

Harmal Panchkroshi Shikshan Mandal's  
Ganpat Parsekar College of Education,  
Harmal-Goa

DEPARTMENT OF KONKANI

Name of the course: वेव्हारीक कोंकणी (गणू-100)

Duration: 06 म्हयने (30 तासिका)

**Course Objectives:**

- ❖ विद्यार्थ्यांचें कोंकणी व्याकरण आनी शुद्धलेखना विशीं मार्गदर्शन करप.
- ❖ विद्यार्थ्यांक कोंकणी भाशेंतलें वेव्हारीक गिन्यान दिवप.
- ❖ विद्यार्थ्यांक कोंकणी उच्चारण प्रक्रिया शिकोवप.
- ❖ विद्यार्थ्यांक कोंकणी भाशेंतल्यान मुलाखत दिवपाक समर्थ करप.
- ❖ विद्यार्थ्यांक कोंकणी भाशे संबंदीत हेर म्हायती दिवप.
- ❖ विद्यार्थ्यांक कोंकणी भाशेचीं गोडी लावप.

**Course Outcomes:**

- ❖ विद्यार्थी कोंकणींतल्यान उलोवपाक आनी संवाद सादपाक शकतले
- ❖ विद्यार्थी कारबारी उतरावळ शिकून अध्ययन प्रक्रियेंत ताचो योग्य वापर करपाक शकतले.
- ❖ विद्यार्थी कोंकी वेव्हारीक जिवितांत वापरपाक सक्षम जातले.
- ❖ विद्यार्थी कोंकणींतल्यान पत्रवेव्हार करपाक शिकतले.
- ❖ विद्यार्थी कोंकणींतल्यान मुलाखत दिवपाक शकतले.

**Course Pre-requisites:**

- ❖ विद्यार्थ्यांक देवनागरी लिपयेची वळख आसची
- ❖ विद्यार्थ्यांक कोंकणी भाशे विशी आवड आसची
- ❖ विद्यार्थ्यांक नवी म्हायती एकठांय करपाची इत्सा आसची
- ❖ विद्यार्थ्यांक कोंकणी भाशे विशी थोडी-भोव म्हायती आसची

**Career Prospects:**

- ❖ विद्यार्थ्यांक कोंकणी भाशेंतल्यान वेव्हार करपाक मदत जातली.
- ❖ गोंयांत खंयच्याय सरकारी वा बिगर सरकारी आस्थापनांनी काम करतलो जाल्यार कोंकणी भाशेची जाण सक्तीची आसा. त्या अनुशंगान नोकरी मेळोवपाक मदत जातली.
- ❖ कोंकणी विशयाचें धडे दिवपाक तशेंच मुळावीं भास म्हूण कोंकणी शिकोवपाक हें गिन्यान उपकाराक पडटलें.

<b>Course Contents:</b>	
<b>मोड्यूल</b>	<b>वरां</b>
1. कोंकणी भाशेची उडटी वळख	02 वरां
2. कोंकणी नादविज्ञानाची वळख (स्वर, व्यंजना, बाराखडी)	04 वरां
3. कोंकणी पदविचार (तत्सम आनी तद्भव, उतरां आनी व्याकरणीक प्रकार)	02 वरां
4. कोंकणी वाक्यविचार (कर्तो-कर्म-क्रियापद)	02 वरां
5. कोंकणी शुद्धलेखनाचे नेम	04 वरां
6. लिंग	02 वरां
7. वचन	02 वरां
8. काळ	02 वरां
9. वाक्यांच्यो जाती (प्रस्नार्थी, विधानार्थी, आज्ञार्थी, उमाळी)	02 वरां
10. वाचन कौशल्य (उच्चार आनी विराम)	02 वरां
11. कोंकणी पारिभाशीक उतरांवळ	02 वरां
12. वेव्हारीक कोंकणी (आमंत्रण, पत्र लेखन, संदेश)	04 वरां
	<b>30 वरां</b>
<b>Pedagogy</b>	व्याख्यान, चर्चा सत्र, स्वाध्याय
<b>मार्गदर्शक:</b>	
1. प्रा. वैशाली परब	
2. प्रा. गोविंद मोपकार	
3. प्रा. हेमल चौगुले	

Course Coordinator: Ms. Vaishali Parab

HPSM'S  
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HARMAL-GOA.  
CERTIFICATE COURSE

