



SACRED HEART COLLEGE (AUTONOMOUS)

Tirupattur – 635 601, Tamil Nadu, S.India

Resi : (04179) 220103

College : (04179) 220553

Fax : (04179) 226423

Ready for
Every Good Work

A Don Bosco Institution of Higher Education, Founded in 1951 * Affiliated to Thiruvalluvar University, Vellore * Autonomous since 1987

Accredited by NAAC (4th Cycle – under RAF) with CGPA of 3.31 / 4 at 'A+' Grade

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens.

Constitutional obligations: Contents on constitutional obligations in the Academic Curriculum

No of courses in the academic curriculum: 07

DEPARTMENT OF LIFE EDUCATION
SACRED HEART COLLEGE, TURUPATTUR – 635 601



Department of Life Education Courses offered

UG Courses

Semester – I	VE104A Christian Religion - I	VE104B Value Education – I	SK104 Communication Skills
Semester – II	VE204A Christian Religion – II	VE204B Value Education – II	SK204 Leadership Skills
Semester - III	VE305 Human Rights	SK304 Technical Skills	
Semester – IV	VE405 Environmental Studies	SK404 Employability Skills	

PG Course

Semester - IV	VE1003 Human Rights in India
----------------------	---

SYLLABUS OF COMMUNICATION SKILLS

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
I	SK104	Communication skill	2	1

Unit I Introduction to Communication Skills

Unit II Classification of Communication

Unit III Verbal Communication

Unit IV Non-verbal Communication

Unit V Business Communication

UNIT I – UNIT I - INTRODUCTION TO SKILLS

OBJECTIVES:

1. To encourage the all-round development of students by focusing on soft skills.
2. To develop and nurture the soft skills of the students through individual and group activities.

SUBTOPICS:

1. Introduction to Skills
2. Classification of Skills
3. Soft Skills and Hard Skills
4. Introduction to communication Skills and its importance

OUTCOME:

1. At the end of the lesson Students will realize the value of skill and its classification. It helps the students to focus on the upcoming lessons.

UNIT II - CLASSIFICATION OF COMMUNICATION

OBJECTIVES:

1. To understand the process of communication.
2. To understanding of the essential components of effective communication.

SUBTOPICS:

1. Verbal communication
2. Non-verbal communication

OUTCOME:

1. At the end of the lesson Students will be able to know the importance of effective communication personally and professionally.

UNIT III - VERBAL COMMUNICATION**OBJECTIVES:**

1. To express ideas fluently through conversation.
2. To develop effective communication skills (spoken and written).
3. To identify other people's communication styles and needs.

SUBTOPICS:

1. Types of Verbal Communication
2. Letter Writing
3. Speaking Skills Training

OUTCOME:

1. At the end of the unit Students will be able to use their words, tone and posture to match the objective of their communication successfully and also they develop effective presentation skills.

UNIT IV - NON-VERBAL COMMUNICATION**OBJECTIVES:**

1. To recognize and understanding the meaning of Gestures, Postures and Body language.

SUBTOPICS:

1. Types of Non-verbal Communication
2. Pictionary
3. Empowering Nonverbal Communication (Mime)

OUTCOME:

1. At the end of the unit Students will be realize the values of sign, symbols and body language as their part and parcel of life.

UNIT V - BUSINESS COMMUNICATION

OBJECTIVES

1. To communicate more effectively in using the phone, and using email.
2. To discuss the importance of ethical communication Ethics in Business Communication.

SUBTOPICS

1. Telephone Etiquettes
2. Email Communication and Etiquettes

OUTCOME

1. At the end of the unit Students will be able to make telephonic conversations effective and pleasant. They able to compose an email by implement all the rules.

UG - EVALUATION PATTERN – COMMUNICATION SKILLS

Sl. No	Components	Marks
1	Attendance	5 Marks
2	Individual Performance	10 Marks
3	<u>Team Work</u>	<u>Total 35 Marks</u>
	Grapevine Communication	10 Marks
	Non-Verbal Communication Skit	10 Marks
	Debate	10 Marks
	Pictionary	5 Marks
4	Email assignment	15 Marks
5	Telephone Etiquette	15 Marks
6	Letter writing	20 Marks
Total		100 Marks

UG - SYLLABUS OF LEADERSHIP SKILLS

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
II	SK204	LEADERSHIP SKILLS	2	1

Unit I Self-Analysis

Unit II Leadership Styles

Unit III Decision Making and Problem-Solving Skills

Unit IV Team Building and Negotiation Skills

UNIT I – SELF ANALYSIS

OBJECTIVES:

1. To explore different personalities and uniqueness of all.
2. To understand Different Personalities (Introvert, Extrovert & Ambivalent)
3. To be familiar with SWOT analysis.

SUBTOPICS:

1. Exploration on how everyone is different in personality and being unique
2. Introvert and Extrovert personalities
3. Personal identification of personalities
4. Learn to do SWOT analysis for individual, Group and an organization.
5. Big 5 Personality Test
6. <https://www.psychmechanics.com/quick-personality-test/>

OUTCOME:

1. At the end of the lesson Students will be able to understand about different personalities, and the way to analyze self through SWOT.

