

Dnyanganga Shikshan Prasarak Sanstha, Wanoja

Affiliated to Sant Gadge Baba Amravati University

Smt. Salunkabai Raut Arts & Commerce College, Wanoja

Tq. Mangrulpir Dist. Washim

website : www.smtsalunakabairaut.com Mail : srcwanoja@gmail.com

NAAC Reaccredited Grade 'B' with CGPA 2.46

Principal

Dr. Devendra R. Gawande

M.P.Ed., Ph.D.

Mob.9970732667

College Code
706

President

Smt. Kamlabai J. Raut



No.....

Date.....

Declaration

This is to declare that the information reports, true copies and numerical data etc.furnished in this file as supporting documents is verified by IQAC and found correct.



PRINCIPAL,

Smt. Salunkabai Raut Arts &
Commerce College, WANOJA
Tq. Msngrulpir, Dist. Washim
(M.S.) Pin Code- 444402

Smt. Salunkabai Raut Arts & Commerce College, Wanoja Dist.washim

Index

1.2.1

Sr No	Particulars	Page No
1	Notice	1
2	Certificate Course on Human Rights	3-10
3	Certificate Course in Cashier	11-19
4	Certificate	20-25



Smt. Salunkabai Raut Arts & Commerce College, Wanoja Dist : Washim

Self-Finance Course

Notice

2023-24

Date: 18/09/2023

All the students are hereby informed that from this academic session the college is going to introduce the following new courses

1. Certificate Courses in Human Rights
2. Certificate Course in Cashier

Those students who are interested to enroll above courses contact Dr.J.M.Bhagat on or before 10th December 2023.

Gawande
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Tq.Mangrulpir, Dist.Washim
(M.S.) Pin Code- 444402

Smt.Salunkabai Raut Arts & Commerce College Wanoja

Certificate Course on Human Rights

Duration: 90 Days (3 Months)

Session 2023-24

Empower Yourself to Make a Difference!

Why Join?

- Understand your rights and responsibilities.
- Learn to address human rights issues effectively.
- Boost your career in law, social work, and NGOs.

What Will You Learn?

- Basics of Human Rights.
- Indian Constitution and Human Rights.
- Women's and Children's Rights.
- Environmental and Social Justice.
- Advocacy Skills for Human Rights.

Join the Movement for Justice and Equality!

Register Now!


Dr. Mamta V. Pathrikar
Professor & HOD Political Science
Smt. Salunkabai Raut Arts &
Commerce College Wanoja
Tq.Mangrulpir Dist.Washim-444102

Scheme of the Human Rights Certificate Course

This course is designed to provide comprehensive knowledge about human rights and their importance in today's world..

Objective:

1. To introduce students to the fundamental concepts and principles of human rights.
2. To create awareness about international and national human rights frameworks.
3. To analyze contemporary human rights issues and challenges.
4. To equip students with practical knowledge and skills to promote and protect human rights.

Course Outcomes

1. Understand the meaning and importance of human rights.
2. Learn about national and international laws protecting human rights.
3. Recognize common human rights issues like discrimination and child labor.
4. Develop skills to promote and protect human rights.
5. Prepare for careers in social work, NGOs, and legal fields.


Dr. Mamta V. Pathrikar
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Syllabus

Unit 1: Introduction to Human Rights

- i. Definition and Scope of Human Rights
- ii. Historical Development of Human Rights (Magna Carta, UN Declaration, etc.)
- iii. The Universal Declaration of Human Rights (UDHR)

Unit 2: Constitutional Framework and Human Rights in India

- a) Human Rights in the Indian Constitution, Fundamental Rights (Articles 12-35), Directive Principles of State Policy
- b) Judicial Protection of Human Rights in India, Role of the Judiciary
- c) Landmark Supreme Court Cases (e.g., Maneka Gandhi, Kesavananda Bharati, etc.)
- d) National Human Rights Commission (NHRC)

Unit 3: Human Rights Frameworks and Mechanisms

- i) International Organizations:
 - II) United Nations (UN) and Human Rights Council (UNHRC)

Unit 4: Human Rights Issues in Contemporary Society

- a) Rights of Women
 - i) Gender Equality and Protection from Violence
 - ii) Women's Political and Economic Rights
- b) Rights of Children
 - i) Right to Education, Protection from Exploitation, Child Labor
 - ii) Rights of Minorities and Indigenous Peoples

Unit 5: Human Rights Advocacy and Enforcement

- a) Role of Advocacy Groups in Human Rights
- b) i) Media ii) Educational Institutions iii) NGO
- c) Importance of awareness and education in promoting human rights protection.



