



TAMILNADU COUNCIL FOR OPEN AND DISTANCE LEARNING

Accredited by International Council for Open & Distance Education (ICDE), Oslo, Norway

Internationally Accredited Institution Registered under Tamilnadu Govt Act

CALENDAR- 2017 - EXAM TIME TABLE CERTIFICATE COURSES

CERTIFICATE IN NANNY CARE (CNC)		
Date	Subject Code	Course Description
27-11-2017	CNC1	Nurturing Children
28-11-2017	CNC2	Health, Safety and First Aid
29-11-2017	CNC3	Work Environment

CERTIFICATE IN EVENT MANAGEMENT (CEM)		
Date	Subject Code	Course Description
27-11-2017	CEM1	Principles of Event Management
28-11-2017	CEM2	Event Planning
29-11-2017	CEM3	Event Marketing and Advertising

தமிழ் பண்டிட் பயிற்சி சான்றிதழ்		
Date	Subject Code	Course Description
27-11-2017	CTP 1	தமிழ் கற்பிக்கும் முறை
28-11-2017	CTP 2	கல்வி உளவியலும் பள்ளி ஆட்சி முறையும்
29-11-2017	CTP 3	கல்வி செய்தியும், தகவல் தொழில் நுட்பவியலும்



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DIPLOMA PROGRAMMES

DIPLOMA IN HUMAN RESOURCE MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	27-11-2017	DHRM1	Principles of Human Resource Management
2	28-11-2017	DHRM2	Organizational Behaviour
3	29-11-2017	DHRM3	Organizational Development
4	30-11-2017	DHRM4	Human Aspects of Productivity
5	01-12-2017	DHRM5	Counselling Skills for Managers

DIPLOMA IN TEACHERS EDUCATION (D.T.ED)			
S.N	Date	Subject Code	Course Description
1	27-11-2017	DTE 1	Foundations of Education
2	28-11-2017	DTE 2	Philosophical Perspectives of Education
3	29-11-2017	DTE 3	Moral and Value Education
4	30-11-2017	DTE 4	Psychology of Learning
5	01-12-2017	DTE 5	Knowledge of School Curriculum Development
6	04-12-2017	Pedagogy of School Subject*-(Teaching Subject)	
		Electives	
		DTE 5EN	Teaching English
		DTE 5RL	Teaching Tamil
		DTE 5MA	Teaching Mathematics
		DTE 5SC	Teaching Science
		DTE 5HI	Teaching History
		DTE 5GE	Teaching Geography
		DTE 5EC	Teaching Economics
		DTE 5CS	Teaching Computer Science
		DTE 5CO	Teaching Commerce
		DTE 5AC	Teaching Accountancy

DIPLOMA IN PHYSICAL EDUCATION (D.P.Ed)

S.N	Date	Subject Code	Course Description
1	27-11-2017	DPE 1	Foundations of Physical Education
2	28-11-2017	DPE 2	Basic Anatomy and Physiology
3	29-11-2017	DPE 3	Methods of Physical Education
4	30-11-2017	DPE 4	Sports injuries and rehabilitation
5	01-12-2017	DPE 5	Organisation & Administration of Physical Education

DIPLOMA IN MONTESSORI TEACHER TRAINING (M.T.T)

S.N	Date	Subject Code	Course Description
1	27-11-2017	DMTT 1	Child Development And Nutrition
2	28-11-2017	DMTT 2	School Administration
3	29-11-2017	DMTT 3	Early Childhood Education
4	30-11-2017	DMTT 4	Language And Communication
5	01-12-2017	DMTT 5	Parental Counselling

DIPLOMA IN JOURNALISM AND MASS COMMUNICATION

S.N	Date	Subject Code	Course Description
1	27-11-2017	DJMC 1	Science of Human Communication
2	28-11-2017	DJMC 2	Print Journalism
3	29-11-2017	DJMC 3	Radio and TV Journalism
4	30-11-2017	DJMC 4	Reporting and Editing
5	01-12-2017	DJMC 5	Advertising and Public Relations

DIPLOMA IN TAXATION

S.N	Date	Subject Code	Course Description
1	27-11-2017	DT 1	Direct Taxes-I
2	28-11-2017	DT 2	Direct Taxes-II
3	29-11-2017	DT 3	Central Sales Tax and Value Added Tax
4	30-11-2017	DT 4	Central Excise and Service Tax
5	01-12-2017	DT 5	Customs Duty

