

### VIDYABHARTI SANSTHA, WARDHA.

### DR. R. G. BHOYAR ARTS, COMMERCE & SCIENCE COLLEGE

MOHANAPUR, TH-SELOO DIST-WARDHA 442104 (FORMERLY VIDYABHARTI COLLEGE)

Affiliated To Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. NAAC Accredited with B+ Grade

College Index: (Sr.-699) (Jr.07.08.006)

Activity Report	
Academic Year	2022-2023
Name of Activity	"Certificate Course in Spoken English "
Date of Activity	3 Dec 2022 to 7 Jan 2023
Organized by	Department of language of Dr. R. G. Bhoyar Arts, Comm.& College, Seloo Dist -Wardha
Organizing unit/ agency/ collaborating agency	Department of language of Dr. R. G. Bhoyar Arts, Comm.& College, Seloo Dist -Wardha
Number of Students	30
Permission Letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Attendance List	Attached
Feedback form	Attached
Certificate	Attached
Outcomes	Attached
Brief report	Report on Certificate course in Spoken English"  To enhance communication skills of the students, Department of language, Dr.R.G.Bhoyar Arts, Comm. & College, Seloo was commenced 30 Hours Certificate course in spoken English dated on 3 <sup>rd</sup> December 2023.  It was organized under the guidance college principal Dr. Sanjay Kanode, Dr.R.G.Bhoyar Arts, Comm. & College, Seloo, Dr. Abhijeet Patil, HOD Department of languages, Dr. Vaibhao Pimpale Asst. Professor department of English, Prof. Satish S. Manwar Course Co-Cordinator



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department of English. The programme was conducted in Seminar Hall.

The inaugural ceremony was conducted on the same day. **Chairperson** of this programme Dr. Sanjay Kanode sir was delivered speech on same topic.

Keynote address delivered by Chief guest **Prof. Arjun Khobragde**, Asst. Professor Department of English Yashant Mahavidylaya. Seloo. He explained importance of English and Communication skills. His PPT presentation was covered all important points. Dr. Abhijeet Patil did anchoring of the programme. Introductory speech delivered by Dr. Vaibhao Pimple and at the end Prof. Satish Manwar express vote of thanks .This programme ends with the prime permission of chairperson.

There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges.

Department of language conducted short term course as regular activity successfully. For this course Principal sir has given permission of 30 Hours class. Everyday class was conducted at 9.30 am in Seminar Hall. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till 7<sup>th</sup> Jan 2023.

In this short term certificate course, the attendee were enhanced their fundamental speaking skills ability and capacity. Through this course the department of language has invited to guest speaker as Prof. Arjun Khobragade Dept. of English from Yeshwant Mahavidyalaya, Seloo and Prof. Amit Ronghe Dept. English from Arts & Science College, Pulgaon. Apart from that Dr. Vaibhao Pimpale and Prof. Satish Manwar has taken regular classes as per the timetable. The course coordinator insured that to fulfil the main objectivise of this short term course. 30 students were registered for this course. As per the scheduled of this course the oral exam was taken at the end of the course and certificates issued for all successful participated students.

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College Index : (Sr.-699) [Jr.07.08.006)

To,

The Principal

Dr. R.G. Bhoyar Arts Comm. & Science

College, Seloo Dist Wardha

Subject: - Permission of conducting short term (30 Hours) certificate course in spoken English.

Respected Sir,

I, hereby Prof. Satish Manwar, Asst. Prof. in English Department of Language want your permission to conduct short term (30 Hours) certificate course in spoken English for the session 2022 to 2023.

I hope that you will allow the permission to conduct short term (30 Hours) certificate course in spoken English.

Yours faithfully

Course Co-ordinator Prof. Satish S. Manwar

Dr. RGBACSC, Seloo



Dr R. G. Bhoyar Arts Comm. & Sci. College, SELOO Syllabus:-

### Dr. R.G. Bhoyar Arts Comm. and Science College, Seloo Department Of Language

Syllabus of Certificate Course in Spoken English

### Aims:-

- 1. To enhance the communication Skills of the students. i.e. Listening, Speaking, Reading, Writing Skills.
- 2. To develop the interest interaction in real life -Situation.
- 3. To use English effectively for the study purpose across the curriculum.
- 4. To focus on need of learner i.e. EGP/ESP
- 5. To create interest of in appreciation of literature.

### Objectives: - At the end of the course students are able to:-

- 1. Speak effectively and fluently.
- 2. To express the views and opinions in front of the others.
- 3. To weaving of ideas and discuss views clearly and confidently.
- 4. Skills of Communications in chronological orders.
- 5. Framing questions and answer it appropriately.

### **Course Components:-**

- 1. Communications Skills Practice.
- 2. Pronunciation Practice
- 3. Roll Play
- 4. PPT Presentations
- 5. Guest lecture
- 6. Group discussion
- 7. Interviews
- 8. Introduction to public speaking.

### Recommended Books:-

- 1. English Conversation practice by Grant Taylor( Tata Mcgraw Hill)
- 2. English for practical purposes by Z.N.Patil ,B.S.Walke, Dr. Ashok Thorat, Zeenat (Macmiliion)
- 3. Learner's English grammar and composition by N.D.V.Prasad.



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### Photos:-





### Students Attendance lists:-

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#### Dr.R.G.Bhoyar Arts, Commerce & Science College Scioo Department of Language Spoken English Course

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Dr F G. Ehoyar Arts Comm. & Sci. College, SELOO

### Dr.R.G.Bhoyar Arts,Commerce & Science College Seloo Department of Language Spoken English Course

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Dr. R. G. Bhoyar Arts, Comm & Sci. College, SELOO

### Time-Table

# Dr. R.G. Bhoyar Arts Comm. and Science College, Seloo Department Of Language

# Certificate Course in Spoken English

### Session 2022-23

Day	Teacher	Time/Room No. 101	Unit
Monday	Dr. V. B. Pimpale	09.30 To 10.30 am.	Basic Grammar
Tuesday	Dr.V. B. Pimpale	09.30 To 10.30 am.	Communication Skills
Wednesday	Dr. V. B. Pimpale	09.30 To 10.30 am.	Communication Skills
Thursday	Prof.S.S.Manwar	09.30 To 10.30 am.	Communication Skills
Friday	Prof.S.S.Manwar	09.30 To 10.30 am.	Group Discussion/Interview
Saturday	Prof.S.S.Manwar	09.30 To 10.30 am.	Communication Skills

SELOO SO

PRINCIPAL

Dr. R. C. Ehoyar Arts, Comm.
& Sci. College, SELOO

### Course Feedback Form

Name:

# Dr. R.G. Bhoyar Arts Comm. and Science College, Seloo Department Of Language

### Session 2022-23

Date:	Class:			_		
Please fill the short questionnaire to make the course bet	ter					
About the Course Information on the Respon	dent: (Tick	(√) A	pproj	oriate	ly)	
Depth of Coverage						
1) UG level 2) Graduate level	3) Advance	e leve	1			
Standard of test and assignments	3) Advanc	CICVE	/1			
1) High 2) Normal	3) Easy					
1) 111gii 2) 1101mai	3) Lasy	A	В	C	D	E
Coverage of the syllabus		11	-			
Organization of the Course						
Emphasis on fundamentals		-				
Emphasis of fundamentals						
<ol><li>Coverage of modern/advanced topics</li></ol>						
6. Availability of text books/study materials						
<ol><li>Usefulness of tests and assignments</li></ol>						
8. Overall rating of the Course						
9. What benefit you derived from the course	?					
About the Instructor: Information on the Res	pondent: (7	Tick (	V) Ap	propr	iately	)
		A	В	C	D	E
<ol> <li>Pace of the Teaching/lecture</li> </ol>						
<ol><li>Comment of the Subject</li></ol>						
<ol><li>Clarity of expression</li></ol>						
Level of preparation						
5. Level of interaction						
Accessibility outside the class						
7. Others (please specify)						
A: Excellent B: Very Good C: Goo	d D:	Satisf	actory		E: Po	or



PRINCIPA!

