



## S.G.A.GOVERNMENT DEGREE COLLEGE

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

YELLAMANCHILI - 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



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**DEPARTMENT OF HINDI**

**ADD ON COURSE : 2017-18**

**TOPIC : SPOKEN HINDI**



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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.

B. La

Course-co.ordinator

lecturer in Hindi  
S.G.A. Govt. Degree College  
Yellamanchili - 531055

B. La

Signature of the Principal

Principal  
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 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. La*

Course-co.ordinator

lecturer in Hindi  
S.G.A Govt. Degree College  
YELLAMANCHILI . 5310 5

*B. La*

Signature of the Principal  
Principal

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



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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 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 दूकान, किराना दूकान, 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. ऋतू 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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## 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. Rojarani
4	P.VIJAYA SANTI	I BSC MPC	P.VIJAYA SANTI
5	K.V.V.V.V.SATYANARAYANA	I BSC MPC	K.V.V.V.V.Satyanarayana
6	V. KODANDAMMA	I BSC	V.kodandamma
7	E.BHARTI	I BCOM	E. Bharati
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. SIRISHA	II CBZ	B. sirisha
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	Y. NAGA LAKSHMI	II MPC	Y. Naga Lakshmi
19	A. SURIBABU	II MPC	A. Suribabu
20	J.GANESH	II MPC	J. GANESH
21	G.MAHESH	II MPC	G. Mahesh
22	V.SURESH	II MPC	V. Suresh
23	R.SRIDHAR	II MPC	R. SRIDHAR
24	SRINIVAS	II MPC	Srinivas
25	J.BHARTI	II B.com	J. Bharti
26	S. GOWRI VARALAKSHMI	II B.com	S. Gowri 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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24	SRINIVAS	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Srinivas
25	J. BHARTI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	J. Bharti
26	S. GOWRI VARALAKSHMI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	S. Gowri Varalakshmi
27	G. NAGA SAI PUSHPA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	G. NAGA SAI PUSHPA
28	K. NAGA KUMAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. NAGA KUMAR
29	K. MURALI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. MURALI
30	P. SASI CHANDANA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Sasi Chandana

S. J.

Course co.ordinator

Lecturer in Hindi  
S.G.A. Govt. Degree College  
Yellamanchili - 531055

B. J.  
Signature of the Principal  
Principal  
S.G.A. Govt. Degree College  
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पुरेन निहल test - 1

Name -

## I) रिक्त स्थान भरो -

1. राधा गीत — हैं। (गाता / गाती)
2. सत्यनारायण भोजन — था। (किया / करता)
3. हम दिन में — हैं। (बैठे / बैठे)
4. मैं नास्तिक घूमने — । (जाऊंगा / जायेगा)
5. राम क्रिकेट — (खिलेगा / खेलुंगा)
6. तुम पाठ — हो। (पढ़ते / पढ़ता)
7. मैं चेंचूई जाता — । (हूँ / हूँ)
8. गीता कल भरतनाट्यम् — थी। (नाची / नाचेगी)
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. श्रीजा विठ्ठी — हैं। (खायी / खाती / खाएगी)
15. घनश्याम सभा में — । (बोलता / बोला / बोलुंगा)
16. तुम बरिश में — हो। (खेलेंगे / खेलते / खेलें)
17. हम कक्षा साफ — । (करोगे / करेंगे / करते)
18. आप भगवतगीता — हैं। (सुनते / सुने / सुनेंगे)
19. सोनिया गांधी अ इटली — थी। (जाती / गयी / जाएगी)
20. महात्मा गांधी 'अमर' कहानियाँ — थे। (पढ़ें / पढ़ते / पढ़ेंगे)



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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

B. L.

Course co.ordinator

Lecturer in Hindi  
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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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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### 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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**DEPARTMENT OF CHEMISTRY**

**Add On Course**

2018 - 2019

**TOPIC : *FOOD ADULTERATION AND ITS  
DETECTION***

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Dt : 28-01-2019,  
Yellamanchili.

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

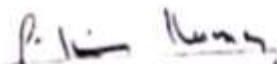
**DEPARTMENT OF CHEMISTRY**

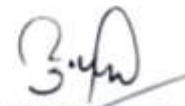
**DEPARTMENTAL MEETING**

**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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YELLAMANCHILI - 531055, ANDHRA PRADESH



## 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.

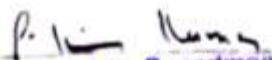
SUB : Permission to start an Add on Course and permission to nominate the Chemistry faculty as the faculty for that Add on Course - regarding ...

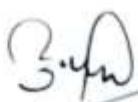
REF: Resolution copy of the Department of Chemistry

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



**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

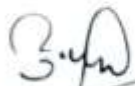
**SPICES POWDER & SALT**

- 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  
Yellamanchili-531 055

  
Signature of the Principal  
Principal

S.G.A. Govt Degree College  
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## 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. Appalraju	III B.Sc (MPC)	717135405008	Ch. Appalraju
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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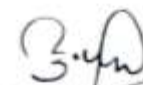
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43	D.Chandrakala	III B.Sc (CBZ)	717135405075	D. Chandrakala
44	G. Bhavani	III B.Sc (CBZ)	717135405077	G. Bhavani
45	G. Nagamani	III B.Sc (CBZ)	717135405078	G. Nagamani
46	G. Madhavi	III B.Sc (CBZ)	717135405080	G. Madhavi
47	I. Baby	III B.Sc (CBZ)	717135405081	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. Satyaveni	III B.Sc (CBZ)	717135405096	R. Satyaveni
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

  
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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## 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	04/02	05/02	06/02	07/02	08/02	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	A.Mounika Rani
2	A.Swetha	A	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	A	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	B.Madhu
5	B.Glorisunitha	P	P	P	P	P	P	P	A	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	B.Chinnari
7	Ch.Appalaraju	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	Ch.Appalaraju
8	Ch.Prasad	P	P	P	P	P	P	P	P	A	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	A	P	D.M. Chinnari
10	D.Babuji	P	P	P	P	A	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	D.Bharathi
12	E.Kantaroo	P	P	A	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	G.Jayalaxmi
14	G.Tataroo	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	G.Tataroo
15	J.Sai Durga	P	P	P	P	P	P	P	P	A	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	A	P	P	K.Anusha
17	K.Chaturya	P	P	P	P	P	P	A	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	K.Manjubhargavi
19	K.Rojarani	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	K.Tataji
21	K.Jayaraju	P	P	P	P	P	P	P	A	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	A	P	P	P	M.Rani
23	P.Raju	P	P	P	P	P	P	P	A	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.Tulasi
25	P.Rajesh	A	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.Durgaprasad
27	P.Durgaprasad	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P.Durgaprasad
28	P.Manga	P	P	P	P	A	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	R.J.S.N.S.Narayana
30	Sk.Noorjahan	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	Sk.Noorjahan
31	T.Gangaraju	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	T.Gangaraju
32	V.Kalyani	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	V.Kalyani
33	V.Kumar	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	V.Kumar
34	Y.Kumari	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	Y.Kumari
35	A.Umakantham	P	P	P	A	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	A	P	B.Revathi



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37	B.Latha	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	B.Latha
38	B.Gayathri	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	B.Gayathri
39	Ch S.Sravanthi	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	Ch S. Sravanthi
40	Ch.Kodanda	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch.Kodanda
41	D.S.Lakshmi	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	D.S.LAKSHMI
42	D.Sai Ramya	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	D.Sai Ramya
43	D.Chandrakala	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	D.Chandrakala
44	G.Bhavani	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	G.Bhavani
45	G.Nagamani	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	G.Nagamani
46	G.Madhavi	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	G.Madhavi
47	I.Baby	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	I. Baby
48	J.Bhavani	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	J.Bhavani
49	K.Ramadevi	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Ramadevi
50	K.Rani	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	K. Rani
51	K.Chandrika	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K.Chandrika
52	L.Lavanya	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	L.Lavanya
53	M.Durga	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	M.Durga
54	N.Jayasri	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	N.Jayasri
55	N.Ramadevi	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	N.Ramadevi
56	N.Triveni	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	N.Triveni
57	P.Ganesh	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P.Ganesh
58	P.Nagalaxmi	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P.Nagalaxmi
59	R.Suneetha	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	R.Suneetha
60	R.Ramesh	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R.Ramesh
61	R.Satyaveni	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	R.Satyaveni
62	S.Neerajamani	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	S.Neerajamani
63	T.Sarala Sanya	P	P	P	P	P	A	P	P	P	P	P	A	P	P	P	P	P	T.Sarala Sanya
64	T.Vani	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	T.Vani
65	V.Annapurna	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	V.Annapurna
66	V.Kruparani	P	P	P	P	P	A	P	P	P	A	P	P	P	P	P	P	P	V.Kruparani
67	Y.Devi	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Y.Devi
68	Y.Nagalaxmi	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Y.Nagalaxmi

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

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



**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



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



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



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



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YELLAMANCHILI - 531055, ANDHRA PRADESH



## DEPARTMENT OF CHEMISTRY

### EVALUATION DATA OF STUDENTS FOR THE ADD ON COURSE

#### FOOD ADULTERATION AND ITS DETECTION

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



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42	D.Sai Ramya	III B.Sc (CBZ)	717135405074	24
43	D.Chandrakala	III B.Sc (CBZ)	717135405075	23
44	G.Bhavani	III B.Sc (CBZ)	717135405077	22
45	G.Nagamani	III B.Sc (CBZ)	717135405078	21
46	G.Madhavi	III B.Sc (CBZ)	717135405080	21
47	I.Baby	III B.Sc (CBZ)	717135405081	23
48	J.Bhavani	III B.Sc (CBZ)	717135405082	23
49	K.Ramadevi	III B.Sc (CBZ)	717135405083	24
50	K.Rani	III B.Sc (CBZ)	717135405084	22
51	K.Chandrika	III B.Sc (CBZ)	717135405085	23
52	L.Lavanya	III B.Sc (CBZ)	717135405086	21
53	M.Durga	III B.Sc (CBZ)	717135405087	22
54	N.Jayasri	III B.Sc (CBZ)	717135405088	23
55	N.Ramadevi	III B.Sc (CBZ)	717135405089	24
56	N.Triveni	III B.Sc (CBZ)	717135405090	24
57	P.Ganesh	III B.Sc (CBZ)	717135405091	22
58	P.Nagalaxmi	III B.Sc (CBZ)	717135405092	22
59	R.Suneetha	III B.Sc (CBZ)	717135405094	21
60	R.Ramesh	III B.Sc (CBZ)	717135405095	21
61	R.Satyaveni	III B.Sc (CBZ)	717135405096	22
62	S.Neerajamani	III B.Sc (CBZ)	717135405097	24
63	T.Sarala Sanya	III B.Sc (CBZ)	717135405098	23
64	T.Vani	III B.Sc (CBZ)	717135405099	24
65	V.Annapurna	III B.Sc (CBZ)	717135405101	24
66	V.Kruparani	III B.Sc (CBZ)	717135405102	Absent
67	Y.Devi	III B.Sc (CBZ)	717135405103	23
68	Y.Nagalaxmi	III B.Sc (CBZ)	717135405105	24

*P. Vinay Kumar*  
Head of the Department  
Department of Chemistry  
S.G.A. Govt Degree College  
Yellamanchili-531055

*B. J. N.*  
Signature of the Principal

Principal  
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



## 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  
Yellamanchili-531055

Signature of the Principal

S.G.A. Govt Degree College  
YELLAMANCHILI  
Visakhapatnam



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

*(Affiliated to Andhra University)*

*Accredited By NAAC with "A" Grade*

**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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**SGA Govt. Degree College, Yellamanchili**

**Department of Botany**

**Add on Course, 2018-19**

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





# S.G.A.GOVERNMENT DEGREE COLLEGE

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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 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. Chandra Moul*  
←

Thanking you sir.

*B. Chandra Moul*  
15/06/2018

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



**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~~ <sup>15+15</sup> teaching and practical hours respectively. *per*
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.

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

*T*



**Department of Botany**

**Add on Course for 2018-19**

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

**Introduction**

The Ayurvedic system of medicine is an age-old system of therapy, which is associated with the Vedic civilization in India. The oldest existing literature on this form of treatment is mentioned in Rigveda around 4500-1600 B.C. Ayurveda is a holistic system of treatment, which is amalgamation of use of food, medicine and other measures like exercise and behaviour. Life in Ayurveda is conceived as the union of body, senses, mind and soul. Ayurveda regards human body is a composition of five basic elements namely, earth, water, fire, air and vacuum. Any illness is considered the result of absence of a balanced state of the total body matrix. The disease is diagnosed by examining the general physical condition of the patient and pulse reading, along with examining urine, excreta, eyes, tongue, skin, and auditory functions. Once disease is diagnosed, the treatment measures involve use of medicines, specific diet and prescribed routine activity.

Wide arrays of plant species are used in traditional system of health care in India. Over 6,500 species of plants are known to occur in India those are used by various streams of traditional health care practitioners. Approximately 2000 medicinal plant species are used alone in Ayurvedic system of medicine, which is followed by Siddha (1121), Unani (751), Homeopathy (482) and Tibetan (337). The number of people involved in the traditional health care system is quite impressive in India. About 7,00,000 practitioners of Ayurveda, Siddha, Unani, Yoga, Naturopathy and Homeopathy are registered in the Indian Systems of Medicine.

Family traditions and cultural preferences also make people to own, decide and prefer various health care systems. In India, medicinal plants have strong acceptance in religious activities, where the plants are worshiped in the form of various gods, goddesses and local deities.

Plants are used as medicine by thousands of ethnic communities for human and veterinary health care, across the India. People across the world also rely upon the traditional systems of medicines, largely plant based, to meet their primary health care needs. Although modern medicine may be available in these countries, herbal medicines (phytomedicines) have often maintained popularity for historical and cultural reasons.

Assurance of the safety, quality, and efficacy of medicinal plants and herbal products has now become a key issue in industrialized and in developing countries. Both the general consumer and health-care professionals need up to date, authoritative information on the safety and efficacy of medicinal plants.

Somany important medicinal plants are regularly used in our daily life. In India, the people are using medicinal plants or their ingredients in the form of diet itself. Hence in India, the kitchen itself is a Medical store to cure all kinds of illness. Here are some important medicinal plants were taken which are used in our daily life.



### **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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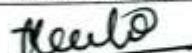
SGA Govt. Degree College, Yellamanchili  
Department of Botany


Add on Course 2018-19

## 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.	ADARI YAMINI	III Year	B.Sc (CBZ)	716135405059	A. Yamini
2	BADDI NAGA RAJU	III Year	B.Sc (CBZ)	716135405060	B. Naga raju
3	BHEESETTI SIREESHA	III Year	B.Sc (CBZ)	716135405061	B. SIREESHA
4	BODDAPU HYMA	III Year	B.Sc (CBZ)	716135405063	B. HYMA
5	BOTTA VENKATA BHAVANI	III Year	B.Sc (CBZ)	716135405064	B. Venkatesh bhavani
6	CHINNI 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. nookaratnam
9	DUNGA BALA RAMADEVI	III Year	B.Sc (CBZ)	716135405068	D. Bala Ramadevi
10	GADHAM GOWTHAMI	III Year	B.Sc (CBZ)	716135405069	G. Gowthami
11	GANTYADA VIMALA	III Year	B.Sc (CBZ)	716135405070	G. Vimala
12	GORLE POORNIMA	III Year	B.Sc (CBZ)	716135405072	G. Vimala
13	GOVADA DURGA SRAVANI	III Year	B.Sc (CBZ)	716135405073	G. Durgesh sraavani
14	JAMI RANI	III Year	B.Sc (CBZ)	716135405075	J. Rani
15	KALLURI AKHILA	III Year	B.Sc (CBZ)	716135405076	K. Akhila
16	KANITHI 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 LAVANYA	III Year	B.Sc (CBZ)	716135405080	K. Lavanya
20	KOORMA PRATHYUSHA	III Year	B.Sc (CBZ)	716135405081	K. Prathyusa
21	MAMIDI SWATHI	III Year	B.Sc (CBZ)	716135405082	M. Swathi
22	MASARAPU NIRMALA	III Year	B.Sc (CBZ)	716135405083	M. Nirmala
23	OYIBOINA DEVI	III Year	B.Sc (CBZ)	716135405084	O. Devi
24	PALAVALASA POORNIMA	III Year	B.Sc (CBZ)	716135405085	P. Poornima
25	PANCHADARLA PUSHPA	III Year	B.Sc (CBZ)	716135405086	P. Pushpa
26	PANDALA JHANSI	III Year	B.Sc (CBZ)	716135405087	P. Jhansi
27	PASILA JYOTHI	III Year	B.Sc (CBZ)	716135405088	P. Jyothi
28	PIKKI SUGUNA	III Year	B.Sc (CBZ)	716135405089	P. Suguna
29	PIRLA VINAY KUMAR	III Year	B.Sc (CBZ)	716135405090	P. Vinay Kumar
30	PITTA NOOKARATNAM	III Year	B.Sc (CBZ)	716135405091	P. Nookaratnam
31	PRAGADA DEVIKA	III Year	B.Sc (CBZ)	716135405092	P. Devika
32	RAAVI SRINU	III Year	B.Sc (CBZ)	716135405093	R. Srinu
33	ROUTHU VASANTHA	III Year	B.Sc (CBZ)	716135405094	R. Vasantha
34	SARIPALLI NAGAMANI	III Year	B.Sc (CBZ)	716135405095	S. Nagamani
35	SIRIPALLI RAJU	III Year	B.Sc (CBZ)	716135405096	S. Raju
36	VITTHANALA YERRAYYA	III Year	B.Sc (CBZ)	716135405098	Vo Yerrayya
37	VIYYAPU INDRANI	III Year	B.Sc (CBZ)	716135405099	Vo Indrani

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

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



**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*



**SGA Govt. Degree College, Yellamanchili  
Department of Botany**

**Model Question Paper  
Add on Course in Botany**

**Max.Marks.30**

**Time.1<sup>1/2</sup> hrs**

- I. Answer all the questions. Each question carries 2 marks. 5X2=10 Marks
  1. Medicinal uses of Ginger?
  2. Medicinal uses of Rauwolfia?
  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?



## MEDICINAL PLANTS USED IN OUR DAILY LIFE

*Allium cepa* L.

- 1. Scientific name:** *Allium cepa* L.  
**Family:** Liliaceae
- 2. Vernacular names**  
English: Onion  
Telugu: Vulli or Erragaddalu
- 3. Morphology:**
  - A perennial herb, strong smelling when crushed.
  - Bulbs vary in size and shape from cultivar to cultivar, often depressed-globose and up to 20 cm in diameter;
  - Outer tunics membranous.
  - Stem up to 100cm tall and 30 mm in diameter,
  - Tapering from inflated lower part. Leaves up to 40 cm in height and 20mm in diameter.
  - Spathe often 3-valved, persistent, shorter than the umbel. Umbel 4–9cm in diameter,
  - Stamens exserted; filaments 4–5mm, the outer subulate, the inner with an expanded base up to 2 mm wide and bearing short teeth on each side.
  - Ovary whitish. Capsule about 5mm.
- 4. Useful part:** Fresh or dried bulbs
- 5. Organoleptic properties:**  
Odour: strong, characteristic alliaceous.  
Taste: strong, crushing or cutting the bulb stimulates lachrymation.
- 6. Major chemical constituents:**
  - Sulfur and non-sulfur containing chemical constituents have been isolated from Bulbs.
  - The sulfur compounds are the most characteristic secondary metabolites.
  - The organic sulfur compounds includes thiosulfinates, thiosulfonates, cepaenes, *S*-oxides, *S,S* dioxides, monosulfides, disulfides, trisulfides, and zwiebelanes occur only as degradation products of the naturally occurring cysteine sulfoxides. *S*-propyl-L-cysteine sulfoxide.
- 7. Medicinal uses:**
  - Used for treating Dysentery.
  - Used as a diuretic.
  - Used to treat ulcers, wounds, scars, keloids and asthma.
  - Used as an adjuvant therapy for diabetes.



Onion Plant



Flowering



Onion Bulbs



***Rauvolfia serpentina* (L.) Benth.ex Kurz**

**1. Scientific name:** *Rauvolfia serpentina* (L.) Benth.ex Kurz

Family: Apocynaceae

**2. Vernacular names:**

English: Snake root

Telugu: Sarpa Gandhi

**3. Morphology:**

- Small, erect, glabrous shrub, 30–60 cm high.
- Leaves whorled, 7.5–17.5 cm long, lanceolate or oblanceolate, acute or acuminate, tapering gradually into the petiole, thin.
- Flowers white or pinkish.
- Peduncles 5.0–7.5 cm long; pedicels and calyx red.
- Calyx lobes 2.5 mm long, lanceolate.
- Corolla about 1–1.3cm long, tube slender; inflated slightly above middle; lobes much shorter than tube, obtuse.
- Drupes about 6 mm (diameter), single or didynamous and more or less connate, purplish black when ripe.

**4. Useful part:** Root

**5. Organoleptic properties:**

Odour: Root is indistinct, earthy, reminiscent of stored white potatoes.

Taste: Bitter.

**6. Major chemical constituents:**

- It contains more than 60 indole alkaloids.
- The principal hypotensive alkaloids are identified as reserpine and rescinnamine.

**7. Medicinal uses:**

- The principal use is in the treatment of hypertension.
- Used as a tranquillizer for nervous and mental disorders.
- Used as a tonic in condition of asthenia.
- Used as a cardiogenic and antipyretic, against snake and insect bites.
- Used for constipation, liver diseases, flatulence, insomnia, and rheumatism.



**Snake Root Plant with Flowering**



**Rauvolfia Roots**



*Allium sativum L.*

1. Scientific name: *Allium sativum L.*

Family: Liliaceae

2. Vernacular Names:

English: Garlic

Telugu: Vellulli or Thella gadda

3. Morphology:

- A perennial, erect bulbous herb, 30–60 cm tall,
- Strong smelling when crushed.
- The underground portion consists of a compound bulb with numerous fibrous rootlets.
- The bulb gives rise above ground to a number of narrow, keeled, grasslike leaves.
- The leaf blade is linear, flat, solid, 1.0–2.5cm wide, 30–60 cm long, and has an acute apex. Leaf sheaths form a pseudostem.
- Inflorescences are umbellate; scape smooth, round, solid, and coiled at first, subtended by membranous, long-beaked spathe, splitting on one side and remaining attached to umbel. Small bulbils are produced in inflorescences.
- Flowers are variable in number and sometimes absent, seldom open and may wither in bud. Flowers are on slender pedicels; consisting of perianth of 6 segments, about 4–6mm long, pinkish.
- Stamens 6, anthers exerted.
- Ovary superior, 3-locular. Fruit is a small loculicidal capsule.
- Seeds are seldom if ever produced

4. Useful part: Fresh or dried Bulbs

5. Organoleptic properties:

Odour: strong, characteristic alliaceous

Taste: very persistently pungent and acrid

6. Major chemical constituents:

- The most important chemical constituents are the sulfur compounds.
- The cysteine sulfoxides and the non-volatile  $\gamma$ -glutamylcysteine peptides make up more than 82% of the total sulfur content of garlic.
- The compounds are thiosulfinates (Allicin), ajoenes, Z-ajoene, vinylthiins. And Sulphides, diallyl trisulfide.

7. Medicinal uses

- Used as an adjuvant to dietetic management in the treatment of hyperlipidaemia.
- Used in the prevention of atherosclerotic (age-dependent) vascular changes.
- The drug may be useful in the treatment of mild hypertension.
- Used for treatment of respiratory and urinary tract infections.
- The herb has been used as a carminative in the treatment of dyspepsia.
- Used as an aphrodisiac, antipyretic, diuretic, emmenagogue, expectorant, and sedative, to treat asthma and bronchitis, and to promote hair growth.



Garlic Plant



Flowering



Garlic Bulbs



*Terminalia chebula Retz.*

**1. Scientific name:** *Terminalia chebula Retz.*  
Family: Combretaceae

**2. Vernacular names:**

English: Myrobalan

Telugu: Karakkaya

**3. Morphology:**

- A tropical shade tree, usually 15–20 m high, but can be up to 30 m in height, and up to 1.3 m in girth.
- Bark rough, scaly, shoots and young leaves usually rusty villous.
- Leaves simple, opposite, coriaceous, broadly ovate to ovate elliptic, 7–15 cm in length by 8–25 cm in width, glabrescent, veins obscure above, slightly raised and usually brownish pubescent beneath, apex acute or abruptly acuminate, base cuneate, slightly cordate or rounded.
- Petiole 1–3 cm long, glabrous or sparsely pubescent with a pair of nodular glands near leaf base.
- Inflorescences axillary or terminal panicles, usually with 3–6 spikes (each 3–6 cm long), rachis pubescent.
- Flowers 2 mm long, 3–4 mm in diameter; bracts nearly glabrous, 1.5–2.0 mm long.
- Calyx outside glabrous, inside densely villous, calyx segments triangular.
- Stamens 3–4 mm long.
- Ovary glabrous, ovoid, 1 mm long.
- Style glabrous, 2.5–3.0 mm long, disc lobed, densely villous.
- Fruit a drupe, glabrous, subglobose to ellipsoid, 2.5–5.0 cm by 1.5–2.5 cm, usually smooth or frequently 5-angulate, ridged, wrinkled, turning blackish when dry.
- Seed is one, rough, ellipsoid, 1.0–2.0 cm by 0.2–0.7 cm, and without ridges.

**4. Useful part:** Dried fruits

**5. Organoleptic properties:**

Odour: slight and characteristic.

Taste: bitter, sour, astringent, then sweet.

**6. Major chemical constituents:**

- Major constituents of the fruit are hydrolysable tannins and components thereof, including chebulagic acid, chebulinic acid, chebulanin, corilagin, gallic acid, gallic acid methyl ester, punicalagin, terchebulin and terminalic acid.
- Flavonols of interest include quercetin, isoquercitrin and rutin.

**7. Medicinal uses:**

- Used orally to treat cough with sore throat, as well as diarrhoea.
- Used orally as an anthelmintic, astringent, cardiogenic, dentifrice, diuretic and laxative.
- Also used to treat bleeding gums, diabetes, gastrointestinal disorders, ulcers and urinary disorders.



**Myrobalan Plant**



**Myrobalan Fruits**



*Trigonella foenum-graecum* L.

1. Scientific name: *Trigonella foenum-graecum* L.

Family: Fabaceae

2. Vernacular names:

English: Fenugreek

Telugu: Menthulu

3. Morphology:

- Annual aromatic herb, up to 60 cm high with a well developed taproot and much branched roots.
- Stem solitary or basally branched, terete, slightly pubescent, green to purple.
- Leaves petiolate, alternate, trifoliolate; stipules triangular, small, adnate to the petiole. Rachis short. Leaflets obovate or oblong, 1.5–4.0 cm long, 0.5–2.0 cm wide, upper part of margin denticulate.
- Flowers whitish, solitary, axillary, subsessile, 12–15 mm long.
- Calyx campanulate, finely pubescent, tube 4.5 mm long, with five lobes.
- Pistil with sessile ovary, glabrous style and capitate stigma.
- Fruits straight to occasionally sickle-shaped, linear pods, glabrous, with fine longitudinal veins, terminating in a beak 2–3 cm long.
- Seeds oblong-rhomboidal, 3–5 mm long and 2–3 mm wide, with a deep furrow dividing each into two unequal lobes, with rounded corners, rather smooth, brownish.

4. Useful part: Dried ripe seeds

5. Organoleptic properties:

Odour: characteristic, aromatic

Taste: slightly bitter.

6. Major chemical constituents:

- It is rich in mucilage (25–45%) and contains a small amount of essential oil (0.01%) and a variety of secondary metabolites, including protoalkaloids, trigonelline (up to 0.37%), choline (0.05%); saponins (0.6–1.7%) derived from diosgenin, yamogenin, tigogenin and other compounds.
- Sterols including sitosterol, and flavonoids, among which are orientin, isoorientin and isovitexin.

7. Medicinal uses:

- Used for the management of hypercholesterolaemia, and hyperglycaemia in cases of diabetes mellitus.
- Prevention and treatment of mountain sickness.
- Used Internally for loss of appetite, and externally as a poultice for local inflammations.
- Treatment of pain, and weakness and oedema of the legs.
- Used as an aphrodisiac, carminative, diuretic, emmenagogue, emollient, galactagogue and tonic.
- Used in treatment of abdominal colic, bronchitis, diarrhoea, eczema, gout, indigestion, dropsy, fever, impotence, chronic cough, liver disorders, wounds and the common cold.



Fenugreek Plant



Flowering



Fenugreek seeds



### *Elettaria cardamomum* (L.) Maton

1. **Scientific name:** *Elettaria cardamomum* (L.) Maton

Family: Zingiberaceae

2. **Vernacular names:**

English: Cardamon

Telugu: Yalakulu

3. **Morphology:**

- A perennial herb attaining a height of 2–4 m, with lanceolate leaves borne on long sheathing stems.
- Flowers numerous, borne on horizontal racemes that arise from the rhizome and run horizontally along the ground.
- The fruit is inferior, ovoid or oblong, nearly ellipsoidal, capsule plump or slightly shrunken.
- The seeds of which are covered by an aril.

4. **Useful part:** Dried Fruits.

5. **Organoleptic properties:**

Odour: aromatic.

Taste: Pungent and slightly bitter.

6. **Major chemical constituents:**

- Contains 2–8% essential oil, the major constituents of which are 1, 8-cineole (20–40%), terpinyl acetate (30–42%), terpineol (4–45%), limonene (6%), and smaller amounts of linalool and linalool acetate.

7. **Medicinal uses:**

- Used for the treatment of Dyspepsia.
- Treatment of asthma, bronchitis, colic, coughs, fainting, fever, rheumatism, stomach cramps and urinary stones.
- Also used as an aphrodisiac, appetizer, diuretic and emmenagogue.



**Cardamon Plant**



**Flowering**



**Cardamon Fruits**



## *Syzygium aromaticum* (L.) Merrill et L.M. Perry

1. **Scientific name:** *Syzygium aromaticum* (L.) Merrill et L.M. Perry

Family: Myrtaceae

2. **Vernacular names:**

English: Cloves

Telugu: Lavangalu

3. **Morphology:**

- Small evergreen trees, 10–20m high.
- Leaves opposite, petiolate, lanceolate, pinkish to dark green, with translucent, aromatic glands, have a pungent odour when young.
- Inflorescence occurs as racemose panicles and bears buds that take on the form of nails before blossoming.
- Flowers red with 4 concave, overlapping petals that drop off as soon as the flower opens. Stamens numerous, 4 calyx lobes.
- Fruit dark red, fleshy drupe.
- Buds readily exude oil when pressed or scratched with a fingernail.

4. **Useful part:** Dried flower buds.

5. **Organoleptic properties:**

Odour: characteristic, strongly aromatic.

Taste: pungent, spicy.

6. **Major chemical constituents:**

- The major constituent is an essential oil, which is characterized by the presence of eugenol (60–95%), eugenol acetate (2–27%), and  $\alpha$ - and  $\beta$ -caryophyllene (5–10%).

7. **Medicinal uses:**

- Used as External or local applications for the treatment of toothache and minor infections of the mouth and skin.
- Also used as an antiseptic for dressing of minor wounds, and, in the form of lozenges, for sore throats and coughs associated with the common cold.
- The essential oil (1–5%) is used in mouthwashes.
- Used for treatment of asthma, bleeding gums, dyspepsia, fevers and morning sickness.



**Clove Plant**



**Cloves - Dried Flower Buds**



**Ginger Plant**



**Flowering**



**Ginger Rhizome**



**Ginger in Market**



## *Zingiber officinale* Roscoe

**Scientific name:** *Zingiber officinale* Roscoe

**Family:** Zingiberaceae

**Vernacular names:**

**English:** Ginger

**Telugu:** Allam or Sonti

**Morphology:**

- A perennial herb with a subterranean, digitately branched rhizome producing stems up to 1.50 m in height.
- Leaves are linear lanceolate sheathing leaves (5–30cm long and 8–20 mm wide) that are alternate, smooth and pale green.
- Flower stems shorter than leaf stems and bearing a few flowers.
- Each flower surrounded by a thin bract and situated in axils of large, greenish yellow obtuse bracts, which are closely arranged at end of flower stem forming collectively an ovate-oblong spike.
- Each flower shows a superior tubular calyx.
- An orange yellow corolla composed of a tube divided above into 3 linear oblong, blunt lobes.
- 6 staminodes in 2 rows, the outer row of 3 inserted at mouth of corolla, the posterior 2, small, horn-like and the anterior petaloid, purple and spotted and divided into 3 rounded lobes.
- Ovary inferior with 3 carpels and ovary with tufted stigma.
- Fruit a capsule with small arillate seeds.

**4. Useful part:** Fleshy and dried rhizome

**5. Organoleptic properties:**

**Odour:** Characteristic aromatic.

**Taste:** Pungent and aromatic.

**Colour:** Internally pale yellow to brown.

**6. Major chemical constituents:**

- The rhizome contains 1–4% essential oil and an oleoresin.
- The chief constituent sesquiterpene hydrocarbons (responsible for the aroma) seem to remain constant.
- These compounds include Zingiberene, curcumene, sesquiphellandrene, and bisabolene. Monoterpene aldehydes and alcohols are also present. The constituents responsible for the pungent taste of the drug and possibly part of its anti-emetic properties have been identified as 1-(3-methoxy-4-hydroxyphenyl)-5-hydroxyalkan-3-ones, known as gingerols (having a side-chain with 7–10, 12, 14, or 16 carbon atoms, respectively) and their corresponding dehydration products, which are known as shogaols.

**7. Medicinal uses:**

- Used as prophylaxis for Nausea and vomiting associated with motion sickness.
- Used for postoperative nausea.
- Used for pernicious vomiting in pregnancy and seasickness.
- Used in treatment of dyspepsia, flatulence, colic, vomiting, diarrhoea, spasms, and other stomach complaints.
- Powdered ginger is further employed in the treatment of colds and flu, to stimulate the appetite, as a narcotic antagonist and as an anti-inflammatory agent in the treatment of migraine headache and rheumatic and muscular disorders.
- Used to treat cataracts, toothache, insomnia, baldness, and haemorrhoids, and to increase longevity.



## *Curcuma longa* L.

1. **Scientific name:** *Curcuma longa* L.

Family: Zingiberaceae

2. **Vernacular names:**

English: Turmeric

Telugu: Pasupu

3. **Morphology:**

- Perennial herb up to 1.0 m in height; stout, fleshy.
- Main rhizome nearly ovoid (about 3 cm in diameter and 4 cm long).
- Lateral rhizome, slightly bent (2–6cm), flesh orange in colour.
- Large leaves, lanceolate, uniformly green, up to 50cm long and 7–25cm wide, apex acute and caudate with tapering base.
- Petiole and sheath sparsely to densely pubescent.
- Spike, apical, cylindrical, 10–15cm long and 5–7 cm in diameter.
- Bract white or white with light green upper half, 5–6 cm long, each subtending flowers, bracteoles up to 3.5 cm long.
- Pale yellow flowers about 5cm long.
- Calyx tubular, unilaterally split, unequally toothed.
- Corolla white, tube funnel shaped, limb 3-lobed.
- Stamens lateral, petaloid, widely elliptical, longer than the anther; filament united to anther about the middle of the pollen sac, spurred at base.
- Ovary trilobular; style glabrous.
- Capsule ellipsoid.

4. **Useful part:** Dried rhizome

5. **Organoleptic properties:**

Odour: aromatic;

Taste: warmly aromatic and bitter, Drug when chewed colours the saliva yellow.

6. **Major chemical constituents:**

- Pale yellow to orange-yellow volatile oil (6%) composed of a number of monoterpenes and sesquiterpenes, including zingiberene, curcumene,  $\alpha$ - and turmerone among others.
- The colouring principles (5%) are curcuminoids, 50–60% of which are a mixture of curcumin, monodemethoxycurcumin and bisdemethoxycurcumin.

7. **Medicinal uses:**

- The principal use of Rhizome is for the treatment of acid, flatulence, Dyspepsia.
- Used in treatment of peptic ulcers, and pain and inflammation due to rheumatoid arthritis and of amenorrhoea, dysmenorrhoea, diarrhoea, epilepsy, pain, and skin diseases.
- Used in the treatment of asthma, boils, bruises, coughs, dizziness, epilepsy, haemorrhages, insect bites, jaundice, ringworm, urinary calculi, and slow lactation.



Turmeric Plant

Flowering



Turmeric Rhizome



### *Cinnamomum verum* J.S. Presl.

1. **Scientific name:** *Cinnamomum verum* J.S. Presl

Family: Lauraceae

2. **Vernacular names:**

English: Cinnamon

Telugu: Dalchini Chekka

3. **Morphology:**

- A moderate-sized evergreen tree; bark rather thick, smooth, pale; twigs often compressed.
- Young parts glabrous except the buds which are finely silky.
- Leaves opposite or subopposite (rarely alternate), hard and coriaceous, 7.5–20 by 3.8–7.5 cm, ovate or ovate-lanceolate, subacute or shortly acuminate, glabrous and shining above, slightly paler beneath, base acute or rounded, reticulate venation.
- Flowers numerous, in silky pubescent, lax panicles usually longer than the leaves; peduncles long, often clustered, glabrous or pubescent; pedicels long.
- Perianth 5–6mm long; tube 2.5 mm long; segments pubescent on both sides, oblong or somewhat obovate, usually obtuse.
- Fruit 1.3–1.7 cm long, oblong or ovoid-oblong, minutely apiculate, dry or slightly fleshy, dark purple, surrounded by the enlarged campanulate.

4. **Useful part:** Bark

5. **Organoleptic Properties:**

**Odour:** characteristic and aromatic

**Taste:** characteristic, slightly sweet and fragrant.

6. **Major chemical constituents**

- The major constituent is cinnamaldehyde, *o*-methoxycinnamaldehyde, eugenol and coumarin.

7. **Medicinal uses:**

- Used for treatment of Dyspepsia.
- Used for mild spastic conditions of the gastrointestinal tract and flatulence.
- Used to increase appetite.
- Used to treat abdominal pain with diarrhoea, and pain associated with amenorrhoea and dysmenorrhoea.
- Also used in treatment of impotence, frigidity, dyspnoea, inflammation of the eye, leukorrhoea, vaginitis, rheumatism, neuralgia, wounds, and toothache.



**Cinnamon Plant**



**Flowering**



**Cinnamon Bark**



**S.G.A.GOVERNMENT DEGREE COLLEGE**  
(Re-accredited by NAAC with 'A' Grade, Affiliated to Andhra University)  
YELLAMANCHILI - 531055, ANDHRA PRADESH



SGA Govt. Degree College, Yellamanchili  
Department of Botany  
Add on Course 2018-19

Attendance of Enrolled students for Value added course

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

S.N O	NAME	GROUP	REGISTER NUMBER	Attendance															
				Dates															
				21/6	23/6	28/6	05/7	12/7	19/7	28/8	09/8	16/8	18/8	23/8	01/9	06/9	22/9	29/9	
1.	ADARI YAMINI	III B.Sc (CBZ)	716135405059	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P
2	BADDI NAGA RAJU	III B.Sc (CBZ)	716135405060	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
3	BHEESETTI SIREESHA	III B.Sc (CBZ)	716135405061	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
4	BODDAPU HYMA	III B.Sc (CBZ)	716135405063	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
5	B. VENKATA BHAVANI	III B.Sc (CBZ)	716135405064	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
6	CH. NARESH KUMAR	III B.Sc (CBZ)	716135405065	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
7	CHOPPA DURGA PRASAD	III B.Sc (CBZ)	716135405066	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
8	D. NOOKARATNAM	III B.Sc (CBZ)	716135405067	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9	D. BALA RAMADEVI	III B.Sc (CBZ)	716135405068	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
10	G. GOWTHAMI	III B.Sc (CBZ)	716135405069	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
11	GANTYADA VIMALA	III B.Sc (CBZ)	716135405070	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12	GORLE POORNIMA	III B.Sc (CBZ)	716135405072	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13	G. DURGA SRAVANI	III B.Sc (CBZ)	716135405073	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14	JAMI RANI	III B.Sc (CBZ)	716135405075	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
15	KALLURI AKHILA	III B.Sc (CBZ)	716135405076	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
16	KANITHI MADHURI	III B.Sc (CBZ)	716135405077	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
17	KARE BHAVANI	III B.Sc (CBZ)	716135405078	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

A. Yamini  
B. Nagaraju  
B. Sireesha  
B. Hyma  
B. v. Bhavani  
Ch. Naresh Kumar  
Ch. Durga Prasad  
D. NookaRatnam  
D. Bala Ramadevi  
G. Gowthami  
G. Vimala  
G. poornima  
G. Durga sravani  
J. Rani  
K. Akhila  
K. madhuri  
K. Bhavani



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19	KASAPU TULASI	III B.Sc (CBZ)	716135405079	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	K. Tulasi
19	KATTUMURI LAVANYA	III B.Sc (CBZ)	716135405080	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Lavanya
20	K. PRATHYUSHA	III B.Sc (CBZ)	716135405081	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Prathyusha
21	MAMIDI SWATHI	III B.Sc (CBZ)	716135405082	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Nirmala
22	M. NIRMALA	III B.Sc (CBZ)	716135405083	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	a. Devi
23	OYIBOINA DEVI	III B.Sc (CBZ)	716135405084	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P. Poornima
24	P. POORNIMA	III B.Sc (CBZ)	716135405085	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P. pushpa
25	P. PUSHPA	III B.Sc (CBZ)	716135405086	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Janshi
26	PANDALA JHANSI	III B.Sc (CBZ)	716135405087	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Suguna
27	PASILA JYOTHI	III B.Sc (CBZ)	716135405088	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Vinay Kumar
28	PIKKI SUGUNA	III B.Sc (CBZ)	716135405089	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Nookaratnam
29	P. VINAY KUMAR	III B.Sc (CBZ)	716135405090	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Devika
30	P. NOOKARATNAM	III B.Sc (CBZ)	716135405091	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Srinu
31	PRAGADA DEVIKA	III B.Sc (CBZ)	716135405092	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R. Vasanthi
32	RAAVI SRINU	III B.Sc (CBZ)	716135405093	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	S. Nagamani
33	ROUTHU VASANTHA	III B.Sc (CBZ)	716135405094	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	S. Raju
34	S. NAGAMANI	III B.Sc (CBZ)	716135405095	A	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	V. Yerrayya
35	SIRIPALLI RAJU	III B.Sc (CBZ)	716135405096	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V. Indrani
36	V. YERRAYYA	III B.Sc (CBZ)	716135405098	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
37	VIYYAPU INDRANI	III B.Sc (CBZ)	716135405099	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	

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

*[Signature]*  
 Lecturer

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



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YELLAMANCHILI - 531055, ANDHRA PRADESH



SGA Govt. Degree College, Yellamanchili

DEPARTMENT OF BOTANY

ADD-ON COURSE IN, 2018-19

"Important Medicinal Plants Used in Our Daily Life"

## Marks Award List

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER	Marks (30)	Grade
1.	ADARI YAMINI	III Year	B.Sc (CBZ)	716135405059	21	A
2	BADDI NAGA RAJU	III Year	B.Sc (CBZ)	716135405060	19	B
3	BHESETTI SIREESHA	III Year	B.Sc (CBZ)	716135405061	25	A
4	BODDAPU HYMA	III Year	B.Sc (CBZ)	716135405063	20	A
5	BOTTA VENKATA BHAVANI	III Year	B.Sc (CBZ)	716135405064	19	B
6	CHINNI NARESH KUMAR	III Year	B.Sc (CBZ)	716135405065	18	B
7	CHOPPA DURGA PRASAD	III Year	B.Sc (CBZ)	716135405066	22	A
8	DASARI NOOKARATNAM	III Year	B.Sc (CBZ)	716135405067	17	B
9	DUNGA BALA RAMADEVI	III Year	B.Sc (CBZ)	716135405068	26	A
10	GADHAM GOWTHAMI	III Year	B.Sc (CBZ)	716135405069	19	B
11	GANTYADA VIMALA	III Year	B.Sc (CBZ)	716135405070	16	B
12	GORLE POORNIMA	III Year	B.Sc (CBZ)	716135405072	18	B
13	GOVADA DURGA SRAVANI	III Year	B.Sc (CBZ)	716135405073	19	B
14	JAMI RANI	III Year	B.Sc (CBZ)	716135405075	20	A
15	KALLURI AKHILA	III Year	B.Sc (CBZ)	716135405076	19	B
16	KANITHI MADHURI	III Year	B.Sc (CBZ)	716135405077	18	B
17	KARE BHAVANI	III Year	B.Sc (CBZ)	716135405078	27	A
18	KASAPU TULASI	III Year	B.Sc (CBZ)	716135405079	17	B
19	KATTUMURI LAVANYA	III Year	B.Sc (CBZ)	716135405080	19	B
20	KOORMA PRATHYUSHA	III Year	B.Sc (CBZ)	716135405081	20	B
21	MAMIDI SWATHI	III Year	B.Sc (CBZ)	716135405082	18	B
22	MASARAPU NIRMALA	III Year	B.Sc (CBZ)	716135405083	21	B
23	OYIBOINA DEVI	III Year	B.Sc (CBZ)	716135405084	17	B
24	PALAVALASA POORNIMA	III Year	B.Sc (CBZ)	716135405085	19	B
25	PANCHADARLA PUSHPA	III Year	B.Sc (CBZ)	716135405086	24	A
26	PANDALA JHANSI	III Year	B.Sc (CBZ)	716135405087	22	A
27	PASILA JYOTHI	III Year	B.Sc (CBZ)	716135405088	23	A
28	PIKKI SUGUNA	III Year	B.Sc (CBZ)	716135405089	28	A
29	PIRLA VINAY KUMAR	III Year	B.Sc (CBZ)	716135405090	21	A
30	PITTA NOOKARATNAM	III Year	B.Sc (CBZ)	716135405091	17	B
31	PRAGADA DEVIKA	III Year	B.Sc (CBZ)	716135405092	27	A
32	RAAVI SRINU	III Year	B.Sc (CBZ)	716135405093	21	A
33	ROUTHU VASANTHA	III Year	B.Sc (CBZ)	716135405094	20	A
34	SARIPALLI NAGAMANI	III Year	B.Sc (CBZ)	716135405095	19	B
35	SIRIPALLI RAJU	III Year	B.Sc (CBZ)	716135405096	20	A
36	VITTHANALA YERRAYYA	III Year	B.Sc (CBZ)	716135405098	22	A
37	VITYYAPU INDRANI	III Year	B.Sc (CBZ)	716135405099	25	A

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

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



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## DEPARTMENT OF BOTANY

### ADD-ON COURSE IN

### "Important Medicinal Plants Used in Our Daily Life"

#### CERTIFICATE

This is to certify that ~~Mr./Kum~~ A. Yamini S/o/D/o A. Sampati Naidu

Group TLB sc (CB2) Regd. No 716135405059 has successfully completed the Add-on course in "Important Medicinal Plants Used in our Daily Life" in this college held from 21-06-2018 to 29-09-2018 and awarded with 'A' Grade.

Head of the Department

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

Principal

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



## 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<sup>1/2</sup> 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



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YELLAMANCHILI - 531055, ANDHRA PRADESH



**DEPT. OF COMMERCE**

**ADD-ON COURSE: 2018-19**

**M.S.WORD**



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



12-12-2018

Yellamanchili

## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF COMMERCE

### DEPARTMENTAL MEETING

Minutes of the meeting

The faculty of department of Commerce met on 12-12-2018 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 100 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 addon course by the Commerce faculty.
9. Continuing the add-on course for the next coming years.

