



**Hindu Kanya College, Kapurthala**

**UNITIZATION OF  
SYLLABUS  
Diplomas  
Session –2022-2023  
Semester –II**

**Session 2022 -2023**

**UG Diploma stitching and tailoring - II**  
**University Paper Pattern**  
**Subject – Scale Drawing**  
**(PRACTICAL)**

**Time: 3 Hours**

**Marks:50**

<b>MONTH WISE DIVISION</b>	<b>SYLLABUS UNITISATION</b>
<b>January &amp; February</b>	1. Sketching of different types of dress on figures casual semi formal and formal on adult female figure
<b>March</b>	.2. Sleeves, cuffs and collars 3. Accessories- headgears, hats, bags and jewellery.
<b>April &amp; May</b>	4. Trimmings- Tucks, piping, smoking and quilting 5. Frills and gathers

**UG Diploma stitching and tailoring - II**  
**University Paper Pattern**  
**Subject - Clothing construction**  
**(THEORY)**

**Time: 3 Hours**

**Marks: 50**

<b>MONTH WISE DIVISION</b>	<b>SYLLABUS UNITISATION</b>
<b>January &amp; February</b>	<b>Section -A</b> Factors influencing selection and dress Designing
<b>March</b>	<b>Section –B</b> Selection of fabric for different occasions. <b>Section-C</b> Classification of textile fibers
<b>April &amp; May</b>	<b>Section - D</b> Block printing, Screen and stencil printing. Household dyeing and tie and dye

**UG Diploma stitching and tailoring - II**  
**University Paper Pattern**  
**Subject - Fashion designing and construction**  
**(PRACTICAL)**  
**Time: 4 Hours**  
**Marks: 75**

MONTH WISE DIVISION	SYLLABUS UNITISATION
January & February	1. Construction of two ladies garments (a) ladies suit (b) blouse
March	1. Construction of one ladies garment (c) Night wear 2. Traditional embroideries sample of phulkari and Kantha.
April & May	2. Traditional embroidery sample of shadow work 3. Renovation remodeling of any one garment 4. Make an article of tie and dye and block printing

**UG Diploma stitching and tailoring - II**  
**University Paper Pattern**  
**Subject – Dress Designing and Style Reading**  
**(PRACTICAL)**

**Time: 4 Hours**

**Marks: 75**

MONTH WISE DIVISION	SYLLABUS UNITISATION
January & February	File work (Specs sheets)
March	Theme work sheets (Color board, Swatch boards)
April & May	construction of garments

# Diploma in Cosmetology (Semester System)

## SEMESTER-II Subject-Paper 1(Theory)

**Pattern of Question Paper-**There will be eight questions of equal marks (Specified in the syllabus), two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

MONTH WISE DIVISION	SYLLABUS UNITISATION
January & February	<b>Section A:</b> <ul style="list-style-type: none"><li>• Nails<ul style="list-style-type: none"><li>➤ Structure of Nails.</li><li>➤ Disorder and diseases of nails</li><li>➤ Nail SPA</li><li>➤ Nail Art</li></ul></li></ul>
March	<b>Section B:</b> <ul style="list-style-type: none"><li>• Eyes<ul style="list-style-type: none"><li>➤ Care of Eyes.</li><li>➤ Exercise of Eyes.</li><li>➤ Eye brow shaping.</li><li>➤ Different type of make-up (Dramatic, Smoky, winged) .</li><li>➤ Application of fake lashes</li><li>➤ Eye treatment with home remedies</li></ul></li></ul>
April & May	<b>Section C:</b> <ul style="list-style-type: none"><li>• Care of Hand and Feet<ul style="list-style-type: none"><li>➤ Method of pedicure and manicure.</li></ul></li></ul> <b>Section D:</b> <ul style="list-style-type: none"><li>• Make-up<ul style="list-style-type: none"><li>➤ Art of Camouflage, product and application</li><li>➤ Engagement make-up</li><li>➤ Corrective makeup of eyes, nose, cheeks, jaw line, lip line.</li><li>➤ Reception makeup</li><li>➤ Dupatta Setting</li><li>➤ Sari Drapping</li></ul></li></ul>

