

# Dombivli Shikshan Prasarak Mandal's K. V. Pendharkar College of Arts, Science, and Commerce Autonomous



Accredited with 'A' Grade (3.14 CGPA) by NAAC (3rd Cycle 2017)

18th April, 2022

## BEST PERFORMING DEPARTMENT FOR THE YEAR 2020-21

## **Promoting Excellence through Motivation**

Performance of any educational institution as a whole depends upon the performance of all the departments of the institution, considering this since 2020-21 the IQAC of the college has come up with the practice of honouring the high performing department with the award of "Best performing department of the year"

Award is given on the basis of performance of the department throughout the year. To evaluate the performance of the departments, IQAC has designed a structured mechanism, which is 100% objective in nature and does not provide any scope for favouritism.

Based on the departmental reports for the academic year 2020-21 submitted by all the departments to the IQAC in the month of September, 2021, the assessment of the departments was carried. 03 assessors were appointed by the IQAC to evaluate the performance of the departments. Performance of the departments was evaluated on 23 parameters for 100 marks. Based on the marks obtained by the departments ranks have been assigned to the departments. Following is the result of the exercise:

Rank	Name of Department	Score
1	Commerce	76
2	Bio-technology	70
3	Accounting & Finance	. 59
4	Accountancy	56
5	BMS	54
5	Zoology	54

Address: Opposite MIDC Office, Dombivli East, Maharashtra – 421 203 | Contact: 0251 2473 282/+9186910 22339

Email ID: dkvpcollege@gmail.com

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## Dombivli Shikshan Prasarak Mandal's

## K. V. Pendharkar College of Arts, Science, and Commerce



### Autonomous

Accredited with 'A' Grade (3.14 CGPA) by NAAC (3rd Cycle 2017)

CONTRACTOR OF THE PARTY OF THE	And the second s	Cycle 2017	
	6	Physics	52
	7	Geography	50
	7	Chemistry	50
	8	Botany	49
	9	Banking & Insurance	45
0	10	Economics	40
	10	English	40
	10	History	40
	11	Psychology	38
	12	Information Technology	37
	13	Computer Science	36
0	14	Marathi	35
	15	BAMMC	34
	16 The Depar	Mathematics & Statistics  tment of Commerce is significantly appreciated & recognized.	18

ment of Commerce is significantly appreciated & recognized as the Best Performing department of the year 2020-21. Hearty Congratulations to the Department of Commerce!

Dr. S. V. Lasune

Principal

ENDHAR AUTONOMO MOMINERAL

B.T. Shirsath

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MINDHARKAR COLLEGE OF SCIENCE & COMMERCE JOMBIVLI (EAST)

### SKILL DEVELOPMENT CERTIFICATE COURSE

## Certificate Programme in Basic of Investment Portfolio Management (Level-I) (Credit Points: 4)

Course Co-ordinator : Ms. Pramila Yadav
Duration of the Course : 60 Hours

Eligibility: XII Pass (Any Stream)
Intake Capacity: 40 Students

### About the Course:

Portfolio management is the art of managing investment in a way to get high return at low risk level within stipulated period of time. It refers to handling individual's investment in the form of stocks, bonds, mutual funds, cash etc. Portfolio management means managing money of an individual under the expert guidance of portfolio managers. In layman language, the art of managing individual's investment is called as Portfolio management.

The course would help learners to distinguish between Capital market, Money market, Currency market and Commodity market. Apart from this they could take lead to advise best alternate options of investment to their clients.

### Course Objectives:

- 1. To provide fundamental knowledge exposure to the concept of investment management.
- 2. To familiarize students with the component of market's investment avenues.

#### Cont.....

### LEARNING OUTCOMES OF THE COURSE

- √The student would come to know the investment options available in the market.
- √ Students will gain knowledge of financial education & selection of best investment options.
- ✓ Enable students to take decision as regards the trading of investments.
- ✓ Motivate students for further advanced courses related to investments.
- √The course will assist the students to opt career (self-employed) in the shares and securities
  market.

### NAME OF THE TEACHING FACULTIES FOR THE COURSE

➤Ms. Pramila Yadav - Course Co-ordinator
➤Ms. Tejashree Gawde - Teaching Faculty
➤Ms. Supriya Bhalerao - Teaching Faculty

### SCHEDULE OF LECTURES

FRIDAY: 1:00 p.m. to 2:00 p.m. SATURDAY: 1:00 p.m. to 3:00 p.m.

