



RCMAS
RAJAGIRI COLLEGE OF MANAGEMENT &
APPLIED SCIENCES

Criterion I Curricular Aspects

RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES

RAJAGIRI VALLEY P.O, KAKKANAD, KERALA 682039

An ISO 9001 : 2015 Certified Institution

Affiliated to Mahatma Gandhi University, Kottayam and Approved by AICTE

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of Continuous Internal Assessment

Teachers' Course Plan 2019-2024

Submitted to



RAJAGIRI COLLEGE OF MANAGEMENT & APPLIED SCIENCE

Programme: BCA - BACHELOR OF COMPUTER APPLICATIONS

Course Facilitator: NILEENA SASIDHARAN

Academic Year: 2023-2024

Course: CA4CRT12 - LINUX ADMINISTRATION

Hours	Module	Topics to be Covered	Total hrs
1	1	Overview of Linux - What is Linux?, Linux and Unix	12
2	1	Overview of Linux - Features and advantages	
3	1	Overview of Linux - Linux architecture	
4	1	Overview of Linux - Linux File System	
5	1	Overview of Linux - Storage of files	
6	1	Overview of Linux - Hardware requirements for Linux	
7	1	Overview of Linux - Commands for files	
8	1	Overview of Linux - Directory related files	
9	1	Overview of Linux - File creation commands	
10	1	Overview of Linux - File creation commands	
11	1	Overview of Linux - File comparison commands, Printout commands	
12	1	Overview of Linux - File access permissions	
1	2	Essential Linux commands - Processes in linux, process fundamentals	15
2	2	Essential Linux commands - Process related commands	
3	2	Essential Linux commands - Background processing	
4	2	Essential Linux commands - nohup command, killing a process	
5	2	Essential Linux commands - Changing process priorities	
6	2	Essential Linux commands - Process scheduling	
7	2	Essential Linux commands - File processing Commands: wc, cut	
8	2	Essential Linux commands - File processing Commands: paste, sort	
9	2	Essential Linux commands - Mathematical commands	
10	2	Essential Linux commands - Pipes	
11	2	Essential Linux commands - Redirecting Input Output	
12	2	Essential Linux commands - Creating and Viewing using vi editor	
13	2	Essential Linux commands - Commands in vi editor	
14	2	Essential Linux commands - Block commands	
15	2	Essential Linux commands - set commands, Customizing vi environment	
1	3	Shell Programming - Shell programming, types of shell	15
2	3	Shell Programming - Shell variables	
3	3	Shell Programming - shell keywords	
4	3	Shell Programming - Parameter passing and arguments	
5	3	Shell Programming - Positional parameters	
6	3	Shell Programming - Arithmetic in Shell script	
7	3	Shell Programming - read, echo, tput	
8	3	Shell Programming - Conditional Statements : if statement	
9	3	Shell Programming - test command	
10	3	Shell Programming - Logical operators	
11	3	Shell Programming - case statement	
12	3	Shell Programming - Looping statements: while, until loop	
13	3	Shell Programming - for loop	
14	3	Shell Programming - IFS, Reading from a file	
15	3	Shell Programming - Break and Continue	
1	4	System Administration - Common Administrative tasks	
2	4	System Administration - Identifying administrative files configuration and log files	
3	4	System Administration - Role of system administrator	



4	4	System Administration - Managing user accounts - adding users
5	4	System Administration - Managing user accounts - deleting users
6	4	System Administration - Changing permissions
7	4	System Administration - Changing ownerships
8	4	System Administration - Creating groups
9	4	System Administration - managing groups
10	4	System Administration - Modifying group attributes
11	4	System Administration - Temporary disabling of user accounts
12	4	System Administration - Creating and mounting file system
13	4	System Administration - Monitoring system performance : File security
14	4	System Administration - Monitoring system performance : permissions
15	4	System Administration - Becoming super user
16	4	System Administration - Getting system information
17	4	System Administration - Disk partitions and sizes, Kernals
18	4	System Administration - Installing and removing packages with rpm command
1	5	Simple filter commands and Understanding various Servers - Simple filter commands
2	5	Simple filter commands and Understanding various Servers - pr, head
3	5	Simple filter commands and Understanding various Servers - tail, cut
4	5	Simple filter commands and Understanding various Servers - sort
5	5	Simple filter commands and Understanding various Servers - uniq, tr
6	5	Simple filter commands and Understanding various Servers - Filter using regular expression : grep
7	5	Simple filter commands and Understanding various Servers - Filter using regular expression : egrep
8	5	Simple filter commands and Understanding various Servers - Filter using regular expression : sed
9	5	Simple filter commands and Understanding various Servers - Understanding various Servers : DHCP, DNS
10	5	Simple filter commands and Understanding various Servers - Squid, Apache
11	5	Simple filter commands and Understanding various Servers - Telnet, FTP
12	5	Simple filter commands and Understanding various Servers - Samba