UNIT II – LEADERSHIP STYLES

OBJECTIVES:

1. To impart knowledge on Leadership as skill.
2. To understand characteristics of a good leader
3. To understand different leadership styles

SUBTOPICS:

1. who is a Leader?
2. Activities for Leadership (Blind man leadership)
3. Different types of leadership styles(Autocratic, Democratic, Bureaucratic and Charismatic)
4. Real life leaders and their specialty.
5. Test on leadership
6. The personality matrix of Leadership. (Dr. Eileen Russo, Assertiveness & expressiveness)

OUTCOME:

1. At the end of the lesson Students will understand characteristics of a good leader from the exemplary life of Mahatma Gandhi, Mother Teresa, Kamaraj and so on...

UNIT III – DECISION MAKING AND PROBLEM-SOLVING SKILLS

OBJECTIVES:

1. To impart knowledge on the importance of decision making and problem solving skills.
2. Enable to make right decisions in difficult situations of life.
3. To understand the problem and its solutions.

SUBTOPICS:

1. Meaning of decision & Problem.
2. Problem Solving Vs Decision Making Skill
3. Problem Solving and Decision making Steps
4. Edward de Bono's Six Hats

OUTCOME:

1. At the end of the unit, students will be able to make right decision at the right time. They will be able to apply alternate solutions to problems.

UNIT IV – TEAM BUILDING AND NEGOTIATION SKILLS**OBJECTIVES:**

1. To realize that “Union is Strength”
2. To know why to negotiate?
3. To explore the usage of negotiation skill in the world of work.
4. To impart knowledge on 10 negotiation skills that one should possess.

SUBTOPICS:

1. Definition of Team Building.
2. Characteristics of good team building.
3. Benefits of team
4. 4 Stages of team building.
5. Characteristics of good team building What are negotiation skills
6. Usage of negotiation skill in the world of work.
7. The need of negotiation skill.
8. 10 essential negotiation skills everyone must possess.

OUTCOME:

1. At the end of the class, Students will be able to find out that, “Unity is Strength” and team work divides the task and doubles the success. They will be enabled to adjust with friends, family members and society to aim at the higher goal “Success in Life”

UG - LEADERSHIP SKILLS - EVALUATION PATTERN:

Sl. No	Components	Marks
1	Attendance	5 Marks
2	Classroom Participation	10 Marks
3	<u>Test</u> Introvert and Extrovert Personalities SWOT Analysis	20 Marks
4	Leadership Skills Assignment	20 Marks
5	<u>Team Work</u> Decision Making Team Building Activities Skit Performance Move Like a Machine Creative Thinking	<u>Total 45</u> <u>Marks</u> 10 Marks 10 Marks 10 Marks 10 Marks 5 Marks
Total		100 Marks

UG - SYLLABUS OF TECHNICAL SKILLS

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
III	SK303	TECHNICAL SKILLS	2	1

Unit I MS Office Word Document

Unit II MS Office Excel

Unit III PowerPoint Presentation

Unit IV Type Writing Skills

UNIT I – MS OFFICE WORD DOCUMENT

OBJECTIVES:

1. To learn the basic understanding of the Office Ribbon in Microsoft Office.
2. To understand spelling and grammar features and use various methods to format text.
3. To know how to make a bulleted list, insert the table & images and how to take print.

SUBTOPICS:

1. Managing Documents
2. Working with Text and Formatting Paragraphs
3. The Use of Clipboard, Bulleted and Numbered Lists
4. Spelling and Grammar and Page Formatting
5. Printing Documents
6. Keyboard Shortcuts for Word Document

OUTCOME:

1. At the end of the unit Students will be able to managing documents and working with text by using clipboard, font, paragraphs and editing.
2. Students able to arrange the page formatting, take print and familiar with shortcut keys.

UNIT II – MS OFFICE EXCEL

OBJECTIVES:

1. To modify a worksheet, enter and edit data in a worksheet
2. To use auto format features
3. To use formulas and functions

SUBTOPICS:

1. Introduction to Formatting Worksheets
2. Formatting Toolbar, Cells using dialog box
3. Auto Format and Hiding/Unhiding Worksheets
4. Protect and Unprotect Worksheets

OUTCOME:

1. At the end of the lesson students will able to format data and worksheets.
2. They able to arrange the page formatting, take print, and They familiar with shortcut keys.

UNIT III – POWER POINT PRESENTATION

OBJECTIVES:

1. To generate slides and add text to slides, insert charts and graphics
2. To add sound and animation effects

SUBTOPICS:

1. Creating Presentations
2. Viewing Slides and Design
3. Working with Slides
4. Working with Text
5. Saving and Printing
6. Keyboard Shortcuts for PowerPoint.

OUTCOME:

1. At the end of the unit students will be able to create a presentation and working with text.
2. They can go for a slide show and also take a print out.

UNIT IV – TYPE WRITING SKILLS

OBJECTIVES:

1. To help students become more comfortable using the computer.
2. Students are encouraged to practice keyboarding at home as well as in Classroom.