*P. Rangulu*

*N. Nirmala Kumar*  
HEAD  
Department Of Commerce  
SGA. Govt. Degree College  
Yella.manchili - 531055  
Visakhapatnam Dist.,

*[Signature]*  
Principal  
S.G.A.Govt.Degree College  
YELLAMANCHILI - 531055  
Visakhapatnam District.



# 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 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.

*P. Manjula*

Thanking you sir.

*J. Nirmala Kumar*

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

*[Signature]*

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



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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-2010**

###### **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 Option

Principal

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

*N. Nirmalakemani*  
HEAD

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



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YELLAMANCHILI - 531055, ANDHRA PRADESH



## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF COMMERCE

#### ACADEMIC YEAR-2018-19

#### ENROLLED STUDENTS FOR THE ADD-ON COURSE

#### MICROSOFT OFFICE WORD-2010

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER
1.	B. SIVA	III Year	B.com (Gen)	116135403002
2	B. KONDA BABU	III Year	B.com (Gen)	116135403003
3	B. NAGESWARA RAO	III Year	B.com (Gen)	116135403004
4	CH. NAGALAKSHMI	III Year	B.com (Gen)	116135403005
5	D. CHARAN RAJU	III Year	B.com (Gen)	116135403007
6	D. SRAVANI	III Year	B.com (Gen)	116135403008
7	E. NARASIMHA MURTHY	III Year	B.com (Gen)	116135403009
8	G. RAMU	III Year	B.com (Gen)	116135403010
9	G. NAGA SAI PUSPHA	III Year	B.com (Gen)	116135403012
10	G. DEVI	III Year	B.com (Gen)	116135403013
11	J. DEVI	III Year	B.com (Gen)	116135403014
12	J. BHARATHI	III Year	B.com (Gen)	116135403015
13	J. DURGA PRASAD	III Year	B.com (Gen)	116135403016
14	K. BALAGANGA	III Year	B.com (Gen)	116135403017
15	K. RAJU	III Year	B.com (Gen)	116135403018
16	K. VEERA LAKSHMI	III Year	B.com (Gen)	116135403019
17	K. SESHU BABU	III Year	B.com (Gen)	116135403020
18	K. INDU	III Year	B.com (Gen)	116135403022
19	K. SAI TULASI	III Year	B.com (Gen)	116135403023
20	K. MAHA LAKSHMI	III Year	B.com (Gen)	116135403024
21	K. MURALI	III Year	B.com (Gen)	116135403025
22	K. NAGA KUMAR	III Year	B.com (Gen)	116135403026
23	K. SATYA NARAYANA	III Year	B.com (Gen)	116135403027
24	K. SATYA DURGA PRASAD	III Year	B.com (Gen)	116135403028
25	K. KASU	III Year	B.com (Gen)	116135403029
26	K. NAGA LAKSHMI	III Year	B.com (Gen)	116135403030
27	L. KRUPAVATHI	III Year	B.com (Gen)	116135403031
28	M. MANIKYAM	III Year	B.com (Gen)	116135403033
29	M. JYOTHI	III Year	B.com (Gen)	116135403034
30	M. RAMA DEVI	III Year	B.com (Gen)	116135403035
31	N. KASI	III Year	B.com (Gen)	116135403036
32	P. NAGARATNAM	III Year	B.com (Gen)	116135403037
33	P. HYMA	III Year	B.com (Gen)	116135403039
34	R. GOVINDU	III Year	B.com (Gen)	116135403042
35	S. DURGA PRASAD	III Year	B.com (Gen)	116135403044
36	S. SURYA KUMARI	III Year	B.com (Gen)	116135403045



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YELLAMANCHILI - 531055, ANDHRA PRADESH



37	S. RAJU	III Year	B.com (Gen)	119135403046
38	S. SATYAVANI	III Year	B.com (Gen)	116135403047
39	T. SHANTHI	III Year	B.com (Gen)	116135403049
40	T. SWAMY	III Year	B.com (Gen)	116135403050
41	U. PUSPHA LATHA	III Year	B.com (Gen)	116135403052
42	V. RAMU	III Year	B.com (Gen)	116135403054
43	V. AJAY	III Year	B.com (Gen)	116135403055
44	V. APPALARAJU	III Year	B.com (Gen)	116135403057
45	A. GANESH	II Year	B.com (Gen)	117135403001
46	A. ANUSHA	II Year	B.com (Gen)	117135403002
47	B. ROOPAKALA	II Year	B.com (Gen)	117135403003
48	B. BHAVANI	II Year	B.com (Gen)	117135403004
49	CH. SUJATHA	II Year	B.com (Gen)	117135403005
50	CH KOTESWARI	II Year	B.com (Gen)	117135403006
51	E. BHARATHI	II Year	B.com (Gen)	117135403007
52	G. BHANU	II Year	B.com (Gen)	117135403009
53	H. PARSAD	II Year	B.com (Gen)	117135403012
54	J. VASUDEVARAO	II Year	B.com (Gen)	117135403013
55	J. SRAVANI	II Year	B.com (Gen)	117135403014
56	J. KARUNA	II Year	B.com (Gen)	117135403015
57	K. DEVI	II Year	B.com (Gen)	117135403016
58	K. DEVI PARVATHI	II Year	B.com (Gen)	117135403017
59	K. NAGA GOWRI	II Year	B.com (Gen)	117135403018
60	K. PRABHAVATHI	II Year	B.com (Gen)	117135403019
61	K. SUNEETHA	II Year	B.com (Gen)	117135403020
62	K. TRIMURTHULU	II Year	B.com (Gen)	117135403021
63	K. NAGA VENKATESH	II Year	B.com (Gen)	117135403022
64	K. VARA LAKSHMI	II Year	B.com (Gen)	117135403023
65	K. MANI BHASHA	II Year	B.com (Gen)	117135403024
66	K. MOHAN	II Year	B.com (Gen)	117135403025
67	K. RAMALAKSHMI	II Year	B.com (Gen)	117135403026
68	K. REVATHI	II Year	B.com (Gen)	117135403027
69	K. SRAVANI	II Year	B.com (Gen)	117135403028
70	K. BHAVANI	II Year	B.com (Gen)	117135403029
71	K. DEVI	II Year	B.com (Gen)	117135403030
72	K. JYOTHI	II Year	B.com (Gen)	117135403031
73	K. AMMAJI	II Year	B.com (Gen)	117135403033
74	M. VASANTHA	II Year	B.com (Gen)	117135403036
75	M. KAMESWARI	II Year	B.com (Gen)	117135403037
76	M. DIVYA	II Year	B.com (Gen)	117135403038
77	M. RAVI	II Year	B.com (Gen)	117135403039
78	M. PRASAD	II Year	B.com (Gen)	117135403040
79	N. VENNELA	II Year	B.com (Gen)	117135403041
80	N. KOTESWARA RAO	II Year	B.com (Gen)	117135403042
81	P. PRIYANKA RANI	II Year	B.com (Gen)	117135403043
82	P. SHIVANI	II Year	B.com (Gen)	117135403044
83	P. RAMYA	II Year	B.com (Gen)	117135403045
84	P. JAGADESH	II Year	B.com (Gen)	117135403046
85	P. LAVANYA	II Year	B.com (Gen)	117135403047
86	P. BHARATHI	II Year	B.com (Gen)	117135403048



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87	R. JYOTHI	II Year	B.com (Gen)	117135403049
88	R. GANGA LAKSHMI	II Year	B.com (Gen)	117135403050
89	R. LAVANYA	II Year	B.com (Gen)	117135403051
90	R. LAVANYA	II Year	B.com (Gen)	117135403052
91	S. NAGA DEVI	II Year	B.com (Gen)	117135403053
92	S. BALAMANI	II Year	B.com (Gen)	117135403054
93	S. SATYA	II Year	B.com (Gen)	117135403055
94	S. LAVANYA	II Year	B.com (Gen)	117135403056
95	T. LEELA KUMARI	II Year	B.com (Gen)	117135403057
96	V. BHARTHI	II Year	B.com (Gen)	117135403058
97	V. VENKATA LAKSHMI SRAVANI	II Year	B.com (Gen)	117135403059
98	V. VIDYA	II Year	B.com (Gen)	117135403060
99	V. HARI BABU	II Year	B.com (Gen)	117135403061
100	Y. DIVYA	II Year	B.com (Gen)	117135403062

*P. S. Lakshmi*

*M. Anmala Kumar*

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

*30/06/20*

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



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



DEPARTMENT OF COMMERCE

## CERTIFICATE OF MS WORD

This is to certify that Mr./Kum S. LAYANYA  
S/o / D/o \_\_\_\_\_ Regd.No- 117135403056  
has successfully completed the Add-on course in "MS WORD" in this college held  
from 13-12-2018 to 15-01-19 and awarded with "A" Grade.

*N. Nirmalakumari*

HEAD OF THE DEPARTMENT



*3/1/19*

Principal



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



DEPARTMENT OF COMMERCE

## CERTIFICATE OF MS WORD

This is to certify that Mr./Kum Y. DIVYA  
S/o / D/o \_\_\_\_\_ Regd.No- 117135403062  
has successfully completed the Add-on course in "MS WORD" in this college held  
from 13-12-2018 to 15-01-2019 and awarded with "A" Grade.

*N. Nirmalakumari*

HEAD OF THE DEPARTMENT



*3/1/19*

Principal



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



## Final Exam Question Paper

**ADD ON COURSE: M.S. WORD**

**Max marks: 25\*1=25**

1. In which view Headers and Footers are visible ( )  
A. Normal View  
B. Print Layout View  
C. Web Layout View  
D. Draft View
2. The process of removing unwanted part of an image is called ( )  
A. Hiding  
B. Bordering  
C. Cropping  
D. Cutting
3. To apply center alignment to a paragraph we can press ( )  
A. Ctrl+S  
B. Ctrl+C  
C. Ctrl+C+A  
D. Ctrl+E
4. The space left between the margin and the start of a paragraph is called ( )  
A. Spacing  
B. Gutter  
C. Indentation  
D. Alignment
5. Text-styling feature of MS Word is ( )  
A. WordColor  
B. WordFont  
C. WordArt  
D. WordFill
6. Which items are placed at the end of a document ( )  
A. Footer  
B. Foot Note  
C. End Note  
D. Header
7. To change line height to 1.5 we use shortcut key: ( )  
A. Ctrl+1  
B. Ctrl+2  
C. Ctrl+3  
D. Ctrl+5
8. A number of letter that appears little above the normal text is called ( )  
A. Superscript  
B. Subscript  
C. Supertext  
D. Toptext
9. A number of letter that appears little below the normal text is called ( )  
A. Superscript  
B. Subscript  
C. Supertext  
D. Toptext
10. We can insert a page number at ( )  
A. Header  
B. Footer  
C. Both A and B  
D. None
11. Which one can be used as watermark in a word document ( )  
A. Text  
B. Image  
C. Both A and B  
D. None
12. Which item appears dimly behind the main body text ( )  
A. Water Color  
B. Background  
C. Watermark  
D. Back Color
13. Which feature starts a new line whenever a word or sentence reached a border ( )  
A. Text Line  
B. New Line  
C. Text Wrapping  
D. Text Align
14. The direction of a rectangular page for viewing and printing is called ( )  
A. Orientation  
B. Direction  
C. Print Layout  
D. Preview
15. We can remove/ hide border of a shape by selecting ( )  
A. No Line  
B. No Out Lin  
C. White Line  
D. No Border
16. We can change the thickness of a line from ( )  
A. Line width  
B. Line Height  
C. Line thick  
D. Line Style



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17. What item contains detailed information about something in the text ( )  
A. Footer B. Foot Note  
B. Header C. Head Note
18. Which item is printed at the bottom of each page ( )  
A. Header B. Foot Note  
C. Title D. Footer
19. Color and pattern used to fill a closed shape is called ( )  
A. Shape B. WordArt  
C. Fill Style D. Fill Back
20. Where footnotes appear in document ( )  
A. End of Document B. Bottom of a page  
C. End of Heading D. None
21. The file type \_\_\_\_\_ Indicates the file is a word document ( )  
A. msw B. wor  
C. wrd D. doc
22. What is the maximum number of lines you can set for lines to drop box ( )  
A. 3 B. 5  
C. 10 D. 15
23. What is the shortcut key for 'Subscript' the selected text ( )  
A. Ctrl+= B. Ctrl+-  
C. Ctrl+shift+= D. Ctrl+shift+-
24. Which key is used to increase left indent ( )  
A. Ctrl+I B. Ctrl+M  
C. Alt+I D. F10
25. Word includes a series of predefined graphics called \_\_\_\_\_ that can be inserted into ( )  
A word document  
A. Clip Art B. Hyperlinks  
B. Captions D. Bookmarks

*P. Raju*

*N. Nirmala Kumar*

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



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**ADD-ON COURSE: MICROSOFT OFFICE WORD**  
**KEY PAPER**

1.C 2.C 3.D 4.C 5.C 6.C 7.D 8.A 9.B 10.C  
11.C 12. C 13. C 14. A 15. B 16.D 17. B 18. D 19. C 20. B  
21. D 22. C 23. A 24. B 25. A

*P. Nayana*

*N. Nirmala Kumar*  
HEAD

Department of Computer  
S.G.A. Govt. Degree College  
Yellamanchili - 531055  
Visakhapatnam Dist.,



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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	B.SIVA	III Year	B.com (Gen)	116135403002	B. Siva
2	B.KONDA BABU	III Year	B.com (Gen)	116135403003	B. Konda Babu
3	B.NAGESWARA RAO	III Year	B.com (Gen)	116135403004	B. Nageswara Rao
4	CH.NAGALAKSHMI	III Year	B.com (Gen)	116135403005	Ch. Nagalakshmi
5	D.CHARAN RAJU	III Year	B.com (Gen)	116135403007	D. Charan Raju
6	D.SRAVANI	III Year	B.com (Gen)	116135403008	D. Sravani
7	E.NARASIMHA MURTHY	III Year	B.com (Gen)	116135403009	E. Narasimha Murthy
8	G.RAMU	III Year	B.com (Gen)	116135403010	G. Ramu
9	G.NAGA SAI PUSPHA	III Year	B.com (Gen)	116135403012	G. Naga Sai Puspha
10	G.DEVI	III Year	B.com (Gen)	116135403013	G. Devi
11	J.DEVI	III Year	B.com (Gen)	116135403014	J. Devi
12	J.BHARATHI	III Year	B.com (Gen)	116135403015	J. Bharathi
13	J.DURGA PRASAD	III Year	B.com (Gen)	116135403016	J. Durga Prasad
14	K.BALAGANGA	III Year	B.com (Gen)	116135403017	K. Balaganga
15	K.RAJU	III Year	B.com (Gen)	116135403018	K. Raju
16	K.VEERA LAKSHMI	III Year	B.com (Gen)	116135403019	K. Veera Lakshmi
17	K.SESHU BABU	III Year	B.com (Gen)	116135403020	K. Seshu Babu
18	K.INDU	III Year	B.com (Gen)	116135403022	K. Indu
19	K.SAI TULASI	III Year	B.com (Gen)	116135403023	K. Sai Tulasi
20	K.MAHA LAKSHMI	III Year	B.com (Gen)	116135403024	K. Maha Lakshmi
21	K.MURALI	III Year	B.com (Gen)	116135403025	K. Murali
22	K.NAGA KUMAR	III Year	B.com (Gen)	116135403026	K. Naga Kumar
23	K.SATYA NARAYANA	III Year	B.com (Gen)	116135403027	K. Satya Narayana
24	K.SATYA DURGA PRASAD	III Year	B.com (Gen)	116135403028	K. Satya Durga Prasad
25	K.KASU	III Year	B.com (Gen)	116135403029	K. Kasu
26	K.NAGA LAKSHMI	III Year	B.com (Gen)	116135403030	K. Naga Lakshmi
27	L.KRUPAVATHI	III Year	B.com (Gen)	116135403031	L. Krupavathi
28	M.MANIKYAM	III Year	B.com (Gen)	116135403033	M. Manikyam
29	M.JYOTHI	III Year	B.com (Gen)	116135403034	M. Jyothi
30	M.RAMA DEVI	III Year	B.com (Gen)	116135403035	M. Rama Devi
31	N.KASI	III Year	B.com (Gen)	116135403036	N. Kasi
32	P.NAGARATNAM	III Year	B.com (Gen)	116135403037	P. Nagaratnam
33	P.HYMA	III Year	B.com (Gen)	116135403039	P. Hyma
34	R.GOVINDU	III Year	B.com (Gen)	116135403042	R. Govindu
35	S.DURGA PRASAD	III Year	B.com (Gen)	116135403044	S. Durga Prasad

P. Harjida

V. Nirmalakumari  
HEAD

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

B. Siva  
Principal

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



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YELLAMANCHILI - 531055, ANDHRA PRADESH



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
36	S.SURYA KUMARI	III Year	B.com (Gen)		
37	S.RAJU	III Year	B.com (Gen)	116135403045	S. Surya Kumari
38	S.SATYAVANI	III Year	B.com (Gen)	116135403046	S. Pofu
39	T.SHANTHI	III Year	B.com (Gen)	116135403047	S. Satyavani
40	T.SWAMY	III Year	B.com (Gen)	116135403049	T. Shanthi
41	U.PUSPHA LATHA	III Year	B.com (Gen)	116135403050	T. Swamy
42	V.RAMU	III Year	B.com (Gen)	116135403052	T. Swamy
43	V.AJAY	III Year	B.com (Gen)	116135403054	V. Ramu
44	V.APPALARAJU	III Year	B.com (Gen)	116135403055	V. Appalaraju
45	A.GANESH	II Year	B.com (Gen)	116135403057	V. Appalaraju
46	A.ANUSHA	II Year	B.com (Gen)	116135403001	A. Ganesh
47	B.ROOPAKALA	II Year	B.com (Gen)	116135403002	A. Anusha
48	B.BHAVANI	II Year	B.com (Gen)	116135403003	B. Roopakala
49	CH.SUJATHA	II Year	B.com (Gen)	116135403004	B. Bhavani
50	CH.KOTESWARI	II Year	B.com (Gen)	116135403005	Ch. Sujatha
51	E.BHARATHI	II Year	B.com (Gen)	116135403006	Ch. Koteswari
52	G.BHANU	II Year	B.com (Gen)	116135403007	E. Bharathi
53	H.PRASAD	II Year	B.com (Gen)	116135403009	G. Bhanu
54	J.VASUDEVARAO	II Year	B.com (Gen)	116135403012	H. Prasad
55	J.SRAVANI	II Year	B.com (Gen)	116135403013	J. Vasudevarao
56	J.KARUNA	II Year	B.com (Gen)	116135403014	J. Sravani
57	K.DEVI	II Year	B.com (Gen)	116135403015	J. Karuna
58	K.DEVI PARVATHI	II Year	B.com (Gen)	116135403016	K. Devi
59	K.NAGA GOWRI	II Year	B.com (Gen)	116135403017	K. Devi Parvathi
60	K.PRABHAVATHI	II Year	B.com (Gen)	116135403018	K. Naga Gowri
61	K.SUNEETHA	II Year	B.com (Gen)	116135403019	K. Prabhavathi
62	K.TRIMURTHULU	II Year	B.com (Gen)	116135403020	K. Suneeetha
63	K.NAGA VENKATESH	II Year	B.com (Gen)	116135403022	K. Trimurthulu
64	K.VARA LAKSHMI	II Year	B.com (Gen)	116135403023	K. Naga Venkatesh
65	K.MANI BHASHA	II Year	B.com (Gen)	116135403024	K. Vara Lakshmi
66	K.MOHAN	II Year	B.com (Gen)	116135403025	K. Mani Bhasha
67	K.RAMALAKSHMI	II Year	B.com (Gen)	116135403026	K. Mohan
68	K.REVATHI	II Year	B.com (Gen)	116135403027	K. Ramalakshmi
69	K.SRAVANI	II Year	B.com (Gen)	116135403028	K. Revathi
70	K.BHAVANI	II Year	B.com (Gen)	116135403029	K. Sravani

P. Manjula

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SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

OF COMMERCE  
ENROLLED STUDENTS FOR THE ADDON COURSE  
MICROSOFT OFFICE WORD

DEPARTMENT

S.NO	NAME	YEAR	GROUP	REGISTER NUMBER	STUDENT SIGNATURE
71	K.DEVI	II Year	B.com (Gen)	116135403030	K. Devi
72	K.JYOTHI	II Year	B.com (Gen)	116135403031	K. Jyothi
73	K.MMAJI	II Year	B.com (Gen)	116135403033	K. Mmaji
74	M.VASANTHI	II Year	B.com (Gen)	116135403036	M. Vasanthi
75	M.KAMESWARI	II Year	B.com (Gen)	116135403037	M. Kameswari
76	M.DIVYA	II Year	B.com (Gen)	116135403038	M. Divya
77	M.RAVI	II Year	B.com (Gen)	116135403039	M. Ravi
78	M.PRASAD	II Year	B.com (Gen)	116135403040	M. Prasad
79	N.VENNELA	II Year	B.com (Gen)	116135403041	N. Vennela
80	N.KOTESWARA RAO	II Year	B.com (Gen)	116135403042	N. Koteswara Rao
81	P.PRIYANKA RANI	II Year	B.com (Gen)	116135403043	P. Priyanka Rani
82	P.SHIVANI	II Year	B.com (Gen)	116135403044	P. Shivani
83	P.RAMYA	II Year	B.com (Gen)	116135403045	P. Ramya
84	P.JAGADESH	II Year	B.com (Gen)	116135403046	P. Jagadesh
85	P.LAVANYA	II Year	B.com (Gen)	116135403047	P. Lavanya
86	P.BHARATHI	II Year	B.com (Gen)	116135403048	P. Bharathi
87	R.JYOTHI	II Year	B.com (Gen)	116135403049	R. Jyothi
88	R.GANGA LAKSHMI	II Year	B.com (Gen)	116135403050	R. Ganga Lakshmi
89	R.LAVANYA	II Year	B.com (Gen)	116135403051	R. Lavanya
90	R.LAVANYA	II Year	B.com (Gen)	116135403052	R. Lavanya
91	S.NAGA DEVI	II Year	B.com (Gen)	116135403053	S. Naga Devi
92	S.BALAMANI	II Year	B.com (Gen)	116135403054	S. Balamani
93	S.SATYA	II Year	B.com (Gen)	116135403055	S. Satya
94	S.LAVANYA	II Year	B.com (Gen)	116135403056	S. Lavanya
95	T.LEELA KUMARI	II Year	B.com (Gen)	116135403057	T. Leela Kumari
96	V.BHARATHI	II Year	B.com (Gen)	116135403058	V. Bharathi
97	V.VENKATA LAKSHMI	II Year	B.com (Gen)	116135403059	V. Venkata Lakshmi
98	V.DIYA	II Year	B.com (Gen)	116135403060	V. Diya
99	V.HARI BABU	II Year	B.com (Gen)	116135403061	V. Hari Babu
100	Y.DIVYA	II Year	B.com (Gen)	116135403062	Y. Divya

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S. NO	NAME	ATTENDANCE SHEET																												STUDENT SIGNATURE				
		19/10/18	20/10/18	21/10/18	22/10/18	23/10/18	24/10/18	25/10/18	26/10/18	27/10/18	28/10/18	29/10/18	30/10/18	31/10/18	1/11/18	2/11/18	3/11/18	4/11/18	5/11/18	6/11/18	7/11/18	8/11/18	9/11/18	10/11/18	11/11/18	12/11/18	13/11/18	14/11/18	15/11/18					
1	B. SIVA	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	B. Siva	
2	B. KONDA BABU	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	B. Konda Babu	
3	B. NAGESWARA RAO	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	B. Nageswara Rao	
4	CH. NAGALAKSHMI	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	Ch. Nagalakshmi	
5	D. CHARAN RAJU	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	D. Charan Raju	
6	D. 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	P	P	P	P	P	D. Sravani	
7	E. NARASIMHA MURTHY	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	E. Narasimha Murthy	
8	G. RAMU	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	G. Ramu	
9	G. NAGA SAI PUSPHA	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	G. Naga Sai Puspha	
10	G. 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	P	P	P	P	P	G. Devi	
11	J. 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	P	P	P	P	P	J. Devi	
12	J. BHARATHI	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	J. Bharathi	
13	J. DURGA PRASAD	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	J. Durga Prasad	
14	K. BALAGANGA	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	K. Balaganga	
15	K. RAJU	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	K. Raju
16	K. VEERA LAKSHMI	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	K. Veera Lakshmi
17	K. SESHU BABU	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	K. Seshu Babu
18	K. INDU	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	K. Indu
19	K. SAI TULASI	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	K. Sai Tulasi
20	K. MAHA LAKSHMI	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	K. Maha Lakshmi
21	K. MURALI	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	K. Murali
22	K. NAGA KUMAR	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	K. Naga Kumar
23	K. SATYA NARAYANA	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	K. Satya Narayana
24	K. SATYA DURGA PRASAD	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	K. Satya Durga Prasad
25	K. KASU	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	K. Kasu
26	K. NAGA LAKSHMI	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	K. Naga Lakshmi
27	L. KRUPAVATHI	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	L. Krupavathi
28	M. MANIKYAM	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	M. Manikyam
29	M. YOTHI	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	M. Yothi
30	M. RAMA 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	P	P	P	P	P	P	M. Rama Devi
31	N. KASI	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	N. Kasi
32	P. NAGARATHNAM	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. Nagarathnam
33	P. HYMA	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. Hyma
34	R. GOVINDU	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	R. Govindu
35	S. DURGA PRASAD	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	S. Durga Prasad
36	S. SURYA KUMARI	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	S. Surya Kumari
37	S. RAJU	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	S. Raju
38	S. SATYAVANI	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	S. Satyavani
39	T. SHANTHI	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	T. Shanthi
40	T. SWAMY	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	T. Swamy
41	U. PUSPHA LATHA	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	U. Puspha Latha
42	V. RAMU	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	V. Ramu
43	V. AJAY	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	V. Ajay
44	V. 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	P	P	P	P	P	P	V. Appalaraju
45	A. 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	P	P	P	P	P	P	A. Ganesh
46	A. ANUSHA	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	A. Anusha
47	B. ROOPAKALA	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	B. Roopakala
48	B. BHAVANI	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	B. Bhavani
49	CH. SUATHA	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	Ch. Suatha

*P. Karjula*

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S. NO	NAME	ATTENDANCE SHEET																												STUDENT SIGNATURE						
		13/11/18	14/11/18	15/11/18	16/11/18	17/11/18	18/11/18	19/11/18	20/11/18	21/11/18	22/11/18	23/11/18	24/11/18	25/11/18	26/11/18	27/11/18	28/11/18	29/11/18	30/11/18	1/11/19	2/11/19	3/11/19	4/11/19	5/11/19	6/11/19	7/11/19	8/11/19	9/11/19	10/11/19		11/11/19	12/11/19	13/11/19	14/11/19	15/11/19	
50	CH. KOTESWARI	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	Ch. Koteswari		
51	E. BHARATHI	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	E. Bharathi		
52	G. BHANU	A	A	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	G. Bhanu		
53	H. PRASAD	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	H. Prasad		
54	J. VASUDEVARAO	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	J. Vasudevarao		
55	J. 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	P	P	P	P	P	P	J. Sravani		
56	J. KARUNA	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	J. Karuna		
57	K. DEVI	A	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	K. Devi		
58	K. DEVI PARVATHI	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	K. Devi Parvathi		
59	K. NAGA GOWRI	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	K. Naga Gowri		
60	K. PRABHAVATHI	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	K. Prabhavathi	
61	K. SUNEETHA	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	K. Suneeetha	
62	K. TRIMURTHULU	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	K. Trimurthulu	
63	K. NAGA VENKATESH	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	K. Naga Venkatesh	
64	E. VARA LAKSHMI	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	E. Vara Lakshmi	
65	K. MAI BHASHA	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	K. Mai Bhasha	
66	K. MOHAN	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	K. Mohan	
67	K. RAMALAKSHMI	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	K. Ramalakshmi	
68	K. REVATHI	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	K. Revathi	
69	K. 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	P	P	P	P	P	P	P	K. Sravani	
70	E. BHAVANI	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	E. Bhavani
71	K. 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	P	P	P	P	P	P	P	K. Devi	
72	K. JYOTHI	A	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	K. Jyothi	
73	K. MMMAI	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	K. Mmmmai	
74	M. VASANTHI	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	M. Vasanthi	
75	M. KAMESWARI	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	M. Kameswari	
76	M. 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	P	P	P	P	P	P	P	M. Divya	
77	M. RAVI	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	M. Ravi	
78	M. PRASAD	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	M. Prasad	
79	N. VENNELA	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	N. Vennela	
80	N. KOTESWARA RAO	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	N. Koteswara Rao	
81	P. PRIYANKA RANI	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. Priyanka Rani	
82	P. SHIVANI	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	P. Shivani
83	P. RAMYA	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. Ramya	
84	P. JAGADESH	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. Jagadesh	
85	P. LAVANYA	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	
86	P. BHARATHI	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. Bharathi	
87	R. 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	P	P	P	P	P	P	P	R. Jyothi	
88	R. GANGA LAKSHMI	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	R. Ganga Lakshmi	
89	R. LAVANYA	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	R. Lavanya	
90	R. LAVANYA	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	R. Lavanya	
91	S. NAGA 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	P	P	P	P	P	P	P	S. Naga Devi	
92	S. BALAMANI	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	S. Balamani	
93	S. SATYA	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	S. Satya	
94	S. LAVANYA	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	S. Lavanya	
95	T. LEELA KUMARI	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	T. Leela Kumari	
96	V. BHARATHI	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	V. Bharathi	
97	V. VENKATACHANDRINI SRANANI	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	V. Venkat Chandrini Srani	
98	V. 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	P	P	P	P	P	P	P	V. Divya	

P. Marjula

N. srinidhi kumari  
HEAD  
Department Of Commerce  
SGA. Govt. Degree College  
Yellamanchili - 531055  
Visakhapatnam Dist.

S. Govt. Degree Coll:  
Yellamanchili-531 055  
Principal



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		ATTENDANCE SHEET																		STUDENT SIGNATURE	
S. NO	NAME	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25		
99	V. HARI BABU	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V. HARI BABU
100	V. DIVYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V. DIVYA

*P. Harjula*

*J. Srinivas Kumar*  
**HEAD**  
 Department Of Commerce  
 SGA, Govt. Degree College  
 Yellamanchili - 531055  
 Visakhapatnam Dist..

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



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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*

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

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



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**YELLAMANCHILI - 531055, ANDHRA PRADESH**



**DEPARTMENT OF HINDI**

**ADD ON COURSE : 2018-19**

**TOPIC : SPOKEN HINDI**



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Dt: 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.

B. L.

Course-co-ordinator,  
Lecturer in Hindi  
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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## 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. La

Course-co.ordinator  
Lecturer in Hindi  
S.G.A. Govt. Degree College  
Yellamanchili - 531055

B. La

Signature of the Principal

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



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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 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 दूकान, किराना दूकान, बस स्टैंड
22. छात्र अध्यापक, यात्रा, भोजनालय
23. रेलवे स्टेशन सिनेमा हाल, घर परिवार
24. भावात्मक - क्रोध प्रशंसा, निमंत्रण
25. कृतम्यता, प्रसन्नता, क्षमा
26. मौसम समय महीना. ऋतू 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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## 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	JJYOTI	I Mpc	J. Jyoti
5	K.ROJA DURGA KUMARI	I MPC	K. ROJA DURGA KUMARI
6	B.GLORISTONI	I B.Com	B. Gloristoni
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 Cbz	T. Sarla Sanya
12	D. SAI RAMYA	Ii Cbz	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 Cbz	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 Santhi
23	K.V.V.V.V.SATYANARAYANA	Bsc Ii Mpc	K.V. SATYANARAYANA
24	V. KODANDAMMA	Bsc Ii Cbz	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	KJYOTI	I B.Com	K. Jyoti
30	Y.BHAGYALAKSHMI	I B.Com	Y. bhagyalakshmi



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## DEPARTMENT OF HINDI

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

Course from 06.09.19 to 04.10.2019; Duration : 30 hrs

S.No	Student Name	6/9	7/9	10/9	14/9	15/9	18/9	19/9	22/9	24/9	25/9	26/9	27/9	1/10	3/10	4/10	Signature
1	S.V.SNEHITA	P	P	P	P	P	P	P	a	P	P	P	P	P	P	P	S.V.snehita
2	B.CHANDINI	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	K.sravanthi
4	J.JYOTI	P	a	P	P	P	P	P	P	P	P	P	P	P	P	P	J.Jyoti
5	K.ROJA DURGA KUMARI	P	P	P	P	a	P	P	P	P	P	P	P	P	P	P	K.ROJA DURGA KUMARI
6	B.GLORISTONI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	B. Gloristoni
7	P.VENKATLAKSHMI	P	P	P	a	P	P	P	a	P	P	P	P	P	P	P	P.VENKATA LAKSHMI
8	A.ANURADHA	P	P	P	P	P	P	P	P	P	a	P	P	P	P	P	A.anuradha
9	P.VARALAKSHMI	P	P	P	P	a	P	P	P	P	P	P	P	P	P	P	P.VARALAKSHMI
10	P.JAYASRI	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	T.Sarla Sanya
12	D. SAI RAMYA	P	P	P	P	a	P	P	P	P	P	P	P	P	P	P	D.sai ramya
13	SK. NOORJAHAN	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	sk.Noorjahan
14	M. SANTOSHI	P	P	P	a	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.Tulasi
16	D. BHARTI	P	P	P	P	P	a	P	P	a	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	D.Shivani
18	CH. SUJATA	P	P	P	P	P	P	P	P	a	P	P	P	P	P	P	ch.SUJata
19	R.SUNITA	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	m.mounika Rani
21	K. ROJA RANI	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.vijaya santi
23	K.V.V.V.SATY ANARAYANA	P	P	P	P	a	P	P	P	P	P	a	P	P	P	P	K.V.SATY ANARAYANA



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24	V. KODANDAMMA	P	P	P	P	P	P	P	a	P	P	P	P	P	P	P	P	V. Kodandamma
25	E. BHARTI	P	P	P	a	P	P	P	P	P	P	P	P	P	P	P	P	E. Bharathi
26	G. DEVI	P	P	P	P	P	a	P	a	P	a	P	P	a	P	P	A	
27	K. BHAVANI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Bhavani
28	S. HARITHA	P	P	P	a	P	P	P	P	P	a	P	P	P	P	P	P	S. Haritha
29	K. JYOTI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Jyoti
30	Y. BHAGYALAKSHMI	P	P	P	P	P	P	a	P	P	P	P	P	P	P	P	P	Y. Bhagyalakshmi

B. L.

Course co.ordinator

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

B. L.

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



Name -

पुरेन हिंदी

Test - 1

## I) विकृत स्थान भरो -

1. राधा गीत — हैं। (गाता / गाती)
2. सत्यनारायण भोजन — था। (किया / करता)
3. हम दैन में — हैं। (बैठे / बैठे)
4. मैं नासिक घूमने — । (जाऊंगा / जाएगा)
5. राम क्रिकेट — (खेलेगा / खेलुंगा)
6. तुम पाठ — हो। (पढ़ते / पढ़ता)
7. मैं चेन्नई जाता — । (हूँ / हूँ)
8. गीता कल भरतनाट्यम् — थी। (जाची / नाचेगी)
9. सीता आम राधा को — । (देगी / देगा)
10. तुम कविता — हो। (लिखता / लिखते)
11. टव बाजार में आलू — । (खरीदेगा / खरीदेंगे)
12. आप — । (बैठिए / बैठें)
13. तुम कलकत्ता कब — । (जाएगा / जाऊंगा / जाओगे)
14. श्रीजा बिठाई — हैं। (खाती / खाती / खाएगी)
15. घनश्याम सभा में — । (बोलता / बोला / बोलेगा)
16. तुम बरिश से — हो। (खेलेंगे / खेलते / खेलें)
17. हम कक्षा साफ — । (करोगे / करेंगे / करते)
18. आप भगवतगीता — हैं। (सुनते / सुने / सुनेंगे)
19. सोनिया गांधी अइटली — थी। (जाती / गयी / जाएगी)
20. महात्मा गांधी 'अमर' कहानियाँ — थे। (पढ़ें / पढ़ते / पढ़ेंगे)



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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 06.09.2019 to 4.10.2019. The exams were conducted to 30 registered students for 50 marks and issued certificates to 29 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 : 29
3. Classes conducted :30 hours
4. Maximum marks : 50 marks
5. Time : Every day 2 hours

*B. L.*

Course co.ordinator

lecturer in Hindi  
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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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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### 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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## **DEPARTMENT OF CHEMISTRY**

### **Add On Course**

**2019- 2020**

**TOPIC : *FOOD ADULTERATION AND ITS  
DETECTION***

.....



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Dt : 05-02-2020,  
Yellamanchili.

## S.G.A.GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI

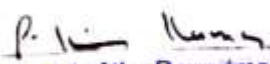
### DEPARTMENT OF CHEMISTRY

### DEPARTMENTAL MEETING

#### **Minutes of the meeting :**

The faculty of Department of Chemistry met on 05-02-2020 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

S.G.A. Government Degree College  
YELLAMANCHILI  
Visakhapatnam



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### 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.

*P. Vinay Kumar*  
Head of the Department  
Department of Chemistry  
S.G.A. Govt Degree College  
Yellamanchili-531055

*[Signature]*  
Signature of the Principal

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



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

**BLACK PEPPER**

- Detection of Papaya Seeds In Black Pepper

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

*B. N. N.*  
Signature of the Principal

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**S.G.A. GOVERNMENT 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.	A. Yasoda lakshmi	III B.Sc (MPC)	718135405001	A. Yasoda Lakshmi
2.	B. Nookaraju	III B.Sc (MPC)	718135405002	B. Nookaraju
3.	B. Kalpana	III B.Sc (MPC)	718135405003	B. Kalpana
4.	B. Hemalatha	III B.Sc (MPC)	718135405004	B. Hemalatha
5.	B. Jagatha babu	III B.Sc (MPC)	718135405005	B. Jagatha babu
6.	CH. hari	III B.Sc (MPC)	718135405006	CH. hari
7.	CH. Ganga raju	III B.Sc (MPC)	718135405007	CH. Ganga Raju
8.	D. Divya	III B.Sc (MPC)	718135405011	D. Divya
9.	G. Laxmi tulasi	III B.Sc (MPC)	718135405012	G. Laxmi Julsi
10.	G. Nookaraju	III B.Sc (MPC)	718135405013	G. Nookaraju
11.	G. Rani	III B.Sc (MPC)	718135405014	G. Rani
12.	K. Aravind	III B.Sc (MPC)	718135405016	K. Aravind
13.	K. Appalaraju	III B.Sc (MPC)	718135405017	K. Appalaraju
14.	K. Bangar raju	III B.Sc (MPC)	718135405018	K. Bangaraju
15.	K. siva	III B.Sc (MPC)	718135405019	K. Siva
16.	K. Anusha	III B.Sc (MPC)	718135405020	K. Anusha
17.	K. R.D. Kumari	III B.Sc (MPC)	718135405021	K. R. D. Kumari
18.	K. Sravanthi	III B.Sc (MPC)	718135405022	K. Sravanthi
19.	K. srinivas	III B.Sc (MPC)	718135405024	K. Srinivas
20.	M. Anjali	III B.Sc (MPC)	718135405025	M. Anjali
21.	M. Govind rao	III B.Sc (MPC)	718135405026	M. Govindrao
22.	M. Yamuna	III B.Sc (MPC)	718135405027	M. Yamuna
23.	M. Bharati	III B.Sc (MPC)	718135405028	M. Bharathi
24.	M. Parsasuram	III B.Sc (MPC)	718135405029	M. Parsasuram
25.	N. Nagamani	III B.Sc (MPC)	718135405030	N. Nagamani
26.	N. Jhanasi	III B.Sc (MPC)	718135405031	N. Jhanasi



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YELLAMANCHILI - 531055, ANDHRA PRADESH



27.	N.Satya	III B.Sc (MPC)	718135405032	N. satya
28.	P.Sowjanya	III B.Sc (MPC)	718135405033	P. Sowjanya
29.	P.koti	III B.Sc (MPC)	718135405034	P. koti
30.	P.Varalakshmi	III B.Sc (MPC)	718135405035	P. Varalakshmi
31.	P.Neeraja	III B.Sc (MPC)	718135405036	P. Neeraja
32.	R.saikumar	III B.Sc (MPC)	718135405037	R. saikumar
33.	S.suresh kumar	III B.Sc (MPC)	718135405038	S. Suresh Kumar
34.	S.Venkatesh	III B.Sc (MPC)	718135405039	S. Venkatesh
35.	S.Neelima	III B.Sc (MPC)	718135405040	S. Neelima
36.	T.Jyothi	III B.Sc (MPC)	718135405042	T. Jyothi
37.	T.Sukanya	III B.Sc (MPC)	718135405043	T. sukanya
38.	T.S.V.S.sai	III B.Sc (MPC)	718135405044	T. S. V. S. Sai
39.	A.Ruthu	III B.Sc (CBZ)	718135405073	A. Ruthu
40.	A.Shyamala devi	III B.Sc (CBZ)	718135405074	A. Ruthu
41.	B.Pavani	III B.Sc (CBZ)	718135405077	B. pavani
42.	B.Chandini	III B.Sc (CBZ)	718135405078	B. chandini
43.	B.Satyavathi	III B.Sc (CBZ)	718135405079	B. Satyavathi
44.	B.T.Nagalakshmi	III B.Sc (CBZ)	718135405080	B. T. Nagalakshmi
45.	D.Ammaji	III B.Sc (CBZ)	718135405081	D. Ammaji
46.	G.Janaki	III B.Sc (CBZ)	718135405082	G. Janaki
47.	J.Jayashri	III B.Sc (CBZ)	718135405084	J. Jayashri
48.	J.Kumari	III B.Sc (CBZ)	718135405085	J. Kumari
49.	K.Sirisha	III B.Sc (CBZ)	718135405087	K. Sirisha
50.	K.Durga prasad	III B.Sc (CBZ)	718135405090	K. Durga prasad
51.	M.Usha	III B.Sc (CBZ)	718135405091	M. Usha
52.	M.Bhavani	III B.Sc (CBZ)	718135405092	M. Bhavani
53.	M.vasantha	III B.Sc (CBZ)	718135405093	M. Vasantha
54.	P.Venkatalakshmi	III B.Sc (CBZ)	718135405094	P. Venkatalakshmi
55.	P.Kameshwari	III B.Sc (CBZ)	718135405095	P. Kameshwari
56.	P.Surya kala	III B.Sc (CBZ)	718135405097	P. Surya kala



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57.	P.Revathi	III B.Sc (CBZ)	718135405098	P. Revathi
58.	P.neelavathi	III B.Sc (CBZ)	718135405099	P. neelavathi
59.	P.satyaveni	III B.Sc (CBZ)	718135405100	P. Satyaveni
60.	R.Shyamala	III B.Sc (CBZ)	718135405101	R. shyamala
61.	R.Sirisha	III B.Sc (CBZ)	718135405102	R. Sirisha
62.	R.Madhavi	III B.Sc (CBZ)	718135405104	R. Madhan
63.	S.Neelima	III B.Sc (CBZ)	718135405105	S. Neelima
64.	S.hemalatha	III B.Sc (CBZ)	718135405106	S. hemalatha
65.	P.Balanookeshwari	III B.Sc (CBZ)	718135405107	P. Balanookesho
66.	P.Shankara rao	III B.Sc (CBZ)	718135405108	P. shankara Rao
67.	V.Prathyusha	III B.Sc (CBZ)	718135405109	v. prathyusha
68.	V.Pavani	III B.Sc (CBZ)	718135405110	V. pavani
69.	V.Sai kumari	III B.Sc (CBZ)	718135405112	V. sai kumari
70.	Y.Prashanthi	III B.Sc (CBZ)	718135405114	y. prashanthi
71.	P.Adiraju	III B.Sc (CBZ)	718120105123	P. Adiraju
72.	P.Koti	III B.Sc (CBZ)	718125805054	P. Koti

*P. Vin Kumar*

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

*[Signature]*  
Signature of the Principal

Principal  
S.G.A. Govt Degree College  
YELLAMANCHILI  
VILLAGE OF YELLAMANCHILI







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## DEPARTMENT OF CHEMISTRY

### ADD-ON COURSE IN FOOD ADULTERATION AND ITS DETECTION

Max marks : 25

Time : 30min

- .....
- 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
    - True, False
    - True, True
    - False, False
    - False, True
  - Which stage does adulteration take place in?
    - Producer
    - Distributor
    - Retailer
    - All of the mentioned
  - Which of the following is an adulterant?
    - Urea
    - Pesticides
    - Iron filings in tea
    - All of the mentioned
  - Why are adulterants added?
    - To increase shelf-life of products. E.g.- Urea
    - To improve flavor color and appearance
    - To sell lesser quantity at the same price
    - All the mentioned



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5. Which of the following reason shows the impact of adulteration on economy?
- Adulteration → People falling sick → Spending money on treatment
  - Adulteration → People falling sick → Court cases
  - Adulteration → People falling sick → Spending on treatment & Court cases
  - None of the mentioned
6. Methods for detection of common adulterants are \_\_\_\_\_
- Visual tests
  - Chemical tests
  - Physical tests
  - All of the mentioned
7. The full form of PFA is
- Prevention of Food Act
  - Protection of Food Act
  - Prevention of Food Adulteration Act
  - None of the above is correct
8. Under the PFA Act, when is the food said to be adulterated
- if any ingredient is injurious to health
  - if it is obtained from a diseased animal
  - if spices are sold without their essence
  - all of these
9. Addition of these adulterants reduces the value of \_\_\_\_\_ in food
- substance
  - quality
  - nutrients
  - 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 ?
- adulterants
  - nutrients
  - consumption
  - decomposed



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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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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

# THANK YOU



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**S.G.A. GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI**  
**DEPARTMENT OF CHEMISTRY**  
**EVALUATION REPORT OF STUDENTS FOR THE ADD ON COURSE**  
**FOOD ADULTERATION AND ITS DETECTION**

S.No	Student Name	Year & Group	Register Number	Marks Obtained
1.	A. Yasoda lakshmi	III B.Sc (MPC)	718135405001	23
2.	B.Nookaraju	III B.Sc (MPC)	718135405002	22
3.	B.Kalpana	III B.Sc (MPC)	718135405003	23
4.	B.Hemalatha	III B.Sc (MPC)	718135405004	21
5.	B.Jagatha babu	III B.Sc (MPC)	718135405005	22
6.	CH.hari	III B.Sc (MPC)	718135405006	24
7.	CH. Ganga raju	III B.Sc (MPC)	718135405007	23
8.	D.Divya	III B.Sc (MPC)	718135405011	22
9.	G.Laxmi tulasi	III B.Sc (MPC)	718135405012	21
10.	G.Nookaraju	III B.Sc (MPC)	718135405013	23
11.	G.Rani	III B.Sc (MPC)	718135405014	20
12.	K.Aravind	III B.Sc (MPC)	718135405016	21
13.	K.Appalaraju	III B.Sc (MPC)	718135405017	22
14.	K.Bangar raju	III B.Sc (MPC)	718135405018	24
15.	K.siva	III B.Sc (MPC)	718135405019	20
16.	K.Anusha	III B.Sc (MPC)	718135405020	21
17.	K.R.D.Kumari	III B.Sc (MPC)	718135405021	23
18.	K.Sravanthi	III B.Sc (MPC)	718135405022	24
19.	K.srinivas	III B.Sc (MPC)	718135405024	-Absent
20.	M.Anjali	III B.Sc (MPC)	718135405025	20
21.	M.Govind rao	III B.Sc (MPC)	718135405026	23
22.	M.Yamuna	III B.Sc (MPC)	718135405027	24
23.	M.Bharati	III B.Sc (MPC)	718135405028	21
24.	M.Parsasuram	III B.Sc (MPC)	718135405029	22
25.	N.Nagamani	III B.Sc (MPC)	718135405030	24
26.	N.Jhanasi	III B.Sc (MPC)	718135405031	20



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27.	N.Satya	III B.Sc (MPC)	718135405032	21
28.	P.Sowjanya	III B.Sc (MPC)	718135405033	20
29.	P.koti	III B.Sc (MPC)	718135405034	24
30.	P.Varalakshmi	III B.Sc (MPC)	718135405035	23
31.	P.Neeraja	III B.Sc (MPC)	718135405036	22
32.	R.saikumar	III B.Sc (MPC)	718135405037	21
33.	S.suresh kumar	III B.Sc (MPC)	718135405038	20
34.	S.Venkatesh	III B.Sc (MPC)	718135405039	23
35.	S.Neelima	III B.Sc (MPC)	718135405040	24
36.	T.Jyothi	III B.Sc (MPC)	718135405042	20
37.	T.Sukanya	III B.Sc (MPC)	718135405043	22
38.	T.S.V.S.sai	III B.Sc (MPC)	718135405044	23
39.	A.Ruthu	III B.Sc (CBZ)	718135405073	22
40.	A.Shyamala devi	III B.Sc (CBZ)	718135405074	20
41.	B.Pavani	III B.Sc (CBZ)	718135405077	21
42.	B.Chandini	III B.Sc (CBZ)	718135405078	23
43.	B.Satyavathi	III B.Sc (CBZ)	718135405079	24
44.	B.T.Nagalakshmi	III B.Sc (CBZ)	718135405080	20
45.	D.Ammaji	III B.Sc (CBZ)	718135405081	23
46.	G.Janaki	III B.Sc (CBZ)	718135405082	24
47.	J.Jayashri	III B.Sc (CBZ)	718135405084	20
48.	J.Kumari	III B.Sc (CBZ)	718135405085	22
49.	K.Sirisha	III B.Sc (CBZ)	718135405087	23
50.	K.Durga prasad	III B.Sc (CBZ)	718135405090	24
51.	M.Usha	III B.Sc (CBZ)	718135405091	22
52.	M.Bhavani	III B.Sc (CBZ)	718135405092	21
53.	M.vasantha	III B.Sc (CBZ)	718135405093	20
54.	P.Venkatalakshmi	III B.Sc (CBZ)	718135405094	22
55.	P.Kameshwari	III B.Sc (CBZ)	718135405095	23
56.	P.Surya kala	III B.Sc (CBZ)	718135405097	20



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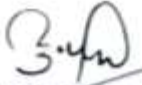
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YELLAMANCHILI - 531055, ANDHRA PRADESH



57.	P.Revathi	III B.Sc (CBZ)	718135405098	24
58.	P.neelavathi	III B.Sc (CBZ)	718135405099	22
59.	P.satyaveni	III B.Sc (CBZ)	718135405100	23
60.	R.Shyamala	III B.Sc (CBZ)	718135405101	24
61.	R.Sirisha	III B.Sc (CBZ)	718135405102	23
62.	R.Madhavi	III B.Sc (CBZ)	718135405104	24
63.	S.Neelima	III B.Sc (CBZ)	718135405105	22
64.	S.hemalatha	III B.Sc (CBZ)	718135405106	21
65.	P.Balanookeshwari	III B.Sc (CBZ)	718135405107	20
66.	P.Shankara rao	III B.Sc (CBZ)	718135405108	Absent
67.	V.Prathyusha	III B.Sc (CBZ)	718135405109	23
68.	V.Pavani	III B.Sc (CBZ)	718135405110	24
69.	V.Sai kumari	III B.Sc (CBZ)	718135405112	20
70.	Y.Prashanthi	III B.Sc (CBZ)	718135405114	23
71.	P.Adiraju	III B.Sc (CBZ)	718120105123	22
72.	P.Koti	III B.Sc (CBZ)	718125805054	21

  
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  
Visakhapatnam District



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



## S.G.A. GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI 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 05-02-2020. Total 72 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 and detected 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 : 72

Number of students completed : 70

  
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  
Andhra Pradesh



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

*(Affiliated to Andhra University)*

*Accredited By NAAC with "A" Grade*

**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 2019-20

Course co-ordinator

HOD .Department of Chemistry

Principal



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YELLAMANCHILI - 531055, ANDHRA PRADESH



**SGA Govt. Degree College, Yellamanchili**

**Department of Botany**

**Add on Course, 2019-20**

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





# S.G.A. GOVERNMENT DEGREE COLLEGE

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

Thanking you sir.

