

UNIVERSITY OF DELHI
DAULAT RAM COLLEGE



Skill Enhancement Course Orientation 2024-25

Renu Verma
Department of Commerce,
SEC Coordinator- 1st Year
(2024-25)

Programme Outcome of Skill Enhancement Course



Skill Enhancement Course

Subjects offered in DRC (19)

Organic Farming

Basic Analytical Techniques

E-Tourism

Personal Financial Planning/Innovation and Entrepreneurship /
Finance for Everyone

Communication in Everyday life/Communication in Professional Life

Creative Writing

Rangmanch

Museum and Museology

IT Skills& Data Analysis-I / Statistic with R

Harmonium

Programming with Python / Documentation preparation

Negotiation and Leadership / Political Leadership and
Communication

Aquaculture

Cluster Subjects (38)

Advanced Spreadsheet tools

Basic IT Tools

Business Communication

Digital Marketing

Forensic Chemistry, Chemical Aspects of Forensic Science: (should be studied Class XII with Science)

Personality Development and Communication

Public Speaking in English Language and Leadership

Radiations Safety: (class XII pass with Physics and Maths as main)

Yoga in Practice

Apiculture

CAD for fashion

Chemistry Lab Operations and Safety Measures: (should be studied Class XII with Science)

Chemistry of Cosmetics and Hygiene Products: (should be studied Class XII with Science)

Culinary Science

Cyber sphere and Security: Global Concerns

Developing Sustainability plans for a business

Digital Film Production

Environmental impact and Risk Assessment:(should be studied Class XII with Science)

Environmental Auditing

Essential Food Nutrients: (should be studied Class XII with Science)

Financial database and analysis software

Front End Web Design and Development

Green Belt Development for Smart Cities

Hydroponic and Aeroponic Farming

Introduction to Blockchain

Life Skills Education

Nursery gardening and Landscaping

Ornamental Fish Culture:Opportunity and Scope

Programme Media

Prospecting e-Waste for Sustainability

Patkatha Lekhan

RACHNATMAK LEKHAN

Reading the Archives

Sericulture I: Mulberry silkworm rearing

Statistical Software Package: (should be studied Basic Course in Statistics)

Viewing and Capturing Diversity in Nature

Visual Communication and Photography

Working with People

4

Organic Farming

Skill Enhancement Course
(SEC)

Department of Botany
Daulat Ram College
University of Delhi

Objectives

- Organic farming is a sustainable agricultural production system that aims to produce high-quality food while also respecting the environment, people, plants, and animals.
- The objectives of organic farming are to produce high quality, nutritious food sustainably while protecting the environment for future generations.
- India has emerged as a world leader in certified organic farmland, and organic farming can boost the Indian economy by reducing imports and improving soil and environmental health.
- It emphasizes the use of natural inputs (i.e. mineral and products derived from plants) and the renunciation of synthetic fertilizers and pesticides.

Aims Of Organic Farming

- ✓ To Maintain The Long Term Fertility Of The Soil.
- ✓ To Reduce The Input Cost.
- ✓ To Effectively Utilize The Natural Resources.
- ✓ To Avoid All Forms Of Pollution Caused By Agricultural Techniques.
- ✓ To Provide A Quality Foodstuff.



Components of Organic farming



Eligibility Criteria

Who can opt this



Any 1st year enrolled in Bachelor course



Pre-Requisites



No specific pre-requisites
However, Prior knowledge to Plants and chemical handling will be nice



Highlights of Syllabus

Practical Component

- **Soil analysis-physical testing and assessment of soil types Manure preparation and introduction to compost**
- **Study of various agriculturally useful Biofertilizers.**
- **Study of the system of organic certification**
- **Project based on related technology**

Essential Readings

- **1. Dhama, A.K. (2014). Organic Farming for Sustainable Agriculture (2nd edition), Agrobios (India), Jodhpur.**
- **2. Sharma, Arun K. (2013). A Handbook of Organic Farming, Agrobios (India), Jodhpur**
- **3. Palaniappan, S.P. and Anandurai, K. (1999). Organic Farming – Theory and Practice. Scientific**

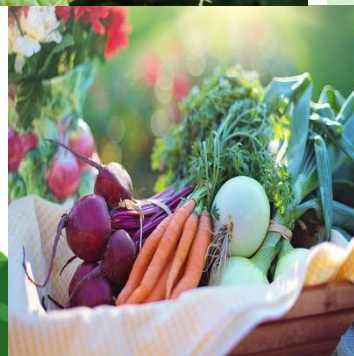
Learning Outcomes

1. Practice organic farming along with application of indigenous knowledge.
2. Evaluate the organic produce as per FSSAI standards (government rules).
3. Establish entrepreneurial ventures and generate employment (organic grower) and to make career in developing kitchen gardens, organic fertilizers, vermicompost and organic food manufacture.



Advantages/Applications of organic farming

1. Sustainable Agriculture and support natural systems
2. Reduces the cost of agricultural production and support for local economies
3. Optimum utilization of natural resources and support biodiversity
4. Maintain environment and human health with improved quality food
5. It improves the soil physical and chemical properties- soil health
6. Organic farming uses biological pest control methods that come from plant or animal waste, such as biological fertilizers.



ADVANTAGES OF ORGANIC FARMING IN INDIA



Environmental Benefits



Health Benefits



Taste and Quality



Sustainability



Support for Local Economies

Basic Analytical Techniques

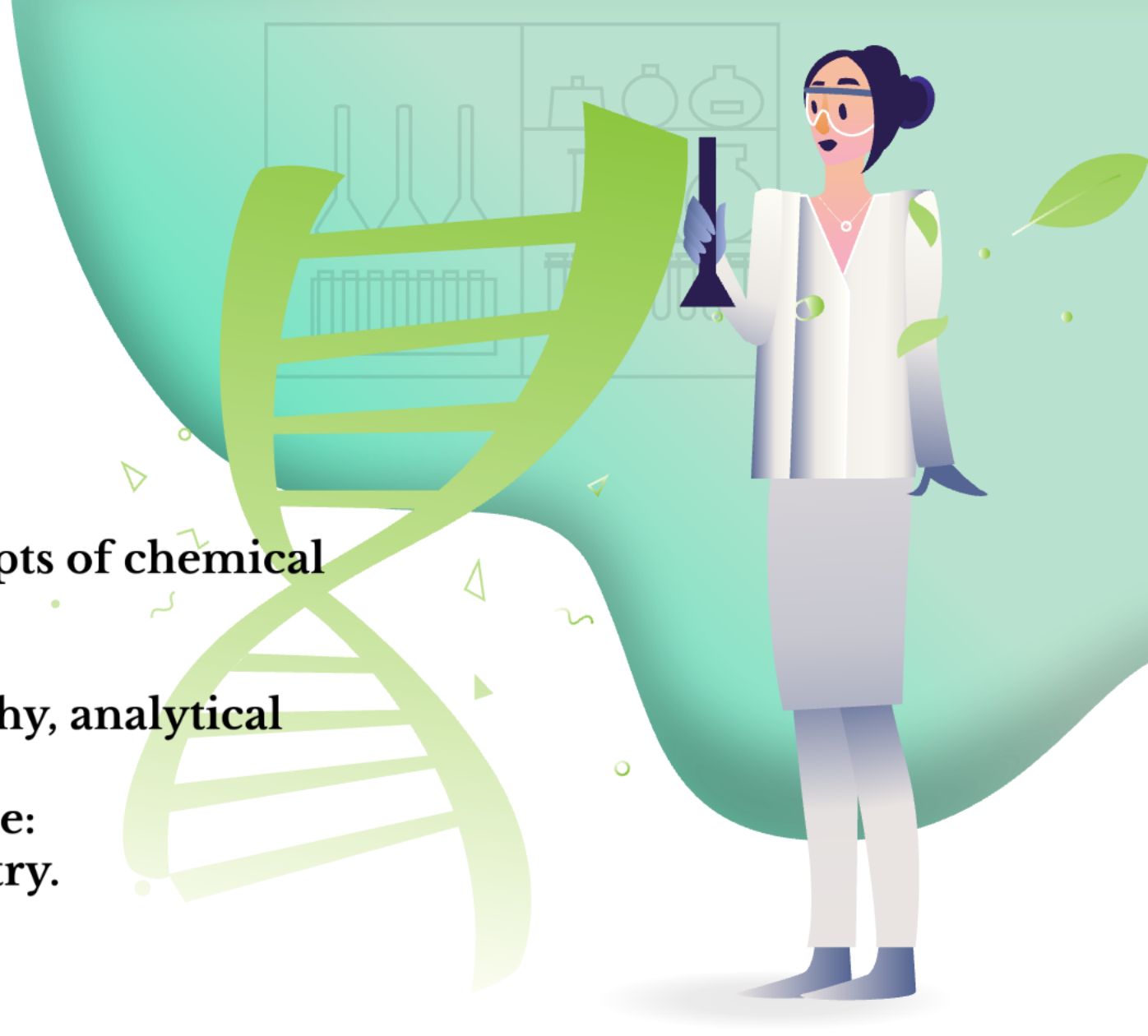
Skill Enhancement
Course by Chemistry
Department



Objective of this course

Learning the importance and the concepts of chemical analysis of food, water and soil samples

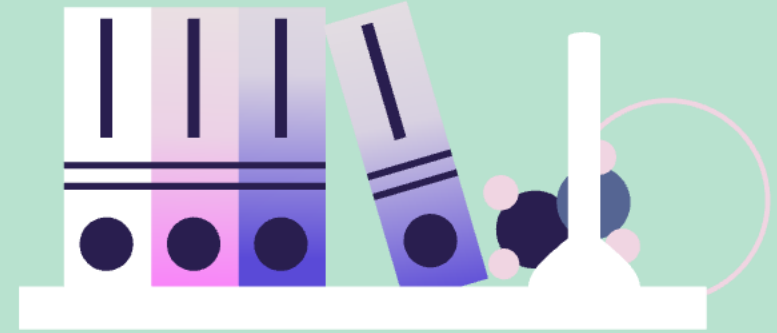
Learning techniques like chromatography, analytical techniques and instrumentation techniques, for example: spectrophotometry and flame photometry.



