

SCHEME	:	JUL.08
COURSE CODE	:	401
NAME OF COURSE (SUBJECT)	:	ELECTRICAL MACHINES-II
OLD PAPER CODE	:	
NEW PAPER CODE	:	6235
COMMON WITH PROGRAMME	:	
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 06, PR. 02
LECTURE HRS. PER SEMESTER	:	TH. 90, PR. 30

RATIONALE

Electrical machines constitute the largest number of devices which use electrical power. A technician comes across a large number of situations were electrical machines are used and installed. He must be well familiar with the various parts and normal operating conditions. This subject includes the parts, their materials, working principle and performance characteristics of electrical machines in common use.



:	JUL.08 FOURTH SEMESTER 401
:	ELECTRICAL MACHINES-II
:	
:	6235
:	
:	TH. 06, PR. 02
:	TH. 90, PR. 30

SCHEME OF STUDIES

S.No.	Topics	Theory Hrs.	Practical Hrs.	Total
1.	Three phase induction motor	30	08	38
2.	Synchronous generator	15	06	21
3.	Synchronous motor	15	08	23
4.	Single phase induction motor	12	04	16
5.	AC commentator motor	06	02	08
6.	Special purpose motors	12	02	14
		90	30	120



SCHEME SEMESTER COURSE CODE NAME OF COURSE (SUBJECT) OLD PAPER CODE NEW PAPER CODE COMMON WITH PROGRAMME (BRANCH)	::	JUL.08 FOURTH SEMESTER 401 ELECTRICAL MACHINES-II 6235
LECTURE HRS. PER WEEK LECTURE HRS. PER SEMESTER	:	TH. 06, PR. 02 TH. 90, PR. 30

S.No.	COURSE CONTENT	
1.	Three phase Induction Motor - Production of rotating magnetic field, principle, construction and types of induction motors. Equivalent circuit, torque equation, torque-slip characteristics. Types of starters: DOL, Star-delta, Autotransformer type, rotor resistance type, contactor type starter. Speed control. No load and blocked rotor test, losses and efficiency. Braking and applications. Simple numerical.	
2.	Synchronous motor - Principle, construction, phasor diagram, effect of change in excitation, V curves, synchronous condenser, starting of motors, hunting and its prevention, coding of synchronous machines.	
3.	Synchronous generator - Principle, construction, salient and cylindrical rotors, speed-frequency relationship, EMF equation, distribution and pitch factor, equivalent circuit, synchronous impedance, regulation, O.C.C. and S.S.C., load characteristics, phasor diagram, parallel operation. Methods of synchronization, power-angle characteristics.	
4.	Single phase induction motors - Principle, double revolving field theory. Types of motors with their construction, characteristics and applications. Comparison of three phase with single phase induction motors	
5.	AC commutator motors - Introduction, series motor, compensated series motor, commutating poles, universal motor, repulsion motor.	
6.	Special purpose machines - Induction motor, stepper motor, PM motor.	



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SEMESTER	:	FOURTH SEMESTER
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LIST OF PRACTICAL

S. No.	Practical
1	Study of three phase induction motor (parts).
2	Measurement of slip of three phase induction motor.
3	Study of three phase induction motor starters.
4	Study of synchronous machine (parts).
5	OCC and SCC of synchronous generator and determination of regulation.
6	To plot V curves of synchronous motor.
7	Study of different single phase induction motors (construction).
8	Study of AC commutator motors (construction).
9	Study of special purpose motors (construction).



COLLEME		
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REFERENCES

Name of Book	Author	Publisher
Electrical Technology Vol. II	BL Thereja	Khanna publisher
Electrical Machines	Bhattacharya	T.T.T.I.
Electrical Machines	Nagrath & Kothari	PHI
Electrical Machines Vol. I & II	PS Bhimbra	Khanna publishers
विद्युत मशीनें	एम.के.डियोडिया	हिन्दी ग्रंथ अकादमी
वैद्युत मशीनें	एच.एस.राय	दीपक प्रकाशन



SCHEME : JUL.08	
SEMESTER : FOURTH SEMESTI	ER
COURSE CODE : 402	
NAME OF COURSE (SUBJECT) : GENERAL MECHA	NICAL ENGG.
OLD PAPER CODE :	
NEW PAPER CODE : 6236	
COMMON WITH PROGRAMME :	
(BRANCH)	
LECTURE HRS. PER WEEK : TH. 04, PR. 02	
LECTURE HRS. PER SEMESTER : TH. 60, PR. 30	

RATIONALE

As the knowledge of General Mechanical Engineering is essential for a technician of almost all branches of engineering. The course contents are designed to make student aware about properties of engineering materials, work developing and absorbing devices, boilers, power transmission systems etc. The fact that machine and mechanical devices are common to all plants and their installation operation and general maintenance are to be attended by diploma pass engineer.

Objectives :

- 1. To develop operational skill of technician to handle machine & Mechanical instruments in the plant.
- 2. To develop habit of energy saving and routing maintenance.



SEMES SCHEM NAME OLD P. NEW P COMM LECTU	STER:ME:OF COURSE (SUBJECT):APER CODE:APER CODE:ON WITH PROGRAMME:JRE HRS. PER WEEK:IRE HRS. PER SEMESTER:	Fourth JUL.08 General Mechanical Engineering (E-402) 6236 TH. 04, PR. 02 TH 60 PR 30
S.NO.	DETAILED COURSE CONTENT	HRS.
01	Engineering Material	02+00
02	Mechanical Properties and Tests	03+06
03	Heat Treatment	03+00
04	Thermodynamics	05+08
05	I.C. Engine	04+06
06	Air Compressor	03+02
07	Fluid Mechanics	04+06
08	Hydro Dynamics	03+00
09	Power Transmission	05+04
	Total	32+32
01	ENGINEERING MATERIALS : 1.1 Introduction of Materials 1.2 Need and classification of enginee 1.3 Metals and alloys 1.3.1 Ferrous Metals (i) Cast Iron (ii) Wrought Iron (iii) Steel (iv) Alloy Steel 1.3.2 Non Ferrous Metals (i) Aluminum (ii) Copper (iii) Lead (iv) Tin (v) Copper tin-antimon (vi) Bearing Metals (vii) Copper tin alloy (viii) Zinc (ix) Copper Zinc alloy	ny alloy