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RAJAGIRI COLLEGE OF MANAGEMENT & APPLIED SCIENCE

Programme: BBA - BACHELOR OF BUSINESS ADMINISTRATION

Course Facilitator: PAUL WT

Academic Year: 2023-2024

Course: BA2CMT08 - MATHEMATICS FOR MANAGEMENT

Hours	Module	Topics to be Covered	Total hrs
1	1	Plane Analytic Geometry - 1 - Representation of a point in a plane - Problems	11
2	1	Plane Analytic Geometry - 1 - Distance Formula - Problems	
3	1	Plane Analytic Geometry - 1 - Distance Formula - Problems	
4	1	Plane Analytic Geometry - 1 - Distance Formula - Problems	
5	1	Plane Analytic Geometry - 1 - Distance Formula - Problems	
6	1	Plane Analytic Geometry - 1 - Section Formula - Problems	
7	1	Plane Analytic Geometry - 1 - Section Formula - Problems	
8	1	Plane Analytic Geometry - 1 - Section Formula - Problems	
9	1	Plane Analytic Geometry - 1 - Area of a triangle - Problems	
10	1	Plane Analytic Geometry - 1 - Area of a triangle - Problems	
11	1	Plane Analytic Geometry - 1 - Area of a triangle - Problems	
1	2	Plane Analytic Geometry - 2 - Trigonometry - Basic Results	17
2	2	Plane Analytic Geometry - 2 - Slope of a line- Problems	
3	2	Plane Analytic Geometry - 2 - Slope of a line- Problems	
4	2	Plane Analytic Geometry - 2 - Slope of a line- Problems	
5	2	Plane Analytic Geometry - 2 - Representation of lines in a plane - Problems	
6	2	Plane Analytic Geometry - 2 - Slope-Point form- Problems	
7	2	Plane Analytic Geometry - 2 - Two-Point form- Problems	
8	2	Plane Analytic Geometry - 2 - Intercepts of a line & Intercept form of a line - Problems	
9	2	Plane Analytic Geometry - 2 - Slope-intercept form or Slope form - Problems	
10	2	Plane Analytic Geometry - 2 - Normal or Perpendicular form - Problems	
11	2	Plane Analytic Geometry - 2 - General form of a line - Problems	
12	2	Plane Analytic Geometry - 2 - General form of a line - Problems	
13	2	Plane Analytic Geometry - 2 - The point of intersection of lines - Problems	
14	2	Plane Analytic Geometry - 2 - Concurrent lines - Problems	
15	2	Plane Analytic Geometry - 2 - Condition for parallel & perpendicular lines - Problems	
16	2	Plane Analytic Geometry - 2 - General Problems on Lines -Problems	
17	2	Plane Analytic Geometry - 2 - General Problems on Lines -Problems	
1	3	Arithmetic Progression - Sequences and series - nth term - Problems	9
2	3	Arithmetic Progression - A.P. - Definition and examples - Properties	
3	3	Arithmetic Progression - nth term of an A.P. - Problems	
4	3	Arithmetic Progression - nth term of an A.P. - Problems	
5	3	Arithmetic Progression - Arithmetic Mean & Means - Problems	
6	3	Arithmetic Progression - Sum of n terms of an A.P. - Problems	
7	3	Arithmetic Progression - Arithmetic Progression - Problems	
8	3	Arithmetic Progression - Arithmetic Progression - Problems	
9	3	Arithmetic Progression - Arithmetic Progression - Problems	
1	4	Geometric Progression - Geometric Progression - definition -examples	9
2	4	Geometric Progression - nth term of a G.P. - Problems	
3	4	Geometric Progression - Sum of n terms of a G.P. - Problems	
4	4	Geometric Progression - Sum of infinite terms of a G.P. - Problems	
5	4	Geometric Progression - Geometric Mean & Means - Problems	
6	4	Geometric Progression - Geometric Progression - Problems	
7	4	Geometric Progression - Geometric Progression - Problems	