Dr. R. G. Bhoyar Arts, Comm.

& Sci. College, SELOO

**Certificate Copy** 

# Dr. R. G. Bhoyar Arts, Commerce & Science College, Seloo Department of Language



### CERTIFICATE

# Certificate Course in Spoken English

This  Kumari_	is	to	cettify	that	Kumar/
Class _	<b>A</b>				ompleted the
					the Language
College, for			2022 to 07/	01/2023 in	the academic

Course Co-ordinator Prof. Satish S. Manwar Dr. RGBACSC, Seloo Principal
Dr. Sanjay S. Kanode
Dr. RGBACSC, Seloo



PRINCIPAL

Dr R. G. Bhoyar Arta Comm.

& Sci. College, SELOO

### Learning outcomes:-

- 1. Students enhance their speaking skills. They communicate effectively with each other's and discussed fluently.
  - a. Use appropriate grammatical pattern and create meaningful sentences.
  - b. Use appropriate vocabulary while discussing.
  - c. Use clear pronunciation.
  - d. Use basic structures in their oral communication.
  - e. Use reading skills and become successful readers.
- 2. To develop their writing skills,
  - a. Use basics structures in their writing.
  - b. able to write informal letter, application and e-mails.
  - c. use punctuation correctly.
  - d. use correct and appropriate grammar structure while writing.
  - e. appropriately fill in any kind of application and reservation form etc.
- 3. To enhance their reading skills and became successful independent reader.
  - a. students easily understand meaning of words & guess meaning of new words.
  - b. use the strategies of scanning, skimming and reading closely and find out the meaning of new words.
  - c. easily able to recall the idea while reading the text.
  - d. Students read text fluently.
  - e. idententify central meaning of the text.

Because of this course learning outcomes gained. Each and every one student enhances their reading, speaking, listening writing skills.

SELOO SELOO SE

Dr R. G. Bhoyar Arts, Comm. & Sci. College, SELOO Course Co-ordinator Prof. Satish S. Manwar Dr. RGBACSC, Seloo

Principal Dr. Sanjay S. Kanode

Dr P G. Bhoyar A Comm.

Dr. Sanjay S. Kanode Dr. RGBACSC, Seloo

To Selono

Co-ordinator

Interna Jality Assurance Cell
Dr. R. G. Bhoyar Arts, Comm.
& Science College, SELOO



# Vidyabharti College, Seloo (Anti's Commerce & Science) College Index: Sr. - 868

Th. Seloo, Wardha - 442 104

Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs /

Date:

	Activity Report
Academic Year	2020-2021
Name of Activity	"Certificate Course in Spoken English" (Online- Mode)
Date of Activity	01 Jan 2021 to 06 Feb 2021
Organized by	Department of language of Vidyabharti College, Seloo Dist - Wardha
Organizing unit/ agency/ collaborating agency	Department Of Language of Vidyabharti College, Seloo Dist – Wardha
Number of Students	30
Permission letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Certificate Copy	Attached
Attendance List	Attached
Feedback form	Attached
Outcomes	Attached
Brief report	Report on Certificate course in Spoken English"  To enhance communication skills of the students, Department of language, Vidyabharti College, Seloo Dist -Wardha was commenced 30 Hours Certificate course in spoken English dated on <b>01 Jan 2021 to 06 Feb 2021</b> . It was organized under the guidance college principal Dr. Sanjay Kanode, Vidyabharti College College, Seloo, Dr. Abhijeet



Vidyabharti College, Selot

Patil, HOD Department of languages, Prof. Vaibhao Pimpale Co-Cordinator department of English. The programme was conducted in online mode by using google meetlink.

The inaugural ceremony was conducted on the same day. **Chairperson** of this programme Dr. Sanjay Kanode sir was delivered speech on same topic.

Keynote address delivered by Chief guest **Prof. Swapnil Bhagat** Asst. Professor Department of English S. Chandra Mahavidylaya Amgaon dist Wardha.He explained importance of English in day to life and also given well PPT presentation. His class covered all important points. Dr. Abhijeet Patil did anchoring of the programme. Introductory speech delivered by Dr. Vaibhao Pimple and at the end of this delivered vote of thanks by Prof. Satish Manwar. This programme ends with the prime permission of chairperson.

There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges. Department of language conducted short term course as regular activity successfully. For this course Principal sir has given permission of 30 Hours class. Everyday class conducted regularly. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till **06 Feb 2021**.

In this short term certificate course, the attendee were enhanced their fundamental speaking skills ability and capacity. Through this course the department of language has invited to guest speaker Prof. Amit Ronghe Dept. of English from Arts & Science College, Pulgaon. Apart from that Dr. Vaibhao Pimpale and Prof. Amit Pohane has taken regular classes as per the timetable. The course coordinator insured that to fulfil the main objectivise of this short term course. 30 students were registered for this course. As per the scheduled certificates issued for all successful participated students.

PRINCIPAL Vidyabharti College, Selo

### Permission letter:-



Vidyabharti Sanstha, Wardha's

### Vidyabharti College, Seloo

(Art's, Commerce & Science) Th. Seloo, Wardha - 442 104 Sr. - 868 Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs /

Date:

1

To,

The Principal

Vidyabharti College, Seloo.

Dist Wardha.

Subject: - Permission for conducting short term (30 Hours) certificate course in spoken English.

Respected Sir,

I, hereby Prof. Vaibhao B. Pimple, Asst. Prof. in English Department of Language want your permission to conduct short term (30 Hours) certificate course in spoken English for the session 2020 to 2021.

I hope that you will allow the permission to conduct short term (30 Hours) certificate course in spoken English.

Yours faithfully

Course Co-ordinator Prof. Vaibho B. Pimple Vidyabharti College,Seloo

Vidyabharti College, Seloc

Admission Form

# VIDYABHARTI COLLEGE, SELOO

### Department of Language Session 2020-2021 Certificate Course in Spoken English

1. Name (in Block Lette	ers)		
	(Surname)	(First Name)	(Father/Husband's Name)
2. Address:			
3. Landline & Mobile N	o:		
4. Email ID:			
5. Educational Qualific	ation:		Photo
Kindly attach the true	copies 12thStd mark s	heet.	
6. How would you grad	le your English Langu	uage Proficiency?	
Excellent [] Very Good	[] Good [] Average	[] Poor []	
7. Do you belong to the	e economically under	privileged class? Yo	es [] No []
	Und	ertaking	
I have gone through the	syllabus carefully and	understand that	
		obtaining the certifica	te issued by the Department of
	end of the course. e disciplinary problems		
			ary within 15 days and not
damage the books in an			
Date:			Signature of Student
ATI O	OLL		

Vidyabharti College, Seloc

### Course Syllabus

### VIDYABHARTI COLLEGE, SELOO

### Department of Language Session 2021-2021

### Certificate Course in Spoken English

#### Unit I: Conversational Skills

- 1. Making Introduction
- 2. Greeting People
- 3. Talking about family
- 4. Describing people, places, animals
- 5. Expressing feelings
- 6. Inviting, Suggesting, Accepting, Refusing

### **Unit II: Conversational Skills**

- 1. Asking for and Giving Information
- 2. Giving direction
- 3. Making requests
- 4. Making offers
- 5. Getting and giving permission
- 6. Talking about past events

#### **Unit III: Conversational Skills**

- 1. Note Taking-Exercises for Summarizing
- 2. Writing Tasks
- 3. Listening to the audio CD.
- 4. Listening to the story and summarizing
- 5. Meeting people, Exchanging greetings and Taking leave
- 6. Giving personal information
- 7. Inviting People, Accepting and refusing an invitation

