

Music Department
St. Anthony's College, Shillong
Rhythm Education
List of Enrollment

BA/Music/I/Semester

University Roll No.	Name
M1800001	Amartya Sharma Guruaribam
M1800002	Aryaman Sarki
M1800003	Applose Shimrah
M1800004	Bindu K Marak
M1800005	Bardi Ch. Sangma
M1800006	Barnadine Lapherna Lyngdoh Mawnai
M1800007	Chea Mamanti Ch. Marak
M1800008	Deson Andrew Sutnga
M1800009	Daikho Ashuli
M1800010	Euginia Kharkongor
M1800011	Federal Richmond Hujon
M1800012	Franky Myllemngap
M1800013	Josiah Lalhmangaiha
M1800014	John Kelly Kurbah
M1800015	Josua Lalruatpuia
M1800016	Kheinkorshisha Myllemngap
M1800017	Lovi Aye
M1800018	Lalhminghlua
M1800019	Leadingstar Nongbsap
M1800020	Lanu Songeichung Aimol
M1800021	L Nganingkhui
M1800022	Mikaiah Kyrpang Thangkhiew
M1800023	Nangteidor Nongkhlaw
M1800024	Nerila Kharbani
M1800025	Phidariakor Mawiong
M1800026	Pyngsuklin Marwein
M1800027	Perry Winkle Mary Majaw
M1800028	P Ramenpuia
M1800029	Raymon Bhattarai
M1800030	Rajeshwari Chakraborti
M1800031	Siddhartha D Kashyap
M1800032	Subham Basel
M1800033	Sanshwanaki Syiem
M1800034	Trivarg Arandhara

BA/Music/3rd Semester

Name	University Roll No.
Arjun Gogoi	M1700001
Angeline Majaw	M1700002
Adelberge Syiemlieh	M1700003
Apkyrmen Tangsong	M1700004
Brightstarland Khardewsaw	M1700005
Banteilang Gregory Pyngrope	M1700006
Cherian N Sangma	M1700008
Changring M Marak	M1700009
Cheerfield A Sangma	M1700010
Daker I Synkon	M1700011
Derrick K. Shabong	M1700012
Hridoy Chandan Bora	M1700013
Kerlang Warbah	M1700015
Lalruatfeli Bawihlung	M1700016
Lopu Loham	M1700017
Lammiki Passah	M1700018
Lamginlian Suantak	M1700019
Mriganka Sekhar Sharmah	M1700020
Manskhembha Snaitang	M1700021
Osmond Justin Suiam	M1700022
Pritam Das	M1700023
Rangkynsai Kharhunai	M1700024
Stephanie Dondor Myrthong	M1700026
Sojanthung Y Tsopoe	M1700027
Sylleihun Mawlong	M1700028
Tesrang G Momin	M1700029
Tage Thomas	M1700030

BA/Music/5th Semester

Name	University Roll No.
Aurya Sheryl B Marak	M1600001
Abheyarak T Sangma	M1600002
Amasha Salora Ch Marak	M1600003
Banshanskhem Rapsang	M1600005
Bantilin Sohlang	M1600006
Gordon Roberts Shadap	M1600008
Hasselberge Syiemlieh	M1600009
Ibarihun Nongbri	M1600010
Joseph Remruotsang	M1600013
Khrawkupar m Kharsynthiew	M1600014
Ksenia Sergeyevna Zvereva	M1600015
Maram Mahanta	M1600016
Mark Saldingra N Marak	M1600019
Nazarious B. Kharkongor	M1600020
N.Shelao	M1600021
Pondermost khongliam	M1600022
Phibakor Rapsang	M1600023
Pynshkhemborlang Kharkongor	M1600024
Pushparaj Thakuri	M1600025
Risaka Nancy Pyrbot	M1600026
Rilin Mary Shadap	M1600027
Suhauni Dkhar	M1600028
Thangthianlian Khuptong	M1600029
Veeraleen Ameda Khongsit	M1600030
W. Alberti Thabah	M1600031

Rhythm Education

Objectives: This section is to introduce and familiarize the students with different types of rhythm structures with special references to Western music and Indian. This section also aims to make the students explore, discover and document some of the basic rhythms traditions.

This paper introduces a student to rich and diversion tradition of Rhythms, primarily from the conceptual point of view. This section of Rhythm Education introduces and familiarizes the students with the great music rhythms tradition of all style of western music and their terms, notations and different types of Rhythms.

PAPER OUTLINE:

- **Unit I: Introduction and history of rhythms:** Rhythm, Styles, Anthropology, Metres: Simple, Compound and poly metres, Straight rhythm, Swing Rhythm, Indian Taal, March, Triplet, Isorythm, Eurhythmics.
- **Unit II:** Terminology: Pulse, beat and measure, Unit and gestures, Alternation and repetition, Tempo and duration, Metric Structure
- **Unit III:** Composite Rhythm: Syncopation: Types of Syncopation, Suspension, “Even-note” Syncopation, Off-beat syncopation: Anticipated Bass, Clave Rhythm, Half Time, and Polyrythm.

Music Department
St. Anthony's College, Shillong
Performance Technique
List of Enrollment

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Manskhembha Snaitang	M1700021
Osmond Justin Suiam	M1700022
Pritam Das	M1700023
Rangkynsai Kharhunai	M1700024
Stephanie Dondor Myrthong	M1700026
Sojanthung Y Tsopoe	M1700027
Sylleihun Mawlong	M1700028
Tesrang G Momin	M1700029
Tage Thomas	M1700030

BA/Music/5th Semester

Name	University Roll No.
Aurya Sheryl B Marak	M1600001
Abheyarak T Sangma	M1600002
Amasha Salora Ch Marak	M1600003
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Maram Mahanta	M1600016
Mark Saldingra N Marak	M1600019
Nazarious B. Kharkongor	M1600020
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Suhauni Dkhar	M1600028
Thangthianlian Khuptong	M1600029
Veeraleen Ameda Khongsit	M1600030
W. Alberti Thabah	M1600031

Performance Technique

Objectives: The section aims at teaching the students to better hone the knowledge and skills in stage performance. A combined class taken by a teacher teaching a certain subject with the teacher who teaches the technical aspects of stage equipment, instruments, helping the performer to better understand how to combine their talents, skills and knowledge with the use of modern technology, norms of live performance and technical knowledge.

- **Equipment usage** – explanation and practical showing the students on how to use stage equipment, instruments, etc., how to better understand the instruments/equipment in terms of technicality and how to handle them. how to understand sound and how to communicate with the sound person or engineer.
- **Stage Performance** – examples and explanation on stage presence: - understanding the audience environment, how to react and act according to the situation present at the moment.

PAPER OUTLINE

- Technique – It is independent of musicality. Composition technique is the ability and knowledge a composer uses to create music and may be distinguished from instrumental or performance technique, which in classical music is used to realize compositions, but may also be used in musical improvisation.
- Discipline with time but flexible with the allotted time.
- Performance space/stage
- Sound checks/line checks
- Idiomatic performance technique: - It refers to the performance technique appropriate to the style of music associated to a particular period, individual or group
- Interpretation of the song before performance.
- In Music investigation you are seeking to demonstrate a deep level of understanding for the interpretation of repertoire (using performance convention/performance technique) contained within the focus area.
- Awareness among performers if in a group. Using signals to cue or indicate certain things required during performing.
- Using the audience as feedback for the performance.

DEPARTMENT OF MUSIC
Vocal Technique

List of Enrolled Students
2nd SEMESTER

Sl.No.	Roll No.	Name
1	U18MU601	Euginia Kharkongor
2	U18MU602	Siddhatha D Kashyap
3	U18MU603	Deson Andrew Sutnga
4	U18MU604	Lanu Songeichung Aimol
5	U18MU605	Phidariakor Mawiong
6	U18MU606	Josiah Lalmangaiha
7	U18MU607	L Nganingkhui.
8	U18MU608	Chea Mamanti Ch Marak.
9	U18MU609	Franky Myllemngap
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11	U18MU611	Applose Shimrah
12	U18MU612	Federal Richmond Hujon
13	U18MU613	John Kelly Kurbah
14	U18MU614	Joshua Lalruatpuia
15	U18MU615	Perry Winkle Mary Majaw
16	U18MU616	Bindu K Marak
17	U18MU617	P Ramenpuia
18	U18MU618	Sanshwanaki Syiem
19	U18MU619	Trivarg Arandhara
20	U18MU620	Love Aye
21	U18MU621	Aryaman Sarki
22	U18MU622	Daikho Ashuli
23	U18MU623	Leading Star Nongbsap
24	U18MU624	Mikaiah Kyrpang Thangkhiew
25	U18MU625	Kheinkor Shisha Myllemngap
26	U18MU626	Lalhminghlua
27	U18MU627	Subham Basel
28	U18MU628	Bardi Ch. Sangma
29.	U18MU629	Amartya
30.	U18MU 630	Pynsuklin Marwein
31.	U18MU 631	Barnadine Lyngdoh Mawnai
32.	U18MU 632	Raymond Bharti
33.	U18MU 633	Nerila Kharbani

DEPARTMENT OF MUSIC**Vocal Technique****List of Enrolled Students****4th Sem 2018-2019**

CLASS ROLL NO.	UNIVERSITY ROLL NO.	NAME
601	M1700022	Osmond Justin Suiam
602	M1700003	Adelberg Syiemlieh
603	M1700029	Tesrang G Momin
605	M1700006	Banteilang Gregory Pyngrope
606	M1700021	Manskhembha Snaitang
608	M1700024	Rangkynsai Kharhunai
609	M1700016	Lalruatfeli Bawihlung
611	M1700002	Angeline Majaw
612	M1700004	Apkyrmen Tangsong
613	M1700012	Derrick Shabong
614	M1700009	Changring M Marak
615	M1700027	Sojanthung Y Tsopoe
618	M1700005	Brightstarland Khardewsaw
619	M1700010	Cheerfield A Sangma
621	M1700011	Daker I Syngkon
622	M1700026	Stephanie Dondor Myrthong
623	M1700015	Kerlang Warbah
624	M1700008	Cherian N Sangma
625	M1700023	Pritam Das
627	M1700018	Lammiki Passah
629	M1700019	Lamginlian Suantak
631	M1700030	Tage Thomas

DEPARTMENT OF MUSIC
ST. ANTHONY'S COLLEGE, SHILLONG
COURSE: BRIDE COURSE ON WESTERN MUSIC
SEMESTER: 2ND AND 4TH SEMESTER

OBJECTIVE: The aim and objective of the course is to bring in the continuity and stability of the practical playing of western musical instrument such as the Keyboard, the Drums and the Guitar. By doing this course the student will become proficient in performance.

PAPER STRUCTURE: The paper will include only the practical playing of western musical instruments. It contains the suggested practicals for the Keyboard, Drums and the Guitar. The name of these bridge courses are Intermediate Level of Western Music (ILWM) and Advance Level of Western Music (ALWM). Assessment is conducted internally by the Department of Music to test the expertise and performance of the student.

Suggested Practicals

A. Keyboard

❖ 2nd Semester

- Playing from memory
- Requirements- Scales, contrary motion, (Chromatic Scale, Broken Chords, Arpeggios) Hands separately.
- Scales-: G, D, A, E and F Major.
- A, E and D minor (Harmonic or Melodic)
- Contrary Motion Scales-: C and G Major.
- Chromatic Scale-: Beginning on D. (one octave)
- Broken Chords-: G and F major
D and E minor
- Arpeggios-: C major and A minor.
- Compositions-: Three Pieces of their own choice from Grade 2 level to be identified from time to time
- Sight Reading.-: Any piece will be given & will be played after a 2-3 mins observation.