8	4	Geometric Progression - Geometric Progression - Problems
9	4	Geometric Progression - Geometric Progression - Problems
1	5	Interests , Discounts , Annuities - Simple Interest - Problems
2	5	Interests , Discounts , Annuities - Compound Interest - Problems
3	5	Interests , Discounts , Annuities - Compound Interest - Problems
4	5	Interests , Discounts , Annuities - Depreciation - Problems
5	5	Interests , Discounts , Annuities - Discounts - Problems
6	5	Interests , Discounts , Annuities - Discounts - Problems
7	5	Interests , Discounts , Annuities - Discounts - Problems
8	5	Interests , Discounts , Annuities - Annuities - Different Types - Total amount of Annuity
9	5	Interests , Discounts , Annuities - Annuities - Problems
10	5	Interests , Discounts , Annuities - Present value of Annuity - Problems
11	5	Interests , Discounts , Annuities - Sinking Fund & Present value of Perpetual Annuity - Problems
12	5	Interests , Discounts , Annuities - Bill of exchange - Problems
13	5	Interests , Discounts , Annuities - Uni. question paper - Discussion
14	5	Interests , Discounts , Annuities - Uni. question paper - Discussion

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RAJAGIRI COLLEGE OF MANAGEMENT & APPLIED SCIENCE

Programme: BCOM - MODEL-II FINANCE AND TAXATION

Course Facilitator: VEENA RENJINI S

Academic Year: 2023-2024

Course: CO5CRT14 - COST ACCOUNTING - 1

Hours	Module	Topics to be Covered	Total hrs
1	1	Introduction to Cost Accounting - Chapter 1 : Meaning , Definition, Objectives & Functions	9
2	1	Introduction to Cost Accounting - Advantages, Limitations of cost accounting	
3	1	Introduction to Cost Accounting - Distinction between cost accounting & financial accounting & Essentials	
4	1	Introduction to Cost Accounting - Chapter 2 : Cost unit, Cost -Responsibility- Profit centre	
5	1	Introduction to Cost Accounting - Cost Concepts	
6	1	Introduction to Cost Accounting - Cost control & Cost Reduction	
7	1	Introduction to Cost Accounting - Methods & Techniques of costing	
8	1	Introduction to Cost Accounting - Emerging costing approaches & Elements of cost	
9	1	Introduction to Cost Accounting - Cost Classification	
1	2	Accounting & Control of Material Cost - Chapter 1 : Materials purchase procedures	22
2	2	Accounting & Control of Material Cost - Inventory control, Materials stock levels	
3	2	Accounting & Control of Material Cost - Material stock level problems solving	
4	2	Accounting & Control of Material Cost - Material stock level problems solving	
5	2	Accounting & Control of Material Cost - Material stock level problems solving	
6	2	Accounting & Control of Material Cost - Economic Order Quantity ; Problems	
7	2	Accounting & Control of Material Cost - Economic Order Quantity ; Problems	
8	2	Accounting & Control of Material Cost - ABC, VED, FNS, JIT Analysis	
9	2	Accounting & Control of Material Cost - Stock turnover ; Problems	
10	2	Accounting & Control of Material Cost - Material issue control, Stores records, Bin card & store ledger	
11	2	Accounting & Control of Material Cost - Inventory systems : Perpetual and Periodic inventory systems	
12	2	Accounting & Control of Material Cost - Continuous stock taking , Material losses : Wastage, scrap, spoilage, defectives	
13	2	Accounting & Control of Material Cost - Chapter 2 : Pricing of issue of materials : FIFO	
14	2	Accounting & Control of Material Cost - FIFO : Problems solving	
15	2	Accounting & Control of Material Cost - FIFO : Problems solving	
16	2	Accounting & Control of Material Cost - LIFO : Problems solving	
17	2	Accounting & Control of Material Cost - LIFO : Problems solving	
18	2	Accounting & Control of Material Cost - FIFO & LIFO Problems solving	
19	2	Accounting & Control of Material Cost - Simple average pricing method	
20	2	Accounting & Control of Material Cost - Simple average pricing method	
21	2	Accounting & Control of Material Cost - Weighted average pricing method	
22	2	Accounting & Control of Material Cost - Weighted average pricing method	
1	3	Accounting & Control of Labour cost - Chapter 1 : Time keeping & Time booking methods	
2	3	Accounting & Control of Labour cost - Idle time & Overtime	



