

SCHEME & SYLLABUS
Diploma in Nanny Care and Nutrition



Department of Life sciences and Allied Health Sciences

University Institute of Sciences & Humanities

Sant Baba Bhag Singh University

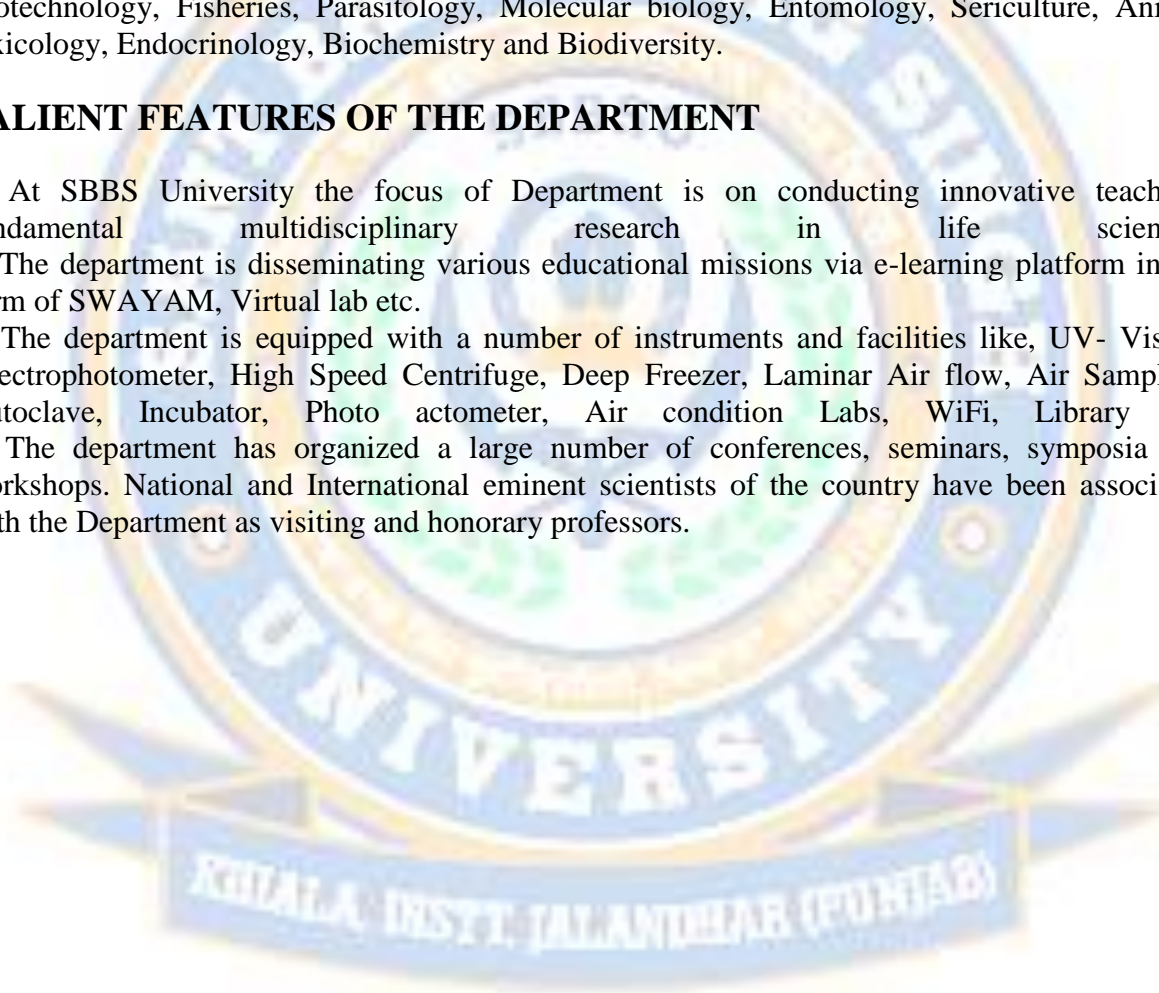
2020

ABOUT THE DEPARTMENT

The department of Life Sciences and allied health sciences formerly known as the Department of Natural Sciences was established in the year 2015 with only two UG programmes. Over the years this department has flourished and is offering various Programmes and courses at graduate, post-graduate and doctorate level in field of Botany, Zoology, Biotechnology, Biochemistry, Microbiology and Laboratory Sciences. The department is nurtured by the highly qualified and dedicated Faculty, honoured by various international and national awards. The department is blessed to have specialized faculties in various fields of Life Sciences viz. Plant physiology, Plant Biochemistry, Plant Microbe interaction, Stress Physiology, Chemical ecology, Microbial Physiology, Industrial Microbiology, Clinical microbiology, Microbial Biotechnology, Animal Biotechnology, Fisheries, Parasitology, Molecular biology, Entomology, Sericulture, Animal toxicology, Endocrinology, Biochemistry and Biodiversity.