*B. Chandramouzi*  
20/06/2019  
Head of the Department  
Department of Botany  
(B. Chandramouzi)  
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.

A1

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



Department of Botany

Add on Course for 2019-20

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

**Introduction**

The Ayurvedic system of medicine is an age-old system of therapy, which is associated with the Vedic civilization in India. The oldest existing literature on this form of treatment is mentioned in Rigveda around 4500-1600 B.C. Ayurveda is a holistic system of treatment, which is amalgamation of use of food, medicine and other measures like exercise and behaviour. Life in Ayurveda is conceived as the union of body, senses, mind and soul. Ayurveda regards human body is a composition of five basic elements namely, earth, water, fire, air and vacuum. Any illness is considered the result of absence of a balanced state of the total body matrix. The disease is diagnosed by examining the general physical condition of the patient and pulse reading, along with examining urine, excreta, eyes, tongue, skin, and auditory functions. Once disease is diagnosed, the treatment measures involve use of medicines, specific diet and prescribed routine activity.

Wide arrays of plant species are used in traditional system of health care in India. Over 6,500 species of plants are known to occur in India those are used by various streams of traditional health care practitioners. Approximately 2000 medicinal plant species are used alone in Ayurvedic system of medicine, which is followed by Siddha (1121), Unani (751), Homeopathy (482) and Tibetan (337). The number of people involved in the traditional health care system is quite impressive in India. About 7,00,000 practitioners of Ayurveda, Siddha, Unani, Yoga, Naturopathy and Homeopathy are registered in the Indian Systems of Medicine.

Family traditions and cultural preferences also make people to own, decide and prefer various health care systems. In India, medicinal plants have strong acceptance in religious activities, where the plants are worshiped in the form of various gods, goddesses and local deities.

Plants are used as medicine by thousands of ethnic communities for human and veterinary health care, across the India. People across the world also rely upon the traditional systems of medicines, largely plant based, to meet their primary health care needs. Although modern medicine may be available in these countries, herbal medicines (phytomedicines) have often maintained popularity for historical and cultural reasons.

Assurance of the safety, quality, and efficacy of medicinal plants and herbal products has now become a key issue in industrialized and in developing countries. Both the general consumer and health-care professionals need up to date, authoritative information on the safety and efficacy of medicinal plants.

Somany important medicinal plants are regularly used in our daily life. In India, the people are using medicinal plants or their ingredients in the form of diet itself. Hence in India, the kitchen itself is a Medical store to cure all kinds of illness. Here are some important medicinal plants were taken which are used in our daily life.



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## 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.

  
Incharge of the Dept  
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 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.	ALAMANDA UMAKANTHAM	III Year	B.Sc (CBZ)	717135405067	A. Uma Kantham
2	BARNIKALA REVATHI	III Year	B.Sc (CBZ)	717135405068	B. Revathi
3	BODEPU LATHA	III Year	B.Sc (CBZ)	717135405069	B. Latha
4	BONDI GAYATRI	III Year	B.Sc (CBZ)	717135405070	B. Gayatri
5	CHEKKA SATYA SRAVANTHI	III Year	B.Sc (CBZ)	717135405071	C. Satya Srivanthi
6	CHODIPILLI KODANDA	III Year	B.Sc (CBZ)	717135405072	Ch. Kodanda
7	DADI SUDHAMANI LAKSHMI	III Year	B.Sc (CBZ)	717135405073	D. Sudhamani Lakshmi
8	DURVASULA SAI RAMYA	III Year	B.Sc (CBZ)	717135405074	D. Sai Ramya
9	DWARAPUREDDI CHANDRAKALA	III Year	B.Sc (CBZ)	717135405075	D. Chandrakala
10	GAGANAM BHAVANI	III Year	B.Sc (CBZ)	717135405077	G. Bhavani
11	GARA NAGAMANI	III Year	B.Sc (CBZ)	717135405078	G. Nagamani
12	GORLA MADHAVI	III Year	B.Sc (CBZ)	717135405080	G. Madhavi
13	IPIRI BABY	III Year	B.Sc (CBZ)	717135405081	I. Baby
14	JALLURI BHAVANI	III Year	B.Sc (CBZ)	717135405082	J. Bhavani
15	KALAVALAPALLI RAMADEVI	III Year	B.Sc (CBZ)	717135405083	K. Ramadevi
16	KAREY RANI	III Year	B.Sc (CBZ)	717135405084	K. Rani
17	KOSANAM CHANDRIKA	III Year	B.Sc (CBZ)	717135405085	K. Chandrika
18	LALAM LAVANYA	III Year	B.Sc (CBZ)	717135405086	L. Lavanya
19	MYLAPALLI DURGA	III Year	B.Sc (CBZ)	717135405087	M. Durga
20	NAGIREDDI JAYASRI	III Year	B.Sc (CBZ)	717135405088	N. Jayasri
21	NAKKA RAMADEVI	III Year	B.Sc (CBZ)	717135405089	N. Ramadevi
22	NALLAMARI TRIVENI	III Year	B.Sc (CBZ)	717135405090	N. Triveni
23	PAMU GANESH	III Year	B.Sc (CBZ)	717135405091	P. Ganesh
24	PIKKI NAGALAKSHMI	III Year	B.Sc (CBZ)	717135405092	P. Nagalakshmi
25	RAJANA SUNITHA	III Year	B.Sc (CBZ)	717135405094	R. Sunitha
26	RANGALA RAMESH	III Year	B.Sc (CBZ)	717135405095	R. Ramesh
27	RUTHALA SATYAVENI	III Year	B.Sc (CBZ)	717135405096	R. Satyaveni
28	SILAPARSETTI NEERAJAMANI	III Year	B.Sc (CBZ)	717135405097	S. Neerajamani
29	THOTA SARALA SANYA	III Year	B.Sc (CBZ)	717135405098	T. Sarala Saranya
30	THUMMALA VANI	III Year	B.Sc (CBZ)	717135405099	T. Vani
31	VANTAKULA ANNAPOORNA	III Year	B.Sc (CBZ)	717135405101	V. Annapoorna
32	VUDI KRUPARANI	III Year	B.Sc (CBZ)	717135405102	V. Kruparani
33	YELISETTI DEVI	III Year	B.Sc (CBZ)	717135405103	Y. Devi

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

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



**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



## SGA Govt. Degree College, Yellamanchili Department of Botany

### Model Question Paper Add on Course in Botany

Max.Marks.30

Time.1<sup>1/2</sup> hrs

- I. Answer all the questions. Each question carries 2 marks. 5X2=10 Marks
  1. Medicinal uses of Ginger?
  2. Medicinal uses of Rauwolfia?
  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?



## IMPORTANT MEDICINAL PLANTS USED IN OUR DAILY LIFE

*Allium cepa* L.

- 1. Scientific name:** *Allium cepa* L.  
Family: Liliaceae
- 2. Vernacular names**  
English: Onion  
Telugu: Vulli or Erragaddalu
- 3. Morphology:**
  - A perennial herb, strong smelling when crushed.
  - Bulbs vary in size and shape from cultivar to cultivar, often depressed-globose and up to 20 cm in diameter;
  - Outer tunics membranous.
  - Stem up to 100cm tall and 30 mm in diameter,
  - Tapering from inflated lower part. Leaves up to 40 cm in height and 20mm in diameter.
  - Spathe often 3-valved, persistent, shorter than the umbel. Umbel 4–9cm in diameter,
  - Stamens exserted; filaments 4–5mm, the outer subulate, the inner with an expanded base up to 2 mm wide and bearing short teeth on each side.
  - Ovary whitish. Capsule about 5mm.
- 4. Useful part:** Fresh or dried bulbs
- 5. Organoleptic properties:**  
Odour: strong, characteristic alliaceous.  
Taste: strong, crushing or cutting the bulb stimulates lachrymation.
- 6. Major chemical constituents:**
  - Sulfur and non-sulfur containing chemical constituents have been isolated from Bulbs.
  - The sulfur compounds are the most characteristic secondary metabolites.
  - The organic sulfur compounds includes thiosulfinates, thiosulfonates, cepaenes, S-oxides, S,S dioxides, monosulfides, disulfides, trisulfides, and zwiebelanes occur only as degradation products of the naturally occurring cysteine sulfoxides. S-propyl-L-cysteine sulfoxide.
- 7. Medicinal uses:**
  - Used for treating Dysentery.
  - Used as a diuretic.
  - Used to treat ulcers, wounds, scars, keloids and asthma.
  - Used as an adjuvant therapy for diabetes.



**Onion Plant**



**Flowering**



**Onion Bulbs**



*Allium sativum* L.

1. **Scientific name:** *Allium sativum* L.

Family: Liliaceae

2. **Vernacular Names:**

English: Garlic

Telugu: Vellulli or Thella gadda

3. **Morphology:**

- A perennial, erect bulbous herb, 30–60 cm tall,
- Strong smelling when crushed.
- The underground portion consists of a compound bulb with numerous fibrous rootlets.
- The bulb gives rise above ground to a number of narrow, keeled, grasslike leaves.
- The leaf blade is linear, flat, solid, 1.0–2.5cm wide, 30–60 cm long, and has an acute apex. Leaf sheaths form a pseudostem.
- Inflorescences are umbellate; scape smooth, round, solid, and coiled at first, subtended by membranous, long-beaked spathe, splitting on one side and remaining attached to umbel. Small bulbils are produced in inflorescences.
- Flowers are variable in number and sometimes absent, seldom open and may wither in bud. Flowers are on slender pedicels; consisting of perianth of 6 segments, about 4–6mm long, pinkish.
- Stamens 6, anthers exerted.
- Ovary superior, 3-locular. Fruit is a small loculicidal capsule.
- Seeds are seldom if ever produced.

4. **Useful part:** Fresh or dried Bulbs

5. **Organoleptic properties:**

Odour: strong, characteristic alliaceous

Taste: very persistently pungent and acrid

6. **Major chemical constituents:**

- The most important chemical constituents are the sulfur compounds.
- The cysteine sulfoxides and the non-volatile  $\gamma$ -glutamylcysteine peptides make up more than 82% of the total sulfur content of garlic.
- The compounds are thiosulfinates (Allicin), ajoenes, Z-ajoene, vinyldithiols. And Sulphides, diallyl trisulfide.

7. **Medicinal uses**

- Used as an adjuvant to dietetic management in the treatment of hyperlipidaemia.
- Used in the prevention of atherosclerotic (age-dependent) vascular changes.
- The drug may be useful in the treatment of mild hypertension.
- Used for treatment of respiratory and urinary tract infections.
- The herb has been used as a carminative in the treatment of dyspepsia.
- Used as an aphrodisiac, antipyretic, diuretic, emmenagogue, expectorant, and sedative, to treat asthma and bronchitis, and to promote hair growth.



Garlic Plant

Flowering

Garlic Bulbs



*Rauvolfia serpentina* (L.) Benth.ex Kurz

1. **Scientific name:** *Rauvolfia serpentina* (L.) Benth.ex Kurz

Family: Apocynaceae

2. **Vernacular names:**

English: Snake root

Telugu: Sarpa Gandhi

3. **Morphology:**

- Small, erect, glabrous shrub, 30–60 cm high.
- Leaves whorled, 7.5–17.5 cm long, lanceolate or oblanceolate, acute or acuminate, tapering gradually into the petiole, thin.
- Flowers white or pinkish.
- Peduncles 5.0–7.5 cm long; pedicels and calyx red.
- Calyx lobes 2.5 mm long, lanceolate.
- Corolla about 1–1.3cm long, tube slender; inflated slightly above middle; lobes much shorter than tube, obtuse.
- Drupes about 6 mm (diameter), single or didynamous and more or less connate, purplish black when ripe.

4. **Useful part:** Root

5. **Organoleptic properties:**

Odour: Root is indistinct, earthy, reminiscent of stored white potatoes.

Taste: Bitter.

6. **Major chemical constituents:**

- It contains more than 60 indole alkaloids.
- The principal hypotensive alkaloids are identified as reserpine and rescinnamine.

7. **Medicinal uses:**

- The principal use is in the treatment of hypertension.
- Used as a tranquillizer for nervous and mental disorders.
- Used as a tonic in condition of asthenia.
- Used as a cardiotonic and antipyretic, against snake and insect bites.
- Used for constipation, liver diseases, flatulence, insomnia, and rheumatism.



**Snake Root Plant with Flowering**



**Rauvolfia Roots**



***Terminalia chebula Retz.***

**1. Scientific name:** *Terminalia chebula Retz.*

Family: Combretaceae

**2. Vernacular names:**

English: Myrobalan

Telugu: Karakkaya

**3. Morphology:**

- A tropical shade tree, usually 15–20 m high, but can be up to 30 m in height, and up to 1.3 m in girth.
- Bark rough, scaly, shoots and young leaves usually rusty villous.
- Leaves simple, opposite, coriaceous, broadly ovate to ovate elliptic, 7–15 cm in width by 8–25 cm in length, glabrescent, veins obscure above, slightly raised and usually brownish pubescent beneath, apex acute or abruptly acuminate, base cuneate, slightly cordate or rounded.
- Petiole 1–3 cm long, glabrous or sparsely pubescent with a pair of nodular glands near leaf base.
- Inflorescences axillary or terminal panicles, usually with 3–6 spikes (each 3–6 cm long), rachis pubescent.
- Flowers 2 mm long, 3–4 mm in diameter; bracts nearly glabrous, 1.5–2.0 mm long.
- Calyx outside glabrous, inside densely villous, calyx segments triangular.
- Stamens 3–4 mm long.
- Ovary glabrous, ovoid, 1 mm long.
- Style glabrous, 2.5–3.0 mm long, disc lobed, densely villous.
- Fruit a drupe, glabrous, subglobose to ellipsoid, 2.5–5.0 cm by 1.5–2.5 cm, usually smooth or frequently 5-angulate, ridged, wrinkled, turning blackish when dry.
- Seed is one, rough, ellipsoid, 1.0–2.0 cm by 0.2–0.7 cm, and without ridges.

**4. Useful part:** Dried fruits

**5. Organoleptic properties:**

Odour: slight and characteristic.

Taste: bitter, sour, astringent, then sweet.

**6. Major chemical constituents:**

- Major constituents of the fruit are hydrolysable tannins and components thereof, including chebulagic acid, chebulinic acid, chebunanin, corilagin, gallic acid, gallic acid methyl ester, punicalagin, terchebulin and terminalic acid.
- Flavonols of interest include quercetin, isoquercitrin and rutin.

**7. Medicinal uses:**

- Used orally to treat cough with sore throat, as well as diarrhoea.
- Used orally as an anthelmintic, astringent, cardi tonic, dentifrice, diuretic and laxative.
- Also used to treat bleeding gums, diabetes, gastrointestinal disorders, ulcers and urinary disorders.



**Myrobalan Plant**



**Myrobalan Fruits**



*Trigonella foenum-graecum L.*

**1. Scientific name:** *Trigonella foenum-graecum L.*

Family: Fabaceae

**2. Vernacular names:**

English: Fenugreek

Telugu: Menthulu

**3. Morphology:**

- Annual aromatic herb, up to 60 cm high with a well developed taproot and much branched roots.
- Stem solitary or basally branched, terete, slightly pubescent, green to purple.
- Leaves petiolate, alternate, trifoliolate; stipules triangular, small, adnate to the petiole. Rachis short. Leaflets obovate or oblong, 1.5–4.0 cm long, 0.5–2.0 cm wide, upper part of margin denticulate.
- Flowers whitish, solitary, axillary, subsessile, 12–15 mm long.
- Calyx campanulate, finely pubescent, tube 4.5 mm long, with five lobes.
- Pistil with sessile ovary, glabrous style and capitate stigma.
- Fruits straight to occasionally sickle-shaped, linear pods, glabrous, with fine longitudinal veins, terminating in a beak 2–3 cm long.
- Seeds oblong-rhomboidal, 3–5 mm long and 2–3 mm wide, with a deep furrow dividing each into two unequal lobes, with rounded corners, rather smooth, brownish.

**4. Useful part:** Dried ripe seeds

**5. Organoleptic properties:**

Odour: characteristic, aromatic

Taste: slightly bitter.

**6. Major chemical constituents:**

- It is rich in mucilage (25–45%) and contains a small amount of essential oil (0.01%) and a variety of secondary metabolites, including protoalkaloids, trigonelline (up to 0.37%), choline (0.05%); saponins (0.6–1.7%) derived from diosgenin, yamogenin, tigogenin and other compounds.
- Sterols including sitosterol, and flavonoids, among which are orientin, isorientin and isovitexin.

**7. Medicinal uses:**

- Used for the management of hypercholesterolaemia, and hyperglycaemia in cases of diabetes mellitus.
- Prevention and treatment of mountain sickness.
- Used Internally for loss of appetite, and externally as a poultice for local inflammations.
- Treatment of pain, and weakness and oedema of the legs.
- Used as an aphrodisiac, carminative, diuretic, emmenagogue, emollient, galactagogue and tonic.
- Used in treatment of abdominal colic, bronchitis, diarrhoea, eczema, gout, indigestion, dropsy, fever, impotence, chronic cough, liver disorders, wounds and the common cold.



**Fenugreek Plant**



**Flowering**



**Fenugreek seeds**



*Elettaria cardamomum* (L.) Maton

**1. Scientific name:** *Elettaria cardamomum* (L.) Maton

Family: Zingiberaceae

**2. Vernacular names:**

English: Cardamon

Telugu: Yalakulu

**3. Morphology:**

- A perennial herb attaining a height of 2–4 m, with lanceolate leaves borne on long sheathing stems.
- Flowers numerous, borne on horizontal racemes that arise from the rhizome and run horizontally along the ground.
- The fruit is inferior, ovoid or oblong, nearly ellipsoidal, capsule plump or slightly shrunken.
- The seeds of which are covered by an aril.

**4. Useful part:** Dried Fruits.

**5. Organoleptic properties:**

Odour: aromatic.

Taste: Pungent and slightly bitter.

**6. Major chemical constituents:**

- Contains 2–8% essential oil, the major constituents of which are 1, 8-cinole (20–40%), terpinyl acetate (30–42%), terpineol (4–45%), limonene (6%), and smaller amounts of linalool and linalool acetate.

**7. Medicinal uses:**

- Used for the treatment of Dyspepsia.
- Treatment of asthma, bronchitis, colic, coughs, fainting, fever, rheumatism, stomach cramps and urinary stones.
- Also used as an aphrodisiac, appetizer, diuretic and emmenagogue.



**Cardamon Plant**



**Flowering**



**Cardamon Fruits**



***Syzygium aromaticum* (L.) Merrill et L.M. Perry**

**1. Scientific name:** *Syzygium aromaticum* (L.) Merrill et L.M. Perry

Family: Myrtaceae

**2. Vernacular names:**

English: Cloves

Telugu: Lavangalu

**3. Morphology:**

- Small evergreen trees, 10–20m high.
- Leaves opposite, petiolate, lanceolate, pinkish to dark green, with translucent, aromatic glands, have a pungent odour when young.
- Inflorescence occurs as racemose panicles and bears buds that take on the form of nails before blossoming.
- Flowers red with 4 concave, overlapping petals that drop off as soon as the flower opens. Stamens numerous, 4 calyx lobes.
- Fruit dark red, fleshy drupe.
- Buds readily exude oil when pressed or scratched with a fingernail.

**4. Useful part:** Dried flower buds.

**5. Organoleptic properties:**

Odour: characteristic, strongly aromatic.

Taste: pungent, spicy.

**6. Major chemical constituents:**

- The major constituent is an essential oil, which is characterized by the presence of eugenol (60–95%), eugenol acetate (2–27%), and  $\alpha$ - and  $\beta$ -caryophyllene (5–10%).

**7. Medicinal uses:**

- Used as External or local applications for the treatment of toothache and minor infections of the mouth and skin.
- Also used as an antiseptic for dressing of minor wounds, and, in the form of lozenges, for sore throats and coughs associated with the common cold.
- The essential oil (1–5%) is used in mouthwashes.
- Used for treatment of asthma, bleeding gums, dyspepsia, fevers and morning sickness.



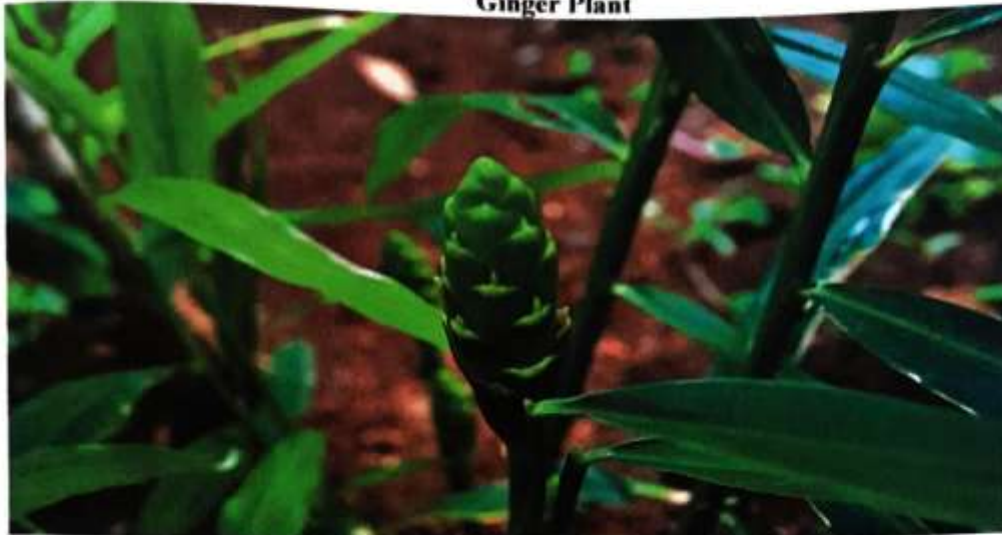
**Clove Plant**



**Cloves - Dried Flower Buds**



**Ginger Plant**



**Flowering**



**Ginger Rhizome**



**Ginger in Market**



*Zingiber officinale* Roscoe

**1. Scientific name:** *Zingiber officinale* Roscoe

Family: Zingiberaceae

**2. Vernacular names:**

English: Ginger

Telugu: Allam or Sonti

**3. Morphology:**

- A perennial herb with a subterranean, digitately branched rhizome producing stems up to 1.50 m in height.
- Leaves are linear lanceolate sheathing leaves (5–30cm long and 8–20 mm wide) that are alternate, smooth and pale green.
- Flower stems shorter than leaf stems and bearing a few flowers.
- Each flower surrounded by a thin bract and situated in axils of large, greenish yellow obtuse bracts, which are closely arranged at end of flower stem forming collectively an ovate-oblong spike.
- Each flower shows a superior tubular calyx.
- An orange yellow corolla composed of a tube divided above into 3 linear oblong, blunt lobes.
- 6 staminodes in 2 rows, the outer row of 3 inserted at mouth of corolla, the posterior 2, small, horn-like and the anterior petaloid, purple and spotted and divided into 3 rounded lobes.
- Ovary inferior with 3 carpels and ovary with tufted stigma.
- Fruit a capsule with small arillate seeds.

**4. Useful part:** Fleshy and dried rhizome

**5. Organoleptic properties:**

Odour: Characteristic aromatic.

Taste: Pungent and aromatic.

Colour: Internally pale yellow to brown.

**6. Major chemical constituents:**

- The rhizome contains 1–4% essential oil and an oleoresin.
- The chief constituent sesquiterpene hydrocarbons (responsible for the aroma) seem to remain constant.
- These compounds include Zingiberene, curcumene, sesquiphellandrene, and bisabolene. Monoterpene aldehydes and alcohols are also present. The constituents responsible for the pungent taste of the drug and possibly part of its anti-emetic properties have been identified as 1-(3-methoxy-4-hydroxyphenyl)-5-hydroxyalkan-3-ones, known as gingerols (having a side-chain with 7–10, 12, 14, or 16 carbon atoms, respectively) and their corresponding dehydration products, which are known as shogaols.

**7. Medicinal uses:**

- Used as prophylaxis for Nausea and vomiting associated with motion sickness.
- Used for postoperative nausea.
- Used for pernicious vomiting in pregnancy and seasickness.
- Used in treatment of dyspepsia, flatulence, colic, vomiting, diarrhoea, spasms, and other stomach complaints.
- Powdered ginger is further employed in the treatment of colds and flu, to stimulate the appetite, as a narcotic antagonist and as an anti-inflammatory agent in the treatment of migraine headache and rheumatic and muscular disorders.
- Used to treat cataracts, toothache, insomnia, baldness, and haemorrhoids, and to increase longevity.



*Curcuma longa* L.

1. **Scientific name:** *Curcuma longa* L.  
Family: Zingiberaceae
2. **Vernacular names:**  
English: Turmeric  
Telugu: Pasupu
3. **Morphology:**
  - Perennial herb up to 1.0 m in height; stout, fleshy.
  - Main rhizome nearly ovoid (about 3 cm in diameter and 4 cm long).
  - Lateral rhizome, slightly bent (2–6cm), flesh orange in colour.
  - Large leaves, lanceolate, uniformly green, up to 50cm long and 7–25cm wide, apex acute and caudate with tapering base.
  - Petiole and sheath sparsely to densely pubescent.
  - Spike, apical, cylindrical, 10-15cm long and 5–7 cm in diameter.
  - Bract white or white with light green upper half, 5–6 cm long, each subtending flowers, bracteoles up to 3.5 cm long.
  - Pale yellow flowers about 5cm long.
  - Calyx tubular, unilaterally split, unequally toothed.
  - Corolla white, tube funnel shaped, limb 3-lobed.
  - Stamens lateral, petaloid, widely elliptical, longer than the anther; filament united to anther about the middle of the pollen sac, spurred at base.
  - Ovary trilocular; style glabrous.
  - Capsule ellipsoid.
4. **Useful part:** Dried rhizome
5. **Organoleptic properties:**  
Odour: aromatic;  
Taste: warmly aromatic and bitter, Drug when chewed colours the saliva yellow.
6. **Major chemical constituents:**
  - Pale yellow to orange-yellow volatile oil (6%) composed of a number of monoterpenes and sesquiterpenes, including zingiberene, curcumene,  $\alpha$ - and turmerone among others.
  - The colouring principles (5%) are curcuminoids, 50–60% of which are a mixture of curcumin, monodesmethoxycurcumin and bisdesmethoxycurcumin.
7. **Medicinal uses:**
  - The principal use of Rhizome is for the treatment of acid, flatulence, Dyspepsia.
  - Used in treatment of peptic ulcers, and pain and inflammation due to rheumatoid arthritis and of amenorrhoea, dysmenorrhoea, diarrhoea, epilepsy, pain, and skin diseases.
  - Used in the treatment of asthma, boils, bruises, coughs, dizziness, epilepsy, haemorrhages, insect bites, jaundice, ringworm, urinary calculi, and slow lactation.



**Turmeric Plant**

**Flowering**



**Turmeric Rhizome**



***Cinnamomum verum* J.S. Presl.**

**1. Scientific name:** *Cinnamomum verum* J.S. Presl

Family: Lauraceae

**2. Vernacular names:**

English: Cinnamon

Telugu: Dalchini Chekka

**3. Morphology:**

- A moderate-sized evergreen tree; bark rather thick, smooth, pale; twigs often compressed.
- Young parts glabrous except the buds which are finely silky.
- Leaves opposite or subopposite (rarely alternate), hard and coriaceous, 7.5–20 by 3.8–7.5 cm, ovate or ovate-lanceolate, subacute or shortly acuminate, glabrous and shining above, slightly paler beneath, base acute or rounded, reticulate venation.
- Flowers numerous, in silky pubescent, lax panicles usually longer than the leaves; peduncles long, often clustered, glabrous or pubescent; pedicels long.
- Perianth 5–6mm long; tube 2.5 mm long; segments pubescent on both sides, oblong or somewhat obovate, usually obtuse.
- Fruit 1.3–1.7 cm long, oblong or ovoid-oblong, minutely apiculate, dry or slightly fleshy, dark purple, surrounded by the enlarged campanulate.

**4. Useful part:** Bark

**5. Organoleptic Properties:**

**Odour:** characteristic and aromatic

**Taste:** characteristic, slightly sweet and fragrant.

**6. Major chemical constituents**

- The major constituent is cinnamaldehyde, *o*-methoxycinnamaldehyde, eugenol and coumarin.

**7. Medicinal uses:**

- Used for treatment of Dyspepsia.
- Used for mild spastic conditions of the gastrointestinal tract and flatulence.
- Used to increase appetite.
- Used to treat abdominal pain with diarrhoea, and pain associated with amenorrhoea and dysmenorrhoea.
- Also used in treatment of impotence, frigidity, dyspnoea, inflammation of the eye, leukorrhoea, vaginitis, rheumatism, neuralgia, wounds, and toothache.



**Cinnamon Plant**



**Flowering**



**Cinnamon Bark**



# S.G.A.GOVERNMENT DEGREE COLLEGE

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

YELLAMANCHILI - 531055, 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	11/ 07	20/ 07	27/ 07	01/08	03/08	08/08	24/08	07/ 09	12/ 09	14/09	19/09	26/ 09	03/ 10	
1.	ALAMANDA UMAKANTHAM	III B.Sc (CBZ)	717135405067	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	A. Umakantham
2	BARNIKALA REVATHI	III B.Sc (CBZ)	717135405068	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	B. Revathi <sup>2</sup>
3	BODEPU LATHA	III B.Sc (CBZ)	717135405069	P	P	A	P	P	P	P	P	P	P	P	P	A	P	P	B. Latha
4	BONDI GAYATRI	III B.Sc (CBZ)	717135405070	P	P	P	P	P	P	P	P	P	A	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	C. S. Sravanthi
6	CHODIPILLI KODANDA	III B.Sc (CBZ)	717135405072	P	P	P	P	P	P	P	A	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	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	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	D. Chandrakala
10	GAGANAM BHAVANI	III B.Sc (CBZ)	717135405077	P	P	P	P	P	P	P	P	P	A	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	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	G. Madhavi
13	IPIRI BABY	III B.Sc (CBZ)	717135405081	P	P	P	P	A	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	A	P	P	P	P	J. Bhavani



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15	KALAVALLAPALLI RAMADEVI	III B.Sc (CBZ)	717135405083	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	K. Ramadevi
16	KAREY RANI	III B.Sc (CBZ)	717135405084	P	P	P	P	P	A	P	P	P	P	P	P	A	P	P	K. Rani
17	KOSANAM CHANDRIKA	III B.Sc (CBZ)	717135405085	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Chandrika
18	LALAM LAVANYA	III B.Sc (CBZ)	717135405086	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	L. Lavanya
19	MYLAPALLI DURGA	III B.Sc (CBZ)	717135405087	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	M. Durga
20	NAGIREDDI JAYASRI	III B.Sc (CBZ)	717135405088	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	N. Jayasri
21	NAKKA RAMADEVI	III B.Sc (CBZ)	717135405089	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	N. Ramadevi
22	NALLAMARI TRIVENI	III B.Sc (CBZ)	717135405090	P	P	P	P	P	P	A	P	P	A	P	P	P	P	A	N. Triveni
23	PAMU GANESH	III B.Sc (CBZ)	717135405091	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Ganesh
24	PIKKI NAGALAKSHMI	III B.Sc (CBZ)	717135405092	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Nagalakshmi
25	RAJANA SUNITHA	III B.Sc (CBZ)	717135405094	P	P	A	P	P	P	A	P	P	A	P	P	A	P	P	R. Sunitha
26	RANGALA RAMESH	III B.Sc (CBZ)	717135405095	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	R. Ramesh
27	RUTHALA SATYAVENI	III B.Sc (CBZ)	717135405096	P	P	P	P	P	P	P	P	P	A	P	P	P	P	A	R. SATYAVENI
28	SILAPARASETTI NEERAJAMANI	III B.Sc (CBZ)	717135405097	P	P	P	A	P	P	P	P	A	P	P	P	P	P	P	S. Neerajam
29	THOTA SARALA SANYA	III B.Sc (CBZ)	717135405098	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	T. sarala sanya
30	THUMMALA VANI	III B.Sc (CBZ)	717135405099	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	T. Vani
31	VANTAKULA ANNAPOORNA	III B.Sc (CBZ)	717135405101	P	A	P	P	P	P	P	P	A	P	P	P	A	P	A	V. Annapurna
32	VUDI KRUPARANI	III B.Sc (CBZ)	717135405102	P	P	P	P	P	P	A	P	P	P	P	P	P	A	P	V. Kruparani
33	YELISETTI DEVI	III B.Sc (CBZ)	717135405103	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	Y. Devi

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

*[Signature]*  
 Lecturer

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



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## SGA Govt. Degree College, Yellamanchili DEPARTMENT OF BOTANY

ADD-ON COURSE IN, 2019-20

"Important Medicinal Plants Used in Our Daily Life"

### Marks Award List

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER	Marks (20)	Grade
1.	ALAMANDA UMAKANTHAM	III Year	B.Sc (CBZ)	717135405067	23	A
2	BARNIKALA REVATHI	III Year	B.Sc (CBZ)	717135405068	22	A
3	BODEPU LATHA	III Year	B.Sc (CBZ)	717135405069	22	A
4	BONDI GAYATRI	III Year	B.Sc (CBZ)	717135405070	27	A
5	CHEKKA SATYA SRAVANTHI	III Year	B.Sc (CBZ)	717135405071	20	A
6	CHODIPILLI KODANDA	III Year	B.Sc (CBZ)	717135405072	21	A
7	DADI SUDHAMANI LAKSHMI	III Year	B.Sc (CBZ)	717135405073	25	A
8	DURVASULA SAI RAMYA	III Year	B.Sc (CBZ)	717135405074	26	A
9	DWARAPUREDDI CHANDRAKALA	III Year	B.Sc (CBZ)	717135405075	21	A
10	GAGANAM BHAVANI	III Year	B.Sc (CBZ)	717135405077	20	A
11	GARA NAGAMANI	III Year	B.Sc (CBZ)	717135405078	19	B
12	GORLA MADHAVI	III Year	B.Sc (CBZ)	717135405080	18	B
13	IPIRI BABY	III Year	B.Sc (CBZ)	717135405081	19	B
14	JALLURI BHAVANI	III Year	B.Sc (CBZ)	717135405082	18	B
15	KALAVALAPALLI RAMADEVI	III Year	B.Sc (CBZ)	717135405083	24	A
16	KAREY RANI	III Year	B.Sc (CBZ)	717135405084	19	B
17	KOSANAM CHANDRIKA	III Year	B.Sc (CBZ)	717135405085	20	A
18	LALAM LAVANYA	III Year	B.Sc (CBZ)	717135405086	22	A
19	MYLAPALLI DURGA	III Year	B.Sc (CBZ)	717135405087	18	B
20	NAGIREDDI JAYASRI	III Year	B.Sc (CBZ)	717135405088	21	A
21	NAKKA RAMADEVI	III Year	B.Sc (CBZ)	717135405089	22	A
22	NALLAMARI TRIVENI	III Year	B.Sc (CBZ)	717135405090	20	A
23	PAMU GANESH	III Year	B.Sc (CBZ)	717135405091	22	A
24	PIKKI NAGALAKSHMI	III Year	B.Sc (CBZ)	717135405092	26	A
25	RAJANA SUNITHA	III Year	B.Sc (CBZ)	717135405094	25	A
26	RANGALA RAMESH	III Year	B.Sc (CBZ)	717135405095	21	A
27	RUTHALA SATYAVENI	III Year	B.Sc (CBZ)	717135405096	16	C
28	SILAPARASETTI NEERAJAMANI	III Year	B.Sc (CBZ)	717135405097	27	A
29	THOTA SARALA SANYA	III Year	B.Sc (CBZ)	717135405098	28	A
30	THUMMALA VANI	III Year	B.Sc (CBZ)	717135405099	18	B
31	VANTAKULA ANNAPOORNA	III Year	B.Sc (CBZ)	717135405101	25	A
32	VUDI KRUPARANI	III Year	B.Sc (CBZ)	717135405102	24	A
33	YELISETTI DEVI	III Year	B.Sc (CBZ)	717135405103	20	A

  
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## ADD-ON COURSE IN

### "Important Medicinal Plants Used in Our Daily Life"

#### Distribution of Add On course Certificates





## DEPARTMENT OF BOTANY

### ADD-ON COURSE IN, 2019-20


#### "Important Medicinal Plants Used in Our Daily Life"

##### Summary Report

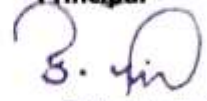
The Department of Botany has started Add-on Course on the topic entitled "Important Medicinal Plants Used in our Daily Life" with 33 Students from III CBZ Group. The faculty of Botany Department have conducted 15 theory and 15 practical classes to complete the syllabus within stipulated time. The Exams 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: 1<sup>12</sup> 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



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

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

YELLAMANCHILI - 531055, ANDHRA PRADESH



**DEPT. OF COMMERCE**

**ADD-ON COURSE: 2019-20**

**M.S.WORD**



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, 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

*N. Nirmala Kumar*

HEAD

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

*3/11/19*

Principal

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



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YELLAMANCHILI - 531055, ANDHRA 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 Keerani*  
HEAD

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

*[Signature]*  
Principal  
S.G.A.Govt.Degree College  
YELLAMANCHILI - 531055  
Visakhapatnam District.



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## 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

*M. M. Lakshmi*  
HEAD

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

*[Signature]*

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



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## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF COMMERCE

#### ACADEMIC YEAR-2019-20

#### ENROLLED STUDENTS FOR THE ADD-ON COURSE

#### MICROSOFT OFFICE WORD

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER
1.	Y. BHAYYA LAKSHMI	II Year	B.com (Gen)	118135403001
2	A. ANURADHA	II Year	B.com (Gen)	118135403002
3	B. GLORI STONI	II Year	B.com (Gen)	118135403004
4	CH. POORNA VIGNESWARI	II Year	B.com (Gen)	118135403007
5	D. RAJA KUMARI	II Year	B.com (Gen)	118135403008
6	E. SHIVAJI	II Year	B.com (Gen)	118135403010
7	G. MUKESH	II Year	B.com (Gen)	118135403011
8	G. GIRI	II Year	B.com (Gen)	118135403012
9	IJAGADESH	II Year	B.com (Gen)	118135403013
10	K. JYOTHI	II Year	B.com (Gen)	118135403015
11	K. PAVAN SAI	II Year	B.com (Gen)	118135403016
12	K. SATYA VENI	II Year	B.com (Gen)	118135403017
13	K. VENKATESH	II Year	B.com (Gen)	118135403021
14	K. NAGA LAKSHMI	II Year	B.com (Gen)	118135403022
15	L. NEERISHA	II Year	B.com (Gen)	118135403024
16	M SURYA MANI	II Year	B.com (Gen)	118135403025
17	M. PRASAD	II Year	B.com (Gen)	118135403027
18	M. SAI	II Year	B.com (Gen)	118135403028
19	N. TULASI	II Year	B.com (Gen)	118135403030
20	N. SAILAKSHMI	II Year	B.com (Gen)	118135403031
21	O. MANGA	II Year	B.com (Gen)	118135403032
22	O. SHIVAJI	II Year	B.com (Gen)	118135403033
23	P. VARALAKSHMI	II Year	B.com (Gen)	118135403034
24	P. NEERAJA	II Year	B.com (Gen)	118135403035
25	P. VENKATA LAKSHMI	II Year	B.com (Gen)	118135403036
26	P. BANGARU RAJU	II Year	B.com (Gen)	118135403037
27	P. JAYATHA	II Year	B.com (Gen)	118135403038
28	S. HARITHA	II Year	B.com (Gen)	118135403039
29	T. ANANDA SWAMI	II Year	B.com (Gen)	118135403042
30	U. TARA BHAVANI	II Year	B.com (Gen)	118135403043
31	V. ANURADHA	II Year	B.com (Gen)	118135403044
32	V. BHARATHI	II Year	B.com (Gen)	118135403045
33	V.VIJAYA	II Year	B.com (Gen)	118135403047
34	V. NAGA APPANAA	II Year	B.com (Gen)	118135403048
35	B. SAI	I Year	B.com (Gen)	119135403003
36	B. DHANA RAJU	I Year	B.com (Gen)	119135403005



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YELLAMANCHILI - 531055, ANDHRA PRADESH



37	B. RAJU	I Year	B.com (Gen)	119135403008
38	B. VASU	I Year	B.com (Gen)	119135403009
39	CH. RAMA LAKSHMI	I Year	B.com (Gen)	119135403011
40	CH. TATAJI	I Year	B.com (Gen)	119135403014

*H. Nirmalakani*

HEAD  
Department Of Commerce  
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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YELLAMANCHILI - 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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YELLAMANCHILI - 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



**ADD ON COURSE: M.S. WORD**

**Max marks: 25\*1=25**

1. In which view Headers and Footers are visible ( )  
A. Normal View  
B. Print Layout View  
C. Draft View  
D. Page Layout View
2. The process of removing unwanted part of an image is called ( )  
A. Hiding  
B. Bordering  
C. Cropping  
D. Cutting
3. To apply center alignment to a paragraph we can press ( )  
A. Ctrl+S  
B. Ctrl+C  
C. Ctrl+C+A  
D. Ctrl+E
4. The space left between the margin and the start of a paragraph is called ( )  
A. Spacing  
B. Gutter  
C. Alignment  
D. Indentation
5. Text-styling feature of MS Word is ( )  
A. WordColor  
B. WordFont  
C. WordArt  
D. WordFill
6. Which items are placed at the end of a document ( )  
A. Footer  
B. Foot Note  
C. End Note  
D. Header
7. To change line height to 1.5 we use shortcut key: ( )  
A. Ctrl+1  
B. Ctrl+2  
C. Ctrl+3  
D. Ctrl+5
8. A number of letter that appears little above the normal text is called ( )  
A. Superscript  
B. Subscript  
C. Supertext  
D. Toptext
9. A number of letter that appears little below the normal text is called ( )  
A. Superscript  
B. Subscript  
C. Supertext  
D. Toptext
10. We can insert a page number at ( )  
A. Header  
B. Footer  
C. Both A and B  
D. None
11. Which one can be used as watermark in a word document ( )  
A. Text  
B. Image  
C. Both A and B  
D. None
12. Which item appears dimly behind the main body text ( )  
A. Water Color  
B. Background  
C. Watermark  
D. Back Color
13. Which feature starts a new line whenever a word or sentence reached a border ( )  
A. Text Line  
B. New Line  
C. Text Wrapping  
D. Text Align
14. The direction of a rectangular page for viewing and printing is called ( )  
A. Orientation  
B. Direction  
C. Print Layout  
D. Preview
15. We can remove/ hide border of a shape by selecting ( )  
A. No Line  
B. No Out Lin  
C. White Line  
D. No Border
16. We can change the thickness of a line from ( )  
A. Line width  
B. Line Height  
C. Line thick  
D. Line Style
17. What item contains detailed information about something in the text ( )



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YELLAMANCHILI - 531055, ANDHRA PRADESH



18. Which item is printed at the bottom of each page ( )  
A. Footer  
B. Header  
C. Title  
D. Foot Note
19. Color and pattern used to fill a closed shape is called ( )  
A. Shape  
B. WordArt  
C. Fill Style  
D. Fill Back
20. Where footnotes appear in document ( )  
A. End of Document  
B. Bottom of a page  
C. End of Heading  
D. None
21. The file type \_\_\_\_\_ Indicates the file is a word document ( )  
A. msw  
B. wor  
C. wrd  
D. doc
22. What is the maximum number of lines you can set for lines to drop box ( )  
A. 3  
B. 5  
C. 10  
D. 15
23. What is the shortcut key for 'Subscript' the selected text ( )  
A. Ctrl+=  
B. Ctrl+-  
C. Ctrl+shift+=  
D. Ctrl+shift+-
24. Which key is used to increase left indent ( )  
A. Ctrl+I  
B. Ctrl+M  
C. Alt+I  
D. F10
25. Word includes a series of predefined graphics called \_\_\_\_\_ that can be inserted into ( )  
A. word document  
B. Hyperlinks  
C. Clip Art  
D. Bookmarks

*B. Rayana*

*N. Arinela Kumar*

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



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**ADD-ON COURSE: MICROSOFT OFFICE WORD**  
**KEY PAPER**

1.C 2.C 3.D 4.C 5.C 6.C 7.D 8.A 9.B 10.C

11.C 12. C 13. C 14. A 15. B 16.D 17. B 18. D 19. C 20. B

21. D 22. C 23. A 24. B 25. A

*P. Raju*

*N. Nirmala Kumar*

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



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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	I.JAGADESH	II Year	B.com (Gen)	118135403013	I. Jagadesh
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. Nagalakshmi
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

N. Vinod Kumar  
HEAD

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

Principal

SGA Govt. Degree College  
Yellamanchili-531 055



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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. Tarabhavani
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. T. A. Taji

P. K. Srinivas

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

S. Srinivas  
Principal  
S.G.A. Govt. Degree Coll.  
Yellamanchili-531 055



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YELLAMANCHILI - 531055, ANDHRA PRADESH



		ATTENDANCE SHEET																												STUDENT SIGNATURE						
S. NO	NAME	29/11/20	30/11/20	01/12/20	02/12/20	03/12/20	04/12/20	05/12/20	06/12/20	07/12/20	08/12/20	09/12/20	10/12/20	11/12/20	12/12/20	13/12/20	14/12/20	15/12/20	16/12/20	17/12/20	18/12/20	19/12/20	20/12/20	21/12/20	22/12/20	23/12/20	24/12/20	25/12/20	26/12/20		27/12/20	28/12/20				
1	Y. BHAYYA LAKSHMI	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	B. Lakshmi			
2	A. ANURADHA	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	A. Anuradha		
3	B. GLORISTONI	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	B. Gloristoni		
4	CH. POORNA VIGNESWARI	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	Ch. Poorna Vigneswari		
5	D. RAJA KUMARI	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	D. Raja Kumari		
6	E. SHIVAJI	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	E. Shivaji	
7	G. MUKESH	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	G. Mukesh	
8	G. GIRI	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	G. Giri	
9	I. AGADESH	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	I. Agadesh	
10	K. 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	P	P	P	P	P	P	P	K. Jyothi	
11	K. PAVAN SAI	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	K. Pavan Sai	
12	K. SATYA VENI	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	K. Satya Veni	
13	K. VENKATESH	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	K. Venkatesh	
14	K. NAGA LAKSHMI	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	K. Naga Lakshmi	
15	L. NEERISHA	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	L. Neerisha	
16	M. SURYA MANI	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	M. Surya Mani	
17	M. PRASAD	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	M. Prasad	
18	M. SAI	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	M. Sai	
19	N. TULASI	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	N. Tulasi	
20	N. SAILAKSHMI	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	N. Sailakshmi	
21	O. MANGA	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	O. Manga	
22	O. SHIVAJI	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	O. Shivaji	
23	P. VARALAKSHMI	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. Varalakshmi	
24	P. NEERAJA	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	P. Neeraja
25	P. VENKATA LAKSHMI	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. Venkata Lakshmi	
26	P. BANGARU RAJU	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. Bangaru Raju	
27	P. JAYATHA	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. Jayatha	
28	S. HARTHITHA	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	S. Harthitha	
29	T. ANANDA SWAMI	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	T. Ananda Swami	
30	U. TARA BHAVANI	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	U. Tara Bhavani	
31	V. ANURADHA	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	V. Anuradha	
32	V. BHARATHI	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	V. Bharathi	
33	V. VIJAYA	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	V. Vijaya	
34	V. NAGA APPANAA	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	V. Naga Appanaa	
35	B. SAI	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	B. Sai	
36	B. DHANA RAJU	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	B. Dhana Raju	
37	B. RAJU	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	B. Raju	
38	B. VASU	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	B. Vasu	
39	CH. RAMA LAKSHMI	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	Ch. Rama Lakshmi	
40	CH. TATAJI	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	Ch. Tataji	

*P. Neeraja*

*N. Ananda Swami*  
HEAD  
Department Of Commerce  
S.G.A. Govt. Degree College,  
Yellamanchili - 531055  
Visakhapatnam Dist.,

*S. Anuradha*  
Principal  
S.G.A. Govt. Degree College,  
Yellamanchili - 531055



## 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.V. Nirmalakumar*  
HEAD

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

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



# S.G.A.GOVERNMENT DEGREE COLLEGE

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

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.

