



SREE NARAYANA GURU COLLEGE OF COMMERCE

NOTICES OF CERTIFICATE COURSES

ACADEMIC YEAR

2022-2023

**This document contains institutional programme brochure/notice
for Certificate/Value added programs**

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SREE NARAYANA GURU COLLEGE OF COMMERCE

**CERTIFICATE COURSE ON
SPOKEN ENGLISH PROFICIENCY**

ACADEMIC YEAR

2022-23

SREE NARAYANA GURU COLLEGE OF COMMERCE

NOTICE

19th July ,2022

- 1) It is hereby informed to all the students of all the programs that "The Language Club" of Sree Narayana Guru College of Commerce is going to start Certificate Course on " Spoken English Proficiency" from August 2022

IMPORTANT FEATURES OF THE PROGRAMME:

- 2) No registration fees.
- 3) The said Certificate Course will groom the students with respect to English Speaking boosting confidence and increasing morale
- 4) Authentic Certificate will be provided after successful completion of 30 hours course.
- 5) The Course will be in offline mode only

Interested Students can contact Khan Gulfam for any queries on 9892177925



Principal,
Dr. Ravindran Karathadi,

Principal
Sree Narayana Guru
College of Commerce
P. L. Lokhande Marg,
Chembur. Mumbai 400 089

Language Club

Language Clubs are friendly and supportive places for people who speak little or none of the language of the country they live in. They enable people to practice and improve their spoken language skills in groups of 8-12 for a few hours each week.

Objectives of Language club

1. Develop their intellectual, personal and professional abilities.
2. Acquire basic language skills (listening, speaking, reading and writing) in order to communication with speakers of English language.
3. Acquire the linguistic competence necessarily required in various life situations.

Course Objectives

1. To enable the student to become a critical and competent communicator.
2. To improve the speaking ability of the students. .
3. To improve the student's clarity of pronunciation.
4. To enhance the conversational skills of the students.
5. To enable the students to meet the requirements of jobs and careers in international market.

Course Outcomes:

1. The fear of students about spoken English will be reduced through "learning by doing" technique.
2. The students will be able to make use of English sentence patterns and their understanding of the parts of speech will be enhanced.
3. The students will be able to speak correct and fluent English



Language Club

Syllabus for Certificate Course in Spoken English Proficiency (2022-2023)

Duration of Course: 30 hours

Course Content

Module I: Building -up the Basic Concepts (10 hours)

1. Role of verbal communication
2. Telephonic communication
3. Similar sounding words
4. Basics of Correct Pronunciation

Module II: Conversational Skills (10 hours)

1. Basics of Conversation (self-introduction, seeking the introduction of others, greetings, expressing likes and dislikes, etc).
2. Situational Conversation (At a shopping mall, Hospital, Bank, Railway station, etc)
3. Interaction with Doctor, Stranger, Teacher, Neighbour
4. Role play (enactment of characters from any story, Drama ,etc)

Module III: (Group Discussion and Personal Interview) (10 hours)


1. Group Discussion
2. Extempore Speech on a given topic
3. Debate
4. Interview skill

Course Objectives

1. To enable the student to become a critical and competent communicator.
2. To improve the speaking ability of the students. .
3. To improve the student's clarity of pronunciation.
4. To enhance the conversational skills of the students.
5. To enable the students to meet the requirements of jobs and careers in international market.

Course Outcomes:

1. The fear of students about spoken English will be reduced through "learning by doing" technique.
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3. The students will be able to speak correct and fluent English


Khan Guljarn





LANGUAGE CLUB CERTIFICATE COURSE

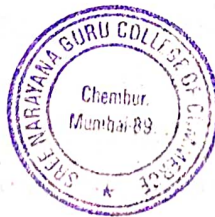
Language club committee started 'SPOKEN ENGLISH PROFICIENCY' Certificate course for 30 hours from 1st August 2022. The Course was designed for all under graduate students. Objective of the course is to acquire basic language skill and linguistic competence. Total 100 students enrolled from different program. Lecture conducted 8 Sep 2022 to 10th Feb 2023. The students were given freedom to express themselves without fear. Total 15 lecture conducted in offline mode. Total 100 students completed the examination. After completion of the examination certificate issued to students by email.

Many students showed interest for course so we would like to continue for next academic year



KHAN GULFAM JAHA

(LANGUAGE CLUB INCHARGE)



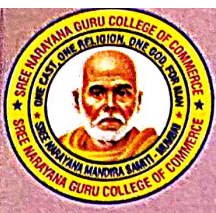


SREE NARAYANA GURU COLLEGE OF COMMERCE

**CERTIFICATE COURSE ON
NARAYANA GURU PRINCIPLES AND
TEACHING - HUMAN VALUES**

ACADEMIC YEAR

2022-23



SREE NARAYANA GURU COLLEGE OF COMMERCE

(LINGUISTIC MINORITY INSTITUTION)

RE-ACCREDITED BY NAAC (GRADE-'B'-CGPA 2.45) [2019-2024]

AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

P. L. LOKHANDE MARG, CHEMBUR, MUMBAI - 400 089. ☎ 9326063380 / 9326083775 ✉ sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail.com

SREE NARAYANA GURU COLLEGE OF COMMERCE

P.L LOKHANDE MARG, CHEMBUR

NOTICE

This is to inform all the students that IQAC is planning to conduct the certificate course on moral values - Ideologies Of Sree Narayana Guru. The course is being offered free of charge and would be scheduled in hybrid mode. Lectures will begin from the first week of August 2022. For further information please contact Ms. Naveena Suresh, 9969874177.

22/08/22
Chembur



Naveena Suresh
22/8
Naveena Suresh
Assistant Professor



assessment pro
2. Syabus

SREE NARAYANA GURU COLLEGE OF COMMERCE

P.L.Lokhande Marg, Chembur (West), Mumbai- 400089 (Re-
accredited by NAAC Grade 'B' CGPA 2.45 (2019 – 24)

Permanently Affiliated to University of Mumbai, recognized by UGC U/s.2(f) and 12 B

Managed by Sree Narayana Mandira Samiti

IQAC ORGANISES

CERTIFICATE COURSE ON HUMAN VALUES- TEACHINGS AND PHILOSOPHIES OF SREE NARAYANA GURU -2022-23

Sree Narayana Guru College of commerce has successfully conducted and completed the course on Sree Narayana Guru's philosophies in the year 2021. This year we are continuing the same certificate course on human values focusing on the teachings and philosophies of Sree Narayana Guru. The intended learning outcome of this course is based on imparting philosophies of Guru, his messages for social upliftment, human values like brotherhood, trust, social equality etc.

WHO ALL CAN ATTEND?

The beneficiaries here would be the students of Mumbai University across different departments and years. The course is conducted free of charge. The maximum class size is expected to be 40 students per batch. The students would be admitted on first come first serve basis. The medium of instruction to be used will be English. The teaching method would be in the hybrid mode using Zoom platform as well as offline lectures. Expert/guest lectures also would be conducted to enhance the knowledge of the students. The assessment tools would include assignments, attendance/class interaction in the lecture and an exam at the end of the course. Students would be awarded course certificate after successful completion of the same. A minimum of 40% attendance would be considered mandatory for obtaining the course certificate. Lectures would be beginning in the first week of August 2022. Further details regarding timetable, mode etc. would be shared in the Whatsapp group.

Interested students are required to register using the link mentioned below and also join the Whatsapp group.

<https://forms.gle/rV63BWyDbbHTkoAy5>

<https://chat.whatsapp.com/KyKAY4lkyAw5XX2iR9OHVt>

FOR ANY QUERIES-KINDLY CONTACT Asst.Prof. NAVEENA SURESH (WHATSAPP)-9969874177

NAVEENA SURESH
30/3/23



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SREE NARAYANA GURU COLLEGE OF COMMERCE

P.L.LOKHANDE MARG

**CERTIFICATE COURSE ON HUMAN VALUES-TEACHINGS AND
PHILOSOPHY OF SREE NARAYANA GURU-SYLLABUS 2022-23**

MODULE ONE (15 hours lecture)

The socio economic conditions in Kerala before independence-the caste and religious system-Birth and early life of Sri Narayana Guru-Education-Knowing about old customs-Evolving as a little scholar-Farewell to worldly ties-Travel-Yoga Vidya-The mission- The Background of a great movement-Historical consecration of Lord Shiva at Aruvippuram.

MODULE TWO (15 hours lecture)

The meeting with Kumaran Asan-Dr.Palpu-Birth of SNDP Yogam-Sivagiri-A holy ashram-Voice against social evils-Sahodaran Ayyappan-Tagore-Gandhiji-All religion's conference-Vaikom Satyagraha-Visits to Srilanka-Important messages-His Eight fold path-The path of Dharma-Gurus philosophy-Saviour of the downtrodden-A revolution in education-Social transformation-Swami's Will-Sivagiri Pilgrimage-The Maha Samadhi-Relevance of Sree Narayana Guru today.

