



SRI RAMACHANDRA UNIVERSITY

(Declared under Section 3 of the UGC Act, 1956)

Porur, Chennai 600 116

**CHOICE BASED CREDIT SYSTEM (CBCS)
SYLLABI FOR UG AND PG DEGREE PROGRAMS**

2015-16

**GENERIC ELECTIVE (GE), ABILITY ENHANCEMENT
COMPULSORY (AEC), & SKILLS ENHANCEMENT (SE)**

COURSES UPDATED, 2016

Sri Ramachandra University

List of Skills enhancement Courses introduced, September 2016

S. No.	Code Number	Course Name	Faculty	College / Department	UG/ PG	Course Type	Credits
1.	ASL014	National service scheme and Nation Building	AHS	NSS office	UG	SL	2
2.	ASL015	Culinary Skills for optimal nutrition	AHS	Clinical Nutrition	UG	SL	2
3.	ASL016	Basic Life Support	AHS	Accident & Emergency	UG	SL	2
4.	ASL017	Library Science and E-Resources	AHS	Central Library	UG	SL	2
5.	BSL015	Medical Transcription	BMS	BMS	UG	SL	2
6.	BSL016	Basics of Electronics	BMS	BMS	UG	SL	2
7.	DSL001	Tooth Wisdom	DEN	Dental	UG	SL	2
8.	GSL001	Physician Office Management	MGT	Management	UG	SL	2
9.	GSL002	Interpersonal Skills	MGT	Management	UG	SL	2
10.	NSL001	Diabetic foot care	NUR	Community Nursing	UG	SL	2
11.	TSL001	Ergonomics and Health promotion	PST	Physiotherapy	UG	SL	
12.	MSL001	Introduction to the principles and practice of infection prevention and control	MED	Microbiology	PG	SL	2
List of Generic Electives updated							
13.	AGE032	Health Behaviour	AHS	Clinical Psychology	UG	GE	3
14.	AGE003	Organizational Behaviour	AHS	Clinical Psychology	UG	GE	3

Sri Ramachandra University

Department of National Service Scheme Offered to UG Programmes						
Course Code	Course Title	L	T	P/ Field Activity	C	Total Hours
ASL014	National Service Scheme and Nation Building	1		2	2	45

Course Transactor: Dr. S.V.Roop chandar; Programme Co-ordinator, NSS; <svrchandar@gmail.com>

Course Description: This course is designed to enable our student youth to understand about NSS and its role in building youth and our Nation and developing skills thereof.

Learning Objectives:

- To provide an understanding about the aims, structure and programmes and activities of National Service scheme in terms of Nation Building
- To develop certain basic skills for personality development through community development.

Units **National Service Scheme and Nation Building**

Unit 1 **Structure and Functions of NSS**

Aims and Objectives of National Service Scheme, Organizational Structure, Roles of various NSS functionaries; Concept of Regular Activities and Special Camping activities .Adoption of Villages and Slums Methodology of conducting Survey.

Unit 2 **Understanding Youth**

Definition and Profiles of youth categories, Youth Issues, Challenges and Opportunities for Youth, Youth as agent of social change & Community Mobilization .Role of Youth in Nation Building. National Youth Policy.

Unit 3 **Personalty and Community Development skills .**

Importance of youth Leadership , Traits of Good Leadership and Personalty Development. Role of youth in creating awareness through NSS Programmes on Health & Hygeine; Environmental Conservation and Enrichment for Sustainable Development; Sanitation and Swachh Bharat.

Unit 4 **Practical / Field Activity : (15 Hours)**

Text Books:

1. National Service Scheme – A Youth Volunteers Programme for Under Graduate students as per UGC guidelines J.D.S.Panwar et al. Astral International. New Delhi.
2. National Service Scheme Revised Manual, 2006.Govt. of India. Ministry of Youth Affairs & Sports. New Delhi

Reference Books:

1. National Youth Policy-2014. Ministry of Youth Affairs & Sports. .Govt. of India
2. Youth in Perspective

On line resources:

1. Official Web site of National Service Scheme.www.nss.nic.in
2. National Service Scheme-Wikipedia [https:// en.wikipedia.org/wiki/National-service-scheme](https://en.wikipedia.org/wiki/National-service-scheme)

Sri Ramachandra University

Scheme of Curriculum and Evaluation

National Service Scheme and Nation Building Skills Enhancement Course for UG Programme														
Course Code	Category	Course Title	Credits / Week				Hours / Semester			Attendance (%)	CIA- Theory/Practical (a) Marks	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial(T) / Clinical Training (CT)	Practical (P) / Research Project	Credits(C)	Lecture/Tutorial	Practical	Total			Theory (b) Marks	Practical/Viva (c)	
AS L014	SL	National Service Scheme and Nation Building	1		2	2	30	15	45	80	50	--	50	100

DEPARTMENT OF CLINICAL NUTRITION						
For UG Programmes						
Course Code	Course Title	L	T	P	C	Total Hours
ASL014	Culinary skills for Optimal Nutrition	1	-	1	2	45
Course Transactor: Dr.A.J.Hemamalini, Professor; <hemajanardh@rediffmail.com>						

Learning Objectives

- ✓ Understand the basic food groups, their nutrient composition and function
- ✓ Be informed about the concept of balanced diet and tips for planning a healthy menu
- ✓ Gain knowledge looking out for nutrition labeling and be able to make healthier food choices
- ✓ To develop the skills healthy dishes using the food groups

Culinary Skills for Optimal Nutrition

UNIT I - Introduction Foods and Nutrients

Foods- definition, basic four and five food groups -cereals and millets, pulses, fruits and vegetables, fats and oils, sugar and jaggery,

Foods and Nutrients, Functions of Foods- energy yielding, body building and protective foods, balanced diets, vegetarian vs non vegetarian foods, Functional foods and Dietary supplements. Food adulteration, common adulterants used and methods of identification, nutrition labeling, food standards.