  
D. Sai Charan  
Lecturer in Computer Science  
SGA GDC  
YELLAMANCHILI



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YELLAMANCHILI - 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, Yellamanchili

To

The Principal  
SGA Govt Degree College,  
Yellamanchili.


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,

  
D. Sai Charan  
Lecturer in C.T. & I.T.  
Yellamanchili



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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 – TemplatesAuto Content Wizard-Slide Show-Editing of Presentation-Inserting Objects and charts.

S. S. Chandra  
Lecturer in Computer Science  
S.G.A. G.D.C.  
YELLAMANCHILI



# S.G.A.GOVERNMENT DEGREE COLLEGE

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VELLAMANCHILI - 531055, ANDHRA PRADESH



## SGA GOVT. DEGREE COLLEGE

### DEPARTMENT OF COMPUTER SCIENCE

#### Enrolled students for the Add on Course

S.no	RegNo	SNAME	
1	718135405045	ARLANKI SRAVANI	A. Sravani
2	718135405046	CHELLURI NOOKA RATNAM	C. Nooka Ratnam
3	718135405047	CHITTIBOMMALA ANIL KUMAR	Ch. Anil Kumar
4	718135405048	DASARI ANUSHA	D. Anusha
5	718135405049	GANAGALLA RAJU	G. Raju & Sireesha
6	718135405050	GANDHAM SIREESHA	T. Anand Kumar
7	718135405051	GOLAGANI GANGAAPPARAO	G. Ganga Apparao
8	718135405052	ILLAPU SANDHYA	I. Sandhya
9	718135405054	KANAPARTHI DURGA	K. Durga
10	718135405055	KANDELA RAVI KUMAR	K. Ravi Kumar
11	718135405056	KANNAMREDDI NEELAVENI	K. Neelaveni
12	718135405057	KATTUMURI NIKHILA	K. Nikhila
13	718135405058	MAMIDI RAMAKRISHNA	M. Ramakrishna
14	718135405059	MANABALA DURGA LOVA LAKSHMI	M.D. Lova Lakshmi
15	718135405060	MARRI RAMYASRI	M. Ramya Sri
16	718135405061	NADIGATLA SUDHARSHAN	N. Sudharshan
17	718135405062	NARAVA SIVA PRASAD	N. Shiva Prasad
18	718135405063	PALIVELA PRIYAKSHI	P. Priyakshi
19	718135405064	PENKE GOVIND	P. Govind
20	718135405065	PONNADA SUPRIYA	P. Supriya
21	718135405066	SAMMENGI BHAGYASRI	S. Bhagyasri
22	718135405068	SIVAKOTI VENKATA SNEHITHA	S. Venkata Snehitra

D. Sai Chandra

with in Computer Science  
- S.A. 2021  
M. 2021



# S.G.A.GOVERNMENT DEGREE COLLEGE

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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	10/02	11/02	12/02	13/02	14/02	15/02	17/02	18/02	19/02	20/02	22/02	24/02	25/02	
1	ARLANKI SRAVANI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A. Sravan
2	CHELLURI NOOKA RATNAM	P	A	P	P	P	P	P	P	P	P	A	P	P	P	P	P	Ch. Nooka Ratnam
3	CHITTIBOMMALA ANIL KUMAR	P	P	A	P	P	P	P	P	P	A	P	P	P	P	P	P	CH. Anilkumar
4	DASARI ANUSHA	P	P	P	P	P	P	P	P	P	A	A	P	P	P	P	P	D. Anusha
5	GANAGALLA RAJU	P	P	A	A	P	P	P	P	P	P	P	P	P	P	A	P	Gr. Raju
6	GANDHAM SURESHA	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	Gr. Suresha
7	GOLAGANI GANGAAPPARAO	P	P	P	P	A	P	P	P	P	P	P	P	P	A	A	P	Gr. Gangappa
8	ILLAPU SANDHYA	P	P	P	A	P	P	P	P	A	P	P	P	P	P	P	P	T. Sandhya
9	KANAPARTHI DURGA	A	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	K. Durga
10	KANDELA RAVI KUMAR	P	P	P	A	P	P	P	P	P	A	P	P	P	P	P	P	K. Ravi Kumar
11	KANNAMREDDI NITLAVENI	P	P	P	P	A	P	P	A	P	P	P	P	P	P	P	P	K. Nivedita
12	KATTUMURI NIKHILA	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	K. Nikhila
13	MAMIDI RAMAKRISHNA	P	P	A	P	P	P	P	P	P	P	P	P	A	P	P	P	M. Ramakrishna
14	MANABALA DURGA LOVA LAKSHMI	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	A	m. D. Lova Lakshmi
15	MARRI RAMYASRI	P	P	P	P	P	P	A	P	P	P	A	P	P	P	P	P	M. Ramyasri
16	NADIGATLA SUDHARSHAN	P	P	P	A	P	P	P	P	P	A	P	P	P	P	P	P	N. Sudharshan
17	NARAVA SIVA PRASAD	P	A	P	P	P	P	P	P	A	P	P	P	P	P	P	P	N. Shiva Prasad
18	PALIVELA PRIYAKSHI	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Priyashree
19	PENKE GOVIND	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Govind
20	PONNADA SUPRIYA	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P. Supriya
21	SAMMENGU BHAGYASRI	P	P	P	P	P	P	P	P	P	A	P	P	P	A	P	P	S. Bhagyashree
22	SIVAKOTI VENKATA SNEHITHA	P	P	A	P	P	P	P	P	P	P	P	P	P	P	A	P	S. Venkata Snehittha

*(Handwritten Signature)*

*(Handwritten Date)*



# S.G.A.GOVERNMENT DEGREE COLLEGE

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

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?

*D. Sankar*

*Head of Department  
Department of Computer Science*

*P. Chandrababu Naidu*

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



# S.G.A.GOVERNMENT DEGREE COLLEGE

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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.

*D. Sai chesam*  
Course Co - Ordinator  
Lecturer in Computer Science  
SGA GDC  
YELLAMANCHILI

principal



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### DEPARTMENT OF COMPUTER SCIENCE

ADD-ON COURSE IN

"MS-OFFICE"

CERTIFICATE

This is to certify that Mr./Ku \_\_\_\_\_ S/o/D/o \_\_\_\_\_

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

"MS OFFICE" in this college held from \_\_\_\_\_ to \_\_\_\_\_.

*D. Sai charan*

Head of the Department

*P. S. J. S. D. S.*  
YELLAMANCHILI

The Principal



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

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YELLAMANCHILI - 531055, ANDHRA PRADESH



**DEPARTMENT OF HINDI**

**ADD ON COURSE : 2019-20**

**TOPIC : SPOKEN HINDI**



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YELLAMANCHILI - 531055, ANDHRA PRADESH



Dt: 20-07-2020  
Yellamanchili.

## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF HINDI

### DEPARTMENTAL MEETING

#### Minutes of the meeting :

The faculty of Department of Hindi met on 20-7-2020 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.

B. La

Course-co.ordinator

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

B. La

Signature of the Principal

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



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YELLAMANCHILI - 531055, ANDHRA PRADESH



## 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. La .

Course-co.ordinator

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

B. La .

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



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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 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 दूकान, किराना दूकान, 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. ऋतू 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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YELLAMANCHILI - 531055, 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	K.RAVI KUMAR	II Mpcs	K. Ravi Kumar
2	B.HEMALATHA	II MPC	B. Hemalatha
3	T.SUKANYA	II MPC	T. Sukanya
4	G.RAJU	II MPC	G. Raju
5	G.LAKSHMI TULASI	II MPC	G. Lakshmi Tulasi
6	S.BHAGYA SRI	II MPCs	S. Bhagya Sri
7	G.UMA MAHESHWARI	II MPC	G. Uma Maheswari
8	S.HARITHA	II B.Com	S. Haritha
9	K.JYOTI	II B.Com	K. Jyoti
10	N.TULASI	II B.Com	N. Tulasi
11	T. NIRISHA	II B.Com	T. NIRISHA
12	N.SAI LAKSHMI	II B.Com	N. Sai Lakshmi
13	Y.BHAGYALAKSHMI	II B.Com	Y. Bhagya Lakshmi
14	K.VAISHNAVI	II B.Com	K. Vaishnavi
15	U.TARA BHAVANI	II B.Com	U. Tara Bhavani
16	V.VASU	II B.A.	V. Vasu
17	B.VASANTA	II B.A.	B. Vasanta
18	K. BHAGYA SRI	I B.Com	K. Bhagya Sri
19	M. NIRISHA KUMARI	I B. com	M. NIRISHA KUMARI
20	SK. MEHARUNNEESHA	I B.Com	SK. Meharunneeka
21	S. ANIL KUMAR	I B.Com	S. ANIL KUMAR
22	D. BHARTHI	I B.A	D. Bharti
23	T.LAKSHMI	I B.A.	T. Lakshmi
24	K.KUMARI	I B.A	K. KUMARI
25	P.ASHA	I B.A	P. Asha
26	K.RAJESHWARI	I B.A	K. Rajeswari
27	G.MANASA	I B.A	G. Manasa
28	M.TEJA	I B.A.	M. TEJA.
29	B.SRAVANI	I B.Sc	B. SRAVANI
30	R.BHAVANI	I B.Sc	R. Bhavani





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24	K.KUMARI	P	P	P	P	P	P	P	P	P	P	a	P	P	P	P	P	K. KUMARI
25	P.ASHA	P	P	P	P	P	P	a	P	P	P	P	P	P	P	P	P	P. Asha
26	K.RAJESHWARI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Rajeshwari
27	G.MANASA	P	P	P	P	a	P	P	P	P	P	P	P	P	P	P	P	G. Manasa
28	M.TEJA	P	P	P	P	P	P	P	a	P	P	P	P	P	P	P	P	M. Teja
29	B.SRAVANI	P	P	P	P	P	P	P	P	P	a	P	P	P	P	P	P	B.SRAVANI
30	R.BHAVANI	P	P	P	P	P	P	a	P	P	P	P	P	P	P	P	P	R. Bhavani

S. Lakshmi

Course co.ordinator

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

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



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Name -

PUREN NINHALI

Test - 1

## I. रिक्त स्थान भरो -

1. राधा गीत — हैं। (गाता / गाती)
2. सत्यनारायण भोजन — था। (किया / करता)
3. हम दैन में — हैं। (बैठे / बैठे)
4. मैं नासिक घूमने — । (जाऊंगा / जायेगा)
5. राम क्रिकेट — (खिलेगा / खिलुंगा)
6. तुम पाठ — हो। (पढ़ते / पढ़ता)
7. मैं चैन्नई जाता — । (हूँ / हूँ)
8. गीता कल भरतनाट्यम् — थी। (जाची / जायेगी)
9. सीता आम राधा को — । (देगी / देगा)
10. तुम कविता — हो। (लिखता / लिखते)
11. टव बाजार में आलू — । (खरीदेगा / खरीदेंगे)
12. आप — । (बैठिए / बैठे)
13. तुम कलकत्ता कब — । (जाएगा / जाऊंगा / जाओगे)
14. श्रीजा बिठाई — हैं। (खायी / खाती / खायेगी)
15. घनश्याम सभा में — । (बोलता / बोला / बोलुंगा)
16. तुम बरिशा में — हो। (खेलेंगे / खेलते / खेलें)
17. हम कक्षा साफ — । (करोगे / करेंगे / करते)
18. आप भगवतगीता — हैं। (सुनते / सुने / सुनेंगे)
19. सोनिया गांधी अ इटली — थी। (जाती / गयी / जायेगी)
20. महात्मा गांधी 'अमर' कहानियाँ — थे। (पढ़े / पढ़ते / पढ़ेंगे)



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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 20-7-2020 to 20-8-2020. 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

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



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



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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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### 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 adultration 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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VELLAMANCHILI - 531055, ANDHRA PRADESH



**DEPARTMENT OF CHEMISTRY**

**Add On Course**

2020 - 2024

**TOPIC : *FOOD ADULTERATION AND ITS  
DETECTION***



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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



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## 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 & CB2) 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. K.*

Principal  
S.G.A.Govt.Degree Coll: 3  
YELLAMANCHILI - 531 055  
Vasalthipatnam District.

*Yours faithfully*

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



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**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 - 531055, Andhra Pradesh

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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	L. 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. S. 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. Poorna Sai
13	KOLLI ANITHA	III B.Sc (MPC)	719135405013	K. Anitha
14	KOLLI SIVA SAI SANKAR	III B.Sc (MPC)	719135405014	K. S. S. Sankar
15	KOMMIRELLI KARTHIK	III B.Sc (MPC)	719135405015	K. Karthik
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. Kantham
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. V. Vijaya Lakshmi
32	SANA LAKSHMI DEVI	III B.Sc (MPC)	719135405033	S. L. Devi
33	SANAPATHI SWETHARANI	III B.Sc (MPC)	719135405034	S. Swetharani
34	SENNAMSETTI LEELA SANKARA RAO	III B.Sc (MPC)	719135405035	S. I. Sankar
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. Ch. 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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42	YELISETTI TATAJI	III B.Sc (MPC)	719135405043	Y. Tataji
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. Sravani
48	CH. GAYATHRI	III B.Sc (CBZ)	719135405076	Ch. 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. Durgabhavani
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. Durgabhavani
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. Sravani
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. Varaprasad
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. Anoosha
80	Y. POORNA	III B.Sc (CBZ)	719135405116	Y. Poorna

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

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







**DEPARTMENT OF CHEMISTRY**

**ADD-ON COURSE IN FOOD ADULTERATION AND ITS  
DETECTION**

**Max marks : 25**

**Time : 30min**

- .....
- 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
    - True, False
    - True, True
    - False, False
    - False, True
  - Which stage does adulteration take place in?
    - Producer
    - Distributor
    - Retailer
    - All of the mentioned
  - Which of the following is an adulterant?
    - Urea
    - Pesticides
    - Iron filings in tea
    - All of the mentioned
  - Why are adulterants added?
    - To increase shelf-life of products. E.g.- Urea
    - To improve flavor color and appearance
    - To sell lesser quantity at the same price
    - All the mentioned



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5. Which of the following reason shows the impact of adulteration on economy?
- Adulteration → People falling sick → Spending money on treatment
  - Adulteration → People falling sick → Court cases
  - Adulteration → People falling sick → Spending on treatment & Court cases
  - None of the mentioned
6. Methods for detection of common adulterants are \_\_\_\_\_
- Visual tests
  - Chemical tests
  - Physical tests
  - All of the mentioned
7. The full form of PFA is
- Prevention of Food Act
  - Protection of Food Act
  - Prevention of Food Adulteration Act
  - None of the above is correct
8. Under the PFA Act, when is the food said to be adulterated
- if any ingredient is injurious to health
  - if it is obtained from a diseased animal
  - if spices are sold without their essence
  - all of these
9. Addition of these adulterants reduces the value of \_\_\_\_\_ in food
- substance
  - quality
  - nutrients
  - 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 ?
- adulterants
  - nutrients
  - consumption
  - decomposed



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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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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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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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## S.G.A. GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF CHEMISTRY

### EVALUATION DATA OF STUDENTS FOR THE ADD ON COURSE

### FOOD ADULTERATION AND ITS DETECTION

S.No	Student Name	Year & Group	Register Number	Marks Obtained
1.	B.lcelavathi	III B.Sc (MPC )	719135405001	23
2.	B.chinnari	III B.Sc (MPC )	719135405002	20
3.	D.satyadurga	III B.Sc (MPC )	719135405003	24
4.	D.Vasu	III B.Sc (MPC )	719135405004	25
5.	G.Ganesh	III B.Sc (MPC )	719135405005	23
6.	G.Sirisha rani	III B.Sc (MPC )	719135405006	20
7.	G.hari babu	III B.Sc (MPC )	719135405007	21
8.	K.Mahesh	III B.Sc (MPC )	719135405008	22
9.	K.Appalaraju	III B.Sc (MPC )	719135405009	22
10.	K. Chinnari	III B.Sc (MPC )	719135405010	24
11.	K.Prasadu	III B.Sc (MPC )	719135405011	20
12.	K.Poornasai	III B.Sc (MPC )	719135405012	21
13.	K.Anitha	III B.Sc (MPC )	719135405013	25
14.	K.S.S. shanker	III B.Sc (MPC )	719135405014	25
15.	K.Karthik	III B.Sc (MPC )	719135405015	22
16.	K.Vasalakshi	III B.Sc (MPC )	719135405016	25
17.	K.suryamani	III B.Sc (MPC )	719135405017	24
18.	K.syamala	III B.Sc (MPC )	719135405018	23
19.	M.kantham	III B.Sc (MPC )	719135405019	24
20.	M.sujatha	III B.Sc (MPC )	719135405021	20
21.	N.Nookesh	III B.Sc (MPC )	719135405022	22
22.	N.Anuradha	III B.Sc (MPC )	719135405023	24
23.	N.D.Dhanalakshmi	III B.Sc (MPC )	719135405024	24
24.	N.Aravind	III B.Sc (MPC )	719135405025	22
25.	P.Madhavi	III B.Sc (MPC )	719135405026	23
26.	P.Pavani	III B.Sc (MPC )	719135405027	25



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27.	P.Madhava	III B.Sc (MPC )	719135405028	24
28.	P.Narasinga rao	III B.Sc (MPC )	719135405029	23
29.	P.Gangabhavani	III B.Sc (MPC )	719135405030	23
30.	P.Priyanka	III B.Sc (MPC )	719135405031	23
31.	S.vijay lakshmi	III B.Sc (MPC )	719135405032	20
32.	S. laxmi devi	III B.Sc (MPC )	719135405033	22
33.	S.Swetha rani	III B.Sc (MPC )	719135405034	20
34.	S.L.shankara Rao	III B.Sc (MPC )	719135405035	24
35.	S.Mangu Sree	III B.Sc (MPC )	719135405036	24
36.	T.Saikumari	III B.Sc (MPC )	719135405037	23
37.	U.Chitti joythi	III B.Sc (MPC )	719135405038	24
38.	V.Kasi rao	III B.Sc (MPC )	719135405039	23
39.	V.Rajesh	III B.Sc (MPC )	719135405040	24
40.	V.Prasad	III B.Sc (MPC )	719135405041	24
41.	V.tataji	III B.Sc (MPC )	719135405042	23
42.	Y.Tataji	III B.Sc (MPC )	719135405043	23
43.	Y.Laya	III B.Sc (MPC )	719135405044	23
44.	Y.Latha	III B.Sc (MPC )	719135405045	24
45.	Y.Appalaraju	III B.Sc (MPC )	719135405046	23
46.	A.Ramya	III B.Sc (CBZ )	719135405073	20
47.	B.Sravani	III B.Sc (CBZ )	719135405075	23
48.	CH.Gayathari	III B.Sc (CBZ )	719135405076	24
49.	CH.Chinnari	III B.Sc (CBZ )	719135405077	22
50.	D.Dhamani	III B.Sc (CBZ )	719135405078	23
51.	G.Durgabhavani	III B.Sc (CBZ )	719135405081	22
52.	G.kavya	III B.Sc (CBZ )	719135405082	23
53.	G.sandhya	III B.Sc (CBZ )	719135405083	20
54.	G.pavani	III B.Sc (CBZ )	719135405084	24
55.	J.joythi	III B.Sc (CBZ )	719135405085	24
56.	K.bharagavi	III B.Sc (CBZ )	719135405086	23



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57.	K.sujatha	III B.Sc (CBZ )	719135405087	23
58.	K.umamaheswari	III B.Sc (CBZ )	719135405088	21
59.	K.P.S. Chandrika	III B.Sc (CBZ )	719135405089	23
60.	K.Durgabhavani	III B.Sc (CBZ )	719135405090	22
61.	K.Mohmilakshmi	III B.Sc (CBZ )	719135405091	23
62.	K.syamala	III B.Sc (CBZ )	719135405092	22
63.	K.Aruna	III B.Sc (CBZ )	719135405093	24
64.	M.Sravani	III B.Sc (CBZ )	719135405095	24
65.	M.sailaja	III B.Sc (CBZ )	719135405097	23
66.	M.venkatesh	III B.Sc (CBZ )	719135405098	20
67.	N.Jayasri	III B.Sc (CBZ )	719135405099	22
68.	N.Rohmi	III B.Sc (CBZ )	719135405100	23
69.	P.Bhavani	III B.Sc (CBZ )	719135405101	20
70.	P.sivarani	III B.Sc (CBZ )	719135405102	20
71.	P.Bharathi	III B.Sc (CBZ )	719135405104	21
72.	R.Lavanya	III B.Sc (CBZ )	719135405105	23
73.	R.Devi	III B.Sc (CBZ )	719135405106	22
74.	R.Bhavani	III B.Sc (CBZ )	719135405108	22
75.	T.Vasanthakumari	III B.Sc (CBZ )	719135405111	23
76.	V.Varaprasad	III B.Sc (CBZ )	719135405112	22
77.	V.Gowthami	III B.Sc (CBZ )	719135405113	23
78.	V.chitti	III B.Sc (CBZ )	719135405114	23
79.	Y.anoosha	III B.Sc (CBZ )	719135405115	20
80.	Y.poorna	III B.Sc (CBZ )	719135405116	21

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



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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

  
Student  
Department of Chemistry  
S.G.A. Govt Degree College  
Yellamanchili, 531055

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



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Accredited By NAAC with "A" Grade

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 2020-21.

Course co-ordinator  
HOD, Department of Chemistry

Principal



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**SGA Govt. Degree College, Yellamanchili**

**Department of Botany**

**Add on Course, 2020-21**

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





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## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI


### DEPARTMENT OF BOTANY


### DEPARTMENTAL MEETING

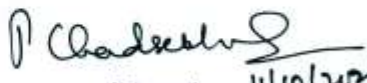
Minutes of the meeting Dated 11-10-2021

The faculty of Botany department met in the Botany laboratory on 11-10-2021 and discussed the following matters

1. It is resolved to start an add on course in the Department of Botany in the academic year.
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 ~~10+20~~ <sup>15+15</sup> 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 the add on course by the Botany faculty.
8. Continuing the add-on course for the next three years.

1.   
11/10/2021  
(B. CHANDRA MOULI)

2.   
11/10/2021  
(V. PADMAJA)

  
Principal 11/10/2021  
S.G.A Govt. Degree College  
YELLAMANCHILI - 531 055  
Visakhapatnam District



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**DEPARTMENT OF BOTANY**

**ADD-ON COURSE IN 2020-21**

**“Important Medicinal Plants Used in Our Daily Life”**

CERTIFICATE

*This is to certify that Mr./Ku K. Bhargavi S/o/D/o K. Ramana*

*Group III CBZ Regd. No 719135405086 has successfully completed the Add-on course in “Important Medicinal Plants Used in our Daily Life” in this college held from 11-10-2021 to 02-11-2021 and awarded with A Grade.*

*[Signature]*  
**Head of the Department**  
Head of the Department  
Department of Botany  
S.G.A. Govt. Degree College  
Yellamanchili-531055

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





## DEPARTMENT OF BOTANY

### ADD-ON COURSE IN 2020-21

#### **"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 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: 42
2. Number of students completed: 42
3. Theory hours: 15
4. Practical hours: 15
5. Maximum Marks: 30
6. Time: 2 hours

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

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

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



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SGA Govt. Degree College, Yellamanchili

Department of Botany

Add on Course 2020-21

Attendance of Enrolled students for Value added course

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

S. N O	NAME	GROUP	REGISTER NUMBER	Attendance															
				Dates															
				11/10	12/10	18/10	20/10	21/10	22/10	23/10	25/10	26/10	27/10	28/10	29/10	30/10	01/11	02/11	
1.	ADDURI RAMYA	III B.Sc (CBZ)	719135405073	P	P	P	A	P	P	P	A	P	P	A	P	P	P	P	P
2.	BADDI SRAVANI	III B.Sc (CBZ)	719135405075	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P
3.	CHITIKALA GAYATHRI	III B.Sc (CBZ)	719135405076	P	P	A	P	P	P	A	P	P	P	P	P	P	P	P	A
4.	CHOKKA CHINNARI	III B.Sc (CBZ)	719135405077	P	P	P	A	P	P	A	P	P	A	P	P	P	P	P	P
5.	DADI DAMANI	III B.Sc (CBZ)	719135405078	P	P	P	P	P	A	P	P	P	P	P	P	P	A	P	P
6.	G. DURGA BHAVANI	III B.Sc (CBZ)	719135405081	P	P	A	P	P	P	P	P	P	P	A	P	P	P	P	P
7.	GOSALA KAVYA	III B.Sc (CBZ)	719135405082	A	P	P	P	A	P	P	A	P	P	P	P	P	P	P	A
8.	GOSALA SANDHYA	III B.Sc (CBZ)	719135405083	P	P	P	P	P	A	P	P	A	P	P	P	P	P	P	P
9.	GOMPINA PAVANI	III B.Sc (CBZ)	719135405084	P	P	A	P	P	P	P	P	P	A	P	A	P	P	P	P
10.	JAVVADI JYOTHI	III B.Sc (CBZ)	719135405085	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P
11.	K. BHARGAVI	III B.Sc (CBZ)	719135405086	P	A	P	P	P	P	P	A	P	P	P	P	P	P	P	P

A. Ramya  
 B. Sravani  
 C. Gayathri  
 C. Chinnari  
 D. Damini  
 G. Durga bhavani  
 G. Kavya  
 G. Sandhya  
 G. Pavani  
 J. Jyothi  
 K. Bhargavi



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



				11/10	12/10	15/10	20/10	21/10	22/10	23/10	25/10	26/10	27/10	28/10	29/10	30/10	01/11	02/11	
12	K. SUJATHA	III B.Sc (CBZ)	719135405087	P	P	A	P	P	P	A	A	P	P	P	P	A	P	P	K. Sujatha
13	K. UMAMAHESWARI	III B.Sc (CBZ)	719135405088	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	K. Umamaheswari
14	K.P.S. CHANDRIKA	III B.Sc (CBZ)	719135405089	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	K.P.S. Chandrika
15	K. MOHINI LAKSHMI	III B.Sc (CBZ)	719135405091	A	P	P	P	P	P	P	P	A	P	A	P	P	P	P	K. Mohini Lakshmi
16	K. SYAMALA	III B.Sc (CBZ)	719135405092	P	P	P	P	A	P	P	P	A	P	P	P	P	A	P	K. Syamala
17	K. ARUNA	III B.Sc (CBZ)	719135405093	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Aruna
18	M.SRAVANI	III B.Sc (CBZ)	719135405095	P	P	P	A	P	P	P	P	P	A	P	P	P	P	P	M. Sravani
19	M. SAILAJA	III B.Sc (CBZ)	719135405097	P	P	P	P	P	A	P	P	A	A	P	P	P	P	P	M. Sailaja
20	M. VENKATESH	III B.Sc (CBZ)	719135405098	P	A	P	P	P	P	A	P	P	P	P	A	P	P	P	M. Venkatesh
21	N. JAYASRI	III B.Sc (CBZ)	719135405099	P	P	P	A	P	P	P	P	P	P	P	P	A	P	P	N. Jayasri
22	N. ROHINI	III B.Sc (CBZ)	719135405100	P	P	P	P	A	P	P	A	P	P	A	P	P	P	P	N. Rohini
23	P. BHAVANI	III B.Sc (CBZ)	719135405101	A	P	P	P	P	A	P	P	P	A	P	P	P	A	P	P. Bhavani
24	P. SIVA RANI	III B.Sc (CBZ)	719135405102	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P. Siva Rani
25	P. BHARATHI	III B.Sc (CBZ)	719135405104	P	A	P	P	A	P	P	P	P	A	P	P	P	P	P	P. Bharathi
26	R. LAVANYA	III B.Sc (CBZ)	719135405105	P	P	A	P	P	P	P	P	P	P	A	P	P	P	P	R. Lavanya
27	R. DEVI	III B.Sc (CBZ)	719135405106	P	A	P	P	A	A	P	P	P	A	A	P	P	P	P	R. Devi
28	T. VASANTHAKU MARI	III B.Sc (CBZ)	719135405111	P	P	P	A	P	P	A	P	P	P	P	A	P	P	P	T. Vasanth Kumar



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				11/10	12/10	18/10	20/10	21/10	22/10	23/10	25/10	26/10	27/10	28/10	29/10	30/10	31/10	1/11	
29	V. VARA PRASAD	III B.Sc (CBZ)	719135405112	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V. VARA PRASAD
30	V. GOWTHAMI	III B.Sc (CBZ)	719135405113	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V. GOWTHAMI
31	V. CHITTI	III B.Sc (CBZ)	719135405114	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V. CHITTI
32	Y. ANOOSHA	III B.Sc (CBZ)	719135405115	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Y. ANOOSHA
33	Y. POORNA	III B.Sc (CBZ)	719135405116	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Y. POORNA
34	D. SATYADURGA	III B.Sc (MPC)	719135405003	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	D. SATYADURGA
35	D. VASU	III B.Sc (MPC)	719135405004	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	D. VASU
36	G. SIRISHA RANI	III B.Sc (MPC)	719135405006	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	G. SIRISHA RANI
37	K. ANITHA	III B.Sc (MPC)	719135405013	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. ANITHA
38	K. VISHALAKSHI	III B.Sc (MPC)	719135405016	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. VISHALAKSHI
39	A. SRAVANI	III B.Sc (MPCs)	719135405047	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A. SRAVANI
40	K. ANUSHA	III B.Sc (MPCs)	719135405056	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. ANUSHA
41	M. SURYAKALA	III B.Sc (MPCs)	719135405060	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. SURYAKALA
42	P. PAVANI	III B.Sc (MPCs)	719135405065	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. PAVANI

*[Signature]*  
 B. COM  
 Lecturer in B. Com  
 S.G.A. Govt. Degree College  
 Yellamanchili - 531055

*[Signature]*  
 Principal  
 S.G.A. Govt. Degree College  
 YELLAMANCHILI - 531055  
 Visakhapatnam District.



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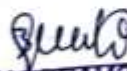
SGA Govt. Degree College, Yellamanchili  
Department of Botany  
Add on Course 2020-21

## ENROLLED STUDENTS FOR THE ADD-ON COURSE

Name of the Course: Important medicinal plants used in daily Life

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER
1.	ADDURI RAMYA	III Year	B.Sc (CBZ)	719135405073
2	BADDI SRAVANI	III Year	B.Sc (CBZ)	719135405075
3	CHITIKALA GAYATHRI	III Year	B.Sc (CBZ)	719135405076
4	CHOKKA CHINNARI	III Year	B.Sc (CBZ)	719135405077
5	DADI DAMANI	III Year	B.Sc (CBZ)	719135405078
6	G. DURGA BHAVANI	III Year	B.Sc (CBZ)	719135405081
7	GOSALA KAVYA	III Year	B.Sc (CBZ)	719135405082
8	GOSALA SANDHYA	III Year	B.Sc (CBZ)	719135405083
9	GOMPINA PAVANI	III Year	B.Sc (CBZ)	719135405084
10	JAVVADI JYOTHI	III Year	B.Sc (CBZ)	719135405085
11	KALIGATLA BHARGAVI	III Year	B.Sc (CBZ)	719135405086
12	K. SUJATHA	III Year	B.Sc (CBZ)	719135405087
13	K. UMAMAHESWARI	III Year	B.Sc (CBZ)	719135405088
14	K.P.S. CHANDRIKA	III Year	B.Sc (CBZ)	719135405089
15	K.MOHINI LAKSHMI	III Year	B.Sc (CBZ)	719135405091
16	K.SYAMALA	III Year	B.Sc (CBZ)	719135405092
17	K.ARUNA	III Year	B.Sc (CBZ)	719135405093
18	M.SRAV ANI	III Year	B.Sc (CBZ)	719135405095
19	M.SAILAJA	III Year	B.Sc (CBZ)	719135405097
20	M.VENKATESH	III Year	B.Sc (CBZ)	719135405098
21	N.JAYASRI	III Year	B.Sc (CBZ)	719135405099
22	N.ROHINI	III Year	B.Sc (CBZ)	719135405100
23	P.BHAVANI	III Year	B.Sc (CBZ)	719135405101
24	P.SIVA RANI	III Year	B.Sc (CBZ)	719135405102
25	P.BHARATHI	III Year	B.Sc (CBZ)	719135405104
26	R.LAVANYA	III Year	B.Sc (CBZ)	719135405105
27	R.DEVI	III Year	B.Sc (CBZ)	719135405106
28	T.VASANTHAKUMARI	III Year	B.Sc (CBZ)	719135405111
29	V.VARA PRASAD	III Year	B.Sc (CBZ)	719135405112
30	V.GOWTHAMI	III Year	B.Sc (CBZ)	719135405113
31	V.CHITTI	III Year	B.Sc (CBZ)	719135405114
32	Y.ANOOSHA	III Year	B.Sc (CBZ)	719135405115
33	Y.POORNA	III Year	B.Sc (CBZ)	719135405116
34	Dadisetty satyadurga	III Year	B.Sc (MPC)	719135405003
35	Dhuli vasu	III Year	B.Sc (MPC)	719135405004
36	Gara sirisha Rani	III Year	B.Sc (MPC)	719135405006
37	Kolli Anitha	III Year	B.Sc (MPC)	719135405013
38	Kondapalli vishalakshi	III Year	B.Sc (MPC)	719135405016
39	Adari Siva sravani	III Year	B.Sc (mpcs)	719135405047
40	Karri Anusha	III Year	B.Sc (mpcs)	719135405056
41	Manabala suryakala	III Year	B.Sc (mpcs)	719135405060
42	Putsa pavani	III Year	B.Sc (mpcs)	719135405065

A. Ramya  
B. Sravani  
C. Gayathri  
C. Chinnari  
D. Damani  
G. Durga Bhavani  
G. Kavya  
G. Sandya  
G. Pavani  
J. Jyothi  
K. Bhargavi  
K. SUJATHA  
K. Umamaheswari  
K.P.S Chandrika  
K. Syamala  
K. Aruna  
M. SRAVANI  
M. Sailaja  
M. Venkatesh  
N. Jayasri  
N. ROHINI  
P. Bhavani  
P. Sivarani  
P. Bharathi  
R. DEVI  
T. VASANTHAKUMARI  
V. VARA PRASAD  
V. Gowthami  
V. Chitti  
Y. ANOOSHA  
Y. POORNA  
D. satya durga  
D. Vasu  
G.S. Rani  
K. Anitha  
K. vishalakshi  
A.S. Sravani  
K. Anusha  
M. suryakala  
P. pavani

  
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V.S. 2011-2012

  
Principal  
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# 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 & and permission to nominate the Botany faculty to teach classes for the add on course - regarding

REF: Resolution copy of the department of Botany.

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 daiy 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.

Thanking you sir.

Yours faithfully

*[Signature]*  
Head of the Department  
Department of Botany  
S.G.A. Govt. Degree College  
Yellamanchili-531055

*Admitted to  
start add on course  
Principal 11/01/2021  
S.G.A. Govt. Degree College  
YELLAMANCHILI - 531 055  
Visakhapatnam District*



### **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.



**SGA Govt. Degree College, Yellamanchili**  
**Department of Botany**

**Add on Course**  
**Syllabus**

**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 cardamomum*
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*



## **IMPORTANT MEDICINAL PLANTS USED IN OUR DAILY LIFE**

### **Introduction**

The Ayurvedic system of medicine is an age-old system of therapy, which is associated with the Vedic civilization in India. The oldest existing literature on this form of treatment is mentioned in Rigveda around 4500-1600 B.C. Ayurveda is a holistic system of treatment, which is amalgamation of use of food, medicine and other measures like exercise and behaviour. Life in Ayurveda is conceived as the union of body, senses, mind and soul. Ayurveda regards human body is a composition of five basic elements namely, earth, water, fire, air and vacuum. Any illness is considered the result of absence of a balanced state of the total body matrix. The disease is diagnosed by examining the general physical condition of the patient and pulse reading, along with examining urine, excreta, eyes, tongue, skin, and auditory functions. Once disease is diagnosed, the treatment measures involve use of medicines, specific diet and prescribed routine activity.

Wide arrays of plant species are used in traditional system of health care in India. Over 6,500 species of plants are known to occur in India those are used by various streams of traditional health care practitioners. Approximately 2000 medicinal plant species are used alone in Ayurvedic system of medicine, which is followed by Siddha (1121), Unani (751), Homeopathy (482) and Tibetan (337). The number of people involved in the traditional health care system is quite impressive in India. About 7,00,000 practitioners of Ayurveda, Siddha, Unani, Yoga, Naturopathy and Homeopathy are registered in the Indian Systems of Medicine.

Family traditions and cultural preferences also make people to own, decide and prefer various health care systems. In India, medicinal plants have strong acceptance in religious activities, where the plants are worshiped in the form of various gods, goddesses and local deities.

Plants are used as medicine by thousands of ethnic communities for human and veterinary health care, across the India. People across the world also rely upon the traditional systems of medicines, largely plant based, to meet their primary health care needs. Although modern medicine may be available in these countries, herbal medicines (phytomedicines) have often maintained popularity for historical and cultural reasons.

Assurance of the safety, quality, and efficacy of medicinal plants and herbal products has now become a key issue in industrialized and in developing countries. Both the general consumer and health-care professionals need up to date, authoritative information on the safety and efficacy of medicinal plants.

So many important medicinal plants are regularly used in our daily life. In India, the people are using medicinal plants or their ingredients in the form of diet itself. Hence in India, the kitchen itself is a Medical store to cure all kinds of illness. Here are some important medicinal plants were taken which are used in our daily life.



*Allium cepa* L.

- 1. Scientific name:** *Allium cepa* L.  
Family: Liliaceae
- 2. Vernacular names**  
English: Onion  
Telugu: Vulli or Erragaddalu
- 3. Morphology:**
  - A perennial herb, strong smelling when crushed.
  - Bulbs vary in size and shape from cultivar to cultivar, often depressed-globose and up to 20 cm in diameter;
  - Outer tunics membranous.
  - Stem up to 100cm tall and 30 mm in diameter,
  - Tapering from inflated lower part. Leaves up to 40 cm in height and 20mm in diameter.
  - Spathe often 3-valved, persistent, shorter than the umbel. Umbel 4–9cm in diameter,
  - Stamens exserted; filaments 4–5mm, the outer subulate, the inner with an expanded base up to 2 mm wide and bearing short teeth on each side.
  - Ovary whitish. Capsule about 5mm.
- 4. Useful part:** Fresh or dried bulbs
- 5. Organoleptic properties:**  
Odour: strong, characteristic alliaceous.  
Taste: strong, crushing or cutting the bulb stimulates lachrymation.
- 6. Major chemical constituents:**
  - Sulfur and non-sulfur containing chemical constituents have been isolated from Bulbs.
  - The sulfur compounds are the most characteristic secondary metabolites.
  - The organic sulfur compounds includes thiosulfinates, thiosulfonates, cepaenes, S-oxides, S,S dioxides, monosulfides, disulfides, trisulfides, and zwiebelanes occur only as degradation products of the naturally occurring cysteine sulfoxides. S-propyl-L-cysteine sulfoxide.
- 7. Medicinal uses:**
  - Used for treating Dysentery.
  - Used as a diuretic.
  - Used to treat ulcers, wounds, scars, keloids and asthma.
  - Used as an adjuvant therapy for diabetes.



**Onion Plant**



**Flowering**



**Onion Bulbs**



*Allium sativum* L.

1. **Scientific name:** *Allium sativum* L.

Family: Liliaceae

2. **Vernacular Names:**

English: Garlic

Telugu: Vellulli or Thella gadda

3. **Morphology:**

- A perennial, erect bulbous herb, 30–60 cm tall,
- Strong smelling when crushed.
- The underground portion consists of a compound bulb with numerous fibrous rootlets.
- The bulb gives rise above ground to a number of narrow, keeled, grasslike leaves.
- The leaf blade is linear, flat, solid, 1.0–2.5cm wide, 30–60 cm long, and has an acute apex. Leaf sheaths form a pseudostem.
- Inflorescences are umbellate; scape smooth, round, solid, and coiled at first, subtended by membranous, long-beaked spathe, splitting on one side and remaining attached to umbel. Small bulbils are produced in inflorescences.
- Flowers are variable in number and sometimes absent, seldom open and may wither in bud. Flowers are on slender pedicels; consisting of perianth of 6 segments, about 4–6mm long, pinkish.
- Stamens 6, anthers exerted.
- Ovary superior, 3-locular. Fruit is a small loculicidal capsule.
- Seeds are seldom if ever produced

4. **Useful part:** Fresh or dried Bulbs

5. **Organoleptic properties:**

Odour: strong, characteristic alliaceous

Taste: very persistently pungent and acrid

6. **Major chemical constituents:**

- The most important chemical constituents are the sulfur compounds.
- The cysteine sulfoxides and the non-volatile  $\gamma$ -glutamylcysteine peptides make up more than 82% of the total sulfur content of garlic.
- The compounds are thiosulfinates (Allicin), ajoenes, Z-ajoene, vinyldithiins. And Sulphides, diallyl trisulfide.

7. **Medicinal uses**

- Used as an adjuvant to dietetic management in the treatment of hyperlipidaemia.
- Used in the prevention of atherosclerotic (age-dependent) vascular changes.
- The drug may be useful in the treatment of mild hypertension.
- Used for treatment of respiratory and urinary tract infections.
- The herb has been used as a carminative in the treatment of dyspepsia.
- Used as an aphrodisiac, antipyretic, diuretic, emmenagogue, expectorant, and sedative, to treat asthma and bronchitis, and to promote hair growth.



**Garlic Plant**



**Flowering**



**Garlic Bulbs**



***Cinnamomum verum* J.S. Presl.**

**1. Scientific name:** *Cinnamomum verum* J.S. Presl

Family: Lauraceae

**2. Vernacular names:**

English: Cinnamon

Telugu: Dalchini Chekka

**3. Morphology:**

- A moderate-sized evergreen tree; bark rather thick, smooth, pale; twigs often compressed.
- Young parts glabrous except the buds which are finely silky.
- Leaves opposite or subopposite (rarely alternate), hard and coriaceous, 7.5–20 by 3.8–7.5 cm, ovate or ovate-lanceolate, subacute or shortly acuminate, glabrous and shining above, slightly paler beneath, base acute or rounded, reticulate venation.
- Flowers numerous, in silky pubescent, lax panicles usually longer than the leaves; peduncles long, often clustered, glabrous or pubescent; pedicels long.
- Perianth 5–6mm long; tube 2.5 mm long; segments pubescent on both sides, oblong or somewhat obovate, usually obtuse.
- Fruit 1.3–1.7 cm long, oblong or ovoid-oblong, minutely apiculate, dry or slightly fleshy, dark purple, surrounded by the enlarged campanulate.