References

Life and teachings of Sree Narayana Guru-Published by SNMS,Mumbai.

Narayana Guru-A biography-M.K Sanoo(Translated by Madhavan Ayyapath)-Published by Bharatiya Vidya Bhavan,Mumbai



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22/3/23

SREE NARAYANA GURU COLLEGE OF COMMERCE

CERTIFICATE COURSE DESIGN ON HUMAN VALUES-THE TEACHINGS & PHILOSOPHIES OF SREE NARAYANA GURU 2022-23

I. Intended Learning Outcomes

The intended learning outcome of this course is based on imparting philosophies of Guru, his messages for social upliftment, human values like brotherhood, trust, social equality etc. These learning outcomes are not time bound rather could be implemented throughout the life of a student.

II. Context

The beneficiaries involved here would be the students of Sree Narayana Guru College across different departments and years. Their expectations to know more about Guru would be fully justified. The students from this institution come from varied backgrounds. Hence this course would be contributing in helping to learn across cultures and society.

The maximum class size is expected to be 40 students per batch. But if students are interested they may be tried to accommodate. Hybrid mode of teaching would be used. The course is planned in such a way to spread over 30 hours.

III. Content

The content is prepared using the books available from the college library and also online resources. The medium of instruction to be used will be English. General reading regarding various other philosophers and thinkers would be encouraged.

IV. Teaching Methods

The teaching method would be in hybrid mode with both offline and online lectures. Recorded videos would be shared with students using Google classroom. Expert/guest lectures also would be conducted to enhance the knowledge of the students.

V. Assessment Methods

The assessment tools would include assignments, attendance/class interaction in the lecture and an exam at the end of the course. Students would be awarded course certificate after successful completion of the same. A minimum of 40% attendance would be considered mandatory for obtaining the course certificate.



Slavenwar
22/3/23



SREE NARAYANA GURU COLLEGE OF COMMERCE

**CERTIFICATE COURSE ON
FORENSIC ACCOUNTING**

ACADEMIC YEAR

2022-23



SREE NARAYANA GURU COLLEGE OF COMMERCE

(LINGUISTIC MINORITY INSTITUTION)

RE-ACCREDITED BY NAAC (GRADE 'B'-CGPA 2.45) [2019-2024]

AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

LOKHANDE MARG, CHEMBUR, MUMBAI - 400 089. ☎ 9326063380 / 9326083775 ✉ sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail.com

Date: July 29, 2022

Notice

Subject: Certificate Course on Forensic Accounting

The B. Com Department of Sree Narayana Guru College of Commerce is pleased to announce the commencement of a Certificate Course on Forensic Accounting.

Forensic accounting is an increasingly important field that combines accounting, auditing, and investigative skills to detect and prevent financial fraud. This course will provide students with valuable knowledge and practical skills in identifying, investigating, and analysing financial irregularities.

Interested students are required to register their names for the certificate course on or before August 5, 2022. Registration forms can be obtained from the B. Com Department office during office hours.

The lectures for the Certificate Course on Forensic Accounting will commence from August 7, 2022. The course will be conducted by experienced faculty members who are experts in the field of forensic accounting.


This is an excellent opportunity for students to enhance their knowledge and skills in a specialized area of accounting. We encourage all interested students to take advantage of this opportunity and register for the course.

For further details and inquiries, please contact the B. Com Department office.

Sincerely,


Mrs. Jayasree V

Coordinator – B. Com


Dr. Srichand Hinduja

IQAC Coordinator


Dr. Ravindran K

Principal

Principal
Sree Narayana Guru
College of Commerce
P. L. Lokhande Marg,
Chembur, Mumbai 400 089

SREE NARAYANA GURU COLLEGE OF COMMERCE

COURSE CONTENTS OF CERTIFICATE COURSE ON "FORENSIC ACCOUNTING"

The Internal Quality Assurance Cell is offering a 30 Hour Certificate Course on "Forensic Accounting" in Online Mode for Second Year and Third Year students of B.Com. as the Auditing course is only one part of Sem. IV for the said program. There is dire need for the students to understand about this trend where they can make the career.

Course Objectives:

1. To introduce students to the principles and techniques of forensic accounting.
2. To develop a fundamental understanding of financial fraud detection and prevention.
3. To equip students with the skills necessary for investigating financial irregularities.
4. To provide practical knowledge on how to gather, analyze, and present financial evidence.
5. To prepare students for entry-level positions in the field of forensic accounting.

Course Expected Outcomes: By the end of this course, students will be able to:

1. Identify red flags and warning signs of financial fraud in organizations.
2. Understand the legal and ethical aspects of forensic accounting.
3. Demonstrate competence in using accounting and auditing techniques for fraud detection.
4. Apply investigative skills to uncover financial irregularities.
5. Prepare and present forensic accounting reports and findings effectively.
6. Develop the ability to work collaboratively with legal professionals and law enforcement agencies.

Session-wise Syllabus:

Session 1: Introduction to Forensic Accounting	(2 hours)
<ul style="list-style-type: none">• Definition and scope of forensic accounting• Role and importance of forensic accountants• Historical background and development	
Session 2: Financial Statement Analysis	(3 hours)
<ul style="list-style-type: none">• Understanding financial statements• Ratios and indicators for fraud detection• Case studies and practical exercises	
Session 3: Legal and Ethical Considerations	(3 hours)
<ul style="list-style-type: none">• Legal framework for forensic accounting• Code of ethics and professional standards• Whistleblower protection	
Session 4: Fraud Prevention and Internal Controls	(2 hours)
<ul style="list-style-type: none">• Internal control systems• Fraud prevention measures• Risk assessment and management	
Session 5: Interviewing and Interrogation Techniques	(2 hours)
<ul style="list-style-type: none">• Effective communication and interviewing skills• Handling witnesses and suspects• Ethical considerations in interviews	
Session 6: Investigative Techniques	(3 hours)
<ul style="list-style-type: none">• Data collection and analysis• Document examination	

- Forensic technology and tools (3 hours)
- Session 7: Forensic Accounting in Practice
 - Real-world case studies
 - Question & Answer sessions for each case study. (2 hours)
- Session 8: Forensic Accounting Software
 - Introduction to software tools for forensic accounting
 - Showing videos on handling of software. (2 hours)
- Session 9: Money Laundering and Asset Tracing
 - Money laundering schemes and red flags
 - Techniques for tracing hidden assets (3 hours)
- Session 10: Fraudulent Financial Reporting
 - Screening of Movie Bazaar (3 hours)
- Session 11: Investigative Reporting and Documentation
 - Preparing investigative reports
 - Legal and professional standards for documentation (3 hours)
- Session 12: Expert Witness Testimony
 - Role and responsibilities of expert witnesses (2 hours)

Assessment:

The attendance of the sessions is mandatory and without 75% of the attendance students will be allowed to appear for Online examinations containing 50 MCQs of 2 marks each. Certificate of Completion of the Course will be issued to the students who comply with attendance norms and score minimum 40% of marks in Online Examination at the end of course.



SREE NARAYANA GURU COLLEGE OF COMMERCE

**CERTIFICATE COURSE ON
STOCK MARKET TRADING**

ACADEMIC YEAR

2022-23

SREE NARAYANA GURU COLLEGE OF COMMERCE

Department of

Accounting & Finance and IQAC

In Association with

Deepak Vekaria Associates

27th August, 2022

NOTICE

It is hereby informed that the Department of Accounting & Finance (BAF) & IQAC in association with Deepak Vekaria & Associates is planning to commence a short term trending course on “**Stock Market Trading**”. The objective of the course is to help the participants to gain comprehensive knowledge and practical skills in the field of stock market trading and investment.

Key highlights of the course is as mentioned below:

Subject & Industry Expert- CA Deepak Vekaria (Professional Share Market Speaker)

Flexible lecture schedule on Saturdays (online) & Sundays (Both online & offline for giving experience of LIVE market)

Get practical knowledge of stock market & learn about demat, options, futures and lot more.