3	3	Accounting & Control of Labour cost - Payroll Accounting
4	3	Accounting & Control of Labour cost - Chapter 2 : Systems of wage payments : Time rate & Piece rate systems
5	3	Accounting & Control of Labour cost - Taylor's differential piece rate system
6	3	Accounting & Control of Labour cost - Taylor's differential piece rate system: Problems
7	3	Accounting & Control of Labour cost - Taylor's differential piece rate system: Problems
8	3	Accounting & Control of Labour cost - Merrick's multiple piece rate system
9	3	Accounting & Control of Labour cost - Merrick's multiple piece rate system : Problems
10	3	Accounting & Control of Labour cost - Merrick's multiple piece rate system : Problems
11	3	Accounting & Control of Labour cost - Gantt task & bonus plan
12	3	Accounting & Control of Labour cost - Gantt task & bonus plan : Problems solving
13	3	Accounting & Control of Labour cost - Incentive plans : Halsey plan ; Problems
14	3	Accounting & Control of Labour cost - Incentive plans : Rowan plan ; Problems
15	3	Accounting & Control of Labour cost - Idle time , Overtime & their accounting treatment
16	3	Accounting & Control of Labour cost - Labour turnover ; Causes and effects
17	3	Accounting & Control of Labour cost - Methods of calculating labour turnover ; Problems solving
1	4	Accounting for Overheads - Chapter 1 : Classification of overheads; Semi-variable overheads; Production overheads
2	4	Accounting for Overheads - Allocation & Apportionment
3	4	Accounting for Overheads - Chapter 2 : Primary & secondary distribution summary
4	4	Accounting for Overheads - Absorption of overheads : Methods
5	4	Accounting for Overheads - Problems solving
6	4	Accounting for Overheads - Problems solving
7	4	Accounting for Overheads - Problems solving
8	4	Accounting for Overheads - Problems solving
9	4	Accounting for Overheads - Problems solving
10	4	Accounting for Overheads - Problems solving
11	4	Accounting for Overheads - Problems solving
12	4	Accounting for Overheads - Problems solving
13	4	Accounting for Overheads - Overhead absorption rates : Actual & Pre-determined rates
14	4	Accounting for Overheads - Blanket & Multiple rates
15	4	Accounting for Overheads - Over absorption & Under absorption of overheads
16	4	Accounting for Overheads - Activity Based Costing
1	5	Preparation of cost sheet & Reconciliation statement - Chapter 1: Cost sheet Objectives , Preparation
2	5	Preparation of cost sheet & Reconciliation statement - Problem solving
3	5	Preparation of cost sheet & Reconciliation statement - Problem solving
4	5	Preparation of cost sheet & Reconciliation statement - Problem solving
5	5	Preparation of cost sheet & Reconciliation statement - Problem solving
6	5	Preparation of cost sheet & Reconciliation statement - Tender & Quotation Preparation
7	5	Preparation of cost sheet & Reconciliation statement - Tender & Quotation Preparation

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8	5	Preparation of cost sheet & Reconciliation statement - Tender & Quotation Preparation
9	5	Preparation of cost sheet & Reconciliation statement - Chapter 2 : Reconciliation statement : Meaning, Need
10	5	Preparation of cost sheet & Reconciliation statement - Reasons for disagreements in profits : Preparation
11	5	Preparation of cost sheet & Reconciliation statement - Memorandum Reconciliation Account
12	5	Preparation of cost sheet & Reconciliation statement - Problem solving
13	5	Preparation of cost sheet & Reconciliation statement - Problem solving
14	5	Preparation of cost sheet & Reconciliation statement - Problem solving
15	5	Preparation of cost sheet & Reconciliation statement - Problem solving
16	5	Preparation of cost sheet & Reconciliation statement - Problem solving