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Smt.Salunkabai Raut Arts & Commerce CollegeWanoja

Examination -2024

Question Paper

Certificate Course in Human Right

TimeTwo Hours

Max. Marks 50

Name:

Roll No.

प्रश्न १ योग्य पर्याय निवडा

(10 Mark)

1.मानवाधिकारांचे सार्वत्रिक घोषणापत्र (UDHR) संयुक्त राष्ट्रांनी कोणत्या वर्षी स्वीकारले?

- a) 1945 b) 1948 c) 1950 d) 1965

2.भारतातील मानवाधिकार संरक्षण अधिनियम कोणत्या वर्षी लागू झाला?

- a) 1986 b) 1990 c) 1993 d) 1995

3.भारतीय राज्यघटनेतील कोणता अनुच्छेद समतेचा अधिकार प्रदान करतो?

- a) अनुच्छेद 14 b) अनुच्छेद 19 c) अनुच्छेद 21 d) अनुच्छेद 32

4.राष्ट्रीय मानवाधिकार आयोग (NHRC) भारतात कधी स्थापन झाला?

- a) 1990 b) 1991 c) 1993 d) 1995

5.मानवाधिकारांचे संरक्षण करण्यासाठी कार्य करणारी आंतरराष्ट्रीय संस्था कोणती आहे?

- a) WTO b) Amnesty International c) UNESCO d) WHO

6.मानवाधिकारांसाठी जागतिक दिवस कोणत्या दिवशी साजरा केला जातो?

- a) 10 डिसेंबर b) 8 मार्च c) 21 जून d) 24 ऑक्टोबर

7.भारतीय राज्यघटनेतील अनुच्छेद 21 कशाशी संबंधित आहे?

- a) धार्मिक स्वातंत्र्य b) शिक्षणाचा अधिकार

c) जीवन आणि स्वातंत्र्याचा अधिकार d) काम करण्याचा अधिकार

8. मुलांच्या हक्कांसाठी संयुक्त राष्ट्रांचा करार (UNCRC) कोणत्या वर्षी मंजूर झाला?

a) 1989 b) 1990 c) 1992 d) 1995

9. मानवाधिकार परिषद (UNHRC) मुख्यालय कोठे आहे?

a) न्यूयॉर्क b) जिनिव्हा c) पॅरिस d) लंडन

10. स्त्रियांचे हक्क संरक्षित करणारी भारतीय कायदा कोणता आहे?

a) पर्यावरण संरक्षण कायदा b) मातृत्व लाभ कायदा
c) भेदभावविरोधी कायदा d) बालमजुरी प्रतिबंधक कायदा

प्रश्न २ खालील प्रश्नांची थोडक्यात उत्तरे लिहा

(10Marks)

1. मानवाधिकार म्हणजे काय? स्पष्ट करा.

2. भारतीय राज्यघटनेतील मानवाधिकारांची तरतूद काय आहे?

प्रश्न ३) भारतातील मानवाधिकारांच्या अंमलबजावणीतील आव्हाने कोणती? उदाहरणांसह स्पष्ट करा. (10Marks)

प्रश्न ४) महिलांचे व बालकांचे हक्क यांचे महत्त्व व अंमलबजावणी स्पष्ट करा.

(10Marks)

प्रश्न ५) खालीलपैकी कोणतेही दोन प्रश्न सोडवा

1. पर्यावरण आणि मानवाधिकार यांचे परस्परसंबंध स्पष्ट करा.

