REPORT ON ADD ON COURSE DEPARMENT OF ARABIC

Joelia College

Department

Fopic: communicative skill in Arabic and English

Arabic Department of Kharupetia College conducted an Add on course on Communicative skill in Arabic in English during the session 2021-22. The duration of the Course is three months from Feb to May 2022 for the students of B.A 2^{nd} semester.

Altogether 44 students were enrolled in the course and all of them appeared in the Examination and passed.

The course is designed to learn Communicative skill English in general and Arabic in particular. It helped the students in to acquire primary knowledge of communication in both the subjects. Language is a means of communication. In the era of globalization effective, communication is paramount. The fluency in Arabic language can open doors to a wide range of careers and in the job market. Like Travel, Truism, Education and Hospitably and many other sectors. Considering these aspects, the spoken or communicative course in Arabic has been introduced for the students.

Vertitied La Principal Principal College

Associate Professor & HoD Arabic Kharupetia College



2021-22 REPORT ON ADD-ON COURSE ON

FOLK SONG OF DARRANG

A 30(Thirty) hours Add-On course on "Folk Song of Darrang "was conducted by the department of Assamese, Kharupetia College . Kharupetia , Darrang , Assam during 01/02/2022 to 24/05/2022. A total numbers of 80(Eighty)students of second semester were enrolled in the course. The objective of the course was to creative songs have been selected for the purpose of preserving and introducing the new generation through systematic discussions. about the "FOLK SONG OF DARRANG." After completion of the course, students were able to understand about the various Folk song of Darrang . Moreover, the course helped the students to have basic knowledge about the course. Out of 80 (Eighty) students 4 (Four) were absent in the classes as well as in the final examination , 09 (Nine) students were awarded with grade A+ , 26(Twenty Six) students grade A, 29 (Twenty Nine) Students grade B+ and 05 (Five) students got grade B and 07 (seven) students got grade C

A. Begun Course Co-ordinator

CO-ORDINATOR, ADD ON COURSE DEPARTMENT OF ASSAMESE KHARUPETIA COLLEGE Veritied

Principal

Kharupetia College

H.O.D

H.O.D.

Dept. of Assamese

Kharupetia College

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REPORT ON ADD ON COURSE OFFERED BY THE DEPARTMENT OF POLITICAL SCIENCE

Name of course:

Gaon Panchayat

Session:

2021-22

Duration:

30 hours

Total enrollment:

80

Eligibility:

Students of UG level, of BA 2nd semester

Course design by:

Dr Nurul Islam, Associate Professor, Department of

Political Science

Course Goal:

> To empower the participants of the course regarding local governance in rural areas

> To help participants to participate in developmental activities of the gaon panchayat

> To provide basics of social accountability and social audit

Course Description:

This programme will highlight the importance of local self governance in rural India, by specially focusing on Gram Panchayats. This course will focus on the evolution and role of gaon panchayat. Intorduction of third tier of governance in India has put the concept of democracy from below in real sense. In the third tier, Gaon Panchayat performs as the administrative unit which is responsible for social and economic welfare.

Assessment Procedure: The students are awarded on the basis of the following grades

Range of marks in	Grade	Category	Grade Point
percentage			
90-100	A+	Outstanding	10
80-89	А	Excellent	09
70-79	B+	Very Good	08
60-69	В	Good	07
Below 60	С	Average	06



We have prepared question papers and held examination of 50 questions under objective test for evaluation. Total obtained marks of the students have been graded under 100 marks. Additionally, Group Discussions and Debating system is followed for evaluation. The evaluation process also undertook the regularity and sincerity of students for the given course. At the end of the course, it was found that all the 80 students have qualified the exam and are eligible for certificates.

Course Outcomes:

- > This course will make the participants aware regarding their role in welfare and development of villages under the Gram Panchayat
- > The course will help students to impart an inclusive role and ensure participatory democracy.

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Dr N. Islam of the Science Course Coordinator & Property Course Coordinator & Property Course Coordinator & Course Coordinator & Property Course Coordinator & Course Coordinator & Course Coordinator & Course Coordinator & Course Course Coordinator & Course Cour

A BRIEF REPORT ON ADD ON COURSE Course Name: SUPPLY CHAIN MANAGEMENT

In the academic session 2021-22, the Department of Commerce launched Add-on Course on Europy Chain Management" vide Resolution No. 01. dated, 08-01-2022, Academic Meeting, Dept. of Commerce, Kharupetia College. Accordingly, the course curriculum and syllabus was designed and duly submitted to the Principal and accorded formal approval to start the course in stipulated time.

