

Rayat Shikshan Sanstha's
Arts & Science & Commerce Science College, Mokhada
Department of English
Short Term Courses – Communication skills in English
Board of Studies 2019 - 20

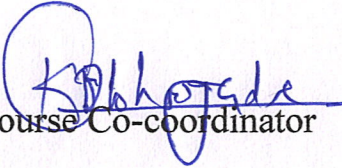
Sr. No.	Designation	Name of the person
1	Chairman	Dr. J.G. Jadhav (Principal)
2	Member	Prof. Deore S. D. (Expert)
3	Member	Prof. K. D. Bhogade (Co-ordinator, "Communication skills in English" Short Term Course)

Minutes of the Meeting

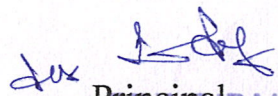
Board of Studies meeting of the Short Term Course of Certificate Course in Communication skills in English was conducted on 26-07-2019 at 12.00 PM in the principal cabin.

The following Points are discussed in the meeting.

1. Syllabus formation of Communication skills in English short term course.
2. Distribution of work
3. Encouragement of Student
4. To run the short term, course free of cost


Course Co-coordinator




Principal
Arts Science and Commerce College
Mokhada, Dist. Palghar

Rayat Shikshan Sanstha's
Arts, Science & Commerce College, Mokhada
Dist- Palghar -401604

NOTICE

Communication Skills in English

A Short term course

Date: 22/07/2019

All student are informed that the college is going to conduct UGC sponsored a short term course on "Communication skill in English" Lecture will start on 1 Aug 2019 from 11.am to 12.50 am Interested students should enroll their names to Prof. Bhogade.K.D.

Note - certificate course fee.
50 rupies.

QW'A
Principal,

A.S.C.College,Mokhada
Principal
Arts, Science & Com. College
Mokhada, Dist. Palghar



Bhogade
Course-coordinator

Rayat Shikshan Sanstha;s

Art;s , Science & Commarce Collage Mokhada.

Tal Mokhada , Dist – Palghar

Communication Skills In English

A Short Term Course

Time – Table

2019-20

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11.00 to	Prof.	Prof.	Prof.	Prof.	Prof.	Prof.
12.00	Bhogade	Bhogade	Bhogade	Bhogade	Bhogade	Bhogade
	K.D.	K.D.	K.D.	K.D.	K.D.	K.D.

OW
Principal

A.S.C. Collage , Mokhada.

Principal
Arts, Science & Com. College
Mokhada, Dist. Palghar



Bhogade
Course Co-ordinator

1. TITLE OF THE COURSE:- CERTIFICATE COURSE IN COMMUNICATION SKILLS
IN ENGLISH



2. OBJECTIVES OF THE COURSE:-

- Enable students to build a repertoire of functional vocabulary and to move from the lexical level to the syntactic level
- Train students to summon words, phrases relevant to the immediate communication tasks
- Enable students to comprehend the concept of communication
- Teach students the four basic communication skills – Listening, Speaking, Reading and Writing
- Train students to become aware of their thinking styles and to enable them to convert thinking into performance
- Prepare students to evolve mental models for intra-personal and inter-personal transactions
- Make students reflect and improve their use of body language – posture, gesture, facial expression, tone
- Enable students to convert the conceptual understanding of communication into everyday practice
- Train students to ground concepts/ideas in their own experience
- Create a learner-language interface enabling students to exercise control over language use
- Sensitize students to the nuances of the four basic communication skills – Listening, Speaking, Reading and Writing.
- To encourage the professionals to acquire basic aspects of English Grammar.
- To enable the professionals to use correct English.
- To increase the confidence for using English in day to day communicative activities.
- To enhance the learners_ communication skills by giving adequate exposure in reading, writing, listening and speaking skills and the related sub-skills
- To build up the learners_ confidence in oral and interpersonal communication by reinforcing the basics of pronunciation

3. DURATION OF THE COURSE:-

- i) Theory- 60
- ii) Practical-40
- iii) No of days -100
- iv) Working hours-01.00hour per day.