#### Cont..... CONTENT OF THE COURSE SR. MODULES NO. OF LECTURES NO. A. Investment: Meaning , Features, Components, Types of Investments, Factors affecting selection of investment. B. Management: Meaning, Features, Importance. 1. A. Portfolio: Meaning, Components, Types of Portfolio. B. Meaning of Investor, Types of Investors, Types of Investing, Factors affecting Investments. 2. 03 A. Portfolio Management :Definition, importance, and types of portfolio management. B. Essential elements of portfolio management and steps to build a complete investment portfolio 3. 05 4. SEBI and its structure and role of SEBI in safeguarding the interest of investors. 04 5. Stock market: Features of Stock market, Primary and Secondary market. 06 Mutual Fund: Concept, Objectives, Regulatory framework of Mutual Funds, Different types of mutual fund schemes. 6. 08 Money Market: Introduction, Features, Role of RBI in regulating money market, Different instruments available in the money 7. 07 market. Commodity Market: Introduction, Regulatory framework of Commodity market and fundamental analysis. 8. 05 Currency Market: Introduction, Regulatory framework of Currency Market and fundamental analysis of Currency Market. 9. 05 10. Practical on how to purchase of equities 05 11. Investment in life insurance plans 12. Investment and tax planning 03 13. Group PPT presentation of students on contents of this course. 03

60

Date	Particulars	Student Name
7-10-2021	BASIC OF INVESTMENT	PRADNYA GAJANAN NARKHEDE
7-10-2021	BASIC OF INVESTMENT	SHRUSHTI ANIL GURUWARA
7-10-2021	BASIC OF INVESTMENT	RUCHA PRAKASH PAWAR
	BASIC OF INVESTMENT	

## Dombivli ShikshanPrasarak Mandal's

## K. V. Pendharkar College of Arts, Science and Commerce

(Autonomous)

## **Proposal for Certificate Course**

ategory (Certificate course/ Diploma): Certificate Course

tle of the Course: GST Accounts / Assistance

me of the Course Coordinator: Premkumar Nair, M.com; NET

partment: Accounting and Finance

me of the Head/Coordinator of Department: Mrs. Ashwini Bagkar

nature of Course Coordinator

Signature of HOD/Coordinator

## 1. Technical Information:

- A. Duration of the course (in hours): 30 hours
- B. Duration of the Course (in months): 2 months
- C. Number of Credits: 02
- **Learning Outcomes of the Course:** D. (i)

Students will be aware of the procedure for filing of returns

Students will be self-reliant

#### **Evaluation Scheme:** (ii)

Maximum Marks -100 (60 - 40 pattern)

Minimum marks – 40% separately in both 60 and 40

40 marks - Multiple choice question (20 questions of 2 marks each)

### 60 Marks - Practical

- 2 questions of 30 marks each
- Question can be subdivided for small questions
- Responses are expected by practically filing with written support

#### **Grading Pattern:** (iii)

Less than 40 - Failed / unsatisfactory

40 to 50 - E Grade

50 to 60 - D grade

60 to 70 - B grade

70 to 80 – A grade

80 to 90 – A+ grade

90 to 100 – O grade

Note: If 40% marks separately in both 60 and 40 not achieved will be considered Fail

## E. Focus of the Course: Job oriented & Self-employment

### F. Context of the Course:

Initially it will be focusing on one discipline only namely Accounting and Finance, later it

# G. Name of the modules under the Syllabus with number of lectures per module:

G. Name of the man	Approx. hours
Chapter 1 Registration & Quarterly Return and	5 hours
monthly payments scheme	5 hours
monthly payments scheme Chapter 2 E- invoicing, E-way bill & Types of GSTR CSTRs	15 hours
Chapter 2 Eiling of GSTRs	5 hours
Chapter 3 Filing of GSTRs Chapter 4 Briefing of Other GSTR and amendments	