DIPLOMA IN LABOUR LAW

S.N	Date	Subject Code	Course Description
1	27-11-2017	DLL 1	Law Relating to Industrial Relations
2	28-11-2017	DLL 2	Law Relating to Wages and Monetary Benefits
3	29-11-2017	DLL 3	Law Relating to Social Security and Safety Measures.
4	30-11-2017	DLL 4	Law Relating to Trade Unions, Labour Welfare
5	01-12-2017	DLL 5	Law Relating to Administrative Tribunals

DIPLOMA IN PUBLIC ADMINISTRATION			
S.N	Date	Subject Code	Course Description
1	27-11-2017	DPA 1	Principles of Polity and Public Administration
2	28-11-2017	DPA 2	Indian Administration
3	29-11-2017	DPA 3	Public Personnel Administration
4	30-11-2017	DPA 4	Financial Administration
5	01-12-2017	DPA 5	Local Government and Administration

DIPLOMA IN POLICE ADMINISTRATION			
S.N	Date	Subject Code	Course Description
1	27-11-2017	DPOA 1	Police Administration and Investigation
2	28-11-2017	DPOA 2	Penology and Correctional Administration
3	29-11-2017	DPOA 3	Human Rights and Victimology
4	30-11-2017	DPOA 4	Prevention of Crime and Delinquency
5	01-12-2017	DPOA 5	Criminal Laws and Procedures

DIPLOMA IN INSURANCE AND RISK MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	27-11-2017	DIRM 1	Principles of Management
2	28-11-2017	DIRM 2	Principles and Practice of Insurance
3	29-11-2017	DIRM 3	Insurance Legislations
4	30-11-2017	DIRM 4	General Principles of Contract and Company Law
5	01-12-2017	DIRM 5	Insurance and Business Environment

DIPLOMA IN HUMAN RIGHTS			
S.N	Date	Subject Code	Course Description
1	27-11-2017	DHR 1	Human Rights: Historical, Comparative and Analytical Perspectives
2	28-11-2017	DHR 2	International Protection and Enforcement of Human Rights
3	29-11-2017	DHR 3	Indian Law on Human Rights
4	30-11-2017	DHR 4	Rights of Special Groups and Collective Rights
5	01-12-2017	DHR 5	Torture : Preventive Measures

DIPLOMA IN EXPORT MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	27-11-2017	DEM 1	Managerial Economics
2	28-11-2017	DEM 2	Marketing Management
3	29-11-2017	DEM 3	Exim Policy, Export Procedure & Documentation
4	30-11-2017	DEM 4	Export & Import Management
5	01-12-2017	DEM 5	International Finance & Foreign Exchange Management

DIPLOMA IN COMPUTER OPERATOR & PROGRAMMING ASSISTANT

S.N	Date	Subject Code	Course Description
1	27-11-2017	DCOP 1	Data Structure Through C
2	28-11-2017	DCOP 2	Sorting and Searching Techniques
3	29-11-2017	DCOP 3	Binary Trees
4	30-11-2017	DCOP 4	Programming with Java
5	01-12-2017	DCOP 5	AWT Controls

DIPLOMA IN COMPUTERIZED ACCOUNTNG

S.N	Date	Subject Code	Course Description
1	27-11-2017	DICA 1	Basics of Computers
2	28-11-2017	DICA 2	Manual Accounting
3	29-11-2017	DICA 3	Tally ERP 9
4	30-11-2017	DICA 4	Banking and Finance
5	01-12-2017	DICA 5	Communication Skills

DIPLOMA IN BEAUTICIAN

S.N	Date	Subject Code	Course Description
1	27-11-2017	DIB 1	Skin Care
2	28-11-2017	DIB 2	Hair Care
3	29-11-2017	DIB 3	Nail and Foot Care
4	30-11-2017	DIB 4	SPA Therapy and Management
5	01-12-2017	DIB 5	Cosmetology Practical

DIPLOMA IN YOGA

S.N	Date	Subject Code	Course Description
1	27-11-2017	DIY 1	Introduction to Yoga
2	28-11-2017	DIY 2	Anatomy, Physiology for Yogic Practice
3	29-11-2017	DIY 3	Teaching Methodology of Yogic Practice
4	30-11-2017	DIY 4	Traditional Yoga
5	01-12-2017	DIY 5	Yoga Practical



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DIPLOMA IN ELEMENTARY EDUCATION (D.EL.ED)