RAJAGIRI COLLEGE OF MANAGEMENT & APPLIED SCIENCE

Programme: BA - ANIMATION AND GRAPHIC DESIGN

Course Facilitator: JOTTY JACOB

Academic Year: 2023-2024

Course: AG3CRP10 - BRANDING DESIGN

Hours	Module	Topics to be Covered	Total hrs
1	2	Introduction to brand identity - What is branding and historical aspects	4
2	2	Introduction to brand identity - Visual identity elements	
3	2	Introduction to brand identity - Style guide: examples and case studies	
4	2	Introduction to brand identity - Style guide: examples and case studies	
1	3	Brand identity and promotional designs - Exercise 1: Brand identity manual for a product based company	45
2	3	Brand identity and promotional designs - Brand overview: Concept creation	
3	3	Brand identity and promotional designs - Logo and visual identity	
4	3	Brand identity and promotional designs - Selection of Colour Palette	
5	3	Brand identity and promotional designs - Typography	
6	3	Brand identity and promotional designs - Imagery, photography and graphical elements	
7	3	Brand identity and promotional designs - Layout and grid	
8	3	Brand identity and promotional designs - Usage instructions: Do's and Don'ts	
9	3	Brand identity and promotional designs - Submission Review	
10	3	Brand identity and promotional designs - Submission Review	
11	3	Brand identity and promotional designs - Exercise 2: Brand identity manual for a service based company	
12	3	Brand identity and promotional designs - Brand overview: Concept creation	
13	3	Brand identity and promotional designs - Logo and visual identity	
14	3	Brand identity and promotional designs - Selection of Colour Palette	
15	3	Brand identity and promotional designs - Typography	
16	3	Brand identity and promotional designs - Imagery, photography and graphical elements	
17	3	Brand identity and promotional designs - Layout and grid	
18	3	Brand identity and promotional designs - Usage instructions: Do's and Don'ts	
19	3	Brand identity and promotional designs - Submission Review	
20	3	Brand identity and promotional designs - Submission Review	
21	3	Brand identity and promotional designs - Exercise 3: Rebranding of a brand	
22	3	Brand identity and promotional designs - Evaluate the current brand and clear objectives	
23	3	Brand identity and promotional designs - market research	
24	3	Brand identity and promotional designs - Develop a brand strategy and Create a new visual identity	
25	3	Brand identity and promotional designs - Selection of elements: Colour	
26	3	Brand identity and promotional designs - Selection of elements: Typography	
27	3	Brand identity and promotional designs - Selection of elements: Imagery	
28	3	Brand identity and promotional designs - Selection of elements: Grid system etc	
29	3	Brand identity and promotional designs - Submission Review	
30	3	Brand identity and promotional designs - Submission Review	
31	3	Brand identity and promotional designs - Exercise 4: Promotional designs (based on exercise 1,2 and 3)	
32	3	Brand identity and promotional designs - Define advertising objectives	
33	3	Brand identity and promotional designs - Identify target audience and Concept creation	
34	3	Brand identity and promotional designs - Application of various design principles	



35	3	Brand identity and promotional designs - reference and guidelines of brand identity manual	
36	3	Brand identity and promotional designs - Working with advertisements and other promotional materials	
37	3	Brand identity and promotional designs - Working with advertisements and other promotional materials	
38	3	Brand identity and promotional designs - Working with advertisements and other promotional materials	
39	3	Brand identity and promotional designs - Working with advertisements and other promotional materials	
40	3	Brand identity and promotional designs - Working with advertisements and other promotional materials	
41	3	Brand identity and promotional designs - Working with advertisements and other promotional materials	
42	3	Brand identity and promotional designs - Working with advertisements and other promotional materials	
43	3	Brand identity and promotional designs - Final presentation and review	
44	3	Brand identity and promotional designs - Final presentation and review	
45	3	Brand identity and promotional designs - Final presentation and review	
1	5	Visualisation of comprehensive style guide - Workshop on Visualisation of comprehensive style guide	5
2	5	Visualisation of comprehensive style guide - Workshop on Visualisation of comprehensive style guide	
3	5	Visualisation of comprehensive style guide - Workshop on Visualisation of comprehensive style guide	
4	5	Visualisation of comprehensive style guide - Workshop on Visualisation of comprehensive style guide	
5	5	Visualisation of comprehensive style guide - Workshop on Visualisation of comprehensive style guide	