**4. Useful part:** Bark

**5. Organoleptic Properties:**

**Odour:** characteristic and aromatic

**Taste:** characteristic, slightly sweet and fragrant.

**6. Major chemical constituents**

- The major constituent is cinnamaldehyde, *o*-methoxycinnamaldehyde, eugenol and coumarin.

**7. Medicinal uses:**

- Used for treatment of Dyspepsia.
- Used for mild spastic conditions of the gastrointestinal tract and flatulence.
- Used to increase appetite.
- Used to treat abdominal pain with diarrhoea, and pain associated with amenorrhoea and dysmenorrhoea.
- Also used in treatment of impotence, frigidity, dyspnoea, inflammation of the eye, leukorrhoea, vaginitis, rheumatism, neuralgia, wounds, and toothache.



**Cinnamon Plant**



**Flowering**



**Cinnamon Bark**



*Curcuma longa* L.

1. **Scientific name:** *Curcuma longa* L.  
Family: Zingiberaceae
2. **Vernacular names:**  
English: Turmeric  
Telugu: Pasupu
3. **Morphology:**
  - Perennial herb up to 1.0 m in height; stout, fleshy.
  - Main rhizome nearly ovoid (about 3 cm in diameter and 4 cm long).
  - Lateral rhizome, slightly bent (2–6cm), flesh orange in colour.
  - Large leaves, lanceolate, uniformly green, up to 50cm long and 7–25cm wide, apex acute and caudate with tapering base.
  - Petiole and sheath sparsely to densely pubescent.
  - Spike, apical, cylindrical, 10-15cm long and 5–7 cm in diameter.
  - Bract white or white with light green upper half, 5–6 cm long, each subtending flowers, bracteoles up to 3.5 cm long.
  - Pale yellow flowers about 5cm long.
  - Calyx tubular, unilaterally split, unequally toothed.
  - Corolla white, tube funnel shaped, limb 3-lobed.
  - Stamens lateral, petaloid, widely elliptical, longer than the anther; filament united to anther about the middle of the pollen sac, spurred at base.
  - Ovary trilocular; style glabrous.
  - Capsule ellipsoid.
4. **Useful part:** Dried rhizome
5. **Organoleptic properties:**  
Odour: aromatic;  
Taste: warmly aromatic and bitter, Drug when chewed colours the saliva yellow.
6. **Major chemical constituents:**
  - Pale yellow to orange-yellow volatile oil (6%) composed of a number of monoterpenes and sesquiterpenes, including zingiberene, curcumene,  $\alpha$ - and turmerone among others.
  - The colouring principles (5%) are curcuminoids, 50–60% of which are a mixture of curcumin, monodesmethoxycurcumin and bisdesmethoxycurcumin.
7. **Medicinal uses:**
  - The principal use of Rhizome is for the treatment of acid, flatulence, Dyspepsia.
  - Used in treatment of peptic ulcers, and pain and inflammation due to rheumatoid arthritis and of amenorrhoea, dysmenorrhoea, diarrhoea, epilepsy, pain, and skin diseases.
  - Used in the treatment of asthma, boils, bruises, coughs, dizziness, epilepsy, haemorrhages, insect bites, jaundice, ringworm, urinary calculi, and slow lactation.



**Turmeric Plant**

**Flowering**



**Turmeric Rhizome**



### *Zingiber officinale* Roscoe

**1. Scientific name:** *Zingiber officinale* Roscoe

Family: Zingiberaceae

**2. Vernacular names:**

English: Ginger

Telugu: Allam or Sonti

**3. Morphology:**

- A perennial herb with a subterranean, digitately branched rhizome producing stems up to 1.50 m in height.
- Leaves are linear lanceolate sheathing leaves (5–30cm long and 8–20 mm wide) that are alternate, smooth and pale green.
- Flower stems shorter than leaf stems and bearing a few flowers.
- Each flower surrounded by a thin bract and situated in axils of large, greenish yellow obtuse bracts, which are closely arranged at end of flower stem forming collectively an ovate-oblong spike.
- Each flower shows a superior tubular calyx.
- An orange yellow corolla composed of a tube divided above into 3 linear oblong, blunt lobes.
- 6 staminodes in 2 rows, the outer row of 3 inserted at mouth of corolla, the posterior 2, small, horn-like and the anterior petaloid, purple and spotted and divided into 3 rounded lobes.
- Ovary inferior with 3 carpels and ovary with tufted stigma.
- Fruit a capsule with small arillate seeds.

**4. Useful part:** Fleshy and dried rhizome

**5. Organoleptic properties:**

Odour: Characteristic aromatic.

Taste: Pungent and aromatic.

Colour: Internally pale yellow to brown.

**6. Major chemical constituents:**

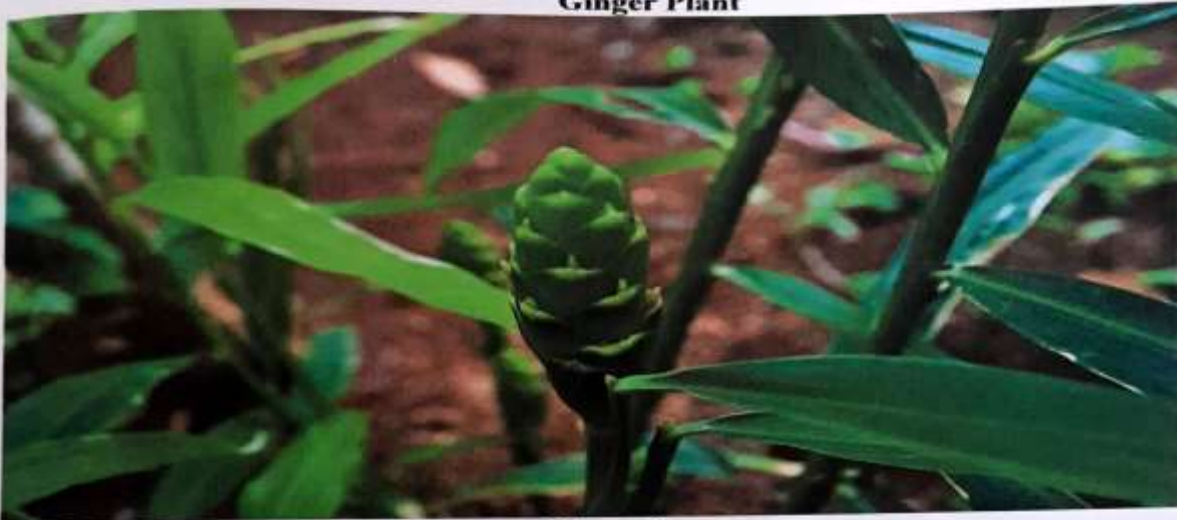
- The rhizome contains 1–4% essential oil and an oleoresin.
- The chief constituent sesquiterpene hydrocarbons (responsible for the aroma) seem to remain constant.
- These compounds include Zingiberene, curcumene, sesquiphellandrene, and bisabolene. Monoterpene aldehydes and alcohols are also present. The constituents responsible for the pungent taste of the drug and possibly part of its anti-emetic properties have been identified as 1-(3-methoxy-4-hydroxyphenyl)-5-hydroxyalkan-3-ones, known as gingerols (having a side-chain with 7–10, 12, 14, or 16 carbon atoms, respectively) and their corresponding dehydration products, which are known as shogaols.

**7. Medicinal uses:**

- Used as prophylaxis for Nausea and vomiting associated with motion sickness.
- Used for postoperative nausea.
- Used for pernicious vomiting in pregnancy and seasickness.
- Used in treatment of dyspepsia, flatulence, colic, vomiting, diarrhoea, spasms, and other stomach complaints.
- Powdered ginger is further employed in the treatment of colds and flu, to stimulate the appetite, as a narcotic antagonist and as an anti-inflammatory agent in the treatment of migraine headache and rheumatic and muscular disorders.
- Used to treat cataracts, toothache, insomnia, baldness, and haemorrhoids, and to increase longevity.



**Ginger Plant**



**Flowering**



**Ginger Rhizome**



**Ginger in Market**



*Syzygium aromaticum* (L.) Merrill et L.M. Perry

1. **Scientific name:** *Syzygium aromaticum* (L.) Merrill et L.M. Perry  
Family: Myrtaceae

2. **Vernacular names:**

English: Cloves

Telugu: Lavangalu

3. **Morphology:**

- Small evergreen trees, 10–20m high.
- Leaves opposite, petiolate, lanceolate, pinkish to dark green, with translucent, aromatic glands, have a pungent odour when young.
- Inflorescence occurs as racemose panicles and bears buds that take on the form of nails before blossoming.
- Flowers red with 4 concave, overlapping petals that drop off as soon as the flower opens. Stamens numerous, 4 calyx lobes.
- Fruit dark red, fleshy drupe.
- Buds readily exude oil when pressed or scratched with a fingernail.

4. **Useful part:** Dried flower buds.

5. **Organoleptic properties:**

Odour: characteristic, strongly aromatic.

Taste: pungent, spicy.

6. **Major chemical constituents:**

- The major constituent is an essential oil, which is characterized by the presence of eugenol (60–95%), eugenol acetate (2–27%), and  $\alpha$ - and  $\beta$ -caryophyllene (5–10%).

7. **Medicinal uses:**

- Used as External or local applications for the treatment of toothache and minor infections of the mouth and skin.
- Also used as an antiseptic for dressing of minor wounds, and, in the form of lozenges, for sore throats and coughs associated with the common cold.
- The essential oil (1–5%) is used in mouthwashes.
- Used for treatment of asthma, bleeding gums, dyspepsia, fevers and morning sickness.



**Clove Plant**



**Cloves - Dried Flower Buds**



## *Elettaria cardamomum* (L.) Maton

1. **Scientific name:** *Elettaria cardamomum* (L.) Maton

Family: Zingiberaceae

2. **Vernacular names:**

English: Cardamon

Telugu: Yalakulu

3. **Morphology:**

- A perennial herb attaining a height of 2–4 m, with lanceolate leaves borne on long sheathing stems.
- Flowers numerous, borne on horizontal racemes that arise from the rhizome and run horizontally along the ground.
- The fruit is inferior, ovoid or oblong, nearly ellipsoidal, capsule plump or slightly shrunken.
- The seeds of which are covered by an aril.

4. **Useful part:** Dried Fruits.

5. **Organoleptic properties:**

Odour: aromatic.

Taste: Pungent and slightly bitter.

6. **Major chemical constituents:**

- Contains 2–8% essential oil, the major constituents of which are 1, 8-cineole (20–40%), terpinyl acetate (30–42%), terpineol (4–45%), limonene (6%), and smaller amounts of linalool and linalool acetate.

7. **Medicinal uses:**

- Used for the treatment of Dyspepsia.
- Treatment of asthma, bronchitis, colic, coughs, fainting, fever, rheumatism, stomach cramps and urinary stones.
- Also used as an aphrodisiac, appetizer, diuretic and emmenagogue.



**Cardamon Plant**



**Flowering**



**Cardamon Fruits**



*Trigonella foenum-graecum L.*

**1. Scientific name:** *Trigonella foenum-graecum L.*

Family: Fabaceae

**2. Vernacular names:**

English: Fenugreek

Telugu: Menthulu

**3. Morphology:**

- Annual aromatic herb, up to 60 cm high with a well developed taproot and much branched roots.
- Stem solitary or basally branched, terete, slightly pubescent, green to purple.
- Leaves petiolate, alternate, trifoliolate; stipules triangular, small, adnate to the petiole. Rachis short. Leaflets obovate or oblong, 1.5–4.0 cm long, 0.5–2.0 cm wide, upper part of margin denticulate.
- Flowers whitish, solitary, axillary, subsessile, 12–15 mm long.
- Calyx campanulate, finely pubescent, tube 4.5 mm long, with five lobes.
- Pistil with sessile ovary, glabrous style and capitate stigma.
- Fruits straight to occasionally sickle-shaped, linear pods, glabrous, with fine longitudinal veins, terminating in a beak 2–3 cm long.
- Seeds oblong-rhomboidal, 3–5 mm long and 2–3 mm wide, with a deep furrow dividing each into two unequal lobes, with rounded corners, rather smooth, brownish.

**4. Useful part:** Dried ripe seeds

**5. Organoleptic properties:**

Odour: characteristic, aromatic

Taste: slightly bitter.

**6. Major chemical constituents:**

- It is rich in mucilage (25–45%) and contains a small amount of essential oil (0.01%) and a variety of secondary metabolites, including protoalkaloids, trigonelline (up to 0.37%), choline (0.05%); saponins (0.6–1.7%) derived from diosgenin, yamogenin, tigogenin and other compounds.
- Sterols including sitosterol, and flavonoids, among which are orientin, isoorientin and isovitexin.

**7. Medicinal uses:**

- Used for the management of hypercholesterolaemia, and hyperglycaemia in cases of diabetes mellitus.
- Prevention and treatment of mountain sickness.
- Used Internally for loss of appetite, and externally as a poultice for local inflammations.
- Treatment of pain, and weakness and oedema of the legs.
- Used as an aphrodisiac, carminative, diuretic, emmenagogue, emollient, galactagogue and tonic.
- Used in treatment of abdominal colic, bronchitis, diarrhoea, eczema, gout, indigestion, drowsy, fever, impotence, chronic cough, liver disorders, wounds and the common cold.



**Fenugreek Plant**



**Flowering**



**Fenugreek seeds**



***Terminalia chebula* Retz.**

**1. Scientific name:** *Terminalia chebula* Retz.

Family: Combretaceae

**2. Vernacular names:**

English: Myrobalan

Telugu: Karakkaya

**3. Morphology:**

- A tropical shade tree, usually 15–20 m high, but can be up to 30 m in height, and up to 1.3 m in girth.
- Bark rough, scaly, shoots and young leaves usually rusty villous.
- Leaves simple, opposite, coriaceous, broadly ovate to ovate elliptic, 7–15 cm in width by 8–25 cm in length, glabrescent, veins obscure above, slightly raised and usually brownish pubescent beneath, apex acute or abruptly acuminate, base cuneate, slightly cordate or rounded.
- Petiole 1–3 cm long, glabrous or sparsely pubescent with a pair of nodular glands near leaf base.
- Inflorescences axillary or terminal panicles, usually with 3–6 spikes (each 3–6 cm long), rachis pubescent.
- Flowers 2 mm long, 3–4 mm in diameter; bracts nearly glabrous, 1.5–2.0 mm long.
- Calyx outside glabrous, inside densely villous, calyx segments triangular.
- Stamens 3–4 mm long.
- Ovary glabrous, ovoid, 1 mm long.
- Style glabrous, 2.5–3.0 mm long, disc lobed, densely villous.
- Fruit a drupe, glabrous, subglobose to ellipsoid, 2.5–5.0 cm by 1.5–2.5 cm, usually smooth or frequently 5-angulate, ridged, wrinkled, turning blackish when dry.
- Seed is one, rough, ellipsoid, 1.0–2.0 cm by 0.2–0.7 cm, and without ridges.

**4. Useful part:** Dried fruits

**5. Organoleptic properties:**

Odour: slight and characteristic.

Taste: bitter, sour, astringent, then sweet.

**6. Major chemical constituents:**

- Major constituents of the fruit are hydrolysable tannins and components thereof, including chebulagic acid, chebulinic acid, chebunanin, corilagin, gallic acid, gallic acid methyl ester, punicalagin, terchebulin and terminalic acid.
- Flavonols of interest include quercetin, isoquercitrin and rutin.

**7. Medicinal uses:**

- Used orally to treat cough with sore throat, as well as diarrhoea.
- Used orally as an anthelmintic, astringent, cardiotonic, dentifrice, diuretic and laxative.
- Also used to treat bleeding gums, diabetes, gastrointestinal disorders, ulcers and urinary disorders.



**Myrobalan Plant**



**Myrobalan Fruits**



***Rauvolfia serpentina* (L.) Benth.ex Kurz**

**1.Scientific name:** *Rauvolfia serpentina* (L.) Benth.ex Kurz

Family: Apocynaceae

**2.Vernacular names:**

English: Snake root

Telugu: Sarpa Gandhi

**3.Morphology:**

- Small, erect, glabrous shrub, 30–60 cm high.
- Leaves whorled, 7.5–17.5 cm long, lanceolate or oblanceolate, acute or acuminate, tapering gradually into the petiole, thin.
- Flowers white or pinkish.
- Peduncles 5.0–7.5 cm long; pedicels and calyx red.
- Calyx lobes 2.5 mm long, lanceolate.
- Corolla about 1–1.3cm long, tube slender; inflated slightly above middle; lobes much shorter than tube, obtuse.
- Drupes about 6 mm (diameter), single or didynamous and more or less connate, purplish black when ripe.

**4.Useful part:** Root

**5.Organoleptic properties:**

Odour: Root is indistinct, earthy, reminiscent of stored white potatoes.

Taste: Bitter.

**6.Major chemical constituents:**

- It contains more than 60 indole alkaloids.
- The principal hypotensive alkaloids are identified as reserpine and rescinnamine.

**7.Medicinal uses:**

- The principal use is in the treatment of hypertension.
- Used as a tranquillizer for nervous and mental disorders.
- Used as a tonic in condition of asthenia.
- Used as a cardiotoxic and antipyretic, against snake and insect bites.
- Used for constipation, liver diseases, flatulence, insomnia, and rheumatism.



**Snake Root Plant with Flowering**



**Rauvolfia Roots**



# S.G.A.GOVERNMENT DEGREE COLLEGE

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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.1<sup>1/2</sup> 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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YELLAMANCHILI - 531055, ANDHRA PRADESH



**DEPT. OF COMMERCE**

**ADD-ON COURSE: 2020-21**

**M.S.WORD**



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



08-10-21

Yellamanchili

## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF COMMERCE

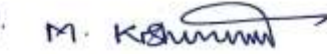
### DEPARTMENTAL MEETING


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 (HOD)  
HEAD

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

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



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YELLAMANCHILI - 531055, ANDHRA 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.

*Permitted to  
start Add on  
course*

*[Signature]*  
Principal

S.G.A. Govt. Degree Co.  
YELLAMANCHILI - 531  
Visakhapatnam District

*[Signature]*

(R. Rama Rao)  
Dept of Commerce

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



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## 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.

  
Principal  
S.G.A.Govt.Degree Col:  
YELLAMANCHILI - 531055  
Visakhapatnam Dist.

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



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## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

### 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)	119135403006
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 JYITHI	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 RAVINDRA	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

  
M. Krishnam

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

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



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## DEPARTMENT OF COMMERCE

### CERTIFICATE OF MS WORD

This is to certify that Mr./Kum CH. GANESH  
S/o / D/o RAMA APPARAO Regd.No- 119135403010  
has successfully completed the Add-on course in "MS WORD" in this college held  
from 11-10-2021 to 21-12-2021 and awarded with 'A' Grade.

Sri.R.Ramarao

HEAD OF THE DEPARTMENT



Dr. P. Chandarasekhar

Principal



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## DEPARTMENT OF COMMERCE

### CERTIFICATE OF MS WORD

This is to certify that Mr./Kum B. MANIKANTA  
S/o / D/o B. APPALA RAJU Regd.No- 119135403006  
has successfully completed the Add-on course in "MS WORD" in this college held  
from 11-10-2021 to 21-12-2021 and awarded with 'A' Grade.

Sri.R.Ramarao

HEAD OF THE DEPARTMENT



Dr. P. Chandarasekhar

Principal



**Final Exam Question Paper**

**ADD ON COURSE: M.S. WORD**

**Max marks: 25\*1=25**

1. In which view Headers and Footers are visible ( )  
A. Normal View  
B. Print Layout View  
C. Page Layout View  
D. Draft View
2. The process of removing unwanted part of an image is called ( )  
A. Hiding  
B. Bordering  
C. Cropping  
D. Cutting
3. To apply center alignment to a paragraph we can press ( )  
A. Ctrl+S  
B. Ctrl+C  
C. Ctrl+C+A  
D. Ctrl+E
4. The space left between the margin and the start of a paragraph is called ( )  
A. Spacing  
B. Indentation  
C. Gutter  
D. Alignment
5. Text-styling feature of MS Word is ( )  
A. WordColor  
B. WordFont  
C. WordArt  
D. WordFill
6. Which items are placed at the end of a document ( )  
A. Footer  
B. Foot Note  
C. End Note  
D. Header
7. To change line height to 1.5 we use shortcut key: ( )  
A. Ctrl+1  
B. Ctrl+2  
C. Ctrl+3  
D. Ctrl+5
8. A number of letter that appears little above the normal text is called ( )  
A. Superscript  
B. Subscript  
C. Supertext  
D. Toptext
9. A number of letter that appears little below the normal text is called ( )  
A. Superscript  
B. Subscript  
C. Supertext  
D. Toptext
10. We can insert a page number at ( )  
A. Header  
B. Footer  
C. Both A and B  
D. None
11. Which one can be used as watermark in a word document ( )  
A. Text  
B. Image  
C. Both A and B  
D. None
12. Which item appears dimly behind the main body text ( )  
A. Water Color  
B. Background  
C. Watermark  
D. Back Color
13. Which feature starts a new line whenever a word or sentence reached a border ( )  
A. Text Line  
B. New Line  
C. Text Wrapping  
D. Text Align
14. The direction of a rectangular page for viewing and printing is called ( )  
A. Orientation  
B. Direction  
C. Print Layout  
D. Preview
15. We can remove/ hide border of a shape by selecting ( )  
A. No Line  
B. No Out Lin  
C. White Line  
D. No Border
16. We can change the thickness of a line from ( )  
A. Line width  
B. Line Height  
C. Line thick  
D. Line Style



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17. What item contains detailed information about something in the text ( )  
A. Footer B. Foot Note  
B. Header C. Head Note
18. Which item is printed at the bottom of each page ( )  
A. Header B. Foot Note  
C. Title D. Footer
19. Color and pattern used to fill a closed shape is called ( )  
A. Shape B. WordArt  
C. Fill Style D. Fill Back
20. Where footnotes appear in document ( )  
A. End of Document B. Bottom of a page  
C. End of Heading D. None
21. The file type \_\_\_\_\_ Indicates the file is a word document ( )  
A. msw B. wor  
C. wrd D. doc
22. What is the maximum number of lines you can set for lines to drop box ( )  
A. 3 B. 5  
C. 10 D. 15
23. What is the shortcut key for 'Subscript' the selected text ( )  
A. Ctrl+= B. Ctrl+-  
C. Ctrl+shift+= D. Ctrl+shift+-
24. Which key is used to increase left indent ( )  
A. Ctrl+I B. Ctrl+M  
C. Alt+I D. F10
25. Word includes a series of predefined graphics called \_\_\_\_\_ that can be inserted into ( )  
A word document B. Hyperlinks  
A. Clip Art D. Bookmarks  
B. Captions

1. U. S. Reddy

2. M. Kishore

  
N. Reddy

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



# S.G.A.GOVERNMENT DEGREE COLLEGE

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

YELLAMANCHILI - 531055, ANDHRA PRADESH



## ADD-ON COURSE: MICROSOFT OFFICE WORD KEY PAPER

- 1.C 2.C 3.D 4.C 5.C 6.C 7.D 8.A 9.B 10.C  
11.C 12. C 13. C 14. A 15. B 16.D 17. B 18. D 19. C 20. B  
21. D 22. C 23. A 24. B 25. A

1.

2.

HEAD

Department Of Commerce  
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Yellamanchili - 531055  
Visakhapatnam Dist.



# S.G.A. GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



## 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. Kurmadevi
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. Raval
29	MADDULA SRAVANTHI	III Year	B.com (Gen)	119135403037	M. Sravanthi
30	THIRUVEEDHULA SRAVANI	III Year	B.com (Gen)	119135403056	T. Sravani

D. V. Chak  
D. M. K. Srinivas

N. V. Srinivas  
HEAD  
Department Of Commerce  
SGA, Govt. Degree College  
Yellamanchili - 531055  
Visakhapatnam Dist.

P. Chandra  
Principal  
S.G.A. Govt. Degree Col  
Yellamanchili - 531 055



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		ATTENDANCE SHEET																				STUDENT SIGNATURE		
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	
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	Ch. Ganesh
2	BODDAPU MANIKANTA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	B. Manikanta
3	MALASALA SIREESHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Sireesha
4	KILLADI KURMADEVI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R. Kurmadevi
5	DEVULAPALLI SRILAKSHMI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	D. Saralakshmi
6	BODDU TRIVENI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	B. Triveni
7	CHINNI RAMYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Ch. Ramya
8	KOSURI PUITHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Puitha
9	PUVVALA UMA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Uma
10	PIKOTI JYTHI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Jyothi
11	MAMIDI GANESH	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Ganesh
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	B. Madhavi
13	MAHENDRADA JAREESHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Jareesha
14	KOLLI PADMINI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Padmini
15	VARADA GAYATHI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V. Gayathi
16	PERURI DIVYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Divya
17	MADASI JAYANTH	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Jayanth
18	BANGARU SANYASAMMA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	B. Sanyasamma
19	VANTHU RAVINDRA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V. Ravindra
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	S. Appalaraju
21	SANAPATHI ANIL KUMAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	N. Sanil Kumar
22	NEELI SAILAKSHMI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	N. Sailakshmi
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	G. Tejaswini
24	KOMMOJU SUPRIYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Supriya
25	GORLU DEVI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	G. Devi
26	DASARI PUSPHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	D. Puspha
27	CHOKKA HAREESH	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	C. Hareesh
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. Raveli
29	MADDURU SRAVANTHI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Sravanthi
30	THIRUVEEDHULA SRAVANI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	T. Sravani

1. V. Cheluri  
2. M. Kishore

*[Signature]*  
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



## 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

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Visakhapatnam Dist.,



Principal  
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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 charan*

Lecturer in Computer Science  
SGA GDC  
YELLAMANCHILI

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



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## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF ECONOMICS

### DEPARTMENTAL MEETING

#### Minutes of the meeting

The faculty of department of Economics met on 19-10-21 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 20 students.
4. To conduct eight week add on course, 45 teaching hours.
5. Permission to conduct the add on course by the Economics faculty,  
Continuing the add-on course for the next three years.

*[Signature]*  
19/10/2021

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

*[Signature]*  
19/10/2021

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



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## PERMISSION LETTER TO START ADD-ON COURSE

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

TO  
PRINCIPAL,  
SGA GOVT. DEGREE  
YELLAMANCHILI.

**SUB:** Permission to start an add-on course & and permission to nominate the  
Economics Faculty as a faculty for that addon 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 addon course with a title on MUTUAL FUNDS for III B.A (HERI) students, So, we are requesting you to give permission to start that addon course and also permit us to act as the faculty for the addon course.

Thanking you sir.

*Renu*  
19/10/2021

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

*P. Kadu*  
19/10/2021

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



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SGA GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI  
DEPARTMENT OF ECONOMICS  
ENROLLED STUDENTS FOR ADD ON COURSE

S.N O	NAME OF THE STUDENT	YEAR	GROUP	REGISTER NO.	SIGNATURE OF THE STUDENT
1	A.J.DURGA PRASAD	III YEAR	B.A. (HERI)	119135401001	A.J. Durga Prasad
2	G.LAVANYA	III YEAR	B.A. (HERI)	119135401008	G. Lavanya
3	P.SRAVANI	III YEAR	B.A. (HERI)	119135401022	P. SRAVANI
4	T.LAKSHMI	III YEAR	B.A. (HERI)	119135401028	T. Lakshmi
5	J.RAMU	III YEAR	B.A. (HERI)	119135401013	J. Ramu
6	B.BHANU PRAKSH	III YEAR	B.A. (HERI)	119135401003	B. Banu praksh
7	G.MANASA	III YEAR	B.A. (HERI)	119135401010	G. manasa
8	M.KAMAKSHI DEVI	III YEAR	B.A. (HERI)	119135401020	M. KAMA KSHI DEVI
9	G.DURGA PRASAD	III YEAR	B.A. (HERI)	119135401012	G. Durga Prasad
10	M.TEJA	III YEAR	B.A. (HERI)	119135401021	M. Teja
11	L.TRINADH	III YEAR	B.A. (HERI)	119135401019	L. TRINADH
12	P.URMILA	III YEAR	B.A. (HERI)	119135401023	P. URMILA
13	G.NAVEEN	III YEAR	B.A. (HERI)	119135401009	G. NAVEEN
14	D.BHARATI	III YEAR	B.A. (HERI)	119135401004	D. BHARATI
15	G.NAGA JYOTHI	III YEAR	B.A. (HERI)	119135401011	G. naga jyothi
16	A.SOWJANYA	III YEAR	B.A. (HERI)	119135401002	A. Sowjanya
17	D.DURGA PRASAD	III YEAR	B.A. (HERI)	119135401007	D. Durga prasad
18	K.LAVANYA	III YEAR	B.A. (HERI)	119135401018	K. Lavanya
19	K.INDHUMATHI	III YEAR	B.A. (HERI)	119135401015	K. Indhumathi
20	D.LOVA RAJU	III YEAR	B.A. (HERI)	119135401005	D. Lova Raju

*B. Suresh*  
19/10/24  
Lecturer  
Dept. of Economics & RI  
S.G.A. Govt. Degree College  
Yellamanchili

*P. Chandrababu Naidu*  
19/10/24  
Principal  
S.G.A. Govt. Degree College  
Yellamanchili-531 055



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## Course Outcome:

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

1. Know the basics of mutual funds,
2. Understand the advantage and limitations of mutual funds
3. Get knowledge on different kinds of mutual fund schemes
4. Understand different types of Risks of mutual fund schemes

## Syllabus:

### Module I

Concept & Function of a mutual fund - Advantages and limitations of a mutual fund

### Module II

Investment objectives, Marking to market - Unit capital, Assets under management (AUM) - Fund running expenses, Net asset value (NAV)

### Module III

Brief history of mutual funds in India - Closed end funds and open ended funds

### Module IV

Categorization of funds by investment objective, Investing Horizon & Asset Class - International funds, Fund of Funds, Exchange Traded Funds

### Module V

Risks in different type of mutual funds - Classification based on risk

## Reference books:

1. Taxmann's Mutual Fund Distributors
2. Indian Mutual Funds Handbook (5th Edition)
3. The Mutual Fund Industry by R.Glenn Hubbard
4. Mutual Funds -Ladder to wealth creation by Vivek Negi

*Ravi*  
19/10/2021  
Lecturer  
Dept. of Economics & RI  
SGA Govt. Degree College  
Yellamanchili - 531055

*P. Chandrababu Naidu*  
19/10/2021  
Principal  
S.G.A. Govt. Degree College  
Yellamanchili - 531 055







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Rolls Class : \_\_\_\_\_ and Section : \_\_\_\_\_ ATTENDANCE REGISTER

ROLL NO. (పాఠకు)	ADMISSION NUMBER (పాఠకు సంఖ్య)	NAME OF THE STUDENT (పాఠకు పేరు)	CASTE (పాఠకు వర్ణం)																	
				1	2	3	4	5	6	7	8	9	10							
1.	5901	A.J. Duggaprasad		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
2.	5903	G. Lavanya		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
3.	5904	P. Sravani		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
4.	5907	T. Lakshmi		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
5.	5909	J. Ramu		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
6.	5910	B. Bharanprakash		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
7.	5911	G. Hanasg		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
8.	5912	H. Karikshidevi		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9.	5914	G. Duggaprasad		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
10.	5915	H. Teja		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
11.	5919	L. Trinadh		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12.	5922	P. Urmila		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13.	5922	Dr. Naveen		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14.	5923	D. Bharathi		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
15.	5925	G. Nagaiah		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
16.	5931	D. Duggaprasad		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
17.	5950	K. Lavanya		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
18.	5951	K. Indhramathi		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
19.	5908	D. Lavanya		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
20.	5930	A. Soujanya		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

Date		Att	Prs	Abs
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FOR THE MONTH OF DECEMBER 2021

DATE	ATTENDANCE		TOTAL
	ATT	PR	
11	P	P	
12	P	P	
13	P	P	
14	P	P	
15	P	P	
16	P	P	
17	P	P	
18	P	P	
19	P	P	
20	P	P	
21	P	P	
22	P	P	
23	P	P	
24	P	P	
25	P	P	
26	P	P	
27	P	P	
28	P	P	
29	P	P	
30	P	P	
31	P	P	
TOTAL		19.8	25.4
AVERAGE		12	45



# S.G.A. GOVERNMENT DEGREE COLLEGE

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

YELLAMANCHILI - 531055, ANDHRA PRADESH



## SGA GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI DEPARTMENT OF ECONOMICS (2020-21)

### ADD ON COURSE – MUTUAL FUNDS

**Time: 1.30 Hours**  
**Marks**

**Maximum: 50**

#### Section – A (2X10 =20)

Answer any two questions

- I. 1. Explain the functions of Mutual Funds
2. Discuss the advantages and Limitations of Mutual Funds
3. Explain Brief History of Mutual Funds in India

#### Section – B (6X5 =30)

Answer any six questions

- II. 4. Net Asset Value
5. Exchange Traded Funds
6. Difference between Closed funds and Open ended funds
7. Investing Horizon
8. Different types of Mutual Funds
9. Objectives of Investment
10. Asset under Management
11. Fund of Funds
12. International Funds

*[Signature]*  
19/10/21  
Lecturer  
Dept. of Economics & RI  
SGA Govt. Degree College  
Yellamanchili - 531 055

*[Signature]*  
19/10/21  
Principal  
S.G.A. Govt. Degree College  
Yellamanchili-531 055



# S.G.A.GOVERNMENT DEGREE COLLEGE

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

YELLAMANCHILI - 531055, ANDHRA PRADESH



## Award of certificate Course

At the end of the course the students are supposed to write an essay, Objective type questions, make an oral presentation and participate in discussion. The students will be awarded certificate on successful completion of the course. Pass percentage. 40%

*P. Suresh*  
19/10/2021  
Lecturer  
Dept. of Economics & RI  
SGA Govt. Degree College  
Yellamanchili - 531 055

*P. Chandra*  
Principal 19/10/2021  
S.G.A. Govt. Degree College  
Yellamanchili-531 055



## DEPARTMENT OF ECONOMICS

Add-on Course on 'Mutual Funds' for the academic year 2020-21

### SUMMARY REPORT

The department of Economics has started **Add - on course on "Mutual Funds"** with 20 students from **B.A. final years of SGA GDC**. Department of Economics conducted 45 classes to complete the syllabus within stipulated time from 20/10/2021 to 15-12-2021. 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 of 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: 20
2. Number of students completed: 20
3. Classes conducted : 45 hours
4. Maximum marks: 50 marks
5. Time: morning and evening 2 hours.

Course Co - Ordinator  
Lecturer  
Dept. of Economics & RI  
SGA Govt. Degree College  
Yellamanchili - 531 055

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



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## CERTIFICATE

This certificate is awarded to

Sri/Kum/Smt \_\_\_\_\_ B.A \_\_\_\_ year on  
completion of Add-on Course in Mutual Funds, organised by Department Economics for the  
Academic year 2020-21.

Course Coordinator  
Department of Economics  
Lecturer

Dept. of Economics & RI  
SGA Govt. Degree College  
Yellamanchili - 531 055

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



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

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YELLAMANCHILI - 531055, ANDHRA PRADESH



## **DEPARTMENT OF MATHEMATICS**

**ADD ON COURSE, 2020-21**

**TOPIC: ARITHMETIC AND REASONING**

**(5 -week course)**

**CH. VIJAYA KUMAR,**

**Lecturer in Mathematics.**



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



## SGA.GOV.T.DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF MATHEMATICS

### ENROLLED STUDENTS FOR THE ADD-ON COURSE

### ARITHMETICS AND REASONING

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER	SIGNATURE
1	N.ANU RADHA	III YEAR	B.Sc.	719135405023	N. Anu Radha
2	N.DEVI DHANA LAKSHMI	III YEAR	B.Sc.	719135405024	N.D. Diakshmi
3	K.CHINNARI	III YEAR	B.Sc.	719135405010	K. Chinnari
4	S.LAXMI DEVI	III YEAR	B.Sc.	719135405033	S. Laxmi Devi
5	K.SURYA MANI	III YEAR	B.Sc.	719135405017	K. Suryamani
6	M.SUJATHA	III YEAR	B.Sc.	719135405021	M. Sujatha
7	B.CHINNARI	III YEAR	B.Sc.	719135405002	B. Chinnari
8	G.SIRISHA RANI	III YEAR	B.Sc.	719135405006	G. Sirisharani
9	B.LEELA VATHI	III YEAR	B.Sc.	719135405001	B. Leelavathi
10	S.VIJAYA LAXMI	III YEAR	B.Sc.	719135405032	S. Vijay
11	D.SATYA DURGA	III YEAR	B.Sc.	719135405003	D. Satyadurga
12	K.APPALARAJU	III YEAR	B.Sc.	719135405009	K. Appalaraju
13	G.HARI BABU	III YEAR	B.Sc.	719135405007	G. Hari Babu
14	T.SAI KUMAR	III YEAR	B.Sc.	719135405037	T. Sai Kumar
15	K.POORNA SAI	III YEAR	B.Sc.	719135405012	K. Poorna Sai
16	Y.TATAJI	III YEAR	B.Sc.	719135405043	Y. Tataji
17	S.L.SANKARA RAO	III YEAR	B.Sc.	719135405035	S. L. Sankara Rao
18	P.NARISINGARAO	III YEAR	B.Sc.	719135405029	P. Narasingarao
19	V.KASIRAO	III YEAR	B.Sc.	719135405039	V. Kasirao
20	P.GANGA BHAVANI	III YEAR	B.Sc.	719135405030	P. Ganga Bhavani
21	Y.LAYA	III YEAR	B.Sc.	719135405044	Y. Laya
22	S.SWETHA RANI	III YEAR	B.Sc.	719135405034	S. Swetha Rani
23	V.TATAJI	III YEAR	B.Sc.	719135405042	V. Tataji
24	K.KARTHIC	III YEAR	B.Sc.	719135405015	K. Karthik
25	K.PRASADU	III YEAR	B.Sc.	719135405011	K. Prasadu
26	V.PRASAD	III YEAR	B.Sc.	719135405041	V. Prasad
27	G.GANESH	III YEAR	B.Sc.	719135405005	G. Ganesh
28	K.ANU RAADHA	III YEAR	B.Sc.	719135405057	K. Anu Radha

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



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## DEPARTMENT OF MATHEMATICS

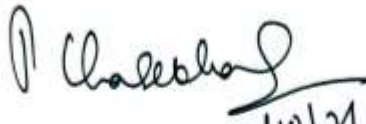
### DEPARTMENTAL MEETING

#### Minutes of the Meeting

The faculty of department of Mathematics met on 12-10-2021 and discussed the following matters

1. Resolve to start and 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 add-on course.
4. To start the students with a minimum of 27 students.
5. To conduct 5 weeks add-on course <sup>30</sup> 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 - 531 055  
Visakhapatnam District.  
12/10/21



# S.G.A.GOVERNMENT DEGREE COLLEGE

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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 and also permit us to act as the faculty for the add-on course.

Thanking You Sir.

12/10/24

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



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## **SGA .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



**Final Exam Question Paper**

ADD ON COURSE: ARITHIMATIC&REASONING

Max Marks: 25 \*1=25

1. The divisor is 25 times the quotient and 5 times the remainder.

If the quotient is 16, the dividend is

- 6400
- 6480
- 400
- 480
- None of these

2. Which of the following is an irrational number?

- 2.356356355
- 2.356356323
- 0.101001000.....
- 1.356356356

3. The sum of first 20 odd natural numbers is equal to

- 210
- 300
- 400
- 420
- None of these

4. Two numbers are in the ratio 3: 4 and the product of their LCM and HCF is 10800. What will be the sum of the numbers?

- 75
- 30
- 210
- 420
- None of these



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5. The smallest number of five digits which on being divided by 4, 5, 6 and 7 leaves 3, 4, 5 and 6 respectively as remainder, is.

- 10088
- 10080
- 10079
- 10790
- None of these

6. What is the least number which when divided by 8,9,12 and 15 leaves the same remainder 1 in each case? [C.B.I. 1993]

- 169
- 157
- 179
- 361

7. Difference of two numbers is 1660. If 7.5% of one number is 12.5% of the other number, find the two numbers.

- 2490
- 4150
- 5130
- 4130

8. The population of a town is 1, 76,400. If it increase at the rate of 5% per annum, what will be its population 2 years hence?

What was it 2 years ago?

- 1,60,000
- 1,90,000
- 1,50,000
- 1,30,000

9. A man sold 250 chairs and had a gain equal to selling price of 50 chairs. His profit percent is.

- 5 %
- 10 %
- 50 %
- 25 %



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10. Mohan can finish a job in 60 days whereas Ram can finish the same job in 20 days. If they work together the job will be over in

- 7 1/2
- 15 days
- 20 days
- 80 days

11. Five men can complete a piece of work in 24 days. In how many days will 12 men complete the same piece of work?

- 8
- 6
- 12
- 10
- None of these

12. A 175 m long train crosses a 35 m platform in 12 s. What is the speed of the train in km/h?

- 42
- 64
- 63 km/hrs.
- 59
- None of these

13. A and B together can do a piece of work in 4 days. If A alone can do it in 6 days, i.e. In how many days B can alone complete the same piece of work?

- 12
- 8
- 9
- 16
- None of these



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14. Find the odd man out. 15, 75, 1125, 84375, 94921875, 23875498

- 94921875
- 23875498
- 84375
- none of these

15. 196, 262, 375, 425, 571, 265

- 262
- 375
- 425
- 571

16. The angle between the minute hand and the hour hand of a clock when the time is 8.30, is

- 70°
- 75°
- 65°
- 145°

17. The angle between the minute hand and the hour hand of a clock when the time is 4.20 is:

- 0°
- 10°
- 3°
- 30°

18. An accurate clock shows 6 o'clock in the morning. Through how many degrees will the hour hand rotate when the clock shows 4 o'clock in the afternoon?

- 30°30'
- 60°60'
- 120°120'
- none of these



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19. What was the day on 26 Jan 1948?

- Monday
- Tuesday
- Wednesday
- Friday

20. What was the day 21st August 1992?

- Wednesday
- Monday
- Friday
- Saturday

21. The calendar for the year 2013 will be the same for the year:

- 2016
- 2017
- 2019
- 2022

22. Pointing to a woman in the photograph, Rajesh said, "The only daughter of her grandfather is my Wife". How is Rajesh related to that woman?

- A. Uncle
- B. Father
- C. Maternal uncle
- D. Brother

23. P ran 40 m east, then turned left and ran 20 m and then turned to right and ran 18 m and turned to left, ran 24 m and finally turned to left and ran 12 m. Now he is running towards which direction.

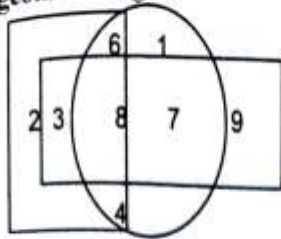
- A. North
- B. South
- C. East
- D. West

24. Ram is facing west. He took a right turn and walks 20 m. He then again turns right and walk for 10 m. From there he walks 10 m to north and then 10 m towards west. In which direction is he from original position?

- A. North-East
- B. North-West
- C. South-East
- D. South-West



25. Which are the numbers that make their presence felt in only one of the geometric figures?



(A) 4, 6, 7

(B) 1, 2, 9

(C) 3, 7, 9

(D) 2, 3, 8



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

*(Affiliated to Andhra University)*

*Accredited By NAAC with "A" Grade*

**Yellamanchili Visakhapatnam Andhra Pradesh**



**CERTIFICATE OF APPRECIATION**

This certificate is awarded to Sri/Kum \_\_\_\_\_  
of II B.Sc (MPC/MPCs) on completion of Add on Course in "Arithmetic and  
Reasoning" , organised by Department of Mathematics for the Academic year 2020-21.

Course co-ordinator

HOD ,Department of Chemistry

Principal







# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



## Summery on Add-on Course

The Department of Mathematics conducted an Add-on course in the academic year 2020-2021 with the title "Arithmetic and Reasoning". The course was planned for 5 weeks from Oct 20<sup>th</sup> to Nov 30<sup>th</sup> 2021. For this add-on course, 28 final year students of BSc(MPC), BSc(MPCs) students are willing and enrolled in this course. After completion of this course out of 28 students, 24 students were successfully completed & the certificates were distributed to the students.

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

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



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

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**SGA GOVT. DEGREE COLLEGE ,Yellamanchili**

**Department of Physics**

**Add-on Course**

**TOPIC : HOUSE WIRING AND REPAIRING  
OF ELECTRIC FAN AND MIXIE**





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

### DEPARTMENT OF PHYSICS

### DEPARTMENTAL MEETING

#### Minutes of the meeting

The faculty of department of PHYSICS met on 05-10-21 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 students with a minimum of 30 students.
5. To conduct ~~5~~ 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.

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



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YELLAMANCHILI - 531055, ANDHRA PRADESH



## PERMISSION LETTER TO START ADD-ON COURSE

FROM

DEPARTMENT OF PHYSICS ,  
SGA GOVT. DEGREE COLLEGE,  
YELLAMANCHILI.

DATE : 05-10-2021,

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 "HOUSE WIRING AND REPAIRING OF ELECTRIC FAN AND MIXIE" 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 sir.

SIGNATURE OF THE PRINCIPAL

Principal

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

SIGNATURE OF THE FACULTY

(SRI P.S. JAGGARAO)

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



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

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**YELLAMANCHILI - 531055, ANDHRA PRADESH**



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

### **DEPARTMENT OF PHYSICS**

#### **SYLLABUS**

#### **ADD-ON COURSE IN "HOUSE WIRING AND REPAIRING OF ELECTRIC FAN AND MIXIE"**

##### **UNIT-1**

##### **House Wiring :**

Concept of electricity, A.C. fundamentals, different types of A.C wave forms, Basics of House wiring –Single and three phase power, watt meter principle and working, series and parallel connections, star and delta connections ,working of fuse and MCB, electric tester working, electric shock, first aid for electric shock, earthing mechanism.

##### **UNIT-2**

##### **Electric Fan :**

Introduction to motors, induction and synchronous motors, parts and working of a fan, types of fans-ceiling fan, table fan and exhaust fan, working of fan capacitor, troubleshooting of fan.

##### **Electric Mixie :**

Parts and working of a mixie, troubleshooting of mixie.