4. SYLLABUS:-

A) THEORY-

- a. Acquisition of Oral Skills – introduction to vowel and consonant sounds; introduction to syllable stress; noun stress; voiced and voiceless sounds; diphthongs; rate of speech.
- b. LSRW in Communication –
Listening – active v/s passive (Talk less, listen more);
Speaking - Speech v/s enunciation (mind your tone);
Reading –Focus on the structure not on the theme alone;
Writing – Precise Skimming, scanning, structuring Writing curriculum vitae
- c. Parts of Speech parts of speech in Listening and reading and Tense forms
- d. Verbal and non-verbal symbols
- e. Types of Communication- functional, situational, verbal and non-verbal, interpersonal, group, interactive, public, mass line, dyadic – with illustrations

Rayat Shikshan Sanstha's
Arts, Science & commerce Mahavidyalaya, Mokhada
Tal. Mokhada, Dist. Palghar



UGC Sponsored short term oriented career courses (COC)

Communication Skills in English

Students List

2019-2020

Sr. No	Name of the Students	Gender
1	Bhadmukhe Devidas Nivrutti	M
2	Bhoye Ganesh Ramdas	M
3	Bhusare Chhaya Madhukar	F
4	Budhar Manoj Dilip	M
5	Chibhade kaushalya Mohan	F
6	Digha Nilesh Suresh	M
7	Dhondga Ravindra Kisan	M
8	Gare Rupali Balwant	F
9	Ghumal Sunil Vasant	M
10	Gavate Shakuntala Rama	F
11	Gawari Minakshi Balwant	F
12	Jadhav Reshama Devram	F
13	Kamdi Varsha Gopal	F
14	Kamadi Haridas Chandar	M
15	Kshirsagar Tejali Ashok	F
16	Kadu vishal Ganpat	M
17	Korde Yogita Bhaskar	F
18	Moule Kishor Narayan	M
19	Moule Ganesh Narayan	M
20	Morgha Suchita Dhakalu	F
21	Mahale Durga Raghunath	F
22	Mahale Keshav Yashwant	M
23	Mahale Priyanka Narayan	F
24	Patil Akshay Rajendra	M
25	Pedshe Gorakhnath balu	M

26	Patekar Jyoti Ananta	F
27	Pawar Jyoti Devram	F
28	Pardhi Jayvant Krushna	M
29	Sapate Santosh Ramu	M
30	Shende Rohidas Devram	M
31	Randada Tarachand Budhya	M
32	Thakare Dhanashri Datta	F
33	Taral Punam Sakharam	F
34	Vaijal Ajay Sakharam	M
35	Wadkar Ravina Kashinath	F
36	Wagh Varsha Balwant	F
37	Wagh Gita Navashu	F
38	Ware Ravindra Shivram	M
39	Yele Suresh Rama	M
40	Zole Shweta Bhagirath	F

Kohigade
Course - B - Ordinate



Principal
Principal
Arts, Science & Commerce, College
Mokhada, Dist. Palghar



Rayat shikshan sanstha's

Arts ,Science and Commerce College , Mokhada Dist. Palghar

COC Course in Communication skills in English

Department Of English

Attendance sheet -2019-2020

Roll No	Students Name	02/10/2019	03/10/2019	04/10/2019	05/10/2019	06/10/2019	07/10/2019	08/10/2019
	BHADMUKE DEVIDAS N.	<u>B</u>	<u>B</u>	<u>B</u>	<u>B</u>	<u>B</u>	<u>B</u>	<u>B</u>
	BHOYE GANESH RAMDAS	<u>B</u>		<u>B</u>		<u>B</u>		<u>B</u>
	BHUSARE CHHAYA M.	<u>Chaya</u>	<u>Chaya</u>	<u>Chaya</u>		<u>Chaya</u>	<u>Chaya</u>	
	BUDHAR MANOJ DILIP	<u>B</u>		<u>B</u>		<u>B</u>		<u>B</u>
	CHIBHADE KAUSHALYA M.	<u>K</u>		<u>K</u>		<u>K</u>		<u>K</u>
	DIGHA NILESH S.	<u>N</u>		<u>N</u>		<u>N</u>		<u>N</u>
	DHONDGA RAVINDRA K.	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>
	GARE RUPALI B.	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>
	GHUMAL SUNIL V.	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>
	GAVATE SHAKUNTALA R.							
	GAWARI MINAKSHI B.	<u>M</u>	<u>M</u>	<u>M</u>	<u>M</u>	<u>M</u>	<u>M</u>	<u>M</u>
	JADHAV RESHMA D.	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>	<u>R</u>
	KAMDI VARSHA GOPAL							
	KAMADI HARIDAS C.	<u>K</u>		<u>K</u>		<u>K</u>		<u>K</u>
	KSHIRSAGAR TEJALI ASHOK							
	KADU VISHAL GANPAT	<u>V</u>	<u>V</u>	<u>V</u>	<u>V</u>	<u>V</u>	<u>V</u>	<u>V</u>
	KORDE YOGITA BHASKAR							
	MOULE KISHAR N.	<u>K</u>	<u>K</u>	<u>K</u>	<u>K</u>	<u>K</u>	<u>K</u>	<u>K</u>
	MOULE GANESH N.							
	MORGHA SUCHITA D.	<u>M</u>		<u>M</u>	<u>M</u>		<u>M</u>	
	MAHALE DURGA R.	<u>D</u>	<u>D</u>	<u>D</u>	<u>D</u>	<u>D</u>	<u>D</u>	<u>D</u>
	MAHALE KESHAV Y.	<u>K</u>	<u>K</u>	<u>K</u>	<u>K</u>	<u>K</u>	<u>K</u>	<u>K</u>
	MAHALE PRIYANKA N.	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	PATIL AKSHAY R.							
	PEDSHE GORKHNATH .B	<u>P</u>		<u>P</u>		<u>P</u>		<u>P</u>
	PATEKAR JYOTI ANANTA							