UNIT II- Methods of Cooking, Preservation and Sensory Evaluation

Principles and techniques of sensory evaluation, interpretation tools

Cooking methods – moist heat, dry heat, advantages and disadvantages, changes during cooking, nutrient preservation while cooking

Preservation techniques, advantages and disadvantages

UNIT III- Nutritional Requirements and Meal Planning

Basic nutritional requirements through different stages of life cycle, basic principles of meal planning, revisiting concept of balanced diets

Practicals (30 hrs)

1. Introduction to cutlery and crockery
2. Introduction to weights and measures
3. Art of table setting
4. Market survey on food labeling
5. Preparation of few commonly consumed cereal preparations
6. Preparation of few commonly consumed pulse dishes
7. Vegetable cooking without nutrient loss
8. Preparation and display of fruit salads
9. A day's menu for an adult sedentary worker
10. A day's menu for an 8 months old infant
11. Nutritious snacks for a preschooler
12. Nutritious lunch for a school going boy and girl
13. A day's menu for an 16 year old boy and girl
14. Consistency modified menu for a 80 year old
15. Simple tests to identify food adulteration
16. Sensory evaluation of the prepared items

Learning Outcome

- ✓ Appreciate the concept of balanced diet
- ✓ Plan suitable menu for different age groups in a family
- ✓ Prepare commonly consumed home- made foods with preserved nutrients
- ✓ Appreciate the taste of good nutrition

Text Books

1. Peckham, G.G., Foundation of Food Preparation, The MacMillan Company, London, 1994
2. Sumati, M.R. Food Science, New Age International (p) Ltd Publishing House, New Delhi, 1997

Reference Text

1. Gupta LC, Gupta K, Gupta A. Foods and Nutrition Facts and Figures, 6th Ed., Jaypee, 2006.
2. Parker R O. Introduction to Food Science, Thomson Delmar Learning, 200

Web References

1. www.eatright.org
2. www.healthyeatingatschool.ca/uploads/Tips_Lores_jul309.pdf

ASL015 : Culinary Skills for Optimal Nutrition Skills Enhancement Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) MARKS	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
			EST	ESP	Theory: a+(b÷2) = 100 Practical: a + c = 100									
ASL015	SE	Culinary Skills for Optimal Nutrition	1	-	1	2	15	30	45	80	50		50	100

Department of Accident & Emergency Offered to: UG Programs							
Course Code	Course Title	L	T	P	C	Total Hours	
ASL016	Basic Life Support	1	-	1	2	45	
Course Transactor: Ms. Shanthi A; Clinical Instructor and Technologist < srmceducators@gmail.com >							

Course Description:

This course is designed to provide hands on training in Basic life support. It helps one to understand the importance of immediate recognition of cardiac arrest and early initiation of Cardio Pulmonary Resuscitation.

Learning Objectives:

- Provide Hands on training on Cardio Pulmonary Resuscitation.(CPR)
- Use of Automated External Defibrillator (AED)
- Key differences in Adult and Pediatric Resuscitation
- How to respond and to relieve choking

Units	Basic life Support
Unit 1	<ul style="list-style-type: none"> ➤ Introduction and Importance of Basic Life Support ➤ Chain Of Survival and Critical concepts of CPR ➤ One RescuerAdultCPR ➤ Two RescuerAdult CPR ➤ Automated External Defibrillator
Unit 2	<ul style="list-style-type: none"> ➤ Management of Respiratory Arrest ➤ Child CPR

Sri Ramachandra University

	<ul style="list-style-type: none"> ➤ Infant CPR ➤ Adult choking ➤ Child Choking ➤ Infant Choking
Unit 3	<ul style="list-style-type: none"> ➤ CPR modifications in Pregnant patients ➤ BLS in Intoxicated patients ➤ AED Special situations ➤ Difference between Infant , Pediatric and Adult CPR
Unit 4	➤ PRACTICAL: (20 hours)

Learning Outcomes:

Upon completion of this course, the student will

- Demonstrate their basic skills in CPR
- Demonstrate skills in AED
- Be able to identify choking and its management

References Books:

- 1) AHA – Basic Life Support Manual – 2015 guidelines
- 2) Nancy caroline – Emergency care in the streets – seventh edition

Online Resources:

- 1) www.aha.org
- 2) www.emedicine.org

Scheme of Curriculum and Evaluation:

ASL016 Basic Life Support Skills Enhancement Course for UG programme														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) MARKS	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
ASL 015	SE	Basic Life Support	1		1	2	15	30	45	80	50		50	100

Sri Ramachandra University

CENTRAL LIBRARY For UG Programmes						
Course Code	Course Title	L	T	P	C	Total Hours
ASL017	LIBRARY SCIENCE AND E-RESOURCES	1	-	1	2	45
Course Transactor:						

Course Description:

This course is designed to provide hands on training in medical coding and transcription. It helps one to know and understand the uses of ...

Learning Objectives:

- To train students in Library Managements and equip them with the latest development in libraries and information centers
- To make the students aware of various sources of E information and Providing information to the different user groups.

