

## LOCAL GOVERNMENT TRAINING INSTITUTE

1<sup>ST</sup> & 2<sup>ND</sup> SEMESTER 2017/2018 SUPPLIMENTARY, SPECIAL AND CARRY OVER EXAMINATIONS TIMETABLE

(FINAL DRAFT)

ACADEMIC YEAR:- 2017/2018

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>THURSDAY</b>	<b>12TH JULY, 2018</b>	<b>MORNING 8:00AM- 11:00AM</b>	<b>BTCCD</b>	35	CDT04104:INTRODUCTION TO COMMUNITY DEVELOPMENT	SEMESTER-1		<b>LT-1</b>
			<b>TCCD</b>	95	CDT05105:RESEARCH METHODS I	SEMESTER-1		
			<b>DCD</b>	30	GST 06211:ENVIRONMENTAL STUDIES	SEMESTER-2		
				160				
<b>THURSDAY</b>	<b>12TH JULY, 2018</b>	<b>AFTER NOON 11:30 AM-2:30 PM</b>	<b>BTCCD</b>	20	GST04101:-INTRODUCTION TO ADULT LEARNING	SEMESTER-1		<b>LT-2</b>
			<b>TCCD</b>	10	CDT 05101:-ADULT LEARNING	SEMESTER-1		
		<b>EVENING 3:00 PM- 6:00 PM</b>	<b>TCCD</b>	90	CDT 05107: DEVELOPMENT ECONOMICS	SEMESTER-1		<b>LT-1</b>
				120				

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>FRIDAY</b>	<b>13TH JULY,2018</b>	<b>8:00-11:00 AM</b>	<b>BTCLA</b>	135	GST 04102:- INTRODUCTION TO BUSINESS MATHEMATICS AND STATISTICS	SEMESTER-1		<b>LT-3</b>
			<b>BTCLF</b>	5	GST 04102:- INTRODUCTION TO BUSINESS MATHEMATICS AND STATISTICS	SEMESTER-1		
			<b>BTCHRM</b>	20	GST 04102:- INTRODUCTION TO BUSINESS MATHEMATICS AND STATISTICS	SEMESTER-1		
			<b>BTCCD</b>	65	CDT04211:INTRODUCTION TO GENDER BASED VIOLENCE	SEMESTER-2		
			<b>BTCPSM</b>	10	PST04103:ELEMENTS OF COMMERCIAL ARITHMETIC	SEMESTER-1		
			<b>BTCRAIM</b>	7	RMT04105:BASIC ARITHMETIC	SEMESTER-1		
		<b>MORNING SESSION</b>	<b>TCLA</b>	90	GST 05102:- BUSINESS MATHEMATICS AND STATISTICS	SEMESTER-1		<b>LT-1</b>
			<b>TCLF</b>	3	GST 05102:- BUSINESS MATHEMATICS AND STATISTICS	SEMESTER-1		
			<b>TCHRM</b>	20	GST 05102:- BUSINESS MATHEMATICS AND STATISTICS	SEMESTER-1		
			<b>TCCD</b>	35	CDT05214:CHILD RIGHTS &DEVELOPMENT	SEMESTER-2		
			<b>TCPSM</b>	7	PST05104:ELEMENTS OF BUSINESS MATHS & STATISTICS	SEMESTER-1		
			<b>TCRAIM</b>	5	RMT 05102: RECORDS CENTRE MANAGEMENT	SEMESTER-1		
			<b>DLA</b>	5	HRT06205:HUMAN RESOURCE MANAGEMENT	SEMESTER-2		
			<b>DLF</b>	6	GST06103:STATISTICS	SEMESTER-1		
			<b>DHRM</b>	2	HRT06103:PRINCIPLES OF HUMAN RESOURCE PLANNING AND DEVELOPMENT	SEMESTER-1		
			<b>DRAIM</b>	2	RMT 06101: Introduction to Financial Records Management	SEMESTER-1		
			<b>DPSM</b>	4	PST 06206: PUBLIC PROCUREMENT	SEMESTER-2		
			<b>DCD</b>	5	GST 06213:SOCIAL CHANGE	SEMESTER-2		
						426		