Multifarious applications across an array of domains from healthcare to forensic science and biotechnology.

It is applied during the manufacturing of drugs, environmental surveying and monitoring, for medical diagnostics and used in the process of food production.

It plays a significant role in various areas of research.



CAREER PROSPECTS

Academician
Pharmacologist
Hazardous Waste Chemist
Forensic Scientist
Organic Chemist
Quality Control Chemist
Synthetic Chemist
Analytical Chemist
Oceanographer
Materials Scientist
Toxicologist
Chemical Technician



Employers

Work can be found in a range of scientific industries and typical employers include:

- academia
- agrochemical companies
- biotechnology or contract research organisations
- chemical and polymer manufacturers
- energy companies
- environmental agencies
- food and drink companies
- forensic companies
- government agencies
- hospital laboratories
- multidisciplinary consultancy or testing companies
- petrochemical companies
- pharmaceutical companies
- public health laboratories
- research and development organisations
- water companies.

- Mass spectrometers, chromatographs (e.g. GC and HPLC),
- Titrators
- Spectrometers (e.g. AAS, X-ray, and fluorescence)
- Particle size analyzers,
- Elemental analyzers (e.g. salt analyzers, CHN analyzers)
- Thermal analyzers, and more.



Analytical instruments



Eligibility: Science in Class 12

Credit: 2 Hands on Practical based paper

Career prospects are generally good for analytical chemists with demand growing across several industries

Come join SEC Basic Analytical Chemistry paper being offered by Chemistry department



Skill Enhancement Course

E-Tourism

What you will study in E-tourism?

Information on destinations, facilities, availabilities, prices, geography & climate

E-commerce strategies in tourism industry and more services in the form of online hotel booking, flight booking, car booking, bus booking came into forefront as online services provided by the big

Travelers have wide option of exploring details of hotels, flights, cars, buses and other allied services.

Online travel industries like TravelChaCha Makemytrip.com, Yatra.com, Cleartrip.com, Ezeego1.com, Arzoo.com, Travelguru.com, Travel.indiatimes.com, ixigo.com, travelocity.co.in etc.



Future Career Prospects

Employers

Job Profiles

Holiday/Travel Agent
Travel Executive
Tourism Manager
Travel Officer/Coordinator
Airlines/Ground Staff
Tourist Guide, etc.

Government Ministry of tourism, Hotels, Motels, Resorts, Cox & Kings Ltd, Thomas Cook (India) Ltd, MakeMyTrip (and Golbibo), Balmer Lawrie Travel & Vacations, Yatra, ClearTrip, Jet Airways, India Healthcare Tourism (IHCT), Flying Fox, SOTC India



Skill Enhancement Course (SEC): Personal Financial Planning

Department of Commerce
Daulat Ram College,
University of Delhi



Financial Planning



Personal Financial Planning

Credit distribution, Eligibility and Prerequisites of the Course

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre- requisite of the course (if any)
		Lecture	Tutorial	Practical/ Practice		
Personal Financial Planning	2	1	0	1	Class XII	NIL

Objectives and Outcomes

Objectives

- To familiarize with different aspects of personal financial planning like
 - Savings,
 - Investment,
 - Taxation,
 - Insurance, and
 - Retirement Planning
- To develop the necessary knowledge and skills for effective financial planning.

Outcomes

- You will be able to understand the meaning and appreciate the relevance of financial planning.
- You will be able to understand the concept of investment planning and its methods.
- You will be able to examine the scope and ways of personal tax planning.
- You will be able to analyse insurance planning and its relevance.
- You will be able to develop insight into retirement planning and its relevance.

Why do I need to study this paper?

Achieving
Financial Goals

Managing
Income and
Expenses

Debt
Management

Building
Savings and
Investments

Preparing for
Emergencies

Retirement
Planning

Preparing for
Emergencies

Tax Efficiency

Financial
Independence
and Security

Improving
Financial
Literacy

Career Opportunities



**Personal Financial
Planner**



**Wealth Management
Advisor**



Financial Analyst



**Insurance
Underwriters**

INNOVATION AND ENTREPRENEURSHIP



SCOPE OF PAPER

UNDERSTANDING CREATIVITY

- Concept and Process of Creativity
- Entrepreneurial Mindset and Skills
- Case studies of successful entrepreneurs

UNDERSTANDING THE BUSINESS

- * Building and Evaluation of a Business plan
- * Designing, Prototyping and Iteration
- * Networking strategies and Building organisation and Leadership

IDEATION

- * Identification of Problem
- * Generating Ideas using mind mapping, brainstorming, focus group and Idea generation toolkit (SCAMPER)
- * Case studies of some failed entrepreneurs with strategies to overcome failure

VENTURING FORTH

- * Financing the innovation idea
- * Various sources of finance : Crowdfunding, Venture capital, Angel investing, forms of IPRs

WHY SHOULD I STUDY????

- ▶ Identify and comprehend the concepts of creativity, innovation and invention in various contexts.
- ▶ Enrich their theoretical and conceptual foundations in entrepreneurship.
- ▶ Gain hands-on experience that shall empower them to identify business and social opportunities and venture in the entrepreneurial landscape.
- ▶ Prepare themselves to take informed decisions in establishing start-ups and ongoing innovation in organisations
- ▶ Work as a team

TEACHING LEARNING PROCESS

SUCCESS STORIES



FAILURE STORIES



INNOVATIVE PROTOTYPES capable of being funded as Start-up



DEVELOPING BUSINESS PLAN

Finance for Everyone



Department of Commerce

Daulat Ram College, University of Delhi

“Finance For Everyone”

Offered by Department of Commerce, Semester-I

Course title	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/ Practice		
Finance For Everyone	2	1		1		



Syllabus

- ✓ Unit 1: Introduction, Financial Planning and Budgeting
- ✓ Unit 2: Banking Services
- ✓ Unit 3: Financial Services from India Post Office
- ✓ Unit 4: Insurance Services
- ✓ Unit 5: Stock Markets (Basic Concepts)



Finance for Everyone

- It is the process of planning your spending, financing and investing to optimize your financial situation.
- An understanding of finance is beneficial to you in many ways :



Make your own financial decisions, become financially sound and achieve financial independence:

The specific advantages include :

- ✓ Understand the importance of financial literacy and the institutions providing financial services.
- ✓ Prepare a financial plan, budget and manage personal finances.
- ✓ Open, avail and manage services offered by banks.
- ✓ Open, avail and manage services offered by post offices.
- ✓ Plan for life insurance and property insurance.
- ✓ Choose instruments for investment in shares.

Why we have money problem?

- 1. No work, no income, no money;**
- 2. Money problem can be the root of all other issues, domestic concerns and problems within the family;**
- 3. We lack knowledge on how to manage our money and finances. If we have money, we simply spend it and more often, we don't think what we'll need for tomorrow; and**
- 4. We don't know how to invest.**

- We need to be financially literate so that:
- **1. We know how to manage our finances;**
- **2. We can control the use of money;**
- **3. We can increase our savings for financial stability; and**
- **4. We will know how and where to invest.**



Objectives

The Learning Objectives of this course are as follows:

- To offer an integrated approach to the understanding of concepts and applications of financial planning.
- To help the students in their financial planning.



Outcomes

- ✓ Finance Is Ubiquitous as it complements **various disciplines such as Science, Economics, Political Science etc.**
- ✓ Finance will help your **Resume Stand Out**
- ✓ Financial education is essential for a successful life as Finance Industry is **Constantly Evolving**
e.g.; payment technology, cryptocurrency
- ✓ Knowledge of Finance helps in adapting and conquering in **global market**



Outcomes (Cont...)