FIRST YEAR

S.N	Date	Subject Code	Course Description
1	27-11-2017	DEL 01	Childhood and the Development of Children
2	28-11-2017	DEL 02	Contemporary Indian Society
3	29-11-2017	DEL 03	Education, Society, Curriculum and Learners
4	30-11-2017	DEL 04	Towards Understanding the self
5	01-12-2017	DEL 05	Pedagogy across the Curriculum
6	04-12-2017	DEL 06	Understanding Language and Early Literacy
7	05-12-2017	DEL 07	Mathematics Education for the Primary School Child
8	06-12-2017	DEL 08	Proficiency in English
			PRACTICAL'S
9	07-12-2017	DEL 09	Children's Physical and Emotional Health, School Health and Education
10	08-12-2017	DEL 10	Creative Drama Fine Arts and Education



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PG DIPLOMA PROGRAMMES CALENDAR 2017 - EXAM TIME TABLE

POST GRADUATE DIPLOMA IN TOURISM MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	27-11-2017	PGTM 1	Principles of Management
2	28-11-2017	PGTM 2	Principles of Tourism
3	29-11-2017	PGTM 3	Principles of Marketing
4	30-11-2017	PGTM 4	Art and Heritage of India
5	01-12-2017	PGTM 5	Tourism Management
6	04-12-2017	PGTM 6	Hospitality Management

POST GRADUATE DIPLOMA IN PUBLIC RELATIONS			
S.N	Date	Subject Code	Course Description
1	27-11-2017	PGPR 1	Principles of Management
2	28-11-2017	PGPR 2	Organizational Behaviour
3	29-11-2017	PGPR 3	PR Theory and Practice
4	30-11-2017	PGPR 4	PR Planning and Management
5	01-12-2017	PGPR 5	PR Skills and Development
6	04-12-2017	PGPR 6	Personal Skills and Development

POST GRADUATE DIPLOMA IN ENTREPRENEURSHIP			
S.N	Date	Subject Code	Course Description
1	27-11-2017	PGE 1	Principles of Management
2	28-11-2017	PGE 2	Principles of Marketing
3	29-11-2017	PGE 3	Organizing and Staffing
4	30-11-2017	PGE 4	Directing and Controlling Business
5	01-12-2017	PGE 5	Entrepreneurship
6	04-12-2017	PGE 6	Small Scale Industries

POST GRADUATE DIPLOMA IN RETAIL MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	27-11-2017	PGRM 1	Principles of Management
2	28-11-2017	PGRM 2	Retail Management
3	29-11-2017	PGRM 3	Retail Logistics Management
4	30-11-2017	PGRM 4	Retail Operations
5	01-12-2017	PGRM 5	Consumer Behaviour
6	04-12-2017	PGRM 6	Customer Relationship Management

POST GRADUATE DIPLOMA IN HOSPITAL MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	27-11-2017	PGHM 1	Principles of Management
2	28-11-2017	PGHM 2	Management of Out-Patient Department
3	29-11-2017	PGHM 3	Patient Care and Behaviour
4	30-11-2017	PGHM 4	Financial Management in Hospitals
5	01-12-2017	PGHM 5	Operations Management in Hospitals
6	04-12-2017	PGHM 6	Hospital Services Marketing

POST GRADUATE DIPLOMA IN NGO MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	27-11-2017	PGNM 1	Principles of Management
2	28-11-2017	PGNM 2	Organizational Behaviour
3	29-11-2017	PGNM 3	Non-Governmental Organisations & Civil Society
4	30-11-2017	PGNM 4	Management of NGOs
5	01-12-2017	PGNM 5	NGOs: Legislation, Agencies & Programmes
6	04-12-2017	PGNM 6	NGOs: Financial and Project Management

POST GRADUATE DIPLOMA IN CO-OPERATIVE MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	27-11-2017	PGCM 1	Environment for Cooperatives and Rural Development
2	28-11-2017	PGCM 2	Cooperative Law
3	29-11-2017	PGCM 3	Cooperative Management and Administration
4	30-11-2017	PGCM 4	Cooperative Credit and Banking
5	01-12-2017	PGCM 5	Non-Credit Cooperatives
6	04-12-2017	PGCM 6	Cooperative Accounts and Audit



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EXECUTIVE MBA PROGRAMME

TIME TABLE

S.N	Date	Subject Code	Course Description
1	27-11-2017	EMBA 1	Management Process & Organisational Behaviour
2	28-11-2017	EMBA 2	Accounting and Finance
3	29-11-2017	EMBA 3	Quantitative Methods and Research Methodology
4	30-11-2017	EMBA 4	Legal Environment of Business
5	01-12-2017	EMBA 5	Economics for Managers
6	04-12-2017	EMBA 6	Human Resource Management
7	05-12-2017	EMBA 7	Strategic Management