Units	LIBRARY SCIENCE AND E- RESOURCES
Unit 1	<p>BASIC CONCEPTS AND INFORMATION SERVICES Meaning of Library – Types of Library – Library layout - Functions of Library – need for Library – Meaning of ISBN and ISSN – Collection management - Library Classification system - Five laws of Library Science – Inter Library Loan (ILL), Communication theories and models. Barriers to communication. Levels of communications – Intrapersonal, interpersonal and mass communication. Information services – literature search Methods of Dissemination of information Current Awareness Service (CAS), Selective Dissemination of Information (SDI), Document delivery service, Alert services, and Internet services.</p>
Unit 2	<p>INFORMATION SOURCES Documentary Sources of Information, Print, and Non-print including Electronic, Human and Institutional sources: Nature, types, characteristics and utility. Internet as a source of Information. Primary sources of information – Journal, conference volume, patents, research reports, thesis and their electronic format – Secondary sources of information - Bibliography, Encyclopedia, Dictionary, Yearbook , Directory, Geographical Source, Textbook, Index and Abstracts.</p>
Unit 3	<p>LIBRARY AUTOMATION Definition need, Purpose, advantages. Planning for Library automation. Automation of Library operations - Acquisitions, Cataloguing, OPAC, Circulation and Serials control. Evaluation of Library automation systems - Application of Barcode and RFID Technology for Library Functions. Basic concepts: Bibliography, bibliographic coupling, Impact factor.</p>
Unit 4	<p>Electronic Information Sources Electronic Information resources: Meaning and definition, Growth and development, Types. E-Journals, e-Books, e-Theses, e-newspapers, Blogs, Wikis. Free databases and fee based bibliographical and full text databases, subject related websites, Institutional repositories, Open Archives and digital Libraries. - Resource Sharing and Networks: Consortia- Importance and objectives. Study of Information networks and Digital Library Consortia. Types of computer networks: Local Area Networks – Concept, Topologies - Bus, Star, Mesh, Tree, and Ring). Wide Area Networks and Metropolitan Area Networks- Concepts, Circuit switching and Packet switching. Difference between LAN and WAN. Wireless Networks –Mobile telephones.</p>
Unit 5	<p>Digital Libraries Digital Libraries: Concepts and issues. Understanding digital Libraries Content creation – Electronic documents, files and file formats. Study of different file formats. Studying PDF in detail- features of PDF. Digitization- scanning, Digital Preservation, Conservation and Archival Management – Problems and prospects. Open Access Movement and Institutional repositories.</p>
	<p>PRACTICAL: (10 hours) Classification of books and Cataloguing</p>

Sri Ramachandra University

	Collection of information through different sources Library Automation Remote Access Preservation of Documents (Digitization)
--	--

Learning Outcomes:

Upon completion of this course, the student will

- Students can analyze and understand the query TM
- Identify the sources of information
- Finding out the information

TEXTBOOKS

1. Ranganathan, S.R The five Laws of Library Science UBS Publishers, 1988
2. Ranganathan, S.R. Library Manual Sarada Ranganathan endowment for Library Science, 1989
3. Ranganathan, S.R. Cataloguing Practice Sarada Ranganathan endowment for Library Science 1990

REFERENCE BOOKS

1. Pooja and Jain Introduction to Computer, Vikas Publication 2011
2. Dhawan, S.M. et.al Shaping the future of Special Libraries beyond Boundaries, Ane Books Pvt. Ltd, 2008

Scheme of Curriculum and Evaluation:

ASL017 LIBRARY SCIENCE AND E- RESOURCES														
Skills Enhancement Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) MARKS	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
ASL017	S E	LIBRARY SCIENCE AND E-RESOURCES	1	1	2	20	10	30	80	50	100	EST	ESP	100

DEPARTMENT OF HUMAN GENETICS						
For UG Programmes						
Course Code	Course Title	L	T	P	C	Total Hours
BSL015	Medical Transcription	1	-	1	2	45
Course Transactor: Dr. J. Vijayalakshmi, Associate Professor < karthivi@yahoo.com >						

Course Description:

This course is designed to provide hands on training in medical transcription. It helps one to know and understand the uses of Vocabulary, listening comprehension and Medical document preparation.

Learning Objectives:

- Provide Hands on training on English Language and listening comprehension
- Provide foundation to learn medical terminology (Anatomy, Physiology)
- Provide foundation to learn laboratory reports (Hematology, Biochemical reports, & Pathology)

Units	Medical Transcription
Unit 1	The Medical Transcriptionist's career including Ethical & Legal Responsibilities Introduction to Medical transcription, Job Opportunities, Transcription Skills, Medical records, Certification for Medical Transcriptionists, Ethical and Legal responsibilities
Unit 2	Equipments in Transcription Equipment, Computer Systems, Ergonomics, Dictation Equipments, Hand and Foot control Dictation, Transcription Preparation
Unit 3	Transcription Guidelines Punctuations, Proof reading notations, Formats and styles, SOAP for Chart notes; Discharge Summary
Unit 4	PRACTICAL: (20 hours) Equipments for Medical Transcription Typing for the beginners Vocabulary Proof reading Notations Formats and styles in document preparation Preparation of chart notes Listening Comprehension Transcription check off sheet

Learning Outcomes:

Upon completion of this course, the student will

- Demonstrate their basic skills in the knowledge of Vocabulary, Medical terminology, and preparation of chart notes.
- Demonstrate skills in listening comprehension
- Be able to identify accurate format for medical document preparation

