

DEPARTMENT OF COMPUTER SCIENCE

LESSON PLAN

Nov 2020 April 2021

EVEN SEMESTER



MASHIYA AFROZE F

**Assistant Professor, Department of Computer Science,
Patrician College of Arts and Science, Adyar, Chennai - 20.**

SUBJECTS ALLOTTED

S. No.	CLASS	SUBJECT
1.	III B.Sc. (COMPUTER SCIENCE)	DATA COMMUNICATION AND NETWORKING
2.	I B.Sc. (COMPUTER SCIENCE)	COMPUTER ORGANIZATION-Theory
3	I B.Sc. (COMPUTER SCIENCE)	COMPUTER ORGANIZATION - LAB
4.	I MA	COMPUTING SKILLS LEVEL-II

**SEMESTER VI - APR 2021****SUBJECT : DATA COMMUNICATION AND NETWORKING****CLASS : III B.SC(CS)****SYLLABUS**

Title of the Course/	Paper-XVIII DATA COMMUNICATION AND NETWORKING		
Core	III Year & Sixth Semester	Credit: 4	
Objective of the course	This course introduces the concepts of Networking		
Course outline	Unit-1: Introduction to Data Communication, Network, Protocols & standards and standards organizations - Line Configuration - Topology - Transmission mode - Classification of Network - OSI Model - Layers of OSI Model.		
	Unit-2: Parallel and Serial Transmission - DTE/DCE/such as EIA-449, EIA-530, EIA-202 and x.21 interface - Interface standards - Modems - Guided Media - Unguided Media - Performance - Types of Error - Error Detection - Error Corrections.		
	Unit-3: Multiplexing - Types of Multiplexing - Multiplexing Application - Telephone system - Project 802 - Ethernet - Token Bus - Token Ring - FDDI - IEEE 802.6 - SMDS - Circuit Switching - Packet Switching - Message switching - Connection Oriented and Connectionless services.		
	Unit-4:History of Analog and Digital Network - Access to ISDN - ISDN Layers - Broadband ISDN - X.25 Layers - Packet Layer Protocol - ATM - ATM Topology - ATM Protocol.		
	Unit-5 :Repeaters - Bridges - Routers - Gateway - Routing algorithms - TCP/IP Network, Transport and Application Layers of TCP/IP - World Wide Web.		

TEACHING AID**1. Recommended Texts**

- i. Behrouz and Forouzan, 2001, Introduction to Data Communication and Networking, 2nd Edition, TMH.

2. Reference Books

- i. Jean Walrand 1998, Communication Networks (A first Course), Second Edition, WCB/McGraw Hill.
- ii. Behrouz and Forouzan, 2006, Data Communication and Networking, 3rd Edition, TMH.

3. Online Notes/Books/Powerpoint slides
4. ICT
5. Previous year question papers.
6. Google classroom App.

LESSON PLAN

DATA COMMUNICATION AND NETWORKING (6 hrs per week)

DATE	HRS	UNIT	TOPIC
04/1/2021	2	1	Introduction to Data Communication, Network, Protocols & standards and standards organizations -
5.1.2021	5	1	Line Configuration - Topology - Transmission mode - Classification of Network
6.1.2021 – 8.1.2021	6	1	OSI Model - Layers of OS1 Model. TCP/IP Network, Transport and Application Layers of TCP/IP
12.1.2021- 13.1.2021	5	2	Parallel and Serial Transmission - DTE/DCE/such as EIA-449, EIA-530, EIA-202 and x.21 interface - Interface standards - Modems
14.1.2021 - 18.1.2021	5	2	Guided Media - Unguided Media
18.1.2021	2	2	Performance - Types of Error - Error Detection - Error Corrections.
25.1.2021- 29.1.2021	6	3	Multiplexing - Types of Multiplexing - Multiplexing Application - Telephone system.
1.2.2021 - 5.2.2021	2		Project 802 - Ethernet - Token Bus - Token Ring - FDDI -
8.2.2021	6	3	Revision
9.2.2021	5	3	IEEE 802.6 - SMDS
15.2.2021- 18.2.2021	5	4	Circuit Switching - Packet Switching - Message switching
19.2.2021	6	4	Revision



22.2.2021-26.2.2021	5	4	Connection Oriented and Connectionless services
1.3.2021-5.3.2021	6	4	History of Analog and Digital Network - Access to
8.3.2021	5		Revision
9.3.2021-12.3.2021	6	5	ISDN - ISDN Layers - Broadband ISDN - X.25 Layers - Packet Layer Protocol
15.3.2021 – 19.3.2021	5	5	ATM - ATM Topology - ATM Protocol.
22.3.2021-24.3.2021	5	5	Repeaters - Bridges - Routers - Gateway
25.3.2021-26.3.2021	6		REVISION WITH PREVIOUS YEAR QUESTION PAPERS

SUBJECT : CORE-III: COMPUTER ORGANIZATION

CLASS : I B.SC(CS)

SYLLABUS

Title of the Course/	CORE-III: COMPUTER ORGANIZATION		
Core	I Year & Second Semester	Credit: 4	
Objective of the course	<ul style="list-style-type: none"> To understand the basic organization of computers and the working of each component and CPU To bring the programming features of 8085 Microprocessor and know the features of latest microprocessors. To understand the principles of Interfacing I/O devices and Direct Memory accesses 		



Course outline	UNIT - I Data representation: Data types – Complements- fixed point and floating point representation other binary codes. Register Transfer and Microoperations: Register transfer language- Register transfer- Bus and Memory transfers – Arithmetic, logic and shift micro operations.
	UNIT - II Central processing unit: General register and stack organizations- instruction formats - Addressing modes- Data transfer and manipulation - program control- RISC - Pipelining - Arithmetic and instruction- RISC pipeline - Vector processing and Array processors.
	UNIT - III Microprocessor Architecture and its Operations - 8085 MPU - 8085 Instruction Set and Classifications. Programming in 8085: Code conversion - BCD to Binary and Binary to BCD conversions - ASCII to BCD and BCD to ASCII conversions - Binary to ASCII and ASCII to Binary conversions.
	UNIT - IV Programming in 8085:BCD Arithmetic - BCD addition and Subtraction - Multibyte Addition and Subtraction - Multiplication and Division. Interrupts: The 8085 Interrupt – 8085 Vectored Interrupts –
	UNIT - V Direct Memory Access(DMA)and 8257 DMA controller - 8255A Programmable Peripheral Interface. Basic features of Advanced Microprocessors - Pentium - I3 , I5 and I7



OUTCOMES:	<ul style="list-style-type: none">• Describe the major components of a computer system and state their function and purpose• Describe the microstructure of a processor• Demonstrate the ability to program a microprocessor in assembly language.• Classify and describe the operation DMA and peripheral Interfaces.
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TEXT BOOKS:

1. M.M. Mano, “Computer System architecture”. Pearson, Third Edition, 2007
2. R. S. Gaonkar- "Microprocessor Architecture- Programming and Applications with 8085"- 5 th Edition- Penram- 2009.
3. TriptiDodiya&ZakiyaMalek, “Computer Organization and Advanced Microprocessors”, Cengage Learning, 2012.

