



TILAK EDUCATION SOCIETY'S

## J. K. COLLEGE OF SCIENCE & COMMERCE

(Recognised by Govt. of Maharashtra & Affiliated to University of Mumbai)

PLOT NO. 22, SECTOR 5, GHANSOLI, NAVI MUMBAI - 400 701. PH. : 022-27540033, 27550033

E-mail : jkcollege.ghansoli@gmail.com • Website : www.tilakedu.com

### SYLLABUS : ADD ON CERTIFICATE COURSE ACADEMIC YEAR (2018 - 2022)

SR. NO.	Name of Add on /Certificate programs offered	LINK
1	Content Writing	<a href="https://docs.google.com/document/d/1-9hphZq6J6lMnwfHTsg_mzIUtEmYcp4j/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1-9hphZq6J6lMnwfHTsg_mzIUtEmYcp4j/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
2	Public Speaking and Personality Development	<a href="https://docs.google.com/document/d/16l8C3oXffigZ7qoHv0Wq8t4qfNE136l/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/16l8C3oXffigZ7qoHv0Wq8t4qfNE136l/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
3	MS - WORD	<a href="https://docs.google.com/document/d/1FLVXwPfyQDaVX-FXlxcjBIHEYBPDIaf/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1FLVXwPfyQDaVX-FXlxcjBIHEYBPDIaf/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
4	Advanced Excel	<a href="https://docs.google.com/document/d/1CLugZg-e-eH-RO_blzDAgpNiTdszhRBX/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1CLugZg-e-eH-RO_blzDAgpNiTdszhRBX/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
5	Content Writing (Advance)	<a href="https://docs.google.com/document/d/13V5LGscND2oeymuD1xr_BY2iKp5j62zR/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/13V5LGscND2oeymuD1xr_BY2iKp5j62zR/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
6	MS - POWERPOINT PRESENTATION	<a href="https://docs.google.com/document/d/1K7wI0iYWZEAjOjB3orNQ4JfDS7RMSGYg6UfQ8oThaE/edit?usp=sharing">https://docs.google.com/document/d/1K7wI0iYWZEAjOjB3orNQ4JfDS7RMSGYg6UfQ8oThaE/edit?usp=sharing</a>
7	Cloud Computing with AWS	<a href="https://docs.google.com/document/d/1xyGe7vF19lwzmVdVbps6HLLm9QjVnMsy/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1xyGe7vF19lwzmVdVbps6HLLm9QjVnMsy/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
8	Free - style Dancing	<a href="https://docs.google.com/document/d/1nxsWLujL2bw0ta0IR9i7pLprpdmbeS6r9ei_7-JoDPQ/edit?usp=sharing">https://docs.google.com/document/d/1nxsWLujL2bw0ta0IR9i7pLprpdmbeS6r9ei_7-JoDPQ/edit?usp=sharing</a>
9	Tally (Basic)	<a href="https://docs.google.com/document/d/1MmDPSBK5McNfRUPcV-Kca0V787VZoQjXZaSjX7zZsoU/edit?usp=sharing">https://docs.google.com/document/d/1MmDPSBK5McNfRUPcV-Kca0V787VZoQjXZaSjX7zZsoU/edit?usp=sharing</a>
10	Cyber Security	<a href="https://docs.google.com/document/d/1ns6tXj_2-6bUlgl9Y1HDaF6ZdydTQlc/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1ns6tXj_2-6bUlgl9Y1HDaF6ZdydTQlc/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
11	MS - EXCEL (BASIC & INTERMEDIATE)	<a href="https://docs.google.com/document/d/19U5LF54tUoYv0FiRoWJuSIFe_NAe5Kc/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/19U5LF54tUoYv0FiRoWJuSIFe_NAe5Kc/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>