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>FRIDAY</b>	<b>13TH JULY, 2018</b>	<b>AFTERNOON SESSION 1:00- 4:00 PM</b>	<b>BTCLA</b>	37	FAT 04201:- BOOK KEEPING AND ACCOUNTS	SEMESTER-2		<b>LT-3</b>
			<b>BTCLF</b>	0	FAT 04101:- BOOK KEEPING AND ACCOUNTS	SEMESTER-1		
			<b>BTCHRM</b>	5	FAT 04201:- BOOK KEEPING AND ACCOUNTS	SEMESTER-2		
			<b>BTCCD</b>	90	GST04213:ELEMENTARY BOOKKEEPING	SEMESTER-2		
			<b>BTCPSM</b>	6	PST04210:BOOKKEEPING AND ACCOUNTS	SEMESTER-2		
			<b>BTCRAIM</b>	3	RMT04101:BASIC PRINCIPLES OF RECORDS MANAGEMENT	SEMESTER-1		
			<b>TCLA</b>	120	FAT 05203:- MACRO-ECONOMICS	SEMESTER-2		<b>LT-1</b>
			<b>TCLF</b>	3	FAT 05203:- MACRO-ECONOMICS	SEMESTER-2		
			<b>TCHRM</b>	18	FAT 05203:- MACRO-ECONOMICS	SEMESTER-2		
			<b>TCCD</b>	90	CDT05103:STATISTICS	SEMESTER-1		
			<b>TCPSM</b>	1	PST05209:INTRODUCTION TO ACCOUNTING AND COSTING	SEMESTER-2		
			<b>TCRAIM</b>	5	RMT 05105:INTRODUCTION TO STATISTICS	SEMESTER-1		
			<b>DLA</b>	30	FAT06207:PRINCIPLES OF MARKETING	SEMESTER-2		<b>LT-2</b>
			<b>DLF</b>	7	FAT06207:PRINCIPLES OF MARKETING	SEMESTER-2		
			<b>DHRM</b>	2	HRT 06204:PRINCIPLES OF PERFORMANCE MANAGEMENT	SEMESTER-2		
			<b>DRAIM</b>	2	RMT 06201: Introduction to Medical Records	SEMESTER-2		
			<b>DPSM</b>	2	PST 06104: PRINCIPLES OF ECONOMICS	SEMESTER-1		
<b>DCD</b>	10	CDT 06102: PARTICIPATORY PLANNING	SEMESTER-1					
				431				

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>MONDAY</b>	<b>16 TH JULY, 2018</b>	<b>MORNING SESSION 8:00-11:00 AM</b>	<b>BTCLA</b>	5	GST 04104:- BASIC COMMUNICATION SKILLS	SEMESTER-1		<b>LT-3</b>
			<b>BTCLF</b>	0	GST 04104:- BASIC COMMUNICATION SKILLS	SEMESTER-1		
			<b>BTCHRM</b>	5	GST 04104:- BASIC COMMUNICATION SKILLS	SEMESTER-1		
			<b>BTCCD</b>	10	GST 04106:- BASIC COMMUNICATION SKILLS	SEMESTER-1		
			<b>BTCPSM</b>	2	PST04104: BASIC COMMUNICATION SKILLS	SEMESTER-1		
			<b>BTCRAIM</b>	3	RMT04103: COMMUNICATION SKILLS	SEMESTER-1		
			<b>TCLA</b>	15	GST 05104:- BUSINESS COMMUNICATION SKILLS	SEMESTER-1		<b>LT-1</b>
			<b>TCLF</b>	0	GST 05104:- BUSINESS COMMUNICATION SKILLS	SEMESTER-1		
			<b>TCHRM</b>	10	GST 05104:- BUSINESS COMMUNICATION SKILLS	SEMESTER-1		
			<b>TCCD</b>	10	GST 05106:- BUSINESS COMMUNICATION SKILLS	SEMESTER-1		
			<b>TCPSM</b>	7	PST05104: BUSINESS COMMUNICATION SKILLS	SEMESTER-1		
			<b>TCRAIM</b>	5	RMT 05205: COMMUNICATION & INTERPERSONAL SKILLS	SEMESTER-2		
			<b>DLA</b>	10	LAT06103:- OFFICE PROCEDURES AND RECORDS MANAGEMENT	SEMESTER-2		<b>LT-2</b>
			<b>DLF</b>	5	FAT 06202:- FINANCIAL ACCOUNTING II	SEMESTER-2		
			<b>DHRM</b>	5	HRT06101:- BASIC HRM FUNCTIONS AND PRACTICE	SEMESTER-1		
			<b>DRAIM</b>	2	RMT 06102: Records Management Policy, Legislation and Standards	SEMESTER-1		
			<b>DPSM</b>	2	PST 06208: COMMUNICATION SKILLS	SEMESTER-2		
			<b>DCD</b>	10	GST 06106: ACCOUNTANCY	SEMESTER-1		
				106				

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>MONDAY</b>	<b>16 TH JULY, 2018</b>	<b>AFTERNOON SESSION 1:00- 4:00 PM</b>	<b>BTCLA</b>	30	GST 04105:- INTRODUCTION TO COMPUTER APPLICATIONS	SEMESTER-1		<b>LT-3</b>
			<b>BTCLF</b>	0	GST 04105:- INTRODUCTION TO COMPUTER APPLICATIONS	SEMESTER-1		
			<b>BTCHRM</b>	8	GST 04105:- INTRODUCTION TO COMPUTER APPLICATIONS	SEMESTER-1		
			<b>BTCCD</b>	60	CDT04209:INTRODUCTION TO COMPUTER APPLICATION AND OPERATIONAL RESEARCH	SEMESTER-2		
			<b>BTCPSM</b>	2	PST04209:INTRODUCTION TO COMPUTER APPLICATION	SEMESTER-2		
			<b>BTCRAIM</b>	7	RMT04104:BASIC COMPUTER APPLICATION	SEMESTER-1		
			<b>TCLA</b>	60	GST 05105:- COMPUTER APPLICATIONS	SEMESTER-1		<b>LT-1</b>
			<b>TCLF</b>	2	GST 05105:- COMPUTER APPLICATIONS	SEMESTER-1		
			<b>TCHRM</b>	7	GST 05105:- COMPUTER APPLICATIONS	SEMESTER-1		
			<b>TCCD</b>	210	GST05209:INFORMATION AND COMMUNICATION TECHNOLOGY	SEMESTER-2		
			<b>TCPSM</b>	17	PST05208:INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY	SEMESTER-2		
			<b>TCRAIM</b>	14	RMT 05106: COMPUTER APPLICATIONS	SEMESTER-1		
			<b>DLA</b>	5	LAT06104:-PRINCIPLES OF MANAGEMENT	SEMESTER-1		<b>LT-2</b>
			<b>DLF</b>	5	LAT 06104:- PRINCIPLES OF MANAGEMENT	SEMESTER-1		
			<b>DHRM</b>	5	LAT 06204:- PRINCIPLES OF MANAGEMENT	SEMESTER-2		
			<b>DRAIM</b>	2	RMT 06202: Records, Security and Disaster Management	SEMESTER-2		
			<b>DPSM</b>	2	PST 06103: INFORMATION COMMUNICATION TECHNOLOGY	SEMESTER-1		
			<b>DCD</b>	40	CDT 06208: GENDER AND DEVELOPMENT	SEMESTER-2		
				476				