Course fees – Rs. 500 only

Duration- 30 Hours

Physical visit to BSE

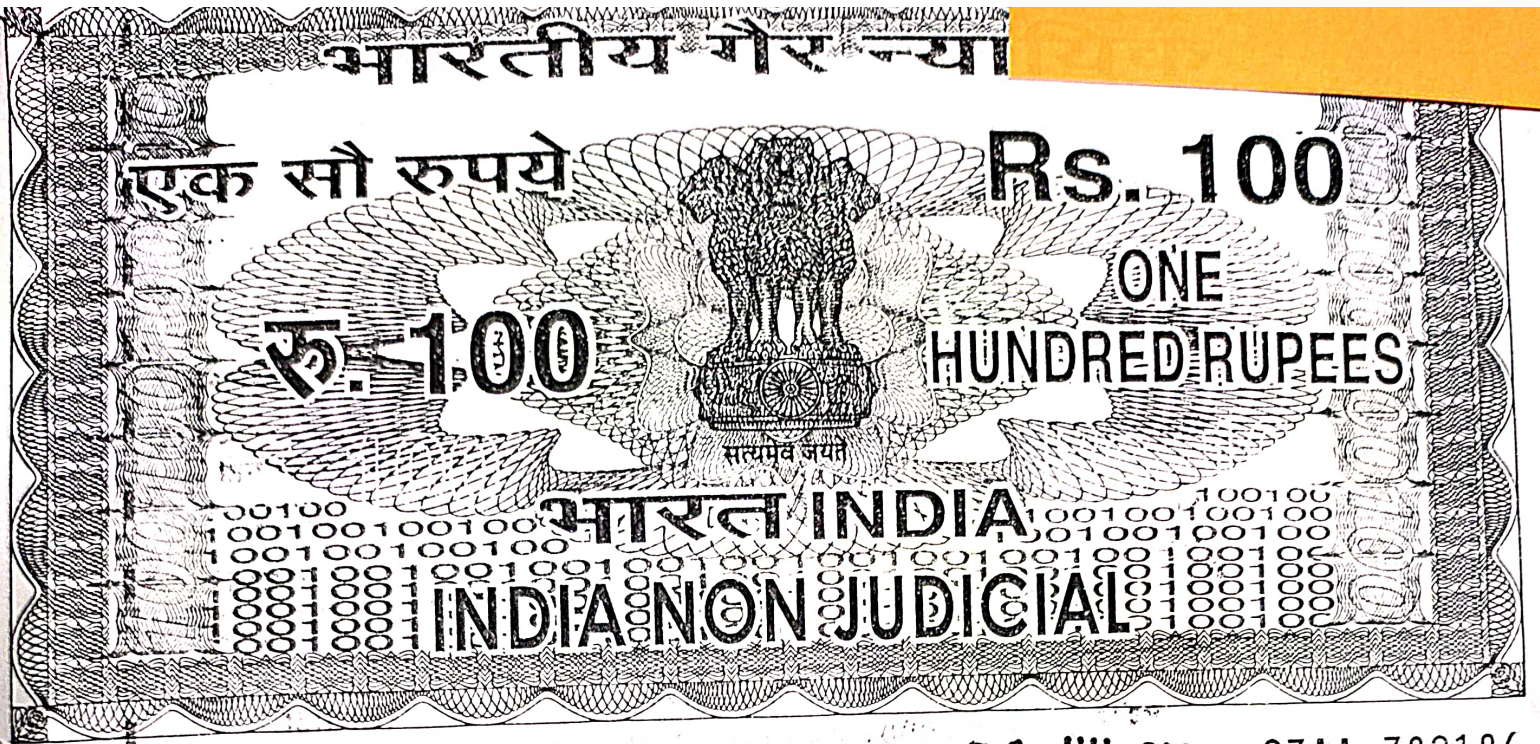
E- Certificates will be provided post examination.

Interested students can scan the below given QR code and join the WhatsApp group. Further information will be shared in the group.

For any query contact Ms. Mamta Meghnani, BAF Coordinator (9326074126).

BAF Coordinator


Ms. Mamta Meghnani

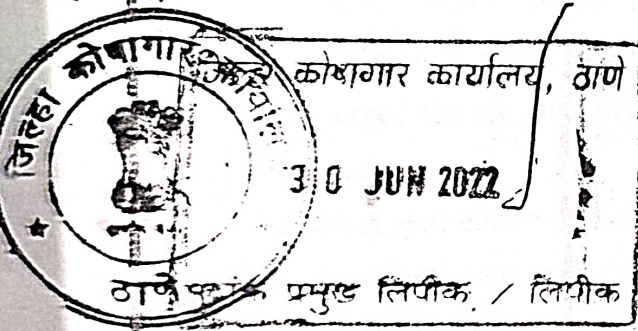


महाराष्ट्र MAHARASHTRA

© 2022 ©

1 JUL 2022

07AA 782186



This Memorandum of Understanding ("MOU") is made and entered into on 2nd July, 2022 between Deepak Vekaria & Associates (hereinafter referred to as "DVA"), located at 195/2, Balaji Apartment, Garodia Nagar Ghatkopar (E), Mumbai 400077 and Sree Narayana Guru College of Commerce (hereinafter referred to as "the College"), located at P.LLokhande Marg, Chembur (w), Mumbai 400089.

WHEREAS, DVA specializes in providing expertise and resources in the field of Share Market education; and

WHEREAS, the College is interested in conducting a certificate course on Share Market for its students;

NOW, THEREFORE, the parties agree as follows:

1 JUL 2022

फक्त प्रतिज्ञापत्रासाठी

मुद्रांक विक्री नोंद वही अनु. क्रमांक 61113 दिनांक
मुद्रांक विकत घेणाऱ्याचे नाव **K. G. SAWANT**
रहिवासाचा पत्ता व सही **Advocate High Court**
..... **Alka Co-op. Society, Churnakhati,**
..... **Slon, Bombay - 400022.**

परवानाधारक मुद्रांक विक्रेत्याचे नाव व सही व परवाना क्रमांक तसेच मुद्रांक विक्रीचे ठिकाण/पत्ता

श्री. विनोद त्रि. शिंगाडे ✓ | युनिता सविर्ह सेस, दुकान नं. १२, जवता मार्केट नं. १,
परवाना क्र. २२/२००३, बदिन परवाना क्र. १२०१०४५ | सेक्टर-३, नेरुळ, नरी मुंबई-४००७०६, दुरधनी क्र. २७७०७२५

शासकीय कार्यालयासमोर/न्यायालयासमोर प्रतिज्ञापत्र सादर करणेसाठी मुद्रांक कागदाची आवश्यकता नाही
(शासन आदेश दि. ०१/०७/२००४ नुसार)

ज्या कारणासाठी ज्यांनी मुद्रांक खरेदी केला त्यांनी त्याच कारणासाठी
मुद्रांक खरेदी केल्यापासून ६ महिन्यांचा आत वापरणे बंधनकारक आहे

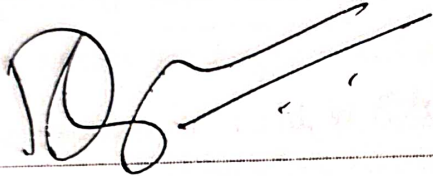
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1. **Course Details:**
 - a. DVA will conduct a certificate course on Share Market for the students of the College.
 - b. The course will be conducted in hybrid mode from College premises.
 - c. The duration of the course will be 30 hours or more.
 - d. DVA will provide a resource person(s) who will deliver the course content and teach the students.
2. **Course Fees:**
 - a. It is hereby decided to charge a fee of Rs.1,000 per student, out of which 50% will be kept for College infrastructure maintenance and 50% will be shared with DVA for delivering lectures.
 - b. The fee shall be paid by the College to DVA within 15 days of the completion of the course.
3. **Responsibilities of DVA:**
 - a. DVA will provide qualified and experienced resource person(s) to teach the course.
 - b. DVA will prepare the course curriculum, study materials, and any necessary resources for the students which will be approved by CDC (College Development Committee)
 - c. DVA will ensure that the course is conducted efficiently and meets the objectives defined by the College.
4. **Responsibilities of the College:**
 - a. The College will provide the necessary infrastructure, such as classrooms and audio-visual equipment, for conducting the course.
 - b. The College will assist DVA in coordinating the course schedule and ensuring the availability of students.
 - c. The College will promote the course among its students and encourage their participation.
 - d. Ms. Mamata Meghnani, Coordinator, B.A.F., will be Coordinating with DVA for the entire course.
5. **Duration:** This MOU is valid for the academic year 2022-23.
6. **Termination:** Either party may terminate this MOU by providing written notice to the other party at least 30 days prior to the desired termination date.
7. **Confidentiality:** Both parties agree to maintain the confidentiality of any proprietary information shared during the course of this agreement.

8. Governing Law and Jurisdiction: This MOU shall be governed by and construed in accordance with the laws of [Jurisdiction]. Any disputes arising out of or in connection with this MOU shall be subject to the exclusive jurisdiction of the courts in Mumbai.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding as of the date first above written.


For Deepak Vekaria & Associates:



Proprietor

Mr. Deepak Vekaria

For Sree Narayana Guru College of Commerce:


27/2022

PRINCIPAL

Dr. Ravindran Karathadi

SREE NARAYANA GURU COLLEGE OF COMMERCE

P.L.LOKHANDE MARG

CERTIFICATE COURSE ON STOCK MARKET -SYLLABUS
2022-23

I. **Intended Learning Outcomes**

The course will help the students to gain an understanding on the concepts related to stock market which will further include concepts like Financial Instruments, Investment Analysis, Risk Management, Stock Market Trading.