1	5	11
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02	MECHANICAL PROPERTIES AND TESTS :	03+06
	 2.1 Properties of Materials (i) Stiffness (ii) Strength (iii) Ductility (iv) Malleability (v) Elasticity (vi) Plasticity (vii) Toughness (viii) Brittleness (ix) Hardness and Harden ability (x) Fatigue 2.2 Material Test (i) Tensile Test (ii) Impact Test (Izod and charpy) (iii) Hardness Test (Brinell, Rockwell and Vickers) 	
03	HEAT TREATMENT : 3.1 Definition and objectives of Heat treatment 3.2 Effect of different factors in heat treatments 3.3 Heat treatment Process (i) Annealing (ii) Normalizing (iii) Hardening by Quenching (iv) Tempering (v) Case hardning (vi) Carburizing 	03+00
04	 THERMODYNAMICS : 4.1 Introduction 4.1.1 Work, Heat & Power 4.2 Various thermodynamics properties 4.3 Thermodynamic system 4.4 Thermodynamic (i) State of the System (ii) Process on the system 4.5 Statement of Ist and IInd law of thermodynamics 4.6 Law of Ideal gases. (i) Boyl's Law (ii) Charles Law (iii) Gas equation 4.7 Properties of steam (i) Enthelpy of Dry and wet steam (ii) Specific volume of dray and wet steam (iii) Internel Energy of Dry and Wet Steam 	05+08

	 4.8 Boilers 4.8.1 Classification of boilers (i) Fire tube (ii) Water tube 	
	(i) Simple vertical boiler	
	(ii) Lankashire boiler	
	(iii) Babcock and Wilcox boiler	
0.5	(iv) Locomotive boiler	04+06
05.	I.C. ENGINE : 5.1 Define Heat Engine	04+06
	5.2 Differentiate LC Engine and E C Engine	
	5.3 Classification of I.C. Engines	
	5.4 Explain the working of two strokes and four stroke petrol engine with	
	line diagram	
	5.5 Explain the working of two stroke and four stroke diesel engine with	
	line diagram	
	5.6 (i) Indicated Horse Power (1HP)	
	(ii) Brake Horse Power (B HP)	
	(iii) Mechanical Efficiency	
06.	AIR COMPRESSOR :	03+02
	6.1 Introduction of Air Compressor and their classification	
	6.2 Working principle of reciprocating Air-compressor.	
	6.4 Multistage reciproceting compressor & their merit & Demerit	
	6.5 Rotary compressor	
07	FLUID MECHANICS :	04+06
07.	7.1 Definition of various fluid properties	01.00
	7.2 Fluid pressure and its measurement	
	7.3 Pascal's Law	
	7.4 Static Pressure	
	(i) Intensity of pressure at a point in fluid at rest	
	(ii) Pressure head	
	(iii) Absolute and gauge pressure	
	7.5 Simple and differential U type mano meters.	
	1.6 Total and center of pressure on the plate surface immersed in water	
-		02±00
	8.1 Energies in fluid	03+00
08.	(i) Pressure energy	
	(i) Kinetic energy	
	(iii) Potential energy	
	(iv) Total energy	

	8.2 Bernoullis theorem, its assumption and application				
	8.3	Pitot tube			
	8.4	Venturimeter			
	8.5				
	8.6	Orifice meter			
	8.7	Working principle of Hydraulic Pumps			
		(i) Reciprocating pump			
		(ii) Centrifugal pump			
	8.8	Working Principles of water turbine			
		(i) Impulse turbine			
		(ii) Reaction turbine			
09	PO	WER TRANSMISSION :	05+04		
	9.1	Methods of Power transmission			
	9.2	Belt drive			
		(i) Open and cross belt drive			
		(ii) Application and advantages of belt drive			
		(iii) Velocity ratio of pulleys			
		(iv) Compound belt drive			
		(v) Effect of slip in the belt drive			
	9.3	Gear drive			
		(i) Simple gear drive			
		(ii) Compound gear drive			
		(iii) Worm and wheel			
		(iv) Bevel gear			
	9.4	Velocity ratio in gear drive			
	9.5	Merit and demerits of gear drive			
	9.6	Simple problems of gear drive			



SEMESTER SCHEME NAME OF COURSE (SUBJECT) OLD PAPER CODE NEW PAPER CODE COMMON WITH PROGRAMME (BRANCH)	: : : :	Fourth JUL.08 General Mechanical Engineering (E-402) 6236
LECTURE HRS. PER WEEK LECTURE HRS. PER SEMESTER	:	TH. 04, PR. 02 TH. 60, PR. 30

S.NO.	LIST OF EXPERIMENTS				
01	Perform Tensile Test of standard mild steel and C.I. specimen				
02	Perform Hardness Test Brinell and Rockwell				
03	Impact Test Izod and Charpy on mile steel specimen				
04	Study of Boilers				
	a. Fire tube				
	b. Water tube				
	c. Bab cock & Wilcox Boiler				
	d. Boiler mountings				
	e. Boiler accessories				
05	Study of steam engine				
06	I.C. Engines				
	a. Study of I.C. Engine				
	Two stoke and four stoke Petrol & Diesel Engine				
07	Air Compressor				
	Study of Air Compressor, Single stage and multistage compressor their				
	construction and their uses.				
08	Fluid Mechanics & Machines	03+00			
	(i) Pressure measurement by manometer				

	(ii)	Determination of coefficients of discharge of the following				
		devices -				
		a. Venturi meter				
		b. Rota meter				
		c. Orifice Meter				
		d. Pitot tube				
	(iii)	Study of Centrifugal & reciprocating pumps.				
09	Power Tra	ansmission :				
	Study of s	simple gear & compound train in power transmission system				
	REFERE	INCE BOOKS :				
	1. Genera	al Mechanical Engineering by S.B. Mathur				
	2. Elemen	nts of Mechanical Engineering by Mathur, Mehta & Tiwari				
	3. Element	nts of Mechanical Engineering by Raw & Choudhary				
	LIST OF	EQUIPMENTS REQUIRED				
	1 17					
	1. Univer 2. Model	of Boilers				
	2. 1110 401	(a) Simple Vertical Boiler				
		(b) Lanka Share Boiler				
		(c) Babcodk & willcock boiler (d) Cut models of different mounting				
	(e) Cut models of different accessories					
	(f) Model of steam turbine					
		(g) Model surface condenser				
	3. Model	of I.C. Engine (a) Two stock engine (Betrel)				
		(b) Four stock engine (Petrol)				
		(c) Two stock engine (Diesel)				
		(d) Four stock engine (Diesel)				
	4. Air Co $5_{(n)}$ Vor	mpressor nturi matar aut madal				
	(b) Rot	ta meter				
	(c) Ori	fice Meter				
	(d) Pito	ot tube				
	(e) Mar	nometer				
	(a) Rec	ciprocating				
	(b) Rot	tary				



SEMESTER	:	Fourth
SCHEME	:	JUL.08
NAME OF COURSE (SUBJECT)	:	General Mechanical Engineering (E-402)
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LECTURE HRS. PER WEEK	:	TH. 04, PR. 02
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MEMBERS OF CURRICULUM DEVELOPMENT OF GENERAL MECHANICAL ENGINEERING