REFERENCE BOOKS:

1. Mathur- “Introduction to Microprocessor”- 3 rd Edition- Tata McGraw-Hill-1993.
2. P. K. Ghosh and P. R. Sridhar- “0000 to 8085: Introduction to Microprocessors for Engineers and Scientists”- 2nd Edition- PHI- 1995.
3. NagoorKani- “Microprocessor (8085) and its Applications”- 2nd Edition- RBA Publications- 2006.
4. V. Vijayendran- “Fundamentals of Microprocessors – 8085”- S. Viswanathan Pvt. Ltd.- 2008.

WEB REFERENCES:

- NPTEL & MOOC courses titled Computer organization
- <https://nptel.ac.in/courses/106105163/>
- <https://nptel.ac.in/courses/106103068/>

LESSON PLAN**COMPUTER ORGANIZATION**

S.NO	DATE	Hours	PARTICULARS
01	18.1.2021	2	Syllabus - Introduction
02	25.1.2021- 29.1.2021	5	Microprocessor Architecture and its Operations
03	1.2.2021 - 5.2.2021	5	8085 MPU



04	8.2.2021	5	8085 Instruction Set and Classifications. Programming in 8085
05	9.2.2021	5	Revision
06	15.2.2021- 18.2.2021	2	:Code conversion - BCD to Binary and Binary to BCD conversions
07	19.2.2021	5	Revision
08	22.2.2021- 26.2.2021	2	ASCII to BCD and BCD to ASCII conversions
09	1.3.2021- 5.3.2021	5	Binary to ASCII and ASCII to Binary conversions
10	8.3.2021	5	Revision
11	9.3.2021- 12.3.2021	5	Programming in 8085:BCD Arithmetic - BCD addition and Subtraction
12	15.3.2021 – 19.3.2021	5	Multibyte Addition and Subtraction
13	22.3.2021- 24.3.2021	5	Multiplication and Division.
14	25.3.2021- 26.3.2021	5	Interrupts: The 8085 Interrupt – 8085 Vectored Interrupts
15		5	Revision / Model Practicals

**SUBJECT : CORE-IV: PRACTICAL – IICOMPUTER ORGANIZATION LAB****CLASS : I B.SC(CS)****Syllabus****CORE-IV: PRACTICAL – IICOMPUTER ORGANIZATION LAB**

Title of the Course/ Paper	CORE-IV: PRACTICAL – IICOMPUTER ORGANIZATION LAB		
Core	I Year & Second Semester	Credit: 4	
Objective of the course	To understand the programming features and operations of assembly language programs using 8085 microprocessor kit or Simulator		
Course outline	I : Addition and Subtraction 1. 8 - bit addition 2. 16 - bit addition 3. 8 - bit subtraction 4. BCD subtraction II : Multiplication and Division 1. 8 - bit multiplication 2. BCD multiplication 3. 8 - bit division III: Sorting and Searching 1. Searching for an element in an array. 2. Sorting in ascending order. 3. Finding largest and smallest elements from an array 4. Reversing array elements 5. Block move 6. Sorting in descending order IV: Code Conversion		



	<p>1. BCD to Hex and Hex to BCD</p> <p>2. Binary to ASCII and ASCII to binary</p> <p>3. ASCII to BCD and BCD to ASCII</p> <p>V: Applications</p> <p>1. Square of a single byte Hex number</p> <p>2. Square of a two digit BCD number</p> <p>3. Square root of a single byte Hex number</p> <p>4. Square root of a two digit BCD number</p>
OUTCOMES:	<ul style="list-style-type: none">• Implement the arithmetic operations in assembly language programming• Understand the programming logic of 8085 in various aspects

LESSON PLAN
COMPUTER ORGANIZATION LAB

S.NO	DATE	Hours	PARTICULARS
01	18.1.2021	2	Syllabus - Introduction
02	25.1.2021- 29.1.2021	5	I : Addition and Subtraction 1. 8 - bit addition 2. 16 - bit addition 3. 8 - bit subtraction 4. BCD subtraction
03	1.2.2021 - 5.2.2021	5	II : Multiplication and Division 1. 8 - bit multiplication 2. BCD multiplication



			3. 8 - bit division
04	8.2.2021	5	Revision
05	9.2.2021	5	Revision
06	15.2.2021- 18.2.2021	2	III: Sorting and Searching 1. Searching for an element in an array. 2. Sorting in ascending order. 3. Finding largest and smallest elements from an array 4. Reversing array elements 5. Block move 6. Sorting in descending order
07	19.2.2021	5	Revision
08	22.2.2021- 26.2.2021	2 5	IV: Code Conversion 1. BCD to Hex and Hex to BCD 2. Binary to ASCII and ASCII to binary 3. ASCII to BCD and BCD to ASCII
09	1.3.2021- 5.3.2021		
10	8.3.2021	5	Revision
11	9.3.2021- 12.3.2021	5 5	V: Applications 1. Square of a single byte Hex number 2. Square of a two digit BCD number



			3. Square root of a single byte Hex number 4. Square root of a two digit BCD number
12	15.3.2021 – 19.3.2021		
13	22.3.2021- 24.3.2021	5	Revision
14	25.3.2021- 26.3.2021	5	Revision
15		5	Revision / Model Practicals

SUBJECT : COMPUTING SKILLS – LEVEL – II

CLASS : I MA

Syllabus

Unit 1 : Introduction to computers – classification of computers; Role of Computers in society; Inside Computers – Hardware (processing, memory i/o, storage etc), Software (Systems, application); CPU, Operating Systems – DOS, LINUX, UNIX, Windows ; Storage devices; Programming – Overview, need for languages, skills; Networking Basics; Virus; Hacking

Unit 2 : Word processing - Operating of word documents like open, close, save, print ;

Editing Text – tools, formatting , bullets, spell checker; Navigating word – Keyword, mouse, document formatting ; paragraph alignment - indentation, headers, footers, numbering; printing – preview, options

Unit 3 : File Management – Understanding the Importance of file management, backing of files, Navigating thru My Computer and Windows Explorer; Files and Folders- editing, deleting, retrieving, renaming, subfolders; Manipulating windows – minimize, maximize; power point basics- terminology- templates, viewing.