II. **Context**

The context for a short-term certificate course in the stock market is to provide participants with a basic understanding of the stock market. The course targets to equip students with required knowledge and skills to make informed investment decisions. The course is designed to cater to students across various departments who have a special and genuine interest in the stock market but may not have extensive prior knowledge or the ability to commit to a longer-term program.

The course will be of 30 hours and will have 40 students maximum in one batch. Lectures Would be conducted in hybrid mode.

III. **Content**

This Short-Term Certificate Course on Stock Market Basics & Trading is designed to help participants with an in-depth knowledge of the stock market and equip them with the required knowledge and skills to make timely & informed investment decisions.

IV. **Teaching Methodology**

Sessions will be conducted both online & offline. Zoom platform will be used in case of online and offline lectures will be conducted using projectors, smart boards. Apart from powerpoint presentations, Youtube videos, LIVE market experience will be provided to the students.

V. **Assessment & Evaluation Methods**

During the course, students will be asked to give presentations on simple topics or topics already covered. At the end, one final test based on MCQ pattern will be conducted. The passing criteria for the test would be 40% and evaluation would be done on that basis.

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SREE NARAYANA GURU COLLEGE OF COMMERCE

P.L.LOKHANDE MARG

CERTIFICATE COURSE ON STOCK MARKET -SYLLABUS

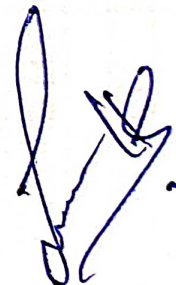
2022-23

MODULE ONE (15 hours lecture)

Introduction and Definition of Stock Market, Understanding of Economy, Concepts of Primary Market and Secondary Market, Understanding of Mutual Funds, How to Read & Analyze Balance Sheet

MODULE TWO (15 hours lecture)

Technical Analysis, Share Market Price Money Actions, Understanding Derivatives, Futures and Options, LIVE Market Trading Experience, Hands on Practice, Visit to BSE.



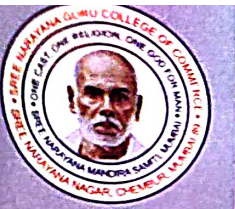


SREE NARAYANA GURU COLLEGE OF COMMERCE

**CERTIFICATE COURSE ON
LIFE SKILL**

ACADEMIC YEAR

2022-23



SREE NARAYANA GURU COLLEGE OF COMMERCE

RE-ACCREDITED BY NAAC GRADE 'B' (CGPA:2.73)

(PERMANENTLY AFFILIATED TO THE UNIVERSITY OF MUMBAI & RECOGNISED BY UGC)

MANAGED BY : SREE NARAYANA MANDIRA SAMITI (REGD.)

P.L.LOKHANDE MARG, CHEMBUR, MUMBAI-400 089. • Tel. : 25263131 / 25263132 / 25263122 • E-mail : sreecollege86@yahoo.co.in / sreecollegeprincipal@gmail.com

NOTICE

8th December, 2022.

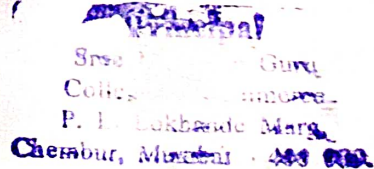
Bachelor of Management studies department along with the training industry partner Rubicon is organizing online certificate course on Life skills for undergraduate students from 12th December, 2022 onwards.

Please find the details of the course.

1. 24 hrs. classroom training on Interview Skills- this is divided into two parts – 24 hours of virtual training will be delivered by a Corporate Trainer using Zoom/WebEx as a platform – training will be conducted 2 hours per day for 12 days and 6 hours of face to face training will be done at Barclays company visit.
2. Available time slots are 2:00 pm to 4:00pm and 4:30pm to 6:30pm.
3. Students' will be given the opportunity to select the time slot.
4. Students can register by filling the registration link that will be provided in the whats app group of their respective class.
5. After registration, students' can join the whats app group. The link will be shared in the registration form.
6. Certificates will be given based on regularity and evaluation after the completion of program.
7. Industrial visit/ Company visit will be informed in advance.


Miss. Rishita S
BMS Coordinator


Dr. Ravindran K
Principal


Sree Narayana Guru
College of Commerce
P. L. Lokhande Marg,
Chembur, Mumbai - 400 089.

SREE NARAYANA GURU COLLEGE OF COMMERCE

P.L LOKHANDE MARG, CHEMBUR, MUMBAI- 400089

BMS Certificate course details for the academic year 2022-2023

Course name: - Life skills training

The Course duration and Syllabus

- 18 hours of virtual training will be delivered by a Corporate Trainer using Zoom/Webex as a platform – training will be conducted 2 hours per day for 9 days.
- 6 hours divided into presentations, Group discussions and debates.
- 6 hours of assignments, practical and project submission.

The course covers the below topics:

1. Organizational Structure
2. Public Speaking
3. Presentation Skills
4. E-mail Etiquette
5. Grooming
6. Group Discussion
7. Personal Interview
8. Assessment will be conducted on Group Discussion and Personal Interview.



Rishita S

BMS Coordinator



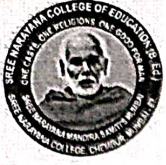


SREE NARAYANA GURU COLLEGE OF COMMERCE

**CERTIFICATE COURSE ON
SWAYAM NEP 2020**

ACADEMIC YEAR

2022-23



Sree Narayana Guru College of Commerce

P.L.Lokhande Marg, Chembur West, Mumbai- 400089

NOTICE

DATE: 1st March, 2023

Dear Students as part of our commitment to fostering holistic education and keeping students abreast of the latest developments in the academic landscape, we are excited to invite you to enrol in the Certificate Course on the National Education Policy (NEP) available on the SWAYAM platform.

COURSE DETAILS:

Title: Understanding the National Education Policy
Platform: SWAYAM

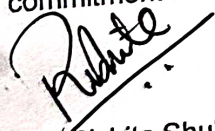
COURSE HIGHLIGHTS:

Gain comprehensive insights into the key aspects of the National Education Policy.
Explore the implications of NEP on various educational domains.
Learn from esteemed educators and experts in the field.
Earn a certificate upon successful completion.

How to Enrol:

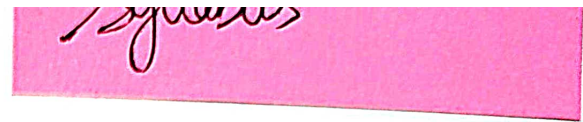
Visit the SWAYAM platform at [<https://swayam.gov.in/>].
Search for the course titled "Understanding the National Education Policy."
Click on "Enrol Now" and follow the registration process.

We believe that this course will equip you with valuable insights into the transformative changes brought about by the National Education Policy. Your active participation is encouraged as it aligns with our commitment to nurturing well-rounded and informed individuals.


Miss Rishita Shukla
In-charge

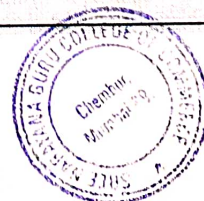


Course layout



Week wise Modules	Modules and Units to be covered	Videos
Week 1: Module-1: Foundations: Structure, Access, Equity and Bhartiya Gyan Parampara	<ul style="list-style-type: none"> · Unit 1: Role of Policy in Higher Education: The Contours of NEP 2020 · Unit 2: GER, Access, Equity and Inclusion · Unit 3: Bhartiya Gyan Parampara (India's Intellectual Tradition) 	<ul style="list-style-type: none"> · National Educational Policy (2020)- The Broad Contours - Dr. K. Kasturirangan. · Implementation of NEP-2020 – Prof. Nageshwar Rao. · Promoting Indian Language, Art and Culture - Prof. D. P. Saklani. · Role of Policy in Higher Education: Contours of NEP-2020 · Foundational Principles - Prof. K. Ramachandran. · Bhartiya Gyan Parampara, Culture and Values (Part I) - Prof. Kapil Kapoor. · Bhartiya Gyan Parampara, Culture and Values - Prof. P. K. Singh. · Institutional Development Plan – Prof. K. Ramachandran.