References Books:

1. Medical Key boarding, Typing, and Transcribing Techniques and procedures 4th Edition, March Otis Diehl, Marilyn Takahashi Fordney, W.B. Saunders Company
2. The AAMT Book of Style for Medical Transcription, Claudia J. Tessier
3. CD's available for:

Sri Ramachandra University

- a. Stedman's Electronic Medical Dictionary 4.0
- b. American Drug Index 2003

Text Books:

1. Medical Key boarding, Typing, and Transcribing Techniques and procedures 4th Edition, March Otis Diehl, Marilyn Takahashi Fordney, W.B. Saunders Company
2. The AAMT Book of Style for Medical Transcription, Claudia J. Tessier

Online Resources:

- 1) www.medicaltranscriptiontraining.in
- 2) www.rbsten-tel.com/pdf/QualityMT.pdf

Scheme of Curriculum and Evaluation:

BSL015 : Medical Transcription														
Skills Enhancement Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) MARKS	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training(CT)	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
														EST
BSL 015	SE	Medical Transcription	1		1	2	15	30	45	80	50		50	100

Sri Ramachandra University

DEPARTMENT OF BIOMEDICAL SCIENCE						
For UG Programmes						
Course Code	Course Title	L	T	P	C	Total Hours
BSL016	Basics of Electronics	1	-	1	2	45
Course Transactor: Ms. Betty Lincoln, Senior Lecturer < lincolnbetty@gmail.com>						

Course Description:

In today's world the basic knowledge of electronic gadgets is highly essential. Everyday Electronics represents a hands-on lecture and lab course through which students will learn the basic electronics principles, to read schematics and interpretation of circuits. This course sensitizes the students about the intricate components and working principle of the common appliances they use.

Learning Objectives:

- To provide hands on training in understanding intricate of circuits and their working.
- To enable the comprehension of the day to day electronic gadgets.
- To help student identify and troubleshoot errors in electronic circuits

Units	BASIC OF ELECTRONICS
Unit 1	<u>INTRODUCTION</u> Basic concepts – static and current electricity – Ammeter – Voltmeter – Multimeter– Capacitor – Resistors- Basic circuitry - Inductors – Rectifiers – Semiconductor theory - diodes – LED – Timer circuits
Unit 2	<u>ELECTRONIC GADGETS</u> Basic circuitry of home appliances – principle and working of gadgets –trouble shooting in home appliances- electrical safety –macro shock – micro shock – electrical accidents – protection devices.
Unit 3	<u>SENSORS</u> Introduction – Principle And Types – Biosensors – Transducers – Selection Of Transducer – Direct And Indirect Measurement –Strain Gauge – Controlling lighting and reducing wastage of Energy.
Unit 4	<u>PRACTICAL: (20 hours)</u> Understanding of Basic circuit connections and continuity in circuits Construction of light dark sensor Demonstration of sound level meter Construction of electronic alarm and buglar alarm Construction of FM receiver Demonstration of the working of thermostat and water heater Demonstration of minor day to day gadgets.

Learning Outcomes:

On completion of this course the student will be able to

- Understand basic electrical and electronic terminology.
- Construct simple circuits.
- Students acquire skills in using materials and instruments that are used to monitor, design and build basic electronic equipment.
- Familiarity with electronic devices, gadgets and basic testing equipment

Text Books:

1. V.K. Mehta 'Principle of Electronics, S Chand publishers.
2. Biomedical instrumentation by Arumugam, Anuradha publishers

Sri Ramachandra University

Reference Books:

1. Jacob Millman and Halkias C., "Integrated Electronics," Mc Graw hill, New York, 2004.
2. Basic Electronics by Debashis De, Pearson publishers.

Online Resources:

1. www.electronics-lab.com
2. *Modern Devices: The Simple Physics of Sophisticated Technology*, wiley online library.

Scheme of Curriculum and Evaluation:

BSL016 : Basics of Electronics														
Skills Enhancement Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) MARKS	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical (P)/Research Project	Credits (C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
														EST
BSL016	SE	Basics of Electronics	1		1	2	15	30	45	80	50	--	50	100

DEPARTMENT OF DENTAL							
For UG Programmes							
Course Code	Course Title	L	T	P	C	Total Hours	
DSL001	Tooth Wisdom	1	-	1	2	45	
Course Transactor: Dr.Madhan ,							

LEARNING OBJECTIVES:

At the end of this course, the students should have knowledge in:

1. The two most common diseases of the oral cavity and its prevention
2. The myths and facts of Dentistry
3. How the oral health plays an important role in general health
4. The importance of the role of teeth in personality enhancement

LEARNING OUTCOME:

At the end of the course the students should be able to have a broad overview of Dentistry and knowledge about common diseases affecting the teeth and its supporting structures including identification, etiology and prevention.

