

ber of Add on /Certificate programs offered during the last five years

ificate /Add-on/ Value added programs as against the total number of students during the last five years

Year 1 (2021-22)						
Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Arithmetic and reasoning	AR-02	2021-22	One	30Hrs	146	142
Study and repairing of Cellphone	SRC-01	2021-22	One	30Hrs	147	132
Eco friendly Natural dyes	ED-01	2021-22	One	30Hrs	139	137
Important medicinal plants used in our daily life	MP-04	2021-22	One	30Hrs	69	68
Edible fresh water fishes and their importance	FI-02	2021-22	One	30Hrs	69	69
Communication and soft skills development	CSS-02	2021-22	One	30Hrs	149	149
Journalism –Telugu	JT-02	2021-22	One	30Hrs	149	149
The Web Designing	WD-02	2021-22	One	30Hrs	78	78
Mutual funds	MF-02	2021-22	One	30Hrs	37	37
Tourism and Travel Management	TTM -04	2021-22	One	30Hrs	37	37
Tally ERP 9.0	MW-05	2021-22	One	30Hrs	89	89
Yoga And Meditation	YM-01	2021-22	One	30Hrs	155	150
Year 2 (2020-21)						
Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Arithmetic and reasoning	AR-01	2020-21	One	30Hrs	28	26
House wiring and repairing of Fan and Mixer	HW-01& HW-	2020-21	One	30Hrs	130	129
Food adulteration and its detection	FA-03	2020-21	One	30Hrs	80	80
Important medicinal plants used in our daily life	MP-03	2020-21	One	30Hrs	42	42
Edible fresh water fishes and their importance	FI-01	2020-21	One	30Hrs	20	20
Communication and soft skills development	CSS-01	2020-21	One	30Hrs	25	25
Journalism –Telugu	JT-01	2020-21	One	30Hrs	30	30
the web designing	WD-01	2020-21	One	30Hrs	21	21
Mutual funds	MF-01	2020-21	One	30Hrs	20	20
Tourism and Travel Management	TTM-03	2020-21	One	30Hrs	20	20
MS-Word	MW-05	2020-21	One	30Hrs	30	30

Year 3 (2019-20)						
Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Food Adultration and its Detection	FA-02	2019-20	One	30Hrs	72	72
Important Medicinal plants used in our daily life	MP-02	2019-20	One	30Hrs	33	33
The Web Designing	WD-01	2019-20	One	30Hrs	22	22
Spoken Hindi	SH-04	2019-20	One	30Hrs	30	30
Tourism and Travel Management	TTM-02	2019-20	One	30Hrs	20	19
MS-Word	MW-04	2019-20	One	30Hrs	40	40
Year 4 (2018-19)						
Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Food Adultration and its Detection	FA-01	2018-19	One	30Hrs	68	67
Important Medicinal plants used in our daily life	MP-01	2018-19	One	30Hrs	37	37
Spoken Hindi	SH-03	2018-19	One	30Hrs	30	29
Tourism and Travel Management	TTM-01	2018-19	One	30Hrs	20	19
MS-Word	MW-03	2018-19	One	30Hrs	100	99
Year 5 (2018-19)						
Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Spoken Hindi	SH-02	2017-18	One	30 hrs	30	30
Functional English	FE-01	2017-18	ONE	30 hrs	125	125

1.2.2 Percentage of students enrolled in Certificate / Add-on/Value added programmes as against the total number of students during the last five years

YEAR	2021-22	2020-21	2019-20	2018-19	2017-18
Students enrolled in Add-on programmes	1264	446	217	255	155
Total number of students	567	538	572	616	591

Students enrolled in Certificate / Add-on programmes = 2337

Total number of students during the last five years = 2884

Percentage of students enrolled in Certificate / Add-on/Value added programmes as against the total number of students during the last five years = 81.03 %



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Yellamanchili Visakhapatnam Andhra Pradesh



CERTIFICATE OF APPRECIATION

This certificate is awarded to Sri/ Kum _____
of I and II B.Sc (MPC / MPCs) on completion of Add on Course in "STUDY AND
REPAIRING OF CELL PHONE", organised by Department of Physics for the Academic year
2021-22.

Course co-ordinator
HOD ,Department of Chemistry

Principal



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SUMMARY REPORT

STUDY AND REPAIRING OF CELL PHONE

The department of physics started Add- on course on "Study and Repairing of Cell Phone" with 147 enrolled students. This batch comprises of I and II year students. We have conducted 24 theory hours and 6 practical hours. Conducted exam for 50 marks and issued certificates to the 132 successful students.

Our department aims to start this add on course for attaining skill to repair Cell Phone and resolve the various trouble shooting issues of Cell Phone on their own. In addition to above they will earn pocket money for their educational needs. Some of our students got expertise in this area and earning some money. They are going for doing part time job in local Cell Phone repairing centers and do some help to neighbors in repairing of phones.

Students enrolled:	147
Successfully completed:	132
Practical hours conducted:	6
Theory hours conducted :	24
Maximum marks :	50 marks
Time allotted :	2 hours
Certificates issued :	Issued to all the successful students.


Head of the Department
Department of Physics
S.G.A. Govt. Degree College
Yellamanchili-531055

Course Co-ordinator

Faculty in Physics



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Add-on course Topic: Study and Repairing of Cell Phone.

Time: 1 ½ hour

Max Marks: 50

SECTION -A

I. Answer any two of the following questions 2 x 10=20 m

1. Draw and explain Block diagram of Cell Phone.
2. Explain the Characteristics of Mobile Communication.
3. Explain about Read only Memory (RAM).
4. Explain the following
 - (i). Network IC
 - (ii). 26MHz crystal oscillator
 - (iii). Voltage controller oscillator (VCO).

SECTION -B

II. Answer any four of the following questions 4 x 5 =20 m

1. Write the differences between RAM and ROM
2. Write a note on Network Management.
3. Write the advantages of Mobile Communication.
4. Write a note on trouble shooting of issues regarding charging port
5. Write a note on Real time Clock (RTC)
6. Explain about trouble shooting of phone over heating.

SECTION -C

III. Answer all of the following questions 5 x 2=10 m

1. Define is Mobile ?
2. What is Communication ?
3. Write a short note on antenna switch.
4. Write the parts of Cell Phone.
5. What is App crashing.


Head of the Department
Department of Physics
S.G.A. Govt. Degree College
Yellamanchili-531055



Department of Physics

Attendance of the Students

For the Academic year 2021 - 2022

Topic : - STUDY AND REPAIRING OF CELL PHONE

[illegible]



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Department of Physics

Attendance of the Students

For the Academic year 2021-22

Topic- House wiring, repairing of fan and mixer

S.No	Name	Regd.No	Attendance															
			22-1	24-1	25-1	27-1	28-1	29-1	31-1	1-2	2-2	3-2	4-2	5-2	7-2	8-2	9-2	
1.	A. LAKSHI LAVANYA	721135405002	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
2.	B. VARSHASRI	721135405003	P	P	A	A	P	P	P	P	P	P	P	P	P	P	P	
3.	B. RADHA	721135405004	P	P	P	P	A	P	P	P	P	A	P	P	P	P	P	
4.	B. BHANU	721135405005	P	P	P	P	P	A	P	P	P	P	A	P	P	P	P	
5.	A. SURYA PRASAD	721135405006	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	
6.	B. KARUNA KUMAR	721135405007	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	
7.	B. NISHA	721135405008	P	P	A	P	P	P	P	A	P	P	P	P	P	P	P	
8.	CH. DEVI	721135405009	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	
9.	CH. RAJYA LAKSHMI	721135405010	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	
10.	CH. CHITTI	721135405011	P	P	P	P	P	P	P	P	A	P	P	A	P	P	P	
11.	D. PRASAD	721135405012	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	
12.	D. BALA VEERA MANI	721135405013	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	
13.	D. DIVYA RANI	721135405014	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	
14.	D. RUPA VATHI	721135405015	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	
15.	G. NAAGESWARA RAO	721135405016	P	P	A	A	P	P	P	P	P	P	P	P	P	P	P	

A. Lakshmi Lavanya
B. Varshasri
B. Radha
B. Bhanu
A. Surya Prasad
B. Karuna Kumar
B. Nisha
Ch. Devi
Ch. Rajya Lakshmi
Ch. Chitti
D. Prasad
D. Bala Veera Mani
D. Divya Rani
D. Rupa Vathi
G. Naageswara Rao



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DEPARTMENT OF PHYSICS

SYLLABUS

ADD-ON COURSE IN "STUDY AND REPAIRING OF CELL PHONE"

UNIT-1

Basics of cell phone communication: Introduction to mobile communication- Definition of mobile communication, features of mobile communication- high capacity load balancing, Scalability, net. work management system, role based access control, network access control, mobile device management, roaming, redundancy, proper security using proper firewall, switching. Advantages of mobile communication- flexibility, cost effectiveness, speed, accessibility, constant connectivity.

UNIT-2

Basics of cell phone IC components: Antenna switch, Power frequency oscillator (PFO), Network IC, 26MH crystal oscillator, Voltage controller oscillator (VCO), RX filter, TX filter, read only memory (ROM), random access memory (RAM), Flash IC, Power IC, Charging IC, Real time clock (RTC)

UNIT-3

Trouble shooting of various components: Trouble shooting of phone over heating, battery hold up, response of phone is slow, phone got wet, no space for data storage, screen freezing, App crashing, bad reception of signal, trouble with Bluetooth, issues regarding charging port.


Head of the Department
Department of Physics
S.G.A. Govt. Degree College
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PERMISSION LETTER TO START ADD-ON COURSE

FROM

DATE :20-01-2022.

DEPARTMENT OF PHYSICS,

SGA GOVT. DEGREE COLLEGE,

YELLAMANCHILI,

TO

THE PRINCIPAL,

SGA GOVT. DEGREE COLLEGE,

YELLAMANCHILI.

SUB: Permission to start an add-on course and permission to nominate the PHYSICS faculty as a faculty for that add-on course - regarding

REF: Resolution copy of the Department of PHYSICS.

Respected sir,

As per the resolution of the Department of PHYSICS, we are very much interested to start an add-on course with a title "STUDY AND REPAIRING OF CELL PHONE" for the students. So, we are requesting you to give permission to start that add-on course and also permit us to act as the faculty for the add-on course.

Thanking you


Head of the Department
Department of Physics
S.G.A. Govt. Degree College
Yellamanchili-531055


Principal
S.G.A Govt. Degree College
YELLAMANCHILI - 531 055
Vizakhapatnam District



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DEPARTMENT OF PHYSICS

DEPARTMENTAL MEETING

Minutes of the meeting

The faculty of department of PHYSICS met on 20-01-22 and discussed the following matters:

1. Resolve to start an add-on course in the Department of PHYSICS
2. To submit a letter to the principal for getting the permission to start an add-on course.
3. To prepare syllabus to the add-on course.
4. To start the course with a minimum of 30 students.
5. To conduct five week add-on course 30 teaching hours.
6. Permission to utilize the PHYSICS laboratory to conduct practicals for this add-on course.
7. Permission to conduct the add-on course by the Physics Faculty.
8. Continuing the add-on course for the next three years.


Head of the Department
Department of Physics
S.G.A. Govt. Degree College
Yellamanchili-531055


Principal
S.G.A. Govt. Degree College
YELLAMANCHILI - 531 055
Virekhapatnam District



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CERTIFICATE OF APPRECIATION

This certificate is awarded to Sri/ Kum _____
of II B.Sc (MPC / CBZ) on completion of Add on Course on Eco friendly Natural
dyes , organised by Department of Chemistry for the Academic year 2021-22 .

Course co-ordinator
HOD ,Department of Chemistry

Principal



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S.G.A.GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF CHEMISTRY

ADD-ON COURSE ON ECO- FRIENDLY NATURAL DYES

SUMMARY REPORT

Department of chemistry has started Add-on course on **Eco-Friendly Natural Dyes** on 15-02-2022. Total 139 students from I and II B.Sc (MPC & CBZ) enrolled in this course.

With the introduction of this course an awareness created among students on Natural dyes and Synthetic dyes. Students enthusiastically participated and learned sources of natural dye and synthesis / preparation of natural dye in Laboratory

During this course students enriched with the knowledge of **Eco-Friendly Natural Dyes** and its effect on environment, which is very essential to all.

Course scheduled from : 15-02-2022 to 03-03-2022

Duration of course : 15 days (Every day 2 hours)

Date of Examination : 04-03-2022

Maximum marks : 25

Number of students enrolled : 139

Number of students completed : 137

Principal
S.G.A.Govt.Degree College
YELLAMANCHILI - 531055
Visakhapatnam District



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S.G.A.GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF CHEMISTRY

ADD-ON COURSE ON ECO- FRIENDLY NATURAL DYES

QUESTION PAPER

1. Define what are Dyes and explain Natural dyes and Synthetic dyes
2. Explain sources available for natural dyes
3. Explain method of preparation of natural dyes in laboratory
4. Briefly explain applications of natural dyes in various Industries
5. Write a note on effect of synthetic dyes on environment

Principal
S.G.A.Govt.Degree College
YELLAMANCHILI - 531055
Vishakhapatnam District

[illegible][illegible]



S.G.A GOVERNMENT DEGREE COLLEGE, VELLAMANCHIL
DEPARTMENT OF CHEMISTRY
ADD-ON COURSE IN ECO-FRIENDLY NATURAL DYES

ADD-ON COURSE IS 13.0 FRIENDLY NATUREL DYES
 Attendance sheet of enrolled students for the add-on course

Attendance sheet of enrolled students for the add-on course

Course from: 15-07-2012

to	0.3-0.3, 2 to 2.2,
----	--------------------

Duration: 17:30 hrs

[illegible]



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S.G.A.GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF CHEMISTRY

ADD-ON COURSE ON ECO-FRIENDLY NATURAL DYES

SYLLABUS

UNIT -I : INTRODUCTION OF NATURAL DYES

UNIT -II : PREPERATION OF NATURAL DYES IN LABORATORY

UNIT -III : APPLICAIONS OF NATURAL DYES IN FOOD,
COSMETICS , FABRIC , TOYS MAKING INDUSTRIES

UNIT -IV : ADVANTAGES & DIS ADVANTAGES OF NATURAL DYES

UNIT-V : IMPACT OF NATURAL DYES ON ENVIRONMENT

Principal
S.G.A.Govt.Degree College
YELLAMANCHILI - 531
Vidyanapathan Dr.



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YELLAMANCHILI - 531055, ANDHRA PRADESH



PERMISSION LETTER TO START ADD-ON COURSE

From

The Head of the Department,
Department of Chemistry,
S.G.A. Govt. Degree College,
Yellamanchili.

To

The Principal,
S.G.A Govt Degree College,
Yellamanchili.

SUB : Permission to start an Add on Course and permission to nominate the Chemistry faculty as the faculty for that Add on Course - regarding ...

REF: Resolution copy of the Department of Chemistry

Respected sir,

As per the resolution of the Department of Chemistry we are very much interested to start an Add on Course with a title **ECO- FRIENDLY NATURAL DYES** for the 1st & IInd B.Sc (MPC & CBZ) students. So, we are requesting you to give permission to start that Add on Course and also permit us to act as the faculty for the Add on Course.

Thanking you sir.

Principal
S.G.A.Govt Degree College
YELLAMANCHILI - 531055
Andhra Pradesh



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YELLAMANCHILI - 531055, ANDHRA PRADESH



Di : 10-02-2022
Yellamanchili.

S.G.A.GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF CHEMISTRY

DEPARTMENTAL MEETING

Minutes of the meeting :

The faculty of Department of Chemistry met on 10-02-2022 and discussed the following matters.

1. Resolve to start Add on Course from 15-02-2022 in the Department of Chemistry.
2. To submit a letter to the Principal for getting permission to start an Add on Course.
3. To prepare syllabus to the Add on Course.
4. To start the Add on Course with a minimum of 20 students.
5. To conduct Add on Course with 30 teaching and practical hours.
6. Permission to utilize Chemistry lab to conduct the practical for this Add on Course.
7. Permission to conduct the Add on Course by the Chemistry faculty.
8. Continuing the Add on Course for the next three years.

Principal
S.G.A.Govt.Degree College
YELLAMANCHILI - 531
Vishakhapatnam District



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S.G.A .GOVT .DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF MATHEMATICS

SYLLABUS

ADD-ON COURSE IN THE ARITHMETICS AND REASONING

UNIT-1 NUMBER SYSTEM

Numbers, divisibility rules, multiples and factors, LCM&HCF.

UNIT-2 BUSINESS MATHEMATICS

Percentages, profit and loss, time and work, time and distance.

Unit-3 REASONING

Blood relations, Venn diagrams, number odd man out, clocks

UNIT-4 REASONING

Calendars, Directions, Number Analogy, Word Analogy

Head of the Department
Department of Mathematics
S.G.A. Govt. Degree College
Yellamanchili-531055



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YELLAMANCHILI - 531055, ANDHRA PRADESH



PERMISSION LETTER TO START ADD-ON COURSE

FROM
THE HEAD OF THE DEPARTMENT,
DEPARTMENT OF MATHEMATICS
SGA.GOV.T. DEGREE COLLEGE
YELLAMANCHILI.

TO
PRINCIPAL,
SGA.GOV.T.DEGREE COLLEGE,
YELLAMANCHILI

SUB: Permission to start an add-on course and permission nominate the
Mathematics faculty as faculty for that add-on course -- regarding

REF: Resolution copy of the department of mathematics

Respected Sir,

As for the resolution of the department of mathematics we are very much
interested to start an add-on course with a title Arithmetic and reasoning for the
B.Sc. students, so, we are requesting you give permission to start that add-on
course from 22-06-2022 to 16-07-2022 and also permit us to act as the faculty for
the add-on course.

Thanking You Sir.


Head of the Department
Department of Mathematics
S.G.A. Govt. Degree College
Yellamanchili-531055



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DEPARTMENT OF MATHEMATICS DEPARTMENTAL MEETING

Minutes of the Meeting:

The faculty of department of Mathematics met on 20-06-2022 and discussed the following matters

1. Resolve to start add-on course in the department of mathematics.
2. To submit a letter to the principal for getting the permission to start an add-on course.
3. To prepare syllabus to add-on course.
4. To start the course with a minimum of 50 students.
5. To conduct five weeks add-on course 30 teaching and practical hours.
6. To conduct EXAM at the end of the course and to issue course completion certificates to successfully completed students.
7. Permission to conduct the add-on course by the mathematics faculty.
8. Continuing the add-on course for the next coming years.

