

**1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**

HEI Input:

54

DVV suggested Input:

27

Change Input: (Optional)

32

**Query:** Values have been updated excluding the VAC offered beyond the assessment period has not been considered and also the repetition of the Add on/Value added programs in each academic year during the assessment period has been considered as one as per NAAC SOP; HEI to provide circular, brochure , report, syllabus covered, letter of approval for starting the course , time table, attendance sheet for the following VAC: 1) Exploratory Data Analysis using R Programming (2022-23) 2) Online course on introduction to research and preparation of Dissertation (2021-22) 3) Computer Accounting -Tally (2020-21) 4) Remote sensing and GIS in natural resource management (2019-20).

**ANSWER:** We have reviewed the query regarding the exclusion of VACs offered beyond the assessment period and the consideration of repeated Add-on/Value-Added Programs during each academic year as per NAAC SOP. In response, we are submitting the necessary documents for the requested Value-Added Courses (VAC) conducted during the assessment period:

1. Exploratory Data Analysis using R Programming (2022-23)
2. Online Course on Introduction to Research and Preparation of Dissertation (2021-22)
3. Computer Accounting - Tally (2020-21)
4. Remote Sensing and GIS in Natural Resource Management (2019-20)

The following documents are enclosed for each course:

- a. Circulars
- b. Brochures
- c. Course reports
- d. Syllabus covered
- e. Letters of approval for initiating the course
- f. Timetables
- g. Attendance sheets

These documents ensure compliance with NAAC SOP, confirming the validity of the courses within the assessment period.

Sl. No.	Name of Add on /Certificate /Value added programs offered and online MOOC programs like SWAYAM, NPTEL etc. programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
1	Exploratory Data Analysis using R Programming2		2022-23	1	30 Hours	17	17
2	Medical coding program		2022-23	1	100 Hours	10	10
3	Certificate course in Detection of food adulteration - milk, milk products and vegetable oils		2022-23	1	30 Hours	45	45
4	Basic Urdu learning	URDA OC- 1	2022-23	1	30 Hours	10	9
5	Economics of Tourism	3A03E CO	2022-23	1	25 Hours	22	20
6	Health Economics	3A02E CO	2022-23	1	25 Hours	22	20
7	Kerala History for Competitive Examination	ACHIS 1	2022-23	1	30 Hours	30	30
8	Sargathmakara chana		2022-23	1	30 Hours	16	16
9	Certificate course in Computerized Accounting - Tally		2022-23	1	30 Hours	36	36
10	Data Analytics using MS Excel		2022-23	1	30 Hours	31	31
11	Smart Investor-Stock market course for		2022-23	1	30 Hours	36	36

	Beginners						
12	Certificate course in Documental Translation and Secreatarial Practice		2022-23	1	30 Hours	53	53
13	Research Methodology	ACFO R3	2022-23	1	30 Hours	47	47
14	Introduction to computational analysis	AOCHE 01CMP	2022-23	1	30 Hours	8	8
15	Computer Aided Drug Design (CADD)		2021-22	1	30 Hours	24	24
16	Online course on introduction to research and preparation of Dissertation		2021-22	1	36 Hours	12	12
17	Diary management		2021-22	1	30 Hours	52	52
18	Wealth Management and Financial planning		2021-22	1	25 Hours	15	15
19	Arabic for Beginners	1AD-ARB01	2021-22	1	30 Hours	65	65
20	Basic Course in Ornithology	ACFO R1	2021-22	1	30 Hours	33	33
21	English for Competitive Exam	AOC1	2021-22	1	30 Hours	25	15
22	Essentials of Spoken English	ESE01	2021-22	1	30 Hours	18	10
23	Reproductive health and parenting	Zoology	2020-21	1	25 hrs	15	14
24	Certificate course in organic farming and techniques		2019-20	1	20 Hours	30	30
25	Certificate course in computational chemistry		2019-20	1	20 Hours	25	25
26	Secretarial practice in		2019-20	1	30 Hours	82	82

	Arabic						
27	Certification in business communication		2019-20	1	30 Hours	42	42
28	Easy English programme		2019-20	1	30 Hours	128	128
29	Remote sensing and GIS in natural resource management		2019-20	1	30 Hours	28	28
30	Yoga for Healthy life		2019-20	1	30 Hours	72	72
31	News Writing and Editing		2019-20	1	30 Hours	45	45
	Online Course Enrollment		2019-20			51	
32	Pre-Marital Counseling Courses		2018-19	3	24 Hours	93	93

**The details of Add on / Value Added courses mentioned in the DVV process are provided below**

### **1. Exploratory Data Analysis using R Programming (2022-23)**

 DEPARTMENT OF STATISTICS  
SIR SYED COLLEGE TALIPARAMBA

## **ADD ON COURSE**

**in**

***ACSTA01-Exploratory Data Analysis Using 'R' programming***





DEPARTMENT OF STATISTICS  
SIR SYED COLLEGE TALIPARAMBA

ADD ON  
Course



## SIR SYED COLLEGE, TALIPARAMBA

(Affiliated to Kannur University) Re-accredited by NAAC with A  
Grade Kannur, Kerala, India-PIN 670142

NAME OF THE ADD ON COURSE : EXPLORATORY

DATA ANALYSIS USING 'R' PROGRAMMING

Offered By : Department of Statistics

Name of the Course Coordinator : Ms.Fathimathul Nithasha Beegam I  
Assistant Professor.

Dept. of Statistics, Sir Syed College, Taliparamba

Chairman : Ms. Mashooda Kauser .G.D

Associate Professor & Head,

Dept. of Statistics, Sir Syed College, Taliparamba

Members

1. : Mr.Mansoor.N.K ,Assistant Professor, Dept. of Statistics, Sir Syed College, Taliparamba
2. Mr..Linto Joseph , Assistant Professor, Dept. of Statistics, Nirmala College,Muvattupuzha
3. Ms.Mashuda Kauser.G.D,Associate Professor & Head

### Vision and Mission of the course:

- Using R can help analysis efficiently
- To improve the impact and accessibility of data report and presentation
- setting and thereby enhance the employability of the learners

### Programme specific outcome:

- To provide an overview of the tools needed for data analysis
- to enable students by using R for effective data analysis
- To provide training in statistical software
- To demonstrate conceptual understanding of the

unified nature of statistical inference.

## Methodology for Teaching, Learning and Evaluation

Lectures ,Presentations,Assignment,Model Practical Examination.

### ➤ Evaluation

Evaluation	Weightage %
External (Based on Theory and Practical exam)	60
Internal (Based on Internal test, assignment and Viva)	40

Name of the Add on Course :-EXPLORATORY DATA ANALYSIS USING 'R' SOFTWARE

Duration of the Course	Course code	Hours per week	Credit and Modules	Exam hours
30 Hours	ACSTA01	4	3	3

Detailed syllabus with modules and hours.

### MODULE I

Introduction to R , CRAN, Install R and RStudio, Help in R, R script, R variables,Install and Import library/packages in R,Built-in functions in R,Data objects in R, Data types in R- vectors, matrices, arrays, factors, lists, data frames, Operators in R,.

### MODULE II

Mean, Median, Mode, Range, Quartiles, Standard deviation, Variance, Skewness, Kurtosis. Bar chart, Pie chart, Box plot, Line graph, plot, Histogram, Density plot. Correlation & Regression in R. Case Studies in R.

### **MODULE III**

Random Number Generation of Binomial distribution, Poisson distribution, Standard Uniform distribution, Exponential distribution and Normal distribution. Plotting of Probability distributions in R.

