



RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS AND APPLIED SCIENCES
VENGOOR , PERUMBAVOOR KERALA- 683546

An ISO 9001 : 2015 Certified Institution

Affiliated to Mahatma Gandhi University, Kottayam | Approved by AICTE



CRITERION 1 - CURRICULAR ASPECTS

1.2 Academic Flexibility

2019-2024

Submitted to





1.2.1 Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes

2023-2024

Sl.No.	List of Courses	Page No:
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RAJAGIRI VISWAJYOTHI COLLEGE OF ARTS & APPLIED SCIENCES

Vengoor, Perumbavoor, Kerala - 683546

1. CERTIFICATE COURSE IN PYTHON

Brochure



CERTIFICATE COURSE IN PYTHON

START
01
AUG
2023

Mastering the basics : A comprehensive Introduction to Python Programming

Conducted By Department of Computer Applications
Rajagiri Viswajyothi College of Arts & Applied Sciences
Vengoor, Perumbavoor

COURSE OBJECTIVES

Course Duration : 35 Hours

- To understand the basic data types
- To develop problem solving skills
- To understand the concepts of loops.

COURSE OUTCOME

- Understanding of Python Syntax
- Understand different data types
- Able to use control flow statements
- Develop the ability to write python programs



CONTACT

FACULTY : RENGINI D
PHONE : 9562736591

Benefits

Gain Practical Skills
Skill Development

Enhance your Resume
Hands-on Projects





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2. CERTIFICATE COURSE IN BLOGGING AND VLOGGING

Brochure

RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS & APPLIED SCIENCES

DEPT OF ENGLISH with IQAC

Certificate Course in
BLOGGING & VLOGGING

30 hrs

In partnership with

COURSE OUTCOMES

- Develop high-quality written or visual content
- Gain high readership / viewership
- Aim for extra income through creative works