#### Unit IV: Conversational Skills

- 1. Situation at the Railway Counter
- 2. Complaining about a stale food product or an eatable
- 3. Complaining about a hyped bill
- 4. Approaching the MLA with a Request
- 5. Translation of Sentences
- 6. Enacting your favorites mother tongue show in English

### **Unit V: Conversational Skills**

- 1. Narrating the most embarrassing situation you have faced in your life
- 2. Narrating jokes in English
- 3. Sharing your experience of visiting a hospital
- 4. Talking about oneself in interviews



PRINCIPAL Vidyabharti College, Series

- 5. Spoken Report
- 6. Group Discussion
- 7. Role Play

### Unit VI: Basic Grammar

- 1. Tense
- 2. Parts of Speech
- 3. Types of Sentence

### Recommended books:

- 1. Strengthen Your Writing by V.R. Narayana Swamy (Orient Longman)
- 2. Written Communication in English by Sarah Freeman(Orient Longman)
- 3. Macmillan Foundation English by R.K. Dwivedi and A. Kumar (Macmillan)
- 4. Write Right by Sarita Manuja (Macmillan)



PRINCIPAL Vidyabharti College, Seloc

# VIDYABHARTI COLLEGE, SELOO Department of Language

# Certificate Course in Spoken English Session-2020-2021

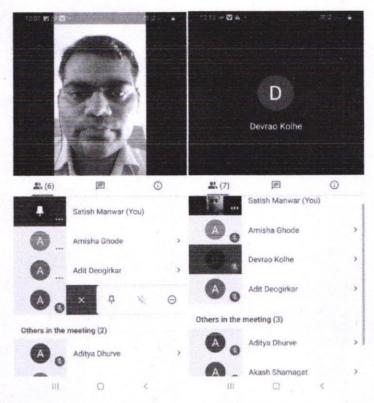
### **Admitted Students**

Sr. No.	Name Of Students	Class
1	SAKSHI NARESHRAO HORE	B.Com.
2	VAISHNAV DILIP TIJARE	B.Com.
3	KUNAL KISANA CHACHANE	B.Com.
4	VRUSHABH VILAS THOMBARE	B.Com.
5	VAIBHAO RAJENDRA SHENDRE	B.Com.
6	ROHIT DINESH FALE	B.Com.
7	DEVASHISH ASHOK BHURE	B.Com.
8	RANI RAJU KOLHE	B.Com.
9	PRANJALI ANKUSHRAO ATRAM	B.Com.
10	SHUBHAM VIJAY UIKE	B.Com.
11	JANHAVI RAJENDRA THAKRE	B.Com.
12	SAMIKSHA VINOD KUNGHATKAR	B.Com.
13	MUSKAN AYUB SHAHA	B.Com.
14	GAURI KESHAVRAO WANKHEDE	B.Com.
15	SNEHAL GAJANAN KALPANDE	B.Com.
16	KOMAL KHUSHAL MAHAKALKAR	B.Com
17	SEVENDRA VIJAY MAHURE	B.Sc.
18	ANURADHA RAMESHRAO SONWANE	B.Sc.
19	DURGA ANKUSH PIMPALE	B.Sc.
20	RIDDHI SHRAVAN RAUT	B.Sc.
21	NIKHITA SUNIL WATGULE	B.Sc.
22	ASHWINI DEORAO MASRAM	B.Sc.
23	SHRADDHA RAVINDRA RAKHUNDE	B.Sc.
24	SAURABHA HARISHCHANDRA BUNDE	B.Sc.
25	PRAJWAL PRADIP KALE	B.Sc.
26	RUTIKA RAMBHAU TAISKAR	B.Sc.
27	DURGA AMBADAS MANKAR	B.Sc.
28	KALYANI SHANKAR DUDHBADE	B.Sc.
29	SAGAR BHASKAR RAUT	B.Sc.
30	VAIDEHI SACHIN WANJARI	B.Sc.



Vidyabharti College, Sele

### **Photos**







PRINCIPAL Vidvabharti College, Seloc

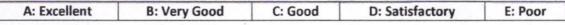
### Course Feedback Form

### VIDYABHARTI COLLEGE, SELOO Department of Language

Certificate Course in Spoken English

### Session 2020-21

Date:	Class					
Please fill the short questionnaire to make the course bett	er					
About the Course Information on the Respond	lent: (Tic	k (√) A	pproj	priate	ly)	
Depth of Coverage						
1) UG level 2) Graduate level	3) Advan	ce leve	:1			
Standard of test and assignments						
1) High 2) Normal	3) Easy					
4		A	В	C	D	E
<ol> <li>Coverage of the syllabus</li> </ol>						
2. Organization of the Course						
<ol><li>Emphasis on fundamentals</li></ol>						
<ol><li>Emphasis of fundamentals</li></ol>						
<ol><li>Coverage of modern/advanced topics</li></ol>						
<ol><li>Availability of text books/study materials</li></ol>						
<ol><li>Usefulness of tests and assignments</li></ol>						
8. Overall rating of the Course						
<ol><li>What benefit you derived from the course</li></ol>	?					
About the Instructor: Information on the Resp	oondent: (	Tick (	√) <b>Ap</b> j	propr	iately)	
		A	В	C	D	E
Pace of the Teaching/lecture						
2. Comment of the Subject						
Clarity of expression						
Level of preparation						
<ol><li>Level of interaction</li></ol>						
<ol><li>Accessibility outside the class</li></ol>						
7. Others (please specify)						1





PRINCIPAL Vidyabharti College, Selos

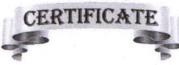


Vidyabharti Sanstha, Wardha.

# VIDYABHARTI COLLEGE, SELOO. B+ Grade by NAAC (CGPA- 2.56)

**Department of Language** 

# Certificate Course in Spoken English



This is to certify that Kumari/Kumar	Class has
successfully completed the Certificate Course in Spoken English conduc	cted by the Language Department of
Vidyabharti College, Seloo from to to	in the academic session
Date of Certification:/	

Head, Language Dept. Dr. Abhijeet Patil (Assist. Professor)

Dr. Sanjay Kanode (Principal)



Vidyabharti College, Seloc

### Learning outcomes:-

- 1. Students enhance their speaking skills. They communicate effectively with each other's and discussed fluently.
  - a. Use appropriate grammatical pattern and create meaningful sentences.
  - b. Use appropriate vocabulary while discussing.
  - c. Use clear pronunciation.
  - d. Use basic structures in their oral communication.
  - e. Use reading skills and become successful readers.
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  - c. use punctuation correctly.
  - d. use correct and appropriate grammar structure while writing.
  - e. appropriately fill in any kind of application and reservation form etc.
- 3. To enhance their reading skills and became successful independent reader.
  - a. students easily understand meaning of words & guess meaning of new words.
  - b. use the strategies of scanning, skimming and reading closely and find out the meaning of new words.
  - c. easily able to recall the idea while reading the text.
  - d. Students read text fluently.
  - e. idententify central meaning of the text.

Because of this course learning outcomes gained. Each and every one student enhances their reading, speaking, listening writing skills.

