



IDEAL COLLEGE FOR ADVANCED STUDIES

(Affiliated to University of Calicut)

KADAKASSERY, THAVANUR PO, MALAPPURAM DT, KERALA 679573

0494 2 686 675 | 2 687 475 | 2 688 455 | 2 688 575

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icas@idealeducation.org

Addon Syllabus – 2019-2020



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ADD-ON SYLLABUS(2019-2020)

SLNO	NAME OF THE COURSE	DEPARTMENT
1	STRESS MANAGEMENT	BA ENGLISH
2	PHONETICS	BA ENGLISH
3	ENGLISH IN THE DIGITAL AGE	BA ENGLISH
4	PYTHON FOR DATA SCIENCE	BCA
5	INTRODUCTION TO BIGDATA	BCA
6	FLASH (FLOOR FOR ADDITIONAL SKILL HUNT)	COMMERCE
7	BASICES OF STOCK MARKET	COMMERCE
8	BASICS OF DISASTER MANAGEMENT	BSW
9	COMMUNITY MENTAL HEALTH CARE	BSW

Department of English
SUBJECT: STRESS MANAGEMENT
CODE: ICAS/ENG19/01

Objectives:

- Identify common sources of stress in academic and personal life.
- Understand the physiological and psychological effects of stress.
- Develop personalized stress management plans.
- Apply various stress reduction techniques in daily life.
- Enhance resilience and improve overall well-being.

Course outcomes:

- Students will be able to recognize and articulate the main sources of stress in their lives.
- Students will understand the physical and psychological effects of stress on their well-being.
- Students will create and implement personalized stress management plans.
- Students will apply various stress reduction techniques, such as mindfulness and exercise, in their daily routines.
- Students will improve their ability to cope with stress and build resilience for future challenges.

Module 1, Meaning and nature of stress:

Difference between eustress and distress;

Frustration, conflict and pressure; Meaning of stressors; common stressors at work place: Stressors unique to age and gender.

Module 2, Cognitive appraisal of stress:

General adaptation to stress; Consequences of stress; Physiological and psychological changes associated with the stress response. Stress and Memory; Stress and Other Cognitive Variables; Stressful environmental conditions on performance.

Module 3, Behavioural aspects of Stress:

Adaptive and Maladaptive Behaviour;

Individual and Cultural Differences: Sources of Stress- Across the Lifespan;

College and Occupational Stress.

Module 4, Stress and Work performance:

Role of communication in managing stress and

work performance: Emotional regulation and coping; Emotional intelligence and

conflict management: Emotional Basis and Stress; Stress and Conflict in

Relationships.

Module 5, Stress Intervention:

Performance and Stress Intervention- The relationship

between stress and performance; Stress intervention – interpersonal, Management

Standards and Management Competencies.

Module 6, Strategies of Stress Management:

Prevention of stress Challenging Stressful

Thinking; Problem Solving; Emotional and cognitive coping styles: Strategies of

Synthesis and Prevention: Resilience and Stress; Optimal functioning; Making

changes last; Small changes and large rewards.

Module 7, Preparing for the Future:

Care of the Self: Nutrition and Other Lifestyle Issues:

Stress reduction practices: Time management; Exercise; Relaxation techniques;

yoga; meditation.

Reference Books:

1. Baron. L & Feist.J (2000) Health Psychology 4th edition, USA Brooks/Cole
2. Barlow, Rapee, and Perini (2014), 10 Steps to Mastering Stress: A Lifestyle Approach, USA
3. Clayton,M, (2011).Brilliant stressmanagement How to manage stress in any situation's 1st edition, Great Britain Pearson Education
4. Cooper,C,& Palmer,S, (2000)Conquer Your Stress, London: Institute of personal development Universities Press
5. Dutta, P, K, (2010) Stress management Himalaya, Himalaya Publishing House
6. Lee, K. (2014). Reset: Make the Most of Your Stress: Your 24-7 Plan for Well-being. Universe Publishing.
7. Ogden.J (2000) Health Psychology 2nd edition Philadelphia, Open university press

PHONETICS

CODE: ICAS/ENG19/02

Course objectives:

- Understand key phonetics terms and concepts.
- Identify different speech sounds in languages.
- Learn how speech sounds are produced.
- Transcribe speech using phonetic symbols.
- Apply phonetic knowledge to real-world situations.

