



Government Degree College, Seethanagaram

Accredited by NAAC with "B" Grade, ISO 9001:2015 Certified College

Affiliated to Aadi Kavi Nannayya University
Opp K.G.N.M. Trust, Purushottapatnam Road, Seethanagaram



DEPARTMENT OF ENGLISH

2021-2022

CERTIFICATE COURSE

ON

COMMUNICATIVE ENGLISH



27nd January, 2022 to 8th March, 2022

Submitted by

V.V.SubbaRao

**Lecturer - in – charge
Department of English**

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Aim, Objectives& Out Comes

Aim:

- The course provides candidates with a basic understanding of the English language and aims at developing the skills required for effective communication and writing.

Objectives:

- To communicate effectively and appropriately in real-life situation.
- To use English effectively for study purpose across the curriculum.
- To develop and integrate the use of the four language skills i.e. Reading, Listening, Speaking, Writing.
- To develop interest in and appreciation of Literature.
- To Communicate ideas in clear, logical and persuasive ways

Out Comes:

- Students will heighten their awareness of correct usage of English grammar in writing and speaking
- Students will improve their speaking ability in English both in terms of fluency andcomprehensibility
- Students will give oral presentations and receive feedback on their performance
- Students will increase their reading speed and comprehension of academic articles
- Students will improve their reading fluency skills through extensive reading
- Students will strengthen their ability to write academic papers, essays and summaries using the process approach.



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Proceedings of the Principal

Dated: 24th January, 2022

Ref: Department of English –Request letter- dated 24th January, 2022-
Reg.

With reference to your request letter cited above, I am pleased to give permission to conduct a Certificate Course on “Communicative English” for final B.A, B.Com. & B.Sc., students from 27-01-2022 to 08-03-2022 at 5 pm.

For this, you should maintain records properly and submitted the same after completion of the Course to the undersigned.

Copy to

V.V.Subba Rao,
Lecturer in English


PRINCIPAL
Government Degree College
SEETHANAGARAM-533 287
E.G. District, (A.P.)

Eligibility Criteria & Examination Pattern

Eligibility criteria:

- Only the existing final year students are eligible for the course.
- Registration is mandatory for the admission into the course.
- The course will be completed in 30hours.

Examination Pattern:

- 80% of attendance is compulsory for every student to write the examination.
- Total marks of the Course is 100 marks
- Theory 75 marks & Practical 25 marks
- 40% is the minimum qualifying mark to pass in the examination.
- Exam would be held after completion of 30 hours.
- Duration of exam is 2 ½ hours
- The students who are passed in the exam would only the awarded the certificate. The will not be any repletion of exam.
- Entire syllabus contains six modules. (Theory-5 & Practical-1)
- Study material and model question paper would be given to every student.
- Grade points given as below.

Marks	Grade
91-100	O
81-90	A
71-80	B
61-70	C
51-60	D
40-50	E
Below 40	F

Syllabus

Module-I: Functional Grammar:-

Parts of speech – Tenses - Transformation of sentences – Articles - Prepositions

Vocabulary

Module-II: Communication:-

Importance of communication - Types communication - Verbal and Non-Verbal communication - Barriers to communication-Essentials of good communication

Mode of Communication

Module-III: Listening skills:-

Stages or steps in the Listening Process- Types of Listening

Importance of listening skills

Module-IV: Spoken English:-

Organs of speech - Sounds of English - Syllable and Stress - Intonation

Module-V: Presentation skills:-

Interviews - Public speaking- Preparing the speech

Module-VI: Class Room Practice:-

- Greeting and Introducing
- Practicing Short Dialogues
- Group Discussions
- Seminars
- Job applications, Curriculum Vitae, Resume
- Drafting an E-mail

Blue Print

Theory: 75M & Practical: 25M

Module No.	Module Name	Essay questions 10M	Short questions 5M	Grammar 1M
I	Functional Grammar	-	-	25
II	Communication	1	1	-
III	Listening skills	1	1	-
IV	Spoken English	1	1	-
V	Presentation skills	1	2	-

Grammar

Sl.No.	Topics	No. of Questions	Marks
1	Tenses	5	5M
2	Articles	5	5M
3	Prepositions	5	5M
4	Common errors	5	5M
5	Matching	5	5M
	Total	25	25

Department Of English
Certificate course
Model Question Paper

Time: 3 hours

ηηηηηηηη Max Marks: 75

Section-A

I. Answer any THREE of the following questions.

3x10=30M

- a) How can you justify Communication Techniques?
- b) Vary Verbal and Nonverbal Communication?
- c) How is effective listening benefited?
- d) Is Language a tool of communication?

Section-B

II. Answer any FOUR of the following questions. 4x5=20M

- a) Write a letter to your friend inviting him to spend summer vacation in your village.
- b) Write about your future plans after completing degree.
- c) How do you describe an accident you saw?
- d) Explain your inability to attend a marriage function.
- e) Write a note on pronunciation.