Week 2: Module 2: Curriculum, Teaching-Learning and Assessment	<ul style="list-style-type: none"> · Unit 4: Curriculum and Pedagogy · Unit 5: Holistic and Multidisciplinary Education, and Multiple Entry-Exit · Unit 6: Enabling Learning Environment (and Learner Support) for Optimal Learning · Unit 7: Vocational Education, Skilling and Employability · Unit 8: Innovative Formative and Summative Assessment 	<ul style="list-style-type: none"> · Multidisciplinary Institutions and Programmes – Prof. Santosh Panda. · Holistic and Multidisciplinary Education, & Multiple Entry-Exit (Part I) - Prof. Avinash Pandey. · Multidisciplinary, ABC, Credit Transfer – Prof. Sudeep Jha. · Academic Bank of Credits (ABC) - Prof. Pankaj Mittal. · National Credit Framework-2022 – Prof. Santosh Panda. · Vocational Education, and Skilling and Employability – Prof. Mona Khare. · Skilling and Employability – Dr. Srikant Mohapatra. · Education through Regional Language/Mother Tongue – Prof. Satyakam.
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<p>Week 3:</p> <p>Module 3: Technology, Internationalisation, Research, and Regulations</p>	<ul style="list-style-type: none"> · Unit 9: Digital Education/Technology-Enabled Learning · Unit 10: Cross-border Education/ Internationalization of Education · Unit 11: Quality Academic Research · Unit 12: Regulation and Quality Assurance 	<ul style="list-style-type: none"> • Digital Education/Technology-Enabled Learning - Prof. Uma Kanjilal. • Cross-border Education/ Internationalisation of Education - Prof. N. V. Varghese. • Quality Academic Research - Prof. Furquan Qamar. • Regulation and Quality Assurance - Prof. Bhushan Patwardhan.
<p>Week 4:</p> <p>Module 4: Changing Role of Faculty, and Governance and Leadership</p>	<ul style="list-style-type: none"> · Unit 13: Role of Teachers · Unit 14: Governance and Leadership in Higher Education 	<ul style="list-style-type: none"> · Governance and Leadership – Prof. T. V. Kattimani. · Changing Role of Faculty – Prof J. S. Rajput. · Higher Education and Innovation – Dr. O. P. Sharma.



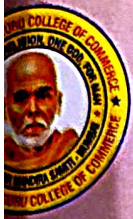


SREE NARAYANA GURU COLLEGE OF COMMERCE

**CERTIFICATE COURSE ON
BANKING COMPETITIVE EXAM**

ACADEMIC YEAR

2022-23



SREE NARAYANA GURU COLLEGE OF COMMERCE

(LINGUISTIC MINORITY INSTITUTION)

RE-ACCREDITED BY NAAC (GRADE-'B'-CGPA 2.45) [2019-2024]

AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

LOKHANDE MARG, CHEMBUR, MUMBAI - 400 089. ☎ 9326063380 / 9326083775 ✉ sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail.com

7th January, 2023

NOTICE

Department of Banking and Insurance is Conducting "Certificate Course in Banking Exam"

It is based on IBPS, SBI, RBI Preliminary Exam Syllabus

Duration: 30 hours

Beginning date of lectures: 10th Jan, 2023

Lectures: Online and Offline

Fee: 500 Rs.

Number of students' intake: 40

✍ Registration link:

<https://docs.google.com/forms/d/e/1FAIpQLSflkjsGzp3sB3aTecsIbvDIEiMpMmBMjQ0Q1GMGi-0CtUobg/viewform>

☑ Whats app link: <https://chat.whatsapp.com/ByH80GXyep23Ar5xAAJDI>

Last date for Registration: 8th Feb, 2022

For further details please contact the following faculties:

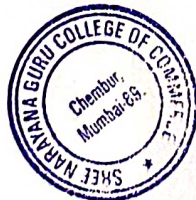
☎ Dr. Karishma Kasare 8879367064

☎ Mr. Priyadarshan S. 9833206066

☎ Mr. Iyer P. 91726 53060

Dr. Karishma K

BBI Coordinator



Dr. Ravindran Karathadi

Principal

Principal
Sree Narayana Guru
College of Commerce
P. L. Lokhande Marg,
Chembur, Mumbai - 400 089.

Syllabus

**SREE NARAYANA GURU COLLEGE OF COMMERCE, CHEMBUR
DEPARTMENT OF BANKING AND INSURANCE
CERTIFICATE COURSE OF BANKING EXAM
SYLLABUS CONTENT**

Duration : 30 hrs

Introduction:

This course is based on Banking Preliminary exam syllabus and its preparation. After completing graduation students will become eligible to write banking Clerk and PO exams. Therefore, to make them prepare for this, course and syllabus has been framed.

Objective of Course:

- To Impart the knowledge of English Language.
- To Inculcate Reasoning and Numerical Ability.
- To Inculcate competency of the students.

English Language	Reasoning Ability	Numerical Ability
Reading Comprehension	Logical Reasoning	Profit and Loss
Tenses Rules	Alphanumeric	Quadratic Equations
Cloze Test (Fill in the Blanks)	Series Alphabetic	Approximation and Simplification
Jumbled Paragraphs	Series Order and	Mixtures and Alligations
Idioms and Phrases	Ranking	Simple Interest and Compound Interest
Multiple Meaning	Data Sufficiency	Surds and Indices
Error Spotting	Coded Inequalities	Time and Work
Preposition Rules	Direction Sense Test	Speed, Time and Distance
	Seating Arrangements	Mensuration: Cone, Sphere, Cylinder
	Puzzles	Data Interpretation
	Tabulation	Ratio and
	Syllogism	Proportion and Percentage
	Input-Output	Number Systems
	Coding and Decoding	Sequences and Series
	Blood Relations	Permutation and Combination
		Probability



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**Dr. Karishma Kasare
BBI Coordinator**

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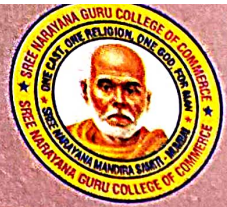


SREE NARAYANA GURU COLLEGE OF COMMERCE

**CERTIFICATE COURSE ON
MUTUAL FUND**

ACADEMIC YEAR

2022-23



SREE NARAYANA GURU COLLEGE OF COMMERCE

(LINGUISTIC MINORITY INSTITUTION)

RE-ACCREDITED BY NAAC (GRADE-'B'-CGPA 2.45) [2019-2024]

AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

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Date: 15th May 2023

Notice

Subject: Certificate Course on Investing in Mutual Funds

This is to inform all students of BBI (Bachelor of Banking and Insurance) and BFM (Bachelor of Financial Markets) that a Certificate Course on Investing in Mutual Funds will be conducted at our institution.

Course Details:

Duration: 30 hours

Commencement Date: 19th May 2023

The course aims to provide comprehensive knowledge and practical insights into the field of mutual funds investing. It will cover various aspects including but not limited to:

Introduction to Mutual Funds
Types of Mutual Funds
Understanding Risk and Return
Mutual Fund Selection and Analysis
Portfolio Management Techniques
Regulatory Framework

Lectures will be delivered by experienced professionals in the field of finance and investment.

This course presents a valuable opportunity for students to enhance their understanding of mutual funds and investment strategies, which will be beneficial for their academic pursuits as well as their future careers in the financial sector.

Interested students are requested to register for the course at the earliest to secure their seats.

For further details and registration, please contact: Dr. Karishma Kasare and Mr. Priyadarshan S

Dr. Karishma Kasare
BBI Coordinator



SREE NARAYANA GURU COLLEGE OF COMMERCE

IQAC and Department of B.Com (Banking & Insurance)

"Certificate Course on Investing in Mutual Funds"

Introduction:

Although everyone wants to invest, very few people actually do. Why is that so? The main reason for this is that many people think investing is difficult, when it is actually quite the opposite. This certificate course makes investing in the mutual fund sector simpler (with a specific focus on the Indian Mutual Fund Industry). An absolute beginner who wants to begin investing will benefit from the course, and hence will increase his understanding of the subject.

In recent years, mutual funds have grown in popularity as an investment tool. This course helps to raise awareness and understanding about the sector and its operations while demystifying the idea of mutual funds.

Objective of the course:

The objective of this certificate course is

1. To introduce the concept of Mutual Funds to the students.
2. To provide better understanding of mutual funds.
3. To provide extensive knowledge on mutual funds.
4. To enable them to learn how to invest in mutual funds.

Course outcome:

Duration of Course: 30 hours

Course Content:

	Particulars	Duration
	Module 1	
Chapter 1	Introduction to Mutual Funds. <ul style="list-style-type: none">• What is a Mutual Fund?• Why invest in Mutual Funds?• Advantages and disadvantages of investing in Mutual Funds.	4 hours
Chapter 2	History of Mutual Funds in India. <ul style="list-style-type: none">• Phases of Mutual Funds in India from beginning till date.	
	Module 2	
Chapter 3	Concepts and important terminologies in Mutual Funds.	6 hours



	<ul style="list-style-type: none"> Asset under Management (AUM), Net Asset Value (NAV), Entry load, Exit load, SIP, STP, SWP etc. New Fund Offer (NFO), Key Information Document (KIM), Scheme Information Document (SID), Statement of Additional Information etc. 	
Chapter 4	Structure of Mutual Funds in India. <ul style="list-style-type: none"> Participant in Mutual Funds: Sponsor, Trustee, Asset Management Company (AMC), Custodian & Registrar and a Transfer Agent etc. 	
	Module 3	
Chapter 5	Classification of Mutual Funds. <ul style="list-style-type: none"> Depending on Fund Structure depending on the Management of Funds, on the Assets invested in, on the Investment objective, on the Mode of Investment. Index Funds, Index Funds, International Funds, Solution-based Mutual Funds etc. 	8 hours
Chapter 6	Myths about investing in Mutual Funds. <ul style="list-style-type: none"> Elaborating the various myths of investors about Mutual funds. 	
	Module 4	
Chapter 7	Evaluation of Performance of Mutual Funds. <ul style="list-style-type: none"> Risk Profiling, Selecting the right category of Mutual Fund, Selecting the right fund house, Compare historical performance, Types of returns, Who is a good fund manager Checking Sector Allocations of a Mutual fund, Risk Ratios, - Standard Deviation, Beta, Alpha, Sharpe, Teynor etc 	12 hours
Chapter 8	Role of AMFI in Mutual Fund	

Fees: Free of cost

Mode of teaching: Online

Eligibility: All the students BBI, and BFM are eligible to enroll for the certificate course.