SUBTOPICS:

1. Touch typing basics
2. The Home Row
3. Capital letters and period
4. Word drill
5. Sentence drill
6. Paragraph drill.

OUTCOME:

1. At the end of the unit students will be familiar with typing a text in computer. They able to using keyboarding more fast and comfortable.

UG - TECHNICAL SKILLS EVALUATION PATTERN:

Sl. No	Components	Marks
1.	Attendance	5 Marks
2.	Typewriting Skills Assessment	20 Marks
3.	Computer Basics & MS Office Word Test	20 Marks
4.	MS Office Excel Test	20 Marks
5.	MS Office PowerPoint Test	20 Marks
6.	MS Office Word Practical	5 Marks
7.	MS Office Excel Practical	5 Marks
8.	MS Office PowerPoint Practical	5 Marks
Total		100 Marks

UG - SYLLABUS OF EMPLOYABILITY SKILLS

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
IV	SK403	EMPLOYABILITY SKILLS II	2	1

Unit I Career Planning

Unit II Personal Grooming

Unit III Job Hunting Skills

Unit IV Hiring Process

Unit V Interview Skills

UNIT I – CAREER PLANNING

OBJECTIVES:

1. To understand different career roles
2. To make the students to identify their interest on career
3. To give professional direction to choose their goal

SUBTOPICS:

1. Job vs Career
2. Why wrong career?
3. Source of career
4. Process of career planning
5. Barriers to career planning
6. Career plan wheel
7. Ways to ensure career planning

OUTCOME:

1. At end of the unit students will be able to choose their career if they have not chosen their career and make good decision.

UNIT II – PERSONAL GROOMING

OBJECTIVES:

1. To make them to understand the importance of personal grooming
2. To understand the difference between personal appearance and image projection

SUBTOPICS:

1. Personal grooming
2. Professional dress code and accessories
3. Personal hygiene
4. Work place hygiene

OUTCOME:

1. At the end of the unit students will be able to give the importance of personal grooming in different fields and to know professional ethics and personal care.

UNIT III – JOB HUNTING SKILLS

OBJECTIVES:

1. To find out current vacancies that are available by making use of internet.
2. To identify your skills and potential contribution on job
3. To make them to identify their job and work on it

SUBTOPICS:

1. Different types of job search
2. Government job opportunities and competitive exam
3. Job portal
4. Research on institution/ organization/companies

OUTCOME:

1. At the end of the lesson students will be able to know the value of qualification, skills that are required by the hiring companies and institutes.
2. They will access the different job links to apply for job.

UNIT IV – HIRING PROCESS

OBJECTIVES:

1. To give overall picture about hiring process
2. To understand the importance of different tests for hiring process (online and offline tests)

SUBTOPICS:

1. Different stages of hiring process
2. Resume preparation

OUTCOME:

1. At the end of the unit students will be able to know the hiring process of companies, institutions, organizations.
2. They will do cultivate the skill of writing or developing their resume for different jobs to get place in the hiring institutions.

UNIT V – INTERVIEW SKILLS

OBJECTIVES:

1. Make the students to know how to write professional documents (Resume, Cover Letter)
2. To understand difference between Bio Date, Resume and Curriculum vitae
3. To make the individual to follow interview skills and the interview process and response for the Pre, present and post interviews

SUBTOPICS:

1. Bio data, Resume and CV
2. Resume preparation for fresher's
3. Group discussion (GD)
4. Preparation for Interviews
5. Mock interview

OUTCOME:

1. At the end of the unit students will be able to differentiate different types of professional documents and learned the importance of interview process.
2. They able to make use of the e-mail for the professional communications

UG - EMPLOYABILITY SKILLS EVALUATION PATTERN

Sl. No	Components	Marks
1	Attendance	5 Marks
2	Grooming	10 Marks
3	Conduct	10 Marks
4	Test cum Assignment work on Career Planning	15 Marks
5	Resume Preparation	20 Marks
6	Group Discussion	20 Marks
7	Mock Interview	20 Marks
Total		100 Marks

UG - SYLLABUS OF VALUE EDUCATION - I

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
I	VE105B	VALUE EDUCATION I	2	1

Unit I **My Emotions and Emotional Intelligence**

Unit II **Manners and Etiquette**

Unit III **My Self Portrait**

Unit IV **My Life Position**

Unit V **My Dreams**

Unit VI **My Life Goal**

Unit VII **My Heroes**

Unit VIII **My Values**

Unit IX **My Relationships**

Unit X **Becoming a Real man and Woman**

UNIT I – MY EMOTIONS AND EMOTIONAL INTELLIGENCE

OBJECTIVES:

1. To understand emotions
2. To know various theories of emotion
3. Learn to deal with difficult emotions
4. To learn about emotional intelligence and its Five Domains.