❖ 4th Semester

- Requirements- Scales, contrary motion, Chromatic Scale, Arpeggios.
- Scales-: E, B, Bb, Eb, & Db Major.
- B, G, C and F minor (Harmonic or Melodic)
- Contrary Motion Scales-: G and D Major.
A Harmonic Minor
- Chromatic Scale-: Beginning on D.(Two Octaves)
- Arpeggios-: Eb and Ab Major & B, F# and C# minor. (Hands separately)
- Arpeggios-: C, E and B Major. (Hands Together)
- Compositions-: Three Pieces of their own Choice from Grade 4 level to be identified from time to time.
- Sight Reading.-: Any piece will be given & will be played after a 2-3 mins observation.

B. Drums

❖ 2nd Semester

- Rudiments of Grade 2 level
- Grade 2 exercises by Malcolm Ball
- 2 pieces from Grade 2 level which are identified from time to time

- Improvisation
- ❖ 4th Semester
 - Rudiments of Grade 4 level
 - Grade 4 exercises by Dave Odart
 - 2 pieces from Grade 4 level which are identified from time to time
 - Improvisation

C. Guitar

- ❖ 2nd Semester
 - Scale, Arpeggio and Exercises to be performed from memory
 - **Scale:** Modal scales: Ionian, Dorian, Phrygian mode
 - **Broken chords:** C, G and D major (patterns of 3 ending on the dominant)
A, E and B minor (patterns of 3 ending on the dominant) one octave
 - **Exercise (Technical Suite):**
 - Jiggery Pokery (Scales)
 - Thurdles (Broken Chords)
 - Au lait (half barre)
 - Passagio (Arpeggios)
 - **Chord shape strummed:** Suspension chords, Major 7^{ths}, Minor 7^{ths}, inversions.
 - **Composition:** Three pieces, chosen by the candidates from each of the following lists, which will be identified from time to time as required:
 - **Playing at sight:** A short piece in the simple time in the major key of C, D, G or F (major), A, B, E or D (minor) and containing some simple chords. Some Accidentals dated tied notes and Dynamics may be included.

- ❖ 4th Semester

- Scale, Arpeggio and Exercises to be performed from memory
- **Scale:** Modal scales: Lydian, Mixolydian, Aeolian and Locrian Modes
- **Broken chords:** Eb, Bb and F major (patterns of 3 ending on the tonic)
- Gm, C#m and D minor (patterns of 3 ending on the tonic) one octave
- **Exercise (Technical Suite):**
 - Tremolo picking
 - Major scale sequence (3notesper sequence)
 - Golpe
 - Rasgueado
- **Chord shape strummed:** 11^{ths}, 13^{ths}, altered chords, inversions
- **Composition:** Three pieces, chosen by the candidates from each of the following lists, which will be identified from time to time as required.
- **Playing at sight:** A short piece in the simple time in the major key of B, E, or A (major), G,F, C or C# (minor) and containing some simple chords. Some Accidentals dated tied notes and Dynamics may be included.

DEPARTMENT OF MUSIC
Vocal Technique

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2nd SEMESTER

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**Popular Music: Vocals
(Extended Course)
Syllabus**

Objectives: This extended course aims to improve the standards in popular music vocals. The structure has been designed with reference to practical music-making situations that are common in popular music: providing a method of studying that is relevant to the practical needs & ambitions of the modern day vocalist.

First Semester:

Breathing Exercises: *This exercise is physically demanding but is a great training for your diaphragm and abdominal muscles which is crucial for standard singing. Basic breathing techniques.*

Scale and broken chord: Both exercises are to be performed and must be sung from memory. Guidance on tempos will be assisted.

- Major scale – up to a 5th, ascending and descending
- Major broken chord – up to a 5th, ascending and descending

These can be sung using any syllable and in any key comfortable for the student.

Riffs: An 8-bar passage containing four short riffs in 4/4 time.

The riffs will be performed from memory. These tests may be performed in either C or F major and this needs to be communicated as per vocal range. The riff will be played through once and will then ask the candidate to sing the riffs on the second playing. (Ear Training)

Third Semester:

Breathing Exercises: *This exercise is physically demanding but is a great training for your diaphragm and abdominal muscles which is crucial for standard singing. Basic breathing techniques.*

Scale and arpeggio: Both exercises are to be performed and must be sung from memory. Guidance on tempos will be assisted.

- Major scale – one octave, ascending
- Major arpeggio – one octave, ascending. These can be sung using any syllable and in any key comfortable for the student.

Riffs: An 8-bar passage containing four short riffs in 4/4 time.

The riffs will be performed from memory. These tests may be performed in either C or F major and this needs to be communicated as per vocal range. The riff will be

played through once and will then ask the candidate to sing the riffs on the second playing. (Ear Training)

Fifth Semester:

Breathing Exercises: *This exercise is physically demanding but is a great training for your diaphragm and abdominal muscles which is crucial for standard singing. Basic breathing techniques.*

Scale and arpeggio: Both exercises are to be performed and must be sung from memory. Guidance on tempos will be assisted.

- Major scale – one octave, ascending
- Major scale – one octave, descending
- Major arpeggio – one octave, ascending
- Major arpeggio – one octave, descending

These can be sung using any syllable and in any key comfortable for the student.

Riffs: A 16-bar passage containing four short riffs in 4/4 time.

The riffs will be performed from memory. These tests may be performed in either C or G major and this needs to be communicated as per vocal range. The riff will be played through once and will then ask the candidate to sing the riffs on the second playing. (Ear Training)

Candidates should aim for a securely pitched performance, with a solid rhythm and relaxed voice and their interpretation should show energy and commitment.



St. Anthony's College Music Department

Certificate Course in Music

Duration - 6 months & 2 months
Course Fee - 4000/- & 800/-

Guitar 

Keyboard Ksing Shynrang

Drums Duitara

Western Vocal Besli

Jabla

Indian Vocal

Forms are available from the Reception

Last date for submission of forms: 31st August 2018

For more details contact: 8787353441



ST. ANTHONY'S COLLEGE, SHILLONG

(Re-accredited "A" Grade by NAAC with CGPA = 3.60/4)

MUSIC DEPARTMENT

SHORT TERM CERTIFICATE COURSE IN MUSIC 2018

Guitar

1. Gregory Nongrum	9774225189	6 months
2. Tushar Pratim Saikia	7399893189	6 months
3. Thounaojam Pramesori Devi	9089033724	6 months
4. Biswajit Das Gupta	7085168495	6 months
5. Gevinson Syiem	9774315857	2 months
6. Aiborlang L. Marshillong	8837099429	2 months
7. Dapmon I Papang	7085283080	2 months
8. Sharon Kharnarry	8414864538	2 months

Keyboard

1. Chiborlang Syih	8794414513	6 months
2. Teiborlang Nongsiej	8787453698	2 months
3. Phirat Dame Lyngdoh	8131934302	2 months
4. Elisha Sympli	8794692064	2 months

Western Vocal

1. Woorhen Ryndong	9862799970	2 months
2. Ignasius K. Lamin	7005202278	6 months
3. Basanti Thapa	9089624588	2 months
4. Ariesadapha Jones Chullai	9774836910	2 months
5. Nir Kumari Ghale	9485390748	2 months
6. Selvestian Syiemiong	8794608082	2 months
7. Fernando Lyngkhai	8414037209	2 months

Duitara

1. Fernando Lyngkhai	8414037209	2 months
2. Selvestian Syiemiong	8794608082	2 months
3. Elisha Sympli	8794692064	2 months
4. Phirat Dame Lyngdoh	8131934302	2 months
5. Chiborlang Syih	8794414513	6 months

Indian Vocal

1. Chiborlang Syih	8794414513	6 months
2. Phirat Dame Lyngdoh	8131934302	2 months
3. Elisha Sympli	8794692064	2 months

4. Selvestian Syiemiong	8794608082	2 months
5. Fernando Lyngkhoi	8414037209	2 months
6. Nir Kumari Ghale	9485390748	2 months
7. Basanti Thapa	9089624588	2 months
8. Ignasius K. Lamin	7005202278	6 months
9. Gregory Nongrum	9774225189	6 months

Bisli

1. Haezzenia Aeaden Lyngba	9856388202/8794731349	6 months
2. Kaushik Ranjan Borauh	8876319575/7983605828	2 months
3. Gevinson Syiem	9774315857	2 months
4. Nir Kumari Ghale	9485390748	2 months
5. Basanti Thapa	9089624588	2 months
6. Ignasius K. Lamin	7005202278	6 months

Drums

1. George Lalchawisang Haram	8794830162	6 months
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Ksing Shynrang

2. Gregory Nongrum	9774225189	6 months
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Course Structure
Certificate Course in Music
Hindustani Music (Vocal)
Beginners Level

Objective: This Course introduces a Student to the richness of Indian Classical Music, particularly, the Khayal Style of Hindustani Music. This will familiarize the students with great musical traditions of the Indian subcontinent with special emphasis in the Musical terms, Notation and Tala.

Paper Structure:

Section A: Viva (30 marks)

Section B: Practical (70 marks)

Examination Structure:

Section A (Viva)

Unit 1: Definition of the following terms:

Sangeet, Naad, Shruti, Swar, Saptak, Alankar, Thata, Alaap, Raga, Vadi, Samvadi, Anuvadi, Vivadi, Pakad.

Unit 2: Tala notation of teentaal, Dadra and Kaharwa.

Section B (Practical)

- Alankars
- Description of Raga Yaman with One Swarmallika and one chhota khyal.
- Practice of the following tala notations.

Intermediate Level

Section A (Viva)

Unit 1: Definition of the following terms:

Shruti, Swar, Thata, Raga, Meend, Kan, Taan, Gamak.

Unit 2: A brief introduction of the forms of singing: Dhrupad, Khayal, Thumri, Lakshan Geet & Sargam Geet

Unit 3: Tala notation of Rupak, Jhaptaal and Ektaal.

Section B (Practical)

- Practice of Alankars
- Description of Raga Yaman with one Swarmallika
- One Chota Khayal of Raga Bilawal with taans.
- Practice of the Tala notations.

Certificate Course Syllabus

Guitar

Unit I (Beginners):

- Primary chords shape.
- Primary Chords progression.
- Major Scale (One Octave): C Major G major and D major.
- Different Parts of the Instrument.
- Arpeggios: D Major, G Major and A Major.

Unit II (Intermediate):

- Introduction to Music Staff notations.
- Notes on all the six strings.
- Initial level and Grade 1 pieces.
- Minor Scales (One Octave): A Minor (Natural), E Minor (Natural), B Minor (Natural).
- Major Scale (Two Octaves): F Major, A Major, E Major, C Major G major and D major.
- Arpeggios: E Minor, F# Minor, A Minor.

Unit III (Advance):

- Scales (Two Octaves): A Minor (Harmonic), D Minor (Harmonic), A Minor (Melodic) D Minor (Melodic) G# Diminished, E Minor (Natural), B Minor (Natural).
- Arpeggios (Two Octaves): D Major, G Major and A Major, E Minor, F# Minor, A Minor, Dominant 7th of A (E7) Dominant 7th of D (G7).
- Grade 2 and Grade 3 pieces.
- A brief introduction of Modal Scales.

Course structure of the certificate course.

SYLLABUS

Sub:- TABLA

Level:-INTEREDIMATE

Duration:-2 Months

THEORY:--

Unit-1:-

Brief history of Tabla in details

Unit-2:-

Nomenclature & Parts of Tabla.

Unit-3:-

Syllables of Tabla.

Unit-4:-

Basic concepts of Tabla:

Taal, Maatra, Vibhaga, Taali, Khali, Sam, Avartan, Bole, Theka

PRACTICAL:-

Unit-1

Various Playing Techniques of Tabla.

Unit-2

Finger exercises of Tabla.

