

**DEPARTMENT OF PHYSICS**

**COURSE COORDINATOR**  
**Aparna L.R.**  
**Assistant Professor**

**CERTIFICATE COURSE IN GOOGLE  
PLUGINS**

**TKM College of Arts and Science, Kollam**  
**Department of Physics - Certificate Course for S2 BSc 2023-26**  
Syllabus Certificate Course – **Google Plugins**

Course Duration : 30 Hrs  
Type of course : Computer Application  
Prerequisite : Basics in computer, internet, MS Office

**Unit I Account Creation**

Basics of Internet- Gmail Account creation- Different Application in Gmail-Importance of Collaborative works

**Unit II Google Applications**

Google Drive- Usage, File & Folder Creation, Organization of folders, Storage Space, Uploading data, Editing data, Sharing files

Google Doc-Introduction to MS Word, How to create a doc file, open an existing file, save a file, how to use different templates- voice typing, translate-formatting Text files-download and export in-different format like .txt ,pdf, HTML etc

Google sheet- Introduction to Excel- Usage, File creation- How to create a sheet, open an existing file, save a file Inserting rows and column, deleting columns and rows-use of equation for analysis-graphical analysis-download and export in different format like .txt ,pdf, HTML etc

Google classroom- Google Meet- Google Blogger

**References:**

**Course Outcome:**

After learning the course the students will be able to:

- 1) Use Google drive effectively
- 2) Do documentation using Google Docs.
- 3) Do data analysis using Google sheets
- 4) Use Google classroom effectively

**Teaching methods**


Classroom Teaching, Lab Sessions

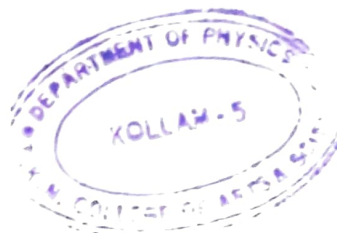
The theoretical part of the course is also presented in the Google classroom in the form of presentation, lecture notes and video presentation and shared videos.

**Assessment**

The course grade consists of these components:

- 60% – Knowledge test with multiple choice questionnaire
- 40% – Assignment

  
**APARNA L.R**  
Assistant Professor & Head Department of Physics  
TKM College of Arts and Science  
Kollam- 691005



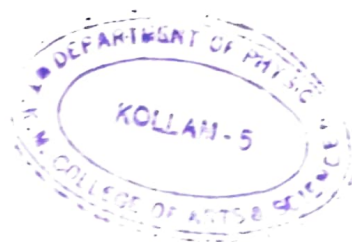


## Certificate Course

Offered By Department Of Physics,  
TKM College Of Arts & Science Kollam

# Google Plugins

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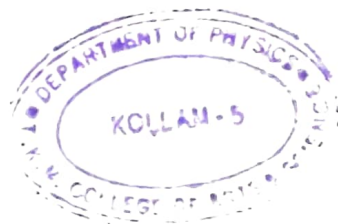


**Attendance Statement**  
**Google Plugins- S2 BSc (2023-26) – Academic Year 2023-24**  
*(Class Time- 9.30 am-3.30 pm)*

Name	1.4.2024	2.4.2024	3.4.2024	4.4.2024	5.4.2024	8.4.2024	% attendance
	9.30-3.30	9.30-3.30	9.30-3.30	9.30-3.30	9.30-3.30	9.30-3.30	
A. Amal	P	P	P	P	P	P	100
Abhirami A. R.	P	A	P	P	P	P	83
Abid Khan S.	P	P	P	P	P	P	100
Akhil N.	P	P	P	P	P	P	100
Alfiya M.	P	P	A	P	P	P	83
Devika L. H.	P	P	P	P	P	P	100
Devika S. J.	P	P	P	P	P	P	100
Hajira S.	P	P	P	P	P	P	100
Harin Raj A. S.	P	P	P	P	P	P	100
Hashmi S. H.	P	P	P	P	P	P	100
Kavya Gopan	P	P	P	P	P	P	100
Lekshmi Krishna C.	P	P	P	A	P	P	83
Parvathymol V. M.	P	P	P	P	P	P	100
S. Amrin Fathima	P	P	P	P	P	P	100
Sreenu R. S.	P	P	P	P	P	P	100
Sreeram M. R.	P	P	P	P	P	P	100
Abhiram S. J.	P	P	P	P	P	P	100
Adithya Sunil	P	P	P	P	P	P	100
Adithyan S. J.	P	P	P	P	P	P	100
Anjana Krishnan S.	P	P	P	P	P	P	50
Arya Anil R.	P	P	P	P	P	P	100
Asna S. Khan	P	A	P	P	P	P	83
Aswin S. Kumar	P	P	P	P	P	P	100
Muhammed Hassan A.	P	P	P	P	A	P	83
Navya Binu	P	P	P	P	P	P	100
Neha Binu	P	P	P	P	P	P	100
Niranjana D. S.	P	P	P	P	P	P	100
S. R. Arya Nair	P	A	P	P	P	P	83
Vaishnavi M. S.	P	P	P	P	P	P	100
Jaseena J.	P	P	P	P	P	P	100