FROM
FEBRUARY 9, 2024

FREE REGISTRATION

INCLUDES INTERACTIVE PRACTICAL SESSIONS

Faculty-in-charge:
Tennyson Thomas

9061615005

tennyson@rajagiriviswajyothi.org

HYBRID MODE
GOOGLE MEET
& OFFLINE



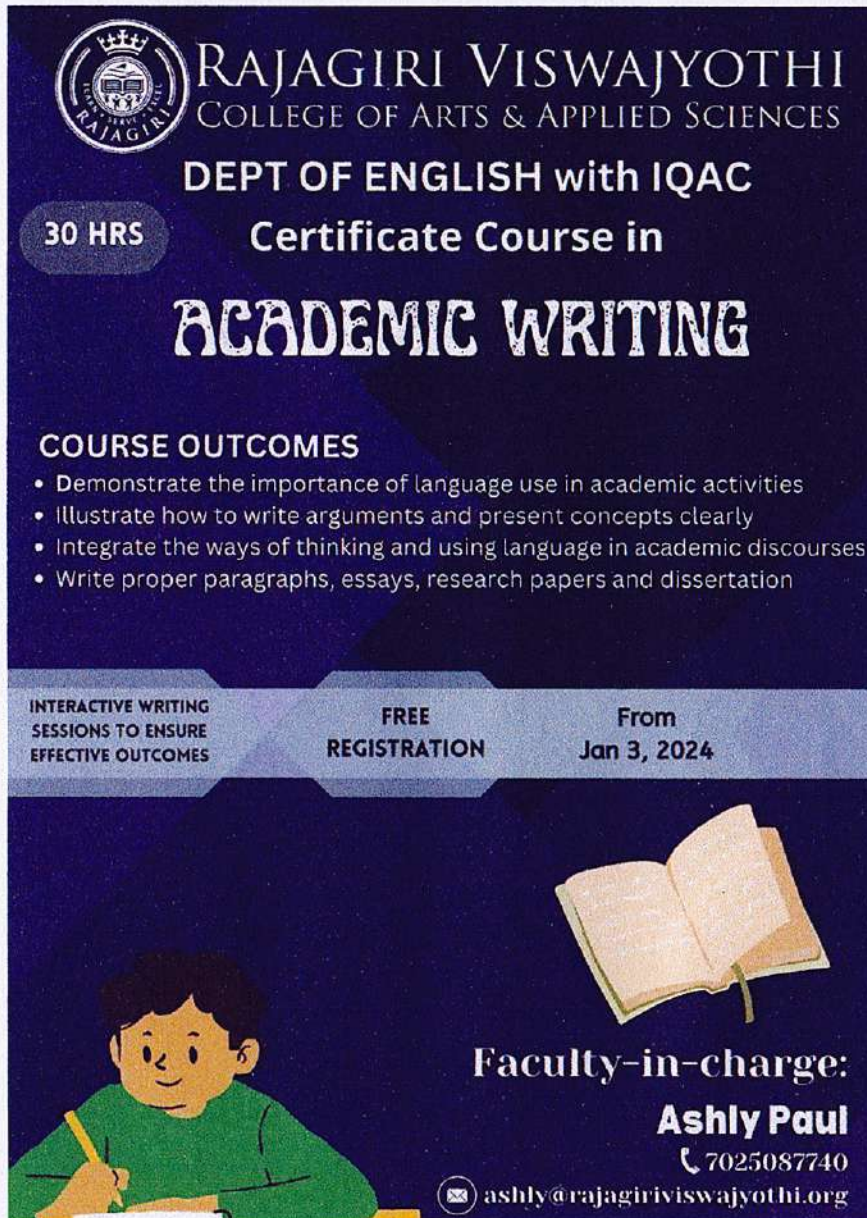


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3.CERTIFICATE COURSE IN ACADEMIC WRITING

Brochure



RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS & APPLIED SCIENCES

DEPT OF ENGLISH with IQAC

30 HRS Certificate Course in

ACADEMIC WRITING



COURSE OUTCOMES

- Demonstrate the importance of language use in academic activities
- Illustrate how to write arguments and present concepts clearly
- Integrate the ways of thinking and using language in academic discourses
- Write proper paragraphs, essays, research papers and dissertation

INTERACTIVE WRITING SESSIONS TO ENSURE EFFECTIVE OUTCOMES

FREE REGISTRATION

From **Jan 3, 2024**



Faculty-in-charge:
Ashly Paul
☎ 7025087740
✉ ashly@rajagiriviswajyothi.org





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Vengoor, Perumbavoor, Kerala - 683546

4.CERTIFICATE COURSE IN COMMUNICATIVE SKILLS IN ENGLISH

Brochure



RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS & APPLIED SCIENCES

DEPT OF ENGLISH with IQAC **35 HRS**

Certificate Course in

COMMUNICATIVE SKILLS IN ENGLISH

COURSE OUTCOMES

- Effective Communication
- Confidence Building
- Body Language Awareness
- Overcoming Anxiety
- Visual Aid Proficiency
- Critical thinking

HYBRID MODE

FROM 15-11-2023

INTERACTIVE PRACTICAL SESSIONS TO ENSURE EFFECTIVE RESULTS

FREE REGISTRATION

Faculty-in-charge:
Anila Roshan Joy
☎ 9747221202
✉ anilar@rajagiriviswajyothi.org