## ADD ON COURSE IN STATISTICS

ACSTA01-EXPLORATORY DATA ANALYSIS USING 'R' PROGRAMMING-ACSTA01

LIST OF QUALIFIED STUDENTS

20 22- 23

S1.No	Roll No	Name of the Student	Name of the major programme
1	01	GOPIKA T T	Bsc.Mathematics
2	02	VASUDEV C S	Bsc.Mathematics
3	03	ASLAHA PP	Bsc.Mathematics
4	04	FATHIMA MUHAMEEDALI	Bsc.Mathematics
5	05	ZIBA SHERIN CHERUKUNNON	Bsc.Mathematics
6	06	ELIZABETH JOSE	BA.Economics
7	07	HRIDYA	BA.Economics
8	08	IRFANA P	BA.Economics
9	09	SHAFNA	BA.Economics
10	10	ABHINANDH RAGU	BCom
11	11	AADIL C.K	BCom
12	12	AYSHA SANAH	BCom
13	13	FATHIMATHUL HIBA	BCom
14	14	CHRISTY JILS	BSc.Physics
15	15	AFEEFA KV	BSc.Physics
16	16	LAMIYA K	BSc.Physics
17	17	SAYANANTH	BSc.Physics



# ATTENDANCE OF OPEN ADD ON COURSE

## SIR SYED COLLEGE "DATA ANALYSIS USING R" STUDENT'S ATTENDANCE

TALL  
REGIS

Roll No.	Admission No.	Name	Total Absence up to previous week	10/10/22	15/10/22	21/10/22	28/10/22	04/11/22	11/11/22	18/11/22	25/11/22	02/12/22	09/12/22	16/12/22
				I hr	II hr	III hr	IV hr	V hr	I hr	II hr	III hr	IV hr	V hr	
01		Gopika-T.T		x		x	x							
02		Vasudev-C.S		x					a					
03		Aslaha-P.P		x								a		
04		Fahima Muhammad		x										
05		Ziba Shevri		x										
06		Elizabeth Jose		x	a									
07		Hridya		x					a					
08		Isana P		x			a			a				
09		Shafna		x										
10		Abhimandh Regu.		x	a									
11		Adil C.K		x										
12		Aysha-Cannab.		x										
13		Fahimul Khatib		x								a		
14		Charishy Jills		x										
15		Afeefa-K.V		x	a		a							
16		Lamya K		x										
17		Sayamati		x										
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**DEPARTMENT OF STATISTICS**  
**SIR SYED COLLEGE TALIPARAMBA**  
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## ADD ON COURSE REPORT



Date : October 2022

In an exciting development for students interested in data science, the Statistics Department has conducted a new course titled **"Exploratory Data Analysis Using R Software."** The course began in the second week of October 2022 and completed on Jan 12, 2022 by conducting a Practical exam. The course is being led by a team of experienced instructors: **Fathimathul Nithasha Beegam I, Mansoor N k, Rizwana K.** There were 17 students from various department like Maths, Economics, statistics etc. We aim to equip students with essential skills in data analysis, focusing on practical applications using R software. Students have already engaged in dynamic discussions and hands-on exercises, setting a positive tone for the learning experience ahead. This initiative reflects the growing emphasis on data literacy and analytical skills across disciplines. Stay tuned for more updates as the course progresses and students dive deeper into the world of data analysis!

  
Course Coordinator

P.O KARIMBAM, TALIPARAMBA, KANNUR, KERALA-670142

Tel: 0460-2203217 | Mob: 9995429018 | Email: [sirsyedstatistics1981@gmail.com](mailto:sirsyedstatistics1981@gmail.com) | [www.sirsyedcollege.ac.in](http://www.sirsyedcollege.ac.in)



**DEPARTMENT OF STATISTICS**  
**SIR SYED COLLEGE TALIPARAMBA**  
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To

Date:05/10/22

The Principal,

Sir Syed College, Taliparamba

Subject : Request for permission to conduct an add course on **"Exploratory Data Analysis using R Software"**

Dear Sir,

I hope this letter finds you well. I am writing to seek you a kind permission to conduct an add on course on the topic "Exploratory Data Analysis Using R software". This program aims to introduce our new software 'R' to the undergraduate students for enhancing their skill development and to develop statistical thinking, this program will focus on equipping participants by practicing our modern tools. The proposed dates are scheduled on 12/10/22 to 25/11/22 from 3:30 pm to 4:30 pm at Data Analysis Centre, Department of Statistics. The following teachers are interested to take a part of this course

1. Mr. Mansoor. N. K
2. Ms. Fathimathul Nithasha Beegam I
3. Ms. Rizwana K

We kindly request your approval and support to conduct this course.

Thank you for considering this request. We look forward for your positive response

Sincerely

Mr. Mansoor. N. k,

Head, Department of Statistics

Sir Syed College, Taliparamba





**SIR SYED COLLEGE**

(Affiliated to Kannur University) | Re-accredited by NAAC with A Grade  
Taliparamba, Kannur, Kerala, India - 670142

## ADD-ON COURSE CERTIFICATE

No. 114

Mr./Ms. Elizabeth Jose  
has successfully completed the Add-on Course on Exploratory  
Data Analysis Using R software  
with course code ACSTA01 offered by the Department  
of Statistics during the period 2022-23.

  
Head of the Department

  
Course Coordinator

  
Course Convener

Date: 8/1/23

  
IQAC Coordinator

  
Principal



**SIR SYED COLLEGE, TALIPARAMBA**  
**DEPARTMENT OF STATISTICS**  
**ADD ON COURSE EXAMINATION ,JANUARY**  
**ACTA01-EXPLORATORY DATA ANALYSIS USING 'R' SOFTWARE**

**Time: 3 hours**

**Max.Mark :48**

**Unit 1**

(Answer any one question each question carries 6 mark)

1. Draw a Pie-Diagram for the following data of sixth five year plan public sector outlays:

Agricultural and rural development - 12.9

Industry & Minerals – 15.4

Irrigation - 12.5

Transports – 15.9

Energy - 27.2

Others - 16.1

2. The number of blood donations in the years 1995 and 2000 in various blood groups are given in the following table. Represent the data by multiple bar diagram

Year	O	A	B	AB
1995	1154	526	775	155
2000	1700	1125	1280	560

**Unit II**

(Answer any 3 questions each question carries 6 mark)

3. Compute mean, mode, and median for the following frequency distribution.

Height in cm	No. of adult men
145-150	4
150-155	6
155-160	28
160-165	58
165-170	64
170-175	30
175-180	5
180-185	5

4. Compute Pearson's and Bowley's measure of skewness based on the following data.

y	1	2	3	4	5	7	8	10	11	12	13	17
f	4	2	7	5	3	8	6	3	2	2	2	1

Also compute measure of kurtosis.

5. Pregnant laboratory rats were injected with an experimental drug prior to the birth of their litters. The no. of live births was recorded for each of the rats are 35. Compute
- Range
  - Quartile Deviation
  - Mean Deviation About Mean
  - variance

No. of Survivals	0	1	2	3	4	7
No. of Litters	1	3	7	14	8	2

6. Obtain three quartiles, seventh deciles and fifty fourth percentile for the following data

x	0	1	2	3
f	8	11	5	1

### Unit III

(Answer any ONE questions each question carries 6 mark)

- Generate a random sample of 50 observations from a normal distribution with parameters 3,5 and test the normality by using graphical method
- The probability that a voter will believe a rumour about a politician is 0.2. if 20 voters are told individually, find the probability that
  - None of the 20 believes rumor
  - Two or more believe the rumour.
 Determine the mean and SD of the number who believe.
- Suppose that the number of screws produced by a sophisticated machine per day has a Poisson distribution with mean 2. What is the probability that out of total production of the day, there is
  - No defective screw.
  - Exactly 2 defective screw.
  - Atleast one defective screw.
  - At most two defective screw

#### Unit IV

(Answer any 1 questions each question carries 4 mark)

10. Using the data given below draw a scatter plot to check whether it is reasonable to fit a line of regression and also obtain Spearman's coefficient of correlation. Using these values test the hypothesis that the population correlation coefficient is zero.

X	1	3	4	6	8	9	11	14
Y	1	2	4	4	5	7	8	9

11. The table shows the marks of 10 students in maths(X) and statistics(Y) exam. Find the regression equations of X on Y and hence to find the score of a student in statistics if her score in maths is 28.

X	34	37	36	32	32	36	35	34	29	35
Y	37	37	34	34	33	40	39	37	36	35

Class

Semester



# SIR SYED COLLEGE TALIPARAMBA

Karimbam P.O. 670142

Name of Candidate Zaba Sheen  
 Name of Examination (Course and Year) Add on course, 'R' software  
 Subject "  
 Question Paper Code AC S7A01

Date 05/01/2023  
 Date Month Year

Question No	Grade Marks Awarded (as the case may be)	Weightage	W.G.P.A/Marks
1			
2			
3			
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27			
28			
29			
30			

Roll Number

05

Name of Examination

(Course and Year)

Subject

Add on course in  
analytics

Paper

explained by data Analysis using  
'R' program

Code

AC S7A0-1

Pledge :

I hereby declare that I have gone through the instructions to the candidate printed on page number 2 of the Answer booklet.