1.	Dr. S.R. Madan	-	Principal, Govt. Polytechnic, Khargone
2.	Shri R.K. Paroha	-	I/C. H.O.D. Mech. Engg. Kala Niketan Polytechnic, Jabalpur
3.	Shri L.N. Shrivastava	-	Lecturer Shri Vaishnav Polytechnic, Indore
4.	Shri R.C. Dubey	-	Lecturer Shri Vaishnav Polytechnic, Indore



SCHEME SEMESTER COURSE CODE NAME OF COURSE (SUBJECT) OLD PAPER CODE NEW PAPER CODE	: : : : :	JUL.08 FOURTH SEMESTER 403 ELECTRICAL ENGG. DRAWING 6237
COMMON WITH PROGRAMME (BRANCH) LECTURE HRS. PER WEEK LECTURE HRS. PER SEMESTER	:	TH. 04, PR. 02 TH. 60, PR. 30
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RATIONALE

Drawing is said to be the language of Engineers. This clearly indicates the importance of the subject. Basic drawing is already covered in other course.

Here the different topics are chosen on the basis of al the electrical engineering subject. Importance should be given for the line work, lettering and neatness of the figures.



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
COURSE CODE	:	403
NAME OF COURSE (SUBJECT)	:	ELECTRICAL ENGG. DRAWING
OLD PAPER CODE	:	
NEW PAPER CODE	:	6237
COMMON WITH PROGRAMME	:	
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 04, PR. 02
LECTURE HRS. PER SEMESTER	:	TH. 60, PR. 30
		<i>,</i>

SCHEME OF STUDIES

S.NO.	Topics	Theory hrs	Pract. hrs	Total
1.	Symbols and notations	5	2	7
2.	Domestic wiring	5	3	8
3.	Instrument circuits	8	4	12
4.	Winding Diagrams	8	4	12
5.	Electric machine drawing	7	3	10
6.	Power wiring	8	3	11
7.	Simple electronic circuits	6	3	9
8.	Alternator panel diagrams	7	4	11
9	Transmission and distribution	6	4	10
	Total	60	30	90



SCHEME SEMESTER	:	JUL.08 FOURTH SEMESTER
NAME OF COURSE (SUBJECT)	:	403 ELECTRICAL ENGG. DRAWING
OLD PAPER CODE NEW PAPER CODE	:	6237
COMMON WITH PROGRAMME (BRANCH)	:	
LECTURE HRS. PER WEEK LECTURE HRS. PER SEMESTER	:	TH. 04, PR. 02 TH. 60, PR. 30

S.No.	COURSE CONTENT	
1.	Symbols and Notations - Symbols of practical units, multiples and submultiples, types of supplies, single phase, three phase three wire, three phase four wire, D.C. supply etc. Accessories like main switches, distribution boards, fans, light fixtures, bell, buzzer, lighting arrestor. All types of motor starters, instruments, electronic components etc. Rating plate of machines.	2
2.	Domestic Wiring - All types of light circuits: Fluorescent tube circuits, intermediate switch circuits, fan circuits. Wiring of a residential building. Sodium vapor lamp, mercury vapor lamp.	3
3.	Instrument Circuits - Connection of meters in circuits. Ammeter, voltmeter, wattmeter, energy meter, Power factor meter, frequency meter, synchroscope etc. Extension of range using shunt, multiplier, current transformer, potential transformers etc.	4
4.	Winding Diagrams - Simplex type lap and wave diagrams for D. C. Machines. Single phase and three phase motor winding diagrams.	4
5.	Electrical Machine Drawing - Parts of D.C. machines like, magnetic poles, commutator, armature etc. A.C. machines rotor, slip rings, etc. Various cable sections. Bushing of the transformer. Assembly diagrams of D.C. machine, A.C. machine, and transformer.	3
6.	Power Wiring - Internal wiring diagrams of single phase motor. wiring diagrams of D.C. and A.C. motor starters like three point shunt motor starter, four point compound motor starter, direct on line (D.O.L.) starter, star- delta starter, contactor type and auto transformer starter. Internal connections of D.C. series, shunt and	3

	compound motors. Three phase motors: squirrel cage, slip ring, synchronous	
	etc. Plate earthing and Pipe earthing as per I.S.S.	
7.	Simple Electronic Circuits -	3
	Battery eliminator, battery charger, single stage transistor amplifier,	
	connections of common emitter, collect or and base amplifier circuits.	
8.	Alternator Panel Diagrams -	4
	Panel diagram with circuit breaker, isolator, measuring instruments,	
	synchoscope. Over current and earth fault protection, differential protection,	
	voltage regulator etc.	
9.	Transmission And Distribution -	4
	All types of transmission towers and distribution poles. Arrangement of	
	various types of cross arms, with insulators, jumpers. Electrical layout of	
	33KV/11KV substation, 11KV/415V pole mounted substations with all	
	protective devices etc.	



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		,

REFERENCES

- (1) A text book of Electrical Drawing .by S.L. Uppal (Khanna pub.)

- (2) Electrical Drawing by K.L. Narang.
 (3) Electrical Drawing by C.R. bargan .
 (4) विद्युत अभियात्रिकी ड्राईंग एम. एस. कुरेशी, दीपक प्रकाशन



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
COURSE CODE	:	404
NAME OF COURSE (SUBJECT):	GEN	NERATION, TRANSMISSION & DISTRIBUTION
OLD PAPER CODE	:	
NEW PAPER CODE	:	6238
COMMON WITH PROGRAMME	:	
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 06, PR. 02
LECTURE HRS. PER SEMESTER	:	TH. 90, PR. 30

RATIONALE

The basis of entire use of electricity is governed by its generation, transmission and distribution. Day by day the use of electricity is spreading tremendously. Hence the filed of generation, distribution and transmission has got great importance. Power station high voltage transmission lines and wide spread distribution system make this subject very useful so it is essential to make the students well familiar with this subject in order to enable them to perform their duties confidently and efficiently. To understand the subject better, frequent visits should be arranged in consultation with State Electricity Distribution/Transmission/Generation Companies and various departments and industries to see the machines, instruments, structures etc. on the sport in working conditions.