Course Name : Supply Chain Management

Course Duration : 30 Hours

Admission Period : 01-02-2021 to 15-02-2021

Number of Students Enrolled : 60

Course coordinator : Joy Bhattacharjee

Offered by : Dept. of Commerce

Course Description: The Course is on Supply Chain Management. The course consisted of five units. Each unit of the course was designed based on the present-day context of supply chain which is a vital part of marketing of products or services.

Objective of the Course: The contents of the course are designed to impart the integrated understanding about the various dimensions of supply chain management towards a product or services.

Course Outcome:

☐ Understand the various aspects of supply chain and its management.

☐ Understand the working mechanism of supply chain

☐ Develop analytical methods and technical skills to improve decision making.

Assessment Procedure: The assessment was based on the written exam for 100 marks with MCQ type questions. Total no. of questions for written exam was 50 with 2 marks each. The grades were awarded to the students depending on the percentage of the marks obtained by a candidate in a course.

Range of Marks in Percentage	Letter Grade	Category
90-100	A+	Outstanding
80-89	A	Excellent
70-79	B+	Very Good
60-69	В	Good
Below 60%	С	Average

HOD Commerce Kharupetia College Principal

Principal

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A BRIEF REPORT ON ADD ON COURSE Course Name: HOW TO FACE INTERVIEW

In the academic session 2021-22, the Department of Commerce launched Add-on Course on How to Face Interview" vide Resolution No. 01. dated, 08-01-2022, Academic Meeting, Dept. of Commerce, Kharupetia College. Accordingly, the course curriculums and syllabus was designed and duly submitted to the Principal and accorded formal approval to start the course in stipulated time.

Course Name : How to Face Interview

Course Duration : 30 Hours

Admission Period : 01-02-2021 to 15-02-2021

Number of Students Enrolled : 60

Course coordinator : Joy Bhattacharjee

Offered by : Dept. of Commerce

Course Description: The Course was all about enhancing the skills of students towards job interview and building the confidence level on facing interview. The course consisted of five units. Each unit of the course was designed based on the requirement of the job market from the perspective of interview and to test the level of knowledge acquainted by the students during the course apart from their written test and viva, mock test was included.

Objective of the Course: The contents of the course were designed to impart the integrated understanding about the various dimensions of facing an interview.

Course Outcome:

☐ Understand the various types of interview and their importance.

☐ Ready to face interview questions.

☐ Ready with corporate habits.

Assessment Procedure: The assessment was based on the written exam for 70 marks with MCQ type questions and 30 marks for viva and as such total marks consisted of 100. Total no. of questions for written exam was 35 with 2 marks each. The grades were awarded to the students depending on the percentage of the marks obtained by a candidate in a course.

Range of Marks in Percentage	Letter Grade	Category
90-100	A+	Outstanding
80-89	A	Excellent
70-79	B+	Very Good
60-69	В	Good
Below 60%	С	Average



Report on Add on Course-2021-22

Course Name - Digital Financial Literacy



Objective of Add-on Course:

To cope-up with the transforming India into Go Digital, Department of Commerce, Kharupetia College launched Add - on Course on Digital Financial Literacy for the enhancement of student's skills in the specified field.

In this context, Department of Commerce proposed to launch Add-on Course on Digital Financial Literacy (DFL) vide Resolution No. 01. dated, 08-01-2022, Academic Meeting, Dept. of Commerce, Kharupetia College.

Syllabus:

To enrich students understanding on Present day Digital India, the Department of Commerce designed the course curriculums and Syllabus on Add on course for the academic Session-2021-22 and duly submitted to the principal and accorded formal approval to start the course in stipulated time.

Course Design:

The department of Commerce designed the course on Digital Financial Literacy (Add-on Course) as following mandates:

Course Name: Digital Financial Literacy (DFL)

Course Duration: 30 Hours

Total Marks: 100

Examination Type: MCQ

Number of Questions; 50 of 02 marks each Admission Period: 01-02-2022 to 15-02-2022

Number of Students Enrolled: 60 Course coordinator: Abdul Aziz

Admission Procedure:

Accordingly, the Department of Commerce issued Notice and Admission forms among the target students and completed Admission process enrolling 60 numbers of students among which 48 were Male and 12 were Female for the said course.