ALI COLLEGE BOOK

Vidyabharti College, Sen

Course Co-ordinator Prof. Satish S. Manwar Vidyabharti College, Seloo Principal Dr. Sanjay S. Kanode

Vidyabharti College, Seloo

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PRINCIPAL Vidyabharti College, Ser

Co-ordinator Internal Quality Assurance Cell Vidyabharti College, SELQQ



Vidyabharti Sanstha, Wardha's

## Vidyabharti College, Seloo

(Art's, Commerce & Science) Th. Seloo, Wardha - 442 104 College Index : Sr. - 868 Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs /

Date:

	Activity Report
Academic Year	2019-2020
Name of Activity	"Certificate Course in Spoken English"
Date of Activity	18 Jan to 15 Mar 2020
Organized by	Department of language, Vidyabharti College, Seloo Dist-Wardha
Organizing unit/ agency/ collaborating	Department Of Language , Vidyabharti College, Seloo Dist -Wardha
agency	
Number of Students	40
Permission letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Certificate Copy	Attached
Attendance List	Attached
Feedback form	Attached
Outcomes	Attached
Brief report	Report on Certificate course in Spoken English"  To enhance communication skills of the students, Department of language, Vidyabharti College, Seloo was commenced 30 Hours  Certificate course in spoken English dated on 18 Jan to 15 Mar 2020  It was organized under the guidance college principal Dr. Sanjay Kanode, Vidyabharti College College Seloo, Dr. Abhijeet Patil, HOD



PRINCIPAL Vidyabharti College, Seloc Department of languages, Prof. Vaibhao Pimpale Course Cordinator department of Language. Prof. Satish S. Manwar Co-Cordinator department of Language conduct activity successfully. The programme was conducted in Seminar Hall.

The inaugural ceremony was conducted on the same day. Chairperson of this programme. Dr. Sanjay Kanode sir was delivered

speech on same topic.

Keynote address delivered by Chief guest **Prof. Anand** Chahande sir Hod Department of English New Arts, Comm. Science College Wardha.He explained importance of English in day today life through PPT presentation. His class covered all important points. Prof. Satish Manwar did anchoring of the programme. Introductory speech delivered by Dr. Vaibhao Pimple and at the end of this delivered vote of thanks by Prof. Amit Pohan sir. This programme ends with the prime permission of chairperson.

There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges.

Department of language conducted short term course as regular activity successfully. For this course principal sir has given permission of 30 Hours class. Everyday class was conducted at 9.30 am in Seminar Hall. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till 15 Mar 2020

In this short term certificate course, the attendee were enhanced their fundamental speaking skills ability and capacity. Through this course the department of language has invited to guest speaker Prof. Swapnil Bhagat Hod Dept. of English, S. Chandra Mahavidyalaya Amgaon Dist. Gondia. Dr. Vaibhao Pimpale and Prof. Satish Manwar were conducted regular classes as per the timetable. The course co-ordinator insured that to fulfil the main objectivise of this short term course.40 students were registered for this course. As per the scheduled of this course the oral exam was taken at the end of the course and certificates issued for all successful participated students.

COLO SI

PRINCIPAL Vidyabharti College, Selor

### Permission letter:-



Vidyabharti Sanstha, Wardha's

### Vidyabharti College, Seloo

(Art's, Commerce & Science) Th. Seloo, Wardha - 442 104 Sr. - 868 Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs /

Date: /

To,

The Principal

Vidyabharti College, Seloo.

Dist Wardha.

Subject: - Permission for conducting short term (30 Hours) certificate course in spoken English.

Respected Sir,

I, hereby Prof. Vaibhao B. Pimple, Asst. Prof. in English Department of Language want your permission to conduct short term (30 Hours) certificate course in spoken English for the session 2019 to 2020.

I hope that you will allow the permission to conduct short term (30 Hours) certificate course in spoken English.

Yours faithfully

Course Co-ordinator Prof. Vaibho B. Pimple Vidyabharti College, Seloo

ANTI COLLEGE \*

Vidyabharti College, Selos

Admission Form

# VIDYABHARTI COLLEGE, SELOO

# Department of Language Session 2019-2020 Certificate Course in Spoken English

1. Name (in Block Letters)_			
	(Surname)	(First Name)	(Father/Husband's Name)
2. Address:			
3. Landline & Mobile No:			
4. Email ID:			
5. Educational Qualification	1:		Photo
Kindly attach the true copie	s 12 <sup>th</sup> Std mark she	eet.	
6. How would you grade yo	ur English Langua	ge Proficiency?	
Excellent [] Very Good [] (	Good [] Average []	Poor[]	
7. Do you belong to the eco	onomically under p	rivileged class? Yes [	] No [ ]
	<u>Un</u>	dertaking	
I have gone through the sy	llabus carefully and	d understand that	
		or obtaining the certific	cate issued by the Department of
Language at the er			
II. I will not cause d			rary within 15 days and not
damage the books in any v		ii tile departifiertai lib	rary within 15 days and not
damago mo dome man,			
Date:			Signature of Student
ARTI			

Vidyabharti College, Seloe

#### Course Syllabus

# VIDYABHARTI COLLEGE, SELOO Department of Language

### Certificate Course in Spoken English

### **Unit I: Conversational Skills**

- 1. Making Introduction
- 2. Greeting People
- 3. Talking about family
- 4. Describing people, places,
- 5. Expressing feelings
- 6. Inviting, Suggesting, Accepting,

#### Unit II: Conversational Skills

- 1. Asking for and Giving Information
- 2. Giving direction
- 3. Making requests
- 4. Making offers
- 5. Getting and giving permission
- 6. Talking about past events

### **Unit III: Conversational Skills**

- 1. Note Taking-Exercises for Summarizing
- 2. Writing Tasks
- 3. Listening to the audio CD
- 4. Listening to the story and summarizing
- 5. Meeting people, Exchanging greetings and Taking leave
- 6. Giving personal information
- 7. Inviting People, Accepting and Refusing an invitation

### **Unit IV: Conversational Skills**

- 1. Situation at the Railway Counter
- 2. Complaining about a stale food product or an eatable
- 3. Complaining about a hyped bill
- 4. Approaching the MLA with a Request
- 5. Translation of Sentences
- 6. Enacting your favorite mother tongue show in English



PRINCIPAL Vidyabharti College, Seloc

### **Unit V: Conversational Skills**

- 1. Narrating the most embarrassing situation you have faced in your life
- 2. Narrating jokes in English
- 3. Sharing your experience of visiting a hospital
- 4. Talking about oneself in interviews
- 5. Spoken Report
- 6. Group Discussion
- 7. Role Play

### Unit VI: Basic Grammar

- 1. Tense
- 2. Parts of Speech
- 3. Types of Sentence

### Recommended books:

- 1. Strengthen Your Writing by V.R. Narayana Swamy (Orient Longman)
- 2. Written Communication in English by Sarah Freeman(Orient Longman)
- 3. Macmillan Foundation English by R.K. Dwivedi and A. Kumar (Macmillan)
- 4. Write Right by Sarita Manuja (Macmillan)

ARTI COLLEGE

PRINCIPAL Vidyabharti College, Seloë

# VIDYABHARTI COLLEGE, SELOO

Department of Language

# Certificate Course in Spoken English

### Session 2019-20

Day	Teacher	Time/Room No. 101	Unit
Monday	Prof. V. B. Pimpale	09.30 To 10.30 am.	Unit I: Conversational Skills
Tuesday	Prof. V. B. Pimpale	09.30 To 10.30 am.	Unit II: Conversational Skills
Wednesday	Prof. V. B. Pimpale	09.30 To 10.30 am.	Unit III: Conversational Skills
Thursday	Prof. S.S.Manwar	09.30 To 10.30 am.	Unit IV: Conversational Skills
Friday	Prof. S.S.Manwar	09.30 To 10.30 am.	Unit V: Conversational Skills
Saturday	Prof. Amit Pohankar	09.30 To 10.30 am.	Unit VI: Basic Grammar



PRINCIPAL Vidyabharti College, Selo

### **Photos**









PRINCIPAL Vidyabharti College, Seloe (2019-2020)

(2019-2020)