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



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



## S.G.A GOVT. DEGREE COLLEGE, YELLAMANCHILLI

### Department of Physics

Enrolled students for the Add-on course

Topic:- House wiring, repairing of fan and mixer

	Student Name	Year	Group	REGD.NO
1.	BADDI LEE LAVATHI	3 <sup>rd</sup> BSC	MPC	719135405001 B.lee lavathi
2.	BHIMPALLI CHINNARI	3 <sup>rd</sup> BSC	MPC	719135405002 B.Chinnari
3.	DADSETTI SATYA DURGA	3 <sup>rd</sup> BSC	MPC	719135405003 D.satyadurga
4.	DHULI VASU	3 <sup>rd</sup> BSC	MPC	719135405004 DVASU
5.	GAMPARAI GANESH	3 <sup>rd</sup> BSC	MPC	719135405005 G.Ganesh
6.	GARA SIRISHA RANI	3 <sup>rd</sup> BSC	MPC	719135405006 G.Sirisharani
7.	GORLA HARIBABU	3 <sup>rd</sup> BSC	MPC	719135405007 G.haribabu
8.	KADARI MAHESH	3 <sup>rd</sup> BSC	MPC	719135405008 k.mahesh
9.	KARE APPALARAJU	3 <sup>rd</sup> BSC	MPC	719135405009 k.appalaraju
10.	KODA CHINNARI	3 <sup>rd</sup> BSC	MPC	719135405010 k.chinnari
11.	KODA PRASADU	3 <sup>rd</sup> BSC	MPC	719135405011 k.prasadu
12.	KOLAGANI POORNA SAI	3 <sup>rd</sup> BSC	MPC	719135405012 k.purna sai
13.	KOLLI ANITHA	3 <sup>rd</sup> BSC	MPC	719135405013 K.Anitha
14.	KOLLI SIVA SAI SANKER	3 <sup>rd</sup> BSC	MPC	719135405014 k.s.s.sankar
15.	KOMMIRELLI KARTHIK	3 <sup>rd</sup> BSC	MPC	719135405015 k.karthik
16.	KONDAPALLI VISALAKSHI	3 <sup>rd</sup> BSc	MPC	719135405016 K.Visalakshi
17.	KOTA SURYAMANI	3 <sup>rd</sup> BSC	MPC	719135405017 k.suryamani
18.	KUNCHALA SYAMALA	3 <sup>rd</sup> BSC	MPC	719135405018 k.syamala
19.	MAJI KANTHAM	3 <sup>rd</sup> BSC	MPC	719135405019 M.kantham
20.	MYLAPALLI SUJATHA	3 <sup>rd</sup> BSC	MPC	719135405021 M. Sujatha
21.	NAAMALA NOOKESH	3 <sup>rd</sup> BSC	MPC	719135405022 N.Nookesh
22.	NAGIRETTI ANURADHA	3 <sup>rd</sup> BSC	MPC	719135405023 N.Anuradha
23.	ND DHANALAKSHMI	3 <sup>rd</sup> BSC	MPC	719135405024 N.dhanalakshmi
24.	NARRI ARAVIND	3 <sup>rd</sup> BSC	MPC	719135405025 N.aravind
25.	PALLA MADHAVI	3 <sup>rd</sup> BSC	MPC	719135405026 P.madhavi
26.	PALLELA PAVANI	3 <sup>rd</sup> BSC	MPC	719135405027 P.pavani
27.	PIKKI MADHAVA	3 <sup>rd</sup> BSC	MPC	719135405028 P.madhava
28.	PIKKI NARASIGA RAO	3 <sup>rd</sup> BSC	MPC	719135405029 p.narasigarao
29.	PINAPATHRUNI GANGA BHAVANI	3 <sup>rd</sup> BSC	MPC	719135405030 p.gangabhavani
30.	POCHINA PRIYANKA	3 <sup>rd</sup> BSC	MPC	719135405031 P.priyanka
31.	SAMBAVARAPU VIJALAKSHMI	3 <sup>rd</sup> BSC	MPC	719135405032 S.vijalakshmi
32.	SANA LAKSHMI DEVI	3 <sup>rd</sup> BSC	MPC	719135405033 S.lakshmi
33.	SANAPATHI SWETHARANI	3 <sup>rd</sup> BSC	MPC	719135405034 S.swetharani
34.	SENNAMSETTI LEE LA SANKARA RAO	3 <sup>rd</sup> BSC	MPC	719135405035 S.l.sankara rao
35.	SUNDARAPU MANJUSREE	3 <sup>rd</sup> BSC	MPC	719135405036 S.manjusree
36.	TUMMALA SAIKUMAR	3 <sup>rd</sup> BSC	MPC	719135405037 T.sai
37.	UPPALAPU CHITTI JYOTHI	3 <sup>rd</sup> BSC	MPC	719135405038 U.chitthi
38.	VASUPALLI KASIRAO	3 <sup>rd</sup> BSC	MPC	719135405039 v.kasirao
39.	VASUPALLI RAJESH	3 <sup>rd</sup> BSC	MPC	719135405040 V.Rajesh
40.	VUDI PRASAD	3 <sup>rd</sup> BSC	MPC	719135405041 v.prasad
41.	VUMMIDI TATAJI	3 <sup>rd</sup> BSC	MPC	719135405042 V.tataji
42.	YRLISETTI TATAJI	3 <sup>rd</sup> BSC	MPC	719135405043 Y.tataji
43.	YELLAMANCHILI LAYA	3 <sup>rd</sup> BSC	MPC	719135405044 Y.laya
44.	YERIPALLI LATHA	3 <sup>rd</sup> BSC	MPC	719135405045 Y.latha
45.	YERIPALLI APPALARAJU	3 <sup>rd</sup> BSC	MPC	719135405046 Y.appalaraju
46.	ADARI SIVA SRAVANI	3 <sup>rd</sup> BSC	MPCS	719135405047 A.sivasravani



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47.	AYINAPARTHI LAHARI ASWINI	3 <sup>rd</sup> BSC	MPCS	719135405049	A. Lakshmi
48.	BALIBOYINA SAI LEELA	3 <sup>rd</sup> BSC	MPCS	719135405050	P. Salleela
49.	BEJAWADA SRINIVASA RAO	3 <sup>rd</sup> BSC	MPCS	719135405051	R. Srinivasa Rao
50.	GANIREDDY BHAGYA LAXMI	3 <sup>rd</sup> BSC	MPCS	719135405052	G. Bhagya Lakshmi
51.	KALLA SIRISHA	3 <sup>rd</sup> BSC	MPCS	719135405055	K. Sirisha
52.	KARRI ANUSHA	3 <sup>rd</sup> BSC	MPCS	719135405056	K. Anusha
53.	KOLAGANI ANURADHA	3 <sup>rd</sup> BSC	MPCS	719135405057	K. Anuradha
54.	KOTNI GEETHA	3 <sup>rd</sup> BSC	MPCS	719135405058	K. Geetha
55.	MANABALA SURYAKALA	3 <sup>rd</sup> BSC	MPCS	719135405060	M. Venkateswari
56.	MERIGI VENKATESWARLU	3 <sup>rd</sup> BSC	MPCS	719135405061	M. Venkateswari
57.	MOKINA SAI MANIKANTA	3 <sup>rd</sup> BSC	MPCS	719135405062	M. Sainath Babu
58.	OYIBOINA DHANA LAKSHMI	3 <sup>rd</sup> BSC	MPCS	719135405064	O. Dhana Lakshmi
59.	PUTSA PAVANI	3 <sup>rd</sup> BSC	MPCS	719135405065	P. Pavani
60.	TEDLAPU LAVANYA	3 <sup>rd</sup> BSC	MPCS	719135405067	T. Lavanya
61.	THIKKADA ARUNA	3 <sup>rd</sup> BSC	MPCS	719135405068	T. Aruna
62.	UDDANDAM DHANUSH	3 <sup>rd</sup> BSC	MPCS	719135405069	U. Dhannu
63.	VEESAM BHANUPRIYA	3 <sup>rd</sup> BSC	MPCS	719135405070	V. Bhannu Priya
64.	VEESAM PAVAN KUMAR	3 <sup>rd</sup> BSC	MPCS	719135405071	V. Pavan Kumar
65.	ALAMANDA SRAVANI VIJAYA GOWRI	2 <sup>nd</sup> BSC	MPC	720135405002	A. Nagapushpa
66.	ANNAM NAGAPUSHPA	2 <sup>nd</sup> BSC	MPC	720135405003	A. Nagapushpa
67.	BAGGU BALA SUBRAHMANYAM	2 <sup>nd</sup> BSC	MPC	720135405004	B. Siva Lakshmi
68.	BODDAPU SIVA LAKSHMI	2 <sup>nd</sup> BSC	MPC	720135405005	B. Siva Lakshmi
69.	BONDI BHARATHI	2 <sup>nd</sup> BSC	MPC	720135405006	B. Bharathi
70.	CHEPALA SUBBALAKSHMI	2 <sup>nd</sup> BSC	MPC	720135405007	C. Subbalakshmi
71.	DEVARA VARA LAKSHMI	2 <sup>nd</sup> BSC	MPC	720135405008	D. Varalakshmi
72.	KALLA NAVYA	2 <sup>nd</sup> BSC	MPC	720135405009	K. Navya
73.	KANDRAKOTA SIRISHA	2 <sup>nd</sup> BSC	MPC	720135405010	K. Sirisha
74.	KARRI BHARATHI NAGA BHUVANESWARI	2 <sup>nd</sup> BSC	MPC	720135405011	K. R. N. Bhuvaneshwari
75.	KATTUMURI DEEPIKA	2 <sup>nd</sup> BSC	MPC	720135405012	K. Deepika
76.	KOVELA PAVANI TEJASRI	2 <sup>nd</sup> BSC	MPC	720135405013	K. Pavani Tejasri
77.	MALLA RAJU	2 <sup>nd</sup> BSC	MPC	720135405014	M. Raju
78.	MARISSETTY KRISHNA VENI	2 <sup>nd</sup> BSC	MPC	720135405015	M. Krishna Veni
79.	MOGILI GAYATHRI	2 <sup>nd</sup> BSC	MPC	720135405016	M. Gayathri
80.	MUTYALA VARMA	2 <sup>nd</sup> BSC	MPC	720135405017	M. Varma
81.	MYLAPILLI RAJESWARI	2 <sup>nd</sup> BSC	MPC	720135405018	M. Rajeswari
82.	NAKKAPALLI NIRANJAN KUMAR	2 <sup>nd</sup> BSC	MPC	720135405019	N. Niranjan Kumar
83.	NEERUKONDA GANESHINI	2 <sup>nd</sup> BSC	MPC	720135405020	N. Ganeshini
84.	PEYYALA SRIVIDHYA	2 <sup>nd</sup> BSC	MPC	720135405021	P. Srividhya
85.	PULI DURGA VANI	2 <sup>nd</sup> BSC	MPC	720135405022	P. Durga Vani
86.	PULIGA PADMA	2 <sup>nd</sup> BSC	MPC	720135405023	P. Padma
87.	RUTHALA GANGA BHAVANI	2 <sup>nd</sup> BSC	MPC	720135405024	R. Ganga Bhavani
88.	SABBAVARAPU LEELA VATHI	2 <sup>nd</sup> BSC	MPC	720135405025	S. Leela Vathi
89.	SANAPATHI UMADEVI	2 <sup>nd</sup> BSC	MPC	720135405026	S. Umadevi
90.	SURISSETTI GAYATRI	2 <sup>nd</sup> BSC	MPC	720135405027	S. Gayatri
91.	THIRUVEEDHULA LEELA VATHI	2 <sup>nd</sup> BSC	MPC	720135405028	T. Leela Vathi
92.	YELLAPU LAVANYA SAI	2 <sup>nd</sup> BSC	MPC	720135405029	Y. Lavanya Sai
93.	AAVALA PAPA RAYUDU	2 <sup>nd</sup> BSC	MPCS	720135405030	A. Papa Rayudu
94.	ADARI APARNA	2 <sup>nd</sup> BSC	MPCS	720135405031	A. Aparna
95.	ANAPARTHI SOWMYA	2 <sup>nd</sup> BSC	MPCS	720135405033	A. Sowmya
96.	ARA VIND ESARAPU	2 <sup>nd</sup> BSC	MPCS	720135405034	A. Vind Esarapu
97.	BALAJI BODDAPU	2 <sup>nd</sup> BSC	MPCS	720135405035	B. Balaji
98.	BANDARU RAMADEVI	2 <sup>nd</sup> BSC	MPCS	720135405036	B. Ramadevi
99.	DASARI BHA VANI	2 <sup>nd</sup> BSC	MPCS	720135405037	D. Bhavani
100.	DHOOLI PRASAD	2 <sup>nd</sup> BSC	MPCS	720135405038	D. Prasad
101.	DHULI NADIYA NAGALAKSHMI	2 <sup>nd</sup> BSC	MPCS	720135405039	D. N. Nagalakshmi
102.	GUDDATI SAMBHA VIDEVI	2 <sup>nd</sup> BSC	MPCS	720135405040	G. Sambha Vidhi
103.	JERRIPOTHULA JYOTHI	2 <sup>nd</sup> BSC	MPCS	720135405041	J. Jyothi
104.	KAKARA SATHYA	2 <sup>nd</sup> BSC	MPCS	720135405042	K. Sathya
105.	KASALA KAVITHA	2 <sup>nd</sup> BSC	MPCS	720135405043	K. Kavitha




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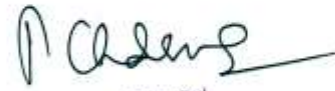
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106.	KOILADA PRASAD	2 <sup>nd</sup> BSC	MPCS	720135405044	K. Prasad
107.	KOILADA TRIVENI	2 <sup>nd</sup> BSC	MPCS	720135405045	K. Triveni
108.	KORIBILLI NAVYA	2 <sup>nd</sup> BSC	MPCS	720135405046	K. Navya
109.	KURAKULA ROHINI	2 <sup>nd</sup> BSC	MPCS	720135405047	K. Rohini
110.	MADEM VASUNDHRA	2 <sup>nd</sup> BSC	MPCS	720135405048	M. Vasundhara
111.	MALLA RAMANI	2 <sup>nd</sup> BSC	MPCS	720135405049	M. Ramani
112.	MAMIDI ASHOK	2 <sup>nd</sup> BSC	MPCS	720135405050	M. Ashok
113.	MAMIDI RUPA	2 <sup>nd</sup> BSC	MPCS	720135405051	M. Rupa
114.	MAMIDI SANDEEP	2 <sup>nd</sup> BSC	MPCS	720135405052	M. Sandeep
115.	NAGIREDDI LEELA LAKSHMI	2 <sup>nd</sup> BSC	MPCS	720135405053	N. Leela Lakshmi
116.	NANEPALLI JAHNAVI	2 <sup>nd</sup> BSC	MPCS	720135405054	N. Jahnavi
117.	NBK DURGA LAKSHMI DEVI	2 <sup>nd</sup> BSC	MPCS	720135405055	N.B.K Lakshmi Devi
118.	NEELAM SRIDEVI	2 <sup>nd</sup> BSC	MPCS	720135405056	N. Sridevi
119.	PEDAPUDI HEMA LATHA	2 <sup>nd</sup> BSC	MPCS	720135405057	P. Hemalatha
120.	POSINA SRIDEVI	2 <sup>nd</sup> BSC	MPCS	720135405058	P. Sridevi
121.	PRAGADA RAMAKRISHNA	2 <sup>nd</sup> BSC	MPCS	720135405059	P. Ramakrishna
122.	PUDI HARIKA	2 <sup>nd</sup> BSC	MPCS	720135405060	P. Harika
123.	SIDDA USHA SRI VENKATALAKSHMI	2 <sup>nd</sup> BSC	MPCS	720135405061	S.U.V. Lakshmi
124.	SIRASAPALLI GANESHRISAI	2 <sup>nd</sup> BSC	MPCS	720135405062	S. Ganeshrisai
125.	TAPPETLA PRASANNA KUMARI	2 <sup>nd</sup> BSC	MPCS	720135405063	T. Prasanna Kumari
126.	TATIPAKA PALLAVI	2 <sup>nd</sup> BSC	MPCS	720135405064	T. Pallavi
127.	TETAKALA MANIKANTA	2 <sup>nd</sup> BSC	MPCS	720135405065	T. Manikanta
128.	VANTAKULA RAMA LAKSHMI	2 <sup>nd</sup> BSC	MPCS	720135405066	V. Venkata Lakshmi
129.	VASUPALLI SIMHADRI	2 <sup>nd</sup> BSC	MPCS	720135405067	V. Simhadri
130.	YENUKUNTI NAGA DURGA	2 <sup>nd</sup> BSC	MPCS	720135405068	Y. Naga Durga

  
 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  
 Visakhapatnam District



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## S.G.A GOVT. DEGREE COLLEGE, YELLAMANCHILLI

### Department of Physics

#### Attendance of the Students

#### Topic:- House wiring, repairing of fan and mixer

S.no	Name	Regd.no	Attendance														
1.	BADDI LEELAVATHI	719135405001	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
2.	BHIMPALLI CHINNARI	719135405002	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
3.	DADISETTI SATYA DURGA	719135405003	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
4.	DHULI VASU	719135405004	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
5.	GAMPARAI GANESH	719135405005	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
6.	GARA SIRISHA RANI	719135405006	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
7.	GORLA HARIBABU	719135405007	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
8.	KADARI MAHESH	719135405008	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
9.	KARE APPALARAJU	719135405009	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
10.	KODA CHINNARI	719135405010	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
11.	KODA PRASADU	719135405011	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
12.	KOLAGANI POORNA SAI	719135405012	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
13.	KOLLI ANITHA	719135405013	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
14.	KOLLI SIVA SAI SANKER	719135405014	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
15.	KOMMIRELLI KARTHIK	719135405015	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
16.	KONDAPALLI VISALAKSHI	719135405016	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
17.	KOTA SURYAMANI	719135405017	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
18.	KUNCHALA SYAMALA	719135405018	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
19.	MAJJI KANTHAM	719135405019	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
20.	MYLAPALLI SUJATHA	719135405021	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
21.	NAAMALA NOOKESH	719135405022	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
22.	NAGISETTI ANURADHA	719135405023	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
23.	ND DHANALAKSHMI	719135405024	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
24.	NARRI ARAVIND	719135405025	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
25.	PALLA MADHAVI	719135405026	P	P	P	P	P	P	P	P	P	P	P	P	P	P	

B. Leela Varthi  
 B. Chinnari  
 D. Satya Durga  
 D. Vasu  
 G. Ganesh  
 G. Sirisharani  
 G. Harish Babu  
 K. Mahesh  
 K. Appalaraju  
 K. Chinnari  
 K. Prasad  
 K. Poornasai  
 K. Anitha  
 K. Siva Sai Sankar  
 K. Karthik  
 K. Visalakshmi  
 K. Suryamani  
 K. Syamala  
 M. Kantham  
 M. Sujatha  
 N. Nookesh  
 N. Anuradha  
 ND. Dhanalakshmi  
 N. Aravind  
 P. Madhavi









**Add-on course : House wiring and repairing of Electric Fan and mixer**

Time: 1 ½ hour

Max Marks: 50

**SECTION -A**

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

1. Draw the equivalent circuit, when we convert star to delta network and express resistance values in terms of star network values?
2. What are the parts of electric fan and explain its working?
3. Explain construction and working of Watt meter?
4. Explain the construction and working of Induction motor?

**SECTION -B**


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

1. Write the difference between single and three phase power?
2. Write a note on earthing mechanism in household wiring?
3. Write a note on working of fuse?
4. Write a note on working of fan capacitor?
5. Write a note on working of Mixie?
6. Explain about types of an electric power?

**SECTION -C**

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

1. Define ohm's law?
2. Draw the saw tooth and triangular waves?
3. Write the formulas for effective resistance in series and parallel connections?
4. Write the parts of Mixie?
5. Draw the block diagram of trouble shooting of mixie?

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



## **SUMMARY REPORT**

### **HOUSE WIRING REPAIRING OF FAN & MIXCY**

The department of physics started Add- on course on "**House wiring and repairing of electric fan and mixer**" with 130 enrolled students. This batch comprises of III and II year students. We have conducted 24-theory hours and 6 practical hours. Conducted exam for 50 marks and issued certificates to the 121 successful students.

Our department aims to start this add on course for attaining skill to repair house hold electric appliances 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 decorating houses with small electrical lamps, house wiring of new houses, repairing of gadgets etc...

Students enrolled	: 130
Successfully completed	: 121
Practical hours conducted	: 06
Theory hours conducted	: 24
Maximum marks	: 50 marks
Time allotted	: 2 hours
Certificates issued	: Issued to all the successful students.

  
Course Co-ordinator

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

Faculty in Physics



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Yellamanchilli , Visakhapatnam Dist., A.P



### **Department of Physics**

**Add on course in House Wiring & Repairing of Fan & Mixer**

#### **CERTIFICATE**

This is to Certify that Mr./Kum \_\_\_\_\_

Has Successfully completed the Add on course in House wiring and Repairing of Fan & Mixer in this college held from \_\_\_\_\_ to \_\_\_\_\_ and Awarded with \_\_\_\_\_ Grade.

  
Head of the Department

Principal

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



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## 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



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

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YELLAMANCHILI - 531055, ANDHRA PRADESH



**SGA Govt. Degree College, Yellamanchili**

**Department of Botany**

**Add on Course, 2021-22**

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





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## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF BOTANY

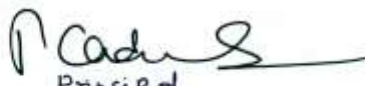
### DEPARTMENTAL MEETING

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.



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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 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  
[Signature]*

Thanking you sir.

*[Signature]*  
**B. CHANDRAMOULI**  
Lecturer in Botany  
S.G.A. Govt. Degree College  
Yellamanchili - 531055  
Viskheparmant Dept.



## **DEPARTMENT OF BOTANY**

**Add on Course for 2021-22**

### **IMPORTANT MEDICINAL PLANTS USED IN OUR DAILY LIFE**

#### **Introduction:**


The Ayurvedic system of medicine is an age-old system of therapy, which is associated with the Vedic civilization in India. The oldest existing literature on this form of treatment is mentioned in Rigveda around 4500-1600 B.C. Ayurveda is a holistic system of treatment, which is amalgamation of use of food, medicine and other measures like exercise and behaviour. Life in Ayurveda is conceived as the union of body, senses, mind and soul. Ayurveda regards human body is a composition of five basic elements namely, earth, water, fire, air and vacuum. Any illness is considered the result of absence of a balanced state of the total body matrix. The disease is diagnosed by examining the general physical condition of the patient and pulse reading, along with examining urine, excreta, eyes, tongue, skin, and auditory functions. Once disease is diagnosed, the treatment measures involve use of medicines, specific diet and prescribed routine activity.

Wide arrays of plant species are used in traditional system of health care in India. Over 6,500 species of plants are known to occur in India those are used by various streams of traditional health care practitioners. Approximately 2000 medicinal plant species are used alone in Ayurvedic system of medicine, which is followed by Siddha (1121), Unani (751), Homeopathy (482) and Tibetan (337). The number of people involved in the traditional health care system is quite impressive in India. About 7,00,000 practitioners of Ayurveda, Siddha, Unani, Yoga, Naturopathy and Homeopathy are registered in the Indian Systems of Medicine.

Family traditions and cultural preferences also make people to own, decide and prefer various health care systems. In India, medicinal plants have strong acceptance in religious activities, where the plants are worshiped in the form of various gods, goddesses and local deities.

Plants are used as medicine by thousands of ethnic communities for human and veterinary health care, across the India. People across the world also rely upon the traditional systems of medicines, largely plant based, to meet their primary health care needs. Although modern medicine may be available in these countries, herbal medicines (phytomedicines) have often maintained popularity for historical and cultural reasons.

Assurance of the safety, quality, and efficacy of medicinal plants and herbal products has now become a key issue in industrialized and in developing countries. Both the general

  
Principal  
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consumer and health-care professionals need up to date, authoritative information on the safety and efficacy of medicinal plants.

So many important medicinal plants are regularly used in our daily life. In India, the people are using medicinal plants or their ingredients in the form of diet itself. Hence in India, the kitchen itself is a Medical store to cure all kinds of illness. Here are some important medicinal plants were taken which are used in our daily life.

### 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.

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

  
Principal  
S.G.A.Govt.Degree College  
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## DEPARTMENT OF BOTANY

Add on Course 2021-22

### ENROLLED STUDENTS FOR THE ADD-ON COURSE

Name of the Course: Important medicinal plants used in daily Life

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER
1.	AGRAHARAPU ANURADHA	II Year	B.Sc (CBZ)	720135405069
2	AMALAKANTI SATYA	II Year	B.Sc (CBZ)	720135405070
3	ARJILLI AMMAJI	II Year	B.Sc (CBZ)	720135405071
4	CHITTI DEVIKA	II Year	B.Sc (CBZ)	720135405072
5	DEVARA DIVYA	II Year	B.Sc (CBZ)	720135405073
6	ERIGILA VANDANA	II Year	B.Sc (CBZ)	720135405074
7	GORINTA MEENAKSHI	II Year	B.Sc (CBZ)	720135405075
8	GUDDATI USHA RANI	II Year	B.Sc (CBZ)	720135405076
9	KALLA PUSHPALAKSHMI	II Year	B.Sc (CBZ)	720135405077
10	KANTAMREDDY ASHA	II Year	B.Sc (CBZ)	720135405078
11	KARRI VISWANADHAM	II Year	B.Sc (CBZ)	720135405079
12	KOLANTI ANUSHA	II Year	B.Sc (CBZ)	720135405080
13	MAMIDI BHAGYALAKSHMI	II Year	B.Sc (CBZ)	720135405081
14	MOGILI BHARGAVI	II Year	B.Sc (CBZ)	720135405082
15	MOORA RATNA KUMARI	II Year	B.Sc (CBZ)	720135405083
16	OMMI KUMARI	II Year	B.Sc (CBZ)	720135405084
17	PADALA TRIVENI	II Year	B.Sc (CBZ)	720135405085
18	PEDAPUDI LATHA	II Year	B.Sc (CBZ)	720135405086
19	PUDI KAVYA	II Year	B.Sc (CBZ)	720135405087
20	RAJESWARI YANDA	II Year	B.Sc (CBZ)	720135405088
21	RANGALA NAVYA	II Year	B.Sc (CBZ)	720135405089
22	REDDI DAIVA MADHURI	II Year	B.Sc (CBZ)	720135405090
23	REKHA VENKATALAKSHMI	II Year	B.Sc (CBZ)	720135405091
24	SHAIK RAHIM TUNEESHA	II Year	B.Sc (CBZ)	720135405092
25	SONY GUDALA	II Year	B.Sc (CBZ)	720135405093
26	TELU SURYA LAKSHMI	II Year	B.Sc (CBZ)	720135405094
27	THANNERU MOUNIKA DEVI	II Year	B.Sc (CBZ)	720135405095
28	THOTA KUMARI	II Year	B.Sc (CBZ)	720135405096
29	A. MOHANA GEETHA	I Year	B.Sc (CBZ)	721135405081
30	BANDI TEJASWINI	I Year	B.Sc (CBZ)	721135405082
31	BANDI TEJOMAYEE	I Year	B.Sc (CBZ)	721135405083
32	BATHULA NAGA SIVA GAYATRI	I Year	B.Sc (CBZ)	721135405084
33	BEERA SUKANYA	I Year	B.Sc (CBZ)	721135405085
34	BODDAPU NOOKARATNAM	I Year	B.Sc (CBZ)	721135405086

A. Anuradha  
A. Satya  
A. Ammaji  
Ch. Devika  
D. Divya  
E. vandhana  
G. Meenakshi  
U. Rani  
K. Pushpalakshmi  
K. Asha  
K. Viswanadhham  
K. Anusha  
M. Bhagyalakshmi  
M. Bhargavi  
M. Ratna Kumari  
M. Ratna Kumari  
P. Triveni  
P. Latha  
P. KAVYA.  
R. Yanda  
R. YANDA  
R. Madhuri  
R. Venkatalakshmi  
S. TUNEESHA  
G. Sony  
T. Suryalakshmi  
T. Mounika Devi  
T. Kumari  
A. Geetha  
B. Tejaswini  
B. Tejomayee  
B. Naga siva Gayatri  
B. Sukanya Thota  
B. Nookaratnam



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35	BOLEM TEJASVI	I Year	B.Sc (CBZ)	721135405087	B. Bejasvi
36	BOLLAM LEELA PRAVEENA	I Year	B.Sc (CBZ)	721135405088	B. Leela praveena
37	BONTHU DIVYA KRUPA	I Year	B.Sc (CBZ)	721135405089	B. Divya KRUPA
38	BURRE LAVANYA	I Year	B.Sc (CBZ)	721135405090	B. lavanya
39	CHAVITHINI SWATHI	I Year	B.Sc (CBZ)	721135405091	C. Swathi
40	CHITTURU MOKSHA SRI	I Year	B.Sc (CBZ)	721135405092	C. MOKSHA SRI
41	DEVARA SIVAJI	I Year	B.Sc (CBZ)	721135405093	D. Sivaji
42	DUVVADA NISSI ALEKHYA	I Year	B.Sc (CBZ)	721135405094	D. Nissi/Alekhy
43	E. HEMA VARAHA DURGA	I Year	B.Sc (CBZ)	721135405095	E. Hema varaha
44	<u>GORINTHALA DHIKSHITHA</u>	I Year	B.Sc (CBZ)	721135405097	A BSENT
45	GUDALA KIRAN KUMAR	I Year	B.Sc (CBZ)	721135405098	G. Kiran kumar
46	GUDALA RANI	I Year	B.Sc (CBZ)	721135405099	G. Rani
47	JERRIPOTHULA SINDHU	I Year	B.Sc (CBZ)	721135405100	J. Sindhu
48	KARAKA VASANTHA	I Year	B.Sc (CBZ)	721135405101	K. Vasantha
49	KARRI LAKSHMI	I Year	B.Sc (CBZ)	721135405102	K. Lakshmi
50	KARRI LORIYA	I Year	B.Sc (CBZ)	721135405103	K. Loriya
51	KONA MOUNIKA	I Year	B.Sc (CBZ)	721135405104	K. Mounika
52	KUNDETI DIVYA	I Year	B.Sc (CBZ)	721135405106	K. Divya
53	LALAM YASASWINI	I Year	B.Sc (CBZ)	721135405107	L. Yasaswini
54	MAMIDI DEVI	I Year	B.Sc (CBZ)	721135405108	M. Devi
55	MANABALA NAGA LAKSHMI	I Year	B.Sc (CBZ)	721135405109	M. LAKSHMI
56	MATTURTHI PUSHPA LATHA	I Year	B.Sc (CBZ)	721135405110	M. Pushpa LATHA
57	MINNAKURTHI SRAVANI SAI	I Year	B.Sc (CBZ)	721135405111	M. SRAVANI SAI
58	MOGASALA SIVA SRAVANI	I Year	B.Sc (CBZ)	721135405112	M. Siva SRAVANI
59	MOGGA NAVITHA	I Year	B.Sc (CBZ)	721135405113	M. Navitha
60	PANDURI PAVANI	I Year	B.Sc (CBZ)	721135405114	P. Pavani
61	P. RATNA MALATHI NAVEENA	I Year	B.Sc (CBZ)	721135405115	P. RATNA NAVEENA
62	SIGGIREDDI DIVYA	I Year	B.Sc (CBZ)	721135405116	S. Divya
63	THAMMINA LOHITHA SRI	I Year	B.Sc (CBZ)	721135405117	T. Lohitha Sri
64	VADAPARTHI SAI	I Year	B.Sc (CBZ)	721135405118	V. Sai
65	VADLAMURI VINEEL	I Year	B.Sc (CBZ)	721135405119	V. vineel
66	VAIRALA JAYASRI	I Year	B.Sc (CBZ)	721135405120	V. jayasri
67	VEESAM TULASI	I Year	B.Sc (CBZ)	721135405121	V. TULASI
68	VEESAM UMA MAHESWARI	I Year	B.Sc (CBZ)	721135405122	V. Uma Maheswari
69	YERIPILLI SOMESWARI	I Year	B.Sc (CBZ)	721135405123	Y. SOMESWARI

*B. Chandramouli*

In-Charge of the Department  
**B.CHANDRAMOULI**  
Lecturer in Botany  
S.G.A.Govt. Degree College  
Yellamanchili - 531055  
Visakhapatnam District.

*P. Chandrababu Naidu*

Principal  
**Principal**  
S.G.A.Govt. Degree College  
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**DEPARTMENT OF BOTANY**

**Add on Course 2021-22**

**Attendance of Enrolled students for Value added course**

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

S.N O	NAME	GROUP	REGISTER NUMBER	Attendance															
				Dates															
				21/0 1/22	24/0 1/22	28/0 1/22	31/0 1/22	02/0 2/22	04/02/ 22	05/02/ 22	07/02/ 22	08/02/ 22	09/0 2/22	11/0 2/22	14/02/ 22	15/02/ 22	18/02/ 22	19/0 22	
1	AGRAHARAPU ANURADHA	II Year (CBZ)	72013540506 9	P	P	P	A	P	P	P	A	P	P	P	P	P	P	P	P
2	AMALAKANTI SATYA	II Year (CBZ)	72013540507 0	P	P	P	P	P	P	A	P	P	P	P	P	P	A	P	P
3	ARJILLI AMMAJI	II Year (CBZ)	72013540507 1	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P
4	CHITTI DEVIKA	II Year (CBZ)	72013540507 2	P	A	P	P	P	P	A	P	P	P	P	P	P	P	P	P
5	DEVARA DIVYA	II Year (CBZ)	72013540507 3	P	P	P	A	P	P	P	A	P	P	P	P	P	P	P	P
6	ERIGILA VANDANA	II Year (CBZ)	72013540507 4	P	P	A	P	P	A	P	P	P	P	P	P	P	P	P	P
7	GORINTA MEENAKSHI	II Year (CBZ)	72013540507 5	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P
8	GUDDATI USHA RANI	II Year (CBZ)	72013540507 6	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9	KALLA PUSHPALAKSHMI	II Year (CBZ)	72013540507 7	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P
10	KANTAMREDDY ASHA	II Year (CBZ)	72013540507 8	P	P	A	P	P	P	A	P	P	P	P	P	A	P	P	P
11	KARRI VISWANADHAM	II Year (CBZ)	72013540507 9	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P



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12	KOLANTI ANUSHA	II Year (CBZ)	72013540508 0	P	P	P	P	P	P	a	P	P	P	P	P	P	a	P
13	MAMIDI BHAGYALAKSHMI	II Year (CBZ)	72013540508 1	P	a	P	P	P	P	P	P	P	P	P	P	P	P	M. Bhagyalakshmi
14	MOGILI BHARGAVI	II Year (CBZ)	72013540508 2	P	P	P	P	P	P	P	P	a	P	P	P	P	P	M. Bhargavi
15	MOORA RATNA KUMARI	II Year (CBZ)	72013540508 3	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Ratnakumari
16	OMMI KUMARI	II Year (CBZ)	72013540508 4	P	P	P	a	P	P	P	P	P	P	P	P	P	P	O. K. Kumari
17	PADALA TRIVENI	II Year (CBZ)	72013540508 5	P	P	P	P	P	P	P	P	P	P	a	P	P	P	P. Triveni
18	PEDAPUDI LATHA	II Year (CBZ)	72013540508 6	P	P	P	P	P	a	P	P	P	a	P	P	P	P	P. Latha
19	PUDI KAVYA	II Year (CBZ)	72013540508 7	P	P	P	P	P	P	P	P	P	P	P	P	a	P	P. Kavya
20	RAJESWARI YANDA	II Year (CBZ)	72013540508 8	P	P	P	P	P	P	P	P	a	P	P	P	P	P	P. Rajeswari
21	RANGALA NAVYA	II Year (CBZ)	72013540508 9	P	P	P	P	a	P	P	P	P	P	P	P	P	P	R. Navya
22	REDDI DAIVA MADHURI	II Year (CBZ)	72013540509 0	P	P	P	P	P	P	P	P	P	a	P	P	P	P	R. Madhuri
23	REKHA VENKATALAKSHMI	II Year (CBZ)	72013540509 1	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R. Venkata Lakshmi
24	SHAIK RAHIM TUNEESHA	II Year (CBZ)	72013540509 2	P	a	P	P	P	P	P	P	P	P	P	P	P	P	S. R. Tuneesha
25	SONY GUDALA	II Year (CBZ)	72013540509 3	P	P	P	a	P	P	a	P	P	P	P	P	a	P	G. Sonya
26	TELU SURYA LAKSHMI	II Year (CBZ)	72013540509 4	P	P	P	P	P	P	P	P	a	P	P	a	P	P	T. Surya Lakshmi
27	THANNERU MOUNIKA DEVI	II Year (CBZ)	72013540509 5	P	P	P	P	P	P	P	P	P	P	P	P	P	P	T. Mounika Devi
28	THOTA KUMARI	II Year (CBZ)	72013540509 6	P	P	P	P	P	P	P	P	P	P	P	P	P	P	T. Kumari
29	A. MOHANA GEETHA	I Year (CBZ)	721135405081	P	P	P	P	P	P	P	P	P	P	P	P	a	P	A. Mohana Geetha
30	BANDI TEJASWINI	I Year (CBZ)	721135405082	P	P	a	P	P	P	P	P	P	a	P	P	P	P	B. Tejaswini
31	BANDI TEJOMAYEE	I Year (CBZ)	721135405083	P	P	P	P	P	P	P	P	a	P	P	a	P	P	B. Tejomayee





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53	LALAM YASASWINI	I Year (CBZ)	721135405107	P	P	P	a	P	P	P	P	P	a	P	P	L. Yasaswini
54	MAMIDI DEVI	I Year (CBZ)	721135405108	P	P	P	P	P	a	P	P	P	P	P	P	M. Devi
55	MANABALA NAGA LAKSHMI	I Year (CBZ)	721135405109	P	P	a	P	P	P	a	P	P	P	P	P	M. Nagalakshmi
56	MATTURTHI PUSHPA LATHA	I Year (CBZ)	721135405110	P	P	P	P	a	P	P	P	P	P	P	a	M. Pushpalatha
57	MINNAKURTHI SRAVANI SAI	I Year (CBZ)	721135405111	P	P	P	a	P	P	P	P	a	P	P	P	M. Sravanisai
58	MOGASALA SIVA SRAVANI	I Year (CBZ)	721135405112	P	P	P	P	P	P	P	a	P	P	P	a	M. Sivashravanisai
59	MOGGA NAVITHA	I Year (CBZ)	721135405113	P	P	P	P	P	P	P	P	P	P	P	a	M. Navitha
60	PANDURI PAVANI	I Year (CBZ)	721135405114	P	P	P	a	P	P	a	P	P	P	P	P	P. Pavani
61	P. RATNA MALATHI NAVEENA	I Year (CBZ)	721135405115	P	P	P	P	P	P	P	a	a	P	P	P	P. Ratna Malathi Naveena
62	SIGGIREDDI DIVYA	I Year (CBZ)	721135405116	P	P	P	P	P	P	P	P	P	P	P	P	S. Divya
63	THAMMINA LOHITHA SRI	I Year (CBZ)	721135405117	P	P	P	P	P	P	a	P	P	P	a	P	T. Lohitha Sri
64	VADAPARTHI SAI	I Year (CBZ)	721135405118	P	P	a	P	P	a	P	P	P	P	P	a	V. Sai
65	VADLAMURI VINEEL	I Year (CBZ)	721135405119	P	P	P	P	a	P	P	P	P	P	P	P	V. Vineel
66	VAIRALA JAYASRI	I Year (CBZ)	721135405120	P	P	P	P	P	P	P	P	a	P	P	P	V. Jayasri
67	VEESAM TULASI	I Year (CBZ)	721135405121	a	P	P	P	P	P	P	a	P	P	P	P	V. Tulasi
68	VEESAM UMA MAHESWARI	I Year (CBZ)	721135405122	P	a	P	P	P	a	P	P	P	P	P	a	V. Umamaheswari
69	YERIPILLI SOMESWARI	I Year (CBZ)	721135405123	P	P	P	a	P	P	P	P	a	P	P	P	Y. Someswari

*Praveen*  
 In-Charge Lecturer  
 Lecturer in Botany  
 S.G.A. Govt. Degree College,  
 Yellamanchili - 531055  
 Visakhapatnam Dist.

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

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

**DEPARTMENT OF BOTANY****ADD-ON COURSE IN, 2021-22****Topic: "Important Medicinal Plants Used in Our Daily Life"****Marks Award List**

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER	Marks	Grade
1.	AGRAHARAPU ANURADHA	II Year	B.Sc (CBZ)	720135405069	21	A
2	AMALAKANTI SATYA	II Year	B.Sc (CBZ)	720135405070	22	A
3	ARJILLI AMMAJI	II Year	B.Sc (CBZ)	720135405071	19	B
4	CHITTI DEVIKA	II Year	B.Sc (CBZ)	720135405072	23	A
5	DEVARA DIVYA	II Year	B.Sc (CBZ)	720135405073	24	A
6	ERIGILA VANDANA	II Year	B.Sc (CBZ)	720135405074	20	A
7	GORINTA MEENAKSHI	II Year	B.Sc (CBZ)	720135405075	25	A
8	GUDDATI USHA RANI	II Year	B.Sc (CBZ)	720135405076	26	A
9	KALLA PUSHPALAKSHMI	II Year	B.Sc (CBZ)	720135405077	21	A
10	KANTAMREDDY ASHA	II Year	B.Sc (CBZ)	720135405078	20	A
11	KARRI VISWANADHAM	II Year	B.Sc (CBZ)	720135405079	22	A
12	KOLANTI ANUSHA	II Year	B.Sc (CBZ)	720135405080	21	A
13	MAMIDI BHAGYALAKSHMI	II Year	B.Sc (CBZ)	720135405081	20	A
14	MOGILI BHARGAVI	II Year	B.Sc (CBZ)	720135405082	25	A
15	MOORA RATNA KUMARI	II Year	B.Sc (CBZ)	720135405083	24	A
16	OMMI KUMARI	II Year	B.Sc (CBZ)	720135405084	28	A
17	PADALA TRIVENI	II Year	B.Sc (CBZ)	720135405085	26	A
18	PEDAPUDI LATHA	II Year	B.Sc (CBZ)	720135405086	19	B
19	PUDI KAVYA	II Year	B.Sc (CBZ)	720135405087	26	A
20	RAJESWARI YANDA	II Year	B.Sc (CBZ)	720135405088	20	A
21	RANGALA NAVYA	II Year	B.Sc (CBZ)	720135405089	23	A
22	REDDI DAIVA MADHURI	II Year	B.Sc (CBZ)	720135405090	26	A



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23	REKHA VENKATALAKSHMI	II Year	B.Sc (CBZ)	720135405091	25	A
24	SHAIK RAHIM TUNEESHA	II Year	B.Sc (CBZ)	720135405092	24	A
25	SONY GUDALA	II Year	B.Sc (CBZ)	720135405093	21	A
26	TELU SURYA LAKSHMI	II Year	B.Sc (CBZ)	720135405094	20	A
27	THANNERU MOUNIKA DEVI	II Year	B.Sc (CBZ)	720135405095	22	A
28	THOTA KUMARI	II Year	B.Sc (CBZ)	720135405096	28	A
29	A. MOHANA GEETHA	I Year	B.Sc (CBZ)	721135405081	25	A
30	BANDI TEJASWINI	I Year	B.Sc (CBZ)	721135405082	24	A
31	BANDI TEJOMAYEE	I Year	B.Sc (CBZ)	721135405083	24	A
32	BATHULA NAGA SIVA GAYATRI	I Year	B.Sc (CBZ)	721135405084	20	A
33	BEERA SUKANYA	I Year	B.Sc (CBZ)	721135405085	19	B
34	BODDAPU NOOKARATNAM	I Year	B.Sc (CBZ)	721135405086	21	A
35	BOLEM TEJASVI	I Year	B.Sc (CBZ)	721135405087	27	A
36	BOLLAM LEELA PRAVEENA	I Year	B.Sc (CBZ)	721135405088	20	A
37	BONTHU DIVYA KRUPA	I Year	B.Sc (CBZ)	721135405089	19	B
38	BURRE LAVANYA	I Year	B.Sc (CBZ)	721135405090	21	A
39	CHAVITHINI SWATHI	I Year	B.Sc (CBZ)	721135405091	23	A
40	CHITTURU MOKSHA SRI	I Year	B.Sc (CBZ)	721135405092	20	A
41	DEVARA SIVAJI	I Year	B.Sc (CBZ)	721135405093	20	A
42	DUVVADA NISSI ALEKHYA	I Year	B.Sc (CBZ)	721135405094	24	A
43	E. HEMA VARAHA DURGA	I Year	B.Sc (CBZ)	721135405095	19	B
44	GORINTHALA DHIKSHITHA	I Year	B.Sc (CBZ)	721135405097	0	ABSENT
45	GUDALA KIRAN KUMAR	I Year	B.Sc (CBZ)	721135405098	19	B
46	GUDALA RANI	I Year	B.Sc (CBZ)	721135405099	18	B
47	JERRIPOTHULA SINDHU	I Year	B.Sc (CBZ)	721135405100	19	B
48	KARAKA VASANTHA	I Year	B.Sc (CBZ)	721135405101	20	A
49	KARRI LAKSHMI	I Year	B.Sc (CBZ)	721135405102	21	A



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50	KARRI LORIYA	I Year	B.Sc (CBZ)	721135405103	21	A
51	KONA MOUNIKA	I Year	B.Sc (CBZ)	721135405104	25	A
52	KUNDETI DIVYA	I Year	B.Sc (CBZ)	721135405106	23	A
53	LALAM YASASWINI	I Year	B.Sc (CBZ)	721135405107	27	A
54	MAMIDI DEVI	I Year	B.Sc (CBZ)	721135405108	24	A
55	MANABALA NAGA LAKSHMI	I Year	B.Sc (CBZ)	721135405109	23	A
56	MATTURTHI PUSHPA LATHA	I Year	B.Sc (CBZ)	721135405110	26	A
57	MINNAKURTHI SRAVANI SAI	I Year	B.Sc (CBZ)	721135405111	22	A
58	MOGASALA SIVA SRAVANI	I Year	B.Sc (CBZ)	721135405112	25	A
59	MOGGA NAVITHA	I Year	B.Sc (CBZ)	721135405113	24	A
60	PANDURI PAVANI	I Year	B.Sc (CBZ)	721135405114	23	A
61	P. RATNA MALATHI NAVEENA	I Year	B.Sc (CBZ)	721135405115	24	A
62	SIGGIREDDI DIVYA	I Year	B.Sc (CBZ)	721135405116	19	B
63	THAMMINA LOHITHA SRI	I Year	B.Sc (CBZ)	721135405117	27	A
64	VADAPARTHI SAI	I Year	B.Sc (CBZ)	721135405118	23	A
65	VADLAMURI VINEEL	I Year	B.Sc (CBZ)	721135405119	19	B
66	VAIRALA JAYASRI	I Year	B.Sc (CBZ)	721135405120	20	A
67	VEESAM TULASI	I Year	B.Sc (CBZ)	721135405121	24	A
68	VEESAM UMA MAHESWARI	I Year	B.Sc (CBZ)	721135405122	23	A
69	YERIPILLI SOMESWARI	I Year	B.Sc (CBZ)	721135405123	22	A

*B. Chandramouli*

In-Charge of the Department  
**B.CHANDRAMOULI**  
Lecturer in Botany  
S.G.A.Govt. Degree College  
Yellamanchili - 531055

*P. Chandramouli*

Principal  
**Principal**  
S.G.A.Govt.Degree College  
YELLAMANCHILI - 531 055  
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 the Department  
Lecturer in Botany  
S.G.A. Govt. Degree College  
Yellamanchili - 531055  
Visakhapatnam Dist.

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



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YELLAMANCHILI - 531055, ANDHRA PRADESH



Date : 14-02-2022,

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 add on course with the duration of 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.

*D. Sai charan*

*Asst. Prof. Computer Science  
14-02-2022*

*P. Chandraiah*

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



# S.G.A.GOVERNMENT DEGREE COLLEGE

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YELLAMANCHILI - 531055, ANDHRA PRADESH



## Permission letter to start an add on course

From

The Head of the department,  
Department of Computer Science,  
S.G.A.Govt.DegreeCollege,  
Yellamanchili.

To

The Principal  
SGA Govt Degree College.  
Yellamanchili.