Course outcomes:

- Students will be able to define and explain basic phonetic concepts and terminology.
- Students will be able to accurately identify and classify different speech sounds in various languages.
- Students will be able to describe how speech sounds are produced by the human vocal

apparatus.

- Students will be able to transcribe spoken language accurately using the International Phonetic Alphabet (IPA).
- Students will be able to apply their phonetic knowledge to practical scenarios such as language learning, improving pronunciation, and basic linguistic analysis.

Module 1: Basics of Phonetics

- Topics:
 - Introduction to phonetics and its importance
 - Overview of the International Phonetic Alphabet (IPA)
- Learning Activities:
 - Basic lectures on phonetic concepts
 - Exercises identifying and using IPA symbols

Module 2: Speech Sound Production

- Topics:
 - How speech sounds are made
 - Different types of speech sounds: consonants and vowels
- Learning Activities:
 - Practical activities on producing various speech sounds
 - Simple exercises labeling parts of the vocal tract

Module 3: Phonetic Transcription

- Topics:
 - Basics of phonetic transcription
 - Transcribing simple words and sentences
- Learning Activities:
 - Practice transcribing words and sentences using the IPA

- Group activities to reinforce transcription skills

Module 4: Applying Phonetics

- Topics:
 - Using phonetics in real life: language learning, pronunciation, etc.
 - Introduction to acoustic phonetics (basic sound properties)
- Learning Activities:
 - Practical exercises applying phonetic knowledge to improve pronunciation
 - Simple acoustic experiments to understand sound properties.

Reference books

"A Course in Phonetics" by Peter Ladefoged and Keith Johnson

"Principles of Phonetics" by John Laver

"The Sounds of the World's Languages" by Peter Ladefoged and Ian Maddieson

"Phonetics: A Coursebook" by Rachael-Anne Knight

"Vowels and Consonants" by Peter Ladefoged

"An Introduction to Phonetics and Phonology" by John Clark, Colin Yallop, and Janet

Fletcher:

"Phonetic Data Analysis: An Introduction to Fieldwork and Instrumental Techniques" by

Peter Ladefoged:

"Introducing Phonetics and Phonology" by Mike Davenport and S.J. Hannahs

SUBJECT: ENGLISH IN THE DIGITAL AGE

CODE: ICAS/ENG19/03

Course objectives:

- To understand the basics of digital linguistics and its relevance to studying English.
- Analyze different forms of digital communication such as social media, blogs, and forums.
- Learn how to communicate effectively in various digital platforms.

- Explore phrases, words, and usages prevalent in digital media contexts.
- Learn about digital aids including software and websites to improve English language proficiency.

Course outcomes:

- Students will demonstrate a clear understanding of the basic concepts and principles of digital linguistics and its relevance to the study of English language in the digital era.
- Students will adeptly dissect various digital mediums, discerning linguistic patterns.

- Students will master communication skills across diverse online platforms.
- Students will grasp common phrases, words, and language conventions in digital media.
- Students will utilize software and websites to enhance English proficiency efficiently.

Module 1: Introduction to Digital Linguistics and English Language

Study

- Overview of digital linguistics and its relevance to studying English language
- History and evolution of digital communication
- Basic linguistic concepts applicable to digital media
- Introduction to corpus linguistics and its application in studying digital texts

Module 2: Analysis of Digital Communication

- Different forms of digital communication (social media, blogs, forums, etc.)
- Linguistic features unique to each form of digital communication
- Tools and methodologies for analyzing digital texts and language patterns
- Case studies and practical exercises in analyzing digital communication

Module 3: Effective Communication Across Digital Platforms

- Principles of effective communication in digital environments
- Strategies for engaging audiences on various digital platforms
- Techniques for writing clear and persuasive digital content
- Tips for adapting communication style to different digital contexts and audiences.