Head of the Department
Department of Mathematics
S.G.A. Govt. Degree College
Yellamanchili-531055

Principal
S.G.A. Govt. Degree College
YELLAMANCHILI - 531055
Visakhapatnam District



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DEPARTMENT OF ECONOMICS

Add-on Course on 'Mutual Funds II' for the academic year 2021-22

SUMMARY REPORT

The department of Economics has started Add-on course on "Mutual Funds- II" with 37 students from B.A. 1ST & 2ND years of SGA GDC. Department of Economics conducted 30 classes to complete the syllabus within stipulated time from 01/02/2022 to 21-02-2022. The exams were conducted to registered students for 50 marks and issued certificates to all students.

Mutual Funds Subject is one of the important employment fields in present era. There are ample opportunities to student's financial market especially in Mutual Fund market. So Department of Economics introduced this course for the benefit of students in their future. All the students were presented and gained proper knowledge in Mutual Fund in the financial market.

1. Number of students enrolled : 37
2. Number of students completed: 37
3. Classes conducted: 30 hours
4. Maximum marks: 50 marks
5. Time: morning and evening 2 hours (9 a.m. and 5 a.m.)

Lecturer

Dept. of Economics & RI
SGA Govt. Degree College
Yellamanchili - 531055

Principal

S.G.A. Govt. Degree College
YELLAMANCHILI - 531055
Visakhapatnam District.



S.G.A. GOVERNMENT DEGREE COLLEGE, VILLAMANCHILI
DEPARTMENT OF ECONOMICS (2020-21)
ADD ON COURSE - MUTUAL FUNDS II

Time: 1.30 Hours
Marks:

Maximum: 30

Section - A (2X10 = 20)

I. Answer any two questions

1. Explain the role and regulations of Asset Management Company (AMC)
2. Discuss the Investor Rights and obligations
3. Describe the functions of SEBI

Section - B (5X5 = 25)

II. Answer any six questions

4. Role of Trustee
5. Investment restrictions
6. Investment regulations
7. Functions of SRO
8. AMFI Code of Ethics
9. Role of other fund constituents
10. Role of Sponsor

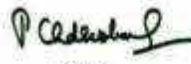
Lecturer
Dept. of Economics & RI
S.G.A. Govt. Degree College
Villamanchili - 531 055

Principal
S.G.A. Govt. Degree College
VILLAMANCHILI - 531 055
Vest: Department Chair



22.	Pondurthi Prasad	121135401006	IBA	P. Prasad
23.	Boddapu Tejaswini	121135401007	IBA	B. Tejaswini
24.	Dondaparthi Nani	121135401008	IBA	D. Nani
25.	G. Vijaya	121135401009	IBA	G. Vijaya
26.	G. Natarajam	121135401010	IBA	G. Natarajam
27.	Jajala Guna Seetha	121135401011	IBA	S. G. Seetha
28.	M.D.N.S. Suryalakshmi	121135401012	IBA	M. D. N. S. Suryalakshmi
29.	M. Hemant	121135401013	IBA	M. Hemant
30.	Mylapalli Sruja	121135401014	IBA	M. Sruja
31.	P. Vinay Kumar	121135401015	IBA	P. V. Kumar
32.	Podugu Ramesh	121135401016	IBA	P. Ramesh
33.	Thanthara Rajesh	121135401017	IBA	T. Rajesh
34.	V. Manikumarreddy	121135401018	IBA	V. M. K. Reddy
35.	Veesam Durga Sree	121135401019	IBA	V. Durga Sree
36.	Vesam Hemalatha	121135401020	IBA	V. Hemalatha
37.	Y. Saldurga	121135401021	IBA	Y. S. Durga


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Visakhapatnam District



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF ECONOMICS

List of students enrolled in Add on Course from II B.A.(HERI)

S.NO	NAME	GROUP	REGD.NO	SIGNATURE
1.	A.KONDA BABU	120135401001	II B.A.	A. Konda babu
2.	B.GOURI DEVI	120135401002	II B.A.	B. Gouri Devi
3.	C.HARSHAVARDHAN	120135401003	II B.A.	C. H. vardhan
4.	D.AV.V.S.N.MURTHY	120135401004	II B.A.	P. A. V. V. S. N. Murthy
5.	D.PAVAN KUMARI	120135401005	II B.A.	D. P. Kumari
6.	E.SARAWATHI	120135401007	II B.A.	E. Sarawathi
7.	K.SRINIVASA RAO	120135401008	II B.A.	K. Srinivasa Rao
8.	K.MOHAN	120135401009	II B.A.	K. Mohan
9.	K.DURGA PRASAD	120135401011	II B.A.	K. Durga Prasad
10.	K.APPALA RAJU	120135401013	II B.A.	K. Appalaraju
11.	P.MUNNA	120135401015	II B.A.	P. MUNNA
12.	P.DURGA PRASAD	120135401016	II B.A.	P. Durga prasad
13.	R.VENKALAKSHMI	120135401017	II B.A.	R. Venkata Lakshmi
14.	R.GANESH	120135401018	II B.A.	R. Ganesh
15.	R.B.APARNA	120135401019	II B.A.	R. B. Aparna
16.	S.DHANALAKSHMI	120135401020	II B.A.	S. D. Lakshmi
17.	Y.RAMA TEJA	120135401021	II B.A.	Y. Rama Teja
18.	A. S. Satya Kumar	121135401002	I BA	A. S. Satya Kumar
19.	Arjuli Nooka Raju	121135401003	I BA	A. Nooka Raju
20.	Bangaru Venu	121135401004	I BA	B. Venu
21.	Bethina Kusuma	121135401005	I BA	B. Kusuma



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF ECONOMICS

ADDON COURSE IN MUTUAL FUNDS – II

Course Outcome:

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

1. Understanding the Legalities Mutual funds
2. Know the role of sponsor and trustee.
3. Understanding fund constituent regulations
4. Investment restrictions and regulations.
5. Get knowledge on Investor rights and obligations

Syllabus:

Fund Structure and Constituents, Legal & Regulatory Environment Structure of mutual funds in India and related regulations

Module I

Role of the sponsor, trustee and Asset Management Company (AMC) and related regulations

Module II

Role of other fund constituents and related regulation - Role & Functions of regulators in India - SEBI, SRG, AMFI

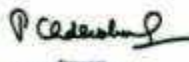
Module III

AMFI Code of Ethics - Investment restrictions and related regulations - Investor rights and obligations

Reference books:

1. The Mutual Fund Industry by R.Glenn Hubbard
2. Mutual Funds - Ladder to wealth creation by Vivek Negi
3. Common Sense on Mutual Funds: New Imperatives for the Intelligent Investor by John C. Bogle
4. Taxmann's Mutual Fund Distributors
5. Indian Mutual Funds Handbook (5th Edition)


Lecturer
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Yellamanchili - 531 055


Principal
S.G.A. Govt. Degree College
YELLAMANCHILI - 531 055
Vishakhapatnam District



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PERMISSION LETTER TO START ADD-ON COURSE

FROM
THE HEAD OF THE DEPARTMENT,
DEPARTMENT OF ECONOMICS
SGA GOVT. DEGREE COLLEGE
YELLAMANCHILI.

TO
PRINCIPAL,
SGA GOVT.DEGREE COLLEGE,
YELLAMANCHILI.

Sub: Permission to start an add-on course & and permission to nominate the Economics Faculty as a faculty for that add on course - regarding

REF: Resolution copy of the department of Economics.

Sir,

As per the resolution of the department of Economics we are very much interested to start an add on course with a title on "MUTUAL FUNDS -II" for I & II B.A (HRI) students, So, we are requesting you to give permission to start that add on course and also permit us to act as the faculty for the add on course.

Thanking you sir.

Lecturer
Dept. of Economics & RI
SGA Govt. Degree College
Yellamanchili - 531055

Principal
S.G.A.Govt.Degree College
YELLAMANCHILI - 531055
Visakhapatnam District.



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF ECONOMICS

DEPARTMENTAL MEETING 2021-22

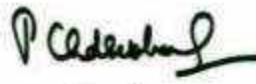
Minutes of the meeting

The faculty of department of Economics met on 01-02-2022 and discussed the following matters Resolve to start an add on course in the Department of Economics

Resolve to start an add on course in the Department of Economics

1. To submit a letter to the principal for getting the permission to start an add on course.
2. To prepare syllabus to the add on course
3. To start the students with a minimum of 30 students.
4. To conduct eight week add on course, 30 teaching hours.
5. Permission to conduct the add on course by the Economics faculty.
6. Continuing the add-on course for the next three years.


Lecturer
Dept. of Economics & RI
SGA Govt. Degree College
Yellamanchili - 531055


Principal
S.G.A.Govt.Degree College
YELLAMANCHILI - 531055
Visakhapatnam District.



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DEPARTMENT OF BOTANY

ADD-ON COURSE 2021-22 IN

"Important Medicinal Plants Used in Our Daily Life"

CERTIFICATE

This is to certify that Mr/Ku G. Usha Rani S/o/D/o G. Nooka Raju
Group II CBZ Regd. No 720135405076 has successfully completed
the Add-on course in "Important Medicinal Plants Used in our Daily Life" in this
college held from 21/01/2022 to 19/02/2022 and awarded with A Grade.


Head of Department
Lecturer in Botany
S.G.A. Govt. Degree College
Yellamanchili - 531055
Visakhapatnam Dist.


Principal
S.G.A. Govt. Degree College
YELLAMANCHILI - 531055
Visakhapatnam District.



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VELLAMANCHILI - 531055, ANDHRA PRADESH



PERMISSION LETTER TO START ADD-ON COURSE

FROM

THE HEAD OF THE DEPARTMENT,
DEPARTMENT OF BOTANY
SGA GOVT. DEGREE COLLEGE
VELLAMANCHILI.

TO

PRINCIPAL,
SGA GOVT. DEGREE COLLEGE,
VELLAMANCHILI.

Sir,

SUB: Permission to start an Add-on course for 2021-22 and
permission to nominate the Botany faculty to teach classes for the
add on course - regarding

REF: Resolution copy of the department of Botany Dated 19-01-2022

As per the resolution of the department of Botany, we are very much glad
to start an add on course with a title "**Important medicinal plants used in our
daily life**" for the B.Sc (CBZ) students. Hence, we are requesting you to give
permission to start the Add on course and also permission to teach theory and
practical classes for the said add on course.

*Permitted to start
add on course in
Botany Department
for the academic year
2021-2022
Principal*

Thanking you sir.

for u/p
B. BHANDARAMOULI
Lecturer in Botany
S.G.A. Govt. Degree College
Vellamanchili - 531055
Vellore, Andhra Pradesh



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YELLAMANCHILI - 531055, ANDHRA PRADESH



SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF BOTANY

DEPARTMENTAL MEETING

Minutes of the meeting Dated 19-01-2022.

The faculty of Botany department met in the Botany laboratory on 19-01-2022 and discussed the following matters

1. It is resolved to start add on course in the Department of Botany in the academic year 2021-22.
2. To submit a letter to the principal for getting the permission to start an Add on course.
3. To prepare syllabus to the add on course
4. To start the course with a minimum of 20 number of students.
5. To conduct classes for Add on course 15+15 teaching theory and practical hours respectively.
6. Permission to utilize the Botany laboratory to conduct the practicals for this Add on course.
7. Permission to conduct Add on course classes by the Botany faculty.
8. Continuing the add-on course for the next three years.


B. CHANDRAMOULI
Lecturer in Botany
S.G.A. Govt. Degree College
Yellamanchili - 531055
Visakhapatnam Dist.


Principal
S.G.A. Govt. Degree College
YELLAMANCHILI - 531055
Visakhapatnam District.



1.2.1 Number of Add-on /Certificate programs offered during the last five years

2021-22						
Name of Add-on /Certificate programmes offered	Course code (if any)	Year of offering	Number of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of students completing the course in the year
Arithmetic and reasoning	AR-02	2021-22	One	30Hrs	144	144
House wiring and repairing of Fan and Mixer	HW-03 HW-04	2021-22	One	30Hrs	144	140
Eco friendly Natural dyes	ED-01	2021-22	One	30Hrs	139	137
Important medicinal plants used in our daily life	MP-04	2021-22	One	30Hrs	69	69
Edible fresh water fishes and their importance	FI-02	2021-22	One	30Hrs	69	69
Communication and soft skills development	CSS-02	2021-22	One	30Hrs	152	152
Journalism -Telugu	JT-02	2021-22	One	30Hrs	152	152
The Web Designing	WD-02	2021-22	One	30Hrs	75	75
Mutual funds	MF-02	2021-22	One	30Hrs	37	37
Techniques of History writing	THW-03	2021-22	One	30Hrs	37	37
Tally ERP 9.0	MW-05	2021-22	One	30Hrs	89	89
Yoga And Meditation	YM-01	2021-22	One	30Hrs	150	150



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SGA GOVT. DEGREE COLLEGE

DEPARTMENT OF COMPUTER SCIENCE

Add on course in WEB DESIGNING

Syllabus

Unit 1

Website designing:

Designing a home page, HTML document, Anchor tag Hyperlinks, Head and body section, Header Section, Title, Prologue, Links, Colorful Pages, Comment, Body Section, Heading Horizontal Ruler, Paragraph, Tabs, Images And Pictures, Lists and Their Types, Nested Lists, Table Handling, Frames: Frameset Definition, Frame Definition, Nested Framesets, Forms and Form Elements.

Unit 2

DHTML :

DHTML and Style Sheets: Defining Styles, elements of Styles, linking a style sheet to a HTML Document, Inline Styles, External Style Sheets, Internal Style Sheets & Multiple Style Sheets. V

Unit 3

Security and Encryption:

Need and Concepts, E-Commerce Security Environment: (Dimension, Definition and Scope Of E-Security), Security Threats in The E-Commerce Environment (Security Intrusions And Breaches, Attacking Methods Like Hacking, Sniffing, Cyber-Vandalism Etc.), Technology Solutions (Encryption, Security Channels Of Communication, Protecting Networks And Protecting Servers And Clients)

D. Sai chandra

Lecturer in Computer Science
SGA GDC
YELLAMANCHILI

P. Chaitanya
Principal
S.G.A. Govt Degree College
Yellamanchili-531055



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Microsoft Word

Brief Summary:

This Microsoft Word training course aims to provide new users with the essential skills needed to create, edit and print professional looking documents using text, tables, lists and pictures as well as covering simple mail merge. Particular emphasis is placed on developing accurate and well-designed documents.

The course begins by showing you how to navigate around Microsoft Word. It then quickly gets you to create a new document before moving onto features such as text manipulation and enhancement, creating and using tabs and tables, embellishing documents with clip art and pictures, creating multiple documents through merging and printing documents.

Outcomes:

By the end of this course, you should be able to:

- work with the basic features of Word
- create a new document
- work with a document
- display documents using various views
- select and work with text in a document
- use a range of font formatting techniques
- format paragraphs
- work effectively with features that affect the page layout of your document
- create and modify tabs and tables
- insert and work with clip art and pictures
- use the Mail Merge Wizard to perform mail merges
- print a document
- find the information you need in Help
- create high quality document designs and layouts.


HEAD

Department Of Commerce
S.G.A. Govt. Degree College
Yellamanchili - 531055
Visakhapatnam Dist.



Principal
S.G.A. Govt. Degree College
Yellamanchili - 531 055



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ATTENDANCE SHEET																											
S. NO	NAME	11-10-21	12-10-21	13-10-21	14-10-21	15-10-21	16-10-21	17-10-21	18-10-21	19-10-21	20-10-21	21-10-21	22-10-21	23-10-21	24-10-21	25-10-21	26-10-21	27-10-21	28-10-21	29-10-21	30-10-21	31-10-21	01-11-21	02-11-21	03-11-21	04-11-21	05-11-21
1	CHANDANADA GANESH	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
2	PODOPU NARASANTA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
3	MALLASA NARESHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
4	KALLADI KURMADEVI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
5	DEVULAPALLI SRIKESAVI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
6	PODDU TRIVENI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
7	CHENNI RANJA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
8	POOSURI PUJITHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9	MUVVALA UMA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
10	POODI JYOTHI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
11	MAANDI GANESH	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12	BARRE MADHAVI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13	MAHENDRADA JARESHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14	KOLI PADMINI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
15	VARADA GAYATHRI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
16	PERUD DIVYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
17	MADANI KANATH	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
18	BANGARI SANTOSHANNA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
19	VANDHU RAVINORA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
20	SAMALA APPALARAJU	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
21	SANAPATHI AMB KUNAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
22	NEELU SAIKESHINI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
23	GUTALA TEJASWINI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
24	KOMMIGU SUPRIYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
25	GORELU DEVI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
26	DASARI PUSPA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
27	POGGALA HARESH	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
28	PANDURI RAVALI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
29	MAHUSA DEVARATHI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
30	THIRUVEDHULA SRAVANI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

1. V. Chel
2. M. Ramesh

HEAD
Department Of Commerce
S.G.A. Govt. Degree College
Yellamanchili - 531055
Visakhapatnam Dist.

