



SPVVS'S

**G.P. Porwal Arts, Commerce &  
V.V. Salimath Science College, Sindgi**



**BROCHURE**



# DEPARTMENT OF ENGLISH

**CERTIFICATE COURSE  
2021-22**

**DEVELOPMENT OF COMMUNICATION SKILLS**

**06/11/2021 TO 07/02/2022**

**Inauguration**

**06/11/2021 12:30 PM**

**Valedictory**

**07/02/2022 12:15 Noon**



S.P.V.V.S'S  
G.P.PORWAL ARTS, COMMERCE AND V.V.SALIMATH SCIENCE COLLEGE,  
SINDGI – 586 128  
(Dist: Vijayapur. Karnataka State)

## NAME OF THE COURSE

DEVELOPMENT OF  
COMMUNICATION SKILLS

## OFFERED BY

DEPARTMENT OF  
ENGLISH

## COURSE CODE

ENGCC01

## COURSE COORDINATOR

Prof. R.V.Lamani

## OBJECTIVES

- ❖ To equip the learners with effective speaking and learning skills in English.
- ❖ To make them realize the communication potential of English language.
- ❖ To speculate them to acquire a fairly acceptable skill in pronunciation.
- ❖ To train them to use language effectively to face interview, group discussion and public speaking.
- ❖ To promote ethical value in calculate organizational behavior.

## DEPARTMENT OF ENGLISH CERTIFICATE COURSE DETAILS

### INSTRUCTIONAL DESIGN

30 HOURS

### ABOUT COURSE

Language is considered the best facilitator of communication and it is also considered hindrance in the way of communication. Certificate Course is provided to students so as grooming can be done on several areas like the importance of proper communication, types of communication, barriers to communication, presentation skills etc.

### ELIGIBILITY

I SEMESTER STUDENTS.

## COURSE CONTENT

### Unit – I

- a. Grammar, Parts of Speech and Articles
- b. Tenses
- c. Subject Verb-Agreement, Modals
- d. Introduction to Phonetics.

### Unit – II

- a. Using English in real life situation.
- b. Language Skills.

## BOARD OF STUDIES


1. Prof.D.M.Patil	:	Chairman & Principal
2. Prof.V.R.Patil	:	HOD
3. Prof.R.V.Lamani	:	Coordinator
4. Dr. S.R.Golagond	:	Member
5. Prof.S.S.Quadri	:	Member
6. Miss.Afreen Bankalagi	:	Member


## COURSE OUTCOMES

By the end of the course, students shall be able to:

- ❖ Understand how development of communication skills works.
- ❖ Employ active listening and responding skills.
- ❖ Learn about body language and communicative adjustment in the workplace while dealing with difficult people and situations.
- ❖ Frame grammatically correct sentences and speak fluent English across a wide range of situations.
- ❖ Improve job search and carrier building skills.
- ❖ Develop writing skills.

  
**Head**  
Dept. of English  
G.P.P. Arts, Commerce & V.V.S. Science  
College, SINDAGI-586128.

  
**Coordinator IQAC**  
G. P. PORWAL ARTS, COM &  
V. V. SALIMATH Sc. College  
SINDGI-586128.

  
**Principal,**  
G. P. Porwal Arts, Comm &  
V. V. Salimath Sc. College  
SINDGI-586128. College Code: 52<sup>nd</sup>

S.P.V.V.S's



**G. P. PORWAL ARTS, COMMERCE AND V. V. SALIMATH SCIENCE  
COLLEGE, SINDGI - 586 128 (Dist : Vijayapur. Karnataka State)**

**Affiliated to Rani Channamma University, Belagavi  
Accredited at 'B' Grade (2.42 CGPA) by NAAC**

**E-mail : gppprincipal@gmail.com Web : www.gppvvs.ac.in Ph : 08488-221244**

Ref. No. ....

Date .....

