



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"

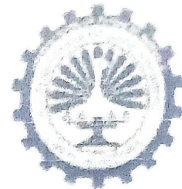
Award is given on the basis of performance of the department throughout the year. To evaluate the performance of the departments, IQAC has designed a structured mechanism, which is 100% objective in nature and does not provide any scope for favouritism.

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



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



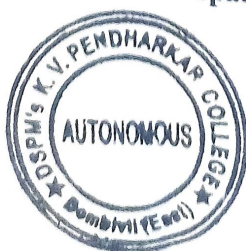
Accredited with 'A' Grade (3.14 CGPA) by NAAC (3rd Cycle 2017)

6	Physics	52
7	Geography	50
7	Chemistry	50
8	Botany	49
9	Banking & Insurance	45
10	Economics	40
10	English	40
10	History	40
11	Psychology	38
12	Information Technology	37
13	Computer Science	36
14	Marathi	35
15	BAMMC	34
16	Mathematics & Statistics	18

The Department 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



B.T. Shirsath

Coordinator, IQAC

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

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K. V. PENDHARKAR COLLEGE OF
SCIENCE & COMMERCE
DOMBIVLI (EAST)

Email ID: dkvpcollege@gmail.com

SKILL DEVELOPMENT CERTIFICATE COURSE

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

Course Co-ordinator : Ms. Pramila Yadav

Eligibility: XII Pass (Any Stream)

Duration of the Course : 60 Hours

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. NO.	MODULES	NO. OF LECTURES
1.	A. Investment: Meaning , Features, Components, Types of Investments, Factors affecting selection of investment. B. Management: Meaning, Features, Importance.	03
2.	A. Portfolio: Meaning, Components, Types of Portfolio. B. Meaning of Investor, Types of Investors, Types of Investing , Factors affecting Investments.	03
3.	A. Portfolio Management :Definition, importance, and types of portfolio management. B. Essential elements of portfolio management and steps to build a complete investment portfolio	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
6.	Mutual Fund: Concept, Objectives, Regulatory framework of Mutual Funds, Different types of mutual fund schemes.	08
7.	Money Market: Introduction, Features, Role of RBI in regulating money market, Different instruments available in the money market.	07
8.	Commodity Market: Introduction, Regulatory framework of Commodity market and fundamental analysis.	05
9.	Currency Market: Introduction, Regulatory framework of Currency Market and fundamental analysis of Currency Market.	05
10.	Practical on how to purchase of equities	05
11.	Investment in life insurance plans	03
12.	Investment and tax planning	03
13.	Group PPT presentation of students on contents of this course.	03
	Total Lectures	60

MISCELLANEOUS RECEIPT / RECEIPT FROM STUDENT

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
8-10-2021	BASIC OF INVESTMENT	DHRUV RAWAL
13-10-2021	BASIC OF INVESTMENT	NARPATLAL BABULAL KUMAWAT
16-10-2021	BASIC OF INVESTMENT	SANKALP SHELKE
17-10-2021	BASIC OF INVESTMENT	OMKAR SUDESH KADAM

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Proposal for Certificate Course

Category (Certificate course/ Diploma): Certificate Course

Title of the Course: GST Accounts / Assistance

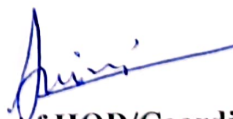
Name of the Course Coordinator: Premkumar Nair, M.com; NET

Department: Accounting and Finance

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



Signature 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

D. (i) **Learning Outcomes of the Course:**

Students will be aware of the procedure for filing of returns

Students will be self-reliant

(ii) **Evaluation Scheme:**

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

(iii) **Grading Pattern:**

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 can be made inter-disciplinary

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

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

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**

Particluars	1st year	2nd year	3rd 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
<u>Recurring expences</u>			
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 & Maintenance)	10000	10000	10000
5. Reference books	3000	3000	3000
Variable	2500	2500	2500
1. Notes (Rs.50 per student)	1250	1250	1250
2. Question paper and asnwer sheet (Rs.25 per 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. Contingency cost (increasing at 5%)			
	46750	46950	47160
Total cost			
	13250	13050	12840
Net Revenue	28.3422	27.79553	27.2265
% Margin / Profit			