Principal
S.G.A. Govt. Degree College
Yellamanchili - 531055



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF COMMERCE

ENROLLED STUDENTS FOR THE ADDON COURSE

MICROSOFT OFFICE WORD

S. NO	NAME	YEAR	GROUP	REGISTER NUMBER	STUDENT SIGNATURE
1.	CHANDANADA GANESH	III Year	B.com (Gen)	119135403010	Ch. Ganesh
2.	BODDAPU MANIKANTA	III Year	B.com (Gen)	119135403006	B. Manikanta
3.	MALASALA SIREESHA	III Year	B.com (Gen)	119135403039	M. Sireesha
4.	KILLADI KURMADEVI	III Year	B.com (Gen)	119135403030	K. Kurma Devi
5.	DEVULAPALLI SRILAKSHMI	III Year	B.com (Gen)	119135403016	D. Srilakshmi
6.	BODDU TRIVENI	III Year	B.com (Gen)	119135403007	B. Triveni
7.	CHINNI RAMYA	III Year	B.com (Gen)	119135403012	C. Ramya
8.	KOSURI PUJITHA	III Year	B.com (Gen)	119135403033	K. Pujitha
9.	PUVVALA UMA	III Year	B.com (Gen)	119135403049	P. Uma
10.	PIKKI JYITHI	III Year	B.com (Gen)	119135403048	P. Jyithi
11.	MAMIDI GANESH	III Year	B.com (Gen)	119135403040	M. Ganesh
12.	BARRE MADHAVI	III Year	B.com (Gen)	119135403004	B. Madhavi
13.	MAHENDRADA JAREESHA	III Year	B.com (Gen)	119135403038	M. Jareesha
14.	KOLLI PADMINI	III Year	B.com (Gen)	119135403031	K. Padmini
15.	VARADA GAYATHRI	III Year	B.com (Gen)	119135403060	V. Gayathri
16.	PERURI DIVYA	III Year	B.com (Gen)	119135403047	P. Divya
17.	MADASI JAYANTH	III Year	B.com (Gen)	119135403036	M. Jayanth
18.	BANGARU SANYASAMMA	III Year	B.com (Gen)	119135403002	B. Sanyasamma
19.	VANTHU RAVINDRA	III Year	B.com (Gen)	119135403059	V. Ravindra
20.	SAMALA APPALARAJU	III Year	B.com (Gen)	119135403051	S. Appalaraju
21.	SANAPATHI ANIL KUMAR	III Year	B.com (Gen)	119135403053	S. Anil Kumar
22.	NEELI SAILAKSHMI	III Year	B.com (Gen)	119135403043	N. Sailakshmi
23.	GUTALA TEJASWINI	III Year	B.com (Gen)	119135403020	G. Tejaswini
24.	KOMMOJU SUPRIYA	III Year	B.com (Gen)	119135403032	K. Supriya
25.	GORLU DEVI	III Year	B.com (Gen)	119135403019	G. Devi
26.	DASARI PUSPHA	III Year	B.com (Gen)	119135403015	D. Puspha
27.	CHOKKA HAREESH	III Year	B.com (Gen)	119135403013	Ch. Hareesh
28.	PANDURI RAVALI	III Year	B.com (Gen)	119135403046	P. Ravali
29.	MADDULA SRAVANTHI	III Year	B.com (Gen)	119135403037	M. Sravanthi
30.	THIRUVEEDHULA SRAVANI	III Year	B.com (Gen)	119135403056	T. Sravanthi

By K. K. K. K.

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DEPARTMENT OF COMMERCE

ENROLLED STUDENTS FOR THE ADD-ON COURSE

MICROSOFT OFFICE WORD

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER
1.	CHANDANADA GANESH	III Year	B.com (Gen)	119135403010
2.	BODDAPU MANIKANTA	III Year	B.com (Gen)	11913540306
3.	MALASALA SIREESHA	III Year	B.com (Gen)	119135403039
4.	KILLADI KURMADEVI	III Year	B.com (Gen)	119135403030
5.	DEVULAPALLI SRILAKSHMI	III Year	B.com (Gen)	119135403016
6.	BODDU TRIVENI	III Year	B.com (Gen)	11913540307
7.	CHINNI RAMYA	III Year	B.com (Gen)	119135403012
8.	KOSURI PUJITHA	III Year	B.com (Gen)	119135403033
9.	PUVVALA UMA	III Year	B.com (Gen)	119135403049
10.	PIKKI JYTHI	III Year	B.com (Gen)	119135403048
11.	MAMIDI GANESH	III Year	B.com (Gen)	119135403040
12.	BARRE MADHAVI	III Year	B.com (Gen)	11913540304
13.	MAHENDRADA JAREESHA	III Year	B.com (Gen)	119135403038
14.	KOLLI PADMINI	III Year	B.com (Gen)	119135403031
15.	VARADA GAYATHRI	III Year	B.com (Gen)	119135403060
16.	PERURI DIVYA	III Year	B.com (Gen)	119135403047
17.	MADASI JAYANTH	III Year	B.com (Gen)	119135403036
18.	BANGARU SANYASAMMA	III Year	B.com (Gen)	11913540302
19.	VANTHU RAVINORA	III Year	B.com (Gen)	119135403059
20.	SAMALA APPALARAJU	III Year	B.com (Gen)	119135403051
21.	SANAPATHI ANIL KUMAR	III Year	B.com (Gen)	119135403053
22.	NEELI SAILAKSHMI	III Year	B.com (Gen)	119135403043
23.	GUTALA TEJASWINI	III Year	B.com (Gen)	119135403020
24.	KOMMOJU SUPRIYA	III Year	B.com (Gen)	119135403032
25.	GORLU DEVI	III Year	B.com (Gen)	119135403019
26.	DASARI PUSPHA	III Year	B.com (Gen)	119135403015
27.	CHOKKA HAREESH	III Year	B.com (Gen)	119135403013
28.	PANDURI RAVALI	III Year	B.com (Gen)	119135403046
29.	MADDULA SRAVANTHI	III Year	B.com (Gen)	119135403037
30.	THIRUVEEDHULA SRAVANI	III Year	B.com (Gen)	119135403056

U.C. S.
M. K. S.

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DEPARTMENT OF COMMERCE

SYLLABUS

ADD-ON COURSE IN THE MICROSOFT OFFICE WORD

UNIT-1 CREATE AND MANAGE DOCUMENTS

Create a document - Navigate through a Document - Format a Document - Customize Options and View for Documents - Print and Save Documents.

UNIT-2 FORMAT TEXT, PARAGRAPHS, AND SECTIONS

Insert Text and Paragraphs - Format Text and Paragraphs - Order and Group Text and Paragraphs.

UNIT-3 CREATE TABLES AND LISTS AND MANAGE REFERENCES

Create a Table - Modify a Table - Create and Modify a List - Create and Manage Reference Markers - Create and Manage Simple References.

UNIT - 4 INSERT AND FORMATE GRAPHIC ELEMENT, MANAGE DOCUMENT OPTIONS AND SETTINGS

Insert Graphic Elements - Format Graphic Elements - Insert and Format Smart Art Graphics - Manage Documents and Templates - Prepare Documents for Review - Manage Document Changes.

UNIT - 5 DESIGN ADVANCED DOCUMENTS AND CREATE ADVANCED REFERENCES.

Perform Advanced Editing and Formatting - Create Styles - Create and Manage Indexes - Create and Manage References - Manage Forms, Fields and mail Merge Options.


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VELLAMANCHILI - 531055, ANDHRA PRADESH



PERMISSION LETTER TO START ADD-ON COURSE

FROM

THE HEAD OF THE DEPARTMENT,
DEPARTMENT OF COMMERCE
SGA GOVT. DEGREE COLLEGE
VELLAMANCHILI.

TO

PRINCIPAL,
SGA GOVT. DEGREE COLLEGE,
VELLAMANCHILI.

Sub: Permission to start an add-on course & and permission to nominate the
Commerce faculty as a faculty for that add-on course - regarding

REF: Resolution copy of the department of Commerce.

Respected sir,

As per the resolution of the department of Commerce we are very much interested to start an add-on course with a title Microsoft Office Word for the B.com (Gen) students. So, we are requesting you to give permission to start that add-on course and also permit us to act as the faculty for the add-on course.

Thanking you sir.

*Permitted to
start Add on
course*

P. Chandra
Principal
S.G.A. Govt. Degree Coll.
VELLAMANCHILI - 531055
Visakhapatnam District

N. Rama Rao
(N. Rama Rao)
Dept. of Commerce

Principal
S.G.A. Govt. Degree Coll.
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Visakhapatnam District



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YELLAMANCHILI - 531055, ANDHRA PRADESH



08-10-21

Yellamanchili

SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF COMMERCE

DEPARTMENTAL MEETING

Minutes of the meeting

The faculty of department of Commerce met on 08-10-21 and discussed the following matters

1. Resolve to start an add-on course in the Department of Commerce.
2. To submit a letter to the principal for getting the permission to start an add-on course.
3. To prepare syllabus to the add-on course
4. To start the students with a minimum of 30 students.
5. To conduct six weeks add-on course 45 teaching and practical hours.
6. To conduct EXAM at the end of the Course and to issue course completion certificates to successfully completed students
7. Permission to utilize the Commerce Computer lab to conduct the practical for this add-on course.
8. Permission to conduct the add-on course by the Commerce faculty.
9. Continuing the add-on course for the next coming years.

1. 

2. 
(M. KISHORE)


Dept of Commerce (H.O.)
HEAD

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S.G.A. Govt. Degree College
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Yellamanchili Visakhapatnam Andhra Pradesh



CERTIFICATE OF APPRECIATION

This certificate is awarded to Sri Kum
of III B.Sc (MPC CBZ) on completion of Addon Course on Food Adulteration
and its detection, organised by Department of Chemistry for the Academic year 2020-21

Course co-ordinator
HOD, Department of Chemistry

Principal



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF CHEMISTRY

ADD-ON COURSE IN FOOD ADULTERATION AND ITS DETECTION

SUMMARY REPORT

Department of chemistry has started Add-on course on **Food Adulteration and its detection** on 09-11-2021. Total 80 students from III B.Sc MPC and CBZ enrolled in this course.

In this course different food items are tested in laboratory by some tests to detect the adulterants present. Adulteration in food is caused by the addition of prohibited substances partly/wholly to the Food. It is very important for the consumer to know the common adulterants present in regular food items.

During this course we have analysed how to detect presence of adulterants as

- Water, Urea, Vanaspathi, Formalin and Starch present in Milk
- Vanaspathi, Starch and Coal Tar Dyes in Deshi Ghee
- lead chromate, coloured saw dust and chalk powder in Turmeric powder
- Red Coloured Lead Salts and Coal Tar Dyes in Mirchi Powder
- starch dyes and foreign resin in Hing
- Papaya Seeds in Black Pepper
- Iodine in Salt

In the collected milk samples, we observed that presence of

- ❖ Water in sample - A milk collected from Dairy farm
- ❖ water and starch in sample - B skimmed milk from store in packet form
- ❖ Vanaspathi in sample - A Deshi Ghee collected from Dairy farm
- ❖ Vanaspathi, Starch in sample - B Ghee collected from store in packet form
- ❖ Adulterants absent in sample - A Turmeric powder collected from raw turmeric roots
- ❖ lead chromate in sample - B Turmeric powder collected from store in packet form
- ❖ Adulterants absent in sample - A Mirchi Powder collected from raw mirchi
- ❖ Red Coloured Lead Salts in sample - B Mirchi powder collected from store in packet form
- ❖ Papaya Seeds absent in sample - A Black Pepper collected from store in packet form
- ❖ Papaya Seeds in sample - B Black Pepper collected from store in loose
- ❖ Iodine in sample - A salt collected from store in packet form

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3. Turmeric powder- iron filings
4. Ice cream- sugar syrup
24. Which of the following is the quality controlling agencies?
 1. ISI
 2. AGMARK
 3. FPO
 4. All of the above
25. The adulterant of turmeric powder is
 1. Chalk powder
 2. Metanil yellow
 3. Saw dust
 4. Sand

THANK YOU



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B. 23rd June 2006

C. 23rd August 2006

D. 23rd November 2006

18. The preservation of food through 'Cold sterilization' involves

- (a) Dehydration
- (b) Lyophilization
- (c) Refrigeration
- (d) Radiation

19. Pasteurization is the process of heating milk

- (a) above 1500C
- (b) above 1210C
- (c) above boiling point
- (d) below boiling point

20. Crimson red appearance indicates the adulteration of which food items?

- 1. Skimmed milk
- 2. Mustard oil
- 3. Ghee
- 4. Milk

21. Nitric acid is used to detect adulteration in which of these food items?

- 1. Skimmed milk
- 2. Ghee
- 3. Beverages
- 4. Mustard oil

22. Sand, grit, iron filings and chalk powder are the common adulterants of

- 1. Soji
- 2. Coffee powder
- 3. Common salts
- 4. Wheat flour

23. Select the correct pair of food items and its adulterants:

- 1. Ghee- vanaspati
- 2. Mustard- kesari dal



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11. Which of the following is an Adulterant for Coffee powder?

- A. Water and starch powder
- B. Artificial colouring agents
- C. Dyes, chemical and Lead Chromate
- D. Chicory, tamarind seeds powder

12. Which of the following is an Adulterant for Honey?

- A. Washing soda, chalk powder
- B. Molasses, dextrose, sugar and corn syrups
- C. Pumpkin pulp, non-edible artificial colours, and flavours.
- D. Cassia bark

13. Adulterants are the substance or poor quality products added to food items for economic and technical benefits.

- A. TRUE
- B. FALSE
- C. Can be true or false
- D. Can not say

14. Dairy products is also known as ?

- A. milk products
- B. food products
- C. mammals product
- D. All of the above

15. Dairy products include food items such as ?

- A. yogurt
- B. cheese
- C. butter
- D. All of the above

16. Milk is a good source of all water-soluble vitamins except for ____

- A. Cyanocobalmin
- B. Riboflavin
- C. Ascorbic Acid
- D. Thiamine

17. Food safety and Standards act, 2006 - passed by Indian parliament and notified on:

- A. 23rd July 2006



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5. Which of the following reason shows the impact of adulteration on economy?

- a) Adulteration → People falling sick → Spending money on treatment
- b) Adulteration → People falling sick → Court cases
- c) Adulteration → People falling sick → Spending on treatment & Court cases
- d) None of the mentioned

6. Methods for detection of common adulterants are _____

- a) Visual tests
- b) Chemical tests
- c) Physical tests
- d) All of the mentioned

7. The full form of PFA is

- (a) Prevention of Food Act
- (b) Protection of Food Act
- (c) Prevention of Food Adulteration Act
- (d) None of the above is correct

8. Under the PFA Act, when is the food said to be adulterated

- (a) if any ingredient is injurious to health
- (b) if it is obtained from a diseased animal
- (c) if spices are sold without their essence
- (d) all of these

9. Addition of these adulterants reduces the value of _____ in food

- A. substance
- B. quality
- C. nutrients
- D. quantity

10. Food Adulteration can be defined as the practice of adulterating food or contamination of food materials by adding few substances which are collectively called the ?

- A. adulterants
- B. nutrients
- C. consumption
- D. decomposed



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DEPARTMENT OF CHEMISTRY

ADD-ON COURSE IN FOOD ADULTERATION AND ITS DETECTION

Max marks : 25

Time : 30min

.....
1. Statement 1: Adulteration is more in loosely sold items than those sold packed.
Statement 2: Powder and paste forms are more adulterated than solid lumps

- a) True, False
- b) True, True
- c) False, False
- d) False, True

2. Which stage does adulteration take place in?

- a) Producer
- b) Distributor
- c) Retailer
- d) All of the mentioned

3. Which of the following is an adulterant?

- a) Urea
- b) Pesticides
- c) Iron filings in tea
- d) All of the mentioned

4. Why are adulterants added?

- a) To increase shelf-life of products. E.g - Urea
- b) To improve flavor color and appearance
- c) To sell lesser quantity at the same price
- d) All the mentioned

[illegible]

Handwritten signature and stamp.

Principal
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42	YELISETTI TATAJI	III B.Sc (MPC)	719135405043	V. Tataraji
43	YELLAMANCHILI LAYA	III B.Sc (MPC)	719135405044	Y. Laya
44	YERIPALLI LATHA	III B.Sc (MPC)	719135405045	Y. Latha
45	YERIPALLI APPALARAJU	III B.Sc (MPC)	719135405046	Y. Appalaraju
46	A. RAMYA	III B.Sc (CBZ)	719135405073	A. Ramya
47	B. SRAVANI	III B.Sc (CBZ)	719135405075	B. Sravanthi
48	CH. GAYATHRI	III B.Sc (CBZ)	719135405076	B. Gayathri
49	CH. CHINNARI	III B.Sc (CBZ)	719135405077	Ch. Chinnari
50	D. DHAMANI	III B.Sc (CBZ)	719135405078	D. Dhamani
51	G. DURGABHAVANI	III B.Sc (CBZ)	719135405081	G. Durga Bhavani
52	G. KAVYA	III B.Sc (CBZ)	719135405082	G. Kavya
53	G. SANDHYA	III B.Sc (CBZ)	719135405083	G. Sandhya
54	G. PAVANI	III B.Sc (CBZ)	719135405084	G. Pavani
55	J. JYOTHI	III B.Sc (CBZ)	719135405085	J. Jyothi
56	K. BHARGAVI	III B.Sc (CBZ)	719135405086	K. Bhargavi
57	K. SUJATHA	III B.Sc (CBZ)	719135405087	K. Sujatha
58	K. UMA MAHESWARI	III B.Sc (CBZ)	719135405088	K. Uma Maheswari
59	K. P. S. CHANDRIKA	III B.Sc (CBZ)	719135405089	K. P. S. Chandrika
60	K. DURGABHAVANI	III B.Sc (CBZ)	719135405090	K. Durga Bhavani
61	K. MOHINI LAKSHMI	III B.Sc (CBZ)	719135405091	K. Mohini Lakshmi
62	K. SYAMALA	III B.Sc (CBZ)	719135405092	K. Syamala
63	K. ARUNA	III B.Sc (CBZ)	719135405093	K. Aruna
64	M. SRAVANI	III B.Sc (CBZ)	719135405095	M. Sravanthi
65	M. SAILAJA	III B.Sc (CBZ)	719135405097	M. Sailaja
66	M. VENKATESH	III B.Sc (CBZ)	719135405098	M. Venkatesh
67	N. JAYASRI	III B.Sc (CBZ)	719135405099	N. Jayasri
68	N. ROHINI	III B.Sc (CBZ)	719135405100	N. Rohini
69	P. BHAVANI	III B.Sc (CBZ)	719135405101	P. Bhavani
70	P. SIVARANI	III B.Sc (CBZ)	719135405102	P. Sivarani
71	P. BHARATHI	III B.Sc (CBZ)	719135405104	P. Bharathi
72	R. LAVANYA	III B.Sc (CBZ)	719135405105	R. Lavanya
73	R. DEVI	III B.Sc (CBZ)	719135405106	R. Devi
74	R. BHAVANI	III B.Sc (CBZ)	719135405108	R. Bhavani
75	T. VASANTHA	III B.Sc (CBZ)	719135405111	T. Vasantha
76	V. VARA PRASAD	III B.Sc (CBZ)	719135405112	V. Vara Prasad
77	V. GOWTHAMI	III B.Sc (CBZ)	719135405113	V. Gowthami
78	V. CHITTI	III B.Sc (CBZ)	719135405114	V. Chitti
79	Y. ANOOSHA	III B.Sc (CBZ)	719135405115	Y. Anousha
80	Y. POORNA	III B.Sc (CBZ)	719135405116	Y. Poorna