SALIENT FEATURES OF THE DEPARTMENT

1. At SBBS University the focus of Department is on conducting innovative teaching, fundamental multidisciplinary research in life sciences.
2. The department is disseminating various educational missions via e-learning platform in the form of SWAYAM, Virtual lab etc.
3. The department is equipped with a number of instruments and facilities like, UV- Visible Spectrophotometer, High Speed Centrifuge, Deep Freezer, Laminar Air flow, Air Samplers, Autoclave, Incubator, Photo actometer, Air condition Labs, WiFi, Library etc.
4. The department has organized a large number of conferences, seminars, symposia and workshops. National and International eminent scientists of the country have been associated with the Department as visiting and honorary professors.



DIPLOMA IN NANNY CARE AND NUTRITION:

Nanny (Childcare Provider) is a professional who provides childcare services for children whose parents are not able to do so themselves due to work or other obligations. Nannies may work at a client's home performing all their functions there, or take care of children in their own homes; they may also work in a child care facility. Nannies can take care of children as young as a few months to children who are school age as they need care before and after school.

VISION:

To prepare nannies with skills and occupational competencies necessary in today's world.

MISSION:

To provide Professional Nannies in private homes, daycare centers or hospitals. A professional nanny should be able to find work wherever children need looking after by a trained, caring professional worldwide

ELIGIBILITY CRITERIA:

10+2 or its equivalent examination in any stream conducted by a recognized Board/ University/Council.

DURATION:

1 year

CAREER PATHWAY:

Professional Nanny Diploma are qualified to work as a child minder or nanny in private homes, daycare centers or hospitals for example. A professional nanny should be able to find work wherever children need looking after by a trained, caring professional worldwide

They have good career prospect in households. An expert for parents for satisfying physical , emotional, intellectual & social needs of their children. They have planning for laundry, clothing care, discipline, language activities , transportation etc.

Also work in clinics, medical and research centres.

They can enter military services, railway etc.

A specific no. of Indians are intending to work abroad as a caretaker.

Programme Educational Objective (PEO)

PEO1. To convey knowledge in decent practices mandatory for working as Nanny and provide with child care.

PEO2. To function efficiently, positively and safely in homes and hospitals situations including high-pressure hospital environments.

PEO3. To work and communicate effectively in inter-disciplinary environment, either independently or in a team.

PEO4. To engage in life-long learning and professional development through continuing education by graduate programs, postgraduate programs.

Programme Outcomes (PO)

PO1. Apply knowledge and technical skills associated with care and nutrition of child.

PO2. Provide the highest level of care for children from birth to school age

PO3 Record the ongoing development of children in your care and their kindergarten journey

PO4 Recognize and participate in activities which will provide current knowledge and upgrading of skills in child care.

Programme Specific Outcomes (PSO)

PSO1. The Nanny Pilot Programme aims to assess the provision of assistance to families who are having difficulties accessing mainstream child care to enable them to maintain or increase their workforce commitments.

PSO2. Maintain records of children's ongoing development and time in your care.

PSO3 Understand professional and ethical responsibility in Nanny and Child health care practices.

PSO4 Employ a working knowledge of the National Quality Standard and Early Years Learning Framework.

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Course Scheme for Diploma in Nanny Care and Nutrition (Semester System)

SEMESTER - I

I. Theory Subjects

S. No	Sub Code	Subject Name	Contact Hours (L:T:P)	Credits (L:T:P)	Total Contact Hours	Total Credits Hours
1	NAN101	Pre-natal and post-natal care	3:0:0	3:0:0	3	3
2	NAN103	Child Development	3:0:0	3:0:0	3	3
3	NAN105	Basics of Early childhood care and education	3:0:0	3:0:0	3	3
4	ENG007	Professional Communication Skills	3:0:0	3:0:0	3	3
5.	ENG002	CORE LIFE SKILLS	3:0:0	3:0:0	3	3

