



SNGAP SYIEM COLLEGE:: MAWKYRWAT

South West Khasi Hills District

AFFILIATED "B" GRADE BY NAAC

SYLLABUS FOR COMPUTER HARDWARE & NETWORKING

Sl.No	Theory	Contents	Hours
1.	UNIT-I	<p>Basic of Computer</p> <ol style="list-style-type: none"> 1. Introduction. 2. Classifications. 3. Generations. 4. Applications 5. Basic Blocks of Computer System. 	
2.	UNIT-II	<p>Introduction of PC Hardware</p> <ol style="list-style-type: none"> 1. Hand tools Basics and Specifications 2. PC Cabinet and Components <ul style="list-style-type: none"> • Motherboard • Processor • RAM/CMOS • ICs, Diode, etc • Jumper • Etc. 3. I/O Devices and Their Functions 	
3	UNIT-III	<p>Basic Networking</p> <ol style="list-style-type: none"> 1. Introduction 2. Network Topologies 3. Types of Networks 4. Internet, Ethernet and Wired, Wireless, Mobile etc. 	
4.	UNIT-IV	<p>Data vs Analog Communications</p> <ol style="list-style-type: none"> 1. Network Model 2. Network Components <ul style="list-style-type: none"> • Modem • Hubs • Firewall • Bridges • Routers • Gateways • Repeaters • Switches • Access Point. 3. IP Addressing <ul style="list-style-type: none"> • Protocols <ul style="list-style-type: none"> ➢ TCP/ IP ➢ FTP ➢ TELNET etc • Classes of IP address. • Setting IP address. 4. Network Security. 	

S.No	Practical	Contents	Hours
1.	PRACTICAL – I	1. Introduction of Computer Hardware <ul style="list-style-type: none"> • Identify Each Hardware Components. • Disassemble a computer. • Analyse types of computer hardware problems and errors. • Application of Tools. • Assemble a computer. • Introduction to Laptop Hardware Components. 	
2.	PRACTICAL – II	1. Introduction to Operating System <ul style="list-style-type: none"> • Types of Operating System. • UEFI vs LEGACY mode. • X86 vs X64 bit architecture. • GUI vs CLI interface. • Device Drivers. • Software-System and Application. • Firewall and Anti -Virus. 2. Installation of Operating System. <ul style="list-style-type: none"> • Windows and Linux. • Drivers. • Application Software. • Data Backup & Recovery. 	
3.	PRACTICAL – III	1. Network Components <ul style="list-style-type: none"> • Modem. • Router. • Switch. • Etc. 2. Crimping and Punching <ul style="list-style-type: none"> • RJ-45/11. • I/O box. • Identify CAT 5/6 cable colour codes. 	
4.	PRACTICAL – IV	1. Set-up Modem, Router, Repeaters etc. 2. Set-up Manual IP addressing and subnetting. 3. Set-up Network Security. 4. Telnet, FTP, Peer to Peer and Desktop Remote etc.	

Basic in Computer

Course: 2 months

S.No	Unit	Topic
1.	Unit - I	<ol style="list-style-type: none">1. Introduction to Computer2. Types of Computers3. Generation of Computer4. Input / Output Devices5. Hardware and Software
2.	Unit - II	<ol style="list-style-type: none">6. Operating System (Definition, Types, Kernel)7. Pointer, Desktop, Icon, File, Folder.8. File and Folder Management.9. File Extension.
3.	Unit-III	<ol style="list-style-type: none">10. Introduction to Word Processing (MS-Word)11. Layout.12. Typing13. New Documents, Cut, Copy, Save, Save As, Delete, Print, Undo, Redo etc.14. Managing Documents.
4.	Unit – IV	<ol style="list-style-type: none">15. Formatting – Paragraph16. Formatting- Bullets, List and Numbering.
5.	Unit-V	<ol style="list-style-type: none">17. Introduction to MS-PowerPoint.18. Slides, Slides Layout, Design etc.
6.	Unit-VI	<ol style="list-style-type: none">19. Introduction to Spreadsheet.20. Worksheet and Spreadsheet.21. Cell-Column and rows.22. Selecting, adding and Formula.