- ✓ Finance teaches you the difference between **price and value**
- ✓ It helps to analyse, understand the benefits of various financial schemes for **tax saving purposes**
- ✓ It provides an edifice for careers in Finance such as **Portfolio Management, Risk Management, Banking Jobs etc.** which are **well paid** and in-demand
- ✓ Fosters the pace of **Financial Inclusion**



Communication in Everyday Life (CEL)



Skill Enhancement Course

Department of English, DRC



Orientation Plan

Information about Communication in Everyday life

- Course Content
- Course Objectives
- Learning Outcomes
- Evaluation Criteria



Course Content

- What is Communication
- 3 Forms of Communication
- Written, Oral, Sign Language
- Use of the forms in Everyday Life- Oral and Written
- Four skills- Listening, Speaking, Reading, Writing



Course Objectives

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

- Effectively communicate with confidence
- Understand and Use Communicative Language Teaching (CLT)
- Smoothly transit from monologue to dialogue to multilogue (Group Discussion)



Learning Outcomes

- ▶ Develop speaking skills through listening skills
- ▶ Enhance writing skills through reading skills
- ▶ Develop intra and inter personal speaking skills
- ▶ Communicate opinions politely and firmly
- ▶ Communicate in formal and informal everyday environment
- ▶ Enhance cooperative learning through group discussions
- ▶ Understand the importance of peer group interaction



Evaluation Criteria

- Continuous Assessment – 80 marks

Skill Enhancement Course (SEC) Communication in Professional Life

Department of English, Daulat Ram College



Credits - 2P, Practicals (80 marks)

Objectives of the course

- To prepare students for their upcoming Professional fields.
- To inculcate the fundamentals of Professional and business communication.
- To learn aspects of global communication.
- To enhance employability skills of the learners by enabling them to write effective Resume and face Interviews with Confidence.

Syllabus

UNIT 1 - Theory

Theory of Business Communication (1 hr.) - Introduction
What is Business Communication? Language of Business
Communication Cultural Components – Cross-Cultural
Communication, Cultural Shock, Stereotyping,
Ethnocentrism Miscommunication & Effective
Communication (1hr.)

Unit 2

Listening Skills (5 hrs.)
Netiquettes (1 hr.)
Audio-book Listening &
Discussions (3 hrs.)
Note-taking (1 hr.)

Unit 3

Speaking Skills: Presentation Skills- Oral
Presentation, Ppt. Preparation, Ppt.
Presentation (3 hrs.) Group Discussion (3
hrs) Talks- Domain-specific, Ted-Talks,
Business Meets, Motivational Talks (2 hrs.)
Telephonic Skills (1 hr.) Persuasion Skills (1
hr.) Meeting & Negotiation (1 hr.)
Interview- Promotion Interview, Job
Interview, Business Interview (2 hrs.)
Functions and activities of PR (1 hr.)

Unit 4

Writing Skills

Summarising & Paraphrasing (1 hr.) Job-Oriented Skills- CV, Resume & Bio-Data, Job Application Letter (1hr.) Documentation (1) Advertisements & Invitation (1 hr.) Letter Writing- Applications, Business Letters (1 hr.) Report-Analytical Report, Project Report (1 hr.) Digital Communication in Social Space- Social Media Posts (Twitter, Facebook), Blog Writing, Review Writing (2 hrs.) Advertisement/Invitation/Poster Designing- Canva/MS Word/Coral (1 hr.) Memo, Office Order, Minutes (1 hr.) Making Online Academic/Work Profile- LinkedIn (1 hr.)

Outcomes of the course

- Improve presentation skills by effective use of verbal and non-verbal communication for the professional field.
- Acquire practical employability skills to be disseminated through focused sessions on practical employable knowledge.
- Students will be able to enhance professional communication.
- Improve persuasion and negotiation skills which will be useful for the professional field.

Some Fun Activities along the course!

- Group Discussion
- Presentation
- Interview
- Debates
- Public Speeches
- Book Review
- Movie Review
- Report Writing
- Interactive Class Discussions





Creative Writing

Skill Enhancement Course (SEC)

Department of English
Daulat Ram College, University of Delhi

Course Objective

- To build creative writing skills of students in the main modes of creative writing viz poetry, fiction (novel, short stories), non-fiction (life narratives, autobiographies and biographies) and drama.
- To inculcate practical skills in students by mapping their creative talent which is beneficial for employability too.
- To perform hands-on-activities to students to develop their creative skills through practical sessions.

Learning Outcomes

- To be sensitive to the texture of literary language.
- To develop craft in creative writing.
- To be able to develop sense of expression through poetry/short story/biography.
- To develop an understanding of the relationship between an individual and society.
- To develop an understanding of theatre and performance through drama will also help them to develop observatory and behavioural skills.
- To develop a critical thought process
- Skills: Editing, Proof-reading, formulation of draft (s) etc.

UNIT- I

- Introduction to Creative Writing- Meaning, Importance
- Imagination & Writing- Peer-interaction, Activities on Imagination
- Tropes, Motifs and Figures- Learning tropes, motifs and figures through videos, Discussion on the findings
- Craft of Writing- Figure of Speech, Word Play, Character Creation
- Character Creation- Dialogue Enaction, Learning Characters through discussion on famous writings, Character Analysis, Writing activities on creating different types of characters (gender/social background/ethnicity etc.)

UNIT II

- Close Reading
- Analysis and Interpretation- Reading different works in Literature, Discussion in small groups, Practice Writing Session
- Proofreading & Editing- Practice sessions on Proofreading & Editing of different types of writing

UNIT III

- Steps of Creative Writing- Pre-Writing, Writing, Post-Writing/Final Draft
- Types of Creative Writing- Poetry, Fiction, Non-Fiction (Life Narratives), Drama
- Creative Writing & Media- Film Review, Book Review, Other Writings in Media, Submission, Publication
- Learning to write Poetry- Reading & understanding Poetry; Practising tone, rhyme, metre, verses; Writing sessions
- Learning to write Fiction- Reading & understanding Fiction; Practicing different elements of fiction (Short story, Novella, Novel); Writing sessions
- Learning to write Non-Fiction- Reading & understanding Non-Fiction (Biographies & Autobiographies); Practicing different elements of non-fiction; Writing sessions
- Learning to write Drama- Reading & understanding Drama; Practicing different elements (plot, character, climax, verbal & non-verbal cues) of Drama; Writing sessions
- Submission & Publication (in Print & Digital) - Discussions over how & where to submit and publish (online/offline), Hands-on activities

An open book with a pocket watch and glasses resting on it. The pocket watch is silver with Roman numerals and is open, showing the face. The glasses are black-rimmed and are resting on the left page of the book. The book's pages are filled with text, and the overall scene is lit with a warm, golden light.