SCHEME SEMESTER COURSE CODE NAME OF COURSE (SUBJECT) : OLD PAPER CODE NEW PAPER CODE COMMON WITH PROGRAMME (BRANCH)	: : GENE : :	JUL.08 FOURTH SEMESTER 404 RATION, TRANSMISSION & 1 6238	DISTRIBUTION
LECTURE HRS. PER WEEK LECTURE HRS. PER SEMESTER	:	TH. 06, PR. 02 TH. 90, PR. 30	

SCHEME OF STUDIES

S.NO	Торіс	Theory hours	Pract. Hours	Total
1.	Non conventional sources of energy	06	06	12
2.	Conventional sources of energy	12	04	16
3.	Economics	12	-	12
4.	Tariffs	06	-	06
5.	Overhead Transmission Line	18	06	24
6.	Transmission Line Calculation	15	04	19
7.	Underground cables	06	02	08
8.	Distribution	15	08	23
	Total	90	30	120



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LECTURE HRS. PER WEEK	:	TH. 06, PR. 02
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S.No.	COURSE CONTENT	
1.	Non Conventional Sources Of Energy -	
	Concept and need of primacy and secondary energy sources, difference	
	between conventional and non-conventional sources of energy, concept	
	of solar, wind, biogas, ocean, tidal, geothermal, fuel cell, MHD and	
	their practical applications.	
2.	Conventional Sources Of Energy -	
	Detailed study of generating stations - thermal, hydro, nuclear,	
	schematic diagram, site selection main components and auxiliaries	
	for above power stations. Study of gas turbines plant and diesel power	
	plant. Advantages, disadvantages of thermal hydro, nuclear, gas turbine	
	plant and diesel power plant.	
3.	Concept Of Load -	
	Types of load, load curve, load duration curve, connected load, demand	
	factor, average load, maximum demand, load factor, diversity factor,	
	plant utilization factor, capacity factor, reserve capacity. Simple	
	numerical on above terms.	
4.	Types of Tariff, flat rate, block rate, two part, maximum demand and	
	power factor tariff. Their merits and demerits. Simple problems on	
	above terms.	
5.	Concept of Transmission, single line diagram of complete power	
	system, standard voltages of A.C. Transmission, efficiency (no	
	derivation). H.V.D.C. transmission system, line diagram, advantages	
	and Disadvantages of H.V.D.C.	
	Sag, causes & effects of sag on transmission line, effect of wind, ice	
	and temperature on sag. Types of line supports, type of joints, looms,	
	earth wires, ground wire and vibration dampers.	
	Importance of R,L,C in transmission line (no derivation), skin effect,	
	transposition, corona, advantages and disadvantages of corona,	
	methods of reducing corona, types of insulators, string efficiency and	

	voltage distribution, grading ring and Arcing horn.			
6	Types of Transmission line, T and \prod network of medium Transmission			
	line, transmission efficiency, Ferranti effect, simple problems of short			
	and medium Transmission line.			
7.	Difference between overhead line and underground cables.			
	Classification and construction of L.T. and H. T. cables, Methods of			
	laying.			
8.	Classification of distribution system, ring main, radial and			
	interconnected system. Concept of feeder, distributor and service mains			
	in distribution system. Simple problems.			



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	: : GENI : : :	: JUL.08 : FOURTH SEMESTER : 404 GENERATION, TRANSMISSION & : : 6238 : : TH. 06, PR. 02 : TH. 90, PR. 30

LIST OF EXPERIMENTS

S. No.	Name of Experiment
1	Study of solar cooker.
2	Study of solar water heater.
3	Study of solar photo-voltaic cells.
4	Study of wind mill.
5	Study of Bio Gas plant.
6	Study of steam power plant, hydro power plant, nuclear power plant.
7	Study of line supports and insulators.
8	Determination of string efficiency of insulator string.
9	Performance of short/ medium transmissions line.
10	Study of L.T. and H.T. Cables and over head conductors.
11	Voltage distribution in radial and ring main system.
12	Visit to a
	Substation.
	• Generating station.
	• Places where solar, wind, Biogas and tidal power plant are installed.



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LECTURE HRS. PER WEEK	:	TH. 06, PR. 02
LECTURE HRS. PER SEMESTER	:	TH. 90, PR. 30

REFERENCE BOOK

S. No.	Name of Book			
1	Non Conventional energy sources	By G.D. Rai, Khanna publisher		
2	Electrical Power	By S.L.Uppal, Khanna publisher		
3	Electrical Power	By J.B. Gupta		
4	Power System	By V.K. Mehta		
5	जनन संचरण एवं वितरण_	एम. एफ. कुरेशी दीपक प्रकाशन		



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
COURSE CODE	:	411
NAME OF COURSE (SUBJECT)	:	ENTREPRENEURSHIP
OLD PAPER CODE	:	
NEW PAPER CODE	:	6046
COMMON WITH PROGRAMME	:	C/M/CTM/AUTO/RAC/PRT/TEXT/ETE.
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 06, PR. 00
LECTURE HRS. PER SEMESTER	:	TH. 90, PR. 00

RATIONALE

Since long entrepreneurship has been recognized as an essential ingredient of economic development. Concept of entrepreneurship has varied from time to time to suit the changing ethos of socio-economic reality. It was applied to business for the first time in 18th century, to designate a dealer who buys and sells goods at uncertain prices. Later on an entrepreneur was considered a dynamic agent of change, or the catalyst who transformed increasingly physical, natural and human resources, into corresponding production possibilities. In recent years, managerial aspects of entrepreneurship are being emphasized. It employs innovativeness, an urge to take risk in the face of uncertainties, and intuition, i.e. a capacity of seeing things in a way which afterwards proves to be true.

The course is kept in soft core under DCS, DME and DEE/ Videography/ Arch/CDDM/ Garment/ MOM/ Prod/ RAC/ MOM/CTM/ Auto/ Comp/ ETE/ IT/ Opto/ Print/ Texttile technology to bring to surface certain common characteristics such as perception of economic opportunity, technical and organizational skills, managerial competence, and motivation to achieve result.



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
COURSE CODE	:	411
NAME OF COURSE (SUBJECT)	:	ENTREPRENEURSHIP
OLD PAPER CODE	:	
NEW PAPER CODE	:	6046
COMMON WITH PROGRAMME	:	C/M/CTM/AUTO/RAC/PRT/TEXT/ETE.
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 06, PR. 00
LECTURE HRS. PER SEMESTER	:	TH. 90, PR. 00

SCHEME OF STUDIES

S.NO.	TOPICS	THEORY	PRACT.(H	TOTAL
		HRS.)	RS.)	
1.	INTRODUCTION TO	10	-	10
	ENTERPRENEURSHIP			
2.	INDUSTRIES AND	12	-	12
	BUSINESS			
	ORGANIZATIONA			
3.	INSTITUTIONAL	12	-	12
	ASSISTANCE			
4.	INCENTIVS/	12	-	12
	CONCESSION/			
	FACILITIES AVAILABLE			
	TO SSI ENTERPRENEUR			
5.	PLANNING OF	20	-	20
	INDUSTRIAL UNIT			
6.	ACHIVEMENT	12	-	12
	MOTIVATION			
7.	FINANCIAL	12	-	12
	MANAGEMENT OF AN			
	INDUSTRIAL UNIT (SSI)			
	TOTAL	90	-	90



