# Al-Ameen College, Edathala

## CERTIFICATE COURSES OFFERD BY AL- AMEEN COLEGE IN 2017-18

| SL NO | DEPARTMENT | CERTIFICATE COURSE /CELL | DURATION (HOURS) | COURSE CONTENT |
|---|---|---|---|---|
| 1 | BBA | Be The Best | 30 | Development of managerial skills |
| | | | | Communication skill |
| | | | | Management games |
| | | | | Qualities of a good manager |
| 2 | BSc BIOTECHNOLOGY | Medical Coding | 30 | Introduction about mc and anatomy |
| | | | | Medical coding technologies |
| | | | | Medical coding theory |
| | | | | Specialty coding |
| 3 | COMMERCE | Income Tax Laws And Practice | 30 | Brief history of income tax in India |
| | | | | Basic definitions and residential status |
| | | | | Five heads of income tax |
| | | | | Deductions from individuals |
| | | GST | 30 | Introduction to GST |
| | | | | Levy and collections of tax |
| | | | | Cascading effect of taxation |
| | | | | Tax in voice |
| 4 | BSc CHEMISTRY | Petroleum Geology | 30 | Theories of origin of petroleum |
| | | | | Establishment of source beds |
| | | | | Resource and reserves |
| | | | | Mechanics of entrapment of hydrocarbons |
| 5 | BSc COMPUTER SCIENCE AND BCA | Java | 30 | Java basics |
| | | | | Operators and control statements |
| | | | | Array and strings |
| 6 | PLACEMENT CELL | Competency Development | 30 | Introduction to competency development |
| | | | | Communication skills |
| | | | | Time management |
| 7 | BA ENGLISH | English Malayalam DTP | 30 | Introduction to DTP |
| | | | | Understanding tools |
| | | | | Familiarising Malayalam keyboard |
| 8 | IQAC | Soft Skill Training | 30 | Importance of training and motivation |
| | | | | Self-development |
| | | | | Communication skills |
| 9 | GOVT OF KERALA | Asap Foundation Course | 300 | Communication skills |
| | | | | IT skills |
| | | | | Skill sector chosen by the student. |