Unit-3

Some of the Taals commonly used in Hindustani Classical Music:

1.Kaharwa 2.Dadra 3.Roopak 4.Teental or Teental,

Certificate Course Syllabus

KEYBOARD

Theory

1. Music Representation
 - Staff
 - Staff and Keys Connected
2. Rhythm
 - Notes and Rests and their value
 - Time Signature
3. Interval
 - How to read quickly
4. Accidentals and Key Signature
 - Sharps, Flats and Natural
 - Orders of Sharps and Flats and Circle of Fifths
5. Chords
 - Chords Formation
 - Chord Progression

Practical

1. Getting to know the Instrument
 - Key position
 - Fingering
2. Sight Reading (Initial)
 - Playing with Staff
3. Reading Music in intervals
4. Identifying different Key Signature
5. Playing Chords

Schedule of Marks:

Practical : 60 Marks

Viva : 20 Marks

Internal Assessment : 10 Marks

Performance : 10

Certificate Course Syllabus

KSING SHYNRANG

Theory

1. Parts of a Ksing Shynrang
2. Notation of suggested Skits

Practicals

1. Skit of Dum Dum & Shadwait
2. Variations

Schedule of Marks:

Practical : 60 Marks

Viva : 20 Marks

Internal Assessment : 10 Marks

Performance : 10

Certificate Course Syllabus

DUITARA

Theory

1. Description of Duitara
2. Introduction to Khasi Traditional Music

Practicals

1. Skit of Dum Dum & Shadwait
2. Sier Lapalang & U Paid Khasi Baiar

Schedule of Marks:

Practical : 60 Marks

Viva : 20 Marks

Internal Assessment : 10 Marks

Performance : 10

Certificate Course Syllabus

BISLI

Theory

1. How the flute makes a sound
2. Scales

Practicals

1. Making the first sound
2. Holding the Flute
3. Breathing
4. Piece exercise

Schedule of Marks:

Practical : 60 Marks

Viva : 20 Marks

Internal Assessment : 10 Marks

Performance : 10

**Department of
MASS MEDIA**



Photo story

Learning to express through images

OPEN FOR ALL FIRST SEMESTER MEDIA STUDENTS

For course details, Contact Course Coordinator: Dondor E Lyngdoh

June- September
Monday and Friday



PHOTO STORY COURSE
Course Duration: June - September
Venue: Mass Media Department, St. Anthony's College

SCHEDULE- Month 1/ June

Month- June	Time	Course Content	Course Instructor
Week One	Monday – 12:35 Pm-1:20 Noon Friday-12:35-2:05	1.History of Photography 2. Introduction to Basic Photography 2.Introduction to different types of cameras and format. This will include both for photo and video.	1.Dondor Lyngdoh
Week Two	Monday – 12:35 Pm-1:20 Noon Friday-12:35 Pm-2:05 Pm	1. Different parts of the camera 2. How to operate it. 3. basic of camera functions	1. Dondor Lyngdoh
Week Three	Monday – 12:35 Pm-1:20 Noon Friday-12:35 Pm-2:05 Pm	Practical: 5 practical exercises on composition	1. Dondor Lyngdoh
Week Four	Monday – 12:35 Pm-1:20 Noon Friday-12:35 Pm-2:05 Pm	1. Lighting – Different types of lighting Outdoor/Indoor 2. 2. lighting techniques and lighting accessories	1. Dondor Lyngdoh

SCHEDULE- Month 2/ July

Month- July	Time	Course Content	Course Instructor
Week One	Monday – 12:35 Pm-1:20 Noon Friday-12:35-2:05	5 practical exercises on lighting	1.Dondor Lyngdoh
Week Two	Monday – 12:35 Pm-1:20 Noon Friday-12:35 Pm-2:05 Pm	understanding sound and music	1. Dondor Lyngdoh
Week Three	Monday – 12:35 Pm-1:20 Noon Friday-12:35 Pm-2:05 Pm	Understanding the use of sound and music with reference to visual composition	1. Dondor Lyngdoh
Week Four	Monday – 12:35 Pm-1:20 Noon Friday-12:35 Pm-2:05 Pm	5 practical exercises on sound and visual composition	1. Dondor Lyngdoh

SCHEDULE- Month 3/ August

Month- August	Time	Course Content	Course Instructor
Week One	Monday – 12:35 Pm- 1:20 Noon Friday-12:35-2:05	What is story telling? Narrative structure Basic structure of story telling	1.Dondor Lyngdoh
Week Two	Monday – 12:35 Pm- 1:20 Noon Friday-12:35 Pm-2:05 Pm	understanding different narratives.	1. Dondor Lyngdoh
Week Three	Monday – 12:35 Pm- 1:20 Noon Friday-12:35 Pm-2:05 Pm	Research for photo story	Cherry Kharshiing
Week Four	Monday – 12:35 Pm- 1:20 Noon Friday-12:35 Pm-2:05 Pm	Submission of initial AV script/ commencement of the AV shoot	1. Dondor Lyngdoh

SCHEDULE- Month 4/ September

Month- August	Time	Course Content	Course Instructor
Week One	Friday-12:35-5:00 pm	commencement of the AV shoot	1.Dondor Lyngdoh
Week Two	Friday-12:35 Pm- 5:00 Pm	commencement of the AV shoot.	1. Dondor Lyngdoh
Week Three	Friday-12:35 Pm-5:00 Pm	submission of AV rough cut	Cherry Kharshiing
Week Four	Friday-12:35 Pm-5:00 Pm	Presentation of the final AV.	1. Dondor Lyngdoh 2.Cherry Kharshiing

Photo Story Course
List of Students
2018- Batch 1

Sl.no.	Name
1	Sagar Pandey
2	Febbard Passah Lyngdoh
3	Shivani Sagolsem
4	Banteilang Syiem
5	Indrani Priyadarshini
6	Akash Guatam
7	Euwanpylla Marbaniang
8	R Thochipa Christopher Bareh
9	Emidao Shylla
10	Zorinkima Chhunthang
11	Anup Jyoti Sarmah
12	Mary Kmenlang Khyriem
13	Sonali Bhattacharjee
14	Mansha Sharma
15	Johanan Kharkongor
16	Zorinkimi C
17	Arpit Chakraborty
18	Sonalika Das
19	Omraj Saikia
20	Wesabo Yobinoj
21	Smrity Das
22	Ioomanki Garod
23	Subhasini Acharyya
24	Dipanwita Borah
25	Prerana Chettri
26	Sanduni Sachinika Thathsarani
27	Sandip M Marak
28	Fateha Firdaus Barbhuiya

PHOTO STORY COURSE
List Of Students
2018- Batch 2

M.Tech.

Sl.no.	Name
1	Lalramnghaki Pulamte
2	Sylvie Marwein
3	Ritika Barua
4	Kanika Nath
5	Deepjyoti Chakraborty
6	Abigail Nongsiej
7	Hubert Raj Nongrum
8	Chumikkang A Sangma
9	Rangchirik Ch Marak
10	Queenerich sbunlang Kharrawlong
11	Tanushree Deb
12	Sajeika Nartiang
13	Guneev Singh Sondhi
14	Yisanbeni Ezung
15	Ravi Sasusow
16	Sweety Ready Na Lakiang
17	Lambok Thangkhiew
18	Priya Paul
19	Sweta Barua
20	Bickey Das
21	Elvisha Warshong
22	Ucilia Pynrope
23	Ratnajit Deb
24	Priskili Darlong
25	Clyde Thangkhiew
26	Shubham



•Short Term Course •

Sound Designing and Post
Production Audio

Open to
all media
students

Department of Mass Media, St Anthony's College

25th-29th
July 2018

10:00 AM- 5:00 PM

Sound
Studio

Hurry Limited Seats: For details Contact: Course coordinator: Rajani K
Chhetri, Department of Mass Media

SHORT TERM COURSE
on
Sound Designing and Post Production Audio
DATE: 25th -29th July 2018
Duration: 30 hours
Course code: AC-RPS-2
Venue: Sound Studio-Mass Media Department
St. Anthony's College

PROGRAMME SCHEDULE

Date	Session	Course Content	Course Instructor
25 th July 2018	Session 1 10:00 am-1:00 PM	1 Audio recording equipment- 4 sessions a. Different microphones and their use b. Microphones for video and film makers	Julius Bassaiwmoit Independent Sound Recordist
LUNCH BREAK			
	Session 2 2:00 PM- 5:00 PM	c. Microphone accessories d. Boom operating tips	Rajani Chettri
Day 2			
26 th July 2018	Session 1 10:00 AM-1:00 PM	1 Audio Monitoring equipment- speakers and headphones-	Freddie Majaw
LUNCH BREAK			
	Session 2 2:00 PM- 5:00 PM	Practical Exercises on speakers and headphones connections, maintenance etc	Rajani Chhetri

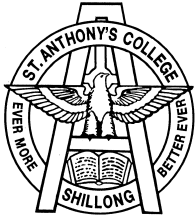
Day 3			
27 th July 2018	Session 1 10:00 AM-1:00 PM	Audio mixers – different areas in an audio mixer, parts and functions and operations.	Freddie Majaw
LUNCH BREAK			
	Session 2 2:00 PM- 5:00PM	Practical Audio mixers – different areas in an audio mixer, parts and functions and operations.	Rajani Chhetri
DAY 4			
28 th July 2018	Session 1 10:00 AM-1:00 PM	Audio acoustics- different audio environments	Freddie Majaw
LUNCH BREAK			
	Session 2 2:00 PM- 5:00PM	Practical Multitrack recording	Rajani Chhetri
Day 5			
29 th June 2018	Session 1 10:00 AM-1:00 PM	On location- field recording techniques	Rajani Chhetri
LUNCH BREAK			
	Session 2 2:00 PM- 5:00 PM	Basics of audio mixing- Introduction to audio software	Rajani Chhetri

SHORT TERM COURSE
on
Sound Designing and Post Production
Audio

DATE: 25th - 29th July 2018

List of students

Sl.no.	Name
1	Ibadahun Mary Sutnga
2	Werlang Buhphang
3	Akuminla Ao
4	John Evanamme Thabah
5	Crystal Vanessa Casey Shabong
6	Sushmita Dey
7	Anmol Bachhawat
8	K Timothy Wungchipen Rangry
9	Vincent Shelden Wahlang
10	Riah Taipodia
11	Worngachan A Shatsang
12	Athoiba Soubam
13	Dawanbiangpor G Lawai
14	Uday Singh
15	Emidaka Bareh
16	Lijo Karlo
17	Alexandria Theresia Kharshiing
18	Wandaphi Lyonne Mawlong
19	Christina Taipodia



ST. ANTHONY'S COLLEGE, SHILLONG

(Re-accredited "A" Grade by NAAC: Cycle 3)

Recognized by UGC as a College with Potential for Excellence (CPE)

Offers Short Term Certified Courses in

Introduction to IT

MS Windows, MS Word Excel, PowerPoint, Internet etc.