**• The Art of Communication: Keys to Professional Achievement**

<b>Name of the Course:</b>	The Art of Communication: Keys to Professional Achievement.		
<b>Duration:</b>	30 Hours	<b>Modules:</b>	III
<b>Course Objectives:</b>			
<b>The course aims to:</b>			
<ol style="list-style-type: none"> <li>1. To introduce students to the different requirements in communication in the Work place.</li> <li>2. A learning towards listening, understanding and conveying information</li> <li>3. To equip participants with the knowledge and skills necessary to function effectively within a team environment.</li> <li>4. To develop leadership qualities and enhance team performance.</li> <li>5. To learn about the ethical standards and principles guiding journalism.</li> <li>6. To gain insights into the book publishing process, from manuscript to market.</li> <li>7. To learn the principles of group blogging, including how to set up, manage, and contribute to a group blog effectively.</li> </ol>			
<b>Course Outcomes:</b>			
<ol style="list-style-type: none"> <li>1. Students will be proficient in collaborative and communication skills</li> <li>2. Students will understand the fundamental concepts of team dynamics.</li> <li>3. The course will enhance and demonstrate effective communication techniques that promote collaboration and reduce conflict within the team.</li> <li>4. Students will apply ethical principles in team interactions and decision making processes.</li> <li>5. The student will have developed critical thinking skills, creativity, and intercultural communication competence.</li> <li>6. Students will learn to create and manage content for blogs and social media platforms.</li> <li>7. Students will develop skills in digital storytelling, multimedia production, and audience engagement.</li> </ol>			

**Course Pre-requisites:**

- a. Students should have a basic command of the English language.
- b. They should be able to understand and communicate in English at an intermediate level.
- c. Basic understanding of organizational behavior.
- d. Previous experience working in a team setting, in an academic environment.
- e. Acquire the ability to critically analyze and evaluate print media content.
- f. Understand the role of print media in society and its impact on public opinion.
- g. Ability to conduct research and write reports.
- h. Familiarity with current events and general knowledge

**Career Prospects:**

The acquisition of grammar, writing skills, and speaking skills can greatly enhance career prospects across a wide range of industries and professions. Here are some career paths where these skills are particularly valuable:

1. **Content Writing and Copywriting:** Strong grammar and writing skills are essential for creating engaging and persuasive content for various mediums such as websites, blogs, social media, and marketing materials.
2. **Journalism and Publishing:** Proficiency in grammar, writing, and speaking allows individuals to pursue careers as journalists, editors, or publishers, where effective communication is crucial for reporting news, editing manuscripts, and managing publications.
3. **Public Relations and Communications:** The ability to write and speak effectively enables professionals to excel in public relations roles, crafting press releases, managing media relations, and delivering compelling presentations.
4. **Customer Service and Sales:** Effective communication skills are highly valued in customer service and sales roles, where individuals need to engage with customers, address inquiries, and present products or services persuasively.
5. **Public Speaking and Presenting:** Strong speaking skills are valuable for careers that involve public speaking, such as motivational speaking, corporate training, leadership roles, or any profession that requires presenting information to large audiences.
6. Roles in public relations, communications, and corporate writing.
7. Academic and research positions in media studies.

## Course Contents

<b>Module: I</b>	<b>Duration: 10 Hours</b>
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Interpersonal Skills :

- 1.1- Interpersonal conflicts:
- 1.2- Permissions and Requests:
- 1.3- Persuasion and Negotiation:
- 1.4- Public speaking and Presentation Skills:
- 1.5- Constructive Criticism.

<b>Module: II</b>	<b>Duration: 08 Hours</b>
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**Team Dynamics:**

- 2.1 Collaborative Communication:
- 2.2. Team Ethics:
- 2.3. Crisis communication and Leadership:
- 2.4. Leadership Qualities:

<b>Module: III</b>	<b>Duration: 12 Hours</b>
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**Introduction to Print and Electronic Media:**

- 3.1 Print Media: Newspapers and Books:
- 3.2. Digital Media: Group Blogging, and Social Media:
- 3.3. Chat show with influencers:

### **Assessment:**

- Assignments
- Participation in class activities and discussions

### **Completion Requirements:**

- Attendance of at least 80% is required in order to receive a certificate.
- Passing grade in all exams.