1. Spoken Hindi

Course: 6-months

S.NO	UNIT	TOPIC
1.	Unit-I	अपना परिचय (Self-Introduction)
2.	Unit-II	वाक्य (Sentences)
3.	Unit-IV	वचन (Singular / Plural)
4.	Unit – V	काल (Tense)
5.	Unit- VI	लिंग (Gender)
6.	Unit -VII	विशेषण (Adjective)
7.	Unit – VIII	व्यंजन/स्वर वर्ण (Consonants/vowels)
8.	Unit – IX	सर्वनाम (Pronoun)
9.	Unit - XI	शब्दावली (Vocabulary)
10.	Unit – XII	क्रियाएं (Verbs)

S.No	Unit	Topic
1.	Unit-I	<ol style="list-style-type: none">1. Introduction to Computer2. Types of Computers3. Generation of Computer4. Input / Output Devices5. Concept of Hardware and Software
2.	Unit-II	<ol style="list-style-type: none">1. Operating System (Definition, Types, Kernel)2. File, Folder and Directory Management.3. File Extension.
3.	Unit-III	<ol style="list-style-type: none">1. MS-Word:<ul style="list-style-type: none">• Creating and managing documents.• Formatting text, paragraph and sections.• Creating tables and list.• Creating and format graphic elements.• Manage option and setting for documents.• Advanced features and references.
4.	Unit-IV	<ol style="list-style-type: none">1. MS-PowerPoint:<ul style="list-style-type: none">• Creating presentation.• Working with themes.• Working with objects.• Animated Projects.• Introduction to tool types.• Working with text.• Printing presentation.
5.	Unit – V	<ol style="list-style-type: none">1. MS-Excel<ul style="list-style-type: none">• Basic of Excel.• Data Representation.• Data visualisation.• Data analysis.
6.	Unit – VI	Internet & Mail <ul style="list-style-type: none">• Basic of internet.• Email, mail merge etc.

S No	Unit	Topic
1.	Unit I	<ol style="list-style-type: none"> 1 Introduction to Computer 2 Types of Computers 3 Generation of Computer 4 Input / Output Devices 5 Concept of Hardware and Software
2.	Unit – II	<ol style="list-style-type: none"> 1 Operating System (Definition, Types, Kernel) 2 File, Folder and Directory Management. 3 File Extension.
3.	Unit - III	<ol style="list-style-type: none"> 1. MS Word: <ul style="list-style-type: none"> • Creating and managing documents. • Formatting text, paragraph and sections • Creating tables and list • Creating and format graphic elements. • Manage option and setting for documents. • Advanced features and references.
4.	Unit – IV	<ol style="list-style-type: none"> 1. MS-PowerPoint: <ul style="list-style-type: none"> • Creating presentation. • Working with themes. • Working with objects. • Animated Projects. • Introduction to tool types. • Working with text. <p>Printing presentation.</p>
5.	Unit – V	<p>MS-Excel</p> <ul style="list-style-type: none"> • Basic of Excel. • Data Representation. • Data visualisation. • Data analysis.
6.	Unit - VI	<p>Internet & Mail</p> <ul style="list-style-type: none"> • Basic of internet. • Email, mail merge etc.
7.	Unit – VII	<p>Introduction to Web Design</p> <ul style="list-style-type: none"> • Static vs dynamic • Responsive • HTML • CSS • PHP
8.	Unit – VIII	<p>Introduction to Database system</p> <ul style="list-style-type: none"> • MySQL • Integration with PHP.
9.	Unit – IX	<p>Introduction to Java</p> <ul style="list-style-type: none"> • Java, function and data types. • Integration
10.	Unit -X	Project

MDC -116: INTRODUCTION TO NATIONAL CADET CORPS
(Contact Hours-45, Credits-3)

Course Objectives (COs): The paper intends to impart basic knowledge about the evolution of National Cadet Corps; a brief overview of our defence system and services, to shape the young minds of our country with an aim of developing qualities like courage, Positive mindset, a secular outlook so that they may become responsible citizen and contribute towards the growth of India as a nation. Through Drill and Command, the young leaders will inculcate in them the quality of discipline.

Learning Outcomes (LOs): The students will develop a sense of responsibility and display patriotism, secular values, discipline, improve bearing and develop the quality of immediate and implicit obedience to orders.