EVALUATION

CONTINUOUS ASSESSMENT-80
MARKS

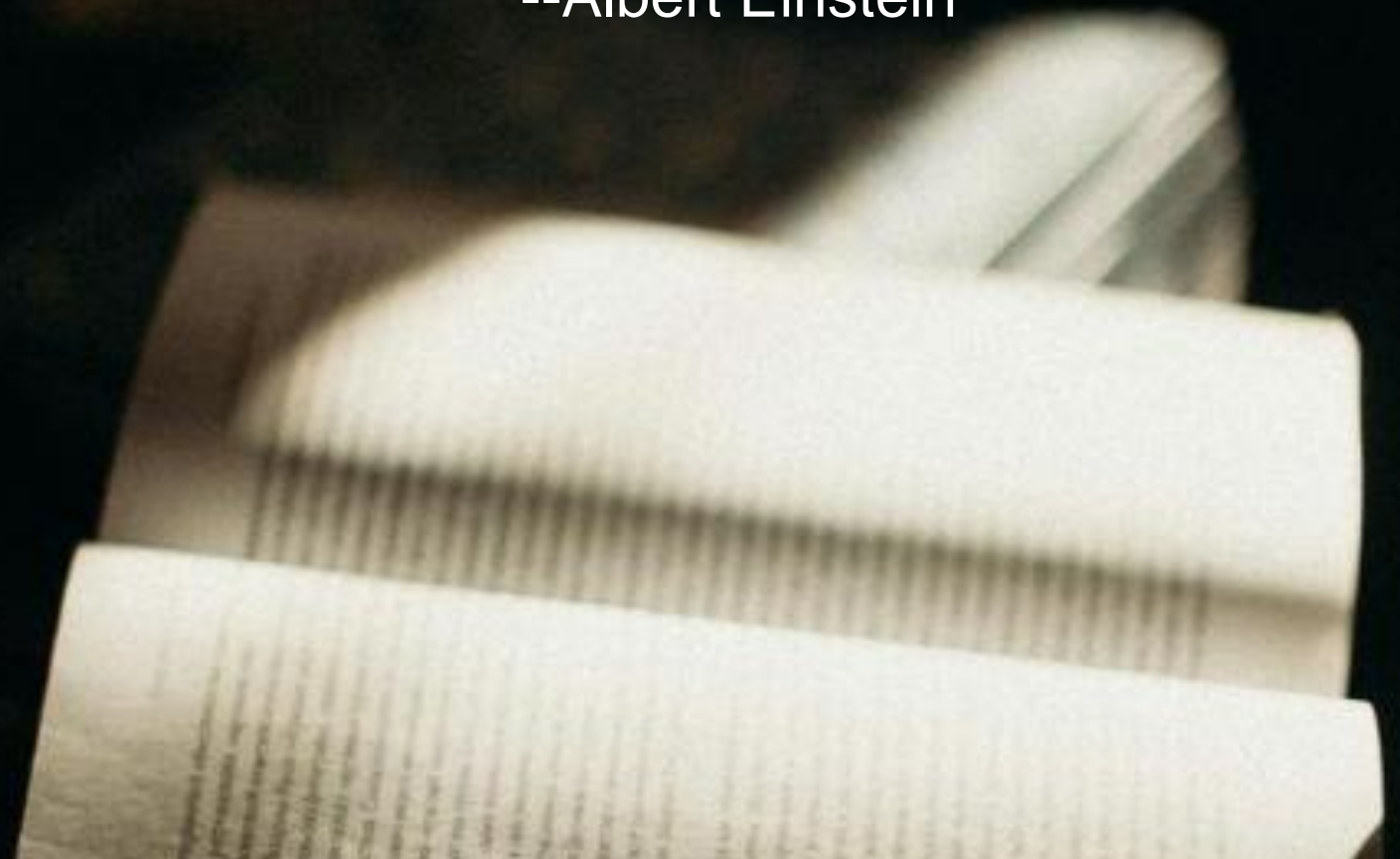


Benefits of Creative Writing:

- Creativity helps one in excelling in all fields and careers.
- The Art of Articulation is a skill integral to our career advancement.
- Learn how to Structure your Imagination and Express yourself Cohesively.
- Observing the World through your Mind's Eye can take you places!
- An important Aid to Enhancing you Emotional Intelligence.
- Possible Career Paths: Writers/Poets/Dramatists, Editors, Proof-Readers, Literary Agents, Creative Developers (Advertisement, Business Proposals), Virtual Artists, Social-Media Influencers, Content Creators, Social Platform Developers etc.

“Logic will get you from A to B. Imagination will take you everywhere”

--Albert Einstein



A Night To Remember

रंगमंच

Department of Hindi, DRC

CREDITS : 2

COURSE OBJECTIVES



हिन्दी रंगमंच का सामान्य परिचय कराना ।



नाट्य-प्रस्तुति की प्रक्रिया की जानकारी देना ।



अभिनय के विभिन्न पक्षों से अवगत कराना ।



रंगमंच के खेलों और गतिविधियों से अवगत कराना ।

COURSE LEARNING OUTCOMES

- नाट्य-प्रस्तुति की प्रक्रिया से विद्यार्थी अवगत हो सकेगा ।
- रंगमंच की सामान्य जानकारी मिलने के उपरान्त इस क्षेत्र में विद्यार्थी के लिए रोजगार की संभावनाएँ बनेंगी ।
- रंगमंचीय गतिविधियों से विद्यार्थी के व्यक्तित्व का विकास हो सकेगा ।
- विद्यार्थी में अभिव्यक्ति कौशल का विकास हो सकेगा ।



पाठ्यक्रम का संक्षिप्त परिचय

- भरतमुनि कृत नाट्यशास्त्र (संक्षिप्त परिचय)
- हिन्दी का पारंपरिक रंगमंच (संक्षिप्त परिचय)
- प्रस्तुति-प्रक्रिया: आलेख का चयन, अभिनेताओं का चयन, दृश्य-परिकल्पना (ध्वनि-संगीत-नृत्य- प्रकाश), पूर्वाभ्यास
- अभिनय की तैयारी: वाचिक, आंगिक, आहार्य, सात्विक
- आशु अभिनय, थिएटर गेम्स, संवाद-वाचन, शारीरिक अभ्यास, सीन वर्क
- मंच प्रबंधन: सेट, रंग-सामग्री, प्रचार-प्रसार, ब्रोशर-निर्माण



Museum and Museology

UPC-2206000001

SKILL ENHANCEMENT COURSE (SEC)
Department of History,
Daulat Ram College





Delhi

Course Objective:

1. to introduce and provide basic understanding of Museum
2. To expose to various aspects of museum history
3. Museum's functioning, types and purpose
4. To know museums as important centers for preservation and dissemination of knowledge

Who all are welcome?

Those seeking careers as curator, art collectors, researchers and conservators

1

Curator

Research, collect, and interpret museum objects.

2

Exhibition Designer

Create engaging and accessible museum exhibitions.

3

Museum Educator

Develop educational programs and activities for visitors of all ages.

4

Collections Manager

Responsible for the care and preservation of museum collections.

5

Museum Administrator

Oversee the day-to-day operations of a museum.



Learning Outcome:

1. Understand Museum as a resource center
2. Understand the historical process of institutionalization of archaeology and culture through Museum
3. Role of Museum
4. Museum as center for dissemination of knowledge
5. Understanding of 'New Museology'

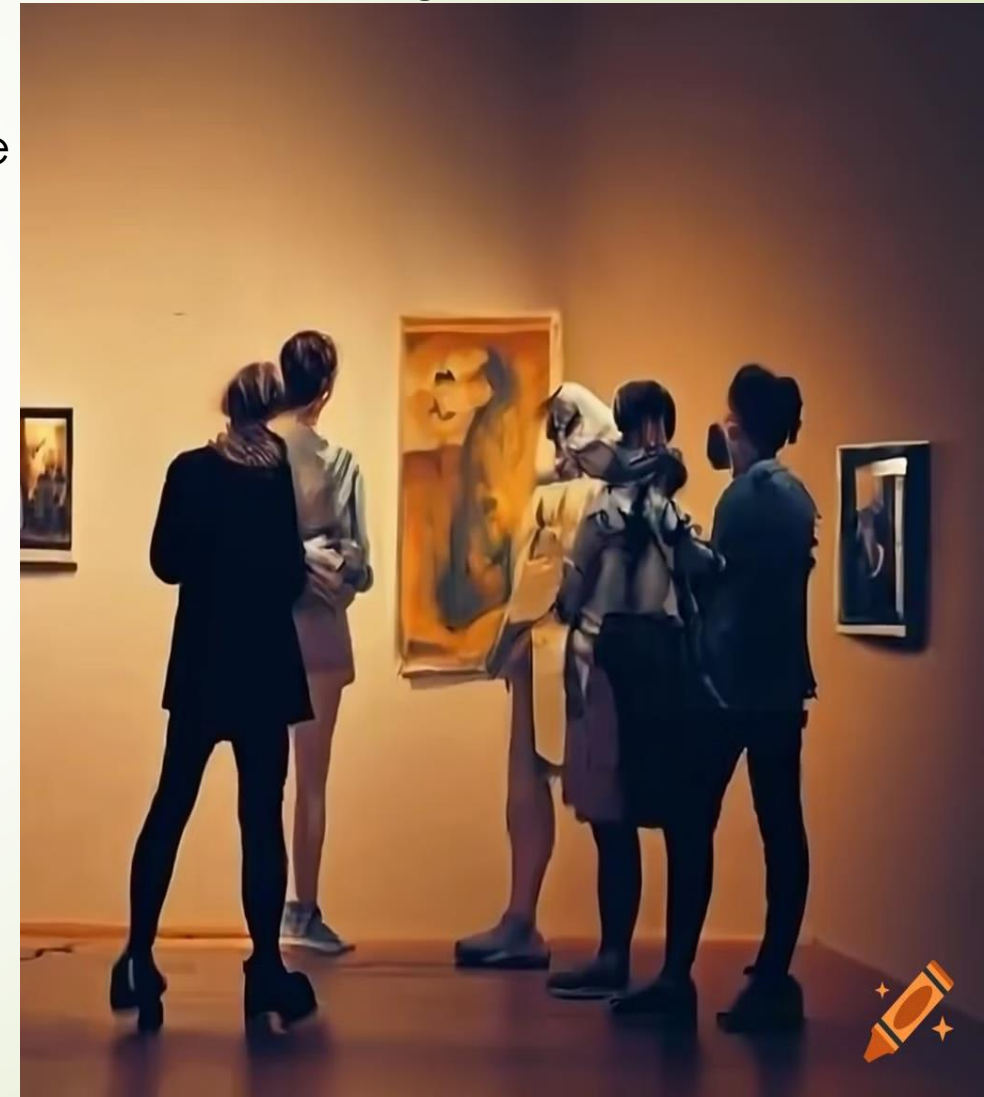
Syllabus:

Unit – I

- Definition and Meaning
- History of Museums in India
- New Museology

Unit - II

- Various function of Museum
- Visit and field work



Skill Enhancement Course (SEC) UGCF-2022

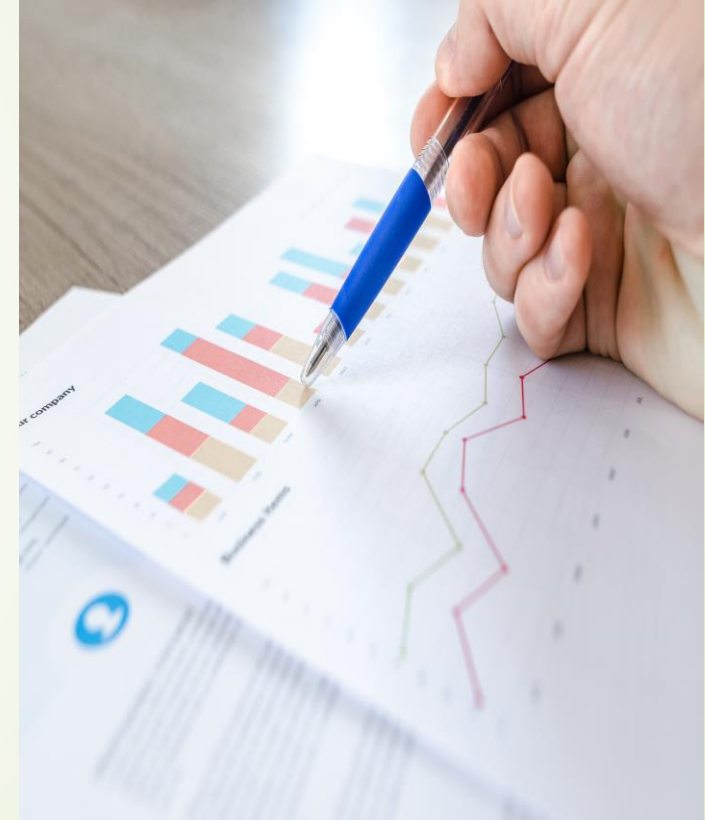
IT Skills and Data Analysis - I

Department of Mathematics,
Daulat Ram College



Learning Objectives

- Familiarize the student with the quantitative skills required for representing and interpreting data for the purpose of decision making.
- Equip the student with some fundamental concepts, which play a critical role in understanding and visualizing real world data.
- Enable the student to analyze data and problem situations using relevant IT tools.



Learning Outcomes

- Represent and interpret data in tabular and graphical forms.
- Understand and interpret the measures of central tendency and dispersion.
- Use IT tools such as spreadsheets to visualize and analyze data.



CREDIT DISTRIBUTION, ELIGIBILITY AND PRE-REQUISITES OF THE COURSE

Course	Total Credits	Components	Eligibility criteria	Pre-requisite of the course
		Practical		
IT Skills & Data Analysis-I	2	4	Nil	Nil



IT Skills & Data Analysis-II

- Extension of the course IT SKILLS & DATA ANALYSIS-I.
- Students will learn about advanced skills of analyzing data
for the purpose of decision making.
- Use of advanced features in spreadsheets to visualize and analyze data.

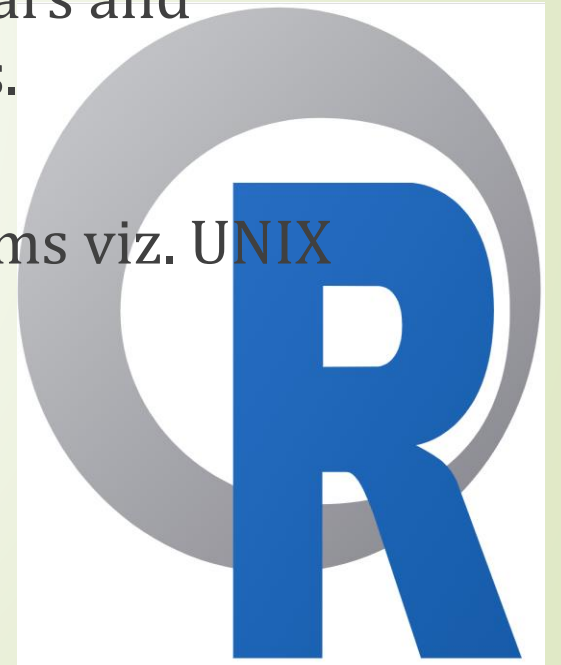
Skill Enhancement Course (SEC)
UGCF-2022
Statistics with “R”

Department of Mathematics.
Daulat Ram College
University of Delhi

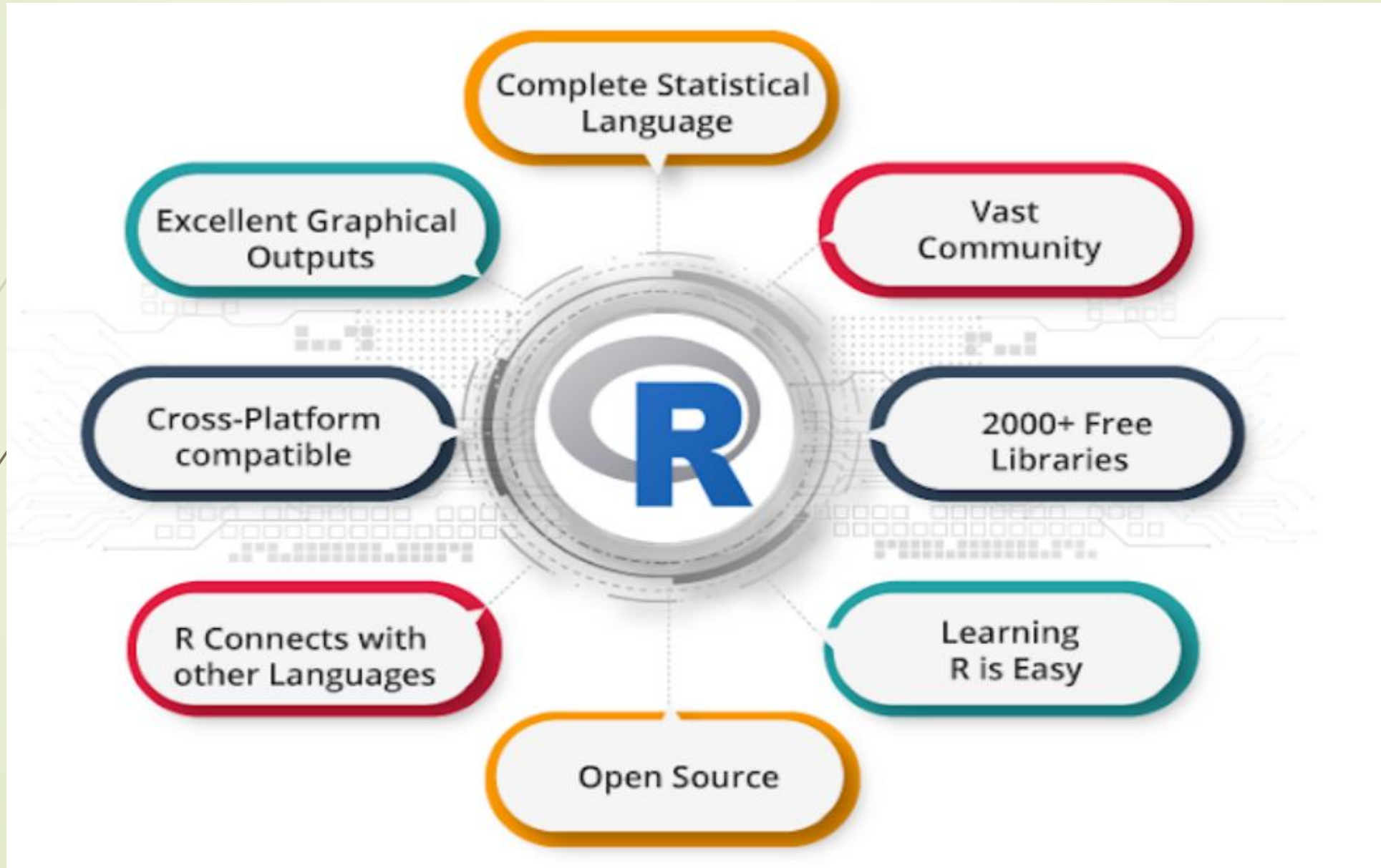


What is 'R' ?