**From:**  
**HOD,**  
**Department of English**  
**G.P. Porwal Arts, Commerce**  
**& V.V. Salimath Science College,**  
**Sindagi-586128**



**To,**  
**The Principal,**  
**G.P. Porwal Arts, Commerce**  
**& V.V. Salimath Science College,**  
**Sindagi-586128**

**Sub:** Request for Permission to conduct certificate course on 'Development of  
Communication Skills'

Respected sir,

With reference to subject cited above I would like to bring to your kind information that our department is going to conduct certificate course on Development of Communication Skills for first semester students for the academic year 2021-22. Kindly permit us same for the welfare of our students.

Hoping that the authority will do the needful and oblige

Thanking you sir

Place: Sindagi  
Date: 27-10-2021

Yours Faithfully

**Coordinator IQAC**  
**G. P. PORWAL ARTS, COM &**  
**V. V. SALIMATH Sc. College,**  
**SINDGI-586128.**

**Head**  
**Dept. of English**  
**G.P.P. Arts, Commerce & V.V.S. Science**  
**College, SINDAGI-586128.**

S.P.V.V.S's



**G. P. PORWAL ARTS, COMMERCE AND V. V. SALIMATH SCIENCE  
COLLEGE, SINDGI - 586 128 (Dist : Vijayapur. Karnataka State)**  
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Accredited at 'B' Grade (2.42 CGPA) by NAAC

E-mail : gppprincipal@gmail.com Web : www.gppvvs.ac.in Ph : 08488-221244

Ref. No. ....

Date .....

From:  
The Principal,  
G.P. Porwal Arts, Commerce  
& V.V. Salimath Science College,  
Sindagi-586128

To,  
HOD,  
Department of English  
G.P. Porwal Arts, Commerce  
& V.V. Salimath Science College,  
Sindagi-586128

Sub: Permission to conduct certificate course on 'Development of Communication Skills'  
Ref. No: Your letter dated, 27-10-2021

Respected sir,

With reference to subject cited above I herewith permit you to conduct certificate course on Development of Communication Skills for first semester students for the academic year 2021-22.

Place: Sindagi  
Date: 28-10-2021

Yours Faithfully

**Principal,**  
G. P. Porwal Arts, Comm &  
V. V. Salimath Sc. College  
SINDGI-586128. College Code: 5204



S.P.V.V.S's



**G. P. PORWAL ARTS, COMMERCE AND V. V. SALIMATH SCIENCE  
COLLEGE, SINDGI - 586 128 (Dist : Vijayapur. Karnataka State)**

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E-mail : gppprincipal@gmail.com Web : www.gppvvs.ac.in Ph : 08488-221244

Ref. No. ....

Date .....

**DEPARTMENT OF ENGLISH**



**NOTICE**

Certificate Course on 'Development of Communication Skills' -2021-22

Date: 29<sup>th</sup> October, 2021

The Department of English is going to conduct a Certificate Course on Communication Skill from 08<sup>th</sup> November, 2021. Interested students from all streams are intimated to enroll your names with filling Application Form on or before 06<sup>th</sup> November, 2021. Application forms are available in Department of English. The duration of the course will be for 30 contact hours. The department will ensure all the enrolled students to get certificate after successful completion of the course with satisfactory attendance.

  
**Head**

Dept. of English  
G.P.P. Arts, Commerce & V.V.S. Science  
College, SINDAGI-586128.

  
**Coordinator IQAC**

G. P. PORWAL ARTS, COM &  
V. V. SALIMATH SC. COLLEGE  
SINDGI-586128  
**Coordinator IQAC**

  
**Principal,**

G. P. Porwal Arts, Comm &  
V. V. Salimath Sc. College  
SINDGI-586128. College Code: 52.

SPVSS

**G.P.PORWAL ARTS, COMMERCE AND V.V.SALIMATH SCIENCE AND  
BCA COLLEGE AND SINDGI – 586 128**

**Dist: Vijayapur** Affiliated to Rani Channamma University-Belagavi (Karnataka State)  
e-mail: gppprincipal@gmail.com Web: www.gppcollegesindgi.org Ph: 08488-221244