**Prescribed Book:-**

**Study Material will be provided by the Department**

# Diploma in Cosmetology (Semester System)

## SEMESTER-II Subject-Paper 2(Theory)

**Pattern of Question Paper**-There will be eight questions of equal marks (Specified in the syllabus), two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

MONTH WISE DIVISION	SYLLABUS UNITISATION
January & February	<b>Section A:</b> <b>Nutrition</b> <ul style="list-style-type: none"><li>➤ Role of nutrition: Protein, Carbohydrates, Fats, Minerals, Vitamin A, B, C, B-complex, B3 and their food sources.</li><li>➤ Basic Five Food Group</li></ul>
March	<b>Section B:</b> <ul style="list-style-type: none"><li>➤ <b>Hair Coloring</b></li><li>➤ Global Coloring</li><li>➤ Hair Streaking</li><li>➤ Method of color mixing</li><li>➤ Method of color application</li><li>➤ Color cutting</li><li>➤ Henna application</li></ul> <b>Section C:</b> <ul style="list-style-type: none"><li>➤ <b>Head Massage</b></li><li>➤ Techniques of head massage</li><li>➤ Hair problem treatment with natural masks and packs</li><li>➤ <b>Hair Repair Treatment After The Use of Chemicals</b></li><li>➤ Hair spa.</li><li>➤ Deep Conditioning .</li><li>➤ Hair Polishing.</li></ul>
April & May	<b>Section D:</b> <ul style="list-style-type: none"><li>➤ <b>Use Of Advanced Techniques On The Hair</b></li><li>➤ Rebonding</li><li>➤ Perming</li><li>➤ <b>Salon Management</b></li><li>➤ Qualities and duties of salon manager</li><li>➤ Common equipments used in salon</li><li>➤ Planning and layout of salon</li></ul>

**Prescribed Book:-**

**Study Material will be provided by the Department**

# Diploma in Cosmetology (Semester System)

## SEMESTER-II

### Subject-Paper 3(Practical)

MONTH WISE DIVISION	SYLLABUS UNITISATION
<b>January &amp; February</b>	<b>Nails Care</b> <ul style="list-style-type: none"><li>➤ Manicure</li><li>➤ Hot oil manicure</li><li>➤ Nail art.</li><li>➤ Pedicure</li><li>➤ French manicure.</li><li>➤ Artificial nails.</li><li>➤ Nail mending</li></ul>
<b>March</b>	<b>Eye Care and eye makeup</b> <ul style="list-style-type: none"><li>➤ Eye exercise, eye treatments</li><li>➤ Eye brow shaping.</li><li>➤ Simple eye make-up</li><li>➤ Fashion eye make-up : Dramatic, Smokey eye , Winged eye make-up.</li><li>➤ Applications of fake eye lashes.</li></ul> <b>Skin treatment with galvanic and high frequency.</b> <b>Professional make-up.</b> <b>Full make-up according to wedding function:</b> <ul style="list-style-type: none"><li>➤ Engagement make-up</li><li>➤ Bridal make-up</li><li>➤ Reception make-up</li></ul>
<b>April &amp; May</b>	<b>CORRECTIVE MAKE-UP</b> <ul style="list-style-type: none"><li>➤ Eyes, Nose, Cheeks, Jaw line, Lip line.</li><li>➤ Dupatta setting</li><li>➤ Sari drapping.</li></ul>