Timing: 7-8:30am; 10-11:30 am; 3-4:30 pm; 4:15-6 pm; **Fee:** Rs. 900;

Duration: 1 Month **Last Date of Submission:** 13-04-18;

Starting of Class: 16-04-18. *Limited Seats.. Hurry*

Adobe Premiere

Learn to create and edit stunning videos

Duration: 1 Month; **Fee:** Rs. 2000; **Last Date of Submission:** 13-04-18;

Starting of Class: 16-04-18; **Timing:** 7:30-8:30am

Adobe InDesign and Photoshop CS5

- *Learn all about Image Editing, Make Stunning Visuals*

Timing: 10.00 – 11.30am.; **Fee:** Rs. 1800; **Duration:** 1 Month

Last Date of Submission: 13-04-18; **Starting of Class:** 16-04-18.. *Limited Seats.. Hurry*

Other Courses

GLOBALLY CERTIFIED COURSES BY

- CISCO CCNA

UGC APPROVED CAREER ORIENTED COURSES

DTP

DIPLOMA COURSES

PGDCA



Application forms are available from the Department of Computer Science, St. Anthony's College

Introduction to IT Starting: 16th April, 2018		
Batch: 7.00-8.30 am		
Sl. No.	Name	Login Name
1	Arwanki Bareh	IT101
2	Bawanrishisha Marngar	IT102
3	Damepaia S. M. Pdah	IT103
4	Jasmine Vanlalmangaihzuai	IT104
5	Larisha Rani	IT105
6	Lindamerry Khongwir	IT106
7	Nehboklang Khongmawloh	IT107
8	Paiabaskhem M. Umlong	IT108
9	Steffanie Kharkongor	IT109

Introduction to IT Starting: 16th April, 2018		
Batch: 10.00-11.30 am		
Sl. No.	Name	Login Name
1	Albert Thabah	IT201
2	Amisha Diengngan	IT202
3	Andriana Lamin	IT203
4	Andy Lalduoma Mampui	IT204
5	Aniket Singh	IT205
6	Arbanphira Kharjana	IT206
7	Baiarilang Diengdoh	IT207
8	Cheremiki Muktieh	IT208
9	Depali Deb	IT209
10	Malcam G. Kharshiing	IT210
11	Ernilia Dkhar	IT211
12	Iainehskhem Nongbri	IT212
13	Ibanphyrnai Khriam	IT213
14	Julia Syiemsad	IT214
15	Lalrinnungi	IT215
16	Lavinia Warjri	IT216
17	Miyankha Nongbak Areng	IT217
18	Nabanita Dutta	IT218
19	Nerica Lyngdoh Lyngkhoi	IT219
20	Phibansara Kharjana	IT220
21	Prankyrshan Buam	IT221
22	Pyntngen Lyngdoh	IT222
23	Richly Arkidon Thabah	IT223
24	Ritngen Suting	IT224
25	Robbat Basumata	IT225
26	Romeo B. Pao	IT226

27	Shagolsem Piyarson Singh	IT227
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Introduction to IT Starting: 16th April, 2018		
Batch: 3.00-4.30 pm		
Sl. No.	Name	Login Name
1	Banisha Persara Sten	IT301
2	Darishan Kharnongbak	IT302
3	Debanjan Tarafdar	IT303
4	Derex A. Warlarpih	IT304
5	Eric Marngar	IT305
6	Ibankynmaw Khyriem	IT306
7	Jyotirmoy Roy	IT307
8	Liticia Bansara Kharbangar	IT308
9	Martin Jaksram G. Momin	IT309
10	Mervyn J. Warlarpih	IT310
11	Narabanisha Kharsahnoh	IT311
12	Rushal Rawat	IT312
13	Sabyasachi Sarma	IT313
14	Sanjivini Choudhury	IT314
15	Subodh Rai	IT315
16	Thweiba Jylliew Moksha	IT316
17	Wolfery Rymbai	IT317

SYLLABUS FOR BASIC IT COURSE

OBJECTIVE: The course is designed to aim at imparting basic IT skills for an absolute beginner. After completing the course the student is able to use the computer for basic purposes of preparing letters, viewing information on Internet (the web), sending mails, performing simple calculations using spreadsheets and creating presentations. Given that today, IT skills have become a basic necessity, the main objective of this course is to make students digitally literate.

DURATION: 40 Hours. (Theory: 15 hrs + Practical: 25 hrs.)

Sl. No.	Topic	Hours
1	Introduction and Windows OS	4
2	MS Word	20
3	MS Excel	10
4	MS Powerpoint	2
5	Internet	4

Detailed Syllabus

Introduction and Windows OS : What is Computer, Basic Applications of Computer; Components of Computer System, Central Processing Unit (CPU), VDU, Keyboard and Mouse, Other input/output Devices, Computer Memory, Concepts of Hardware and Software; distinguishing between Data and Information; operating system: windows, Folders, Sub folders, Windows Explorer (Start → All Programs → Accessories → Windows Explorer),Footnote, end note (Insert), Footer, Header (View), Save As (Duplicate copy), How to change the Screen saver (Start → Control Panel → Appearance and Themes → Display),How to change the Desktop (Start → Control Panel → Appearance and Themes → Display)

MS Word: Bookmark – Inserting, How to go to Bookmark , How to go to Page number, How to Get new pages, What happens when you press CTRL +SHIFT, Style and Formatting, ,Indentation- Left, Right, Hanging, First Line, Convert Text to Table and vice versa, What is Table AutoFormat?,,How to use formula in a Table in MS Word? How to change the size of Margins,Orientation : Portrait, Landscape, Why use a Paragraph Marker?, How to change the size of Header/Footer, Paper Size : How to search word in a file?,How to replace a word in a file by a new word, shortcut keys : copy : ctrl + c, bold: ctrl + b,ctrl+ home,ctrl+ end,ctrl+ Page Up,CTRL+ Page Down, Toolbars, Spell Check, Insert symbols, Clipart, Insert Pictures, Bullets and numbering , Undo, redo,Paste, Paste Special, View : Ruler, Toolbars, Zoom, Measurement units: inches, cm, points, pica,Header and Footer, Change case (upper, lower case, title case, Toggle case, Sentence case),What is Toggle? Some terms: Numeric key pad, default, My Computer Animation in MS Word, Thesaurus, Function Keys, Accessing Help Menu, MAIL MERGE

MS Excel: Ffunctions e.g. sum, average, max, min, if, vlookup, large, small, Charts , Copy the Charts from MS Excel to a file in MS Word, Filtering, What is auto filter? Sorting, Formatting, Printing, Changing row height and width, database, field names, records, What is the difference between Close and Exit, Hide/Unhide the rows, cloumns How to use the DRAG and DROP feature in Windows? How to use the Copy and Cut a file/many files/folders in Windows? How is the Pressing of

the CTRL key different from pressing the SHIFT key while selecting a file for Copying/Cutting?
Borders in MS Excel and MS Word, What are a Gridlines in MS Excel, What are a Gridlines in MS Word

MS Powerpoint: Creating Presentations, Adding slides, Changing animations, Setting Timing, Formatting, Inserting, Menu, Using help

Internet: Concept of Internet; uses of Internet; World Wide Web; Web Browsers, URL, searching for information using browsers, email basics, creating and sending emails, adding attachments, netiquettes.,

Books:

- I T Tools and Business Systems Module -1 by Prof. Satish Jain, Shashank Jain, Shashi Singh, M. Geetha Iyer, BPB Publication, ISBN: 9788176567138
- O-Level M1-R3 IT Tools & Applications by V K Jain, BPB Publications , ISBN 8176567655,
- Foundations of Computing, P K Sinha, BPB Publications, 2002,ISBN 8176566632, 9788176566636
- Computer Fundamentals and Programming in C, Reema Thareja, Oxford University Press; Second edition (27 June 2016), ISBN-10: 9780199463732



DTP Certificate Course 2018

Join Why!!!!!!

Learn to Design....



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Flyers & Brochures
Graphic Design
Magazine Cover Pages
Promotional Items
Flex Design & more.....

Softwares you will learn:

Adobe InDesign

Adobe Photoshop

CorelDRAW



Get the application form from Reception Counter

OR Apply Online: www.anthonys.ac.in (Campus News Section)

Classes begin on: 16th July 2018 from 4:15 - 6:00 pm (Mon-Fri)

Where: Department of Computer Science

Adobe Premier CS5 Starting: 16th April, 2018

Batch: 7.30-8.30am

Sl. No.	Name	Login Name
1	Bankerlang L. Mawlong	User01
2	Deepa Kumari Mahato	User02
3	Donboklang Jyrwa	User03
4	Elizabeth B. Mawlong	User04
5	Enboklang S. Dkhar	User05
6	Gautam Sutradhar	User06
7	Gyandeep Das	User07
8	Ibarisha Marwein	User08
9	Joshua Banrikupar S. Nongbri	User09
10	Nestor Hernandez Carvalhal Andrade	User10
11	Sabyasachi Sarma	User11

Adobe Photoshop & InDesign CS5 Starting: 16th April, 2018

Batch: 10.00- 11.30am

Sl. No.	Name	Login Name
1	Ksenja Zvereva	Photo101
2	Joydip Nath	Photo102
3	Abhishek Dey	Photo103
4	Damepaia S. M. Pdah	Photo104
5	Malcam G. Kharshiing	Photo05

Adobe Premiere Pro

Adobe Premiere – This add-on course can help students to get an introduction to video editing using the Adobe Premiere Pro software which is a part of the Adobe Creative Cloud software collection, as well as Adobe CS6 – or Adobe Creative Suite.

Course Objective: The objective of this course is to make the student proficient with the principles and methods of Video Editing and familiarize them with a Video editing software. The specific Software that has been chosen for the purpose is ADOBE Premiere Pro. The emphasis is expected to be on doing rather than on theoretical knowledge.

Number of hours : 30

Detailed syllabus

Unit I

Introduction to Adobe Premiere Pro workflow, tour of Premier Pro workspace, Setting Up a Project, Importing Media, Organizing Media

Unit II

Essentials of Video Editing, Working with Clips and Markers, Adding Transitions

Unit III

Advanced Editing Techniques, Putting Clips in Motion, Multicamera Editing, Editing and Mixing Audio, Sound effects, Adding Video Effects, Color Correction and Grading, Creating Titles

Course Outcome

At the end of this course, a student should be able to describe the features of Premiere Pro, import and export video clips, add effects and transitions to video clips, work with multiple cameras sources, integrate audio and video, add captioning, use color correction, publish fully edited videos.

S/No.	Name	1st	2nd
1.	Sylvestar Kumbah	10,000/-	5250/-
2.	Arnold Nongkynrih	10,000/-	5250/-
3.	Rajiv Kumar Ray	10,000/-	5500/-
4.	Sudhir Shah	10,000/-	5250/-
5.	Suraj Gurung	10,000/-	5250/-
6.	Saorav Joshi	10,000/-	5250/-
7.	Bryan A. Rynjah	10,000/-	3000/-
8.	Daffiny M. Rynjah	10,000/-	5000/-

CCAA (MCA 4th Sem) 2019

$$4000 + 3000 = 7000$$

03rd Sept 2018

06 November 18

S/No	Name	1st	2nd
1.	Saurabh Pr. Thapa	4000/-	3000/- ✓
2.	Jonathan Lyngdoh	4000/-	3000/- ✓
3.	Banlunglang War	7000/-	✓
4.	Rijanti Lyngdoh	3000/-	4000/- ✓
5.	Phibadeily S. Marwein	4000/-	3000/- ✓
6.	Suprojit P. Chakraborty	7000/-	✓
7.	Diadem	4200/-	3000/- ✓
8.	Aiberlang Lyngrope	7000/-	✓
9.	Haniel Mc. Sheen Lyngwi	7000/-	✓
10.	Lynelma N. Wahlang	7000/-	✓
11.	Morjiana I. Dhar	7000/-	✓
12.	Dayarica Laloo	4000/-	3000/- ✓
13.	Washim Choudhury	4000/-	(Late) 4200/- ✓
14.	Kaushik Kalita	4000/-	3000/- ✓
15.	Leekha Kumari	4200/-	3000/- ✓
16.	Poulomi Deb	7000/-	✓
17.	Rajendra	4000/-	3000/- ✓
18.	Sentimereu	4000/-	3000/- ✓
19.	Amit Kalita	4000/-	3000/- ✓
20.	Saineborlang M. Nongsiel	4000/-	3000/- ✓
21.	Valarie Marbel	7000/-	✓
22.	Isa Israel L. Keivom	4000/-	3000/- ✓
23.	Sunny Singha	4000/-	3000/- ✓
24.	Suraj Dev Singh	4000/-	3000/- ✓
25.	Nikita Baro	4000/-	3000/- ✓
26.	Anand Rai	4200/-	3000/- ✓
27.	Bikash Bordoloi	4200/-	3000/- ✓
28.	Kritam Das		
29.			
30.			



Cisco Certified Network Associate (200-125)

Exam Description: The Cisco Certified Network Associate (CCNA) Routing and Switching composite exam (200-125) is a 90-minute, 50–60 question assessment that is associated with the CCNA Routing and Switching certification. This exam tests a candidate's knowledge and skills related to network fundamentals, LAN switching technologies, IPv4 and IPv6 routing technologies, WAN technologies, infrastructure services, infrastructure security, and infrastructure management.