Zaba Sheen

Signature of Candidate

[Signature]

Signature of the Invigilator



y <- sort(x)

yt <- table(y)

> yt

> pri(yt, col = c("red", "blue", "green"))

(11) x <- scan()

limidx <- seq(147.5, 183.5, 5)

fr <- (4, 6, 28, 58, 64, 50, 5, 5)

f

[1]  
> c1 <- cumsum(fr)

> c1

n <- sum(fr)

> n;

> m1 <- min(which(c1 == n/2))

> m1

> l <- m1 \* [m1] - n/2

> f <- fr[m1]

> f;

> c <- c1[m1 - 1]

> c

> median <- l + ((n/2 - c) / f) \* h

> median

> m <- which(fr == max(fr))

> m;

f<sub>m</sub> <- fr[m]

> f<sub>m</sub>

> f<sub>1</sub> <- fr[m-1]

> f<sub>2</sub> <- fr[m+1]

> f<sub>1</sub>

> f<sub>2</sub>

[1]

> l <- mid \* [m] - h/2

> l

[1]

> mode <- l + (f<sub>m</sub> - f<sub>1</sub>) / 2 \* (f<sub>m</sub> - f<sub>1</sub> - f<sub>2</sub>) \* h

> mode

> mean <- sum(fr \* mid \* h) / n

> mean

[1]

```

4) > y <- (1, 2, 3, 4, ..., 17)
    > f <- c(1, 2, 3, 5, ..., 1)
    > y <- rep(x, f)
    > y
    > summary(y)
    > range <- 17 - 0
    > range
    > siqr <- iqr * 1/2
    > siqr
    > cqd <- iqr / (3 + 1)
    > cqd
    > n <- length
    > n
    > v <- var(y) * (n - 1)
    v <- var(y) * (n - 1) / n
    > v
    > sd <- v ^ 0.5
    > sd
    > cv <- sd / mean(y)
    > cv

```

7)

$X \sim \text{norm}(50, 3/5)$

$q_{\text{norm}}(x)$

$q_{\text{line}}(x)$

$ab(tut)$

line should be mentioned  
and analysis



**Time table for the add course on ACSTA01- “Exploratory data analysis using “R” software”.**

**Duration :** one hour

**Time :** 3:30 pm-4:30 pm

Day	Date	Session	Topic	Trainer
1	12-10-22	SESSION-1	Introduction to R ,CRAN,vectors in R	Ms.Fathimathul Nithasha Beegam I
2	13-10-22	SESSION-2	Data frames,lists,matrices,arrays	Ms.Rizwana K
3	17-10-22	SESSION-3	Measures of central tendency-mean,median,mode	Mr.Mansoor N.K
4	19-10-22	SESSION-4	PLOTS & GRAPHS	Ms.Fathimathul Nithasha Beegam I
5	20-10-22	SESSION-5	Measures of Dispersion-Variance,sd,mean deviation,quartiles,range	Mr.Mansoor N.K
6	28-10-22	SESSION-6	BOXPLOT,QQ PLOT	Ms.Fathimathul Nithasha Beegam I
7	7-11-22	SESSION-7	Kurtosis,skewness	Mr.Mansoor N.K
8	8-11-22	SESSION-8	Histograms,Density plots	Ms.Fathimathul Nithasha Beegam I
9	14-11-22	SESSION-9	Case studies in R	Mr.Mansoor N.K
10	15-11-22	SESSION-10	Random Number simulation,different probability distributions	Mr.Mansoor N.K
11	18-11-22	SESSION-11	Simulations in exponential,standard normal etc	Ms.Fathimathul Nithasha Beegam I
12	22-11-22	SESSION-12	Pplotting of probability distributions in R	Ms.Rizwana K

**Mansoor N.K.**  
**Assistant Professor**  
 Department of Statistics  
 Sir Syed College, Taliparamba 670142  
 E-mail: mansoornk@sirsyedcollege.ac.in

2. **Online course on introduction to research and preparation of Dissertation (2021-22)**

### Who can join?

UG/PG students and interested faculty members from Kerala can join this programme.

### Workshop Objectives:

- introduce the concept of research, its methodology and the writing process.
- instigate research aptitude among UG/PG students.
- to raise awareness about the potential benefits of scientific investigation.
- introduce various forms of scientific writing and the ethical practices involved in academic writing.
- familiarise the students the web search strategies to retrieve resources for research.
- present the best practices in dissertation writing.
- create awareness about academic plagiarism, how to cite sources properly and manage references.
- provide guidance in research opportunities in Institutes of National Importance, Central Universities and State Universities.

With regards,

**Dr. Ismail Olayikkara**  
Principal  
Sir Syed College,  
Taliparamba  
Kannur

**Smt. Sandhya Sebastian**  
Managing Director  
Lore & Ed Research Associates  
Pala, Kottayam



DEPARTMENT OF ZOOLOGY

**SIR SYED COLLEGE, TALIPARAMBA**

in association with

**LORE & ED RESEARCH ASSOCIATES**  
organizes

State Level Online Workshop on

## INTRODUCTION TO RESEARCH & PREPARATION OF DISSERTATION

For more details, [click here](#)

Workshop Duration:

07.02.2022 to 26.02.2022 (12 Days, 12 Sessions)

Time: 07:00 to 09:00 PM

Fee: ₹100 - G-PAY\_7559945401  
For Registration, [Click here](#)



### CHIEF GUEST



**Sri. K. Jayakumar IAS (Retd.)**  
Director  
Institute of Management in Government.  
Founder Vice Chancellor  
Malayalam University

### KEYNOTE SPEAKER



**Dr. Johnson Jament**  
Research Associate  
School of Global Studies  
University of Sussex, UK

### COORDINATORS

**Sri.Jinto Michael**  
Director  
Lore & Ed Research Associates  
Ph: +917559945401  
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**Dr.Mumthaz TMV**  
Assistant Professor & Head  
Department of Zoology  
Sir Syed College,  
Taliparamba

**Smt.Bushra N**  
Assistant Professor  
Department of Zoology  
Sir Syed College,  
Taliparamba

**Dr.Amina Poovoli**  
Assistant Professor  
(on Contract)  
Sir Syed College, Taliparamba

**Miss.Lamiha Parveen.M**  
Association Secretary  
Department of Zoology  
Sir Syed College, Taliparamba

**Date of Inauguration: 04.02.2022**  
**Time: 05:00 PM**



- Sessions will be recorded and hosted in the Learning Management System for 90 days after the workshop.
- E-certificate will be provided.
- Follow-up will be done using LMS platform.



## PANEL OF EXPERTS



**Dr. P. N. Harikumar**  
Professor  
Department of Commerce  
University of Kerala (Kariavattom Campus)

Dr. P. N. Harikumar is a Professor at the Department of Commerce, School of Business Management and Legal Studies, University of Kerala. He also serves as an Honorary Director of Kerala University Study and Research Centre (KUSRC), Alappuzha. Under his guidance, 15 research scholars were awarded Ph.D. He has authored 46 books and published 135 articles. He is a lifetime member of the Indian Commerce Association (ICA), Indian Accounting Association (IAA), and Commerce and Management Association of India (CMAI). He is also a member of University Research Committee, Mahatma Gandhi University, Kottayam, BOS in Management (PG), Kannur University, BOS in Commerce (PG), University of Kerala, and University Research Committee, Kannur University. He is also a member of the Research Committee in Kerala State Higher Education Council.



**Sri. Venkitachalam Sriram**  
Chief Librarian  
KN Raj Library

Centre for Development Studies, Thiruvananthapuram

Apart from Library/Information Management, Sri. V. Sriram has experience in managing IT Operations, Communications, Customer Relations, and Training. Before joining the Centre for Development Studies, Thiruvananthapuram, he was the Assistant Librarian at British Library, Thiruvananthapuram where he was responsible for Customer Services and ICT systems. He was also a Member of the Board of Studies of the Department of Library and Information Science, Rajagiri College of Social Sciences (Autonomous), Kochi. He has published three journal articles and co-edited a book. He is the co-editor of the Kerala Studies Blog ALA, and the editor of the Kerala Scholars Messenger information service on Telegram App.



**Dr. Vimal Kumar V.**  
Reference Assistant  
M.G. University Library, Kottayam

Dr. Vimal Kumar V. is currently the Reference Assistant (Documentation Section) in Mahatma Gandhi University Library, Kottayam. He has finished PhD in Library and Information Science from Mahatma Gandhi University. He is a proponent of Open Access computing and Open Access publishing. He is an expert in Linux (Ubuntu, Dspace, and Koha Library Software). He has published a number of books on Open Access computing and publication. He maintains a number of blogs to sharpen the skills of academic and library professionals. His Koha Geek blog is popular among library professionals. He has served as Live DVD Manager for the Koha (version 3.12) project.



**Dr. Vaisakhan Thampi D. S.**  
Assistant Professor  
Department of Physics  
Mahatma Gandhi College, Thiruvananthapuram

Dr. Vaisakhan Thampi holds a Ph.D. in Physics from National Institute for Interdisciplinary Science and Technology (NIIST), Thiruvananthapuram which is one of the national laboratories of Council of Scientific and Industrial Research (CSIR). He is specialised in Materials Science and his area of research is solid oxide electrolytes. He has seven international research publications and four books in popular science to his credit. He has authored many science articles for newspapers and magazines in Malayalam. He has delivered invited science talks in Mumbai, Chennai, Bangalore, Perth, Brisbane, Melbourne, Sidney, London, Dublin and Abu Dhabi. He is enthusiastically involved in popularising science among the mass through various social network platforms like YouTube and Facebook.