5Marks

2. मानवाधिकारांचे सार्वत्रिक घोषणापत्र (UDHR) याची भूमिका स्पष्ट करा.

5Marks

3. राष्ट्रीय मानवाधिकार आयोग (NHRC) याच्या कार्याची माहिती द्या

5Marks

Dr. Mamta V. Pathribar

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Smt. Salunkabai Raut Arts & Commerce College Wanoja

Department of Political Science

Certificate Course on Human Rights

Session 2023-24

STUDENTS LIST

Sr.No.	Name of Students
1	AHAN RAJESH JOSHI
2	ABHAY DINESH DUBEY
3	ASHWIN DATTA SHINDE
4	BHAVIKA PUNDALIK RAUT
5	GAYATRI BHAGWAN PACHE
6	KUNAL SURESH THAKARE
7	KHUSHALI MAHADEO NERKAR
8	LAXMI BABAN KHUPASE
9	MADHURA RAJESH RAUT
10	NAINA SANTOSH BURDE
11	PRATIKSHA DEVENDRA GAWANDE
12	PRITI BHARAT TONCHAR
13	PUNAM RAMESHWAR WANKHADE
14	RAJ SANDIP DUBEY
15	RANI RAJESH PATIL
16	SAKSHI KESHAVRAO AWAGAN
17	SANIKA GANESH AGALE
18	SHUBHANGI GAUTAM SONONE
19	TEJAS KAILAS DHOTE
20	VAISHNAVI DATTA AWAGAN


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Smt. Salunkabai Raut Arts & Commerce College Wanoja

Department of Political Science

Certificate Course on Human Rights

Examination 2024

Student Attendance Sheet

Sr.No.	Name of Students	Signature
1	AHAN RAJESH JOSHI	A.R. Joshi
2	ABHAY DINESH DUBEY	ABD
3	ASHWIN DATTA SHINDE	Ashwin.
4	BHAVIKA PUNDALIK RAUT	B. P. Raut
5	GAYATRI BHAGWAN PACHE	गायत्री पाचे
6	KUNAL SURESH THAKARE	KSThakare
7	KHUSHALI MAHADEO NERKAR	K.N. Nerkar
8	LAXMI BABAN KHUPASE	L.M. Khupse
9	MADHURA RAJESH RAUT	M. R. Raut
10	NAINA SANTOSH BURDE	NSBURDE
11	PRATIKSHA DEVENDRA GAWANDE	Gawande
12	PRITI BHARAT TONCHAR	P.B. Tonchar
13	PUNAM RAMESHWAR WANKHADE	Punankhede
14	RAJ SANDIP DUBEY	R. S. DUBEY
15	RANI RAJESH PATIL	R.P. Patil
16	SAKSHI KESHAVRAO AWAGAN	साक्षी अवागण
17	SANIKA GANESH AGALE	S. Agale
18	SHUBHANGI G. SONONE	Sonone
19	TEJAS K. DHOTE	T. Dhote
20	VAISHNAVI D. AWAGAN	V. D. Awagan


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Department of Political Science

Certificate Course on Human Rights

Examination 2024

Result Sheet

Sr.No.	Roll No.	Name of Students	Marks obtained Theory/Internal Exam.	Result	Grade
1	706231	AHAN RAJESH JOSHI	46+45= 91	Pass	A+
2	706232	ABHAY DINESH DUBEY	38+32=70	Pass	A
3	706233	ASHWIN DATTA SHINDE	34+38=72	Pass	A
4	706234	BHAVIKA PUNDALIK RAUT	46+46= 92	Pass	A+
5	706235	GAYATRI BHAGWAN PACHE	37+35=72	Pass	A
6	706236	KUNAL SURESH THAKARE	34+38=72	Pass	A
7	706237	KHUSHALI MAHADEO NERKAR	28+37=65	Pass	A
8	706238	LAXMI BABAN KHUPASE	30+34= 64	Pass	A
9	706239	MADHURA RAJESH RAUT	28+35=63	Pass	A
10	7062310	NAINA SANTOSH BURDE			
11	7062311	PRATIKSHAD.GAWANDE	46+45= 91	Pass	A+
12	7062312	PRITI B. TONCHAR	46+46= 92	Pass	A+
13	7062313	PUNAM R.WANKHADE	47+46= 93	Pass	A+
14	7062314	RAJ S. DUBEY	28+37=65	Pass	A
15	7062315	RANI RAJESH PATIL	30+34= 64	Pass	A
16	7062316	SAKSHI K. AWAGAN	27+32=59	Pass	B
17	7062317	SANIKA G. AGALE	42+45=87	Pass	A
18	7062318	SHUBHANGI GAUTAM SONONE	42+40=82	Pass	A
19	7062319	TEJAS KAILAS DHOTE	46+45=91	Pass	A+
20	7062320	VAISHNAVI DATTA AWAGAN	44+40=84	Pass	A