**DEPARTMENT OF ENGLISH**

**APPLICATION FORM**

1. Name of the Course: "Development of Communication Skills"
2. Year of the Course: 2021-22
3. Semester: I B.A



**General Information of the Candidate**

Name of the Student: Roopa S. Kesaratti

Sex: Male:  Female:

Date of Birth: 31/07/2003 Category: III B

Annual Income: 14,000

Permanent Address: At Post yalawan  
Tq. Devana Hippaṭṭagi  
Dist. Vijayapur

**Declaration**

I hereby certify that above information furnished by me is true to the best of my knowledge and belief. I shall regularly attend all theory classes in the college, in case shortage of attendance I may not be permitted to appear for the examination. Further I declare that I shall abide by the rules and regulation of the college and adhere to the discipline.

Head

Dept. of English  
G.P.P. Arts, Commerce & V.V.S. Science  
College, SINDAGI-586128.

**Coordinator IQAC**  
G. P. PORWAL ARTS, COM &  
V. V. SALIMATH Sc. College,  
SINDGI-586128.

Roopa, S. K  
Signature of the Student

**Principal,**

G. P. Porwal Arts, Comm &  
V. V. Salimath Sc. College  
SINDGI-586128. College Code: 5234

S.P.V.V.S's



**G. P. PORWAL ARTS, COMMERCE AND V. V. SALIMATH SCIENCE COLLEGE, SINDGI - 586 128 (Dist : Vijayapur. Karnataka State)**

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E-mail : gppprincipal@gmail.com Web : www.gppvvs.ac.in Ph : 08488-221244

Ref. No. ....

Date .....



**DEPARTMENT OF ENGLISH**



**CERTIFICATE COURSE  
"DEVELOPMENT OF COMMUNICATION SKILLS"**

**TIME TABLE : 2021-22**

SL.NO	DAYS	TIME	NAME OF THE FACULTY
1	Monday	4pm to 5pm	Shri.Venkanagouda R. Patil
2	Tuesday	4pm to 5pm	Shri. Ravi V. Lamani
3	Wednesday	4pm to 5pm	Miss. Afrina M. Bankalagi
4	Thursday	4pm to 5pm	Miss. Afrina M. Bankalagi

  
Head

Dept. of English  
G.P.P. Arts, Commerce & V.V.S. Science  
College, SINDAGI-586128.

  
Coordinator IQAC

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V. V. SALIMATH Sc. College,  
SINDGI-586128.

  
Principal,

G. P. Porwal Arts, Comm &  
V. V. Salimath Sc. College  
SINDGI-586128. College Code: 52



S.P.V.V.S.S

G P. PORWAL ARTS, COMMERCE AND V. V. SALIMATH SCIENCE COLLEGE, SINDAGI

DEPARTMENT OF ENGLISH

CAREER ORIENTED COURSE --"DEVELOPMENT OF COMMUNICATION SKILLS"

LIST OF ENROLLMENT-2021-22



SL. NO	NAME OF THE STUDENTS	SIGNATURE
01	Ningappa Bover	
02	Ambarish Navi	
03	Basalingayya Hiremath	
04	Ningappa	
05	Roopa Kesaratti	Roopa, S. K
06	Bhagyashree Manoor	
07	Jyoti Devanagaon	
08	Shantabai Badiger	
09	Nandini Banetti	
10	Suchitra Dodamani	
11	Soundarya Patil	S.M.P.
12	Bhagyashree Choudhri	
13	Deepa Mudagi	
14	Mahesh Huded	
15	Sweta Boryal	
16	Shivaraj	
17	Shilpa Katnalli	
18	Sushma Wadageri	S.G.V.
19	Geeta Gabasavalagi	
20	Laxmikanta Patil	
21	Shailaja Pujari	S.F. Pujari
22	Suhel Mohammad Mokashi	
23	Nilesh Walikar	
24	Aishwarya Biradar	
25	Iramma Padashetti	
26	Anusha Hiremath	
27	Akkamahadevi	
28	Bhagyashree Bannetti	
29	Bhimashankar	
30	Taskeen Kanameshwar	Taskeen

Coordinator IQAC

PRINCIPAL  
G. P. Porwal Arts, Commerce  
and V.V. Salimath Science and  
P.G. Centre, Sindgi-586128  
Dist: Vijayapur.