UNIT – I

OVERVIEW OF DENTISTRY: [4 hours]

1. Tooth dynamics
2. Gumpad, types of dentition & its chronology
3. Pedodontics clinical observation and infant oral health
4. Assessment

UNIT - II

NO CAVITY IN ORAL CAVITY: [8 Hours]

1. Dental caries – etiology and precipitating factors
2. PRECIPITATING FACTORS [Activity based learning]
 - i) Diet & Microbes
 - ii) Saliva & Substrate with Activities
3. Assessment
4. PREVENTION OF DENTAL CARIES :
 - i) Remineralizing agents
 - ii) Fluorides in dentistry
5. Clinical observation Hour –
6. a)Conservative Dentistry & Endodontics
b) Public Health Dentistry

UNIT – III

DANCING TOOTH: (8 Hours)

1. Gum dynamics
2. Plaque & Gum disease - 1 hours
3. Identifying & prevention of gum disease
 - a) Oral Hygiene Instructions & activity
 - b) Toothpaste & Tooth brush & Auxillary aids
 - c) Tooth brushing techniques (Activity based learning and assessment)
4. Malocclusion
5. Cleft lip & Palate assessment

UNIT- IV

Hidden Links (5 Hours)

1. Oral health – A gateway to health
2. Hormonal influences on Oral diseases
3. Dental imaging - Observation/ Activity/ assessment
4. Beauty at 60
5. Museum visit

UNIT –V

CUT TO SAVE: (4 Hours)

1. Wisdom about wisdom tooth
2. Oro-facial trauma & tumours
3. Assessment
4. Oral Pathology & Museum visit

UNIT –VI: IN A NUT SHELL: (1 Hour)

REFERENCES:

Text Books:

- Conservative dentistry - Sturdevant 6th ed,
- Textbook of Oral Medicine – Burket's 12th ed.,
- Essential of Public Health dentistry – Soben Peter 5th ed
- Pediatric Dentistry –Principles and practice : MS.Muthu,N.Sivakumar, 2nd ed
- Textbook of Orthodontics – William.R. Proffit

Sri Ramachandra University

• **Web Resources:** From SRU Library Portal

Preferred period for beginning of the semester (UG): Month of November
 Evaluation will be continuous periodic assessment in the form of MCQ's/ Activity based/ Pedagogy

DSL001: Tooth Wisdom														
Skills Enhancement Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) marks	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
DSL001	SL	Tooth Wisdom	1		1	2	15	30	45	80	50	--	50	100

DEPARTMENT OF COLLEGE OF MANAGEMENT							
For UG Programmes							
Course Code	Course Title	L	T	P	C	Total Hours	
GSL001	Physician Office Management	2	-	-	2	45	
Course Transactor: Dr.A.Bhoomadevi, Assistant Professor < bhooma.ganesh@gmail.com >							

Objectives

1. To make them understand the outpatient and inpatient registration process
2. To educate them on the importance of patient education.
3. To give insight on patient satisfaction and patient records.
4. To make them understand the importance of coordination among various departments in hospitals.

Unit I	Hospital front office management – introductory aspects of front managerial effectiveness – internal and external clients of the hospital – customer service excellence and satisfaction - role of medical secretaries in hospital - communication skills with emphasis on verbal and non-verbal communication – personal and business etiquette.
Unit II	Outpatient section – Registration of new cases – registration of repeat cases – patient record guide – Laboratory, X- Ray reports and reports filing – Alpha index typing and Filing. OP Records – Coding (Disease & indexing) – retrieval – OP statistics
Unit III	Inpatient Section – Admitting office procedure – Inpatient record removal & forwarding – ward census. Assembling and deficiency check. IP record coding and indexing.

Sri Ramachandra University

Unit IV	Discharge analysis – Incomplete record control – completed record control – Medico legal procedures & issue of Medical certification – Record retention & destruction of OP and IP records.
----------------	---

Text Book

1. Medical Office Management – Christine Malone
2. Medical Office Management – Alice Anne Andress

Reference Books

1. The physician as Manager – John J. Aluise
2. Contemporary Medical Office Procedures – Doris D. Humphrey

Web Resources

1. <https://www.acponline.org/practice-resources/business-resources/office-management/patient-care-office-forms>
2. <http://www.physicianspractice.com/>

Scheme of Curriculum and Evaluation:

Skills Enhancement Course for UG programmes offered by College of Management														
Course code	Category	Course Title	Credits / Week				Hours/ semester				CIA - Theory / Practical (a) Marks	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical Project (P)/Research	Credits(C)	Lecture/ Tutorial	Practical	Total hours	Attendance (%)		Theory (b)	Practical/ Viva (c)	
												EST	ESP	
GSL 001	SE	Physician Office Management	2	-	-	2	30	-	30	80	50	-	50	100

DEPARTMENT OF COLLEGE OF MANAGEMENT For UG Programmes						
Course Code	Course Title	L	T	P	C	Total Hours
GSL 002	Interpersonal Skills	2	-	-	2	45
Course Transactor: Ms. K. Rohini, Lecturer < rohinianusha@gmail.com >						

Learning Objectives:

1. To make the students understand the importance of self development.
2. To support the students in building Interpersonal Skills.
3. To impart knowledge about leadership and Time management.

Unit I: Self-Assessment - Self-Awareness - SWOT Analysis – Attitudes – Values - Goal setting – Stress Management

Unit II: Communication process- Types – Barriers – Tips for Effective Communication - Speaking Skills - Listening Skills

Unit III: Group Discussion – Resume Writing- Importance of Professional behavior at workplace – Ethics and Integrity at workplace - Grooming - Email and telephone etiquette

Unit IV: Team Work – Conflict Management – Motivating Others – Good Leadership Behaviors – Time Management

Learning Outcome:

Students will understand the significance of interpersonal skills and teamwork in the working environment.