Co-ordinator

Mr.Siddhesh S.Raut

Co-ordinator

Ms.Nikita Shirodkar



## Ornamental Fish Keeping

<b>Name of the Course:</b>	<b>Ornamental Fish- Keeping</b>		
<b>Duration:</b> 30 Hours		<b>Total Modules:</b>	06
<b>Course Objectives:</b>			
<p>The course aims to –</p> <ol style="list-style-type: none"> <li>1. Make students aware of the various ornamental fishes.</li> <li>2. Recognise the plants that can be used in the aquarium.</li> <li>3. Help students in designing and setting up an aquarium.</li> <li>4. Guide the students in rearing/ maintaining fish in an aquarium.</li> <li>5. Learn the technique of rearing fish by using various equipments.</li> <li>6. Develop a scope of entrepreneurship in the student.</li> </ol>			
<b>Course Outcomes:</b>			
<p>The students will be able</p> <ol style="list-style-type: none"> <li>1. To know the biology of aquarium fishes, their nutritional requirement and care.</li> <li>2. To gain the knowledge of requirements for setting up an aquarium.</li> <li>3. To design an aquarium.</li> </ol>			
<b>Course Pre-requisites:</b>			
<ol style="list-style-type: none"> <li>1. To get the full benefit of this course, students need to have a basic idea about the anatomy and physiology of fish.</li> <li>2. Awareness of the importance of aquarium designing, as a mode of recreation and income.</li> </ol>			
<b>Career Prospects:</b>			
<ol style="list-style-type: none"> <li>1. Breeding and rearing ornamental fish</li> <li>2. Rearing live fish to feed</li> <li>3. Propagation of Aquarium Plants</li> <li>4. Design and set up aquariums for houses, offices etc</li> <li>5. Self-employment opportunity.</li> </ol>			
<b>Course Contents</b>			
<b>Modules: I</b>		<b>Duration: 04 Hours</b>	
<b>Introduction to Aquarium fish keeping and its scope:</b>			
<ol style="list-style-type: none"> <li>1. Types of Aquarium</li> <li>2. The potential scope of Aquarium Fish Industry</li> <li>3. Exotic and Endemic species of Aquarium Fishes.</li> </ol>			
<b>Modules: II</b>		<b>Duration: 06 Hours</b>	
<b>Common aquarium fishes:</b>			
<ol style="list-style-type: none"> <li>1. Common characters and sexual dimorphism of Fresh water and Marine Aquarium fishes such as</li> <li>2. Guppy, Molly</li> <li>3. Sword tail</li> <li>4. Gold fish</li> <li>5. Angel fish</li> <li>6. Betta fish</li> </ol>			

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<b>Modules: III</b>	<b>Duration: 06 Hours</b>
<b>Fish feed:</b> <ol style="list-style-type: none"><li>1. Use of live fish feed organisms.</li><li>2. Preparation and composition of formulated fish feeds.</li></ol>	
<b>Module: IV</b>	<b>Duration: 02 Hours</b>
<b>Common Aquarium fish disease:</b> <ol style="list-style-type: none"><li>1. Fin rot</li><li>2. Swim bladder disorders</li><li>3. Ich</li><li>4. Dropsy</li></ol>	
<b>Module: V</b>	<b>Duration: 05 Hours</b>
<b>Common aquarium plants:</b> <ol style="list-style-type: none"><li>1. Introduction to aquarium plants.</li><li>2. Profiles of some selected aquarium plants.</li><li>3. Indigenous ornamental plants of Western Ghats.</li><li>4. Management of ornamental aquatic plants.</li></ol>	
<b>Module:VI</b>	<b>Duration: 07 Hours</b>
<b>Setting up of an aquarium and its maintenance:</b> <ol style="list-style-type: none"><li>1. Fabrication of aquarium tank.</li><li>2. Equipment's used in aquarium tanks and their maintenance.</li></ol>	