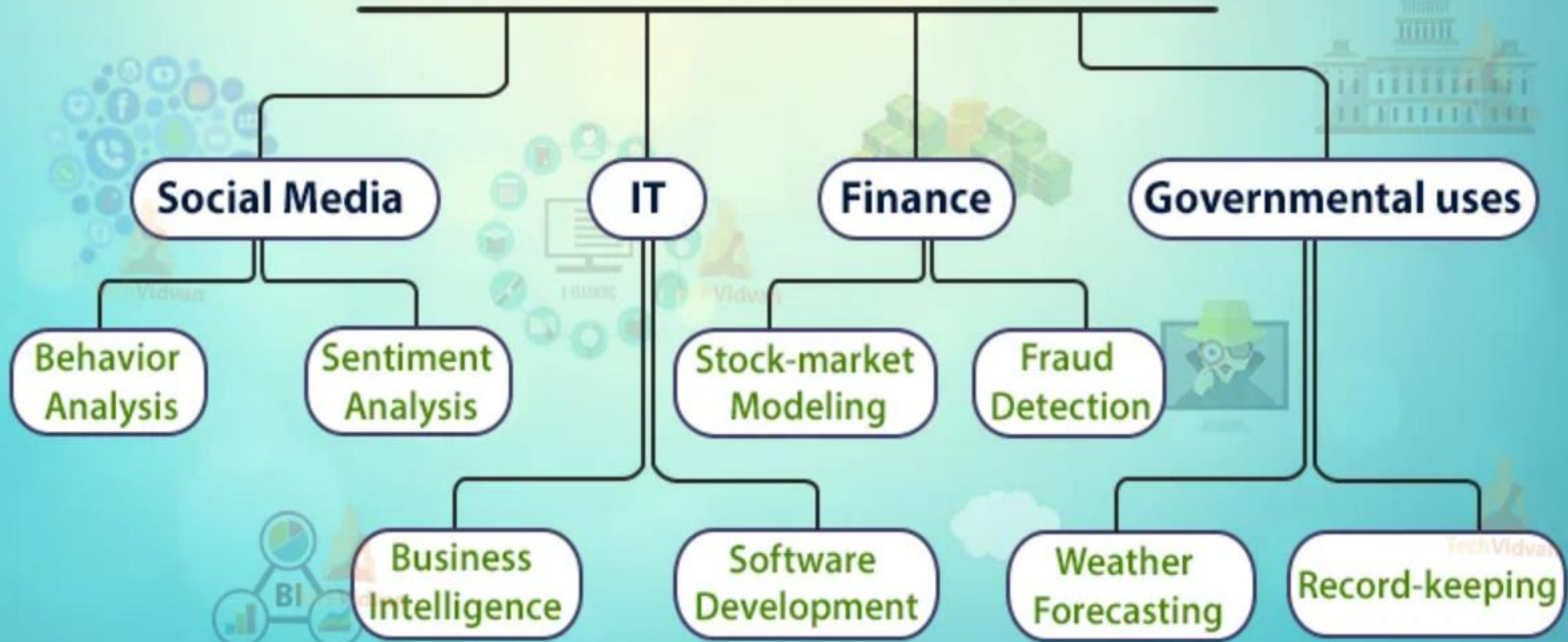
- R is a computer language used for statistical computations, data handling, data cleaning, data analysis and representation.
- One of the most popular statistical software in recent years and favorite among data analysts and research programmers.
- It's platform-independent. R runs on all operating systems viz. UNIX platforms, Windows and MacOS etc.
- Open source software



Why 'R-Software' :



Applications of



Skill Enhancement Course : **Statistics with “R”**

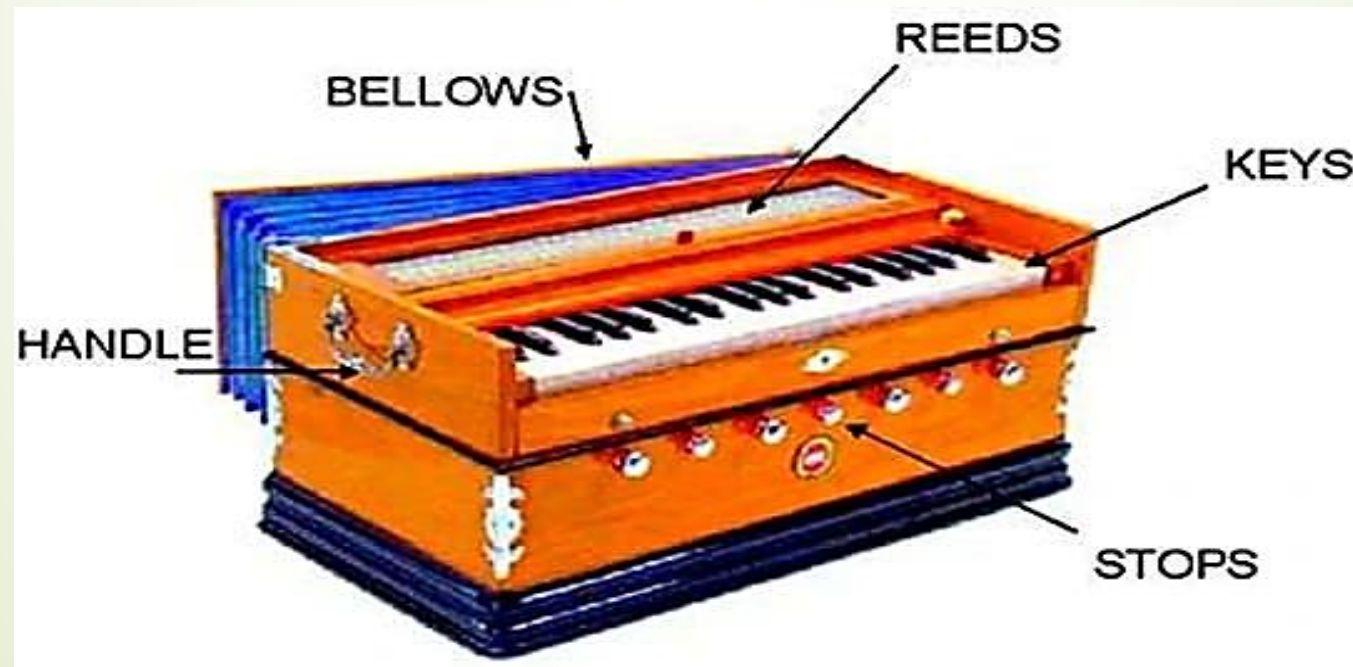
Course Title	Total Credits	Components	Prerequisite
		Practical	
Statistics with “R”	2	2	12th Pass

Learning Outcomes:

- ❑ Read and write the data into R and manipulation and analyse the data.
- ❑ Learn basic programming to write own functions.
- ❑ Statistical analysis using graphics, statistical operations and regression.
- ❑ Extraction of financial & economic data from RBI, IMF and World bank.



SKILL ENHANCEMENT COURSE: HARMONIUM



Harmonium

CREDIT DISTRIBUTION, ELIGIBILITY AND PRE-REQUISITES OF THE COURSE

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/ Practice		
Harmonium	2	0	0	2	Class XII	NIL



Learning Objectives

The Learning Objectives of this course are as follows:

- To initiate the students to a very popular instrument of Indian music through a general discussion on the role of Harmonium in accompanying various singing forms
- To throw light on the various types of musical instruments that are played in Hindustani music
- To discuss the features of various types of wind instruments
- To teach the student the fundamentals of playing the Harmonium, such as the correct placement of the fingers on the instrument, the right posture for sitting etc.
- To demonstrate tonal exercises, such as palta-s and alankar-s, vital for playing.
- To initiate his training in the realm of playing the instrument with the basic ragas, like Alhaiya, Bilawal and Yaman

Learning outcomes

The Learning Outcomes of this course are as follows:

- After studying this course, students will be able to learn the origin, development and classification of musical instruments.
- After studying this course, students will be able to learn the importance of wind instruments.
- After studying this course, students will be able to learn gat and dhun in prescribed ragas.
- After studying this course, students will be able to demonstrate the various talas and their layakaries.
- After studying this course, students will become well-versed with the techniques of playing Harmonium. After studying this course, students will be able to achieve dexterity of the hand, through regular practice of the playing exercises at home.
- After studying this course, students will be able to read and learn new compositions in the prescribed ragas.
- After studying this course, students will be able to grasp the various grammatical aspects of the prescribed ragas, like how they arise, what are the respective rules that govern these ragas, how do the notes move in the ragas, what are the performing times of the ragas etc.
- After studying this course, students will be able to learn the art of playing a raga, especially with regard to having the Tabla as an accompanying instrument.

Skill Enhancement Courses offered by Physics Department

1. Programming with python
2. Document Preparation and Presentation Software



Programming with Python



What is Python ?



- Python: A computer programming language often used for data analysis , to build websites & softwares and automate various tasks.
- One of the most popular programming language in recent years.

Python Applications

Web applications

Desktop GUI Applications

Console-Based Applications

Software Development

scientific & numeric


Business Applications

Audio or Video-Based Applications

3D CAD Applications

Enterprise Applications

Image Processing Applications



Document Preparation and Presentation Software LaTeX

GETTING STARTED WITH LATEX



- Modification in big documents is easy
- Separation of content and style
- Portability
- Open source
- Page numbers auto
- Generates list
- Scientific features

- LaTeX is a document preparation system for high-quality typesetting.
- LaTeX is most often used to produce technical or scientific documents, but it can be used for almost any form of publishing.



**PAPER TITLE:
NEGOTIATION AND LEADERSHIP
SEMESTER I
Department of Political Science, DRC**



Negotiation is a vital skill for leaders. Mastering the art of negotiation enables leaders to achieve desired outcomes and foster positive relationships. Leaders use negotiation to resolve conflicts, build consensus, and drive innovation.

The Importance of Effective Negotiation Skills

1 Achieving Desired Outcomes

Negotiation skills help leaders secure the best possible deals and agreements, aligning with their strategic goals.