# Diploma in Cosmetology (Semester System)

## SEMESTER-II

### Subject-Paper 4(Practical)

<b>MONTH WISE DIVISION</b>	<b>SYLLABUS UNITISATION</b>
<b>January &amp; February</b>	<b>Hair coloring.</b> <ul style="list-style-type: none"><li>➤ Global coloring.</li><li>➤ Hair streaking.</li><li>➤ Method of color mixing.</li><li>➤ Method of color application.</li><li>➤ Method of Color Cutting</li><li>➤ Henna applications</li><li>➤ Preparation of Hair Coloring</li><li>➤ Application of temporary, permanent, semi-permanent color</li></ul>
<b>March</b>	<b>HAIR DESIGNING</b> <ul style="list-style-type: none"><li>➤ Different Types of braids (at least any five)</li><li>➤ Buns with stuffies and without stuffies</li></ul> <b>SCALP MASSAGE AND BODY MASSAGE</b> <b>HAIR CARE</b> <ul style="list-style-type: none"><li>➤ Hair Spa</li><li>➤ Hair Polishing</li></ul>
<b>April &amp; May</b>	<b>REBONDING</b> <b>PERMING</b> <b>ADVANCE HAIR CUTTS</b> <b>PLANNING OF A SALON ON A PAPER</b>

# Department of CS & IT

## Class – DCA-II Semester

### PC Computing–II

**Pattern of Question Paper** - Eight questions of equal marks (Specified in the syllabus), two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section

<b>MONTH WISE DIVISION</b>	<b>Syllabus Unitization</b>
<b>January &amp; February</b>	<b><u>SECTION–A</u></b> MS–EXCEL a) Introduction to Worksheet/Spreadsheets b) Creating a simple Worksheet c) Computations in a Worksheet <b><u>SECTION–B</u></b> a) Printing the Worksheet b) Graphs
<b>March</b>	<b><u>SECTION–B</u></b> c) What if Analysis (Data Sort, Fill, Query, Filter) <b><u>SECTION–C</u></b> MS Access Introduction, Understanding Databases, Creating Tables, Queries.
<b>April &amp; May</b>	<b><u>SECTION–D</u></b> MS Access Forms Reports, Adding graphs to your report

#### **Prescribed Book**

**Book Name** – Fundamentals of Computers and Information Technology

**Author** –Puneet Kumar

**Publisher** –Kalyani Publishers



## Subject: DBMS

<b>MONTH WISE DIVISION</b>	<b>Syllabus Unitization</b>
<b>January &amp; February</b>	<b>SECTION-A</b> Introduction to dbms, data models, E-R Model Relational database management <b>SECTION-C</b> Sql Fundamentals I
<b>March</b>	<b>SECTION-B</b> Database Security, Protection, Integrity, Concurrency Control, Idea of Distributed Databases, Knowledge Base/Expert Systems <b>SECTION-C</b> Sql Fundamentals I
<b>April &amp; May</b>	<b>SECTION-C</b> Sql Fundamentals II, III, Views, Managing Users and Roles, Sequences, Indexes <b>SECTION-D</b> Cursors, Procedures, Functions & Packages Database Triggers.

### **Prescribed Book**

**Book Name** – DBMS

**Author** –Anshuman Sharma

**Publisher** –Khanna Publishers

# Diploma in Nanny Care and Nutrition (Semester-II)

## Paper V- Health & Nutrition

### THEORY

Time: 3 Hrs.

Max. Marks: 75

Theory: 50

Practical: 25

**Instructions for the Paper Setters:** Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

<b>MONTH WISE DIVISION</b>	<b>SYLLABUS UNITISATION</b>
<b>January &amp; February</b>	<b>SECTION-A</b> 1. Diet of infant, pre-school children, School going children. 2. Women health & nutrition in adolescence, Pregnancy lactation, adulthood and old age.
<b>March</b>	<b>SECTION-B</b> 1. Importance and functions of food: functions of food - protective, regulatory, body building. 2. Classification of foods: Classification of food based on five or seven food groups
<b>April &amp; May</b>	<b>SECTION-C</b> 1. Concept of Balanced diet <b>SECTION-D</b> 1. Normal and Therapeutic nutrition for common problems of children like cold, fever, and digestive problems. 2. Personnel Hygiene of Diet Assistant, Personnel Hygiene of Diet Assistant, Healthy living Procedures of hand hygiene.

# Diploma in Nanny Care and Nutrition (Semester-II)

## Paper V- Health & Nutrition PRACTICAL

Time: 2 Hrs.