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Smt. Salunkabai Raut Arts & Commerce College, Wanoja Dist: Washim

Certificate Course in Cashier

2023-2024

Syllabus



- I) UNIT I : Skills and know ledge required to service cash point/POS**
- 1.1 Understanding of setting up and operating cash points correctly.
 - 1.2 Background, Concept & Mechanism of Cashier, Knowledge to accurately and
 - 1.3 Knowledge to accurately and prompththorize any refunds, and credit cards payments
- II) UNIT II : Skills and Knowledge required to age restricted products**
- 2.1 knowledge of legal requirements and company policies and procedures for refusing sales
 - 2.2 Ability to tell customers the correct amount to pay means of payment
 - 2.3 Knowledge to record payment accurately and store payment securely
- III) UNIT III : Process customers orders for goods**
- 3.1 Ability to locate the source of supply the goods needed customers
 - 3.2 Customers identity and credit status
 - 3.3 Communication skills relevent to the Cashier's job
 - 3.4 Knowledge of identifying customer needs and the goods
- IV) UNIT IV : Process part Exchange Sale Transaction**
- 4.1 Knowledge to identify the costs involved and work out the exchange value
 - 4.2 Ability to explain to the customer clearly and accurately
 - 4.3 Knowledge of companies policies and procedures for checking
 - 4.4 Ability to process the payment in line with company procedures
- V) UNIT V : Process payments and Cash and Credit Transactions**
- 5.1 Basic knowledge of cash and credit payments
 - 5.2 Knowledge of relevant rights
 - 5.3 Technical knowledge of common methods of working out payments
 - 5.4 Guidelines for setting customers credit limit
- VI) UNIT VI : Process Returned Goods**
- 6.1 Customers goods returned and their reason
 - 6.2 Requirements for offering replacement and refunds
 - 6.3 Knowledge of the quantity and condition of returned goods

6.4 Knowledge of stock control system

VII). Unit VII : Creating Positive Image of Organization in the Customers Mind

7.1 Ability to meet organization's standards of appearance and behavior

7.2. Ability to keep your customer informed and reassured

7.3 Knowledge to respond promptly to a customer and way of communicate

7.4 Ability to give your customer the information they need about the

services or products offered by the organization

Jawade

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(M.S.) Pin Code- 444402



**Smt. Salunkabai Raut Arts & Commerce College, Wanoja Dist:
Washim**

Certificate Course in Cashier


2023-2024

List of Students



Sr No	Name of Students
1	RAJESH VINOD RATHOD
2	PRITI BHARAT TONCHAR
3	PRAFUL VILAS RAMKUL
4	GANESH NANDKISHOR GAWANDE
5	SHIVAM BANDU AMATE
6	NANDINI KAILAS ROKADE
7	NISHANT NARAYAN BOTHE
8	CHETAN KAMALSING CHAVHAN
9	SAMIKSHA SANTOSH CHAKRANARAYAN
10	GOKUL ULHAS RATHOD
11	NAINA SURESH CHAVHAN
12	NAINA SANTOSH BURDE
13	SHITAL SURESH CHAVHAN
14	MADHURI PARASHARAM JADHAO
15	ADITYA KESHAV KHADSE
16	VAISHNAVI DATTA AWAGAN
17	KARAN SHRIKRUSHNA VADJE