## 2. Target Group Information

A. Eligibility for Admission: Third year Students of Accounting and Finance

## B. Batch size & Potential number of students:

Batch Size: 30

Potential Number of Students: 50

## 3. Financial Information

A. Budget for three years

	1st	2nd	3rd
Particluars	year	year	year
Fees per student	1200	1200	1200
No. of students expected	50	50	50
Total Revenue	60000	60000	60000
Non-Recurring Expenses	Nil	Nil	Nil
Recurring expences		,	
Fixed			
1. Remuneration to Course Co-ordinator	2000	2000	2000
2. Remuneration to Faculty (350 per hour)	21000	21000	21000
3. Question paper setting	1000	1000	1000
4. Computer Lab expenses (Electricity &	10000	10000	10000
Maintenance)	10000 3000	3000	3000
5. Reference books	3000	3000	3000
Variable	2500	2500	2500
1. Notes (Rs.50 per student)	2300	2000	
2. Question paper and asnwer sheet (Rs.25 per	1250	1250	1250
student)	1500	1500	1500
3. Marksheet and certificate (Rs.30 per student)	500	500	500
4. Remuneration to examiner (Rs.10 per student)	4000	4200	4410
5. Contigency cost (increasing at 5%)			17160
	46750	46950	47160
Total cost			12840
	13250	13050	
Net Revenue	28.3422	27.79553	27.2265
% Margin / Profit			

## 4. Operational Information

Time-table:

Course will be conducted in the month of November, December & January (2<sup>nd</sup> term) Every week 2 lectures on Friday and Saturday

Classroom – Computer Lab (Jr)

Timing – After Regular Lectures (From 12.00 p.m. to 02.00 p.m.)

## B. Details of the teaching staff:

Sr. No.	Name	Expertise
1.	Premkumar Nair	Taxation

C. Do you need any faculty from other department:

No

D. Do you need any external resource person:

No

Annexure I- Detailed module wise syllabus of the course

Topics	Approx. hours
Chapter 1 Registration & Quarterly Return and monthly payments scheme (Conditions & Procedure for registration for various dealers, Form to Change Profile from/into QRMP Scheme, Furnishing Documents in Invoice Furnishing Facility (IFF) under QRMP Scheme, Filing Form GSTR-1 - Details of Outward Supplies of Goods or Services by Normal Taxpayer under QRMP Scheme Filing Form GSTR-3B - Monthly/Quarterly Return by Normal Taxpayer under QRMP Scheme)	5 hours
Chapter 2 E- invoicing, E-way bill & Types of GSTR (understanding and generating e-invoice and e-way bill, Type of GSTRs used for various dealers)	5 hours
Chapter 3 Filing of GSTR  (Filing Form GSTR-1 - Details of Outward Supplies of Goods or Services by Normal Taxpayer, Familiarizing with Different Sections of GSTR-1, Adding Invoices to GSTR-1, Filing Nil Form GSTR-1 through SMS by Normal Taxpayer, Importing e-Way Bill Data in Form GSTR-1 by Normal Taxpayer, Viewing and filing Form GSTR 2A, GSTR 2B, GSTR 3A, GSTR 3B, GSTR 4 and GSTR 4A)	15 hours
Chapter 4 Briefing of Other GSTR and amendments (Brief explanation of remaining GSTRs (no practical) and related amendments made by the board from time to time)	5 hours

## Annexure II- Time- Table as per the guidelines

	-	Batches	Timings
Month	Days		
November, December 2021 &	Fridays and Saturdays	Batch 1	
	T Hady 2		12.00 p.m. to
January 2022			02.00 p.m.
2001.0	Wednesdays and Thursdays	Batch 2	-
November, December 2021 &	Wednesdays		
January 2022			

## D.S.P.M.'S K.V.PENDHARKAR COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS), DOMBIVLI

## **DEPARTMENT OF ACCOUNTING & FINANCE NOTICE**

21.02.2022

The Department of Accounting and Finance have started a certificate course 'GST - Accounts assistant' which primarily focusses on E- filing of GST return. Interested students may contact Mr. Premkumar Nair. Other Details are as follows

Date of Admission

25th February 2022 to 5th March 2022.

Mode of lectures

Offline (Physical) lectures.