Head  
Dept. of English  
G.P.P. Arts, Commerce & V.V.S. Science  
College, SINDAGI-586128.

S.P.V.V.S.S  
 G. P. PORWAL ARTS, COMMERCE AND V. V. SALIMATH SCIENCE COLLEG, SINDGI  
 DEPARTMENT OF ENGLISH  
 CAREER ORIENTED COURSE - "DEVELOPMENT OF COMMUNICATION SKILLS"  
 ATTENDANCE FOR THE YAER-2021-22



SL.No	NAME OF THE STUDENTS	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	Remark
01	Ningappa Bover																	
02	Ambarish Navi																	
03	Basalingayya Hiremath																	
04	Ningappa																	
05	Roopa Kesaratti																	
06	Bhagyashree Manoor																	
07	Jyoti Devanagaon																	
08	Shantabai Badiger																	
09	Nandini Banetti																	
10	Suchitra Dodamani																	
11	Soundarya Patil																	
12	Bhagyashree Choudhri																	
13	Deepa Mudagi																	
14	Mahesh Huded																	
15	Sweta Boryal																	
16	Shivaraj																	
17	Shilpa Katnalli																	
18	Sushma Wadageri																	
19	Geeta Gabasavalagi																	
20	Laxmikanta Patil																	
21	Shailaja Pujari																	
22	Suhel M Mokashi																	
23	Nilesh Walikar																	
24	Aishwarya Biradar																	
25	Iramma Padashetti																	
26	Anusha Hiremath																	
27	Akkamahadevi																	
28	Bhagyashree Bannetti																	
29	Bhimashankar																	
30	Taskeen Kanameshwar																	

Head  
 Dept. of English  
 G.P.P. Arts, Commerce & V.V.S. Science  
 College, SINDGI-586128.

Coordinator IQAC  
 G. P. PORWAL ARTS, COM &  
 V. V. SALIMATH SC. College,  
 SINDGI-586128.

Principal,  
 G. P. Porwal Arts, Comm. &  
 V. V. Salimath Sc. College,  
 SINDGI-586128. College Code-5324

S.P.V.V.S.S  
 G. P. PORWAL ARTS, COMMERCE AND V. V. SALIMATH SCIENCE COLLEG, SINDGI  
 DEPARTMENT OF ENGLISH  
 CAREER ORIENTED COURSE - "DEVELOPMENT OF COMMUNICATION SKILLS"  
 ATTENDANCE FOR THE YAER-2021-22



SL.No	NAME OF THE STUDENTS	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Remark	
01	Ningappa Bover																	
02	Ambarish Navi																	
03	Basalingayya Hiremath																	
04	Ningappa																	
05	Roopa Kesaratti																	
06	Bhagyashree Manoor																	
07	Jyoti Devanagaon																	
08	Shantabai Badiger																	
09	Nandini Banetti																	
10	Suchitra Dodamani																	
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12	Bhagyashree Choudhri																	
13	Deepa Mudagi																	
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16	Shivaraj																	
17	Shilpa Katnalli																	
18	Sushma Wadageri																	
19	Geeta Gabasavalagi																	
20	Laxmikanta Patil																	
21	Shailaja Pujari																	
22	Suhel M Mokashi																	
23	Nilesh Walikar																	
24	Aishwarya Biradar																	
25	Iramma Padashetti																	
26	Anusha Hiremath																	
27	Akkamahadevi																	
28	Bhagyashree Bannetti																	
29	Bhimashankar																	
30	Taskeen Kanameshwar																	

Head  
 Dept. of English  
 G.P.P. Arts, Commerce & V.V.S. Science  
 College, SINDGI-586128.

Coordinator IQAC  
 G. P. PORWAL ARTS, COM &  
 V. V. SALIMATH SC. College,  
 SINDGI-586128.