SUBTOPICS:

1. Emotions and automatic nervous system
2. Changes during emotional arousal
3. Theories of emotion
4. Types of emotions
5. Understand and Deal with Difficult emotions
6. Accept and realize your emotions
7. Emotional Quotient
8. Five Domains of Emotional Intelligence
9. Advantages of emotional intelligence

UNIT II – MY SELF PORTRAIT

OBJECTIVES:

1. To know self portrait
2. To gain knowledge on selfie syndrome
3. To study about Johari Window

SUBTOPICS:

1. Introduction
2. Selfie Syndrome
3. Johari window model (Open, Blind,Hidden & Unknown area)

UNIT III – MY LIFE POSITION

OBJECTIVES:

1. To know OK-Not Ok Matrix
2. To know the reality of birth and need of stokes

SUBTOPICS:

1. I'm not OK-You're OK
2. I'm OK - You're not OK
3. I'm OK - You're OK
4. I'm not OK – You're not OK

UNIT IV – MY DREAMS

OBJECTIVES:

1. To understand Dreams
2. To know that dreams and aspirations make individual to achieve

SUBTOPICS:

1. Inscription on my tomb stone
2. Dreams and Aspirations
3. 3 Aspirations of dream most important to me
4. Exercise: On the magic Carpet

UNIT V – MY LIFE GOAL

OBJECTIVES:

1. To understand the meaning of Goal setting
2. To make the individual to choose his or her specific goal

SUBTOPICS:

1. Introduction - Life Goals
2. Goals to achieve in life
3. Educational Goals.
4. Career Goals
5. Skills and Values to be cultivated.

UNIT VI– MY HEROES**OBJECTIVES:**

1. To gain better knowledge on Heroism.
2. Learn to admire real life hero's.

SUBTOPICS:

1. Introduction
2. Reasons for admiration.
3. True Heroes
4. True Heroes Housie Game

UNIT VII– MY RELATIONSHIP**OBJECTIVES:**

1. To impart real knowledge on Love.
2. Learn to differentiate infatuation and Love.
3. To know different forms of Love

SUBTOPICS:

1. Friendship Circle
2. Love, Life's best Gift
3. What is Love Really?
4. Different forms of Love
5. Areas of Confusion (Attraction & Dependence)
6. Infatuation and Love comparison Chart.

UNIT VIII – BECOMING REAL MAN AND WOMAN

OBJECTIVES:

1. To understand the right view of sexuality.
2. To understand Psycho-Sexual maturity.

SUBTOPICS:

1. Confusion, Cultural Differences and Questions about Sexuality
2. A right understanding of Sexuality
3. Psycho-sexual maturity and its signs.
4. View: Sexuality is something Sacred.

OUTCOME OF VALUE EDUCATION – I (For 10 Units)

1. At the end of the unit students will be able to know emotions and emotion intelligence. They learnt to identify, deal and handle their emotions.
2. Students become emotionally balanced.
3. From Johari window tool Students learnt to find out their true self.
4. Through this lesson students learnt about their life positions and respect others positions.
5. Students understood that dream and aspiration will make life interesting, meaningful and adventurous.
6. Students understood that setting a goal in life will make them great achievers.
7. Students able to differentiate between Idols and real life Heroes.
8. Students realized the difference between infatuation and love to focus on life goals and success.
9. Students understood that Sexuality is Gift from God started respecting others sexuality without hurting them.

UG - VALUE EDUCATION –I EVALUATION PATTERN

Sl. No	Components	Marks
1	Attendance	5 Marks
2	Assignment I	20 Marks
3	Assignment II	25 Marks
4	Test I	25 Marks
5	Test II	25 Marks
Total		100 Marks

UG - SYLLABUS OF VALUE EDUCATION-II

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
II	VE204B	VALUE EDUCATION II	2	1

- UNIT I FAITH IN GOD**
- UNIT II MAJOR RELIGIONS**
- UNIT III SOCIAL RESPONSIBILITY**
- UNIT IV MORAL VALUES/ETHICS**
- UNIT V PURSUIT OF HAPPINESS**

UNIT I – FAITH IN GOD

OBJECTIVES:

1. To understand the seriousness of God
2. To find out why some deny and accept the existence of God
3. To become aware of the major question of evil and existence of God
4. To know more about youth spirituality

SUBTOPICS:

1. Why do people deny the existence of God
2. Why do people believe in God
3. Evil and the existence of God
4. Evolution and existence of God
5. Youth and spirituality
6. Why youth should move towards spirituality

OUTCOME:

1. At the end of the unit students will be able to know the understanding about God concept and come to know why some people accept and deny the existence of God.

UNIT II – MAJOR RELIGIONS

OBJECTIVES:

1. To familiar with different religions
2. To understand core values of each religions

3. To know the major problems created by religions
4. To know the teaching of Hinduism, Islam, Christianity and Buddhism

SUBTOPICS:

1. Origins of Religions
2. Religious Conflicts
3. Core values of Hinduism
4. Core values of Islam
5. Core values of Christianity

OUTCOME:

1. At the end of the unit students will be able to know the idea or values behind each Religion, they learned to remove negative notions about each Religion and learn to take initiative to respect all religions with positive mind.