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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF CHEMISTRY

ENROLLED STUDENTS FOR THE ADD ON COURSE

FOOD ADULTERATION AND ITS DETECTION

S.No	Student Name	Year & Group	Register Number	Signature
1	BADDI LEELAVATHI	III B.Sc (MPC)	719135405001	B. Leelavathi
2	BHIMPALLI CHINNARI	III B.Sc (MPC)	719135405002	B. Chinnari
3	DADISETTI SATYA DURGA	III B.Sc (MPC)	719135405003	D. Satya Durga
4	DHULI VASU	III B.Sc (MPC)	719135405004	D. Vasu
5	GAMAPARI GANESH	III B.Sc (MPC)	719135405005	G. Ganesh
6	GARA SIRISHA RANI	III B.Sc (MPC)	719135405006	G. Sirisha Rani
7	GORLA HARIBABU	III B.Sc (MPC)	719135405007	G. Haribabu
8	KADARI MAHESH	III B.Sc (MPC)	719135405008	K. Mahesh
9	KARE APPALARAJU	III B.Sc (MPC)	719135405009	K. Appalaraju
10	KODA CHINNARI	III B.Sc (MPC)	719135405010	K. Chinnari
11	KODA PRASADU	III B.Sc (MPC)	719135405011	K. Prasad
12	KOLAGANI POORNA SAI	III B.Sc (MPC)	719135405012	K. Purna Sai
13	KOLLI ANITHA	III B.Sc (MPC)	719135405013	K. Anitha
14	KOLLI SIVA SAI SANKAR	III B.Sc (MPC)	719135405014	K. Siva Sai Sankar
15	KOMMIRELLI KARTHIK	III B.Sc (MPC)	719135405015	K. Kartik
16	KONDAPALLI VISALAKSHI	III B.Sc (MPC)	719135405016	K. Visalakshi
17	KOTA SURYAMANI	III B.Sc (MPC)	719135405017	K. Suryamani
18	KUNCHALA SYAMALA	III B.Sc (MPC)	719135405018	K. Syamala
19	MAJJI KANTHAM	III B.Sc (MPC)	719135405019	M. Kantam
20	MYLAPALLI SUJATHA	III B.Sc (MPC)	719135405021	M. Sujatha
21	NAAMALA NOOKESH	III B.Sc (MPC)	719135405022	N. Nookesh
22	NAGISETTI ANURADHA	III B.Sc (MPC)	719135405023	N. Anuradha
23	NAGISETTI DEVI DHANALAKSHMI	III B.Sc (MPC)	719135405024	N. Dhana Lakshmi
24	NARRI ARAVIND	III B.Sc (MPC)	719135405025	N. Aravind
25	PALLA MADHAVI	III B.Sc (MPC)	719135405026	P. Madhavi
26	PALLELA PAVANI	III B.Sc (MPC)	719135405027	P. Pavani
27	PIKKI MADHAVA	III B.Sc (MPC)	719135405028	P. Madhava
28	PIKKI NARASINGA RAO	III B.Sc (MPC)	719135405029	P. Narasinga Rao
29	PINAPATHRUNI GANGA BHAVANI	III B.Sc (MPC)	719135405030	P. Ganga Bhavani
30	POCHINA PRIYANKA	III B.Sc (MPC)	719135405031	P. Priyanka
31	SAMBAVARAPU VIJAYALAKSHMI	III B.Sc (MPC)	719135405032	S. Vijaya Lakshmi
32	SANA LAKSHMI DEVI	III B.Sc (MPC)	719135405033	S. Lakshmi Devi
33	SANAPATHI SWETHARANI	III B.Sc (MPC)	719135405034	S. Swetharani
34	SENNAMSETTI LEELA SANKARA RAO	III B.Sc (MPC)	719135405035	S. Leela Sankar Rao
35	SUNDARAPU MANJUSREE	III B.Sc (MPC)	719135405036	S. Manjusree
36	TUMMALA SAI KUMAR	III B.Sc (MPC)	719135405037	T. Sai Kumar
37	UPPALAPU CHITTI JYOTHI	III B.Sc (MPC)	719135405038	U. Chitti Jyothi
38	VASUPALLI KASIRAO	III B.Sc (MPC)	719135405039	V. Kasirao
39	VASUPALLI RAJESH	III B.Sc (MPC)	719135405040	V. Rajesh
40	VUDI PRASAD	III B.Sc (MPC)	719135405041	V. Prasad
41	VUMMIDI TATAJI	III B.Sc (MPC)	719135405042	V. Tataji



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YELLAMANCHILI - 531055, ANDHRA PRADESH



SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF CHEMISTRY

ADD-ON COURSE IN FOOD ADULTERATION AND ITS DETECTION

SYLLABUS

UNIT -I : DAIRY PRODUCTS

MILK

- Detection of Water In Milk
- Detection of Urea In Milk
- Detection of Vanaspathi In Milk
- Detection of Formalin In Milk
- Detection of Starch In Milk

DESHI GHEE

- Detection of Vanaspathi In Deshi Ghee
- Detection of Starch In Deshi Ghee
- Detection of Coal Tar Dyes In Deshi Ghee

UNIT -II : SPICES & SALT

TURMERIC POWDER

- Detection of lead chromate In Turmeric powder
- Detection of coloured saw dust In Turmeric powder
- Detection of chalk powder In Turmeric powder

MIRCHI POWDER

- Detection of Red Coloured Lead Salts In Mirchi Powder
- Detection of Coal Tar Dyes In Turmeric Powder

SPICES POWDER & SALT

- Detection of starch dyes In Spices powder
- Detection of Iodine In Salt

HING

- Detection of starch dyes In hing
- Detection of foreign resin in Hing

BLACK PEPPER

- Detection of Papaya Seeds In Black Pepper


Head of the Department
Department of Chemistry
S.G.A. Government Degree College
Yellamanchili



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YELLAMANCHILI - 531055, ANDHRA PRADESH



PERMISSION LETTER TO START ADD-ON COURSE

FROM

THE HEAD OF THE DEPARTMENT,

DEPARTMENT OF CHEMISTRY,

S.G.A. GOVT. DEGREE COLLEGE,

YELLAMANCHILI.

TO

PRINCIPAL,

SGA GOVT DEGREE COLLEGE,

YELLAMANCHILI.

SUB : Permission to start an Add On Course & and permission to nominate the Chemistry faculty as the faculty for that Add On Course - regarding --

REF: Resolution copy of the Department of Chemistry

Respected sir,

As per the resolution of the department of Chemistry we are very much interested to start an Add On Course with a title FOOD ADULTERATION AND ITS DETECTION for the B. Sc (MPC & CBZ) students. So, we are requesting you to give permission to start that Add On Course and also permit us to act as the faculty for the Add On Course.

Thanking you sir,

*Permitted to start the
Add-on Course*
A. Rao

Principal
S.G.A. Govt Degree Coll
YELLAMANCHILI - 531 055
Veerabhadra District

Yours faithfully
K. V. S.

Head of the Department
Department of Chemistry
S.G.A. Govt Degree College
Yellamanchili - 531 055



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YELLAMANCHILI - 531055, ANDHRA PRADESH



Dt : 09-11-2021,

Yellamanchili.

S.G.A. GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF CHEMISTRY

DEPARTMENTAL MEETING

Minutes of the meeting :

The faculty of Department of Chemistry met on 09-11-2021 and discussed the following matters :

1. Resolve to start Add on Course in the Department of Chemistry.
2. To submit a letter to the Principal for getting permission to start an Add on Course.
3. To prepare syllabus to the Add on Course.
4. To start the Add on Course with a minimum of 20 students.
5. To conduct Add on Course with 30 teaching and practical hours.
6. Permission to utilize Chemistry lab to conduct the practical for this Add on Course.
7. Permission to conduct the Add on Course by the Chemistry faculty.
8. Continuing the Add on Course for the next three years.

Head of the Department
Department of Chemistry
S.G.A. Govt Degree College
Yellamanchili - 531055

Principal
S.G.A. Govt Degree College
YELLAMANCHILI - 531055
Visakhapatnam District

**S.G.A.GOVERNMENT DEGREE COLLEGE**

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VELLAMANCHILLI - 531055, ANDHRA PRADESH

**1.2.1 Number of Add-on /Certificate programs offered during the last five years**

2020-21						
Name of Add-on /Certificate programmes offered	Course code (if any)	Year of offering	Number of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of students completing the course in the year
Arithmetic and reasoning	AR-01	2020-21	One	30Hrs	28	26
House wiring and repairing of Fan and Mixer	HW-01 HW-02	2020-21	One	30Hrs	130	129
Food adulteration and its detection	FA-03	2020-21	One	30Hrs	80	80
Important medicinal plants used in our daily life	MP-03	2020-21	One	30Hrs	42	42
Edible fresh water fishes and their importance	FI-01	2020-21	One	30Hrs	20	20
Communication and soft skills development	CSS-01	2020-21	One	30Hrs	25	25
Journalism – Telugu	JT-01	2020-21	One	30Hrs	30	30
the web designing	WD-01	2020-21	One	30Hrs	21	21
Mutual funds	MF-01	2020-21	One	30Hrs	20	20
Tourism and Travel Management	TTM-03	2020-21	One	30Hrs	20	20



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YELLAMANCHILI - 531055, ANDHRA PRADESH



DEPARTMENT OF COMPUTER SCIENCE

ADD-ON COURSE IN

"MS-OFFICE"

CERTIFICATE

This is to certify that Mr./Ms. _____

Regd. No. _____ has successfully completed the add-on course in

"MS OFFICE" in this college held from _____ to _____.



Head of the Department

The Principal



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DEPARTMENT OF COMPUTER SCIENCE

Add - on Course in **MS OFFICE** for the academic year 2019-20

SUMMARY REPORT

The department of COMPUTER SCIENCE has started Add - on course on "MS OFFICE " with 22 students from all final years of SGA GDC. Department of COMPUTER SCIENCE conducted 30 classes to complete the syllabus within stipulated time from 05/02/2020 to 25/02/2020. The exams were conducted to registered students for 30 marks and issued certificates to all students.

MS-OFFICE is one of the important employment field in present era. There are many opportunities to students in social media and web designing. So Department of COMPUTER SCIENCE introduced this course for the benefit of students in their future .All the students were presented and gained proper knowledge in MS OFFICE .

1. Number of students enrolled : 22
2. Number of students completed : 22
3. Classes conducted : 30 hours
4. Maximum marks : 30 marks
5. Time : morning and evening 2 hours.

[Signature]
Course Co - Ordinator
Lecturer in Computer Science
SGA GDC
VELLAMANCHILI

principal



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YELLAMANCHILI - 531055, ANDHRA PRADESH



Department of Computer Science

Add Course on "MS Office" Exam

Time : 1 hour Max Marks : 30

1. Answer all of the following questions. (3*10=30M)

1. Explain parts of MS Word Window?
2. Explain how to prepare a ppt?
3. Explain how to Edit data in MS-Excel?

[Signature]
Department of Computer Science

[Signature]
Principal
S.G.A. Government Degree College
Yellamanchili - 531055



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YELLAMANCHILI - 531055, ANDHRA PRADESH



SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF COMPUTER SCIENCE

ADD-ON COURSE in MS OFFICE

Attendance sheet of enrolled students for the add on course

Course from 05-02-2020 to 25-02-2020		Duration : 30 hrs																				Signature		
S. No	Student Name	05/02	06/02	07/02	08/02	09/02	10/02	11/02	12/02	13/02	14/02	15/02	16/02	17/02	18/02	19/02	20/02	21/02	22/02	23/02	24/02	25/02	Signature	
1	AKLASH SHARMA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A. Srinivas
2	CHITTOOR NODDIA RATNAM	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
3	CHITTIBEMMALA KIRAN KUMAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
4	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	D. Anusha
5	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
6	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
7	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
8	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
9	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
10	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
11	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
12	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
13	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
14	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
15	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
16	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
17	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
18	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
19	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
20	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
21	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar
22	CHANDRANILASHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Anil Kumar

Signature



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SGA GOVT. DEGREE COLLEGE

DEPARTMENT OF COMPUTER SCIENCE

Add on course in MS OFFICE

Syllabus

Unit 1

MS word: Word Processing – Features-Advantages and Applications- Parts of Word Window Toolbar- Creating, Saving, Closing, Opening and Editing of a Document-Moving and Copying a Text-formatting of Text and Paragraph- Bullets and Numbering-Find and Replace – Insertion of objects-Headers and Footers- Page Formatting- Auto Correct Spelling and Grammar- Mail Merge- Macros.

Unit 2

MS Excel: Features – Spread Sheet-Workbook – Cell-Parts of a window-Saving, Closing, Opening of a Work Book – Editing – Advantages – Formulas- Types of Function-Templates – Macros – Sorting- Charts – Filtering.

Unit 3

MS Power point: Introduction – Starting – Parts-Creating of Tables- Create Presentation – Templates-Auto Content Wizard Slide Show-Editing of Presentation-Inserting Objects and charts.

Signature
Unit 1 in Computer Science
S.G.A. GOVT.
VELLAMANCHILI



S.G.A.GOVERNMENT DEGREE COLLEGE

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VELLAMANCHILI - 531055, ANDHRA PRADESH



Permission letter to start an add on course

From

The Head of the department,

Department of Computer Science,

SGA Govt Degree College, Vellamanchili

To

The Principal

SGA Govt Degree College,

Vellamanchili

Sub : Permission to start an add on course and permission to nominate the computer science

faculty as the faculty for add on course : regarding

Ref : Resolution copy of the department of computer science

Respected sir,

As per the resolution of the department of computer science we are very much interested to start an add on course with the title " Ms Office " for the B.sc MPCs students. So we are requesting you to give permission to start that add on course and also permit us to act as the faculty for the add on course.

Thanking you sir,


Lecturer in Computer Science
SGA Govt Degree College
Vellamanchili



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YELLAMANCHILI - 531055, ANDHRA PRADESH



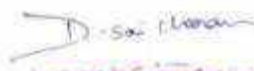
Date : 05-02-2020,

Yellamanchili.

SGA GOVT. DEGREE COLLEGE
DEPARTMENT OF COMPUTER SCIENCE
DEPARTMENTAL MEETING

MINUTES OF MEETING :

1. Resolve to start an add on course in the department of computer science.
2. To submit a letter to principal for getting the permission to start an add on course.
3. To prepare the syllabus to the add on course
4. To start the course with a minimum of 20 students.
5. To conduct six week add on course including 30 teaching and practical hours.
6. Permission to conduct add on course by the computer science faculty.
7. Continuing the add on course for the next three years.


Lecturer in Computer Science
SGA GOVT
YELLAMANCHILI



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Microsoft Word

Brief Summary:

This Microsoft Word training course aims to provide new users with the essential skills needed to create, edit and print professional looking documents using text, tables, lists and pictures as well as covering simple mail merge. Particular emphasis is placed on developing accurate and well-designed documents.

The course begins by showing you how to navigate around Microsoft Word. It then quickly gets you to create a new document before moving onto features such as text manipulation and enhancement, creating and using tabs and tables, embellishing documents with clip art and pictures, creating multiple documents through merging and printing documents.

Outcomes:

By the end of this course, you should be able to:

- work with the basic features of Word
- create a new document
- work with a document
- display documents using various views
- select and work with text in a document
- use a range of font formatting techniques
- format paragraphs
- work effectively with features that affect the page layout of your document
- create and modify tabs and tables
- insert and work with clip art and pictures
- use the Mail Merge Wizard to perform mail merges
- print a document
- find the information you need in Help
- create high quality document designs and layouts.