The following topics are general guidelines for the content likely to be included on the exam. However, other related topics may also appear on any specific delivery of the exam. In order to better reflect the contents of the exam and for clarity purposes, the guidelines below may change at any time without notice.

- 15%** **1.0 Network Fundamentals**
- 1.1 Compare and contrast OSI and TCP/IP models
- 1.2 Compare and contrast TCP and UDP protocols
- 1.3 Describe the impact of infrastructure components in an enterprise network
 - 1.3.a Firewalls
 - 1.3.b Access points
 - 1.3.c Wireless controllers
- 1.4 Describe the effects of cloud resources on enterprise network architecture
 - 1.4.a Traffic path to internal and external cloud services
 - 1.4.b Virtual services
 - 1.4.c Basic virtual network infrastructure
- 1.5 Compare and contrast collapsed core and three-tier architectures
- 1.6 Compare and contrast network topologies
 - 1.6.a Star
 - 1.6.b Mesh
 - 1.6.c Hybrid
- 1.7 Select the appropriate cabling type based on implementation requirements
- 1.8 Apply troubleshooting methodologies to resolve problems
 - 1.8.a Perform and document fault isolation
 - 1.8.b Resolve or escalate
 - 1.8.c Verify and monitor resolution
- 1.9 Configure, verify, and troubleshoot IPv4 addressing and subnetting
- 1.10 Compare and contrast IPv4 address types

- 1.10.a Unicast
- 1.10.b Broadcast
- 1.10.c Multicast
- 1.11 Describe the need for private IPv4 addressing
- 1.12 Identify the appropriate IPv6 addressing scheme to satisfy addressing requirements in a LAN/WAN environment
- 1.13 Configure, verify, and troubleshoot IPv6 addressing
- 1.14 Configure and verify IPv6 Stateless Address Auto Configuration
- 1.15 Compare and contrast IPv6 address types
 - 1.15.a Global unicast
 - 1.15.b Unique local
 - 1.15.c Link local
 - 1.15.d Multicast
 - 1.15.e Modified EUI 64
 - 1.15.f Autoconfiguration
 - 1.15.g Anycast
- 21%** **2.0 LAN Switching Technologies**
- 2.1 Describe and verify switching concepts
 - 2.1.a MAC learning and aging
 - 2.1.b Frame switching
 - 2.1.c Frame flooding
 - 2.1.d MAC address table
- 2.2 Interpret Ethernet frame format
- 2.3 Troubleshoot interface and cable issues (collisions, errors, duplex, speed)
- 2.4 Configure, verify, and troubleshoot VLANs (normal/extended range) spanning multiple switches
 - 2.4.a Access ports (data and voice)
 - 2.4.b Default VLAN
- 2.5 Configure, verify, and troubleshoot interswitch connectivity
 - 2.5.a Trunk ports
 - 2.5.b Add and remove VLANs on a trunk
 - 2.5.c DTP, VTP (v1&v2), and 802.1Q
 - 2.5.d Native VLAN
- 2.6 Configure, verify, and troubleshoot STP protocols
 - 2.6.a STP mode (PVST+ and RPVST+)
 - 2.6.b STP root bridge selection

- 2.7 Configure, verify and troubleshoot STP related optional features
 - 2.7.a PortFast
 - 2.7.b BPDU guard
- 2.8 Configure and verify Layer 2 protocols
 - 2.8.a Cisco Discovery Protocol
 - 2.8.b LLDP
- 2.9 Configure, verify, and troubleshoot (Layer 2/Layer 3) EtherChannel
 - 2.9.a Static
 - 2.9.b PAGP
 - 2.9.c LACP
- 2.10 Describe the benefits of switch stacking and chassis aggregation

23% 3.0 Routing Technologies

- 3.1 Describe the routing concepts
 - 3.1.a Packet handling along the path through a network
 - 3.1.b Forwarding decision based on route lookup
 - 3.1.c Frame rewrite
- 3.2 Interpret the components of a routing table
 - 3.2.a Prefix
 - 3.2.b Network mask
 - 3.2.c Next hop
 - 3.2.d Routing protocol code
 - 3.2.e Administrative distance
 - 3.2.f Metric
 - 3.2.g Gateway of last resort
- 3.3 Describe how a routing table is populated by different routing information sources
 - 3.3.a Admin distance
- 3.4 Configure, verify, and troubleshoot inter-VLAN routing
 - 3.4.a Router on a stick
 - 3.4.b SVI
- 3.5 Compare and contrast static routing and dynamic routing
- 3.6 Compare and contrast distance vector and link state routing protocols
- 3.7 Compare and contrast interior and exterior routing protocols
- 3.8 Configure, verify, and troubleshoot IPv4 and IPv6 static routing
 - 3.8.a Default route
 - 3.8.b Network route

- 3.8.c Host route
 - 3.8.d Floating static
 - 3.9 Configure, verify, and troubleshoot single area and multi-area OSPFv2 for IPv4 (excluding authentication, filtering, manual summarization, redistribution, stub, virtual-link, and LSAs)
 - 3.10 Configure, verify, and troubleshoot single area and multi-area OSPFv3 for IPv6 (excluding authentication, filtering, manual summarization, redistribution, stub, virtual-link, and LSAs)
 - 3.11 Configure, verify, and troubleshoot EIGRP for IPv4 (excluding authentication, filtering, manual summarization, redistribution, stub)
 - 3.12 Configure, verify, and troubleshoot EIGRP for IPv6 (excluding authentication, filtering, manual summarization, redistribution, stub)
 - 3.13 Configure, verify, and troubleshoot RIPv2 for IPv4 (excluding authentication, filtering, manual summarization, redistribution)
 - 3.14 Troubleshoot basic Layer 3 end-to-end connectivity issues
- 10%**
- 4.0 WAN Technologies**
 - 4.1 Configure and verify PPP and MLPPP on WAN interfaces using local authentication
 - 4.2 Configure, verify, and troubleshoot PPPoE client-side interfaces using local authentication
 - 4.3 Configure, verify, and troubleshoot GRE tunnel connectivity
 - 4.4 Describe WAN topology options
 - 4.4.a Point-to-point
 - 4.4.b Hub and spoke
 - 4.4.c Full mesh
 - 4.4.d Single vs dual-homed
 - 4.5 Describe WAN access connectivity options
 - 4.5.a MPLS
 - 4.5.b Metro Ethernet
 - 4.5.c Broadband PPPoE
 - 4.5.d Internet VPN (DMVPN, site-to-site VPN, client VPN)
 - 4.6 Configure and verify single-homed branch connectivity using eBGP IPv4 (limited to peering and route advertisement using Network command only)
 - 4.7 Describe basic QoS concepts
 - 4.7.a Marking

- 4.7.b Device trust
- 4.7.c Prioritization
 - 4.7.c. (i) Voice
 - 4.7.c. (ii) Video
 - 4.7.c. (iii) Data
- 4.7.d Shaping
- 4.7.e Policing
- 4.7.f Congestion management

10% 5.0 Infrastructure Services

- 5.1 Describe DNS lookup operation
- 5.2 Troubleshoot client connectivity issues involving DNS
- 5.3 Configure and verify DHCP on a router (excluding static reservations)
 - 5.3.a Server
 - 5.3.b Relay
 - 5.3.c Client
 - 5.3.d TFTP, DNS, and gateway options
- 5.4 Troubleshoot client- and router-based DHCP connectivity issues
- 5.5 Configure, verify, and troubleshoot basic HSRP
 - 5.5.a Priority
 - 5.5.b Preemption
 - 5.5.c Version
- 5.6 Configure, verify, and troubleshoot inside source NAT
 - 5.6.a Static
 - 5.6.b Pool
 - 5.6.c PAT
- 5.7 Configure and verify NTP operating in a client/server mode

11% 6.0 Infrastructure Security

- 6.1 Configure, verify, and troubleshoot port security
 - 6.1.a Static
 - 6.1.b Dynamic
 - 6.1.c Sticky
 - 6.1.d Max MAC addresses
 - 6.1.e Violation actions
 - 6.1.f Err-disable recovery
- 6.2 Describe common access layer threat mitigation techniques
 - 6.2.a 802.1x
 - 6.2.b DHCP snooping

- 6.2.c Nondefault native VLAN
 - 6.3 Configure, verify, and troubleshoot IPv4 and IPv6 access list for traffic filtering
 - 6.3.a Standard
 - 6.3.b Extended
 - 6.3.c Named
 - 6.4 Verify ACLs using the APIC-EM Path Trace ACL Analysis tool
 - 6.5 Configure, verify, and troubleshoot basic device hardening
 - 6.5.a Local authentication
 - 6.5.b Secure password
 - 6.5.c Access to device
 - 6.5.c. (i) Source address
 - 6.5.c. (ii) Telnet/SSH
 - 6.5.d Login banner
 - 6.6 Describe device security using AAA with TACACS+ and RADIUS
- 10% 7.0 Infrastructure Management**
- 7.1 Configure and verify device-monitoring protocols
 - 7.1.a SNMPv2
 - 7.1.b SNMPv3
 - 7.1.c Syslog
 - 7.2 Troubleshoot network connectivity issues using ICMP echo-based IP SLA
 - 7.3 Configure and verify device management
 - 7.3.a Backup and restore device configuration
 - 7.3.b Using Cisco Discovery Protocol or LLDP for device discovery
 - 7.3.c Licensing
 - 7.3.d Logging
 - 7.3.e Timezone
 - 7.3.f Loopback
 - 7.4 Configure and verify initial device configuration
 - 7.5 Perform device maintenance
 - 7.5.a Cisco IOS upgrades and recovery (SCP, FTP, TFTP, and MD5 verify)
 - 7.5.b Password recovery and configuration register
 - 7.5.c File system management
 - 7.6 Use Cisco IOS tools to troubleshoot and resolve problems
 - 7.6.a Ping and traceroute with extended option
 - 7.6.b Terminal monitor
 - 7.6.c Log events
 - 7.6.d Local SPAN

- 7.7 Describe network programmability in enterprise network architecture
 - 7.7.a Function of a controller
 - 7.7.b Separation of control plane and data plane
 - 7.7.c Northbound and southbound APIs

Python

- * Number of lab hours – Mandatory 2 hours in lab
- * Study materials provided can be taken home
- * Certificate Course awarded after clearing Online Examination. **Re-test** possible, with conditions.
- * Attendance will be taken on the first day of the course

Annexure

Organising Team, St. Anthony's College, Shillong

Course Conducted on FOSS: Python

Semester: July – December 2018

BATCH - 1

Uploaded Batch Name: MCA 2016

Participants: 5th Semester MCA

Number of participants: 24

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BATCH - 3Uploaded Batch Name: **MCA 2018**Participants: 1st Semester **MCA**Number of participants: **8**

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BATCH - 4Uploaded Batch Name: **FDP 2018**

Participants: Faculty of the College

Number of participants: **1**

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Notice on Python Course

Spoken Tutorial based Education and Learning through FOSS study (SELF) by IIT Bombay, organized in St. Anthony's College

The course on Python will begin on **5th October, 2018** and all enrolled students in the list below are required to attend without fail

Venue: MCA Lab 1 and Lab 2

Time: 3.05 – 5.05 pm

**** Kindly note:***

- Attendance will be taken
- Required to bring pen drive and headphone/earphone

Python 3.4.3

From Script | Spoken-Tutorial

IIT Bombay is leading the effort to popularise Python for Scientific Computing in India. This is part of the Free and Open source Software for Science and Engineering Education (<http://fossee.in>) project, supported by the National Mission on Education through ICT of MHRD.

IIT Bombay is using Spoken Tutorials (<http://spoken-tutorial.org>) to create learning material for FOSS. This is the main page for the organisation of the scripts required for Standard two day workshop we conduct on "Python for Scientific Computing" spoken tutorials.