Unit 4 :Spreadsheets – MS Excel – opening, entering text and data, formatting, navigating; Formulas- entering, handling and copying; charts- creating, formatting and printing, header and footer, centering of data; printing

Unit 5 :Networks - Internet explorer- components; www – working, browsing, searching, saving; Bookmark – favorite, create, delete ; Printing a webpage; email – creating, receiving, reading and sending messages

Note – Unit 2 -5 are to be taught as practical with hands on experience

TEACHING AID

References :

1. Introduction to Computers – Peter Norton, TataMcGraw-Hill, India
2. Microsoft 2003 – Jennifer Ackerman Ketteletal.,Tata Mc-Graw Hill, India
3. Working In Microsoft office 2006– Ron Mansfield ,Tata Mc-Graw Hill, India
4. ICT

LESSON PLAN

COMPUTING SKILLS - II (2 hrs per week)

DATE	HRS	UNIT	TOPIC
18.1.2021	1	-	Syllabus, Introduction
25.1.2021- 29.1.2021	2	1	Introduction to computers – classification of computers - Role of Computers in society– Hardware (processing, memory i/o, storage etc), Software (Systems, application)
1.2.2021 - 5.2.2021	2	1	CPU - Operating Systems – DOS, LINUX, UNIX, Windows - Storage devices - Programming
8.2.2021	2	2	Overview, need for languages, skills - Networking Basics – Virus - Hacking
9.2.2021	2	2	Create a mail merge document to send New year greetings to five of your friends.



15.2.2021-18.2.2021	2	2	Create a worksheet of 5 students' details and functions to find sum and average.
19.2.2021	2	3	Create a template for Personal diary in MS-Word.
22.2.2021-26.2.2021	2	3	Create a document and insert a picture from any application and do all four alignments.
1.3.2021-5.3.2021	2	4	Create a document and insert header and footer and show it in the print preview.
8.3.2021	2	4	Create a document, which uses table with 5 rows and 6 columns, and apply all possible formatting on it. (create a mark sheet)
9.3.2021-12.3.2021	2	5	Create a worksheet and perform the following: (i) save a worksheet, (ii) Paste a worksheet (iii) Rename a worksheet
15.3.2021 – 19.3.2021	2	5	Create a document files and copy a paragraph from one document to another.
22.3.2021-24.3.2021	2	5	Create a worksheet for the following data and draw the pie graph
25.3.2021-26.3.2021	2	5	Create a document and do the following: (i) Text Orientation (ii) Center Alignment (iii) Font size and Color.
1.04.2021 – 10.04.21	2	5	Create a document and do the following: (i) Spell check and find and replace (ii) cut and move (iii) Insert a picture

LESSON PLAN

EVEN SEMESTER (NOV '20 TO APRIL '21)



JOHN VASEEKARAN S

Assistant Professor, Department of Computer Science,
Patrician College of Arts and Science, Adyar, Chennai - 20.

SUBJECTS ALLOTTED

NO	CLASS	SUBJECT
1.	I BSC CS	COMPUTER ORGANIZATION
2.	II BSC CS	PROGRAMMING IN JAVA LAB
3.	II BSC CS	ENVIRONMENTAL STUDIES PROGRAMME
4.	III BSC CS	DATA MINING
5	II BA ENG	COMPUTING SKILLS LEVEL – II
6.	I BSC MATHS	HTML LAB
7.	II B.COM A & F	ENVIRONMENTAL STUDIES PROGRAMME



PATRICIAN COLLEGE OF ARTS AND SCIENCE

LESSON PLAN

FACULTY NAME : JOHN VASEEKARAN S **DEPT** : B.SC CS

SUBJECT NAME : DATA MINING **PERIOD** : NOV 20 TO APRIL 21

SUBJECT CODE : SAE6A

YEAR : III B.SC **SEMESTER** : VI

DEGREE & BRANCH : B.SC CS **SECTION** : -

SEMESTER – VI

ELECTIVE II

Title of the Course/ Paper	DATA MINING		
Elective	III Year & Sixth Semester	Credit: 5	
Objective of the course	This course introduces the fundamental concepts of Data Mining.		
Course outline	Unit1: Introduction: Data mining – Functionalities – Classification – Introduction to Data Warehousing – Data Preprocessing : Preprocessing the Data – Data cleaning – Data Integration and Transformation – Data Reduction		
	Unit-2: Data Mining, Primitives, Languages and System Architecture: Data Mining – Primitives – Data Mining Query Language,. Architectures of Data mining Systems. Concept Description, Characterization and Comparison: Concept Description, Data Generalization and Summarization, Analytical Characterization, Mining Class Comparison – Statistical Measures.		

<p>Unit 3: Mining Association Rules: Basics Concepts – Single Dimensional Boolean Association Rules From Transaction Databases, Multilevel Association Rules from transaction databases – Multi dimension Association Rules from Relational Database and Data Warehouses.</p>
<p>Unit-4: Classification and Prediction: Introduction – Issues – Decision Tree Induction – Bayesian Classification – Classification of Back Propagation. Classification based on Concepts from Association Rule Mining – Other Methods. Prediction – Introduction – Classifier Accuracy.</p>
<p>Unit-5: Cluster Analysis: Introduction – Types of Data in Cluster Analysis, Partitioning Methods – Hierarchical Methods Density Based Methods – GRID Based Method – Model based Clustering Method.</p>

1. Recommended Texts

i. J. Han and M. Kamber, 2001, Data Mining Concepts and Techniques, Harcourt India Pvt. Ltd - New Delhi.

2. Reference Books

i. K.P. Soman, Shyam Diwakar, V. Ajay, 2006, Insight into Data Mining Theory and Practice, Prentice Hall of India Pvt. Ltd - New Delhi.

3. Website, E-learning resources

i. [http:// www.academicpress.com](http://www.academicpress.com)

ii. <http://www.mkp.com>

TEACHING AID

- Black board
- Power point presentations
- ICT
- Previous year question papers

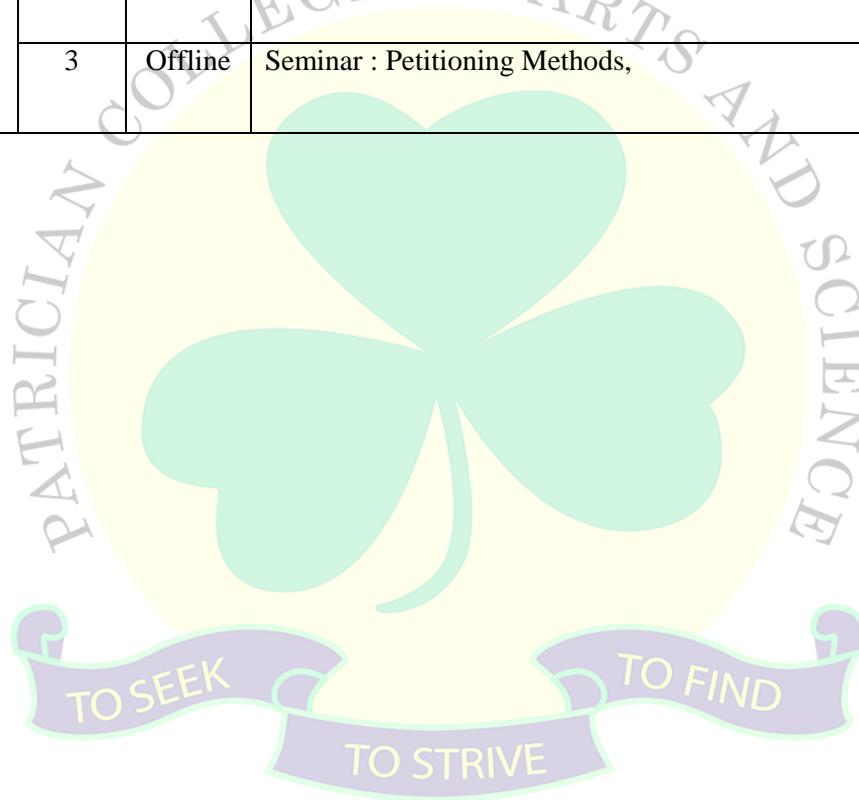
LESSON PLAN

DATA MINING – III BSC CS (6 hrs per week)