3 Minimizing Conflict

Negotiation skills allow leaders to address disagreements constructively, preventing escalation and fostering a positive work environment.

2 Building Strong Relationships

Effective negotiation fosters trust and understanding among stakeholders, strengthening partnerships and collaborations.

4 Driving Innovation

Negotiation empowers leaders to engage in collaborative brainstorming, generating new ideas and fostering a culture of creativity.



Key Principles of Successful Negotiation

Active Listening

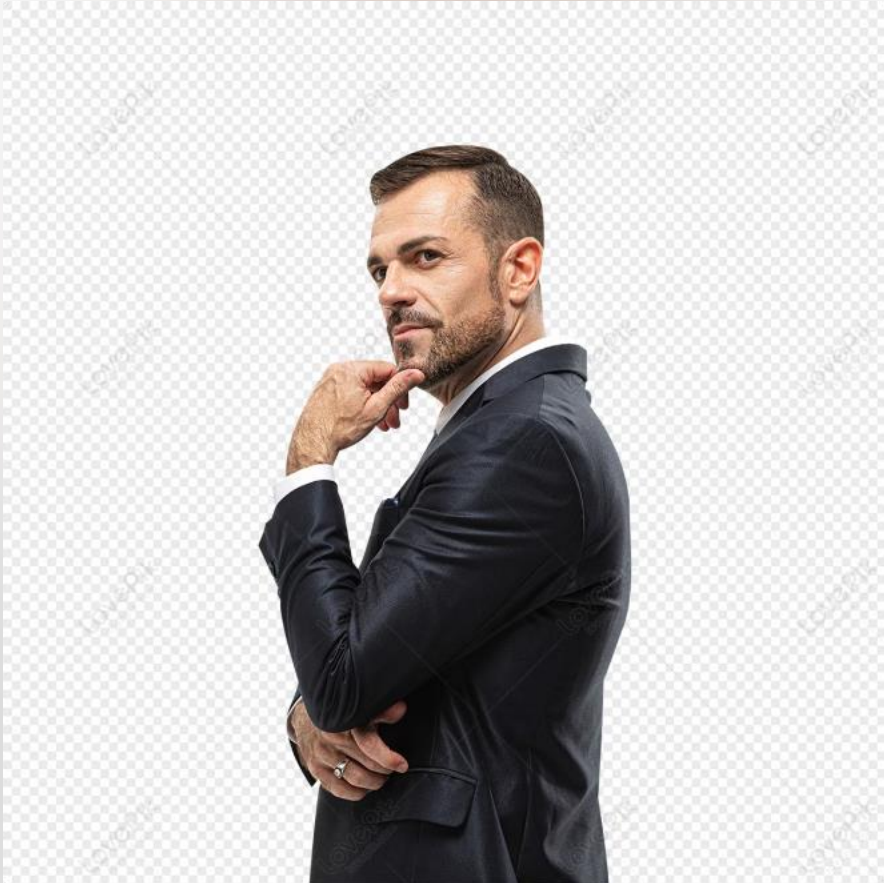
Pay close attention to the other party's perspective, understanding their needs and motivations.

Clear Communication

Express your own needs and expectations clearly and concisely, avoiding ambiguity.

Creative Problem-Solving

Explore innovative solutions that address the interests of all parties involved, achieving a win-win outcome.



Developing a Negotiation Strategy

1

Define Goals

Clearly identify your desired outcomes and objectives for the negotiation.

2

Assess Strengths & Weaknesses

Analyze your own position and the other party's, identifying areas of leverage and potential challenges.

3

Develop Options

Brainstorm potential solutions and concessions, considering various possibilities to achieve a favorable outcome.

4

Prepare for Contingencies

Anticipate potential roadblocks and develop backup plans to address unexpected challenges.

Effective Communication Techniques in Negotiation

1

Active Listening

Pay close attention to the other party's message, using nonverbal cues and asking clarifying questions.

2

Empathy

Try to understand the other party's perspective, acknowledging their feelings and concerns.

3

Clear and Concise Language

Express your needs and proposals clearly, using simple and direct language.

4

Nonverbal Communication

Maintain eye contact, use appropriate body language, and adjust your tone of voice to convey confidence and respect.



Handling Difficult Negotiation Scenarios

Stay Calm and Composed

Remain calm and focused, avoiding emotional reactions that could escalate the situation.

Identify the Source of Conflict

Determine the root cause of the disagreement, understanding the other party's concerns.

Focus on Solutions

Instead of dwelling on the problem, work together to find creative solutions that address everyone's needs.

Seek Common Ground

Identify areas of agreement and build upon them, fostering a sense of collaboration and shared interests.

Building Rapport and Trust in Negotiations



Show Respect

Treat the other party with courtesy and consideration, acknowledging their views and expertise.



Foster Common Ground

Identify shared goals and interests, creating a sense of partnership and collaboration.



Build Trust

Be honest and transparent in your communication, demonstrating reliability and integrity.



Seek Mutually Beneficial Solutions

Work towards outcomes that benefit both parties, building a foundation for long-term relationships.



Applying Negotiation Skills to Leadership Roles



Team Building

Negotiate roles, responsibilities, and expectations to foster teamwork and collaboration.

Performance Management

Negotiate goals, deadlines, and feedback mechanisms to motivate and empower team members.

Resource Allocation

Negotiate budget and resource allocation to effectively manage resources and achieve organizational goals.

Conflict Resolution

Facilitate constructive dialogue and negotiation to resolve disagreements and maintain a harmonious work environment.

Political Leadership and Communication

POLITICAL
Communication



Department of Political Science,
Daulat Ram College, University of Delhi



Learning Objectives



- * To understand the cross-cutting multi-disciplinary linkage of the subject.
- * To gain a basic understanding of specific concepts and critical review of political communication and election campaign studies.
- * To be able to construct a linkage between political communication and leadership.
- * To learn conceptual frameworks and qualitative research skills for the analysis of modes and techniques of political communication and leadership.



Learning Objectives

- ▶ Students will be able to have a professional/career-oriented insight by facilitating their journey as Media managers, policy makers, political analysts, Journalists.
- ▶ In government sphere, they can explore options as public relations officers in government agencies, political parties and higher education.



Syllabus

➤ ***Unit I:*** Explaining Political Communication

Meaning, Nature and Scope Evolution and Transformation

➤ ***Unit II:*** Exploring Leadership Themes, Theories and Typologies Participation and Performance

Unit III: Expanding Political Communication and Leadership: Orientation and Action

*Developing Communication and Leadership through Research Strengthening Techniques of Communication and Leadership



- ▶ **Unit IV: Extending Political Communication and Leadership: Research Issues and Challenges**

- *Researching Communication and Leadership through Survey: Opinion Poll, Exit Poll.

- *Examining Contemporary Issues and Challenges in Communication and Leadership

- ▶ **Unit V: Executing Political Communication and Leadership: Empirical and Professional Implications**