ELECTIVE PAPERS

HUMAN RESOURCES MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	06-12-2017	HRM 1	Organisational Change and Intervention Strategy
2	07-12-2017	HRM 2	Industrial Relations and Management
3	08-12-2017	HRM 3	Counselling Skill for Managers
4	09-12-2017	HRM 4	Project Work

INTERNATIONAL FINANCE AND BANKING			
S.N	Date	Subject Code	Course Description
1	06-12-2017	IFB 1	International Financial Management
2	07-12-2017	IFB 2	Merchant Banking and Financial Services
3	08-12-2017	IFB 3	International Banking
4	09-12-2017	IFB 4	Project Work

INSURANCE AND MICRO FINANCE AND MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	06-12-2017	IMFM 1	Micro Finance and Self Help Groups
2	07-12-2017	IMFM 2	Legal Aspects of Banking Operations
3	08-12-2017	IMFM 3	Insurance and Risk Management
4	09-12-2017	IMFM 4	Project Work

POWER DISTRIBUTION ENERGY MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	06-12-2017	PDEM 1	Renewable Energy Systems
2	07-12-2017	PDEM 2	Environmental Management
3	08-12-2017	PDEM 3	Energy Auditing and Demand side Management
4	09-12-2017	PDEM 4	Project Work

CONSTRUCTION AND INFRASTRUCTURE MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	06-12-2017	CIM 1	Project Formulation & Appraisal for Construction
2	07-12-2017	CIM 2	Contract Laws and Regulations
3	08-12-2017	CIM 3	Project Safety Management
4	09-12-2017	CIM 4	Project Work

FASHION DESIGNING			
S.N	Date	Subject Code	Course Description
1	06-12-2017	FD 1	Fashion Retailing
2	07-12-2017	FD 2	Design Management
3	08-12-2017	FD 3	International Business in Fashion Industry
4	09-12-2017	FD 4	Project Work

INTERNATIONAL BUSINESS & INTERNATIONAL MARKETING MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	06-12-2017	IBIMM 1	International Marketing Management
2	07-12-2017	IBIMM 2	International Business Environment
3	08-12-2017	IBIMM 3	Customer Relationship Management
4	09-12-2017	IBIMM 4	Project Work

TELECOMMUNICATION AND NETWORKING MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	06-12-2017	TNM 1	Telecom Policies and Technology
2	07-12-2017	TNM 2	Network Management
3	08-12-2017	TNM 3	Information Security
4	09-12-2017	TNM 4	Project Work

TECHNOLOGY MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	06-12-2017	TM 1	Enterprise Resource Planning for Management
2	07-12-2017	TM 2	Intellectual Property Rights
3	08-12-2017	TM 3	Information Security
4	09-12-2017	TM 4	Project Work

PRODUCTION AND MATERIALS MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	06-12-2017	PMM 1	Productivity Management and Re-Engineering
2	07-12-2017	PMM 2	Total Quality Management
3	08-12-2017	PMM 3	Production Management
4	09-12-2017	PMM 4	Project Work

PROJECT AND OPERATIONS MANAGEMENT			
S.N	Date	Subject Code	Course Description
1	06-12-2017	POM 1	Project Planning and Execution
2	07-12-2017	POM 2	Project Finance and Support System
3	08-12-2017	POM 3	Operations Management
4	09-12-2017	POM 4	Project Work

MANAGEMENT INFORMATION SYSTEM			
S.N	Date	Subject Code	Course Description
1	06-12-2017	MIS 1	Information Technology for Managers
2	07-12-2017	MIS 2	Software Project Management
3	08-12-2017	MIS 3	Data Base Management Systems
4	09-12-2017	MIS 4	Project Work



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BACHELOR OF EDUCATION (B.ED)

TIME TABLE

S.N	Date	Subject Code	Course Description
1	27-11-2017	B.Ed 1	Teacher In Emerging Indian Society
2	28-11-2017	B.Ed 2	Development of Learner And Teaching - Learning Process
3	29-11-2017	B.Ed 3	Development Of Educational System In India
4	30-11-2017	B.Ed 4	Guidance And Counselling
5	01-12-2017	B.Ed 5	Educational Psychology
6	04-12-2017	B.Ed 6	Environmental Education
7	05-12-2017	B.Ed 7	Assessment of Learning
8	06-12-2017	B.Ed 8	Essentials Of Educational Technology And Management
9	07-12-2017	B.Ed 9	Elective Subject : Tamil/ English/ Mathematics/ Physics/ Chemistry/ Botany/ Zoology/ History/ Geography/Computer Science/ Economics/ Commerce/ Home Science/ Sociology
10	08-12-2017	B.Ed 10	Micro Teaching
11	09-12-2017	B.Ed 11	Work Experience