DATE	# HRS	UNIT	TOPIC
Jan 6 th to 13 th	3	1	Introduction: Data mining – Functionalities – Classification
	3	Offline	Assignment : Introduction to data mining , Functions of Data Mining
Jan 19 th to 23 rd	3	1	Introduction to Data Warehousing – Data Preprocessing : Preprocessing the Data
	3	Offline	Assignment : Data Warehousing, Data preprocessing.
Jan 27 th to 30 th	3	1	Data cleaning – Data Integration and Transformation – Data Reduction
	3	Offline	Assignment : Data Integration and Transformation
Feb 1 st to 6 th	3	2	Data Mining, Primitives, Languages and System Architecture: Data Mining – Primitives – Data Mining Query Language,. Architectures of Data mining Systems.
	3	Offline	Assignment : Data Mining Architecture, Data mining query Language
Feb 8 th to 13 th Jan	3	2	Concept Description, Characterization and Comparison: Concept Description, Data Generalization and Summarization, Analytical Characterization, Mining Class Comparison – Statistical Measures.
	3	Offline	Assignment : Data Generalization, Statistical Measures.
15 th Feb to 20 th Feb	3	3	Mining Association Rules: Basics Concepts – Single Dimensional Boolean Association Rules From Transaction Databases
	3	Offline	Seminar : Mining Association rules, Single Dimensional Boolean Association Rules .
21 st Feb to 28 th	3	3	Multilevel Association Rules from transaction databases, Multi dimension Association Rules from Relational Database and Data Warehouses
	3	Offline	Seminar : Multi level Association Rules, Classification
1 st Mar to 6 th	3	3	Classification of Back Propagation. Classification based on Concepts from Association Rule Mining – Other Methods.



	3	Offline	Assignment : Prediction, Classification of Back Propagation
9 th Mar to 13 th	3	4	Prediction – Introduction – Classifier Accuracy, Cluster Analysis: Introduction – Types of Data in Cluster Analysis, Partitioning Methods.
	3	Offline	Seminar : Classification based on Concepts from Association Rule Mining, Prediction
15 th Mar to 20 th	3	4	Hierarchical Methods Density Based Methods.
	3	Offline	Seminar : Classifier Accuracy, Cluster Analysis
22 nd Mar to 31 st	3	4	GRID Based Method – Model based Clustering Method.
	3	Offline	Seminar : Partitioning Methods,





DEPARTMENT OF MANAGEMENT

PATRICIAN COLLEGE OF ARTS AND SCIENCE

DEPARTMENT OF BUSINESS ADMINISTRATION- LESSON PLAN

Sub Name: BUSINESS COMMUNICATION Sub Handled By: Dr.A.RAJA

UNITS	NO.OF HOURS	TOPICS TO BE COVERED	METHODOLOGY OF TEACHING	TEACHING AIDS REQUIRED
UNIT-1	55 MINS	The concept of Business Communication	Lecture and Discussion	
	55 MINS	An introduction to Business communication	Lecture and Discussion	
	55 MINS	Meaning of Communication, Difference between sender and receiver	Lecture and Discussion	
	55 MINS	Nature of Business communication, Scope of Business communication, Different types of Business letters	Lecture and Discussion	
	55 MINS	Meaning of Business letter	Lecture and Discussion	Case study - without ICT
	55 MINS	Definition of Business Letter and Types	Lecture and Discussion	
	55 MINS	Basic Principles in Drafting	Lecture and Discussion	
	55 MINS	Principles of effective writing	Lecture and Discussion	
	55 MINS	Drating a Business Letter		Case study - without ICT
	55 MINS	Appearance of Good Business Letter	Lecture and Discussion	
	55 MINS	Layouts of letters		



	55 MINS	Different styles of business letter	Macro Environment-Assignment	
	55 MINS	Assignment on Drafting a business letter	Discussion- Question Session	
	55 MINS	UNIT-1-Revision	Question-Answer session	
	55 MINS	UNIT-1-Revision	Previous year question paper Discussion	
	55 MINS	CLASS TEST -UNIT 1	MARKS OUT OF 25	
UNIT-2	55 MINS	Types of Business Letters-	Lecture and Discussion	
	55 MINS	The role of Business letters in Organisation	Lecture and Discussion	Case study - without ICT
	55 MINS	Letters of Enquiry	Lecture and Discussion	
	55 MINS	Drafting Enquiry Letters	Lecture and Discussion	
	55 MINS	Offers and orders	Lecture and Discussion	
	55 MINS	Cancellation of letters	Lecture and Discussion	
	55 MINS	Meaning of quotations, Explaining the various aspects of quotations	Lecture and Discussion	The students are asked to prepare a quotation for renovating the library-ppt presentation
	55 MINS	Complaints and settlement	Lecture and Discussion	
	55 MINS	UNIT-2-Revision	Question-Answer session	
	55 MINS	UNIT-2-Revision	Previous year question paper Discussion	
	55 MINS	CLASS TEST -UNIT 2	MARKS OUT OF 25	



UNIT-3	55 MINS	Meaning of Circular, Definitions	Lecture and Discussion	
	55 MINS	Status Enquiries	Lecture and Discussion	
	55 MINS	Status Enquiries	Lecture and Discussion	
	55 MINS	Collection letters	Group Discussion	
	55 MINS	Collection letters	Lecture and Discussion	
	55 MINS	Application for a situation	Lecture and Discussion	
	55 MINS	Writing a Application for a job	Assignment	
	55 MINS	Letter of Recommendation	Lecture and Discussion	
	55 MINS	Draftinga recommendation letter	Activity	
	55 MINS	Reference Letters	Lecture and Discussion	
	55 MINS	Reference Letters	Lecture and Discussion	
	55 MINS	UNIT-3-Revision	Question-Answer session	
	55 MINS	UNIT-3-Revision	Previous year question paper Discussion	
	55 MINS	CLASS TEST -UNIT 3	MARKS OUT OF 25	
UNIT-4	55 MINS	Correspondance	Lecture and Discussion	
	55 MINS	Difference between communication and correspondance	Lecture and Discussion	