Assessment: Online MCQ based assessment will be done at the end of each chapter. Participants will be given assignments at the end based on the content taught in Module 4.



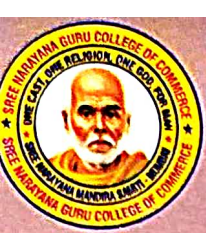


SREE NARAYANA GURU COLLEGE OF COMMERCE

**CERTIFICATE COURSE ON
PROGRAMMING ANALYTICS AND
RESEARCH**

ACADEMIC YEAR

2022-23



SREE NARAYANA GURU COLLEGE OF COMMERCE

(LINGUISTIC MINORITY INSTITUTION)

RE-ACCREDITED BY NAAC (GRADE-'B'-CGPA 2.45) [2019-2024]

AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

P. L. LOKHANDE MARG, CHEMBUR, MUMBAI - 400 089. ☎ 9326063380 / 9326083775 ✉ sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail.com

DATE: 10th March 2022

NOTICE

Certificate Course on Programming, Analytics and Research

We are immensely happy to announce that Tata Institute of Social Sciences (TISS) University has given consent to start a certificate course on "Programming Analytics and Research (PAR)" as a joint venture with our College for the final year students of our College. Currently, data analytics is the buzzword of business circles and this Course helps to sharpen students' research skills, and data analysing capacity. Expertise guidance from TISS will help a lot in enriching your biodata and employment skills.

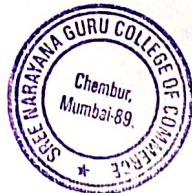
Resource persons will be the faculty members of TISS and also foreign delegates. The successful candidates will get a certificate jointly issued by TISS and SNGC. This is a unique opportunity for our students in the dynamic and evolving field of computer science and data analytics. This program is designed to equip students with the skills, knowledge, and hands-on experience to excel in the rapidly changing landscape of technology. This opportunity is only for final year students of our College. Only 30 seats are available for the course. Selection will be based on aptitude test and personal interview. To apply for the course prior coding knowledge is not required. It is a 45-hour offline program in our College computer lab. After completing the 45-hour sessions 15-hour training sessions for communication and interview techniques which is optional. Interested final-year students should give their names to their class teachers on or before 16/3/2022.

Intake capacity- 30 students

Fee: Nil (Sponsored)

Mode of selection - Aptitude test and personal interview

Jayesh
Programme Coordinator



Principal

Sree Narayana Guru
College of Commerce
P. L. Lokhande Marg
Chembur, Mumbai - 400 089

Course Structure

Name of the Course : PAR (Programming Analytics and Research)
Duration : 60 Hrs
Eligibility : Final Year Graduates

Syllabus

1. Analytics (15Hrs)
 - a. Introduction of Analytics
 - b. Introduction to Descriptive and Inferential Analytics
 - c. Hands-on training with data
2. Programming (15 Hrs)
 - a. Fundamentals of Programming for Analytics
 - b. Introduction to Programming Language of R
 - c. Mini Project Presentation
3. Research (15 Hrs)
 - a. Introduction of Research
 - b. Introduction of Research Methodology
 - c. Types of Research Methods, Techniques, and Tools
 - d. Introduction of Variables and its types
4. Communication and Interview techniques (15 Hrs- Optional)
 - a. Introduction to basics of communication
 - b. Introduction to effective communication

Pedagogy:

The course will be delivered through a series of classroom lectures, presentations, student activities and live projects on the topics covered.

Assessment:

Group Project Submission and Presentation on an Analytical problem

Individual Assignment submission on a research idea and its related analytics

Jayashree
Programme Co-ordinator



Detailed Syllabus

Subject Name : Programming (Introduction to R Programming)
Duration : 15 Hrs

Session	Duration (Hrs)	Theme
1	2	Introduction to R Programming
2	2	Basic Commands and Libraries in R
3	2	Data in R Programming
4	4	Descriptive Statistics in R
5	5	Visualization in R Programming

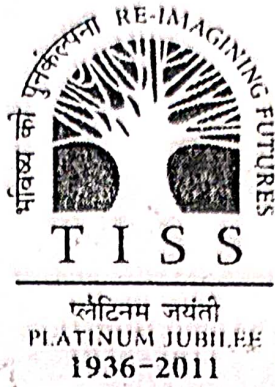
Subject Name : Analytics
Duration : 15 Hrs

Session	Duration (Hrs)	Theme
1	1	Introduction to data and information, Need for measure, report, analyse, and optimize the data
2	1	Introduction to Excel – 2010, Worksheets and workbooks, Entering information, Formatting a worksheet
3	1	Adding elements to a workbook, charts, formulas and calculations,
4	1	Excel forms, tables, developing a workbook, sharing worksheets and workbooks
5	1	Keep, track, chart, graph, and compare statistics
6	3	Introduction to SPSS – 20, Fundamentals of SPSS, reading raw data into SPSS
7	3	Variables, Measurements, Scales, Statistical Significance
8	4	Correlation between variables, and reading output tables

Subject Name : Research
Duration : 15 Hrs

Session	Duration (Hrs)	Theme
1	1	Introduction to Research, Type of Research
2	2	Types of research methods
3	2	Types of Sampling
4	2	Variables
5	3	Research Techniques
6	3	Research Tools
7	2	Data Analysis and Ethics

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Certificate in Malleable Skill

on

PAR (Programming, Analytics and Research)

Connecting Campus to Corporate

By

Labour Market Research Facility (LMRF)
Tata Institute of Social Sciences



LABOUR MARKET RESEARCH FACILITY (LMRF) Tata Institute of Social Sciences

Deemed to be University since 1964
Naouroji Campus, Deonar Farm Road, Deonar, Mumbai

PAR (Programming, Analytics and Research)

The Tata Institute of Social Sciences (TISS) was established in 1936 as the Sir Dorabji Tata Graduate School of Social Work. In 1944, it was renamed as the Tata Institute of Social Sciences. The year 1964 was an important landmark in the history of the Institute, when it was declared Deemed to be a University under Section 3 of the University Grants Commission Act (UGC), 1956.

Since its inception, the Vision of the TISS has been to be an institution of excellence in higher education that continually responds to changing social realities through the development and application of knowledge, towards creating a people-centred, ecologically sustainable and just society that promotes and protects dignity, equality, social justice and human rights for all. The TISS works towards its vision through:

- Creation and provision of socially relevant and high quality professional education in a wide range of inter-disciplinary areas of Social Sciences, to a larger number of students, from all sections of society in the country.
- Facilitation of autonomous research and dissemination of knowledge.
- Support knowledge creation through strong M.Phil. and Ph.D. programmes and Post-Doctoral scholars.
- Strategic extension, field action and advocacy through training and capacity building of State and non-State institutions and personnel.
- Initiate field action and advocacy to demonstrate and facilitate creation of policies and programmes.
- Professional response to natural and human-made disasters, through participation in relief and rehabilitation activities.

Over the years, the Institute has made consistent contributions to civil society and the development sector through its education, research, field action and extension. Today, the TISS has earned recognition as an institution of repute from different Ministries of the Government of India; various State Governments; international agencies such as the United Nations; and the non-government sector, both national and international. A high degree of freedom and autonomy shape the positive work ethos and creativity in the Institute facilitating strong linkages between education, research, field action and dissemination.

About Us – LMRF – Labour Market Research Facility

LMRF has its roots in the think-tank Adecco TISS Labour Market Initiative (ATLMRI), which was initiated in 2006 through a Memorandum of Understanding (MoU) between Tata Institute of Social Sciences and Adecco India. From being a think tank, ATLMRI has evolved to research ecology, with school of thinking orientation and more emphasis being laid on scholarly rigor. It is a research and policy advocacy programme that aims to analyze and understand growth trajectories in the Indian economy and the character of labour force. We visualize providing pivotal linkage between the government, industries, education-training providers, and prospective employees.