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>TUESDAY</b>	<b>17TH JULY, 2018</b>	<b>MORNING SESSION 8:00-11:00 AM</b>	<b>BTCLA</b>	45	FAT04202:- INTRODUCTION TO ECONOMICS	SEMESTER-2		<b>LT-3</b>
			<b>BTCLF</b>	0	FAT04202:- INTRODUCTION TO ECONOMICS	SEMESTER-2		
			<b>BTCHRM</b>	2	HRT04202:- BASIC HUMAN RESOURCE PLANNING AND DEVELOPMENT	SEMESTER-2		
			<b>BTCCD</b>	65	CDT04107:INTRODUCTION TO DEVELOPMENT ECONOMICS	SEMESTER-1		
			<b>BTCPSM</b>	4	PST04206:STOREKEEPING	SEMESTER-2		
			<b>BTCRAIM</b>	3	RMT04201:INTRODUCTION TO REGISTRY PROCEDURES	SEMESTER-2		
			<b>TCLA</b>	50	FAT 05102:- MICRO ECONOMICS	SEMESTER-1		<b>LT-1</b>
			<b>TCLF</b>	0	FAT 05102:- MICRO ECONOMICS	SEMESTER-1		
			<b>TCHRM</b>	10	FAT 05102:- MICRO ECONOMICS	SEMESTER-1		
			<b>TCCD</b>	90	CDT05107: DEVELOPMENT ECONOMICS	SEMESTER-1		
			<b>TCPSM</b>	2	PST05102:ELEMENTS OF PUBLIC PROCUREMENT	SEMESTER-1		
			<b>TCRAIM</b>	5	RMT 05104:RECORD MANAGEMENT SYSTEMS	SEMESTER-1		
			<b>DLA</b>	5	CDT06107:-PROJECT PLANNING AND MANAGEMENT	SEMESTER-1		<b>LT-2</b>
			<b>DLF</b>	5	CDT06107:-PROJECT PLANNING AND MANAGEMENT	SEMESTER-1		
			<b>DHRM</b>	5	CDT06107:-PROJECT PLANNING AND MANAGEMENT	SEMESTER-1		
			<b>DRAIM</b>	2	RMT 06203: Electronic Records Management	SEMESTER-2		
			<b>DPSM</b>	2	PST 06210: ENTREPRENEURSHIP	SEMESTER-2		
			<b>DCD</b>	35	CDT06210:-PROJECT PLANNING AND MANAGEMENT	SEMESTER-2		
				330				

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>TUESDAY</b>	<b>17TH JULY, 2018</b>	<b>AFTERNOON SESSION 1:00- 4:00 PM</b>	<b>BTCLA</b>	10	LAT 04102:- OFFICE PROCEDURES AND RECORDS MANAGEMENT	SEMESTER-1		<b>LT-3</b>
			<b>BTCLF</b>	4	FAT 04106:- INTRODUCTION TO LOCAL GOVERNMENT ACCOUNTING	SEMESTER-1		
			<b>BTCHRM</b>	5	LAT 04102:- OFFICE PROCEDURES AND RECORDS MANAGEMENT	SEMESTER-1		
			<b>BTCCD</b>	20	CDT04102:INTRODUCTION TO GENDER AND DEVELOPMENT	SEMESTER-1		
			<b>BTCPSM</b>	2	PST04105:ELEMENTS OF COMMERCIAL KNOWLEDGE	SEMESTER-1		
			<b>BTCRAIM</b>	3	RMT04102:OFFICE PRACTICE	SEMESTER-1		
			<b>TCLA</b>	15	LAT 05101:- LOCAL GOVERNMENT ADMINISTRATION	SEMESTER-1		<b>LT-1</b>
			<b>TCLF</b>	2	FAT05204:- INTRODUCTION TO COST ACCOUNTING	SEMESTER-2		
			<b>TCHRM</b>	7	LAT05204:- OFFICE PROCEDURES AND RECORDS MANAGEMENT	SEMESTER-2		
			<b>TCRAIM</b>	5	RMT 05202: INTRODUCTION TO ARCHIVAL DESCRIPTION AND CATALOGUING	SEMESTER-2		
			<b>TCCD</b>	50	CDT05212:MANAGEMENT OF COMMUNITY DEVELOPMENT PROJECTS	SEMESTER-2		
			<b>TCPSM</b>	8	PST05206:INVENTORY & CONTROL	SEMESTER-2		
			<b>DLA</b>	5	GST06101:- RESEARCH METHODOLOGY	SEMESTER-1		<b>LT-2</b>
			<b>DLF</b>	5	GST06101:- RESEARCH METHODOLOGY	SEMESTER-1		
			<b>DHRM</b>	5	GST06101:- RESEARCH METHODOLOGY	SEMESTER-1		
			<b>DRAIM</b>	2	RMT 06103: Baseline Survey Principles	SEMESTER-1		
			<b>DPSM</b>	2	PST 06206: PUBLIC PROCUREMENT	SEMESTER-2		
			<b>DCD</b>	10	CDT 06107:- RESEARCH METHODS II	SEMESTER-1		
							160	