12	BASICS OF DERIVATIVE MARKET	<a href="https://docs.google.com/document/d/1YAyQSbarquZSt1H1MxMXFERGtX_5ossK/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1YAyQSbarquZSt1H1MxMXFERGtX_5ossK/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
13	GST (Basics)	<a href="https://docs.google.com/document/d/1noUBd3YZOpFv4_PkwrGqFPW0GWn_UPIw/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1noUBd3YZOpFv4_PkwrGqFPW0GWn_UPIw/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
14	COMPETITIVE EXAM PREPARATION	<a href="https://docs.google.com/document/d/1BcKCeseOBhCzt2XkEJielvFuMeF2Fxns/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1BcKCeseOBhCzt2XkEJielvFuMeF2Fxns/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
15	Portfolio management	<a href="https://docs.google.com/document/d/1YqhBlrA8K35CdW5iH-gzj-pFE2oXDEjC/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1YqhBlrA8K35CdW5iH-gzj-pFE2oXDEjC/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
16	Risk Management	<a href="https://docs.google.com/document/d/1IUK8BQvKnPddksYYnW7y8lr_FLKQD47S/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1IUK8BQvKnPddksYYnW7y8lr_FLKQD47S/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
17	Personal Finance Management	<a href="https://docs.google.com/document/d/1gUahaci7Vlp4snAmFFWU32TM4Gbp9DYU/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1gUahaci7Vlp4snAmFFWU32TM4Gbp9DYU/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
18	Basics of Mutual Funds	<a href="https://docs.google.com/document/d/15L0Rt-A1KgmkWpRjCxivGLhX_qNAVSmL/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/15L0Rt-A1KgmkWpRjCxivGLhX_qNAVSmL/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
19	IELTS	<a href="https://docs.google.com/document/d/1h_blv4AQ3dOEK07F-iENfkM_8MISOTIh/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1h_blv4AQ3dOEK07F-iENfkM_8MISOTIh/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
20	FINANCIAL LITERACY	<a href="https://docs.google.com/document/d/1scp_p_V7y7fMrlGM4-XCZYeJUwEbhUUF/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1scp_p_V7y7fMrlGM4-XCZYeJUwEbhUUF/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
21	Tally Prime	<a href="https://docs.google.com/document/d/1C7_955wAJEP9kwMBirNZEDJdedgTRws5/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1C7_955wAJEP9kwMBirNZEDJdedgTRws5/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
22	GST - Live Projects	<a href="https://docs.google.com/document/d/1gqUNK8PG19wOaQfqhoqAC-YXS094jGV/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1gqUNK8PG19wOaQfqhoqAC-YXS094jGV/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
23	Competitive Exams Training Integrated Course	<a href="https://docs.google.com/document/d/1bNnXsLfshk-0t4KuhWy5Y3jBhx_GOwba/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1bNnXsLfshk-0t4KuhWy5Y3jBhx_GOwba/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
24	Data Visualization Using Tableau	<a href="https://docs.google.com/document/d/1CEAKzMIkQPwag9tEKI6esbF1XN-gjQ_R/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1CEAKzMIkQPwag9tEKI6esbF1XN-gjQ_R/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
25	Basics of Stock Market	<a href="https://docs.google.com/document/d/1gTRyblp5AM0YN74EgTP6SleE7hoYEc7H/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1gTRyblp5AM0YN74EgTP6SleE7hoYEc7H/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>

26	Mutual Funds Sahi Hai Na	<a href="https://docs.google.com/document/d/1OYAvJ0_b1tV_Qal_y4dj-scjIQaxLFHo/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1OYAvJ0_b1tV_Qal_y4dj-scjIQaxLFHo/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>
27	Advance Module of Stock market	<a href="https://docs.google.com/document/d/117NNmIXfvfEvn3dRHGZGdxbfE1mXZs8g/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/117NNmIXfvfEvn3dRHGZGdxbfE1mXZs8g/edit?usp=sharing&amp;oid=102408266424285897227&amp;rtpof=true&amp;sd=true</a>

*Dr. Shradha M. Bhome*

**Dr.(Mrs.) Shradha M. Bhome**  
**Principal**