II. Practical Subjects

1	NAN111	Pre-natal and post-natal care-Practical	0:0:4	0:0:2	4	2
2	NAN113	Child Development-Practical	0:0:4	0:0:2	4	2
3	NAN115	Basics of Early childhood care and education-Practical	0:0:4	0:0:2	4	2
Total					27	21

Total Contact hrs: 27

Total Credit Hours: 21

Semester - II

S. No	Sub Code	Subject Name	Contact Hours (L:T:P)	Credits (L:T:P)	Total Contact Hours	Total Credits Hours
1	NAN102	Healthcare and nutrition	3:0:0	3:0:0	3	3
2	NAN104	Advances in ECCE	3:0:0	3:0:0	3	3
3	NAN106	Diet and Meal management	3:0:0	3:0:0	3	3
4	SSC001	Gender equity	3:0:0	3:0:0	3	3

II. Practical Subjects

1	NAN112	Healthcare and nutrition- Practical	0:0:4	0:0:2	4	2
2	NAN114	Advances in ECCE -Practical	0:0:4	0:0:2	4	2
3	NAN116	Diet and Meal management - practical	0:0:4	0:0:2	4	2
4	CSE213	Basics of Computers-practical	0:0:3	0:0:1.5	3	1.5
Total					27	19.5

Total Contact hrs: 27

Total Credit Hours: 19.5

Course Scheme Summary

Sem	L	T	P	Contact hrs/wk	Credits
1	12	0	7	27	21
2	12	0	7	27	19.5
Total	24	0	14	54	40.5

Total Contact hours for I-II semester: 54

Total Credit hours for I-II semester: 40.5

SEMESTER I

Pre-Natal and Post-Natal Care

Course Code	NAN101
Course Title	Pre-Natal and Post-Natal Care
Type of course	Theory
L T P	3 0 0
Credits	3
Course prerequisite	10+2
Course Objective	To learn about care of mother during pregnancy and after pregnancy.To have knowledge about children care and common diseases in infant.
Course outcomes:	1.Be able to take care of pregnant mother. 2.learn about the child diseases.

Syllabus

Unit 1:Mother Care: Pregnancy, Discomforts, physical & psychological care,preparation for delivery.Growth & Development during Pre–Natal period. Method of family planning.

Factors affecting Pre–Natal Development. Drugs to avoid-smoking and alcohol.Foods to avoid.

Unit 2:Infant reflexes -rooting reflex, suck reflex,moro reflex, tonic neck reflex, grasp reflex.

Infant Care: Breast feeding, Bottle feeding,Weaning, nappies changing,bathingand sleeping pattern.

Unit 3:Clinical follow-up of mother and child,Immunization Schedule of Infant.Clothing for the Infant.

Unit 4:Diseases common during infancy: common cold, cough, fever, measles.rubella,diarrhoea.mumps.

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Pre-natal and post natal care-a women centered approach	Robin G. Jordan, Cindy L. Farley , Karen trister grace	Wiley Blackwell
2.	The nanny textbook	A.m Merchant	Universe

3.	Wong's Nursing Care of Infants and Children 11th Edition	Marilyn J. Hockenberry	Elsevier
4.	Motherhood: Social and cultural Aspects	Minhas J.S	Akhand Publishing House
5.	Motherhood: Oppression and Delight	Minhas J.S	Akhand Publishing House



Child Development

Course Code	NAN103
Course Title	Child Development
Type of course	Theory
L T P	3 0 0
Credits	3
Course prerequisite	10+2
Course Objective	To learn about different stages of child development as well as Physical, Emotional and intellectual developments.
Course outcomes:	<ol style="list-style-type: none"> 1. Be able to learn about the social development and mental as well as physical development of child. 2. Learn about the speech and speak pattern of child.

Syllabus

Unit 1: *Child Development:* Definition & Importance, Different Stages of Child Development. Principles of Development, Factors affecting Development.

Unit 2: *Theories of Child development:* Freud and Piaget theory.

Physical Development: Definition, Physical Growth Cycles, Factors affecting Physical Growth.

Motor Development: Definition. Principles of motor development, Motor skills, Some common motor skills in childhood, Functions of Motor Skills.

Unit 3: *Emotional Development:* Patterns, Conditions responsible for emotional development, Characteristics of Child emotions. Common childhood emotions.

Social Development: Definition, Social Development during early childhood and late childhood.

Unit 4: *Speech Development:* Importance of Speech, how children learn to speak, Major tasks in learning to speak. Role of family and school for the development child. factors for social development.

Play Development: Meaning & Importance of Play, Common play activities for the child.