4. Operational Information

A. Time-table:

- Course will be conducted in the month of November, December & January (2nd 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 <i>(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)</i>	5 hours
Chapter 2 E- invoicing, E-way bill & Types of GSTR <i>(understanding and generating e-invoice and e-way bill, Type of GSTRs used for various dealers)</i>	5 hours
Chapter 3 Filing of GSTR <i>(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)</i>	15 hours
Chapter 4 Briefing of Other GSTR and amendments <i>(Brief explanation of remaining GSTRs (no practical) and related amendments made by the board from time to time)</i>	5 hours

Annexure II- Time- Table as per the guidelines

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

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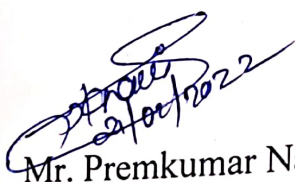
DEPARTMENT OF ACCOUNTING & FINANCE

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 5 th 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) |


21/02/2022

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)



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(AUTONOMOUS), DOMBIVLI

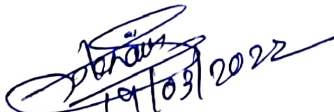
DEPARTMENT OF ACCOUNTING & FINANCE

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 th March, 2022.
Venue for Admission	–	Fees Counter (Supriya Madam)
Lectures starting from	–	25 th 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)


19/03/2022

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

ATTENDANCE SHEET

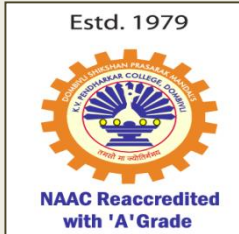
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K.V. PENDHARKAR COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS), DOMBIVLI (E)
CERTIFICATE COURSE: GST ACCOUNTS ASSISTANT
NAME OF THE STUDENT: _____

NAME OF THE FACULTY: MR. PREMKUMAR NAIR

ATTENDANCE SHEET

[illegible]



DOMBIVLI SHIKSHAN PRASARAK MANDAL'S
K. V. PENDHARKAR COLLEGE OF ARTS, SCIENCE & COMMERCE,
DOMBIVLI

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	Commerce
aj400303@gmail.com	* Ankita shyam jaiswal	9372771322	8976351984	Female	Other	Commerce

Date of admission

12/10/2021

13/10/2021

14/10/2021

13/10/2021

Annexure I- Detailed module wise syllabus of the course

Module	Lectures
1. Introduction to Business & Start up Concept, Features, Functions & Importance of business, Business Environment (SWOT analysis), Business Planning process, Concept & Characteristics of Entrepreneurship, Qualities of successful entrepreneur, Project Report, Feasibility analysis, Concept of Start –up, Government Support under Start up schemes, Sources of funding for Startup, Concept of Incubation & Facilities under incubation Leading incubation centers in India. Statutory requirements for promoting new business	12
2. HTML5: Introduction, Why HTML5? Formatting text by using tags, using lists and backgrounds, Creating hyperlinks and anchors. HTML5 Page layout and navigation: Creating navigational aids: planning site organization, creating text Based navigation bar, creating graphicbased navigation bar, creating Graphical navigation bar, creating image map, redirecting to another URL, creating division based layouts: HTML5 semantic tags, creating Divisions, creating HTML5 semantic layout, positioning and formatting Divisions. HTML5 Tables, Forms and Media: Creating tables: creating simple table, specifying the size of the table, Specifying the width of the column, merging table cells, using tables for Page layout, formatting tables: applying table borders, applying Background and foreground fills, changing cell padding, spacing and Alignment, creating user forms: creating basic form, using check boxes And option buttons, creating lists, additional input types in HTML5, Incorporating sound and video: audio and video in HTML5,	15

HTML
Multimedia basics, embedding video clips, incorporating audio on web Page.