UNIT III – SOCIAL RESPONSIBILITY**OBJECTIVES:**

1. To be aware of different types of slavery in India
2. To understand the major current environment problems
3. To identify the situation of poverty in the world
4. To understand Gandhi's guidelines to develop the country

SUBTOPICS:

1. Environment problems
2. Poverty
3. Inequality
4. Mahatma Gandhi and liberation of India
5. Gandhian solution for corruption in India

OUTCOME:

1. At the end of the unit students will be able to know to evaluate about their presence in this earth by thinking of their contribution on the side of environment, poverty and inequality. They too learned the footsteps of Gandhian thought to liberate the world from corruption.

UNIT IV – MORAL VALUES/ETHICS

OBJECTIVES:

1. To understand the importance of moral degradation
2. To find out the causes of moral degradation
3. To identify the problems of aborting child
4. To understand types of violence faced by women in the society
5. To be aware of Corruption is a cause of serious concern for the people of India
6. To know about the social media impact of younger generation

SUBTOPICS:

1. Moral degradation
2. Respect for life
3. Respect for women
4. Corruption
5. Social media

OUTCOME:

1. At the end of the unit students will be able to know about their values, ethics and come to know the awareness of what is happening to human being and also how one to be treated or respected.

UNIT V – PURSUIT OF HAPPINESS

OBJECTIVES:

1. To be a happiest person by following responsibilities
2. To cultivate the seven secretes of happiness
3. To identify oneself by following ten thing everyday
4. To follow the teaching of Jesus to be happy and the real happiness
5. To become aware of Buddha's teaching on happiness by letting go

SUBTOPICS:

1. World happiness report
2. Becoming a happy person
3. The seven secretes of happiness
4. Ten things you can do to be happy
5. Teaching of Jesus on happiness
6. Teaching of Buddha on happiness

OUTCOME:

1. At the end of the unit students will be able to know the art of being happy and sharing happiness to others by following secretes, teaching of Jesus and Buddha.

UG - VALUE EDUCATION – II EVALUATION PATTERN

Sl. No	Components	Marks
1	Attendance	5 Marks
2	Assignment I	20 Marks
3	Assignment II	25 Marks
4	Test I	25 Marks
5	Test II	25 Marks
Total		100 Marks

UG - SYLLABUS OF HUMAN RIGHTS

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
III	VE305	HUMAN RIGHTS	2	1

UNIT I HISTORICAL DEVELOPMENT OF HUMAN RIGHTS

UNIT II U.N.O AND INTERNATIONAL HUMAN RIGHTS

UNIT III FUNDAMENTAL RIGHTS

UNIT IV CONTEMPORARY ISSUES HUMAN RIGHTS

UNIT V NATIONAL HUMAN RIGHTS COMMISSION

UNIT I – HISTORICAL DEVELOPMENT OF HUMAN RIGHTS

OBJECTIVES:

1. To know the evolution of human rights from the history
2. To understand different theories of human rights
3. To define the violation of human rights in world wars

SUBTOPICS:

1. Nature and Scope of Human Rights
2. Theory of Human Rights
3. Historical Development of Human Rights
4. Human Rights Violation during World Wars

OUTCOME:

1. At the end of the unit students will be able to know Human Rights from our historical to present perspective. And available resources.

UNIT II – U.N.O. AND INTERNATIONAL HUMAN RIGHTS

OBJECTIVES:

1. To know the role of UNO in human rights
2. To gain knowledge on different articles of human rights

SUBTOPICS:

1. Universal Declaration of Human Rights
2. The general Assembly (Article 1, 2, 3, 4,, Article 30)
3. Amnesty International: Regional Human Rights System)

OUTCOME:

1. At the end of the unit students will be able to know Human Rights articles which are useful and should know to lead oneself and others

UNIT III – FUNDAMENTAL RIGHTS**OBJECTIVES:**

1. To imbibe the real understanding of fundamental rights
2. To know and understand the classification of fundamental human rights
3. To get clear understanding on the articles of fundamental human rights

SUBTOPICS:

1. Classification of Fundamental Rights
2. Right to equality (Articles 14 – 18)
3. Right to Freedom (Articles 19 – 22)
4. Right against exploitation (Articles 23- 24)
5. Right to freedom of Religion (Articles 25 - 28)
6. Cultural and Educational Right (Articles 29 – 30)
7. Right to Constitutional Remedies (Articles 32)

OUTCOME:

1. At the end of the unit students will be able to know about their values, ethics and the awareness of what is happening in the society by learning and exploring each articles according to the areas that are mentioned in the subtopics.

UNIT IV – CONTEMPORARY ISSUES ON HUMAN RIGHTS**OBJECTIVES:**

1. To understand the basic rights of child
2. To import knowledge on various women's rights
3. To understand HIV and human rights
4. To create spark on fundamental duties of human being

SUBTOPICS:

1. Rights of a child
2. Legislations to protect child labor in India
3. Prohibition of Child Labor
4. Child Abuse and Exploitation
5. Women's Rights
6. The Indian Penal Code, 1860
7. HIV and Human Rights
8. Fundamental duties

OUTCOME:

1. At the end of the unit students will be able to know overall understanding of child rights and number of abuse, exploitation cases of children and women.