Text Books:

1. Personality development and soft Skills, Barun K Mitra , Oxford Higher Education
2. Organizational Behaviour , Fred Luthans , McGraw Hill

Reference Books:

1. 7 Habits of Highly effective people, Stephen Covey, Free press
2. You can win, Shiv Khera , Macmillan

Web References:

1. <http://www.trainingcoursematerial.com/free-training-articles>
2. <http://www.unimenta.com/materials/Unimenta-free-and-sample-materials>

Scheme of Curriculum and Evaluation:

GSL 002 Interpersonal Skills Skills Enhancement Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) Marks	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
GSL 002	SE	Interpersonal skills	2	-	-	2	30	-	30	80	50	-	50	100

DEPARTMENT OF NURSING						
Skills Enhancement course For UG Programmes						
Course Code	Course Title	L	T	P	C	Total Hours
NSL 001	Diabetic foot care	1	-	1	2	45

Course Transactor: Mrs. K. Kavitha , Lecturer <Kavithamsc76@gmail.com>

Course Description:

This course is designed to provide knowledge and develop skill in diabetic foot care.

Learning Objectives:

- Brief the anatomy and physiology of pancreas, skin, nail and foot
- Brief diabetes mellitus and its risk factors, pathophysiology, clinical features, diagnostic investigations, management and complications
- Explain the pathophysiology of diabetic foot ulcer
- Perform diabetic foot examination
- List the complications of diabetic foot
- Explain the diabetic foot care practices for prevention of complications
- Conduct health education

Unit	Diabetic foot care
I	Introduction of the course - Diabetes mellitus - Diabetic foot problems - Anatomy and Physiology of the pancreas, skin (callus), nail and foot

II	Management of patients with diabetes mellitus <ul style="list-style-type: none"> - Definitions - Risk factors - Pathophysiology of diabetes mellitus - Pathophysiology of diabetic foot ulcer - Clinical features - Diagnostic investigations - Management - Complications
III	Assessment of diabetic foot <ul style="list-style-type: none"> - Foot examination - Neurovascular assessment - Nerve conduction studies - Doppler study - Other investigations
IV	Diabetic foot care practices for prevention of complications <ul style="list-style-type: none"> - Screening the diabetic foot - Foot hygiene -Trimming nails - Cutting callus - Foot wear inspection and advice - Lifestyle modification - Monitoring blood sugar level - Follow-up care - Health education
V	Practical (30 Hours) <ul style="list-style-type: none"> -Foot examination - Neurovascular assessment - Foot hygiene - Foot wear inspection and advice - Health education on <ul style="list-style-type: none"> -Lifestyle modification, foot care, monitoring blood sugar level & follow-up care

Learning Outcome:

On completion of this course, the student will

- Educate on prevention of diabetic foot complications
- Demonstrate basic skills in diabetic foot care
- Identify the foot complications in its early stage

References

Text Books:

1. Levin and O' Neal. (2012). *The Diabetic Foot* (7th ed.). Philadelphia: Mosby and Elsevier.
2. John C-Pickup and Gareth Williams. (2006). *Textbook of Diabetes* (2nd ed.). Oxford: Blackwell.

Reference Books:

1. Rajeev Chawla. (1982). *Complications of Diabetes* (2nd ed.). New Delhi: Jaypee Brothers.

Sri Ramachandra University

2. Roy Moeller DPM. (2011). *Diabetic Foot Care: A Guide for Patients and Healthcare Professionals* (1st ed.). Newyork: Hatherleigh Press

Online Resource:

1. www.diabeticfootcare.com
2. www.diabetesresearchconnection.org

Scheme of Curriculum and Evaluation:

NSL 001: Diabetic foot care														
Skills Enhancement Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) MARKS	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
NSL 001	SE	Diabetic foot care	1		1	2	15	30	45	80	50		50	100

DEPARTMENT OF PHYSIOTHERAPY						
Semester UG Program						
Course Code	Course Title	L	T	P	C	Total Hours
TSL001	Ergonomics and Health Promotion	1	-	1	2	45

Course Transactor: Mr. T. Senthil Kumar, Assistant professor < tskill@yahoo.com >

Course Description

This course equips the student with concepts of ergonomics, posture and physical activity in health perspective. It provides knowledge on basics of movement mechanics and energy expenditure, posture-effects, need for physical activity, assessment of associated health risks and strategies for Health promotion.

Learning Objective

- The objective of this course is after 45 hours of lectures/demonstration the student should
- i) Have basic knowledge on ergonomics and lifestyle diseases.

- ii) Show his/her proficiency in basic skills to evaluate and apply the concepts of posture, physical capacity and health risk factors towards health promotion.

Course Content

I. Anatomy and Physiology of Movement

1. Principles of construction of human joints
2. Classification of joints
3. Physiology of Muscle contraction, posture and movement

II. Metabolism and Bioenergetics

1. Food energetics – Source of energy
2. Basal Metabolism
3. Anaerobic metabolism – Oxygen transportation steps
4. Aerobic metabolism
5. Influence of exercises on metabolism
6. Methods of energy expenditure evaluation

III. Ergonomics

1. Fundamentals of ergonomics
2. Body mechanics, posture and anthropometry
3. Application of ergonomic principle and related evaluation
4. Common work related musculoskeletal disorders, Cumulative Trauma Disorders and Repetitive motion disorders
5. Ergonomic Risk Factors and Modification
6. Application for daily life

IV. Fitness and Health Promotion

1. Components of physical fitness and evaluation
2. Functional capacity and evaluation (6-MWT)
3. Exercise capacity and evaluation
4. Indicators of physical health and their assessment (includes PR,BP,BMI)
5. Principles of fitness training
6. Methods of fitness training
7. Physical inactivity & health effects
8. Life style diseases and their modification

LEARNING OUTCOME:

The learner will be able understand the influence of ergonomics on life style diseases and be able to evaluate and apply the concepts of posture, physical capacity and health risk factors towards health promotion.