	55 MINS	Correspondence with share letters	Lecture and Discussion	
	55 MINS	Appearance and layout of letters	Lecture and Discussion	
	55 MINS	Correspondence with Debenture holders	Lecture and Discussion	
	55 MINS	Correspondance with respect to FD	Lecture and Discussion	Case study - without ICT
	55 MINS	Government orders, Orders for different department	Lecture and Discussion	
	55 MINS	Govt. Dept- Statutory Bodies	Lecture and Discussion	
	55 MINS	Correspondance with office staff	Discussion session	
	55 MINS	Correspondance with customers	Discussion session	
	55 MINS	Public letters	Lecture and Discussion	
	55 MINS	Correspondance with Directors		Seminar by students using PPT
	55 MINS	UNIT-4-Revision	Question-Answer session	
	55 MINS	UNIT-4-Revision	Previous year question paper Discussion	
	55 MINS	CLASS TEST -UNIT 4	MARKS OUT OF 25	
unit-5	55 MINS	Meaning and definition of report	lecture and discussion	
	55 MINS	Need for Report wriing	lecture and discussion	
	55 MINS	Format of report writing	Assignment	
	55 MINS	Content of report writing	lecture and discussion	



	55 MINS	Report style	lecture and discussion	
	55 MINS	Language used in report writing	lecture and discussion	
	55 MINS	Report by Individulas	lecture and discussion	
	55 MINS	Report by committes	lecture and discussion	
	55 MINS	Report on Meeting	lecture and discussion	
	55 MINS	Speeches writing	lecture and discussion	Recent amendments in Policies -Discussion
	55 MINS	Role of computers in business correspondance	lecture and discussion	
	55 MINS	Emails in business correspondance	lecture and discussion	
	55 MINS	UNIT-5-Revision	Question-Answer session	
	55 MINS	UNIT-5-Revision	Previous year question paper Discussion	
	55 MINS	CLASS TEST -UNIT 5	MARKS OUT OF 25	
2ND WEEK OF FEB		CIA	MARKS OUT OF 75	
		CIA	MARKS OUT OF 75	
		CIA	MARKS OUT OF 75	
		CIA	MARKS OUT OF 75	
		CIA	MARKS OUT OF 75	
	55 MINS	Revision	Question-Answer session	



	55 MINS	Revision	Previous year question paper Discussion	
	55 MINS	Revision	Question-Answer session	
	55 MINS	Revision	Previous year question paper Discussion	
	55 MINS	Revision	Question-Answer session	
	55 MINS	Revision	Previous year question paper Discussion	

PATRICIAN COLLEGE OF ARTS & SCIENCE- lesson plan 2019		
Dept : BUSINESS ADMINISTRATION		Class: I BBA
		HANDLED:Dr.B.Sasikala
Subject Name :	INTERNATIONAL TRADE	Subject Code : MAM2B
HOURS	TOPIC	TEACHING METHODOLOGY
	Unit 1	
3	Difference between Internal and International trade	LECTURE
1	Nature of International business.	LECTURE
1	Scope of International business.	LECTURE
2	Theories of International business.	LECTURE
1	Stages in Internationalization	LECTURE
2	Features of MNC.	LECTURE
3	Importance of International Trade in the Global Context	LECTURE
2	Advantages and Limitations of MNCs.	LECTURE
2	Distinction among IC, MNC, CG and TNC	LECTURE
2	Revision & Unit Test	
	Unit 2	
1	Nature of International Business Environment	LECTURE
1	Demographical Environment	LECTURE



2	Global Environment	LECTURE
2	Economic Environment	LECTURE
1	Legal Environment	LECTURE
2	Cultural Environment	LECTURE
2	Theories of Foreign Trade	LECTURE
1	Absolute, Comparative, Equal cost differences	LECTURE
2	Adam Smith, Ricardo, Haberler's, Hecksher – Ohlin theories only)	LECTURE
2	Revision & Unit Test	
	Unit 3	
2	Balance of Trade	LECTURE
2	Balance of Payment Concepts	LECTURE
2	causes of disequilibrium	LECTURE
2	Fixed and floating exchange rates	LECTURE
2	Revision & Unit Test	
	Unit - 4	
2	International Monetary system	LECTURE
2	IMF	LECTURE
2	International Liquidity	LECTURE
3	IBRD	LECTURE
2	Revision & Unit Test	
	Unit - 5	
2	WTO	LECTURE
1	Nature	LECTURE
1	Features of WTO.	LECTURE
1	Scope	LECTURE
3	Approaches	LECTURE
2	Revision & Unit Test	
90	TOTAL HOURS	

PATRICIAN COLLEGE OF ARTS AND SCIENCE
DEPARTMENT OF MANAGEMENT- LESSON PLAN(I
BBABATCH 2020-2023) EVEN SEMESTER
SUB NAME: MANAGEMENT ACCOUNTING SUB HANDLED:
Dr.S.VIJAYA KUMARI



UNITS	NO.OF HOURS	TOPICS TO BE COVERED	METHODOLOGY OF TEACHING	TEACHING AIDS REQUIRED
UNIT-1	55 MINS	Management accounting	Lecture and Discussion	
	55 MINS	meaning, nature, scope and functions	Lecture and Discussion	Board and Chalk method
	55 MINS	need, importance and limitation	Lecture and Discussion	Board and Chalk method
	55 MINS	management accounting vs cost accounting	Lecture and Discussion	Board and Chalk method
	55 MINS	management accounting vs financial accounting	Lecture and Discussion	Board and Chalk method
	56 MINS	need, importance and limitation	Lecture and Discussion	Board and Chalk method
	57 MINS	management accounting vs cost accounting	Lecture and Discussion	Board and Chalk method
UNIT-2	55 MINS	Analysis and interpretation of financial statement	Lecture and Discussion	Board and Chalk method
	55 MINS	nature, objectives, essentials and tools	Lecture and Discussion	Board and Chalk method
	55 MINS	methods	Lecture and Discussion	Board and Chalk method
	55 MINS	comparative statement, common size statement	Lecture and Discussion	Board and Chalk method
UNIT-3	55 MINS	Trend analysis	Lecture and Discussion	Board and Chalk method
	55 MINS	Ratio analysis	Lecture and Discussion	Board and Chalk method
	55 MINS	Career stage model	Lecture and Discussion	Board and Chalk method
	55 MINS	interpretation	Lecture and Discussion	Board and Chalk method
UNIT-4	55 MINS	benefits and limitations	Lecture and Discussion	Board and Chalk method
	55 MINS	classification of ratios-liquidity	Lecture and Discussion	Board and Chalk method
	55 MINS	profitability, turnover	Lecture and Discussion	Board and Chalk method
	55 MINS	capital structure and leverage	Lecture and Discussion	Board and Chalk method
	55 MINS	capital structure and leverage	Lecture and Discussion	Board and Chalk method
UNIT-5	55 MINS	investment decisions	Lecture and Discussion	Board and Chalk method
	55 MINS	cost of capital	Question-Answer session	Board and Chalk method
	55 MINS	average rate of returns	MARKS OUT OF 25	Board and Chalk method



