# SHIVAJI UNIVERSITY KOLHAPUR

Bachelor of Arts in Dress Making & Fashion Co-ordination B.A. DMFC

**Revised Syllabus** 

# 2018-2019

# A] Ordinance and Regulations:-

# B.A. Dress Making and Fashion Coordination

# Preface:-

The need for Education in the field of Dress Making and Fashion Coordination is rising with the recent trends of the market and the aspirations of the society. The demand for Fashion Designers is on the topmost priority of the 21<sup>st</sup> century. To strengthen and sustain the quality of education in the field of Higher Education and to meet the challenging demands of the Fashion World, the members of the Ad-Hoc Board for B.D.F.C. came to an agreement to revise the syllabus and to introduce a few papers as per UGC guidelines. This would not only enhance and promote Women's education in the professional fields but also will create competent, self- reliant, entrepreneurs which is the basic aim of Non-Conventional approach of the Government policy. Ordinance and Regulations governing the Bachelor's Degree Course in Dress Making and Fashion Coordination (B.D.F.C.)

# **Eligibility and Admission Procedure.**

# Eligibility for Admission for First year Dress Making and Fashion Coordination.

- A candidate for being eligible for admission to the first year degree in Dress Making and Fashion Coordination must have passed the Higher Secondary Examination (10+2) of Maharashtra State Board or(10+2)Diploma Fashion Design Government (D.D.G.M) M.S.B.T.E./I.T.I/M.C.V.C./Textile / Handloom Department of Technical Education any Examination of any Statutory University with Science, Arts, Commerce or Vocational streams OR.MCVC Students can get admission only by submitting the government equivalence certificate.
- Students coming from Examination Board other than the HSC Examination Board Maharashtra, should obtain an 'Eligibility certificate' from the Registrar, Shvaji University for being considered for admission for I year.

# Mode of Admission

• Admission for BDFC degree course shall be based purely on Higher Secondary Result (H.S.C. or equivalence examination).

# Direct Admission to Semester III

• Candidate (10+3) Diploma- D.D.G.M- M.S.B.T.E. / I.T.I/M.C.V.C./Textile / Handloom Conducted by the Technical Education or Department of Technical Education any Examination of any State Statutory University. With (10+3) Diploma in Textile Technology in Costume and Fashion Design conducted by the Department of Technical Education of any State are eligible for admission (Related for Fashion Design Subjects.) Directly to the Second year of the BDFC degree course.

• Candidate with Diploma (10+3) in Handloom Technology and Diploma in Handloom and Textiles conducted by the Ministry of Textiles, Government of India are also eligible for admission directly to the **second year** BDFC degree course.

# **Duration of the course.**

• The course of study for the degree in Dress Making and Fashion Coordination shall be a full time course extending to three academic years i.e. six Semesters consisting of 90 days of instruction per semester.

# **Duration to complete the course**

• A candidate who fails to complete the course within a period of three years should complete the course within six years from the date of joining the course.

# Medium of Instruction.

• The medium of instruction shall be in English.

# Attendance

- The candidates have to complete the minimum units in theory and practical as prescribed in the syllabus.
- The candidate must have an attendance of 80% of total period devoted to theory, practical, orals, seminars, displays, workshops, project work and other related activities of the course.
- The candidate must submit the required number of tutorials, seminars, assignments, presentations etc.

# Scheme of Examination

- Total marks allotted for the theory paper shall be 50 marks written exam.
- Total marks allotted for the practical paper shall be 50 marks practical exam.
- Total marks for internal assessment will be 25 marks and external assessment will be 25 marks.
- Head of passing for Written Exam, Internal Assessment, Practical Exam and External Exam will be separate.
- Total marks allotted for Internship report for the IIIrd year shall be 200 marks out of which 100 marks will be Internal Internship report Assessment and 100 marks for External Internship report assessment and viva – voce at the even semester.

# **Standard of Passing**

- To pass the examination a candidate must obtain a minimum of 40% of marks in each paper subject.
- The minimum passing in theory paper of 50 marks shall be 20 marks.
- The minimum passing in practical paper of 50 marks shall be 25 marks.
- The minimum passing for the Internship report will be 40% i.e 40 marks for internal assessment and 40 marks for External assessment.
- A candidate should pass a minimum of 2/3<sup>rd</sup> of the subjects of BDFC Ist year i.e semester 1 and 2 including Internal assessment, Theory exam, Practical exam and External assessment. If a candidate fails to pass the minimum of 2/3<sup>rd</sup> of the subject she will not be allowed to take admission to the second year.
- A candidate should pass a minimum of 2/3<sup>rd</sup> of the subjects of BDFC IInd year i.e semester 3 and 4 including Internal assessment, Theory exam, Practical exam and External assessment. If a candidate fails to pass the minimum of 2/3<sup>rd</sup> of the subject she will not be allowed to take admission to the Third year.
- A candidate of second year has to clear all the subjects from First year i.e semester I and II or else she will not be allowed to take admission to the third year.

# **Award of Class**

- Class will be as per the Shivaji University norms.
- Distinction 70% & above
   First Class 60% to 69%
   Second Class 50% to 59%
   Pass Class 40% to 49%

The regular students who have taken admission from 1<sup>st</sup> year and have cleared all the subjects in first attempt are eligible for the merit ranks.

Direct 2<sup>nd</sup> year admission candidate can be awarded class but will not be included in the merit ranking.

# Shivaji University, Kolhapur Revised Syllabus For Bachelor of Arts in Dress Making & Fashion Co-ordination.

- 1. TITLE : Bachelor of Arts Dress making and Fashion Coordination Under the Faculty of Inter Disciplinary studies ( IDS ).
- 2. YEAR OF IMPLEMENTATION:- Revised Syllabus will be implemented from June 2018-2019 onwards.

#### 3. PREAMBLE:-

The Board of Studies should briefly mention foundation, core and applied components of the course/paper. The student should get into the prime objectives and expected level of study with required outcome in terms of basic and advance knowledge at examination level.