Learners: UG/PG CSE/IT/CS students and CBSE high school students

Contents

- 1 Module 1: Basic Plotting
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 - 1.4 Saving plots
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 - 1.6 Subplots
 - 1.7 Additional features of IPython
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 - 2.4 Plotting charts
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 - 3.4 Getting started with files
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 - 3.6 Statistics
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- 5 Module 6: Python Language: Basics
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 - 5.3 Input/output
 - 5.4 Conditionals Statements
 - 5.5 Loops
- 6 Module 7: Python Language: Datastructures
 - 6.1 Manipulating lists
 - 6.2 Manipulating strings
 - 6.3 Getting started with tuples

- 6.4 Dictionaries
- 6.5 Sets in Python
- 7 Module 8: Python Language: Advanced
 - 7.1 Getting started with functions
 - 7.2 Advanced features of functions
 - 7.3 Using python modules
 - 7.4 Writing python scripts
 - 7.5 Testing and debugging
 - 7.6 Handling Errors and Exceptions

Note: Each numbered topic corresponds to a single spoken tutorial. Each bulleted point corresponds to a command or topic that must be covered in the given spoken tutorial.

Module 1: Basic Plotting

Getting started with ipython

1. Use Python 3.5.2
2. Use Ipython version 5.1.0
3. IPython is an enhanced interactive Python interpreter.
4. Invoke the IPython interpreter
5. Quit the IPython interpreter
6. Navigate the IPython session history
7. Use tab-completion to work faster.
8. See the documentation of functions using question mark.
9. Interrupt commands using Ctrl + C when we make an error.
10. round command

Using the plot command interactively

1. Use Python 3.4.3
2. Use Ipython version 5.1.0
3. Start IPython with pylab.
4. ImportError if matplotlib is not installed
5. clf() function
6. Use the linspace function to create equally spaced points in a region.
7. Find the length of sequences using len function.
8. Plot mathematical functions using plot.
9. Clear drawing area using clf.
10. Usage of buttons in the UI of the plot window such as - save, zoom, move axis, back and forward and Home

Embellishing a plot

1. Use Python 3.4.3
2. Use Ipython version 5.1.0
3. Modify the attributes of a plot
4. Pass additional keyword arguments to plot command
5. Add title to a plot using 'title' command.
6. Incorporate LaTeX style formatting by adding a \$ sign before and after the string.
7. Label x and y axes using xlabel() and ylabel() commands.
8. Add annotations to a plot using annotate() command.
9. Get the limits of axes using xlim() and ylim() commands.
10. Set the limits of axes using xlim() and ylim() commands.

Saving plots

1. Use Python 3.4.3
2. Use IPython version 5.1.0
3. Save plots using the `savefig()` function.
4. Save the plots in different formats like
 - pdf
 - ps
 - png
 - svg
 - eps

Multiple plots

1. Use Python 3.4.3
2. Use IPython 5.1.0
3. Draw multiple plots which are overlaid.
4. Operations on individual plots.
5. Use the `figure` command.
6. Distinguish between multiple overlaid plots.
7. Use the `legend` command.
8. Serial number of the plot to select corresponding plot.
9. Switch between the plots
10. Saving individual plots.

Subplots

1. Use Python 3.4.3
2. Use IPython 5.1.0
3. Creating subplots
4. Switching between subplots.
5. Subplot command
6. Passing arguments to subplot command.
7. First argument is the number of rows of subplots.
8. Second argument is the number of columns of subplots
9. Third argument specifies the serial number for subplot.

Additional features of IPython

1. Use Python 3.4.3
2. Use IPython 5.1.0
3. Retrieve the history using `%history` command.
4. View only a part of history by passing argument to `%history` command.
5. Pass arguments to `%history` to get particular lines of code
6. Save the required lines of code in required order using `%save` command.
7. Use `%run -i` command to run a saved script.

Module 2: Plotting Experimental Data

loading data from files

1. load data from file
2. single column
3. multiple columns separated by delimiter
4. `cat` command

5. loadtxt()
6. columns separated by spaces
7. columns separated by semi-colon
8. unpack argument
9. delimiter argument
10. three columns of data

Plotting the data

1. plotting data
2. list
3. list element-wise squaring
4. plot data points
5. clear plots
6. errorbar function
7. dots or filled circles in plot
8. plot with red pluses
9. explore documentation in ipython
10. plot with errorbars
11. using format argument

Other types of plots

1. scatter plot
2. scatter function
3. scatter plot with various arguments
4. logarithmic plot
5. loglog function
6. cat command
7. loadtxt function
8. unpack parameter of loadtxt
9. linspace
10. scatter versus plot

Plotting charts

1. Use Python 3.4.3
2. Use IPython 5.1.0
3. To produce scatter plot
4. Plot a pie chart using pie() function
5. Plot a bar chart using bar() function
6. Access the matplotlib online help
7. Charts with line hatching

Module 4: Handling Large Data Files

Getting started with lists

1. What is a list?
 - Define List
 - List index
2. Create:
 - List with elements
 - Empty list
 - List within a list
3. Find out the list length using len function

- Access elements using their index numbers
- Append elements to list using the function append
- Delete element from list using the del and remove function

Getting started with for

1. For loop syntax
2. Example to use For loop
3. Indentation in for loop
4. Create blocks in python using for
5. Iterate over a list using for loop
6. How to get out of the block
7. use of Range() function
8. Range function in for loop
9. How to use Python interpreter
10. IPython interpreter to specify blocks

Getting started with strings

1. What are strings?
2. How are strings denoted in Python?
3. String concatenation
4. Multiply a string with an integer
5. Accessing individual elements of a string
6. Accessing elements of a string using negative indices
7. Split() function
8. Join() function
9. Define a string in different ways
10. Print a string repeatedly

Getting started with files

1. Open a file
2. Open() function
3. Different Modes of opening a file
4. Read() method
5. Read the content of the file line by line
6. Read the entire content of the file
7. Append the lines of a file to a list
8. Close a file
9. Demonstration using a txt file
10. Splitlines() method

Parsing data

1. What is Parsing data?
2. split function and its syntax
3. What is string tokenizing?
4. How to split a string on whitespace?
5. split function with argument
6. strip function and example
7. Converting string into floats and integers
8. Example to read a huge .txt file line by line and parse each record
9. Perform computations on the .txt file
10. Execute the file using %run command

Statistics

1. Statistical operations in Python
2. Installation of Numpy for mathematical and logical operations
3. Installation of pip to install python libraries
4. loadtxt() function with example
5. Getting the shape of an array
6. Getting the sum of a column in an array
7. How to calculate mean?
8. Calculate mean across each of the axis of the array
9. How to calculate median?
10. How to calculate standard deviation?

Module 5: Arrays and Matrices

Getting started with arrays

1. Overview of array
2. Usage of numpy library
3. How to create arrays
4. How to create two dimensional array
5. arange() method
6. reshape() method
7. How to find the shape of an array?
8. Create a new array with elements of different datatypes
9. Identity matrix
10. Zeros method

Accessing parts of arrays

1. Create a one-dimensional array
2. Create a two-dimensional array
3. Accessing individual elements of an array
4. How to change the value of an array
5. How to change more than one elements at a time
6. Negative indexing of arrays
7. Slicing of an array
8. Striding of an array
9. Access only the odd rows and columns of an array
10. Examples to demonstrate all the manipulations of arrays

Image manipulation using Arrays

1. Read images into arrays
2. How to access parts of an array?
3. imread command
4. imshow command
5. show command
6. How to check the dimensions of an array?
7. Example to access parts of an image
8. How to stride over an array?
9. Example to access an RGB image
10. Slice an image of different dimension

Basic Matrix Operations

1. Create matrices from lists
2. asmatrix method
3. arange and reshape methods
4. Basic matrix operation
5. Addition, subtraction and multiplication of a matrix
6. Determinant of a matrix
7. eye(), allclose() functions
8. Inverse of a matrix
9. eigenvalues and eigenvectors of a matrix
10. diag() function

Advanced Matrix Operations

1. flatten() function
2. Example to convert a multidimensional matrix to single dimension matrix
3. Frobenius norm of a matrix
4. Demonstration of Frobenius norm of a matrix
5. Inverse of a matrix
6. Infinity norm of a matrix
7. norm documentation
8. Singular value decomposition
9. svd() function
10. smat function

Least square fit

1. Generating a Least Square fit line
2. Generating L vs t square
3. loadtxt function
4. Usage of numpy library
5. Plotting L vs t square
6. Steps for least square fit line
7. Matrix formulation $tsq=A.p$
8. Generating the two matrices tsq and A
9. Finding transpose of a matrix
10. lstsq() function

Module 6: Python Language: Basics

Basic datatypes & operators

1. Data types in Python
2. Demonstration of int, float and complex data types with examples
3. Different functions associated with int data type
4. Complex numbers and their functions
5. Boolean operations with examples
6. Operator precedence with parentheses
7. Different operators available in Python3
8. Modulo operator with examples
9. How to do exponent operation in Python?
10. How to find the square root of a number in Python?

Sequence datatypes

1. List, string and tuple sequence data types with examples
2. How to access a list using index numbers?

3. Access the string elements
4. Access the tuple elements
5. How to add different sequence data types?
6. How to find the length of a variable?
7. Find the sum of a list
8. Convert list to tuple
9. Convert tuple to list
10. Convert string to list and list to string

Input/output

1. Input Output in Python
2. Various output statements
3. Print a string
4. Print a string with newline character
5. How to use format operators?
6. Example for integer format
7. Example for string format
8. Example for float format
9. Getting input from the user using Input()function
10. Display a prompt to get the input
11. Save the script as filename.py and execute using %run command

Conditionals Statements

1. if condition statement
2. Demonstration of if statement with example
3. if/else condition statement with example
4. Importance of indentation in a program
5. Usage of colon in program
6. Condition statement using elif
7. Examples using if/elif/else block
8. Ternary conditional statement
9. Difference between if/else and ternary conditional statements
10. How to use pass statement?

Loops

1. Explanation of while loop
2. Demonstration of while loop with example
3. Print the squares of all the even numbers below 10 using while loop
4. How to use for loop?
5. Print the squares of all the even numbers below 10 using for loop
6. for loop with range function
7. How to use break statement in for loop
8. pass statement in for loop
9. continue statement in for loop
10. Demonstration of pass, break and continue statements

Module 7: Python Language: Datastructures

Manipulating lists

1. Various manipulation in lists

2. Slicing of lists
3. Syntax and demonstration of slicing of lists
4. How to use step value in slicing
5. Striding of list
6. Examples with various parameters in striding of list
7. sort method in list
8. Usage of sorted() built-in function
9. Reverse a list
10. Striding with negative values
11. How to store a new reversed list in another variable

Manipulating strings

1. How to slice a string
2. Various way to get substrings using index
3. Reverse a string
4. How to check if a given string is a palindrome or not
5. Replace characters in a string
6. Convert a string to uppercase
7. Convert a string to lowercase
8. How to use for loop in a list
9. Join method
10. Join list elements to form a string

Getting started with tuples

1. What are tuples?
2. How to declare tuples?
3. Examples to declare tuples
4. Demonstration of creating tuple
5. Accessing tuples by their index positions
6. Iteration over tuples
7. Demonstration of immutability property of tuples
8. How to swap values in tuples
9. Similarities of tuples with lists
10. Tuple packing and unpacking

Dictionaries

1. Overview of dictionaries
2. Creating an empty dictionary
3. Creating a non empty dictionary
4. About key:value pair
5. How to access the dictionary elements
6. Demonstration of wrong key
7. Add, delete and modify an item in a dictionary
8. Usage of method in
9. Retrieve the keys and values by using the methods keys() and values()
10. Iterate over elements of a dictionary using a for loop

Sets in Python

1. What are sets in python?
2. Input sets
3. Create sets
4. How to create empty sets?

5. Operations on sets
6. Add and remove methods
7. Union and intersection methods
8. Difference and symmetric_difference methods
9. Subset and superset
10. Length and containership on sets