PAWAR JYOTI DEVRAM	Jwar	Jwar	Jwar	Jwar	Jwar	Jwar	Jwar
PARDHI JAYVANT K.	Mula	Mula	Mula	Mula	Mula	Mula	Mula
SAPATE SANTOSH RAMU	Sapat	Sapat	Sapat	Sapat	Sapat	Sapat	Sapat
SHENDE ROHIDAS R.	Shende	Shende	Shende	Shende	Shende	Shende	Shende
RANADA TARACHAND B.	Ranada	Ranada	Ranada	Ranada	Ranada	Ranada	Ranada
THAKARE DHANASHRI D.	Thakar	Thakar	Thakar	Thakar	Thakar	Thakar	Thakar
TARAL PUNAM S.	Taral	Taral	Taral	Taral	Taral	Taral	Taral
VAIJAL AJAY S.	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal
WADKAR RAVINA K.	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar
WAGH VARSHA B.	Wagh	Wagh	Wagh	Wagh	Wagh	Wagh	Wagh
WAGH GITA N.	Gawagh	Gawagh	Gawagh	Gawagh	Gawagh	Gawagh	Gawagh
WARE RAVINDRA S.	Ware	Ware	Ware	Ware	Ware	Ware	Ware
YELE SURESH RAMU	Yele	Yele	Yele	Yele	Yele	Yele	Yele
ZOLE SHEWTA B.	Zole	Zole	Zole	Zole	Zole	Zole	Zole