#### 4. GENERAL OBJECTIVES OF THE COURSE :

- 1) To build an environment that enables to collaborate productively in Interdisciplinary stream
- 2) To nurture the women students to be Creative, Critical, Innovative and Ethical designers and successful entrepreneurs.
- 3) To support and contribute to the Fashion textiles and design industries.
- 4) To understand the global fashion industry with basic principles
- 5) To comprehend the activities of the firms of about fashion designing.
- 6) To build a platform that Fosters design thinking enquiry and Innovation

#### 5. **DURATION**

- The course shall be a full time course Full Time
- The duration of course shall be of Three 3 years that is 2 semester per year a total 6 semesters.
- A candidate who fails to complete the course within a period of three years should complete the course within six years from the date of joining the course.

B]

#### 6. PATTERN:-

• Pattern of Examination will be Semester Pattern.

#### 7. FEE STRUCTURE:-

As per University norms

#### 8. IMPLEMENTATION OF FEE STRUCTURE:-

In case of revision of fee structure, this revision will be implemented in phase wise manner as mentioned below:-

For Part I- From academic year 2018-19 Onwards

For Part I & II- From academic year 2019-20 Onwards

#### For Part I, II & III- From academic year 2010-21 Onwards

#### 9. ELIGIBILITY FOR ADMISSION:-

- A candidate for being eligible for admission to the first year degree in Dress Making and Fashion Coordination must have passed the Higher Secondary Examination (10+2) of Maharashtra State Board Or (10+2) Diploma Fashion Design Government (D.D.G.M) M.S.B.T.E./ I.T.I/M.C.V.C./Textile / Handloom Department of Technical Education Any Examination of any Statutory University with Science, Arts, Commerce or Vocational streams OR.MCVC Students can get admission only by submitting the government equivalence certificate.
- Students coming from Examination Board other than the HSC Examination Board Maharashtra should obtain an 'Eligibility certificate' from the Registrar, Shivaji University for being considered for admission for Ist year.
- Merit list in the qualifying examination.

#### **10. MEDIUM OF INSTRUCTION:**

• The medium of instruction shall be English

#### 11. STRUCTURE OF COURSE- ------

(Note – The structure & title of papers of the degree as a whole should be submitted at the time of submission/revision of first year syllabus.

# FIRST YEAR B.A. in DMFC (NO.OF PAPERS-09)

Sr.N	lo.Subjects	Marks
1.	Communication skills for self employed	100
2.	Introduction to Textile Science	200
2. 3. 4. 5. 6. 7.	Sewing Technology	200
4.	Pattern Drafting	200
5.	Apparel Designing	200
6.	Needle Craft	100
	Garment Construction	100
8.	Textile Designing	100
9.	Basic Computers	200
	Total	1400

# SECOND YEAR B.A. in DMFC (NO.OF PAPERS -09)

Sr.N	o.Subjects	Marks
1.	Environmental Studies	100
2.	Clothing Culture	100
3.	Textile Art & wet Processing	200
4.	Traditional Indian Textile	200
5.	Apparel Designing	200
6.	Computer Applications	200
7.	Pattern Layout	100
8.	Pattern Drafting	100
9.	Garment Construction	100
	Total	1300

## THIRD YEAR B.A. in DMFC (NO.OF PAPERS -09)

Sr.N	lo.Subjects	Marks
1.	World Costumes	100
2.	Fashion Merchandising	100
<u>2.</u> 3.	Apparel Production & Quality Control	100
4.	Management & Entrepreneurship Skills	100
5.	Apparel Designing	200
6.	Computer Aided Designing	200
7.	Grading & Fashion Reading	100
8.	Garment Construction	100
9.	Internship Report/Project/	200
	Total	1200

# COURSE STRUCTURE B.A.DMFC SEM-I

		TEACHING	G SCHEME
	SUBJECTS	THEORY	PRACTICAL
	00202010	NUMBERS OF LECTURES	NUMBERS OF LECTURES
1	Communication skills for self employed I	03	
2	Introduction to Textile Science I	03	03
3	Sewing Technology	03	03
4	Pattern Drafting I	03	03
5	Apparel Designing I	03	03
6	Textile Designing I		03
7	Needle Craft I		03
8	Garment Construction I		06
9	Basic Computers I	02	02
	TOTAL	17	26
	TOTAL Lectures	43	

# COURSE STRUCTURE B.A.DMFC SEM-II

		TEACHIN	G SCHEME
	SUBJECTS	THEORY	PRACTICAL
		NUMBERS OF LECTURES	NUMBERS OF LECTURES
1	Communication skills for self employed II	03	
2	Introduction to Textile Science II	03	03
3	Sewing Technology II	03	03
4	Pattern Drafting II	03	03
5	Apparel Designing II	03	03
6	Textile Designing II		03
7	Needle Craft II		03
8	Garment Construction II		06
9	Basic Computers II	02	02
	TOTAL	17	26
	TOTAL Lectures	43	

# COURSE STRUCTURE B.A.DMFC SEM-III

		TEACHIN	G SCHEME
SR.NO	SUBJECTS	THEORY	PRACTICAL
	00202010	NUMBERS OF LECTURES	NUMBERS OF LECTURES
1	Environmental Studies	03	
2	Clothing Culture I	03	
3	Textile Art & wet Processing I	03	03
4	Traditional Indian Textile I	03	03
5	Apparel Designing I	03	03
6	Computer Applications I	03	03
7	Pattern Layout I		03
8	Pattern drafting I		03
9	Garment Construction I		06
	TOTAL	18	24
	TOTAL Lectures	42	

# COURSE STRUCTURE B.A.DMFC SEM-IV

		TEACHIN	G SCHEME
SR.NO	SUBJECTS	THEORY	PRACTICAL
	00001010	NUMBERS OF LECTURES	NUMBERS OF LECTURES
1	Environmental Studies	03	
2	Clothing Culture II	03	
3	Textile Art & wet Processing II	03	03
4	Traditional Indian Textile II	03	03
5	Apparel Designing II	03	03
6	Computer Applications II	03	03
7	Pattern Layout II		03
8	Pattern drafting II		03
9	Garment Construction II		06
	TOTAL TOTAL Lectures	18	<u>24</u> 42