Module 8: Python Language: Advanced

Getting started with functions

1. About Functions
2. How to define a function
3. Example for defining a function
4. Calling a function with arguments
5. Calling a function without arguments
6. Return values from a function
7. Indentation in coding
8. Documenting or commenting code
9. How to use docstrings in python function
10. How to write a function circle to return area and perimeter with radius r

Advanced features of functions

1. Functions with default arguments
2. Various examples for default arguments
3. Interchanging the default and non-default arguments
4. Call a function with keyword arguments
5. Call a function without keyword arguments
6. Functions with positional arguments
7. Functions with arbitrary arguments
8. Demonstration of arbitrary arguments
9. Usage of * and ** in defining a function
10. Python built-in-functions

Using python modules

1. Python modules
2. Run a Python script from command line
3. How to import modules in python scripts?
4. How to import required functions from a module?
5. Usage of namespace
6. Advantages of using import functions
7. Using alias to the module
8. Demonstration of import functions
9. Run python scripts in ipython interpreter
10. Python standard library of modules

Writing python scripts

1. About Python modules
2. What is importing?
3. How to write a function and save it as a script
4. Run a python script
5. Import a module
6. Example to import a module

7. usage of `__name__` variable
8. Write test condition using the name variable
9. How importing works in new IPython console
10. Different ways of running the Python script

Testing and debugging

1. What is software testing?
2. Write a simple function
3. How to write test cases?
4. Create simple tests for a function
5. Run the script and test the code
6. Automate tests
7. Example for test case fail
8. Coding style
9. How to give meaningful names in coding
10. Python coding standards

Handling Errors and Exceptions

1. Errors in Python
2. Syntax errors and exception
3. Exceptions with example
4. Syntax error with example
5. Demonstration of ValueError exception
6. Demonstration of ZeroDivisionError exception
7. try except clause in Python
8. What is debugging?
9. Using `%debug` for debugging in ipython
10. try except with else clause

Contributors and Content Editors

Nancyvarkey, Nirmala Venkat, PoojaMoolya, Trupti


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Tally ERP 9 is the complete Business Management solution used for finance and resource Management of industries worldwide. Tally ERP is the largely used Accounting software in the Country and is with the current GST implementation. The course is certified by the Tally firm. The certificate and course materials are directly from the firm

Modules:

Tally ERP consists of the following modules

- Accounting Management
- Interest Calculation
- Cost Centres and Profit Centres
- Multi-Currency Management
- Balance Sheet and P&L
- Cash and Fund flow
- Bank Accounting
- Cheque Management
- Bank Reconciliation
- Payroll
- GST Compliance

Duration of Course:	45 Lab Hours with Online exam at the end
Fees:	Rs. 6,500.00
Class Timings:	Classes are held Monday to Friday in three batches : 11.00 am; 12.15 pm; 1.30 pm

Career Opportunity:

Tally ERP enables one to be skilled in computer aided accounting, inventory management and ERP management. Hence, it opens chances of

- Finance and project heads in firms
- Opportunities in Banking and insurance sector
- As finance accountants

Certification

The course consists of online examinations at the end of the course. Those completing the same successfully are eligible Certification by Tally. This is a Tally Certified course and hence carries industry recognition.

Brochures: (Details from the website)

About

SAP (SYSTEMS, APPLICATIONS AND PRODUCTS in database management) is a German MNC which provides an ERP software Solution. SAP allows complete automation of all business functions on real time basis. SAP is the most widely used ERP in business world globally.

Modules:

SAP FICO: It allows complete automation of all the accounting functions on real time basis. It contains the following modules:

- SAP Overview: Introduction to SAP
- SAP FI: FINANCIALS or FINANCIAL ACCOUNTING
- SAP CO: CONTROLLING
- Creating balance Sheet and profit & loss in SAP

Duration of Course:	45 Lab Hours
Fees:	Rs. 10,000.00 payable in two instalments(for students not of the college). Rs. 6,500.00 (For Students of the college)
Class Timings:	Classes are held Monday to Friday at 7am to 8:15 in the morning. For students of the college the course timings are during the working hours of the college.

Career Opportunity:

Accounting jobs in various companies and organisations. This course is a must for further career advancement in the business and banking world. Almost all the MNCs are using SAP as an ERP, so the requirement is huge for the SAP Trained employees. Hotels, Banks, automobiles companies and all other sector require SAP FICO trained employees.

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For those completing the online course and the final exam are certified by SAP The certificate of completion is issued and certified by SAP directly and hence carries the highest recognition.

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89	Hamarbabiang Disiar	SAC-SAP/BP/FICO-090
90	Arnesstarland K Raswai	SAC-SAP/BP/FICO-091
91	Ronaldo M Kharwanlang	SAC-SAP/BP/FICO-092
92	Wanshanborlang Makri	SAC-SAP/BP/FICO-093
93	Evelyne Lyngdoh	SAC-SAP/BP/FICO-094
94	Paia Benjamin Dohling	SAC-SAP/BP/FICO-095
95	Andy Kshiar	SAC-SAP/BP/FICO-096
96	Nazma Hussain Choudhury	SAC-SAP/BP/FICO-097
97	Mary Nianneikim Zou	SAC-SAP/BP/FICO-098
98	John Rangam R Marak	SAC-SAP/BP/FICO-099
99	Atai Konyak	SAC-SAP/BP/FICO-100
100	Debojit Deb	SAC-SAP/BP/FICO-101
101	Swastik Nandan Bora	SAC-SAP/BP/FICO-102
102	Shaun Carlson W. Marbaniang	SAC-SAP/BP/FICO-103
103	Yusuf Kharprim	SAC-SAP/BP/FICO-104
104	Manihru Ozho	SAC-SAP/BP/FICO-105
105	Sourav Sharma	SAC-SAP/BP/FICO-106
106	Benjamin Gangte	SAC-SAP/BP/FICO-107
107	Dipesh Das	SAC-SAP/BP/FICO-108
108	Shubham Das	SAC-SAP/BP/FICO-109
109	Puja Debnath	SAC-SAP/BP/FICO-110
110	Snehakshi Dey	SAC-SAP/BP/FICO-111
111	Zaukhunnawng	SAC-SAP/BP/FICO-112
112	T. Dalgouthang	SAC-SAP/BP/FICO-113
113	Esilda Roywan	SAC-SAP/BP/FICO-114
114	Evan Nongrum	SAC-SAP/BP/FICO-115
115	Pratigya Bashyal	SAC-SAP/BP/FICO-116
116	David Malsawmsanga	SAC-SAP/BP/FICO-117
117	Baialin Nongrum	SAC-SAP/BP/FICO-118
118	Sangeeta Gurung	SAC-SAP/BP/FICO-119
119	Manisha Chettri	SAC-SAP/BP/FICO-120
120	Agnes Margarate D' rozario	SAC-SAP/BP/FICO-121
121	Goumaya Gurung	SAC-SAP/BP/FICO-122
122	Athishu Tokho	SAC-SAP/BP/FICO-123
123	Nitish Kariwala	SAC-SAP/BP/FICO-124

124	SUMIT KUMAR HAJONG	SAC-SAP/BP/FICO-125
125	BIBEK SHARMA	SAC-SAP/BP/FICO-126
126	SUDAM SAPKOTA	SAC-SAP/BP/FICO-127
127	MEBALAPYNHUN SHYLLA	SAC-SAP/BP/FICO-128
128	LUCY MANISHA KURBAH	SAC-SAP/BP/FICO-129
129	APKI LYNGDOH	SAC-SAP/BP/FICO-130
130	NANGWADBORLANG MARNGAR	SAC-SAP/BP/FICO-131
131	JORDAN RYAN KHARKRANG	SAC-SAP/BP/FICO-132
132	BANKIT BUROM NONGBET	SAC-SAP/BP/FICO-133
133	EVANIAIRIHUN SOHPHOH	SAC-SAP/BP/FICO-134
134	SKHEMBOK STAR SOHPHOH	SAC-SAP/BP/FICO-135
135	MELVIN STAR MAJAW	SAC-SAP/BP/FICO-136
136	KYRSHANLANG R DKHAR	SAC-SAP/BP/FICO-137
137	ARELIA NALLE KHARJANA	SAC-SAP/BP/FICO-138
138	REYAZ AHMED ANSARI	SAC-SAP/BP/FICO-139
139	LAPHRANGKI KHYRIEM	SAC-SAP/BP/FICO-140
140	PRAKASH PARAJULI	SAC-SAP/BP/FICO-141
141	SHEAKHA BELRICH TONGPER WAR NONGBRI	SAC-SAP/BP/FICO-142
142	HONLEM	SAC-SAP/BP/FICO-143
<u>SECOND BATCH, 2018</u>		
143	DEVI JOSHI	SAC-SAP/BP/FICO-144
144	J. MEIASHANLANG KHYRIEM	SAC-SAP/BP/FICO-145
145	POONAM THAPA	SAC-SAP/BP/FICO-146
146	PRIYA BISWA	SAC-SAP/BP/FICO-147
147	RABBUL SWER	SAC-SAP/BP/FICO-148
148	SAPNA WALIA	SAC-SAP/BP/FICO-149
149	SAYANTA DAS	SAC-SAP/BP/FICO-150
150	SUMAN SINGH	SAC-SAP/BP/FICO-151
151	SUSHILA BISWA	SAC-SAP/BP/FICO-152
152	BHARAT POUDEL	SAC-SAP/BP/FICO-153
153	DAKERRIHUN M DIENGDOH	SAC-SAP/BP/FICO-154
154	ASTARIUS SHABONG	SAC-SAP/BP/FICO-155
155	DAFINI KHYRIEM	SAC-SAP/BP/FICO-156
156	ERIC R MAWLIEH	SAC-SAP/BP/FICO-157
157	JOEL KHONGWIR	SAC-SAP/BP/FICO-158
158	KUNGPUILU PHAOMEI	SAC-SAP/BP/FICO-159
159	MARTINA BAKMENLANG MARY KHARSYNTIEW	SAC-SAP/BP/FICO-160
160	MEBAN SUTNGA	SAC-SAP/BP/FICO-161
161	NIKITA YADAV	SAC-SAP/BP/FICO-162
162	PAPIYA GHOSH	SAC-SAP/BP/FICO-163
163	SAWWAD BANSIEWDOR WAR	SAC-SAP/BP/FICO-164
164	KILANO SUMER	SAC-SAP/BP/FICO-165

165	DONELSON POHSHNA	SAC-SAP/BP/FICO-166
166	VICTORIA GANGMEI	SAC-SAP/BP/FICO-167
167	EVALARIE DIENGDOH	SAC-SAP/BP/FICO-168
168	IBASHISHA KHONGWET	SAC-SAP/BP/FICO-169
169	ABHISHEK RANA	SAC-SAP/BP/FICO-170
170	AKASHDEEP DUTTA	SAC-SAP/BP/FICO-171
171	AKASH THAPA	SAC-SAP/BP/FICO-172
172	ARKADIPTA CHOUDHURY	SAC-SAP/BP/FICO-173
173	BADAMERY KHARPHULI	SAC-SAP/BP/FICO-174
174	BISWAJIT PURKAYASTHA	SAC-SAP/BP/FICO-175
175	DISHANI DAS CHOUDHURY	SAC-SAP/BP/FICO-176
176	EDWIN MARAK	SAC-SAP/BP/FICO-177
177	FEDORA JANE SUNN	SAC-SAP/BP/FICO-178
178	FERNANDO LAWAI	SAC-SAP/BP/FICO-179
179	JOSEPH VANLALREMA	SAC-SAP/BP/FICO-180
180	KAVITA JOSHI	SAC-SAP/BP/FICO-181
181	MARBELSY LYNGDOH	SAC-SAP/BP/FICO-182
182	MARGRAVE MARBOH	SAC-SAP/BP/FICO-183
183	MD JAVED	SAC-SAP/BP/FICO-184
184	NAGMA KHATOON	SAC-SAP/BP/FICO-185
185	POOJA KUMARI	SAC-SAP/BP/FICO-186
186	PUJA THAKUR	SAC-SAP/BP/FICO-187
187	R. JINGKHU	SAC-SAP/BP/FICO-188
188	RAHUL GHOSH	SAC-SAP/BP/FICO-189
189	RAHUL SHAH	SAC-SAP/BP/FICO-190
190	RASHABH PAUL	SAC-SAP/BP/FICO-191
191	REUBENZO KHARKONGOR	SAC-SAP/BP/FICO-192
192	RIYA VISHWAKARMA	SAC-SAP/BP/FICO-193
193	SAMUEL KHARKONGOR	SAC-SAP/BP/FICO-194
194	SHABNAM JAHAN	SAC-SAP/BP/FICO-195
195	SHIVANGI PAUL	SAC-SAP/BP/FICO-196
196	SHUBHAM KUMAR	SAC-SAP/BP/FICO-197

