B.L.D.E. Association's

A. S. PATIL COLLEGE OF COMMERCE, (AUTONOMOUS)

VIJAYAPUR - 586103

BACHELOR OF COMPUTER APPLICATIONS

(BCA)

Regulations/Brochure and Scheme of

Examination

For

Value Added Course in

" SANKALP "

COURSE CODE : VAC05

W.e.f Academic Year 2019-20 onwards

Approved in Academic Council Meeting held on 10/6/2019

CO-ORDINATOR,
IQAC Cell
B.L.D.E.A's A. S. College of Commerce

Principal,
A. S. Patil College of Commerce
(Autonomous) VIJAYAPUR.

Regulations Governing BCA Programme

Value Added Certificate Course

w.e.f. Academic Year 2019-20 & onwards

A NOTE ON AUTONOMOUS SYSTEM:

Autonomous Status is conferred to our college under section 64 of K.S.U Act 2000 from the academic year 2007-08 to 2012-13, Extension of Autonomy 2013-14 to 2018-19 and 2019-20 to 2023-24 Vide Order Nos.:

1. Joint Secretary of UGC letter No. F-22-1/2007(AC), dated 3.4.2007
2. Dept of Education (Higher) Govt. of Karnataka, Bangalore letter No. ED 149 UNE 2007, dated 19.10.2007
3. KUD's letter No. KU/CDC.Affil/Auto/2007-08/260/3511, dated 14.12.2007
4. Extension of Autonomy: UGC-MHRD No. F.22-1/2015 (AC), dated: 13-10-2015
5. Extension of Autonomy: UGC-MHRD No. F.22-1/2017 (AC), dated: 15-07-2020

PREAMBLE:

College autonomy, in essence, is the potential for promoting academic advancement. An autonomous college will have the freedom to devise its academic regulations, curricula, syllabi and modification thereof, evolve a more effective method of teaching & learning, conduct its examination and evaluation, and in making the improvements required for raising the quality of higher education. The final degree certificate will be awarded by Rani Channamma, University, Belagavi.

Autonomous college uses modern tools of educational technology to achieve higher standards & greater creativity. Today is an era of fast paced technological era and autonomy enables to adopt and implement as and when required.

A process of systematic internal assessment and continuous evaluation is necessary to build rapport between the teachers and learners. Very often it is the teacher who understands the students better than others. A student needs to learn socially relevant subjects under the present situation of Liberalization, Privatization and Globalization, so that he/she shall be able to face future challenges and shall be useful to the society. These needs can be addressed by the Autonomous System and help the student for his/her all-round development. Under the present condition, autonomy is the only answer to make the college a "Centre of Excellence" in higher education.

Value Added Certificate Course
Regulations/ Brochure
COURSE DETAILS

Title: Certificate Course in Sankalp
Duration: 40 Hours

Regulations:
Admission, Cancellation & Refund Policy:
Admission: Fill in the application form available in the office
Cancellation of Admission & Refund Policy:
Your admission will be cancelled:
1. If the admission form is incomplete,
2. If false documents have been submitted,
3. If required educational qualifications are not fulfilled,
4. If incorrect or wrong information is given,

Note: Admission once cancelled will not be re-considered and fee paid will not be refunded under any circumstance.

Eligibility Criteria:
First year UG degree students in any discipline from a recognized university.
Attendance Policy:
A student must obtain a minimum of 75% attendance. A student who has between 60% and 74% attendance on grounds of illness or any other unavoidable circumstance will have to seek condonation from the Prof-in-Charge of VAC. Without the condonation the student will not be allowed to appear for the examination.

Assessment Criteria:

Assessment Instruments	(%)
Course End Examination	70
Individual Assignments and/or Team case presentation	30
TOTAL	100

Certificate: Certificate will be issued only after the successful completion of the course. And having attained at least 50% Score in the course end examination.
Grading:
The following grades shall be mentioned in the certificates as per the final result obtained by the candidates.

Sl. No	Score in Percentage	Grade
1	91-100	A++
2	81-90	A+
3	71-80	A
4	61-70	B+
5	50-60	B

Course Objectives:
The course has the following basic objectives:
1) To ensure the student teams to thoughtfully communicate in English.
2) To develop various communication skills, such as Reading, Speaking and Writing.
3) To ensure that student's resume and cover letter is well received by the employer.
4) To optimize student's chances of being considered and hired for positions well suited to your qualifications and skills.
5) To help develop effective resumes for today's job market by honing students resume writing skills.

Course Outcomes:
After completing the course, the student shall expect to be able to:
1. To enable the student to read with fluency while simultaneously comprehending passages in English
2. To equip the student with skills to participate independently in conversations and discussions conducted in English
3. To develop written communication skills for everyday and professional communication
4. To develop the student's creatively so that she may express her ideas descriptively and creatively.

Course Content:

Unit 1: Introduction to Communication   **(2 Hrs.)**
　　　　The pillars of communication: Ethos,
　　　　Pathos and Logos
　　　　Understanding the tool: Rhetoric

Unit 2: Thinking in English   **(5 Hrs)**
　　　　Thinking in individual English words
　　　　Thinking in complete English sentences
　　　　Functional English
　　　　Narrative English

Unit 3: Reading in English   **(4 Hrs)**
　　　　Practice reading section, Reading passage

Unit 4: Writing in English   **(5 Hrs)**
　　　　What the picture speaks, Academic writing

Unit 5: Introducing in English
Self introduction   (3 Hrs)

Unit 6: Speaking in English
Speaking Skills: With You, Family, Work, Education,   (5 Hrs)
Public Speaking, Group Discussions

Unit 7: Building word in English
Prefixes, Suffixes   (2 Hrs)

Unit 8: Resume Writing in English
Introduction, Components of resume, Design   (7 Hrs)

Unit 9: Exercises
Video lessons of the units mentioned   (7 Hrs)

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