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Growth and Development	Dilip K Mukherjee, MKC nair	Jaypee Brothers Medical Publishers
2.	Child development and process of learning	J. C. Aggarwal	Shipra Publications
3.	Child Development	Elizabeth B. Herlock	TATA McGraw Hill
4.	Child Development	Laura E. Berck	Pearson Publisher

Basics of Early childhood care and education

Course Code	NAN105
Course Title	Basics of Early childhood care and education
Type of course	Theory
L T P	3 0 0
Credits	3
Course prerequisite	10+2
Course Objective	To learn about the importance of childhood education and programmes that are offered in India.
Course outcomes:	<ol style="list-style-type: none"> 1. Learn about the implementation of various preschool programmes. 2. Learn about the child education programmes which is benefit for child.

Syllabus

Unit 1: *Early Childhood Education:* Need, Importance and objectives. Early childhood stimulation at home and school. Quality of home environment.

Unit 2: *Historical Prospective of early childhood education:* Contribution of Agencies to ECCE in India-ICDS-UNICEF, NCERT, Early Childhood Education Programmes in India and Abroad

Unit 3: *Essentials of Setting up Early Childhood Education Centers-* Building and physical facilities, staff, size of class, supervision and curriculum

Unit 4: *Types of Preschool Programmes-* Day-care centers / creches / pre-schools/kindergartens, Balwadi, Anganwadi, recreational play-centers.

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Early childhood care and education	Gupta M. Sen	PHI learning
2.	Approach to early childhood education	Jaipaulroopnarine, James E johnson	Pearson
3.	Early Childhood Care and Education	J.C. AGGARWAL, S. GUPTA	Shipra Publications
4.	Early Childhood Care and Education	R. P. Shukla	Sarup Book Publishers (P)Ltd

Professional Communication Skills

Course Code	ENG007
Course Title	Professional Communication Skills
Type of Course	ID
L T P	3 0 0
Credits	3
Course Prerequisites	Basic knowledge of English grammar and sentence making.
Course Objectives (CO)	The course is career oriented which aims to develop and improve the English language and proficiency of students in order to gain confidence in public and professional life and strengthen the abilities and skills pertinent to success.
Course Outcome	Students will use their technical writing and presentation skills effectively.

UNIT-I

Language Skills: Parts of Speech, Vocabulary, Phrase, Clause, Sentence and its types, Punctuation.

UNIT-II

Business Correspondence: Meaning of Business correspondence – Importance of Business Correspondence, Essential qualities of a business letters, types of business letters – cover letter, thank you letters, message through email and Fax. Acceptance letters, rejection letters, and withdrawal letters.

UNIT- III

Principles of communication: LSRW in communication. What is meant by LSRW Skills – Why it is important – How it is useful – How to develop the skills? Non verbal communication: Body language-Kinesics, Proxemics, Para linguistic, Chronemics Signs and symbols, Territory/Zone Oral: Speaking words, articulation and pronunciation.

UNIT- IV

Enhancing self esteem and Personality development: Self theory and the Johari window: Characteristics of fully functioning individuals, manifestations of low and high self esteem, techniques for enhancing self esteem, nurturance techniques.

Comprehension Skills: Collection of Short Stories: Khushwant Singh's *The Mark of Vishnu*

RECOMMENDED BOOKS

Sr. no.	Name	Author(s)	Publisher
1	Communication Skills	Loveleen Kaur	Satya Prakashan
2	A course in Communication Skills and English Grammatr	Tanu Gupta, Titiksha Mittal	Ajay Publications Yamuna Nagar
3	Business Communication	Varinder Kumar, Bodh Raj	Kalyani Publishers

CORE LIFE SKILLS

Course Code	EDU002
Course Title	Core Life skills
Type of Course	ID
LTP	3 0 0
Credits	3
Course prerequisite	
Course Objectives (CO)	<ol style="list-style-type: none">1. To enable the student teachers to understand concept, process and practice of core life skills.2. To enable the student teachers to familiarize them with theories on Life Skills Approach.
Course Outcome	Students will use their life skills for positive change and well-being.

UNIT-I

Introduction

Life Skills: Concept, need and importance of life skills for human beings.

Core life skills prescribed by World Health Organization.

UNIT-II

Core Life Skills (I)

Skills of Self awareness and Empathy: Concept, importance for teachers in particular, integration with the teaching learning process.

Skills of Coping with Stress and Emotion: Concept, importance for teachers in particular, integration with the teaching learning process.