18	MADHURA RAJESH RAUT
19	MANISHA SANJAY CHAVHAN
20	DURGA MANIK KHARAT
21	VAISHANAVI GANESH MANKAR
22	RAHUL MOTIRAM GAVAI
23	SAKSHI BALASAHEB GAWANDE
24	AKASH SUBHASH SHINDE
25	GAURAV SURYABHAN GAVHANE
26	PAVAN JANARDHAN RATHOD
27	ROHAN SHANKAR HARNE
28	PAWAN MAHADEO AMATE
29	PRATIKSHA DEVENDRA GAWANDE
30	NEHA RAHUL INGOLE
31	PRATIK BHARAT PATTEBAHADUR
32	ASHWIN DATTA SHINDE
33	VAISHNAVI NARAYAN MULE
34	TEJAS KAILAS DHOTE
35	SAMIKSHA BABANRAO PARANDE
36	SAKSHI KISAN GUJAR
37	SAKSHI BHALCHANDRA INGOLE
38	ROSHAN HARIDAS INGOLE
39	MOHAN VITTHAL ROHANKAR
40	ABHISHEK NARAYAN THAKARE


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Smt. Salunkabai Raut Arts & Commerce College, Wanoja

Dist: Washim

Certificate Course in Cashier

Question Paper

2023-2024

Marks:-60

Time:-2 Hour

Q1. Choose the correct option from the following:

Each question carries two mark

- 1) Why is customer service so important to a corporation?
 - A. It is required by law in order for the company to operate
 - B. Gives a company a competitive advantage
 - C. Wrong customer service merely an illusion
 - D. Makes the line ups go faster
- 2) A customer has come to your till and inform you that he is very upset that you are out of a particular product, what is the best option to take?
 - A. Tell him that the product sell fast
 - B. Tough luck ,get back into your truck
 - C. Explain that it is a very popular atom and that you will have more in tomorrow morning than ask if you can put one on hold for him and call him when it is ready
 - D. Suggest that he visit Canadian Tire as they have lots
- 3) If I wanted to hire a cashier I would want to evaluate the applicant's skill in a variety of areas including
 - A. Mathematical Ability
 - B. Common sense
 - C. International skills
 - D. All of the above
- 4) which of the following statement is true about the balance in the petty cash account
 - A. It is a liability
 - B. it is an asset.
 - C. it is an expense
 - D. none of the above

5) What is the primary purpose of a cashbook?

- A. It records receipts and payments of cash
- B. it records payments of cash
- C. it records receipts of cash
- D. it helps to compute the profit and loss of a business

6) A card that you used repeatedly to borrow money or buy products and service on credit is called as

- A. Credit limit
- B. Credit card
- C. Credit analysis
- D. Credit refund

7) Which of the following is the feature of the marketing

- A. Needs and wants
- B. Creating a market offering
- C. Customer value
- D. All of the above

8) Which one of the following is not a typical attribute of goods?

- A. Production and consumption are separate
- B. Aspects of quality difficult to measure
- C. Output can be resold
- D. Output can be inventoried

9) Define Cashier in one word

- A. Flamboyant
- B. Blunt
- C. Trustworthy
- D. Sensible

10) If a customer gives you a coupon after you total the sale, which register key do you press ?

- A. Subtotal
- B. Price Verify
- C. Price modify
- D. Total

11) In retailing the payment may be in the form of _____

- A. Cash
- B. Cheque
- C. Credit card
- D. All of the above

12) In case of bulk cash payments the Cashier has to use cash _____ machines

- A. Cash counting machine
- B. Counting money by own hand
- C. No need to count money
- D. None of the above

13) Which authorizing cheque the cashier should keep in mind

- A. Customer credentials

- B. Credit card limit
- C. Refund amount
- D. None of the above

14) POS stands for

- A. Price of supplies
- B. Punch out shifts
- C. Point of sale
- D. Purchas of shares

15) Cashier should always provide friendly

- A. Demonstration
- B. Orientation
- C. Customer service
- D. None of the above

Q2) Answer the following questions in 200-250 words.