Sr. No.					
1	Ku. Valshnavi S. Kawalkar				
2	Saad S sheikh	T		1	
3	Divya A. Naik	1		1	1
4	Shantanu D. Pawar	$\top$		1	1
5	ku.Utkarsha K.Zore	+	_		+
6	ku. Disha S.Somnathe	1.	-1-	1	+
7	ku.Kiran P.Parate	$\top$		1	+-
8	ku.Ashwini S.Shankddhawar	+	7	1	+
9	Ku. Prjakta G.Tikhade	+			+
10	ku.Nikita S.Dhoke	+			+-
11	ku.Dnyaneshwari P.Masram	1			+-
12	ku.Poornima A.Jambulkar	+			+-
13	ku. Poonam P.Narayane	1			-
14	ku.Payal G.Kaner	+	1	1	+
15	Harshal N.Sawarkar	+	- }	-	-
16	Ku. Rutika V.Ambulkar	+		-	+
17	ku.Prajakta S. Dhandre	+	,	-	+
18	Ku.Bhairaví K.Waghmare	1:	1		+
19	Ku.Aditi P.Deogirkar	+	-	-	+-
20	ku.Rashmi R. Dangare	+		-	+
21	Ku.Nisha D.Dharmul	+			+
22	Ku.Nisha P. Zade	+			+
23	ku. Shubhangi G. Chambhare	+			+-
24	Ku.Megha D. Argade	+			+-
25	Ku. Komal D. Warulkar	+			+-
26	Ku.Pratiksha A. Kawale	+			-
27	ku.Namrata N.Nanhe	+			-
28	ku.Shalini S. Karkade	+	-	-	-
29	Rakesh R. Karnake	-	-	`	-
30	Santosh N.Mishra	-	1		-
31	ku.Achal D. Bhagat				-
32	ku.Pranali D.Sonulkar	-			-
33	Ku.Harsha K.Paratkar	-	*		-
34	ku.Pranali P. Chafle	-	•		
35	Ku.Hirkani D.Atram	-	-		
36	Ku.Ankita P.Ghutke	-			
	Ku.Vaishnavi S. Kamble	-	-		
	ku.Jayshri B. Choudhari	-	-		
	ku.KomalA.Petkar	-	-		
	Prajwal J.Butle	-			

PRINCIPAL Vidyabharti Collega, S



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Vidyabharti College, Seloc

### Course Feedback Form

# VIDYABHARTI COLLEGE, SELOO Department of Language

### Certificate Course in Spoken English

### Session 2019-20

Date: Class:				_		
Please fill the short questionnaire to make the course	better					
About the Course Information on the Resp	ondent: (Tick	(√) A	pprop	riatel	y)	
Depth of Coverage						
1) UG level 2) Graduate level	3) Advan	ce leve	1			
Standard of test and assignments						
1) High 2) Normal	3) Easy					
		A	В	C	D	E
<ol> <li>Coverage of the syllabus</li> </ol>						- 1
2. Organization of the Course						
<ol><li>Emphasis on fundamentals</li></ol>						
<ol><li>Emphasis of fundamentals</li></ol>						
<ol><li>Coverage of modern/advanced topics</li></ol>						
<ol><li>Availability of text books/study mater</li></ol>	ials					
7. Usefulness of tests and assignments		-				
8. Overall rating of the Course						
9. What benefit you derived from the co	urse?					
			ļ			
About the Instructor: Information on the I	Respondent: (	Tick (	<b>√) Ap</b>	propr	iately	)
	2 2 2 2 2	T .	D	-	D	E
1 D Cd T 1: // 4		A	В	C	D	E
1. Pace of the Teaching/lecture		-				
2. Comment of the Subject						
3. Clarity of expression		-				
4. Level of preparation						
5. Level of interaction					SCIENCE.	
6. Accessibility outside the class		-				
7. Others (please specify)					<u> </u>	L

C: Good



**B: Very Good** 

A: Excellent



D: Satisfactory

E: Poor



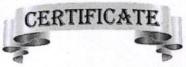
Vidyabharti Sanstha, Wardha.

# VIDYABHARTI COLLEGE, SELOO.

B+ Grade by NAAC (CGPA- 2.56)

Department of Language

# Certificate Course in Spoken English



This is to certify that Kumari/Kumar		has
successfully completed the Certificate Cours	e in Spoken Engl	lish conducted by the Language Department of
Vidyabharti College, Seloo from	to	in the academic session
Date of Certification://		

Ce-Coordinator Mr. Satish Manwar (Assist. Professor) Coordinator Mr. Vaibhao Pimpale (Assist. Professor) Head, Language Dept. Dr. Abhijeet Patil (Assist. Professor)

Chairman Dr. Sanjay Kanode (Principal)



PRINCIPAL Vidyabharti College, Selor

### **Learning outcomes:-**

- 1. Students enhance their speaking skills. They communicate effectively with each other's and discussed fluently.
  - Use appropriate grammatical pattern and create meaningful sentences.
  - b. Use appropriate vocabulary while discussing.
  - c. Use clear pronunciation.
  - d. Use basic structures in their oral communication.
  - e. Use reading skills and become successful readers.
- 2. To develop their writing skills,
  - a. Use basics structures in their writing.
  - b. able to write informal letter, application and e-mails.
  - c. use punctuation correctly.
  - d. use correct and appropriate grammar structure while writing.
  - e. appropriately fill in any kind of application and reservation form etc.
- 3. To enhance their reading skills and became successful independent reader.
  - a. students easily understand meaning of words & guess meaning of new words.
  - b. use the strategies of scanning, skimming and reading closely and find out the meaning of new words.
  - c. easily able to recall the idea while reading the text.
  - d. Students read text fluently.
  - e. idententify central meaning of the text.

Because of this course learning outcomes gained. Each and every one student enhances their reading, speaking, listening writing skills.

SELOD ) SE

PRINCIPAL Vidyabharti College, Selo Course Coordinator Prof. Vaibhao B. Pimple Vidyabharti College, Seloo Principal
Dr. Sanjay S. Kanode
Vidyabharti College, Seloo

SELOD SELOD SECON

Vidyabharti College, Selo

Co-ordinator Internal Quality Assurance Cell Vidyabharti College, SELQO



# Vidyabharti Sanstna, warung Seloo Vidyabharti College, Seloo College Index: Sr. - 868

Th. Seloo, Wardha - 442 104

Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs /

Date:

	Activity Report
Academic Year	2018-2019
Name of Activity	"Certificate Course in Spoken English"
Date of Activity	8 February 2013 to 29 April 2019 (55 Days)
Organized by	Department of language of Vidyabharti College, Seloo Dist -Wardha
Organizing unit/ agency/ collaborating agency	Department Of Language of Vidyabharti College, Seloo Dist -Wardha
Number of Students	30
Permission letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Certificate Copy	Attached
Attendance List	Attached
Feedback form	Attached
Outcomes	Attached
Brief report	Report on Certificate course in Spoken English"  To enhance communication skills of the students, Department of language, Vidyabharti College, Seloo Dist -Wardha was commenced 30 Hours Certificate course in spoken English dated on 8 February 2013 to 29 April 2019.  It was organized under the guidance college Principal Dr. Sanjay Kanode, Vidyabharti College College Seloo, Dr. Abhijeet Patil, HOD Department of languages, Prof. Vaibhao Pimpale Co-Cordinator department of English. The programme was conducted in Seminar Hall.

Vibydonarti College, Sur

The inaugural ceremony was conducted on the same day.

Chairperson of this programme Dr. Sanjay Kanode sir was delivered speech on same topic.

Keynote address delivered by Chief guest **Prof. Nitin Ghamandi** S.N.T College Asst. Professor Department of English. He explained importance of English in day to life. His class covered all important points. Dr. Abhijeet Patil did anchoring of the programme. Introductory speech delivered by Dr. Vaibhao Pimple and at the end of this delivered vote of thanks by Prof. Amit Pohane. This programme ends with the prime permission of chairperson.

There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges. Department of language conducted short term course as regular activity successfully. For this course Principal sir has given permission of 30 Hours class. Everyday class was conducted at 9.30 am in Seminar Hall. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till 29 April 2019.