Section-C

III. Answer the following as directed.

1. Fill in the blanks with suitable verb forms.

5x1=5M

- a) India _____ (get) Independence in 1947.
- b) Look! Someone _____ (come).
- c) Milk _____ (be) white.
- d) If only I _____ (be) rich.
- e) When we reached the station, the train _____ (leave).

2. Fill in the blanks with suitable articles.

5x1=5M

- a) He is ____ ____ M.A.
- b) She stressed ____ ____ need of English.
- c) Once upon _____ time he was a millionaire.
- d) He is _____ Shakespeare.
- e) They make _____ plan.

3. Fill in the blanks with suitable Prepositions.

5x1=5M

- a) The Police prevented them _____ going.
- b) He has been working _____ one year.
- c) He took ____ ____ his coat.
- d) My father is angry ____ ____ me.
- e) I have a house to live _____

4. Correct the following sentences.

5x1=5M

- a) They are awaiting for the Bus.
- b) She is my cousin sister.
- c) We have seen a film yesterday.
- d) He and I are friends.
- e) She is innocent, is n't it?

5. Match the following phonemics.

5x1=5M

Group-A

Group-B

- | | |
|-----------|---------|
| 1) Bring | A) k^t |
| 2) Make | B) d^kt |
| 3) Doctor | C) brln |
| 4) Guide | D) meik |
| 5) Cut | E) gaid |

Notice

Date: 24-01-2022

It is informed that the department of English is planning to conduct a certificate course in English on “**Communicative English**” from **27-01-2022 to 08-03-2022 (30hours)** in the college at 5pm.

All the final year students (B.A., B.Com. & B.Sc.,) those who are interested to join in the course may register their names.

For further details, contact Sri. V.V. Subba Rao, HOD, English & Course Coordinator.



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DEPARTMENT OF ENGLISH

REGISTRATION FORM

CERTIFICATE COURSE

on

"Communicative English"

1. Name of the Student :

2. Class :

3. Group :

4. Admission No :

5. Community :

6. Purpose :

Course Coordinator

Signature of the Candidate

Enrolment of Students

Sl.No.	Regd. No.	Name of the student	Class	Program
01	191107101003	G.Naga Bharathi	III B.Sc.	M.P.C.
02	191107101004	I.S.N.Varma	III B.Sc.	M.P.C.
03	191107101005	J.Deena Sai Satya	III B.Sc.	M.P.C.
04	191107101008	K.Simhadri	III B.Sc.	M.P.C.
05	191107101011	P.Satya Devi	III B.Sc.	M.P.C.
06	191107101015	V.Bhagya Sri	III B.Sc.	M.P.C.
07	191107110017	Ch.Pravallika	III B.Sc.	B.Z.C.
08	191107110022	N.Satya Vani	III B.Sc.	B.Z.C.
09	191107110024	P.Mohini Sai	III B.Sc.	B.Z.C.
10	191107110025	Sk. Neeraja	III B.Sc.	B.Z.C.
11	191108100006	Ch.Satti Pandu	III B.Com	Gen
12	191108100009	D.Naga Raju	III B.Com	Gen
13	191108100010	D.Samaja	III B.Com	Gen
14	191108100011	G.Gayatri	III B.Com	Gen
15	191108100015	M.Akhila	III B.Com	Gen
16	191108100019	N.Divya	III B.Com	Gen
17	191108100021	T.Sai Bhavitha	III B.Com	Gen
18	191108100022	T. Jayanthi	III B.Com	Gen
19	191108100024	U Naga Lakshmi	III B.Com	Gen
20	191108100025	V.G. Parwathi Devi	III B.Com	Gen
21	191106201001	A.Maha Lakshmi	III B.A.	H.E.P.
22	191106201002	G.Varun Prem	III B.A.	H.E.P.
23	191106201009	Ch.Neelima	III B.A.	H.E.P.
24	191106201010	Ch.B.Sai Eswari	III B.A.	H.E.P.
25	191106201011	Ch.Padma Naga	III B.A.	H.E.P.
26	191106201012	Ch.Lakshmi Devi	III B.A.	H.E.P.
27	191106201016	I. Lakshmi Sirisha	III B.A.	H.E.P.
28	191106201024	M.Santhi Priya	III B.A.	H.E.P.
29	191106201029	P.Durgeswari	III B.A.	H.E.P.
30	191106201030	P.Sandya	III B.A.	H.E.P.

Inauguration

Program sheet

27thJanuary, 2022

- Prayer
- Inaugural Speech by Dr. D. Chitti Babu, principal
- Speech by Sk. D. Madina, IQAC Coordinator
- Message by Sri. V.V. Subba Rao, HOD & Course Coordinator
- Speeches by Students
- Vote of thanks by Dr.E.S.R.S.Sarma, Lecturer in Chemistry

Student Attendance

[illegible]

Examination Notice

Date: 02-03-2022

It is to inform that the theory examination for Certificate Course to be held on 10-03-2022 at 2 PM, at Room No.04. All the students should attend the examination without fail.