K. Bhogade
 Course - Co-ordinator

D.H.V.
 Principal
 Arts, Science & Commerce, College
 Mokhada, Dist. Palghar



Rayat shikshan sanstha's

Arts, Science and Commerce College, Mokhada Dist. Palghar

COC Course in Communication skills in English

Department Of English

Attendance sheet -2019-2020

Roll No	Students Name	19/08/2019	20/08/2019	21/08/2019	26/08/2019	27/08/2019	29/08/2019	21/09/2019
	BHADMUKE DEVIDAS N.	<u>B</u>	<u>B</u>	<u>B</u>	<u>B</u>	<u>B</u>	<u>B</u>	<u>B</u>
	BHOYE GANESH RAMDAS							
	BHUSARE CHHAYA M.	<u>Bhusare</u>	<u>Bhusare</u>	<u>Bhusare</u>	<u>Bhusare</u>	<u>Bhusare</u>	<u>Bhusare</u>	<u>Bhusare</u>
	BUDHAR MANOJ DILIP	<u>Manoj</u>	<u>Manoj</u>				<u>Manoj</u>	
	CHIBHADE KAUSHALYA M.	<u>Chibhade</u>		<u>Chibhade</u>		<u>Chibhade</u>		<u>Chibhade</u>
	DIGHA NILESH.S.		<u>Nilesh</u>		<u>Nilesh</u>		<u>Nilesh</u>	
	DHONDGA RAVINDRA K.	<u>Dhondga</u>	<u>Dhondga</u>	<u>Dhondga</u>	<u>Dhondga</u>	<u>Dhondga</u>	<u>Dhondga</u>	<u>Dhondga</u>
	GARE RUPALI B.	<u>Gare</u>	<u>Gare</u>	<u>Gare</u>	<u>Gare</u>	<u>Gare</u>	<u>Gare</u>	<u>Gare</u>
	GHUMAL SUNIL V.	<u>Ghumal</u>	<u>Ghumal</u>	<u>Ghumal</u>	<u>Ghumal</u>	<u>Ghumal</u>	<u>Ghumal</u>	<u>Ghumal</u>
	GAVATE SHAKUNTALA R.			<u>Gavate</u>		<u>Gavate</u>		<u>Gavate</u>
	GAWARI MINAKSHI B.	<u>Gawari</u>	<u>Gawari</u>	<u>Gawari</u>	<u>Gawari</u>	<u>Gawari</u>	<u>Gawari</u>	<u>Gawari</u>
	JADHAV RESHMA D.	<u>Jadhav</u>	<u>Jadhav</u>	<u>Jadhav</u>	<u>Jadhav</u>	<u>Jadhav</u>	<u>Jadhav</u>	<u>Jadhav</u>
	KAMDI VARSHA GOPAL		<u>Kamdi</u>				<u>Kamdi</u>	
	KAMADI HARIDAS C.	<u>Kamadi</u>		<u>Kamadi</u>		<u>Kamadi</u>		<u>Kamadi</u>
	KSHIRSAGAR TEJALI ASHOK	<u>Kshirsagar</u>	<u>Kshirsagar</u>	<u>Kshirsagar</u>	<u>Kshirsagar</u>	<u>Kshirsagar</u>	<u>Kshirsagar</u>	<u>Kshirsagar</u>
	KADU VISHAL GANPAT	<u>Kadu</u>	<u>Kadu</u>	<u>Kadu</u>	<u>Kadu</u>	<u>Kadu</u>	<u>Kadu</u>	<u>Kadu</u>
	KORDE YOGITA BHASKAR	<u>Korde</u>		<u>Korde</u>		<u>Korde</u>		<u>Korde</u>
	MOULE KISHAR N.	<u>Moule</u>	<u>Moule</u>	<u>Moule</u>	<u>Moule</u>	<u>Moule</u>	<u>Moule</u>	<u>Moule</u>
	MOULE GANESH N.	<u>Moule</u>		<u>Moule</u>		<u>Moule</u>		<u>Moule</u>
	MORPHA SUCHITA D.	<u>Morpha</u>		<u>Morpha</u>		<u>Morpha</u>		<u>Morpha</u>
	MAHALE DURGA R.	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>
	MAHALE KESHAV Y.	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>
	MAHALE PRIYANKA N.	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>	<u>Mahale</u>
	PATIL AKSHAY R.	<u>Patil</u>		<u>Patil</u>		<u>Patil</u>		<u>Patil</u>
	PEDSHE GORKHNATH .B							
	PATEKAR JYOTI ANANTA	<u>Patekar</u>			<u>Patekar</u>		<u>Patekar</u>	



PAWAR JYOTI DEVRAM	Jwar	Jwar	Jwar	Jwar	Jwar	Jwar	Jwar
PARDHI JAYVANT K.	Pardhi	Pardhi	Pardhi	Pardhi	Pardhi	Pardhi	Pardhi
SAPATE SANTOSH RAMU	Sapate	Sapate	Sapate	Sapate	Sapate	Sapate	Sapate
SHENDE ROHIDAS R.	Shende	Shende	Shende	Shende	Shende	Shende	Shende
RANADA TARACHAND B.	Ranada	Ranada	Ranada	Ranada	Ranada	Ranada	Ranada
THAKARE DHANASHRI D.	Thakar		Thakar	Thakar	Thakar		
TARAL PUNAM S.							
VAIJAL AJAY S.	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal
WADKAR RAVINA K.	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar
WAGH VARSHA B.	Wagh	Wagh	Wagh	Wagh	Wagh		
WAGH GITA N.							
WARE RAVINDRA S.	Ware	Ware	Ware	Ware	Ware	Ware	Ware
YELE SURESH RAMU	Yele		Yele	Yele	Yele	Yele	Yele
ZOLE SHEWTA B.	Zole	Zole	Zole	Zole	Zole	Zole	Zole