In this short term certificate course, the attendee were enhanced their fundamental speaking skills ability and capacity. Through this course the department of language has invited to guest speaker Prof. Amit Ronghe Dept. of English from Arts & Science College, Pulgaon. Apart from that Dr. Vaibhao Pimpale and Prof. Amit Pohane has taken regular classes as per the timetable. The course coordinator insured that to fulfil the main objectivise of this short term course. 30 students were registered for this course. As per the scheduled of this course the oral exam was taken at the end of the course and certificates issued for all successful participated students.

AARTI COLLEGE

PRINCIPAL Vidyabharti College, Seloc

#### Permission letter:-



Vidyabharti Sanstha, Wardha's

### Vidyabharti College, Seloo

(Art's, Commerce & Science) Th. Seloo, Wardha - 442 104 Sr. - 868 Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs /

- 1

Date:

1 1

To,

The Principal

Vidyabharti College, Seloo.

Dist Wardha.

Subject: - Permission for conducting short term (30 Hours) certificate course in spoken English.

Respected Sir,

I, hereby Prof. Vaibhao B. Pimple, Asst. Prof. in English Department of Language want your permission to conduct short term (30 Hours) certificate course in spoken English for the session 2018 to 2019.

I hope that you will allow the permission to conduct short term (30 Hours) certificate course in spoken English.

Yours faithfully

Vidyabharti College. Selos

Course Co-ordinator Prof. Vaibhao B. Pimple Vidyabharti College,Seloo **Admission Form** 

Date:

## VIDYABHARTI COLLEGE, SELOO

Department of Language

## Certificate Course in Spoken English

1. Name (in Block			
Letters)			
	(Surname)	(First Name)	(Father/Husband's
Name)			
2. Address:			
3. Landline & Mobile N	o:		
4. Email ID:			
5. Educational Qualific	ation:		Photo
Kindly attach the true	copies 12thStd mark sho	eet.	
6. How would you grad	le your English Langua	ge Proficiency?	
Excellent [] Very Good	I [] Good [] Average []	Poor[]	
7. Do you belong to the	e economically under p	rivileged class? Y	es [] No []
	<u>Under</u>	taking	
I. 75% attendand of language at the end of II. I will not caus	of the course.  e disciplinary problems.  e books borrowed from the	btaining the certifica	ate issued by the Department ary within 15 days and not

Vidyabharti College, Selos

Signature of Student

#### Course Syllabus

# VIDYABHARTI COLLEGE, SELOO Department of Language

## Certificate Course in Spoken English

#### Unit I: Conversational Skills

- 1. Making Introduction
- 2. Greeting People
- 3. Talking about family
- 4. Describing people, places, animals
- 5. Expressing feelings
- 6. Inviting, Suggesting, Accepting, Refusing

#### **Unit II: Conversational Skills**

- 1. Asking for and Giving Information
- 2. Giving direction
- 3. Making requests
- 4. Making offers
- 5. Getting and giving permission
- 6. Talking about past events

#### **Unit III: Conversational Skills**

- 1. Note Taking-Exercises for Summarizing
- 2. Writing Tasks
- 3. Listening to the audio CD, Spoken English Foundation Course Vol. I and II
- Listening to the story and summarizing
- 5. Meeting people, Exchanging greetings and Taking leave
- 6. Giving personal information
- 7. Inviting People, Accepting and Refusing an invitation

#### **Unit IV: Conversational Skills**

- 1. Situation at the Railway Counter
- 2. Complaining about a stale food product or an eatable
- 3. Complaining about a hyped bill
- 4. Going to the Surpanch and enquiring about widening of roads
- 5. Approaching the MLA with a Request
- 6. Translation of Sentences
- 7. Enacting your favorite mother tongue show in English

Unit V: Conversational Skills

1. Narrating the most embarrassing situation you have faced in your life

Vidyabharti College, Seloc

- 2. Narrating jokes in English
- 3. Sharing your experience of visiting a hospital
- 4. Talking about oneself in interviews
- 5. Spoken Report
- 6. Group Discussion
- 7. Role Play

#### Unit VI: Basic Grammar

- 1. Tense
- 2. Parts of Speech
- 3. Types of Sentence

#### Recommended books:

- 1. Strengthen Your Writing by V.R. Narayana Swamy (Orient Longman)
- 2. Written Communication in English by Sarah Freeman(Orient Longman)
- 3. Macmillan Foundation English by R.K. Dwivedi and A. Kumar( Macmillan)
- 4. Write Right by Sarita Manuja (Macmillan)



PRINCIPAL Vidyabharti College Selec

Students list:-

## VIDYABHARTI COLLEGE, SELOO Department of Language

## Certificate Course in Spoken English Session-2018-2019

#### **Admitted Students**

Sr. No.	Name of Students	Class
1	ANITA VIJAYRAO WANDILE	B.Sc.
2	SUDARSHAN AMBADAS TITARE	B.Sc.
3	MONIKA RAMCHANDRA DAF	B.Sc.
4	RANU VIJAYRAO POPHALI	B.Sc.
5	PRATIKSHA DEVIDAS BHAT	B.Sc.
6	SUNNY SUNILRAO MANDEKAR	B.Sc.
7	JAYENDRA ANIRUDHA KENDHE	B.Sc.
8	TEJASHRI ARUN DESAI	B.Sc.
9	SHIVANI ANIL AMBATKAR	B.Sc.
10	SANKET SHARAD SURKAR	B.Sc.
11	SURAJ KAILASH SHARMA	B.Sc.
12	EKANTI GOPALRAO WASAKE	B.Sc.
13	SAKSHI RAJENDRA THAKARE	B.Sc.
14	EMANVEL DANIEL BARVA	B.Sc.
15	HARSHAL ASHOKRAO SONTAKKE	B.Sc.
16	PARVEJ AKIL SHEKH	B.Con
17	VISHAL MANOJ PAWAR	B.Con
18	HATTIM BABU SHEKH	B.Con
19	VICKY PURUSHOTTAM DHUMANE	B.Con
20	NIKITA KUSHABRAO THUTE	B.Con
21	ROHIT NITIN KANOJE	B.Con
22	SHIVANSH SUDHAKARRAO WAGHAMARE	B.Cor
23	KSHITIJ ANMOL DHEPE	B.Con
24	AKSHAY MADHUKAR DHAWALE	B.Cor
25	JAYEE KIRAN NAKHATE	B.Cor
26	SHIVAM SUDHAKAR ARADE	B.Cor
27	PRIYANKA GANGADHAR NINAVE	B.Cor
28	ARTI SURESH NAGPURKAR	B.Cor
29	YOGESH GAJANAN SORTE	B.Cor
30	NITIN SHRIDHAR PARATE	B.Cor





#### Time-Table

## VIDYABHARTI COLLEGE, SELOO

Department of Language

## Certificate Course in Spoken English

Session 2018-19

Day	Teacher	Time/Room No. 101	Unit
Monday	Prof. V. B. Pimpale	09.30 To 10.30 am.	Unit I: Conversational Skills
Tuesday	Prof. V. B. Pimpale	09.30 To 10.30 am.	Unit II: Conversational Skills
Wednesday	Prof. V. B. Pimpale	09.30 To 10.30 am.	Unit III: Conversational Skills
Thursday	Prof. P. Narayane	09.30 To 10.30 am.	Unit IV: Conversational Skills
Friday	Prof. P. Narayane	09.30 To 10.30 am.	Unit V: Conversational Skills
Saturday	Prof. Amit Pohankar	09.30 To 10.30 am.	Unit VI: Basic Grammar



PRINCIPAL Vidyabharti College, Seloc

### Photos









#### Course Feedback Form

Name: \_

### VIDYABHARTI COLLEGE, SELOO Department of Language

## Certificate Course in Spoken English

### Session 2018-19

Date:								
Please fill the short questio	nnaire to make the course b	better				, ,		
About the Course Info	ormation on the Respo	ondent: (Tic	k (√) A	pprop	riatel	<b>y</b> )	0	
Depth of Coverage								
1) UG level	2) Graduate level	3) Advar	nce leve	1				
Standard of test and ass	signments							
1) High	2) Normal	3) Easy						
			A	В	C	D	E	
1. Coverage of the	e syllabus				-			
<ol><li>Organization of</li></ol>	f the Course							
3. Emphasis on fu								
4. Emphasis of fu	ndamentals							
5. Coverage of mo	odern/advanced topics							
6. Availability of	text books/study materi	als						
7. Usefulness of to	ests and assignments							
8. Overall rating of	of the Course							
9. What benefit ye	ou derived from the cou	irse?				-		
About the Instructor	: Information on the R	espondent:	(Tick (	√) <b>Ap</b>	propr	iately	)	
			A	В	C	D	E	
1. Pace of the Tea	aching/lecture							
2. Comment of th								
<ol><li>Clarity of expr</li></ol>	ession							
4. Level of prepar	ration							
5. Level of intera								
6. Accessibility o	utside the class				-			
7. Others (please		AL .						