Minimum eligibility

Pursuing Graduation with basic knowledge of

Goods and Service tax Act

Contact

Mr. Premkumar Nair (8830226088)

Mr. Premkumar Nair Head of Department

Department of Accounting & Finance

Dr. V. S. Lasune

Principal

PRINCIPAL K. V. PENDHARKAR COLLEGE OF ARTS, SCIENCE & COMMERCE

DOMBIVLI (EAST)



## D.S.P.M.'S K.V.PENDHARKAR COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS), DOMBIVLI

# DEPARTMENT OF ACCOUNTING & FINANCE NOTICE

19.03.2022

The Department of Accounting and Finance have started a certificate course 'GST – Accounts assistant' which primarily focusses on E- filing of GST return.

Last Date of Admission – 24<sup>th</sup> March, 2022.

Venue for Admission – Fees Counter (Supriya Madam)

Lectures starting from - 25<sup>th</sup> March, 2022

Frequency – Daily

Mode of lectures – Offline (Physical) lectures.

Venue – Junior IT lab

Time – 11.00 a.m. to 01.00 p.m.

Contact – Mr. Premkumar Nair (8830226088)

Mr. Premkumar Nair

Head of Department

Department of Accounting & Finance

Dr. S. V. Lasune

Principal

### DOMBIVLI SHIKSHAN PRASARAK MANDAL'S K.V. PENDHARKAR COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS), DOMBIVLI (E)

### CERTIFICATE COURSE: GST ACCOUNTS ASSISTANT NAME OF THE FACULTY: MR. PREMKUMAR NAIR

		MR. PREMKUMAR NAIR
	NAME OF THE STUDENT	
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	K.V. PENDIAMOAR COLLEG	E OF ARTS, SCIENCE & COMMERCE STATE OF ARTS AND ALI'S
	CERT	IFICATE COURSE: GST ACCOUNTS ASSISTANT  IE OF THE FACULTY: MR. DRESS.
	NAM	IE OF THE FACULTY: MR. PREMKUMAR NAIR  ATTENDANCE SUFERING
SR. No.	NAME OF THE STUDENT	ATTENDANCE SHEET
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# DOMBIVLI SHIKSHAN PRASARAK MANDAL'S K. V. PENDHARKAR COLLEGE OF ARTS, SCIENCE & COMMERCE, DOMBIVLI

Estd. 1979

## **DEPARTMENT OF BIOTECHNOLOGY**

CERTIFICATE COURSE
IN
SEWAGE TREATMENT PLANT PROCESS

## COURSE OBJECTIVES

To provide basic knowledge to students about:

- Impact of untreated sewage on the environment.
- Treatment stages involved in a Sewage treatment plant.
- Significance of setting up a Sewage Treatment Plant





## LEARNING OUTCOMES

- Process units involved in sewage water treatment technologies.
- Designing of Sewage Treatment Plant.
- Bioremediation techniques of sewage treatment.
- Find solution to create green and clean environment.
- **Practical:** Laboratory testing of microbial load and physicochemical parameter analysis of treated sewage.

## ON COMPLETION OF THE CERTIFICATE COURSE

Student can apply as a technician/supervisor for STP plant.

## **ELIGIBILITY**:

Students enrolled in the Degree course at Undergraduate level of Life Sciences (Biotechnology, Botany, Zoology) and Chemistry.

- Course Duration: 30 hours
- Credits: 2
- FEE Structure: Rs. 1200/-

■ Students will receive *Certificate of Completion* after successful completion of the course.

Email address	Student Full Name	Mobile No.: (Own & WhatsApp No.)	Mobile No.: (Parent)	Gender	Class (Mark only one)	Program
kavadiac@gmail.com	Chirag shankarlal kavadia	9372993689	9892957331	Male	FY C	Commerce
samantsunil773@gmail.com	Lavisha Sunil Samant	7506698048	8433976456	Female	FY B	Commerce
jayeshsonawane150@gmail.com	Jayesh Sonawane	9321579185	7039870087	Male	FY A	Commerce
ydhuri13@gmail.com	Yash Manish Dhuri	9967746993	9967746993	Male	FY A	Commerce
laxmimandal03707@gmail.com	Laxmi Arvind Mandal	9082797938	9930531670	Female	FY A	Commerce
surveshreya5@gmail.com	Shreya rajendra surve	8879415480	9324749448	Female	FY A	Commerce
ukuskulkarni9@gmail.com	Pratik Mangesh Shinde	8928716224	8108420307	Male	FY A	Commerc
aj400303@gmail.com	★ Ankita shyam jaiswal	9372771322	8976351984	Female	Other	Commerc