Kishore
Course - Coordinator

DMC
Principal
Arts, Science & Commerce, College
Mokhada, Dist. Palghar



PAWAR JYOTI DEVRAM	PAWAR	PAWAR	PAWAR	PAWAR	PAWAR	PAWAR	PAWAR
PARDHI JAYVANT K.	PARDHI	PARDHI	PARDHI	PARDHI	PARDHI	PARDHI	PARDHI
SAPATE SANTOSH RAMU	SAPATE	SAPATE	SAPATE	SAPATE	SAPATE	SAPATE	SAPATE
SHENDE ROHIDAS R.	SHENDE	SHENDE	SHENDE	SHENDE	SHENDE	SHENDE	SHENDE
RANADA TARACHAND B.	RANADA	RANADA	RANADA	RANADA	RANADA	RANADA	RANADA
THAKARE DHANASHRI D.	THAKARE	THAKARE	THAKARE	THAKARE	THAKARE	THAKARE	THAKARE
TARAL PUNAM S.	TARAL	TARAL	TARAL	TARAL	TARAL	TARAL	TARAL
VAIJAL AJAY S.	VAIJAL	VAIJAL	VAIJAL	VAIJAL	VAIJAL	VAIJAL	VAIJAL
WADKAR RAVINA K.	WADKAR	WADKAR	WADKAR	WADKAR	WADKAR	WADKAR	WADKAR
WAGH VARSHA B.	WAGH	WAGH	WAGH	WAGH	WAGH	WAGH	WAGH
WAGH GITA N.	WAGH	WAGH	WAGH	WAGH	WAGH	WAGH	WAGH
WARE RAVINDRA S.	WARE	WARE	WARE	WARE	WARE	WARE	WARE
YELE SURESH RAMU	YELE	YELE	YELE	YELE	YELE	YELE	YELE
ZOLE SHEWTA B.	ZOLE	ZOLE	ZOLE	ZOLE	ZOLE	ZOLE	ZOLE

K. Bhogade
 Co-ordinator

Principal
 Arts, Science & Commerce, College
 Mokhada, Dist. Palghar



PAWAR JYOTI DEVRAM	Devr	Devr	Devr	Devr	Devr	Devr	Devr
PARDHI JAYVANT K.	Pardhi	Pardhi	Pardhi	Pardhi	Pardhi	Pardhi	Pardhi
SAPATE SANTOSH RAMU	Sapate	Sapate	Sapate	Sapate	Sapate	Sapate	Sapate
SHENDE ROHIDAS R.	Shende	Shende	Shende	Shende	Shende	Shende	Shende
RANADA TARACHAND B.	Ranada	Ranada	Ranada	Ranada	Ranada	Ranada	Ranada
THAKARE DHANASHRI D.	Thakare	Thakare	Thakare	Thakare	Thakare	Thakare	Thakare
TARAL PUNAM S.	Taral	Taral	Taral	Taral	Taral	Taral	Taral
VAIJAL AJAY S.	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal
WADKAR RAVINA K.	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar
WAGH VARSHA B.	Wagh	Wagh	Wagh	Wagh	Wagh	Wagh	Wagh
WAGH GITA N.	Wagh	Wagh	Wagh	Wagh	Wagh	Wagh	Wagh
WARE RAVINDRA S.	Ware	Ware	Ware	Ware	Ware	Ware	Ware
YELE SURESH RAMU	Yele	Yele	Yele	Yele	Yele	Yele	Yele
ZOLE SHEWTA B.	Zole	Zole	Zole	Zole	Zole	Zole	Zole

Kohagate
Course Co-ordinator

Principal
Arts, Science & Commerce, College
Mokhada, Dist. Palghar



PAWAR JYOTI DEVRAM	pa	pa	pa	pa	pa	pa	pa
PARDHI JAYVANT K.	pa	pa	pa	pa	pa	pa	pa
SAPATE SANTOSH RAMU	pa	pa	pa	pa	pa	pa	pa
SHENDE ROHIDAS R.	pa	pa	pa	pa	pa	pa	pa
RANADA TARACHAND B.	pa	pa	pa	pa	pa	pa	pa
THAKARE DHANASHRI D.	pa	pa	pa	pa	pa	pa	pa
TARAL PUNAM S.	pa	pa	pa	pa	pa	pa	pa
VAIJAL AJAY S.	pa	pa	pa	pa	pa	pa	pa
WADKAR RAVINA K.	pa	pa	pa	pa	pa	pa	pa
WAGH VARSHA B.	pa	pa	pa	pa	pa	pa	pa
WAGH GITA N.	pa	pa	pa	pa	pa	pa	pa
WARE RAVINDRA S.	pa	pa	pa	pa	pa	pa	pa
YELE SURESH RAMU	pa	pa	pa	pa	pa	pa	pa
ZOLE SHEWTA B.	pa	pa	pa	pa	pa	pa	pa

