



# UNIVERSAL SCHOOL OF ADMINISTRATION

"Affiliated to Bangalore University"

Gururayanapura, Koluru Village, Ramohalli Post, Tavarekere Hobli, Bengaluru-560 074.

1.2.1 Number of Add on Certificate / Value Added programs offered and online MOOC programs like SWAYAM, NPTEL etc. Where the students of the institution have benefited during the last five years

## CONSOLIDATED REPORT OF CERTIFICATE COURSES

Sl No	Year	Name of The Course	No Of Papers	Organisation Name	No Of Applicants
1.	2018-2019	Certificate course in Content Writing	1	iTECHNIGENT	30
		Corporate skills and leadership training	1	SMAARTIX India Pvt Ltd	13
		Project Proposal and Professional Report Writing 3rd BA	1	SMAARTIX India Pvt Ltd	24
		Public Speaking, Anchoring and News Reading 1	1	SMAARTIX India Pvt Ltd	49
2.	2019-20	E-Marketing &	1	MARKTIX	11
		Management Skills	1	STEPS	17
		Numismatics	1	iTECHNIGENT	31
		PRESENTATION SKILLS	1	SMAARTIX India Pvt Ltd	10
		Religious Studies	1	NAVAJEEVAN CHARITABLE SEVA SAMSTE	15

*D.V.S.S.R. Praveen*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koluru Village,  
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		Public Speaking	1	SMAARTIX India Pvt Ltd	10
		Social Media Marketing	1	MARKTIX	24

Sl No	Year	Name of The Course	No Of Papers	Organisation Name	No Of Applicants
1.	20-21	Humanitarian Studies of India's History	1	INVISIBLE JOY	67
		Leadership Excellence in Management Development	1	MARKTIX	20
		Role of Art in Education	1	iTECHNIGENT	83
		Science of Exercise	1	INVISIBLE JOY	49
		startup and Entrepreneurship	1	iTECHNIGENT	40
		Sports Nutrition	1	MARKTIX	26
1.	21-22	Business Analytics	1	MARKTIX	37
		Fine Arts	1	INVISIBLE JOY	40
		Linguistic Studies'	1	NTR FOUNDATION	30
		Mental Ability	1	iTECHNIGENT	22
		Personality Development &	1	IMVISIBLE JOY	30

*D.V.S.S.R. Hanuash*  
30  
**PRINCIPAL**  
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		Aptitude Skills			
		Wildlife management	1		39
		Yoga	1	INVISIBLE JOY	67

Sl No	Year	Name of The Course	No Of Papers	Organisation Name	No Of Applicants
	22-23	Library and Information Science	1	SMAARTIX India Pvt Ltd	110
		Insurance Services	1	NAVAJEEVAN CHARITABLE SEVA SAMSTE	9
		Spoken English and Personality Development	1	MARKTIX	40
		Social Justice'	1	NTR FOUNDATION	35
		Digital Marketing	1	MARKTIX	24
		Drama	1	NTR FOUNDATION	36
		Social work	1	MARKTIX	50
		Vedic maths	1	MARKTIX	36

*D.V.S.S.R. Hanath*

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Bangalore - 560 074.



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Total Number of Students in last five years	1217
Total Number of Students enrolled in certification course last five years	1123
Percentage of students who enrolled in certification course last five years	92.32%

*D.V.S.S.R. Hanuiah*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



**Smaatix**  
Enhance Digital Future

# CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

# Abhilash G R

Has successfully completed the Certificate Course on  
**Public Speaking, Anchoring and New Reading**

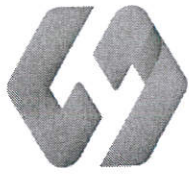
Coordinator

*D.V.S.S.R. Ravuach*

20/12/2018

Date

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074



**Smaatix**

Enhance Digital Future

# CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

# Adarsh

Has successfully completed the **Certificate Course on  
Public Speaking, Anchoring and New Reading**

Coordinator

*D.V.S.S.R. Ravarsh*

20/12/2018

Date

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli-Post, Tavarekere Hobli,  
Bangalore - 560 074.





**Smaatix**  
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# CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

# Ambika S

Has successfully completed the Certificate Course on  
**Project Proposal and Professional Report Writing**

Coordinator

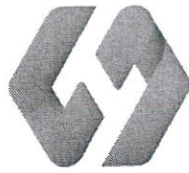
*D.V.S.S.R. Ravarath*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

20/11/2018

Date



**Smatrix**  
Enhance Digital Future

# CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

## Akshay Kumar

Has successfully completed the Certificate Course on  
**Project Proposal and Professional Report Writing**

Coordinator

*D.V.S.R. Ravarath*

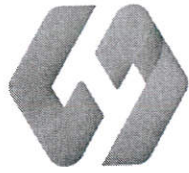
**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074

20/11/2018

Date





**Smaatix**  
Enhance Digital Future

**CERTIFICATE  
OF COMPLETION**

THIS IS TO CERTIFY THAT

**B S Sangeeetha**

Has successfully completed the Certificate Course on  
**Leadership and Training**

Coordinator

*D.V.S.R. Ravarath*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

15/11/2018

Date



**Smaatix**

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**CERTIFICATE  
OF COMPLETION**

THIS IS TO CERTIFY THAT

**ANIL N J**

Has successfully completed the Certificate Course on  
**Leadership and Training**

Coordinator

*D.V.S.S.R. Ravarath*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**

Gururayanapura, Kolaru Village,

Ramohalli Post, Tavarekere Hobli,

Bangalore - 560 074.

15/11/2018

Date





# Certificate of Completion

THIS IS TO CERTIFY THAT

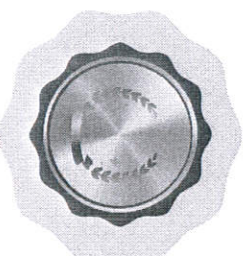
Apoorva U

Has successfully completed the **Certificate Course** on  
**Content Writing**

*D.V.S.S.R. Lavanya*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolturu Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Instructor



26/12/2018

Date



# Certificate of Completion

THIS IS TO CERTIFY THAT

**Bhavani Puttappannavar**

*D.V.S.S.R. Ravuash*

**PRINCIPAL**

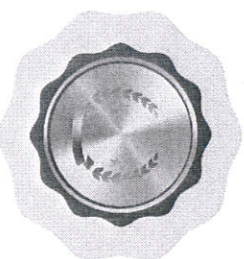
**UNIVERSAL SCHOOL OF ADMINISTRATION**

Gururayanapura, Koluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Has successfully completed the **Certificate Course** on

**Content Writing**

Instructor



26/12/2018

Date



**Smaatix**

Enhance Digital Future

# CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

# Lekhan

Has successfully completed the Certificate Course on  
**Public Speaking**

Coordinator

*D.V.S.S.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

17/11/2019

Date





# CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

# Sanjay

Has successfully completed the Certificate Course on  
**Public Speaking**

Coordinator

*D.V.S.S.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

17/11/2019

Date





**Navajeevan Charitable Seva Samsathe**  
Renewing Hope, Transforming Futures

# CERTIFICATE OF COMPLETION



*This certificate is proudly presented to*

*D.V.S.S.R. Ravarath*

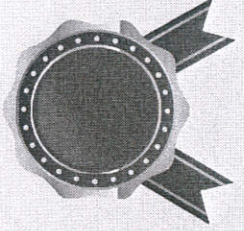
**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolturu Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074

**BINDU K**

*Has successfully completed the **Certificate Course** on  
**Religious Philosophy***

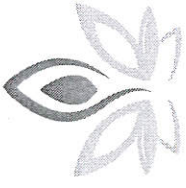
*Issued on 13th of November, 2019*

**PRESIDENT**



**TRUSTEE**





**Navajeevan Charitable Seva Samsthe**  
Renewing Hope, Transforming Futures

# CERTIFICATE OF COMPLETION

*Signature*

*This certificate is proudly presented to*

**Abhilash GR**

*D.V.S.S.R. Ravarath*

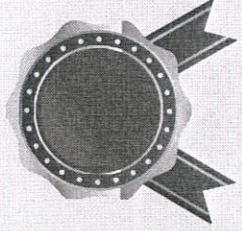
**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapuram Koluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

*Has successfully completed the Certificate Course on*  
**Religious Philosophy**

*Issued on 13th of November, 2019*

*Signature*

**PRESIDENT**



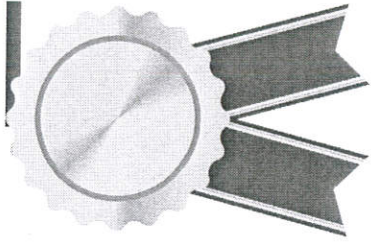
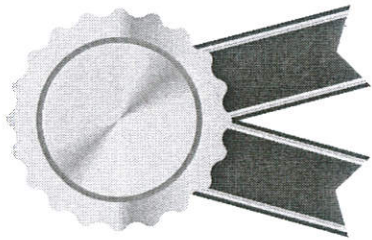
*Signature*

**TRUSTEE**





# CERTIFICATE OF COMPLETION



Proudly presented to

**Deepak**

*D.V.S.S.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

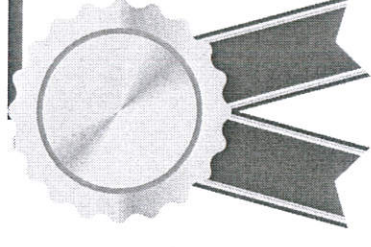
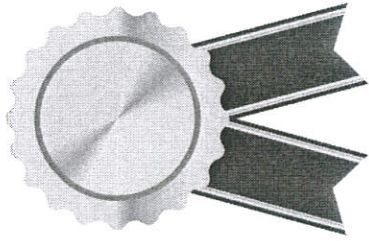
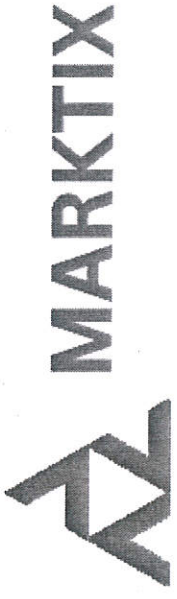
Has successfully completed the **Certificate Course** on  
**Social Media Marketing**

Issued on 20/11/2019

**Instructor**



**Coordinator**



# CERTIFICATE OF COMPLETION

Proudly presented to

**Chethana**

*D.V.s.s.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Has successfully completed the **Certificate Course on**  
**Social Media Marketing**

Issued on 20/11/2019



**Instructor**



**Coordinator**





# CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

# Rohit Shelkey

Has successfully completed the Certificate Course on  
**Presentation Skill**

Coordinator

*D.V.S.S.R. Ravash*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

15/11/2019

Date



# CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

# S K Prasanth Naik

Has successfully completed the Certificate Course on  
**Presentation Skill**

Coordinator

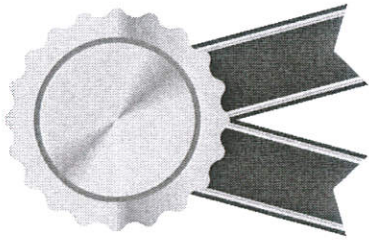
*D.V.S.S.R. Ravash*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

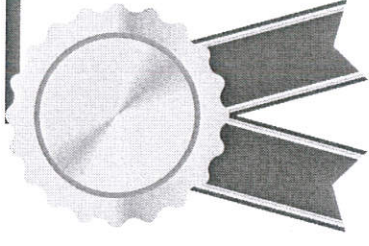
15/11/2019

Date





# CERTIFICATE OF COMPLETION



Proudly presented to

**Basavaraju B**

Has successfully completed the **Certificate Course on  
E - Marketing and Management**

*D.V.S.S.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

**Instructor**

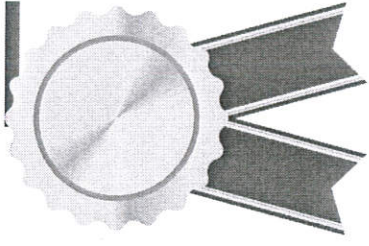
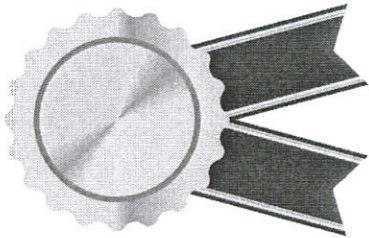


**Coordinator**

Issued on 10/04/2020



# CERTIFICATE OF COMPLETION



Proudly presented to

**Ajith R**

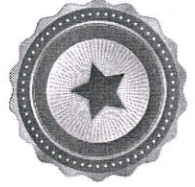
Has successfully completed the **Certificate Course on  
E - Marketing and Management**

Issued on 10/04/2020

*D.V.S.S.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

**Instructor**



**Coordinator**



# CERTIFICATE OF COMPLETION

PROUDLY PRESENTED TO

**Muhammad Azaruddin**

Has successfully completed the **Certificate Course** on  
**Management Skills**

*Maheshtab*

COORDINATOR

04/04/2020

DATE

*D.V.S.S.R. Ravath*

PRINCIPAL  
UNIVERSAL SCHOOL OF ADMINISTRATION  
Gurayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



# CERTIFICATE OF COMPLETION

PROUDLY PRESENTED TO

**Rohan**

Has successfully completed the **Certificate Course on  
Management Skills**

*Maheshtab*

COORDINATOR

*D.V.S.S.R. Ravarath*

PRINCIPAL  
UNIVERSAL SCHOOL OF ADMINISTRATION  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

04/04/2020

DATE



# Certificate of Completion

THIS IS TO CERTIFY THAT

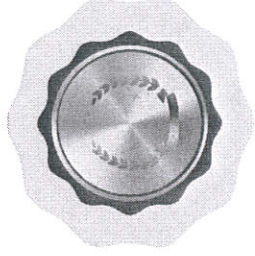
A Pavan Kalyan

Has successfully completed the **Certificate Course** on  
**Numismatics**

*D.V.S.S.R. Ramash*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Instructor



05/04/2020

Date





# Certificate of Completion

*D.V.s.s.R. Ramash*

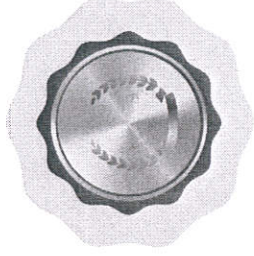
**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

THIS IS TO CERTIFY THAT

**Abhishek Sankad**

Has successfully completed the **Certificate Course** on  
**Numismatics**

Instructor



05/04/2020

Date





# CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

**Akhilesh**

Has successfully completed the **Certificate Course** on  
**Humanitarian Studies of Indian History**

15/01/2021

DATE



*D.V.S.S.R. Ravath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

COORDINATOR





# CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

**Akshay Kumar Y K**

Has successfully completed the **Certificate Course** on  
**Humanitarian Studies of Indian History**

15/01/2021

DATE



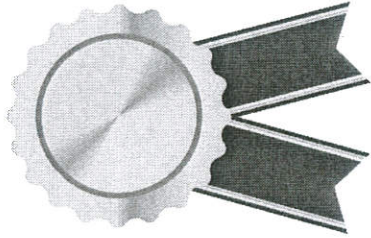
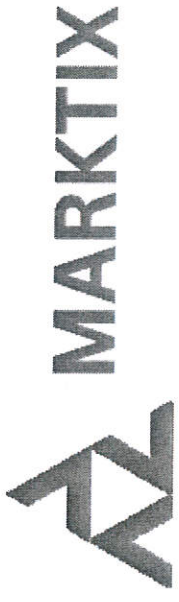


COORDINATOR

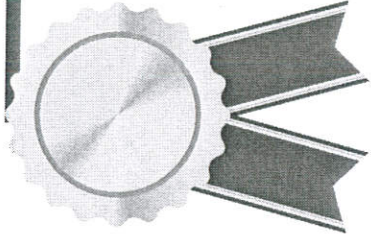
*D.V.S.S.R. Ravath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.





# CERTIFICATE OF COMPLETION



Proudly presented to

**Ajith R**

Has successfully completed the **Certificate Course on  
Leadership Excellence in Management Development**

Issued on 19/01/2021

**Instructor**

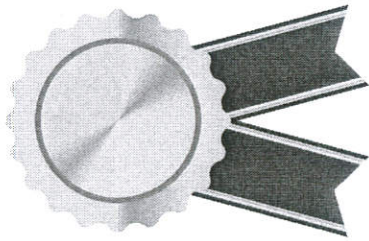


**Coordinator**

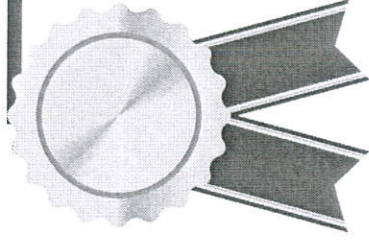
*D.V.S.S.R. Ravarath*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



# CERTIFICATE OF COMPLETION



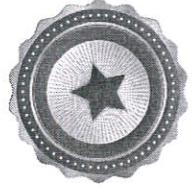
Proudly presented to

**E Vikas**

Has successfully completed the **Certificate Course** on  
**Leadership Excellence in Management Development**

Issued on 19/01/2021

**Instructor**



**Coordinator**

*D.V.s.s.R. Kumar*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolu Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.





# CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

*Amith P*

Has successfully completed the **Certificate Course** on  
**Science of Exercise**

*D.V.S.S.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolturu Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



25/01/2021

COORDINATOR

DATE



# CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

*D.V.S.S.R. Ravath*

**Abhilash G R**

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Has successfully completed the **Certificate Course** on  
**Science of Exercise**

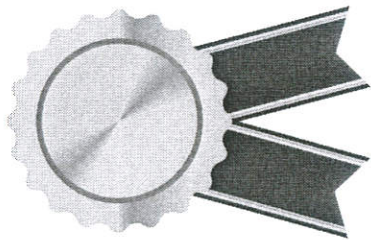
25/01/2021

DATE

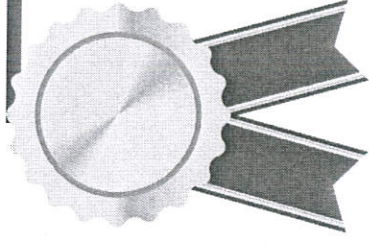


COORDINATOR





# CERTIFICATE OF COMPLETION




Proudly presented to

**Akhilesh**

Has successfully completed the **Certificate Course on  
Sports Nutrition**

Issued on 18/01/2021



**Instructor**



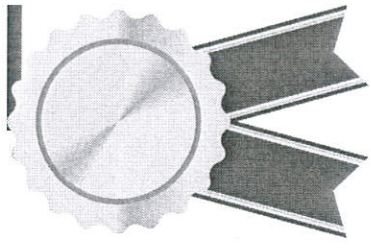
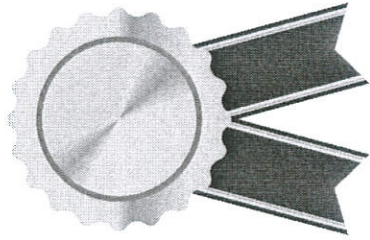
**Coordinator**

*D.V.S.S.R. Ravarath*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**

Gururayanapura, Kolluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



# CERTIFICATE OF COMPLETION

Proudly presented to

**Aishwarya**

Has successfully completed the **Certificate Course** on  
**Sports Nutrition**

Issued on 18/01/2021



**Instructor**



**Coordinator**

*D.V.S.S.R. Ravath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore--560-074.





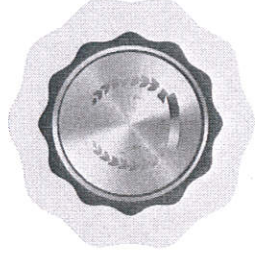
# Certificate of Completion

THIS IS TO CERTIFY THAT

**Arifath Hafna**

Has successfully completed the **Certificate Course** on  
**Startup and Entrepreneurship**

Instructor



25/01/2021

Date

*D.V.S.S.R. Ravarath*

PRINCIPAL

UNIVERSAL SCHOOL OF ADMINISTRATION

Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



# Certificate of Completion

THIS IS TO CERTIFY THAT

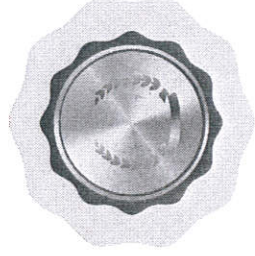
**B Varun Kumar**

Has successfully completed the **Certificate Course on  
Startup and Entrepreneurship**

*D.V.s.s.R. Kumar*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Instructor



25/01/2021

Date





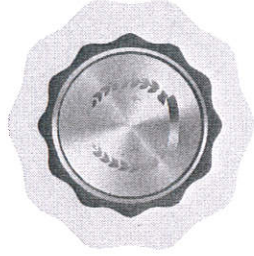
# Certificate of Completion

THIS IS TO CERTIFY THAT

Anil Kumar

Has successfully completed the **Certificate Course** on  
**Role of Art in Education**

Instructor



*D.V.s.s.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

20/01/2021

Date



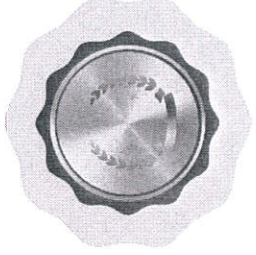
# Certificate of Completion

THIS IS TO CERTIFY THAT

Arifa KM

Has successfully completed the **Certificate Course** on  
**Role of Art in Education**

Instructor



20/01/2021

Date

*D.V.s.s.R. Kumar*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.





# CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

*Chaitra Biradar*

Has successfully completed the **Certificate Course on Yoga**

10/02/2022

DATE



COORDINATOR

*D.V.S.S.R. Ramiah*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



# CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

*Bindu Madhava M S*

Has successfully completed the **Certificate Course on Yoga**

10/02/2022

DATE

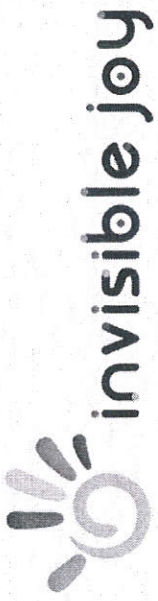


COORDINATOR

*D.V.S.S.R. Ramiah*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.





# CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

**Akash Rajesh**

Has successfully completed the **Certificate Course on  
Wildlife Management and Sustainable Development**

*D.V.S.S.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



28/08/2022

COORDINATOR

DATE





# CERTIFICATE

OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

*Kareti Abhignya*

Has successfully completed the **Certificate Course on  
Wildlife Management and Sustainable Development**

*D.V.S.S.R. Ramiah*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



28/08/2022

COORDINATOR

DATE





# CERTIFICATE

OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

*Chakkali Shivakumar*

Has successfully completed the **Certificate Course** on

**Personality Development and Aptitude Skill**

*D.V.S.S.R. Ramiah*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



15/02/2022

DATE

COORDINATOR





# CERTIFICATE

OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

*Prabhanjan*

Has successfully completed the **Certificate Course on  
Personality Development and Aptitude Skill**

*D.V.S.S.R. Ramiah*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



15/02/2022

DATE

COORDINATOR





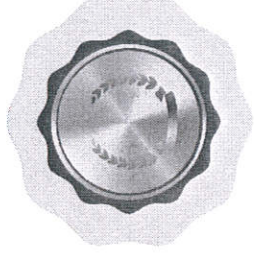
# Certificate of Completion

THIS IS TO CERTIFY THAT

Abhishek E K

Has successfully completed the **Certificate Course** on  
**Mental Ability**

Instructor



*D.V.S.S.R. Ramiah*

PRINCIPAL

UNIVERSAL SCHOOL OF ADMINISTRATION  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

25/08/2022

Date



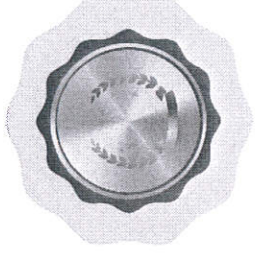
# Certificate of Completion

THIS IS TO CERTIFY THAT

Anirudh S R

Has successfully completed the **Certificate Course** on <sup>D.V.S.S.R. Ramash</sup>  
**Mental Ability**

Instructor



25/08/2022

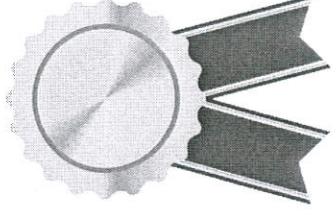
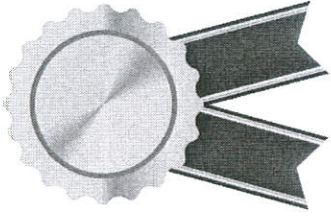
Date

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.





**NTR**  
FOUNDATION



# CERTIFICATE OF COMPLETION

This Certificate Is Proudly Presented To

**Adarsh**

Has successfully completed the **Certificate Course on**  
**Linguistics Studies**

*D.V.S.S.R. Kanwarth*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gerechayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

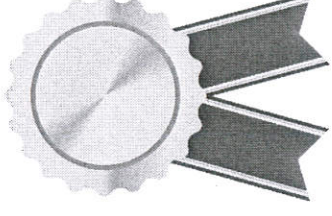
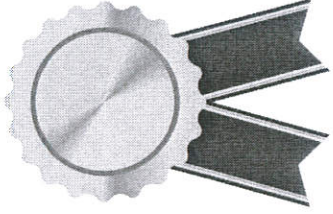
**Date : 25 - 08 - 2022**

**Head of Event**





**NTR**  
FOUNDATION



# CERTIFICATE OF COMPLETION

This Certificate Is Proudly Presented To

**Amith**

Has successfully completed the Certificate Course on  
**Linguistics Studies**

*D.V.S.S.R. Kawath*  
PRINCIPAL  
UNIVERSAL SCHOOL OF ADMINISTRATION  
Gururayanapura, Kolturu Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Date : 25 - 08 - 2022

Head of Event





# CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

*Arifa G M*

Has successfully completed the **Certificate Course** on  
**Fine Arts**

18/02/2022

DATE



*[Signature]*  
COORDINATOR

*D.V.S.S.R. Ramiah*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



# CERTIFICATE

OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

**G SUBHASH**

Has successfully completed the **Certificate Course** on

**Fine Arts**

18/02/2022

DATE





COORDINATOR

*D.V.S.S.R. Ramash*

PRINCIPAL

UNIVERSAL SCHOOL OF ADMINISTRATION

Gururayanapura, Koloru Village,

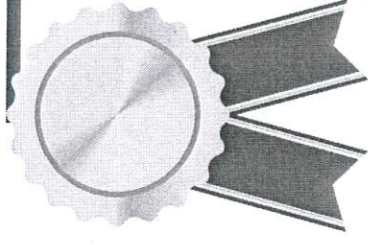
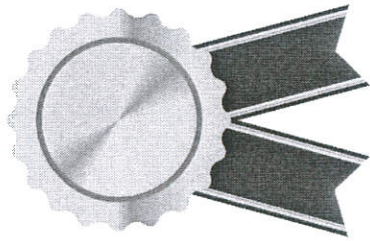
Ramohalli Post, Tavarekere Hobli,

Bangalore - 560 074.





# CERTIFICATE OF COMPLETION



Proudly presented to

**B Varun Kumar**

Has successfully completed the **Certificate Course** on  
**Business Analytics**

Issued on 15/02/2022

**Instructor**



**Coordinator**

*D.V.S.S.R. Ramiah*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**

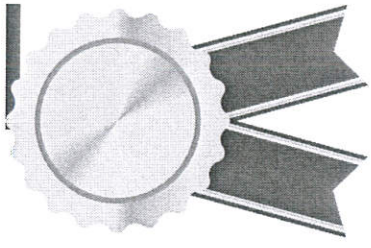
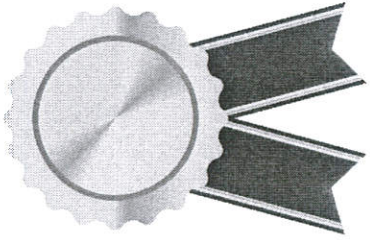
Gururayanapura, Koloru Village,

Ramohalli Post, Tavarekere Hobli,

Bangalore - 560 074.



# CERTIFICATE OF COMPLETION



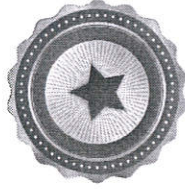
Proudly presented to

**Dewansh Tripadi**

Has successfully completed the **Certificate Course** on  
**Business Analytics**

Issued on 15/02/2022

**Instructor**



**Coordinator**

*D.V.S.R. Ramiah*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**

Gururayanapura, Koloru Village,

Ramohalli Post, Tavarekere Hobli,

Bangalore - 560 074.





**Navajeevan Charitable Seva Samsathe**  
Renewing Hope, Transforming Futures

# CERTIFICATE OF COMPLETION



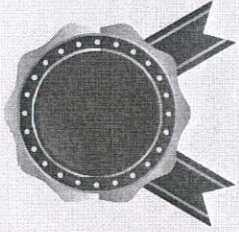
*This certificate is proudly presented to*

*Gloria Rodrigues*

*Has successfully completed the **Certificate Course** on  
**Insurance Services***

*Issued on 5th of February, 2023*

**PRESIDENT**



**TRUSTEE**

*D.V.S.R. Kumarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.





**Navajeevan Charitable Seva Samsthe**  
Renewing Hope, Transforming Futures

# CERTIFICATE OF COMPLETION



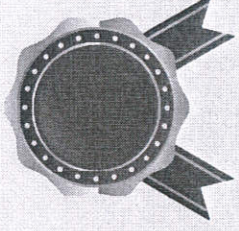
*This certificate is proudly presented to*

*Megha Bhat*

*Has successfully completed the **Certificate Course** on  
**Insurance Services***

*Issued on 5th of February, 2023*

**PRESIDENT**



**TRUSTEE**

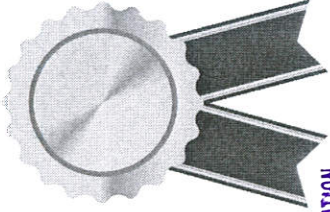
*D.V.S.S.R. Kumarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.





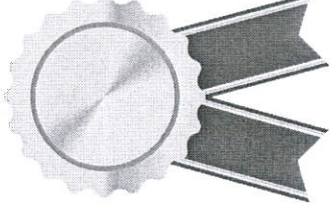
**NTR**  
FOUNDATION



*D.V.S.S.R. Ramash*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



# CERTIFICATE OF COMPLETION

This Certificate Is Proudly Presented To

**Tati Deekshna**

Has successfully completed the Certificate Course on  
**Drama**

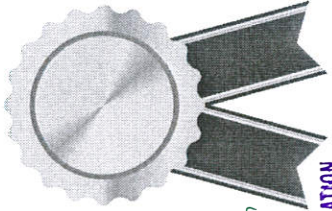
Date : 20 - 07 - 2023

**Head of Event**

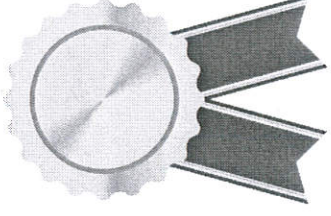




**NTR**  
FOUNDATION



# CERTIFICATE OF COMPLETION



*D.V.S.S.R. Ramash*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

This Certificate Is Proudly Presented To

**Palanti Kavya**

Has successfully completed the Certificate Course on  
**Drama**

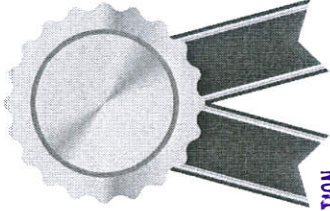
Date : 20 - 07 - 2023

**Head of Event**

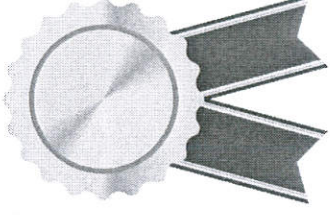




**NTR**  
FOUNDATION



# CERTIFICATE OF COMPLETION



*D.V.S.S.R. Ravarath*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

This Certificate Is Proudly Presented To

**Diwanshu Dogra**

Has successfully completed the Certificate Course on  
**Social Justice**

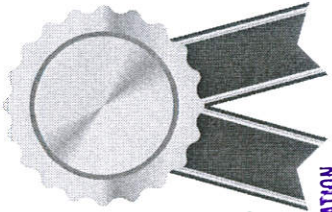
Date : 10 - 02 - 2023

**Head of Event**

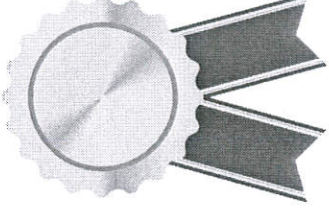




**NTR**  
FOUNDATION



# CERTIFICATE OF COMPLETION



*D.V.S.S.R. Ramash*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

This Certificate Is Proudly Presented To

**Boya Deepika**

Has successfully completed the Certificate Course on  
**Social Justice**

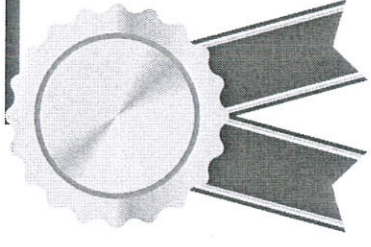
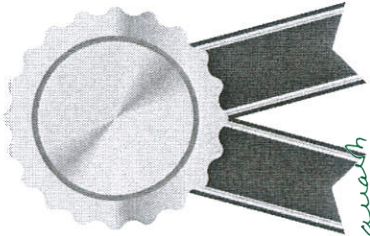
Date : 10 - 02 - 2023

**Head of Event**





# CERTIFICATE OF COMPLETION



*D.V.S.R. Ravath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Proudly presented to

**Arifath Hafna**

Has successfully completed the **Certificate Course** on  
**Vedic Maths**

Issued on 04/02/2023

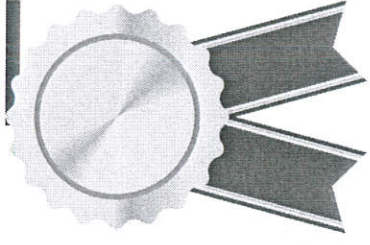
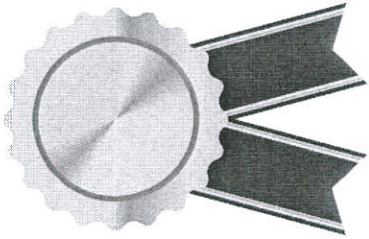
**Instructor**



**Coordinator**



# CERTIFICATE OF COMPLETION



Proudly presented to

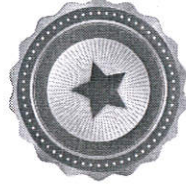
**B Varun Kumar**

*D.V.S.S.R. Hanuath*  
**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Has successfully completed the **Certificate Course** on  
**Vedic Maths**

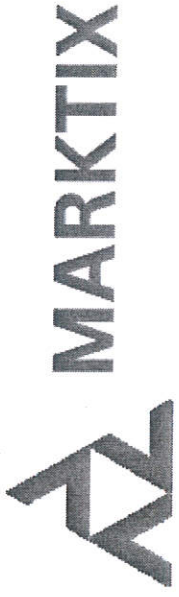
Issued on 04/02/2023

**Instructor**

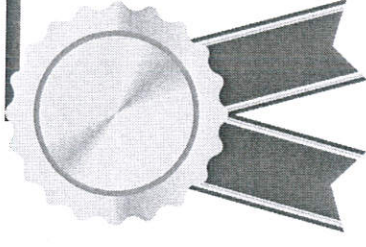
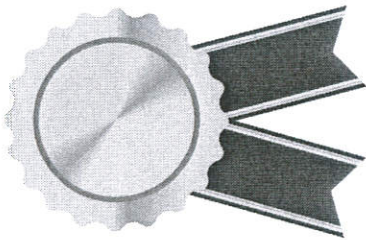


**Coordinator**





# CERTIFICATE OF COMPLETION



Proudly presented to

**Vikas B Arali**

*D.V.S.S.R. Ramach*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolturu Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Has successfully completed the **Certificate Course** on  
**Social Work**

Issued on 20/05/2023

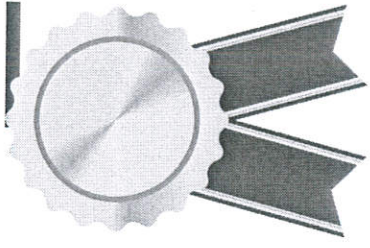
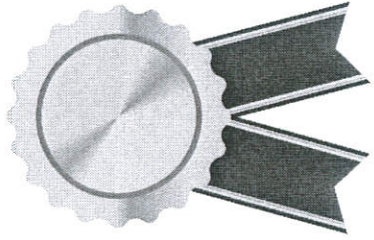
**Instructor**



**Coordinator**



# CERTIFICATE OF COMPLETION



Proudly presented to

## Chandana

Has successfully completed the **Certificate Course** on  
**Social Work**

Issued on 20/05/2023

*D.V.S.S.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

**Instructor**

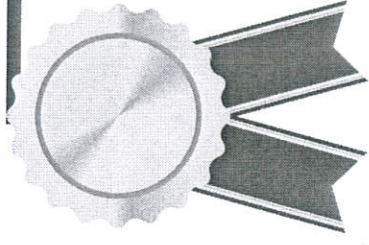
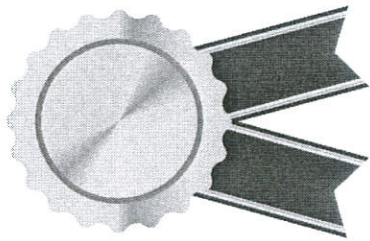


**Coordinator**





# CERTIFICATE OF COMPLETION



Proudly presented to

**Vikas M**

Has successfully completed the **Certificate Course** on

**Digital Marketing**

Issued on 06/05/2023

*D.V.S.S.R. Ravarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

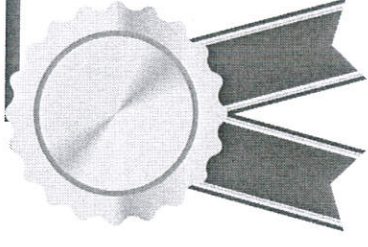
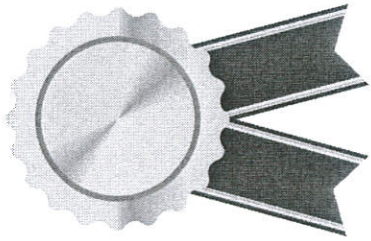
**Instructor**



**Coordinator**



# CERTIFICATE OF COMPLETION



Proudly presented to

**A C Ranga Swami**

Has successfully completed the **Certificate Course** on  
**Digital Marketing**

Issued on 06/05/2023

*D.V.S.S.R. Ramarath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koloru Village,  
Rameshally Post, Tavarekere Hobli,  
Bangalore - 560 074.

**Instructor**

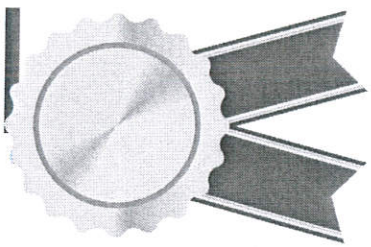
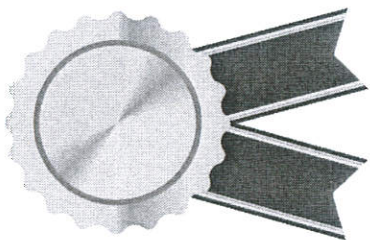


**Coordinator**





# CERTIFICATE OF COMPLETION



Proudly presented to

**Akshaya Pathan**

Has successfully completed the **Certificate Course on  
Spoken English and Personality Development**

Issued on 05/12/2022

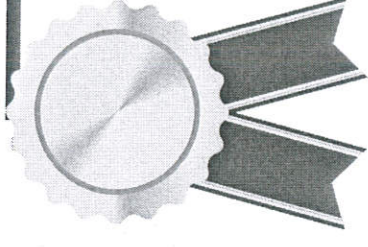
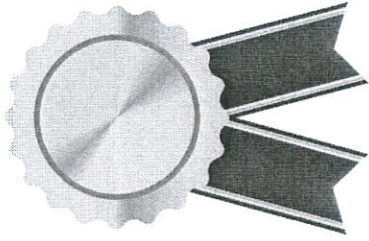
*D.V.S.S.R. Ramach*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

**Instructor**



**Coordinator**



# CERTIFICATE OF COMPLETION

Proudly presented to

**M Vinod**

Has successfully completed the **Certificate Course on  
Spoken English and Personality Development**

Issued on 05/12/2022

*D.V.S.S.R. Ramach*

**PRINCIPAL**

**UNIVERSAL SCHOOL OF ADMINISTRATION**

Gururayanapura, Kolturu Village,

Ramohalli Post, Tavarekere Hobli,

Bangalore - 560 074.

**Instructor**



**Coordinator**





**Smaatix**

Enhance Digital Future

# CERTIFICATE OF COMPLETION

*D.V.S.S.R. Ravath*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

THIS IS TO CERTIFY THAT

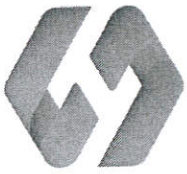
# Anil Kumar

Has successfully completed the Certificate Course on  
**Library and Information Science**

Coordinator

02/02/2023

Date



**Smaatix**

Enhance Digital Future

# CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT

## Arifa KM

*D.V.S.S.R. Ravash*

**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

Has successfully completed the Certificate Course on  
**Library and Information Science**

Coordinator

02/02/2023

Date





## ABOUT US

Marktix leverages business analytics to drive informed decision-making and strategic growth. Our expertise in data analysis transforms complex information into actionable insights, empowering businesses to optimize performance and achieve competitive advantages in their markets.

## BEST CERTIFICATION COURSE

## GET IN TOUCH

 916366816611/96986664985

# BUSINESS ANALYTICS







## Analyze your way to success

Using data analysis, statistical models, and other quantitative techniques, business analytics (BA) is a collection of disciplines and technology for resolving business issues. In order to inform decisions, it entails a thorough, iterative investigation of an organization's data with a focus on statistical analysis.

## COURSE OBJECTIVES

1. Data extraction: Investigate data to establish new relationships and patterns
2. Predictive Analytic and Predictive Modelling: Analyze the correlation between different variables
3. Logistic Regression: Analyze the possibility of default and generate customer records
4. Problem analysis: Understand and explore problems in business
5. Data interpretation: Use tools such as Excel and open source to interpret data
6. Problem-solving: Use analytics to solve business problems

## WHAT IS BUSINESS ANALYTICS



With the click of a mouse, data may now be created and is everywhere. Every day, several organizational departments encounter countless data points but are unable to use them for their own purposes. To predict and optimize outcomes and profit from the data, business analytics specialists use tools and techniques like data extraction, data visualization, series matching, and analytical modeling. Thus, in order to turn all of the data that is accessible into meaningful information and to compete in both domestic and international markets, businesses and governments need business analytics.







**Smaatix**

Enhance Digital Future



## ABOUT US

Smaatix excels in corporate leadership and management, empowering organizations with strategic insights and effective practices. We cultivate leaders who inspire excellence, drive innovation, and foster a culture of success, ensuring sustained growth and competitive advantage.



**Our mission is to build not just structures, but also relationships that stand the test of time.**

## CORPORATE LEADERSHIP AND MANAGEMENT

**VALUE-ADDED COURSE**

**2018**

Gururayanapura, Ramohalli Post,  
Tavarekere Hobli,  
Bangalore South, Bangalore-560074



**916366816611/96986664985**



# BUILDING A BETTER FUTURE



## COURSE OBJECTIVES :

### Enhance Leadership Skills:

Develop advanced leadership competencies, including strategic thinking, decision-making, and emotional intelligence.  
Foster the ability to inspire and motivate teams towards achieving organizational goals.

### Strategic Management Acumen:

Equip participants with the skills to formulate, implement, and evaluate business strategies.  
Enhance understanding of competitive analysis, market positioning, and strategic planning.  
Effective Communication:

Improve communication skills for effective interaction with stakeholders at all levels.  
Teach techniques for persuasive communication, conflict resolution, and negotiation.

### Financial Acumen:

Provide insights into financial management, budgeting, and financial analysis.  
Enhance the ability to make data-driven decisions that positively impact the financial health of the organization.  
Operational Excellence:

Teach best practices in operational management, process optimization, and quality control.  
Foster skills in project management and resource allocation.

### Innovation and Change Management:

Encourage innovative thinking and problem-solving abilities.  
Equip participants with tools and techniques for managing organizational change and fostering a culture of continuous improvement.  
Ethical Leadership and Corporate Governance:

Emphasize the importance of ethical behavior and corporate social responsibility.  
Teach principles of good corporate governance and compliance.  
Expected Outcomes of a Value-Added Course in Corporate Leadership & Management.

### Enhanced Leadership Capabilities:

Graduates exhibit improved leadership qualities, enabling them to lead teams more effectively.  
Participants can articulate a clear vision and guide their teams towards achieving strategic objectives.