SCHEME SEMESTER	:	JUL.08 FOURTH SEMESTER
NAME OF COURSE (SUBJECT)	:	411 ENTREPRENEURSHIP
NEW PAPER CODE COMMON WITH PROGRAMME	:	6046 C/M/CTM/AUTO/RAC/PRT/TEXT/ETE.
(BRANCH) LECTURE HRS. PER WEEK LECTURE HRS. PER SEMESTER	:	TH. 06, PR. 00 TH. 90, PR. 00

COURSE CONTENT

S. DETAILED COURSE CONTENT NO. 1. INTRODUCTION TO ENTERPRENEURSHIP • Definition of Entrepreneur / Entrepreneur • Difference between Entrepreneurship / Entrepreneurship • Need for Entrepreneurship • qualities of successful entrepreneur							
NO. 1. INTRODUCTION TO ENTERPRENEURSHIP • Definition of Entrepreneur / Entrepreneur • Difference between Entrepreneurship / Entrepreneurship • Need for Entrepreneurship • qualities of successful entrepreneur							
 INTRODUCTION TO ENTERPRENEURSHIP Definition of Entrepreneur / Entrepreneur Difference between Entrepreneurship / Entrepreneurship Need for Entrepreneurship qualities of successful entrepreneur 							
 Definition of Entrepreneur / Entrepreneur Difference between Entrepreneurship / Entrepreneurship Need for Entrepreneurship qualities of successful entrepreneur 							
 Difference between Entrepreneurship / Entrepreneurship Need for Entrepreneurship qualities of successful entrepreneur 							
Need for Entrepreneurshipqualities of successful entrepreneur							
• qualities of successful entrepreneur	Need for Entrepreneurship						
	• qualities of successful entrepreneur						
Myths about Entrepreneurship	• Myths about Entrepreneurship						
Classification of entrepreneurs on the basis of different criteria							
Reasons for the failure of entrepreneurs							
2. INDUSTRIES AND BUSINESS ORGANIZATIONS							
Concept of Industry or Enterprise							
Classification of Industries							
(a) On the basis of capital investment							
- Tiny (Micro) Industry							
- Small Scale							
- Medium Scale							
- Large Scale							
(b) Others							
- Rural Industry							
- Cottage Industry							
(c) Forms of Business Organization							
- Proprietorship							
- Board & Co-operative							
- Partnership							
- Public Ltd.							
- Filvate Liu. IT Sector							
- II SCUUI - Government Co-operative / Undertakings							
(d) Tiny small scale Industry							
- Definition							

-	Its significance in	n National Develop	oment.
-	Govt. policies for	r SSI promotions	
-	Sector / Product	for SSI.	
3. INSTITUTION	NAL ASSISTAN	CE	
(a) Types	of Institutional as	sistance	
(w) 1 j p • 5 -	Infra - structural	assistance	
_	Technical Assist	ance	
_	Elnancial assista	nce	
-	Marketing Assist	ance	
(b) Inform	ation / guidence	ance Training	
	ation / guidance c		
- 51	ISI	- ASK	
- IVI	IPCON	- USIK	
- C	ED- MA	- NKDC	
(c) Infrasti	ructure		
- D	/C	- AVN/A	.KVN
(e) Financ	e		
- S]	IDBI	- KVIB	MPFC
- N	ABARD	- MPWDC	NSIC
M.]	P.A.V.V.N.		
(d) Market	ting		
-	MP- AGRO		
-	NSIC		
-	PM.LUN		
-	EXPORT COPP	ORATION	
-	KVIP		
-	MPHSVN		
	MPLDC		
(e) Ouality	v Control		
- B	IS - FPO	- MPLUN F.	.D.A.
_	AG MKT Board	1	
4 INCENTIVES	/ CONCESSION	- I / FACITLITIES A	AVAILABLE
• Seed m	onev	.,	
 Incenti 	ve / subsidies		
• Incellu	(Dhonog I and	ata)	
• Utiters	(FIIOHES, LAHOS (IAI INIT (COD	
J. FLAININING ($\mathcal{D}\mathcal{F}$ AIN INDUSTR	1AL UNIT (221)	
• Pre- Pl	anning Stage	. ,	
-	Scanning the env	rironment	
-	Market survey		
-	Seeking informat	tion	
-	product / project	selection	
 Implen 	nentation Stage		
-	PPR Preparation		
-	DIC registration		
-	Arrangement of I	Land	
-	Arrangement of]	Power	
-	Obtaining NOC /	Licenses from var	rious departments
-	DPR Preparation		ī
-	Seeking financia	lassistance	
-	Commercial Prod	luction	
 Post In 	nlementation sta	σe	
• 105t III	Permanent regist	ration from DIC	
-	Availing Subsidi		
-	Availing Subsidi	63	

Diversification / Modification -Setting up of marketing channel / Distribution. _ 6. ACHIVEMENT MOTIVATION • Historical perspective • Concept of achievement motivation • Significance of achievement motivation • Development of achievement motivation 7. FINANCIAL MANAGEMENT OF AN INDUSTRIAL UNIT (SSI) • Tools of financial analysis Ratio analysis • Fund Flow / Cash flow analysis • Working capital and concepts • Financial accounting •



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
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OLD PAPER CODE	:	
NEW PAPER CODE	:	6046
COMMON WITH PROGRAMME	:	C/M/CTM/AUTO/RAC/PRT/TEXT/ETE.
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 06, PR. 00
LECTURE HRS. PER SEMESTER	:	TH. 90, PR. 00

PROJECT WORK/ASSIGNMENT

- 1. To prepare chart to showing various factors affecting entrepreneurship.
- 2. To collect details related to various schemes run by the Govt. for Self-Employment and Entrepreneurship.
- 3. To identify and select a project and conduct Market-Survey thereof.
- 4. To collect various formats used in industries & departments/institutions working in the field of entrepreneurship.
- 5. Visit few small scale industries situated in city, nearby industrial area.
- 6. Discuss the problems related to SSI (Small Scale Industries) with an entrepreneur.
- 7. Collect information about market rates quality and quantity of goods for their choice.
- 8. Develop logical and analytical approach to purchase the raw material / finished goods
- 9. To prepare case study of successful entrepreneurs.
- 10. Preparation of Project report for the industry/ Business they are willing to start.



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(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 06, PR. 00
LECTURE HRS. PER SEMESTER	:	TH. 90, PR. 00

REFERENCES

1.Entreprenerial Development Vol. I,II,III By Vasant desai Himalaya Publicaton 2.CEDMAP (Center of Entrepreneurial development Madhya Pradesh)

3.Udyamita Vikas

By Anand Prakashan



ETE/MOM
E

RATIONALE

In the Era of Globalization and Liberalization, this course of Marketing Management is of utmost important to the entrepreneur, industrialist and people working in the field of Marketing and related work.

