

Course Brochure for value added courses (2021-2022)



Abhilashi College of Education (Accredited with 'A' Grade by NAAC)

**Ner-Chowk, Mandi
Himachal Pradesh-175008**

Value Added Courses (2021-2022)



Contents

Sr. No.	Name of the Value Added Course	Course Code
1.	TET Coaching	ACE/TET/01
2.	Communication and Interview Skills	ACE/CIS/02
3.	Basics of Yoga	ACE/Yoga/03
4.	Computer Fundamentals	ACE/CF/04

TeT CoaChing

Course Code: ACE/TET/01

Duration of the course: 6 months

Objectives:

Following are the objectives of this course:

1. To provide highest quality education to the students.
2. To deliver the best study material.
3. To help the students to realize their potential.
4. To expand and enrich the knowledge base of the students.

Outcomes:

1. Development in the students' abilities to compete TET examination.
2. Ability to manage the time and study material.

Course content:

1. Child Psychology and Development:

Concept of development and its relationship with learning, Principles of the growth and development, Heredity & Environment, Intelligence, Individual Differences, Interest, Aptitude, Attitude, Creativity, Personality, Emotions, Study Habits, Self-concept, Social Development, Emotional Development, Moral Development, Childhood and Adolescence, Cognitive Development, Adjustment, Pedagogy, Teaching Learning processes

2. General Awareness including Himachal Pradesh

3. Current Affairs & Environment Studies

- ### **4. English Literature & Grammar:** Spelling Test, Sentence Arrangement, Error Correction (Underlined Part), Transformation, Passage Completion, prepositions, Spotting Errors, Antonyms, Homonyms, Synonyms, Word Formation, Direct and Indirect speech, Active and Passive Voice, Para Completion, Idioms and Phrases, Substitution, Joining Sentences, Fill in the blanks

5. Specialization Subject (Social Studies/ Mathematics/ Physics/Chemistry/ Botany/Zoology)

Communication and interview Skills

Course Code: ACe/CIs/02

Course Duration: 6 months

Objectives:

After completion of this course, the students will be able to:

1. Develop the art of speaking English.
2. Develop excellent interview skills.
3. Speak English with Confidence.
4. Speak with proper tone of voice.
5. Improve the ability to think in English.
6. Overcome the fear of English speaking.

Outcomes:

1. Development in the students' abilities in grammar, oral skills, reading, writing and study skills.
2. Awareness of correct usage of English grammar in writing and speaking.
3. Speaking ability in English both in terms of fluency and comprehensibility.

Course content:

1. Sentence Formation (Structure)
2. Thought Process Development
3. Interview Skills & Accent Training
4. General English for Daily Speaking
5. Vocabulary (Multi-Dimensional)
6. Lessons on What & How to speak
7. Effective Listening Skills
8. Critical Thinking & Creativity
9. Confidence Building & Fluency
10. Reading & Writing Skills

Basics of Yoga

Course Code: ACE/YogA/03

Course Duration: 6 months

Objectives:

After completion of this course, the students will be able to:

1. Promoting positive health, prevention of stress related health problems and rehabilitation through Yoga.
2. Practice basic Aasnas.
3. Practice mental hygiene.
4. Possess emotional stability.
5. Integrate moral values.

Outcomes:

1. Demonstrate basic skills associated with yoga activities including strength and flexibility, balance and coordination.
2. Demonstrate the ability to perform yoga movements in various combination and forms.

Course content:

- **Foundations of Yoga:** Introduction, Meaning, Aim and objectives of yoga, Importance of Yoga
- **Human Body:** Meaning and its Importance in Yoga
- **Basic Asanas:** Meaning, Definition, Principles and their techniques, benefits of Asanas.
- **Pranayamas:** Meaning, Definition, Prana and its types, principles and classification of pranayamas, benefits and precautions of pranayamas.

Computer Fundamentals

Course Code: ACe/CF/04

Duration of the Course: 6 Months

Objectives:

Upon completion of this course, students will be able to:

- To promote Computer Knowledge among Students.
- To enable students Computer Efficient.
- Explain basic computer concepts.
- Use the Internet and World Wide Web

Outcome:


- Recognize the capabilities and limitations of computer technology, and the theoretical foundations of computing.
- Critically assess the social and ethical implications of computer technology in their daily life.

Course Content:

The course contents for the basic computer course are given in detail below:

- **Computer Basics:** Introduction to Computer, History, Characteristics, Types, Application, Basic Components, Computer Architecture, etc.
- **Operating Systems:** Introduction to Operating System, Classification and Types, etc.
- **Hardware and Software:** Introduction, Computer Memory, Peripherals, Output Devices, Software, and Requirements, etc.
- **Windows:** Features, Comparison, Windows installation, Activating and Security features, User Accounts, Getting Help, etc.

- **MS Word:** Introduction, Windows Interface, Word Application, Viewing Documents, Basic and Advanced Formatting, Navigating through a Word Document, Printing Documents, Preview, etc.
- **Excel:** Introduction to Excel, Workbook, Worksheet, Formatting, Advanced formatting, Printing worksheets, etc
- **MS PowerPoint:** MS PowerPoint Introduction, Creating Presentations, Basic and Advanced Formatting, Using Templates, Inserting charts and tables, etc.
- **Internet:** Introduction to internet, history, WWW and Web Browsers: Web Browsing software, Surfing the Internet, Chatting on Internet, Basic of electronic mail, Using Emails, Document handling, Network definition, Common terminologies: LAN, WAN, etc.
- **Lab-Assignment/ Test**


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