### Strategic Insight:

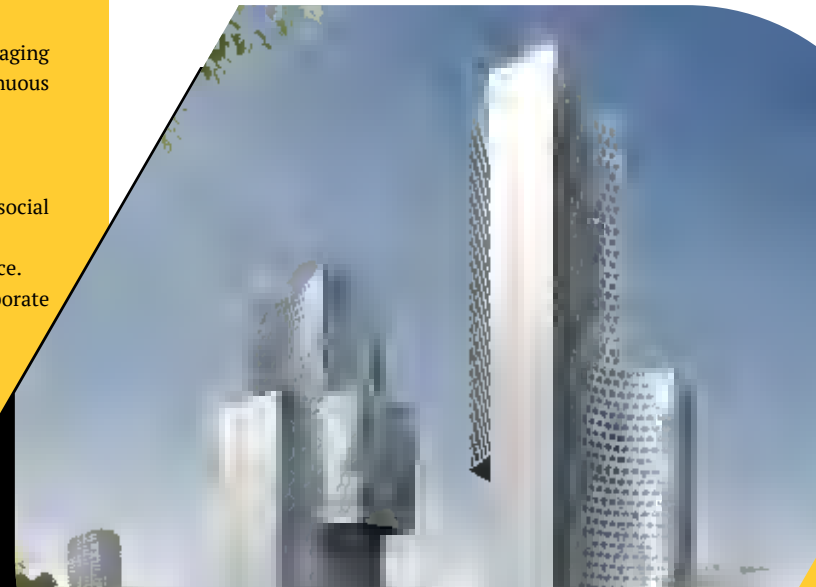
Participants demonstrate the ability to develop and implement effective business strategies.  
They can analyze market trends and make informed strategic decisions.  
Improved Communication:

Graduates communicate more effectively, both verbally and in writing, leading to better stakeholder engagement.  
They handle negotiations and conflicts with greater confidence and success.

### Financial Proficiency:

Participants show a better understanding of financial statements, budgeting processes, and financial planning.  
They make sound financial decisions that contribute to the organization's profitability and sustainability.  
Operational Effectiveness:

Graduates implement best practices in operations, leading to increased efficiency and productivity.  
They manage projects and resources effectively, ensuring timely and within-budget project completions.



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### Innovation and Adaptability:

Participants display enhanced creativity and the ability to drive innovation within their teams.  
They manage change effectively, helping their organizations adapt to new challenges and opportunities.

### Ethical and Responsible Leadership:

Graduates demonstrate a strong sense of ethics and responsibility in their professional conduct.  
They contribute to fostering a culture of integrity and compliance within their organizations.  
By achieving these objectives and outcomes, a value-added course in corporate leadership and management can significantly enhance the skills and capabilities of participants, enabling them to contribute more effectively to their organizations and advance in their careers.



## ABOUT US



*NTR Foundation excels in corporate leadership, providing advanced training and development programs. We cultivate visionary leaders with the skills and insights needed to drive organizational success and foster a culture of excellence in the corporate world.*



**NTR**  
FOUNDATION

## CONTACT US



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Gururayanapura, Ramohalli  
Post, Tavarekere Hobli,  
Bangalore South, Bangalore-  
560074



**CORPORATE  
LEADERSHIP**

**Certification Course**

**2020 - 21**



*“Good leaders have a plan! They analyse the circumstances surrounding their leadership opportunity, cultivate and refine awareness regarding their influence related triggers and impulses, then thoughtfully establish measurable objectives that will ultimately determine the degree of their success and effectiveness.” Marshall Goldsmith and Sam Shriver.*

- Marshall Goldsmith and Sam Shriver



## COURSE OBJECTIVES



- A leadership and management certificate course equips leaders with the skills to make effective business decisions, create efficient processes, and empower teams and organizations to do their best. This allows leaders to significantly impact their organization and improve their career prospects.
- Leadership training creates an opportunity for employees to reach new heights and achieve set goals
- Quality leadership is a combination of the right qualities and the right training.
- Our comprehensive curriculum gives participants the skills and knowledge they need to succeed in today’s fast-paced business world, meeting the needs of professionals at all levels.

Identifying skill gaps & addressing Students weaknesses  
Creating a highly Skilled & Competitive environment in college.  
Increasing Students Performance & Productivity with Quality Assurance  
Building Team Spirit & supporting culture among the students.  
Ensuring Personal Growth of Students with Career Progression  
Promote Knowledge Sharing & Systematic Learning Culture  
Maintaining Student's Code of Conduct effectively  
Improve Students Morale & Satisfaction Level  
Developing Managerial Skills & Creating Future Leaders.







# Digital Marketing Certificate Course

2022



## What We Offer

### Social Media

Search and Display advertising &  
Social Media Marketing

### Artificial Intelligence

Feel the modules' smooth interaction with  
Gen AI.

### Skill Development

Branding  
Web Analytics  
SEO



## About Us :

Marktix offers dynamic digital marketing training sessions, equipping participants with essential skills in SEO, social media, content marketing, and analytics. Our hands-on approach empowers businesses to enhance their online presence and achieve digital success.



# Objectives

- Advanced modules that incorporate Generative AI
- certification with cooperation with Universal School Of Administration
- Live training sessions conducted by Meta Blueprint instructors
- 15+ Case Studies & Active Initiatives
- Obtain Executive Alumni Status at MICA
- More Than Ninety Tool Video Collection
- twice-weekly mentoring led by industry mentors
- customized resume evaluation
- Managers conducting simulated interviews
- Examine ChatGPT in the tutorials on digital marketing.

## Reach Us



[universalschoolofadministration.edu.in](http://universalschoolofadministration.edu.in)



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Gururayanapura, Ramohalli  
Post, Tavarekere Hobli,  
Bangalore South,  
Bangalore-560074



**Embrace Marketing for  
the Digital Era**

**Transform Ideas into  
Reality, Swiftly**

**The Marketing Trifecta:  
Advertise, Analyze,  
Optimize!**







**NTR**  
FOUNDATION

**CERTIFICATION COURSE**

# **DISASTER MANAGEMENT PREPAREDNESS IN EMERGENCIES**

**2019 - 20**



## **GET IN TOUCH**

**MOBILE NUMBER:**

916366816611/96986664985

### **LOCATION**

Gururayanapura, Ramohalli Post,  
Tavarekere Hobli, Bangalore South,  
Bangalore-560074



## **ABOUT US**

NTR Foundation is committed to enhancing disaster management preparedness in emergencies. We provide comprehensive training, resources, and support to ensure communities are equipped to respond effectively, minimizing risks and saving lives during crises.

# COURSE OBJECTIVES

- Understanding disaster risk.
- Strengthening disaster risk governance.
- Enhancing disaster preparedness.
- Investing in disaster risk reduction for resilience.



- The objective is to install measures for risk analysis, disaster mitigation and preparedness to protect civil society and invest in capacity building of students.
- Disasters, many of which are exacerbated by climate change and which are increasing in frequency and intensity, significantly impede progress towards sustainable development." Sendai Framework for DRR.



- Disaster risk reduction, therefore, not only saves lives but can help individuals and communities thrive.
- Disaster education attempts to increase protective actions by people by presenting information about the hazard and the risk it poses.





**NTR**  
FOUNDATION

# CERTIFICATE COURSE ON DRAMA

business trifold brochure



## ABOUT US

NTR Foundation offers a certificate course on drama, nurturing creative expression and storytelling skills. We provide a platform for aspiring actors and dramatists to hone their craft, fostering artistic talent and cultural enrichment within the community.



## CONTACT US

916366816611/96986664985

Gururayanapura, Ramohalli  
Post, Tavarekere Hobli,  
Bangalore South,  
Bangalore-560074

## WHAT YOU WILL LEARN

- Train your voice and body to work together as a performance-enhancing instrument.
- By incorporating your understanding of the social value of theater into the creative process, you can learn how to create compelling work with an ensemble.
- Together with mentors and professionals in the field, create a personalized learning plan for yourself.
- Examine the script through character and scene analysis to enhance your performance.
- Explore the foundations of theater design and discover what goes into creating an engaging stage play.
- Learn essential information about manufacturing and entrepreneurial skills to support the realization of your artistic vision.
- As an actor-creator, come into your own while taking use of DSM's performance chances.



**For aspirants who wish to begin their journey with a solid training that'll propel them into the industry as strong performers and creators.**

**Where Dreams  
Take Center Stage**





## Where to visit us

### ADDRESS

Gururayanapura, Ramohalli Post,  
Tavarekere Hobli,  
Bangalore South, Bangalore-560074

### CONTACT US

916366816611/9698666498

**Let's Reach Wider Let's  
Go Bigger**

# E - MARKETING AND MANAGEMENT

## CERTIFICATION COURSE

### 2019 - 20



## ABOUT US

Marktix excels in E-marketing and management, offering cutting-edge solutions to enhance online presence and business operations. Our strategic approach combines digital marketing expertise with management principles, driving growth and success in the digital marketplace.

# Course Objectives

Marketing is all about interacting with your target audience at the appropriate time and place. With the growth of the internet, businesses can now quickly connect with their target audience via digital marketing.



- Study the strategies of successful digital marketers and learn from their approach.
- Identify your area of specialization and focus on mastering those skills.
- Seek constant feedback on your work and use it to improve.
- Take an E-marketing and management course to learn the latest techniques and strategies.
- Stay active on social media and stay informed about the latest trends and news.
- Stay on top of digital platforms and tools that are relevant to your field.
- Keep up with industry trends and learn how to adapt good practices.
- Take risks to push yourself out of your comfort zone and grow professionally.
- Creating and managing content for a brand's website, blog, and social media channels.
- This helps to optimize future efforts and swiftly correct any errors



This course allows you to pinpoint every source of traffic and get complete control over your sales funnels.

**Make better ideas happen fast.**

The world is waiting for you



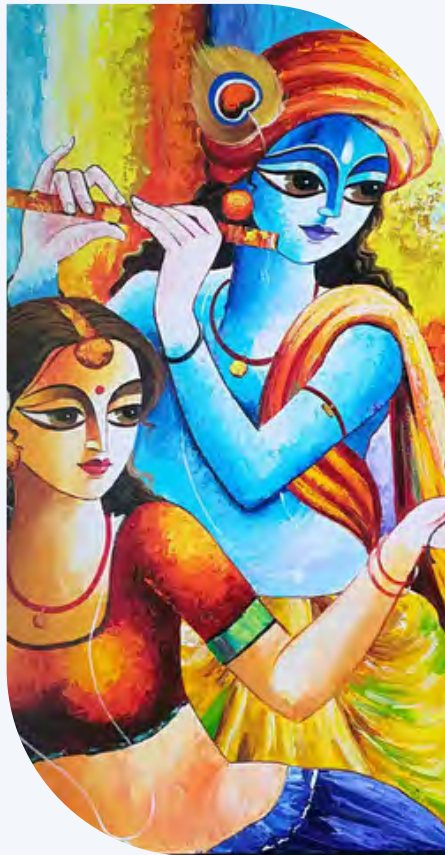


# About Us

Invisible Joy integrates the role of art in education, enhancing learning experiences through creative expression. Our programs foster critical thinking, cultural awareness, and emotional development, enriching students' academic and personal growth.



## Fine Arts



**Certificate Course  
2022**

*State of the art paintings  
you'll surely love*

# Contact Us



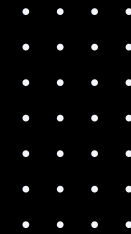
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[universalschoolofadministration.edu.in](http://universalschoolofadministration.edu.in)



Gururayanapura, Ramohalli  
Post, Tavarekere Hobli,  
Bangalore South, Bangalore-  
560074





The Fine Arts certification program is offered by Universal School of Administration. Courses have been created as a thorough yet portable substitute for top-notch education. For individuals who have a great passion to pursue art as a job or a pastime, these courses are great options.

Additionally, the course has created special brain training methods that are adapted for the artistic abilities and easily included into our method of instruction. These methods have beneficial developmental self-healing benefits in addition to improving students' learning proficiency.



# Course Objectives

- Introduction to art materials
- Art portfolio introduction and assessment
- Online studio practice
- Art fundamentals & Color theory and scheme
- Using Art Mediums
- Basic techniques and methods
- Art forms
- Life drawing & object drawing
- ✓ Scapes and perspective sketching
- Seven elements of art
- The eighth principles of design
- ✓ Human gestures and proportions
- Technology, personal and professional development
- Guest lectures
- Assessments



**Abstract artworks that fit your taste**

**Artworks that speak a million words**







# FREEDOM STRUGGLE

## CERTIFICATION COURSE

Exploring  
India's Past:

A  
Comprehensive  
Study of Indian  
Freedom  
Struggle

### About us

Invisible Joy champions the power of joy and positivity inspired by the freedom struggle's spirit of resilience and sacrifice. We aim to create a world where happiness and liberation are accessible to all, echoing the values of freedom fighters.

SATYAMEVA  
JAYATE

VISIT OUR WEBSITE

# Course Objectives

- Detailed insights into major historical periods in Indian history.
- An in-depth exploration of the Indian Freedom Struggle.
- Analysis of the impact of historical events on contemporary India.
- Interactive learning through quizzes, discussion boards, and additional resources.
- Accessible to all, no prior knowledge of Indian history is required.



## Description

Our course, "Freedom Struggle," offers an in-depth exploration of the complex tapestry of occasions, civilizations, and revolutions that have molded India into the nation it is now.

This course provides an unmatched insight into the history of the country, starting with the rich tapestry of ancient civilizations like the Indus Valley and Vedic Period, moving through the arrival of great empires like the Maurya, Gupta, Mughal, and British, and concluding with the vibrant and significant Indian Freedom Struggle.

## GET IN TOUCH



916366816611/96986664985





“  
**Together  
we are  
stronger**  
”

**Protect Yourself  
and Make Your  
Dreams Happen.**



**The Best Way  
to Live Life**

## About Us :

Navajeevan Charitable Seva Samsthe offers comprehensive insurance services to support the vulnerable, ensuring financial security and peace of mind. Our mission is to provide accessible and affordable insurance solutions, protecting individuals and families from unforeseen hardships.



## Contact Us :

 916366816611/96986664985

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Bangalore-560074



**Certificate course**

**Insurance  
Services**

**2022 - 23**



## Course Would Include

- conceptual framework of insurance regulation
- awareness of the international regulatory scenario
- statutory provisions contained in various legislations applicable in the country,
- In-depth learning of the various compliances required in the sector.

There are many benefits to earning a Certificate in insurance services. The most obvious benefit is the ability to increase your income. You don't have to worry about the cost of getting an insurance policy because you don't have to buy it. Moreover, it is easier to secure than a policy because you can include additional insured parties on it. A certificate is also an excellent tool to show that you're covered at a specific time. It also serves as valuable proof of coverage in the case of a dispute.

## Course Structure



- Fundamentals of Insurance
- Insurance Regulations, Governance and Compliance
- Risk Management in Insurance



**Trust in Security is Not Insecurity.**



Obtaining a certificate from Universal School of Administration shows that you're committed to continuing your education and improving your knowledge. In addition, it shows clients that you're a true expert in your field and has taken the time to learn. The insurance coursework will help you better understand risks and better serve your clients







# LIBRARY & INFORMATION SCIENCE

Certification Course

## WE PROVIDE LIS EDUCATION AND TRAINING WITH BEST PRACTICES

### Always Consistent and Planning

Library and Information Science (LIS) is an interdisciplinary field of study that centers on the documentation that records our stories, memory, history, and knowledge. LIS professionals serve as custodians of printed materials, records, photographs, audiovisual materials, and ephemera, in both analog and digital form. Librarians and other information professionals collect, organize, preserve, and provide access to these materials and are the stewards of the knowledge that they contain.

We connect people to the resources that they need to understand their histories, communities, and the world around them. We advocate for free and open access to these resources and train folks to use these materials to better themselves and society as life-long learners



## ABOUT US


Smaatix excels in library and information science, providing cutting-edge training for effective knowledge management and information literacy. Our programs prepare individuals for successful careers in library services, emphasizing the importance of organized and accessible information.

### Course Objectives

- Gateway Knowledge
- Foundations of library and information science
- Library cataloguing
- Computer application to library work
- Information Resources
- Lifelong Learning and Continuing Education
- Management and Administration
- Organization of Recorded Knowledge and Information
- Reference and User Services
- Research and Evidence-Based Practice
- Information Equity
- Technological Knowledge and Skills



## WE OFFER

-  **Key outcomes underpinning curriculum planning and development**

The learning outcomes-based curriculum framework is a framework based on the expected learning outcomes and academic standards that are expected to be attained by graduates of a programme of study. The key outcomes that underpin curriculum planning and development include Graduate Attributes, Programme Outcomes, Programme Specific Outcomes, and Course Outcomes.



.....

**NOTHING IS PLEASANTER THAN EXPLORING A LIBRARY**

**YOU CAN HAVE DATA WITHOUT INFORMATION, BUT YOU CANNOT HAVE INFORMATION WITHOUT DATA.**

### ContactUs



**Phone**

916366816611/96986664985



**Address**

Gururayanapura,  
Ramohalli Post, Tavarekere  
Hobli,  
Bangalore South,  
Bangalore-560074



**Email**

[universalschoolofadministration.edu.in](mailto:universalschoolofadministration.edu.in)



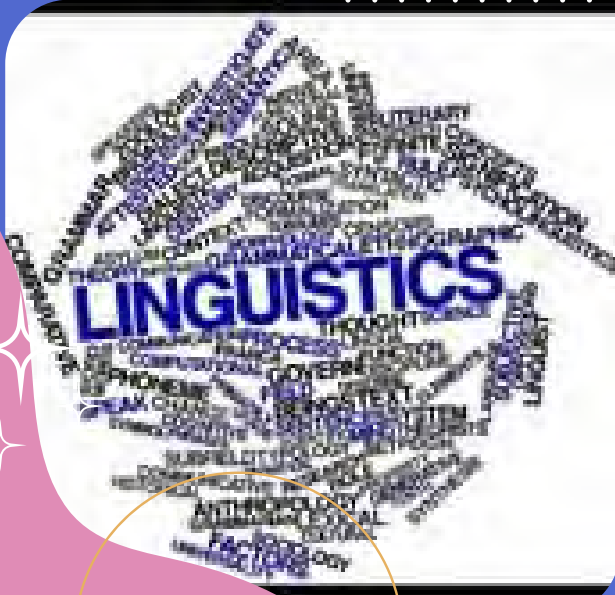
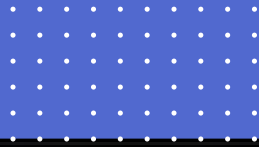




**NTR**  
FOUNDATION

## About Us

NTR Foundation promotes linguistic studies to enhance cultural understanding and communication. We offer comprehensive programs that delve into language structures, histories, and applications, fostering a deeper appreciation of linguistic diversity and proficiency.



**Empower your mind, inspire your soul. Join the educational journey of a lifetime.**



**PHONE**

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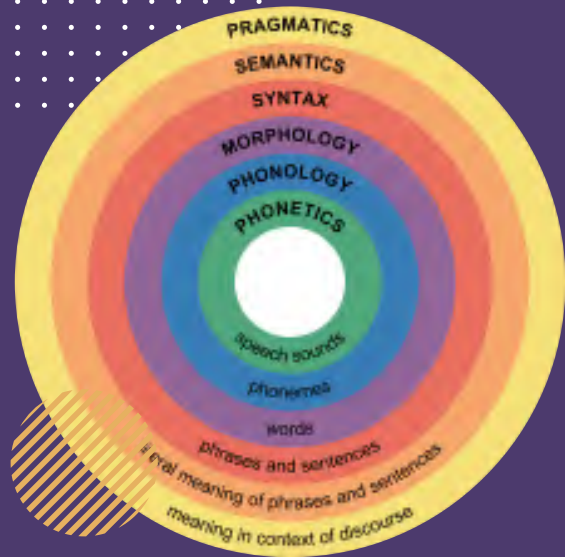
**EMAIL**

[info@universalinstitutions.com](mailto:info@universalinstitutions.com)

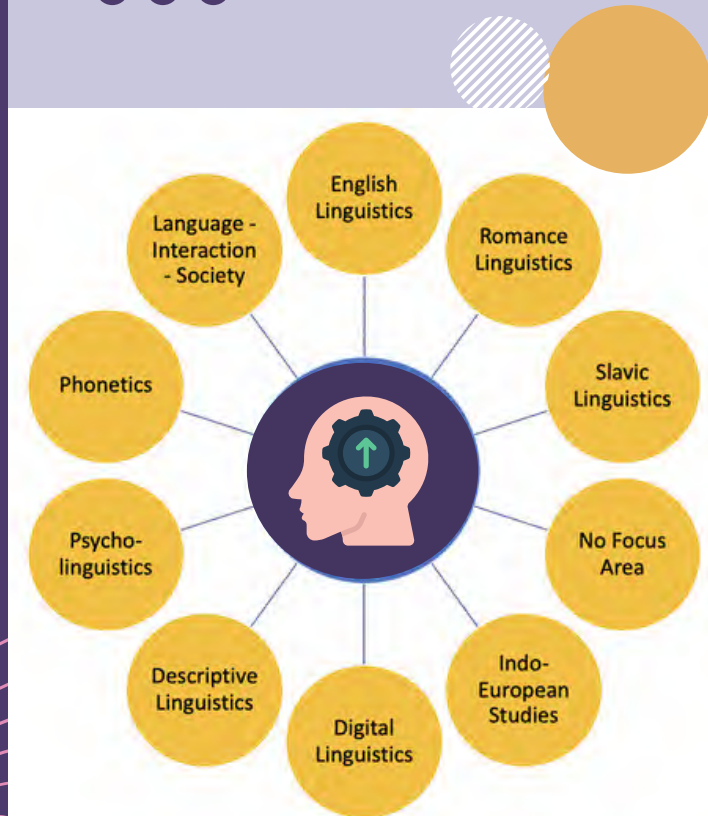


**Linguistic  
Studies**

**Certification Course  
2020 -21**



## LINGUISTIC STUDIES



## Enhance Your Skills.

A better opportunity to develop one's talents and the capacity to apply them in life. This involves research in sound patterns, word formation processes, sentence structures, linguistic meaning, and processes of language change.

## Course Objectives

01. The Linguistics Program offers a certificate acknowledging that a student has demonstrated competence in coursework about the study of linguistics.
02. This certificate is designed to meet the needs of those who have a general interest in linguistics studies, as well as those who work in linguistics and would assist in career planning or advancement.
03. The skills students acquire through the completion of the core courses for this certificate include analytical abilities, critical thinking, effective communication and problem-solving.
04. The course tries to give an idea about the knowledge of language and different levels of linguistic analysis, keeping in mind various types of linguistic data.
05. The course gives an overview of relevant topics like language and script, linguistic areas, dialects etc.
06. Our main objective is to equip this generation with the necessary set of linguistic skills required in a world of increasing cross-cultural business.
07. A better mutual understanding among the people of different countries, cultures and upbringings.