- UNIT I** NCC Motto, NCC Flag, Aims of NCC, Cardinal points of NCC, Types, organization, capability & role of NCC cadet.
Organization of defence forces in general, Organizational structure of Indian Army, Organizational structure of NCC, NCC Song, Incentives of NCC, Ranks in Army, Navy and Air Force – Certificate Examination in NCC– Honors and Awards. Honour code. Modes of entry to Army CAPF Police
- UNIT II** Foot Drill Basics, Aims of Drill, Word of Commands, Attention, Stand at Ease, Turning Left, Right and Inclining at the Halt. Sizing, Forming up in three Ranks and Numbering, Open and Close March Order, Dressing the Squad, Saluting at the Halt, Getting on Parade, Falling Out and Dismissing, Marching, Guard of Honour
- UNIT III** Basics of Weapon Training, Introduction and organization of Infantry BN, Characteristic of Rifles, Stripping, Assembling, Care and Cleaning, and Sight Setting, Loading, Unloading of Rifle, Light Machine Gun and Stern Machine Carbine, Safety Procedures, Positions in Shooting and its Advantages, Trigger Control and Firing a Shot, Theory of Group and Snap Shooting.
- Practical**
- a. Drill and physical training
 - b. NCC Camps
 - c. Types of Camps

Suggested Readings:

Cadet's Handbook- Common Subject, All Wings, by DG NCC, New Delhi

Cadet's Handbook -Specialized Subject, Army, by DG NCC, New Delhi

Challenging Destiny: A biography (2016). M. D. Bhaskaran, 314pp

Field Marshal Sam Manekshaw, (Soldiering with Dignity), 2021, Lt. Gen. Depinder Singh,

PVSM, VSM. Published by Natraj publishers, 271pp

Youth in Step, V. Longer (1983), Published by Lancer International, 220pp

SEC-132: PERSONALITY DEVELOPMENT

(Contact Hours: 45, Credits-3)

Learning Outcomes (LOs):

1. Comprehending the scope of personality and its development.
2. Enabling development of core skills for development of self.
3. Understanding positive personality traits
4. Cultivating skills for successful life

Unit-I Personality Development *Marks*

- Personality-Concept, nature, traits of Personality, Social etiquettes and manners
- Determinants of personality- physical, intellectual, emotional, linguistic and cultural
- Importance of personality development, Factors influencing Personality Development
- Self-confidence – Meaning and building techniques, Willpower-Increasing the Willpower for self-improvement.

Unit-II Attitude and Motivation *Philo*

- Attitude – Concept and types
- Developing a positive attitude in life and factors affecting attitudes
- Motivation– Concept, significance and types
- Importance of self-motivation and factors leading to de-motivation

Unit-III Career planning activities *Commerce*

- Time management skills
- Resume building, Art of Facing Interviews
- Significance of personality Test & Aptitude tests
- Mock Interview Sessions

Suggested readings:

1. Andrews, Sudhir (1988). How to Succeed at Interviews. 21st (rep.) New Delhi, Tata McGraw-Hill.
2. Barun K. Mitra, Personality Development and Group Discussions, Oxford University Press Career Digest
3. Chandra, M.S. Satish (1999). Conflict Management. Delhi. Rajat publication.
4. Hurlock Elizabeth B. Personality Development Tata McGraw Hill, New Delhi
5. Jaikishan Roy (2015). Improve your Personality, Mark Publishers, Jaipur.
6. Jegadeesan, M., S.R. Padma, M.R. Naveen kumar (2021). Communication Skills and Personality Development. New India Publishing Agency, New Delhi.
7. Mile, D.J (2004). Power of positive thinking. Delhi. Rohan Book Company.
8. Pravesh Kumar (2005). All about Self- Motivation. New Delhi. Goodwill Publishing House.

AEC-120: ALTERNATIVE ENGLISH

(Contact Hours: 45, Credit-3)

Course Objectives

1. To provide opportunities to students to acquire deeper insights into the English language and literature and enhance and reinforce creativity, understanding, and critical appreciation of the subject.
2. To introduce students to various artistic expressions in order to give them exposure to diverse literary and cultural experiences.
3. To inculcate in students the ability to communicate ideas, opinions and values and to expand their knowledge of the subject as it moves from the classroom to life and life-worlds.