K. Dhargade
 Course-co-ordinator

OK!
 Principal
 Arts, Science & Commerce, College
 Mokhada, Dist. Palghar



PAWAR JYOTI DEVRAM	Devram	Devram	Devram	Devram	Devram	Devram	Devram
PARDHI JAYVANT K.	Pardhi	Pardhi	Pardhi	Pardhi	Pardhi	Pardhi	Pardhi
SAPATE SANTOSH RAMU	Sapate	Sapate	Sapate	Sapate	Sapate	Sapate	Sapate
SHENDE ROHIDAS R.	Shende	Shende	Shende	Shende	Shende	Shende	Shende
RANADA TARACHAND B.	Ranada	Ranada	Ranada	Ranada	Ranada	Ranada	Ranada
THAKARE DHANASHRI D.	Thakare	Thakare	Thakare	Thakare	Thakare	Thakare	Thakare
TARAL PUNAM S.	Taral	Taral	Taral	Taral	Taral	Taral	Taral
VAIJAL AJAY S.	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal	Vaijal
WADKAR RAVINA K.	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar	Wadkar
WAGH VARSHA B.	Wagh	Wagh	Wagh	Wagh	Wagh	Wagh	Wagh
WAGH GITA N.	Gurugh	Gurugh	Gurugh	Gurugh	Gurugh	Gurugh	Gurugh
WARE RAVINDRA S.	Fare	Fare	Fare	Fare	Fare	Fare	Fare
YELE SURESH RAMU	Sure	Sure	Sure	Sure	Sure	Sure	Sure
ZOLE SHEWTA B.							

Course Co-ordinator Kshyate

^{D.P.}
Principal
Arts, Science & Commerce, College
Mokhada, Dist. Palghar

Rayat shikshan sanstha's

Arts, science and commerce college, Mokhada Tal. Mokhada, Dist. Palghar

A short term course

Communication skills in English

Marks -100

Date 04/04/2021

Duration -3 hours

SECTION -I (THEORY)

60 Marks

Q. 1. Write the answer as per instructions.

15 Marks

A) Match the pair of correct vowel sound.

5 Marks

- | A | B |
|----------|---------|
| 1) Night | a) peak |
| 2) Bat | b) deep |
| 3) Weak | c) kite |
| 4) Sheep | d) harm |
| 5) Charm | e) cat |

B) Stress the proper syllable of the following words.

5 Marks

- 1) Insult
- 2) Refuse
- 3) Produce
- 4) Present
- 5) Subject

C) Fill in the blanks of the following sentences.

5 Marks

- 1) The rat fell(over/ upon) the chair.
- 2) I will come(on /at) Tuesday.
- 3) I.....(am /are) writing a letter.

4)(principal / principle) is the head of the college.

5) Rani reads(a / an) book.

Q. 2. Grammar- Do as directed

10 Marks

1) Sachin is a batsman. Sachin is a bowler. (use not only but also)

2) He is not lazy. He is not silly. (use neither nor)

3) He is writing a letter. (make simple present tense)

4) I saw the dog. (change the voice)

5) He did not study. He failed the exam. (use so)

Q.3. Reading the following extract and answer the questions.

10 Marks

For children too there is no greater instrument of education than the conversation they hear at home. It is unjust to them when nothing is spoken before them but the trifles of dress, the gossip of the neighborhood, the cares of household which press too heavy upon the parents, the follies and vanities of the world, which are hardly apprehended by their innocent minds. They are naturally imitative and a great part of their character is derived from their parents. If there is no life or mirth in a house, the children of the house will be commonly dull and stupid, and if they never hear subjects rationally discussed, they will not learn to think or reason; if the world in which we live is allowed to pass unheeded by them they will be without interest, listless unobservant. The home education which they acquire insensibly is as important as the more formal work of the school, and it is as much our duty to provide food for their minds as for their bodies. They do not live by bread alone, but by every word that proceeds out of the mouth.

1) Give the suitable title to the extract.

2) Why does the writer give importance to home education?

3) In what manner is home education acquired? In what way is this different from the education acquired formally in schools?

