2023-24

Prospectus for Certificate Courses

Berhampur University

Bhanja Bihar, Berhampur -760007, Odisha

Professor Geetanjali Dash
VICE CHANCELLOR

Professor Susant Kumar Baral
Chairman P.G. Council
E-mail: cpgc@buodisha.edu.in

Contents

1. ABOUT THE UNIVERSITY

The Berhampur University is a public funded state University, which was established on 2nd January 1967, inaugurated by Dr. A.N. Khosla, the then Governor of Odisha and the first Chancellor of the University. The University later shifted to the present campus known as Bhanja Bihar, named after the celebrated poet of Odisha Kabi Samrat Upendra Bhanja. Spreading over an area of about two hundred fifty acres, the University is twelve kilometers and 5 kilometers away from the Berhampur City and Sea-beach (Bay of Bengal) of Gopalpur respectively.

The University has a wide area under its jurisdiction comprising the districts of Ganjam, Gajapati, and Kandhamala. The University has 141 affiliated colleges with various subjects and disciplines such as Arts, Science, Commerce, Law, Education, Medicine, Pharmacology, Homoeopathy, Ayurveda, Nursing, Military Science, Library Science and Fine Arts.

There are twenty-nine post-graduate departments in the University campus. These departments offer specialized subjects and Ph.D./D.Sc. programmes. Some departments such as, Journalism and Mass Communication, Tourism and Travel Studies, Electronic Science, Marine Science, Military Science make the University unique compared to other universities in the country.

The University has achieved great distinction in the academic world and the alumni are highly placed and have contributed immensely to the nation and globe at large. The University is well funded by the State Government and carries outstanding research as well as consultancy activities funded by several funding agencies such as UGC, ICSSR, ICCR, CSIR, ICMR, DBT, MoES, TATA, DST-SERB, S&T Dept. and OSHEC, Odisha etc. Teachers of the University are actively engaged in studies and research and are publishing articles regularly in reputed National/ International Journals. The University regularly organizes national and international seminars and conferences, Extramural distinguished and Alumni lectures every year apart from organizing departmental weekly seminars. The students are highly encouraged and motivated to take part in the conferences and its organization activities. Several UGC, World Bank and OHEPEE sponsored Refresher Courses/ Orientation Programs/ Summer school trainings are conducted regularly in the University for the benefit of university and college faculties.

The University is a permanent member of the Association of Indian Universities (AIU) as well as Association of Common Wealth University of London. The University has been accredited by NAAC. The campus has fifteen teaching blocks, seventeen hostels, a health and wellness center, an engineering office, a guesthouse, a ME school, a high school, and a higher secondary school, residential quarters, conference hall and auditorium, sports council and stadium (both indoor and outdoor), a shopping complex, a canteen, one central library and department libraries, central instrumentation centre, branches of S.B.I., Canara Bank and Indian post office, three different

temples, HRDC, South Odisha cultural study centre and employment exchange etc. Apart from these the university hoists many cells such as a museum- cum-archival cell, NSS cell, career & counseling cell, placement cell, alumni outreach cell, ICC, R&D cell, innovation–cum– incubation centre, CDC, IPR cell, student welfare cell, etc. For decades, the university has steadfastly contributing quality education and confers "Kabi Samrat Upendra Bhanja" award every year to eminent literates for promoting Odia language.

2. ACADEMIC PROGRAMMES

The University apart from master's degree, offer many other higher education degrees such as Ph.D., D.Lit. and D.Sc. The university also offers advanced and innovative certificate courses, designed and developed meticulously by renowned intellects and academicians to cater the need of modern industries, work fields, social requirements, advanced skills. The courses will not only help the students in understanding the present demands but also update their existing knowledge.

3. COURSE PREPARATION

Each of the certificate courses are designed and developed meticulously by renowned intellects and academicians in and out of the University, along with their learning materials. The materials have been evaluated and edited by a group of experts.

4. PEDAGOGY AND PROGRAMMES DELIVERY

The pedagogy of the all the courses is learner-centric with majority of classes through online mode but some courses are designed with hybrid or purely physical mode depending up on the need of each course.