UNIT V – National Human Rights Commission, State Human Rights Commission and RTE & RTI**OBJECTIVES:**

1. To get clear knowledge on national, states, human rights commission
2. To enlighten the students the knowledge of right to information act

SUBTOPICS:

1. Constitution of the National Human Rights Commission (NHRC)
2. Functions of the Commission
3. State Human Rights Commissions
4. Human Rights Courts
5. Public information Officers
6. Right to Education – 2010

OUTCOME:

1. At the end of the unit students will be able to know to explore what are the acts are available and learned to know about Human Rights related courts, offices, commissions, and its functions.

UG - HUMAN RIGHTS - EVALUATION PATTERN:

Sl. No	Components	Marks
1	Attendance	5 Marks
2	Assignment I	20 Marks
3	Assignment II	25 Marks
4	Test I	25 Marks
5	Test II	25 Marks
Total		100 Marks

PG - SYLLABUS OF HUMAN RIGHTS IN INDIA

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
IV	VE1003	HUMAN RIGHTS IN INDIA	2	1

UNIT I UNITED NATIONS AND HUMAN RIGHTS

UNIT II PROTECTION OF HUMAN RIGHTS ACT, 1993

UNIT III RIGHTS TO INFORMATION ACT

UNIT IV THE RIGHT TO EDUCATION

UNIT V WOMEN AND CHILD RIGHTS

UNIT I – UNITED NATIONS AND HUMAN RIGHTS

OBJECTIVES:

1. To introduce the definition of human rights and its types.
2. To introduce the role of UN in formation of human rights and important rights to know everyone.

SUBTOPICS:

1. Human Rights
2. Types of Human Rights.
3. preamble of The Declaration.
4. Articles on Rights - International Law.

OUTCOME:

1. At the end of the unit students will able to know about the role of UN in formation of human rights and few fundamental rights to be apply in there day today life.

UNIT II – PROTECTION OF HUMAN RIGHTS ACT, 1993

OBJECTIVES:

1. To introduce the role of protection of Human rights act1993 and detail information about NHRC and SHRC.

SUBTOPICS:

1. Appointment and removal
2. functions powers of Commission

3. State Human Rights commission,
4. State Human Rights Commission, Tamil Nadu.

OUTCOME:

1. At the end of the unit students will able to understand the role of NHRC and SHRC

UNIT III – RIGHTS TO INFORMATION ACT

OBJECTIVES:

1. To introduce the concept of RTI and learn the process of filing an RTI.

SUBTOPICS:

1. Rights to Information Act
2. History of The Right to Information Act
3. Right to Information Act 2005
4. Process of filing an RTI plea.
5. place to file an RTI Application.
6. Assistance Available to the Applicant

OUTCOME:

1. At the end of the unit students will able to learn about RTI in detail and they can apply in real life.

UNIT IV – THE RIGHT TO EDUCATION

OBJECTIVES:

1. To introduce the concept Right to Education and its development.
2. It enable the students to understand the constitutional perspective regarding the Right to Education India.
3. Help students to learn about the contribution of RTE 2009

SUBTOPICS:

1. The Content of the Right to Education
2. The 4'A's of Right to Education
3. Constitutional perspective Regarding (RTE)In India
4. Objectives of The Act (RTE)
5. DETAILED Description of the RTE Act.
6. Grievance Redressal Mechanism

OUTCOME:

1. At the end of the unit students will be able to learn and explore on the field of Right to education and contribution of RTE 2009. It paves the way to make awareness on right education for all

UNIT V – WOMEN AND CHILD RIGHTS**OBJECTIVES:**

1. To introduce the problem faced by women and children in India and the importance of right to safeguard them.

SUBTOPICS:

1. Women Rights
2. Rights of women in India
3. Constitutional Rights to women
4. Legal Rights to women.
5. Rights to Married women
6. Child Rights in India
7. Need for child Rights
8. Constitutional provisions

OUTCOME:

1. At end of the unit students will be able to know the various issues faced by the children and women in India and enable them to get the knowledge on the various rights established to safeguard them.

PG - HUMAN RIGHTS IN INDIA - EVALUATION PATTERN

Sl. No	Components	Marks
1	Seminar	10 Marks
2	Assignment I	20 Marks
3	Assignment II	25 Marks
4	Test I	25 Marks
5	Test II	25 Marks
Total		100 Marks

UG - SYLLABUS OF ENVIRONMENTAL STUDIES

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
IV	VE405	ENVIRONMENTAL STUDIES	2	1

UNIT I	ECOSYSTEM
UNIT II	NATURAL RESOURCES
UNIT III	WASTE MANAGEMENT
UNIT IV	ENVIRONMENTAL POLLUTION
UNIT V	HEALTH AND HYGIENE

UNIT I – ECOSYSTEM

OBJECTIVES:

1. To know what ecosystem and its benefit
2. To understand the different between biotic and abiotic components
3. To become aware of ecology functions
4. To understand that ecosystem balance among various tropic levels in the ecosystem.

SUBTOPICS:

1. Structure of the Ecosystem
2. Biotic Components
3. A biotic Components

OUTCOM E:

1. At the end of the unit students will be able to know about the importance of ecosystem, ecological processes and recycling of nutrients between biotic and abiotic components.