	55 MINS	payback period	Lecture and Discussion	Board and Chalk method
	55 MINS	net present value, internal rate of returns, capital rationing	Lecture and Discussion	Board and Chalk method
	55 MINS	average rate of returns	Lecture and Discussion	Board and Chalk method
	55 MINS	payback period	Lecture and Discussion	Board and Chalk method
	55 MINS	net present value, internal rate of returns, capital rationing	Lecture and Discussion	Board and Chalk method
2	Revision & Unit Test			
	Unit - 4			
2	International Monetary system	LECTURE		
2	IMF	LECTURE		
2	International Liquidity	LECTURE		
3	IBRD	LECTURE		
2	Revision & Unit Test			
	Unit - 5			
2	WTO	LECTURE		
1	Nature	LECTURE		
1	Features of WTO.	LECTURE		
1	Scope	LECTURE		
3	Approaches	LECTURE		
2	Revision & Unit Test			
90	TOTAL HOURS			

PATRICIAN COLLEGE OF ARTS AND SCIENCE-LESSON PLAN

Sub Name: BUSINESS REGULATORY FRAME WORK Sub Handled By:
Mrs.G.Mahalakshmi

UNITS	NO.OF HOURS	TOPICS TO BE COVERED	METHODOLOGY OF TEACHING	TEACHING AIDS REQUIRED
UNIT-1	55 MINS	The concept of Business Law	Lecture and Discussion	
	55 MINS	An introduction to Business Law	Lecture and Discussion	
	55 MINS	Meaning of business, Contract	Lecture and Discussion	
	55 MINS	Essential Elements of valid contract	Lecture and Discussion	
	55 MINS	Different types of contract	Lecture and Discussion	Case study - without ICT
	55 MINS	Wagering Contract	Lecture and Discussion	
	55 MINS	Contract o Indemnity	Lecture and Discussion	
	55 MINS	Bailment, Pledge	Lecture and Discussion	
	55 MINS	Creation of Agency	Lecture and Discussion	
	55 MINS	Different types of Agents	Lecture and Discussion	
	55 MINS	Rights of Agents, Principal		
	55 MINS	Different types of Contracts - an over view	Essential Elements of Valid Contract	
	55 MINS	Sale of Goods Act		Sale of Goods Act - PPT
	55 MINS	Assignment on Sale of Goods Act	Discussion- Question Session	
	55 MINS	UNIT-1-Revision	Question-Answer session	
	55 MINS	UNIT-1-Revision	Previous year question paper Discussion	
	55 MINS	CLASS TEST -UNIT 1	MARKS OUT OF 25	
UNIT-2	55 MINS	Introduction to Companies Act	Lecture and Discussion	
	55 MINS	Classification of Companies	Lecture and Discussion	Case study - without ICT
	55 MINS	Classification on the basis of control and ownership	Lecture and Discussion	
	55 MINS	Formation of a Company	Lecture and Discussion	
	55 MINS	Memorandum of Association, Meaning, concepts and purpose	Group Discussion among students	



	55 MINS	Articles of Association, Nature and Content	Lecture and Discussion	
	55 MINS	Relationship between Memorandum and Articles	Lecture and Discussion	
	55 MINS	Directors of a Company Powers, Duties and Liabilities	Lecture and Discussion	
	55 MINS	UNIT-2-Revision	Question-Answer session	
	55 MINS	UNIT-2-Revision	Previous year question paper Discussion	
	55 MINS	CLASS TEST -UNIT 2	MARKS OUT OF 25	
UNIT-3	55 MINS	FEMA - Introduction	Lecture and Discussion	
	55 MINS	Foreign Exchange Management Act 1999	Lecture and Discussion	
	55 MINS	Objectives and Scope of FEMA	Lecture and Discussion	
	55 MINS	Important Definitions and Concepts of FEMA	Group Discussion	
	55 MINS	Regulation and Management of Foreign Exchange	Lecture and Discussion	
	55 MINS	Authorised Person	Lecture and Discussion	
	55 MINS	Contravention and Penalties	Lecture and Discussion	
	55 MINS	Appeal	Activity	Different Cases
	55 MINS	FERA	Activity	FERA and Politics
	55 MINS	FEMA and FERA	Lecture and Discussion	
	55 MINS	New Cases	Lecture and Discussion	
	55 MINS	Social Responsibility	Activity	
	55 MINS	UNIT-3-Revision	Question-Answer session	
	55 MINS	UNIT-3-Revision	Previous year question paper Discussion	
	55 MINS	CLASS TEST -UNIT 3	MARKS OUT OF 25	
UNIT-4	55 MINS	Consumer Protection - Introduction	Lecture and Discussion	
	55 MINS	Consumer Protection Act, 1986		
	55 MINS	Objectives of consumer protection act	Assignment	
	55 MINS	Important Definitions		
	55 MINS	Consumer Protection Council	Lecture and Discussion	



	55 MINS	Consumer Disputes Redressal Agencies	Lecture with reference to Indian condition	Case study - without ICT
	55 MINS	Procedure on Admission of Complaint		Seminar-PPT
	55 MINS	Power of Redressal Agencies	Impact of it on Indian condition	
	55 MINS	Appointment of Chairman	Discussion session	
	55 MINS	Jurisdiction	Discussion session	
	55 MINS	Power and Procedure		
	55 MINS	Enforcement of orders		Seminar by students using PPT
	55 MINS	UNIT-4-Revision	Question-Answer session	
	55 MINS	UNIT-4-Revision	Previous year question paper Discussion	
	55 MINS	CLASS TEST -UNIT 4	MARKS OUT OF 25	
unit-5	55 MINS	Industries Development and Regulation Act	lecture and discussion	
	55 MINS	IDRA 1951	lecture and discussion	
	55 MINS	Objectives and Scope	Assignment	
	55 MINS	Central Advisory Council	lecture and discussion	
	55 MINS	Regulation of Scheduled Industries	lecture and discussion	
	55 MINS	Control of Industrial undertakings	lecture and discussion	
	55 MINS	Cyber Law	lecture and discussion	
	55 MINS	The Information Technology Act 2000	lecture and discussion	
	55 MINS	Scope of the Act	lecture and discussion	
	55 MINS	Digital Signature	lecture and discussion	
	55 MINS	Electronic Governance	lecture and discussion	
	55 MINS	The Cyber Regulations	lecture and discussion	Recent amendments in Policies -Discussion
	55 MINS	UNIT-5-Revision	Question-Answer session	
	55 MINS	UNIT-5-Revision	Previous year question paper Discussion	
	55 MINS	CLASS TEST -UNIT 5	MARKS OUT OF 25	
2ND WEEK OF FEB		CIA	MARKS OUT OF 75	
		CIA	MARKS OUT OF 75	
		CIA	MARKS OUT OF 75	
		CIA	MARKS OUT OF 75	
		CIA	MARKS OUT OF 75	



	55 MINS	Revision	Question-Answer session	
	55 MINS	Revision	Previous year question paper Discussion	
	55 MINS	Revision	Question-Answer session	
	55 MINS	Revision	Previous year question paper Discussion	
	55 MINS	Revision	Question-Answer session	
	55 MINS	Revision	Previous year question paper Discussion	