After Completion of Admission Process, the Department of Commerce distributed Syllabus and course design among the admitted students for their induction to the Add-on Course.

The department conducted add-on course classes as per the convenient schedule of students and teachers.

HOD Sommerce Kharupetia College Wharupetia College

Examination and Evaluation:

After completion of full syllabus, the department of Commerce conducted Final Examination in the month of May-2022 of 100 marks based on MCQ containing 50 Question 2 marks 2 each.

The department of Commerce also issued Digital Certificate on completion of Add-on Course as per the following assessment procedure.

Assessment and Grading Policy

Range of Marks in Percentage	Letter Grade	Category
90-100	A+	Outstanding
80-89	A	Excellent
70-79	B+	Very Good
60-69	В	Good
Below 60%	С	Average

Musunperia College

HOD Commerce Kharupetia College

REPORT ON ADD-ON COURSE

ON

BUSINESS ETHICS

SESSION: 2021-2022



A 30(Thirty) hours Add-On course on "BUSINESS ETHICS" was conducted by the department of Philosophy, Kharupetia College, Kharupetia, Darrang, Assam during 01/02/2022 to 24/05/2022. A total numbers of 75(Seventy five) students of second semester were enrolled in the course. The objective of the course is to provide business knowledge to the students. At the end of the course, students learn how to make a profit in business by applying appropriate business principles and practices regarding controversial issues. Moreover, the course helped the students to have basic knowledge about the course. All students were present in the finalexamination. Out of 75 (Seventy five) students 12 (Twelve) students were awarded with grade A+, 47(Forty seven) students grade A, 13 (Thirteen) Students grade B+ and 02 (Two) students got grade B and 01 (One) students got grade C.

Kharnberia College

(Pranati Dutta)

HoD& Course Coordinator

Department of Philosophy

Kharupetia College

HoD, Philosophy Kharupetia College, Kharupetia Darrang, Assam

O.P.





2021-22 REPORT ON ADD-ON COURSE ON

"Importance of Statistics in Geographical Analysis"

A 30 (Thirty) hours Add-On Course on "Importance of Statistics in Geographical Analysis" was conducted by the department of Geography, Kharupetia College, Kharupetia, Darrang, Assam during 01/2/2022 to 24/05/2022. A total number of 78 (Seventy eight) students of second semester were enrolled in the course. The objective of the course was to acquire knowledge about the use of statistical tools in solving geographical problems. After completion of the course, students were able to understand about the various statistical methods to identify and to solve the geographical problem in different stages. Moreover, the course helped the students to have a basic idea about the statistics. Out of 78 (Seventy eight) students 8 (eight) were absent in the classes as well as in the final examination, 61 (Sixty one) students were awarded with grade A+ and 9 (Nine) students got Grade-A.

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Principal College

DEPARTMENT OF GEOGRAPHY ,

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REPORT ON ADD ON COURSE OFFERED BY THE DEPARTMENT OF HISTORY

Name of Course: Method of Historical writings

Session: 2021-22

Duration: 3 months (30 Hours)

Total Enrollment: 70

Year of Introduction: 2021-22



Eligibility: Students of under graduate Level from B.A 2nd sem .

Course Design by: Abdul Hannan Associate Professor, Department of History, Kharupetia College.

Course objective:

- 1. To acquire the basic knowledge of method of historical writings.
- 2. To give Information about research methodology.
- 3. To give the idea to make a project work in a proper way.

Course Description

The course offers an introduction to college -level study of history. The Add on Course will focus on specific areas of history that satisfy the students the studies humanities.

Assessment Procedure

The course is of 30 hours of duration. Duration of is class is one hour. At the end of the course students have to appear in and examination comprising of 50 marks. The question is of multiple choice types. Students must secure minimum 40% of the total marks in order to qualify for certificate. The students are awarded letter grade which are as follows-

Range of marks in %	Letter grade	Category	Grade point
90-100	A+	Outstanding	10
80-89	Α	Excellent	9
70-79	B+	Very good	8
60-69	В	Good	7
50-59	C+	Absolute	6
40-49	С	Average	5



In the year of 2021-22, altogether 70 Nos. of students were enrolled in the aforesaid course. The following faculty members took classes of the Add on course.