UNIT II – NATURAL RESOURCES

OBJECTIVES:

1. To understand the importance of natural resources
2. To cultivate the idea of using water sparingly
3. To understand the usages of forest and its products
4. To be aware of the ACTS to save the natural resources
5. To identify the major problems met by nature

SUBTOPICS:

1. Renewable and Non-renewable Sources
2. Water resources
3. Forest resources

OUTCOM E:

1. At the end of the unit students will be able to know how to preserve our natural system and green infrastructure in the face of a growing population and limited resources. They learn to work as a group to build up the nation through their small jesters. They also learn how to approach the government to support for the natural resources.

UNIT III – WASTE MANAGEMENT**OBJECTIVES:**

1. To understand the wastage in different fields
2. To know the different between solid waste and liquid waste
3. To be aware of stopping liquid waste which cause pollution
4. To follow the stages of managing waste to recover and recycling
5. To understand the sources and types of solid waste and liquid waste

SUBTOPICS:

1. Liquid Wastes
2. Solid Wastes
3. Domestic Wastes
4. Bio-Medical Wastes
5. E-Wastes

OUTCOM E:

1. At the end of the unit students will be able to know to take leadership quality or responsibility to save our planet from these environmental contaminations. They do get the awareness of making public to take responsibility on this accord and learned to make us of the wastes for recycling. They learned art from waste activities too.

UNIT IV – ENVIRONMENTAL POLLUTION

OBJECTIVES:

1. To identify the casus of air pollution
2. To be aware of death due to air pollution
3. To bring awareness to prevent air pollution
4. How chemicals are affecting water and soil?
5. To find out noise pollution and radiation pollution
6. To understand the cause and effect of the chemical pollution, radiation pollution and noise pollution in detail

SUBTOPICS:

1. Air Pollution
2. Water Pollution
3. Soil Pollution
4. Noise Pollution
5. Radiation Pollution

OUTCOM E:

1. At the end of the unit students will be able to know the process of helping to reduce and control pollution at least in their zone.

UNIT V – HEALTH AND HYGIENE**OBJECTIVES:**

1. To understand the difference between Health and Hygiene
2. To familiar with our own health and hygiene
3. To be aware of different personal hygiene

SUBTOPICS:

1. Health
2. Personal Hygiene
3. Social Hygiene

OUTCOM E:

1. At the end of the unit students will be able to know the clear overview about one's own health and hygiene to have a good health in the future. They too learn what are the means and ways to get rid of poor health.

UG - ENVIRONMENTAL STUDIES EVALUATION PATTERN

Sl. No	Components	Marks
1	Seminar	10 Marks
2	Assignment I	20 Marks
3	Assignment II	25 Marks
4	Test I	25 Marks
5	Test II	25 Marks
Total		100 Marks

UG - SYLLABUS OF CHRISTIAN RELIGION - I

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
I	VE104A	CHRISTIAN RELIGION I	2	1

- UNIT I FAITH IN GOD**
- UNIT II MAJOR RELIGIONS**
- UNIT III SOCIAL RESPONSIBILITY**
- UNIT IV MORAL VALUES/ETHICS**
- UNIT V PURSUIT OF HAPPINESS**

UNIT I – FAITH IN GOD

OBJECTIVES:

1. To understand the seriousness of God
2. To find out why some deny and accept the existence of God
3. To become aware of the major question of evil and existence of God
4. To know more about youth spirituality

SUBTOPICS:

1. Why do people deny the existence of God
2. Why do people believe in God
3. Evil and the existence of God
4. Evolution and existence of God
5. Youth and spirituality
6. Why youth should move towards spirituality

OUTCOM E:

1. At the end of the unit students will be able to know clear understanding about God concept and come to know why some people accept and deny the existence of God.

UNIT II – MAJOR RELIGIONS

OBJECTIVES:

1. To familiar with different religions
2. To understand core values of each religions
3. To know the major problems created by religions
4. To know the teaching of Hinduism, Islam, Christianity and Buddhism

SUBTOPICS:

1. Origins of Religions
2. Religious Conflicts
3. Core values of Hinduism
4. Core values of Islam
5. Core values of Christianity

OUTCOME:

1. At the end of the unit students will be able to know the idea or values behind each Religion, they learned to remove negative notions about each Religion and learn to take initiative to respect all religions with positive mind.

UNIT III – SOCIAL RESPONSIBILITY**OBJECTIVES:**

1. To be aware of different types of slavery in India
2. To understand the major current environment problems
3. To identify the situation of poverty in the world
4. To understand Gandhi's guidelines to develop the country

SUBTOPICS:

1. Environment problems
2. Poverty
3. Inequality
4. Mahatma Gandhi and liberation of India
5. Gandhian solution for corruption in India

OUTCOME:

1. At the end of the unit students will be able to know their presence in this earth by thinking of their contribution on the side of environment, poverty and inequality. They too learned the footsteps of Gandhian thought to liberate the world from corruption.

