

S J M ARTS COLLEGE FOR WOMEN CHITRADURGA
SYLLABUS FOR TAILORING & EMBROIDERY
3 MONTHS CERTIFICATE COURSE FOR 90 HOURS

1. Introduction to dress designing – Basics of stitching & measurement
2. School uniforms for girls Theory & Practical, School uniforms for girls blouses & skirts.
3. Sarees skirts varieties of frills – theory, paper cutting & practical's
4. Petty coat- Theory paper cutting & practical's
5. Saree blouse – Simple blouse, varieties cross patti, semi katory, double katory, cross cutting, Prance cutting, high neck, back button blouse & fancy blouses, theory & practical.
6. Designing of Kameez (any three types according to regional preference)
7. Designing of Salwar (any three types according to regional preference)
8. Salwar & Kameez – Pattern making, cutting and stitching.
9. Designing of Kid ware.
10. Designing gowns (party wear) gowns, pattern making cutting & stitching

Embroidery :

1. Maching embroidery – key features and maintains
2. Machine embroidery – varieties of stitches
3. Machine embroidery – practical
4. Improvisation of embroidery design
5. Colour mixing and brushes methodology and types
6. Selections of cloth and painting
7. Shading theory and practical
8. Fingure painting nib painting
9. Painting on hand bag purse
10. Painting on pillow cover and bed cover

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THREE MONTHS BASIC CERTIFICATE COURSE

SYLLABUS FOR BEAUTICIAN COURSE

90 Hours

Ist Chapter

15 hours Theory with Practical

Hair Styles:

- * Back tail with bubble
- * Backcombing
- * Front Puff
- * Side up dough
- * Side bread
- * French knot
- * Daisy Braid Ringlet Bun with Gajra
- * Fish Tail
- * Swiss role with back combing technique
- * Hair styling with extension
- * Hair style with side French
- * Floral Curls
- * Side parted Ringlet Wedding hair styles
- * Loose romantic Updo wedding hair styles

IInd Chapter

15 hours Theory with Practical

Hair Cutting & Fashion Hair Treatment

- * U-V Trimming
- * Full Layer Cutting
- * Step cutting
- * Feather Cutting
- * Sweep cut
- * Front Bang cutting
- * Split ends with Capsule
- * Protean Treatment


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III rd Chapter

15 hours Theory with Practical

Threading & Waxing

- * Hand Threading
- * Forehead & Upper Lips Threading
- * Full Face Threading
- * Head & Leg Waxing (Cold wax)
- * Full Face Waxing (Hot wax)
- * Introducing of Eye Brows Making & Shaping
- * Thick Eye Brow
- * Normal Eye Brow
- * Round Eye Brow
- * Arch Eye Brow

IV Chapter

15 hours Theory with Practical

Manicure & Pedicure:

- * Manicure & Pedicure Procedure with Instruments

V Chapter

15 hours Theory with Practical

Face Cure:

- * Face Bleach
- * Face Cleaning
- * Face Polish
- * Normal Facial
- * Acne Facial
- * Lifting Facial
- * Whitening Facial
- * Combination Skin Facial

VI Chapter

15 hours Theory with Practical

Art of Make – Up:

Introduction to Cosmetics and Makeup tools.

- * Finding your correct foundation
- * Step by step on how to enhance your feature
- * How to prime your skin before makeup
- * Eye shadow, eye grooming, Apply blush on and highlighting technique, Mascara, Eyeliner and contouring.
- * How to apply eyelashes. Fake up do setting, fake lashes setting
- * Corrective makeup techniques
- * Knowledge about DAY, EVENING, NIGHT Makeup.
- * Soft look party Makeup
- * Engagement Makeup
- * Model Makeup with Smokey eyes
- * Signature Bridal Makeup

Sloosm

Syllabus from 2017 To till date

Proposed Course title: - Basic Computer Course

Objective: The course is designed to aim at imparting a basic level appreciation programme for the common man. After completing the course the incumbent is able to the use the computer for basic purposes of preparing his personnel/business letters, viewing information on internet (the web), sending mails etc. This allows a common man or housewife to be also a part of computer users list. This would also aid the PC penetration program. This helps the small business communities, housewives to maintain their small account using the computers and enjoy in the world of Information Technology.

Duration of the Course

Theory: 30 hrs + Practical: 60 hrs.