UNIT- III

Core Life Skills (II)

Skills of Building Interpersonal relationships: Concept, importance for teachers in particular, integration with the teaching learning process.

Skills of Critical thinking and Creative thinking: Concept, importance for Educationists, integration with the teaching learning process.

UNIT- IV

Core Life Skills (III)

Skills of Problem Solving and Decision making: Concept, importance for Educationists, integration with the teaching learning process.

Skill of Effective Communication: Concept, importance for human beings and Educationists, integration within the teaching learning process.

Recommended Books:**Text-Books:**

S.No.	Author(S)	Year	Title	Publisher
1.	Nair, .V. Rajasenan	2010	Life Skills, Personality and Leadership	Rajiv Gandhi National Institute of Youth Development, Sriperumbudur

Reference Books:

S.No.	Author(S)	Year	Title	Publisher
1.	Baron.A.Robert	2007	Psychology	Prentice-Hall of India Private Ltd, New Delhi
2.	Baumgardner. R. Steve., Crothers.K. Marie	2009	Positive Psychology	Dorling Kindersley India Pvt. Ltd. New Delhi
3.	Ciccarelli Sandra .K., Meyer Glen	2007	Psychology	Pearson Education Inc, New Delhi
4.	Carr Alan	2004	Positive Psychology	Routledge, New York



Pre-natal and post-natal care-Practical

Course Code	NAN111
Course Title	Pre-natal and post-natal care-Practical
Type of course	Practical
L T P	0 0 4
Credits	2
Course prerequisite	10+2
Course Objective	To impart hands on practice on general practices and techniques.
Course outcomes	<ol style="list-style-type: none"> 1. Be able to Learn Practically implementation of various techniques of feeding and care of post delivery mother. 2. Learn about the techniques of handling pre natal and post natal mother.

Syllabus

1. Care of the mother post-delivery.
2. Care of the baby after birth
3. Feeding Practices:
 - a) Sterilization of Feeding bottles
 - b) Preparation of formula milk
4. Immunization schedule of infant.
5. Weaning Foods: Importance, Preparation of 5 weaning foods.
6. Make a suitable Toy for an Infant.

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Pre-natal and post natal care-a women centred approach	Robin G. Jordan, cindy L. farley , Karen trister grace	Wiley Blackwell
2.	The nanny textbook	A.m Merchant	Iuniverse

Child Development-Practical

Course Code	NAN113
Course Title	Child Development-Practical
Type of course	Practical
L T P	0 0 4
Credits	2
Course prerequisite	10+2
Course Objective	To learn about child development and their skill developments by practically doing the surveys and assessments.
Course outcomes	<ol style="list-style-type: none"> 1. Learn about the child development by visiting schools and homes. 2. Learn how to prepare the different learning charts.

Syllabus

1. Visit to nearby school and make growth chart of a specific sample size.
2. Carry out a Case Study on a School going Child assessing his Motor Development, Social Development, Emotional Development
3. Prepare an Educational Toy suitable for a pre-school/ school going child.
4. Prepare a toy from best out of waste.
5. Preparation of Language Kits
 1. Story telling techniques
 2. Vegetable Cards
 3. Fruit cards
 4. Alphabet Cards
 5. Colours and Shapes

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Growth And Development	Dilip K Mukherjee, MKC Nair	Jaypee Brothers Medical Publishers
2.	The nanny textbook	A.M Merchant	Universe

Basics of Early childhood care and education Practical

Course Code	NAN115
Course Title	Basics of Early childhood care and education -Practical
Type of course	Practical
L T P	0 0 4
Credits	2
Course prerequisite	10+2
Course Objective	Practically To learn about the importance of childhood education and programmes by preparing/developing different models and educational materials.
Course outcomes	<ol style="list-style-type: none">1. Be able to learn about the care of child in early age and how to interact with them.2. Learn about the development of pre school childrens.

Syllabus

1. A visit to a “model” early childhood educational centre to observe curriculum implementation, indoor and outdoor activities and equipment.
2. Preparation of curriculum calendar (for one academic session) daily time table and detailed activity plan (for each day).
3. Developing an educational kit for enhancing conceptual aspects among pre-school children.
4. Activities for enhancing language development in pre-school children.