PRINCIPAL
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E.G. District, (A.P.)

Results

Sl.No.	Regd. No.	Name of the student	Class	Program	Grade Obtained
01	191107101003	G.Naga Bharathi	III B.Sc.	M.P.C.	A
02	191107101004	I.S.N.Varma	III B.Sc.	M.P.C.	O
03	191107101005	J.Deena Sai Satya	III B.Sc.	M.P.C.	A
04	191107101008	K.Simhadri	III B.Sc.	M.P.C.	O
05	191107101011	P.Satya Devi	III B.Sc.	M.P.C.	A
06	191107101015	V.Bhagya Sri	III B.Sc.	M.P.C.	B
07	191107110017	Ch.Pravallika	III B.Sc.	B.Z.C.	B
08	191107110022	N.Satya Vani	III B.Sc.	B.Z.C.	A
09	191107110024	P.Mohini Sai	III B.Sc.	B.Z.C.	A
10	191107110025	Sk. Neeraja	III B.Sc.	B.Z.C.	O
11	191108100006	Ch.Satti Pandu	III B.Com	Gen	O
12	191108100009	D.Naga Raju	III B.Com	Gen	A
13	191108100010	D.Samaja	III B.Com	Gen	O
14	191108100011	G.Gayatri	III B.Com	Gen	A
15	191108100015	M.Akhila	III B.Com	Gen	A
16	191108100019	N.Divya	III B.Com	Gen	A
17	191108100021	T.Sai Bhavitha	III B.Com	Gen	O
18	191108100022	T. Jayanthi	III B.Com	Gen	A
19	191108100024	U Naga Lakshmi	III B.Com	Gen	A
20	191108100025	V.G. Parwathi Devi	III B.Com	Gen	A
21	191106201001	A.Maha Lakshmi	III B.A.	H.E.P.	O
22	191106201002	G.Varun Prem	III B.A.	H.E.P.	O
23	191106201009	Ch.Neelima	III B.A.	H.E.P.	A
24	191106201010	Ch.B.Sai Eswari	III B.A.	H.E.P.	A
25	191106201011	Ch.Padma Naga	III B.A.	H.E.P.	B
26	191106201012	Ch.Lakshmi Devi	III B.A.	H.E.P.	A
27	191106201016	I. Lakshmi Sirisha	III B.A.	H.E.P.	A
28	191106201024	M.Santhi Priya	III B.A.	H.E.P.	O
29	191106201029	P.Durgeswari	III B.A.	H.E.P.	A
30	191106201030	P.Sandya	III B.A.	H.E.P.	A

Certificate

	GOVERNMENT DEGREE COLLEGE, SEETHANAGARAM	
ESTD - 1963		
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Department of English		
CERTIFICATE COURSE		
This is to certify that Mr/Miss _____ s/o . d/o. _____ Class _____ has Successfully Completed his/ her Certificate Course in _____ during the Academic year 20__ - _____. He/She has secured Grade _____.		
COURSE CO-ORDINATOR	IQAC CO-ORDINATOR	PRINCIPAL

Photo Gallery



**Inaugural Speech by Dr.D.Chitti Babu
Principal**



**Speech by Sk.D. Madina,
IQAC Coordinator**

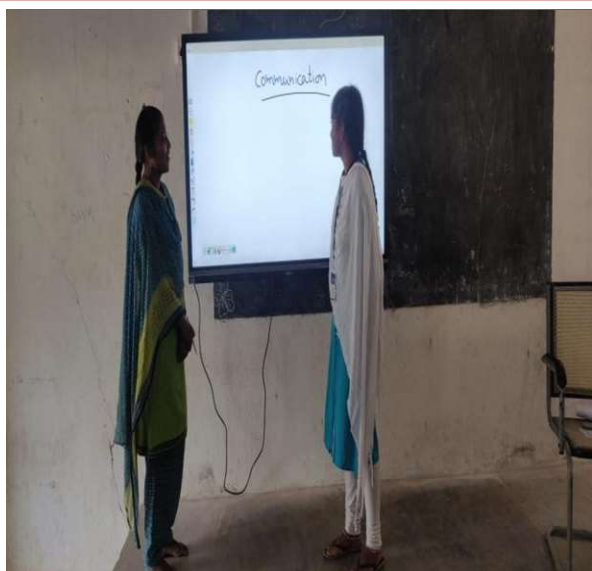


**Speech by Sri.V.V.SubbaRao
Course Coordinator**



Lecture on Tenses

Photo Gallery



Communication Skills



Group Discussion



Distribution of Certificates