1. Abdul Hannan

HoD & Course Co-ordinator, Department of History, Kharupetia College.

2. Abdul Karim,

Associate professor, Department of History, Kharupetia College.

3. Jalal uddin Ahmed,

Associate Professor, Department of History, Kharupetia College.

4. Dr. Binita Nath,

Assistance Professor, Department of History, Kharupetia College.

At the end of the assessment, all of the 70 students have qualified for the certificates.

Course out Come

Outcomes of the Add on course offered by this department have been positive.

The course objectives have been achieved as evident from performance of the students in the examination conducted at the end of the course. Participant has been gathered about the basic knowledge concerning historical writings.

Abdul Hannan

HoD & Co-ordinator , Add on Course

Deptt of History

Kharupetia College

Co-ordinator, ADD ON COURSE Department of History— Kharupetia College

REPORT ON ADD ON COURSE OFFERED BY THE DEPARTMENT OF EDUCATION.

Name of Course: Project Writing

Session:2021-22

Duration: 3 months(30 Hours)

Total Enrollment:78

Year of Introduction:2021-22

Eligibility: students of Undergraduate Level from B.A. 2nd Sem.

Course Design by: Dr. A.H. Mazumdar, Assistant professor, Department of Education, Kharupetia College

Course objective:

1. To impart basic Knowledge of Project writing

2. Proactive approach of Project writing.

3. To impart research information.

Course Description:

Generally speaking any Pivotal project, it is a good practice to lay out an in-depth project plan. A project plan communicates the overall goal of a given venture and details the specific talks to be accomplished in pursuit of a clearly started project goal.

Assessment Procedure:

The course is of 30 hours of duration. Duration of each class is one hour. At the end of the course the students have to appear in an examination comprising of 50 marks. The question are of multiple choice type. A student must secure minimum 40% of the total marks in order to qualify for certificate. The students are awarded letter grades which are as follows-

Assessment Grade:

Range of marks in %	Letter grade	Category	Grade point
90-100	A+	Outstanding	10
80-89	A	Excellent	9
70-79	B+	Very Good	8
60-69	В	Good	7
50-59	C+	Absolute	6
40-49	С	Average	5



In the year of 2021-22, altogether 78 Nos. of students were enrolled in the afore said courses. The following faculty members took classes of the Add on course.

- 1. Dr. A. H. Mazumdar, Course co-ordinator & Assistant professor, Department of Education, Kharupetia College.
- 2. Jahida Sultana, HoD & Associate Professor, Department of Education, Kharupetia College.
- 3. Abul Bashar Ahmed, Associate Professor, Department of Education, Kharupetia College.

At the end of the assessment, all of the 78 students have qualified for the certificates.

Course Out Come:

Outcome of the add on course offered by this department has been positive.

The course objectives have been achieved as evident from performance of the students in the examination conducted at the end of the course. Participants has been gathered about the basic knowledge concerning project.

(Jahida Sultana)

HoD

Deptt of Education Kharupetia College

DEPARTMENT OF EDUCATION KHARUPETIA COLLEGE

College

(Dr. A.H. Mazumdar) Co-ordinator, Add on Course Deptt of Education Kharupetia College

CO-ORDINATOR, ADD ON COURSE DEPARTMENT OF EDUCATION KHARUPETIA COLLEGE

ent of Education



Summary Report on Add on Course offered by the Department of English

Name of Course: English for Competitive Examinations,

Session: 2021-22 Course Code: 001

Name of the Course: English for Competitive Examinations

Duration: 3 months (30 hours)

Total intake capacity: 100
Total students enrolled: 80

Year of introduction: 2021-22

Eligibility: Students of Undergraduate level from any discipline

Course designed by: Abdul Awal, HoD, Dept. of English, Kharupetia College

Curriculum: The Add on Course has been designed with the under mentioned Course Objectives:

- 1. To impart basic knowledge of English grammar and vocabulary of the learners so as to compete for various competitive examinations.
- 2. To equip the learners with the basic skills of correcting common grammatical errors.
- 3. To teach the learners about how to summarize the ideas of a long passage.

Course Content: The Curriculum of the Add on Course comprises three Units covering different topics as mentioned below.