- Study materials: The study materials on will be provided either in soft copy or hard copy format as per the need of the matter.
- Classes: Classes will be conducted online/physical/hybrid mode according to the need of the course specially on the weekends and/or holidays between 09.00 AM to 05.30 PM.

5. EVALUATION

The term-end tests will be conducted independently for each course after completion of the course. However, as student to qualify for appearing in the exam requires:

- The candidate must have ≥ 75% attendance
- The given assignments/tasks have been completed successfully during the course.

The students will be awarded with following grade

Secured Marks (%)	Gradation
≥ 85	O (Outstanding)
≥ 75 to ≤ 84	A+ (Excellent)
≥ 65 to ≤ 74	A (Very Good)
≥ 55 to ≤ 64	B+ (Good)
≥ 50 to ≤ 54	B (Average)
≥ 40 to ≤ 49	C (Pass)
< 40	F (Fail)

6. ADMISSION PROCESS

The admission form can be submitted online through Google form at https://forms.gle/wkdxVE4X56WzM2sL9 enclosing scanned copies of 10th/H.Sc./Equivalent, B.A./B.Sc./B.Com./Equivalent certificates, proof of fees deposition. The details for the deposition of course fee ae as below.

Certificate Course	Name of the A/C	A/C No.	Bank Details
Biological Tools and Techniques	Coordinator CCBTT	110142283593	**Name:** Canara Bank, **Branch:** Berhampur University Campus, **IFSC Code:** CNRB0006371 **MICR Code:** 760015007
Open-Source Software for Library	Coordinator CCOSL	110142304232	
Communicative English	Coordinator CCCE	110141666632	
Data Analytics	Coordinator CCDA	110142328191	
Digital Photography	Coordinator CCDP	110142413940	
E-Governance and Cybersecurity	Coordinator CCEC	110142077470	
Nursery and Horticulture	Coordinator CCNH	110142332785	
Yoga	Coordinator CCYG	110142491389	

7. LIST OF CERTIFICATE COURSES (fee, duration, eligibility, mode, etc.)

Name of the course	Department offering the course	Fee (INR)	Duration	Eligibility	Mode
Biological Tools and Techniques	Biotechnology	5000/-	03 months	Any Graduate/ Research Scholars/ Faculties/ Scientists	Hybrid
Open-Source Software for Library	Library and Information Science	3000/-			Online
Communicative English	Linguistics	3000/-			Online
Data Analytics	Economics	4000/-			Hybrid
Digital Photography	J&MC	4000/-			Hybrid
E-Governance and Cybersecurity	Political Science and Law	3000/-			Online
Nursery and Horticulture	Botany	5000/-			Hybrid
Yoga	Physical Education	3000/-			Physical

7.1. Course: Biological Tools and Techniques

About the course:

The Certificate course on "Biological Tools and Techniques" is a unique programme by conglomerating basic biological tools with frontiers of various applied domains with emphasis on Biochemical, Molecular, Microbial and

<div style="border:1px solid black; padding:8px;">

Coordinator
Dr. Manoj K. Panda, Assoc. Professor
Dept. of Biotechnology
E-mail: mkp.bt@buodisha.edu.in
Phone: (+91)-7978424571

</div>

Immunological Tools/Techniques. Overall, the course will motivate the students to prepare for a brighter career in research, academia, and industries dealing with basic and advanced knowledge on various biological tools and techniques used in Lifesciences, Agriculture, Healthcare, and Bioprocess Technology.

Objectives:

- To provide basic and advanced knowledge about various Biological Tools and Techniques used in the field of Biotechnology.
- To enhance the skills of the interested Students/Research Scholars/Faculties of Life Sciences.

Course outcome:

- The student will be enriched with knowledge to understand the fundamental aspects of Biochemistry and Molecular Biology.
- The students will be able to acquire basic and applied skills of microbiological and immunological research making them ready for the industry.