Sustainable Technologies & Environment Protection Society



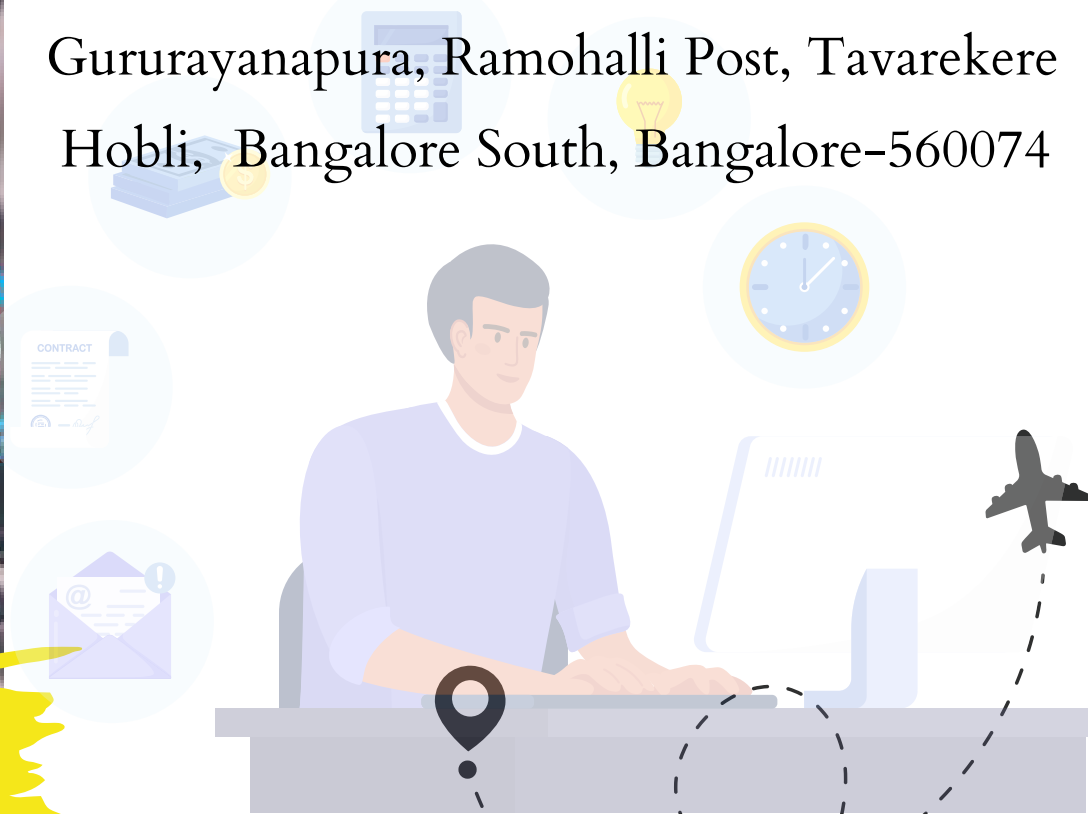
STEPS is dedicated to developing exceptional management skills through comprehensive training programs. We focus on leadership, strategic planning, and effective communication, empowering individuals to excel in managerial roles and drive organizational success.



## Contact Us

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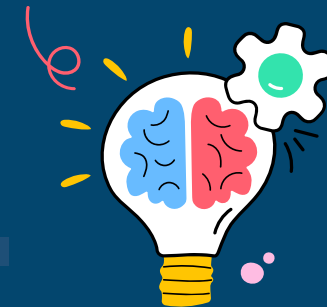
Gururayanapura, Ramohalli Post, Tavarekere  
Hobli, Bangalore South, Bangalore-560074



# MANAGEMENT SKILLS

## CERTIFICATION COURSE

### 2019 - 20





## COURSE OBJECTIVES

- Management skills are something you hear a lot about in the abstract. However, you might find yourself at a loss when trying to describe what they really mean. Management skills entail any skills you might need or have that allow you to take charge of and manage others effectively.
- Management training will differ according to your industry, there are some that are universal skills that are needed in every work environment. Read on below for what these management skills are and why they are important.

- The right skill set can empower managers to identify, face and overcome the variety of problems that can arise in the workplace. You will need to have attention to detail and analytical skills. These will allow you to spot emerging problems before anyone else and tackle them head on.
- Management training is essential to any manager, no matter how many years are under your belt. You should look into presentation skills training, communication training as well as organisational classes to improve your performance.

- The goal of quality management programs is to educate and motivate managers to help increase employee productivity by their improved understanding of processes. This increase in productivity means more work can be done within working hours, resulting in greater profitability. Management programs also aim to improve other qualities in managers, such as leadership and innovation.
- The benefits of management and leadership development programs is that they teach managers the power of working together, and how to inspire teams to do so, in order to reach a common goal. Management is not just about acting as the head of a team and leading in isolation; rather, it is about doing whatever is needed for those in the team to reach the goal, be it providing one-on-one assistance to your team members, or working together, as a cohesive team to reach the desired outcome.





# ABOUT US


iTechnigent focuses on enhancing mental ability through innovative programs designed to boost cognitive skills and problem-solving capabilities. Our approach fosters intellectual growth, empowering individuals to excel in complex, competitive environments.




## BEST CERTIFICATION



### CONTACT US

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 Gururayanapura, Ramohalli Post, Tavarekere Hobli, Bangalore South, Bangalore-560074



# MENTAL ABILITY

**Certification Course**  
**2019**

**BEST CERTIFICATE**





## COURSE OBJECTIVES



The topics included in the Mental Ability section comprise of the following type of questions:

Number based questions - These problems can be mathematically answered.

Sequence Questions - Such inquiries may involve the asking of questions based on a series or sequence of individuals, numbers, or alphabets.



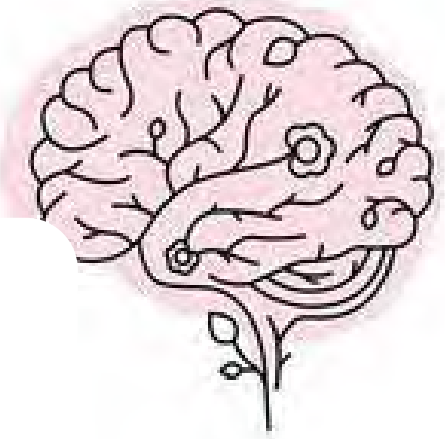
Image-Based Questions - Mirror images, paper cutouts, or trying to identify figures that are similar or different.



Verbal Questions - These sorts of questions can be solved verbally.



Puzzle Questions - This covers the orderly arranging of individuals, days, months, locations, etc, in a variety of formats.



General mental ability refers to a candidate's ability to understand verbal information, perceive and process numbers and information in tabular/graphical format, think laterally, and make logical connections between words and concepts to deduce crucial data.



**INTEGRITY  
LEARNING IS THE  
MAIN FOUNDATION.**







# NUMISMATICS

## CERTIFICATION COURSE



**2019- 20**

### Certificate Course in Indian Numismatics



## About us

Itechnigent explores the fascinating world of numismatics, studying the history and significance of currency. Our initiatives encourage the appreciation and collection of coins and banknotes, enriching knowledge about cultural heritage and economic history.



## Contact Us

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# COURSE OBJECTIVES

Numismatics is all about studying coins and money from way back when. It's different from history or economics because it focuses on physical possessions, like what the coins look like, rather than how they were used



Provides an insight into their minting or printing materials and technology, coinage period, artistic inscriptions, and rarity of an era.

The study of the characteristics of the coin, such as the quantity and quality, the state of preservation, the weight, the metal used to produce it, the iconography, or the place where it was found... gives us a lot of information about the people who produced it.

Numismatists focus more on the material properties of various forms of payment media than they do on their uses and functions within economies.

The growth of the Internet, collecting currency has become increasingly popular and is now pursued by enthusiasts from a wider demographic.

Those interested in or already skilled in numismatics have direct exposure to an endless supply of information, tools, and communities dedicated to the hobby.



Numismatists are experts in the study of currency, specifically its history, as well as its historical context, as well as its physical characteristics.

The historical, economical, and political studies of money are an important part of the numismatic value of coins.





# Personality Development & Aptitude Skills

# Certification Course

## About Us

Invisible Joy is dedicated to personality development and aptitude skills, offering programs that enhance self-awareness, confidence, and critical thinking. We aim to empower individuals to reach their full potential, fostering personal and professional growth.

## Contact Us



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## Why Choose?

- Personality and aptitude certificate can help you understand your unique qualities and abilities, guiding you toward careers that align with your personality and skill set.
- These tests can shed light on areas you need improvement, allowing you to focus on weaknesses and turn them into strengths.
- You can make more informed and confident career decisions by becoming more aware of yourself.
- This certificate will help you determine your intelligence so you can take the necessary steps to achieve your career goals.
- These tests can boost your confidence by solidifying your beliefs, knowledge, and skills.

## Our Mission

An aptitude training program evaluates a person's aptitude to perform a specific task.

The logical thinking analytical aptitude of the students needed for placement and other aptitude tests.

Also we are providing Personality development program which improves one's personality characteristics, behaviors, attitudes, etc. It includes the development of positive self image, communication skills, self-esteem, and healthy relationships. Personality development is a continuous process that helps a person to adjust to different situations, cope with difficulties, and reach their goals.

## Course

### Objective

- ✓ Benefits of Personality Development
- ✓ Understanding Personality Traits
- ✓ The Big Five Personality Traits
- ✓ Enhancing Self-Awareness
- ✓ Importance of Self-Awareness
- ✓ Verbal and non verbal Communication
- ✓ Self-Care and Well-being
- ✓ Developing a Growth Mindset
- ✓ Problems on Number System
- ✓ Problems on Simplifications
- ✓ Problems on HCF and LCM
- ✓ Problems on Average
- ✓ Problems on Ratio and Proportion
- ✓ Problems on Percentage
- ✓ Problems on Ages
- ✓ Problems on Profit and Loss
- ✓ Problems on Partnership
- ✓ Problems on Simple and Compound Interest
- ✓ Problems on Time and Distance
- ✓ Problems on Time and Work
- ✓ Problems on Boats and Streams
- ✓ Problems on Pipes and cistern
- ✓ Problems on Data interpretation





# **PUBLIC SPEAKING & PRESENTATION SKILLS**



## **ABOUT US**

Smaatix specializes in enhancing public speaking and presentation skills, equipping professionals with the confidence and techniques needed to excel. Our tailored programs foster effective communication, empowering individuals to engage and inspire audiences with clarity and impact.

## **Certification Course**

**2019 -20**

## **OUR SOLUTIONS**



**Public Speaking is an invaluable skill that empowers individuals to communicate effectively in front of an audience. Whether addressing a small gathering or a large crowd, mastering this art opens doors to numerous personal, professional, and societal benefits.**



**At its core, Public Speaking is about conveying a message with clarity, confidence, and impact. It involves organising thoughts coherently, engaging the audience through effective body language and vocal delivery, and adapting to various communication settings.**



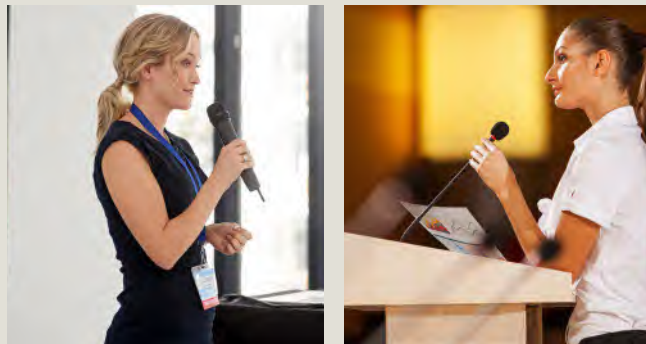
Developing this skill enhances overall communication abilities. It improves verbal and non-verbal skills, enabling individuals to express ideas clearly and persuasively. Moreover, it fosters active listening skills, as speakers must understand and respond to audience feedback.

This skill significantly boosts an individual's self-confidence. Overcoming the fear of Public Speaking instils a sense of empowerment, enabling individuals to project themselves with assurance and credibility. This increased confidence extends beyond the stage, positively impacting personal relationships, career progression, and leadership roles.

Professionally, Public Speaking Skills are highly sought-after. Effective communication is essential in today's competitive job market, from delivering presentations to leading meetings. Strong Public Speaking abilities distinguish individuals, demonstrating their ability to articulate ideas, influence others, and drive positive outcomes.

## COURSE OBJECTIVES

They enhance communication abilities, enabling individuals to express ideas with clarity and precision



**CONTACT US**



**CONTACT US :**

916366816611/96986664985



**OUR ADDRESS:**

Gururayanapura, Ramohalli Post,  
Tavarekere Hobli,  
Bangalore South, Bangalore-  
560074








## About Us

Invisible Joy excels in developing presentation skills, empowering individuals to communicate effectively and confidently. Our training programs focus on clarity, engagement, and professionalism, ensuring participants can deliver impactful and persuasive presentations.



## Contact Us

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# PRESENTATION SKILL

## Certification Course

### 2019

## Course objectives

- Understanding the importance of knowing your audience
- Planning an effective presentation
- Overcoming nerves
- Beginning and ending a presentation successfully
- Being familiar with a strong presentation structure
- Getting the audience's attention and keeping it
- Establishing audience buy-in and building your credibility
- Developing powerful and confident body language
- How to handle difficult questions from difficult audiences



## Building Dreams, Shaping Realities

There are always three speeches, for every one you actually gave. The one you practiced, the one you gave, and the one you wish you gave.

**Dale Carnegie**

## Why to Choose?

Presentations are made to share ideas or information in a creative way with others. This should be done with a lot of planning and preparation.

The first part of this course helps you to understand how to plan and prepare your presentation. Next you will learn how to make and practise the presentation. You will also learn the different methodologies used in making a presentation. This is followed by the Dos and Don'ts. Finally you will learn the art of handling questions while making a presentation.

This course will help you create and make effective presentations.







**Smaatix**

Enhance Digital Future

## ABOUT US

Smaatix specializes in honing presentation skills, providing tailored training to enhance public speaking and visual communication. Our programs focus on engaging delivery, effective use of visuals, and audience interaction, ensuring impactful presentations.



## CONTACT

### MOBILE NUMBER:

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**TRAINING SESSION  
ON  
PRESENTATION  
SKILL**

**18 - 02 - 2022**



# COURSE OBJECTIVES

- **Understanding the Basics of Communication:**
- Explain the principles of effective communication.
- Highlight the importance of presentation skills in various professional and academic settings.
- **Planning and Structuring a Presentation:**
- Teach how to define clear objectives for a presentation.
- Guide on structuring content logically to ensure a coherent flow of ideas.
- Discuss how to tailor presentations to different audiences.
- **Designing Visual Aids:**
- Instruct on creating visually appealing and informative slides.
- Emphasize the use of multimedia elements (images, videos, charts) to enhance presentations.
- Cover principles of design such as balance, contrast, and typography.
- **Developing Public Speaking Skills:**
- Provide techniques for improving verbal and non-verbal communication.
- Teach methods to manage public speaking anxiety.
- Focus on voice modulation, pacing, and clarity.

- **Engaging the Audience:**
- Offer strategies for capturing and maintaining audience interest.
- Explain the use of storytelling and other rhetorical devices.
- Teach how to handle questions and interactive segments effectively.
- **Utilizing Technology:**
- Demonstrate the use of various presentation software (e.g., PowerPoint, Keynote, Prezi).
- Introduce tools for virtual presentations and webinars.
- Cover troubleshooting common technical issues during presentations.
- **Practicing and Receiving Feedback:**
- Provide opportunities for participants to practice presentations.
- Create a supportive environment for peer and instructor feedback.
- Encourage iterative improvement based on feedback received.

# OUTCOMES

- **Create Well-Structured Presentations:**
- Develop clear, concise, and well-organized presentations.
- Tailor presentations to meet the needs of different audiences.
- **Design Effective Visual Aids:**
- Produce slides and visual aids that enhance the message and engage the audience.
- Utilize design principles to create visually appealing presentations.
- **Deliver Confident and Engaging Presentations:**
- Exhibit improved public speaking skills with effective use of body language, eye contact, and vocal variety.
- Manage presentation anxiety and handle audience interactions smoothly.
- **Use Technology Effectively:**
- Confidently use presentation software and tools.
- Adapt presentations for different platforms, including in-person and virtual environments.
- **Engage and Persuade Audiences:**
- Employ storytelling techniques and rhetorical strategies to make presentations more compelling.
- Maintain audience interest and engagement throughout the presentation.
- **Receive and Implement Feedback:**
- Constructively receive feedback on presentation skills.
- Apply feedback to improve future presentations.



## COURSE STRUCTURE

This certification course will provide organizations with staff grounded in knowledge and skills for developing marketable project proposals.

This course focuses on the key elements of proposal writing, including problem identification, objectives setting, methodology development, and budgeting.

participants will learn the essential components of project reports, such as executive summaries, findings, recommendations, and conclusions. Through interactive exercises and practical examples, participants will enhance their ability to communicate project ideas and outcomes clearly and persuasively.

## ABOUT US :

Smaatix offers expert training in proposal and professional report writing, enhancing clarity and impact. Our programs teach structured, persuasive writing techniques, ensuring participants can effectively communicate ideas and secure support for their initiatives.

## CONTACT US :



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2018 - 19

**PROJECT**

**PROPOSAL AND**

**PROFESSIONAL**

**REPORT WRITING**

**CERTIFICATION COURSE**





A project proposal is a document that describes a proposed project and its purpose, outcomes, and the steps that will be taken to complete the project. Not to be confused with a project contract, which is the formal agreement between two parties to complete a project, a project proposal's purpose is to communicate how a company, team, or individual plan to approach a project.

## COURSE OBJECTIVES

- Understand the importance of project proposals and reports in the project management lifecycle.
- Identify the key components and structure of a project proposal.
- Develop clear and concise project objectives, activities, and outcomes.
- Write persuasive executive summaries and project justifications.
- Create logical and well-organized project methodologies.
- Develop accurate and realistic project budgets.
- Understand the structure and elements of a project report.
- Write comprehensive project reports with clear findings, recommendations, and conclusions.

## WHY TO CHOOSE?

The purpose of a project proposal course is to describe services and outcomes from a potential service provider so decision-makers can compare vendors and pick the best provider for their needs. It should be considered a sales document that persuades the decision-maker or stakeholder that the prospective provider has the skills and expertise needed to complete the project to their satisfaction. It should also set expectations, detail budget and timeline, as well as set expectations for what delivery would look like.







**CERTIFICATION  
COURSE  
Public  
Speaking  
Anchoring and  
News Reading  
2020**



## About Us

Smaatix specializes in public speaking, anchoring, and news reading, equipping individuals with the skills needed for confident and effective communication. Our programs foster clarity, presence, and professionalism, preparing participants for success in media and public engagements.

## CONTACT US

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**LET THY SPEECH BE  
BETTER THAN SILENCE,  
OR BE SILENT**



# Course Objectives

Public speaking refers to the act of delivering a speech or presentation to a live audience. It involves conveying information, sharing ideas, or persuading listeners on a particular topic. Public speaking can take place in various settings, such as conferences, seminars, classrooms, or business meetings. The speaker's goal is to engage the audience, communicate effectively, and deliver a compelling message. Public speaking skills often encompass aspects like speech organization, body language, vocal modulation, and connecting with the audience.



- Anchoring: Anchoring, also known as hosting or emceeing, typically refers to the role of a person who presents and guides an event or a program. Anchoring is commonly associated with broadcasting, such as television shows, radio programs, or live events. An anchor serves as the intermediary between the audience and the content, providing introductions, transitions, and commentary throughout the event. They introduce segments, interview guests, make announcements, and keep the program running smoothly. Anchoring requires strong communication skills, improvisation ability, and the capacity to engage with the audience and respond to unforeseen situations.
- Public speaking can significantly boost your confidence. Overcoming the fears and insecurities that accompany public speaking is empowering. Furthermore, connecting with audiences can be a strong reminder that you have valuable insights and opinions to share with the world.
- An anchoring bias may cause a participant in the financial market, such as a financial analyst or investor, to make an incorrect financial decision such as buying an undervalued investment or selling an overvalued investment.



## About the Course

The course aims to expose its students to the techniques employed in public speaking as well as anchoring for live events & news-based television shows with an added advantage of learning news reading





Navajeevan Charitable Seva Samsthe  
Renewing Hope, Transforming Futures

# RELIGIOUS PHILOSOPHIES



## ABOUT US

Navajeevan Charitable Seva Samsthe is dedicated to uplifting the underprivileged through compassionate service, guided by diverse religious philosophies that emphasize love, peace, and humanitarian values. Our mission is to foster a harmonious society grounded in spiritual principles.



# CERTIFICATION COURSE

2019 - 20



## GET IN TOUCH



916366816611/96986664985



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## WHAT IS IT?

Religion and philosophy are fundamental parts of how people have sought to express their understanding of the purpose of life, and the foundation of personal and social behaviour

This course is to see the significance and importance of philosophy of religion.

To have a deeper understanding of philosophy of religion and its relationship to theology/metaphysics.

## COURSE OBJECTIVES

To understand evolution in the human understanding of God and its importance

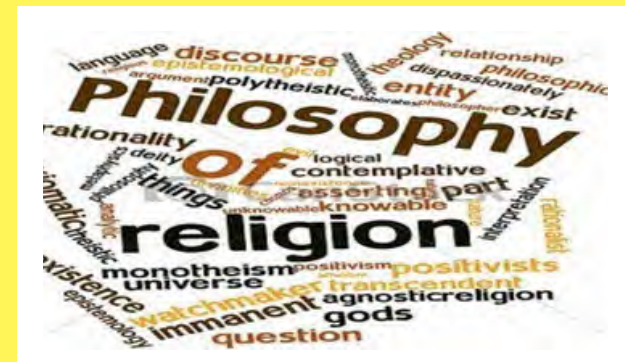


Religion has been an extremely powerful influence in human affairs. It has affected practically every sphere of human experience, from culture and politics to art and literature. In some cases, religion has had a positive influence, promoting compassion, human rights, and social justice. In other cases, it has had a disastrous effect, promoting sectarianism, intolerance, violence, and terrorism. For better or for worse, religion has played, and continues to play, a central role in making human life what it is.

The study of religion explores how various religions have approached issues of ultimate significance: where we came from, where we are going, and how to live in the meantime. While the study of religion does not necessitate that one have or not have a particular religious orientation, it does provide a basis for developing an informed and critical perspective on such issues.



Religious ideas and practices permeate all dimensions of society. Religion, or opposition to it, affects the way that people think and act with respect to practically every domain of human experience.



**“TWO HANDS WORKING CAN DO MORE THAN A THOUSAND CLASPED IN PRAYER.”**







## About Us

iTechnigent emphasizes the role of art in education, integrating creativity into learning to enhance cognitive and emotional development. Our programs foster critical thinking, cultural awareness, and innovative problem-solving, enriching the educational experience through artistic expression.