## PANEL OF EXPERTS



**Dr. Praveena K.**  
Assistant Professor  
Department of Economics  
NSS college, Cherthala

Dr. Praveena K. holds a PhD in Economics from Cochin University of Science and Technology, Cochin. She has published many research articles in different journals and has co-authored a book. She worked in the question paper setting committee and has been a resource person at various colleges. She is an active researcher, and her areas of interest are development economics and welfare economics.



**Dr. Priyadarsini P.**  
Assistant Professor & Head  
Department of History  
Providence Women's College, Calicut

Dr. Priyadarsini P is an Assistant Professor in the Department of History, Providence Women's College, Kozhikode. She was a topper at Women's Christian College, Chennai for B.A History and was a second rank holder for M.A. at the University of Calicut. She completed her PhD from the University of Calicut in 2007 and has sixteen years of teaching experience. She enjoys public speaking and is an artist by passion.



**Sri. Sanjo Jose**  
Librarian  
St. Thomas College (Autonomous), Thrissur

Before joining St. Thomas College (Autonomous) Thrissur, Sanjo Jose was the Librarian cum Assistant Professor in Library & Information Science (Contractual), Rajagiri College of Social Sciences, Kochi. Apart from Library & Information Science, he has a master's degree in Statistics and an Information & Knowledge Management Degree from Indian Institute of Science, Bangalore. He was also a consultant at Crealis, a Spanish company for King Saud University, Riyadh. He was also a Project Staff at Indian Institute of Science, Bangalore and has also worked as a consultant at Valtech, a French Company for National Mission for Manuscripts, Ministry of Tourism and Culture, Govt of India. He has digitised more than a million manuscript leaves.



**Smt. Lakshmi Dinachandran**  
Freelance Academic Editor  
Physical Sciences and Engineering/  
Language Consultant

Lakshmi Dinachandran is a science writer, editor, and web journalist with 5+ years of experience in science editing, communication, web journalism, publishing, and author services. She also has 10+ years of experience in university teaching. She has authored three books including two university-level textbooks, scripted over a hundred YouTube videos, and written articles on a variety of topics. She was recently awarded a sponsorship to attend the 15th General Assembly and Conference of the European Association of Science Editors.



## PANEL OF EXPERTS



**Km. Anuja Jose**  
Research Scholar  
Department of Humanistic Studies  
IIT (BHU), Varanasi

After joining the Department of Humanistic Studies, IIT- BHU, Varanasi as a research scholar, Anuja Jose was an Assistant Professor at the Department of English, Stella Maris College, Chennai. She was also the coordinator of the Language Partnership Programme at Stella Maris. Her areas of interest are Gender and Ritual Studies. She has been involved in several language enhancement programmes including being an Academic Counsellor at the Learner Support Centre of Tamil Nadu Open University. She was elected as a Skill Development Executive at the Additional Skill Acquisition Programme (ASAP) conducted by the Higher Education Department, Government of Kerala. Recently she received a short term DAAD (German Academic Exchange Service) fellowship from Heidelberg University, Germany.



**Dr. Haseena Akbar**  
Post-Doctoral Fellow  
School of Management Studies  
CUSAT, Kochi

Dr. Haseena C. Akbar holds a Ph.D. in Economics from the Department of Applied Economics, CUSAT. Her core research areas are International Labour Migration Theories, Microeconomics, Macroeconomics, and Developmental Theories. She is a facilitator in Social Science Research. She is an expert in analysis of statistical data using R Studio, Gretl and SPSS.

## TOPICS FOR DISCUSSION

- What is research?, basic principles of research, conducting research ethically; various forms of scientific writing - theses, technical papers, reviews & manuals
- Research methodology: quantitative, qualitative, and mixed methodology
- Information literacy: Types of information sources – primary, secondary, and tertiary sources; information search techniques – basic search and advanced search; academic information sources (print & online); national and international information systems
- Books and journals - ISBN, ISSN, DOI; intellectual property rights; plagiarism and anti-plagiarism tools; citing of information sources; style manuals
- Preparing a reading list using Mendeley; Zotero reference management software
- Common errors in writing - dos and don'ts
- Report writing: Title page, authorship, contents page, pagination, numbering of tables, and writing of numbers and dates in scientific write-ups
- Research and report writing in languages and arts, social science and science disciplines



**Smt. Anjali Mathews**  
Research Scholar  
School of Management Studies  
NIT Calicut

Anjali Mathews is a Research Scholar at the School of Management Studies, National Institute of Technology, Calicut. Before joining NIT Calicut, she was an Assistant Professor (Ad hoc) at LBS Institute of Technology for Women, Trivandrum. She completed her Masters in Economics with first rank from Central Board of Secondary Education, Haryana. She is experienced in using statistical data analysis tools including R Studio and SPSS.



List of Registered participants  
**"Introduction to Research and Dissertation Preparation" online course**

Faheema PCM	First year BSc zoology	Sirsyed college, Thalipparamba	9188706172	faheemapcm03@gmail.com
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**Dr. MUMTHAZ T.M.V. M.Sc., M.Phil.**  
 Assistant Professor & Head  
 Department of Zoology  
 Sir Syed College, Taliparamba



List of Registered participants

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8.	Ambily Sathyan	Bsc Zoology	Sree Narayana College Kannur	7025401562	ambilysathyan27@gmail.com
9.	Pooja K	BSc Zoology 1st yr	Sree Narayana College	9747009986	poojapramodk 02@gmail.com
10.	Aryasree k	Bsc zoology	SNC	9567038610	sreejashaj432@gmail.com
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14.	Vismaya m	Bsc zoology	SN collage kannur	9447726324	vismayavis2123@gmail.com
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22.	ZUHA ALEEMA M	Bsc Zoology	SN COLLEGE THOTTADA	7736897416	zuhaaleema@gmail.com
23.	ANAGHA T V	1st year zoology	SN college kannur	7736472435	anaghatv18@gmail.com
24.	Hasana. K	S1 Zoology	Sir Syed College, Taliparamba	9947200506	hasnakrahman@gmail.com

Dr. MUMTHAZ T.M.V. M.Sc., M.Phil.

Assistant Professor & Head

Department of Zoology

Sir Syed College, Taliparamba

**"Introduction to Research and Dissertation Preparation" online course**

Sl No	Name	Class	Name of the College	Phone number	Email Address
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8.	Hasana K	S1 Zoology	Sir Syed College, Taliparamba	9947200506	hasnakrahman@gmail.com
9.	Faheema PCM	First year BSc zoology	Sirsyed college, Thaliparamba	9188706172	faheemapcm03@gmail.com
10.	UMMUL FIDA M P	Bsc Zoology	Sir Syed College	9633194339	ummufida838@gmail.com
11.	MUHAMMED MAZIN NK	Bsc zoology	Sir Syed collage thaliparamba	9207221744	mazinmuhammed96@gmail.com

Dr. MUMTHAZ T.M.V. M.Sc., M.F.A.,  
Assistant Professor & Head  
Department of Zoology  
Sir Syed College, Taliparamba

Date: 1.2.2022

To  
The Principal  
Sir Syed College, Taliparamba  
Kannur, Kerala

Subject: *Request for Permission to Conduct a State-Level Online Workshop on  
"Introduction to Research and Dissertation Preparation"*

Dear Dr. Ismail Olayikkara,

I hope this letter finds you well. I am writing to seek your kind permission to conduct a state-level online workshop titled "Introduction to Research and Dissertation Preparation" under the auspices of the Department of Zoology, Sir Syed College, in association with Lore & Ed Research Associates.

The workshop aims to introduce undergraduate and postgraduate students, as well as interested faculty members, to the fundamentals of research methodology, scientific writing, and ethical practices involved in academic writing. This program will also focus on equipping participants with the necessary skills to prepare high-quality dissertations and manage references using modern tools.

The proposed dates for the workshop are from 7th February 2022 to 26th February 2022, with sessions scheduled from 7:00 PM to 9:00 PM.

We believe that this workshop will greatly benefit the academic community at Sir Syed College and beyond, fostering research aptitude and enhancing the scholarly practices of our students and faculty members.

We kindly request your approval and support to conduct this workshop, and we would be grateful for any guidance or suggestions you may have to ensure its success.

Thank you for considering this request. We look forward to your positive response.