The students will be able to gain knowledge on basic tools of plant and animal cell culture, and to understand the various Biosafety principles, Bioethics and IP relevant to Biological Science as well Bio-Industries.

Course outline:

Paper code	Title	Credits	Mid-Course Marks	End-Course Marks	Total Marks
CCBT-101	Biological Tools-I (Biochemical and Molecular Techniques)	4	20	80	100
CCBT-102	Biological Tools-II (Microbial Tools and Immunological Techniques)	4	20	80	100
CCBT-103	Cell Culture, Biosafety, Bioethics & IPR	4	20	80	100
CCBT-104	Laboratory-I (Based on paper CCBT-101)	4	--	100	100

CCBT-105	Laboratory-II (Based on paper CCBT-102)	4	--	100	100
	TOTAL	**20**	**60**	**440**	**500**

7.2. Course: Open-Source Software for Libraries

About the course:

This certificate course is intended for any graduate, who wish to have a foundational understanding of open-source software available for libraries and information centres. This course will prepare the students to adopt and use open-source software in

Coordinator
Dr. Raj Kishor Kampa, Asst. Professor
Dept. of Library and Information Science
E-mail: rajkkampa@gmail.com
Phone: (+91)-7691858731

their libraries, thereby bridging the digital divide. The course shall be offered in blended mode and classes shall be conducted on weekends.

Objective:

- To use and adopt open-source software in libraries and information centers to computerize the library's housekeeping operations
- To promote open-source software among the library and information science students and professionals.

Programme outcome:

- Able to recognise the benefits and features of open-source library software.
- Familiar with open-source integrated library software, digital library software, and content management system.
- Conversant with the installation and customization of the open-source software.

Course outlines:

Paper code	Title	Credits	Mid-Course Marks	End-Course Marks	Total Marks
CCOL-101	Open-Source Software and Libraries	4	20	80	100
CCOL-102	Managing Library System Using Open-Source Software	4	20	80	100
CCOL-103	Leveraging Open-Source Software for E-Learning and Content Management	4	20	80	100
CCOL-104	Managing Library System Using Open-Source Software	4	--	100	100
CCOL-105	Leveraging Open-Source Software for E-learning and Content Management	4	--	100	100

	TOTAL	20	60	440	500

7.3. Course: E-Governance and cybersecurity

About the course:

The Certificate course in E-Governance and Cyber Security is a unique programme offering basic political and legal awareness about E-Governance and Cyber Security with a special reference to India. It will enable participants to learn the various dimensions of E-Governance and Cyber Security in both organizational and procedural context.

Coordinator
Dr. Rajesh Seth, Asst. Professor
Dept. of Political Science
E-mail: rajeshseth75@rediffmail.com
Phone: (+91)-9435317611

Programme outcome:

- Understand the concepts, models and critical factors of e-Governance.
- Understand the process of e-Governance and its importance in India.
- Familiarize themselves with the legal foundations and institutions engaged in implementation of e-Governance in India.
- Analyze and evaluate various e-Governance initiatives and identify gaps and challenges in their implementation in India.
- Garner positive aptitude and orientation towards adapting to good governance principles.
- Identify the various forms of cyber-crimes and threats in contemporary period and enumerate the legal safeguards available in India.

Course outline:

Paper code	Title	Credits	Mid-Course Marks	End-Course Marks	Total Marks
CCEC-101	E-Governance: An Introduction	4	20	80	100
CCEC-102	E-Governance in India	4	20	80	100
CCEC-103	Introduction to Cyber Security and Cyber Law	4	20	80	100
CCEC-104	Seminar Presentation	4	--	100	100
CCEC-105	Project Work	4	--	100	100
	TOTAL	20	60	440	500

7.4. Course: Communicative English

About the course:

This course is meant for any graduates, intending to enhance in communicative skills and to equip them for various competitive exams at states and national level. This course will benefit the students to understand the structure of English Language viz, Phonological,

Coordinator
Dr. Bobita Sarangthem, Asst. Professor
Dept of Linguistics
E-mail: bobitasarang@gmail.com
Phone: (+91)-7002741647

Morphological and syntactic studies. In addition, the course will enhance the sociolinguistic aspects in the use of the English language skills. The course shall be offered in blended mode and classes shall be conducted on weekends.