P. Karjula

J.N. Nimbalkar
HEAD

Department Of Commerce
S.G.A. Govt. Degree College
Yellamanchili - 531055
Visakhapatnam District

3.000
Principal
S.G.A. Govt. Degree College
Yellamanchili - 531055



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI
DEPARTMENT OF COMMERCE
ENROLLED STUDENTS FOR THE ADDON COURSE
MICROSOFT OFFICE WORD

S.NO	NAME	YEAR	GROUP	REGISTER NUMBER	STUDENT SIGNATURE
21	O.MANGA	II Year	B.com (Gen)	118135403032	O. Manga
22	O.SHIVAJI	II Year	B.com (Gen)	118135403033	O. Shivaji
23	P.VARALAKSHMI	II Year	B.com (Gen)	118135403034	P. Varalakshmi
24	P.NEERAJA	II Year	B.com (Gen)	118135403035	P. Neeraja
25	P.VENKATA LAKSHMI	II Year	B.com (Gen)	118135403036	P. Venkata Lakshmi
26	P.BANGARU RAJU	II Year	B.com (Gen)	118135403037	P. Bangaru Raju
27	P.JAYATHA	II Year	B.com (Gen)	118135403038	P. Jayatha
28	S.HARITHA	II Year	B.com (Gen)	118135403039	S. Haritha
29	T.ANANDA SWAMI	II Year	B.com (Gen)	118135403042	T. Ananda Swami
30	U.TARA BHAVANI	II Year	B.com (Gen)	118135403043	U. Tara Bhavani
31	V.ANURADHA	II Year	B.com (Gen)	118135403044	V. Anuradha
32	V.BHARATHI	II Year	B.com (Gen)	118135403045	V. Bharathi
33	V.VIJAYA	II Year	B.com (Gen)	118135403047	V. Vijaya
34	V.NAGA APPANAA	II Year	B.com (Gen)	118135403048	V. Naga Appana
35	B.SAI	II Year	B.com (Gen)	118135403003	B. Sai
36	B.DHANA RAJU	II Year	B.com (Gen)	118135403005	B. Dhana Raju
37	B.RAJU	II Year	B.com (Gen)	118135403008	B. Raju
38	B.VASU	II Year	B.com (Gen)	118135403009	B. Vasu
39	CH.RAMA LAKSHMI	II Year	B.com (Gen)	118135403011	CH. Rama Lakshmi
40	CH.TATAJI	II Year	B.com (Gen)	118135403014	CH. Tataji

P. Ka. Srinivas

J. Nirmalakumari
HEAD
Department Of Commerce
S.G.A. Govt. Degree College
Yellamanchili - 531055
Visakhapatnam Dist.

Principal
S.G.A. Govt. Degree College
Yellamanchili - 531055



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI
DEPARTMENT OF COMMERCE
ENROLLED STUDENTS FOR THE ADDON COURSE
MICROSOFT OFFICE WORD

S.NO	NAME	YEAR	GROUP	REGISTER NUMBER	STUDENT SIGNATURE
1	Y. BHAYYA LAKSHMI	II Year	B.com (Gen)	118135403001	Y. Bhayya Lakshmi
2	A. ANURADHA	II Year	B.com (Gen)	118135403002	A. Anuradha
3	B. GLORISTONI	II Year	B.com (Gen)	118135403004	B. Gloristoni
4	CH. POORNA VIGNESWARI	II Year	B.com (Gen)	118135403007	Ch. Poorna Vigneswari
5	D. RAJA KUMARI	II Year	B.com (Gen)	118135403008	D. Raja Kumari
6	E. SHIVAJI	II Year	B.com (Gen)	118135403010	E. Shivaji
7	G. MUKESH	II Year	B.com (Gen)	118135403011	G. Mukesh
8	G. GIRI	II Year	B.com (Gen)	118135403012	G. Giri
9	J. JAGADESH	II Year	B.com (Gen)	118135403013	J. Jagadeesh
10	K. JYOTHI	II Year	B.com (Gen)	118135403015	K. Jyothi
11	K. PAVAN SAI	II Year	B.com (Gen)	118135403016	K. Pavan Sai
12	K. SATYA VENI	II Year	B.com (Gen)	118135403017	K. Satya Veni
13	K. VENKATESH	II Year	B.com (Gen)	118135403021	K. Venkatesh
14	K. NAGA LAKSHMI	II Year	B.com (Gen)	118135403022	K. Naga Lakshmi
15	L. NEERISHA	II Year	B.com (Gen)	118135403024	L. Neerisha
16	M. SURYA MANI	II Year	B.com (Gen)	118135403025	M. Surya Mani
17	M. PRASAD	II Year	B.com (Gen)	118135403027	M. Prasad
18	M. SAI	II Year	B.com (Gen)	118135403028	M. Sai
19	N. TULASI	II Year	B.com (Gen)	118135403030	N. Tulasi
20	N. SAILAKSHMI	II Year	B.com (Gen)	118135403031	N. Sailakshmi

P. Raju

M. Simla Kumari
HEAD
Department Of Commerce
S.G.A. Govt. Degree College
Yellamanchili - 531055
Visakhapatnam Dist.

G. Anu
Principal
S.G.A. Govt. Degree College
Yellamanchili - 531055
Visakhapatnam Dist.



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S.G.A.GOVERNMENT DEGREE COLLEGE

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VELLAMANCHILI - 531055, ANDHRA PRADESH



DEPARTMENT OF COMMERCE

CERTIFICATE OF MS WORD

This is to certify that Mr./Kum. Y. Bhayya Lakshmi
S/o / D/o _____ Regd.No- 118135403001
has successfully completed the Add-on course in "MS WORD" in this college held
from 29-11-2019 to 20-12-2019 and awarded with A Grade.

N. Nirmala Kumar
HEAD OF THE DEPARTMENT



3 fmm
Principal



S.G.A.GOVERNMENT DEGREE COLLEGE

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VELLAMANCHILI - 531055, ANDHRA PRADESH



DEPARTMENT OF COMMERCE

CERTIFICATE OF MS WORD

This is to certify that Mr./Kum. E. SIVIVASI
S/o / D/o _____ Regd.No- 118135403010
has successfully completed the Add-on course in "MS WORD" in this college held
from 29-11-2019 to 20-12-2019 and awarded with A Grade.

N. Nirmala Kumar
HEAD OF THE DEPARTMENT



3 fmm
Principal



S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF COMMERCE

SYLLABUS

ADD-ON COURSE IN THE MICROSOFT OFFICE WORD

UNIT-1 CREATE AND MANAGE DOCUMENTS

Create a document - Navigate through a Document - Format a Document - Customize Options and View for Documents - Print and Save Documents.

UNIT-2 FORMAT TEXT, PARAGRAPHS, AND SECTIONS

Insert Text and Paragraphs - Format Text and Paragraphs - Order and Group Text and Paragraphs.

UNIT-3 CREATE TABLES AND LISTS AND MANAGE REFERENCES

Create a Table - Modify a Table - Create and Modify a List - Create and Manage Reference Markers - Create and Manage Simple References.

UNIT - 4 INSERT AND FORMATE GRAPHIC ELEMENT, MANAGE DOCUMENT OPTIONS AND SETTINGS

Insert Graphic Elements - Format Graphic Elements - Insert and Format Smart Art Graphics - Manage Documents and Templates - Prepare Documents for Review - Manage Document Changes.

UNIT - 5 DESIGN ADVANCED DOCUMENTS AND CREATE ADVANCED REFERENCES.

Perform Advanced Editing and Formatting - Create Styles - Create and Manage Indexes - Create and Manage References - Manage Forms, Fields and mail Merge Options

X. V. M. Lakshmi
HEAD

Department Of Commerce
S.G.A. Govt. Degree College
Yellamanchili - 531055
Visakhapatnam Dist.,

[Signature]
Principal

S.G.A. Govt. Degree College
YELLAMANCHILI - 531 055
Visakhapatnam District.



S.G.A.GOVERNMENT DEGREE COLLEGE

(Re-accredited by NAAC with 'A' Grade, Affiliated to Andhra University)

YELLAMANCHILI - 531055, ANTHIRA PRADESH



PERMISSION LETTER TO START ADD-ON COURSE

FROM
THE HEAD OF THE DEPARTMENT,
DEPARTMENT OF COMMERCE
SGA GOVT. DEGREE COLLEGE
YELLAMANCHILI.

TO
PRINCIPAL,
SGA GOVT. DEGREE COLLEGE,
YELLAMANCHILI.

Sub: Permission to start an add-on course & and permission to nominate the
Commerce faculty as a faculty for that add-on course - regarding
REF: Resolution copy of the department of Commerce.

Respected sir,

As per the resolution of the department of Commerce we are very much interested to start an add-on course with a title Microsoft Office Word for the B.com (Gen) students. So, we are requesting you to give permission to start that add-on course and also permit us to act as the faculty for the add-on course.

Thanking you sir.

N. Nirmala Kumar
HEAD

Department Of Commerce
SGA. Govt. Degree College
Yellamanchili - 531055
Visakhapatnam Dist.,

30/05/2022
Principal
S.G.A. Govt. Degree College
YELLAMANCHILI - 531055
Visakhapatnam District.



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YELLAMANCHILI - 531056, ANDHRA PRADESH



28-11-2019

Yellamanchili

SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF COMMERCE

DEPARTMENTAL MEETING

Minutes of the meeting

The faculty of department of Commerce met on 28-11-2019 and discussed the following matters

1. Resolve to start an add-on course in the Department of Commerce
2. To submit a letter to the principal for getting the permission to start an add-on course.
3. To prepare syllabus to the add-on course
4. To start the students with a minimum of 40 students.
5. To conduct six weeks add-on course 45 teaching and practical hours.
6. To conduct EXAM at the end of the Course and to issue course completion certificates to successfully completed students
7. Permission to utilize the Commerce Computer lab to conduct the practical for this add-on course.
8. Permission to conduct the add-on course by the Commerce faculty.
9. Continuing the add-on course for the next coming years.

y P. Manjula

[Signature]
HEAD

Department Of Commerce
S.G.A. Govt. Degree College
Yellamanchili - 531056
Visakhapatnam Dist.,

[Signature]
Principal

S.G.A.Govt.Degree College
YELLAMANCHILI - 531056
Visakhapatnam District.



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YELLAMANCHILI - 531055, ANDHRA PRADESH



DEPARTMENT OF BOTANY

ADD-ON COURSE IN, 2019-20

"Important Medicinal Plants Used in Our Daily Life"

Summary Report

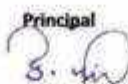
The Department of Botany has started Add-on Course on the topic entitled "Important Medicinal Plants Used in our Daily Life" with 33 Students from III CBZ Group. The faculty of Botany Department have conducted 15 theory and 15 practical classes to complete the syllabus within stipulated time. The Exams were conducted to registered students for 30 marks and issued certificates to 33 successful students.

The Knowledge of Ayurvedic information is hidden in the books only and not used by the people and became wasted. To make proper usage and to make an awareness on important medicinal plants present in the kitchen of every home, the Department of Botany has aimed to start this Add-on course. So that the people became aware of plants products present in the kitchen and can able to cure their routine ailments in their daily Life. We treat our kitchen itself as a herbal medical store in our home. By effective usage of these herbal products from kitchen makes everybody acquire good health and fulfils the principle of "All is Well".

1. Number of students enrolled: 33
2. Number of students completed: 33
3. Theory hours: 15
4. Practical hours: 15
5. Maximum Marks: 30
6. Time: 1¹² hours


Course Co-ordinator
Head of the Department
Department of Botany
S.G.A. Govt. Degree College
Yellamanchili - 531055


Lecturer

Principal

Principal
S.G.A. Govt. Degree College
Yellamanchili-531 055



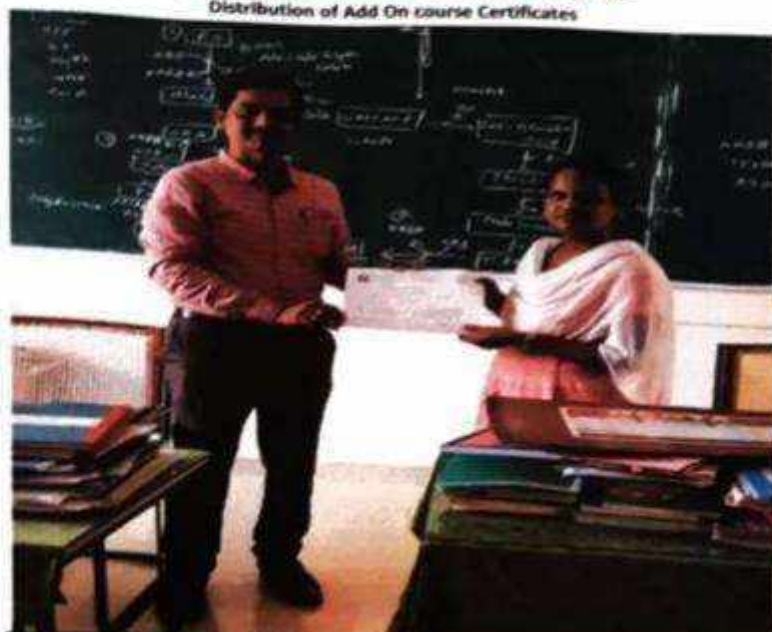
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VELLAMANCHILI - 534055, ANDHRA PRADESH



ADD-ON COURSE IN
"Important Medicinal Plants Used in Our Daily Life"
Distribution of Add On course Certificates





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VELLAMANCHILI - 531055, ANDHRA PRADESH



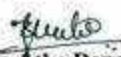
DEPARTMENT OF BOTANY

ADD-ON COURSE IN

"Important Medicinal Plants Used in Our Daily Life"

CERTIFICATE

This is to certify that Mr./Kw. B. Gayathri S/o/D/o B. Ramana
Group IV B.Sc (CBZ) Regd. No 717135405070 has successfully completed
the Add-on course in "Important Medicinal Plants Used in our Daily Life" in this
college held from 29-06-2019 to 03-10-2019 and awarded with 'A' Grade.


Head of the Department
Department of Botany
S.G.A. Govt. Degree College
Vellamanchili-531055

Principal

Principal
S.G.A. Govt. Degree College
Vellamanchili-531055



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VELLAMANCHILI - 531055, ANDHRA PRADESH



Sl. No.	NAME OF STUDENT	REGISTRATION NO.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	Signature	
15	KATAMATI SPALLI RANJAN	III B.Sc (CBZ)	717135405084	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Ranjan
16	KOSANAM CHANDRIKA	III B.Sc (CBZ)	717135405085	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Chandrika
17	LALAM LAVANYA	III B.Sc (CBZ)	717135405086	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Lavanya
18	MYLAPALLI DURGHA	III B.Sc (CBZ)	717135405087	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Durgha
19	NAGIREDDI JAYASHRI	III B.Sc (CBZ)	717135405088	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Jayashri
20	NAKKA RAMADEVI	III B.Sc (CBZ)	717135405089	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Ramadevi
21	NALLAMARI TRIVENI	III B.Sc (CBZ)	717135405090	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Triveni
22	PAMU GANESH	III B.Sc (CBZ)	717135405091	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Ganesh
23	PIKKI NAGALAKSHMI	III B.Sc (CBZ)	717135405092	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Nagalakshmi
24	RAJANA SUNETHA	III B.Sc (CBZ)	717135405093	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Sunitha
25	RANGALA RAMESH	III B.Sc (CBZ)	717135405095	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Ramesh
26	RUTHALA SATYAVENI	III B.Sc (CBZ)	717135405096	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Satyaveni
27	SILAPARASETTI NIJERAJAMANI	III B.Sc (CBZ)	717135405097	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Nijerajamani
28	THOTA SARALA SANYA	III B.Sc (CBZ)	717135405098	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Sarala sanya
29	THIRUMALA VANI	III B.Sc (CBZ)	717135405099	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Vani
30	VANTAKULA ANNAPORNA	III B.Sc (CBZ)	717135405101	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Annapurna
31	VUDI KRUPARANI	III B.Sc (CBZ)	717135405102	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Kruparani
32	VELIMETTI DEVI	III B.Sc (CBZ)	717135405103	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Devi

[Signature]
In-Charge of the Department
Head of the Department
Department of Botany
S.G.A. Govt. Degree College
Vellamanchili-531055

[Signature]
Lecturer

Principal
[Signature]
Principal
Govt. Degree College
Vellamanchili-531055

**S.G.A.GOVERNMENT DEGREE COLLEGE**

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VELLAMANCHILI - 531035, ANDHRA PRADESH



Department of Botany

Add on Course 2019-20

Attendance of Enrolled students for Add on course

Name of the Course: Important medicinal plants used in our Daily Life

S.N O	NAME	GROUP	REGISTER NUMBER	Attendance																
				Dates																
				29/06	06/07	13/07	20/07	27/07	03/08	10/08	17/08	24/08	31/08	07/09	14/09	21/09	28/09	05/10		
1.	ALAMANDA UMAKANTHAM	III B.Sc (CBZ)	717135405067	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	A. Umakantham
2.	BARNIKALA REVADEH	III B.Sc (CBZ)	717135405068	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	B. Revathi
3.	BODEPU LATHA	III B.Sc (CBZ)	717135405069	P	P	A	P	P	P	P	P	P	P	P	P	A	P	P	P	B. Latha
4.	BONDE GAYATRI	III B.Sc (CBZ)	717135405070	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	B. Gayatri
5.	CHEKKA SATYA SRAVANTHI	III B.Sc (CBZ)	717135405071	A	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	C. S. Sita Vardhi
6.	CHODIPILLI KODANDA	III B.Sc (CBZ)	717135405072	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	C. Kodanda
7.	D. SUDHAMANI LAKSHMI	III B.Sc (CBZ)	717135405073	P	P	P	A	P	P	P	P	P	P	P	A	P	P	P	P	D. Sudhamani Lakshmi
8.	DURVASULA SAI RAMYA	III B.Sc (CBZ)	717135405074	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	D. Sai Ramya
9.	DWARAPUREDDI CHANDRAKALA	III B.Sc (CBZ)	717135405075	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	D. Chandrika Kala
10.	GAGANAM BHAVANI	III B.Sc (CBZ)	717135405077	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	G. Bhavani
11.	GARA NAGAMANI	III B.Sc (CBZ)	717135405078	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	G. Nagamani
12.	GORLA MADHAVI	III B.Sc (CBZ)	717135405080	P	P	P	P	P	P	A	P	P	P	P	A	P	A	P	P	G. Madhavi
13.	IPURI BABY	III B.Sc (CBZ)	717135405081	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	I. Baby
14.	JALLURI BHAVANI	III B.Sc (CBZ)	717135405082	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	J. Bhavani



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YELLAMANCHILI - 531055, ANDHRA PRADESH



SGA Govt. Degree College, Yellamanchili
Department of Botany

Model Question Paper
Add on Course in Botany

Max.Marks,30

Time,1¹/₂ hrs

- I. Answer all the questions. Each question carries 2 marks. 5X2=10 Marks
 1. Medicinal uses of Ginger?
 2. Medicinal uses of Rauvolfia?
 3. Chemicals present in Cloves?
 4. Chemicals present in Cardamon
 5. Morphology of Curcuma longa
- II. Answer any 2 of the following questions. 2X5=10 Marks
 6. Explain the morphology and medicinal values of Garlic?
 7. Describe the morphology and medicinal values of Fenugreek?
 8. Describe the morphology and phytochemistry of Onion?
- III. Answer any one of the questions given. 1X10=10 Marks
 9. Explain the morphology, phytochemistry and medicinal values of Terminalia chebula?
 10. Explain the morphology, phytochemistry and medicinal values of Cinnamomum verum?



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VELLAMANCHILI - 531055, ANDHRA PRADESH



Department of Botany

Add on Course, 2019-20 Syllabus for

Topic: Important medicinal plants used in our daily life

Unit:1

15 Marks

1. Morphology, phytochemistry and medicinal importance of *Allium cepa*.
2. Morphology, Phytochemistry and medicinal importance of *Allium sativum*
3. Morphology, Phytochemistry and medicinal importance of *Cinnamomum verum*
4. Morphology, Phytochemistry and medicinal importance of *Curcuma longa*
5. Morphology, Phytochemistry and medicinal importance of *Zingiber officinale*.