## CERTIFICATION COURSE



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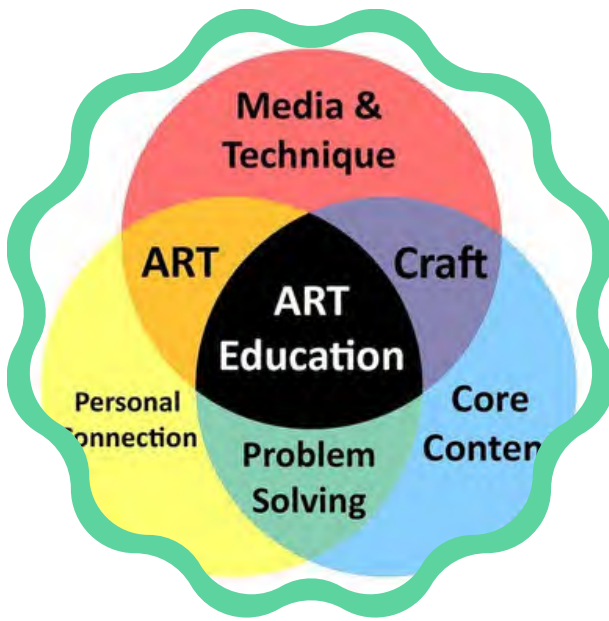
# Role of Art in Education

2020 - 21



## Course Structure:

- ✓ Creativity and Imagination
- ✓ Critical Thinking and Problem
- ✓ Emotional and Social Development
- ✓ Cultural Appreciation and Diversity
- ✓ Communication and Expression
- ✓ Multisensory Learning
- ✓ Career and Life Skills



Arts education has been proven to support a sense of social identity, encourage goal-directed behaviour and increased social resilience.

A unique approach to teaching teamwork and communication skills is the use of visual, and performing arts. Larger the creative team, more valuable the art project is for open-minded people who are willing to learn, expand, integrate, and succeed.

Collaboration creates a sense of comradeship and belonging to the community as young artists work towards a common goal. Researchers have found that students who worked collaboratively on an art project and engaged in a discussion were more thoughtful than those who worked alone.

## Course Objectives

Art enhances creativity, which in turn fosters problem-solving skills. By participating in arts and learning activities, children develop confidence in their abilities and learn new things.

Arts also promote risk-free exploration, and it is this freedom that inspires confidence. It allows children to see things from their viewpoint.

Students who study arts show improved language, reading, and math skills, as well as a greater ability for higher-order thinking skills such as analysis and problem-solving. Students also develop skills such as resilience, courage, and an improved mindset to help them learn professionally, perform well academically, and have a successful life after high school.

Learning art is not only through creativity, but also improves learning in fields such as mathematics and science and in the field of literature. Any skill that students learn through art education allows them to apply the same in academics, resulting in improved academic performance.

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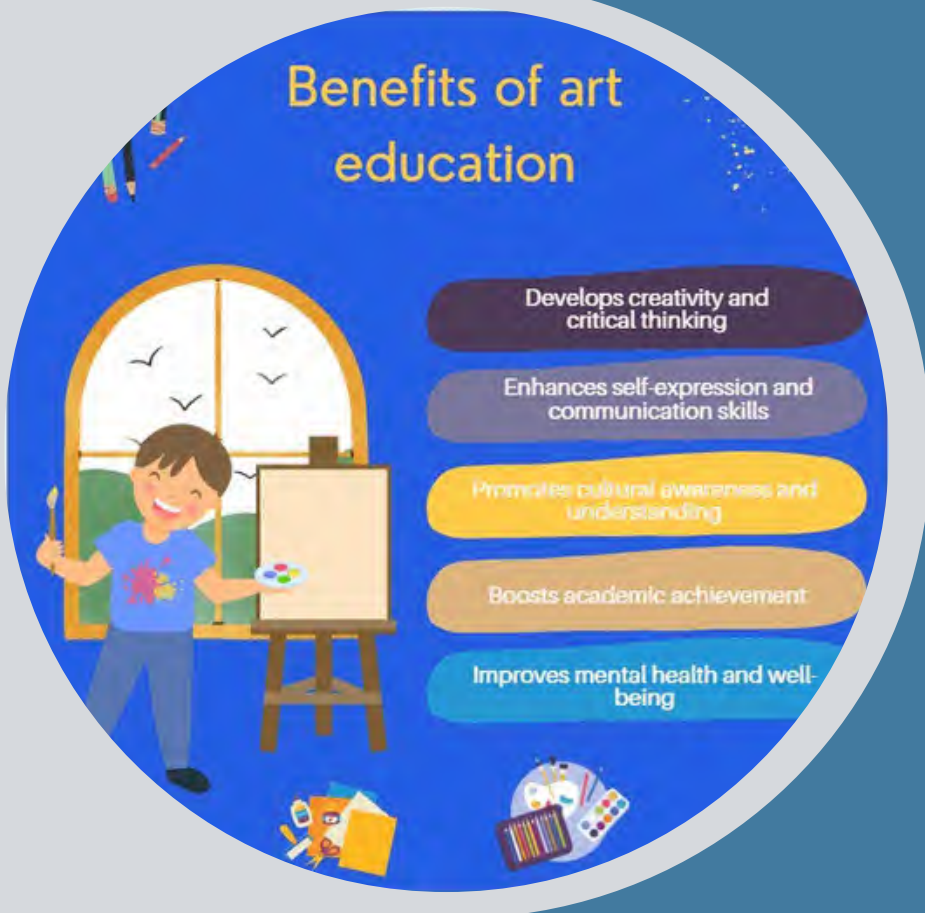
## About Us :

Invisible Joy integrates the role of art in education, enhancing learning experiences through creative expression. Our programs foster critical thinking, cultural awareness, and emotional development, enriching students' academic and personal growth.



**Benefits of art education**

- Develops creativity and critical thinking
- Enhances self-expression and communication skills
- Promotes cultural awareness and understanding
- Boosts academic achievement
- Improves mental health and well-being



## Contact Us



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# ROLE OF ART IN EDUCATION

## CERTIFICATION COURSE

2020 - 21



# ROLE of

# ART EDUCATION

Artistic expression has many different forms both in practice and study. Arts education offers instruction on these mediums which includes disciplines from visual arts, music, dance, theatre to literature. Economic development hinges on having a workforce equipped with diverse skills whether practical or analytical. Cultivating creative thinking skills combined with cultural appreciation courses ensures broader opportunities for learners.

## COURSE OBJECTIVES

- Creativity and Imagination
- Critical Thinking and Problem-Solving
- Cultural Appreciation and Diversity
- Communication and Expression
- Multisensory Learning
- Confidence and Self-Esteem
- Integration with Other Subjects
- Career and Life Skills
- Personal Growth and Well-being



## Our Motto

As an integral part of educational programs globally, we cannot disregard how crucial the role of arts in education is alongside traditional academic subjects. The question then becomes, what makes the role of arts in education so vital to personal development? Let us take an in-depth look into some pivotal points that illustrate precisely how important art is within an educational setting.

## Why To Choose Us:

At Universal School Of Administration we understand that the role of arts in education plays an integral part in supporting individual development by instilling creativity, critical thinking skills, cultural appreciation, and personal growth. By participating in arts education programs or endeavours alike, individuals gain access to an array of diverse artistic disciplines that serve as means for self-expression while engaging in productive or meaningful artistic experiences. The incorporation of Arts into formal educational curriculums promotes holistic learning while simultaneously developing transferable life skills essential to long-term well-being.



**BEST  
CERTIFICATE**





## ABOUT US

Invisible Joy delves into the science of exercise, offering insights and programs that promote physical health and well-being. Our evidence-based approach educates individuals on the benefits of exercise, fostering a healthier, more active lifestyle.



## WHAT YOU'LL LEARN



The relationship between exercise and the body's physiological responses, including carbohydrate, fat, and protein metabolism

The factors that contribute to muscle soreness, fatigue, and the dangers associated with performance-enhancing drugs



# SCIENCE OF EXERCISE



## CERTIFICATE COURSE 2020 - 21

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☎ 916366816611/96986664985



THIS HEALTH COURSE IS INTENDED FOR STUDENTS WHO WANT TO LEARN MORE ABOUT HOW THE BODY REACTS TO EXERCISE. YOU WILL LEARN ABOUT THE MODIFICATIONS YOUR BODY NEEDS TO MAKE IN ORDER TO REACT APPROPRIATELY TO THE PHYSICAL STRAIN OF EXERCISE, SUCH AS ALTERATIONS IN THE METABOLISM OF PROTEIN, FAT, AND CARBOHYDRATES. ADDITIONALLY, YOU'LL GAIN MORE KNOWLEDGE ABOUT NUTRITION, THE REASONS BEHIND WEARINESS AND SORENESS IN THE MUSCLES, AND THE BENEFITS AND RISKS OF PERFORMANCE-ENHANCING MEDICATIONS.



## COURSE OBJECTIVES



The Energetics of Exercise



Physiological Systems During Exercise



Exercise for Fitness & Performance



Exercise in Health, Wellness and Disease

Your application of newly acquired knowledge will be tested through active learning evaluations that include dietary logs, heart rate monitoring, and computations of your body mass index (BMI) and total daily caloric expenditure. In the final section, you will review the scientific data supporting the health advantages of exercise, which include its ability to prevent and treat heart disease, diabetes, cancer, obesity, depression, and dementia.

WE MAKE  
YOUR SPRING  
WORKOUT  
EFFECTIVE  
AND STRONG.







**NTR**  
FOUNDATION

## About Us

NTR Foundation is dedicated to advancing social justice, advocating for equal rights and opportunities for all. Our initiatives aim to address systemic inequalities and promote a fair, inclusive society where every individual can thrive.



## What you will Learn

- human rights
- affirmative action
- income distribution
- capitalism
- socialism
- Environmental
- welfare state
- poverty
- Employment
- education
- global challenges



## Certification Course ON Social Justice



**Fight and win  
your problem**

It is essential that justice be done, and it is equally vital that justice not be confused with revenge

# OBJECTIVE



Expand your knowledge of social justice and advocacy with an Advanced Certificate in Social Justice in the Information Professions from Universal School Of Administration



The certificate equips you with skills, knowledge, and practical approaches to address the needs of the collective well-being of people in an information society. Our program features a unique focus on social justice, responsibility, and ethics.



The concept of social justice first emerged in the 19th century, as there were wide disparities in wealth and social standing perpetuated through the social structure of the era.



This certificate program helps you explore theoretical and practical topics such as information access, social action and rights, community engagement, systemic social change, and information literacy through the lenses of an information professional

**Justice is one and dame for all**



## Contact Us

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# SOCIAL MEDIA MARKETING

certification course

2019 - 20



MARKTIX



## ABOUT US

Marktix revolutionizes social media marketing by connecting brands with audiences through innovative strategies. We leverage the power of digital platforms to enhance visibility, engagement, and growth, ensuring our clients achieve unparalleled success in the online marketplace.

## WHAT IS IT?

Social media Marketing is all about interacting with your target audience at the appropriate time and place. With the growth of the internet, businesses can now quickly connect with their target audience via digital marketing

This course allows you to pinpoint every source of traffic and get complete control over your sales funnels

**The Complete Guide to Social Media Marketing**



Study the strategies of successful digital marketers and learn from their approach.

Identify your area of specialization and focus on mastering those skills.

Seek constant feedback on your work and use it to improve.

Take an E-marketing and management course to learn the latest techniques and strategies

## COURSE OBJECTIVES

Stay active on social media and stay informed about the latest trends and news.

Creating and managing content for a brand's website, blog, and social media channels


Stay active on social media and stay informed about the latest trends and news.

Stay on top of digital platforms and tools that are relevant to your field.


Keep up with industry trends and learn how to adapt good practices.

Take risks to push yourself out of your comfort zone and grow professionally.

### CONTACT US

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**JOIN US FOR THE  
BEST  
CERTIFICATION  
COURSE**





## ONE-TO-ONE (PRIVATE TEACHING)

- ✓ Class For Beginner
- ✓ Class For Intermediate
- ✓ Advance Class



## About Us

Marktix specializes in spoken English and personality development, providing programs that enhance communication skills and personal growth. Our training fosters fluency, confidence, and a polished demeanor, preparing individuals for success in both personal and professional realms.



## Learn Now

You will learn new development skill and language structures and vocabulary, and develop your speaking, listening, reading and writing skills.



### Phone

916366816611/96986664985



### Address

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Ramohalli Post, Tavarekere  
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# Spoken English and Personality Development Certification Course 2022 - 23



website

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## COURSE OBJECTIVES

- Step-by-step Sentence Formation method
- Parts of speech & Slangs, Pronunciation
- Types of Verbs, Proverbs & Vocabulary
- Personality Development Concept & Interview skills
- Ways to Enhance Confidence while Communicating with Others
- Fundamentals of English Language While Spoken English.
- Activities to Improve Your Conversation Skills.
- Job Interview Skills to hit the ground running.
- Job Interview Skills Training practices to interview like a PRO.
- How to be effective in a job interview.
- To Master the Art of Selling Yourself.

## Why Trust Us?

- To boost your confidence and communication skills.
- To handle difficult job interview questions.
- To rock your interviews!

## Learning Content:

- About the different types of interviews and how to approach them.
- The concept of differentiation and its importance.
- How to perform due diligence, prepare for success and challenge yourself.
- How you can leverage feedback and your mistakes.
- To Excel in an interview.







**A SPORTS NUTRITION  
COURSE IS DESIGNED TO  
PROVIDE STUDENTS WITH A  
COMPREHENSIVE  
UNDERSTANDING OF THE  
NUTRITIONAL NEEDS OF  
ATHLETES AND ACTIVE  
INDIVIDUALS.**

## **ABOUT US**

Marktix is dedicated to sports nutrition, offering expert guidance on optimizing athletic performance through proper diet. Our programs focus on the nutritional needs of athletes, providing personalized plans that enhance energy, recovery, and overall health.

## **CONTACT US NOW!**

Gururayanapura, Ramohalli Post,  
Tavarekere Hobli,  
Bangalore South, Bangalore-  
560074



916366816611/96986664985



# **SPORTS NUTRITION**

**CERTIFICATE COURSE**

# **2018**



# COURSE OBJECTIVES

## Foundational Knowledge:

Understand the basic principles of nutrition and how they apply to sports and exercise. Learn about macronutrients (carbohydrates, proteins, fats) and micronutrients (vitamins and minerals) and their roles in athletic performance.

## Sports-Specific Nutrition:

Gain insights into the specific nutritional needs of different types of athletes and sports. Understand the importance of hydration and electrolyte balance for athletic performance and recovery.

## Dietary Planning:

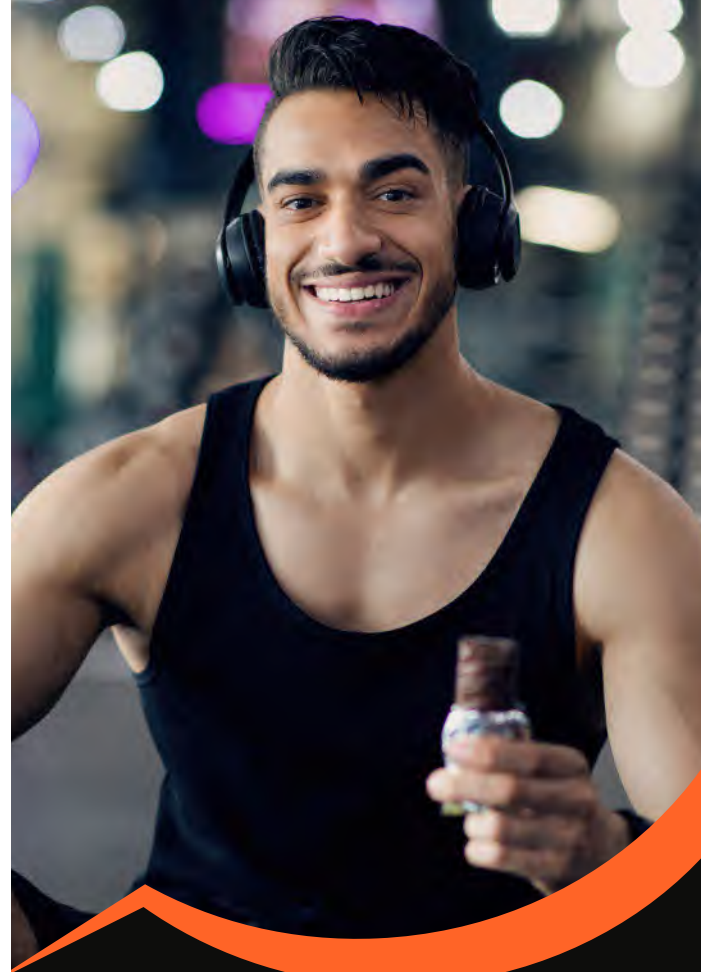
Learn to create individualized nutrition plans for athletes, considering factors such as age, gender, sport, and training intensity. Understand how to plan and time meals and snacks around training and competition.

## Supplementation:

Evaluate the use and efficacy of various dietary supplements in sports. Understand the legal and ethical considerations regarding supplementation.

## Practical Application:

Develop skills in assessing dietary intake and nutritional status of athletes. Gain experience in counseling athletes on nutrition and dietary practices.



# UNLOCK YOUR FULL POTENTIAL WITH NUTRITION.



## Enhanced knowledge:

Participants will have a comprehensive understanding of sports nutrition principles and their practical application.

## Skill Development:

Ability to assess and analyze the nutritional needs of athletes. Proficiency in designing and implementing personalized nutrition plans for different types of

## Improved Performance:

Athletes advised by participants will benefit from tailored nutrition strategies that can enhance their performance and recovery.

## Informed Decision-Making:

Participants will be able to critically evaluate the claims and evidence surrounding various sports nutrition products and supplements.

## Professional Growth:

Enhanced capability to work as sports nutritionists, fitness coaches, or health professionals specializing in sports nutrition. Ability to collaborate effectively with other professionals in the field of sports and exercise.

## Practical Experience:

Experience gained through case studies, practical assignments, and possibly internships, preparing participants for real-world scenarios.





CERTIFICATION COURSE  
ON

**START UP  
ENTREPRENEURSHIP  
AND  
LEADERSHIP**



**GET IN TOUCH**

**MOBILE NUMBER:**

916366816611/96986664985

**ADDRESS:**

Gururayanapura, Ramohalli  
Post, Tavarekere Hobli,  
Bangalore South, Bangalore-  
560074



**ABOUT US**

Itechnigent fosters startup entrepreneurship and leadership, providing resources and mentorship for aspiring entrepreneurs. Our programs emphasize innovative thinking, strategic planning, and effective leadership, empowering individuals to launch and grow successful ventures.

# COURSE OBJECTIVES

## **\*Understanding Entrepreneurship:\***

- To provide a comprehensive understanding of entrepreneurship, including its role in economic development and innovation.
- To explore the traits, skills, and mindset necessary for successful entrepreneurs.

## **\*Business Idea Generation:\***

- To teach methods for generating, evaluating, and refining business ideas.
- To understand the process of identifying market opportunities and customer needs.

## **\*Business Planning:\***

- To guide participants in developing a viable business plan, covering all key components such as market research, business model development, financial planning, and operational strategy.

## **\*Market Analysis:\***

- To equip learners with tools and techniques for conducting thorough market analysis, including competitive analysis and understanding target markets.

## **\*Funding and Finance:\***

- To provide insights into various funding options available for start-ups, including bootstrapping, venture capital, angel investment, and crowdfunding.
- To teach financial management and budgeting skills critical for start-up success.

## **\*Legal and Regulatory Framework:\***

- To educate participants on the legal and regulatory requirements for starting and running a business.
- To cover topics such as intellectual property, business structures, and compliance.

## **\*Marketing and Sales:\***

- To develop skills in creating effective marketing strategies and sales plans.
- To explore digital marketing, branding, and customer relationship management.

## **\*Leadership and Team Building:\***

- To enhance leadership skills and the ability to build and manage effective teams.
- To understand the dynamics of team management and motivation.

## **\*Growth and Scalability:\***

- To teach strategies for scaling up a business and managing growth.
- To understand the challenges and opportunities associated with scaling a start-up.

## **\*Networking and Mentorship:\***

- To provide opportunities for networking with industry professionals, potential investors, and successful entrepreneurs.
- To offer mentorship and guidance throughout the start-up journey.

# OUTCOMES



## **\*Business Plan Creation:\***

- Participants will be able to create a comprehensive and viable business plan ready to present to investors or use as a roadmap for their start-up.

## **\*Enhanced Entrepreneurial Skills:\***

- Graduates will have developed key entrepreneurial skills, including critical thinking, problem-solving, decision-making, and risk management.

## **\*Market Insight:\***

- Participants will gain deep insights into their target market and industry, enabling them to make informed business decisions.

## **\*Financial Acumen:\***

- Graduates will understand financial statements, budgeting, and funding options, equipping them to manage their start-up's finances effectively.

## **\*Legal and Compliance Knowledge:\***

- Participants will be aware of the legal and regulatory requirements for their business, reducing the risk of legal issues.

## **\*Marketing and Sales Proficiency:\***

- Graduates will be able to develop and execute effective marketing and sales strategies to attract and retain customers.

## **\*Leadership and Team Management:\***

- Participants will enhance their leadership capabilities and be prepared to build and manage high-performing teams.

## **\*Scalability Readiness:\***

- Graduates will understand how to plan for and manage business growth, ensuring they are ready to scale their operations successfully.

## **\*Networking Opportunities:\***

- Participants will have built a network of contacts within the entrepreneurial ecosystem, providing support, mentorship, and potential business opportunities.

## **\*Increased Confidence:\***

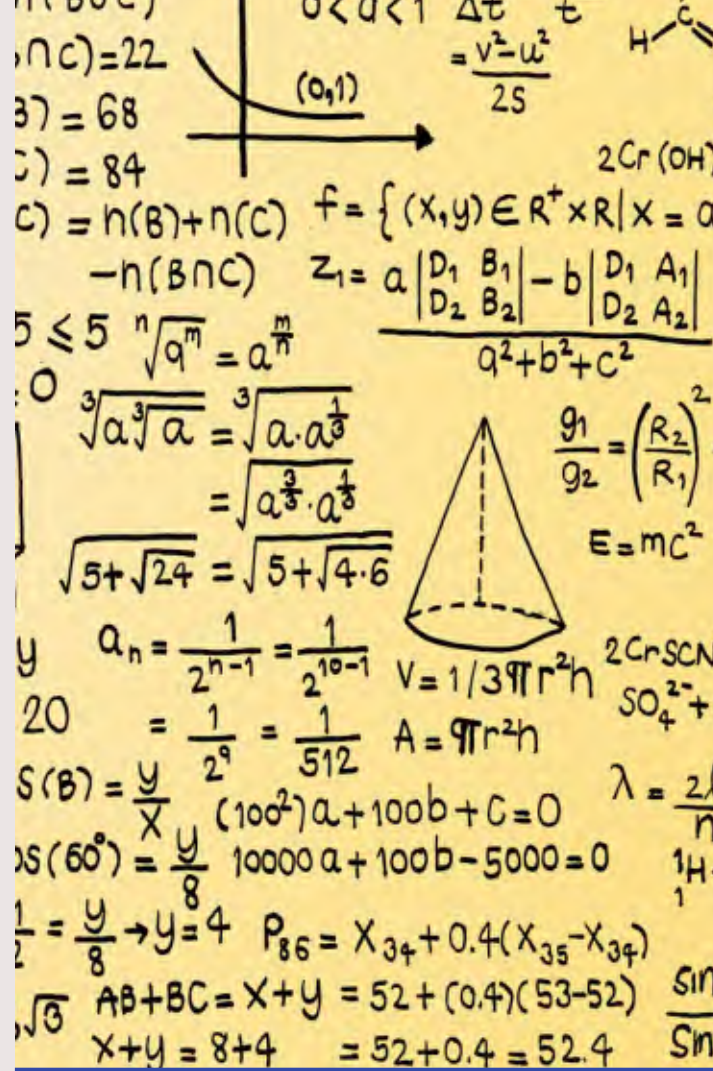
- Graduates will have increased confidence in their ability to start and run a successful business, backed by the knowledge and skills acquired during the course.