C: Good

**B: Very Good** 

A: Excellent

D: Satisfactory

Vidyabharti College, Selor

E: Poor

**Certificate Copy** 

## VIDYABHARTI COLLEGE, SELOO

**Department of Language** 



## CERTIFICATE

## Certificate Course in Spoken English

This	is	to	ceti	tify	tha	t	Ku	nat/
/Kumari_								
Class			has	succes	sfully	comp	oleted	the
Certificate	Course	in	Spoken	Englis	h con	ducte	d by	the
<u>f</u> anguage	Departm	ent	of Vidy	lbharti	Colleg	ge, f	eloo j	from
08/_02_	/2019 to	ο.	_29_/_04	_/2018	in	the	acad	emic
session/sem	estet 201	8-20	19.					

**Co-ordinator** 

Prof. VaibhaoPimpale

Dept. Of Language

Chairperson

Dr. Sanjay Kanode

Principal



Vidyabharti College, Seloc

#### Learning outcomes:-

- 1. Students enhance their speaking skills. They communicate effectively with each other's and discussed fluently.
  - a. Use appropriate grammatical pattern and create meaningful sentences.
  - b. Use appropriate vocabulary while discussing.
  - c. Use clear pronunciation.
  - d. Use basic structures in their oral communication.
  - e. Use reading skills and become successful readers.
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    - e. idententify central meaning of the text.

Because of this course learning outcomes gained. Each and every one student enhances their reading, speaking, listening writing skills.

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PRINCIPAL Vidyabharti College, Selo Course Co-ordiantor Prof. Vaibhao Pimple Vidyabharti College, Seloo

Principal Dr. Sanjay S. Kanode Vidyabharti College, Seloo



PRINCIPAL Vidyabharți College, Seloc

Co-ordinator
Internal Quality Assurance Cell
Vidyabhari College, E. L.



Vidyabharti Sanstha, Wardha's

### Vidyabharti College, Seloo

(Art's, Commerce & Science) Th. Seloo, Wardha - 442 104 College index : Sr. - 868 Jr. 07.08.006

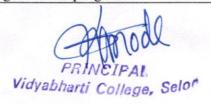
Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs /

Date:

	Activity Report
Academic Year	2017-2018
Name of Activity	"Certificate Course in Spoken English "
Date of Activity	5 January 2018 to 17 February 2018
Organized by	Department of language of Vidyabharti College, Seloo Dist -Wardha
Organizing unit/ agency/ collaborating agency	Department Of Language Vidyabharti College ,Seloo Dist -Wardha
Number of	30
Students	
Permission letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Certificate Copy	Attached
Attendance List	Attached
Feedback form	Attached
Outcomes	Attached
Brief report	Report on Certificate course in Spoken English"  To enhance communication skills of the students, Department of language, Vidyabharti College, Seloo was commenced 30 Hours Certificate course in spoken English dated on 5 January to 17 February 2018.  It was organized under the guidance college principal Dr. Sanjay Kanode, Vidyabharti College College Seloo, Dr. Abhijeet Patil, HOD Department of languages, Prof. Vaibhao Pimpale Co-ordinator, certificate course in spoken english. The programme was conducted in





Seminar Hall.

The inaugural ceremony was conducted on the same day. **Chairperson** of this programme Dr. Sanjay Kanode sir was delivered speech on same topic.

Keynote address delivered by Chief guest **Prof. Laxmikant Pimple,** Asst. Professor Department of English Lok Mahavidylaya. Wardha. He explained importance of english in day to life Prof. Nitin Ghamandi Asst. Professor, S.N.T College given well PPT presentation. His class covered all important points. Dr. Abhijeet Patil did anchoring of the programme. Introductory speech delivered by Dr. Vaibhao Pimple and at the end of this delivered vote of thanks by Prof. Amit Pohane. This programme ends with the prime permission of chairperson.

There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges.

Department of language conducted short term course as regular activity successfully. For this course principal sir has given permission of 30 Hours class. Everyday class was conducted at 9.30 am in Seminar Hall. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till 17 February 2018.

In this short term certificate course, the attendee were enhanced their fundamental speaking skills ability and capacity. Through this course the department of language has invited to guest speaker Prof. Amit Ronghe Dept. of English from Arts & Science College, Pulgaon. Apart from that Dr. Vaibhao Pimpale and Prof. Amit Pohane had conducted regular classes as per the timetable. The course coordinator insured that to fulfil the main objectivise of this short term course. 30 students were registered for this course. As per the scheduled of this course the oral exam was taken at the end of the course and certificates issued for all successful participated students.



Vidvabharti College, Solof

#### Permission letter:-



Vidyabharti Sanstha, Wardha's

### Vidyabharti College, Seloo

(Art's, Commerce & Science) Th. Seloo, Wardha - 442 104 Sr. - 868 Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs /

f

Date

1

To,

The Principal

Vidyabharti College, Seloo.

Dist Wardha.

Subject: - Permission for conducting short term (30 Hours) certificate course in spoken English.

Respected Sir,

I, hereby Prof. Vaibhao B. Pimple, Asst. Prof. in English Department of Language want your permission to conduct short term (30 Hours) certificate course in spoken English for the session 2017 to 2018.

I hope that you will allow the permission to conduct short term (30 Hours) certificate course in spoken English.

Yours faithfully

Course Co-ordinator Prof. Vaibho B. Pimple

Vidyabharti College, Seloo

ARTI COLLEGE \* SELOO COLLEGE

Vidyabharti College, Selo

Admission Form

## VIDYABHARTI COLLEGE, SELOO

## Department of Language Session 2017-2018 Certificate Course in Spoken English

1. Name (in Block				
Letters)				
(S	Surname)	(First Name)	(Father/Husband's	s
Name)				
2. Address:				
3. Landline & Mobile No:				
4. Email ID:			pl.	
5. Educational Qualification:			Pho	to
Kindly attach the true copies	12thStd mark she	et.		
6. How would you grade your	English Languag	ge Proficiency?		
Excellent [] Very Good [] Go	od [] Average []	Poor[]		
7. Do you belong to the econe	omically under pr	ivileged class? Y	es [] No []	
	Undert	aking		
I have gone through the syllabution I. 75% attendance is a post of language at the end of the color II. I will not cause disciporate I also agree to return the books damage the books in any way.	pre-requisite for ob ourse. olinary problems.	taining the certifica		
Date:		Approol	Signature of Stude	ent

Vidyabharti College, Seloc

#### Course Syllabus

## VIDYABHARTI COLLEGE, SELOO

### Department of Language Session 2017-2018 Certificate Course in Spoken English

#### **Unit I: Conversational Skills**

- 1. Making Introduction
- 2. Greeting People
- 3. Talking about family
- 4. Describing people, places, animals
- 5. Expressing feelings
- 6. Inviting, Suggesting, Accepting, Refusing.