Each question carries Five mark

- 1) Write down your views if you are visited a retail store, meet the cashier greet him/her and observe the procedure followed by the Cashier?
- 2) What are the POS equipment's?
- 3) As a cashier how will you deal. With a customer asking for refund ?
- 4) Demonstrate the suitable cash handling procedure at service cash point /POS in retail store?
- 5) What are the communication and management skill should cashier have?
- 6) Write down in your opinion how can a cashier provide excellent customer service?

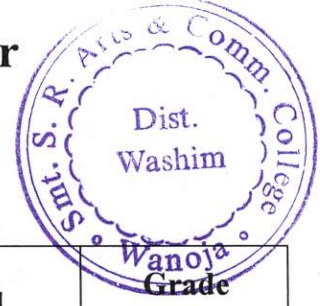


**Smt. Salunkabai Raut Arts & Commerce College, Wanoja Dist:
Washim**

Certificate Course of Cashier

2023-2024

Result Sheet



Sr No	Name of Students	Marks obtained	Pass /Failed	Grade
1	RAJESH VINOD RATHOD	49	Pass	A
2	PRITI BHARAT TONCHAR	48	Pass	A
3	PRAFUL VILAS RAMKUL	51	Pass	A
4	GANESH NANDKISHOR GAWANDE	44	Pass	
5	SHIVAM BANDU AMATE	35	Pass	A
6	NANDINI KAILAS ROKADE	34	Pass	A
7	NISHANT NARAYAN BOTHE	49	Pass	A
8	CHETAN KAMALSING CHAVHAN	48	Pass	A
9	SAMIKSHA SANTOSH CHAKRANARAYAN	51	Pass	A
10	GOKUL ULHAS RATHOD	34	Pass	A
11	NAINA SURESH CHAVHAN	34	Pass	A
12	NAINA SANTOSH BURDE	35	Pass	A
13	SHITAL SURESH CHAVHAN	34	Pass	A
14	MADHURI PARASHARAM JADHAO	41	Pass	A
15	ADITYA KESHAV KHADSE	35	Pass	A
16	VAISHNAVI DATTA AWAGAN	34	Pass	A
17	KARAN SHRIKRUSHNA VADJE	41	Pass	A
18	MADHURA RAJESH RAUT	39	Pass	A
19	MANISHA SANJAY CHAVHAN	38	Pass	A
20	DURGA MANIK KHARAT	34	Pass	A
21	VAISHANAVI GANESH MANKAR	35	Pass	A
22	RAHUL MOTIRAM GAVAI	34	Pass	A
23	SAKSHI BALASAHEB GAWANDE	35	Pass	A
24	AKASH SUBHASH SHINDE	34	Pass	A
25	GAURAV SURYABHAN GAVHANE	41	Pass	A
26	PAVAN JANARDHAN RATHOD	35	Pass	A
27	ROHAN SHANKAR HARNE	34	Pass	A
28	PAWAN MAHADEO AMATE	41	Pass	A
29	PRATIKSHA DEVENDRA GAWANDE	39	Pass	A
30	NEHA RAHUL INGOLE	38	Pass	A
31	PRATIK BHARAT PATTEBAHADUR	34	Pass	A
32	ASHWIN DATTA SHINDE	35	Pass	A

33	VAISHNAVI NARAYAN MULE	35	Pass	A
34	TEJAS KAILAS DHOTE	34	Pass	A
35	SAMIKSHA BABANRAO PARANDE	41	Pass	A
36	SAKSHI KISAN GUJAR	39	Pass	A
37	SAKSHI BHALCHANDRA INGOLE	35	Pass	A
38	ROSHAN HARIDAS INGOLE	34	Pass	A
39	MOHAN VITTHAL ROHANKAR	40	Pass	A
40	ABHISHEK NARAYAN THAKARE	38	Pass	A

J. M. Wade

PRINCIPAL,
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