Unit:2

15 Marks

1. Morphology, Phytochemistry and medicinal importance of *Syzygium aromaticum*
2. Morphology, Phytochemistry and medicinal importance of *Elettaria cardamom*
3. Morphology, Phytochemistry and medicinal importance of *Trigonella foenum-graecum*
4. Morphology, Phytochemistry and medicinal importance of *Terminalia chebula*
5. Morphology, Phytochemistry and medicinal importance of *Rauvolfia serpentina*



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YELLAMANCHILI - 531055, ANDHRA PRADESH



S.G.A. Govt. Degree College, Yellamanchili
Department of Botany
Add on Course 2019-20

ENROLLED STUDENTS FOR THE ADD-ON COURSE

Name of the Course: Important medicinal plants used in our Daily life

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER	Signature
1	ILAMANDA UMAKANTHAM	II Year	B.Sc (CBZ)	717125405067	A. Laxmi Parthasarathy
2	BAKSHI SIVA REYATHI	II Year	B.Sc (CBZ)	717125405068	B. Prashanth
3	RODRI LATHA	II Year	B.Sc (CBZ)	717125405069	T. S. Latha
4	RODRI GAYATHI	II Year	B.Sc (CBZ)	717125405070	B. Prashanth
5	CHIRKA SATYA SRIVANTHI	II Year	B.Sc (CBZ)	717125405071	C. Satya Srivanthi
6	CHODIPILI KODANDA	II Year	B.Sc (CBZ)	717125405072	C. Kodanda
7	DADI SUDHAMANI LAKSHMI	II Year	B.Sc (CBZ)	717125405073	D. Sudhamani Lakshmi
8	DURVANULA SAI RAMYA	II Year	B.Sc (CBZ)	717125405074	D. Sai Ramya
9	DWARAPURUDDI CHANDRAKALA	II Year	B.Sc (CBZ)	717125405075	D. Chandrakala
10	GAGANAM BHAVANI	II Year	B.Sc (CBZ)	717125405077	G. Bhavani
11	GARA NAGAMANI	II Year	B.Sc (CBZ)	717125405078	G. Nagamani
12	GORLA MADHAVI	II Year	B.Sc (CBZ)	717125405088	G. Madhavi
13	IPURI BABY	II Year	B.Sc (CBZ)	717125405081	I. Baby
14	JALLU BHAVANI	II Year	B.Sc (CBZ)	717125405082	J. Bhavani
15	KALAVALLAPALLI RAMADEVI	II Year	B.Sc (CBZ)	717125405083	K. Ramadevi
16	KAREY RANI	II Year	B.Sc (CBZ)	717125405084	K. Rani
17	KOSANAM CHANDRIKA	II Year	B.Sc (CBZ)	717125405085	K. Chandrika
18	LALAM LAYANYA	II Year	B.Sc (CBZ)	717125405086	L. Layanya
19	MVLAPALLI DURGA	II Year	B.Sc (CBZ)	717125405087	M. Durga
20	NAGIREDDI JAYASHRI	II Year	B.Sc (CBZ)	717125405088	N. Jayashri
21	NAKKA RAMADEVI	II Year	B.Sc (CBZ)	717125405089	N. Ramadevi
22	NALLAMARI TRIVENI	II Year	B.Sc (CBZ)	717125405090	N. Triveni
23	PAMU GANESH	II Year	B.Sc (CBZ)	717125405091	P. Ganesh
24	PIKKI NAGALAKSHMI	II Year	B.Sc (CBZ)	717125405092	P. Nagalakshmi
25	RAJANA SUNITHA	II Year	B.Sc (CBZ)	717125405094	R. Sunita
26	RANGALA RAMESH	II Year	B.Sc (CBZ)	717125405095	R. Ramesh
27	RUDHALA SATYAVENI	II Year	B.Sc (CBZ)	717125405096	R. Satyaveni
28	SILAPARASETHI NEERAJAMANI	II Year	B.Sc (CBZ)	717125405097	S. Neerajamani
29	THOTA SARALA SANYA	II Year	B.Sc (CBZ)	717125405098	T. Sarala Sanya
30	THIRUMALA VANI	II Year	B.Sc (CBZ)	717125405099	T. Vani
31	VANTAKULA ANNAPOORNA	II Year	B.Sc (CBZ)	717125405101	V. Annapurna
32	VUDI KRUPARANI	II Year	B.Sc (CBZ)	717125405102	V. Kruparani
33	VELINETHI DEVI	II Year	B.Sc (CBZ)	717125405103	V. Devi

Heale
In-Charge of the Department
Department of Botany
S.G.A. Govt. Degree College
Yellamanchili - 531055

Principal
3. M. V.
Principal
S.G.A. Govt. Degree College
Yellamanchili - 531055



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF BOTANY

DEPARTMENTAL MEETING

Minutes of the meeting Dated 20-06-2019

The faculty of Botany department met in the Botany laboratory on 20-06-2019 and discussed the following matters

1. It is resolved to start Add on course in the Department of Botany in the academic year 2019-20.
2. To submit a letter to the principal for getting the permission to start an Add on course.
3. To prepare syllabus to the Add on course
4. To start the course with a minimum of 20 number of students.
5. To conduct classes for add on course 15+15 teaching and practical hours respectively.
6. Permission to utilize the Botany laboratory to conduct the practicals for this Add on course.
7. Permission to conduct Add on course classes by the Botany faculty.
8. Continuing the Add-on course for the next three years.

Handwritten signature

Handwritten signature
In-charge of the Dept
Head of the Department
Department of Botany
S.G.A. Govt. Degree College
Yellamanchili - 531055



S.G.A. GOVERNMENT DEGREE COLLEGE

(Re-accredited by NAAC with 'A' Grade, Affiliated to Andhra University)

YELLAMANCHILI - 531055, ANDHRA PRADESH



PERMISSION LETTER TO START ADD-ON COURSE

FROM

THE HEAD OF THE DEPARTMENT,
DEPARTMENT OF BOTANY
SGA GOVT. DEGREE COLLEGE
YELLAMANCHILI.

TO

PRINCIPAL,
SGA GOVT. DEGREE COLLEGE,
YELLAMANCHILI.

Sir,

SUB: Permission to start an add-on course for 2019-20 and
permission to nominate the Botany faculty to teach classes for the
Add on course - regarding

REF: Resolution copy of the department of Botany Dated 20-06-2019

As per the resolution of the department of Botany, we are very much glad
to start an Add on course with a title "**Important medicinal plants used in our
Daily life**" for the B.Sc (CBZ) students. Hence, we are requesting you to give
permission to start the Add on course and also permission to teach theory and
practical classes for the said Add on course.

B. S. M.
Principal
S.G.A. Govt. Degree College
Yellamanchili-531055

Thanking you sir.

Heelo
20/06/2019
Head of the Department
Department of Botany
(B.A. B.Sc. B.A. B.Sc. B.A. B.Sc.)
Yellamanchili-531055

MS-Word	MW-05	2020-21	One	30Hrs	30	30
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1.2.1 Number of Add-on /Certificate programs offered during the last five years

2019-20						
Name of Add-on /Certificate programmes offered	Course code (if any)	Year of offering	Number of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of students completing the course in the year
Food Adultration and its Detection	FA-02	2019-20	One	30Hrs	72	72
Important Medicinal plants used in our daily life	MP-02	2019-20	One	30Hrs	33	33
The Web Designing	WD-01	2019-20	One	30Hrs	22	22
Spoken Hindi	SH-04	2019-20	One	30Hrs	30	30
Tourism and Travel Management	TTM-02	2019-20	One	30Hrs	20	19
MS-Word	MW-04	2019-20	One	30Hrs	40	40





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Name -

Yellamanchili

Test - 1

I. रिक्त स्थान भरो -

1. राधा गीत — है। (गाता / गाती)
2. सत्यनारायण भोजन — था। (किया / करता)
3. हम दिन में — हैं। (बैठे / बैठा)
4. मैं जालीक घूमने — । (जाऊंगा / जाऐगा)
5. राम क्रिकेट — खेलेगा / खेलुंगा)
6. तुम फल — हो। (पढ़ते / पढ़त)
7. मैं चेन्नई जाता — । (हूँ / हूँ)
8. गीता कल भरतनाट्यम् — थी। (जाची / नचेंगी)
9. सीता आम राधा को — । (देगी / देगा)
10. तुम कविता — हो। (लिखता / लिखते)
11. एक बाजार में आलू — । (खरीदेगा / खरीदेंगे)
12. आप — । (बैठिए / बैठें)
13. तुम कलकत्ता कब — । (जाएगा / जाऊंगा / जाओगे)
14. नीजा बिवाई — हैं। (खावी / खाती / खाएगी)
15. घनश्याम सभा में — । (बोलता / बोला / बोलेगा)
16. तुम बरिश में — हो। (खेलेंगे / खेलते / खेल)
17. हम कक्षा साफ — । (करेंगे / करेंगे / करेंगे)
18. आप भगवद्गीता — हैं। (सुनते / सुने / सुनेंगे)
19. सोनिया गांधी अइटली — थी। (जाती / गयी / जाऐगी)
20. महात्मा गांधी 'अमर' कहानियाँ — थे। (पढ़ें / पढ़ते / पढ़ेंगे)



Ex. 2.

Course co-ordinator

Course Co-ordinator
Lecturer in Hindi
S. J. A. Govt. Degree College
Yellamanchili - 531129

3-42

Signature of the Principal
Principal
S.G.A.Govt.Degree College
Yellamanchili - 533 055



DEPARTMENT OF HINDI

Attendance sheet of students for the add on course-Spoken Hindi

Course from 06.09.19 to 06.10.2019 : Duration : 30 hrs

S.No	Student Name	6/1	7/1	12/1	14/1	16/1	17/1	18/1	19/1	22/1	24/1	25/1	26/1	27/1	30/1	31/1	4/2	Signature
1	S.V.SNEHITA	P	P	P	P	P	P	P	P	a	P	P	P	P	P	P	P	S.V.Sneehita
2	B.CHANDINI	P	P	P	P	P	P	a	P	P	P	P	P	P	P	P	P	B.Chandini
3	K.SRAVANTHI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K.Sravanthi
4	J.POTI	P	a	P	P	P	P	P	P	P	P	P	P	P	P	P	P	J.Poti
5	K.ROJA DURGA KUMARI	P	P	P	P	a	P	P	P	P	P	P	P	P	P	P	P	K.Roja Durga Kumari
6	B.GAORISTONI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	B.Gaoristoni
7	P.VENKATLAKSHMI	P	P	P	a	P	P	P	P	a	P	P	P	P	P	P	P	P.Venkatlakshmi
8	A.ANURADHA	P	P	P	P	P	P	P	P	P	P	a	P	P	P	P	P	A.Anuradha
9	P.VARALAKSHMI	P	P	P	a	P	P	P	P	P	P	P	P	P	P	P	P	P.Varalakshmi
10	P.JAYASRI	P	P	P	P	P	P	P	P	a	P	P	P	P	P	P	P	P.Jayasri
11	T.SARLA SANYA	P	P	P	P	P	P	P	P	P	P	a	P	P	P	P	P	T.Sarla Sanya
12	D. SAIRAMYA	P	P	P	P	a	P	P	P	P	P	P	P	P	P	P	P	D.Sairamya
13	SK. NOORDAHAN	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	SK.Noordahan
14	M. SANTOSHI	P	P	P	a	P	P	P	P	P	a	P	P	P	P	P	P	M.Santoshi
15	P. TULASI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P.Tulasi
16	D. BHARTI	P	P	P	P	P	a	P	P	a	P	P	P	P	P	P	P	D.Bharti
17	D. SHIVANI	P	P	P	a	P	P	P	P	P	a	P	P	P	P	P	P	D.Shivani
18	CH. SUBATA	P	P	P	P	P	P	P	P	P	a	P	P	P	P	P	P	Ch.Subata
19	R.SUNITA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R.Sunita
20	M. MOUNIKA RANI	P	P	P	P	a	P	P	P	P	P	a	P	P	P	P	P	M.Mounika Rani
21	K. ROJA RANI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K.Rojarani
22	P.VIJAYA SANTI	a	P	P	P	P	a	P	P	P	P	P	P	P	P	P	P	P.Vijaya Santi
23	K.V.V.V.V.SATY ANARAYANA	P	P	P	P	a	P	P	P	P	P	P	a	P	P	P	P	K.V.V.V.V.Saty Anarayanan



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YELLAMANCHILI - 531055, ANDHRA PRADESH



DEPARTMENT OF HINDI

ENROLLED STUDENTS FOR THE ADD ON COURSE-SPOKEN HINDI

S.No	Student Name	Year & Group	Signature
1	S.V.SNEHITA	I Mpc	S.V. Snehita
2	B.CHANDINI	I BSC CBZ	B. Chandini
3	K.SRAVANTHI	I Mpc	K. SRAVANTHI
4	J.JYOTI	I Mpc	J. Jyoti
5	K.ROJA DURGA KUMARI	I MPC	K. Roja Durga Kumari
6	B.GHORISTONI	I B.Com	B. Ghoristoni
7	P.VENKATLAKSHMI	I B.Com	P. VENKATLAKSHMI
8	A.ANURADHA	I B.Com	A. Anuradha
9	P.VARALAKSHMI	I B.Com	P. VARALAKSHMI
10	P.JAYASRI	I B.A.	P. Jayasri
11	T.SARLA SANYA	Ii Chz	T. Sarla Sanya
12	D. SAI RAMYA	Ii Chz	D. Sai Ramya
13	SK. NOORJAHAN	Ii Mpc	SK. Noorjahan
14	M. SANTOSHI	Ii Mpc	M. Santoshi
15	P. TULASI	Ii Mpc	P. Tulasi
16	D. BHARTI	Ii Mpc	D. Bharti
17	D. SHIVANI	Ii B.Com	D. Shivani
18	CH. SUJATA	Ii B.Com	Ch. Sujata
19	R.SUNITA	Bsc Ii Chz	R. SUNITA
20	M.MOUNIKA RANI	Bsc Ii Mpc	M. Mounika Rani
21	K. ROJA RANI	Bsc Ii Mpc	K. Rojarani
22	P.VIJAYA SANTI	Bsc Ii Mpc	P. Vijaya Sanki
23	K.V.V.V.V.SATYANARAYANA	Bsc Ii Mpc	K.V. SATYANARAYANA
24	V. KODANDAMMA	Bsc Ii Chz	V. Kodandamma
25	E.BHARTI	Bcom Ii	E. BHARTI
26	G. DEVI	Bcom Ii	G. Devi
27	K. BHAVANI	Bcom Ii	K. Bhavani
28	S.HARITHA	I B.Com	S. Haritha
29	K.JYOTI	I B.Com	K. Jyoti
30	Y.BHAGYALAKSHMI	I B.Com	Y. Chagyalakshmi



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF HINDI

ADD-ON COURSE IN SPOKEN HINDI

SYLLABUS

1. पठन, श्रुति लेख
2. उच्चारण में स्पष्टता
3. भाषा क्या है, भाषा के रूप
4. व्याकरण - भाषा का सही नियम, वर्णमाला
5. अक्षरों के योग से वाक्य निर्माण, से मैं, तुम, हम, आप का प्रयोग
6. काल, वर्तमान काल
7. भूतकाल, भविष्यत काल
8. सर्वनाम, कारक चिह्न
9. ने का प्रयोग, से को का प्रयोग, का के की
10. लिंग वचन, काल परिवर्तन अभ्यास
11. शब्द निर्माण, अंक
12. शब्द ज्ञान अथवा शब्द निर्माण
13. प्रश्न वाचक शब्द : कौन, कहाँ, कैसे, क्या, कब, कितना
14. एक शब्द में लिखने वाले वाक्य
15. द्वंद्वार्थ शब्द, मुहावरे
16. शरीर के अंग, रिश्तेदार, खाने की चीज़ें
17. पक्षी फल- फूल जानवर के नाम, सब्जी कपड़े
18. अभिवादन शिष्टाचार के वाक्य
19. बैंक खाता खुलवाने, फोन में बातचीत
20. कपड़े की दुकान, सैर करते
21. फल सब्जी की दुकान, किराना दुकान, बस स्टैंड
22. छात्र अध्यापक, यात्रा, भोजनालय
23. रेलवे स्टेशन सिनेमा हाल, घर परिवार
24. भावात्मक - क्रोध प्रशंसा, निमंत्रण
25. कृतग्यता, प्रसन्नता, क्षमा
26. मौसम समय महीना ऋतु वर्षा ठण्ड गर्मी मानव मूल्य
27. मौखिक - बेरोजगारी, स्त्री सुरक्षा, जनसंख्या समस्या, युवा समस्या, देश की समस्या
28. पत्र लेखन
29. कहानी लेखन - मुर्गी अंडा, अकबर बीरबल, तेनालीराम
30. चित्रपट या सिनेमा के आधार पर विश्लेषण-नाटक,



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PERMISSION LETTER TO START ADD-ON COURSE

From
The Head Of The Department,
Department Of Hindi,
S.G.A. Govt. Degree College,
Yellamanchili.

To
Principal,
S.G.A. Govt. Degree College,
Yellamanchili.

SUB : Permission to start an Add On Course & permission to nominate the Hindi faculty as the faculty for that Add On Course - regarding ...

REF: Resolution copy of the Department of Hindi

Respected sir,

As per the resolution of the department of Hindi we are very much interested to start an Add On Course with a title **SPOKEN HINDI** for the B .Se ,B.Com, B.A students . So, we are requesting you to give permission to start that Add On Course and also permit us to act as the faculty for the Add On Course.

Thanking you sir,

B. L. G.

Course-co-ordinator

Department of Hindi,
S.G.A. Govt. Degree College
Yellamanchili - 531055

[Signature]
Signature of the Principal

Principal
S.G.A. Govt. Degree College
Yellamanchili - 531055



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Dr : 06-09-2019

Yellamanchili.

SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF HINDI

DEPARTMENTAL MEETING

Minutes of the meeting :

The faculty of Department of Hindi met on 06.09.2019 and discussed the following matters

1. Resolve to start an Add On Course in the Department of Hindi .
2. To submit a letter to the Principal for getting the permission to start an Add On Course.
3. To prepare syllabus to the Add On Course.
4. To start the students with a minimum of 20 students.
5. To conduct six week Add On Course 30 teaching and practical hours.
6. Permission to conduct the Add On Course by the Hindi faculty.
7. Continuing the Add On Course for the next three years.

