

**P. T. Chiranjil Lal Sharma Govt. College  
Sector 14, Karnal**



**Add-on/Short term certificate courses  
(Session 2019-20)**

1. Desk top publishing
2. Research methodology
3. Tie and Die
4. Health and hygiene
5. Tally
6. Yoga and meditation
7. First aid
8. Wild life conservation
9. Self defence
10. Disaster management
11. Basic statistics
12. Gardening and floriculture
13. Quantitative aptitude and mathematical reasoning

**Internal Quality Assurance Cell,  
Chiranjil Lal Sharma Govt. College,  
Sector-14, Karnal**

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**Academic and Extracurricular planning and  
implementation Committee (AEPIC)**

- CHAIRPERSON IQAC**  
Dr. Rekha Sharma  
*Principal*
- COORDINATOR IQAC**  
Dr. Rajesh Kani
- ASSOCIATE PROFESSOR OF HINDI  
OVERALL CONVENOR AEPIC**  
Dr. Nirmla Athri
- ASSOCIATE PROFESSOR OF ENGLISH**  
**MEMBERS:**  
Sh. Satish Gupta  
Associate Professor of Electronics  
Dr. Ms. Rekha Tyagi  
Associate Professor of History  
Dr. M. S. Bagi  
Associate Professor of History  
Dr. Jarnail Singh Sehraawat  
Associate Professor of Geography  
Dr. Ranjeet Singh  
Associate Professor of Botany  
Dr. Parveen Kumar Vats  
Associate Professor of Zoology  
Dr. J. S. Chhillar  
Associate Professor in Zoology

**About the College**

The college was established in 1976 in the old building at Railway Road Karnal and later shifted to its present site near the crossing of sector 6-7 on AH-1 (NH-44) in 1991. Whereas the strength of students in old building was 1411, it has risen to 4424 at present. The college has all the three faculties viz. Arts, Commerce and Science besides job oriented courses like B.A.M.C., B.T.M., B.C.A, Eio-technology, BSC-IT and Master Degree Programmes in Commerce, English, Economics, History, Psychology and Maths. The institution is well equipped with science labs, computer labs, language labs and smart class rooms. The college has well defined objectives which are communicated through extension lectures, NSS activities, NCC programmes, seminars, workshop, Women Cell programmes, Placement cell & Legal Literacy Cell programmes along with sports activities.

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### Objectives of the Add-on courses

- Desk top publishing:** participant will learn about software's related to publication business like MS Office, PageMaker, Coreldraw, Photoshop etc
- Research methodology:** participant will learn about latest research methodologies used in social sciences using SPSS, MS excel etc.
- Tie and Die:** participant will learn about latest designs and techniques of coloring clothes using tie and die methods.
- Health and hygiene:** participant will learn about importance of health related topics, diseases and govt schemes like swatch bharat abhyaan etc.
- Tally:** participants will get hands-on training in latest tally software
- Yoga and meditation:** participants will practice various yoga postures and learn about latest meditation techniques.
- First aid:** participants will get first aid training from health professionals.
- Wild life conservation:** participants will learn about the latest measures of wild life conservation and govt policies and measures used for conservation.
- Self defence (Female only):** Girl participants will be given self defence training to enhance the self confidence.
- Disaster management:** Participants will get training about modern disaster management techniques and preparations.
- Basic statistics:** Participants will learn about Measures of dispersion, central tendency, and significance testing using latest computer softwares.
- Gardening and floriculture:** participants will learn about latest gardening techniques and floriculture specific for starting agribusiness.
- Quantitative aptitude and mathematical reasoning:** participants will learn about all the quantitative and reasoning topics important for competitive exams like Banking, Staff selection commission exams and other central and state services.

### Schedule

Registration  
16.07.19 to 31.07.19

Odd Semester Classes  
1/08.19 to 30.10.19 (20 lectures)

Even Semester Classes  
1.01.20 to 30.03.20 (20 lectures)

Exam  
1<sup>st</sup> week of April 2020

\*Each lecture will be of 45 minutes duration.

### Details of seats and department in-charges

S. No	Name of the course	seats	Department involved	Teacher in-charge
1.	Desk top publishing	30	Computer	Dr. Subhash Jaglan
2.	Research methodology	120	All PG Departments	Dr. Rekha Tyagi Mrs. Poonam Bhandari Ms. Chanchal Dr. Naresh Kumar Dr. Nirmai Atri Mr. Sanjeev Giri
3.	Tie and Die	30	Home science	Dr. Pankaj Gill
4.	Health and hygiene	30	NSS	Dr. Sandeep Mr. Ashu
5.	Tally	200	Commerce	Ms. Chanchal Dr. Surender Nagia Dr. Monika Bansal
6.	Yoga and meditation	50	Physical education	Dr. Vinod Chahal Dr. Yashpal
7.	First aid	50	Youth Red Cross	Dr. Nidhi Sharma
8.	Wild life conservation	50	Zoology	Dr. Parveen Kumar Vats Dr. Jaiinder Singh Chhillar
9.	Self defence	50	Women cell	Dr. Manisha Sachchar
10.	Disaster management	50	Geography	Dr. Jarnail Singh Sehrawat Dr. Karwar Bhan
11.	Basic statistics	40	Psychology	Dr. Rajesh Mehra Dr. Roop Lal
12.	Gardening and floriculture	50	Botany	Dr. Ranjeet Singh Dr. Rekha Jangra
13.	Quantitative aptitude and mathematical reasoning	50	Maths	Dr. Anil Saini Mr. Rajesh Ghasi

San  
Shanve  
Narain  
Bayer

11 Registration  
(English to Hindi) 30 Hindi  
Dr. Rajendra Prasad  
Dr. Sumit Datta