Practical: 25

**Note:** Paper will be set on the spot by the examiner

Distribution of marks for practical examination

1. Practical File: 5 Marks
2. Marks Oral Examination: 5 Marks
3. Preparation of recipe: 15 Marks

<b>MONTH WISE DIVISION</b>	<b>SYLLABUS UNITISATION</b>
<b>January &amp; February</b>	<b>SECTION-A</b> 1. Development of recipes for school children and preschool children.
<b>March</b>	<b>SECTION-B</b> 2. Preparation of high protein & low calorie diet.
<b>April &amp; May</b>	<b>SECTION-C</b> 3. Preparation of Five recipes for enhancing nutritional value 3. Preparation of Five recipes for enhancing nutritional value 4.

# Diploma in Nanny Care and Nutrition (Semester-II)

## Paper VI: ECCE Training and Trends THEORY

Time: 3 Hrs.

Max. Marks: 75

Theory: 50

Practical: 25

**Instructions for the Paper Setters:** Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

<b>MONTH WISE DIVISION</b>	<b>SYLLABUS UNITISATION</b>
<b>January &amp; February</b>	<b>SECTION-A</b> 1. Roles and Responsibilities of Staff. Administration and supervision. 2. Qualities of a good teacher and supervisory staff. 3. Capacity building in staff.
<b>March</b>	<b>SECTION-B</b> 1. Pre-school personnel's and their training.

	2. Substitute Child Care. Substitute child care. Needs of infant and children, Kinds of substitute child care
<b>April&amp;May</b>	<p style="text-align: center;"><b>SECTION-D</b></p> <p>1. Community Outreach Programmes. Parent and community involvement Preschool teacher education in India.</p> <p>2. NCTE courses for teacher's education in early childhood education, Pre-primary teacher education curriculum, Women nurtures and care takers, Parent participation in school.</p> <p style="text-align: center;"><b>SECTION-D</b></p> <p>1. Role of Nursery school/balwadi's</p> <p>2. Integrated Child Development Scheme. Packages of services. Objectives of ICDS</p> <p>3. Children with special needs and their integration with normal children.</p>

## Diploma in Nanny Care and Nutrition (Semester-II)

Paper VI: ECCE Training and Trends

### PRACTICAL

**Time: 2 Hrs.**

**Practical: 25**

**Note:** Paper will be set on the spot by the examiner

Distribution of marks for practical examination

1. Practical File: 5 Marks
2. Marks Oral Examination: 5 Marks
3. Preparation of recipe: 15 Marks

<b>MONTH WISE DIVISION</b>	<b>SYLLABUS UNITISATION</b>
<b>January &amp; February</b>	<p>1. Collection of self-composed age appropriate stories and rhymes for pre-school children</p> <p>2. Demonstration on making ECE centre childproof, maintenance and care of equipment</p>
<b>March</b>	<p>3. Activities for generating moral values among pre-school children</p> <p>4. To create awareness regarding personal hygiene and environment among pre-school children</p>
<b>April &amp; May</b>	<p>5. Preparation of article/activity material for motor/social/creative skills development of pre-school Children</p> <p>6. Formation of PTA.</p> <p>7. Working out strategies for community involvement in ECE programmes</p>

## Diploma in Nanny Care and Nutrition (Semester-II)

### Paper VII: Basics of Computers THEORY

Time: 3 Hrs.

Max. Marks: 75  
Theory: 50  
Practical: 25

**Instructions for the Paper Setters:** Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

MONTH WISE DIVISION	SYLLABUS UNITISATION
January & February	<b>SECTION-A</b> 1. Characteristics of computer, Basic applications of computers.
March	<b>SECTION-B</b> 1. Components of Computer System, Classification of computers
April & May	<b>SECTION-C</b> 1. Word Processing: Opening & closing documents, moving around a document, using a document/Help wizard text, handling multiple documents. <b>SECTION-D</b> 1. Creation, Manipulation & formatting the text. 2. The user interface, window setting.

## Diploma in Nanny Care and Nutrition (Semester-II)

### Paper VII: Basics of Computers PRACTICAL

Time: 2 Hrs.