PATRICIAN COLLEGE OF ARTS AND SCIENCE

DEPARTMENT OF MANAGEMENT- LESSON PLAN

Sub Name: SERVICES MARKETING Sub Handled By: Mrs.J.Dharshana

UNITS	NO.OF HOURS	TOPICS TO BE COVERED	METHODOLOGY OF TEACHING	TEACHING AIDS REQUIRED
UNIT-1	55 MINS	Introduction & Growth of Service Sector	Lecture and Discussion	
	55 MINS	Concept of Service	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Characteristics of Service	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Designing of the Service	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Bluprinting using technology	Lecture and Discussion	Case Study
	55 MINS	Developing Human Resources	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Building Service Aspirations		



	55 MINS	UNIT-1-Revision	Question-Answer session	
	55 MINS	CLASS TEST -UNIT 1	MARKS OUT OF 25	
UNIT-2	55 MINS	Marketing Mix in Services Marketing	Lecture and Discussion	
	55 MINS	The seven Ps	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Product Decision & Pricing Strategies	Lecture and Discussion	Case Study
	55 MINS	Promotion & Distribution methods for Services	Lecture and Discussion	Case Study
	55 MINS	Additional Dimensions in Services Marketing	Lecture and Discussion	Powerpoint Presentation
	55 MINS	People,Process & Physical Evidence	Lecture and Discussion	Case Study
	55 MINS	UNIT-2-Revision	Question-Answer session	
	55 MINS	CLASS TEST -UNIT 2	MARKS OUT OF 25	
UNIT-3	55 MINS	Effective Management of Services Marketing	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Marketing demand and Supply through capacity planning & Segmentation	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Internal Marketing of Services	Lecture and Discussion	Powerpoint Presentation
	55 MINS	External vs Internal Marketing of Services	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Orientation of Service Strategy	Lecture and Discussion	Powerpoint Presentation
	55 MINS	UNIT-3-Revision	Question-Answer session	



	55 MINS	CLASS TEST -UNIT 3	MARKS OUT OF 25	
UNIT-4	55 MINS	Delivering Quality Service	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Causes of Service quality gaps	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Customer Expectation vs Perceived service gap	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Factors & Techniques to resolve this gap	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Customer Relationship Management	Lecture and Discussion	Case Study
	55 MINS	Gaps in Services- Quality standards, factors & Solutions	Lecture and Discussion	Powerpoint Presentation
	55 MINS	Service Performance gap - key factors and Strategies for closing the gap	Lecture and Discussion	Case Study
	55 MINS	External Communication to Customers - promise vs delivery gap	Lecture and Discussion	
	55 MINS	developing appropriate and effective communication about Service Quality	Lecture and Discussion	Case Study
	55 MINS	UNIT-4-Revision	Question-Answer session	
	55 MINS	CLASS TEST -UNIT 4	MARKS OUT OF 25	
UNIT-5	55 MINS	Marketing of Financial Services	Lecture and Discussion	Case Study
	55 MINS	Marketing of Health Services	Lecture and Discussion	Case Study
	55 MINS	Marketing of Hospitality Services - travel,hotels and tourism	Lecture and Discussion	Case Study



	55 MINS	Marketing of Professional Services	Lecture and Discussion	Case Study
	55 MINS	Marketing of Public Utility Services	Lecture and Discussion	Case Study
	55 MINS	Marketing of Educational Services	Lecture and Discussion	Case Study
	55 MINS	UNIT-5-Revision	Question-Answer session	
	55 MINS	CLASS TEST -UNIT 5	MARKS OUT OF 25	

PATRICIAN COLLEGE OF ARTS AND SCIENCE

DEPARTMENT OF MANAGEMENT SUBJECT HANDLED: Mr. Daniel Chalke

CLASS: III BBA

LESSON PLAN

CUSTOMER RELATIONSHIP MANAGEMENT

S.NO	DURATION	TOPICS	METHODOLOGY OF TEACHING
1	55 MINS	UNIT-I: Definition of Communication	Lecture and Discussion
2	55 MINS	Introduction to Communication	Lecture and Discussion
3	55 MINS	Need of Communication	Lecture and Discussion
4	55 MINS	Mode of communication	Lecture and Discussion
5	55 MINS	Barriers of Communication	Lecture and Discussion
6	55 MINS	channels of communication	Lecture and Discussion
7	55 MINS	Oral communication	Lecture and Discussion
8	55 MINS	Written communication	Lecture and Discussion
9	55 MINS	Listening skills	Lecture and Discussion
10	55 MINS	Inter personal and Intra personal communication	Question-Answer session
11	55 MINS	UNIT: II Introduction	Lecture and Discussion
12	55 MINS	Concept of CRM	Lecture and Discussion

19	55 MINS	Approaches of CRM	Lecture and Discussion
20	55 MINS	CR in competitive environment	Lecture and Discussion
21	55 MINS	Public relations in CRM	Lecture and Discussion
22	55 MINS	Image building	Lecture and Discussion
23	55 MINS	competitive advantage of image building	Lecture and Discussion
24	55 MINS	Unit-3-Introduction	Lecture and Discussion
25	55 MINS	Banker - customer relationship	Lecture and Discussion
26	55 MINS	Retaining and enlarging customer base	Lecture and Discussion
27	55 MINS	customer services	Lecture and Discussion
28	55 MINS	Types and features of customer services	Lecture and Discussion
29	55 MINS	Quality circle	Lecture and Discussion
30	55 MINS	Features and its types	Lecture and Discussion
31	55 MINS	UNIT IV: Introduction	Lecture and Discussion
32	55 MINS	Nature and types of customer	Lecture and Discussion
33	55 MINS	complaint redressal methods	Lecture and Discussion
34	55 MINS	Talwar and Goiporia committee report	Lecture and Discussion
35	55 MINS	customer service committee	Lecture and Discussion
36	55 MINS	Copra Forum, - ombudsman	Lecture and Discussion
37	55 MINS	UNIT V: Market Segment	Lecture and Discussion
38	55 MINS	Customer Data Base	Lecture and Discussion
39	55 MINS	Market Research	Lecture and Discussion
40	55 MINS	Review and Evaluation of Customer Satisfaction.	Lecture and Discussion
41	55 MINS	Revision	Lecture and Discussion
42	55 MINS	Revision	Lecture and Discussion





