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| Name of the Program: B.Com/B.A/B.Sc & All UG Programs of Bangalore University | | | |
| Course Code: COM 5.7 (SEC-VB) | | | |
| Course Title | EMPLOYABILITY SKILLS | | Teaching hrs=03 |
| Course Code: | COM 5.7 | No. of Credits | 03 |
| Formative Assessment =40 marks | | Summative Assessment =60 marks | |
| Learning Objectives: the course is designed to suit the need of the outgoing students to face various competitive examination and campus interview by acquainting them quantitative aptitude, logical reasoning and analytical reasoning | | | |
| Course outcomes: on the successful completion of the course the students will able to understand | | | |
| <ul style="list-style-type: none"> a) The basic concept of quantitative ability b) the basic concept of logical reasoning skill c) the basic concept of analytical ability d) acquire satisfactory competency in the use of reasoning e) able to solve the placement and various competitive examination papers quantitative aptitude, logical reasoning and analytical ability | | | |

| Contents | 45 hrs |
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| Unit-1 General Orientation on all Competative Exams 1.1 Overview Of Competitive Exams For Government Recruitment In India - 1.2 Introduction, 1.3 Eligibility Criteria, 1.4 Exam Pattern, 1.5 Syllabus And Resources | 3 hrs |
| Unit-2 Quantitative Aptitude 2.1 Number System, 2.2 LCM and HCF, 2.3 Decimal fraction 2.4 Square roots & Cub roots 2.5 Surds, and Indices, 2.6 Averages 2.7 Percentage 2.8 Problems on ages 2.9 Profit and Loss, 2.10 simple and compound Interest 2.11 Ratio and Proportion 2.12 Probability 2.13 Time and Work, 2.14 Time, Speed and Distance, 2.15 Permutation and Combination. | 15 hrs |
| Unit-3 Logical Reasoning (Deductive Reasoning) 3.1 Analogy 3.2 Coding and decoding 3.3 Blood Relations, 3.4 Directional series 3.5 Number and letter 3.6 calendars 3.7 clocks 3.8 Venn Diagram 3.9 Seating Arrangements 3.10 mathematical operations | 8 hrs |
| Unit-4 Analytical Reasoning 4.1 Statement and Arguments 4.2 Statements and Assumptions 4.3 Statements and conclusion 4.4 Passage and conclusion 4.5 Assertion and reason 4.6 causes and effects 4.7 simple and coded inequality 4.8 conditions and grouping 4.9 critical reasoning 4.10 syllogism | 13 hrs |
| Unit-5 English Language and Comprehension solving 5.1 Vocabulary, 5.2 English Grammar, 5.3 Verbal Ability, 5.4 Sentence Structure, 5.5 Spot The Error, 5.6 Fill in the Blanks, 5.7 Idioms & Phares, 5.9 Cloze Passages, And 5.10 Comprehensive Passages. | 6 hrs |
| Reference books | |
| <ul style="list-style-type: none"> 1. A modern Approach to verbal and Non- verbal Reasoning by R S Agarwal 2. Analytical and Logical reasoning By Sijiwali B S 3. Quantitative Aptitude for Competitive examination by R S Agarwal | |

4. Analytical and logical reasoning for CAT and other management entrance test by Sijiwal B S
5. Quantitative aptitude for competitive examinations by Abhijit Guha 4th edition
6. Hand book on Employability skills by Karnataka State Higher Education Council and Karnataka Skill development corporation (download from Bangalore university website)
7. <http://orepinsta.com>.
8. <http://www.indiabix.com>
9. <http://www.javatpoint.com>
10. <https://free.aicte-india.org/Quatitative-Aptitude -Basics.php>
11. <http://onlinecourses.nptel.ac.in/noc20hs19/preview>
12. <https://www.udemy.com/courses/reasoning-verbal-non-verbal/>