4) They are naturally imitative and a great part of their character is derived from their parents. What evidence does the writer give to support this statement?

5) From the arguments given by the writer which atmosphere at home would you regard as being best suited for children.

Q. 4. Write an application letter with C.V. for the post of English teacher to Jai Hind college Dhule.

15 Marks

Q. 5. Prepare a set of questions for interview for the post of Assistant professor in S.P. college pune.

10 Marks

SECTION- II (PRACTICAL)

40 Marks

Activity 1

Introduce about yourself in brief.

10 Marks

Activity 2

Prepare your speech on the topic "Independence day" you have to deliver a speech in your college.

10 Marks

OR

Prepare speech on the topic " Tree plantation program" you have to deliver a speech in your college.

10 Marks

Activity 3

Express the following ideas in few words. (any one)

10 Marks

- 1) Importance of English language in the world
- 2) Advantage and disadvantage of mobile.
- 3) Global warming

Activity 4

Make a group discussion of the following subjects. (any one)

10 Marks

- 1) Place of woman in Indian society.
- 2) Save girl child
- 3) Corona

BEST OF LUCK

Rayat shikshan sanstha's

Arts, Science & Commerce College – Mokhada, Dist Palghar.

Department of English

Date – 14/03/2020

Certificate course in Communication skills in English – March 2020

Result

Sr. No.	Class	Students Name	Theory Marks (60)	Practical Marks (40)	Total Marks	Status
1	FYBA	Bhadmukhe Devidas Nivutti	<u>25</u>	22	47	pass
2	FYBA	Bhoye Ganesh Ramdas	20	20	40	pass
3	FYBA	Bhusare Chhaya Madhukar	<u>28</u>	17	45	Pass
4	FYBA	Budhar Kamal Raju	36	24	60	pass
5	FYBA	Chibhade Kaushalya M.	25	20	45	Pass
6	FYBA	Digha Nilesh Suresh	41	20	61	pass
7	FYBA	Dhondaga Ravindra Kisan	44	30	74	pass
8	FYBA	Gare Rupali Balvant	40	16	56	pass
9	FYBA	Ghumal Sunil Vasant	36	30	66	pass
10	FYBA	Gavate Shakuntala Rama	41	16	57	pass
11	FYBA	Gawari Minakshi Balwant	35	20	55	pass
12	FYBA	Jadhav Reahma Devram	34	22	56	pass
13	FYBA	Kamadi Varsha Gopal	31	19	50	pass
14	FYBA	Kamadi Haridas Chander	AB	AB	AB	AB
15	FYBA	Kshirsagar Tejali Ashok	AB	AB	AB	AB
16	FYBA	Kadu Vishal Gnapat	24	21	45	Pass



17	FYBA	Korde Yogita Bhaskar	42	30	72	pass
18	FYBA	Moule Kishar Narayan	30	16	46	pass
19	FYBA	Moule Ganesh Narayan	36	24	62	pass
20	FYBA	Morgha Suchita Suchita D.	40	24	64	pass
21	FYBA	Mahale Durga Raghunath	42	08	50	pass
22	FYBA	Mahale Keshav Yashwant	38	20	58	pass
23	FYBA	Mahale Priyanka Narayan	AB	AB	AB	AB
24	FYBA	Patil Akshay Rajendra	36	24	60	Pass
25	FYBA	Pedshe Gorakhnath Blau	28	20	48	Pass
26	FYBA	Patekar Jyoti Ananta	38	18	56	pass
27	FYBA	Pawar Jyoti Devram	20	24	44	pass
28	FYBA	Pardhi Jayvant Krushna	45	15	60	Pass
29	FYBA	Sapte Santosh Ramu	32	26	58	pass
30	FYBA	Shende Rohidas Devram	40	20	60	pass
31	FYBA	Randada Tarachand B.	40	20	60	Pass
32	FYBA	Thakare Dhanshri Dattu	38	24	62	pass
33	FYBA	Taral Punam Sakharam	35	15	50	pass
34	FYBA	Vaijal Ajay Sakharam	48	12	60	pass
35	FYBA	Wadkar Ravina Kashinath	36	30	66	pass
36	FYBA	Wagh Varsha Balvant	42	30	72	pass
37	FYBA	Wagh Gita Navashu	AB	AB	AB	pass
38	FYBA	Ware Ravindra Shivram	50	30	80	pass
39	FYBA	Yele Suresh Rama	36	16	52	pass
40	FYBA	Zole Sweta Bhagirath	24	26	50	pass