Shivaraj Bhardwaj
SAP Coordinator

TALLY ERP 9 Curriculum

- Fundamentals of accounting
- Introduction of Tally
- Meaning of company creation and opening accounting in Tally
- Opening a ledger account and how to create a voucher
- How to modify a company or industry detail
- How to set the features of a company
- Selecting the cost category and cost center
- How to create a godown and how to maintain an inventory
- How to set price list and the budget
- A brief introduction of F11 and F12
- How to produce profit and loss balance sheet from accounting
- Introduction to VAT
- Calculation of VAT
- Introduction to TDS
- Calculation of TDS
- How to add excise duty and customs duty

COURSE REPORT

Course name:	TALLY ERP 9
Course period:	16 TH June 2018 -20 th August 2018
Number of students enrolled:	214
Number of students who cleared course:	195
Pass percentage:	91.12%
Number of certificates issued:	195

SAP 01 & B1 Curriculum

- SAP The Cloud Company
 - Identify SAP applications and components
 - Describe SAP HANA, SAP C/4HANA, and SAP Intelligent Technologies
 - Describe the various aspects of SAP User Experience
- SAP System Navigation – Access the system and personalize the user interface
- Identify system-wide concepts
- Logistics and Cloud Applications
 - Create a purchase order for materials, receive it into inventory and verify vendor's invoice
 - Integrate Ariba functionality with procurement in SAP ERP
 - Process an MRP run, create and release a production order
 - Confirm a production order and goods receipt
 - Outline SAP IBP processes
 - Create a delivery and post a goods issue, then create a sales order billing document
 - Describe SAP C/4HANA and Customer Experience
 - Use PLM
- Financials
 - Create a journal entry, process an outbound payment, and generate financial statements
 - Outline the inbound process in accounts receivable
 - Outline the business processes in fixed assets accounting
 - Execute a cost center report
 - Monitor internal costs using internal orders, and monitor planned and actual manufacturing costs
 - Analyze profitability
- Human Capital Management (HCM) and SuccessFactors
 - Identify the components of SAP ERP HCM and the organizational structure
 - Maintain employee master data
 - Integrate SuccessFactors in the cloud
 - Analytics and Strategic Planning - Create a business intelligence report
 - SAP Services - Outline the services offered by SAP

To

The Principal
St Anthony's College
Shillong

Subject: Report on SAP FICO

Rev Br

This is to report that the course titled "SAP FICO" has been completed successfully.

It started on the 18th July 2018 and ended on 18th August 2018.

A total of 196 students participated in the course and were awarded course completion certificate.

Yours Sincerely

Shivaraj Bhardwaj
Course Coordinator

Date: 18th August 2018

COMMUNICATION SKILLS 2018

GROUP A - BATCH 1, 2 & 3

REGISTRATION SHEET 20th JUNE

Timestamp	Email Address	Name	Roll No.	Department
6/15/2018 12:59:09	sitasapkota1998@gmail.com	Sita sapkota	439	Commerce
6/15/2018 13:07:15	shivangipaul11@gmail.com	Shivangi Paul	U16CO434	Commerce
6/15/2018 13:07:54	paulsweety970@gmail.com	Sweety Paul	U16CO403	Commerce
6/15/2018 13:20:29	priyamomin9@gmail.com	Priya G Momin	422	Commerce
6/15/2018 13:32:48	nikikuhu180997@gmail.com	Nikita Kachari	411	Commerce
6/15/2018 13:35:14	kavita977488@gmail.com	Kavita Sharma	444	Commerce
6/15/2018 13:37:01	raimanishrai333@gmail.com	Manish Rai	441	Commerce
6/15/2018 13:37:28	banimishra3366@gmail.com	Hrishita Mishra	U16CO406	Commerce
6/15/2018 13:46:40	bappi9999@gmail.com	Bappi Deb	U16CO426	Commerce
6/15/2018 14:03:36	adnath4@gmail.com	Ashim Deb Nath	U16CO414	Commerce
6/15/2018 14:07:40	debswaraj786@gmail.com	Swaraj Deb	U16CO416	Commerce
6/15/2018 14:10:46	debswaraj786@gmail.com	Swaraj Deb	U16CO416	Commerce
6/15/2018 15:44:05	Beythomas13@gmail.com	Thomas Bey	U16CO266	Commerce
6/15/2018 16:08:06	Gracefulness124@gmail.com	Gracefulness Nongrem	U16C0215	Commerce
6/15/2018 16:14:11	angelheartfiliamadison@gmail.com	Angel Dkhar	U16CO236	Commerce
6/15/2018 16:16:10	angelheartfiliamadison@gmail.com	Angel Dkhar	U16CO236	Commerce
6/15/2018 16:19:14	gracekharshandi1874@gmail.com	Gracefulness kharshandi	U16C0212	Commerce
6/15/2018 16:19:20	originallypreetisingh@gmail.com	Preeti kumari singh	U16CO265	Commerce
6/15/2018 16:23:26	luizatamang75@gmail.com	Luiza Tamang	U16c0239	Commerce
6/15/2018 16:23:44	enasangma.@gmail.com	Ena A Sangma	U16C0230	Commerce
6/15/2018 16:38:02	giltmeberthkurkalang@gmail.com	Giltmebert Kurkalang	U16C0223	Commerce
6/18/2018 19:12:49	arnesstarlandkharaswai@gmail.com	Arnsstarland k raswai	C16O034	Commerce
6/15/2018 16:59:24	angelheartfiliamadison@gmail.com	Angel Dkhar	U16CO236	Commerce
6/15/2018 17:01:06	yeffinaka0795@gmail.com	Yeffinaka Eileen Warjri	U16CO242	Commerce
6/15/2018 17:01:06	Ks8822128@gmail.com	Kiran Singh	436	Commerce
6/15/2018 17:03:59	annanya9779@gmail.com	Annanya ghosh	U16CO445	Commerce
6/15/2018 17:03:59	aibor.garnery@gmail.com	Aiborlang	U16CO247	Commerce
6/15/2018 17:04:30	dionakharkongor56@gmail.com	Diona Kharmawphlang	U16C0201	Commerce
6/15/2018 17:16:33	panthi1008@gmail.com	Prasant Joshi panthi	U16CO422	Commerce
6/15/2018 18:08:09	giltmeberthkurkalang@gmail.com	Giltmebert Kurkalang	U16C0223	Commerce
6/15/2018 18:18:54	ankitabrahma917@gmail.com	Ankita Brahma	U16CO428	Commerce
6/15/2018 18:24:29	ps2162408@gmail.com	Puja Sharma	427	Commerce
6/15/2018 19:40:30	Vinitachetri97@gmail.com	Vinita Chetri	U16C0237	Commerce
6/15/2018 19:44:55	ramsdamcg@gmail.com	Gladinia Charissa Ramsd	U16CO249	Commerce
6/15/2018 19:46:48	megankharbhih@gmail.com	Megan Gail	U16CO225	Commerce
6/15/2018 19:49:28	varonicamarboh@gmail.com	Barimika marboh	U16CO068	Commerce
6/15/2018 19:52:51	varonicamarboh@gmail.com	Barimika marboh	U16CO068	Commerce
6/15/2018 19:55:29	andrewmawrie@gmail.com	Andrew Jones Mawrie	U16CO026	Commerce
6/15/2018 19:57:58	rezwanul99@gmail.com	Rezwanul Choudhury	U16CO415	Commerce
6/15/2018 20:10:36	nitishkariwala@gmail.com	Nitish Kariwala	U16CO410	Commerce

Programme Specific Objectives

The main objective of this programme is to equip students with the confidence required in speaking and writing, especially in public. It ensures that the students gain as much as they can to better perform in any circumstances. This programme also helps prepare students to face the professional world by introducing students to an opportunity to face interviews, participate in group discussions and give presentations. After completing this programme, the students are better equipped with the skills required by their potential employers. Thus, at the end of this programme, the students become employable.

Communication Skills			
St. Anthony's College, Shillong			
Units	Topics	Credits	Total Credits
Unit 1	Introduction to Communication	1	7
	Language & Language Skills		
	Listening	1	
	Speaking	1	
	Reading	1	
	Writing	1	
	Listening, Speaking, Reading and Writing (Practical)	2	
Objectives: Unit 1			
1. To familiarise the students on the importance of the 4 language skills 2. To train the students in the use of the 4 language skills in their everyday conversation 3. To enable the students to use the 4 language skills fluently			
Unit 2	Writing Skills		8
	Writing Process	1	
	Writing Prompts (Practical)	1	
	Academic Writing	2	
	Academic Writing (Practical)	1	
	Letter Writing	2	
Letter Writing (Practical)	1		
Objectives: Unit 2			
1. To enable students express their thoughts and provide opportunities to explore ideas in written communication 2. To enable the students in using facts and credible evidence 3. To train the students in writing objectively, omitting all personal judgement 4. The students should be able to compose official letters and identify situations that require formal business letter writing, identify elements of a formal letter and understand essentials of good letter content			
Unit 3	Speaking Skills		6
	Public Speaking (Practical)	1	
	Presentations Theory	2	

	Presentations (Practical)	1	
	Group Discussions (Theory)	1	
	Group Discussions (practical)	1	
<p>Objectives: Unit 3</p> <ol style="list-style-type: none"> 1. To develop the students' confidence while speaking in a public platform 2. To enable the students to speak intelligibly while making statements, asking questions, giving instructions 3. To enable the students to learn, practice and acquire the skills necessary to deliver effective presentations with clarity and impact, and to determine and develop personal presentation style 4. To be able to express opinions & support them with factual examples, agree and disagree with others, to develop their assertive skill in situations that require 			
Unit 4	Employability Skills		9
	Cover Letter Writing	2	
	Curriculum Vitae Writing Theory	2	
	Curriculum Vitae Writing Practical	1	
	Interviews Theory	1	
	Interviews Practical	1	
	Professional Etiquettes	2	
<p>Objectives: Unit 4</p> <ol style="list-style-type: none"> 1. To help students identify the knowledge and skills required for obtaining and keeping employment 2. To make realistic employment choices and to identify the steps necessary to achieve a goal 3. To explore and practice basic communication skills through mock interviews, presentations & group discussion 4. To assess and improve personal grooming 5. To promote awareness including rules, procedures and etiquettes in the workplace 			
Total			30

**REPORT
COMMUNICATION SKILLS
2018**

The sessions for Communication Skills began with a curriculum for the students to enhance their employability skills. There were 4 batches in a day and altogether 8 sessions. The students are given options to choose a time schedule convenient for them. Each batch consists of 50 students approximately. The duration for this each batch is 15 days. Altogether 625 students have completed this programme in the academic year 2018.

The main objective of this programme is to equip students with the confidence required in speaking and writing, especially in public. It ensures that the students gain as much as they can to better perform in any circumstances. This programme also helps prepare students to face the professional world by introducing students to an opportunity to face interviews, participate in group discussions and give presentations. After completing this programme, the students are better equipped with the skills required by their potential employers. Thus, at the end of this programme, the students become employable.