# VEDIC MATHS

## Certification Course 2020

A Vedic math course aims to introduce students to ancient Indian techniques for performing mathematical calculations more efficiently.



**MARKTIX**

GURURAYANAPURA, RAMOHALLI POST,  
TAVAREKERE HOBLI, BENGALURU SOUTH,  
BENGALURU - 560074



**Contact Us**



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# COURSE OBJECTIVES

## **\*Introduction to Vedic Mathematics:\***

- Understand the historical background and significance of Vedic Mathematics.
- Learn about the Vedas and their relation to mathematics.

## **\*Foundational Techniques:\***

- Master the basic sutras (formulas) and sub-sutras of Vedic Mathematics.
- Develop a strong foundation in the mental calculation techniques.

## **\*Efficiency and Speed:\***

- Improve speed and accuracy in arithmetic operations.
- Learn shortcuts for addition, subtraction, multiplication, and division.

## **\*Improved Calculation Speed:\***

- Demonstrate significantly faster calculation abilities compared to conventional methods.

## **\*Enhanced Mental Agility:\***

- Exhibit improved mental agility and concentration.

## **\*Increased Accuracy:\***

- Achieve higher accuracy in mathematical computations.

## **\*Better Exam Performance:\***

- Show improved performance in competitive exams and academic assessments.

## **\*Versatile Mathematical Skills:\***

- Apply Vedic Mathematics techniques to a variety of mathematical problems and disciplines.

## **\*Problem-Solving Skills:\***

- Enhance problem-solving skills using Vedic methods.
- Apply Vedic techniques to solve complex mathematical problems quickly.

## **\*Application in Competitive Exams:\***

- Equip students with tools to tackle competitive exams efficiently.
- Practice the application of Vedic methods in exams like SAT, GMAT, GRE, etc.

## **\*Conceptual Clarity:\***

- Foster a deeper understanding of mathematical concepts.
- Encourage a more intuitive approach to mathematics.

## **\*Confidence in Mathematics:\***

- Develop greater confidence in handling mathematical challenges.

## **\*Innovative Thinking:\***

- Encourage innovative and creative thinking in approaching mathematical problems.





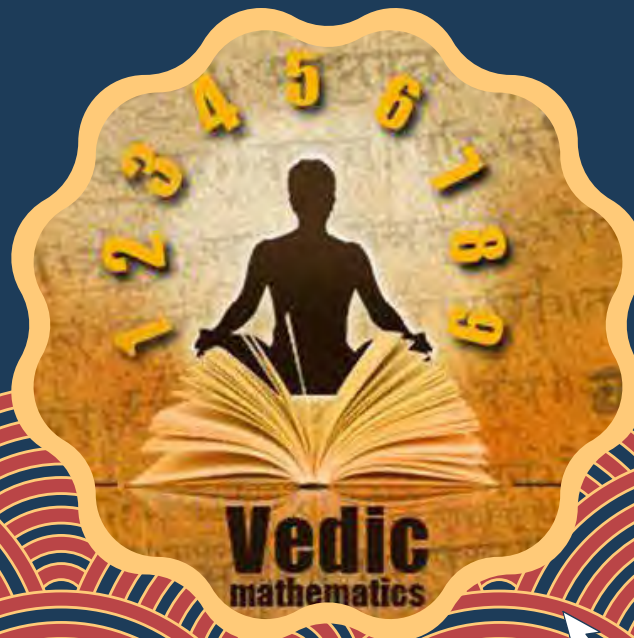
## CONTACT US

916366816611/96986664985

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Post, Tavarekere Hobli,  
Bangalore South, Bangalore-  
560074

## About Us

Marktix offers comprehensive training in Vedic Maths, teaching innovative techniques to simplify complex calculations. Our programs enhance mathematical proficiency and speed, making learning math enjoyable and accessible for students of all ages.



JOIN THE COURSE NOW



# VEDIC MATHEMATICS

CERTIFICATION COURSE

2023

# Course Objectives

Section 1: Welcome & Introductions

Section 2: Base Method by Vedic tricks

Section 3: Multiplication of Complex numbers in seconds

Section 4: Finding Square of Complex numbers

Section 5: Finding the Square root of Complex numbers

Section 6: Finding Cube of Complex numbers

Section 7: Finding Cube root of Complex numbers

Section 8: Division of Complex numbers by Vedic tricks

Section 9: Finding the Percentage of Complex numbers by Vedic tricks

Section 10: Finding a Fraction of Complex numbers by Vedic tricks

# Learning Outcomes

Mathematics is one such analysis that requires reasoning and mind is used at its best but unfortunately, students are largely dependent on calculators even to perform simple calculations.

The most striking feature of the Vedic methods is its coherence. The entire system is interrelated and unified: the general multiplication method, for example, is easily reversed to allow one-line divisions, and the simple squaring method can be reversed to give one-line square roots.

The learning outcome of this course will enable students to perform complex mathematical calculations mentally and set aside their calculators.

## Our Facilities



### *Classroom*

Well-equipped spaces for academic instruction.



### *Library*

Well-equipped spaces for academic instruction.



### *Experienced Faculties*

Well-qualified instructors for academic instruction.



### *Computer Labs*

Well-equipped spaces for academic instruction.



### *Administrative Offices*

Well-equipped spaces for academic instruction.



## ABOUT US

Invisible Joy promotes holistic well-being through the practice of yoga. Our programs offer comprehensive guidance on physical postures, breathing techniques, and meditation, fostering inner peace, balance, and vitality. We aim to empower individuals to achieve mental and physical harmony, enhancing overall quality of life.

## GET IN TOUCH



### Phone

916366816611/96986664985



### Address

Gururayanapura, Ramohalli Post,  
Tavarekere Hobli,  
Bangalore South, Bangalore-560074



Yoga offers physical and mental health benefits for people of all ages. And, if you're going through an illness, recovering from surgery or living with a chronic condition, yoga can become an integral part of your treatment and potentially hasten healing



2022

CERTIFICATION  
COURSE ON  
YOGA

# WHAT WE TEACH TO YOU

Yoga is as good as basic stretching for easing pain and improving mobility in people with lower back pain. The American College of Physicians recommends yoga as a first-line treatment for chronic low back pain.

Theory lectures on Yoga Philosophy; Ashthanga Yoga or Classical Yoga (Yama, Niyama, Asana, Pranayama, Pratyahara, Dharana and Dhyana); Yoga Sutras by Sage Patanjali, Hatha Yoga Pradipika, Bhagvada Gita lessons and Karma Yoga studies; Bhavas and Yogic Concepts (attitude training.) Method Training & Practice in Asanas, Pranayama, Mudra, Bandhas, Kriyas /Purification Processes, Mantra chanting, & Meditation classes



# “YOGA IS A MIRROR TO LOOK AT OURSELVES FROM WITHIN”



**OMKARAPPA G**  
certified yoga teacher

Yoga's innate ability to cease the mental chatter and live in the moment reduces stress and anxiety, showing profound benefits in every sphere of life. Students are very stressed individuals, keen to outperform themselves and prove their worth every chance they get.

**“YOGA DOES NOT JUST  
CHANGE THE WAY WE SEE  
THINGS, IT TRANSFORMS THE  
PERSON WHO SEES.”**



# BENEFIT OF YOGA

- yoga meditation is for for stress healing
- Feel more positive and confident
- Management of depression
- Control of blood pressure
- Yoga improves strength, balance and flexibility
- Yoga helps with back pain relief.
- Yoga can ease arthritis symptoms.





# UNIVERSAL SCHOOL OF ADMINISTRATION

"Affiliated to Bangalore University"

Gururayanapura, Koluru Village, Ramohalli Post, Tavarekere Hobli, Bengaluru-560 074.

## UNDER IQAC INITIATIVE

Circular No. USA/DCC/2022/1

Date: 2/11/22

### CIRCULAR

B.A & B.COM HODs, and IQAC Co-ordinator are requested to attend the meeting on 2/11/22 at **10:00 AM** in the board room. The agenda of the meeting is as follows.

- Certificate Courses from every department
- Other discussions

Venue: Board Room

Time: 11:00 AM

**IQAC – Coordinator**

  
**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

**Principal**

Copy to:

1. Principal
2. IQAC
3. All the HODs

  
**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

**Corporate Off: UNIVERSAL CHARITABLE CENTRE**

2922/20, Chord Road, RPC Layout, Vijayanagar, Mob: 9945940112/9686664985/3/1 E-mail:  
info@universalschoolofadministration.edu.in Bengaluru South 560040 (Near Attiguppe Bus Stop) Ph.  
No. : 080-23396409/3 Website: <http://universalschoolofadministration.edu.in>



# UNIVERSAL SCHOOL OF ADMINISTRATION

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Started the meeting by emphasising the importance of value-added courses in enhancing students' skill sets and employability

SINo	Points discussed	Responsibility/Remarks
1.	Two new value-added programs will be offered by the Department of Arts." <ul style="list-style-type: none"><li>• Social Justice'</li></ul>	HOD
2.	The Commerce Department is going to offer one Value-Added Course <b>Vedic Maths</b> 'Insurance Services Spoken English and Personality Development	HOD
3.	The Heads of Departments fixed t the course duration should be a minimum of 30 hours."	HOD
4.	The courses will be instructed by guest faculty	Faculties &HOD
5.	Certificates will be issued to all students after completion of courses	HOD & Principal
6.	To pass each certificate course, a minimum of 75% is required	Faculties & HOD

*D.V.S.S.R. Banash*  
**PRINCIPAL**  
UNIVERSAL SCHOOL OF ADMINISTRATION  
Gururayanapura, Koluru Village,  
Ramohalli Post, Tavarekere Hobli,  
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Sl. No.	Faculty Name	Designation	
1.	Prof. Uday Kumar	Principal	
2.	MOHANKRISHNAMURTHI	HOD [ARTS]	
3.	KAVYA	HOD [COMMERCE]	
4.	Mr. Ramakrishna H K	IQAC Co-ordinator	

*D.V.S.S.R. Prasad*  
**PRINCIPAL**  
UNIVERSAL SCHOOL OF ADMINISTRATION  
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## UNDER IQAC INITIATIVE

**Circular No. USA/DCC/2023**

**Date: 16/3/23**

### CIRCULAR

B.A & B.COM HODs, and IQAC Co-ordinator are requested to attend the meeting on 16/03/23 at **10:00 AM** in the board room. The agenda of the meeting is as follows.

- Certificate Courses from every department
- Other discussions

Venue: Board Room

Time: 11:00 AM

**IQAC – Coordinator**

Copy to:

1. Principal
2. IQAC
3. All the HODs

  
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Gururayanapura, Koluru Village,  
Ramohalli Post, Tavarekere Hobli,  
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**Principal**

  
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Started the meeting by emphasizing the importance of value-added courses in enhancing students' skill sets and employability

SINo	Points discussed	Responsibility/Remarks
1.	Two new value-added programs will be offered by the Department of Arts." <ul style="list-style-type: none"><li>• 'Drama'</li><li>• 'Social Work'</li></ul>	HOD
2.	The Commerce Department is going to offer one Value-Added Course <b>Digital Marketing'</b>	HOD
3.	The course should be minimum 30 hours	HOD
4.	The courses will be instructed by teachers who invited from outside	Faculties &HOD
5.	Certificates will be given all the students after completion	HOD & Principal
6.	To pass each certificate course, a minimum of 75% is required	Faculties & HOD

*D.V.S.S.R. Prasad*

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Sl. No.	Faculty Name	Designation	
1.	Prof. Uday Kumar	Principal	
2.	MOHANKRISHNAMURTHI	HOD [ARTS]	
3.	KAVYA	HOD [COMMERCE]	
4.	Mr. Ramakrishna H K	IQAC Co-ordinator	

*D.V.S.S.R. Praveen*  
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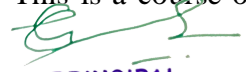
Circular No: USA/CC/2022/03

29-10-2022

## CIRCULAR

### Sub- Value-Added Course for 3<sup>rd</sup> Semester B.COM.

This is to inform all the students of the 3<sup>rd</sup> Semester B.COM that a Certificate course in 'Insurance Services' will be conducted from 5<sup>th</sup> November 2022 to 14 January 2023. This is a course of 33 hours. Students are requested to register their names in Front Office.

  
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Bangalore - 560 074.  
**Principal Signature**

  
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Gururayanapura, Koluru Village,  
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Bangalore - 560 074.

“  
**Together  
we are  
stronger**  
”

**Protect Yourself  
and Make Your  
Dreams Happen.**



**The Best Way  
to Live Life**

## About Us :

Navajeevan Charitable Seva Samsthe offers comprehensive insurance services to support the vulnerable, ensuring financial security and peace of mind. Our mission is to provide accessible and affordable insurance solutions, protecting individuals and families from unforeseen hardships.



*D.V.S.S.R. Hanseth*  
PRINCIPAL  
UNIVERSAL SCHOOL OF ADMINISTRATION  
Gururayanapura, Koluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

## Contact Us :

 916366816611/96986664985

 Gururayanapura, Ramohalli  
Post, Tavarekere Hobli,  
Bangalore South,  
Bangalore-560074



**Certificate course**

**Insurance  
Services**

**2022 - 23**





## Course Would Include

- conceptual framework of insurance regulation
- awareness of the international regulatory scenario
- statutory provisions contained in various legislations applicable in the country,
- In-depth learning of the various compliances required in the sector.

There are many benefits to earning a Certificate in insurance services. The most obvious benefit is the ability to increase your income. You don't have to worry about the cost of getting an insurance policy because you don't have to buy it. Moreover, it is easier to secure than a policy because you can include additional insured parties on it. A certificate is also an excellent tool to show that you're covered at a specific time. It also serves as valuable proof of coverage in the case of a dispute.

## Course Structure



- Fundamentals of Insurance
- Insurance Regulations, Governance and Compliance
- Risk Management in Insurance



**Trust in Security is Not Insecurity.**

*D.V.S.S.R. Praveen*  
PRINCIPAL  
UNIVERSAL SCHOOL OF ADMINISTRATION  
Gururayanapura, Kolaru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

“

Obtaining a certificate from Universal School of Administration shows that you're committed to continuing your education and improving your knowledge. In addition, it shows clients that you're a true expert in your field and has taken the time to learn. The insurance coursework will help you better understand risks and better serve your clients

”



# UNIVERSAL

## SCHOOL OF ADMINISTRATION

### Certificate Course on Insurance Services 2022-23

#### Syllabus:

#### 1. UNIT 1- Introduction

Nature and uses of Insurance in life. Insurance is a measure of financing business continuation, as a protection of property, as a measure of Investment. Risk and Uncertainty.

#### 2. UNIT 2 – Life Insurance Contract

Characteristics, Insurable Interest, Unilateral and aleatory nature of a contract, policy construction and delivery, lapse revival and surrender value, Suicide and payment of the insured amount.

#### 3. UNIT 3 – Life Insurance Risk

Factors governing sum assured; Measurement of risk and mortality table; Calculation of premium; Life Insurance Fund; Valuation and investment of surplus; payment of bonus.

#### 4. UNIT 4 - Salesmanship of Life Insurance

Rules to canvass business from prospective customers; Rules of agency; essential qualities of an ideal insurance salesman.

*D.V.S.S.R. Hanuiah*

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Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.



UNIVERSAL SCHOOL OF ADMINISTRATION  
CERTIFICATE COURSE ON INSURANCE SERVICE

QUESTION PAPER

**1. When was Oriental Life Insurance Company established**

- A.1815
- B.1818
- C.1821
- D.1833

**2. When was the Life Insurance sector nationalised?**

- A.1947
- B.1951
- C.1956
- D.1959

**3. When was Triton Insurance Company Ltd established?**

- A.1850
- B.1854
- C.1857
- D.1860

**4. When was the Indian Mercantile Insurance established?**

- A.1905
- B.1906
- C.1907
- D.1908

**5. When was the General Insurance Council formed?**

- A.1955
- B.1956
- C.1957

*D.V.S.S.R. Praveen*  
**PRINCIPAL**  
**UNIVERSAL SCHOOL OF ADMINISTRATION**  
Gururayanapura, Koluru Village,  
Ramohalli Post, Tavarekere Hobli,  
Bangalore - 560 074.

D.1958

**6. When was the Export Credit Guarantee Corporation of India established?**

A.1955

B.1956

C.1957

D.1958

**7. When was general insurance business nationalised?**

A.1970

B.1971

C.1972

D.1973

**8. When was the General Insurance Corporation of India incorporated?**

A.1970

B.1971

C.1972

D.1973

**9. When was the Insurance Regulatory and Development Authority constituted?**

A.1971

B.1999

C.2001

D.2005

**10. In which year New India Assurance Co Ltd nationalized?**

A.1945

B.1947

C.1973

D.1969

**11. Insurance is Legitimate**

A. When an adverse happening is likely

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- B. When an adverse happening is unlikely
- C. When an adverse happening is certain
- D. All the above three situations

**12.. Insurance benefits replace**

- A. All physical losses, in full
- B. All physical losses, partly
- C. All monetary losses, in full
- D. The monetary losses, but only to some extent

**13. Which of the following statements is correct?**

- A. Insurance is a kind of investment
- B. Insurance is nothing but a gamble
- C. Insurance is risk transfer through risk pooling
- D. Insurance is a charity

**14. What are the reason(s) for increase in health insurance in India?**

- A. Health consciousness
- B. Increased longevity
- C. Increase in income
- D. All of the above

**15. Which of the following statements is not correct?**

- A. One should avail potential tax saving opportunities
- B. Purpose of tax saving is to minimize taxes and not to evade them
- C. Tax planning helps to gain maximum advantage of tax laws
- D. Tax planning is illegal in India

**16. Insurability of women is governed by**

- A. Need for insurance
- B. Capacity to pay premiums
- C. Both A & B
- D. None of the above

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**17. Which of the following is not correct with regards to insurable interest?**

- A. Father taking out insurance policy on his son
- B. Spouses taking out insurance on one another
- C. Friends taking out insurance on one another
- D. Employer taking out insurance on employees

**18. Which of the following options is correct?**

- A. Premium paid by a client for health cover enjoys income tax deduction under section 80C of the Income Tax Act
- B. Premium paid towards health cover earns income tax rebate under section 80D of the Income Tax Act
- C. Premium paid for a health cover does not qualify for tax benefit under any provision of the Income Tax Act
- D. There is no upper limit to sum assured in a health insurance policy

**19. State the incorrect statement of the following ones.**

- A. Premium for an MRP as a collateral for a bank loan need not be paid as the bank is expected to pay the same
- B. Keyman life policy can compensate for losses incurred due to stoppage of work, following the absence of the keyman from work
- C. Keyman life policy proceeds can be set off against lost income from lost business
- D. Keyman can provide compensation to protect profits

**20. The \_\_\_\_\_ is the premium paid by you towards your life insurance, the \_\_\_\_\_ will be the compensation paid to the beneficiary in the event of your death.**

- A. Higher, higher
- B. Lower, higher
- C. Higher, lower
- D. Faster, slower

**21. In which of the following cases is insurable interest not present**

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- A. A person insuring his own life
- B. A father taking out a life policy on the life of his son
- C. A person insuring his colleague
- D. An employer taking a life insurance policy on his employees

**22. Which of the following statements is correct?**

- A. Higher premium will give the beneficiary higher benefits at the time of claim
- B. With lower premium in a life insurance policy, higher benefits are available to the beneficiary in a claim
- C. Higher premium in a life policy will result in lower benefits to the claimant
- D. None of the above

**23. All of the following are elements of a valid contract, except**

- A. Offer and acceptance
- B. Capacity to pay premiums
- C. Consideration
- D. Capacity of the parties

**24. Which of the following is NOT true regarding ULIP?**

- A. A unit holder can choose between different kinds of funds
- B. Life insurer provides guarantee for unit values
- C. Units may be purchased by payment of a single premium or by regular premium payments
- D. ULIP policy structure is transparent with regards to the insurance expenses component

**25. A policy with cover for an indefinite term is called**

- A. Whole life
- B. Endowment
- C. Money back
- D. Term insurance

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Circular No: USA/CC/2022/04

29-10-2022

## CIRCULAR

### Sub- Value-Added Course for 5<sup>th</sup> Semester B.A & B.COM.

This is to inform all the students of the 5<sup>th</sup> Semester B.A & B.COM that Certificate courses in '**Library and Information Science**' [For 5<sup>th</sup> Semester B.A] and **Vedic Maths** [For 5<sup>th</sup> Semester B.COM] will be conducted from 5<sup>th</sup> November 2022 to 14 January 2023. This is a course of 33 hours. Students are requested to register their names in Front Office.

  
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# LIBRARY & INFORMATION SCIENCE

Certification Course

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## ABOUT US

We are Universal School of Administration. USA provides an Integrated Course which is a unique blend of a Graduate course (BA & B.COM). Our mission in USA is to provide a focused, fast-tracked, and well-structured program .



### Course Objectives




- Gateway Knowledge
- Foundations of library and information science
- Library cataloguing
- Computer application to library work
- Information Resources
- Lifelong Learning and Continuing Education
- Management and Administration
- Organization of Recorded Knowledge and Information
- Reference and User Services
- Research and Evidence-Based Practice
- Information Equity
- Technological Knowledge and Skills



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-  **Key outcomes underpinning curriculum planning and development**

The learning outcomes-based curriculum framework is a framework based on the expected learning outcomes and academic standards that are expected to be attained by graduates of a programme of study. The key outcomes that underpin curriculum planning and development include Graduate Attributes, Programme Outcomes, Programme Specific Outcomes, and Course Outcomes.



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### ContactUs



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# Universal School of Administration

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Gateway to Public Services

Gururayanapura, Ramohalli Post, Tavarekere Hobli, Bangalore South, Bangalore-560074

## Syllabus

- 1. Introduction to Library and Information Sciences:** The concept of library and its types are explained in this subject. An introduction to Library Legislation and Acts and other related acts and laws are also provided in it. It also talks about national and global library associations.
- 2. Knowledge Organisation: Classification (Theory):** The concept of Library Classification, its need, and its objectives are described in it. Different types of classification are also explained along with the latest trends in classification and organisation of web resources.
- 3. Knowledge Organisation: Cataloguing (Theory):** Forms of library catalogue, subject cataloguing and catalogue entries, and latest trends in cataloguing are included in it.
- 4. Knowledge Organisation: Classification and Cataloguing (Practical):** The principal subjects taught in this practical subject are the classification of documents as per CC and DDC, Anglo American Cataloguing Rules, and Classify Catalogue Code.

