



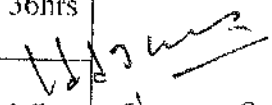
Value Added Course

Offered by:

DPG Degree College, Gurgaon

2018-19

Sr. No.	Course	Free	Duration
1.	Aptitude and Reasoning-II	Free	36hrs
2.	Communicative English -II	Free	36hrs
3.	Certificate Course in MS Office, Internet and its Applications	Free	36hrs
4.	Certificate Course in Yoga & Meditation	Free	36hrs
5.	Certificate Course in Innovation & Entrepreneurship	Free	36hrs
6.	Certificate course in Dynamics of Service sectors.	Free	36hrs
7.	Certificate course in Academic research and report writing	Free	36hrs


Principal
D.P.G. Degree College
Sector-24, Gurugram.

Course: Aptitude and Reasoning-II

Objectives:

- To enable the trainee to develop inductive and deductive reasoning.
- To evaluate the participants' educational level, in order for them to become competitive professionals in future.
- To enjoy Mathematics and develop patience and persistence when solving problem

Unit-1

Average, Age Determination, Alligation, Partnership, Profit and Loss.

Unit-2

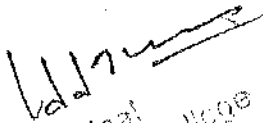
Time and Work, Pipe and Cistern, Work and Wages, Time and Distance, Boat and Streams.

Unit-3

Dictionary, Sitting Arrangement, Blood Relations, Odd Number Pair

Course Outcomes:

- To raise the level of confidence and competency of the trainee carryout oral calculations with ease and speed.
- To improve the ability to solve problems involving numbers in context.
- To analyze the problem and apply the acquired knowledge.
- To give opportunities for professional growth, career improvement and lateral entry into course of technical and professional education through appropriate bridge courses.


Principal
D.P.S. Degree College
Sector-10, Gurugram

Course: Communicative English-II by Arts and Humanities Department.

Course Objectives: After completion of the course the students will be able:

- To think critically about the communication processes and messages.
- To write effectively for a variety of contexts and audiences.
- To interact skilfully and ethically.
- To develop and deliver professional presentations.
- To recognize the effects of diversity, access and power on communication.

Course content (Communicative English-II)

Unit-1

Grammar in context: Noun, Pronoun, Passive Voice, Adjective, Conjunction, Article

Unit-2

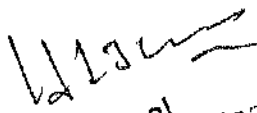
Listening and Speaking: Listening and responding to complaint (formal and informal situations), Making short formal presentations, participating in meeting: face to face and online.

Unit-3

Reading and Writing: Writing a paragraph on motivational ideas, writing emails of complaints, Reading visual texts-advertisement, Writing a brochure.

Course Outcome:

- To improve grammatical knowledge.
- To improve listening and speaking skills of students.
- To improve reading and writing skill of students.


Principal
D.P.G. Degree College
Sector-34, Gurugram

**COURSE: CERTIFICATE COURSE IN INNOVATION
& ENTREPRENEURSHIP BY DEPARTMENT OF COMMERCE**

COURSE OBJECTIVES:

- ✓ Evaluate their personal attributes and skills to become a successful entrepreneur.
- ✓ Identify the critical factors and able to assess the sources of support to initiate small business.
- ✓ Identify Human Resources, Financial Resources and Management Skills that are necessary to launch a new venture.
- ✓ Explore Financial Resources and Management Skills that are necessary to launch a new venture.

Course Content

(Certificate course in Innovation and Entrepreneurship)

UNIT I

Introduction to Entrepreneurship Concept: Meaning and concept of entrepreneurship, role of entrepreneurship in economic develop, Advantages of being an entrepreneur, agencies of entrepreneurship management, future & scope of entrepreneurship.

UNIT II

Innovation: Introduction, meaning, types, features and need, Women entrepreneurship, problems faced, suggestions, role of government to promote women entrepreneurship. Demonstrate the ability to work in multicultural teams.

UNIT III

Innovation & Entrepreneurship, Case study of entrepreneurship and innovations. Case study on Swiggy's Delivery Model.

Course Outcomes: After completing the course students will be able to:

- Become successful entrepreneur/ self employed.
- Know about the benefits of women entrepreneurship via government policies.

11/13/20
Principal,
D.P.G. Degree College
Sector-59, Gurugram

Course: Academic Research and Report Writing by Department of Commerce

This course is structured to achieve the academic and research writing goals.

Course Objectives: After completion of the course the students will be able:

- To become knowledgeable.
- To identify the research gap.
- To identify patterns and trends in the literature.
- To acquaint student about work plan of research.
- To provides training in choosing methods materials, scientific tools and techniques relevant to the research topic.

**Course content
(Academic Research and Report Writing)**

UNIT I

Research paper writing: Research paper format, Abstract writing, Research Methodology, Result & Discussion, Different formats of referencing.

UNIT II

Thesis Writing: Structure of thesis, Literature review, Preliminary studies, Result and discussion, Preparing figures and tables, Conclusion and Future scope, Bibliography.

UNIT III

Tools & Techniques: Various word processes, Libra-office, Ubuntu etc. Use of power point for effective presentation, Use of plagiarism detection tools, Chi-square test, Z-test, T-test.

Course Outcomes: After completing the course students will be able to :

- Develop the skill of writing a good research paper.
- Know about tools and techniques required for research paper.



Principal

Department of Commerce

2023-24