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Early childhood care and education	Gupta M. Sen	PHI learning
2.	Approach to early childhood education	Jaipalroopnarine, James E johnson	Pearson

SEMESTER II

Healthcare and nutrition

Course Code	NAN102
Course Title	Healthcare and nutrition
Type of course	Theory
L T P	3 0 0
Credits	3
Course prerequisite	10+2
Course Objective	To learn and have knowledge about the significance of nutrition education, child health and hygiene
Course outcomes	<ol style="list-style-type: none">1. Be able to learn about the balance diet and preparation of it.2. Be able to learn about the nutrition values of different food.

Syllabus

Unit 1: Introduction & Concept: Health, Hygiene & Nutrition. Factors influencing children's health, hygiene and nutrition. Role of Home, School, Government & NGOs in promoting children's health

Unit 2: Relationship between health and nutrition: Malnutrition, Undernutrition, Overnutrition. Concept of Balance diet. Food precautions-choking, intolerance and allergies. Women health & nutrition in adolescence, Pregnancy lactation, adulthood and old age.

Unit 3: Nutrition during Pregnancy and Lactation: Importance of nutrition during pregnancy, Effect of malnutrition on the woman and her fetus, Planning of nutritious diet for pregnant woman, Diet of lactating woman.

Unit 4: New trends in nutrition: Prebiotics and Probiotics, Nutritive values of fast food and junk food, Significance of nutritional labelling.

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Nutrition science	B Srila Lakshmi	New age publishers

2.	Basic pediatric nutrition	Madhu Sharma	Jaypee Brothers Medical Publishers
3.	Food Science and Nutrition	SunetraRoday	Oxford University Press
4.	Nutrition Education	R.S. Reddy	Common wealth



Advances in ECCE

Course Code	NAN104
Course Title	Advances in ECCE
Type of course	Theory
L T P	3 0 0
Credits	3
Course prerequisite	10+2
Course Objective	The course intends to provide students with sufficient knowledge of their roles and responsibilities and learn how to perform their duties at community level.
Course outcomes	<ol style="list-style-type: none"> 1. Learn about their responsibilities and roles in care of mother and child. 2. Able to identify the different school programmes.

Syllabus

Unit 1: Roles and Responsibilities of Staff: Administration and supervision. Qualities of a good teacher and supervisory staff. Capacity building in staff.

Unit 2: Pre-school personnel's and their training: Substitute Child Care. Substitute child care. Needs of infant and children, Kinds of substitute child care.

Unit 3: Community Outreach Programmes: Parent and community involvement Preschool teacher education in India. Types of child care programmes.

NCTE courses for teachers education in early childhood education, Pre-primary teacher education curriculum, Women nurtures and care takers, Parent participation in school

Unit 4: Role of Nursery school/balwadi's: Integrated Child Development Scheme. Packages of services. Objectives of ICDS. Children with special needs and their integration with normal children. Cognitive or intellectual development and language development.

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Early childhood care and education	Gupta M. Sen	PHI learning
2.	Approach to early childhood education	Jaipalroopnarine, James E johnson	Pearson

3.	Early childhood education	Dr.J.S.Grewal	Har Prasad bhargava educational publishers
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Diet and Meal management

Course Code	NAN106
Course Title	Diet and Meal management
Type of course	Theory
L T P	3 0 0
Credits	3
Course prerequisite	10+2
Course Objective	The course intends to provide students with basic knowledge about preparing food and nutrition value of food.
Course outcomes	<ol style="list-style-type: none">1. Able to make diet and management of meal for children and mother.2. Learn about the values of different nutrients.

Syllabus

Unit 1: *Introduction to meal management* - balanced diet, food groups & the planning of balance diet. Principles of Meal planning, Factors influencing meal planning, Calculating nutritive value of a recipe.

Unit 2: *Carbohydrates* - Composition, classification, functions, food sources, requirement, deficiencies. Low and high carbohydrates and high calorie diet.

Fats and Oils- Composition, Classification, Saturated, Unsaturated fatty acids, food sources, Functions, requirement and deficiencies.

Unit 3: *Protein* - Composition, Classification, Essential and Non- essential amino acids, food Sources, functions, deficiencies.
Vitamins and Minerals –macro and micro nutrients.

Unit 4: *Food Preparation:* Various methods of cooking - Dry heat, moist heat, frying and microwave cooking. Effect of cooking on nutritive value of food. Nutritive value of common regional recipes. Diet plan for pregnant women.

Normal and Therapeutic meals for common problems of children like cold, fever, and digestive problems.

Deficiency of vitamins.

