



ADIKAVI NANNAYA UNIVERSITY:: RAJAHMAHENDRAVARAM  
UG – Life Skill and Skill Development Course Syllabus (2020-21)

UG- LIFE SKILL COURSE  
**ANALYTICAL SKILLS(AS)**

(w.e.f. 2020-2021 A.Y.) **Course Objective:**

Intended to inculcate quantitative analytical skills and reasoning as an inherent ability in students

Semester	Course Code (LS)	Course Title	Hrs/Sem	Hrs/wk	Credits	Sem End Exam (2 Hrs)
III	Life skill course	Analytical skills(AS)	30	2	2	50 Marks

**Course Outcomes:**

After successful completion of this course, the student will be able to;

- Understand the basic concepts of arithmetic ability, quantitative ability, logical reasoning, business computations and data interpretation and obtain the associated skills.
- Acquire competency in the use of verbal reasoning.
- Apply the skills and competencies acquired in the related areas
- Solve problems pertaining to quantitative ability, logical reasoning and verbal ability inside and outside the campus.

**UNIT – 1:**

(10 Hrs)

**Arithmetic ability:** Algebraic operations BODMAS, Fractions, Divisibility rules, LCM & GCD(HCF).

**Verbal Reasoning:** Number Series, Coding & Decoding, Blood relationship, Clocks, Calendars

**UNIT – 2:**

(10 Hrs)

**Quantitative aptitude:** Averages, Ratio and proportion, Problems on ages, Time-distance–speed.

**Business computations:** Percentages, Profit & loss, Partnership, simple compound interest.

**UNIT – 3: (07 Hrs)**

**Data Interpretation:** Tabulation, Bar Graphs, Pie Charts, line Graphs. Venn diagrams

**Recommended Co-Curricular Activities (03 Hrs)**

Surprise tests / Viva-Voice / Problem solving/Group discussion.

**Text Book:**

Quantitative Aptitude for Competitive Examination by R.S. Agrawal, S.Chand Publications.

**Reference Books:**

1. Analytical skills by Showick Thorpe, published by S Chand And Company Limited, Ramnagar, New Delhi-110055.
2. Quantitative Aptitude and Reasoning by R V Praveen, PHI publishers.
3. Quantitative Aptitude for Competitive Examination by Abhijit Guha, Tata Mc Graw Hill Publications.