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 “ WEB DESIGNING “ for 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,

*D. Sai charan*

Lect. in Computer Science

Yellamanchili

*P. Chanderbhanu*

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



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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 charan*

*2022-23*

*2022-23*



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## SGA GOVT. DEGREE COLLEGE

### DEPARTMENT OF COMPUTER SCIENCE

#### Enrolled students for the Add on Course

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER	Signature
1.	A.PAPARAYUDU	2 <sup>nd</sup> YEAR	B.Sc.	720135405030	A. Paparayudu
2.	A.APARNA	2 <sup>nd</sup> YEAR	B.Sc.	720135405031	A. Aparna
3.	A.SOWMYA	2 <sup>nd</sup> YEAR	B.Sc.	720135405033	A. Sowmya
4.	ARAVIND.E	2 <sup>nd</sup> YEAR	B.Sc.	720135405034	Aravind.E
5.	BALAJI.B	2 <sup>nd</sup> YEAR	B.Sc.	720135405035	Balaji.B
6.	B.RAMADEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405036	B. Ramadevi
7.	D.BHAVANI	2 <sup>nd</sup> YEAR	B.Sc.	720135405037	B. Bhavani
8.	D.PRASAD	2 <sup>nd</sup> YEAR	B.Sc.	720135405038	D. Prasad
9.	D.N.NAGALAXMI	2 <sup>nd</sup> YEAR	B.Sc.	720135405039	D. N. nagalaxmi
10.	G.SAMBHAVIDEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405040	G. Sambhavi Devi
11.	J.JYOTHI	2 <sup>nd</sup> YEAR	B.Sc.	720135405041	J. Jyothi
12.	K.SATHYA	2 <sup>nd</sup> YEAR	B.Sc.	720135405042	K. Satya
13.	K.KAVITHA	2 <sup>nd</sup> YEAR	B.Sc.	720135405043	K. Kavitha
14.	K.PRASAD	2 <sup>nd</sup> YEAR	B.Sc.	720135405044	K. Prasad
15.	K.TRIVENI	2 <sup>nd</sup> YEAR	B.Sc.	720135405045	K. TRIVENI
16.	K.NAVYA	2 <sup>nd</sup> YEAR	B.Sc.	720135405046	K. Navya
17.	K.ROHINI	2 <sup>nd</sup> YEAR	B.Sc.	720135405047	K. Rohini
18.	M.VASUNDARA	2 <sup>nd</sup> YEAR	B.Sc.	720135405048	M. Vasundara
19.	M.RAMANI	2 <sup>nd</sup> YEAR	B.Sc.	720135405049	M. Ramani
20.	M.ASHOK	2 <sup>nd</sup> YEAR	B.Sc.	720135405050	M. Ashok
21.	M.RUPA	2 <sup>nd</sup> YEAR	B.Sc.	720135405051	M. Rupa
22.	M.SANDEEP	2 <sup>nd</sup> YEAR	B.Sc.	720135405052	M. Sandeep
23.	N.LEELALAXMI	2 <sup>nd</sup> YEAR	B.Sc.	720135405053	N. Leelalakshmi
24.	N.JAHNAVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405054	N. Jahnavi
25.	N.B.K.D.LAXMIDEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405055	N. B. K. D. Laxmidevi
26.	N.SRIDEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405056	N. Sridevi
27.	P.HEMALATHA	2 <sup>nd</sup> YEAR	B.Sc.	720135405057	P. Hemalatha
28.	P.SRIDEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405058	P. Sridevi
29.	P.RAMAKRISHNA	2 <sup>nd</sup> YEAR	B.Sc.	720135405059	P. Ramakrishna
30.	P.HARIKA	2 <sup>nd</sup> YEAR	B.Sc.	720135405060	P. Harika
31.	S.USHASRI	2 <sup>nd</sup> YEAR	B.Sc.	720135405061	S. Ushasri
32.	S.GANESHRISAI	2 <sup>nd</sup> YEAR	B.Sc.	720135405062	S. Ganeshrisai
33.	T.PRASANNAKUMARI	2 <sup>nd</sup> YEAR	B.Sc.	720135405063	T. Prasanna Kumari
34.	T.PALLAVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405064	T. Pallavi
35.	T.MANIKANTA	2 <sup>nd</sup> YEAR	B.Sc.	720135405065	T. Manikanta
36.	V.RAMALAXMI	2 <sup>nd</sup> YEAR	B.Sc.	720135405066	V. Ramalaxmi
37.	V.SIMHADRI	2 <sup>nd</sup> YEAR	B.Sc.	720135405067	V. Simhadri
38.	Y.NAGADURGA	2 <sup>nd</sup> YEAR	B.Sc.	720135405068	Y. Nagadurga
39.	AKKAPU HEMANTH	1 <sup>st</sup> YEAR	B.Sc.	721135405041	A. Hemant
40.	ANALA KARUNA KUMARI	1 <sup>st</sup> YEAR	B.Sc.	721135405042	A. Karunakumari
41.	BHEEMUNI DURGA	1 <sup>st</sup> YEAR	B.Sc.	721135405043	B. Durga
42.	B.MANIKANTA SWAMY	1 <sup>st</sup> YEAR	B.Sc.	721135405044	B. Manikanta Swamy



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43.	BODDETI EESWANYA	1 <sup>st</sup> YEAR	B.SC	721135405045	B. Eeswanya
44.	BOTTA KRISHNA KUMAR	1 <sup>st</sup> YEAR	B.SC	721135405046	B. Krishna Kumar
45.	CHEBROLU BHARGAVI	1 <sup>st</sup> YEAR	B.SC	721135405047	Ch. Bhargavi
46.	DABBIRU JYOTSNA	1 <sup>st</sup> YEAR	B.SC	721135405048	D. Jyotsna
47.	DARA SHIVA	1 <sup>st</sup> YEAR	B.SC	721135405049	D. Shiva
48.	D. GANESH ABHI RAM	1 <sup>st</sup> YEAR	B.SC	721135405050	D. Ganesh abhiram
49.	E. NAGA VARALAKSHMI	1 <sup>st</sup> YEAR	B.SC	721135405051	E. Naga Lakshmi
50.	GATTEM PRASANNA	1 <sup>st</sup> YEAR	B.SC	721135405052	G. Prasanna
51.	GOLAJANA SRINIVAS	1 <sup>st</sup> YEAR	B.SC	721135405053	G. Srinivas
52.	GUTALA SAI	1 <sup>st</sup> YEAR	B.SC	721135405054	G. Sai
53.	I.VARA BHAVANI	1 <sup>st</sup> YEAR	B.SC	721135405055	I. Vara Bhavani
54.	KAKI SUJINI GAYATHRI	1 <sup>st</sup> YEAR	B.SC	721135405056	K. Sujini Gayathri
55.	KARANAM BHAGYASREE	1 <sup>st</sup> YEAR	B.SC	721135405057	K. Bhagyashree
56.	KARRI VINAY	1 <sup>st</sup> YEAR	B.SC	721135405058	K. Vinay
57.	KOSURU YAMINI DEVI	1 <sup>st</sup> YEAR	B.SC	721135405059	K. Yamini Devi
58.	KOYLADA PAVANI	1 <sup>st</sup> YEAR	B.SC	721135405060	K. Pavani
59.	L. RAJITH KUMAR	1 <sup>st</sup> YEAR	B.SC	721135405061	L. Rajith Kumar
60.	M. MANIKANTA SWAMY	1 <sup>st</sup> YEAR	B.SC	721135405062	M. Manikanta Swamy
61.	MALIREDDY YASHODA	1 <sup>st</sup> YEAR	B.SC	721135405063	M. Yashoda
62.	MAMIDI SAI	1 <sup>st</sup> YEAR	B.SC	721135405064	M. Sai
63.	MANJETI SRIKANTH	1 <sup>st</sup> YEAR	B.SC	721135405065	M. Srikanth
64.	MARRA K.N.D.M.G.BHAVANI	1 <sup>st</sup> YEAR	B.SC	721135405066	M. K.N.D.M.G. Bhavani
65.	MARRI SUJA	1 <sup>st</sup> YEAR	B.SC	721135405067	M. Suja
66.	MOKA HARIKA MADHU VANI	1 <sup>st</sup> YEAR	B.SC	721135405068	M. Harika Madhu Vani
67.	MUTYALA SANTHOSH	1 <sup>st</sup> YEAR	B.SC	721135405069	M. Santhosh
68.	MYLAPALLI VENKATI	1 <sup>st</sup> YEAR	B.SC	721135405070	M. Venkati
69.	PANDURU HYMAVATHI	1 <sup>st</sup> YEAR	B.SC	721135405071	P. Hyvathi
70.	PILLA RAJA NARENDRA	1 <sup>st</sup> YEAR	B.SC	721135405072	P. Raja Narendra
71.	P. D.DHANALAXMI	1 <sup>st</sup> YEAR	B.SC	721135405073	P. D. Dhana Lakshmi
72.	ROUTHU NEERAJA	1 <sup>st</sup> YEAR	B.SC	721135405074	P. D. Dhana Lakshmi
73.	S. V. BHAVANI	1 <sup>st</sup> YEAR	B.SC	721135405075	S. V. Bhavani
74.	SIGIREDDY SANDHYA VENI	1 <sup>st</sup> YEAR	B.SC	721135405076	S. Sandhya Veni
75.	U. VENKATA SANTHOSH	1 <sup>st</sup> YEAR	B.SC	721135405077	U. Venkata Santhosh
76.	V. PRABHAKAR	1 <sup>st</sup> YEAR	B.SC	721135405078	V. Prabhakar
77.	VIYYAPU LOVARAJU	1 <sup>st</sup> YEAR	B.SC	721135405079	V. Lovaraju
78.	Y. DURGA PRASAD	1 <sup>st</sup> YEAR	B.SC	721135405080	Y. Durgaprasad

D. Sai Charan

Digitally signed by D. Sai Charan

P. Chidambaram

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









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YELLAMANCHILI - 531055, ANDHRA PRADESH



	MADHU VANI																	M Vani
67	MUTYALA SANTHOSH	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Santhosh
68	MYLAPALLI VENKATI	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Venkati
69	PANDURU HYMAVATHI	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Hymavathi
70	PILLA RAJA NARENDRA	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Narendra
71	P. D.DHANALAXMI	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. D. Dhana Lalitha
72	ROUTHU NEERAJA	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	R. Neeraja
73	S. V. BHAVANI	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	S. V. Bhavani
74	SIGIREDDY SANDHYA VENI	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	S. Sandhya Veni
75	U. VENKATA SANTHOSH	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	U. V. Santhosh
76	V. PRABHAKAR	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V. Prabhakar
77	VIYYAPU LOVARAJU	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V. Lovaraju
78	Y. DURGA PRASAD	1 <sup>st</sup> YEAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Y. Durgaprasad

D. Sai charan

Lect. in English

P. Chandrababu

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



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**SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI**

**DEPARTMENT OF COMPUTER SCIENCE**

**ADD-ON COURSE in WEB DESIGNING**

**QUESTION PAPER**

**TIME : 1 hour**

**Max Marks : 30**

**Answer all the following questions**

**3 x 10 = 30 M**

- 1. Explain how to design a web page ?**
- 2. Explain how to design style sheets using DHTML ?**
- 3. Explain security and encryption ?**

*D. Sai charan*

*Unit - 1 - Computer Science*

*Page No. \_\_\_\_\_*

*Date: \_\_\_\_\_*

*P. Chidambaram*

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



## DEPARTMENT OF COMPUTER SCIENCE

Add -on Course in **WEB DESIGNING** for the academic year 2021-22

### SUMMARY REPORT

The department of **Computer Science** has started add -on course on "**web designing**" with 78 students from all final years of sga gdc.

Department of **computer science** conducted 30 classes to complete the syllabus within stipulated time from 14/02/2022 to 03 /03 /20 22. The exams were conducted to registered students for 30 marks and issued certificates to all students.

**Web designing** 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 **web designing** .

- 1 . Number of students enrolled : 78
2. Number of students completed : 78
3. Classes conducted :30 hours
4. Maximum marks : 30 marks
5. Time : morning and evening 2 hours.

D. Sai charan

Asst. Prof. Computer Science

Y.S.G.A.G.D.C.

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



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## DEPARTMENT OF COMPUTER SCIENCE

ADD-ON COURSE IN

"WEB DESIGNING"

CERTIFICATE

*This is to certify that Mr./Ku \_\_\_\_\_ S/o/D/o \_\_\_\_\_*

*Regd. No \_\_\_\_\_ has successfully completed the add-on course in*

*"WEB DESIGNING" in this college held from \_\_\_\_\_ to \_\_\_\_\_.*

**Head of the Department**

**The Principal**



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**Department of English**

**ADD-ON COURSE  
2020-21**



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04-10-2021,

Yellamanchili.

## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF ENGLISH

### DEPARTMENTAL MEETING

Minutes of the meeting

The faculty of department of English met on 04-10-21 and discussed the following matters

1. Resolve to start an add-on course in the Department of English.
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 25 students.
5. To conduct six week add-on course 30 teaching hours.
6. Permission to utilize the Mana Tv Room to conduct the class work for this add-on course.
7. Permission to conduct the add-on course by the English faculty,
8. Continuing the add-on course for the next three years.
9. To conduct EXAM at the end of the course and to issue course completion certificate to successfully completed students.

*G. Satyanarayana*  
G. SATYANARAYANA  
HOD. Department of English  
S.G.A. Govt. Degree College  
Yellamanchili, Visakhapatnam

(K. PREMA SA GAR)

*[Signature]*

Principal

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



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## PERMISSION LETTER TO START ADD-ON COURSE

FROM

THE HEAD OF THE DEPARTMENT,  
DEPARTMENT OF ENGLISH  
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 English faculty as faculty for that add-on course – regarding

REF: Resolution copy of the department of English.

Respected sir,

As per the resolution of the department of English we are very much interested to start an add-on course with a title "COMMUNICATION & SOFT SKILLS DEVELOPMENT" for the U.G 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 - 531 055  
Visakhapatnam District.

G. SATYANARAYANA  
HOD. Department of English  
S.G.A. Govt. Degree College  
Yellamanchili, Visakhapatnam.



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## SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF ENGLISH

### SYLLABUS

#### ADD-ON COURSE IN "COMMUNICATION & SOFT SKILLS DEVELOPMENT"

##### UNIT-1: PRONUNCIATION

1. Pronunciation-Introduction to Phonetics, consonants,&vowels.
2. Pronunciation-syllable,word stress,& intonation.

##### UNIT-2: SPEAKING SKILLS-1

3. Language functions, Greetings & asking permissions,Giving instructions & directions.
4. Interview skills & Public speaking

##### UNIT-3: SPEAKING SKILLS-2

5. Role play & Debate
6. Group discussions

##### UNIT - 4 :WRITING SKILLS

7. Spellings & Punctuation
8. Information transfer

##### UNIT - 5 : VOCABULARY BUILDING

9. classification of words - prefixes & suffixes,conversion,compounding & analogy.
10. one - word substitutes,words often confused,synonyms & antonyms,phrasal verbs,, and idioms.

*G. Satyanarayana*  
G. SATYANARAYANA  
HOD, Department of English  
S.G.A. Govt. Degree College  
Yellamanchili, Visakhapatnam.



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YELLAMANCHILI - 531055, ANDHRA PRADESH



## DEPARTMENT OF ENGLISH

### Add-on Course on Communication and Soft Skills - 2020-21


#### SUMMARY REPORT

The Department of English has started Add-on course on "Communication & soft skills" with 30 students from all final years SGA GDC. Department of English conducted 30 classes to complete the syllabus within stipulated time from 23/1/2021 to 10/12/2021. The Exams were conducted to registered students for 50 marks and issued certificates to all students.

Good Communication skills are essential to allow others and ourselves to understand information more accurately and quickly. In contrast, poor communication skills lead to frequent misunderstandings and frustration. It is what enables us to pass information to other people and to understand what is said to us. Communication is fundamental to the existence and survival of human as well as to an Organization.

1. Number of students enrolled : 25
2. Number of students completed: 25
3. Classes conducted : 30 hours
4. Maximum Marks : 50 marks
5. Time: Morning and evening 2 hrs

  
Course Coordinator  
**G. SATYANARAYANA**  
HOD. Department of English  
S.G.A. Govt. Degree College  
Yellamanchili, Visakhapatnam.

  
Principal  
**Principal**  
S.G.A. Govt. Degree College  
Yellamanchili - 531 055  
Anakapalli District. (A.P.)



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YELLAMANCHILI - 531055, ANDHRA PRADESH



## Department of English

Add-on course: Communication skills and soft skills development

Course Ending Examination

Marks 50

Time: 1.30 mts.

### Section A

Answer any four of the following questions with at least 50 words each: 4 x 5 =20 marks

1. Explain the importance of communication?
2. Explain mis-communication and its consequences?
3. What are the good qualities of a good communicator?
4. "Soft skills helps in building good relations" Explain with suitable examples?
5. What is telephone etiquette?
6. What is body language? How it impacts on communication?

### Section B

Answer any six of the following questions with 50 words each.

6 x 5 =30 marks

1. Frame a dialogue between a customer and seller?
2. How you use models in polite form of request? Give Example?
3. You are requested to attend a function. How politely reject the request? Explain?
4. Give directions to reach a medical shop using a diagram?
5. Write a dialogue with librarian requesting to borrow literary books?
6. Send a condolence message to your cousin who lost his mother due to CORONA?
7. What is dress code?
8. "Colours speak" Explain?
9. What is pitch and articulation of speech? Explain with examples?
10. "Be a good listener first" what does it mean in communication?

*G. Satya Anand*  
G. SATYA ANAND  
HOD, Department of English  
S.G.A. Govt. Degree College  
Yellamanchili, Visakhapatnam.



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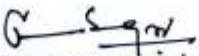
**SGA GOVT. DEGREE COLLEGE, YELLAMANCHILI**


**DEPARTMENT OF ENGLISH**

**ENROLLED STUDENTS FOR THE ADD-ON COURSE**

**COMMUNICATION & SOFT SKILLS DEVELOPMENT**

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER	SIGNATURE
1.	ADIGARLA SOWJANYA	III Year	B.A	119135401002	A. Sowjanya
2	DARABOINA LOVA RAJU	III Year	B.A	119135401005	B. Lovaraju
3	GEDEL MANASA	III Year	B.A	119135401010	K. Rajeswari
4	KARAKA RAJESWARI	III Year	B.A	119135401016	G. Manasa
5	PAPPALA ASHA	III Year	B.A	119135401024	P. Asha
6	BOGIREDDY RAJU	III Year	B.Com	119135403008	P. Ravi
7	HARIKA RAYI	III Year	B.Com	119135403022	P. Harika
8	KARRI DIVYA	III Year	B.Com	119135403027	K. Divya
9	MAMIDI GANESH	III Year	B.Com	119135403040	M. Ganesh
10	VARADHA GAYATHRI	III Year	B.Com	119135403060	V. Gayathri
11	DHULI VASU	III Year	B.Sc(MPC)	719135405004	D. Vasu
12	KOLAGANI POORNA SAI	III Year	B.Sc(MPC)	719135405012	K. Poorna Sai
13	KONDAPALLI VISALAKSHI	III Year	B.Sc(MPC)	719135405016	K. Visalakshi
14	KANCHARLA SYAMALA	III Year	B.Sc(MPC)	719135405018	K. Syamala
15	VASUPALLI KASI RAO	III Year	B.Sc(MPC)	719135405039	V. Kasi Rao
16	KARRI ANUSHA	III Year	B.Sc(MPCS)	719135405056	K. Anusha
17	MERIGI VENKATESWARLU	III Year	B.Sc(MPCS)	719135405061	M. Venkateswarlu
18	MOOKULLA SAILAJA	III Year	B.Sc(MPCS)	719135405097	M. Sailaja
19	MARAPUREDDI SHRAVANI	III Year	B.Sc(MPCS)	719135405095	M. Shravani
20	PITLA BHARATI	III Year	B.Sc(MPCS)	719135405104	P. Bharati
21	PALLA MADHAVI	III Year	B.Sc(CBZ)	719135405026	P. Madhavi
22	SANAPATI SWETHA RANI	III Year	B.Sc(CBZ)	719135405034	S. Swetha Rani
23	AKKAPU VIJAY	III Year	B.Sc(CBZ)	719135405048	A. Vijay
24	SAGINA ANIL KUMAR	III Year	B.Sc(CBZ)	719135405109	S. Anil Kumar
25	T.VASANTHA KUMARI	III Year	B.Sc(CBZ)	719135405111	T. V. Kumari

  
K.PREMA SAGAR  
S.G. Lecturer in English  
S.G.A Govt. Degree College  
Yellamanchili, Visakhapatnam.

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



# S.G.A. GOVERNMENT DEGREE COLLEGE

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VELLAMANCHILI - 531055, ANDHRA PRADESH



## ATTENDANCE REGISTER FOR STUDENTS FOR THE ADD-ON COURSE

SN	NAME OF THE STUDENT	REGISTERED NUMBER	Date																															SIGNATURE OF THE STUDENT		
			05-10-2021	06-10-2021	07-10-2021	08-10-2021	09-10-2021	10-10-2021	11-10-2021	12-10-2021	13-10-2021	14-10-2021	15-10-2021	16-10-2021	17-10-2021	18-10-2021	19-10-2021	20-10-2021	21-10-2021	22-10-2021	23-10-2021	24-10-2021	25-10-2021	26-10-2021	27-10-2021	28-10-2021	29-10-2021	30-10-2021	31-10-2021	01-11-2021	02-11-2021	03-11-2021				
1	A. SOUJANYA	119135401002	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	A. Soujanya
2	D. LOVA RAJU	119135401005	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D. Lovaraju	
3	GEBEL MANASA	119135401010	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D. Lovaraju	
4	KARAKA RAJESWARI	119135401016	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	K. Rajeswari	
5	PAPPALA ASHA	119135401024	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	G. Manasa	
6	BOGIREDDY RAJU	119135403008	✓	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	P. Asha	
7	HARIKA RAYI	119135403022	✓	✓	✓	✓	✓	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	B. Raju	
8	KARRI DIVYA	119135403027	✓	✓	A	✓	✓	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	R. Harika	
9	MAMIDI GANESH	119135403040	✓	✓	✓	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	K. Divya	
10	VARADA GAYATHRI	119135403060	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	M. Gayathri	
11	DHULI YASU	719135405004	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	V. Yasu	
12	KOLAGANI PURNA SAI	719135405012	✓	✓	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	K. Pranjwal	
13	K. VISALAKSHMI	719135405016	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	E. Visalakshi	
14	KANCHARLA SVAMALA	719135405018	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	E. Swarna	
15	V. KASI RAO	719135405039	✓	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	V. Kasi Rao	
16	KARRI ANUSHA	719135405056	✓	✓	✓	✓	✓	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	K. Anusha	
17	M VENKATESWARLU	719135405061	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	M. Venkateshwarlu	
18	MOOKULLA SAILAJA	719135405097	✓	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	M. Sailaja	
19	M. SHRAVANI	719135405095	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	P. Shreevani	
20	PITLA BHARATHI	719135405104	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	R. Bharathi	
21	PALLA MADHAVI	719135405026	✓	✓	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	P. Madhavi	
22	S. SHWETA RANI	719135405034	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	S. Shweta	
23	AKKAPU VIJAY	719135405048	✓	A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	S. Vijay	
24	S. ANIL KUMAR	719135405109	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	S. Anil Kumar	
25	T. VASANTHA KUMARI	719135405111	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	T. V. Kumari	

✓ : PRESENT

A : ABSENT

SATYANARAYANA  
 HOD, Department of English  
 S.G.A. Govt. Degree College  
 Yellamanchili, Visakhapatnam.



# S.G.A.GOVERNMENT DEGREE COLLEGE

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

YELLAMANCHILI - 531055, ANDHRA PRADESH



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YELLAMANCHILI - 531055, ANDHRA PRADESH



## Visakhapatnam Dist. Andhra Pradesh

(Affiliated to Andhra University)

Accredited By NAAC with "A" Grade

Department of English

### COURSE COMPLETION CERTIFICATE

This certificate is awarded to Sri/Kum/Smt Vasupalli Kasi Raju s/o Veeraiiah

\_\_\_\_\_ on completion of Add on  
Certificate Course in Communication and Soft Skills Development, organised by Department  
of English for the Academic year 2020-2021.

  
Course Coordinator  
HOD, Department of English  
S.G.A. Government Degree College  
Yellamanchili, Visakhapatnam.

  
PREMA SAGAR  
Faculty in English  
S.G.A. Government Degree College  
Yellamanchili, Visakhapatnam.

  
Principal  
S.G.A. Government Degree College  
YELLAMANCHILI - 531 055  
Visakhapatnam District  
Head of the Institution



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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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## 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

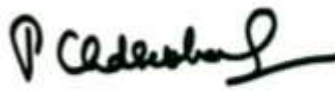
REF: Resolution copy of the department of Economics.

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 (HERI) 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

#### **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, SRO, 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 VivekNegi
3. Common Sense on Mutual Funds: New Imperatives for the Intelligent Investor by John.C .Bog
4. Taxmann's Mutual Fund Distributors
5. Indian Mutual Funds Handbook (5th Edition)

  
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

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. P. V. V. S. N. Murthy
5.	D.PAVAN KUMARI	12013540100	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	190135401009	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. Appala Raju
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. Venkatalakshmi
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 Kumari	121135401002	I BA	A. S. Satya Kumari
19.	Arjilli Nooka Raju	121135401003	I BA	A. Nooka Raju
20.	Bangaru Venu	121135401004	I BA	B. Venu
21.	Batthina Kusuma	121135401005	I BA	B. Kusuma




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22.	Pendurthi Prasad	121135401006	IBA	P. Prasad
23.	Boddapu Tejarupini	121135401007	IBA	B. Tejarupini
24.	Dondaparthi Nani	121135401008	IBA	D. Nani
25.	G. Vijaya	121135401009	IBA	G. Vijaya
26.	G. Nukaratnam	121135401010	IBA	G. NUKARATNAM
27.	Jajala Guna Sekhar	121135401011	IBA	J. G. Sekhar
28.	M.D.N.S.Suryalaxmi	121135401012	IBA	M. D. N. S. Suryalaxmi
29.	M.Hemant	121135401013	IBA	M. Hemant
30.	Mylapalli Srinu	121135401014	IBA	M. Srinu
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. Saidurga	121135401021	IBA	Y. S. durga

  
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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YELLAMANCHILI - 531055, ANDHRA PRADESH



SGA GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI  
DEPARTMENT OF ECONOMICS (2020-21)

ADD ON COURSE – MUTUAL FUNDS II

Time: 1.30 Hours

Marks

Maximum: 50

## 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

## II. Section – B (6X5 =30)

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
11. Role of Sponsor

  
Lecturer  
Dept. of Economics & RI  
SGA Govt. Degree College  
Yellamanchili - 531 055

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



# S.G.A.GOVERNMENT DEGREE COLLEGE

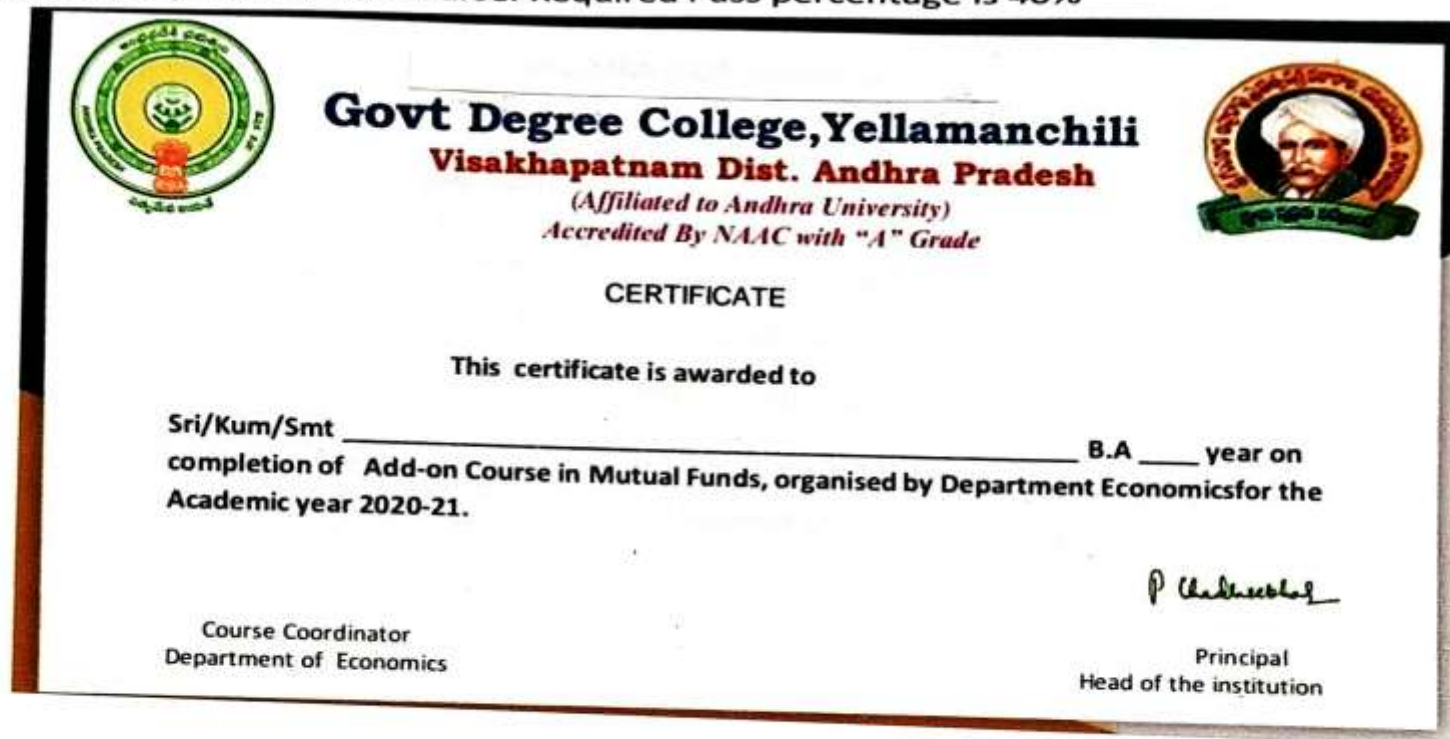
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YELLAMANCHILI - 531055, ANDHRA PRADESH



## Award of certificate Course

At the end of the course the students are supposed to write an essay, Short answer type questions, make an oral presentation and participate in discussion. The students will be awarded certificate on successful completion of the course. Required Pass percentage is 40%





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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.1<sup>ST</sup> & 2<sup>ND</sup> 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.



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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 and 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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YELLAMANCHILI - 531055, ANDHRA PRADESH



## PERMISSION LETTER TO START ADD-ON COURSE

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

TO  
PRINCIPAL,  
SGA.GOV. 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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**YELLAMANCHILI - 531055, ANDHRA PRADESH**



**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



## SGA.GOV.T.DEGREE COLLEGE, YELLAMANCHILI

### DEPARTMENT OF MATHEMATICS

### ENROLLED STUDENTS FOR THE ADD-ON COURSE

### ARITHMETICS AND REASONING

SL.NO	NAME	YEAR	GROUP	REGISTER NUMBER
1	A.S.V.GOWRI	2 <sup>nd</sup> YEAR	B.Sc.	720135405001
2	A.NAGA PUSHPA	2 <sup>nd</sup> YEAR	B.Sc.	720135405002
3	B.BALASUBRAMANYAM	2 <sup>nd</sup> YEAR	B.Sc.	720135405003
4	B.SIVALAXMI	2 <sup>nd</sup> YEAR	B.Sc.	720135405004
5	B.BHARATHI	2 <sup>nd</sup> YEAR	B.Sc.	720135405005
6	CH.SUBBALAXMI	2 <sup>nd</sup> YEAR	B.Sc.	720135405006
7	D.VARALAXMI	2 <sup>nd</sup> YEAR	B.Sc.	720135405007
8	K.NAVYA	2 <sup>nd</sup> YEAR	B.Sc.	720135405008
9	K.SIRISHA	2 <sup>nd</sup> YEAR	B.Sc.	720135405009
10	K.B.N.BHUVANESWARI	2 <sup>nd</sup> YEAR	B.Sc.	720135405010
11	K.DEEPIKA	2 <sup>nd</sup> YEAR	B.Sc.	720135405011
12	K.PAVANITEJASRI	2 <sup>nd</sup> YEAR	B.Sc.	720135405012
13	M.RAJU	2 <sup>nd</sup> YEAR	B.Sc.	720135405014
14	M.KRISHNAVENI	2 <sup>nd</sup> YEAR	B.Sc.	720135405015
15	M.GAYATRI	2 <sup>nd</sup> YEAR	B.Sc.	720135405016
16	M.VARMA	2 <sup>nd</sup> YEAR	B.Sc.	720135405017
17	M.RAJESWARI	2 <sup>nd</sup> YEAR	B.Sc.	720135405018
18	N.NIRANJANKUMAR	2 <sup>nd</sup> YEAR	B.Sc.	720135405019
19	N.GANESHINI	2 <sup>nd</sup> YEAR	B.Sc.	720135405020
20	P.SRIVIDYA	2 <sup>nd</sup> YEAR	B.Sc.	720135405021
21	P.DURGAVANI	2 <sup>nd</sup> YEAR	B.Sc.	720135405022
22	P.PADMA	2 <sup>nd</sup> YEAR	B.Sc.	720135405023
23	R.GANGABHAVANI	2 <sup>nd</sup> YEAR	B.Sc.	720135405024
24	S.LEELAVATHI	2 <sup>nd</sup> YEAR	B.Sc.	720135405025
25	S.UMADEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405026
26	S.GAYATRI	2 <sup>nd</sup> YEAR	B.Sc.	720135405027
27	T.LEELAVATHI	2 <sup>nd</sup> YEAR	B.Sc.	720135405028
28	Y.LAVANYASAI	2 <sup>nd</sup> YEAR	B.Sc.	720135405029
29	A.PAPARAYUDU	2 <sup>nd</sup> YEAR	B.Sc.	720135405030
30	A.APARNA	2 <sup>nd</sup> YEAR	B.Sc.	720135405031
31	A.SOWMYA	2 <sup>nd</sup> YEAR	B.Sc.	720135405033
32	ARAVIND.E	2 <sup>nd</sup> YEAR	B.Sc.	720135405034
33	BALAJI.B	2 <sup>nd</sup> YEAR	B.Sc.	720135405035
34	B.RAMADEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405036
35	D.BHAVANI	2 <sup>nd</sup> YEAR	B.Sc.	720135405037
36	D.PRASAD	2 <sup>nd</sup> YEAR	B.Sc.	720135405038
37	D.N.NAGALAXMI	2 <sup>nd</sup> YEAR	B.Sc.	720135405039
38	G.SAMBHAVIDEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405040

Signature

A.S.V.Gowri  
A. Nagapushpa  
B. Balasubramanyam  
B. Sivalaxmi  
B. Bharathi  
Ch. Subbalaxmi  
D. Varalaxmi  
K. Navya  
K. Sirisha  
K.B.N. Bhuvaneshwari  
K. Deepika  
K. Pavanitejasri  
M. Raju  
M. Krishna Veni  
M. Gayatri  
M. Varma  
M. Rajeswari  
N. Niranjankumar  
N. Ganeshini  
P. Sri Vidya  
P. Durgavani  
P. Padma  
R. Gangabhavani  
S. Leelavathi  
S. Umadevi  
S. Gayatri  
T. Leelavathi  
Y. Lavanyasai  
A. Paparayudu  
A. Aparna  
A. Sowmya  
Aravind.E  
E. Anand  
Balaji.B  
B. Ramadevi  
D. Bhavani  
D. Prasad  
D.N. Nagalaxmi  
G. Sambhavi Devi



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39	J.JYOTHI	2 <sup>nd</sup> YEAR	B.Sc.	720135405041
40	K.SATHYA	2 <sup>nd</sup> YEAR	B.Sc.	720135405042
41	K.KAVITHA	2 <sup>nd</sup> YEAR	B.Sc.	720135405043
42	K.PRASAD	2 <sup>nd</sup> YEAR	B.Sc.	720135405044
43	K.TRIVENI	2 <sup>nd</sup> YEAR	B.Sc.	720135405045
44	K.NAVYA	2 <sup>nd</sup> YEAR	B.Sc.	720135405046
45	K.ROHINI	2 <sup>nd</sup> YEAR	B.Sc.	720135405047
46	M.VASUNDARA	2 <sup>nd</sup> YEAR	B.Sc.	720135405048
47	M.RAMANI	2 <sup>nd</sup> YEAR	B.Sc.	720135405049
48	M.ASHOK	2 <sup>nd</sup> YEAR	B.Sc.	720135405050
49	M.RUPA	2 <sup>nd</sup> YEAR	B.Sc.	720135405051
50	M.SANDEEP	2 <sup>nd</sup> YEAR	B.Sc.	720135405052
51	N.LEELALAXMI	2 <sup>nd</sup> YEAR	B.Sc.	720135405053
52	N.JAHNAVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405054
53	N.B.K.D.LAXMIDEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405055
54	N.SRIDEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405056
55	P.HEMALATHA	2 <sup>nd</sup> YEAR	B.Sc.	720135405057
56	P.SRIDEVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405058
57	P.RAMAKRISHNA	2 <sup>nd</sup> YEAR	B.Sc.	720135405059
58	P.HARIKA	2 <sup>nd</sup> YEAR	B.Sc.	720135405060
59	S.USHASRI	2 <sup>nd</sup> YEAR	B.Sc.	720135405061
60	S.GANESRISAI	2 <sup>nd</sup> YEAR	B.Sc.	720135405062
61	T.PRASANNAKUMARI	2 <sup>nd</sup> YEAR	B.Sc.	720135405063
62	T.PALLAVI	2 <sup>nd</sup> YEAR	B.Sc.	720135405064
63	T.MANIKANTA	2 <sup>nd</sup> YEAR	B.Sc.	720135405065
64	V.RAMALAXMI	2 <sup>nd</sup> YEAR	B.Sc.	720135405066
65	V.SIMHADRI	2 <sup>nd</sup> YEAR	B.Sc.	720135405067
66	Y.NAGADURGA	2 <sup>nd</sup> YEAR	B.Sc.	720135405068
67	A.SURYA PRASAD	1 <sup>st</sup> YEAR	B.Sc.	721135405001
68	A.LAKASHMI LAVANYA	1 <sup>st</sup> YEAR	B.Sc.	721135405002
69	B.VARSHA SRI	1 <sup>st</sup> YEAR	B.Sc.	721135405003
70	B.RADHA	1 <sup>st</sup> YEAR	B.Sc.	721135405004
71	B.BHANU	1 <sup>st</sup> YEAR	B.Sc.	721135405005
72	B.KARUNA KUMAR	1 <sup>st</sup> YEAR	B.Sc.	721135405006
73	B.SIRISHA	1 <sup>st</sup> YEAR	B.Sc.	721135405007
74	C.DEVI	1 <sup>st</sup> YEAR	B.Sc.	721135405008
75	C.RAJYALAKSHMI	1 <sup>st</sup> YEAR	B.Sc.	721135405009
76	C.CHITTI	1 <sup>st</sup> YEAR	B.Sc.	721135405010
77	D.PRASAD	1 <sup>st</sup> YEAR	B.Sc.	721135405011
78	D.BALA VEERAMANI	1 <sup>st</sup> YEAR	B.Sc.	721135405012
79	D.DIVYA RANI	1 <sup>st</sup> YEAR	B.Sc.	721135405013
80	D.RUPAVATHI	1 <sup>st</sup> YEAR	B.Sc.	721135405014
81	G.NAGESHWARAO	1 <sup>st</sup> YEAR	B.Sc.	721135405015
82	G.AKHIL	1 <sup>st</sup> YEAR	B.Sc.	721135405016
83	K.VENKATA NAGESWARI	1 <sup>st</sup> YEAR	B.Sc.	721135405017
84	K.NAGESH	1 <sup>st</sup> YEAR	B.Sc.	721135405018
85	K.PRASAD	1 <sup>st</sup> YEAR	B.Sc.	721135405019
86	K.VARA LAKSHMI	1 <sup>st</sup> YEAR	B.Sc.	721135405020
87	K.DURGA RAVI KUMAR	1 <sup>st</sup> YEAR	B.Sc.	721135405021
88	K.PAVANI	1 <sup>st</sup> YEAR	B.Sc.	721135405022

J. Jyothi  
K. Sathya  
K. Kavitha  
K. Prasad  
K. Triveni  
K. Navya  
M. Vasundara  
M. Ramani  
M. Ashok  
M. Rupa  
M. Sandeep  
N. Leelalaxmi  
N. Jahnavi  
N. B.K.D. Laxmidevi  
N. Sri Devi  
P. Hemalatha  
P. Sri Devi  
P. Ramakrishna  
P. Harika  
S. Ushasri  
S. Ganesh  
S. Hanesh  
T. Prasanna  
T. Pallavi  
V. Varalakshmi  
V. Simhadri  
Y. Nagadurga  
A. Suryaprasad  
A. Lakshmi Lavanya  
B. Varsha  
B. Radha  
B. Karuna Kumar  
B. Sirisha  
C. Devi  
C. Rajyalakshmi  
C. Chitti  
D. Prasad  
D. Balaveeramani  
D. Divya Rani  
D. Rupavathi  
G. Nageswarao  
G. Akhil  
K. Venkateswari  
K. Nagesh  
K. Prasad  
K. Varalakshmi  
K. Durga Ravi Kumar  
K. Pavani



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89	K.SIVA KRISHANA	1 <sup>st</sup> YEAR	B.SC	721135405023
90	M.LOKESWARI	1 <sup>st</sup> YEAR	B.SC	721135405024
91	M.NANI BABU	1 <sup>st</sup> YEAR	B.SC	721135405025
92	M.BHARATHI	1 <sup>st</sup> YEAR	B.SC	721135405026
93	O.PAVAN	1 <sup>st</sup> YEAR	B.SC	721135405027
94	P.GAYATHRI	1 <sup>st</sup> YEAR	B.SC	721135405028
95	P.VAMSI KRISHNA	1 <sup>st</sup> YEAR	B.SC	721135405029
96	P.SIVA PARRVATHI	1 <sup>st</sup> YEAR	B.SC	721135405030
97	P.RUPA DEVI	1 <sup>st</sup> YEAR	B.SC	721135405031
98	P.ANUSHA	1 <sup>st</sup> YEAR	B.SC	721135405032
99	P.VENKATESH	1 <sup>st</sup> YEAR	B.SC	721135405033
100	S.VAMSI	1 <sup>st</sup> YEAR	B.SC	721135405034
101	S.BHAGYALAKSHMI	1 <sup>st</sup> YEAR	B.SC	721135405035
102	T.SAI KUMARI	1 <sup>st</sup> YEAR	B.SC	721135405036
103	T.HAIMA	1 <sup>st</sup> YEAR	B.SC	721135405037
104	V.HEMANTH KUMAR	1 <sup>st</sup> YEAR	B.SC	721135405038
105	Y.POOJITHA	1 <sup>st</sup> YEAR	B.SC	721135405039
106	Y.SAI KIRAN	1 <sup>st</sup> YEAR	B.SC	721135405040
107	AKKAPU HEMANTH	1 <sup>st</sup> YEAR	B.SC	721135405041
108	ANALA KARUNA KUMARI	1 <sup>st</sup> YEAR	B.SC	721135405042
109	BHEEMUNI DURGA	1 <sup>st</sup> YEAR	B.SC	721135405043
110	B.MANIKANTA SWAMY	1 <sup>st</sup> YEAR	B.SC	721135405044
111	BODDETI EESWANYA	1 <sup>st</sup> YEAR	B.SC	721135405045
112	BOTTA KRISHNA KUMAR	1 <sup>st</sup> YEAR	B.SC	721135405046
113	CHEBROLU BHARGAVI	1 <sup>st</sup> YEAR	B.SC	721135405047
114	DABBIRU JYOTSNA	1 <sup>st</sup> YEAR	B.SC	721135405048
115	DARA SHIVA	1 <sup>st</sup> YEAR	B.SC	721135405049
116	D. GANESH SRI ABHI RAM	1 <sup>st</sup> YEAR	B.SC	721135405050
117	E.NAGA VARALAKSHMI	1 <sup>st</sup> YEAR	B.SC	721135405051
118	GATTEM PRASANNA	1 <sup>st</sup> YEAR	B.SC	721135405052
119	GOLAJANA SRINIVAS	1 <sup>st</sup> YEAR	B.SC	721135405053
120	GUTALA SAI	1 <sup>st</sup> YEAR	B.SC	721135405054
121	I.VARA BHAVANI	1 <sup>st</sup> YEAR	B.SC	721135405055
122	KAKI SUJINI GAYATHRI	1 <sup>st</sup> YEAR	B.SC	721135405056
123	KARANAM BHAGYASREE	1 <sup>st</sup> YEAR	B.SC	721135405057
124	KARRI VINAY	1 <sup>st</sup> YEAR	B.SC	721135405058
125	KOSURU YAMINI DEVI	1 <sup>st</sup> YEAR	B.SC	721135405059
126	KOYLADA PAVANI	1 <sup>st</sup> YEAR	B.SC	721135405060
127	LODAGALA RAJITH KUMAR	1 <sup>st</sup> YEAR	B.SC	721135405061
128	M.MANIKANTA SWAMY	1 <sup>st</sup> YEAR	B.SC	721135405062
129	MALIREDDY YASHODA	1 <sup>st</sup> YEAR	B.SC	721135405063
130	MAMIDI SAI	1 <sup>st</sup> YEAR	B.SC	721135405064
131	MANJETI SRIKANTH	1 <sup>st</sup> YEAR	B.SC	721135405065
132	MARRA K.N.D.M.G.BHAVANI	1 <sup>st</sup> YEAR	B.SC	721135405066
133	MARRI SUJA	1 <sup>st</sup> YEAR	B.SC	721135405067
134	MOKA HARIKA MADHU VANI	1 <sup>st</sup> YEAR	B.SC	721135405068
135	MUTYALA SANTHOSH	1 <sup>st</sup> YEAR	B.SC	721135405069
136	MYLAPALLI VENKATI	1 <sup>st</sup> YEAR	B.SC	721135405070
137	PANDURU HYMAVATHI	1 <sup>st</sup> YEAR	B.SC	721135405071
138	PILLA RAJA NARENDRA	1 <sup>st</sup> YEAR	B.SC	721135405072

k. siva krishana  
 M. Lokeswari  
 M. Nani Babu  
 M. Bharathi  
 O. Pavan  
 P. Gayathri  
 P. Vamsi Krishna  
 P. Siva Parvathi  
 P. Rupa Devi  
 P. Anusha  
 P. Venkatesh  
 S. Vamsi  
 S. Bhagyalakshmi  
 T. Sai Kumari  
 T. Haima  
 V. Hemant Kumar  
 Y. Poojitha  
 Y. Sai Kiran  
 Akkapu Hemant  
 Anala Karuna Kumari  
 Bheemuni Durga  
 B. Manikanta Swamy  
 Boddeti Eeswanya  
 Botta Krishna Kumar  
 Chebrolu Bhargavi  
 Dabbiru Jyotsna  
 Dara Shiva  
 D. Ganesh Sri Abhi Ram  
 E. Naga Varalakshmi  
 Gattem Prasanna  
 Golajana Srinivas  
 Gutala Sai  
 I. Vara Bhavani  
 Kaki Sujini Gayathri  
 Karanam Bhagyasree  
 K. Vinay  
 K. Yamini Devi  
 K. Rajitha  
 L. Rajith Kumar  
 M. Manikanta Swamy  
 M. Yashoda  
 M. Sai  
 M. Srikanth  
 M. K. M. G. Bhavani  
 M. Suja  
 M. Harika Madhu Vanu  
 M. Santhosh  
 H. Venkati  
 P. Hyamavathi  
 P. Raja Narendra

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YELLAMANCHILI - 531055, ANDHRA PRADESH



**DEPARTMENT OF CHEMISTRY**

**Add on Course**

**2021-2022**

**Topic : ECO –FRIENDLY NATURAL DYES**



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Dt : 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  
Visakhapatnam Dist...