Practical: 25

**Note:** Paper will be set on the spot by the examiner

Distribution of marks for practical examination

1. Written Practical: 10 Marks
2. Practical File: 5 Marks
3. Marks Oral Examination: 10 Marks

MONTH WISE DIVISION	SYLLABUS UNITISATION
January & February	<b>Word Processing:</b> Opening & closing documents, moving around a document, using a document/Help wizard text.

<b>March</b>	<ol style="list-style-type: none"> <li>1. <b>Word Processing:</b> Handling multiple documents.</li> <li>2. Creation, Manipulation &amp; formatting the text.</li> </ol>
<b>April&amp;May</b>	<ol style="list-style-type: none"> <li>2. The user interface</li> <li>3. Window setting.</li> </ol>

## Diploma in Nanny Care and Nutrition (Semester-II)

### Paper VIII: Nutrition and meal management

#### THEORY

**Time: 3 Hrs.**

**Max. Marks: 75**

**Theory: 50**

**Practical: 25**

**Instructions for the Paper Setters:** Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

<b>MONTH WISE DIVISION</b>	<b>SYLLABUS UNITISATION</b>
<b>January&amp; February</b>	<p style="text-align: center;"><b>SECTION-A</b></p> <ol style="list-style-type: none"> <li>1. Introduction to nutrition- Food as a sources of nutrients, definition of Nutrition, nutrients, adequate, optimum and good nutrition, malnutrition.</li> <li>2. Food Preparation Basic terminology used in Cooking. Different methods of cooking - Dry heat, moist heat, frying and microwave cooking. Effect of coking on nutritive value of food.</li> </ol>
<b>March</b>	<p style="text-align: center;"><b>SECTION-B</b></p> <ol style="list-style-type: none"> <li>1. Carbohydrates - Composition, classification, functions, food sources, requirement, deficiencies.</li> <li>2. Fats and Oils- Composition, Classification, Saturated, Unsaturated fatty acids, food sources, Functions, requirement and deficiencies.</li> </ol>
<b>April&amp;May</b>	<p style="text-align: center;"><b>SECTION-C</b></p> <ol style="list-style-type: none"> <li>1. Protein - Composition, Classification, Essential and Non- essential amino acids, food Sources, functions, deficiencies.</li> <li>2. Meal planning: Introduction and Principles of Meal planning.</li> </ol> <p style="text-align: center;"><b>SECTION-D</b></p> <ol style="list-style-type: none"> <li>1. Nutritional requirement and planning diet for: (a) Infancy- Breast feeding- advantage and disadvantage, Importance of Weaning, Weaning foods. (b) Pre-scholars (c) School going child.</li> <li>2. Nutritional requirement and planning diet for: (d) Adolescent girl and boy (e) Adult male female (sedentary moderate and heavy worker) (f) Pregnant and lactating Women (g) Old Age.</li> </ol>

# Diploma in Nanny Care and Nutrition (Semester-II)

Paper VIII: Nutrition and meal management

## PRACTICAL

Time: 2 Hrs.

Practical: 25

**Note:** Paper will be set on the spot by the examiner

Distribution of marks for practical examination

1. Practical File: 5 Marks
2. Marks Oral Examination: 5 Marks
3. Preparation of recipe: 15 Marks

<b>MONTH WISE DIVISION</b>	<b>SYLLABUS UNITISATION</b>
<b>January &amp; February</b>	<b>SECTION-A</b> 1.) Prepare 5 dishes using following methods: (a) Boiling: Pulses, rice, soups, deserts, etc. (b) Shallow Frying: Pancakes, snacks, etc. (c) Deep Frying: Sweet and savory snacks, main dishes, etc.
<b>March</b>	<b>SECTION-A</b> (d) Fermenting and Steaming: Idli, dosa, dhokla, etc. <b>SECTION-B</b> 1. Cook a day's diet for the following age groups: (a) Infancy-Weaning foods (b) Pre-scholar
<b>April &amp; May</b>	<b>SECTION-B</b> 1. Cook a day's diet for the following age groups: (c) School going child. (d) Adolescent girl and boy (e) Adult male and female (sedentary worker) 1. Cook a day's diet for the following age groups: (f) Pregnant and lactating Women (g) old age