Unit I:

- Use of tenses
- > Transformation of sentences
- Interrogative
- Negative
- > Simple sentence, Compound Sentence, Complex sentenc

Unit II:

- Synonyms
- Antonyms

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Rharupetia College



Tag Questions

Unit III:

- Letter writing (Formal and informal)
- Précis writing
- Report writing

Assessment Procedures: The Course is of 30 hours duration. Duration of each class is one hour. At the end of the course, the students have to appear in an examination comprising of 50 marks. The questions are of multiple choice type. A student must secure minimum 40% of the total marks in order to qualify for a certificate. The successful students are awarded letter grades which are as follows:

% Marks secured	Grade	Remarks	
90-100	A+	Excellent	
80-89	А	Very Good	
70-79	B+	Good	
60-69	В	Above Average	
50-59	C+	Average	
40-49	С	Pass	

In the year 2021-22, altogether 80 students were enrolled in the aforesaid course.

The following faculty members took classes of the Add on Course:

- 1. Abdul Awal, HoD, Dept. of English
- 2. Dr. Rukan Uddin Ahmed, Asst. Professor.

At the end of the assessment, all of the 80 students have qualified for the Certificates.

Course Outcome: Outcome of the Add on course offered by this Department has been positive. The course objectives have been achieved as evident from the performance of the students in the examination conducted at the end of the course.

HoD & Course Coordinator

Add On Course Dept. of English

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Department of English Kharusetia College

REPORT ON ADD - ON COURSE OFFERED BY

THE DEPARTMENT OF ECONOMICS.

Name of Course: "Preparation of questionnaire and Schedule"

Session: 2021-2022

Duration: 3 months (30 Hours)

Total Enrollment: 55

Eligibility: Students of Undergraduate Even Semester Classes

Course Design by: Dr. Mizanur Rahman, Associate Professor, Department of Economics,

Kharupetia College

<u>Course Objective</u>: By the end of the course, students should be able to:

- 1) Understand the fundamentals of questionnaire design.
- 2) Develop clear research concept.
- 3) Create well-structured and unbiased survey questions.
- 4) Administer surveys using various methods.
- 5) Analyze and interpret survey data.

Course Description:

This course aims to equipped students with the knowledge and skills necessary to design effective questionnaires for various research purposes and create efficient survey schedules. Students will learn the principles of questionnaire design, survey methodology, and practical techniques for collecting data through surveys.

Assessment Procedure:

The course is of 30 hours of duration. Duration of each class is one hour. At the end of the course the students have to appear in an examination comprising of 50 marks. The question is of multiple choice types. A student must secure minimum 50% of the total marks in order to qualify for certificate. The students are awarded letter grades which are as follows:-

GRADING POLICY:

	1)	90100	(A+)
	2)	8089	(A)
0	3)	7079	(B+)
	4)	6069	(B)
verified	5)	5059	(C)

Co-ordinator
Add on Course
Deptt. of Economics
Kharupetia College

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Rnge of the Marks in %	Letter Grade	Category	Grade Point	
90100	(A+)	Outstanding	10	
8089	(A)	Excellent	09	
7079	(B+)	Very Goog	08	
6069	(B)	Good	07	
5059	(C)	Average	06	

In the year of 2021-22, altogether 55 Nos of students were enrolled in the aforesaid course.

The following faculty members took classes of the Add on course.

- 1) Dr. Mizanur Rahman, Associate Professor & HoD, Department of Economics, Kharupetia College
- 2) DeepJyoti Deka, Assistant Professor, Department of Economics, Kharupetia College.
- 3) Semim A. Yasmin, Assistant Professor, Department of Economics, Kharupetia College.

At the end of the assessment, all of the 55 students have been qualified for the certificates.

Course Out Come:

Outcome of the Add – on course offered by the Economics department has been positive. The course objectives have been achieved as evident from performance of the students in the examination conducted at the end of the course. Participants has been gathered about the basic knowledge concerning the topic.

(Dr. Mizanur Rahman) HoD & Course Co-ordinator

Deptt. of Economics
Kharupetia College

Add on Course
Deptt. of Economics
Kharupetia College



REPORT OF THE ADD ON COURSE Department Of Hindi, Kharupetia College Title of the Course: DTP & PROOF READING IN HINDI.