# COURSE STRUCTURE B.A.DMFC SEM-V

		TEACHIN	G SCHEME
SR.NO	SUBJECTS	THEORY	PRACTICAL
	00201010	NUMBERS OF LECTURES	NUMBERS OF LECTURES
1	World Costumes I	03	
2	Fashion Merchandising I	03	
3	Apparel Production & Quality Control I	03	
4	Management & Entrepreneurship Skills I	03	
5	Apparel Designing I	03	04
6	Computer Aided Designing I	03	04
7	Garment Construction I		06
8	Grading & Fashion Reading I		04
9	Internship Report/Project/ Assignment/ Displays		04
	TOTAL	18	22
	TOTAL HOURS		40

# COURSE STRUCTURE B.A.DMFC SEM-VI

S

		TEACHING	S SCHEME
SR.NO	SUBJECTS	THEORY	PRACTICAL
onaro	00001010	NUMBERS OF LECTURES	NUMBERS OF LECTURES
1	World Costumes II	03	
2	Fashion Merchandising II	03	
3	Apparel Production & Quality Control II	03	
4	Management & Entrepreneurship Skills II	03	
5	Apparel Designing II	03	04
6	Computer Aided Designing II	03	04
7	Garment Construction II		06
8	Grading & Fashion Reading II		04
9	Internship Report/Project/ Assignment/ Displays		04
	TOTAL	18	22
	TOTAL HOURS	4	0

12. SCHEME EXAMINATION:examination scheme BDFC-1 sem-1

				TEACHIN	G SCHEME	ΛE						
Sr No			THEORY			PRACTICAL	Ļ	Inte	Internal	External	rnal	Total
		Exam Hrs.	Total Marks	Min Marks	Exam Hrs.	Total Marks	Min Marks	Total Marks	Min Marks	Total Marks	Min Marks	0181
-	Communication skills for self employed I	5	50	20								50
2	Introduction to Textile Science I	2	50	20								50
S	Sewing Technology I	2	50	20	1							50
4	Pattern Drafting I	2	50	20	4	ractical & Inte	Prartical & Internal & External Examination Will Be Conducted Annually	ul Examination	, Will Be Cond	liicted Annual	2	50
5	Apparel Designing I	2	50	20	•		5			5		50
9	Textile Designing I	ł	ł	ł								
7	Needle Craft I	ł	ł	1	T							
8	Garment Construction I		1									
6	Basic Computer I	2	50	20								50
					Total							300

SEM-II	
<b>BDFC-I</b>	
SCHEME	
INATION	
EXAM	

				TEACHING	G SCHEME	Ē						
SN NO			THEORY			PRACTICAL		Internal	rnal	External	rnal	Total
		Exam Hrs.	Total Marks	Min Marks	Exam Hrs.	Total Marks	Min Marks	Total Marks	Min Marks	Total Marks	Min Marks	- 018
-	Communication skills for self employed II	N	50	20	1	1	ł	1	1	1	1	50
2	Introduction to Textile Science	7	50	20	e	50	20	25	10	25	10	150
e	Sewing Technology II	2	50	20	e	50	20	25	10	25	10	150
4	Pattern Drafting II	2	50	20	e	50	20	25	10	25	10	150
£	Apparel Designing II	2	50	20	e	50	20	25	10	25	10	150
9	Textile Designing II	1	ł	ł	ę	50	20	25	10	25	10	100
7	Needle Craft II	1	ł	ł	e	50	20	25	10	25	10	100
œ	Garment Construction II	1	ł	ł	9	50	20	25	10	25	10	100
o	Basic Computer II	1	50	20	e	50	20	25	10	25	10	150
					Fotal							1100

SEM-III	
<b>BDFC- II</b>	
SCHEME	
INATION	
EXAMI	

1				TEACHING	G SCHEME	ΛE						
Sr No			THEORY			PRACTICAL	1	Internal	rnal	External	nal	Total
	00072010	Exam	Total	Min	Exam	Total	Min	Total	Min	Total	Min	014
Ĩ		Hrs.	Marks	Marks	Hrs.	Marks	Marks	Marks	Marks	Marks	Marks	
	Environmental Studies	ł	ł	I								1
	Clothing Culture I	2	50	20								50
	Textile Art & wet Processing I	2	50	20							I	50
	Traditional Indian Textile I	7	50	20							I	50
	Apparel Designing I	2	50	20	٩.	Practical & Internal & External Examination Will Be Conducted Annually	nal & Externa.	l Examination	Will Be Condu	ucted Annually	 >	50
	Computers Application I	2	50	20								50
_	Pattern Layout I	1	1	ł								ł
	Pattern Drafting I	1	-	ł								ł
	Garment Construction I	1	-	ł								ł
					[otal							250

SEM-IV
=
<b>BDFC-</b>
SCHEME
ATION
EXAMIN/

				TEACHING	G SCHEME	Щ						
			THEORY			PRACTICAL		Internal	nal	External	rnal	Total
		Exam	Total	Min	Exam	Total	Min	Total	Min	Total	Min	
		Hrs.	Marks	Marks	Hrs.	Marks	Marks	Marks	Marks	Marks	Marks	
	Environmental Studies	т	70	28	I	ł	ł	30	12	1	1	100
	Clothing Culture II	2	50	20	1	1	1	1	1	1	1	50
	Textile Art & wet Processing II	2	50	20	с	50	20	25	10	25	10	150
	Traditional Indian Textile II	2	50	20	с	50	20	25	10	25	10	150
	Apparel Designing II	2	50	20	с	50	20	25	10	25	10	150
	Computers Application II	2	50	20	ю	50	20	25	10	25	10	150
	Pattern Layout II	1	ł	1	Э	50	20	25	10	25	10	100
	Pattern Drafting II	1	ł	ł	ю	50	20	25	10	25	10	100
	Garment Construction II	1	ł	ł	9	50	20	25	10	25	10	100
					otal							1050
L												