3. Java Script

Introduction to Client Side Scripting, Introduction to Java Script, Javascript Types, Variables in JS, Operators in JS, Conditions Statements, Java Script Loops, JS Popup Boxes, JS Events, JS Arrays, Working with Arrays, JS Objects, JS Functions, Using Java Script in Real-time

CSS

Introduction 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 After Selector, CSS Properties, Type Properties, Background Properties, Block Properties, Box Properties, List Properties, Border Properties, Positioning Properties, Realtime Implementation, Conversion of Table to CSS Layout o CSS Menu Design (Horizontal, Vertical)

Web Hosting

Web Hosting Basics, Types of Hosting Packages, Registering domains, Defining Name Servers, Using Control Panel, Creating Emails in Control panel, Using FTP Client, Maintaining a Website

15

4. Introduction to Digital marketing& Cyber Law:

08

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

5. Digital Marketing Strategies:

12

Digital policies, Market Research and Competitor Analysis, Digital Marketing Strategy development- steps, Digital, lead generation techniques, Keyword Planner tools, Search Engine Optimization, Whatsapp Marketing, Instagrams, SMS Marketing, Facebook Adds, Affiliate Marketing, Email Marketing, App Promotion, YouTube Video AddsVisitors Engagement: Meaning,

FOUNDATION COURSE IN DIGITAL START-UP

Certificate Course

Duration of the Course: 6 Months

Intake Capacity: 50 Students

Eligibility: 12th Pass (Any Stream)

About the Course:

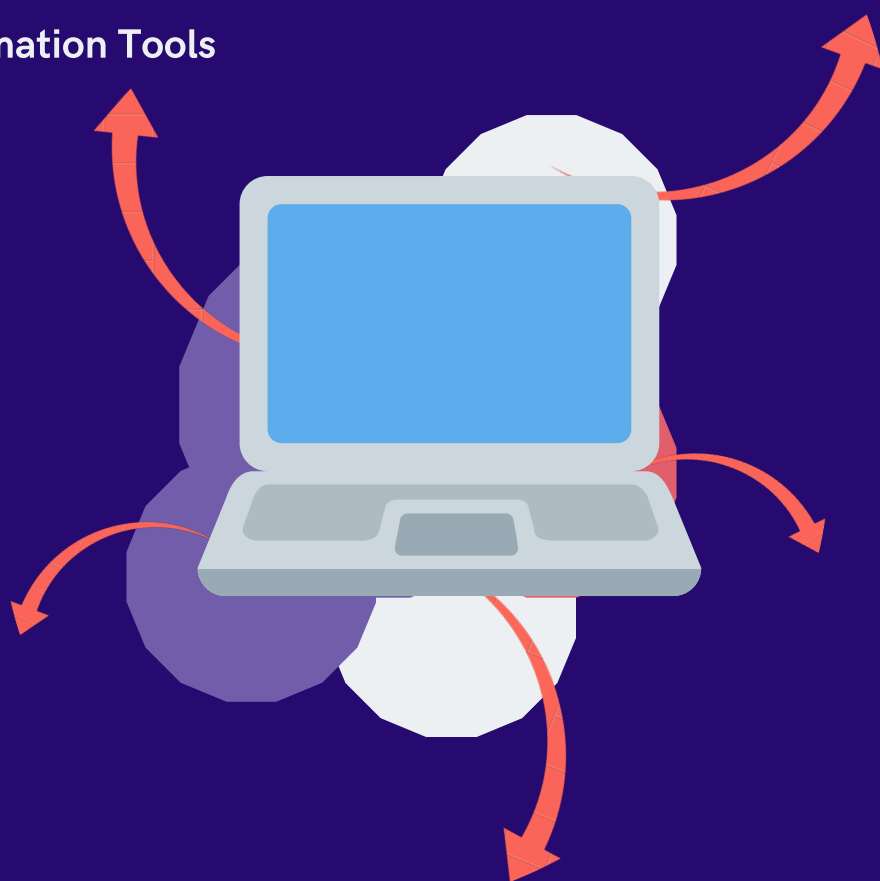
Online business has become a buzzword recently. Comprehensive digital knowledge of marketing and fundamentals of start-ups has evolved drastically with time. Keeping in mind the growing demand of digital business and entrepreneurial skills. K.V. Pendharkar college (Autonomous) of Arts, Science & Commerce 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
- ✱ Automation Tools

Key Features

- ✱ Industry Insights
- ✱ 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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COMMDEPTDIGITAL@GMAIL.COM

COLLEGE WEBSITE: [HTTPS://WWW.KVPENDHARKARCOLLEGE.ORG](https://www.kvpendharkarcollege.org)