Session: 2021-2022



Hindi Department, Kharupetia College conducted a 30 hours Add on Course on the topic "DTP & Proof reading in Hindi" during the academic session 2021-22 from February/2022 to May/2022. Altogether 55 students enrolled their names in this course.

The objective of the course is to impart knowledge to the students on computer, DTP & Proof reading . All the enrolled students came to know the uses of computer programs to collect information for DTP, Printing, Proof reading etc. The course helped the students to know computer related activities and fit themselves in the different job markets. By reading this kind of curriculum they got to know how to edit and compile books, journals Etc. They also came to know about the benefits of proof reading and editing service. Hope the students of this course will make themselves professionalism in the present and future business market.

HoD, Hindi

Kharupetia College
Associate Professor & HoD
Department Of Hindi
Kharupetia College,

Kharnagha Callege

Report on Add-on course On "How to learn Sanskrit" Session-2021-22



The Department of Sanskrit, Darrang, Assam has introduced a 30 (thirty) hours Diploma course on "How to learn Sanskrit" for the session 2021-22.

In this course a total 55 (fifty five) students have enrolled and out of which 5 (five) number of students were absent in the classes and appearing in exams also. The main purpose of introducing this course is to provide basic knowledge on Sanskrit language. One must know about Sanskrit language to get knowledge on Indian Culture. One must have to go through Sanskrit as it is very needful to have some basic knowledge of Indian Culture. Out of 55 students 6 (six) students were awarded A+ and 8 (eight) students were awarded A Grade. Overall achievement is very positive.

Principal Kharupetia College Course Co-ordinator & HoD,
Dept of Sanskrit
Kharupetia College

Head of Department Dept. of Senskrit

REPORT ON ADD-ON COURSE OFFERED BY THE DEPARTMENT OF MATHEMATICS NAME OF THE COURSE: APPLICATION OF MATHEMATICS IN VARIOUS FIELD SESSION-2021-22

Duration – 3 Months (30 hours)

Total Enrollment: 60

Year of Introduction: 2021-22

Eligibility: students of Undergraduate Level from BA 2nd Semester

Course Designed by: Abdur Rahman, Associate Professor, Deptt. of Mathematics.

COURSE OBJECTIVES:

1. To create interest in learning Mathematics amongst students.

2. To make the students rational and enable to judge scientifically.

3. To develop self-confident for solving mathematical problem among the students.

4. To make all students know the importance of Mathematics.

COURSE DESCRIPTION:

This course deals with nature of mathematics, application of its practical, intellectual and aesthetic dimensions and application of mathematics tools in daily life. Application of mathematics are cooking, decorating, management, shopping, sports, time management, budgeting, music, exercising, math in everyday life, sewing, technology, banking, driving, foundation of other subject, gardening, preparing food etc.

ASSESSMENT PROCEDURE:

THE COURSE is of 30 hours of duration. Duration of each class is 1 hour. At the end of the course the students have to appear in an examination comprising of 50 marks. The question are of multiple choice type. A students must secure minimum 40% of the total marks in order to qualify for certificate. The student are awarded letter grades which are as follows-

Assessment Grade:

Range of Marks in %	Letter Grade	Category	Grade point
90-100	A+	Outstanding	10
80-89	А	Excellent	9
70-79	B+	Very Good	8
60-69	В	Good	7
50-59	C+	Absolute	6
40-49	С	Average	5

In the year of 2021-22 altogether 60 Nos. of students were enrolled in the afore said course.

Mausumi Saha Kalita Date: 2024.08.19 13:08:07 +05'30'

Digitally signed by Mausumi Saha Kalita

Abdren Hahmen Course Co-ordinator Add on Course Deptt. of Mathematics Kharupetia College

Abdur Rahman, Associate Professor, Deptt. of Mathematics, the faculty member took the classes of the Add on course and completed the assessment procedure.

At the end of the assessment, all the 60 students have qualified for the certificate.

Course outcome:

- Problem Solving: Students will demonstrate ability the ability to solve problems, including applications outside of mathematics.
- Mathematical Communications: Students will demonstrate ability to communication mathematical ideas clearly. They will use correct mathematical terminology and proper mathematical notation.

Abdur Rahman Co-ordinator

Abdur Rahman Co-ordinator

Course Co-ordinator of Mathematics

Add-On course

Kharupetia College

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