TOTAL :90 hrs

Topics	Theory	Practical
1. Introduction to computer	4	6
2. Introduction to GUI Based Operating System	4	9
3. Elements of Word Processing	6	9
4. Spreadsheets	4	9
5. Computer communication and Internet	4	6
6. WWW and web browsers	3	5
7. Communication and Collaboration	2	8
8. Making small presentations	3	8
Grand Total	30	60

DETAILED SYLLABUS

1. INTRODUCTION TO COMPUTER

1. Introduction
2. History of Computers
3. Characteristics Of Computer System
4. Basic Applications of Computer
5. Components of Computer System
6. Central Processing Unit
7. Keyboard, mouse and VDU
8. Other Input devices
9. Other Output devices
10. Computer Memory
11. Concept of Hardware and Software

2. INTRODUCTION TO GUI BASED OPERATING SYSTEM

1. Introduction
2. Basics of Operating System
3. Operating system
4. Basics of popular operating system (LINUX, WINDOWS)
5. The User Interface
6. Task Bar
7. Icons
8. Start Menu
9. Running an Application
10. Operating System Simple Setting
11. Changing System Date And Time
12. Changing Display Properties
13. To Add Or Remove A Windows Component
14. Changing Mouse Properties
15. Adding and removing Printers
16. File and Directory Management
17. Types of files

3. ELEMENTS OF WORD PROCESSING

1. Introduction
2. Word Processing Basics
3. Opening Word Processing Package
4. Menu Bar

5. Opening Documents
6. Save and Save as
7. Page Setup
8. Print Preview
9. Printing of Documents
10. Text Creation and manipulation
11. Document Creation
12. Editing Text
13. Text Selection
14. Cut, Copy and Paste
15. Font and Size selection
16. Alignment of Text
17. Formatting the Text
18. Paragraph Indenting
19. Bullets and Numbering
20. Changing case
21. Table Manipulation
22. Draw Table
23. Changing cell width and height
24. Alignment of Text in cell
25. Delete / Insertion of row and column
26. Border and shading

4. SPREAD SHEET

1. Introduction
2. Elements of Electronic Spread Sheet
3. Opening of Spread Sheet
4. Addressing of Cells
5. Printing of Spread Sheet
6. Saving Workbooks
7. Manipulation of Cells
8. Entering Text, Numbers and Dates
9. Creating Text, Number and Date Series
10. Editing Worksheet Data
11. Inserting and Deleting Rows, Column
12. Changing Cell Height and Width
13. Function and Charts
14. Using Formulas
15. Function
16. Charts

5. COMPUTER COMMUNICATION AND INTERNET

1. Introduction
2. Basics of Computer Networks
3. Local Area Network (LAN)
4. Wide Area Network (WAN)
5. Internet
6. Concept of Internet
7. Basics of Internet Architecture
8. Services on Internet
9. World Wide Web and Websites
10. Communication on Internet
11. Internet Services
12. Preparing Computer for Internet Access

6. WWW AND WEB BROWSER

1. Introduction
2. Web Browsing Software
3. Popular Web Browsing Software
4. Configuring Web Browser
5. Search Engines
6. Popular Search Engines / Search for content
7. Accessing Web Browser
8. Using Favorites Folder
9. Downloading Web Pages
10. Printing Web Pages

7. COMMUNICATION AND COLLABORATION

1. Introduction
2. Basics of E-mail
3. What is an Electronic Mail
4. Email Addressing
5. Using E-mails
6. Opening Email Client
7. Mailbox: Inbox and Outbox
8. Creating and Sending a new E-mail
9. Replying to an E-mail message

10. Forwarding an E-mail message
11. Advance email features
12. Sending document by E-mail
13. Activating Spell checking
14. Using Address book
15. Sending Softcopy as attachment

8. MAKING SMALL PRESENTATIONS

1. Introduction
2. Basics
3. Opening A PowerPoint Presentation
4. Saving A Presentation
5. Creation of Presentation
6. Creating a Presentation Using a Template
7. Creating a Blank Presentation
8. Entering and Editing Text
9. Inserting And Deleting Slides in a Presentation
10. Preparation of Slides
11. Inserting Word Table or An Excel Worksheet
12. Adding Clip Art Pictures
13. Enhancing Text Presentation
14. Working with Color and Line Style
15. Adding Movie and Sound
16. Adding Headers and Footers
17. Presentation of Slides
18. Viewing A Presentation
19. Choosing a Set Up for Presentation
20. Printing Slides And Handouts
21. Slide Show
22. Running a Slide Show
23. Transition and Slide Timings
24. Automating a Slide Show

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DEPARTMENT OF ENGLISH

SYLLABUS FOR SPOKEN ENGLISH

3 MONTH'S CERTIFICATE COURSE

90 HOURS

UNIT – 1.

GRAMMAR

1. TENSE
2. SUBJECT VERB AGREEMENT
3. VOICE
4. ANTONYMS
5. SYNONYMS
6. PREFIX AND SUFFIX
7. PARTS OF SPEECH
8. NARRATION
9. WRITING ON A GIVEN TOPIC

UNIT – 2.

WRITING SKILLS

- A) COMPOSING SIMPLE PARAGRAPH – ORDERING INFORMATION IN A LOGICAL MANNER (COHERENCE).
- B) ESSAY WRITING (250 WORDS) – ARGUMENTATIVE, NARRATIVE, DESCRIPTIVE, IMAGINATIVE.
- C) WRITING ADVERTISEMENT
- D) WRITING WELCOME SPEECH & VOTE OF THANKS.