SEM-V	
<b>BDFC- III</b>	
SCHEME	
<b>EXAMINATION</b>	

	Total		50	50	50	50	50	50		1	1	300
	F		2	2	2	5	2 2	5	1	1	1	3(
	rnal	Min Marks					<b>∠</b>					
	External	Total Marks					ucted Annual					
	Internal	Min Marks					n Will Be Cond					
	Inte	Total Marks					al Examination					
	L	Min Marks		Practical & Internal & External Examination Will Be Conducted Annually								
IE	PRACTICAL	Total Marks					ractical & Inte					
G SCHEME		Exam Hrs.		1	Ι		Ā				Γ	Total
TEACHING		Min Marks	20	20	20	20	20	20			ł	•
	THEORY	Total Marks	50	50	50	50	50	50	ł	1	1	
		Exam Hrs.	2	2	2	2	2	2	1		ł	
			World Costumes I	Fashion Merchandising I	Apparel Production & Quality Control I	Management & Entrepreneurship Skills I	Apparel Designing I	Computer Aided Designing I	Garment Construction I	Grading & Fashion Reading I	Internship Report/Project/ Assignment/ Displays	
	Sr No		۲	2	с	4	5	9	7	8	ი	

SEM-VI
<b>BDFC- III</b>
SCHEME
EXAMINATION

				TEACHING	G SCHEME	Ш						
Sr No			THEORY			PRACTICAL		Internal	nal	External	rnal	Total
		Exam	Total	Min 	Exam	Total	Min	Total	Min	Total	Min	0.04
		Hrs.	Marks	Marks	Hrs.	Marks	Marks	Marks	Marks	Marks	Marks	
-	World Costumes II	2	50	20		I	-	1	-	1	1	50
2	Fashion Merchandising II	2	50	20	ł	1	I	1	1	ł	1	50
3	Apparel Production & Quality Control II	5	50	20	ł	1	I	1	1	1	1	50
4	Management & Entrepreneurship Skills II	2	50	20	1	1	I	1	ł	ł	ł	50
5	Apparel Designing II	2	50	20	3	50	20	25	10	25	10	150
9	Computer Aided Designing II	2	50	20	3	50	20	25	10	25	10	150
7	Garment Construction II	1	1	ł	3	50	20	25	10	25	10	100
8	Grading & Fashion Reading II	1	1	ł	9	50	20	25	10	25	10	100
	Internship Report/Project/ Assignment/ Displays	1	1		1	1	I	100	40	100	40	200
				L	<b>Fotal</b>							006

# **B.A. DMFC Total lectures and Marks**

	B.A. DMFC Ist yr	B.A. DMFC IInd yr	B.A. DMFC IIIrd yr	Total
Lectures	43	42	40	125
Marks	1400	1300	1200	3900

# 13. <u>SCHEME OF EXAMINATION:</u>-

- The examination shall be conducted at the end of each semester.
- The Theory paper shall carry 50 marks for each semester.
- The evaluation of the performance of the students in practical papers shall be on the basis of Annual practical Examination as per the prescribed marks of each subject. Marks.
- Question Paper will be set in the view of the /in accordance with the entire Syllabus and preferably covering each unit of syllabi.

# 14. STANDARD OF PASSING:-

- To pass the examination a candidate must obtain a minimum of 40% of marks in each paper subject.
- The minimum passing in theory paper of 50 marks shall be 20 marks i.e written exam out of 40 marks 16 marks will be passing and Internal assessment out of 10 marks 4 marks will be passing.
- The minimum passing in practical paper of 50 marks shall be 20 marks i.e practical exam out of 35 marks 14 marks will be passing and External assessment out of 15 marks 6 marks will be passing.
- The minimum passing for the Internship report will be 40% i.e 40 marks for internal assessment and 40 marks for External assessment.
- A candidate should pass a minimum of 2/3<sup>rd</sup> of the subjects of BDFC Ist year i.e semester 1 and 2 including Internal assessment, Theory exam, Practical exam and External assessment. If a candidate fails to pass the minimum of 2/3<sup>rd</sup> of the subject she will not be allowed to take admission to the second year.
- A candidate should pass a minimum of 2/3<sup>rd</sup> of the subjects of BDFC IInd year i.e semester 3 and 4 including Internal assessment, Theory exam, Practical exam and External assessment. If a candidate fails to pass the minimum of 2/3<sup>rd</sup> of the subject she will not be allowed to take admission to the Third year.
- A candidate of second year has to clear all the subjects from First year i.e semester I and II or else she will not be allowed to take admission to the third year.

# 15. NATURE OF QUESTION PAPER AND SCHEME OF MARKING :-

Sr No	Examination	Marks Distribution	Marks	Total marks
1	Theory			50
		Written Exam( Nature of Question	50	
		paper)		
		1)Objective type of Questions like	5x1=5	
		- Fill in The blanks		
		<ul> <li>Match The following</li> </ul>		
		- True or false		
		- Answer in one sentence.		
		<ul> <li>Multiple choice questions</li> </ul>		
		2)Answer in Brief	5x3=15	
		- Any 3 out of 5		
		3)Descriptive type questions	10x3=30	
		- Any 3 out of 5		
2	Internal	Attendance	05	25
		Folder /Record	05	
		Assignments	05	
		Viva-Voce	15	
3	External	Folder /Record	05	25
		Assignments	05	
		Viva-Voce	15	
4	Practical	Practical Exam	50	50
		1) Question No 1	15x1=15	
		2) Question No 2	15x1=15	
		3) Question No 3	20x1=20	
5	Internship			200
	Report	1) Internal assessment of Report	100	
		· · · · · · · · · · · · · · · · · · ·	50	
		2) External assessment of Report	50	
		3) External Viva-Voce	50	

# Note : Weightage of marks shall be 8 -10 marks per unit for Theory

# 16. EQUIVALENCE IN ACCORDANCE WITH TITLES AND CONTENTS OF PAPERS- (FOR REVISED SYLLABUS)

Sr.No.	Title of Old Paper	Title of New Paper
1	<b>Garment Surface Ornamentation</b>	Needle Craft.
2	Communication Skill For Self	Communication Skill For Self
	Employed Professional.	Employed.

# **17. SPECIAL INSTRUCTIONS:**

• Attendance for Practical lectures is 80%. Students failing for the same are not eligible for internal and external assessment.