Learning Outcomes

The students will gain awareness of the various artistic expressions emerging out of diverse literary and cultural experiences. This will give them deeper insights into the English language and literature, thus enhancing their creativity, understanding, and critical appreciation of the subject. The students will also gain the ability to communicate ideals opinions and values and apply the knowledge of the subject to real-life situations.

UNIT I : Poetry

1. Matthew Arnold: "To Marguerite: Continued"
2. Nicolas Guillen: "Fusil"
3. W. H. Auden: "Who's Who"
4. Nissim Ezekiel: "Goodbye Party for Miss Pushpa TS"
5. Maya Angelou: "Still I Rise"

UNIT II: Prose Pieces, Short Fiction, Grammar and Composition

1. Jawaharlal Nehru: "Animals in Prison"
2. Ruskin Bond: "Life at My Own Pace"
3. O. Henry: "The Last Leaf"
4. Grammar and Composition:
 - a. Preposition
 - b. Articles
 - c. Idioms and Phrases
 - d. Change of Voice
 - e. Usage
 - f. Correction of Errors

- g. Reading and Comprehension
- h. Narration

UNIT III: One-act Plays

1. A. A. Milne: *The Ugly Duckling*
2. J. M. Synge: *Riders to the Sea*

Suggested Reading

- Corns, T. N., ed. *The Cambridge Companion to English Poetry*. Cambridge University Press, 1973.
- Dolley, Colin and Rex Walford. *The One-Act Play Companion: A Guide to Plays, Playwrights and Performance*. Methuen Drama, 2011.
- Eastwood, John. *Oxford Practice Grammar*. Oxford University Press, 2006.
- Gates, Henry Louis, ed. *The Norton Anthology of African American Literature*. W. W. Norton & Company, Inc., 2014.
- Gilbert, Sandra M. and Adrienne Rich. *Essential Essays Culture, Politics, and the Art of Poetry*. W. W. Norton & Company, Inc., 2018.
- Hashemi, Louise & Raymond Murphy. *Essential Grammar in Use*. Cambridge University Press, 2007.
- Kumar, Akshaya. *Poetry, Politics and Culture: Essays on Indian Texts and Contexts*. Routledge, 2009.
- March-Russell, Paul. *The Short Story: An Introduction*. Edinburgh University Press, 2009.
- McClatchy, J. D., ed. *The Vintage Book of Contemporary World Poetry*. Vintage, 1996.
- Peck, John and Martin Coyle. *The Student's Guide to Writing: Grammar, Punctuation and Spelling*. Macmillan Education UK, 1999.
- Sinha, M. P., et al., ed. *Ruskin Bond: A Critical Evaluation*. Atlantic Publishers and Distributors, 2012.
- Scofield, Martin. *The Cambridge Introduction to the American Short Story*. Cambridge University Press, 2006.
- Spiegelman, Willard. *How Poets See the World: The Art of Description in Contemporary Poetry*. Oxford University Press, 2005.
- Swan, Michael. *Basic English Usage*, OUP, 2000.
- Washburn, Katharine, Clifton Fadiman and John S Major. *World Poetry: An Anthology of Verse from Antiquity to Our Time*. Book-of-the-Month Club, W. W. Norton, 1998.

AEC- 124: MIL I- KA LITERESHOR KHASI BAD KA KYLLA-KTIEN

(Contact Hours: 45, Credits-3)

Ki jingthmu jong ka phang pule:

Īa kane ka phang pule (course) la saiñdur ba ki nongpule kin sngewthuh halor ki jait ki sker jong ka litereshor, ki dur ki dar bad ki phangkren bapher ba la wanrah lɣngba ka Poitri, ka Sawangka, ka Parom Mutdur bad ka Thohtah. La saiñ dur ruh ban hikái ĩa ki nongpule halor ka Kylla-ktien, ki jingeh bad ki buit ban pynkylla ktien. Kane ka phang pule kan pynlah bad pyntbit ruh ĩa ki nongpule ha ka liang ka Kylla-ktien ĩa ki tnat jong ka Litereshor bad ban Kylla-ktien ĩa ki khubor na ka thaiñ bad na ka Ri.