Yours sincerely,

Dr. Mumthaz TMV

Head, Department of Zoology

Sir Syed College, Taliparamba, Kannur, Kerala

  
1/2/2022



## Time Table for the \*'"Introduction to Research and Dissertation Preparation" online course

Duration: 07.02.2022 – 26.02.2022

Time: 7:00 PM – 9:00 PM

Time Table for the "Introduction to Research and Dissertation Preparation"

Day	Date	Session	Topic	Speaker/Instructor	Time
Day 1	07.02.2022	Session I	Introduction to Research: Basic Concepts	Dr. Johnson Jament, University of Sussex, UK	7:00 PM – 9:00 PM
Day 2	08.02.2022	Session 2	Ethical Research Practices	Dr. Priyadarsini P., Providence Women's College	7:00 PM – 9:00 PM
Day 3	10.02.2022	Session 3	Forms of Scientific Writing	Smt. Lakshmi Dinachandran, Freelance Editor	7:00 PM – 9:00 PM
Day 4	12.02.2022	Session 4	Research Methodology: Quantitative Methods	Dr. P. N. Harikumar, University of Kerala	7:00 PM – 9:00 PM
Day 5	14.02.2022	Session 5	Research Methodology: Qualitative Methods	Dr. Praveena K., NSS College, Cherthala	7:00 PM – 9:00 PM
Day 6	16.02.2022	Session 6	Research Methodology: Mixed Methods	Dr. Vimal Kumar V., M.G. University Library	7:00 PM – 9:00 PM
Day 7	18.02.2022	Session 7	Information Literacy: Searching Academic Resources	Sri. Venkitachalam Sriram, K N Raj Library	7:00 PM – 9:00 PM
Day 8	20.02.2022	Session 8	Citation, Plagiarism, and Anti-plagiarism Tools	Dr. Haseena Akbar, CUSAT, Kochi	7:00 PM – 9:00 PM
Day 9	22.02.2022	Session 9	Report Writing: Structure and	Smt. Anjali Mathews, NIT Calicut	7:00 PM – 9:00 PM

Dr. MUMTHAZ I.M.V. M.Sc., M.Phil.  
Assistant Professor & Head  
Department of Zoology  
Sir Syed College, Taliparamba

			Formatting		
Day 10	24.02.2022	Session 10	Preparing a Reading List: Zotero & Mendeley	Sri. Sanjo Jose, St. Thomas College, Thrissur	7:00 PM – 9:00 PM
Day 11	25.02.2022	Session 11	Intellectual Property Rights: ISBN, ISSN, DOI	Sri. Jinto Michael, Lore & Ed Research Associates	7:00 PM – 9:00 PM
Day 12	26.02.2022	Session 12	Research Opportunities in National and International Institutions	Dr. Praveena K., NSS College, Cherthala	7:00 PM – 9:00 PM

Dr. MUMTHAZ T.M.V. M.Sc., M.Phil.  
Assistant Professor & Head  
Department of Zoology  
Sir Syed College, Taliparamba

**State-level Online Workshop on Research Methodology and Dissertation  
Preparation Organized by Department of Zoology, Sir Syed College,  
Taliparamba in associated with Lore & Ed Research Associates, Pala, Kottayam,**

Course Title: Introduction to Research and Dissertation Preparation

Course Duration: 12 Days (12 Sessions)

Time: 7:00 PM – 9:00 PM

**Course Objectives:**

- Introduce students to research concepts and methodologies.
- Instill research aptitude in undergraduate (UG) and postgraduate (PG) students.
- Raise awareness about the potential benefits of scientific investigation.
- Introduce various forms of scientific writing and ethical practices involved in academic writing.
- Familiarize students with web search strategies for research.
- Present best practices in dissertation writing.
- Create awareness of academic plagiarism, proper citation, and reference management.
- Provide guidance on research opportunities in national and international institutions.

Who Can Join: UG/PG students and interested faculty members from Kerala.

**Module 1: Introduction to Research**

- What is Research?
- Basic Principles of Research.
- Conducting Research Ethically.

**Module 2: Forms of Scientific Writing**


- Types of Scientific Writing: Theses, Technical Papers, Reviews, Manuals.
- Common Errors in Writing: Dos and Don't s.

**Module 3: Research Methodology**

- Quantitative, Qualitative, and Mixed Methodologies.
- Preparing Research Proposals.

**Module 4: Information Literacy**

- Types of Information Sources: Primary, Secondary, and Tertiary.
- Academic Information Sources (Print & Online).
- National and International Information Systems.

  
**Dr. MUMTHAZ T.M.V. M.Sc., M.Phil.**  
Assistant Professor & Head  
Department of Zoology  
Sir Syed College, Taliparamba



- Information Search Techniques: Basic and Advanced Search.

#### **Module 5: Managing References**

- Citation of Information Sources.
- Style Manuals (APA, MLA, etc.).
- Anti-plagiarism Tools.
- Preparing a Reading List using Reference Management Software (e.g., Mendeley, Zotero).

#### **Module 6: Intellectual Property and Plagiarism**

- Intellectual Property Rights.
- ISBN, ISSN, DOI.
- Plagiarism Awareness and Best Practices.

#### **Module 7: Report Writing**

- Components of a Report: Title Page, Authorship, Contents, Pagination.
- Writing of Numbers and Dates in Scientific Write-ups.
- Formatting Guidelines for Theses and Dissertations.

#### **Module 8: Research Opportunities and Career Guidance**

- Research Opportunities in Institutes of National Importance, Central Universities, and State Universities.
- Research in Languages and Arts, Social Sciences, and Science Disciplines.

#### **Assessment:**

- Attendance and Participation in all sessions.
- Assignments on Research Writing and Citation Practices.
- Completion of a Dissertation Proposal by the end of the course.

#### **Additional Features:**

- Access to session recordings for 90 days via the Learning Management System (LMS).
- E-certificate for participants who complete all sessions.

This course aligns with the objectives outlined and provides a structured approach to introducing students to research and dissertation preparation.



Dr. MUMTHAZ T.M.V. M.Sc., M.Phil.  
Assistant Professor & Head  
Department of Zoology  
Sir Syed College, Taliparamba

**State-level Online Workshop on Research Methodology and Dissertation  
Preparation Organized by Department of Zoology, Sir Syed College,  
Taliparamba in association with CMS College and Lore & Ed Research  
Associates, Pala, Kottayam**

**Report**

The Department of Zoology at Sir Syed College, Taliparamba, in association with CMS College and Lore & Ed Research Associates, Pala, Kottayam, successfully organized a State-level Online Workshop on Research Methodology and Dissertation Preparation. The 12-day workshop, held from 7:00 PM to 9:00 PM daily, aimed to introduce students to research concepts, methodologies, and the process of dissertation writing. The course covered a wide range of topics, including scientific writing, ethical research practices, citation management, and career opportunities in research.

A total of ~~50~~ students registered for the course, and ~~12~~ participants who completed all sessions and assignments received e-certificates. The course featured module-based learning, covering research principles, writing styles, research methodologies, and plagiarism awareness, alongside practical guidance on reference management software like Mendeley and Zotero. Participants also had access to session recordings via a Learning Management System for 90 days.

The workshop was well-received, successfully achieving its objective of building research aptitude in undergraduate and postgraduate students and providing a solid foundation for future academic endeavors.



**Dr. MUMTHAZ T.M.V. M.Sc., M.Phil.**  
Assistant Professor & Head  
Department of Zoology  
Sir Syed College, Taliparamba





# **SIR SYED COLLEGE TALIPARAMBA**

**KANNUR-670141, KERALA**

*in association with*

**LORE & ED RESEARCH ASSOCIATES**

## **CERTIFICATE**

This is to certify that **Abhinav M, First year B Sc Zoology, Sir Syed College Taliparamba, Kannur** has attended Introduction to Research and Dissertation Preparation From 7.2.2022 to 26.2.2022

**Dr. Mumthaz TMV**

**Jinto Michael**  
Director & Course Coordinator  
Lore & Ed Research Associates

### **3) Computer Accounting -Tally (2020-21)**



DEPARTMENT OF COMMERCE  
SIR SYED COLLEGE, TALIPARAMBA

ADD ON COURSE

# COMPUTERISED ACCOUNTING ALONG *Tally*

**15.01.2021  
TO  
03.03.2021**



*Handwritten signature*



From,

Shanavas S M

Head of the Department

Department of Commerce

Sir Syed College

Taliparamba

To,

The Principal

Sir Syed College

Taliparamba

Sir,

Subject: Request for Permission to Conduct Add-On Course in Computerized Accounting (Tally)

I am writing to seek your permission for the Department of Commerce to conduct an add-on course on Computerized Accounting using Tally from 15-01-2021 to 03-03-2021. We believe that this course will greatly benefit our students by enhancing their practical skills and preparing them for the demands of the industry.