Objectives:

The prime objective of the course is to introduce English communication skills because most of the students go for job opportunities where they have to face many interviews. Thereby, it is necessary to have a course like English communication skills which helped in getting better opportunities in their endeavours.

Programme outcome:

- To understand the structure of English language.
- To equip the students to produce words with right pronunciation.
- To increase the vocabulary and improve the accuracy in grammatical skills.
- To develop the confidence in facing interviews and public speaking skills.
- To enable them how to speak and write clearly in English (formal/informal).

Course outline:

Paper code	Title	Credits	Mid-Course Marks	End-Course Marks	Total Marks
CCCE-101	History of English Language	4	20	80	100
CCCE -102	English Phonetics and Phonology	4	20	80	100
CCCE -103	English Morphology	4	20	80	100
CCCE -104	Divergence between English and Odia	4	--	100	100
CCCE -105	Sociolinguistic Aspects of English Communication Skills	4	--	100	100
	TOTAL	20	60	440	500

7.5. Course: Data Analytics

About the course:

The PG Department of Economics, Berhampur University offers a unique blended curriculum on data analytics for a period of three months. The programme has been designed to prepare students and scholars to unlock their data analysis potential through a comprehensive and interactive

Coordinator
Dr. Pabitra Singh, Asst. Professor
Dept. of Economics
E-mail: singh.pabitra1@gmail.com
Phone: (+91)-7735092379

overview of core data science concepts from descriptive to predictive analytics.

Objective:

Participants will be better equipped to formulate problem statements for data-informed solutions, apply data visualization and build basic predictive models with appropriate methods and skills. They will have the opportunity to hone their skills in effectively communicating data analysis findings and dealing with the ethical dilemmas and risks associated with working with real-world data cases.

Programme outcomes:

* Explain the different types of analytics and their applications.

* Implement various tools and techniques of data analytics for data analysis and decision making.

* Use data visualization and storytelling techniques to communicate key messages.

* Identify suitable predictive analytics applications to meet the business needs at their workplaces.

* Describe the key features of predictive models.

* The features ensure that participants not only gain solid knowledge and skills but also apply them.

Course outline:

Paper code	Title	Credits	Mid-Course Marks	End-Course Marks	Total Marks
CCDA-101	Data Fundamentals	4	20	80	100
CCDA-102	Data Analytics using Excel and SPSS	4	20	80	100
CCDA-103	Data Analytics using R	4	20	80	100
CCDA-104	Practical on Excel and SPSS	4	--	100	100
CCDA-105	Practical on R Programming	4	--	100	100
	TOTAL	20	60	440	500

7.6. Course: Digital Photography

About the course:

The Certificate Course in Digital Photography (CCDP) offers a comprehensive and immersive exploration of the art and science of digital photography. This program is meticulously designed to equip participants with a strong foundation in essential photography techniques, principles of visual composition, advanced photography methods, digital image editing.

Coordinator
Mr. Sourav P. Shit, Asst. Professor
Dept of J&MC
E-mail: mr.souravprakash@gmail.com
Phone: (+91)-7008428289

Objectives:

To introduce career and market-oriented skill enhancing add-on courses for the students.

Programme outcomes:

- Master Digital Photography Basics: Understand exposure, lighting, and camera techniques.
- Compose Visually Stunning Shots: Apply composition principles for impactful images.
- Utilize Advanced Techniques: Employ HDR, long exposure, and portrait Digital Photography.
- Edit Images Professionally: Enhance photos using digital editing tools.