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Nutrition science	B Srilalakshmi	New age publishers
2.	Basic pediatric nutrition	Madhu sharma	Jaypee Brothers Medical Publishers
3.	Food Science and Nutrition	SunetraRoday	Oxford University Press
4.	Health education	UK Singh and AK Nayak	Common wealth publishers



GENDER EQUITY

Course Code	SSC001
Course Title	Gender Equity
Type of course	ID
L T P	3:0:0
Credits	3
Course prerequisite	NA
Course Objectives (CO)	<ol style="list-style-type: none"> 1. The students will be able to acquire knowledge and understanding of theory and concepts related to gender and gender relations 2. The students will be able to critically reflect how gender is a development issue.
Course Outcome	The students will analyse the evolution of thinking and approaches around gender and development.

UNIT I

Concept of sex and gender
Gender attributes and questions of identity.

UNIT II

Empowerment- concept and meaning.
Definition of feminism, feminist and women movements in U.S.A, U.K., France and India

UNIT III

Women development and development organizations.
Impact of development on gender.

UNIT IV

Policies and current debates on women rights.
Role of UN in establishing gender equality.
Violence against women and need for reforms.

Text and Reference Books:

S.No.	Author(S)	Year	Title	Publisher
1	Jayachandran, Seema	2014	The Roots of Gender Inequality in Developing Countries	NBER Working Paper No.20380. Issued in August 2014
2	Duflo, Esther	2012	Women's Empowerment and Economic Development	<i>Journal of Economic Literature</i> , 50(4): 1051-79.

Healthcare and nutrition-Practical

Course Code	NAN112
Course Title	Healthcare and nutrition-Practical
Type of course	Practical
L T P	0 0 4
Credits	2
Course prerequisite	10+2
Course Objective	To provide hands on preparation techniques of preparing balanced diet and learn about the nutritional values.
Course outcomes	<ol style="list-style-type: none">1. Practically do the preparation of balance diet and first aid kit.2. Be able to learn about the nutrition values of different food.

Syllabus

1. Preparation of a first aid box.
2. Development of recipes for school children and preschool children.
3. Preparation of high protein & low calorie diet.
4. Preparation of Five recipes for enhancing nutritional value.

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Nutrition science	B srilalakshmi	New age publishers
2.	Basic pediatric nutrition	Madhu sharma	Jaypee Brothers Medical Publishers
3.	Food Science and Nutrition	Sunetraroday	Oxford University Press

Advances in ECCE-Practical

Course Code	NAN114
Course Title	Advances in ECCE-Practical
Type of course	Practical
L T P	0 0 4
Credits	2
Course prerequisite	10+2
Course Objective	The course intends to provide students with sufficient knowledge of their roles and responsibilities and learn how to perform their duties at community level.
Course outcomes	<ol style="list-style-type: none"> 1. Learn about their responsibilities and roles in care of mother and child. 2. Able to identify the different school programmes.

Syllabus

1. Collection of self composed age appropriate stories and rhymes for pre-school children
2. Demonstration on making ECE centre childproof, maintenance and care of equipment
3. Activities for generating moral values among pre-school children
4. To create awareness regarding personal hygiene and environment among pre-school children
5. Preparation of article/activity material for motor/social/creative skills development of pre-school Children
6. Formation of PTA.
7. Working out strategies for community involvement in ECE programmes

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Early childhood care and education	Gupta M. Sen	PHI learning
2.	Approach to early childhood education	Jaipaulroopnarine, James E johnson	Pearson

Diet and Meal management -Practical

Course Code	NAN116
Course Title	Diet and Meal management -Practical
Type of course	Practical
L T P	0 0 4
Credits	2
Course prerequisite	10+2
Course Objective	To learn how to prepare/cooking dishes for different age group peoples.
Course outcomes	<ol style="list-style-type: none">1. Able to make diet and management of meal for children and mother.2. Learn about the values of different nutrients by preparing different dishes.

Syllabus

1. Prepare a balanced diet chart for the following age groups

- (a) Infancy-Weaning foods
- (b) Pre-scholar
- (c) School going child.
- (d) Adolescent girl and boy
- (e) Adult male and female (sedentary worker)
- (f) Pregnant and lactating Women
- (g) old age.

2. Preparation of visual aids of meal management..

3. 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.
- (d) Fermenting and Steaming: Idli, dosa, dhokla, etc.