Course Coordinator : **Aparna L.R.**  
Assistant Professor

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**TKM College of Arts & Science, Kollam**  
**Department of Physics**

**S2 BSc Physics 2023-26 Academic Year 2023-24**  
**Report on Certificate Course – Google Plugins.**

Department of Physics TKM College of Arts & Science conducted 30 Hr. Certificate Course on "Google Plugins". A total of 30 students of S2 BSc (2023-26) batch were enrolled in the course. The course coordinator was Dr. Mohammed Salim. The course was offered through Class Lectures & Google classroom. The classes are handled by Aparna L R, Assistant Professor, and Department of Physics. The classes started on 1<sup>st</sup> April 2024. Each day contains 6 teaching hours. Both theory as well as practical sessions were arranged. An assessment test containing multiple choice questions was conducted on 9th April for issuing certificates. All the students successfully completed the certificate course.


**Grades**

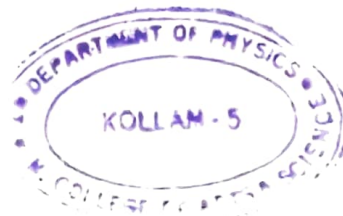
90% and above	- A Grade
80-89%	- B Grade
70-79%	- C Grade
60-69 %	- D Grade

19 Students secured A grade whereas 7 students secured B Grade and 4 students secured C grade.

Course Instructor : Aparna L R, Assistant Professor, Department of Physics

Course Coordinator : Dr. Mohammed Salim, Assistant Professor,  
Department of Physics

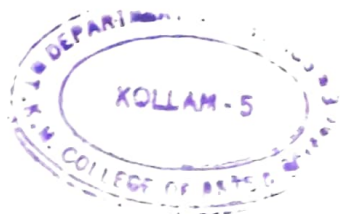
  
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**Google Plugins- S2 BSc (2023-26) – Academic Year 2023-24  
Grade Sheet**

Sl. No.	Candidate Code	Admission Number	Name of the student	Grade
1.	23023142001	59329	A. Amal	C
2	23023142002	59597	Abhirami A. R.	B
3	23023142003	59549	Abid Khan S.	B
4	23023142004	59525	Akhil N.	C
5	23023142005	59333	Alfiya M.	B
6	23023142006	59230	Devika L. H.	A
7	23023142007	59216	Devika S. J.	A
8	23023142008	59443	Hajira S.	B
9	23023142009	59224	Harin Raj A. S.	A
10	23023142010	59355	Hashmi S. H.	B
11	23023142011	59213	Kavya Gopan	B
12	23023142012	59217	Lekshmi Krishna C.	A
13	23023142013	59537	Parvathymol V. M.	A
14	23023142014	59639	S. Amrin Fathima	C
15	23023142015	59206	Sreenu R. S.	C
16	23023142016	59233	Sreeram M. R.	A
17	23023142017	59240	Abhiram S. J.	A
18	23023142018	59239	Adithya Sunil	A
19	23023142019	59241	Adithyan S. J.	A
20	23023142020	59538	Anjana Krishnan S.	B
21	23023142021	59533	Arya Anil R.	A
22	23023142022	59586	Asna S. Khan	A
23	23023142023	59364	Aswin S. Kumar	B
24	23023142024	59336	Muhammed Hassan A.	B
25	23023142025	59248	Navya Binu	A
26	23023142026	59320	Neha Binu	A
27	23023142027	59238	Niranjana D. S.	A
28	23023142028	59540	S. R. Arya Nair	A
29	23023142029	59467	Vaishnavi M. S.	A
30	23023142030	59585	Jaseena J.	A

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Sl No.	Admn. No	Candidate Code	Name	Signature
1		23023142001	A. Amal	
2		23023142002	Abhirami R.R.	
3		23023142003	Abid Khan S	
4		23023142004	Aksh. N	
5		23023142005	Afiya M	
6		23023142006	Devika L.H	
7		23023142007	Devika S.J.	
8		23023142008	Hajira S.	
9		23023142009	Harin Raj A.S	
10		23023142010	Harshmi S.H	
11		23023142011	Kavya Gopan	
12		23023142012	Lekshmi kishna C	
13		23023142013	Parvathyamol U.M	
14		23023142014	S. Amrin Fatima	
15		23023142015	Sreenu R.S	
16		23023142016	Sreeram M.R	
17		23023142017	Abhiram S.J.	
18		23023142018	Adithya Sunil	
19		23023142019	Adithyan S.J.	
20		23023142020	Arijana Krishnam S	
21		23023142021	Arya Anil R	
22		23023142022	Asha S. Khan	
23		23023142024	Mohd. Hassan. A	
24		23023142025	Navya Binu	
25		23023142026	Neha Binu	
26		23023142027	Niranjana D.S	
27		23023142028	S.P. Arya Nair.	
28		23023142029	Vinshna V. M.S	
29		23023142030	Jareena J.	