Ki jingmyntoi na kane ka phang pule:

- Kan pynlah ĩa ki nongpule ban sngewthuh ĩa ki tnat bapher jong ka Litereshor.
- Kan pynlah ĩa ki nongpule ban ithuh bad sngewthuh ĩa ki dur ki dar jong ki tnat bapher jong ka litereshor lem bad ki phangkren bapher ba la wanrah ha ki.
- Kan pynlah ĩa ki nongpule ban sngewthuh shai halor ka Kylla-ktien.
- Ka jinglah ban kylla-ktien ĩa ki tnat bapher jong ka litereshor.
- Ka jinglah ban kylla-ktien ĩa ki khubor na ka thaiñ bad na ka Ri.

Unit – I Poitri bad Sawangka Lyngkot

1. Rabon Singh : “Ka Jingphawar Shadwait” na *Ka Kitab Jingphawar*
2. Victor G. Bareh : “Ka Lynti Umiam” na *Ki Poetry Khasi*
3. D.S. Khongdup : “U Syntiew ba nga jied” na *Na Lum Khasi*
4. L.H.Pde : “U Tiew Lili Basaw” na *Shi Hira ki Sawangka*

Unit – II Parom Mutdur bad Thohtah

1. W. Tiewsoh : *Ka Jingkwah U Kpa*
2. Donbok T. Laloo : *Pluh ka Jingieit*
3. L. Gilbert Shullai : “Hima ki Bun, Jaitbynriew Tang Kawei” na *Talwiar u Sohpetbneng*

Unit – III Ka Kylla-Ktien

1. Badaplin War: “Halor ka kylla-ktien” na *Ka Kylla-Ktien bad ka Litereshor Khasi*.
2. Ka kylla-ktien ĩa ki poim bad ĩa ki jingthoh balyngkot.

3. Ka kylla-ktien ia ki khubor na ka thain bad na ka Ri.

Ki kot pule baroh ki long na ka bynta ban pule bniah.

Ki jingthoh kiba iadei bad ka phang pule:

Bareh, Victor G. *Ki Poetry Khasi*. North East Industrial Coop Society, Shillong, 1956.

Khongdup, D.S. *Na Lum Khasi*. Ri Khasi Press, Shillong, 1968.

Laloo, Donbok. T. *Pluh ka Jingieit*. Don Bosco Technical School, Shillong, 1999.

Lynshing, Thomlin. Ka Jingphawar Shadwait: Ki Snap Ka Lariti in *Ka ThwetJingstad* (Quest for knowledge) Vol. IV No.1 December, 2018.

Malone, Joseph L. *The Science of Linguistics in the Art of Translation: Some tools from Linguistics for the analysis and practice of translation*. New York: State University of New York Press, 1998.

Mawphlang, Bulsilian Lyngdoh. "U Syntiew ba nga Jied kumka Sonnet" in *KaThwet Jingstad* (Quest for knowledge) Vol. IV No.3 December, 2020.

Nida, Eugene A. *The Theory and Practice of Translation*. Leiden, Netherlands: E.J. Brill, 1982.

Nonglait, D.R.L. *Literary Criticism and Fiction in Khasi*. SMS Hi-Tech Impression. Shillong, 2005

Pde, L. H. *Shi Hira ki Sawangka*. Shillong, 2008.

Shullai, L. Gilbert. *Talwiar u Sohpetbneng*. Scorpio Printing Press, Shillong, 1993.

Singh, Rabon. *Ka Kitab Jingphawar*. Shillong: 6th Ed. Mrs. Fair Beulah Lyngdoh, Ri Khasi Press, 1987.

Syiem, Esther. "U Manik Raitongu Nongmuna ka Jingieit bad ka Shna Sur: Ka Jingpynshongdor" in *Ka Dak Sahkynmaw (Unforgettable Impression)*. Society for Khasi Studies, Shillong, 2016.

Tiewsoh, W. *Ka Jingkwah U Kpa*. Khasi Book Stall, Shillong, 1998.

War, Badaplin. *Ka Kylla Ktien bad ka Litereshor Khasi*. Shillong: Ri Lum Printing Press, 2016.