S. L. ...
Course co-ordinator,
S.G.A. Govt. Degree College
Yellamanchili - 531 055

[Signature]
Signature of the Principal
Principal
S.G.A. Govt. Degree College
Yellamanchili - 531 055



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DEPARTMENT OF BOTANY

ADD-ON COURSE IN, 2018-19

"Important Medicinal Plants Used in Our Daily Life"

Summary Report

The Department of Botany has started Add-on Course on the topic entitled "Important Medicinal Plants Used in our Daily Life" with 37 Students from III CBZ Group. The faculty of Botany Department have conducted 15 theory and 15 practical classes to complete the syllabus within stipulated time. The Exams were conducted to registered students for 30 marks and issued certificates to 37 successful students.

The Knowledge of Ayurvedic information is hidden in the books only and not used by the people and became wasted. To make proper usage and to make an awareness on important medicinal plants present in the kitchen of every home, the Department of Botany has aimed to start this Add-on course. So that the people became aware of plants products present in the kitchen and can able to cure their routine ailments in their daily Life. We treat our kitchen itself as a herbal medical store in our home. By effective usage of these herbal products from kitchen makes everybody acquire good health and fulfils the principle of "All is Well".

1. Number of students enrolled: 37
2. Number of students completed: 37
3. Theory hours: 15
4. Practical hours: 15
5. Maximum Marks: 30
6. Time: 1^{1/2} hours


Course Co-ordinator
Head of the Department
Department of Botany
S.G.A. Govt. Degree College
Yellamanchili-531055


Lecturer


Principal
S.G.A. Govt. Degree College
Yellamanchili-531 055

S Principal
S.G.A. Govt. Degree College
Walamunchi-531 055

[illegible]

Principal
S.G.A. Govt. Degree College
Vellamancha - 531 055



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SGA Govt. Degree College, Velamanchil
Department of Botany
Self on Course 2018-19

Attendance of Enrolled Students for Value added course

Name of the Course: Important medicinal plants used in our Daily Life

UNIT-III: Important medicinal plants used in our Daily Life																				
S.N O	NAME	GROUP	REGISTRATION NUMBER	Attendance																
				Date																
				15A	15B	15C	15D	15E	15F	15G	15H	15I	15J	15K	15L	15M	15N	15O	15P	15Q
1.	ADARI YAMINI	BT B.Sc (CBZ)	71612540509	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P
2.	BADDI NAGA RAO	BT B.Sc (CBZ)	71612540506	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
3.	BHAKTETI SIREESHA	BT B.Sc (CBZ)	71612540506	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
4.	BODDAPATI JYOTHA	BT B.Sc (CBZ)	71612540506	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
5.	B. VENKATA BHAVANI	BT B.Sc (CBZ)	71612540506	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
6.	CH. NARASIMH KUMAR	BT B.Sc (CBZ)	71612540506	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
7.	CHORRA DURGHA PRASAD	BT B.Sc (CBZ)	71612540506	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
8.	D. NODDARATNAM	BT B.Sc (CBZ)	71612540507	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9.	D. BALA RAMADHINI	BT B.Sc (CBZ)	71612540506	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
10.	G. GONTHANE	BT B.Sc (CBZ)	71612540506	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
11.	GANTYADA YIMALA	BT B.Sc (CBZ)	71612540507	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12.	GORLE DOORANMA	BT B.Sc (CBZ)	71612540507	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13.	G. SARADA SRIVANI	BT B.Sc (CBZ)	71612540507	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14.	JANI RANI	BT B.Sc (CBZ)	71612540507	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
15.	KALLURI AKHILA	BT B.Sc (CBZ)	71612540507	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
16.	KANTHE MADHURI	BT B.Sc (CBZ)	71612540507	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
17.	KARTI SRIVANI	BT B.Sc (CBZ)	71612540507	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

A. Yamini
B. Nagaraja
C. Sireesha
D. Jyoti
E. Bhavani
F. Narasimha
G. Durgaprasad
H. Noddaratnam
I. Balaramadhin
J. Gonthane
K. Gantiyada
L. Gorle
M. Sarada
N. Jani
O. Akhila
P. Madhuri
Q. Bhavani



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SGA Govt. Degree College, Yellamanchili
Department of Botany

Model Question Paper
Add on Course in Botany

Max.Marks.30

Time.1^{1/2} hrs

- I. Answer all the questions. Each question carries 2 marks. 5X2=10 Marks
 1. Medicinal uses of Ginger?
 2. Medicinal uses of Rauvolfia?
 3. Chemicals present in Cloves?
 4. Chemicals present in Cardamon
 5. Morphology of Curcuma longa
- II. Answer any 2 of the following questions. 2X5=10 Marks
 6. Explain the morphology and medicinal values of Garlic?
 7. Describe the morphology and medicinal values of Fenugreek?
 8. Describe the morphology and phytochemistry of Onion?
- III. Answer any one of the questions given. 1X10=10 Marks
 9. Explain the morphology, phytochemistry and medicinal values of Terminalia chebula?
 10. Explain the morphology, phytochemistry and medicinal values of Cinnamomum verum?



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Department of Botany

Add on Course, 2018-19 Syllabus for

Topic: Important medicinal plants used in our daily life

Unit:1

15 Marks

1. Morphology, phytochemistry and medicinal importance of *Allium cepa*.
2. Morphology, Phytochemistry and medicinal importance of *Allium sativum*
3. Morphology, Phytochemistry and medicinal importance of *Cinnamomum verum*
4. Morphology, Phytochemistry and medicinal importance of *Curcuma longa*
5. Morphology, Phytochemistry and medicinal importance of *Zingiber officinale*.

Unit:2

15 Marks

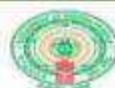
1. Morphology, Phytochemistry and medicinal importance of *Syzygium aromaticum*
2. Morphology, Phytochemistry and medicinal importance of *Elettaria cardamom*
3. Morphology, Phytochemistry and medicinal importance of *Trigonella foenum-graecum*
4. Morphology, Phytochemistry and medicinal importance of *Terminalia chebula*
5. Morphology, Phytochemistry and medicinal importance of *Rauvolfia serpentina*



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VELLAMANCHILI - 531055, ANDHRA PRADESH



S.G.A. Govt. Degree College, Vellamanchili

Department of Botany

Add-on Course 2018-19

ENROLLED STUDENTS FOR THE ADD-ON COURSE

Name of the Course: Important medicinal plants used in our Daily Life

S.NO	NAME	YEAR	GROUP	REGISTER NUMBER	Signature
1.	ADARI YAMINI	III Year	B.Sc (CBZ)	716135405039	A. Yamini
2.	BADDE NAGA RAJU	III Year	B.Sc (CBZ)	716135405060	B. Naga Raju
3.	BHISESETTI SURESHA	III Year	B.Sc (CBZ)	716135405061	B. SURESHA
4.	BODDAPU NYMA	III Year	B.Sc (CBZ)	716135405063	B. NYMA
5.	BUTTA VENKATA BHAVANI	III Year	B.Sc (CBZ)	716135405064	B. Venkata Bhavani
6.	CHENNI NARESH KUMAR	III Year	B.Sc (CBZ)	716135405065	C. Nareesh Kumar
7.	CHOPPA DURGA PRASAD	III Year	B.Sc (CBZ)	716135405066	C. Durga Prasad
8.	DASARI NOOKARATNAM	III Year	B.Sc (CBZ)	716135405067	D. Nookarathnam
9.	DUNGA BALA RAMADEVI	III Year	B.Sc (CBZ)	716135405068	D. Bala Ramadevi
10.	GADRIAM GOWTHAMI	III Year	B.Sc (CBZ)	716135405069	G. Gowthami
11.	GANTYADA VIMALA	III Year	B.Sc (CBZ)	716135405070	G. Vimala
12.	GORELI POORNIMA	III Year	B.Sc (CBZ)	716135405072	G. Poornima
13.	GOVADA DURGA SRAVANI	III Year	B.Sc (CBZ)	716135405073	G. Durga Sravani
14.	JANI RANI	III Year	B.Sc (CBZ)	716135405075	J. Rani
15.	KALLURI AKHILA	III Year	B.Sc (CBZ)	716135405076	K. Akhila
16.	KANTHI MADHURI	III Year	B.Sc (CBZ)	716135405077	K. Madhuri
17.	KARE BHAVANI	III Year	B.Sc (CBZ)	716135405078	K. Bhavani
18.	KASAPU TULASI	III Year	B.Sc (CBZ)	716135405079	K. Tulasi
19.	KATTUMURI LAYANYA	III Year	B.Sc (CBZ)	716135405080	K. Layanya
20.	KOORMA PRATHYUSHA	III Year	B.Sc (CBZ)	716135405082	K. Prathyusha
21.	MAMIDI SWATI	III Year	B.Sc (CBZ)	716135405083	M. Swati
22.	MASARAPU NIRMALA	III Year	B.Sc (CBZ)	716135405084	M. Nirmala
23.	OYIBODNA DEVI	III Year	B.Sc (CBZ)	716135405085	O. Devi
24.	PALAYALASA POORNIMA	III Year	B.Sc (CBZ)	716135405086	P. Poornima
25.	PANCHADARLA PUSHPA	III Year	B.Sc (CBZ)	716135405087	P. Pushpa
26.	PANDALA ZHANSI	III Year	B.Sc (CBZ)	716135405088	P. Zhanzi
27.	PASLA JYOTHI	III Year	B.Sc (CBZ)	716135405089	P. Jyothi
28.	PIKKI SUGUNA	III Year	B.Sc (CBZ)	716135405090	P. Suguna
29.	PIRLA VINAY KUMAR	III Year	B.Sc (CBZ)	716135405091	P. Vinay Kumar
30.	PITTA NOOKARATNAM	III Year	B.Sc (CBZ)	716135405092	P. Nookarathnam
31.	PRAGADA DEVIKA	III Year	B.Sc (CBZ)	716135405093	P. Devika
32.	RAAVI SRINU	III Year	B.Sc (CBZ)	716135405094	R. Srinu
33.	ROUTHU VASANTHA	III Year	B.Sc (CBZ)	716135405095	R. Vasantha
34.	SARIPALLI NAGAMANI	III Year	B.Sc (CBZ)	716135405096	S. Nagamani
35.	SIRIPALLI RAJU	III Year	B.Sc (CBZ)	716135405098	S. Raju
36.	VITTHANALA YERRAYYA	III Year	B.Sc (CBZ)	716135405099	V. Yerrayya
37.	VITYAPU INDRANI	III Year	B.Sc (CBZ)	716135405099	V. Indrani

Heelo
In-Charge of the Department
Head of the Department
Department of Botany
S.G.A. Govt. Degree College
Vellamanchili - 531055

Principal
S. S. S.
Principal
S.G.A. Govt. Degree College
Vellamanchili - 531055



Aims & Objectives:

- Promotion of cultivation and conservation of medicinal plants.
- To develop cultivation techniques for different climatic regions.
- To identify the important medicinal plants used in daily life.
- To use medicinal plants effectively for their diseases.
- To know the type of secondary metabolites present in the medicinal plant.

Course outcomes:

- The student will identify the medicinal plants.
- The student will know that, the medicinal plants can be used to cure diseases.
- The student will take steps to cultivate and conserve the medicinal plants.
- Familiarized with type of plant with type of secondary metabolite.
- Learn that the secondary metabolites are important to cure diseases.



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF BOTANY

DEPARTMENTAL MEETING

Minutes of the meeting Dated 15-06-2018

The faculty of Botany department met in the Botany laboratory on 15-06-2018 and discussed the following matters

1. It is resolved to start add on course in the Department of Botany in the academic year 2018-19.
2. To submit a letter to the principal for getting the permission to start an Add on course.
3. To prepare syllabus to the add on course
4. To start the course with a minimum of 20 number of students.
5. To conduct classes for Add on course ~~20+20~~ ¹⁵⁺¹⁵ teaching and practical hours respectively.
6. Permission to utilize the Botany laboratory to conduct the practicals for this Add on course.
7. Permission to conduct Add on course classes by the Botany faculty.
8. Continuing the add-on course for the next three years.

Heena
Head of the Department
Department of Botany
S.G.A. Govt. Degree College
Yellamanchili-531055

Li



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PERMISSION LETTER TO START ADD-ON COURSE

FROM

THE HEAD OF THE DEPARTMENT,
DEPARTMENT OF BOTANY
SGA GOVT. DEGREE COLLEGE
YELLAMANCHILI.

TO

PRINCIPAL,
SGA GOVT. DEGREE COLLEGE,
YELLAMANCHILI.

Sir,

SUB: Permission to start an Add-on course for 2018-19 and
permission to nominate the Botany faculty to teach classes for the
add on course - Regarding

REF: Resolution copy of the department of Botany Dated 15-06-2018

As per the resolution of the department of Botany, we are very much glad
to start an add on course with a title " **Important medicinal plants used in our
Daily life**" for the III B.Sc (CBZ) students. Hence, we are requesting you to
give permission to start the Add on course and also permission to teach theory
and practical classes for the said add on course.

Permission granted

B. Ch

Thanking you sir.

Free

15/06/2018

(B. CHANDRAMOUJI)
Head of the Department
Department of Botany
S.G.A. Govt. Degree College
Yellamanchili - 531055



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SGA Govt. Degree College, Yellamanchili

Department of Botany

Add on Course, 2018-19

**TOPIC: IMPORTANT MEDICINAL PLANTS
USED IN OUR DAILY LIFE**





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Yellamanchili Visakhapatnam Andhra Pradesh



CERTIFICATE OF APPRECIATION

This certificate is awarded to Sri/ Kum _____
of III B.Sc (MPC / CBZ) on completion of Add on Course on Food Adulteration
and its detection , organised by Department of Chemistry for the Academic year 2018-19.


Course co-ordinator

HOD ,Department of Chemistry


Principal



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VELLAMANCHILI - 531055, ANDHRA PRADESH



DEPARTMENT OF CHEMISTRY

ADD-ON COURSE ON FOOD ADULTERATION AND ITS DETECTION

SUMMARY REPORT

Department of chemistry has started Add-on course on **Food Adulteration and its detection** on 28-01-2019. Total 68 students from III B.Sc MPC and CBZ enrolled in this course.

During this course the adulterants present in different food items are tested in laboratory. Adulteration in food is caused by the addition of prohibited substances partly /wholly to the Food. It is very important for the consumer to know the common adulterants present in regular food items. During this course students enriched with the knowledge of the detection of adulterants present in regular food, which is very essential to all.

During this course we have analysed how to detect presence of adulterants as

- Water, Urea, Vanaspathi, and Starch present in Milk
- Vanaspathi, Starch and Coal Tar Dyes in Deshi Ghee
- lead chromate, coloured saw dust and chalk powder in Turmeric powder
- Red Coloured Lead Salts and Coal Tar Dyes In Mirchi Powder
- Papaya Seeds in Black Pepper
- Iodine in Salt

Number of students enrolled : 68

Number of students completed : 67

Head of the Department
Department of Chemistry
S.G.A. Govt Degree College
Vellamanchili-531055

Signature of the Principal

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Vellamanchili



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DEPARTMENT OF CHEMISTRY

ADD-ON COURSE IN FOOD ADULTERATION AND ITS DETECTION

Attendance sheet of enrolled students for the add on course

Course from 28-01-2019 to 15-02-2019 : Duration : 30 hrs

S. No	Student Name	28-01	29-01	30-01	31-01	01-02	02-02	03-02	04-02	05-02	06-02	07-02	08-02	09-02	10-02	11-02	12-02	13-02	14-02	15-02	Signature
1	A.Mounika Rani	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	A.Mounika Rani
2	A.Swetha	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A.Swetha
3	A.Jhansi	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	A.Jhansi
4	B.Madhu	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	B.Madhu
5	B.Glorisunitha	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	B.Glorisunitha
6	B.Chinnari	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	B.Chinnari
7	Ch.Appalraju	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	Ch.Appalraju
8	Ch.Prasad	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	Ch.Prasad
9	D.M. Chinnari	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	D.M. Chinnari
10	D.Babuji	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	D.Babuji
11	D.Bharathi	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	D.Bharathi
12	E.Kantaroo	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	E.Kantaroo
13	G.Jayalaxmi	P	P	P	P	P	A	P	P	P	P	A	P	P	P	P	P	P	P	P	G.Jayalaxmi
14	G.Tatarao	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	G.Tatarao
15	J.Sai Durga	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	J.Sai Durga
16	K.Anusha	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	K.Anusha
17	K.Chaturya	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	K.Chaturya
18	K.Manjubhargavi	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K.Manjubhargavi
19	K.Rojarani	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	K.Rojarani
20	K.Tataji	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	K.Tataji
21	K.Jayaraju	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	K.Jayaraju
22	M.Rani	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	M.Rani
23	P.Raju	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P.Raju
24	P.Tulasi	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P.Tulasi
25	P.Rajesh	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P.Rajesh
26	P.Durgaprasad	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P.Durgaprasad
27	P.Durgaprasad	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P.Durgaprasad
28	P.Manga	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P.Manga
29	R.J.S.N.S.Narayana	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	R.J.S.N.S.Narayana
30	Sk.Noorjahan	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	Sk.Noorjahan
31	T.Gangaraju	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	T.Gangaraju
32	V.Kalyani	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	V.Kalyani
33	V.Kumar	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	V.Kumar
34	V.Kumari	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V.Kumari
35	A.Umakantham	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A.Umakantham
36	B.Revathi	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	B.Revathi