## Communication Skill for Self Employed (Sem I) (Theory)

Theory	Exam Hours	– 2 hrs.
Per week = 3 lectures of 45 minutes each	Theory Exam marks	– 50 marks.

#### Objectives –

- 1. To train the students with the global perspective.
- 2. To equip with functional Communication by using workshop method & classroom simulation.
- 3. To create competencies in communication for career in fashion design.

#### <u>UNIT 1</u>

Personality – Self development diagnostic test – role of communication in personality development – language – English as a second language, current communication profile assessment through expert test & or language lab.

#### <u>UNIT 2</u>

Basic of Communication – Purpose – Process & Importance – Types – Channels – Models tale : Communication, letter writing, email writing & internet based communication.

# <u>UNIT 3</u>

Communication grammar to develop, enhance & execute professional use of English. **UNIT 4** 

Group Communication – Interpersonal Communication – events – speech, Seminar presentation, Conference, tenders, quotation application.

## Communication Skill for Self Employed (Sem II) (Theory)

Theory	Exam Hours	– 2 hrs.
Per week = 3 lectures of 45 minutes each	Theory Exam marks	– 50 marks.

#### <u>UNIT 1</u>

Barriers to Communication Types, How to overcome the Barriers.

#### <u>UNIT 2</u>

Report writing – type of reports, essentials of report writing, formal report writing / presentation.

#### <u>UNIT 3</u>

Professional Presentation : from ideas to execution.

#### <u>UNIT 4</u>

Ethical Communication, Cultural Communication, Creative Communication, Used in fashion show, exhibition, promotional events.

# Introduction to Textile Science (Sem I) (Theory )

Theory	Exam Hours	– 2 hrs.
Per week = 3 lectures of 45 minutes each	Theory Exam marks	– 50 marks.

#### (i) Specific Objectives:-

- 1 To impact knowledge about fiber & its properties.
- 2 Gain knowledge of yarns.
- 3 To understand the various fabric techniques.

#### <u>UNIT 1</u>

#### • Fundamentals of Textile Science -

Scope & importance of studying Textile Introduction to Textile fibres, definition, sources, classification & properties of textile. (08 Hours)

#### <u>UNIT 2</u>

• Natural fibers –

Cellulosic fibers cotton, Flax, Kapok, Hemp, Ramie – manufacturing, prop	erties & end
use.	(08 Hours)

#### • Protein fibers –

Silk, Wool – manufacturing process, properties & end use.	(08 Hours)
---	------------

#### <u>UNIT 3</u>

# • Regenerated Cellulosic Fibers –

Viscose Rayon, Acetate – manufacturing process, properties & end use. (08 Hours)

#### <u>UNIT 4</u>

• Synthetic Fibers –

Nylon, Polyester, Acrylic & Mod acrylic – manufacturing process & end uses.

#### • Olefin Glass, Elastomeric fibers (Spandex & Lycra) -

end use.

(08 Hours)

# <u>UNIT 5</u>

- Introduction to Yarn Manufacturing Process for Staple Fibres.
- Spinning Process Ring & Open End Spinning.
- Flow Chart for Yarn Manufacturing Carding, Combing, Drawing, Roring, Spinning.
- Types of Spinning Methods Ring, Rotter, & Air jet spinning. (08 Hours)

# <u>UNIT 6</u>

# • Classification of Yarns –

Simplex Yarns & Complex Yarns – Types & Uses. Blends – Types & Uses of Blend Yarn.

• Sewing Threads –

Types & Properties Fancy Yarn – types & Uses

(08 Hours)

# Introduction to Textile Science (Sem I) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	– 50 marks.
Internal – 25 marks	External	– 25 marks.

#### <u>UNIT 1</u>

Identification of Fibers.

- i) Using Feeling test
- ii) Microscopic Appearance
- iii) Burning Test

## <u>UNIT 2</u>

Visual Identification of Yarns.

- i) Spun Yarn / Filament Yarn
- ii) Cords / Cable Yarn
- iii) Fancy Yarn

#### <u>UNIT 3</u>

i) Visit to Spinning Unit

#### <u>UNIT 4</u>

Market Survey – Collection of different types of Fibers & Yarns.

# Introduction to Textile Science (Sem II) (Theory)

Theory	Exam Hours	– 2 hrs.
	Theory Exam	
Per week = 3 lectures of 45 minutes each	marks	<ul> <li>– 50 marks.</li> </ul>

#### <u>UNIT 1</u>

- Fundamentals of Fabric Consumption
  - i) Different types of fabric formation
  - ii) Properties & end uses.

#### <u>UNIT 2</u>

- Weaving
  - i) Brief study of process Winding, Warping, Sizing, drawing & denting
  - ii) Introduction to Looms Types & Parts
  - iii) Essential Steps in Weaving
  - iv) Classification of Weaves

# <u>UNIT 3</u>

#### • Knitting –

- i) Introduction to Knitting & Concept of Knitting
- ii) Difference between Warp & Welt knitting
- iii) Difference between Weaving & Knitting

#### <u>UNIT 4</u>

- Other Fabric Construction
  - i) Felts & Non Woven
  - ii) Compound Fabric Construction

#### <u>UNIT 5</u>

- Decorative Fabric Construction
  - i) Braiding, Netting, Lace, Embroidery

#### UNIT 6 – Class Assignments -

# • Brief discussion of Important Fabric manufacturing Clusters in -

India - Kancheepuram, Chanderi, Maheshwari, Mysore Silk, Banglore Silk, Irkal, Kota, Banaras Brocade, Orissa Silk & Pochampalli

## Introduction to Textile Science (Sem II) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

#### <u>UNIT 1</u>

- Identification of Weaves & graphical presentation of Basic Weaves
  - i) Plain Weave, Basket, Rib
  - ii) Twill Weave
  - iii) Satin Weave
  - iv) Decorative Weave

#### <u>UNIT 2</u>

- Market Survey
  - i) Development of portfolio on Fabric collected based on types of fabrics with different fibre contents.
  - ii) Types of Weaves
  - iii) Non-woven Fabrics
  - iv) Decorative fabrics Braided, Lace Embroidery fabrics

#### <u>UNIT 3</u>

- Market Survey
  - i) Collection of fabrics used in Apparels
  - ii) Recent trends in Fabrics Blended fabrics
  - iii) Commercial name of the fabric & its cost per meter.