EVALUATION:

Unit tests, assignments and seminars are given to evaluate the student.

References:

1. William D. McArdle , Frank I. Katch , Victor L. Katch ,Exercise Physiology: Energy, Nutrition and Human Performance, Lippincott Williams and Wilkins; 5th Revised edition(2001)
2. Greg Welk, Physical Activity Assessments for Health-related Research, Human Kinetics, 2002
3. Perceptive in Rehab Ergonomics, Shrawan Kumar, Taylor and Francis, 1997.
4. Work Hardening: A Practical Guide, Linda M. Demers, Andover Medical Pub. 1992
5. Kinesiology of Musculoskeletal system, Donald. A Neuman.
6. Anatomy and Human Movement, Nigel Palastanga.
7. Joint structure and function, Cynthia.C Norkin, Pamela K.Levangie, Fourth edition.

TSL001: Ergonomics and Health Promotion Skills Enhancement Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) MARKS	End Semest er Assess ment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	Theory: a+(b*2) = 100 Practical: a + c = 100
TSL 001	SE	Ergonomics and Health Promotion	1		1	2	15	30	45	80	50		50	100

DEPARTMENT OF MICROBIOLOGY For PG Programmes							
Course Code	Course Title	L	T	P	C	Total Hours	
MSL001	Introduction to the principles and practice of Infection prevention and Control	1	-	1	2	45	
Course Transactor:							

Aim: The program aims to impart the student's knowledge about the various practices in prevention of infection both within the Hospital and Community. The students will understand the principles of the underlying the practices and how to implement them effectively.

Learning Objectives:

At the end of the Course the student should be knowledgeable about

1. How to prevent and control infections in hospitalized patients to ensure patient safety
2. How to prevent infections in employees thus assuring employee safety within the organization
3. How to prevent and control infections in the environment within the hospital and homes thus ensuring environmental safety
4. How to plan and implement an infection prevention program.

Unit 1 : Overview of infectious diseases with special reference to communicable pathogens. Hand hygiene principles, practice and audit. Handling of patients with communicable diseases and the

principles of isolation policies. Reporting of communicable diseases to the governmental agencies. Biomedical waste management and the current regulations.

Unit 2 : Infection prevention in Operating rooms, Casualty, Dialysis , transplant units, Burns unit. Occupational exposure to infection and management, environmental surveillance protocols.

Unit 3 : Infection control in Central Sterilization Services department, Laundry, Diet kitchen. Infection control in Intensive Care Units including prevention of Device Associated Infections.

Unit 4 : Monitoring of Antimicrobial use and audit.

Learning Outcome :

At the end of the course the student shall understand the various principles and practices of an Infection Control Program and be able to identify potential health care related infections in order to implement prevention and control measures.

Evaluation and Assessment :

1. OSPE
2. Multiple Choice Questions
3. Viva Voce

Test Books :

1. Handbook Of Hospital Infection Control – Sanjay Singhal
2. Basics of Infection Control for Health Care Providers 2nd edition: Mike kennamar
3. APIC Text of Infection Control and Epidemiology, 4th ed.
4. Hospital Epidemiology and Infection Control – Glen Mayhall . 4th Edition. Lippincott Williams
5. Hospital Clinical Waste, Hazards, Management and Infection Control . Dr. Ashok Saini . Indian Society of Health Administrators. Yem Yes Printers
6. Hospital Acquired Infections – Prevention and Control , PurvaMathur, 1st Edition, Lippincott Williams

Web Resources:

www.cdc.gov/hai/prevent/prevention
www.cdc.gov/hai/prevent/prevent_pubs.

Sri Ramachandra University

Scheme of Curriculum and Evaluation:

MSL001 Introduction to the principles and practice of Infection prevention and Control														
Skills Enhancement Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) MARKS	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
MSL001		Introduction to the principles and practice of Infection prevention and Control	1		1	2	15	30	45	80	50	50	100	

Generic Electives –Updated list

DEPARTMENT OF ClinicalPsychology For UG Programmes						
Course Code	Course Title	L	T	P	C	Total Hours
AGE032	Health Behaviour	3	-	-	3	45
Course Transactor: Ms. Divya Merciline A, Lecturer < divyaclipsian@gmail.com >						

LEARNING OBJECTIVES:

To understand the importance of behavioural and psychosocial factors in developing and maintaining the lifestyle diseases

To elucidate the impact of stress on the immune system and chronic illness To understand the methods of health promotion

HEALTH BEHAVIOUR

Unit I - Introduction

Concepts of health –definition of health –determinants of health– health psychology as a field – mind and body relationship – bio-medical model versus bio-psychosocial model

Unit II – Links between stress, personality and illness

Stress and coping: Stress and stressors – types of stress – stages of stress – Psychoneuroimmunology – health outcomes of stress – coping – coping styles

Personality and illness: Psychosomatic medicine – the four humors and personality – Eysenck's personality dimensions – type A and B personality– locus of control

Unit III - Major lifestyle diseases I

Coronary Heart Disease (CHD): Psychosocial risk factors – modification of risk factors – psychological management of Cardio vascular diseases

Unit IV - Major lifestyle diseases II

Diabetes: Types of diabetes – lifestyle changes as a cause for diabetes – management

Cancer: Psychological factors related to cancer – cancer related health behaviour – psychological intervention

Unit V - Health enhancing behaviours

Promoting health: Role of behaviour in disease and disorder – health related behaviours: healthy diet, sleep and health, benefits of exercise – accident prevention

LEARNING OUTCOMES:

By the end of the course the students will be able to

Appreciate the impact of behavioural and psychosocial components in developing lifestyle diseases

Sri Ramachandra University

Understand the role of health related behaviour as the causative factor and curative factor in lifestyle diseases

Understand the nature, causes and risk factors associated with major lifestyle diseases Understand the prevention of illness and health promotion

Text Books:

1. Taylor S. E. (2012), Health psychology (7th edition), TATA McGrawHil, New Delhi.
2. Marks D. F., Murray M., Evans B, Willig C, Woodall C. & Sykes C. (2008), Health psychology- theory, research and practice (2nd edition), Sage south Asia Edition.