UNIT IV – MORAL VALUES/ETHICS

OBJECTIVES:

1. To understand the importance of moral degradation
2. To find out the causes of moral degradation
3. To identify the problems of aborting child
4. To understand types of violence faced by women in the society
5. To be aware of Corruption is a cause of serious concern for the people of India
6. To know about the social media impact of younger generation

SUBTOPICS:

1. Moral degradation
2. Respect for life
3. Respect for women
4. Corruption
5. Social media

OUTCOME:

1. At the end of the unit students will be able to know about their values, ethics and come to know the awareness of what is happening to human being and also how one to be treated or respected.

UNIT V – PURSUIT OF HAPPINESS

OBJECTIVES:

1. To be a happiest person by following responsibilities
2. To cultivate the seven secretes of happiness
3. To identify oneself by following ten thing everyday
4. To follow the teaching of Jesus to be happy and the real happiness
5. To become aware of Buddha's teaching on happiness by letting go

SUBTOPICS:

1. World happiness report
2. Becoming a happy person
3. The seven secretes of happiness
4. Ten things you can do to be happy
5. Teaching of Jesus on happiness
6. Teaching of Buddha on happiness

OUTCOME:

1. At the end of the unit students will be able to know the art of being happy and sharing happiness to others by following secretes, teaching of Jesus and Buddha.

UG - CHRISTIAN RELIGION – I EVALUATION PATTERN

Sl. No	Components	Marks
1	Attendance	5 Marks
2	Assignment I	20 Marks
3	Assignment II	25 Marks
4	Test I	25 Marks
5	Test II	25 Marks
Total		100 Marks

UG - SYLLABUS OF CHRISTIAN RELIGION II

SEMESTER	COURSE CODE	TITLE OF THE COURSE	HOURS	CREDITS
II	VE204A	CHRISTIAN RELIGION II	2	1

UNIT I YOU ARE PRECIOUS IN MY SIGHT

UNIT II MADE FOR EACH OTHER

**UNIT III IF YOUR CHRISTIAN HOW COME
 YOU SO RICH**

UNIT IV JESUS: ONE OF US

UNIT V JESUS AND FREEDOM

UNIT I – YOU ARE PRECIOUS IN MY SIGHT

OBJECTIVES:

1. To know that humans are created in the image and likeness of God.
2. To understand and accept the differences in oneself and others as normal.
3. To realize God's unconditional love towards humankind.

SUBTOPICS:

1. The real foundation Self - confidence
2. Causes and Cure for Inferiority Complex
3. Counting on God - Esteem
4. Bible example for low self esteem.
5. Bible for Life.

OUTCOME:

1. At the end of the unit students will be able to know that "All the humans are made in the image and likeness of God", which is the embodiment of God's Unconditional Love.

UNIT II – MADE FOR EACH OTHER

OBJECTIVES:

1. To understand friendship as spiritual experience.
2. To share mutual love with all.
3. To understand divine love and human love.
4. To know our own boundaries and respect others' state of life.

SUBTOPICS:

1. Spirituality of Friendship for Married couples and celibates.
2. Living witness of God's Love
3. Respecting Boundaries.
4. Points for meditation and action.
5. Bible for Life

OUTCOM E:

1. At the end of the unit students will be able to know the difference between Human love and Divine Love.

UNIT III – IF YOU ARE A CHRISTIAN, HOW COME YOU ARE SO RICH

OBJECTIVES:

1. To rediscover the teaching of Jesus and Church on Poverty.
2. To recognize the richness of God's call and response of St. Francis of Assisi.
3. To give up selfishness and to live like Christ imitating His Poverty.
4. To imbibe the good qualities of people who live like St. Francis of Assisi.

SUBTOPICS:

1. Inspiration from St. Francis of Assisi.
2. A rich church for the Poor?
3. Contemplation and Action.
4. Prayer of St. Francis
5. Points for Meditation and Action.

OUTCOM E:

1. At the end of the unit students will be able to know spiritual personality of St. Francis of Assisi.

UNIT IV – JESUS: ONE OF US

OBJECTIVES:

1. To know the humanness of Jesus.
2. To gain knowledge on “Learning the Hard Way”.
3. Learning to mature in Wisdom and Age. .

SUBTOPICS:

1. Points for discussion.
2. Jesus: Truly Human
3. Learning the Hard Way.
4. Life’s Lessons.
5. Learning a trade.
6. Maturing in Wisdom and Age.
7. Making Choices.

OUTCOM E:

1. At the end of the unit students will be able to know humanness of Jesus Christ like any one of us.

UNIT V – JESUS AND FREEDOM

OBJECTIVES:

1. To know the real sense of Freedom.
2. To enjoy the Christian freedom today.
3. Learn to get freedom from sin and law’s .

SUBTOPICS:

1. What is freedom?
2. True Freedom.
3. Jesus, a free person.
4. Freedom from laws.
5. Freedom from sin.
6. Christian freedom today.

OUTCOM E:

1. At the end of the unit students will be able to know understand the real sense of freedom from sin, laws and it taught them ways to enjoy Christian freedom today.

UG - CHRISTIAN RELIGION II - EVALUATION PATTERN

Sl. No	Components	Marks
1	Attendance	5 Marks
2	Assignment I	20 Marks
3	Assignment II	25 Marks
4	Test I	25 Marks
5	Test II	25 Marks
Total		100 Marks