As a think tank, the Labour Market Research Facility (LMRF) has been actively pursuing research on macro labour markets, informal employment, and skill development. While the LMRF team produces and disseminates research on salient aspects of the labour market, there have been systematic endeavors by the team to promulgate the idea of decent employment through skill formation by collaborating with four colleges in Mumbai. Industrial Relations is the another critical area that has been explored by the LMRF for research and public policy advocacy. During the last academic year, the LMRF organised workshops on informal employment, involving workers' representatives, the state and other stakeholders. Moreover, the LMRF has also been providing tabulated large sample survey unit level data for some of the major projects undertaken by the Institute. Some of the key projects of the LMRF in this academic year are: Knowledge Network for Scaling up Impact in Bihar; Study on Employment in Informal Sector in Northern India; and Employment in Unorganised Sector in Navi Mumbai

PAR

Programming, Analytics and Research (PAR) is a skill development programme initiated by LMRF-TISS to increase the employability skills of graduating youth. It is being found that the employability of young graduate in India is continuously declining every year even while there is an acute shortage of skilled manpower in an increasing number of high demand sectors. According to industry survey, only 10 percentage of new graduates in India are considered 'employable'. Most of the study reveals that students are lacking employability skills and the attitudes that enable to get along with colleagues to make critical decisions, solve problems, develop respect and ultimately become strong ambassadors for the organization. As a research organization, understanding the need of youth and need of the hour, LMRF initiated a pilot skill development programme to help students to develop aptitude, logical thinking, analyzing and researching their activity to produce quality output. PAR is 45 hours of programme designed for the final year students to enhance their capability and find a good employment. This course will be imparted along with their academic studies and will help them to improve and implement their studies. PAR will cover an additional personality development and leadership qualities training at the end of the course for the students who need the training in those areas.

Background:

India will be one of the youngest countries by 2020 and the median age will be 29 years, whereas China and the U.S. are 37 years. India is among the youngest countries in the world only 2% of the total workforce in India has undergone skills training. With 700 universities and more than 35,000 affiliated colleges enrolling more than 20 million students, the Indian system of higher education is the third largest in the world, after those of the US and China. India has a great opportunity to meet the future demands of the world. The challenges for India get magnified, as it needs to reach out to the million-plus workforce ready population while facing an ever-increasing migration of labour from agriculture to manufacturing and services.

Course Outcome

The aim of this course is to help acquire employability skills and soft skills to be able to present ideas and increase confidence in students.

Course Duration

The course is planned for 60 hours and is supposed to commence in the final year of the graduation degree along with the regular curriculum. Additional training in communication and interview techniques will be given to deserving candidates.

Program Implementation and Execution

Students' core committee will organize meeting every week and the report will be sent to the working committee.

- ▶ Segregate students into two groups
 - Higher Education aspirants and Job Seekers
- ▶ Arrange different training programme and motivational talks for the groups.
- ▶ Talented students from the college will be trained to train the students
- ▶ Students will motivate students
- ▶ Conduct and celebrate events every week
- ▶ Ensure that every day there will be activities or entertainment to keep the students aspirations
- ▶ Conduct seminars and group discussions for students by the core committee members and talented students.

Certification

Certificate in Malleable Skills (Programming, Analytics and Research) will be awarded to the successful candidates by Labour Market Research Facility -a Think-tank of Tata Institute of

Detailed Syllabus

Subject Name : Programming (Introduction to R Programming)
Duration : 15 Hrs

Session	Duration (Hrs)	Theme
1	2	Introduction to R Programming
2	2	Basic Commands and Libraries in R
3	2	Data in R Programming
4	4	Descriptive Statistics in R
5	5	Visualization in R Programming

Subject Name : Analytics
Duration : 15 Hrs

Session	Duration (Hrs)	Theme
1	1	Introduction to data and information, Need for measure, report, analyse, and optimize the data
2	1	Introduction to Excel – 2010, Worksheets and workbooks, Entering information, Formatting a worksheet
3	1	Adding elements to a workbook, charts, formulas and calculations,
4	1	Excel forms, tables, developing a workbook, sharing worksheets and workbooks
5	1	Keep, track, chart, graph, and compare statistics
6	3	Introduction to JASP, Fundamentals of JASP, reading raw data into JASP
7	3	Variables, Measurements, Scales, Statistical Significance
8	4	Correlation between variables, and reading output tables

Subject Name : Research
Duration : 15 Hrs

Session	Duration (Hrs)	Theme
1	1	Introduction to Research, Type of Research
2	2	Types of research methods
3	2	Types of Sampling
4	2	Variables
5	3	Research Techniques
6	3	Research Tools
7	2	Data Analysis and Ethics

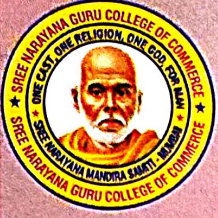


SREE NARAYANA GURU COLLEGE OF COMMERCE

**CERTIFICATE COURSE ON
COMPUTER & TAXATION, TALLY, GST**

ACADEMIC YEAR

2022-23



SREE NARAYANA GURU COLLEGE OF COMMERCE

(LINGUISTIC MINORITY INSTITUTION)

RE-ACCREDITED BY NAAC (GRADE-'B'-CGPA 2.45) [2019-2024]

AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

P. L. LOKHANDE MARG, CHEMBUR, MUMBAI - 400 089. ☎ 9326063380 / 9326083775 ✉ sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail.com

Date: 16th August 2022

Notice

Subject: Certificate Course in Certified Tax Accountant Plus (72 Hours)

This is to inform all students that B. Com department of Sree Narayana Guru College of Commerce that in association with Satyam Institute of Tax Accountant, we are conducting a Certificate Course in Certified Tax Accountant Plus. This course spans over a duration of 72 hours.

The course aims to provide students with comprehensive knowledge and practical skills in the field of taxation. It will cover various aspects of tax accounting and related regulations, equipping participants with the necessary expertise to excel in this domain.

Interested students are requested to register their names through their respective class teachers on or before 25th August 2022. Limited seats are available, and registration will be done on a first-come-first-serve basis.

Details of the course:

Course Name: Certificate Course in Certified Tax Accountant Plus

Duration: 72 Hours

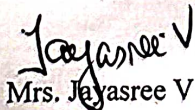
Conducted by: Satyam Institute of Tax Accountant

Registration Deadline: 25th August 2022


Don't miss out on this valuable opportunity to enhance your skills and expand your knowledge in the field of taxation. For any further queries, please feel free to contact the undersigned.

Thank you.

Sincerely,



Mrs. Jayasree V

Coordinator – B. Com



Dr. Srichand Hinduja

IQAC Coordinator

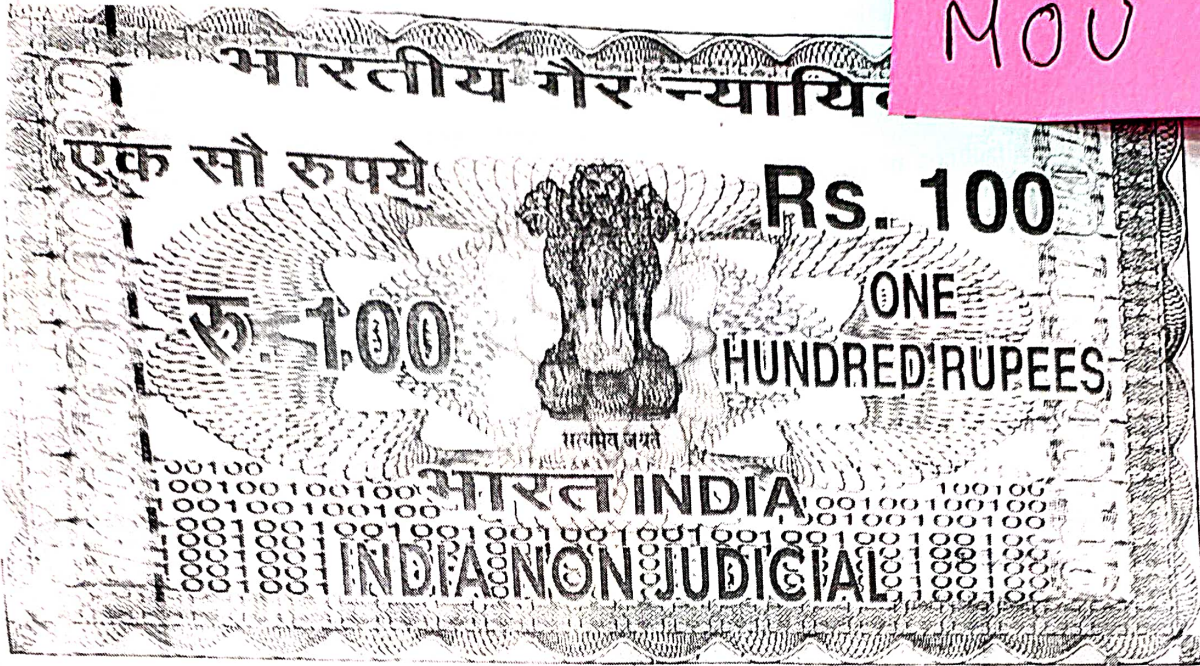


Dr. Ravindran K

Principal

Principal
Sree Narayana Guru
College of Commerce
P. L. Lokhande Marg,
Chembur, Mumbai 400 089