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>WEDNESDAY</b>	<b>18TH JULY, 2018</b>	<b>MORNING SESSION 8:00-11:00 AM</b>	<b>BTCLA</b>	10	GST04201:- DEVELOPMENT STUDIES	SEMESTER-2		<b>LT-3</b>
			<b>BTCLF</b>	0	GST04201:- DEVELOPMENT STUDIES	SEMESTER-2		
			<b>BTCHRM</b>	5	GST04201:- DEVELOPMENT STUDIES	SEMESTER-2		
			<b>BTCCD</b>	30	CDT04210:INTRODUCTION TO HIV/AIDS&NUTRITION	SEMESTER-2		
			<b>TCLA</b>	15	GST 05101:- DEVELOPMENT STUDIES	SEMESTER-1		<b>LT-1</b>
			<b>TCLF</b>	0	GST 05101:- DEVELOPMENT STUDIES	SEMESTER-1		
			<b>TCHRM</b>	5	GST 05101:- DEVELOPMENT STUDIES	SEMESTER-1		
			<b>TCCD</b>	30	CDT05104:COMMUNITY DEVELOPMENT	SEMESTER-1		
			<b>TCPSM</b>	5	PST05103:ELEMENTS OF MARKETING	SEMESTER-1		
			<b>TCRAIM</b>	5	RMT05204:GENERAL STUDIES	SEMESTER-2		<b>LT-2</b>
			<b>DLA</b>	5	GST06202:-INTERNATIONAL COOPERATION AND DEVELOPMENT	SEMESTER-2		
			<b>DLF</b>	2	FAT06203:-PROCUREMENT AND MATERIALS MANAGEMENT	SEMESTER-2		
			<b>DHRM</b>	2	FAT06203:-PROCUREMENT AND MATERIALS MANAGEMENT	SEMESTER-2		
			<b>DRAIM</b>	2	RMT06204: Personnel Records Management	SEMESTER-2		
			<b>DPSM</b>	2	PST 06207: ELEMENTS OF STRATEGIC PROCUREMENT MANAGEMENT	SEMESTER-2		
			<b>DCD</b>	15	CDT 06105: DEVELOPMENT STUDIES	SEMESTER-1		
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DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE			
<b>WEDNESDAY</b>	<b>18TH JULY, 2018</b>	<b>AFTERNOON SESSION 1:00- 4:00 PM</b>	<b>BTCLA</b>	7	HRT 04101:- INTRODUCTION TO HUMAN RESOURCE MANAGEMENT	SEMESTER-1		<b>LT-3</b>			
			<b>BTCLF</b>	2	FAT 04105:- ELEMENTS OF COST ACCOUNTING	SEMESTER-1					
			<b>BTCHRM</b>	3	HRT 04101:- INTRODUCTION TO HUMAN RESOURCE MANAGEMENT	SEMESTER-1					
			<b>BTCCD</b>	45	CDT04103:INTRODUCTION TO CONFLICT MANAGEMENT AND NEGOTIATION SKILLS	SEMESTER-1					
			<b>BTCPSM</b>	2	PST04102:INTRODUCTION TO PROCUREMENT PRINCIPLES	SEMESTER-1					
			<b>BTCRAIM</b>	3	RMT04202:GOVERNMENT AND POLITICS	SEMESTER-2					
			<b>TCLA</b>	35	FAT05201:- BASIC ACCOUNTING	SEMESTER-2		<b>LT-1</b>			
			<b>TCLF</b>	3	FAT05101:- BASIC ACCOUNTING	SEMESTER-1					
			<b>TCHRM</b>	10	FAT05201:- BASIC ACCOUNTING	SEMESTER-2					
			<b>TCCD</b>	25	GST05211:MANAGEMENT ADMINISTRATION	SEMESTER-2					
			<b>TCPSM</b>	1	PST 05101: STORE ADMINISTRATION	SEMESTER-1					
			<b>TCRAIM</b>	9	RMT 05103: Introduction to Archives Management	SEMESTER-1					
			<b>DLA</b>	110	LAT06205:- LOCAL GOVERNMENT LAWS	SEMESTER-2		<b>LT-2</b>			
			<b>DLF</b>	5	LAT06205:- LOCAL GOVERNMENT LAWS	SEMESTER-2					
			<b>DHRM</b>	5	LAT06205:- LOCAL GOVERNMENT LAWS	SEMESTER-2					
			<b>DRAIM</b>	2	RMT06205: Records Management, Retention and Disposal Schedules	SEMESTER-2					
			<b>DPSM</b>	1	PST 06101: INTRODUCTION TO WAREHOUSE MANAGEMENT	SEMESTER-1					
			<b>DCD</b>	25	CDT06103:-DEMOGRAPHY	SEMESTER-1					
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DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE			
<b>THURSDAY</b>	<b>19TH JULY, 2018</b>	<b>MORNING SESSION 8:00-11:00 AM</b>	<b>BTCLA</b>	65	GST 04203:- INTRODUCTION TO ENTREPRENEURSHIP	SEMESTER-2		<b>LT-3</b>			
			<b>BTCLF</b>	5	GST 04203:- INTRODUCTION TO ENTREPRENEURSHIP	SEMESTER-2					
			<b>BTCHRM</b>	15	GST 04203:- INTRODUCTION TO ENTREPRENEURSHIP	SEMESTER-2					
			<b>BTCCD</b>	120	CDT04208:- INTRODUCTION TO ENTREPRENEURSHIP	SEMESTER-2					
			<b>BTCPSM</b>	3	PST04208:ELEMENTS OF ENTREPRENEURSHIP	SEMESTER-2					
			<b>BTCRAIM</b>	20	RMT04203:BASIC ENTREPRENEURSHIP SKILLS	SEMESTER-2					
			<b>TCLA</b>	55	LAT05202:-PUBLIC ADMINISTRATION	SEMESTER-2		<b>LT-1</b>			
			<b>TCLF</b>	0	FAT05205:- LOCAL GOVERNMENT FINANCE	SEMESTER-2					
			<b>TCHRM</b>	7	LAT05202:-PUBLIC ADMINISTRATION	SEMESTER-2					
			<b>TCCD</b>	125	CDT05208:ENTREPRENEURSHIP SKILLS	SEMESTER-2					
			<b>TCPSM</b>	2	PST05210:ELEMENTS OF LOGISTICS	SEMESTER-2					
			<b>TCRAIM</b>	5	RMT 05101: PRINCIPLES OF RECORDS MGT	SEMESTER-1					
			<b>DLA</b>	20	FAT06206:-LOCAL GOVERNMENT FINANCE	SEMESTER-1		<b>LT-2</b>			
			<b>DLF</b>	7	FAT06205:-COST ACCOUNTING	SEMESTER-2					
			<b>DHRM</b>	5	FAT06208:-FINANCIAL MANAGEMENT	SEMESTER-2					
			<b>DRAIM</b>	2	RMT 06206: Politics and Development	SEMESTER-2					
			<b>DPSM</b>	8	PST06209-FINANCIAL MANAGEMENT	SEMESTER-2					
			<b>DCD</b>	5	CDT 06212: COMMUNITY HEALTH	SEMESTER-2					
							469				