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UNIVERSAL SCHOOL OF ADMINISTRATION

DEPARTMENT OF LANGUAGE

VALUE-ADDED COURSE ON LIBRARY & INFORMATION SCIENCE

1. .... collect, organise and store numerical data pertaining to a specific subject.

1. Libraries
2. Information centres
3. Data centres
4. Museums

2. A document providing a broader view of a subject is called .....

1. Micro-document
2. Macro-document
3. Periodical
4. Report

3. Due to the availability of LAN and WAN, there is no need to visit the library by the users and thus their time is saved.

1. True
2. False

4. Human thoughts are made available in the form of .....

Books and Periodicals

1. Manuscripts and Audio-visual records
2. Graphs, charts, maps, CD-ROM and DVD
3. a and b above
4. a, b and c of the above

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5. Libraries provide macro- documents to their users, whereas information centres provide micro-documents to their users.

1. True
2. False

6. Library promotes ..... for books.

1. Knowledge
2. Education
3. Desire
4. Society

7. The basic functions of a library have not undergone any change even after adopting modern technologies.

1. True
2. False

8. The use of the library by the people makes them ..... citizens of the society.

1. Well informed
2. Healthy
3. Smart
4. Cultural

9. What is a place where library materials are stored and are readily available on request called?

1. Data bank
2. Repository
3. Clearing House
4. Information Centre

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10. Who describes the library as a public institution charged with the collection of books to make these accessible for users?

1. Melvil Dewey
2. A.P.J. Abdul Kalam
3. E.J. Coates
4. S.R. Ranganathan

11. The implications of the Second Law of Library Science are .....

1. Library location, Library hours and Library furniture
2. The State, Library Authority, Library Staff and Readers
3. Open access, Shelf arrangement and Catalogue
4. Growth in size, readers and staff

12. Three time-saving devices according to the Fourth Law of Library Science are .....

1. Open Access, Reference service and Stack room guides
2. Stack area, Circulation area and Reading room area
3. Library Hours, Book selection and Library staff
4. Easy access, Reference service and Library Display

13. Every library grows in size with regard to .....

1. Library Services, Staff and Book display
2. Book selection, library hours and more Finances
3. The library building, growth of Readers and growth of Staff
4. Library automation, issue methods and Location

14. Who revised Ranganathan's Five Laws in 1992?

1. Jim Thompson

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2. Carol Simpson
  3. Michael Gorman
  4. AlirezNoruzi
15. The Sixth Law as devised by James R. Retting is .....
1. Every user his or her web resources
  2. Every web resource its user
  3. Every reader his library
  4. Every reader his freedom
16. .... helps in achieving the objectives of the Third Law of Library Science.
1. Reference Service
  2. Open Access System
  3. Library Catalogue
  4. Classified arrangement of books
17. Which Law of Library Science calls for the classified arrangement of books in the stack room?
1. First Law
  2. Second Law
  3. Third Law
  4. Fourth Law
18. Who had suggested two supplementary (6th and 7th) Laws to Ranganathan's Five Laws?
1. Kuronen and Pekkarinen
  2. Goreman and Crawford
  3. Neelameghan and Bhattacharya

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4. Simpson and Thompson

19. The Book selection criterion should meet the requirements of present and potential users.

1. True
2. False

20. Modern libraries which are automated fail to fulfil the Five Laws of Library Science.

1. True
2. False

21. Categorization of libraries emerged due to .....

The increasing number of users

The enormous number of information resources in all disciplines

Demands for varied kind of information

1. b and c of the above
2. a, b and c of the above
3. Only A
4. Only B

22. Academic libraries are those that support activities of .....

1. Educational institutions
2. Research and development
3. Business and industry
4. General public

23. The library which serves as a permanent depository for all publications issued in the country is a .....

1. Public library

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2. University library

3. National library

4. School library

24. A public library is a ..... library established for the use of the general public and maintained by public funds.

1. Profitable

2. Non-profit

3. Performing

4. Non-performing

25. A photocopying service of pages from books or journals available to users in a library is called ..... service.

1. Responsive

2. Lending

3. Anticipatory

4. Reprographic

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Circular No: USA/CC/2022/05

11-02-2023

## CIRCULAR

### Sub- Value-Added Course for 2<sup>nd</sup> Semester B.A & B.COM.

This is to inform all the students of the 2<sup>nd</sup> Semester B.A & B.COM that Certificate courses in 'Social Work' [For 2<sup>nd</sup> Semester B.A] and 'Digital Marketing' [For 2<sup>nd</sup> Semester B.COM] will be conducted from 18<sup>th</sup> February 2023 to 29<sup>th</sup> April 2023. This is a course of 30 hours. Students are requested to register their names in Front Office.

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# Digital Marketing Certificate Course

2022



## What We Offer

### Social Media

Search and Display advertising  
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### Artificial Intelligence

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### Skill Development

Branding  
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## About Us :

Marktix offers dynamic digital marketing training sessions, equipping participants with essential skills in SEO, social media, content marketing, and analytics. Our hands-on approach empowers businesses to enhance their online presence and achieve digital success.



# Objectives

- Advanced modules that incorporate Generative AI
- certification with cooperation with Universal School Of Administration
- Live training sessions conducted by Meta Blueprint instructors
- 15+ Case Studies & Active Initiatives
- Obtain Executive Alumni Status at MICA
- More Than Ninety Tool Video Collection
- twice-weekly mentoring led by industry mentors
- customized resume evaluation
- Managers conducting simulated interviews
- Examine ChatGPT in the tutorials on digital marketing.



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**Transform Ideas into  
Reality, Swiftly**

**The Marketing Trifecta:  
Advertise, Analyze,  
Optimize!**





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### Certificate Course on Digital Marketing 2022-23

#### SYLLABUS -

##### **Chapter 1 - Digital Marketing Introduction**

- i. What is Digital Marketing
- ii. How digital marketing is helpful in today's scenario
- iii. Overview of various Digital marketing channels

##### **Chapter 2 - Website Planning Process**

- iv. Basics of website design and development.
- v. Elements of a good website
- vi. Responsive web design and its importance

##### **Chapter 3 - Social Media Marketing**

- vii. Introduction of social media marketing
- viii. Understanding different social media marketing
- ix. Developing a social media marketing
- x. media advertising

##### **Chapter 4 - Email Marketing**

- xi. Introduction of Email Marketing
- xii. Building an email list
- xiii. Creating effective email campaigns
- xiv. Email automation and segmentation

##### **Chapter 5 - Content Marketing**

- xv. Introduction of Content Marketing
- xvi. Understanding different types of Content
- xvii. Developing a content marketing strategy
- xviii. Creating and publishing different types of content

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### Value-Added Course on DIGITAL MARKETING 2022-23

#### Question Paper for Value-Added Course

Every Question is Compulsory carrying 2 marks each:

Time: 1 Hour

Max Marks: 50

1. Many people want BMW, but only a few can buy this is an example of
  - A) Need
  - B) Want
  - C) Demand
  - D) Status
2. Marketing is both an art and a science there is the constant tension between the formulated Side of marketing and the \_\_\_\_\_ side
  - A) Behaviors
  - B) Creative
  - C) Management
  - D) Selling
3. Today marketing must be understood in a new sense that can be characterized as:
  - A) Get there first with the most
  - B) Management of youth demand
  - C) Satisfying customer needs

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D) Telling selling

1. Many people want BMW, only few are able to buy this is an example of

A) Need

B) Want

C) Demand

D) Status

2. \_\_\_\_\_ markets are made up of members of the distribution chain.

A. Consumer

B. Business-to-business

C. Channel

3. \_\_\_\_\_ is the act of obtaining a desired object from someone by offering something in return.

A. Marketing myopia

B. Selling

C. Exchange

D. Delivery

4. If actual performance exceeds the expected performance of the product, then the customer is \_\_\_\_\_

A. Satisfied

B. Dissatisfied

C. Delighted

D. Neutral

5. Adding new features to a product is advocated by which of the approaches \_\_\_\_\_

A. Product approaches

B. Production approaches

C. Marketing approaches

D. Selling approaches

6. Marketing is a process that aims at?

A. Production.

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- B. Profit making
  - C. Stratification of customer needs.
  - D. Selling products
7. The key customer markets consist of?
- A. Governments markets.
  - B. Business markets
  - C. Consumer markets.
  - D. All of the above
8. Testing before launching a product known as?
- A. Cid test.
  - B. Concept test
  - C. Market test
  - D. Test marketing
9. When a company distributes its products through a channel structure that includes one or More Resellers, this is known as \_\_\_\_\_.
- A. Indirect marketing
  - B. Direct
  - C. Multi-level marketing
  - D. Integrated marketing
10. Marketing managers should adapt the marketing mix to \_\_\_\_\_ changes and differences in both domestic and global markets.
- A. Sales strategies
  - B. Marketing concept
  - C. Cultural values
  - D. Brand images
11. If performance meets consumer expectations, the consumer is \_\_\_\_\_.
- A. Delighted

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- B. Satisfied
- C. Disappointed
- D. Surprised.
12. Marketing is both an “art” and a “science” There is constant tension between the formulated side of marketing and the \_\_\_\_\_ side.
- A. behaviour
- B. creative
- C. management
- D. selling
13. ....is the major objective of any marketing activity in the world because marketing completes with the real sale of goods and services bought or acquired by the seller or when the intermediary has been affected.
- A. Marketing
- B. Selling
- C. Assembling
- D. Transportation
14. It upholds the importance of the customer in the whole value-creation process. The D.A.R.T. highlights this aspect in a vivid manner.
- A. Contemporary Model
- B. Conventional Model
- C. Both a & b
- D. None of the above
15. What is the last stage of the consumer decision process
- A. Problem Recognition
- B. post-purchase behavior
- C. Alternative evaluation
- D. Purchase
16. One of the key tasks of marketers is \_\_\_\_ and to create consumer perceptions that the product is worth

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- purchasing A. To make products easily visible and available
- B. To promote sales of products
- C. To differentiate their products from those of the competitors
- D. To do marketing surveys
17. A transition in which the organization is marketing an initial purchase of an item to be used to perform a new job refers to which of the following purchases?
- A. Straight rebuy purchase
- B. Delayed purchase
- C. New task purchase
- D. Modified rebuy purchase
18. While buying milk which kind of behavior is displayed by a person?
- A. Extensive problem-solving behavior
- B. Reutilized buying behavior
- C. Variety-seeking behavior
- D. None of the above
19. The promotion "P" of marketing is also known as \_\_\_\_\_.
- A. Product Differentiation
- B. Distribution
- C. Cost
- D. Marketing Communication.
20. Out of 4ps in the marketing mix three are product, promotion, and price, which is the 4th p.
- A. Purpose
- B. Place
- C. Pursuit
- D. Promotion
- E. Plan
21. Which one of the following factors relates to a family that influences consumer behavior

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- A. Cultural
- B. Social
- C. Personal
- D. Business

22. The skimming, penetration, bargaining and bundling are decided in the \_\_\_\_\_ of the marketing mix strategy

- A. Price decision
- B. Place decision
- C. Product decision
- D. Promotion decision

23. Insurance helps to

- A. Prevent adverse situations from occurring
- B. Reduce the financial consequences of adverse situations
- C. Negate all consequences of adverse situations
- D. Make assets continuously productive
- E. All of the above

24. Which intermediaries do not require IRDA's license/ approval to operate in India?

- A. Insurance Brokers
- B. Insurance Agents
- C. Third Party Administrators
- D. Surveyors
- E. All the above intermediaries require IRDA's license/ approval.

25. The principle of average applies when the value is \_\_\_\_\_ in the proposal

- A. Understated
- B. Overstated
- C. Not ascertainable
- D. Negligible
- E. Only sentimental

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# UNIVERSAL SCHOOL OF ADMINISTRATION

"Affiliated to Bangalore University"

Gururayanapura, Koluru Village, Ramohalli Post, Tavarekere Hobli, Bengaluru-560 074.

Circular No: USA/CC/2022/02

29-10-2022

## CIRCULAR

### Sub- Value-Added Course for 3<sup>rd</sup> Semester B.A.

This is to inform all the students of the 3<sup>rd</sup> Semester B.A. that a Certificate course in 'Social Justice' will be conducted from 5<sup>th</sup> November 2022 to 14 January 2023. This is a course of 33 hours. Students are requested to register their names in Front Office.

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**NTR**  
FOUNDATION

## About Us

NTR Foundation is dedicated to advancing social justice, advocating for equal rights and opportunities for all. Our initiatives aim to address systemic inequalities and promote a fair, inclusive society where every individual can thrive.



## What you will Learn

- human rights
- affirmative action
- income distribution
- capitalism
- socialism
- Environmental
- welfare state
- poverty
- Employment
- education
- global challenges

*D.V.S.S.R. Hanumanth*  
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## Certification Course ON Social Justice



### Fight and win your problem

It is essential that justice be done, and it is equally vital that justice not be confused with revenge

# OBJECTIVE



Expand your knowledge of social justice and advocacy with an Advanced Certificate in Social Justice in the Information Professions from Universal School Of Administration



The certificate equips you with skills, knowledge, and practical approaches to address the needs of the collective well-being of people in an information society. Our program features a unique focus on social justice, responsibility, and ethics.



The concept of social justice first emerged in the 19th century, as there were wide disparities in wealth and social standing perpetuated through the social structure of the era.



This certificate program helps you explore theoretical and practical topics such as information access, social action and rights, community engagement, systemic social change, and information literacy through the lenses of an information professional

**Justice is one and dame for all**



## Contact Us

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*D.V.S.S.R. Prasad*  
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# UNIVERSAL

## SCHOOL OF ADMINISTRATION

### Certificate Course in Social Justice 2022-23

#### Syllabus:

#### 1. UNIT 1 - Poverty and Hunger

Relation between poverty and hunger, distribution of poverty and hunger, magnitude and trends of poverty and hunger, causes, consequences, MDGs & SDGs.

#### 2. UNIT 2 - Education

Literacy status in India, Education structure of India, challenges faced by the education sector of India, government initiative, ASER report, financing education.

#### 3. UNIT 3 - Health

12<sup>th</sup> FYP strategy, Universal health coverage, Health Infrastructure, Weaknesses of the Indian Healthcare System, National Family health mission, India's performance on various health indicators, and Government Initiatives.

#### 4. UNIT 4 - Women & Children

National Policy for Women, Domestic Violence Act, Pre-Conception and Pre-Natal Diagnostic Techniques PC&PNDT Act, Gender Budgeting, Protection of Women from Domestic Violence Act, the Prohibition of Child Marriage Act, The Immoral Traffic (Prevention) Act, The Indecent Representation of Women (Prevention) Act, The Dowry Prohibition Act, The Commission of Sati Prevention Act.

*D.V.S.S.R. Praveen*

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## CERTIFICATE COURSE ON SOCIAL JUSTICE

### QUESTION PAPER

1. Blocking a wish or desire from expression is termed as  
(A) Denial (B) Repression (C) Projection (D) Regression
2. Which among the following is not a component of client case worker relationship?  
(A) Autonomy (B) Confidentiality (C) Empathy (D) Sympathy
3. \_\_\_\_\_ is the first settlement in U.K. which is associated with group work.  
(A) Charity organisation society (B) Neighbourhood guild  
(C) Toynbee Hall (D) Hull house
4. Social learning theory is associated with  
(A) Albert Bandura (B) Julian Rotter (C) Walter Mischel (D) All the above
5. Amartya Sen is associated with which of the following concepts?  
(A) Freedom (B) Human Rights (C) Basic Needs (D) Economic Rights
6. Which among the following is not a symptom of schizophrenia?  
(A) Paranoia (B) Vocational function (C) Auditory hallucination  
(D) Disorganized thinking
7. Mean difference is also called as  
(A) Standard error (B) Variance (C) Co-efficient (D) Correlation
8. Which of the following is an antisocial element?  
(A) Clique (B) Crowd (C) Organised group (D) Gang
9. The review of questionnaire with the object of increasing accuracy is  
(A) Coding (B) Editing (C) Recording (D) Decoding
10. The book entitled "Two Treaties on Civil Government" is by  
(A) Hegel (B) John Lock (C) James Mill (D) Bentham

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11. The 'Employees Provident Fund and (Miscellaneous Provisions) Act' was passed in the year

- (A) 1948 (B) 1952 (C) 1961 (D) 1976

12. Social group work as a method does not help

(A) individuals to enhance social functioning through purposeful group experience.

(B) community to solve problems of groups in a community.

(C) provide a context in which individuals help each other.

(D) individuals and groups to influence and change social situations.

13. Who propounded that social action is mass betterment through propaganda and social legislation, a method of bringing about a change in the social environment of the clients?

- (A) M.V. Murthy (B) Peter Lee (C) Philip Kohler (D) Mary Richmond

14. Which Article of Constitution of India suggests for the protection from social injustice and all forms of exploitation and promotion of economic and educational interests of the weaker sections of the people?

- (A) Article 44 (B) Article 45 (C) Article 46 (D) Article 47

15. Example of Personality Test includes

(A) Minnesota Multiphasic Personality Inventory. (B) Rorschach Inkblot test

(C) Thematic Apperception test (D) All the above

16. The largest professional social work association in the United States is:

(A) International Federation of Social Workers

(B) National Association of Social Workers

(C) American Association of Social Workers

(D) None of the above

17. The Central Government Scheme to prevent trafficking of women and children for commercial sexual exploitation is

(A) Ambedkar Hastshilp Vikas Yojana (B) Swadhar Yojana Scheme

(C) Ujjawala Scheme (D) Rashtriya Swasthya Bima Yojana

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18. Conscientization model is associated with

(A) Mary Richmond (B) Paul Chowdhary (C) Paul Friere (D) Perlman

19. Which among the following is not an award instituted by the Ministry of Labour and Employment?

(A) Shram Awards (B) National Safety Awards

(C) Viswakarma Awards (D) Arjuna Awards

20. The flexibility in handling change is termed as

(A) Altruism (B) Innovation (C) Adaptability (D) Aggressiveness

21. The two main forms of social stratification are

(A) Class and Estate (B) Society and Community (C) Caste and Class

(D) Family and Kinship

22. The book 'Social Diagnosis' was written by

(A) H.H. Perlman (B) Mary Richmond (C) Trecker (D) Herbert Bisno

23. The points of scatter plots will seem randomly distributed among the quadrants when little \_\_\_\_\_ exists between the variables.

(A) Difference (B) Correlation (C) Regression (D) Association

24. The specific characteristic of a subject that assumes one or more different values is called as

(A) Data (B) Variable (C) Hypothesis (D) Scale

25. International Women's Year was

(A) 1979 (B) 1978 (C) 1975 (D) 1976

*D.V.S.S.R. Hanuiah*  
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# UNIVERSAL

## SCHOOL OF ADMINISTRATION

Circular No: CC122

09-09-2022

### CIRCULAR

#### **Sub- Spoken English and Digital Marketing Certificate course for 1<sup>st</sup> semester BA & B.com 2022**

This is to inform all the students of the 1<sup>st</sup> Sem B.A\B.COM that a Certificate course in 'Spoken English and Personality Development' will be conducted from 17<sup>th</sup> SEPTEMBER to 28<sup>th</sup> NOVEMBER 2022. This is a course of 33 hours. Students are requested to register their names in Front Office.

  
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# Personality Development & Aptitude Skills

## Certification Course

### About Us

Invisible Joy is dedicated to personality development and aptitude skills, offering programs that enhance self-awareness, confidence, and critical thinking. We aim to empower individuals to reach their full potential, fostering personal and professional growth.

### Contact Us

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## Why Choose?

- Personality and aptitude certificate can help you understand your unique qualities and abilities, guiding you toward careers that align with your personality and skill set.
- These tests can shed light on areas you need improvement, allowing you to focus on weaknesses and turn them into strengths.
- You can make more informed and confident career decisions by becoming more aware of yourself.
- This certificate will help you determine your intelligence so you can take the necessary steps to achieve your career goals.
- These tests can boost your confidence by solidifying your beliefs, knowledge, and skills.

## Our Mission

An aptitude training program evaluates a person's aptitude to perform a specific task.

The logical thinking analytical aptitude of the students needed for placement and other aptitude tests.

Also we are providing Personality development program which improves one's personality characteristics, behaviors, attitudes, etc. It includes the development of positive self image, communication skills, self-esteem, and healthy relationships. Personality development is a continuous process that helps a person to adjust to different situations, cope with difficulties, and reach their goals.

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## Course

### Objective

- ✓ Benefits of Personality Development
- ✓ Understanding Personality Traits
- ✓ The Big Five Personality Traits
- ✓ Enhancing Self-Awareness
- ✓ Importance of Self-Awareness
- ✓ Verbal and non verbal Communication
- ✓ Self-Care and Well-being
- ✓ Developing a Growth Mindset
- ✓ Problems on Number System
- ✓ Problems on Simplifications
- ✓ Problems on HCF and LCM
- ✓ Problems on Average
- ✓ Problems on Ratio and Proportion
- ✓ Problems on Percentage
- ✓ Problems on Ages
- ✓ Problems on Profit and Loss
- ✓ Problems on Partnership
- ✓ Problems on Simple and Compound Interest
- ✓ Problems on Time and Distance
- ✓ Problems on Time and Work
- ✓ Problems on Boats and Streams
- ✓ Problems on Pipes and cistern
- ✓ Problems on Data interpretation



# UNIVERSAL

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### Certificate Course on Spoken English and Personality Development

#### **SYLLABUS:**

##### **1. UNIT I:**

Soft Skills, writing skills, presentation skills, Interview Skills and Debate and discussion (Communication skills)

##### **2. UNIT II:**

Communications, Public Speaking, Situational Studies, Group Discussion.

##### **3. UNIT III:**

Basics Computer Application, Use of MS. Excel, Use of MS Word, Power Point and Internet Function.

##### **4. UNIT IV:**

Personality Development and others, Career Planning, Developing positive attitude, Etiquette and manners, vocabulary.

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### TITLE – SPOKEN ENGLISH AND PERSONALITY DEVELOPMENT

**Every Question is Compulsory to Answer:**

**Time – 1 hour**

**Max Marks- 50**

Read the passages carefully and answer the questions that follow:

Passage (Q.1 – Q.5): Maintenance, strengthening and consolidation of India's independence were among Nehru's most pressing tasks in a world that was sharply divided between the two superpowers the United States and the Soviet Union which were determined to extend their hegemony over the rest of the world. Nehru resisted all pressures and refused to become their pawn and India's internal policies- right or wrong- developed outside the direct influence of the superpowers and India remained in full control of her internal as well as her external policies. Nehru also successfully resisted the penetration of India's political and economic structure and institutions by outside agencies.