MOU

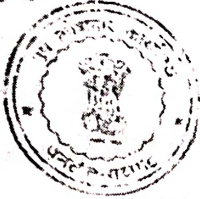


महाराष्ट्र MAHARASHTRA

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YT 419564

दिनांक 29 JUL 2021
महाराष्ट्र नॉन-जुडिशियल
पत्रिका
सत्याम इन्स्टीट्यूट ऑफ टॅक्स अकाउंटंट्स
नावी मुंबई



Memorandum of Understanding

Between

Sree Narayana Guru College of Commerce, Chembur

And

Satyam Institute of Tax Accountant, Navi Mumbai



To Provide Vocational Accounts & Taxation Training Programs approved by MTSTS "Maharashtra Technical & Self Employment Training Society"



5. Certified Tax Accountant Plus (75 Hrs.)



For Tally prime and Advance excel faculty will take online sessions and students will get a certificate (Hard Copy) from MTSTS. For Tax expert, GST expert and CTAP course session will be online or offline will be decide as per mutual consent will get a certificate (Hard copy) from MTSTS.

Memorandum of Understanding

This Memorandum of Understanding (MOU) is with regards to conducting of Vocational Online Training on Tally, Advance Excel & Taxation at Sree Narayana Guru College of Commerce, Chembur For the year of 2022-23

By and between

Sree Narayana Guru College of Commerce, Chembur duly registered under University of Mumbai having its registered office at Chembur, hereinafter referred to as "SNGC"

and

Satyam Institute of Tax Accountant, an Educational Institute duly registered under MTSTS (ATC-EMC Registration Number -MTSTS/ATC/2016/330), having its office at 104, Ambika Heritage, Plot No - 63, Sector-17, Kalamboli, Panvel hereinafter referred to as "Satyam"

WHEREAS:

Sree Narayana Guru College of Commerce, Chembur affiliated to Mumbai University engaged in the activity of providing Degree Education

Satyam is engaged in Educational Institute providing Vocational training of Accounts & Taxation by the MTSTS

Purpose

1.1 Appointment

SNGC hereby appoints Satyam for the term of this MOU and subject to terms and conditions hereof for conducting online and offline Training and Satyam hereby accepts such appointment in accordance with the terms and conditions of this MOU.

1.2 Activities

Satyam shall conduct the following activities under the programs

- Provide the following Vocational certification training programs approved by Maharashtra Technical & Self Employment Training Society

Courses

1. Tally prime (Duration :- 30 hrs)
2. Advance Excel (30 hrs)
3. Tax Expert (40 Hrs.)
4. GST Expert (40 Hrs)
5. Certified Tax Accountant Plus (75 Hrs.)

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1.3 Relationship

This MOU shall not be deemed to create any employer/employee, nor any agency, and Franchise or joint venture partnership relationships between the parties.

1. Confidentiality

Satyam undertakes to keep and maintain a complete confidentiality on the knowledge and understanding acquired while running the program at college and shall not divulge any such information or material to a third party other than the Data required for placement of the trained candidates.

2. Certificate Fees

- Tally Prime (Fees Rs. 1000)
- Advance Excel (Fees Rs. 1000)
- Tax Expert (Fees Rs. 1500 online / Rs. 4000 Offline)
- GST Expert (Fees Rs. 1500 online / Rs 5000 Offline)
- Certified Tax Accountant plus (Fees Rs. 2500 online / Rs. 6000 offline)

3. Exams & Certification

- Exam will be conducted online on modular basis. At the end of every module students need to complete final exam of that respective module
- Exams will be Conducted by Satyam
- Examination will be of each and every module for 100 marks out of that 40 marks passing
- After successfully completion of all modules, students will receive certificates within 1 month from completion of course from MTSTS

4. Fees Terms

- Certificate Fees paid by student will not be refundable under any circumstances
- Fees once paid is not transferrable to any other student
- For online courses a college share will be decided on no profit due to covid19 pandemic and for offline courses college share will be 30% on Total collection from students

5. Batch and Class Duration

Course will conduct Online via Google Meet or offline in College computer lab



6. Satyam Responsibility:-

Following will be the role and responsibilities associates with Satyam

- Certificate distribution after successfully completion of course
- To conduct exam of students on modular basis
- To complete the syllabus of course
- To provide expertise faculty member to teach

7. Satyam will be timely provide report of students' progress and course completion to the College

8. All the details and information of students will be kept confidential.

This MOU is at will and may be modified by mutual consent of both the parties. This MOU shall become effective upon signature by the authorized signatories from both the parties and will remain in effect until modified or terminate by any one of the parties or by mutual consent.

Signed

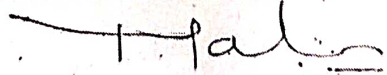
By Proprietor

Satyam Institute of Tax Accountant

11th Aug. 2022 Date



For SATYAM INSTITUTE OF TAX ACCOUNTANT


Proprietor

(Signature)

Signed

By Principal

Sree Narayana Guru College of Commerce

11th Aug. 2022 Date



Principal
(Signature) Guru
College Of Commerce
P. L. Lokhande Marg



For any query
Contact
Poonam Madam
General Manager
Satyam Institute of Tax Accountant
8007910699

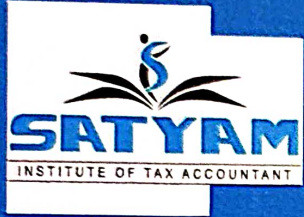




Satyam Institute of Tax Accountants



Sree Narayana Guru College of Commerce
In Collaboration with
Satyam Institute of Tax Accountant, Mumbai
Course Information Book



Satyam Institute of Tax Accountants Course

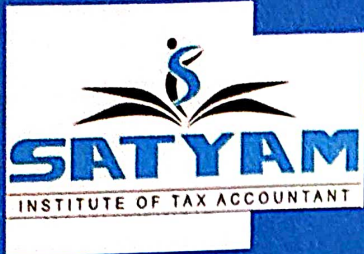
Certified Tax Accountant Plus (Duration :- 75 Hrs.)

Offline Course Fees :- 6000/-

1. Tally Prime
 2. Advanced Excel
 3. Goods & Service Tax (upto return)
 4. Income Tax (upto return)
 5. TDS
 6. Live Project
-

Tally Prime Syllabus

- Tally Introduction
- Ledger Creation
- Stock Creation
- Voucher Entries
- Voucher No. Configuration
- Cost Centre
- Price List
- Free Qty
- Tally Audit Features
- Split Co. Data
- Group Co
- POS Invoicing
- BRS
- Backup & Restore
- Reports



Advanced Excel Syllabus

- Ms. Excel Introduction
- Fixed Coding System
- Formulas – SUM / SUMIF / MAX / DMAX / MIN / DMIN / COUNT / DCOUNT / AVERAGE / DATE & TIME
- VLOOKUP / HLOOKUP
- LOAN FUNCTION- PMT / PPMT / IPMT
- LOGICAL FUNCTION - IF/OR/NOT
- CONCILINATE / UPPER / LOWER/ PROPER
- Advance Filter / Macros
- Freeze Panes
- Protect Sheet & File
- Define Name
- Hyperlink
- Pivot Table
- Page Setup Printing / Conditional Formatting / Chart

Income Tax

- What is mean by income tax
- Deduction Under Section 80
- Heads of income practical theory
- Registration with income tax department
- Preparing form 16
- Tax calculation
- ITR 1 & ITR 4 – Online Return
- Income tax online payment (Challan 280)
- TDS Return & Payment

Goods & Service Tax

- GST Act & Rules / GST Composition Dealer / GST Registered Dealer / GST Unregistered Dealer
- GST Law / CGST / SGST/ IGST/ UTGST Act
- CGST and SGST Records maintain in Tally.erp9
- IGST Records maintain in Tally.erp 9
- Different Goods and Different GST rates in one Invoice
- GST Refund / Exempted Goods in GST
- Input Tax Credit (ITC) / Set off input Credit Against Tax Liability / E- Way Billing In GST / Apply for GST Registration (Online) / Amend Cancel and Revoke GST Registration \ Place and Time of Supply / E-Commerce Under GST / Online Return GSTR 1/ GSTR 2A/ GSTR 3B

Live Project

- We have designed live project based on Accounting Real Vouchers, GST Bills, Setoff, Online Payment Slip, Balance Sheet and other Accounting procedures to give students a live experience of industrial work.