Date of odmis

12/10/2021

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13/10/2021

Module	- Andrews Constitution of the Constitution of
1. Introduction to Business & Start up	Lectures
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siness Environment (SWOT analysis), Business Planning	
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acent & Characteristics of Entrepress	
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oncept of Start -up, Government Support under Start up	
hemes, Sources of funding for Startup,	
oncept of Incubation & Facilities under incubation	
eading incubation centers in India.	
tatutory requirements for promoting new business	
2. HTML5:	
ntroduction, Why HTML5? Formatting text by using tags,	
sing lists nd backgrounds, Creating hyperlinks and anchors.	
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Creating navigational aids: planning site organization,	
reating text	15
Based navigation bar, creating graphicbased navigation bar,	
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Divisions.	
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Specifying the width of the column, merging table column,	
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CSS	
ntroduction to Cascading Style Sheets ,Types of CSS , CSS	
Selectors, Universal Selector, ID Selector, Tag Selector,	
Class Selector, Sub Selector, Child Combinatory Selector Adjacent Sibling Selector, Attribute Selector, Group	
selector, First-line and First-letter selector, Before and	15
After Selector, CSS Properties, Type Properties,	
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Layout o CSS Menu Design (Horizontal, Vertical)	o de la companya del companya de la companya del companya de la co
Web Hosting	
Web Hosting Basics, Types of Hosting Packages,	al de la constant de
Registering domains, Defining Name Servers, Using	
Control Panel, Creating Emails in Control panel, Using FTP	
Client, Maintaining a Website	08
4. Introduction to Digital marketing& Cyber Law:	And the second s
Concept to Digital Marketing, Fundamental principles of	
Digital marketing, Digital Marketing Process, Benefits of	
Digital Marketing automation, Tools of Digital Marketing,	
Introduction to Cyber security & Cyber Law under	
information Technology Act, 2000	12
5. Digital Marketing Strategies:	
Digital nation Analysis,	
Digital Marketing Strategy development- steps, Digital	
generation to all in an Wayword Planner tools, bear	
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**K.V. Pendharkar College of Arts, Science & Commerce (Autonomous)** 

# FOUNDATION COURSE IN DIGITAL START-UP

**Certificate Course** 

**Duration of the Course: 6 Months** 

Intake Capacity: 50 Students

**Key Features** 

\* Industry Insights

Eligibility: 12th Pass (Any Stream)

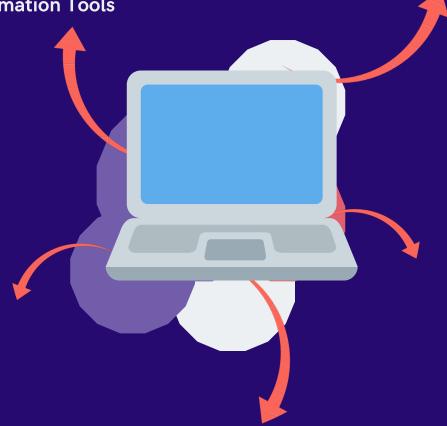
## About the Course:

Online business has become a buzzword recently. Comprehensive digital knowledge of marketing fundamentals of start-ups has evolved drastically with time. Keeping in mind the growing demand of digital business and entrepreneurial skills. K.V. Pendharkar college (Autonomous) of Arts, Science & Commerce Dombivli is offering you an opportunity to create your own digital start-up and Be Your Own Boss through its "FOUNDATION COURSE IN DIGITAL START-UP" . The course aims to make you a " Self - Sufficient Digital Entrepreneur"

### **Content in Brief**

- **\*** Fundamentals of Start-Up
- **\*** Fundamentals of Online **Business**
- \* Social Media Marketing
- Digital Marketing **Strategies**
- \* Digital Marketing & Cyber Laws
- Web development and
- **Programming Skills \*** Certification





## **Learning Outcomes**

- \* The students will gain a complete understanding of digital start-ups
- \* The students will be able to start and run online business
- **\*** Become a self-sufficient online job creator
- \* Students will acquire new skills & expand knowledge

FOR FURTHER INFORMATION CONTACT



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