



**PRANANATH COLLEGE (AUTONOMOUS) COLLEGE,  
KHORDHA**

Contact No.:+91-6755-220264 Email.: pranath\_college@rediffmail.com

**1.3.1 – Value-added courses imparting transferable and life skills offered  
during the year 2017-18**

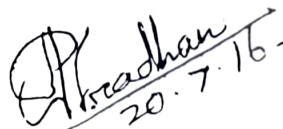
| <b>Programme with code</b> | <b>Programme Specialization</b>               | <b>Date of Introduction</b> |
|----------------------------|---|-----------------------------|
| BSC                        | HERBARIUM TECHNOLOGY (BOTONY)                 | 08.08.2016                  |
| BSC                        | PREPARATION OF SANITARY CHEMICALS (CHEMISTRY) | 14.09.2016                  |
| BSC                        | HAND WASH (CHEMISTRY)                         | 14.09.2016                  |
| BSC                        | FLOOR CLEANER (CHEMISTRY)                     | 14.09.2016                  |
| BCOM                       | E-ACCOUNTING                                  | 14.09.2016                  |

*Ranjita Saha*  
Principal  
PRANANATH COLLEGE  
(Autonomous)  
KHORDHA

## NOTICE

There is a notice for the Opening of Certificate Course of 3-months duration in “**Herbarium Technology**” in this Department, which will be started in the Botany Department with effect from **8<sup>th</sup> August, 2016**. The interested Botany Honours Students desires of taking admission in to the above- said course may be apply on or before **1<sup>st</sup> August, 2016**.

The selection for admission will be made strictly on the basis of merit.

  
20.7.16.

Date: 20. 7. 16

  
20.7.16  
H.O.D. Botany

Prananath College (Autonomous),  
Khordha


**P.N. COLLEGE (AUTONOMOUS), KHORDHA**  
**DEPARTMENT OF BOTANY**

*Add-on course/ Certificate Course*

1. Name of the Course : **“Herbarium Technology”**
2. Duration of the Course : **3months**
3. Duration of the class : **45minitues**
4. Commencement of the class : **8<sup>th</sup> August, 2016**
5. Tentative date of the  
completion of the course : **Last week of December , 2016**
6. Award given ceremony : **2<sup>nd</sup> week of February, 2017 .**

Date: 20.7.16

  
P. Prasadhan  
20.7.16.

  
20.7.16  
Yours faithfully  
H.O.D. Botany

Prananath College (Autonomous),  
Khordha

**P.N. COLLEGE (AUTONOMOUS), KHORDHA**  
**DEPARTMENT OF BOTANY**

*Courses of studies*

**On**

**Add-on Course in “Herbarium Technology” – A three  
month course (36periods)**

**Theory – 50 Marks**

**Project – 50 Marks**

*Unit – I*

Importance of Plants to Mankind, History of Botanical exploration in India. Needs for intensive plant explorations. Herbarium: Concept and definition. Historical development. Role of Herbaria and gardens. The changing nature of Herbarium and its future. Phytography of plants in details. Function of Herbarium and Botanic Gardens. Herbarium as conservatory of material and data, teaching and research. Different kind of Herbaria. Important Herbaria of India, World and State of Odisha. Standard abbreviation for Herbaria.

*Unit – II*

Botanic gardens and its functions, special kind or section of gardens. Botanical collections, purpose, kinds of field work, planning and collection trip exploration. Expedition. Preparation for study and arrangement of journey and stay. Materials or equipments. Camp arrangement. General hints and cautions. Collection of work, what to collect, field notes, write method of pressing and

drying of specimens. Collection of special groups or kinds of plants. Size of Herbarium and arrangement of specimen within pressing paper.

### Unit -- III

Poisoning and preservation of specimens. Mercuric Chloride, Formalin. Fumigation, Heating. Some special methods. Herbarium size. Mounting, Gluing, strapping, Herbarium labels. Identification of plants. Incorporation (filling) accession, filling of specimens. Arrangement of specimens in the Herbarium. Special arrangement. Receipt, Loan and Exchange, Des patch general instructions for Herbarium workers. Herbarium equipment. Herbarium cases, cup-board, Almirah, Racks, Mounting boards, Genus folder, Species folder slips for identification. Boxes for storing for dry fruits and seeds. Elementary idea of Botanical keys and their construction. Botanical nomenclature and type concept.

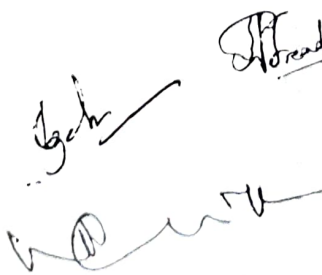
### Project works

(50 Marks)

1. Collection of plant specimens with flowering and fruiting condition of various locality of Odisha with the preparation of field note books.
2. Identification up to Species with the help of local floras.
3. Preparation of herbarium with technique, proper pressing, drying, poisoning, mounting, stitching, labeling in a systematic process.
4. Maintenance of Herbarium and preservation according to Bentham & Hooker's system of classification in the Department of Botany, P.N. College (Autonomous), Khordha.