**Course Details:**

- **Course Title:** Computerized Accounting (Tally)
- **Duration:** January 15, 2021, to March 3, 2021
- **Target Audience:** Students of the Commerce Department
- **Mode of Instruction:** [Online/Offline/Hybrid]

The course will cover essential topics such as:

1. Introduction to Tally

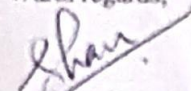
2. Creating and maintaining accounting records
3. Generating financial reports

We are confident that this program will enhance our students' employability and provide them with hands-on experience in modern accounting practices.

We kindly request your approval to proceed with this initiative. We assure you that all necessary safety measures and covid-19 protocols will be followed if conducted on campus.

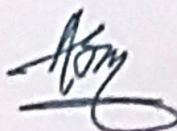
Thank you for considering our proposal. We look forward to your positive response.

Warm regards,



Shammas S M

Approved



PRINCIPAL  
SIR SYED COLLEGE  
TALIPARANZA-678 143





## SIR SYED COLLEGE, TALIPARAMBA

(Affiliated to Kannur University) Re-accredited by NAAC with A Grade  
Kannur, Kerala, India-PIN 670142

NAME OF THE ADD ON COURSE: **COMPUTERISED ACCOUNTING TALLY**

Offered By: P G Department of Commerce

Name of the Course Co-Coordinator: **RAMSEENA AZEEZ**

### **Board of Studies Member**

Chairman: Shanavas S M( Assistant Professor, PG Dept Of Commerce, Sir Syed College, Taliparamba)

### **Members**

1. Anaga Govindan ((Assistant Professor, Dept Of Commerce,Ses College,Sreekandapuram)
2. Ramseena Azeez ( Assistant Professor, PG Dept Of Commerce, Sirsyed College, Taliparamba)
3. Shameel K ( Assistant Professor, PGDept Of Commerce, Sirsyed College, Taliparamba)

**RAMSEENA AZEEZ**  
Assistant Professor  
Post Graduate Department of Commerce  
Sir Syed College Taliparamba-670142

*Ram*





### **Vision and Mission of the course**

- To create awareness in tally software
- To provide practical training in accounting

### **Programme specific outcome**

- To create an expertise in using tallyERP9

### **Suggested Methodology for Teaching, Learning and Evaluation**

- ☐ Lectures
- ☐ Written homework assignments
- ☐ Practice sessions

### **Evaluation**

- Written homework.
- Participation in lectures and practical sessions.

<b>Evaluation</b>	<b>Weightage %</b>
External (Based on Theory and Practical exam)	60
Internal (Based on Internal test, assignment and Viva)	40

*Ram*



**RAMSEENA AZEEZ**  
Assistant Professor  
Post Graduate Department of Commerce  
Sir Syed College, Taliparamba-670142

**Name of Add on Course- : COMPUTERISED ACCOUNTING TALLY**

Duration of the course	Course Code	Hours per week	Credit and Modules	Exam Hours
30 hrs.	COM	3	2,2	2 HRS

**Course Outcomes:**

- To create an expertise in using tallyERP9

**Detailed Syllabus with module and hours**

**MODULE 1**

Accounting-meaning-features-functions-types-journal and journalizing-ledger posting-totalling-balancing-trial balance-trading and profit and loss account-balancesheet (15 hrs)

**MODULE 2**

COMPUTERISED ACCOUNTING-Getting Functional With Tally Erp 9-Company creation-Set up of accounts-Accounting vouchers in tally ERP 9-Preparation of financial reports-Features of Tally ERP9 and their uses

(15 hrs)

*Ramp*

RAMSEENA AZEEZ  
Assistant Professor  
Post Graduate Department of Commerce  
Sir Syed College, Taliparamba-670142





### Time Table

15-1-2021	Friday	5 hrs
23-1-2021	Saturday	5 hrs
6-2-2021	Saturday	5 hrs
20-2-2021	Saturday	5 hrs
6-03-2021	Saturday	5 hrs
12-03-2021	Friday	5 hrs
15-03-2021	Monday	2 hr Exam

*Ram*

RAMSEENA AZEEZ  
Assistant Professor  
Post Graduate Department of Commerce  
Sir Syed College, Taliparamba-670142





# Computerized Accounting - Tally

## P G DEPARTMENT OF COMMERCE-PARTICIPANTS LIST

NO	Name	DEPARTMENT
1	FABINA P A	ARABIC
2	FATHIMA O T	ARABIC
3	FATHIMA SAFA.M	ARABIC
4	FATHIMATHUL RUFTHA V K	ARABIC
5	SHAKIRA SEMAN	ARABIC
6	AFSEENA K	ECONOMICS
7	FATHIMATH SALIHA.O.C	ECONOMICS
8	HABEEBA K M	ECONOMICS
9	FATHIMA E K	ECONOMICS
10	FATHIMA.V.P	ECONOMICS
11	S R SREELAKSHMI	ECONOMICS
12	THASNEEMA. K	ECONOMICS
13	MUHAMMAD NIYAS.M	ECONOMICS
14	ANSEERA.P.	ECONOMICS
15	ASNA MARIYAM K.P.	ECONOMICS
16	FATHIMA SHERIN	ECONOMICS
17	FATHIMATHUL SHIFA K	ECONOMICS
18	FATHIMATHU SUHARA.M	ECONOMICS
19	JASMINE.N.M	ECONOMICS
20	NAJANASRIN.T.P	ECONOMICS
21	RAHIMA T K	ECONOMICS
22	SALMA.T.P	ECONOMICS

RAMSEENA AZEEZ  
Assistant Professor  
Post Graduate Department of Commerce  
Sir Syed College, Taliparamba-670142

*Ram*





P G DEPARTMENT OF COMMERCE

ADD ON COURSE-TALLY-ATTENDANCE SHEET

NO	Name	15/1/21	23/1/21	6/2/21	20/2/21	6/3/21	12/3/21
1	FABINA P A	✓	X	✓	✓	✓	✓
2	FATHIMA O T	✓	✓	✓	✓	✓	✓
3	FATHIMA SAFA.M	✓	✓	X	✓	✓	✓
4	FATHIMATHUL RUFTHA V K	✓	✓	✓	✓	✓	✓
5	SHAKIRA SEMAN	✓	✓	✓	✓	✓	✓
6	AFSEENA K	X	✓	✓	✓	✓	✓
7	FATHIMATH SALIHA.O.C	✓	✓	✓	✓	✓	✓
8	HABEEBA K M	✓	✓	X	✓	✓	✓
9	FATHIMA E K	✓	✓	✓	✓	✓	✓
10	FATHIMA V.P	✓	✓	✓	✓	✓	✓
11	S R SREELAKSHMI	✓	✓	✓	✓	✓	X
12	THASNEEMA. K	✓	✓	✓	X	✓	✓
13	MUHAMMAD NIYAS.M	✓	✓	✓	✓	✓	✓
14	ANSEERA.P.	✓	✓	✓	✓	✓	✓
15	ASNA MARIYAM K.P.	✓	✓	✓	✓	✓	✓
16	FATHIMA SHERIN	X	✓	✓	✓	✓	✓
17	FATHIMATHUL SHIFA K	✓	✓	✓	✓	✓	✓
18	FATHIMATHU SUHARA.M	✓	X	✓	✓	✓	✓
19	JASMINE.N.M	✓	✓	X	✓	✓	✓
20	NAJANASRIN.T.P	✓	✓	✓	✓	✓	✓
21	RAHIMA T K	✓	✓	✓	✓	✓	✓
22	SALMA.T.P	✓	✓	✓	✓	✓	✓

RAMSEENA AZEEZ

Assistant Professor

Post Graduate Department of Commerce

Sir Syed College, Taliparamba-670142

*Lamp*





SIR SYED COLLEGE TALIPARAMBA  
DEPARTMENT OF COMMERCE



## ADD-ON COURSE CERTIFICATE

This is to certify that \_\_\_\_\_  
of \_\_\_\_\_  
has completed Computerised Accounting - Tally  
organised by Department of Commerce, in association with Innovation and  
Entrepreneurship Development Centre (IEDC) & ED club, Sir Syed College, Taliparamba  
from 15-01-2021 to 08-03-2021

Head of the Department



Nodal officer (IEDC)  
Ramadhana Akshat  
IEDC Nodal Officer  
Sir Syed College, Taliparamba  
Kannur - 575001, Kerala

Principal



## **Report on the Add-On Course: Computerized Accounting (Tally)**

**Course Title:** Computerized Accounting (Tally)

**Duration:** January 15, 2021, to March 31, 2021

**Total Hours:** 30 hours

**Organizing Department:** Department of Commerce, Sir Syed College, Taliparamba

**No of Students Participated:** 22

### **Course Overview**

The Department of Commerce successfully conducted an add-on course on Computerized Accounting using Tally from January 15, 2021, to March 31, 2021. This program aimed to equip students with essential skills in modern accounting practices, focusing on Tally software, which is widely used in the industry.