PATRICIAN COLLEGE OF ARTS AND SCIENCE

DEPARTMENT OF SOCIAL WORK

LESSON PLAN - ACADEMIC YEAR 2020-2021

ODD SEMESTER

INDEX

S.NO	SUBJECT NAME	SUBJECT CODE	CLASS	PAGE NO.
1	SOCIOLOGY FOR SOCIAL WORK	BHB1A	BSW I	
2	SOCIAL WORK PROFESSION- HISTORY AND PHILOSOPHY	BHA1A	BSW I	
3	HUMAN BEHAVIOUR	BHB3A	BSW II	
4	SOCIAL WORK PRACTICE WITH GROUPS	BHA3A	BSW II	
5	GENERALIST PRACTICE OF SOCIAL WORK	BHA5B	BSW III	
6	HUMAN RIGHTS & SOCIAL JUSTICE	BHE5B	BSW III	
7	SOCIAL WORK RESEARCH & STATISTICS	BHA5C	BSW III	
8	SOCIAL WELFARE ADMINISTRATION	BHA5A	BSW III	
9	SOCIAL AND PSYCHOLOGICAL FOUNDATIONS FOR SOCIAL WORK	HBWXA	MSW I	
10	SOCIAL WORK PROFESSION - HISTORY AND PHILOSOPHY	HBW1A	MSW I	
11	WORK WITH GROUPS (GROUP WORK)	HBW1C	MSW I	
12	WORK WITH INDIVIDUALS (CASE WORK)	HBW1B	MSW I	
13	HRM / HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT	HBWCB	MSW II	
14	HRM / LABOUR LEGISLATION	HBWCA	MSW II	

15	<i>M&P / PSYCHIATRIC SOCIAL WORK</i>	<i>HBWDB</i>	<i>MSW II</i>	
16	<i>M&P / MEDICAL SOCIAL WORK</i>	<i>HBWDA</i>	<i>MSW II</i>	
17	<i>CD/ URBAN COMMUNITY DEVELOPMENT</i>	<i>HBWBB</i>	<i>MSW II</i>	
18	<i>CD/ RURAL COMMUNITY DEVELOPMENT</i>	<i>HBWBA</i>	<i>MSW II</i>	
19	<i>COUNSELING THEORY AND PRACTICE</i>	<i>HBWEC</i>	<i>MSW II</i>	
20	<i>MANAGEMENT OF ORGANIZATIONS</i>	<i>HBW3A</i>	<i>MSW II</i>	
21	<i>SOCIAL POLICY AND SOCIAL LEGISLATION</i>	<i>HBWEE</i>	<i>MSW II</i>	
22	<i>ADVANCED SOCIAL WORK THEORY AND PRACTICE</i>	<i>MPSW5A</i>	<i>M.PHIL</i>	
23	<i>ADVANCED SOCIAL WORK RESEARCH METHODOLOGY AND STATISTICS</i>	<i>MPSW5B</i>	<i>M.PHIL</i>	
24	<i>SOCIAL WORK PEDAGOGY AND ACADEMIC SCHOLARSHIP</i>	<i>MPSW5C</i>	<i>M.PHIL</i>	



BSW Semester I 2020 Lesson Plan

Allied Paper – I Sociology For Social Work

Total Teaching Hours: 64

Credit: 4

Subject Handled by: Leanne Maria

Objectives

- To understand Sociology as a discipline and its relevance for Social Work
- To initiate an understanding of basic Sociological concepts about society, its structure and dynamics
- To create the ability among students to analyse the Indian Social system, Social Phenomena & Social problems

Lesson Plan:

SL.No	Unit	Unit Wise Topics	Hours	Reference
1.	I	Sociology as a discipline and its relevance for Social Work Sociology – Introduction and Definition,	3	Dhanagare, D., N. <i>Indian Sociology</i> . Jaipur and New Delhi: Rawat, 1993. Frances, V., Moulder. <i>Social Problems of the Modern World. U.S.A.</i> : Eve Harward, 2000.
		Relationship between Sociology & Social Work Difference between Sociology and Social Work,	4	
		Basic Concepts in Sociology – Society – Definition & types, Community, Institution, Social	6	

SL.No	Unit	Unit Wise Topics	Hours	Reference
		Organisation, Social Structure, Association.		
1.	II	<p>Individual in Society</p> <p>Socialisation & Social Control - Definition, Agents – Family & Parents, Peers or age mates, Teachers, Literature & Mass Media of Communication, Functions and Importance of socialisation.</p> <p>–</p> <p>Social Control - formal and informal means.</p> <p>Culture: Definition, Two components of culture – Material & Non- material, Cultural lag: Folkways, Mores, Norms.</p> <p>Social Processes – Cooperation, Competition, Conflict, Accommodation and Assimilation</p>	6 4 3	<p>Mac, Iver R., M. and Page, C., H. <i>Society: An Introductory Analysis</i>. Chennai: Macmillan, 1990.</p> <p>Ram, Ahuja. <i>Social Problems in India</i>. Jaipur and New Delhi: Rawat, 1997</p>
		Unit Wise Topics	Hours	Reference
1.	III	<p>Social groups and Social institutions</p> <p>Social Groups: Meaning, Definition, Types, Functions and Characteristics.</p> <p>Classification of Groups- Primary Group, Secondary Group, Reference Group</p> <p>,</p> <p>Social Institutions: Definition, Meaning and Types - Family, Marriage, Kinship, decent.</p>	6 6	<p>Rao Shankar, C.N. <i>Principles of Sociology</i>. New Delhi: S.Chand</p> <p>Sharma, Rajendra, K. <i>Indian society – Institutions and Change</i>. New Delhi: Atlantic, 1997</p>

SL.No	Unit	Unit Wise Topics	Hours	Reference
1.	IV	Social Stratification Definition, Caste, Class and Gender – Changing patterns, Impact of caste on Indian Society	6	Shepard, Jon, M. <i>Sociology</i> . New York: West Publishing Co, 1981. Upadhyaya, Sharma, V., P. <i>Contemporary Indian Society</i> New Delhi: Anmol, 1992.
		Social Mobility, Gender roles & Gender discrimination in India	6	

SL.No	Unit	Unit Wise Topics	Hours	Reference
1.	V	Social Change & Social Movements- Concept of social change, Nature and Characteristics of Social change, an introduction to the factors contributing to Social change – Geographic or the Physical Factors, Biological Factors, Cultural Factors, Technological Factors,	6	Ram, Ahuja. <i>Social Problems in India</i> . Jaipur and New Delhi: Rawat, 1997. Rao Shankar, C.N. <i>Principles of Sociology</i> . New Delhi: S.Chand Sharma, Rajendra, K. <i>Indian society – Institutions and Change</i> . New Delhi: Atlantic, 1997.
		Social legislation and Social change, Education and Social Change. Social changes in India.	4	
		Social Movements - Concepts, Types, Meaning, Factors essential for a social movement, Social reform	4	

Assignments:

1. Collage of Social Movements in India
2. Presentation on Indian Education Policy

TO SEEK

TO FIND

TO STRIVE

3. Poster Making on Gender Discrimination

Questions:

2 Marks

1. Define Sociology
2. What is Social Control?
3. Explain Socialization
4. What is a Social Reform
5. List 5 Social Movements in India

5 Marks

1. Differentiate between Social Work & Sociology
2. Explain the concept of Socialization
3. What are the different types of Groups
4. What is the concept of gender discrimination
5. What are the factors of Social Change

10 Marks

1. explain in detail the concept of Sociology and its relation to Social Work
2. What is caste and how does it impact Indian Society
3. How does social Change occur?
4. Discuss in detail the various Social Institutions.



Ms. Leanne Maria
Subject Teacher



Dr. Sindhu Sivan
Head of the Department