#### <u>UNIT 4</u>

- Visits
  - i) Weaving Unit
  - ii) Knitting Unit
  - iii) Processing Unit
  - iv) Garment Unit

## Sewing Technology (Sem I) (Theory)

Theory	Exam Hours	– 2 hrs.

Per week = 3 lectures of 45 minutes each Theory Exam marks – 50 marks.

## Objectives –

- 1. Introduce the concept of Assembly of pattern by sewing.
- 2. Impact knowledge of sewing technology.
- 3. Provide the knowledge of machine used for sewing.

#### <u>UNIT 1</u>

#### • Sewing Machines –

- i) History of Machine
- ii) Different types of Machines
- iii) Different parts of machine

#### <u>UNIT 2</u>

- Introduction to Tools
  - i) Measuring Tools
  - ii) Marking Tools
  - iii) Cutting Tools
  - iv) Sewing Tools
  - v) Pressing Tools

#### <u>UNIT 3</u>

## • Introduction to Basic Hand Stitches –

- i) Temporary Stitches
- ii) Permanent Stitches

#### <u>UNIT 4</u>

- Types of Fullness
  - i) Types of Pleates
  - ii) Types of Gathers
  - iii) Types of Tucks

#### <u>UNIT 5</u>

# • Types of Seams & Seam Finishes -

Plain, Flat & Fell, French, Turned & Stitches, Lapped, Double Top, Pinked Seam, Overcast, Pinked & Stitched Seam

#### <u>UNIT 6</u>

• Types of Darts –

# Sewing Technology (Sem I) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

#### <u>UNIT 1</u>

- Sewing Machine
  - i) Different Kinds (Full Shuttle, Half Shuttle)
  - ii) Functions
  - iii) Uses
  - iv) Practice on paper
  - v) Stitching on Fabric (straight, curve, cones, circular)

#### <u>UNIT 2</u>

#### • Basic Hand Stitches

- i) Permanent Basting
- ii) Temporary Basting

#### <u>UNIT 3</u>

• Seams & Seam Finishes

#### <u>UNIT 4</u>

- Types of Fullness
- i) Tucks
- ii) Pleats
- iii) Gathers
- iv) Darts

# Sewing Technology (Sem II) (Theory)

Theory	Exam Hours	– 2 hrs.
Per week = 3 lectures of 45 minutes each	Theory Exam marks	<ul> <li>– 50 marks.</li> </ul>

## <u>UNIT 1</u>

- Types of Fasteners
  - i) Press Buttons
  - ii) Hooks & Eyes
  - iii) Button & Button Hole
  - iv) Zipper

#### <u>UNIT 2</u>

• Lining & Interlining –

#### <u>UNIT 3</u>

• Neckline Finishes – Piping, Facing, Bais Facing, Shaped Facing

#### <u>UNIT 4</u>

#### • Types of Plackets –

Front Placket, 2 piece placket, Continuous placket, Kurta placket

#### <u>UNIT 5</u>

- Types of Pockets
  - 1. Patch Pocket
  - 2. Inseam Pocket
  - 3. Welt Pocket
  - 4. Kurta Pocket
- Types of Frills
  - 1. Single Edge Frill
  - 2. Double Edge Frill
  - 3. Water Fall Frill
  - 4. Double width Frill

#### <u>UNIT 6</u>

• Renovation of Old Garments -

# Sewing Technology (Sem II) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

# <u>UNIT 1</u>

• Types of Fasteners

#### <u>UNIT 2</u>

• Different types of Neckline, Facing

#### <u>UNIT 3</u>

• Different types of Plackets

#### <u>UNIT 4</u>

• Different types of Pockets

#### Pattern Drafting (Sem I) (Theory)

Theory	Exam Hours	– 2 hrs.
Per week = 3 lectures of 45 minutes each	Theory Exam marks	<ul> <li>– 50 marks.</li> </ul>

# Objectives –

- 1. To enable students to gain knowledge of basic Pattern Drafting.
- 2. Learn the drafting of basic 6 lock & flat pattern techniques.

## <u>UNIT 1</u>

#### • Methods of taking measurement –

- i) Measurement of different body parts.
- ii) Care while taking body measurements

#### <u>UNIT 2</u>

# • Drafting of Basic Bodice Block –

Metric Pattern, Pattern Block with darts

#### <u>UNIT 3</u>

- Principles of Basic Drafting
  - i) Drafting
  - ii) Flat Pattern
  - iii) Draping

#### <u>UNIT 4</u>

Pattern Making Essential Technologies –

Notches, Circle, Grain, Bowing, Skewing

# <u>UNIT 5</u>

• Grain Lines – Straight grain line, Cross grain, Bais Grain

# <u>UNIT 6</u>

#### • Introduction to Basic Patterns -

- i) Standard Paper Pattern
- ii) Commercial
- iii) Individual
- iv) Graded

# Pattern Drafting (Sem I) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	– 50 marks.
Internal – 25 marks	External	– 25 marks.

## <u>UNIT 1</u>

- Drafting of Basic Bodice Block
- Drafting of Metric Pattern Bodice Block

#### <u>UNIT 2</u>

• Drafting of different types Necklines & Yokes

#### <u>UNIT 3</u>

• Drafting of different types Sleeves & Collars

#### <u>UNIT 4</u>

• Drafting of different types skirts

# Pattern Drafting (Sem II) (Theory)

Theory	Exam Hours	– 2 hrs.
Per week = 3 lectures of 45 minutes each	Theory Exam marks	– 50 marks.

# <u>UNIT 1</u>

## • Knowledge of Standard Measurements & its use -

Children's (Male Female) Girls Boys

# <u>UNIT 2</u>

# • Principles of Fitting –

i) Identifying the causes of the defects in garments.