K. Bhagade
Course - Co-ordinator



OKM
Principal
Arts, Science & Commerce, College
Mokhada, Dist. Palghar

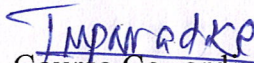
Rayat Shikshan Sanstha's
Arts & Science & Commerce Science College, Mokhada

Department of English


Short term course -2019-20

Short Term Courses – Communication skills in English

The department of English had conducted U.G.C sponsored short term course entitled **Communication skills in English'** academic year 2019-20. Total 40 students of FYBA class were admitted for this course. The designed curriculum was completed in the stipulated time and exam was conducted to check the oriented skill of the students. All the students had successfully completed the course.


Course Co-ordinator




Principal
Arts, Science & Com. College
Mokhada, Dist. Palghar

Rayat Shikshan Sanstha's

Arts, Science and Commerce College, Mokhada,

Tal: Mokhada, Dist: Palghar-401604

Short Term Course on

“Communication skills in English”

CERTIFICATE

This is to certify that **Mr./ Mrs./ Miss. Bhusare Chhaya Madhukar of F.Y.B.A** has successfully completed UGC sponsored short term course entitled **“Communication skills in English”** during academic year 2019-2020 conducted by Department of English, ASC College, Mokhada.

Place: Mokhada

Date: 17/03/2020


Prof. K. D. Bhogade

Coordinator


Dr. J. G. Jadhav
PRINCIPAL

Arts Science and Commerce College
Mokhada, Dist. Palghar

Rayat Shikshan Sanstha's
Arts, Science and Commerce College, Mokhada,
Tal: Mokhada, Dist: Palghar-401604

Short Term Course on

“Communication skills in English”

CERTIFICATE

This is to certify that Mr./ Mrs./ Miss. **Bhoye Ganesh Ramdas** of F.Y.B.A has successfully completed UGC sponsored short term course entitled “Communication skills in English” during academic year 2019-2020 conducted by Department of English, ASC College, Mokhada.

Place: Mokhada

Date: 17/03/2020


Prof. K. D. Bhogade

Coordinator


Dr. J. G. Jadhav
PRINCIPAL
Arts Science and Commerce College
Mokhada, Dist. Palghar

Rayat Shikshan Sanstha's
Arts, Science and Commerce College, Mokhada,
Tal: Mokhada, Dist: Palghar-401604

Short Term Course on

“Communication skills in English”

CERTIFICATE

This is to certify that Mr./ Mrs./ Miss. **Bhadmukhe Devidas Nivrutti** of F.Y.B.A has successfully completed UGC sponsored short term course entitled “**Communication skills in English**” during academic year 2019-2020 conducted by Department of English, ASC College, Mokhada.

Place: Mokhada

Date: 17/03/2020


Prof. K. D. Bhogade

Coordinator


Dr. J. G. Jadhav
PRINCIPAL
Arts Science and Commerce College
Mokhada, Dist. Palghar

Rayat Shikshan Sanstha's
Arts, Science and Commerce College, Mokhada,
Tal: Mokhada, Dist: Palghar-401604

Short Term Course on

“Communication skills in English”

CERTIFICATE

This is to certify that Mr./ Mrs./ Miss. **Budhar Manoj Dilip** of F.Y.B.A has successfully completed UGC sponsored short term course entitled “Communication skills in English” during academic year 2019-2020 conducted by Department of English, ASC College, Mokhada.

Place: Mokhada

Date: 17/03/2020


Prof. K. D. Bhogade

Coordinator


Dr. J. G. Jadhav
PRINCIPAL
Arts Science and Commerce College
Mokhada, Dist. Palghar

Rayat Shikshan Sanstha's

Arts, Science and Commerce College, Mokhada,

Tal: Mokhada, Dist: Palghar-401604

Short Term Course on

“Communication skills in English”


CERTIFICATE

This is to certify that Mr./ Mrs./ Miss. **Chibhade Kaushalya Mohan** of F.Y.B.A has successfully completed UGC sponsored short term course entitled “Communication skills in English” during academic year 2019-2020 conducted by Department of English, ASC College, Mokhada.

Place: Mokhada

Date: 17/03/2020.


Prof. K. D. Bhogade
Coordinator


Dr. J. G. Jadhav
PRINCIPAL
Arts Science and Commerce College
Mokhada, Dist. Palghar