 18%
** Duration 30 days or less.

Principal

Ref : SXC/ACAD/ICDL/2019/ 281 - 283

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International Computer Driving License (ICDL)- Basic

Course Type – Certificate Course

Course Code– BCA/CC/ICDL-18   **Course Duration: 30 Hours**

Target Audience – All Streams   **Fee: Rs 2997/-**

Eligibility

- 10+2 with a basic knowledge of computers.
- Students from all streams are eligible for ICDL
- Attendance of minimum 50% in the respective departments

Brief Description - Recognized by the American Council on Education, European Commission and by UNESCO (UN body for Education, Science & Culture) as the most comprehensive global framework on digital skills, ICDL Certification is the international benchmark on ICT skills acquired by students in over 100 countries. Working across the world for the last 20 years, ICDL Foundation programs are designed to encourage a practical and standardized approach to acquiring digital skills needed to create an efficient global workforce.

- It has three modules such as BASE, Professional, and Digital. These three modules are further subdivided into smaller modules that have been framed according to the demands in their professional career. Students can sign up for individual modules or avail the Academic Pack which allows them to do an unlimited number of ICDL modules.
- Total number of seats: -60 seats (on first come first serve basis)
- Fees: -₹ 2,997 (Two Thousand nine hundred and ninety seven rupees)
- Mode of payment – Offline plus online
- It is a 32 hour course (3-4 classes in a week) according to the schedule.
- Examination: - Assessment will be based on an exam in which students have to get at least 50% marks.
- Attendance: - At least 75% attendance in the course is compulsory to sit in the exam of this course.
- This course is offered by the Computer Science Department in collaboration with "International Computer Driving License Organisation". After completion of the Certificate Course, students will get a certificate for the same.

Course objectives

- Evaluation of current digital skills of students using an online diagnostic tool.

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- Development of necessary digital skills using approved learning materials.
- Validation of digital skills against an international standard.
- Equip them with necessary skills for better job opportunities.

Course outcomes:

CO 1. Applying a professionally oriented and application based approach to develop digital skills rather than a theoretical program.

CO2. Providing international validation of skills and competencies, increasing the confidence and mobility of candidates.

CO3. Preparing students for the 21st century digital workplace.

CO4. Offering a range of learning options and materials that can either be self-taught or easily plugged into the institution's schedule.

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Syllabus	Hours
Unit-I	8 Hours
Basic operation of a computer and Microsoft Windows	
Unit-II	8 Hours
Basic operation of the internet	
Unit-III	8 Hours
Basic use of Microsoft Word- Word Processing (E learning, Diagnostic test)	
Unit-IV	8 Hours
Basic use of Microsoft Excel- Spreadsheets, Presentation (E learning, Diagnostic test)	

Scheme of exam (internal and external) – Internal, Exit Test. Students have to score more than 50% in order to pass and be eligible for certification.

Method of assessment (assignment etc.) – 1 Hour practical exam.

Certification – Students will receive a certificate mentioning their grade –

>75% - outstanding- A++

70-74.9% - Very Good - A +

60-69.9% - Good - A

50-59.9% Pass – B

Reference books:

- Ali, Nashwa Abdelaziz, Fathy Eassa, and Essam Hamed. "Personalized learning style for adaptive e-learning system." *International Journal of Advanced Trends in Computer Science and Engineering* 8.1 (2019): 223-230.

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International Computer Driving License (ICDL)- Basic

Report

ICDL Base Module Certificate course 2018

Recognized by the **American Council on Education, European Commission and by UNESCO (UN body for Education, Science & Culture)** as the most comprehensive global framework on digital skills, ICDL Certification is the international benchmark on ICT skills acquired by students in over 100 countries. Working across the world for the last 20 years, ICDL Foundation programs are designed to encourage a practical and standardized approach to acquiring digital skills needed to create an efficient global workforce. It has three modules such as BASE, Professional, and Digital. These three modules are further subdivided into smaller modules that have been framed according to the demands in their professional career. Students can sign up for individual modules or avail the Academic Pack which allows them to do an unlimited number of ICDL modules. In 2018 ICDL Base module was offered for the students of St Xavier's College. This certification course was of **32 hours. 54 students** from different departments registered and successfully completed the course.

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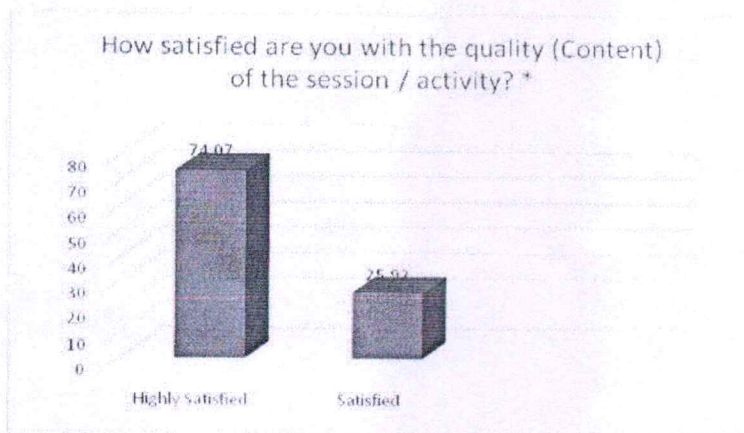St. Xavier's College Jaipur
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International Computer Driving License (ICDL)- Basic

Feedback Analysis

How satisfied are you with the quality (Content) of the session / activity? *

In 2018 ICDL Base module was offered for the students of St Xavier's College in September 2018. After the course came to an end feedback responses were collected from the participants of the course. According to 70.37% of the respondents the event was very well organised and **the organizers were very friendly,** informative and helpful. Almost 70.07% of the students were **highly satisfied with the quality (Content) of the session.**

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Department of Economics

Short Term Course on

CONTEMPORARY ISSUES IN INDIAN ECONOMY

Course Instructors

Dr. Sapna Newar (Course Coordinator)

Yashwardhan Singh

Poorvi Medatwal

2018-19

(August to November, 2018)

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Ref: SXC/ACAD/ECO/2018

1 August 2018

NOTICE

The Department of Economics is offering a short course on Contemporary Themes in Indian Economy for the students of St. Xavier's College, Jaipur. The 30-hours course, spread over three months will have 3 lectures (two hours each) every week beginning from August 20, 2018.