### **Faculty Involved**

The course was delivered by a team of dedicated faculty members:

- **Shanavas S.M.** (Department of Commerce, Sir Syed College)
- **Ramseena Azeez** (Department of Commerce, Sir Syed College)
- **Shameel** (Department of Commerce, Sir Syed College)

In addition, we had the privilege of inviting an external resource person:

- **Anaga Govindan** (Assistant Professor, Department of Commerce, SES College, Sreekandapuram)

### **Course Structure**

The program consisted of 30 hours of instruction, covering the following key topics:

1. Introduction to Tally and its features
2. Setting up accounts and ledgers
3. Preparing financial statements

### **Outcomes**

The course was well-received by students, with active participation and engagement throughout the sessions. Feedback indicated an improvement in students' confidence and competence in using Tally for practical accounting tasks. The collaborative efforts of our faculty and the external resource person contributed significantly to the success of the program.



**RAMSEENA AZEEZ**  
Assistant Professor

Post Graduate Department of Commerce  
Sir Syed College, Taliparamba-670142



#### **4) Remote sensing and GIS in natural resource management (2019-20)**

Add-on 2019-20



## SIR SYED COLLEGE, TALIPARAMBA

(Affiliated to Kannur University) Re-accredited by NAAC with A Grade  
Kannur, Kerala, India-PIN 670142

### REMOTE SENSING AND GIS IN NATURAL RESOURCE MANAGEMENT



#### DEPARTMENT OF FORESTRY

2019-20

Course Co-Ordinator: Mrs. Sneha C.  
Assistant Professor  
Department of Forestry

#### Board of Studies Members

Chairperson	Members
Mrs. Sneha C. Assistant Professor Department of Forestry Sir Syed College Taliparamba	1. Mr. Malik Fasil M Assistant Professor Department of Wildlife Sciences College of Forestry Kerala Agricultural University
	2. Mr. Aneesh K.S Assistant Professor Department of Forestry Sir Syed College Taliparamba



  
**SNEHA C.**  
Assistant Professor  
Dept. of Forestry  
Sir Syed College  
Taliparamba, Kannur - 670142



## Vision

To develop skilled Human resources for the conservation and monitoring of natural resources

## Mission

- To develop employable skills among the students in the field of forestry
- To bring out qualified forestry professionals for the sustainable management of forest resources
- To promote best practices in natural resource monitoring
- To disseminate the knowledge on various GIS and Remote sensing tools and their importance in the field of nature conservation

## Programme specific outcome

- To build research interests in the field of Remote Sensing and GIS
- To develop mapping skills among students
- To develop the skills for selecting and acquiring both primary and secondary spatial data for use in GIS
- To manage, and analyze digital data in raster and vector formats

## **Methodology for Teaching, Learning and Evaluation**

### **Teaching and Learning**

Lectures (Hybrid mode), Presentations, Assignments and Field visits.

### **Evaluation Process**

The evaluation scheme for the course shall contain two parts

- a. Internal assessment (Based on Internal test, assignment and Viva) – 20% Weight
- b. External evaluation (Based on Theory and Practical exam) – 80% Weight

Each student should go through the evaluation process which is carried out in two sessions

- a. Theory - 50% Weightage
- b. Practical - 50% Weightage



  
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Assistant Professor  
Dept. of Forestry  
Sir Syed College  
Taliparamba, Kannur - 670142

The distribution of marks is given below

Theory		Practical		
Internal Test	External test	Assignment	Viva Voce	External
10	40	5	5	40

Component	Internal evaluation	External evaluation
Theory	10	40
Practical	10	40

**Pass conditions:** The student should get a minimum of 15 marks (5 for internal and 10 for external evaluation) in both the theory as well as practical components.

	Marks per course	Pass Mark
Theory	50	15
Practical	50	15
Total	100	30

### Course Outcomes

1. Understanding the basics of Remote sensing and GIS
2. Knowledge of various spatial analysis software
3. Acquaintance with GPS, its working principle
4. Developing proficiency in basic map making using QGIS

### Module I: Introduction to Remote Sensing and GIS

(8 Hrs)

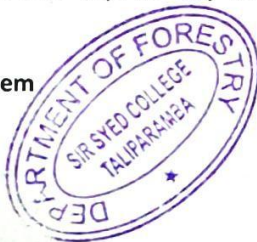
Remote Sensing and Digital Image Analysis: Basic Principles of Remote Sensing, Spectral Signature of different land cover features, Image interpretation, Types of Remote Sensing, Resolution- types of resolution, Earth Observation Sensors, Digital Image Processing: Basic Concepts of Rectification and Registration, Enhancement, Classification and accuracy assessment techniques.

### Module II: Geographical Information System

(8 Hrs)

GIS- Introduction to GIS- principles and concepts of GIS- Differences between GIS and conventional cartography, Maps-its projection-Toposheet and Map reading, Spatial data -Raster and Vector data-Thematic over lays in GIS, DEM, Databases, topology, spatial analysis and open source software,

### Module III: Global Positioning System



S. H. A. C.  
Assistant Professor  
Dept. of Forestry  
Sir Syed College  
Taliparamba, Kannur - 670142

Global Navigation Satellite System: Introduction to GPS and GNSS, receivers, processing methods, errors and accuracy.

**Module IV: Practicals and Field work**

**(8 Hrs)**

GPS and data interpretation-Data processing and georeferencing using Arc GIS / Q GISdata models- Vector and Raster Data analysis- Digital Image Processing

**References**

Bhatt, A.B. 1994. Aerial photography and remote sensing. Oxford University press

Campbell, J. B. 1987. Introduction to Remote Sensing. Gilford press, New York.

Clarke C.K. 2001. Getting started with Geographic Information systems. Prentice hall, London


Jitendra kumar et al. 2016. Remote sensing and Geographical information system (GIS) and its application in various fields in: Proceedings of National Conference on Energy and Environment: Threats and Remedies held at RJIT Tekanpur, Gwalior.

Lilles and Kieffer 1994. Remote sensing and image interpretation. 3rd Edition, pp.750.

Patel, A.N. and Singh, S. 1999. Principles of remote sensing. Oxford University press

Reddy A. 2001 Remote Sensing and Geographical Information Systems, BS Publications



  
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Dept. of Forestry  
Sir Syed College  
Taliparamba, Kannur - 670142



# Add-on Courses in Forestry- Model Question Paper

## Remote Sensing and GIS in Natural Resource Management

Time :90 minutes

Maximum Marks: 40

### Part A- Fill in the blanks

(5 x 1=5)

1. ----- is an open GIS software.
2. ----- is a satellite-based radio navigation system.
3. ----- is the science of graphically representing a geological area.
4. NavIC is an earth observation sensor launched by India. (Say True or False)
5. Expand GPS

### Part B- Short Answer Questions (Answer Any Five) (5 x 2=10)

6. What is geo-referencing?
7. What is BHUVAN?
8. Define remote sensing?
9. Expand IRNSS?
10. What is a shapefile?
11. What is spatial resolution?
12. What are the tools used for digital image processing?

### Part C- Short Essay Questions (Answer Any Three) (3 x 5=15)

13. Write down the difference between vector and raster?
14. What are DEM and TIN?
15. Name three earth observation sensors?
16. Difference between GIS and conventional cartography?
17. Name the two coordinate systems used in GIS?

### Part D- Essay questions (Answer Any One)

(1 x 10=10)

18. Explain the working principle of GPS?
19. Application of GIS and RS in forestry?
20. Explain the basic principles of remote sensing?