References Books:

1. Gatchel R. J., Baum A., & Krantz D. S. (1989). An introduction to health psychology (2nd edition), McGraw Hill, NY.
2. Feldman M. D. & Christensen J. F. (2008). Behavioural medicine – A guide for clinical practice (3rd edition), McGraw Hill, NY.

Online Resources:

1. Global Health (EBSCO)
 (//www.google.co.in/search?q=Global+Health+(EBSCO)&rlz=1C1SAVU_enIN566IN566&oq=Global+Health+(EBSCO)&aqs=chrome..69i57.18704j0j8&sourceid=chrome&es_sm=93&ie=UTF-8)
2. Health news <http://www.health-e.org.za/health-categories/>

Scheme of Curriculum and Evaluation:

AGE032 Health Behaviour Skills Enhancement Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) MARKS	End Semest er Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
AGE 032	GE	Health Behaviour	1		1	2	45		45	80	50	50		100

DEPARTMENT OF ClinicalPsychology For UG Programmes						
Course Code	Course Title	L	T	P	C	Total Hours
AGE003	Organizational Behaviour	3	-	-	3	45
Course Transactor: Ms. Rishikulya.A, Student Counsellor,< kulyarishi@gmail.com>						

LEARNING OBJECTIVES:

- Understand the basics and key concepts related to organizational behaviour and its application in handling people at organizations
- To understand about the evolution of organizational behaviour and to understand the relation between various psychological concepts with organizational behavioural
- To explore the various key factors and how these key factors can be applied to understand and enhance efficacy of organization.

ORGANIZATION BEHAVIOUR

Unit I: Basics of Organizational Behavior (OB)

Introduction - Definitions - Contributing fields to organizational behaviour and Behaviour model for organizational efficiency-Organizational components that need to be managed

Unit II: Evolution of Management Concepts

Classical theories of management- Process management theory - Classical theories - Human relations era, Hawthorne studies, Need Hierarchy Theory, X and Theory Y. Modern management theories: Re-engineering, Bench marking, Empowerment,

Unit III: Personality, Learning and Motivation in Organization

Introduction - Determinants of personality - Personality traits The Myers-Briggs Type Indicator (MBTI), Locus of control, Self esteem and self monitoring - Risk taking-Types of personality. Theories of learning-Processes

Unit IV: Role of Communication in OB

Objectives of communication, Communication Process - Means of communication Structure of communication - Types of communication, Communication network-Barriers to effective communication, Overcoming communication barriers.

Unit V: Conflict and Stress Management

Definition, Causes of Conflict, Types of Conflict, Conflict Process, Conflict Resolution Model. Stress-Symptoms, General Adaptation Syndrome, Sources of Jobs Stress, Group stressors, Individual Stressors, Stress and Behaviour, Burnout - Causes of Burnout, Prevention of Burnout, Management of stress Individual vs. Organizational level strategies.

LEARNING OUTCOMES:

At the end of the course student will learn about

- The basic concepts of organizational behaviour
- Will understand about the concept of modern management emerged

Sri Ramachandra University

- They will understand about the key concepts of psychology which are applied in organizational behaviour
- They will learn to identify various issues in the organization such as communication, conflicts and stress and how to address these issues.

Text books:

1. Organizational Behavior, 1st ed, Koldalkar, New Age International (P) Limited, Publishers, New Delhi, 2007.
2. Fundamentals of Organizational Behavior, Key Concepts, Skills and Best Practices, 2nd ed. Kreitner, Kinicki and Cole, McGraw-Hill Ryerson, 2007.

Reference books:

1. Introduction to Psychology (International Student Edition) Morgan, C.T., King, R.A., Weisz, J.R., & Schopler, J: McGraw Hill Book Co., 1986.
2. Theories of Personality (4th ed.) Hall S C., Lindzey G, Campbell B J, John Willey and Sons, Inc. New York. 1998)

Online Resources:

1. <http://www.scimaqojr.com/journalrank.php?category=1407>
2. <http://www.lib.unb.ca/guides/view/index.php/489>

Scheme of Curriculum and Evaluation:

AGE003 : Organizational Behaviour														
Generic Elective Course for UG programmes														
Course code	Category	Course Title	Credits / Week				Hours/ semester			Attendance (%)	CIA - Theory / Practical (a) MARKS	End Semester Assessment		Grand Total
			Lecture (L)	Tutorial (T)/ Clinical Training (CT)	Practical (P)/Research Project	Credits(C)	Lecture/ Tutorial	Practical	Total hours			Theory (b)	Practical/ Viva (c)	
														EST
AGE 003	GE	Organizational Behaviour	1		1	2	45		45	80	50	50		100
												Theory: a+(b*2) = 100 Practical: a + c = 100		