Approved





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Herapama Bel.

Chitra Patraich

Sanghanta Nayak

Jyoti Mishra

Kashish Pr Mishra



To

The Principal,  
P.N. College (Autonomous), Khordha

Sub: Regarding Approval of Syllabus for the Certificate Course of 3-months duration in "**Herbarium Technology**".

Esteemed Sir,

Respectfully, It has been decided by the authority to Opening of a Certificate Course of 3-months durations in "**Herbarium Technology**" in the Department of Botany. Permission may kindly be accorded to convent the Board of Studies meeting to work out and approve the syllabus for the above- said Course.

Date:

*A. Pradhan*  
20.07.16.  
(course-coordinator)

Yours faithfully  
*Nirupama Bal* 20.7.16  
H.O.D. Botany

Prananath College (Autonomous),  
Khordha

*P. Pradhan*  
20/7/16

To

The Principal P.N. College (Autonomous), Khordha


Sub: Seeking permission for Opening of Certificate Course of 3-months durations  
in "**Herbarium Technology**".

Esteemed Sir,

Respectfully, Permission may kindly be accorded to introduce an Add-on Certificate Course of 3-months duration in "**Herbarium Technology**" in Botany Dept. for Honours students, which will be beneficial to the students for their self-employment.

Dr. Pratyush Kumar Pradhan, Reader in Botany  
will act as co-ordinator for Add-on course in  
"Herbarium Technology"

Date: 18.7.16

  
18.7.16  
H.O.D. Botany

Prananath College (Autonomous),  
Khordha

  
18/7/16



# DEPARTMENT OF BOTANY

P.N. (AUTONOMOUS) COLLEGE, KHORDHA-752057, ODISHA, PH-06755-220264

Letter No.....

Date .....

We, all the staff members of Botany department P.N. college (Autonomous), Khordha are hereby resolved to introduce a 3-months Add-on/Certificate course in "HERBARIUM TECHNOLOGY" during the academic session 2016-2017 for +3 III yr. Sc. (Botany Hons.) students basing on their future prospective for appointment in various regions of Botanical Survey of India and abroad.

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22/6/16

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22.06.16

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22.06.16

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22.06.16

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22.06.16



The Board of Studies meeting was held in the Department of Botany, Pranathi Autonomous College, Khordha on 08.07.2016 for recommendation of the names of the paper setters, examiners, moderators of all examinations (both theory and practical)

Resolution -

- i) The list of internal paper setters for term end examination, 1st & 2nd semester <sup>CBCS system</sup> ~~examination~~ (2016 Adm. Batch)
- ii) Syllabi be formulated for 3rd & 4th semester (2015 Adm batch) as per the university guidelines on Choice Based Credit system.
- iii) List of Paper Setters, Moderators & Examiners be made for.
  - 1st and 2nd semester (2016 Adm. Batch)
  - 3rd & 4th semester (2015 Adm. Batch)
  - 5th & 6th semester (2014 Adm. Batch)
- iv) List of Examiners for Practical Examinations (both Internal & External) & Examiners for Project Viva-voce (both Internal & External) be prepared.
- v) List of Examiners for Practical Examinations be prepared
- v) Name of one External Member for the Board of conducting Examiners be furnished.
- vi) We hereby resolve to introduce a 3-months Add-on course in "Herbarium Technology" during the academic session 2016-17 for +3 IIIrd yr Sc. (Botany Hons) students.

Members present :-

- ① Prof. (Dr) A. B. Das - H.O.D Botany, Pn Department of Botany Utkal University, Vani Vihar, BBR. 08.07.2016
- ② Dr. Santosh Kumar Nayak Santosh Kumar Nayak
- ③ Prof. Chittaranjan Mahapatra. Chittaranjan Mahapatra
- ④ Mrs. Nirupama Das H.O.D Nirupama Das 08.07.16
- ⑤ Dr. Pratyush Kumar Pradhan. Pratyush Kumar Pradhan 08.07.16
- ⑥ Mrs. Jyotsnamanjan Pradhan. Jyotsnamanjan Pradhan 8.7.16
- ⑦ Dr. (Mrs.) Sanghamitra Nayak. Sanghamitra Nayak 08.7.16
- ⑧ Dr. (Mrs) Mitale Mitra. Mitali Mitra 08.07-16

*(Signature)*



DEPARTMENT OF BOTANY  
CERTIFICATE COURSE IN HERBARIUM TECHNOLOGY



**PRANANATH COLLEGE (AUTONOMOUS), KHORDHA-752057**  
ACADEMIC SESSION - 2016-2017

**Certificate**

*This is to Certify that Sri/Kumari .....  
of +3 3<sup>rd</sup> yr Sc. (Hons.) in Botany, bearing Roll No..... has  
successfully completed three months certificate course commencing from  
..... to ..... in Herbarium Technology.*

**COURSE CO-ORDINATOR**

**PRINCIPAL**