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## 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  
Vasishapatnam District



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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 - 531055  
Visakhapatnam District



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S.G.A.GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI  
DEPARTMENT OF CHEMISTRY  
ENROLLED STUDENTS FOR THE ADD ON COURSE  
ECO-FRIENDLY NATURAL DYES

S.no	Hallticket No	Name	GROUP	SIGNATURE
1.	720135405001	A.Sravani vijaya Gowri	II B.Sc (MPC)	A.S.V. Gowri
2.	720135405002	A.Nagapushpa	II B.Sc (MPC)	A.Nagapushpa
3.	720135405003	B.balasubramanyam	II B.Sc (MPC)	B.balasubramanyam
4.	720135405004	B.Sivalakshmi	II B.Sc (MPC)	B.Sivalakshmi
5.	720135405005	B.Bharathi	II B.Sc (MPC)	B.Bharathi
6.	720135405006	CH.Subhalaxmi	II B.Sc (MPC)	CH. Subhalaxmi
7.	720135405007	D.Varalakshmi	II B.Sc (MPC)	D. Varalakshmi
8.	720135405008	K.Navya	II B.Sc (MPC)	K. Navya
9.	720135405009	K.Shirisha	II B.Sc (MPC)	K. Shirisha
10.	720135405010	K.B.N. Bhuvanvshwari	II B.Sc (MPC)	K.B.N. Bhuvanvshwari
11.	720135405011	K.Deepika	II B.Sc (MPC)	K. Deepika
12.	720135405012	K.pavani tejasri	II B.Sc (MPC)	K.pavani tejasri
13.	720135405014	M.raju	II B.Sc (MPC)	M. Raju
14.	720135405015	M.Krishnaveni	II B.Sc (MPC)	M. krishnaveni
15.	720135405016	M.Gayathri	II B.Sc (MPC)	M. Gayathri
16.	720135405017	M.varma	II B.Sc (MPC)	M. Varma
17.	720135405018	M.Rajeshwari	II B.Sc (MPC)	M. Rajeshwari
18.	720135405019	N.Niranjan kumar	II B.Sc (MPC)	N. Niranjan kumar
19.	720135405020	N.ganeshini	II B.Sc (MPC)	N. Ganeshini
20.	720135405021	P.Srividya	II B.Sc (MPC)	P. Srividya
21.	720135405022	P.Durga vani	II B.Sc (MPC)	P. Durgavani
22.	720135405023	P.Padma	II B.Sc (MPC)	P. Padma
23.	720135405024	R.Gangabhavani	II B.Sc (MPC)	R. Gangabhavani



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24.	720135405025	S.Leelavathi	II B.Sc (MPC)	S. Leelavathi
25.	720135405026	S.Umadevi	II B.Sc (MPC)	S. Umadevi
26.	720135405027	S.gayathri	II B.Sc (MPC)	S. Gayathri
27.	720135405028	T.Leelavathi	II B.Sc (MPC)	T. Leelavathi
28.	720135405029	Y.Lavanya sai	II B.Sc (MPC)	Y. Lavanya Sai
29.	72035405069	A.Anusha	II B.Sc (CBZ)	A. Anusha
30.	72035405070	A.Satya	II B.Sc (CBZ)	A. Satya
31.	72035405071	A.Ammaji	II B.Sc (CBZ)	A. Ammaji
32.	72035405072	CH.Devika	II B.Sc (CBZ)	ch. Devika
33.	72035405073	D.Divya	II B.Sc (CBZ)	D. Divya
34.	72035405074	E.Vandana	II B.Sc (CBZ)	E. Vandana
35.	72035405075	G.Meenakshi	II B.Sc (CBZ)	G. Meenakshi
36.	72035405076	G.Usharani	II B.Sc (CBZ)	G. Usharani
37.	72035405077	K.Pushpa lakshmi	II B.Sc (CBZ)	k. pushpalakshmi
38.	72035405078	K.Asha	II B.Sc (CBZ)	k. Asha
39.	72035405079	K. Viswanadhan	II B.Sc (CBZ)	k. Viswanadhan
40.	72035405080	K.Anusha	II B.Sc (CBZ)	k. Anusha
41.	72035405081	K.Bhagya lakshmi	II B.Sc (CBZ)	k. Bhagya lakshmi
42.	72035405082	M.Bhargavi	II B.Sc (CBZ)	M. Bhargavi
43.	72035405083	M.Ratna kumari	II B.Sc (CBZ)	M. Ratna kumari
44.	72035405084	O.Kumari	II B.Sc (CBZ)	O. Kumari
45.	72035405085	P.Triveni	II B.Sc (CBZ)	P. Triveni
46.	72035405086	P.Latha	II B.Sc (CBZ)	P. Latha
47.	72035405087	P.Kavya	II B.Sc (CBZ)	P. Kavya
48.	72035405088	Y.Rajeshwari	II B.Sc (CBZ)	Y. Rajeshwari
49.	72035405089	K.Navya	II B.Sc (CBZ)	K. Navya
50.	72035405090	R.D.Madhuri	II B.Sc (CBZ)	R. D. Madhuri
51.	72035405091	R.Venkata lakshmi	II B.Sc (CBZ)	R. V. Lakshmi



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52.	72035405092	SK.K.Tuneesha	II B.Sc (CBZ)	Sk.k.Tuneesha
53.	72035405093	G.Sony	II B.Sc (CBZ)	G. Sony
54.	72035405094	T.Surya lakshmi	II B.Sc (CBZ)	T. Surya lakshmi
55.	72035405095	T.Mounika devi	II B.Sc (CBZ)	T.Mounika devi
56.	72035405096	T.Kumari	II B.Sc (CBZ)	T. Kumari
57.	721135405001	A.Surya prasad	I B.Sc ( MPC )	A.surya prasad
58.	721135405002	A.Lakashmi lavanya	I B.Sc ( MPC )	A.Lakashmi lavanya
59.	721135405003	B.Varsha sri	I B.Sc ( MPC )	B.Varsha sai
60.	721135405004	B.radha	I B.Sc ( MPC )	B.Radha
61.	721135405005	B.Bhanu	I B.Sc ( MPC )	B. Bhanu
62.	721135405006	B.Karuna kumar	I B.Sc ( MPC )	B.Karuna kumar
63.	721135405007	B.sirisha	I B.Sc ( MPC )	B.sirisha
64.	721135405008	C.Devi	I B.Sc ( MPC )	C. Devi
65.	721135405009	C.Rajyalakshmi	I B.Sc ( MPC )	C.Rajyalakshmi
66.	721135405010	C.chitti	I B.Sc ( MPC )	C.chitti
67.	721135405011	D.Prasad	I B.Sc ( MPC )	D. Prasad
68.	721135405012	D.Bala veeramani	I B.Sc ( MPC )	D.Bala veeramani
69.	721135405013	D.Divya rani	I B.Sc ( MPC )	D.Divya rani
70.	721135405014	D.Rupavathi	I B.Sc ( MPC )	D.Rupavathi
71.	721135405015	G.nageshwarao	I B.Sc ( MPC )	G.nageshwarao
72.	721135405016	G.Akhil	I B.Sc ( MPC )	G. Akhil
73.	721135405017	K.Venkata nageswari	I B.Sc ( MPC )	K.venkata nageswari
74.	721135405018	K.Nagesh	I B.Sc ( MPC )	K.nagesh.
75.	721135405019	K.Prasad	I B.Sc ( MPC )	K Prasad
76.	721135405020	K.Vara lakshmi	I B.Sc ( MPC )	K.Vara lakshmi
77.	721135405021	K.durga ravi kumar	I B.Sc ( MPC )	K.Durga Ravi kumar
78.	721135405022	K.Pavani	I B.Sc ( MPC )	K.Pavani



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79.	721135405023	K.siva krishana	I B.Sc ( MPC )	k. Siva krishana
80.	721135405024	M.lokeswari	I B.Sc ( MPC )	M lokeswari
81.	721135405025	M.Nani babu	I B.Sc ( MPC )	m.nani babu
82.	721135405026	M.Bharathi	I B.Sc ( MPC )	M. Bharathi
83.	721135405027	O.Pavan	I B.Sc ( MPC )	O. Pavan
84.	721135405028	P.Gayathri	I B.Sc ( MPC )	P. Gayathri
85.	721135405029	P.Vamsi krishna	I B.Sc ( MPC )	P. Vamsi Krishna
86.	721135405030	P.Siva parrvathi	I B.Sc ( MPC )	P. Siva Parrvathi
87.	721135405031	P.Rupa devi	I B.Sc ( MPC )	P. Rupa devi
88.	721135405032	P.Anusha	I B.Sc ( MPC )	p.anusha
89.	721135405033	P.Venkatesh	I B.Sc ( MPC )	P. Venkatesh
90.	721135405034	S.Vamsi	I B.Sc ( MPC )	S. Vamsi
91.	721135405035	S.Bhagylakshmi	I B.Sc ( MPC )	S. Bhagylakshmi
92.	721135405036	T.Sai kumari	I B.Sc ( MPC )	T. Sai Kumari
93.	721135405037	T.Haima	I B.Sc ( MPC )	T. Haima
94.	721135405038	V.Hemant kumar	I B.Sc ( MPC )	V. Hemant kumar
95.	721135405039	Y.poojitha	I B.Sc ( MPC )	Y. Poojitha
96.	721135405040	Y.Sai kiran	I B.Sc ( MPC )	Y. Sai kiran
97.	721135405081	A.Mohan geetha	I B.Sc (CBZ)	A. Mohan Geetha
98.	721135405082	B.Tejaswini	I B.Sc (CBZ)	B. Tejaswini
99.	721135405083	<b>B.Tejomayee</b>	I B.Sc (CBZ)	B. Tejomayee
100.	721135405084	B.Nagasivagayrathi	I B.Sc (CBZ)	B. Nagasivagayrathi
101.	721135405085	B.Sukanya	I B.Sc (CBZ)	B. Sukanya
102.	721135405086	B.Nookaratnam	I B.Sc (CBZ)	B. Nookaratnam
103.	721135405087	B.Tejaswvi	I B.Sc (CBZ)	B. Tejaswvi
104.	721135405088	B.Leelapraveena	I B.Sc (CBZ)	B. Leelapraveena
105.	721135405089	B.Divyakrupa	I B.Sc (CBZ)	B. Divyakrupa
106.	721135405090	B.Lavyana	I B.Sc (CBZ)	B. Lavyana



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107	721135405091	CH.Swathi	I B.Sc (CBZ)	CH. Swathi
108	721135405092	CH.Mookshasri	I B.Sc (CBZ)	CH. Mookshasri
109	721135405093	D.Sivaji	I B.Sc (CBZ)	D. Sivaji
110	721135405094	D.Wiggi alekhya	I B.Sc (CBZ)	D. wiggi alekhya
111	721135405095	E.Hema varaha durga	I B.Sc (CBZ)	E.H. V. durga
112	721135405096	E.Emmi vindini	I B.Sc (CBZ)	E. e. vindini
113	721135405097	G.Dhikshitha	I B.Sc (CBZ)	G. Dhikshitha
114	721135405098	G.Kiran kumar	I B.Sc (CBZ)	G. Kiran kumar
115	721135405099	G.Rani	I B.Sc (CBZ)	G. Rani
116	721135405100	J.Sindhu	I B.Sc (CBZ)	J. Sindhu
117	721135405101	K.Vasntha	I B.Sc (CBZ)	K. vasantha
118	721135405102	K.Lakshmi	I B.Sc (CBZ)	k. Lakshmi
119	721135405103	K.Loriya	I B.Sc (CBZ)	k. Loriya
120	721135405104	K.Mounika	I B.Sc (CBZ)	k. Mounika
121	721135405105	k.k.srilakshmi	I B.Sc (CBZ)	k.k. srilakshmi
122	721135405106	K.Divya	I B.Sc (CBZ)	K. Divya
123	721135405107	L.Yasaswini	I B.Sc (CBZ)	L. yasaswini
124	721135405108	M.devi	I B.Sc (CBZ)	M. devi
125	721135405109	M.Nagalakshmi	I B.Sc (CBZ)	M. Nagalakshmi
126	721135405110	M.Pushpa latha	I B.Sc (CBZ)	M. Pushpa latha
127	721135405111	M.Sravani sai	I B.Sc (CBZ)	M. Sravani Sai
128	721135405112	M.Siva sravani	I B.Sc (CBZ)	M. Siva Sravani
129	721135405113	M.Navitha	I B.Sc (CBZ)	m. navitha
130	721135405114	P.Pavani	I B.Sc (CBZ)	P. Pavani
131	721135405115	P.R.M.Naveena	I B.Sc (CBZ)	P.R.M. Naveena
132	721135405116	S.Divya	I B.Sc (CBZ)	S. Divya
133	721135405117	T.Lohitha sri	I B.Sc (CBZ)	T. lohitha sri



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134	721135405118	V.Sai	I B.Sc (CBZ)	V. Sai
135	721135405119	V.Vincaal	I B.Sc (CBZ)	V. Vincaal
136	721135405120	V.Jayasri	I B.Sc (CBZ)	V. Jayasri
137	721135405121	V.Tulasi	I B.Sc (CBZ)	V. Tulasi
138	721135405122	Y.uma maheswari	I B.Sc (CBZ)	Y. Uma maheswari
139	721135405123	M.Someswari	I B.Sc (CBZ)	M. Someswari

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127	M.Sravani sai	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Sravani Sai
128	M.Siva sravani	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	M. Siva sravani
129	M.Navitha	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	M. Navitha
130	P.Pavani	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P. Pavani
131	P.R.M.Naveena	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P.R.M. Naveena
132	S.Divya	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	S. Divya
133	T.Lohitha sri	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	T. Lohitha sri
134	V.Sai	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	V. Sai
135	V.Vineal	P	A	P	P	P	P	P	P	P	P	P	P	P	P	(A)	V. Vineal
136	V.Jayasri	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	V. Jayasri
137	V.Tulasi	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	V. Tulasi
138	Y.uma maheswari	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	Y. Uma maheswari
139	M.Someswari	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	M. Someswari

  
 Head of Department  
 Department of English  
 Yellamanchili - 531055

  
 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

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S.G.A .GOVERNMENT DEGREE COLLEGE, YELLAMANCHILI

DEPARTMENT OF CHEMISTRY

EVALUATION DATA OF STUDENTS FOR THE ADD ON COURSE  
ECO- FRIENDLY NATURAL DYES

S.no	Hallticket No	Name	GROUP	Marks obtained
1.	720135405001	A.Sravani vijaya Gowri	II B.Sc (MPC )	24
2.	720135405002	A.Nagapushpa	II B.Sc (MPC )	24
3.	720135405003	B.balasubramanyam	II B.Sc (MPC )	20
4.	720135405004	B.Sivalakshmi	II B.Sc (MPC )	24
5.	720135405005	B.Bharathi	II B.Sc (MPC )	23
6.	720135405006	CH.Subhalaxmi	II B.Sc (MPC )	Absent
7.	720135405007	D.Varalakshmi	II B.Sc (MPC )	22
8.	720135405008	K.Navya	II B.Sc (MPC )	22
9.	720135405009	K.Shirisha	II B.Sc (MPC )	24
10.	720135405010	K.B.N.Bhuvanvshwari	II B.Sc (MPC )	24
11.	720135405011	K.Deepika	II B.Sc (MPC )	23
12.	720135405012	K.pavani tejasri	II B.Sc (MPC )	24
13.	720135405014	M.raju	II B.Sc (MPC )	22
14.	720135405015	M.Krishnaveni	II B.Sc (MPC )	24
15.	720135405016	M.Gayathri	II B.Sc (MPC )	24
16.	720135405017	M.varma	II B.Sc (MPC )	22
17.	720135405018	M.Rajeshwari	II B.Sc (MPC )	23
18.	720135405019	N.Niranjan kumar	II B.Sc (MPC )	21
19.	720135405020	N.ganeshini	II B.Sc (MPC )	23
20.	720135405021	P.Srividya	II B.Sc (MPC )	21
21.	720135405022	P.Durga vani	II B.Sc (MPC )	23
22.	720135405023	P.Padma	II B.Sc (MPC )	24
23.	720135405024	R.Gangabhavani	II B.Sc (MPC )	24



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24.	720135405025	S.Leclavathi	II B.Sc (MPC )	22
25.	720135405026	S.Umadevi	II B.Sc (MPC )	24
26.	720135405027	S.gayathri	II B.Sc (MPC )	24
27.	720135405028	T.Leclavathi	II B.Sc (MPC )	24
28.	720135405029	Y.Lavanya sai	II B.Sc (MPC )	24
29.	72035405069	A.Anusha	II B.Sc (CBZ)	22
30.	72035405070	A.Satya	II B.Sc (CBZ)	22
31.	72035405071	A.Ammaji	II B.Sc (CBZ)	20
32.	72035405072	CH.Devika	II B.Sc (CBZ)	21
33.	72035405073	D.Divya	II B.Sc (CBZ)	22
34.	72035405074	E.Vandana	II B.Sc (CBZ)	22
35.	72035405075	G.Meenakshi	II B.Sc (CBZ)	23
36.	72035405076	G.Usharani	II B.Sc (CBZ)	24
37.	72035405077	K.Pushpa lakshmi	II B.Sc (CBZ)	22
38.	72035405078	K.Asha	II B.Sc (CBZ)	23
39.	72035405079	K.Viswanadhan	II B.Sc (CBZ)	23
40.	72035405080	K.Anusha	II B.Sc (CBZ)	22
41.	72035405081	K.Bhagya lakshmi	II B.Sc (CBZ)	21
42.	72035405082	M.Bhargavi	II B.Sc (CBZ)	23
43.	72035405083	M.Ratna kumari	II B.Sc (CBZ)	22
44.	72035405084	O.Kumari	II B.Sc (CBZ)	24
45.	72035405085	P.Triveni	II B.Sc (CBZ)	21
46.	72035405086	P.Latha	II B.Sc (CBZ)	20
47.	72035405087	P.Kavya	II B.Sc (CBZ)	23
48.	72035405088	Y.Rajeshwari	II B.Sc (CBZ)	20
49.	72035405089	K.Navya	II B.Sc (CBZ)	23
50.	72035405090	R.D.Madhuri	II B.Sc (CBZ)	23
51.	72035405091	R.Venkata lakshmi	II B.Sc (CBZ)	22



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52.	72035405092	SK.K.Tuneesha	II B.Sc (CBZ)	20
53.	72035405093	G.Sony	II B.Sc (CBZ)	21
54.	72035405094	T.Surya lakshmi	II B.Sc (CBZ)	21
55.	72035405095	T.Mounika devi	II B.Sc (CBZ)	20
56.	72035405096	T.Kumari	II B.Sc (CBZ)	21
57.	721135405001	A.Surya prasad	I B.Sc ( MPC )	20
58.	721135405002	A.Lakashmi lavanya	I B.Sc ( MPC )	21
59.	721135405003	B.Varsha sri	I B.Sc ( MPC )	20
60.	721135405004	B.radha	I B.Sc ( MPC )	20
61.	721135405005	B.Bhanu	I B.Sc ( MPC )	21
62.	721135405006	B.Karuna kumar	I B.Sc ( MPC )	20
63.	721135405007	B.sirisha	I B.Sc ( MPC )	22
64.	721135405008	C.Devi	I B.Sc ( MPC )	21
65.	721135405009	C.Rajyalakshmi	I B.Sc ( MPC )	22
66.	721135405010	C.chitti	I B.Sc ( MPC )	20
67.	721135405011	D.Prasad	I B.Sc ( MPC )	20
68.	721135405012	D.Bala veeramani	I B.Sc ( MPC )	21
69.	721135405013	D.Divya rani	I B.Sc ( MPC )	20
70.	721135405014	D.Rupavathi	I B.Sc ( MPC )	21
71.	721135405015	G.nageshwarao	I B.Sc ( MPC )	20
72.	721135405016	G.Akhil	I B.Sc ( MPC )	23
73.	721135405017	K.Venkata nageswari	I B.Sc ( MPC )	23
74.	721135405018	K.Nagesh	I B.Sc ( MPC )	20
75.	721135405019	K.Prasad	I B.Sc ( MPC )	21
76.	721135405020	K.Vara lakshmi	I B.Sc ( MPC )	20
77.	721135405021	K.durga ravi kumar	I B.Sc ( MPC )	21
78.	721135405022	K.Pavani	I B.Sc ( MPC )	20



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79.	721135405023	K.siva krishana	I B.Sc ( MPC )	21
80.	721135405024	M.lokeswari	I B.Sc ( MPC )	22
81.	721135405025	M.Nani babu	I B.Sc ( MPC )	19
82.	721135405026	M.Bharathi	I B.Sc ( MPC )	20
83.	721135405027	O.Pavan	I B.Sc ( MPC )	20
84.	721135405028	P.Gayathri	I B.Sc ( MPC )	21
85.	721135405029	P.Vamsi krishna	I B.Sc ( MPC )	22
86.	721135405030	P.Siva parrvathi	I B.Sc ( MPC )	23
87.	721135405031	P.Rupa devi	I B.Sc ( MPC )	20
88.	721135405032	P.Anusha	I B.Sc ( MPC )	21
89.	721135405033	P.Venkatesh	I B.Sc ( MPC )	22
90.	721135405034	S.Vamsi	I B.Sc ( MPC )	23
91.	721135405035	S.Bhagylakshmi	I B.Sc ( MPC )	20
92.	721135405036	T.Sai kumari	I B.Sc ( MPC )	21
93.	721135405037	T.Haima	I B.Sc ( MPC )	21
94.	721135405038	V.Hemanth kumar	I B.Sc ( MPC )	20
95.	721135405039	Y.poojitha	I B.Sc ( MPC )	21
96.	721135405040	Y.Sai kiran	I B.Sc ( MPC )	21
97.	721135405081	A.Mohan geetha	I B.Sc (CBZ)	20
98.	721135405082	B.Tejaswini	I B.Sc (CBZ)	22
99.	721135405083	B.Tejomayee	I B.Sc (CBZ)	22
100.	721135405084	B.Nagasivagayrathi	I B.Sc (CBZ)	21
101.	721135405085	B.Sukanya	I B.Sc (CBZ)	22
102.	721135405086	B.Nookaratnam	I B.Sc (CBZ)	20
103.	721135405087	B.Tejaswvi	I B.Sc (CBZ)	23
104.	721135405088	B.Leelapraveena	I B.Sc (CBZ)	20
105.	721135405089	B.Divyakrupa	I B.Sc (CBZ)	20



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106	721135405090	B.Lavyana	I B.Sc (CBZ)	21
107	721135405091	CH.Swathi	I B.Sc (CBZ)	22
108	721135405092	CH.Mookshasri	I B.Sc (CBZ)	20
109	721135405093	D.Sivaji	I B.Sc (CBZ)	20
110	721135405094	D.Wiggi alekhya	I B.Sc (CBZ)	20
111	721135405095	E.Hema varaha durga	I B.Sc (CBZ)	20
112	721135405096	E.Emmi vindini	I B.Sc (CBZ)	21
113	721135405097	G.Dhikshitha	I B.Sc (CBZ)	21
114	721135405098	G.Kiran kumar	I B.Sc (CBZ)	20
115	721135405099	G.Rani	I B.Sc (CBZ)	20
116	721135405100	J.Sindhu	I B.Sc (CBZ)	21
117	721135405101	K.Vasntha	I B.Sc (CBZ)	21
118	721135405102	K.Lakshmi	I B.Sc (CBZ)	22
119	721135405103	K.Loriya	I B.Sc (CBZ)	20
120	721135405104	K.Mounika	I B.Sc (CBZ)	21
121	721135405105	k.k.srilakshmi	I B.Sc (CBZ)	22
122	721135405106	K.Divya	I B.Sc (CBZ)	20
123	721135405107	L.Yasaswini	I B.Sc (CBZ)	20
124	721135405108	M.devi	I B.Sc (CBZ)	19
125	721135405109	M.Nagalakshmi	I B.Sc (CBZ)	20
126	721135405110	M.Pushpa latha	I B.Sc (CBZ)	19
127	721135405111	M.Sravani sai	I B.Sc (CBZ)	20
128	721135405112	M.Siva sravani	I B.Sc (CBZ)	21
129	721135405113	M.Navitha	I B.Sc (CBZ)	20
130	721135405114	P.Pavani	I B.Sc (CBZ)	22
131	721135405115	P.R.M.Naveena	I B.Sc (CBZ)	20
132	721135405116	S.Divya	I B.Sc (CBZ)	22



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133	721135405117	T.Lohitha sri	I B.Sc (CBZ)	22
134	721135405118	V.Sai	I B.Sc (CBZ)	20
135	721135405119	V.Vincal	I B.Sc (CBZ)	Absent
136	721135405120	V.Jayasri	I B.Sc (CBZ)	19
137	721135405121	V.Tulasi	I B.Sc (CBZ)	18
138	721135405122	Y.uma maheswari	I B.Sc (CBZ)	20
139	721135405123	M.Someswari	I B.Sc (CBZ)	21

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Vishakhapatnam District



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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

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Visakhapatnam District



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*(Affiliated to Andhra University)*

*Accredited By NAAC with "A" Grade*

**Yellamanchili (531055) Andhra Pradesh**



**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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**SGA GOVT. DEGREE COLLEGE ,Yellamanchili**

**Department of Physics**

**Add-on Course**

**TOPIC :STUDY AND REPAIRING OF CELL  
PHONE**





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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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## PERMISSION LETTER TO START ADD-ON COURSE

FROM

DEPARTMENT OF PHYSICS,  
SGA GOVT. DEGREE COLLEGE,  
YELLAMANCHILI.

TO

THE PRINCIPAL,  
SGA GOVT.DEGREE COLLEGE,  
YELLAMANCHILI.

DATE :20-01-2022,


**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  
Virakhapatnam District



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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, network 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.

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



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## Department of Physics

### List of Students Enrolled for Add-on Course

For the Academic year 2021-22

Topic:- Study and Repairing of Cell Phone

S.No	Name	Regd.No	Class	Signature
1.	A. SURYA PRASAD	721135405001	I-B.Sc (MPC)	A.suryaprasad
2.	A. LAKSHI LAVANYA	721135405002	I-B.Sc (MPC)	A.Lakshi Lavanya
3.	B. VARSHASRI	721135405003	I-B.Sc (MPC)	B. Varsha sri
4.	B.RADHA	721135405004	I-B.Sc (MPC)	B.Radha
5.	B.BHANU	721135405005	I-B.Sc (MPC)	B. BHANU
6.	B.KARUNA KUMAR	721135405006	I-B.Sc (MPC)	B.karuna kumar
7.	B.SIRISHA	721135405007	I-B.Sc (MPC)	B.sirisha
8.	CH.DEVI	721135405008	I-B.Sc (MPC)	CH. Devi
9.	CH.RAJYA LAKSHMI	721135405009	I-B.Sc (MPC)	Ch. Rajya Lakshmi
10.	CH.CHITTI	721135405010	I-B.Sc (MPC)	CH. CHITTI
11.	D.PRASAD	721135405011	I-B.Sc (MPC)	D. Prasad
12.	D.BALA VEERA MANI	721135405012	I-B.Sc (MPC)	D. Bala veera mani
13.	D.DIVYA RANI	721135405013	I-B.Sc (MPC)	D. Divya rani
14.	D.RUPAVATHI	721135405014	I-B.Sc (MPC)	D. Rupavathi
15.	G.NAGESWARA RAO	721135405015	I-B.Sc (MPC)	G. Nageswara Rao

16.	G.AKHIL	721135405016	I-B.Sc (MPC)	G. Akhil
17.	K.V.NAGESWARI	721135405017	I-B.Sc (MPC)	K.V. Nageswari
18.	K.NAGESH	721135405018	I-B.Sc (MPC)	K. Nagesh
19.	K.PRASAD	721135405019	I-B.Sc (MPC)	K. Prasad
20.	K.VARA LAKSHMI	721135405020	I-B.Sc (MPC)	K. Varalakshmi
21.	K.D.RAVI KUMAR	721135405021	I-B.Sc (MPC)	K. D. Ravikumar
22.	K.PAVANI	721135405022	I-B.Sc (MPC)	K. pavani
23.	K.SIVA KRISHNA	721135405023	I-B.Sc (MPC)	K. siva krishna
24.	M.LOKESWARI	721135405024	I-B.Sc (MPC)	M. Lokeswari
25.	M.NANI BABU	721135405025	I-B.Sc (MPC)	M. Nani babu
26.	M.BHARATHI	721135405026	I-B.Sc (MPC)	M. Bharathi
27.	O.PAVAN	721135405027	I-B.Sc (MPC)	O. Pavan
28.	P.GAYATHRI	721135405028	I-B.Sc (MPC)	P. Gayathri
29.	P.VAMSI KRISHNA	721135405029	I-B.Sc (MPC)	P. Vamsi krishna
30.	P.SIVA PARVATHI	721135405030	I-B.Sc (MPC)	P. siva parvathi
31.	P.RUPA DEVI	721135405031	I-B.Sc (MPC)	P. Rupa devi
32.	P.ANUSHA	721135405032	I-B.Sc (MPC)	P. Anusha
33.	P.VENKATESH	721135405033	I-B.Sc (MPC)	P. Venkatesh
34.	S.VAMSI	721135405034	I-B.Sc (MPC)	S. Vamsi
35.	S.BHAGYA LAKSHMI	721135405035	I-B.Sc (MPC)	S. Bhagyalakshmi
36.	T.SAI KUMARI	721135405036	I-B.Sc (MPC)	T. Sai Kumari
37.	T.HYMA	721135405037	I-B.Sc (MPC)	T. Hyma
38.	V.HEMANTH KUMAR	721135405038	I-B.Sc (MPC)	V. Hemant Kumar



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39.	V.POOJITHA	721135405039	I -B.Sc (MPC)	V. poojitha
40.	Y.SAI KIRAN	721135405040	I -B.Sc (MPC)	Y. Sai Kiran
41.	A.HEMANTH	721135405041	I -B.Sc (MPCs)	A. Hemant
42.	A.KARUNA KUMARI	721135405042	I -B.Sc (MPCs)	A. Karuna Kumari
43.	B.DURGA	721135495043	I -B.Sc (MPCs)	B. Durga
44.	B.M.SWAMI	721135405044	I -B.Sc (MPCs)	B. M. Swami
45.	B.EESWANYA	721135405045	I -B.Sc (MPCs)	B. Eeswanya
46.	B.KRISHNA KUMAR	721135405046	I -B.Sc (MPCs)	B. Krishna Kumar
47.	CH.BHARGAVI	721135405047	I -B.Sc (MPCs)	Ch. Bhargavi
48.	D.JYOTSNA	721135405048	I -B.Sc (MPCs)	D. Jyotsna
49.	D.SIVA	721135405049	I -B.Sc (MPCs)	D. Siva
50.	D.G.S.ABHI RAM	721135405050	I -B.Sc (MPCs)	D. G. S. Abhiram
51.	E.N.VARA LAKSHMI	721135405051	I -B.Sc (MPCs)	E. N. Vara Lakshmi
52.	G.PRASANNA	721135405052	I -B.Sc (MPCs)	G. Prasanna
53.	G.SRINIVAS	721135405053	I -B.Sc (MPCs)	G. Srinivas
54.	G.SAI	721135405054	I -B.Sc (MPCs)	G. Sai
55.	LL.VARA BHAVANI	721135405055	I -B.Sc (MPCs)	L. L. Vara Bhavani
56.	K.S.GAYATHRI	721135405056	I -B.Sc (MPCs)	K. S. Gayathri
57.	K.BHAGYASRI	721135405057	I -B.Sc (MPCs)	K. Bhagyasri
58.	K.VINAY	721135405058	I -B.Sc (MPCs)	K. Vinay
59.	K.YAMINI DEVI	721135405059	I -B.Sc (MPCs)	K. Yamini Devi
60.	K.PAVANI	721135405060	I -B.Sc (MPCs)	K. Pavani
61.	L.RAJITH KUMAR	721135405061	I -B.Sc (MPCs)	L. Rajith Kumar

62.	M.M.SWAMY	721135405062	I -B.Sc (MPCs)	M. M. Swamy
63.	M.YASODHA	721135405063	I -B.Sc (MPCs)	M. Yasodha
64.	M.SAI	721135405064	I -B.Sc (MPCs)	M. Sai
65.	M.SRIKANTH	721135405065	I -B.Sc (MPCs)	M. Srikanth
66.	M.K.N.D.M.G.BHAVANI	721135405066	I -B.Sc (MPCs)	M. K. N. D. M. G. Bhavani
67.	M.SUJA	721135405067	I -B.Sc (MPCs)	M. Suja
68.	M.H.M.VANI	721135405068	I -B.Sc (MPCs)	M. H. M. Vani
69.	M.SANTOSH	721135405069	I -B.Sc (MPCs)	M. Santosh
70.	M.VENKATI	721135405070	I -B.Sc (MPCs)	M. Venkati
71.	P.HYMAVATHI	721135405071	I -B.Sc (MPCs)	P. Hymavathi
72.	P.R.NARENDRA	721135405072	I -B.Sc (MPCs)	P. R. Narendra
73.	P.DAKSHAYANI	721135405073	I -B.Sc (MPCs)	P. Dakshayani
74.	R.NEERAJA	721135405074	I -B.Sc (MPCs)	R. Neeraja
75.	S.V.BHAVANI	721135405075	I -B.Sc (MPCs)	S. V. Bhavani
76.	S.SANDHYA VENI	721135405076	I -B.Sc (MPCs)	S. Sandhya Veni
77.	U.D.V.SANTOSH	721135405077	I -B.Sc (MPCs)	U. D. V. Santosh
78.	V.N.L.PRABHAKAR	721135405078	I -B.Sc (MPCs)	V. N. L. Prabhakar
79.	V.LOVA RAJU	721135405079	I -B.Sc (MPCs)	V. Lova Raju
80.	Y.K.D.PRASAD	721135405080	I -B.Sc (MPCs)	Y. K. D. Prasad



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## Department of Physics

### List of Students Enrolled for Add-on Course

For the Academic year 2021-22

Topic:- Study and Repairing of Cell Phone

S.No	Name	Regd.No	Class	Signature
81	A.S.V.GOWRI	720135405001	II B.Sc (MPC)	A.S.V.GOWRI
82	A.NAGAPUSHPA	720135405002	II B.Sc (MPC)	A Nagapushpa
83	B.BALASUBRAMANYAM	720135405003	II B.Sc (MPC)	B. Balasubramanyam
84	B.SIVALAKSHMI	720135405004	II B.Sc (MPC)	B. Siva lakshmi
85	B.BHARATHI	720135405005	II B.Sc (MPC)	B. Bharathi
86	CH.SUBHALAXMI	720135405006	II B.Sc (MPC)	Ch. Subhalaxmi
87	D.VARALAKSHMI	720135405007	II B.Sc (MPC)	D. vara lakshmi
88	K.NAVYA	720135405008	II B.Sc (MPC)	K. Navya
89	K.SHIRISHA	720135405009	II B.Sc (MPC)	K. Shirisha
90	K.B.N.BHUVANVSHWARI	720135405010	II B.Sc (MPC)	K.B.N. BHUVAN SHWARI
91	K.DEEPIKA	720135405011	II B.Sc (MPC)	K. deepika
92	K.PAVANI TEJASRI	720135405012	II B.Sc (MPC)	K. Pavani tejasee
93	M.SRAVANTHI	720135405013	II B.Sc (MPC)	M. Sravanthi
94	M.RAJU	720135405014	II B.Sc (MPC)	M. Raju
95	M.KRISHNAVENI	720135405015	II B.Sc (MPC)	M. Krishnaveni
96	M.GAYATHRI	720135405016	II B.Sc (MPC)	M. Gayathri
97	M.VARMA	720135405017	II B.Sc (MPC)	M. Varma
98	M.RAJESHWARI	720135405018	II B.Sc (MPC)	M. Rajeshwari
99	N.NIRANJAN KUMAR	720135405019	II B.Sc (MPC)	N. NIRANJAN kumar



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100	N.GANESHINI	720135405020	II B.Sc (MPC )	N.Ganeshini
101	P.SRIVIDYA	720135405021	II B.Sc (MPC )	P. Srividya
102	P.DURGA VANI	720135405022	II B.Sc (MPC )	P. Durga Vani
103	P.PADMA	720135405023	II B.Sc (MPC )	P. Padma
104	R.GANGABHAVANI	720135405024	II B.Sc (MPC )	R. Ganga Bhavani
105	S.LEELAVATHI	720135405025	II B.Sc (MPC )	S. Leelavathi
106	S.UMADEVI	720135405026	II B.Sc (MPC )	S. Umadevi
107	S.GAYATHRI	720135405027	II B.Sc (MPC )	S. Gayathri
108	T.LEELAVATHI	720135405028	II B.Sc (MPC )	T. Leelavathi
109	AAVALA PAPANAYUDU	720135405030	II B.Sc (MPC )	A. Papanayudu
110	ADARI APARNA	720135405031	II B.Sc (MPCs)	A. Aparna
111	ADIKARI ARUN KUMAR	720135405032	II B.Sc (MPCs)	A. Arun Kumar
112	ANAPARTHI SOWMYA	720135405033	II B.Sc (MPCs)	A. Sowmya
113	ARAVINDE SARAPU	720135405034	II B.Sc (MPCs)	E. Aravind
114	BALAJI BODDAPU	720135405035	II B.Sc (MPCs)	B. Babji
115	BANDARU RAMADEVI	720135405036	II B.Sc (MPCs)	B. Rama Devi
116	DASARI BHAVANI	720135405037	II B.Sc (MPCs)	D. Bhavani
117	DHOOLI PRASAD	720135405038	II B.Sc (MPCs)	D. Prasad
118	DHULI NADIYA NAGALAKSHM	720135405039	II B.Sc (MPCs)	D. Nagalaxmi
119	GUDDATI SAMBHAVIDEVI	720135405040	II B.Sc (MPCs)	J. Jyothi
120	JERRIPOTHULA JYOTHI	720135405041	II B.Sc (MPCs)	J. Jyothi
121	KAKARA SATHYA	720135405042	II B.Sc (MPCs)	J. Videvi
122	KASALA KAVITHA	720135405043	II B.Sc (MPCs)	K. Sathya
123	KOILADA PRASAD	720135405044	II B.Sc (MPCs)	K. Kavitha
124	KOILADA TRIVENI	720135405045	II B.Sc (MPCs)	K. Prasad
				K. Triveni



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125	KORIBILLINAVYA	720135405046	II B.Sc (MPCs)	KORIBILLINAVYA
126	KURAKULA ROHINI	720135405047	II B.Sc (MPCs)	K Rohini
127	MADAM VASUNDHARA	720135405048	II B.Sc (MPCs)	M Vasundhara
128	MALLA RAMANI	720135405049	II B.Sc (MPCs)	M. Ramani
129	MAMIDI ASHOK	720135405050	II B.Sc (MPCs)	M. Ashok
130	MAMIDI RUPA	720135405051	II B.Sc (MPCs)	M Rupa
131	MAMIDI SANDEEP	720135405052	II B.Sc (MPCs)	M Sandeep
132	NAGIREDDI LEELA LAKSHMI	720135405053	II B.Sc (MPCs)	N. leela lakshmi
133	NANEPALLI JAHNAVI	720135405054	II B.Sc (MPCs)	N. Jahnavi
134	NEELAM BALA KANAKA DUR	720135405055	II B.Sc (MPCs)	NEELAMBALA KANDUR
135	NEELAM SRIDEVI	720135405056	II B.Sc (MPCs)	P. Havalatha
136	PEDAPUDI HEMA LATHA	720135405057	II B.Sc (MPCs)	P. Hema latha
137	POSINA SRIDEVI	720135405058	II B.Sc (MPCs)	P. Sri Devi
138	PRAGADA RAMAKRISHNA	720135405059	II B.Sc (MPCs)	P. Ramakrishna
139	PUDI HARIKA	720135405060	II B.Sc (MPCs)	P. Harika
140	SIDDA USHA SRI VENKATA LA	720135405061	II B.Sc (MPCs)	SIRASAPALLIGANESARAI
141	SIRASAPALLIGANESARAI	720135405062	II B.Sc (MPCs)	S. Ganestasar
142	TAPPETLA PRASANNA KUMAR	720135405063	II B.Sc (MPCs)	T. prasanna kumari
143	TATIPAKA PALLAVI	720135405064	II B.Sc (MPCs)	T. pallavi
144	TETAKALA MANIKANTA	720135405065	II B.Sc (MPCs)	T. Manikanta
145	VANTAKULA RAMA LAKSHMI	720135405066	II B.Sc (MPCs)	V. Rama lakshmi
146	VASUPALLI SIMHADRI	720135405067	II B.Sc (MPCs)	V. Simhadri
147	YENUKUNTI NAGA DURGA	720135405068	II B.Sc (MPCs)	Y. Naga durga

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



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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	A	P	P	P	P	P	A	P	P	P	P	P	P
2.	B. VARSHASRI	721135405003	P	P	P	A	P	P	P	P	P	P	A	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	721135405001	P	P	P	P	P	P	A	P	P	P	P	P	P	P	A
6.	B.KARUNA KUMAR	721135405006	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P
7.	B.SIRISHA	721135405007	P	P	A	P	P	P	P	P	A	P	P	P	P	P	P
8.	CH.DEVI	721135405008	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P
9.	CH.RAJYA LAKSHMI	721135405009	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P
10.	CH.CHITTI	721135405010	P	P	P	P	P	P	P	P	A	P	P	A	P	P	P
11.	D.PRASAD	721135405011	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P
12.	D.BALA VEERA MANI	721135405012	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P
13.	D.DIVYA RANI	721135405013	P	P	P	P	P	P	P	P	P	A	P	P	P	P	A
14.	D.RUPAVATHI	721135405014	P	P	P	P	A	P	P	P	A	P	P	P	P	P	P
15.	G.NAGESWARA RAO	721135405015	P	P	A	A	P	P	P	P	P	P	P	P	P	P	A

A. Lakshmi Lavanya  
 B. Varshasri  
 B. Radha  
 B. Bhanu  
 A. Surya Prasad  
 B. Karun Kumar  
 B. Sirisha  
 Ch. Devi  
 Ch. Rajya Lakshmi  
 Ch. Chitti  
 D. Prasad  
 D. Bala Veera Mani  
 D. Divya Rani  
 D. Rupavathi  
 G. Nageswara Rao



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16.	G.AKHIL	721135405016	A	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	G. Akhila
17.	K.V.NAGESWARI	721135405017	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K.V. Nageswari
18.	K.NAGESH	721135405018	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	K. Nagesh
19.	K.PRASAD	721135405019	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	K. Prasad
20.	K.VARA LAKSHMI	721135405020	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	K. Vara Lakshmi
21.	K.D.RAVI KUMAR	721135405021	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	K.D. Ravi Kumar
22.	K.PAVANI	721135405022	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	K. Pavani
23.	K.SIVA KRISHNA	721135405023	A	P	P	A	P	P	A	P	P	P	P	P	P	P	P	P	K. S. Krishna
24.	M.LOKESWARI	721135405024	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Lokeswari
25.	M.NANI BABU	721135405025	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	M. Nani Babu
26.	M.BHARATHI	721135405026	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	M. Bharathi
27.	O.PAVAN	721135405027	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	O. Pavan
28.	P.GAYATHRI	721135405028	A	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Gayathri
29.	P.VAMSI KRISHNA	721135405029	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P. Vamsi Krishna
30.	P.SIVA PARVATHI	721135405030	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P. Siva Parvathi
31.	P.RUPA DEVI	721135405031	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P. Rupa Devi
32.	P.ANUSHA	721135405032	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P. Anusha
33.	P.VENKATESH	721135405033	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P. Venkatesh
34.	S.VAMSI	721135405034	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	S. Vamsi
35.	S.BHAGYA LAKSHMI	721135405035	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	S. Bhagyalakshmi
36.	T.SAI KUMARI	721135405036	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	T. Sai Kumari
37.	T.HYMA	721135405037	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	T. Hyma
38.	V.HEMANTH KUMAR	721135405038	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	V. Hemanth Kumar



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39.	V.POOJITHA	721135405039	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	V. Poojitha
40.	Y.SAI KIRAN	721135405040	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	Y. Saikiran
41.	A.HEMANTH	721135405041	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	A. Hemanth
42.	A.KARUNA KUMARI	721135405042	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	A. Karuna Kumari
43.	B.DURGA	721135495043	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	B. Durga
44.	B.M.SWAMI	721135405044	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	B. M. Swami
45.	B.EESWANYA	721135405045	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	B. Eeswarya
46.	B.KRISHNA KUMAR	721135405046	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	B. Krishna Kumar
47.	CH.BHARGAVI	721135405047	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	Ch. Bhargavi
48.	D.JYOTSNA	721135405048	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	D. Jyotsna
49.	D.SIVA	721135405049	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	D. Siva
50.	D.G.S.ABHI RAM	721135405050	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	D.G.S. Abhi ram
51.	E.N.VARA LAKSHMI	721135405051	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	E.N. Varalakshmi
52.	G.PRASANNA	721135405052	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	G. Prasanna
53.	G.SRINIVAS	721135405053	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	A	G. Srinivas
54.	G.SAI	721135405054	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	G. Sai
55.	I.L.VARA BHAVANI	721135405055	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	I.L. Varabhavani
56.	K.S.GAYATHRI	721135405056	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	K. S. Gayathri
57.	K.BHAGYASRI	721135405057	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	K. Bhagyasree
58.	K.VINAY	721135405058	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	K. Vinay
59.	K.YAMINI DEVI	721135405059	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	K. Yamini Devi
60.	K.PAVANI	721135405060	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	K. Pavani
61.	L.RAJITH KUMAR	721135405061	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	L. Rajith Kumar



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62.	M.M.SWAMY	721135405062	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	M. Manikentosa
63.	M.YASODHA	721135405063	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	M. yasodha
64.	M.SAI	721135405064	P	P	P	A	A	P	P	P	P	P	P	P	P	P	P	M. Sai
65.	M.SRIKANTH	721135405065	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	M. Srikanth
66.	M.K.N.D.M.G.BHAVANI	721135405066	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	M.K.N.D.M.G. Bhavani
67.	M.SUJA	721135405067	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	M. suja
68.	M.H.M.VANI	721135405068	P	P	P	P	P	A	P	P	A	P	P	P	P	P	P	M.H.M.Vani
69.	M.SANTOSH	721135405069	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	M. santosh
70.	M.VENKATI	721135405070	P	A	P	P	P	P	P	P	P	P	A	P	P	P	P	M. venkati
71.	P.HYMAVATHI	721135405071	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P. Hyravathi
72.	P.R.NARENDRA	721135405072	A	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P.R. narendra
73.	P.DAKSHAYANI	721135405073	A	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P. Dakshayani
74.	R.NEERAJA	721135405074	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	R. Neeraja
75.	S.V.BHAVANI	721135405075	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	S.v. Bhavani
76.	S.SANDHYA VENI	721135405076	P	P	P	P	P	A	P	P	A	P	P	P	P	P	P	S. sandhya veni
77.	U.D.V.SANTOSH	721135405077	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	U.D.V. Santosh
78.	V.N.L.PRABHAKAR	721135405078	P	P	A	P	P	P	P	P	P	A	P	P	P	P	P	V.N.L. prabhakar
79.	V.LOVA RAJU	721135405079	A	P	P	P	P	P	P	P	P	A	P	P	P	P	P	V. Lova Raju
80.	Y.K.D.PRASAD	721135405080	P	P	P	P	P	P	P	A	P	P	P	P	P	P	A	Y.k.D prasad









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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




## 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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*(Affiliated to Andhra University)*

*Accredited By NAAC with "A" Grade*

**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