Text and Reference Books

S. No	Name	Author(S)	Publisher
1.	Nutrition science	B srilalakshmi	New age publishers
2.	Basic pediatric nutrition	Madhu sharma	Jaypee Brothers Medical Publishers
3.	Food Science and Nutrition	Sunetraroday	Oxford University Press



Basics of Computers Lab

Course Code	CSE213
Course Title	Basics of Computers Lab
Type of course	Practical
L T P	0 0 3
Credits	1.5
Course prerequisite	NA
Course Objective (CO)	Learn about the basic computer tasks.
Course outcomes	Able to learn basic computer techniques that will help in making diet charts and manage child and mother planning data.

List of practicals

1. Given a PC, name its various components and peripherals. List their functions
2. Practice in installing a computer system by giving connection and loading the system software and application software
3. Exercises on entering text and data (Typing Practice)
4. **Installation of operating System viz. Windows XP, Windows 2007 etc.**
Features of Windows as an operating system
 - Start
 - Shutdown and restore
 - Creating and operating on the icons
 - Opening closing and sizing the windows
 - Using elementary job commands like – creating, saving, modifying, renaming, finding and deleting a file
 - Creating and operating on a folder
 - Changing setting like, date, time, colour (back ground and fore ground)
 - Using short cuts
 - Using on line help
5. **Word Processing (MS Office/Open Office)**
 - a) File Management:
Opening, creating and saving a document, locating files, copying contents in some different file(s), protecting files, giving password protection for a file
 - b) Page Set up:
Setting margins, tab setting, ruler, indenting
 - c) Editing a document:
Entering text, Cut, copy, paste using tool- bars
 - d) Formatting a document:

Using different fonts, changing font size and colour, changing the appearance through bold/italic/ underlined, highlighting a text, changing case, using subscript and superscript, using different underline methods

Aligning of text in a document, justification of document, Inserting bullets and numbering

Formatting paragraph, inserting page breaks and column breaks, line spacing

Use of headers, footers: Inserting footnote, end note, use of comments

Inserting date, time, special symbols, importing graphic images, drawing tools

e) Tables and Borders:

Creating a table, formatting cells, use of different border styles, shading in tables, merging of cells, partition of cells, inserting and deleting a row in a table

Print preview, zoom, page set up, printing options

Using Find, Replace options

f) Using Tools like:

Spell checker, help, use of macros, mail merge, thesaurus word content and statistics, printing envelopes and labels

Using shapes and drawing toolbar,

Working with more than one window in MS Word,

How to change the version of the document from one window OS to another

Conversion between different text editors, software and MS word

6. Spread Sheet Processing (MS Office/Open Office)

a) Starting excel, open worksheet, enter, edit, data, formulae to calculate values, format data, create chart, printing chart, save worksheet, switching between different spread sheets

b) Menu commands:

Create, format charts, organise, manage data, solving problem by analyzing data, exchange with other applications. Programming with Excel Work Sheet, getting information while working

c) Work books:

Managing workbooks (create, open, close, save), working in work books, selecting the cells, choosing commands, data entry techniques, formula creation and links, controlling calculations, working with arrays

a) Editing a worksheet, copying, moving cells, pasting, inserting, deletion cells, rows, columns, find and replace text, numbers of cells, formatting worksheet

b) Creating a chart:

c) Working with chart types, changing data in chart, formatting a chart, use chart to analyze data

d) Using a list to organize data, sorting and filtering data in list

e) Retrieve data with query: Create a pivot table, customising a pivot table. Statistical

f) analysis of data

g) Exchange data with other application: embedding objects, linking to other applications, import, export document.

7. PowerPoint Presentation (MS Office/Open Office)

a) Introduction to PowerPoint

- How to start PowerPoint

- Working environment: concept of toolbars, slide layout, templates etc.

- Opening a new/existing presentation

- Different views for viewing slides in a presentation: normal, slide sorter etc.

b) Addition, deletion and saving of slides

c) Insertion of multimedia elements

- Adding text boxes
- Adding/importing pictures
- Adding movies and sound
- Adding tables and charts etc.
- Adding organizational chart

d) Formatting slides

- Using slide master
- Text formatting
- Changing slide layout
- Changing slide colour scheme
- Changing background
- Applying design template

e) How to view the slide show?

- Viewing the presentation using slide navigator
- Slide transition
- Animation effects etc.

8. Working with Data Processing (MS Office/Open Office)

- Understanding different data types
- Creation of table
- Entering data in a table and modify it.
- Creating simple Queries

9. Internet and its Applications

- Log-in to internet
- Navigation for information seeking on internet
- Browsing and down loading of information from internet
- Sending and receiving e-mail
 - Creating a message
 - Creating an address book
 - Attaching a file with e-mail message
 - Receiving a message
 - Deleting a message