This course specially designed to help the students in widening their knowledge and understanding of the current market trends and also helpful to start their career in their respective fields along with the knowledge of marketing.

To produce something is not very difficult but to make people come forward to buy it is very difficult task. This statement shows the importance and need of this course in the present scenario.



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
COURSE CODE	:	412
NAME OF COURSE (SUBJECT)	:	MARKETINGMANAGEMENT
OLD PAPER CODE	:	
NEW PAPER CODE	:	5181
COMMON WITH PROGRAMME	:	C/M/CTM/AUTO/RAC/PRT/TEXT/ETE/MOM
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 06, PR. 00
LECTURE HRS. PER SEMESTER	:	TH. 90, PR. 00

SCHEME OF STUDIES

Sr	DETAILED COURCE CONTENTS	HRS
.no		
1		08
	MARKETING AND CONCEPT	
2	MARKETING ENVIRONMENT	06
3	MARKETIN PLANNING AND ORGANISATION	08
4	MARKET SEGMENTATION	06
5	MARKETING MIX	06
Α	PRODUCT MANAGEMENT	08
В	PLACE MANAGEMENT	08
С	PRICE MANAGEMENT	08
D	PROMOTION MANAGEMENT	08
6	UNDERSTANDING CONSUMERS	06
7	MARKETING RESEARCH AND SALES FORECASTING	10
8	SALES MANAGEMENT	08
	TOTAL	90



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
COURSE CODE	:	412
NAME OF COURSE (SUBJECT)	:	MARKETINGMANAGEMENT
OLD PAPER CODE	:	
NEW PAPER CODE	:	5181
COMMON WITH PROGRAMME	:	C/M/CTM/AUTO/RAC/PRT/TEXT/ETE/MOM
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 06, PR. 00
LECTURE HRS. PER SEMESTER	:	TH. 90, PR. 00

SCHEME OF STUDIES

S NO.	DETAILED COURSE CONTENT
1	
	MARKETING & CONCEPT
1.1	
	Evolution of marketing-a historical background
1.1.1	The stage of barter
1.1.2	The stage of money economy
1.1.3	The stage of industrial revolution
1.1.4	The stage of competition
1.1.5	The emergence of marketing
1.2	
	Selected definitions of marketing
1.3	Different concept of marketing
1.3.1	The exchange concept
1.3.2	The production concept
1.3.3	The product concept
1.3.4	The sales concept
1.3.5	The marketing concept
1.4	
	Difference between selling & marketing
1.5	Benefits & significance of marketing
1.5.1	Helps to remove causes for under development
1.5.2	Improve productivity & efficiency
1.5.3	Canalize country's economic resources properly
1.5.4	Insure better deal for consumer
1.5.5	Make economic planning meaningful & relevant etc.

2		Marketing environment
	2.1	Internal & external factors
	2.1.1	Demographic environment
	2.1.2	Economic environment
	2.1.3	Political environment
	2.1.4	Physical environment
	2.1.5	Technological environment
	2.1.6	Competitive environment
	2.1.7	Social & cultural environment
	2.2	Micro & macro environment
3		Marketing planning & organization
	3.1	Scope & importance of planning
	3.2	Steps in marketing planning process
	3.3	Purpose & principle of organization
	3.4	Models of marketing organization
	3.4.1	Line & staff type
	3.4.2	Product based organization
	3.4.3	Territory oriented organization
	3.4.4	Complex organization
	3.5	Task of chief marketing executive
	3.6	Decentralization
4		Market segmentation
	4.1	Types of market
	4.2	Definitions & benefits of segmentation
	4.3	Method s of segmentation
	4.3.1	Geographic segmentation
	4.3.2	Demographic segmentation
	4.3.3	Psychographic segmentation
	4.3.4	Buyer behavior Segmentation
	4.3.5	Volume segmentation
	4.4	Steps in market segmentation
	4.5	Market targeting
5		Market mix
	5.1	Definition of market mix
	5.2	Elements of marketing mix (4 P'S)-Product, Place, Price, Promotion

5.3	Environmental variable (uncontrollable variables)
5.3.1	Customer variable
5.3.2	Competition variable
5.3.3	Trade variable
5.3.4	Environmental variable
5.4	
	Product management
5.4.1	Components of product
	• The core or basic constituent
	• The associated features
	• The brand names package label
5.4.2	Types of product
	• The generic product
	• The branded product
	• The differentiated product
	• The customized product
	• The augmented & potential product
5.4.3	The product line & product mix
5.5	New product development (NPD)
5.5.1	Significance & classification of new product
5.5.2	Stages in NPD
5.5.3	Estimating the demand for new product
5.5.4	Test marketing
5.6	Product life cycle (PLC)
5.6.1	Concepts & benefits of PLC
5.6.2	Different stages in PLC
5.6.3	Strategies used in different stages
5.7	
	Place management
5.7.1	Physical distribution
	Definitions & importance of physical distribution
	• Designing the physical distribution system
5.7.2	The distribution channel
	• The role & importance of distribution channel
	• Planning & designing of distribution channel
	Types of distribution intermediaries
5.8	
	Price management
5.8.1	The meaning & importance of pricing
5.8.2	Objectives of pricing
5.8.3	Factors affecting pricing –Internal & external
5.8.4	Pricing methods
	Cost based pricing
	Break even pricing
	Demand based pricing
	Competition based pricing
	Product line pricing
	• Tender pricing

		Affordability pricing		
		Differentiated pricing		
	5.8.5	Pricing policies & setting the price		
	5.9			
		Promotion management		
	5.9.1	Sales promotion		
		 Importance & objectives of sales promotion 		
		Tools &techniques of sales promotion		
	5.9.2	Advertising		
		Role & importance of advertising		
		• Types of advertising		
		 Deciding on the advertising budget 		
		Evaluating advertising effectiveness		
	5.9.3	Difference between sales promotion & advertising		
6		Understanding consumer		
0		Understanding consumer		
	6.1	Factor influencing huver behavior		
		Factor influencing buyer behavior		
		Information from variety of sources		
		• Socio-cultural environment of buyer		
		• Group influence		
		• Religion & language		
	()	Concern about status		
	6. <i>2</i>	Ruving motives _Product & natronage motive		
	63	Puying holite Convenience shonning and spatiality goods		
	0.5	buying nabits – Convenience, snopping and spatianty goods		
7		Marketing research & sales forecasting		
	7.1			
		Definition & importance of marketing research		
	7.2			
		Steps in marketing research		
		• Defining problem		
		Problem analysis		
		• Developing research design		
		Developing research procedure		
		• Data collection – Primary & secondary		
		Analyzing & interpretation		
		• Summarizing & preparing the research report		
	7.3			
		Method of market research		
	7.4	Necessity & purpose of sales forecasting		
	7.5	Methods of sales forecasting		