  
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Assistant Professor  
Dept. of Forestry  
Sir Syed College  
Taliparamba, Kannur - 670142

**Add-on Courses in Forestry- Model Question Paper**

**Remote Sensing and GIS in Natural Resource Management**

Time :60 minutes

Maximum Marks: 40

1. Geo-reference the given image (2 x8 =16)
2. Prepare a shapefile of an area and convert to KML (2 x4 =8)
3. Prepare Aspect, slope and TIN from a DEM image (1 x6 =6)
4. Vector analysis/ Raster analysis of a data (1 x10=10)



  
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Assistant Professor  
Dept. of Forestry  
Sir Syed College  
Taliparamba, Kannur - 670142

## **Add-on Courses in Forestry-Answer key**

### **REMOTE SENSING AND GIS IN NATURAL RESOURCE MANAGEMENT**

Time: 60 minutes

Maximum Marks: 40

#### **Part A- Fill in the blanks**

(6 x 1=6)

1. QGIS
2. GPS
3. FCC (False Color Composite)
4. False
5. Global Positioning System
6. Bhaskara I

#### **Part B- Short Answer Questions**

(6 x 2=12)

7. It is the internal coordinate system of digital map or can be related to ground system of geographic coordinates
8. It integrates five key components: Hard ware, software, data, people, and methods
9. Remote sensing is a process of detecting and monitoring the physical characteristics of an area by measuring its reflected and emitted radiation at a distance
10. Indian Regional Navigation Satellite System
11. Shapefile is an Esri vector data storage format for storing the location, shape, and attributes of geographic features. It is a vector data file format used for geospatial analysis
12. The size of the smallest object that can be detected by a satellite sensor or displayed in a satellite image is called as spatial resolution

#### **Part C- Short Essay Questions (Answer Any Four)**

(4 x 3 =12)

13. Raster and vector the two major types of GIS file formats. Raster formats are grids of cells or pixels. Raster formats are useful for storing GIS data that vary, such as elevation or satellite imagery. Vector formats are polygons that use points (called nodes) and lines. Vector formats are useful for storing GIS data with firm borders, such as school districts or streets
14. DEM (digital elevation model) is a 3 dimensional representation of topographic structure of earth excluding features like trees, buildings etc. Important inputs for topography for the accurate modelling of floodplain hydrodynamics. Eg: slope, elevations. TIN represents the terrain surface as a set of interconnected triangular facets. TIN structure is a vector-based alternative to the traditional raster representation of terrain surface - Digital Elevation Model (DEM).
15. Thematic mapper . LISS III . Cartosat-3



*SNEHA S.*  
Assistant Professor  
Dept. of Forestry  
Sir Syed College  
Taliparamba, Kannur - 670142



16. The key issue between cartography and GIS is that cartography is concerned with representation while GIS is concerned with analysis of spatial relationships. GIS is a product of the development of computer-assisted cartography, which generated geo-referenced spatial digital databases

17. Landsat series, SPOT series and IRS Series

**Part D- Essay questions (Answer Any One)**

(2 x 5= 10)

18. A global positioning system used for the purpose of navigation and detection of objects and places typically works on the basic principle of exchange of radio waves between the ground stations, satellites, and the receivers. This transmission and reception of data prefer a trilateration mechanism of operation. A complete GPS requires at least 24 satellites

19. 1. Modernizing forest mapping and data collection 2. Supervising of afforestation plans 3. Monitoring of plantation schemes 4. Corridor mapping for animal migration 5. Habitat mapping 6. Leverage maps, imagery, and remote sensing data of important forestry variables, such as soils, canopy, and habitat, to improve active forest management. 7. in various types of studies by researchers 8. election of sites for plantation, monitoring of encroachment at Division level, regulation of burning and jhum, expansion of infrastructure and communication network, forest village management, personnel management, corridor planning for animal migration, survey and demarcation to suggest a few

20. Remote sensing uses several parts of the electromagnetic spectrum. It records the electromagnetic energy reflected or emitted by the earth's surface by living and non-living things. The amount of radiation from an object is influenced by both the properties of the object and the radiation hitting the object. Radiation comes from the source and hit on objects and gets reflected and these reflected radiations are captured by a satellite sensor and the data is sent to A receiver on earth. the raw data is then interpreted, analysed and converted into usable information. There are many types of remote sensing platforms such as airborne, space Bourne, group based UAV, TOWERS etc according to the height at which they sense everything. There are different types of sensors too according to their capacity of resolution.



  
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# Model Answer Sheet



**DEPARTMENT OF FORESTRY**  
**SIR SYED COLLEGE**  
**TALIPARAMBA, KARIMBAM (P.O.)**  
**KANNUR - 670 142, KERALA, INDIA**



**ADD-ON COURSE IN FORESTRY**

**Final examination 2019-20**

Name of the Course: Remote Sensing & GIS in Natural Resource

Course Code: Management SSC AC-2

Register Number: SSCAC05

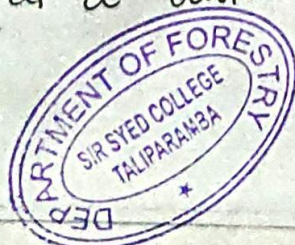
## Part - A

1. QGIS ✓
2. GPS ✓
3. fee ✓
4. True ✓
5. Global positioning system ✓
6. Bhaskara 1 ✓

37  
—  
40

## Part - B

1. The central coordinate system of digital map or ground system of geographic coordination.
2. The major components of GIS are Hardware, Software, data, people & methods.
3. it is a process of detecting and monitoring the physical characterisation of a geographical area by measuring the reflected & emitted radiation at a distance.



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10. IRNSS - Indian railway navigation satellite system.

11. Shapefile is a vector data storage format for storing shape & attribution of geographic factors.

12. Spatial resolution is the smallest data that can be detected by a satellite sensor.

### Part - C

13. Raster

These formats are grids of cells or pixels. Raster formats are useful in storing data such as satellite imagery.

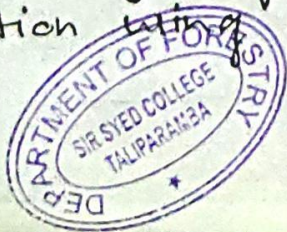
### Vector

These formats are polygons that are points and lines. Useful in storing data with form burden.

15. Sensors error.

Thematic, mapper, Liss III, cartosat-3

16. Cartography is the representation of geographical features on maps. GIS is spatial analysis of geographic features attribution using computer based data bases.



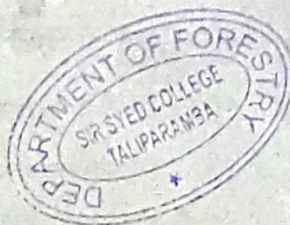
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17. Landsat Series, Spot Series, IRS Series, are the Indian Satellites.

### Part - D

18. GPS or global positioning system used for the purpose of navigation & detection of objects and plants found on the earth's surface. They work on the basic principle of exchange of radio waves b/w the ground station, satellite & receiver. GPS is a group of systems, including 24 satellite systems - including 24 satellite systems circling around the earth covering all the earth's surface to get accurate data from the expected geographical area, minimum of seven satellites should come into a loop. The radio waves received in the satellite from the ground station will be reflected to the receiver and, that in our mobile or GPS system (G. Gramin) transmission and reception of data proper a telecommunication mechanism of operation.



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Application of GIS and RS in forestry are listed below.

1. modernization format mapping & data collection.
2. Supervising afforestation plan.
3. monitoring plantation activation
4. habitat mapping of wildlife animals
5. corridor mapping for animal migration
6. produce of leverage maps of forestry

Such as, Soil, canopy, ecosystem to improve management

7. for forestry management
8. Selection of suitable plantation or nursing site
9. regulation of ghum and burning by monitoring of activities.
10. forest village management
11. forest survey & deforestation
12. forest fire risk zone mapping
13. predicting suitable waterhouse green. for check dam constitution.



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**SIR SYED COLLEGE**  
**STUDENT'S ATTENDANCE**

[illegible]

~~A. S. Khan~~

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# TALIPARAMBA REGISTER

[illegible]



**Add-on Courses in Forestry**

**2019-20**

**REMOTE SENSING AND GIS IN NATURAL RESOURCE MANAGEMENT**

**LIST OF QUALIFIED STUDENTS**

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1	MOHAMMED SHANID
2	AISWARYA V V
3	ASWATHI BALAMURALI
4	ATHULYA SOMAN
5	FAHEEMA T M
6	GANGA GANGAN K C
7	SREELAKSHMI M.R
8	BINIL P BALACHANDRAN
9	HARIS A S
10	NIKHIL C K
11	BIJITH P
12	SHAMEEM SHAHASAD
13	JASMINE P P
14	MUBASHIR K P
15	HARISHNA A AJAY
16	SHAMILA G V
17	FATHIMATHUL HASNA .K
18	SALMATH K P
19	MEGHA .T
20	ABHIJITH M J
21	FIDHA ASHRAF
22	FARHANA NASAR
23	SHAMILA G V
24	ASWANTH V P
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27	VALEED E P
28	VISHAL P PAI

  
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# Registration Details

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CERTIFICATE MODEL

# CERTIFICATE OF ACHIEVEMENT

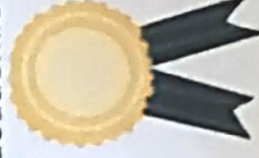
This certificate is proudly presented to:

for successfully completing the Add-on Course in Forestry '  
**Remote Sensing and GIS in Natural Resource Management**  
during the academic year 2019-20



Sneha C

Course Coordinator



Dr. P.T. Abdul Azeez  
Principal, Sir Syed College