Independence depended on the economic strength of a country. Given this, Nehru set out, with a great deal of success, to build an independent and self-reliant economy and made an all-out effort to break out of colonial underdevelopment and to ensure self-sustaining and self-generation growth, both in agriculture and industry. He put a great deal of emphasis on self-reliance. He cautioned against dependence on other nations. Rapid industrialisation, particularly the growth of heavy industries, planning, development of the public sector, atomic energy and science and technology, technical modernisation and the training of a large technical and scientific cadre were regarded by Nehru as necessary parts of the effort at independent economic development and self-reliance. The biggest achievement he claimed for planning and Congress Rule was the creation of a feeling of confidence...a feeling of self-reliance. [9] This would further make national independence stronger by increasing the self-confidence and self-respect of the people.

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1. The correct sequence of synonyms for the words maintenance, strengthening, and consolidation is
  - (a) preservation, buttress, amalgamation
  - (b) repair; bolster; fragment
  - (c) alimony, weakening, gathering
  - (d) build, buttress, separation
2. How did Nehru ensure that he built an independent and self-reliant economy?
  - (a) Industrialization, planning and development of the public sector and extensive research in science and technology.
  - (b) Creating a feeling of self-reliance among the people through speeches and mobilization of public opinion.
  - (c) Less focus on agriculture and more on industrial development
  - (d) Resisting the pressures of the USA and USSR and following a policy of non-alignment



3. Which of the following would be an appropriate title for the passage?

- (a) Consolidation of Indian Independence
- (b) Nehru's Struggle
- (c) Indian Economy after Independence
- (d) Nehru's Achievements as a Prime Minister

4. The word 'pawn' as used in the passage means:

- (a) A chess pieces
- (b) A person used by others for their own purposes
- (c) An obedient servant
- (d) A faithful soldier

5. Choose the grammatically incorrect statement in the paragraph:

- (a) [1]
- (b) [4]
- (c) [8]
- (d) [9]

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Passage (Q.6 – Q.9): In our age of anxiety and victimhood, courage is a trait that many of us sorely lack. For who among us could not create a long list of things we would do if only we were more courageous? How often have we disappointed ourselves by succumbing to our fears rather than taking actions that could create a better life? But for those of us in such a position our future need not mirror our past as courage is a skill that can be cultivated and above all else this skill emerges from the way we relate to our emotions. To act with courage requires that we stop looking at distressing emotions as barriers to action and instead learn to proceed into life even in the presence of fear, anxiety, guilt or shame. In this essay, we are going to explore some tools and techniques that can help us form this type of relationship with the emotional side of the world.

To begin we need to outline the role that emotions play in a human life and we need to distinguish between adaptive and maladaptive emotions. For within this frame of understanding it will become clear why the typical ways people relate to distressing emotions promote cowardice and why an alternative is needed.

There has been a persistent trend in the history of ideas, stretching back to Plato, that characterizes emotions as the unruly and animalistic elements of human life. Our emotions, according to this perspective, disrupt our tranquillity and impede our ability to think rationally. However, this view is one-sided and overlooks the prospective role of emotions. Our emotions, when functioning properly, help us adapt to our environment; they provide information as to the good and bad of our life, and they direct our attention at a speed that often surpasses that of our cognitive mind. While all emotions can provide us with information, it is often the most distressing emotions that are packed with the most important information. Fear can focus us on a threat, anxiety can alert us to the fact that we are taking the wrong path in life, and guilt and shame can signal that our behaviour is not in line with our moral compass.

Our emotions, in other words, are crucial not just in our ability to survive, but to flourish. But where most of us struggle is in our inability to deal with what are called maladaptive emotions. For sometimes our emotions can take on a life of their own and instead of signalling adaptive ways to interact with our environment they deceive us and impel us to behave in ways that will diminish our well-being.

6. What of the following best explains the author's perspective on emotions?

- (a) There are adaptive emotions that direct our attention to important information and then there are maladaptive emotions that cause maladaptive reactions to the environment.
- (b) Emotions reduce our ability to think clearly and objectively. Emotions are a part of our animalistic side.
- (c) Emotions are essential adaptive systems that point one to important information
- (d) Emotions are the unruly and animalistic traits of human life that give a person courage

7. Based on the text, which of the following statements are true:

Statement 1: We are cowardly because we have ineffective ways of dealing with maladaptive emotions.  
Statement 2: To act less cowardly, we need to change our perspective that emotions are obstacles

- (a) Statements 1 and 2 are false
- (b) Statement 1 is true
- (c) Statement 2 is true
- (d) Statements 1 and 2 are true

8. Based on the text, which of the following is a Platonist view

- (a) Emotions can be adaptive or maladaptive.
- (b) Maladaptive emotions characterise the animalistic elements of humans
- (c) Maladaptive emotions are distressing.
- (d) All emotions are animalistic and act as an obstacle to thinking rationally.

9. What is the author's primary message that can be inferred from the text

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- (a) Emotions are crucial to one's ability to survive and flourish but maladaptive emotions can diminish our well-being and make us cowardly.
- (b) The effects of emotions need to be curbed to be less cowardly. Emotions diminish one's ability to think objectively.
- (c) Emotions signal us to important information. We should try to understand the information as effectively as possible.
- (d) To act cowardly is to not live up to one's full potential.

Passage (Q.10 – Q.14): [1] From its early days the national movement was committed to secularism. [2] Secularism was defined in a comprehensive manner which meant the separation of religion from politics and the state, the treatment of religion as a private matter for the individual, state neutrality towards or equal respect for all religions, absence of discrimination between followers of different religions, an active opposition to communalism. [3] For example, to counter communalism and give expression to its secular commitment, Congress in its Karachi Resolution of 1931 declared that in free India "Every citizen shall enjoy freedom of conscience and the right freely to profess and practice his religion", and that all citizens would be "equal before the law, irrespective of caste, creed or sex" that no disability would attach to any citizen because of caste, creed or gender "in regard to public employment, office of power or honour and in the exercise of any trade or calling", and that "the state shall observe neutrality in regard to all religions".

[4] It is true that in his early years, Gandhi, a deeply religious person, emphasised the close connection between religion and politics. [5] This was because he believed that politics had to be based on morality, and to him, all religions were the source of morality. [6] Religion was in fact, he believed, itself morality in the Indian sense of dharma. [7] But he not only moved the Karachi Resolution in 1931, when he saw that communalists were using religion as a sectarian belief system to divide the people, he overtly began to preach the separation of religion from politics. [8] Thus he said in 1942: "Religion is a personal matter which should have no place in politics." [9] And again in 1947: "Religion is the personal affair of each individual. It must not be mixed up with politics or national affairs." [10] Jawaharlal Nehru wrote and spoke passionately and with a deep understanding of communalism. [11] He was perhaps the first Indian to see communalism as the Indian form of fascism. [12] Interestingly, the leaders of the national movement never appealed to the people on religious grounds or that the British rulers' religion was Christianity. [13] Their critique of British rule was invariably economic, political, social or cultural.

[14] It is true that the national movement was not able to counter the forces of communalism adequately or evolve an effective strategy against them. [15] This contributed to the partition and the communal carnage of 1946-47. [16] But it was because of the strong secular commitment of the national movement that, despite these traumatic events, independent India made secularism a basic pillar of its constitution, as well as of its state and society.

10. What according to the passage is not 'secularism'?

- (a) Separation of religion and politics
- (b) Neutral state policy towards all religions
- (c) Having a state religion but respecting all other religions equally
- (d) No tolerance of communalism

11. What caused Gandhi to change his stance with respect to the relationship between religion and politics?

- (a) When religion stopped preaching morals
- (b) Being religious started being equated with fascism
- (c) When the State intervened in the religious affairs of the minorities

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(d) When religion started being used to divide people

12. What is the meaning of the word 'fascism' in the context of the passage?

(a) A political system led by a dictator having absolute power

(b) Differences between Hindus and Muslims

(c) Communal tensions in Kashmir

(d) Promoting nationalistic feelings by pitting one community against another one

13. What is the most appropriate synonym of 'carnage' in the context of the passage?

(a) Bloodbath

(b) Captious

(c) Symbol

(d) Calibrate

14. Which of the following statements is correct in the context of the passage?

(a) Leaders of the national movement encouraged the people to view the imperial leaders as Christians who had come to rob them of their faith.

(b) Gandhi and Nehru's critique of British Rule was never along religious lines.

(c) Secularism is part of the basic structure of the Indian Constitution.

(d) Secularism is defined in the Constitution

Passage (Q.15 – Q.21): Sam squinted against the sun at the distant dust trail raked up by the car on its way up to the Big House. The horses kicked and flicked their tails at flies, not caring about their owner's first visit in ten months. Sam waited. Mr. Carter didn't come out here unless he had to, which was just fine by Sam. The more he kept out of his boss's way, the longer he'd have a job.

Carter came by later while Sam was chopping wood. Carter lifted his hat as if he were waiting for an appointment with the town priest, and then removed it completely as if he were talking to his mother. He pulled out a pile of paper from his back pocket and held it out.

'Don't pick up your mail often, do you?'

Sam took it without a glance and dropped the envelopes onto the bench.

'Never,' he replied and waited for Carter to say why he was there. The fact it was Carter's house was no explanation and they both knew it. Carter twisted his hat round and round, licking his lips and clearing his throat.

'Nice work fixing those fences,' he said finally.

'I'll be back to the beginning soon,' Sam said. It wasn't a complaint. A fence that took a year to repair meant another year's work to the man who did it well.

'Don't you ever want to take a holiday?'

'And go where?'' A holiday meant being back out in the real world, a place even people like Carter travelled to escape from. Sam's escape was his reality and he wasn't going back.

Mr. Carter wiped the sweat from the back of his neck. The damp patches on his shirt drew together like shapes in an atlas. His skin was already turning ruddy in the June sun. Otherwise, he had the indoor tan of a man who made money while other people did the work.

'I've brought my son with me on this trip. He's had some trouble at school.' Mr. Carter's eyes flicked up, blinked rapidly and then shifted back to the hat occupying his hands. 'Not much trouble out here for a young boy.' He attempted a laugh but it came out like a dog's bark.

The two men looked towards the northern end of the property. It stretched as far as the eye could see. Even the fences were barely visible from where they stood. However bored and rebellious a teenage boy might get, it wasn't

possible to escape on foot. Sam looked at the biggest of the horses, kicking at the ground with its heavy hooves. Could the boy ride? He wondered. There was a whole load of trouble a good rider could get into out here, miles away from anyone. But maybe there was even more trouble for someone who knew nothing about horses and wanted to get away from his father.

15. Why was Sam assured of one more year's work from Mr. Carter?

- (a) Mr. Carter had signed a contract with him for one more year.
- (b) Repairing fences took a year's time.
- (c) The property was so big that it would take that long to repair the fence.
- (d) Mr Carter's son was a bored teenager who would break the fence again.

16. Which of the following words would be the most appropriate synonyms for the word 'Patches'?

- (a) Smudged
- (b) Cluster
- (c) Mend
- (d) Stitch.

17. According to the passage what was the type of relation between Mr. Carter and Sam?

- (a) Bullying
- (b) Deference
- (c) Arrogance
- (d) Disrespect

18. What was the purpose of Mr. Carter's visit?

- (a) To give Sam his mail.
- (b) For a holiday.
- (c) To track Sam's progress in repairing the fence.
- (d) To leave his son with Sam.

19. Do you think Sam wanted a holiday, and why?

- (a) Yes, because he did a lot of hard work.
- (b) No as Mr. Carter paid him well.
- (c) No as he wanted an escape.
- (d) Sam wasn't sure.

20. In the context of the passage why do you think Mr. Carter had brought his son there?

- (a) The son needed a holiday
- (b) The son was interested in horses.
- (c) He wanted to keep his son away from school.
- (d) The son would not be able to get into much trouble there.

21. Which of the following figure of speech is not found in the passage?

- (a) Simile
- (b) Oxymoron
- (c) Onomatopoeia
- (d) Chiasmus

22. The word tangible in this sentence means:

- A: basic
- B: untouchable

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C: actual

D: edible

E: none of these

23. The boy's incorrigible behaviour puzzled his sister.

The word incorrigible in this sentence means:

A: appalling

B: reformed

C: incurable

D: frustrated

E: none of these

24. Choose the option which will best replace the underlined words in the sentence to make it correct. She did it too quickly, so it came out looking rough.

A: done it too quickly

B: did it too quick

C: did it too quickly

D: did it too quickly

E: none of these

25. Far from being upright and moral, his behaviour showed him to be fallible. The word fallible in this sentence means:

A: capable of falling over.

B: weak-kneed.

C: capable of error.

D: immoral

E: None of these

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Course title: VEDIC MATHS

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**Syllabus**

**UNIT - I**

**1. Basic Mathematics-1**

- 1.1. Number Systems
- 1.2. LCM and HCF
- 1.3. Decimal Fractions

**UNIT – II**

**2. Basic Mathematics-2**

- 2.1. Simplification
- 2.2. Square Roots and Cube Roots
- 2.3. Average

**UNIT – III**

**3. Basic Mathematics-3**

- 2.6. Problems on Ages
- 2.6. Ratio and Proportion
- 2.7. Percentages

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## UNIT – IV

12 Hrs

### 2. Data Interpretation

- 3.1. Data Interpretation
- 3.2. Tables
- 3.3. Bar Graphs
- 3.4. Line Charts
- 3.5. Pie Chart

### Reference books:

1. Quantitative aptitude for Competitive examination By R S Agarwal
2. Quantitative Aptitude by Competitive Examinations by Abhijit Guha 4 th edition
3. <https://prepinsta.com/>
4. <https://www.indiabix.com/>
5. <https://www.javatpoint.com/>

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## VEDIC MATHS QUESTION PAPER

1. Which of the following fraction is the smallest?

$$\frac{7}{6} \quad \frac{7}{9} \quad \frac{4}{5} \quad \frac{5}{7}$$

- 1)  $\frac{7}{6}$       2)  $\frac{7}{9}$       3)  $\frac{4}{5}$       4)  $\frac{5}{7}$

2. Which of the following fraction is the smallest ?

$$\frac{9}{13} \quad \frac{17}{26} \quad \frac{28}{29} \quad \frac{33}{52}$$

- 1)  $\frac{33}{52}$   
2)  $\frac{17}{26}$   
3)  $\frac{9}{13}$   
4)  $\frac{28}{52}$

3. The smallest possible three place decimal number is :

- 1) 0.012      2) 0.123      3) 0.111      4) None.

4. A number when divided by 899 gives a remainder 63. If the same number is divided by 29, the remainder will be :

- 1) 10      2) 5      3) 4      4) 2

5.  $\frac{1}{0.04}$  is equal to ;

- 1)  $\frac{1}{40}$       2)  $\frac{2}{5}$       3)  $\frac{5}{2}$       4) 25

6. A six digit number is formed by repeating a three digit number ;for example, 256, 256 or 678,678 etc. Any number of this form is always exactly divisible by :.

- 1) 7      2) 11      3) 13      4) 1001.

7. A number when divided by 3 leaves a remainder 1. When the quotient is divided by 2, it leaves a remainder 1. What will be the remainder when the number is divided by 6?

- 1) 3      2) 4      3) 5      4) 2

8. What is two-third of half of 369?

- 1) 123      2) 246      3)  $246.\overline{6}$       4)  $271.\overline{1}$

9. The LCM of two numbers is 864 and their HCF is 144. If one of the number is 288, the other number is :

- 1) 576      2) 1296      3) 432      4) 144.

10. LCM of two numbers is 225 and their HCF is 5. If one number is 25, the other number will be:

- 1) 5      2) 25      3) 45      4) 225.

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- 11.** The L.C.M. of two numbers is 1820 and their H.C.F. is 26. If one number is 130 then the other number is :  
 1) 70                      (2) 1690                      3) 364                      4) 1264.
- 12.** The least number which when divided by 4, 6, 8, 12 and 16 leaves a remainder of 2 in each case is  
 1) 46                      2) 48                      3) 50                      4) 56.
- 13.** The least number, which when divided by 12, 15, 20 or 54 leaves a remainder of 4 in each case, is  
 (1) 450                      (2) 454                      (3) 540                      (4) 544.
- 14.** Find the greatest number of five digits which when divided by 3, 5, 8, 12 have 2 as remainder :  
 (1) 99999                      (2) 99958                      (3) 99960                      (4) 99962.
- 15.** The least number to be subtracted from 16800 to make it a perfect square is  
 (1) 169                      (2) 219                      (3) 159                      (4) 249.
- 16.** A General of an Army wants to create a formation of square from 36562 army men. After arrangement, he found some army men remained unused. Then the number of such army men remained unused was  
 (1) 36                      (2) 65                      (3) 81                      (4) 97.
- 17.** Twenty one times of a positive number is less than its square by 100. The value of the positive number is  
 (1) 25                      (2) 26                      (3) 42                      (4) 41
- 18.** The sum of two positive integers is 80 and the difference between them is 20. What is the difference between squares of those numbers ?  
 (1) 1400                      (2) 1600                      (3) 1800                      (4) 2000
- 19.** The least six digit number which is a perfect square is  
 (1) 100489                      (2) 100000                      (3) 100256                      (4) 100225
- 20.** A student was asked to find the arithmetic mean of the following 12 numbers : 3, 11, 7, 9, 15, 13, 8, 19, 17, 21, 14 and x. He found the mean to be 12. The value of x will be :  
 (1) 3                      (2) 7                      (3) 17                      (4) 31.
- 21.** The average of the marks obtained in an examination by 8 students was 51 and by 9 other students was 68. The average marks of all 17 students was :  
 (1) 59                      (2) 59.5                      (3) 60                      (4) 60.5.
- 22.** If the average marks of three batches of 55, 60 and 45 students respectively is 50, 55 and 60, then the average marks of all the students is  
 (1) 54.68                      (2) 53.33                      (3) 55                      (4) None of these.
- 23.** If 80% of A = 50% of B and B = x% of A, then the value of x is :  
 (1) 400                      (2) 300                      (3) 160                      (4) 150.
- 24.** If x is 80% of y, what percent of y is x ?  
 (1) 75%                      (2) 80%                      (3) 100%                      (4) 125%.
- 25.** If 8% of x is the same as 4% of y, then 20% of x is the same as :  
 (1) 10% of y                      (2) 16% of y                      (3) 80% of y                      (4) 50% of y.

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4.	ANUTHOSH	
5.	CHARITANDHAN	
6.	CHINTHAN	
7.	FAISAL KHAN F	
8.	GLORIA RODRIGUES	
9.	HARINI	
10.	MALTHESH KUMAR PATIL	
11.	MEGHA BHAT	
12.	MOHITH P GOWDA	
13.	MUKESH	
14.	NAKUL	
15.	NUTHAN	
16.	PRATHEEK	
17.	RESHMI	
18.	SANTHAS	

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20.	TASBIHA	<i>Tasbiha</i>
21.	PRADEEP	<i>Pradeep</i>
22.	RAKSHITHA	<i>Rakshitha</i>

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5.	DEWANSH TRIPAHI	20IVC41005	
6.	DURGA PRASAD T	20IVC41006	
7.	ESHA S A	20IVC41007	
8.	FRANCIS NIKHIL DSOUZA	20IVC41008	
9.	GAVVALA VINEETHA	20IVC41009	
10.	GUGA BRINDHA S	20IVC41010	
11.	IBRAHIM B	20IVC41012	
12.	IMNAZ	20IVC41013	
13.	INDUKURI TEJASWINI	20IVC41014	
14.	JOEL M RODRIGUES	20IVC41015	
15.	KHALANDAR BABA	20IVC41016	
16.	MOHAMMAD RIZWAN G	20IVC41017	
17.	MOHAMMED MUJTAHID	20IVC41018	
18.	MOHAMMED SAMAR	20IVC41019	
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30.	RUQSAR BANU	20IVC41032	
31.	S TIPPU SULTHAN	20IVC41033	
32.	SAHANA MUSALI	20IVC41034	
33.	SRI PRIYA M	20IVC41036	
34.	TASMIYA	20IVC41037	
35.	THANUSHREE B S	20IVC41038	
36.	VENNAPUSA SIVAPRASANNA	20IVC41039	
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3.	U03MY21A0005	DIWANSHU DOGRA	
4.	U03MY21A0006	SHIRSAT SIDDHANT SUNIL	
5.	U03MY21A0009	SAMUDRALA RAMA KRISHNA TEJA	
6.	U03MY21A0010	BOYA DEEPIKA	
7.	U03MY21A0011	K S VISHNU KUMAR	
8.	U03MY21A0012	SHAIK ABDUL KALAM	
9.	U03MY21A0013	R SAGAR KAMLAY	
10.	U03MY21A0014	SUJAL SANKHALA	
11.	U03MY21A0015	TOKALA BHUVANASRI	
12.	U03MY21A0016	DHANYA REDDY S	
13.	U03MY21A0017	E NITHIN	
14.	U03MY21A0018	VAYA BANSI PARESHKUMAR	
15.	U03MY21A0019	AKANKSHA ARTAL	
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18.	U03MY21A0024	PALLA GEETHA SRAVANTHI	
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29.	U03MY21A0039	PRAGATHI	
30.	U03MY21A0041	POOJA	
31.	U03MY21A0042	GADE RUCHITHA REDDY	
32.	U03MY21A0043	VARIMADUGU NIRMALA	
33.	U03MY21A0044	KAMALESH H	
34.	U03MY21A0045	SAGAR B	
35.	U03MY21A0046	PRAJWAL	
36.	U03MY21A0047	TATI DEEKSHA	
37.	U03MY21A0048	TAMADAPALLI MANGALI VYSHNAVI	
38.	U03MY21A0049	PALNATI KAVYA	
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21.	U03MY21A0077	RAHUL V	<i>Rahul V</i>
22.	U03MY21A0078	NASHATH KHANUM	<i>N.KHANUM</i>
23.	U03MY21A0079	SAGAR	<i>Sagar</i>
24.	U03MY21A0080	AVIJIT KORA	<i>Ajit Kora</i>
25.	U03MY21A0081	SANTOSH KUMAR	<i>Santhosh</i>
26.	U03MY21A0082	SUDHANSHU PRASAD	<i>Sudhan Prasad</i>
27.	U03MY21A0083	BANDI NIHAR	<i>B.Nihar</i>
28.	U03MY21A0084	NANNAM KARTHIK	<i>Nannam kartik</i>
29.	U03MY21A0085	PRAJWAL CHANDE	<i>Prajwal</i>
30.	U03MY21A0086	GIDUTURI BHAGAVAN PRASAD	<i>G Prasad</i>
31.	U03MY21A0087	YALAGURESH B GOUDAR	<i>Y. B. Goudar</i>
32.	U03MY21A0088	GOLLA SAI NITHIN	<i>Golla Sai Nithin</i>
33.	U03MY21A0089	SRINIVAS S NAYAK	<i>S S Nayak</i>
34.	U03MY21A0090	BASIREDDY VISHNU VARDHAN REDDY	<i>B.VARDHAN</i>
35.	U03MY21A0091	TORATI CHANDRA SEKHAR	<i>Torati Chandea</i>
36.	U03MY21A0094	KHUSHI SUKHWAL	<i>K. Sukhwal</i>

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39.	U03PD21A0006	BIPIN GOWDA P	<u>Bipin G. P</u>

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