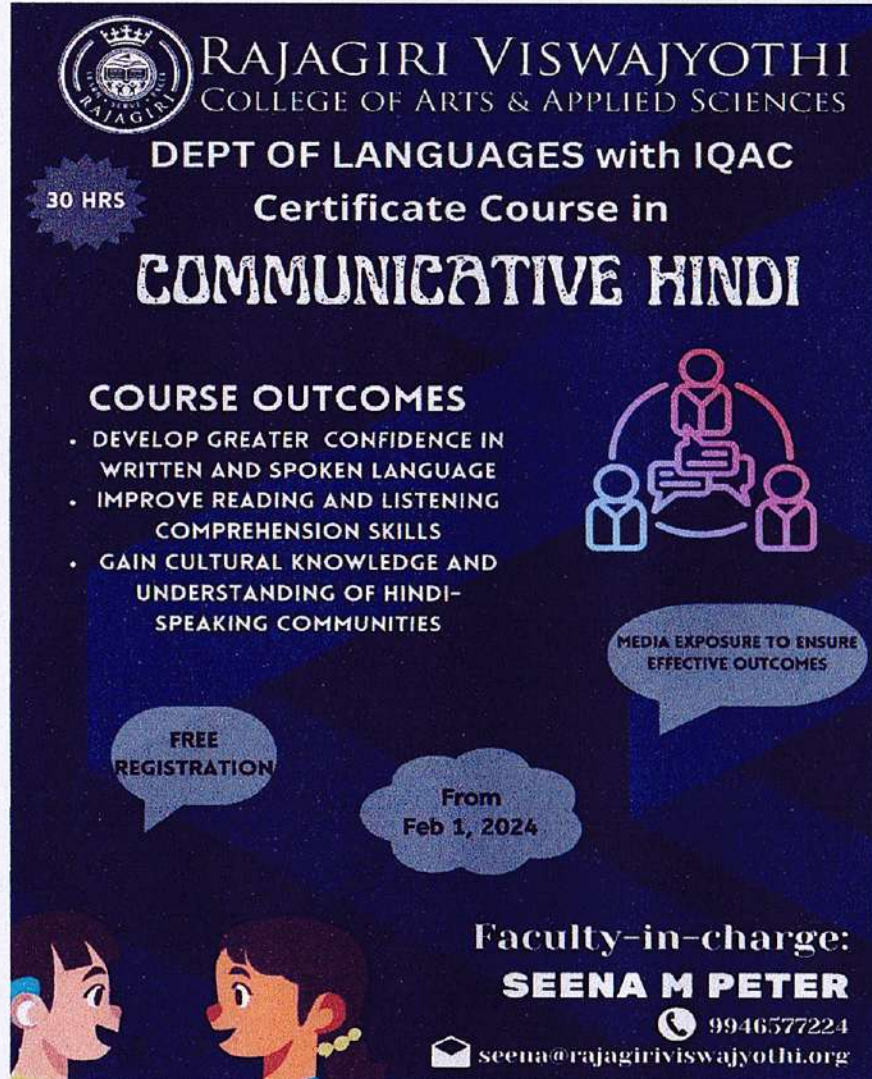


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5. CERTIFICATE COURSE IN COMMUNICATIVE HINDI

Brochure



RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS & APPLIED SCIENCES

DEPT OF LANGUAGES with IQAC

30 HRS

Certificate Course in
COMMUNICATIVE HINDI

COURSE OUTCOMES

- DEVELOP GREATER CONFIDENCE IN WRITTEN AND SPOKEN LANGUAGE
- IMPROVE READING AND LISTENING COMPREHENSION SKILLS
- GAIN CULTURAL KNOWLEDGE AND UNDERSTANDING OF HINDI-SPEAKING COMMUNITIES

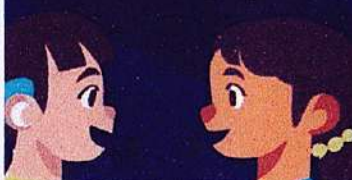

FREE REGISTRATION

From Feb 1, 2024

MEDIA EXPOSURE TO ENSURE EFFECTIVE OUTCOMES

Faculty-in-charge:
SEENA M PETER

9946577224
seena@rajagiriviswajyothi.org





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Vengoor, Perumbavoor, Kerala - 683546

6. CERTIFICATE COURSE IN GST RETURN FILING Brochure

The brochure features a central image of a desk with a magnifying glass over the word 'GSTAX', a calculator, and some papers. The background is decorated with red and black geometric shapes.

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COLLEGE OF ARTS AND APPLIED SCIENCES
VENGOOR . PERUMBAVOOR KERALA- 683546
COMMERCE DEPARTMENT, IN ASSOCIATION
WITH IQAC PRESENTS

START ON
18-01-2024

CERTIFICATE COURSE IN GST RETURN FILING

COURSE OUTCOME

- Understanding of GST Fundamentals
- Proficiency in GST Return Preparation and Filing
- Ability to Maintain GST Records and Documentation
- Knowledge of GST Compliance and Regulations

COORDINATORS
BINITHA P S & NEENU VARGHESE

DURATION: 30 HRS





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Vengoor, Perumbavoor, Kerala - 683546

7. CERTIFICATE COURSE IN TALLY ERP-9

Brochure



The brochure features a blue and white color scheme with a background image of hands interacting with a tablet displaying 'ERP'. The text is arranged in a structured layout, starting with the college name and department, followed by course details, outcomes, objectives, and faculty information.

RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS AND APPLIED SCIENCES
VENGOOR, PERUMBAVOOR, KERALA- 683546

DEPARTMENT OF COMMERCE IN ASSOCIATION WITH IQAC

**CERTIFICATE COURSE IN
TALLY ERP 9**
DURATION 30 HRS

08 JANUARY, 2024

COURSE OUTCOME

- ✓ Help to work with well known accounting software ie Tally ERP -9

OBJECTIVES

- ✓ Understanding Tally ERP 9 Interface
- ✓ Mastering Basic Accounting
- ✓ Advanced Accounting Features

**FACULTY
DHANYA S**
ASST. PROFESSOR, DEPT OF
COMMERCE (RVCAS)





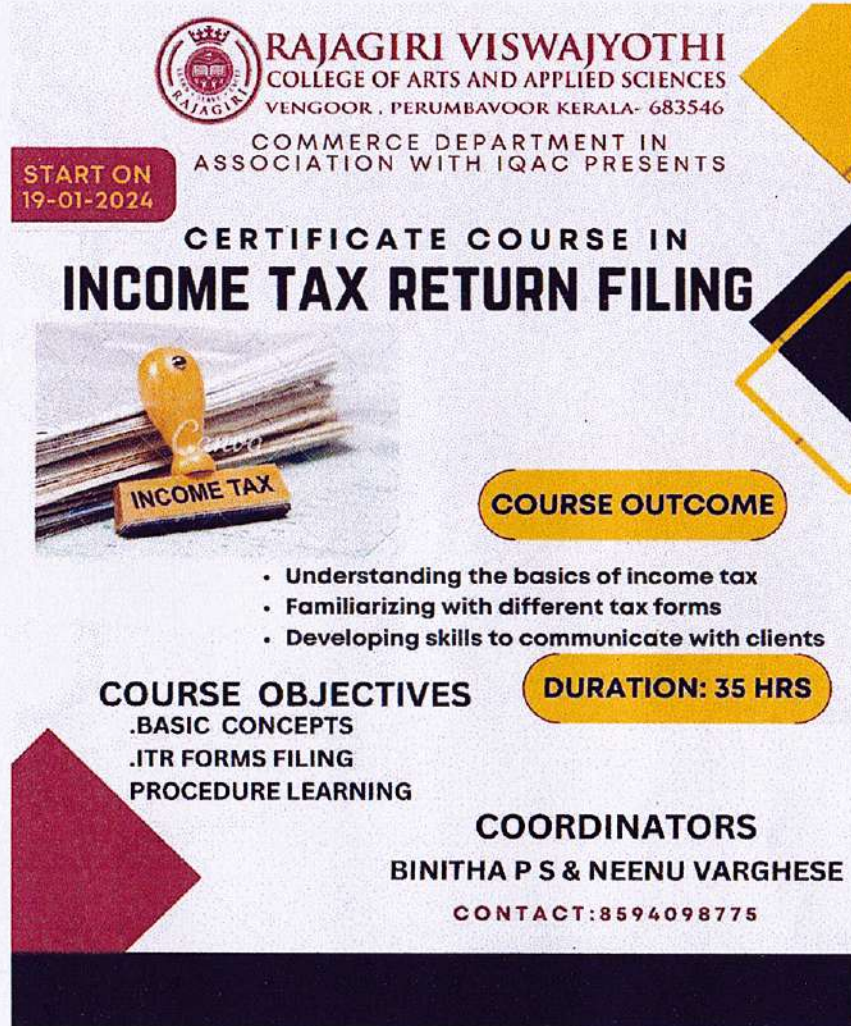
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Vengoor, Perumbavoor, Kerala - 683546

8. **CERTIFICATE COURSE IN INCOME TAX RETURN FILING**

Brochure




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VENGOOR, PERUMBAVOOR KERALA- 683546

COMMERCE DEPARTMENT IN
ASSOCIATION WITH IQAC PRESENTS

START ON
19-01-2024

**CERTIFICATE COURSE IN
INCOME TAX RETURN FILING**



COURSE OUTCOME

- Understanding the basics of income tax
- Familiarizing with different tax forms
- Developing skills to communicate with clients

COURSE OBJECTIVES

- .BASIC CONCEPTS
- .ITR FORMS FILING
- PROCEDURE LEARNING

DURATION: 35 HRS

COORDINATORS
BINITHA P S & NEENU VARGHESE
CONTACT: 8594098775





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9. CERTIFICATE COURSE IN SAP-ERP

Brochure



RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS & APPLIED SCIENCES

CERTIFICATE COURSE IN SAP ERP

Department of Commerce in association with CLAIMS ,
Kochi

for Logistics Management Students



05 June 2023

Objective

40hrs

Proficiency in Navigating SAP ERP MM Interface
Integration with Other SAP Modules and External Systems