#### Unit II: Conversational Skills

- 1. Asking for and Giving Information
- 2. Giving direction
- 3. Making requests
- 4. Making offers
- 5. Getting and giving permission
- 6. Talking about past events

#### **Unit III: Conversational Skills**

- 1. Note Taking-Exercises for Summarizing
- 2. Writing Tasks
- 3. Listening to the audio CD and PPT
- 4. Listening to the story and summarizing
- 5. Meeting people, Exchanging greetings and Taking leave
- 6. Giving personal information
- 7. Inviting People, Accepting and refusing an invitation

#### Unit IV: Conversational Skills

- 1. Situation at the Railway Counter
- Complaining about a stale food product.
- 3. Going to the Surpanch and enquiring about widening of roads
- 4. Translation of Sentences
- 7. Enacting your favorite mother tongue show in English

#### Unit V: Conversational Skills

- 1. Narrating jokes in English
- 2. Sharing your experience of visiting a hospital
- 3. Talking about oneself in interviews
- 4. Spoken Report
- 5. Group Discussion
- 6. Role Play



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#### Unit VI: Basic Grammar

- 1. Tense
- 2. Parts of Speech
- 3. Types of Sentence

#### Recommended books:

- 1. Strengthen Your Writing by V.R. Narayana Swamy (Orient Longman)
- 2. Written Communication in English by Sarah Freeman(Orient Longman)
- 3. Macmillan Foundation English by R.K. Dwivedi and A. Kumar (Macmillan)
- 4. Write Right by Sarita Manuja (Macmillan)

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## VIDYABHARTI COLLEGE, SELOO

Department of Language

## Certificate Course in Spoken English

Session 2017-18

Day	Teacher	Time/Room No. 101	Unit
Monday	Prof. V. B. Pimpale	09.30 To 10.30 am.	Unit I: Conversational Skills
Tuesday	Prof. V. B. Pimpale	09.30 To 10.30 am.	Unit II: Conversational Skills
Wednesday	Prof. V. B. Pimpale	09.30 To 10.30 am.	Unit III: Conversational Skills
Thursday	Prof. P. Narayane	09.30 To 10.30 am.	Unit IV: Conversational Skills
Friday	Prof. P. Narayane	09.30 To 10.30 am.	Unit V: Conversational Skills
Saturday	Prof. Amit Pohankar	09.30 To 10.30 am.	Unit VI: Basic Grammar



PRINCIPAL Vidyabharti College, Seloe Students list:-

## VIDYABHARTI COLLEGE, SELOO Department of Language

## Certificate Course in Spoken English Session- 2017-2018

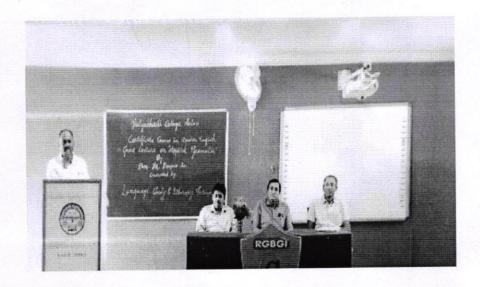
#### **Admitted Students**

Sr. No.	Name	Class
1.	Vaibhao Satyawan Supare	B. Com. III
2.	Roshana Liladhar Pohane	B. Com. III
3.	Sukanya Sunil Saraf	B. Com. III
4.	Anjali Dnyaneshwarji Bagade	B. Com. III
5.	Rahul Dinkarrao Kamde	B. Com. III
6.	Bhushan Vijayrao Hete	B. Com. III
7.	Rohan Chandrakant Bhaimare	B. Com. III
8.	Sapana Zanaklalji Rahangdale	B. Com. III
9.	Komal Pyarelal Chavhan	B. Com. III
10.	Nikhita Pandurang Hinganikar	B. Com. III
11.	Nitu Dilip Kamble	B. Com. III
12.	Shubhangi Sureshrao Deshmukh	B. Com. III
13.	Nita Narayan Waze	B. Com. III
14.	Parikshit Babanrao Date	B. Sc. III
15.	Gaurav Shravan Sahare	B. Sc. III
16.	Pawan Suresh Barwad	B. Sc. III
17.	Harshal Narayan Atkare	B. Sc. III
18.	Apurva Gajanan Auzekar	B. Sc. III
19.	Rani Suiresh Mahakalkar	B. Sc. III
20.	Kanchan Dilip Kunghatkar	B. Sc. III
21.	Uzma Naaz Majid Shaikh	B. Sc. III
22.	Rufejanaj Irfanali Saiyyad	B. Sc. III
23.	Rahul Babanrao Bhende	B. Sc. III
24.	Pallavi Diliprao Dhage	B. Sc. III
25.	Payal Maroti Hiwanj	B. Sc. III
26.	Kishor Shriramji Somnathe	B. Sc. III
27.	Sukeshini Shriram Somnathe	B. Sc. III
28.	Akshay Rangraoji Turankar	B. A. III
29.	Shubham Arvind Chambhare	B. A. III
30.	Suraj Vilasrao Chapekar	B. A. III



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### **Photos**







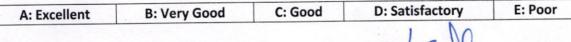
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### VIDYABHARTI COLLEGE, SELOO Department of Language

### Certificate Course in Spoken English

### Session 2017-18

Date: _	:							
Please fi	ill the short questio	nnaire to make the course b	better					
About	the Course Inf	ormation on the Respo	ondent: (Tick	$(\sqrt{\mathbf{A}})$	pprop	riatel	y)	
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2.								
3.	Emphasis on fu	indamentals						
4.	Emphasis of fu	ndamentals	•					
5.	Coverage of me	odern/advanced topics						
6.	Availability of	text books/study materi	als					
7.		ests and assignments						
8.	Overall rating of	of the Course						
9.	What benefit y	ou derived from the cou	rse?					
About	the Instructor	Information on the R	espondent: (	Tick (	√) <b>Ap</b>	propr	iately	)
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1.	Pace of the Tea	aching/lecture						
	Comment of th	e Subject						
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5.	Level of intera	ction						
6.	Accessibility o	utside the class						
7.	Others (please	specify)						





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**Certificate Copy** 

# VIDYABHARTI COLLEGE, SELOO Department of Language



### CERTIFICATE

## Certificate Course in Spoken English

This	is	to	certify	that	Kuma	*
/Kumari					_	
Class _			has suc	cessfully	completed t	he
Certificat	e Course	in Spoke			y the Langua	ge
					_05/_01_/20	
					₹ 2017-2018.	

**Co-ordinator** 

Prof. VaibhaoPimpale

Dept. Of Language

Chairperson

Dr. Sanjay Kanode

Principal



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**Learning outcomes:-**

- 1. Students enhance their speaking skills. They communicate effectively with each other's and discussed fluently.
  - a. Use appropriate grammatical pattern and create meaningful sentences.
  - b. Use appropriate vocabulary while discussing.
  - c. Use clear pronunciation.
  - d. Use basic structures in their oral communication.
  - e. Use reading skills and become successful readers.
- 2. To develop their writing skills,
  - a. Use basics structures in their writing.
  - b. able to write informal letter, application and e-mails.
  - c. use punctuation correctly.
  - d. use correct and appropriate grammar structure while writing.
  - e. appropriately fill in any kind of application and reservation form etc.
- 3. To enhance their reading skills and became successful independent reader.
  - a. students easily understand meaning of words & guess meaning of new words.
  - b. use the strategies of scanning, skimming and reading closely and find out the meaning of new words.
  - c. easily able to recall the idea while reading the text.
  - d. Students read text fluently.
  - e. idententify central meaning of the text.

Because of this course learning outcomes gained. Each and every one student enhances their reading, speaking, listening, and writing skills.

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Course Co-ordiantor Prof. Vaibhao Pimple Vidyabharti College, Seloo

Principal
Dr. Sanjay S. Kanode
Vidyabharti College, Seloo

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Co-ordinator
Internal Quality Assurance Cell
Vidyabharti College, SELOO