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>THURSDAY</b>	<b>19TH JULY, 2018</b>	<b>AFTERNOON SESSION 1:00- 4:00 PM</b>	<b>BTCLA</b>	65	LAT04203:- INTRODUCTION TO LOCAL GOVERNMENT LAWS	SEMESTER-2		
			<b>BTCLF</b>	4	LAT04203:- INTRODUCTION TO LOCAL GOVERNMENT LAWS	SEMESTER-2		
			<b>BTCHRM</b>	15	LAT04203:- INTRODUCTION TO LOCAL GOVERNMENT LAWS	SEMESTER-2		
			<b>BTCCD</b>	42	CDT04212:CIVIC EDUCATION	SEMESTER-2		
			<b>BTCPSM</b>	5	PST 04101: INTRODUCTION STORE KEEPING	SEMESTER-1		<b>LT-3</b>
			<b>TCLA</b>	130	LAT05203:- ADMINISTRATIVE LAWS	SEMESTER-2		
			<b>TCLF</b>	4	FAT05207:- BUSINESS LAWS	SEMESTER-2		
			<b>TCHRM</b>	7	LAT05203:- ADMINISTRATIVE LAWS	SEMESTER-2		
			<b>TCCD</b>	25	GST05210:-HIV/AIDS & NUTRITION	SEMESTER-2		
			<b>TCPSM</b>	11	PST05207:ELEMENTS OF LAW OF CONTRACT	SEMESTER-2		
			<b>TCRAIM</b>	12	RMT 05203: Conservation and Preservation of Records & Archives	SEMESTER-2		<b>LT-1</b>
			<b>DLA</b>	5	HRT06102:INTRODUCTION TO ORGANIZATIONAL BEHAVIOUR	SEMESTER-1		
			<b>DLF</b>	3	FAT06102:FINANCIAL ACCOUNTING I	SEMESTER-1		
			<b>DHRM</b>	2	HRT06102:INTRODUCTION TO ORGANIZATIONAL BEHAVIOUR	SEMESTER-1		
			<b>DRAIM</b>	2	RMT 06104: Introduction to Legal Records	SEMESTER-1		
			<b>DPSM</b>	2	PST 06105: ORGANIZATION BEHAVIOUR	SEMESTER-1		
			<b>DCD</b>	20	GST 06104: LAW	SEMESTER-1		<b>LT-2</b>
				354				