8	Sales management
8.1	Designing the sales force
8.2	Managing the sales force• Recruitment & selection• Training, compensation, control• Supervision & direction• Motivation of salesman
8.3	Fixing sales quota
8.4	Duties & responsibilities of sales manager



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
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OLD PAPER CODE	:	
NEW PAPER CODE	:	5181
COMMON WITH PROGRAMME	:	C/M/CTM/AUTO/RAC/PRT/TEXT/ETE/MOM
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 06, PR. 00
LECTURE HRS. PER SEMESTER	:	TH. 90, PR. 00

LIST OF REFERENCE BOOKS

- 1. Marketing management Analysis, Planning & Control Philip Kotler
- Principles & practice of Marketing in India C.B.Memoria & R.L.Joshi
 Contemporary Marketing Louis & Bone & David L. Kurtz
- 4. Essential of Management –Koontz
- 5. Marketing management- S.A. Sherlekar



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
COURSE CODE	:	406
NAME OF COURSE (SUBJECT)	:	PROFESSIONAL ACTIVITIES
OLD PAPER CODE	:	
NEW PAPER CODE	:	
COMMON WITH PROGRAMME	:	
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 00, PR. 02
LECTURE HRS. PER SEMESTER	:	TH. 00, PR. 30

RATIONALE:

In today's competitive world, the nature of organizations is changing at very rapid speed. In this situation the responsibility of diploma holder is not unique. He will be a part of a team in the organization. As such the individual skills are not sufficient to work at his best.

This subject will develop the student as an effective member of the team. It will develop the

abilities and skills to perform at highest degree of quality as an individual as well as a member of core group or team. Such skills will enhance his capabilities in the field of searching, assimilating information, managing the given task, handling people effectively, solving challenging problems.

This subject is classified under humanity science

OBJECTIVES:

THE STUDENTS WILL BE ABLE TO:

- 1. Developing working in teams
- 2. Apply problem solving skills for a given situation
- 3. Use effective presentation techniques
- 4. Apply techniques of effective time management
- 5. Apply task management techniques for given projects
- 6. Enhance leadership traits
- 7. Resolve conflict by appropriate method
- 8. Survive self in today's competitive world
- 9. Face interview without fear
- 10. Follow moral and ethics
- 11. Convince people to avoid frustration



SCHEME SEMESTER COURSE CODE NAME OF COURSE (SUBJECT) OLD PAPER CODE NEW PAPER CODE	: : : :	JUL.08 FOURTH SEMESTER 406 PROFESSIONAL ACTIVITIES
COMMON WITH PROGRAMME (BRANCH)	:	
LECTURE HRS. PER WEEK LECTURE HRS. PER SEMESTER	:	TH. 00, PR. 02 TH. 00, PR. 30

S.NO	CONTENT	STUDY
		Hrs.
1	SOCIAL SKILLS	01
	SOCIETY, SOCIAL STRUCTURE, DEVELOP SYMPATHY AND EMPATHY	
2	Swot Analysis – Concept, How to make use of SWOT	01
3	Inter personal Relation	02
	Sources of conflict, Resolution of conflict,	
	Ways to enhance interpersonal relations.	
4	Problem Solving	02
	I)STEPS IN PROBLEM SOLVING,	
	1)IDENTIFY AND CLARIFY THE PROBLEM,	
	2)INFORMATION GATHERING RELATED TO PROBLEM,	
	3)EVALUATE THE EVIDENCE,	
	4)CONSIDER ALTERNATIVE SOLUTIONS AND THEIR IMPLICATIONS,	
	5)CHOOSE AND IMPLEMENT THE BEST ALTERNATIVE,	
	6)REVIEW	
	II)Problem solving technique.(any one technique may be considered)	
	1) Trial and error, 2) Brain storming, 3) Lateral thinking	
5	Presentation Skills	03
	Body language	
	Dress like the audience	
	Posture, Gestures, Eye contact and facial expression.	
	PRESENTATION SKILL –	
	STAGE FRIGHT,	
	Voice and language - Volume, Pitch, Inflection, Speed, Pause	
	Pronunciation, Articulation, Language,	
	Practice of speech.	
	Use of aids –OHP,LCD projector, white board	

S.NO	CONTENT	STUDY
		Hrs.
6	Industrial Visits	07
	submitted by the individual student, to form a part of the term work.	
	TWO industrial visits may be arranged in the following areas / industries :	
	i) Manufacturing organizations for observing various manufacturing	
	processes including neat treatment	
	1) Material testing laboratories in industries or reputed organizations iii) Auto workshop / Garage	
	iv) Plastic material processing unit	
	v) ST workshop / City transport workshop	
	() 2 C Menser (Cold Competence)	
7	Lectures by Professional / Industrial Expert be organized from ANY	07
	THREE of the following areas •	
	i) Use of a plastics in automobiles	
	i) Nonferrous Metals and allows for engineering applications	
	iii) Surface Treatment Processes like electronlating prowder coating etc.	
	iv) Selection of electric motors	
	v) Computer aided drafting.	
	vi) Industrial hygiene.	
	vii) Composite Materials.	
	viii) Heat treatment processes.	
	ix) Ceramics	
	x) Safety Engineering and Waste elimination	

S.NO	CONTENT	STUDY
		Hrs.
8	Individual Assignments :	08
	Any two from the list suggested	
	a) Process sequence of any two machine components.	
	b) Write material specifications for any two composite jobs.	
	c) Collection of samples of different plastic material or cutting tools with	
	properties, specifications and applications.	
	d) Preparing models using development of surfaces.	
	e) Assignments on bending moment, sheer forces, deflection of beams	
	and torsion chapters of strength of material.	
	f) Select different materials with specifications for at least 10 different	
	machine components and list the important material properties	
	desirable.	
	g) Select 5 different carbon steels and alloy steels used in mechanical	
	engineering applications and specify heat treatment processes employed	
	for improving the properties. Also give brief description of the heat	
	treatment processes.	
	h) List the various properties and applications of following materials – a.	
	Ceramics b. fiber reinforcement plastics	
	c. thermo plastic plastics d. thermo setting plastics	
	e. rubbers.	
	OR	
	Conduct ANY ONE of the following activities through active participation of students	
	and write report	
	i) Rally for energy conservation / tree plantation.	
	ii) Survey for local social problems such as mal nutrition, unemployment,	
	cleanliness, illiteracy etc.	
	iii) Conduct aptitude, general knowledge test, IQ test	
	iv) Arrange any one training in the following areas :	
	a) Yoga. B) Use of fire fighting equipment and First aid	
	Maintenance of Domestic appliances.	