# <u>UNIT 3</u>

# • Types of figures & remedial measures –

- i) Square & Slopping Shoulder, thick & thin neck, high & low bust.
- ii) Adjustments of waist measurements in different garments with darts & side seams.

#### <u>UNIT 4</u>

# • Different types of Folds -

- i) Lengthwise fold
- ii) Partial fold
- iii) Combine fold

# <u>UNIT 5</u>

# • Pattern Layout on Fabric –

- i) Placing of pattern on fabric
- ii) Types of layout Combined & Open

# <u>UNIT 6</u>

#### • Categories of Dress Pattern -

- With Waist line
- Without Waist line
- Silhouette
- Princess line

# Pattern Drafting (Sem II) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	– 50 marks.
Internal – 25 marks	External	– 25 marks.

# <u>UNIT 1</u>

• Drafting of Kitchen Apron

#### <u>UNIT 2</u>

• Drafting of Baby Layette

#### <u>UNIT 3</u>

• Drafting of Casual Baby Frock

#### <u>UNIT 4</u>

• Drafting of Party Baby Frock

## Apparel Designing (Sem I) (Theory)

Theory	Exam Hours	– 2 hrs.
Per week = 3 lectures of 45 minutes each	Theory Exam marks	– 50 marks.

#### Objectives –

- 1. To introduce students to fashion illustration & its role in fashion design.
- 2. To understand different illustration technique & dynamic figure sketching.
- 3. To impart knowledge on fashion art its importance.

UNIT 1:- Introduction to Fashion Designing- Its scope and importance,

#### **UNIT 2:- Elements of Design:**

#### I) Principles of Fashion

- 2 Lines: Straight lines and its types, curved lines and its types.
- 3) Colour : Hue, Intensity, Value, colours.
- 4) Shape
- 5) Silhouette: normal, bell, ruffle/ etc.
- 6) Texture.
- **UNIT 3:-** Explanation of the basic Croquie with its various parts and measurements. (9-head croquie and 10-head Croquie)
- **UNIT 4:-** Study of Basics in Fashion Designing including knowledge, uses and types of:
  - i) Necklines:
  - ii) Collars
  - iii) Yokes:
  - iv) Cuffs
  - v) Frills and ruffles.
  - vi) Skirts

# Apparel Designing (Sem I) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

#### Objectives –

- 1. To introduce students to fashion illustration & its role in fashion design.
- 2. To understand different illustration technique & dynamic figure sketching.
- 3. To impart knowledge on fashion art its importance.

## Unit no -1:

- 1) Basic Croque -8 head, 9 head, 10 head drawing human figure.
- 2) Leg Movement.
- 3) Hand Movement.
- 4) Flashing out the croquet .

## Unit no -2:

- 1) Kids croquet, Male croque.
- 2) Fashion Posies ,Free hand croque.
- 3) Drawing Different figure movement Front view / side view,
- 4) Shading and value light & shadow.

## Unit no -3:

- 1) Shading & color value (gray scale)
- 2) Shading of geometric forms .
- 3) Shading the body light source .
- 4) Drawing of various faces / Moods .

# Unit no -4:

- 1) Drawing of various hair style.
- Sketches of various collars / Sleeves / Neck lines / Skirt / Yokes / Tops / T – shirts etc.
- 3) Drawing various Frills .
- 4) Drawing complete Figure with Clothing .

# Apparel Designing (Sem II) (Theory)

Theory	Exam Hours	– 2 hrs.
Per week = 3 lectures of 45 minutes each	Theory Exam marks	– 50 marks.

## Objectives –

- 1. To introduce students to fashion illustration & its role in fashion design.
- 2. To understand different illustration technique & dynamic figure sketching.
- 3. To impart knowledge on fashion art its importance.

#### UNIT 1:- Study of silhouettes:

Meaning and Types of silhouettes, Different outfits regarding different silhouettes.

## **UNIT 2:- Study of Figure:**

Average Figure Deformed figures: Tall and thin, Short and Stout, stooping figure, erect figure, corpulent figure, etc. Study of different types of Figures: Slim, rectangular, Triangular, Wedge, Hourglass.

# UNIT 3:- Terminology used in Fashion Industry:

## **UNIT 4:- Introduction about Accessories design**

# Apparel Designing (Sem II) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

## Objectives –

- 1. To introduce students to fashion illustration & its role in fashion design.
- 2. To understand different illustration technique & dynamic figure sketching.
- 3. To impart knowledge on fashion art its importance.

# Unit no -1:

- 1) Designing Formals & Casual wear / Indian / Western Wear .
- 2) Fashion Accessories .Purses / Bags /Belt / Shoes / Jewellery / Bows / Caps etc .
- 3) Introduction about fabric folds / Satin / Silk / Lather / Denim /
- 4) Designing Sal war Khamiz .

# Unit no -2:

1) Designing of Indian Traditional Ghagra Cholies / Indo Western wear .

## Unit no -3:

- 2) Working With Story Board .
- 3) Hand Made Jewellery Making .

# Unit no -4:

1) Market survey / visit to various Molls / stores / boutiques / textile markets / industry visits / Fashion show .

# Textile Designing (Sem I) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

#### Objectives –

- 1. To introduce students to fashion illustration & its role in fashion design.
- 2. To understand different illustration technique & dynamic figure sketching.
- 3. To impart knowledge on fashion art its importance.

# Unit 1:- Tools and equipment's used for textile design.

## Unit 2:- Introduction Basic in Textile Design .

- a) line
- b) Object
- c) Shape
- d) Texture

# Unit 3- Design development with various repetition style using different

## media .

- a) Poster colour .
- b) Water colour .
- c) Water proof ink colour .
- d) Pencil colour .
- e) Crayons, oil, dry pestle colour etc.

# Unit 3- 1) Primary Colour Wheel

- 2) Colour Wheel (18 shade)
- 3) Colour Combination.

4) Colour Schemes ( contrast/ Double Contrast / Tride Analogous SplitComplimentary/DoubleSplitComplimentary. monoCromitic
5) Value Scale / Intensity Scale / Gray Scale .

#### **Unit 4 :-** Design development- study of motifs, Design and patterns geometric, natural, and conventional, abstract, design modifications.