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>FRIDAY</b>	<b>20TH JULY, 2018</b>	<b>8:00-11:00 AM</b>	<b>BTCLA</b>	82	CDT04201:- INTRODUCTION TO PROJECT PLANNING AND MANAGEMENT	SEMESTER-2		<b>LT-3</b>
			<b>BTCLF</b>	3	FAT04203:- PRINCIPLES OF MARKETING	SEMESTER-2		
			<b>BTCHRM</b>	5	HRT04203:- INTRODUCTION TO INDUSTRIAL RELATIONS	SEMESTER-2		
			<b>BTCCD</b>	35	GST04214:HOME ECONOMICS & APPROPRIATE TECHNOLOGY	SEMESTER-2		
			<b>BTCPSM</b>	2	PST04207:INTRODUCTION TO PUBLIC PROCUREMENT	SEMESTER-2		
			<b>BTCRAIM</b>	3	RMT04204:BASIC PRINCIPLES OF MANAGEMENT	SEMESTER-2		
		<b>TCLA</b>	120	HRT05202:- PRINCIPLES OF INDUSTRIAL RELATIONS	SEMESTER-2		<b>LT-1</b>	
		<b>TCLF</b>	1	FAT 05206:- PUBLIC FINANCE	SEMESTER-2			
		<b>TCHRM</b>	10	HRT05202:- PRINCIPLES OF INDUSTRIAL RELATIONS	SEMESTER-2			
		<b>TCRAIM</b>	6	RMT 05201: RECORDS OFFICE PROCEDURES AND PRACTICES	SEMESTER-2			
		<b>TCCD</b>	10	CDT 05102 SOCIOLOGY	SEMESTER-1			
		<b>DLA</b>	35	LAT06202:-MANAGEMENT IN LOCAL GOVERNMENT	SEMESTER-2			
		<b>DLF</b>	7	FAT06204:PRINCIPLES OF AUDITING	SEMESTER-2		<b>LT-2</b>	
		<b>DHRM</b>	2	LAT06202:-MANAGEMENT IN LOCAL GOVERNMENT	SEMESTER-2			
		<b>DRAIM</b>	2	RMT 06105: Introduction to Land Records	SEMESTER-1			
		<b>DPSM</b>	2	PST 06102: INTERNATIONAL PROCUREMENT	SEMESTER-1			
		<b>DCD</b>	10	GST06101:COMMUNICATION SKILLS II	SEMESTER-1			
								<b>335</b>

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>FRIDAY</b>	<b>20TH JULY, 2018</b>	<b>AFTERNOON SESSION 1:00- 4:00 PM</b>	<b>BTCLA</b>	45	LAT 04101:- INTRODUCTION TO LOCAL GOVERNMENT ADMINISTRATION	SEMESTER-1		<b>LT-3</b>
			<b>BTCLF</b>	5	FAT04204:- INTRODUCTION TO PROCUREMENT AND SUPPLIES	SEMESTER-2		
			<b>BTCHRM</b>	15	LAT 04101:- INTRODUCTION TO LOCAL GOVERNMENT ADMINISTRATION	SEMESTER-1		
			<b>BTCCD</b>	15	CDT 04105:- INTRODUCTION TO SOCIOLOGY	SEMESTER-1		
			<b>TCLA</b>	25	GST05203:- INTRODUCTION TO SMALL BUSINESS MANAGEMENT	SEMESTER-2		<b>LT-1</b>
			<b>TCLF</b>	0	GST05203:- INTRODUCTION TO SMALL BUSINESS MANAGEMENT	SEMESTER-2		
			<b>TCHRM</b>	7	HRT05101:-HUMAN RESOURCE MANAGEMENT	SEMESTER-1		
			<b>TCCD</b>	35	GST05213:BOOKKEEPING	SEMESTER-2		
			<b>DLA</b>	10	LAT06101:PRINCIPLES OF LOCAL GOVERNMENT ADMINISTRATION	SEMESTER-1		<b>LT-2</b>
			<b>DLF</b>	3	FAT 06101: LOCAL GOVERNMENT ACCOUNTING	SEMESTER-1		
			<b>DHRM</b>	2	LAT06105:-INTRODUCTION TO DEVELOPMENT ADMINISTRATION	SEMESTER-1		
			<b>DRAIM</b>	2	RMT 06106: Introduction to Human Resource Management	SEMESTER-1		
			<b>DCD</b>	40	GST 06209: MANAGEMENT OF COMMUNITY DEVELOPMENT PROGRAMME	SEMESTER-2		
							204	

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
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SEMESTER 1- MODULES

OR MODULES

A, BTCLF & BTCHRM PROGRAMMES COMMON MODULES TO DLA 1,DHRM 1 & DLF 1 PROGRAMMES

GST 04104:- Basic Communication Skill: GST 05101:- Development Studies

GST 04102:- Introduction to Business M: GST 05102:- Business Mathematics and Statistics