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UNIT – 3.

BASIC PHONETICS:

- (a) CONSONANTS AND VOWEL SOUNDS.
- (b) PHONEME & SYLLABLE (INTRODUCTION TO STRESS, ACCENT & INTONATION)
 - 1. DEFINITION AND SCOPE
 - 2. SPEECH MECHANISM : AN INTRODUCTION
 - 3. DESCRIPTION OF HUMAN VOCAL ORGANS: ACTIVE & PASSIVE ARTICULATORS.
 - 4. PHONEMES AND SYLLABLES (INTRODUCTION, TO STRESS, ACCENT & INTONATION)
 - 5. CONSONANTS OF ENGLISH – DEFINITION AND DESCRIPTION W. R.T. TO TONGUE LIPS AND SOFT PLATE POSITION.

CLASSIFICATION

PURE VOWEL/MONOPHTHONGS (FRONT,CENTRAL AND BACK, OPEN AND CLOSED,SHORT AND LONG, STRONG AND WEAK, ROUNDED AND UNROUNDED)

VOWEL GLIDES/DIPHTHONGS(CLOSING AND CENTERING)


PHONETIC TRANSCRIPTION USING IPA SYMBOLS-

WORDS, FEATURES OF CONNECTED SPEECH

UNIT – 4.

PRINCIPLES OF PUBLIC SPEAKING

- 1. DEFINITION AND PURPOSE
- 2. PROCESS
- 3. GUIDELINES


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4. HELPFUL EXPRESSIONS OF INTRODUCTION & CONCLUSION
5. TAKING COMMAND OF AUDIENCE ATTENTION SPAN
6. ROLE OF ACCENT, TONE, INTONATION
7. BODY LANGUAGE
8. TYPES : SPEECH, ELOCUTION, EXTEMPORE, DEBATE etc.
9. PERSONALITY TRAITS TESTED.
10. COMBATING COMMON FEARS & NERVOUSNESS ON STAGE.


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5

FIRST SEMESTER

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MUSIC AND DANCE (PERFORMING ARTS)

SYLLABUS- CERTIFICATE COURSE

2014 to 2020

Theory Paper -1

Total: Basic Of Music

Marks:40 Timing: 8 Hours A Week

Chapter.1 DefinitonsOf Musical Terms

- a. Sangeeta
- b. Naada
- c. Shruti
- d. Swara
- e. Saptak
- f. Thaata
- g. Raaga
- h. Jaati
- i. Vaadi
- j. Samvaadi
- k. Aroha
- l. Avroha
- m. LaxshanaGeete
- n. Chotakhayaal

Chapter.2 Biography'S

- A. Pt.VishnuNarayan Bhaatkhande
- B. Pt.Puttraajgavaayi.

Chapter3: Origin And Development Of Music

- A. Hindustani Music
- B. Karnatic Music
- C. Theater Music

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Theory Paper -2

Chapter 4: Tital: Classical Dance Forms

1. Introduction to Indian classical Dance forms.

- Bharathanatya
- Kuchipudi
- Mohiniattam
- Kathakkali

2. Study of Hastas

- Nritta Hasta,
- Samyuta Hasta and Asamyuta Hasta,
- Shirobedha,
- drishtibedha
- Greevabedha
- Bhrubedha

3. Traditional terms in detail –

- Bharata,
- Tandava, Lasya,
- NatyaDharmi
- LokaDharm

Practical Paper -1


Chapter.5: Singing Practice Of Each Two Alankars In That Bilaval.In Two TaalKeharava, Daadra, Teentaal, Japtaal,&DugunLaya.

Unit1: Singnig Practice Of SwaraGeete, ChotaKhayal .LakshnaGeeta , In Following

- Malkouns
- Bhoopa Raga
- Durga
- Bhairava
- Saaranga
- Bheempalas
- Bhibaas
- Singing Practice Of NaadaGeeteNational Songs

PRACTICAL-2 VYAYAMAS AND ADAVUS..Exersises :-

- importance of Exersises,
- Tadakriye, Tada chalane and its uses, Janukriye, Aramandalakriye, Ardakatikriye,
- Meruvakrakriye, padotthanakriye, HastachalanaKriye,Manibandakriye, Vartulakriye,
- Greevakriye and its uses, Trataka& its varieties



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Chapter 6: Should Have Theory Knowledge And Be Able To
Demonstrate The Following Talas In Singing Practice

- A. Hand.
- B. A. Teentaal
- C. B. Ektaal

Reference books:

1. Sangeetshastradarpan—A.U. Patil
2. Sangeetvisharad—Vasant, Sangeetkaryalaya, Hatharas
- 3 History of Indian music - B.D. Paathaka
4. Hindustani vocal Artist – Dr.SiddharamayyaMathapati
- 5 Sangeetvishaarad – Vasant


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