After each lecture research possibilities of each topic will also be discussed. Students will be assigned a topic after the end of the course from the topics covered in the class. They will be required to prepare and submit a research paper on the same. A panel of external examiners will evaluate the presentation of the same.

The course is open for all the students and has a minimum eligibility of attendance and performing satisfactorily well in the overall test at the end of the course. Successful students will be awarded a certification.

Objective:

- To create awareness regarding current trends, issues, and research as related to various aspects of economics.
- To provide an introduction to research methodology.
- To orient the student to the techniques of documentation.

For more Details Contact:
Ms. Sapna Newar
Course Coordinator
Asst. Prof. Department of Economics

Principal

Ref: SXC/ACAD/ECO/2018

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2. Heads of all the Departments, St Xavier's College, Jaipur
3. Website Coordinator, St Xavier's College, Jaipur
4. Principal Office, St Xavier's College, Jaipur

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Short Course on Contemporary Issues in Indian Economy

Course Code - ECO/STC/CIIE - 2018

The Department of Economics is offering a short course on **Contemporary Issues in Indian Economy** for the students of St. Xavier's College, Jaipur.

- The 30-hours course, spread over three months.
- After each lecture research possibilities of each topic will also be discussed.
- A panel of external examiners will evaluate the presentation of the same.
- The course is open for all the students and has a minimum eligibility of attendance and performing satisfactorily well in the overall test at the end of the course.
- Successful students will be awarded a certification.

Objective:

- To create awareness regarding current trends, issues, and research as related to various aspects of economics.
- To provide an introduction to research methodology.
- To orient the student to the techniques of documentation.

Suggested Topics

- **MODULE I:** *State of the Economy: An Analytical Overview and Outlook for Policy (3 Lectures)*
  - An Overview of India's Economic Performance
  - Macroeconomic Indicators
  - Policy Outlook for 2018-19

- **MODULE II:** *Monetary Management and Financial Intermediation (3 Lectures)*
  - Monetary Developments during 2017-18
  - Prices and Inflation

- **MODULE III:** *Fiscal Federalism and Accountability: Is there Low-Level Equilibrium Trap in India (3 Lectures)*
  - Review of Fiscal Developments
  - Role of State and Local Governments

- **MODULE IV:** *External Sector (3 Lectures)*
  - India's International Trade Integration & Internal Integration (Trade & Labour)
  - Economic Crises and The Twin Balance Sheet Problem in India

- **MODULE V:** *Agriculture and Food Management (3 lectures)*
  - Transforming Indian Agriculture: Do we need to Love Some Agriculture Less and the Rest More?
  - Cropping Pattern in Indian Agriculture
  - Food Management: The Way Forward

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- **MODULE VI:** *Subsidies & Universal Basic Income (3 lectures)*
- **MODULE VII:** *Industry and Infrastructure (3 lectures)*
  - Structural Change: Manufacturing, Services & Urbanization
  - Foreign Trade Investment and Corporate Sector Performance
  - Public Utilities: Power & Railways

- **MODULE VIII:** *Sustainable Development, Energy and Climate Change (3 lectures)*
  - India's Sustainable Development Goals
  - Access to Sustainable Energy
  - India & Climate Change

- **MODULE IX:** *Social infrastructure, Employment and Human Development(2 lectures)*
  - Social Sector including Education, Employment, Health
  - Human Development Index

- **MODULE X:** *Services Sector(2 lectures)*
  - India's Service Sector
  - Major Services

- **MODULE XI:** Focus Areas in Research Methodology *(2 lectures)*

Introduction to Research in Social Science, Dimensions of Research, Research Design, Sampling Techniques, Hypothesis Design, Methods of Data Collection, Descriptive Statistics, Data Analysis, and Plagiarism.

Recommended Resources

There will be no major textbook for the course, but students can refer to Economic Survey 2017-18 as a reference book. However, the lectures may draw upon the suggested texts or readings which will be provided to them well in advance.

For more Details Contact: Ms. Sapna Newar, Course Coordinator, Asst. Prof. Department of Economics, St. Xavier's College, Jaipur.

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Report

Short Term Course on "Contemporary Issues on Indian Economy"

The Department of Economics organized an online short term course on " **Contemporary Issues on Indian Economy"** for the students from **20th August to 19th November, 2018**. The course evaluation took place on 7th February, 2019 The course instructors were **Dr Sapna Newar, Mr. Yashwardhan Singh and Ms. Poorvi Medatwal** Assistant Professor, Department of Economics, St. Xavier's College, Jaipur. The course registration price was Rs. 1000/-, and 30 students registered and all **30 students have completed** the certificate course. It was a **40-hour certificate course.** After each lecture research possibilities of each topic was discussed and all Students were assigned a topic after the end of the course from the topics covered. They were required to prepare and submit a research paper on the same. A panel of external examiners evaluated the final presentation. All students were awarded a certificate after final evaluation and completion of course.

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