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43	D Chandrakala	III B.Sc (CBZ)	717135405075	D. Chandrakala
44	G. Bhavani	III B.Sc (CBZ)	717135405077	G. Bhavani
45	G. Nagamani	III B.Sc (CBZ)	717135405078	G. Nagamani
46	G. Madhavi	III B.Sc (CBZ)	717135405080	G. Madhavi
47	I. Baby	III B.Sc (CBZ)	717135405081	I. Baby
48	J. Bhavani	III B.Sc (CBZ)	717135405082	J. Bhavani
49	K. Ramadevi	III B.Sc (CBZ)	717135405083	K. Ramadevi
50	K. Rani	III B.Sc (CBZ)	717135405084	K. Rani
51	K. Chandrika	III B.Sc (CBZ)	717135405085	K. Chandrika
52	L. Lavanya	III B.Sc (CBZ)	717135405086	L. Lavanya
53	M. Durga	III B.Sc (CBZ)	717135405087	M. Durga
54	N. Jayasri	III B.Sc (CBZ)	717135405088	N. Jayasri
55	N. Ramadevi	III B.Sc (CBZ)	717135405089	N. Ramadevi
56	N. Triveni	III B.Sc (CBZ)	717135405090	N. Triveni
57	P. Ganesh	III B.Sc (CBZ)	717135405091	P. Ganesh
58	P. Nagalaxmi	III B.Sc (CBZ)	717135405092	P. Nagalaxmi
59	R. Suneetha	III B.Sc (CBZ)	717135405094	R. Suneetha
60	R. Ramesh	III B.Sc (CBZ)	717135405095	R. Ramesh
61	R. Satyavani	III B.Sc (CBZ)	717135405096	R. Satyavani
62	S. Neerajamani	III B.Sc (CBZ)	717135405097	S. Neerajamani
63	T. Sarala Sanya	III B.Sc (CBZ)	717135405098	T. Sarala Sanya
64	T. Vani	III B.Sc (CBZ)	717135405099	T. Vani
65	V. Annapurna	III B.Sc (CBZ)	717135405101	V. Annapurna
66	V. Kruparani	III B.Sc (CBZ)	717135405102	V. Kruparani
67	Y. Devi	III B.Sc (CBZ)	717135405103	Y. Devi
68	Y. Nagalaxmi	III B.Sc (CBZ)	717135405105	Y. Nagalaxmi

P. V. N. N. N.
 Head of the Department
 Department of Chemistry
 S.G.A. Govt Degree College
 Yellamanchili-531 055

B. V. N.
 Signature of the Principal

Principal
 S.G.A. Govt Degree College
 Yellamanchili-531 055



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VELLAMANCHILI - 531055, ANDHRA PRADESH



DEPARTMENT OF CHEMISTRY

ENROLLED STUDENTS FOR THE ADD ON COURSE

FOOD ADULTERATION AND ITS DETECTION

S.No	Student Name	Year & Group	Register Number	Signature
1	A. Mounika rani	III B.Sc (MPC)	717135405001	A. Mounika rani
2	A. Swetha	III B.Sc (MPC)	717135405003	A. Swetha
3	A. Jhansi	III B.Sc (MPC)	717135405004	A. Jhansi
4	B. Madhu	III B.Sc (MPC)	717135405005	B. Madhu
5	B. Glori sunitha	III B.Sc (MPC)	717135405006	B. Glori Sunitha
6	B. Chinnari	III B.Sc (MPC)	717135405007	B. Chinnari
7	Ch. Appalaraju	III B.Sc (MPC)	717135405008	Ch. Appalaraju
8	Ch. Prasad	III B.Sc (MPC)	717135405009	Ch. Prasad
9	D. Malathi Chinnari	III B.Sc (MPC)	717135405011	D. Malathi Chinnari
10	D. Babuji	III B.Sc (MPC)	717135405012	D. Babuji
11	D. Bharathi	III B.Sc (MPC)	717135405013	D. Bharathi
12	E. Kantarao	III B.Sc (MPC)	717135405014	E. Kantarao
13	G. Jayalaxmi	III B.Sc (MPC)	717135405015	G. Jayalaxmi
14	G. Tatarao	III B.Sc (MPC)	717135405017	G. Tatarao
15	J. Sai Durga	III B.Sc (MPC)	717135405018	J. Sai Durga
16	K. Anusha	III B.Sc (MPC)	717135405019	K. Anusha
17	K. Chaturya	III B.Sc (MPC)	717135405021	K. Chaturya
18	K. Manjubhargavi	III B.Sc (MPC)	717135405022	K. Manjubhargavi
19	K. Rojarani	III B.Sc (MPC)	717135405023	K. Rojarani
20	K. Tataji	III B.Sc (MPC)	717135405024	K. Tataji
21	K. Jayaraju	III B.Sc (MPC)	717135405025	K. Jayaraju
22	M. Rani	III B.Sc (MPC)	717135405027	M. Rani
23	P. Raju	III B.Sc (MPC)	717135405030	P. Raju
24	P. Tulasi	III B.Sc (MPC)	717135405031	P. Tulasi
25	P. Rajesh	III B.Sc (MPC)	717135405032	P. Rajesh
26	P. Durgaprasad	III B.Sc (MPC)	717135405033	P. Durgaprasad
27	P. Durgaprasad	III B.Sc (MPC)	717135405034	P. Durgaprasad
28	P. Manga	III B.Sc (MPC)	717135405035	P. Manga
29	R. J. S. N. Satyanarayana	III B.Sc (MPC)	717135405036	R. J. S. N. Satyanarayana
30	Sk. Noorjahan	III B.Sc (MPC)	717135405037	Sk. Noorjahan
31	T. Gangaraju	III B.Sc (MPC)	717135405039	T. Gangaraju
32	V. Kalyani	III B.Sc (MPC)	717135405040	V. Kalyani
33	V. Kumar	III B.Sc (MPC)	717135405042	V. Kumar
34	Y. Kumari	III B.Sc (MPC)	717135405043	Y. Kumari
35	A. Umakantham	III B.Sc (CBZ)	717135405067	A. Umakantham
36	B. Revathi	III B.Sc (CBZ)	717135405068	B. Revathi
37	B. Latha	III B.Sc (CBZ)	717135405069	B. Latha
38	B. Gayathri	III B.Sc (CBZ)	717135405070	B. Gayathri
39	Ch. Satya Sravanthi	III B.Sc (CBZ)	717135405071	Ch. Satya Sravanthi
40	Ch. Kodanda	III B.Sc (CBZ)	717135405072	Ch. Kodanda
41	D. S. Lakshmi	III B.Sc (CBZ)	717135405073	D. S. Lakshmi
42	D. Sai Ramya	III B.Sc (CBZ)	717135405074	D. Sai Ramya



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DEPARTMENT OF CHEMISTRY

ADD-ON COURSE ON FOOD ADULTERATION AND ITS DETECTION

SYLLABUS

UNIT -I : DAIRY PRODUCTS

MILK

- Detection of Water In Milk
- Detection of Urea In Milk
- Detection of Vanaspathi In Milk
- Detection of Starch In Milk

DESHI GHEE

- Detection of Vanaspathi In Deshi Ghee
- Detection of Starch In Deshi Ghee
- Detection of Coal Tar Dyes In Deshi Ghee

UNIT -II : SPICES & SALT

TURMERIC POWDER

- Detection of lead chromate In Turmeric powder
- Detection of coloured saw dust In Turmeric powder
- Detection of chalk powder In Turmeric powder

MIRCHI POWDER

- Detection of Red Coloured Lead Salts In Mirchi Powder
- Detection of Coal Tar Dyes In Turmeric Powder

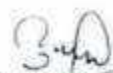
SPICES POWDER & SALT

- Detection of starch dyes In Spices powder
- Detection of Iodine In Salt

BLACK PEPPER

- Detection of Papaya Seeds In Black Pepper


Head of the Department
Department of Chemistry
S.G.A. Govt Degree College
Vellamanchili-531 055


Signature of the Principal

Principal
S.G.A. Govt Degree College
Vellamanchili-531 055



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DEPARTMENT OF CHEMISTRY

PERMISSION LETTER TO START ADD-ON COURSE

From

The Head of the Department,
Department Of Chemistry,
S.G.A. Govt. Degree College,
Yellamanchili.

To

The Principal,
S.G.A Govt. Degree College,
Yellamanchili.

SUB : Permission to start an Add on Course and permission to nominate the Chemistry faculty as the faculty for that Add on Course - regarding ...

REF: Resolution copy of the Department of Chemistry

Respected sir,

As per the resolution of the Department of Chemistry we are very much interested to start an Add on Course with a title **FOOD ADULTERATION AND ITS DETECTION** for the B.Sc (MPC & CBZ) students. So, we are requesting you to give permission to start that Add on Course and also permit us to act as the faculty for the Add on Course.

Thanking you sir.


Head of the Department
Department of Chemistry
S.G.A. Govt Degree College
Yellamanchili - 531055


Signature of the Principal

Principal
S.G.A. Govt Degree College
Yellamanchili - 531055



S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



Dr : 28-01-2019,
Yellamanchili.

S.G.A.GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI

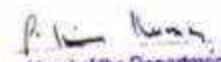
DEPARTMENT OF CHEMISTRY

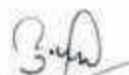
DEPARTMENTAL MEETING

Minutes of the meeting :

The faculty of Department of Chemistry met on 28-01-2019 and discussed the following matters.

1. Resolve to start Add on Course in the Department of Chemistry.
2. To submit a letter to the Principal for getting permission to start an Add on Course.
3. To prepare syllabus to the Add on Course.
4. To start the Add on Course with a minimum of 20 students.
5. To conduct Add on Course with 30 teaching and practical hours.
6. Permission to utilize Chemistry lab to conduct the practical for this Add on Course.
7. Permission to conduct the Add on Course by the Chemistry faculty.
8. Continuing the Add on Course for the next three years.


Head of the Department
Department of Chemistry
S.G.A. Govt Degree College
Yellamanchili-531 055


Signature of the Principal

Principal
S.G.A. Govt Degree College
Yellamanchili-531 055



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VELLAMANCHILI - 531035, ANDHRA PRADESH



1.2.1 Number of Add-on /Certificate programs offered during the last five years

2018-19						
Name of Add-on /Certificate programmes offered	Course code (if any)	Year of offering	Number of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of students completing the course in the year
Food Adultration and its Detection	FA-01	2018-19	One	30Hrs	68	67
Important Medicinal plants used in our daily life	MP-01	2018-19	One	30Hrs	37	37
Spoken Hindi	SH-03	2018-19	One	30Hrs	30	29
Tourism and Travel Management	TTM-01	2018-19	One	30Hrs	20	19
MS-Word	MW-03	2018-19	One	30Hrs	100	99



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VELLAMANCHILI - 531055, ANDHRA PRADESH



एस. जी. ए. शासकीय महाविद्यालय

यलमंचिली, विशाखापट्टणम

प्रमाण- पत्र

श्रीमान/ श्रीमती/ कुमार/ कुमारी _____ को
हिन्दी विभाग, एस.जी.ए. शासकीय महाविद्यालय के द्वारा "बोल-चाल की
हिन्दी" कक्षा का आयोजन किया गया, जिसमें सक्रिय भाग लेने के उपलक्ष्य में
यह प्रमाण-पत्र दिया जा रहा है।

संयोजिका


अध्यक्ष



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF HINDI

ADD-ON COURSE IN SPOKEN HINDI

SUMMARY REPORT

The department of Hindi has started Add-on course on "Spoken Hindi" with 30 students from all groups of SGA GDC. Department of Hindi conducted 30 classes to complete the syllabus within stipulated time from 9.10.2018 to 7.11.2018. The exams were conducted to registered students for 50 marks and issued certificates to all students.

Spoken Hindi is must and essential to every student. There are plenty of opportunities to students if they learned our National language -Hindi. So Department of Hindi introduced this course for the benefit of students in their future. All the students were presented and gained proper knowledge in Spoken Hindi.

1. Number of students enrolled : 30
2. Number of students completed : 30
3. Classes conducted : 30 hours
4. Maximum marks : 50 marks
5. Time : Every day 2 hours



Course co-ordinator

Signature: 
S.G.A. Govt. Degree College
Yellamanchili - 531055


Signature of the Principal
Principal
S.G.A. Govt. Degree College
Yellamanchili - 531055



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VELLAMANCHILI - 531035, ANDHRA PRADESH



SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF HINDI

ENROLLED STUDENTS FOR THE ADD ON COURSE-SPOKEN HINDI

S.No	Student Name	Year & Group	Signature
1	R. SUNITA	I BSC CBZ	R. Sunita
2	M. MOUNIKA RANI	I BSC MPC	M. Mounika Rani
3	K. ROJA RANI	I BSC MPC	K. Rojanani
4	P. VIJAYA SANTI	I BSC MPC	P. VIJAYA SANTI
5	K. V. V. V. SATYANARAYANA	I BSC MPC	K. V. V. V. Satyanarayana
6	V. KODANDAMMA	I BSC	V. Kodandamma
7	E. BHARTI	I BCOM	E. Bharti
8	G. DEVI	I BCOM	G. Devi
9	K. BHAVANI	I BCOM	K. Bhavani
10	G. NAGA LAKSHMI	II MPC	G. Naga Lakshmi
11	S. ASHA	II MPC	S. Asha
12	U. MAHA LAKSHMI	II MPC	U. MAHA Lakshmi
13	B. SIRSISHA	II CBZ	B. Sirsisha
14	D. DURGA HARIKA	II CBZ	D. DURGA Harika
15	A. YAMINI	II CBZ	A. YAMINI
16	CH. NEELIMA	II MPC	Ch. Neelima
17	D. JANAKI	II MPC	D. Janaki
18	V. NAGA LAKSHMI	II MPC	V. Naga Lakshmi
19	A. SURESH	II MPC	A. Suresh
20	J. GANESH	II MPC	J. GANESH
21	G. MAHESH	II MPC	G. Mahesh
22	V. SURESH	II MPC	V. Suresh
23	R. SUDHAR	II MPC	R. SUDHAR
24	S. SRINIVAS	II MPC	S. Srinivas
25	J. BHARTI	II B.com	J. Bharti
26	E. GOVINTI VARALAKSHMI	II B.com	E. Govinti varalakshmi
27	G. NAGA SAI PUSHPA	II B.com	G. NAGA SAI PUSHPA
28	K. NAGA KUMAR	II B.com	K. NAGA KUMAR
29	K. MURALI	II B.com	K. Murali
30	P. SASI CHANDANA	II B.com	P. Sasi Chandana



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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI
DEPARTMENT OF HINDI
ADD-ON COURSE IN SPOKEN HINDI
SYLLABUS

1. पठन, श्रुति लेख
2. उच्चारण में स्पष्टता
3. भाषा क्या है, भाषा के रूप
4. व्याकरण - भाषा का सही नियम, वर्णमाला
5. अक्षरों के योग से वाक्य निर्माण, से मैं, तुम, हम, आप का प्रयोग
6. काल, वर्तमान काल
7. भूतकाल, भविष्यत काल
8. सर्वनाम, कारक चिह्न
9. ने का प्रयोग, से को का प्रयोग, का के की
10. लिंग वचन, काल परिवर्तन अभ्यास
11. शब्द निर्माण, अंक
12. शब्द ज्ञान अथवा शब्द निर्माण
13. प्रश्न वाचक शब्द : कौन, कहां, कैसे, क्या, कब, कितना
14. एक शब्द में लिखने वाले वाक्य
15. द्वंद्वारथ शब्द, मुहावरे
16. शरीर के अंग, रिश्तेदार, खाने की चीजे
17. पक्षी फल- फूल जानवर के नाम, सब्जी कपड़े
18. अभिवादन शिष्टाचार के वाक्य
19. बैंक खाता खुलवाने, फोन में बातचीत
20. कपड़े की दुकान, सैर करते
21. फल सब्जी की दुकान, किराना दुकान, बस स्टैंड
22. छात्र अध्यापक, यात्रा, भोजनालय
23. रेलवे स्टेशन सिनेमा हाल, घर परिवार
24. भावात्मक : क्रोध प्रशंसा, निमंत्रण
25. कृतग्यता, प्रसन्नता, क्षमा
26. मौसम समय महीना, ऋतु वर्षा ठण्ड गर्मी मानव मूल्य
27. मौखिक - बेरोजगारी, स्त्री सुरक्षा, जनसंख्या समस्या, युवा समस्या, देश की समस्या
28. पत्र लेखन
29. कहानी लेखन - मुर्गी अंडा, अकबर बीरबल, तेनालीराम
30. चित्रपट या सिनेमा के आधार पर विश्लेषण: नाटक,



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PERMISSION LETTER TO START ADD-ON COURSE

From
The Head Of The Department,
Department Of Hindi,
S.G.A. Govt. Degree College,
Yellamanchili.

To
Principal,
S.G.A. Govt. Degree College,
Yellamanchili.

SUB : Permission to start an Add On Course & and permission to nominate the Hindi faculty as the faculty for that Add On Course - regarding ...

REF: Resolution copy of the Department of Hindi

Respected sir,

As per the resolution of the department of Hindi we are very much interested to start an Add On Course with a title **SPOKEN HINDI** for the B .Sc ,B.Com, B.A. students . So, we are requesting you to give permission to start that Add On Course and also permit us to act as the faculty for the Add On Course.

Thanking you sir.

B. L. ...
Course-co-ordinator

B. L. ...
S.G.A. Govt. Degree College
YELLAMANCHILI - 531055

B. L. ...
Signature of the Principal
Principal
S.G.A. Govt. Degree College
Yellamanchili - 531055



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YELLAMANCHILI - 531055, ANDHRA PRADESH



Dr: 09-10-2018
Yellamanchili.

SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF HINDI

DEPARTMENTAL MEETING

Minutes of the meeting :

The faculty of Department of Hindi met on 09.10.2018 and discussed the following matters:

1. Resolve to start an Add On Course in the Department of Hindi.
2. To submit a letter to the Principal for getting the permission to start an Add On Course.
3. To prepare syllabus to the Add On Course.
4. To start the students with a minimum of 20 students.
5. To conduct six week Add On Course 30 teaching and practical hours.
6. Permission to conduct the Add On Course by the Hindi faculty.
7. Continuing the Add On Course for the next three years.

P. L.
Course-co-ordinator

in-charge in Hindi
S.G.A. Govt. Degree College
YELLAMANCHILI - 531055

[Signature]
Signature of the Principal
S.G.A. Govt. Degree College
Yellamanchili - 531055



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VELLAMANCHILI - 531055, ANDHRA PRADESH



1.2.1 Number of Add-on /Certificate programs offered during the last five years

2017-18						
Name of Add-on /Certificate programmes offered	Course code (if any)	Year of offering	Number of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of students completing the course in the year
Spoken Hindi	SH-02	2017-18	One	30 hrs	30	30