**Course Coordinator:**

Ms. Karishma K. Naik



## Computer Literacy Cell

<b>Name of the Course:</b>	<b>Enhancing Typing Skills</b>		
<b>Duration:</b>	30 hours	<b>Modules:</b>	03
<b>Course Objectives:</b>			
<ol style="list-style-type: none"><li>1. To make students proficient in touch typing and demonstrate an increased words-per minute (WPM) with accuracy.</li><li>2. To equip future educators with a fundamental skill that can significantly improve their efficiency and productivity in various professional settings.</li></ol>			
<b>Course Outcomes:</b>			
<ol style="list-style-type: none"><li>1. The typing speed of the students will increase along with their proficiency and accuracy in typing.</li><li>2. The course will enable the students to create, edit and manage digital documents, lesson plans and other educational materials efficiently.</li></ol>			
<b>Course Pre-requisites: Laptop</b>			
<b>Course Contents</b>			
<b>Module I: Introduction and Learn the Keyboard</b>		<b>Duration: 11 hours</b>	
<ol style="list-style-type: none"><li>1. Introduction</li><li>2. The F,R,4,5,T,G,B, and V keys</li><li>3. The 3,E,D, and C keys</li><li>4. The 2,W,S, and X keys</li><li>5. The 1,Q, A,Z, and shift keys</li><li>6. Keyboard Shortcuts</li><li>7. Proper Habits</li></ol>			
<b>Module II: Test your skills</b>		<b>Duration: 9 hours</b>	
<ol style="list-style-type: none"><li>1. Figure out how fast you type now</li><li>2. Practice tools to use</li></ol>			
<b>Module III: Increase your speed</b>		<b>Duration: 10 hours</b>	
<ol style="list-style-type: none"><li>1. Exercises to further increase the speed and accuracy.</li><li>2. Conclusion.</li></ol>			

**Course Coordinator:** Mr. Tarun Malviya

## DEPARTMENT OF GEOGRAPHY

<b>Name of the Course:</b>	<b>Exploring Maps Through GIS Technology</b>		
<b>Duration:</b>	30 hours	<b>Modules:</b>	05
<b>Course Objectives:</b>			
<ol style="list-style-type: none"> <li>1. Create awareness and interest of digital cartography among the students.</li> <li>2. Appreciate and inculcate the map making and map reading skills.</li> <li>3. To provide hands on experience in map making and data analysis.</li> <li>4. Orient and train the students for future career opportunities in GIS.</li> </ol>			
<b>Course Pre-requisites:</b>			
<ol style="list-style-type: none"> <li>1. Basic Knowledge of Windows Operating System of compute</li> <li>2. Map reading Skills</li> <li>3. Knowledge of basic geographic concepts</li> </ol>			
<b>Course Outcomes:</b>			
<b>Upon successful completion of this Course, Students should be able to:</b>			
<ol style="list-style-type: none"> <li>1. Describe how to do a geo-referencing in GIS.</li> <li>2. List the several components of the coordinate reference system.</li> <li>3. Identify the different types of maps used in geographic information system.</li> <li>4. Identify and evaluate GIS data sources and the importance of metadata.</li> <li>5. Demonstrate the process of converting analogue data to digital data for use in a GIS.</li> <li>6. Identify, compare and contrast vector and raster GIS.</li> <li>7. Evaluate the capabilities of various GIS software programs.</li> <li>8. Apply cartographic principles of scale, resolution, projection and data management to a problem of a geographic nature.</li> <li>9. Apply spatial analysis functions on a GIS to solve a Geospatial problem.</li> <li>10. Describe data storage, editing and retrieval techniques used in a GIS.</li> </ol>			
<b>Course Contents</b>			
<b>Module I</b>		<b>Duration: 02 hours</b>	
<b>Introduction to Remote Sensing GIS:</b>			
Basics of Remote Sensing, Electromagnetic Spectrum, Resolutions and its Platforms, Concept of GIS, Hardware and Software, Downloading and Installing QGIS, Google Earth and GPS Waypoints, its basic functions.			
<b>Module II</b>		<b>Duration: 04 hours</b>	
<b>A. Data Products</b>			
Downloading Toposheet, Satellite Images, Aerial Photographs, Digital Elevation Model, Digital Terrain Model from different portals ( Bhuvan, Survey of India, Diva GIS, Land Records, USGS Earth Explorer, etc.)			
<b>B. Google Earth</b>			
Exploring Google Earth and its different features such as historical images, basic measurement tools, downloading google earth images, etc. creating multiple copies, re-projecting vector and raster files, Symbology.			