GST 04105:- Introduction to Computer A GST 05104:- Business Communication Skills

BTCLA GST 05105:- Computer Applications

LAT 04101:- Introduction to Local Gover FAT 05102:- Micro Economics

LAT 04102:- Office Procedures and Recc TCLA

HRT 04101:- Introduction to Human Res: LAT 05101:- Local Government Administration

BTCLF TCLF

FAT 04101:- Book keeping and Accounts FAT 05101:- Basic Accounting

FAT 04105:- Elements of Cost Accountin TCHRM

FAT 04106:- Introduction to Local Gover HRT 05101:-

TCHRM TCCD

HRT 04101:- Introduction to Human Res: CDT 05101:-Adult Learning

LAT 04101:- Introduction to Local Gover CDT 05102:-Sociology

LAT 04102:- Office Procedures and Recc GST 05103:-Statistics

BTCCD CDT 05104:-Community Development

GST Introduction to Adult Learning CDT 05105:-Research Methods

CDT Introduction to Gender and GST 05106:-Communication Skills

CDT Introduction to Conflict CDT 05107:-Development Economics

CDT Introduction to Community TCPSM

CDT Introduction to Sociology PST 05101:-Store Administration

GST Introduction to Communication PST 05102:-Elements of Public Procurement

CDT Introduction to Development PST 05103:-Elements of Marketing

PST 05104:-Elements of Business Mathematics and Statistics

BTPSM PST 05105:-Business Communication Skills

PST 04101:-Introduction to Store Keepin TCRAIM

PST 04102:-Introduction to Procurement RMT 05101:-Principles of Records Management

PST 04103:-Elements of Commercial Arie RMT 05102:-Records Centre Management

PST 04104:-Basic Communication Skills RMT 05103:-Introduction to Archives Management

PST 04105:-Elements of Commercial Kn: RMT 05104:-Records Management Systems

TTCRAIM RMT 05105:-Introduction to Statistics

RMT 04101:-Basic Principles of Records RMT 05106:-Computer Applications

RMT 04102:-Office Practice COMMON MODULES TO DLA, DLF, DHRM & DCD PROGRAMMES

RMT 04103:-Communication Skills GST 06101:- Research Methodology

RMT 04104:-Basic Computer Application GST 06107:- Project Planning and Management \*code changed from CDT due to collision with #CDT research methods\_DCD2\*

RMT 04105:-Basic Arithmetic

DHRM DLA

HRT 06101:- Basic Human Resource Ma: HRT06102:- Introduction to Organization Behaviour

HRT06102:- Introduction to Organization: LAT06101:- Principles of Local Government Administration

HRT06103:- Principles of Human Resour: LAT06103:- Office Procedures and Records Management

LAT06105:- Introduction to Development: LAT06104:- Principles of Management

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
DCD-2			DLF					
GST	Com				FAT06101:- Local Government Accounting			
CDT	Partic				FAT06102:- Financial Accounting I			
CDT	Demo				GST06103:- Statistics			
GST	Law				LAT06104:- Principles of Management			
CDT	Devel				DRAIM-2			
GST	Acco			RMT 06101	Introduction to Financial Records Management			
CDT	Rese			RMT 06102	Records Management Policy, Legislation and Standards			
DPSM-				RMT 06103	Baseline survey Principles * <i>swaped with medical records #shifted to sem2</i> *			
PST	Introduction to Warehouse			RMT 06104	Introduction to Legal Records			
PST	International Procurement			RMT 06105	Introduction to Land Records			
PST	Information Communication			RMT 06106	Introduction to Human Resource Management			
PST	Principles of Economics							
PST	Organization Behavior							

MODULES - SEMESTER II			
MODULE	HOURS PER	MODULE	CONTACT HOURS PER WEEK
MON MODULES FOR CLA,CLF&CHRM PROGRAM		COMMON MODULE FOR DLA,DLF&DHRM PROGRAMMES	
GST04201:- Development Studies	4	FAT05203:- MacroEconomics	4
GST04203:- Introduction to Entrepreneurship	4	MODULES FOR TCLA	
LAT04203:- Introduction to Local Government Law	6	FAT05201:- Basic Accounting	4
MODULES FOR BTCLA		GST05203:- Introduction to Small Business Management	
CDT04201:- Introduction to Project Planning and M	4	HRT05202:- Principles of Industrial Relations	6
FAT04201:- Book-keeping and Accounts	4	LAT05202:- Public Administration	6
FAT04202:- Introduction to Economics	4	LAT05203:- Introduction to Administrative Law	6
MODULES FOR BTCLF		MODULES FOR TCLF	
FAT04202:- Introduction to Economics	4	FAT05204:- Introduction to Cost Accounting	6
FAT04203:- Principles of Marketing	4	FAT05205:- Local Government Finance	6
FAT04204:- Introduction to Procurement and Supp	6	FAT05206:- Public Finance	6
MODULES FOR BTCHRM		FAT05207:- Business Laws	
FAT04201:- Book-keeping and Accounts	4	GST05203:- Introduction to Small Business Management	4
HRT04202:- Basic Human Resource Planning and	6	MODULES FOR TCHRM	
HRT04203:- Introduction to Industrial Relations	6	FAT05201:- Basic Accounting	4
MODULES FOR BTCCD		HRT05202:- Principles of Industrial Relations	
CDT04208:- Introduction to Entrepreneurship Skill	6	LAT05202:- Public Administration	6
GST04209:- Introduction to computer Appc.&Ope	4	LAT05203:- Introduction to Administrative Law	4
GST04210:- Introduction to HIV/AIDS&Nutrition	4	LAT05204:- Office Procedures and Records Management	6
CDT04211:-Introduction to Gender Based Violence	4		
GST04211Home Economics and Appropriate Techn	4		
GST04212:- Civic Education	4		
GST04213:-Elementary Book-keeping	4		
MODULES FOR BTCRAIM		MODULES FOR TCRAIM	
RMT04201:-Introduction to Registry Procedures	6	RMT05201:-Records Office procedures and Practices	6
RMT04202:-Government and Politics	4	RMT05202:-Introduction to Archival Description and Cataloguing	6
RMT04203:-Basic Entrepreneurship Skills	4	RMT05203:-Conservation and Preservation of Records &Archival Materials	6
RMT04204:-Basic Principles of Management	4	RMT05204:-General Studies	4