Module 4: Understanding Digital Language Usage and Enhancement

- Common phrases, words, and usages prevalent in digital media
- Exploration of internet slang, emojis, and other digital language phenomena

- Overview of digital language aids such as language learning apps, dictionaries, and grammar checkers (Duolingo, Oxford English Dictionary (OED), Grammarly, Google Translate)
- Practical exercises and activities for enhancing English language skills using digital tools

Reference books

"The Elements of Style" by William Strunk Jr. and E.B. White

"English Grammar in Use" by Raymond Murphy

"Garner's Modern English Usage" by Bryan A. Garner

"On Writing Well: The Classic Guide to Writing Nonfiction" by William Zinsser

"Writing Tools: 55 Essential Strategies for Every Writer" by Roy Peter Clark

"How to Read Literature Like a Professor" by Thomas C. Foster

"Oxford English Dictionary" (OED)

"They Say / I Say: The Moves That Matter in Academic Writing" by Gerald Graff and Cathy Birkenstein

Department of Computer science

PYTHON FOR DATA SCIENCE (ICAS/BCA/19-01/PY)

(2019-2020)

UNIT 1: Basics of Python Spyder: Creating and saving a script file, Variable creation, Arithmetic and logical operators, Data types and associated operations.

(4 Hours)

UNIT 2 :Sequence data types and associated operations: Strings, Lists, Arrays, Tuples
NumPy: ndarray.

(4 Hours)

UNIT 3 : Data visualization on dataset using matplotlib and seaborn libraries .

(4 Hours)

UNIT 4 : Case study- classifying personal Income.

(3 Hours)

References

1. Introduction to linear algebra - by Gilbert Strang
2. Applied statistics and probability for engineers – by Douglas Montgomery
3. Mastering python for data science, Samir Madhavan

Practical (15 hours)

Objectives

- Understand and use Python programming for data science applications
- Master data manipulation

Prerequisites

Basic knowledge of c programming

Lab: Python programming

1. Write a Python program to check if a string is a palindrome.
2. Write a Python program to find the factorial of a number.
3. Write a Python program to find the largest element in a list.

4. Write a Python program to reverse a string.
5. Write a Python program to check if a number is prime.
6. Write a Python program to find the common elements between two lists.
7. Write a Python program to sort a list of elements using the bubble sort algorithm.
8. Write a Python program to find the second largest number in a list.
9. Write a Python program to remove duplicates from a list.

Introduction to Big Data (ICAS/BCA/19-02/BD)

(2019-2020)

UNIT 1: Introduction to Big Data (6 Hours)

Overview of Big Data, Big Data Ecosystem, Big Data use cases.

UNIT 2: Hadoop Fundamentals (6 Hours)

Introduction to Hadoop-History and development-key components(HDFS, YARN), HDFS architecture- data storage in HDFS-Blocks, NameNode and DataNode, Read and write operations in HDFS, Hadoop installation and configuration.

UNIT 3 : MapReduce and Data Processing (6 Hours)

Introduction to Mapreduce, write and execute MapReduce programs, Advanced MapReduce technique.

UNIT 4 : Big Data Storage and Management (6 Hours)

NoSQL Database- introduction and types, Overview of HBase and Cassandra, Data ingestion tools-introduction to Apache Flume and Apache sqoop, data ingestion technique and best practices.

UNIT 5: Big Data Analytics and Visualization (6 Hours)

Introductuin to bigdata analytics, Apache Spark, Data visualization tool.