# Textile Designing (Sem II) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

#### Objectives –

- 1. To introduce students to fashion illustration & its role in fashion design.
- 2. To understand different illustration technique & dynamic figure sketching.
- 3. To impart knowledge on fashion art its importance.

# Unit 1 :- Combinations of different motifs in a pattern arrangements, Various

## repeats emphasizing color combinations.

- a) Simple Repetition .
- b) All over Repetition.
- c) Cross repetition.
- d) One side direction .
- e) Allover packed Repetition .
- f) All over non direction Repetition .
- g) Border Design with Repetition .

## Unit 2 :- Three Type of Sari Design .

#### Unit 3:- Introduction Design with different age groups,

- a) Childern Wear . (Nursery, Frouts, Birds, Alphabet, Numeric)
- b) Shirting design . ( checks , line, prints , stylize.)
- c) Prints . (Geometrical, Floral, Abstract.)
- d) Handkerchief design. ( Borders , Floral , Checks , lines.)

#### **Unit 4 :- Scarf Design** .

# Needle Craft (Sem I) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

#### **Objectives**

- To impart knowledge on various basic embroidery stiches.
- To gain practical knowledge on use of different embroidery stitches for surface ornamentation.

## <u>UNIT 1</u>

• Introduction to needle craft, tools & materials used in needle craft.

## <u>UNIT 2</u>

- Embroidery Methods & Implementation of basic Embroidery Stitches
  - → Straight Stitch Stem Stitch, Satin Stitch, Back Stitch, Fly Stitch, Cross Stitch.

#### <u>UNIT 3</u>

Embroidery – Methods & Implementation of basic Embroidery Stitches
 → Knotted Stitch – French Knot, Bullion Knot, Coral Knot.

## <u>UNIT 4</u>

• Method & Implementation of Basic Embroidery – Patch work & Quilting.

# Needle Craft (Sem II) (Practical)

Practical	Exam Hours	– 3 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

## <u>UNIT 1</u>

#### • Embroidery

Loop Stitches – Chain Stitch, Laisy Daisy, Herringbone Stitch, Feather Stitch.

#### <u>UNIT 2</u>

• Implementation of Basic Embroidery Stitches on Article.

#### <u>UNIT 3</u>

• Cross Stitch on Matty Cloth.

#### <u>UNIT 4</u>

• Preparation & Decoration of Smoking .

# Garment Construction (Sem I) (Practical)

Practical	Exam Hours	– 6 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

# <u>UNIT 1</u>

#### • Introduction to Parts of Machine

Practical of stitching on paper & fabric - straight, curve, zigzag, square, circle

• Construction of Basic Bodice Block

#### <u>UNIT 2</u>

• Construction of Different types of necklines & yokes.

#### <u>UNIT 3</u>

• Construction of Different types of sleeves & collars.

# <u>UNIT 4</u>

• Construction of Different types of skirts.

# Garment Construction (Sem II) (Practical)

Practical	Exam Hours	– 6 hrs.
Per week = 3 lectures of 45 minutes each	Practical Exam marks	– 50 marks.
Internal – 25 marks	External	– 25 marks.

## <u>UNIT 1</u>

• Construction of Kitchen Apron.

#### <u>UNIT 2</u>

• Construction of Baby Layette.

#### <u>UNIT 3</u>

• Construction of Casual Baby Frock.

#### <u>UNIT 4</u>

• Construction of Party Baby Frock.

# BASIC COMPUTERS - Paper I Theory

Theory

Per week = 2 lectures of 45 minutes each

Exam Hours – 2 hrs.

Theory Exam marks – 50 marks.

#### **Objectives:-**

To enable student to:-

1 Gain basic computer knowledge.

2 Understand the use of computer in fashion and apparel industry.

# SEMESTER-I THEORY

#### Unit no.1

Introduction to Computer, Computer characteristics, Applications/Uses of Computers, generations of computers.

#### Unit no.2

Block diagram of Diagram (Only diagram) Concept of hardware and software and its categories, Software - Application Software & System Software, Hardware – Input & Output Devices **Unit no.3** Central Processing Unit – Arithmetic Logic Unit and Control Unit

Memory/Storage Unit - Primary and Secondary

#### Unit no.4

Computer System Accessories - Notepad, Wordpad, Calculator, Paint Brush...etc.

# BASIC COMPUTERS - Paper I PRACTICAL

Practical	Exam Hours	– 3 hrs.
Per week = 2 lectures of 45 minutes each	Practical Exam marks	– 50 marks.
Internal – 25 marks	External	– 25 marks.

Practical 1: Using of Notepad

Practical 2: Use of WordPad

Practical 3: Use of calculator

Practical 4: Uses of paint brush in basics textile designing.

Practical 5: Uses of paint brush in basics of Apparel Design

Assignments on each practicals

# **BASIC COMPUTERS - Paper II** Theory

Theory

Exam Hours

– 2 hrs.

Per week = 2 lectures of 45 minutes each

#### - 50 marks. Theory Exam marks )

# **SEMESTER- II**

**Objectives:-**

To enable student to:-1 Gain basic computer knowledge. 2 Understand the use of computer in fashion and apparel industry.

# **THEORY:**

**SEMESTER-II** 

Unit no.1 Classification of Computers – Laptop, PC, Mainframe, Supercomputer...etc. Unit no.2 Operating System, Functions of Operating System, Various Operating systems Unit no. 3 Introduction to MS Word and its Applications/Uses, basic and useful tools in MS Word. Unit no.4

Introduction to Excel and PowerPoint and its Applications/Uses.

# **BASIC COMPUTERS - Paper II** PRACTICAL

Practical	Exam Hours	– 3 hrs.
Per week = 2 lectures of 45 minutes each	Practical Exam marks	<ul> <li>– 50 marks.</li> </ul>
Internal – 25 marks	External	– 25 marks.

Practical 1: Use of MS Word in Designing Course

Practical 2: Use Excel

**Practical 3**: Applications of Power point presentations

Practical 4: Preparing of Power point presentation on a related topic.

Assignments on each practical's