Course outline:

Paper code	Title	Credits	Mid-Course Marks	End-Course Marks	Total Marks
CCDP-101	Introduction to Photography	4	20	80	100
CCDP-102	Principles of Visual Composition	4	20	80	100
CCDP-103	Advanced Photography Techniques	4	20	80	100
CCDP-104	Digital Image Editing	4	--	100	100
CCDP-105	Studio and Outdoor Photography	4	--	100	100
	TOTAL	**20**	**60**	**440**	**500**

7.7. Certificate Course in Nursery and Horticulture

About the course:

The course is open for any graduate/research scholars/faculties/Scientist's student having B.Sc./B.Com./B.A. or equivalent degree. This course will train the students to develop nursery for ornamental, medicinal and fruit plants. The course shall be offered in blended mode and classes shall be conducted on weekends.

Coordinator
Dr. Padmalochan Hembram, Asst. Professor
Dept of Botany
E-mail: hpadmalochan@yahoo.com
Phone: (+91)-7064924758

Objective:

The prime objective of the course is to introduce career and market-oriented skill enhancing add-on courses for the students. The graduate students will be awarded with a certificate in   add-on courses.

Programme outcome:

- Develop innovative agro-techniques to enhance the production and productivity of horticultural crops.
- Transfer knowledge of Agriculture/Horticulture in the field of agricultural research especially in horticulture including fruits, vegetables, flowers, spices, medicinal and aromatic plants and their management.
- Increase farmers' income through adopting hi-tech horticulture
- Create job opportunities for the unemployed youths through teaching, research, training, extension etc., especially for the development of socio-economically challenged segment of society.

Course outline:

Paper code	Title	Credits	Mid-Course Marks	End-Course Marks	Total Marks
CCNH-101	Introduction to Nursery techniques	4	20	80	100
CCNH-102	Introduction to Horticulture techniques	4	20	80	100
CCNH-103	Experiential learning on Nursery and Horticulture	4	20	80	100
CCNH-104	Seminar Presentation	4	--	100	100
CCNH-105	Practical component/Field report submission	4	--	100	100
	TOTAL	20	60	440	500

7.8. Course: Yoga

About the course:

The Certificate Course in Yoga is a comprehensive and structured program designed to provide participants with a solid foundation in the practice and principles of

Coordinator
Mr. Rabi C. Mishra, Physical Education Officer
E-mail: mishrarabi033@gmail.com
Phone: (+91)-8338063340

yoga. This course aims to deepen students' understanding of yoga's physical, mental, and spiritual aspects, while also equipping them with the necessary skills to guide themselves and others towards a healthier and more balanced lifestyle.

Objectives:

The purpose of the certificate course in yoga is to give a basic knowledge of Indian philosophy. Yoga texts relevant to the Yoga theory, human biology and practice of Yoga to help them to gain the basic theoretical and scientific perspective on Yoga.

Programme outcome:

- To provide participants with a comprehensive understanding of the fundamental concepts, philosophies, and historical background of yoga.
- To enable students to develop a strong foundation in yoga asanas (poses), ensuring proper alignment, posture, and technique to enhance physical flexibility, strength, and overall well-being.
- To educate students on various pranayama (breathing) techniques, helping them improve their respiratory capacity, manage stress, and channel energy effectively.

Course outline:

Paper code	Title	Credits	Mid-Course Marks	End-Course Marks	Total Marks
CCYG-101	Fundamentals of Yoga	6	20	80	100
CCYG-102	Yoga Practice	6	-	100	100
	TOTAL	**12**	**20**	**180**	**200**

ADMISSION FORM
Berhampur University, Berhampur, Ganjam, Odisha-760007, India

Space for Recent Photograph

Certificate Course in: ………………………………………………..

Applicant's Name (As in HSC/10th Certificate) (Block Letters)	:	
Gender	:	
Date of Birth (as on the date of admission)	:	
Marital Status	:	
Father's/Guardian's Name	:	

Corresponding Address		
Plot/House No/At/Apartment No.	:	
Locality/Street Name	:	
Post	:	
District	:	
State	:	
PIN	:	
E-mail ID	:	
Mobile No.	:	

Educational Details

Name of the Examination	Board / University	Year of Passing	Subjects	%of Marks Secured	Division/ Grade
10th					
12th					
Graduation/ Equivalent					

Date: **Signature of the Candidate**