References

1. Big Data - by [Saswat Sarangi](#), [Pankaj Sharma](#)

2. Big Data for Beginners – by [Vince Reynolds](#)

3. Mastering python for data science, Samir Madhavan

PG DEPARTMENT OF COMMERCE AND MANAGEMENT STUDIES

SYLLABUS FOR FLASH ADD-ON COURSE

Module 1: Introduction to Employability Skills (10 hours)

Session 1 (2 hours): Understanding Employability Skills

Course Orientation

Definition and importance of employability skills

Key employability skills: communication, teamwork, problem-solving, adaptability, etc.

Session 2 (3 hours): Communication Skills

Effective verbal and non-verbal communication

Listening skills and active listening techniques

Public speaking skills

Session 3 (3 hours): Teamwork and Collaboration

Importance of teamwork in the workplace

Strategies for effective collaboration

Dealing with conflicts in a team setting

Group games and activities

Session 4 (2 hours): Problem-solving, Critical Thinking and Adaptability

Problem-solving techniques and methodologies

Critical thinking skills development

Understanding the need for adaptability in the workplace

Resilience and coping with change

Adapting to new technologies for excellence

Module 2: Personal Development and Professionalism (10 hours)

Session 5 (2 hours): Career Planning and Goal Setting

Setting SMART career goals

Developing a pleasing personality

Identifying resources for career development

Session 6 (3 hours): Self-awareness and Emotional Intelligence

Understanding personal strengths and weaknesses

Emotional intelligence in the workplace

Self-regulation and empathy

Professional behavior and ethics

Session 7 (3 hours): Networking and Relationship Building

Importance of networking for career growth

Building professional relationships

Networking strategies and tools

Session 8 (2 hours): Professional Online Presence

Building a strong LinkedIn profile

Managing social media presence for professionalism

Leveraging online platforms for career advancement

Module 3: Practical Application and Preparation (10 hours)

Session 11 (3 hours): Business Writing and Cover Letters

Crafting a professional resume

Writing effective cover letters

Tailoring resumes for specific job applications

Written communication skills: emails, reports, and professional correspondence

Session 12 (2 hours): Interview Skills

Preparing for job interviews

Answering common interview questions

Practicing mock interviews

Session 13 (5 hours): Final Project and Presentation

Case studies and practical problem-solving exercises

Applying employability skills to a real-world scenario
Group project or individual assignment
Presentation of findings and reflections
Oral communication practices and activities

DCMSFM05 - BASICS OF STOCK MARKET

Module 1

Overview of Financial Markets and Stock

Definition and types of financial markets, Role and importance of stock markets in the economy, Stock exchanges in India: BSE, NSE, and others

Key Participants and Regulatory Framework

Retail investors, institutional investors, brokers, and regulators

Stock Market Indices

Sensex, Nifty, and other key indices

5 hours

Module 2

Basic Concepts and Instruments

Shares, equity, bonds, mutual funds, ETFs, and derivatives

How the Stock Market Works

Primary vs. secondary markets IPOs and stock trading mechanism

Financial Statements and Key Ratios

Balance sheet, income statement, cash flow statement, Key financial ratios: P/E ratio, EPS, ROE, etc.

6 hours

Module 3

Analysis and Investment Strategies

Fundamental Analysis: Evaluating a company's financial health, analyzing industry and market trends

Technical Analysis:

Chart types and patterns, Indicators and oscillators: moving averages, RSI, MACD

Investment Strategies:

Value investing, growth investing, dividend investing, Portfolio diversification and risk management **8 hours**

Module 4

Practical Investing and Trading

Choosing a broker, KYC process, Introduction to trading platforms

Placing Trades and Order Types:

Types of orders: market, limit, stop-loss, Trading session timings and settlement

Simulated Trading Sessions:

Hands-on trading with virtual money, analyzing trades and understanding market movements

8 hours

Module 5

Review, Q&A, and Advanced Topics

Summary of the entire course, Interactive discussion and Q&A,

Live trading session with real-time analysis

Advanced Topics Overview

Derivatives market: futures and options

3 hours

References

"The Intelligent Investor" by Benjamin Graham

Donald E. Fisher and Ronald J. Jordan, "Securities Analysis and Portfolio Management", Prentice Hall, New Delhi.