Course Outcome

Proficiency in SAP MM Modu
Practical Application Skills
System Configuration and
Customization
Integration with Other SAP
Modules

ANJU ANTONY
Assistant Professor
9995069453

www.rajagiriviswajyothi.org
9048056118, 8848393398





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**10. VALUE ADDED COURSE ON SELF-DEVELOPMENT
USING PSYCHOLOGICAL TECHNIQUES**

Brochure



**VALUE ADDED COURSE
ON SELF DEVELOPMENT
USING PSYCHOLOGICAL
TECHNIQUES**

**START
02
SEP
2023**

BENEFITS

- Self development & personal growth
- Self awareness, resilience & overall well being
- Stress management
- Emotional intelligence skill

KEY FEATURES

- Interactive sessions with counsellors & psychologists
- Group projects & activities
- Hands - on experience
- Feedback & evaluation



Contact faculty : Thara Irine George
95448 55186
thara@rajagiriviswajyothi.org

**DURATION
30 HOURS**





11.CERTIFICATE COURSE IN EVENT MANAGEMENT

Brochure



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CERTIFICATE COURSE IN

EVENT MANAGEMENT


Conducted By Department of
Business Administration

COURSE DURATION : 30 HOURS

Objectives :

- Ensuring that the event runs smoothly and as planned.
- Staying with budget and achieving a good return on investment

Faculty incharge - Saritha P N

 sarithapn@rajagiriviswajyothi.org

START DATE- 01-08-2023

Course Syllabus:

Module 1: Introduction to Event Management

Module 2 : Event

Conceptualization and Design

Module 3 : Event Marketing and Promotion

Module 4 : Event Operations and Logistics

Module 5 : Event Evaluation and Post-Event Management

Course Outcome:

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

- 1 Understand the fundamentals of event management and its importance in various contexts.
- 2 Plan and organize different types of events, including corporate events, conference, weddings, and festivals.
- 3 Develop event concepts, themes, and branding strategies.





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12. CERTIFICATE COURSE IN BUSINESS DATA ANALYSIS USING SPSS

Brochure



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CERTIFICATE COURSE IN BUSINESS DATA ANALYSIS USING SPSS

Start Date - 05-06-2023

CONDUCTED BY DEPARTMENT OF BUSINESS ADMINISTRATION

OBJECTIVES :

- Organize and manage large datasets efficiently, enabling easier handling, manipulation, and preparation for analysis.
- Create visual representation of data to identify patterns, trends, and insights.



COURSE OUTCOME :

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

1. Understand the fundamentals of SPSS software and its applications in business
2. Develop proficiency in data management and preparation using SPSS.
3. Learn and apply various statistical analysis techniques.
4. Interpret and communicate analytical results effectively.
5. Apply SPSS in real-world business scenarios.



Faculty In-charge - Arun V V
Assistant Professor

arunvv@rajagiriviswajyothi.org

Course Duration : 35 HRS





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13. CERTIFICATE COURSE IN BUSINESS ETHICS

Brochure



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VENGOOR, PERUMBAVOOR KERALA- 683546

CERTIFICATE COURSE IN

BUSINESS ETHICS

START DATE : 04/09/2023

Duration - 30 hrs

Conducted by Department of Business Administration


OBJECTIVES :

- Ensuring that all business practices are conducted with transparency and integrity
- Encouraging businesses to contribute positively to society and operate sustainably.
- Safeguarding the rights and interests of customers, employees, shareholders, and the community.
- Establishing a trustworthy image to foster long-term relationships with stakeholders.

COURSE OUTCOME :

1. Understand the importance of ethics in business and its impact on various stakeholders.
2. Analyse ethical dilemmas and decision-making frameworks in business contexts.
3. Evaluate the role of corporate governance, compliance, and ethical leadership in promoting ethical business practices.
4. Recognize and address ethical issues related to specific business functions, such as marketing, finance, and human resources.
5. Develop strategies for fostering an ethical organizational culture and promoting corporate social responsibility.

Faculty incharge - Solymon VL

 solymonvl@rajagiriviswajyothi.org



PRINCIPAL
Rajagiri Viswajyothi College of
Arts & Applied Sciences
Vengoor, Perumbavoor-683 546