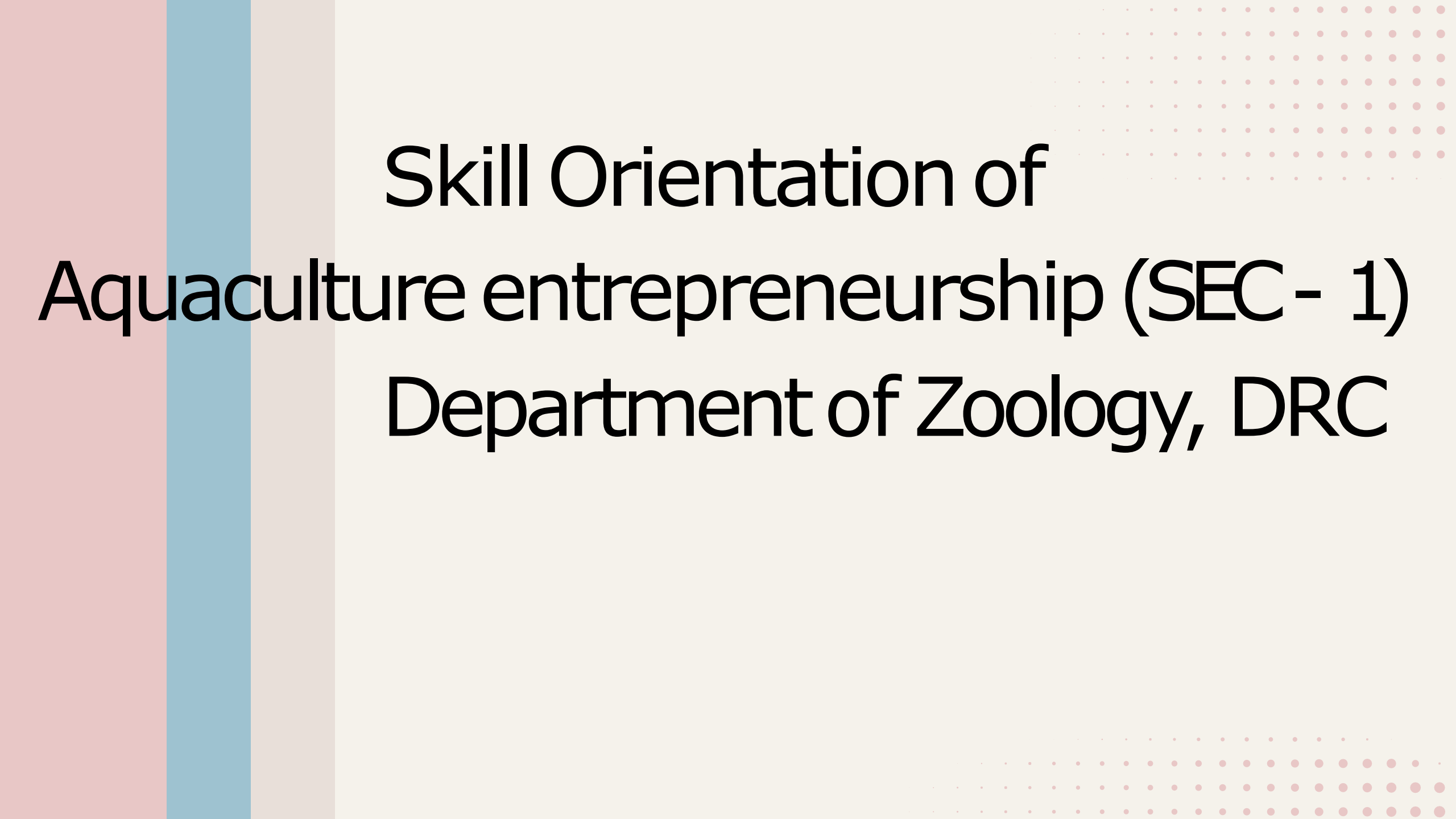
- *Psephology as an Art and Vocation

- *Exploring Career Options

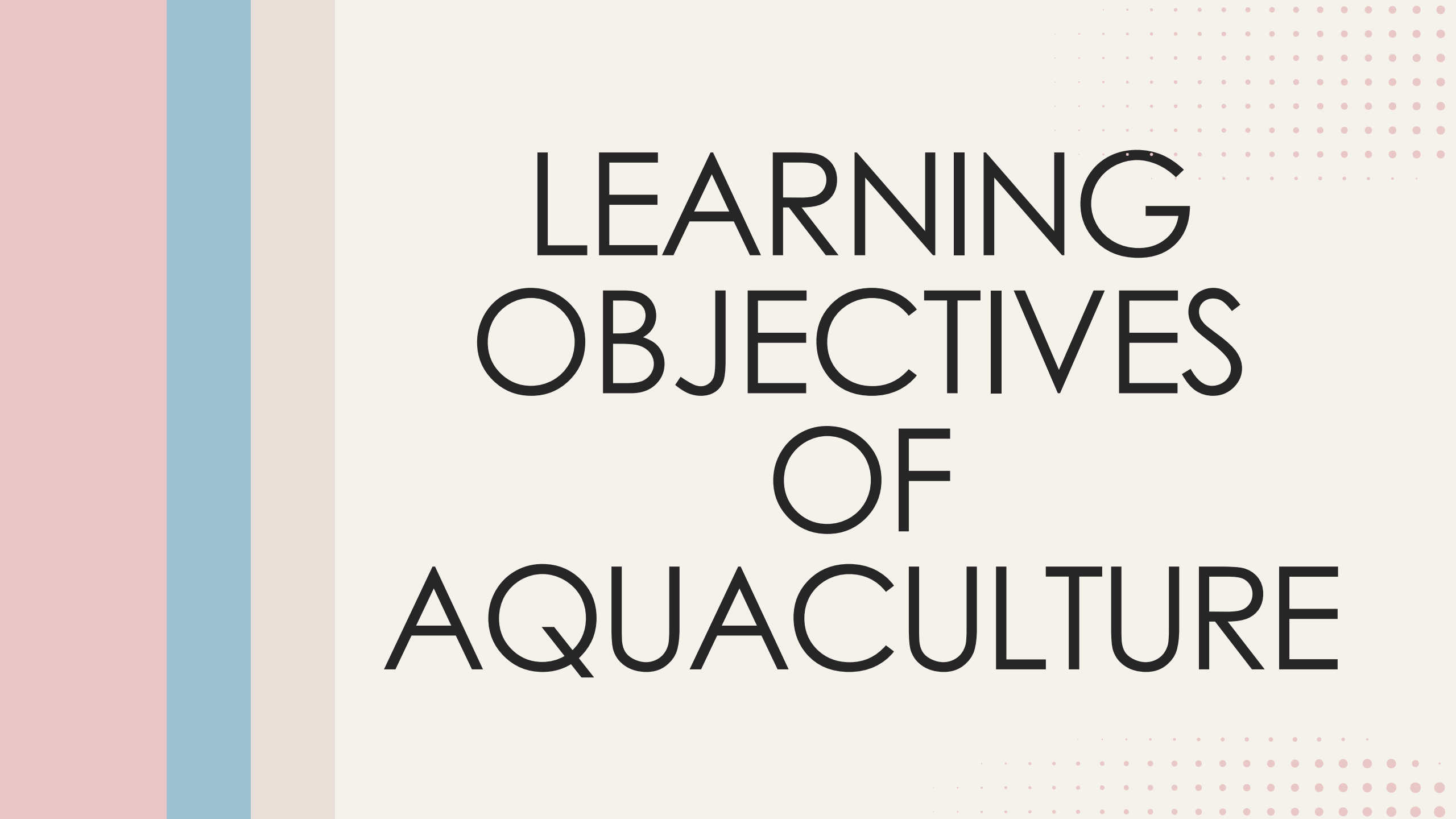


Essential/Recommended Readings:

1. Pole (2009). *Blogging the Political: Politics and Participation in a networked Society*. New York: Routledge.
2. D. A. Graber (2005). 'Political Communication Faces the 21st Century', *Journal of Communication*, September: 479-507.
3. Frank Esser and Barbara Pfetsh (eds.). (2004). *Comparing Political Communication Theories, Cases and Challenges*. Cambridge: Cambridge University Press.
4. G. Gerbner, L. Gross, M. Morgan and N. Signorielli (1982). 'Charting the Mainstream: Television's Contribution to Political Orientations', *Journal of Communication*, 32(2): 100-27.
5. H. A. Semetko and M. Scammell (eds.) (2012). *The SAGE Handbook of Political Communication*. London: Sage.
6. John C Maxwell (2008). *Developing the Leader Within You*. New Delhi: Harper Collins. Kiran Prasad (ed.) (2003). *Political Communication: The Indian Experience*. New Delhi: B.R. Publishers.

The background features three vertical bars on the left side: a light red bar, a light blue bar, and a light grey bar. In the top right and bottom right corners, there is a decorative pattern of small, light red dots arranged in a grid that fades out towards the center.

Skill Orientation of Aquaculture entrepreneurship (SEC- 1) Department of Zoology, DRC

The background features a vertical bar on the left with a color gradient from light pink to light blue. The right side of the background is white with a pattern of small, light pink dots arranged in a grid that fades out towards the right edge.

LEARNING OBJECTIVES OF AQUACULTURE

- Explain the life cycles, biology, and ecology of key aquaculture species (e.g., fish, shellfish, algae).
- Understand the nutritional requirements and feeding behaviors of aquatic organisms.

1. Water Quality Management:

- Identify key water quality parameters (e.g., temperature, pH, dissolved oxygen, ammonia) and their importance in aquaculture.
- Develop strategies for monitoring and managing water quality in aquaculture systems.



ANGEL FISH
(*Pterophyllum*)



ALBINO SENEGAL BICHIR
(*Polypterus senegalus*)

- Health Management and Disease Control:
 - Recognize common diseases and parasites affecting aquaculture species.
 - Implement biosecurity measures and health management practices to prevent disease outbreaks.
- Sustainable Practices:
 - Discuss the environmental impacts of aquaculture and strategies for sustainable practices.
 - Evaluate the role of aquaculture in food security and resource management.

- Economic and Business Aspects:
 - Analyze the economic factors influencing aquaculture production and marketing.
 - Develop a business plan for an aquaculture venture, considering costs, pricing, and market demand.
- Regulatory and Ethical Considerations:
 - Understand the legal and regulatory frameworks governing aquaculture practices.
 - Discuss ethical considerations related to animal welfare and environmental stewardship in aquaculture.



- Research and Innovation:
 - Explore current research trends and technological innovations in aquaculture.
 - Conduct experiments or projects to investigate specific aspects of aquaculture practices.
-
- Community and Global Perspectives:
 - Assess the role of aquaculture in local and global economies.
 - Discuss the social implications of aquaculture development in different regions.

- Hands-on Skills:
- Gain practical experience in aquaculture techniques, including breeding, feeding, and harvesting.
- Develop skills in data collection and analysis related to aquaculture practices.
- These objectives can help guide the development of aquaculture programs and ensure that students gain a comprehensive understanding of the field.



*Thank
you!*