Gupta L.C.,: Stock Exchange Trading in India: Society for Capital Market Research and Development, Delhi.

Machi Raju,s H.R.: Working of Stock Exchanges in India. Wiley Eastern Ltd. New Delhi.

Department of social Work

Basics of Disaster Management (BSW19BDM)

(2019-2020)

Module I: Introduction to Disaster Management (6 Hours)

Defining Disasters and Hazards, Types of Disasters (Natural and Human-Made), The Impact of Disasters (Social, Economic, Environmental), Disaster Risk Reduction and Management Framework

Module II Disaster Preparedness (6 Hours)

Importance of Disaster Preparedness, Community Preparedness Planning, Developing a Personal Preparedness Plan (Emergency Kits, Communication Plans), Public Awareness and Education Programs

Module III : Disaster Mitigation and Response (6 Hours)

Mitigation Strategies for Different Disaster Types (Floods, Earthquakes, Fires), Early Warning Systems and Evacuation Procedures, Effective Response Strategies (Search and Rescue, Medical Care, Emergency Sheltering), Importance of Communication and Coordination

Module IV: Disaster Recovery and Rehabilitation (6 Hours)

Needs Assessment and Damage Evaluation, Recovery and Reconstruction Strategies, Mental Health and Psychosocial Support, Long-Term Recovery Planning and Building Back Better

Module V: Current Issues and Future Trends (6 Hours)

Climate Change and Disasters, Technological Advancements in Disaster Management, Community Resilience and Capacity Building, The Role of Individuals and Volunteers in Disaster Management

References

- Introduction to Hazard Mitigation: Reducing Your Risks to Natural Disasters by Ronald J. Berke (Latest Edition)
- Disaster Management: A Guide to Principles and Practices by Patrick Lafayette (Latest Edition)
- The Survival Handbook: Essential Skills for Disasters, Emergencies and Everyday Life by Colin Towers (Latest Edition)

Community Mental Health Care (BSW19CMH)

(2019-2020)

SYLLABUS

Module 1: Introduction to Community Mental Health (6 Hours)

Defining Mental Health and Mental Illness, History and Evolution of Community Mental Health Care, Core Concepts in Community Mental Health Practice, The Impact of Stigma on Mental Health, Cultural Competency in Mental Health Services

Module II : Understanding Major Mental Disorders (6 Hours)

Overview of Major Mental Disorders (e.g., Anxiety Disorders, Mood Disorders, Schizophrenia), Signs and symptoms of common mental health conditions, Assessment and Diagnosis in Community Settings, Co-occurring Disorders (Mental Health and Substance Abuse)

Module III Service Delivery Models in Community Mental Health (6 Hours)

Outpatient Mental Health Services, Crisis Intervention and Support Services, In-Home Care and Supportive Housing. Case Management and Care Coordination, School-Based Mental Health Programs

Module IV: Ethical Considerations and Advocacy (6 Hours)

Ethical Principles in Community Mental Health Practice, Confidentiality, Privacy, and Duty to Warn, Cultural Competence and Social Justice in Mental Health Care, Advocating for Mental Health Services and Policy Change

Module V: Current Issues and Future Trends (6 Hours)

The Role of Technology in Community Mental Health Care, Mental Health Disparities and Access to Care, Promoting Mental Health Wellness in Communities, The Future of Community Mental Health Services

References

- Community Mental Health Practice Models: A strengths perspective by Edith M. Neighbors & James M. Boswell (Latest Edition)
- Clinical Practice of Community Mental Health by Jeanne Miranda & David L. Shaffer (Latest Edition)
- Fundamentals of Community Mental Health by Robert E. Hess & Linda L. Larson (Latest Edition)