DAY	DATE	TIME	PROGRAMME	NO. OF CANDIDATES	MODULE CODE & NAME	SEMESTER	INVIGILATORS	VENUE
<b>MODULES FOR BTCPSM</b>					<b>RMT05205:-Communication and Interpersonal Skills</b>			<b>4</b>
			PST04206:-Store keeping	4	<b>MODULE FOR DPSM1</b>			
			PST04207:-Introduction to Public Procurement	6	<b>PST05206:-Inventory Control</b>			<b>6</b>
			PST04208:-Elements of Entrepreneurship	4	<b>PST05207:-Elements of Law of Contract</b>			<b>6</b>
			PST04209:-Introduction to Computer Applications	4	<b>PST05208:-Introduction to Information and Communication Technology</b>			<b>4</b>
					<b>PST05209 INTRODUCTION TO ACCOUNTING AND COSTING</b>			<b>4</b>
			PST04210:-Bookkeeping	4	<b>PST05210: Elements of Logistics</b>			<b>4</b>
<b>MODULES FOR DLA</b>					<b>MODULES FOR TCCD</b>			
			LAT06205:- Local Government Laws	4	<b>GST05209:- Information and Communication Technology</b>			<b>4</b>
			FAT06206:- Local Government Finance	4	<b>GST05210:-HIV/AIDS and Nutrition</b>			<b>4</b>
			HRT06205:- Human Resource Management	4	<b>GST05211: Management Administration</b>			<b>4</b>
			GST06202:- International Cooperation and Development	4	<b>CDT05212:- Management of Community Development Programmes</b>			<b>4</b>
			LAT06202:- Management in Local Government	6	<b>GST05213:- Book keeping</b>			<b>6</b>
			FAT06207:- Principles of Marketing	4	<b>CDT05214:- Child Rights and Development</b>			<b>6</b>
<b>MODULES FOR DLF</b>					<b>MODULES FOR DHRM</b>			
			FAT06203:- Procurement and Material Management	4	<b>LAT06205:- Local Government Laws</b>			<b>4</b>
			FAT06204:- Principles of Auditing	4	<b>FAT06203:- Procurement and Material Management</b>			<b>4</b>
			FAT06202:-Financial Accounting II	6	<b>FAT06208:- Financial Management</b>			<b>4</b>
			FAT06205:- Cost Accounting	6	<b>HRT06204:- Principles of Performance Management</b>			<b>6</b>
			FAT06207:- Principles of Marketing	4	<b>LAT06202:- Management in Local Government</b>			<b>4</b>
			LAT06205:- Local Government Laws	4	<b>LAT06204:- Principles of Management</b>			<b>4</b>
<b>MODULES FOR DPSM</b>					<b>MODULES FOR DRAIM</b>			
			PST06206:-Public Procurement	8	<b>RMT06201:-Introduction to Medical Records</b>			<b>6</b>
			PST06207:-Elements of Strategic Procurement Management	8	<b>RMT06202:-Records Security and Disaster Management</b>			<b>6</b>
			PST06208:-Communication Skills	6	<b>RMT06203:-Electronic Records Management</b>			<b>6</b>
			PST06209:-Financial Management	6	<b>RMT06204:-Personnel Records Management</b>			<b>6</b>
			PST06210:-Entrepreneurship	6	<b>RMT06205:-Records Management Retention and Disposal Schedules</b>			<b>6</b>
					<b>RMT06206:-Politics and Development</b>			<b>4</b>
<b>MODULES FOR DCD</b>					<b>ROOM CODES</b>			
			CDT06208:- Gender and Development	6	<b>LT-1:- LECTURE THEATER 1 LT-2:- LECTURE THEATER 2 LT-3:- LECTURE THEATER 3</b>			
			GST06209:-Management of Community Development	4	<b>LT-4:- LECTURE THEATER 4 LT5:- LECTURE THEATER 5 LT6:-LECTURE THEATER 6</b>			
			GST06210:- Project Planning and Management	4	<b>SC:SHORT COURSE: COMPUTER LAB:- C. LAB</b>			
			GST06211:- Environmental Studies	4	<b>LIBRARY</b>		<b>GROUND FLOOR</b>	
			CDT06212:-Community Health	4				
			GST06213:- Social Change	6				