S.NO	CONTENT	STUDY
		Hrs.
9	Group discussion and Interview technique –	03
	Introduction to group discussion,	
	Ways to carry out group discussion,	
	Parameters— Contact, body language, analytical and logical thinking,	
	decision making	
	The students should discuss in a group of six to eight students and write a	
	brief report on the same as a part of term work. Two topics for group	
	discussions may be selected by the faculty members. Some of the	
	suggested topics are -	
	i) Sports	
	ii) Current news items	
	iii) Discipline and House Keeping	
	iv) Current topics related to ELECTRICALengineering field.	
	INTERVIEW TECHNIQUE	
	NECESSITY,	
	TIPS FOR HANDLING COMMON QUESTIONS	
10	Working in Teams	. 02
	UNDERSTAND AND WORK WITHIN THE DYNAMICS OF A GROUPS.	
	TIPS TO WORK EFFECTIVELY IN TEAMS,	
	ESTABLISH GOOD RAPPORT, INTEREST WITH OTHERS AND WORK	
	EFFECTIVELY WITH THEM TO MEET COMMON OBJECTIVES,	
	TIPS TO PROVIDE AND ACCEPT FEEDBACK IN A CONSTRUCTIVE AND	
	CONSIDERATE WAY ,	
	LEADERSHIP IN TEAMS, HANDLING FRUSTRATIONS IN GROUP	
11	Task Management	02
	INTRODUCTION,	
	TASK IDENTIFICATION,	
	TASK PLANNING ,ORGANIZING AND EXECUTION,	
	CLOSING THE TASK	
	TOTAL	38



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
COURSE CODE	:	406
NAME OF COURSE (SUBJECT)	:	PROFESSIONAL ACTIVITIES
OLD PAPER CODE	:	
NEW PAPER CODE	:	
COMMON WITH PROGRAMME	:	
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 00, PR. 02
LECTURE HRS. PER SEMESTER	:	TH. 00, PR. 30

CONTENTS:

Lectures: 02 Hrs. per Week

Assignment: (Any Eight Assignment)

1) SWOT analysis:- Analyse yourself with respect to your strength and weaknesses, opportunities and threats. Following points will be useful for doing SWOT.

a) Your past experiences,

b) Achievements,

c) Failures,

d) Feedback from others etc.

2) Undergo a test on reading skill/memory skill administered by your teacher.

3) Solve the puzzles.

4) Form a group of 5-10 students and do a work for social cause e.g. tree plantation, blood donation, environment protection, camps on awareness like importance of cleanliness in slump area, social activities like giving cloths to poor etc.(One activity per group)

5) Deliver a seminar for 10-12 minutes using presentation aids on the topic given by your teacher.

6) Watch/listen an informative session on social activities. Make a report on topic of your interest using audio/visual aids. Make a report on the programme.#####

7) Conduct an interview of a personality and write a report on it.

8) Discuss a topic in a group and prepare minutes of discussion. Write thorough description of the topic discussed

9) Arrange an exhibition, displaying flow-charts, posters, paper cutting, photographs etc on the topic given by your teacher.

Note: - Please note that these are the suggested assignments on given contents/topic. These assignments are the guide lines to the subject teachers. However the subject teachers are free to design any assignment relevant to the topic. The **term work** will consist of any eight assignments. **MINI PROJECT** ON TASK MANAGEMENT. DECIDE ANY TASK TO BE COMPLETED IN ASTIPULATED TIME WITH THE HELP OF TEACHER. WRITE A REPORT CONSIDERING VARIOUS STEPS IN

TASK MANAGEMENT.



SCHEME SEMESTER	:	JUL.08 Fourth semester
COURSE CODE	:	406
NAME OF COURSE (SUBJECT) OLD PAPER CODE	:	PROFESSIONAL ACTIVITIES
NEW PAPER CODE	•	
(BRANCH)	•	
LECTURE HRS. PER WEEK	:	TH. 00, PR. 02
LECTURE HRS. PER SEMESTER	:	I H. UU, PK. 30

Learning Resources:

	Books:					
Sr. No	Author	Title of the book	Publisher			
1	Marshall Cooks Adams	Time management	Viva Books			
2	E.H. Mc Grath, S.J.	Basic Managerial Skills for All	Pretice Hall of India, Pvt Ltd			
3	Allen Pease	Body Language	Sudha Publications Pvt. Ltd.			
4	Lowe and Phil	Creativity and problem solving	Kogan Page (I) P Ltd			
5	by Adair, J	Decision making & Problem Solving	Orient Longman			
6	Bishop, Sue	Develop Your Assertiveness	Kogan Page India			
7	Marion E Haynes	Make Every Minute Count	Kogan page India			
8	Steven L McShane and Mary Ann Glinow	Organizational Behavior	Tata McGraw Hill			
9	Stephen P. Robbins	Organizational Behavior	Pretice Hall of India, Pvt Ltd			
10	Michael Hatton	Presentation Skills	(Canada – India Project) ISTE New Delhi			
11		Stress Management Through Yoga and Meditation	Sterling Publisher Pvt Ltd			
12	Richard Hale ,Peter Whilom	Target setting and Goal Achievement	Kogan page India			
13	Chakravarty, Ajanta	Time management	Rupa and Company			
14	Harding ham	Working in Teams	A Orient Longman			



SCHEME	:	JUL.08
SEMESTER	:	FOURTH SEMESTER
COURSE CODE	:	406
NAME OF COURSE (SUBJECT)	:	PROFESSIONAL ACTIVITIES
OLD PAPER CODE	:	
NEW PAPER CODE	:	
COMMON WITH PROGRAMME	:	
(BRANCH)		
LECTURE HRS. PER WEEK	:	TH. 00, PR. 02
LECTURE HRS. PER SEMESTER	:	TH. 00, PR. 30

INTERNET ASSISTANCE

- 1. http://www.mindtools.com
- 2. http://www.stress.org
- 3. http://www.ethics.com
- 4. http://www.coopcomm.org/workbook.htm
- 5. http://www.mapfornonprofits.org/
- 6. http://www.learningmeditition.com http://bbc.co.uk/learning/courses/
- 7. http://eqi.org/
- 8. http://www.abacon.com/commstudies/interpersonal/indisclosure.html
- 9. http://www.mapnp.org/library/ethics/ethxgde.htm
- 10. http://www.mapnp.org/library/grp_cnfl/grp_cnfl.htm
- 11. http://members.aol.com/nonverbal2/diction1.htm
- 12. http://www.thomasarmstron.com/multiple_intelligences.htm
- 13. http://snow.utoronto.ca/Learn2/modules.html
- 14. http://www.quickmba.com/strategy/swot/