<b>Digitization using QGIS Software</b>	
Creating vector layers in GIS, Basic and advanced editing, topology building.	
<b>Attribution</b>	
Creating and modifying tables, attaching attribute information to vector layers, using field calculators	
<b>Module III</b>	<b>Duration: 10 hours</b>
<p><b>A. Geospatial Data Access</b> Accessing existing data into GIS, Creating Vector Data Shapefiles (Point, Line &amp; Polygon), Reprojecting Vector and Raster files and working with symbology.</p> <p><b>B. Georeferencing and Digitization</b> Raster data Georeferencing and Digitization, Creating Vector and Raster data in GIS, basic and advance editing.</p> <p><b>C. Attribution</b> Creating and modifying tables, attaching attribute information to vector data using .CSV extension, working with field calculators to run basic queries (Area, Length, Parameter, etc.)</p> <p><b>D. Vector Operations</b></p> <ol style="list-style-type: none"> <li>i. creating multiple copies, Merge, Dissolve, Union, Intersect, Clip, Buffer, Spatial Join, etc.</li> <li>ii. Exploring GPS Waypoint Application on Smartphones, handling GPS Receiver, taking waypoints, and exporting it to GIS window, to create cadastral maps, attribute attachment.</li> </ol>	
<b>Module IV</b>	<b>Duration: 10 Hours</b>
<p><b>A. Thematic Maps</b> Creating different types of thematic maps based on demographic data, example; Population Density, Literacy rate, etc.</p> <p><b>B. Raster Processing</b></p> <ol style="list-style-type: none"> <li>i. Accessing Digital Elevation Imageries to create Elevation, Contour, Slope, Aspect, 3D Map.</li> <li>ii. Satellite imagery and its band combinations, True Colour Composite and False Colour Composite Image, Land use land cover map with supervised and unsupervised classification, Natural Differentiation Vegetation Index.</li> </ol> <p><b>C. Print Layout</b> Adding text and title, North Arrow, Scale (Statement and Graphical), Legend, Picture, Grid etc., Page layout, Exporting map into different formats (.pdf, .dbf, .jpeg, .png, etc).</p>	
<b>Module V</b>	<b>Duration: 04 Hours</b>
<b>Pilot Project</b>	

**Course Coordinator**

Mr. Ramnath Gaonkar

Assistant Professor Geography

**Modi Marathi Script**

<b>Name of the Course:</b>	<b>Modi Marathi Script</b>		
<b>Duration:</b>	30 Hours	<b>Modules:</b>	IV
<b>Course Objectives:</b>			
<ol style="list-style-type: none"><li>1. To impart knowledge of Modi Marathi Script.</li><li>2. To aware students about the significance of the Modi Script.</li><li>3. To provide historical background of the Script.</li><li>4. To make students fluent in reading and writing Modi Marathi Script.</li></ol>			
<b>Course Outcomes:</b>			
<ol style="list-style-type: none"><li>1. Participants will able to decipher the documents written in Modi Marathi during Medieval India.</li><li>2. The Participants will gain primary knowledge of medieval Marathi language that was used in administration in Medieval Period.</li><li>3. The Participants will get knowledge of calendrical system used in Medieval Deccan.</li><li>4. The knowledge of the script will help participants in their research.</li></ol>			
<b>Course Pre-requisites:</b>			
<ol style="list-style-type: none"><li>1. Knowledge of Marathi language and Devanagari.</li></ol>			
<b>Career Prospects:</b>			
<ol style="list-style-type: none"><li>1. Upon completion of this course, participants will get an opportunities in Archives.</li><li>2. It will help in translating primary sources of Medieval India.</li></ol>			
<b>Course Contents</b>			
<b>Modules: I</b>		<b>Duration: 05 Hours</b>	
<b>Introduction to Modi Marathi Script</b>			
<ol style="list-style-type: none"><li>1. Emergence</li><li>2. History</li><li>3. Usage</li></ol>			
<b>Modules: II</b>		<b>Duration: 10 Hours</b>	
<ol style="list-style-type: none"><li>1. Modi Barakhadi, Alphabet, Vowels, Consonants and Compound words.</li><li>2. Sentences, Cursive Modi Script.</li></ol>			
<b>Modules: III</b>		<b>Duration: 06 Hours</b>	

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**Short Term Certificate Course**

**Dating Methods**

1. Shaka, Vikramsamvant and Hijri
2. Fasali, Shuhur, Rajyabhishekha Shaka.

**Module: IV**

**Duration: 09 Hours**

1. Reading and Writing Modi Script.
2. Skills in interpreting Modi documents.

**Course Coordinators:**

**Ms. Mrunali Sawant**