Principal,  
 G. P. Porwal Arts, Comm. &  
 V. V. Salimath Sc. College,  
 SINDGI-586128. College Code-5324



SPVVSS

G.P. PORWAL ARTS, COMMERCE AND V.V. SALIMATH SCIENCE COLLEGE,  
SINDGI-586128 DIST: VIJAYAPUR

Dist: Vijayapur) Affiliated to Rani Channamma University-Belagavi (Karnataka State  
e-mail:gppprincipal@gmail.com Web: www.gppcollegesindgi.org Ph: 08488-221244

DEPARTMENT OF ENGLISH  
"DEVELOPMENT OF COMMUNICATION SKILLS"

Time: 2 Hours

Question Paper -2021-22

Max. Marks: 40

I.Fill in the blanks with suitable articles

05X1=05

1. .... one rupee note has been withdrawn.
2. Radha married ..... American.
3. She was invited by..... President of our nation.
4. Mount Abu is ..... excellent hill station.
5. He saw.....elephant on the road.

II.Fill in the blanks with suitable prepositions

05X1=05

- 1.The teacher complimented her.....her success.
- 2.She is angry .....her son.
- 3.She jumped.....the well.
- 4.Rita is.....university professor.
- 5.He takes care.....his health.

III.Write antonyms of the words:

05X1=05

1. Freedom
2. Wise
3. Timid
4. Fair
5. Ambition

IV.Write synonyms of the words:

05X1=05

1. Cheerful
2. Dark
3. Major
4. Narrow
5. Original

V.Write an application for the post of a Assistant Professor by KLE's, Belagavi with your Curriculum Vitae

05 Marks

VI.Prefer a News Report on inaugural Function held at your College.

05 Marks

VII.Draft a vote of thanks which you will have to deliver in a function.

05 Marks

VIII.Write an imaginary dialogue between customer and shopkeeper when you are purchasing a book.

05 Marks

\*\*\*\*\*

Head

Dept. of English  
G.P.P. Arts, Commerce & V.V.S. Science  
College, SINDGI-586128.

Coordinator, IOAC  
G. P. PORWAL ARTS, COM &  
V. V. SALIMATH SC. COLLEGE,  
SINDGI-586128.

Principal,

G. P. Porwal Arts, Comm. &  
V. V. Salimath Sc. College,  
SINDGI-586128. College Code: 5334




S.P.V.V.S'S  
G.P.PORWAL ARTS, COMMERCE AND V.V.SALIMATH SCIENCE COLLEGE,  
SINDGI - 586 128 (Dist: Vijayapur, Karnataka State)  
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E-mail: [gppprincipal@gmail.com](mailto:gppprincipal@gmail.com) Web: [www.gppvvs.ac.in](http://www.gppvvs.ac.in) Ph: 08488-221244 Mobile: 9611032604



DEPARTMENT OF ENGLISH  
CERTIFICATE COURSE: - "DEVELOPMENT OF COMMUNICATION SKILLS"  
STATEMENT OF MARKS -2021-22

Sl.No	Name of the Students	Theory Marks 40	IA Marks 10	Total -50	Remarks
01	Ningappa Bover	32	09	41	
02	Ambarish Navi	30	08	38	
03	Basalingayya Hiremath	32	09	41	
04	Ningappa	30	08	38	
05	Roopa Kesaratti	32	09	41	
06	Bhagyashree Manoor	30	08	38	
07	Jyoti Devanagaon	32	09	41	
08	Shantabai Badiger	31	08	39	
09	Nandini Banetti	31	08	39	
10	Suchitra Dodamani	30	07	37	
11	Soundarya Patil	30	07	37	
12	Bhagyashree Choudhri	32	09	41	
13	Deepa Mudagi	32	09	41	
14	Mahesh Huded	30	08	38	
15	Sweta Boryal	31	09	40	
16	Shivaraj	30	08	38	
17	Shilpa Katnalli	30	08	38	
18	Sushma Wadageri	29	07	36	
19	Geeta Gabasavalagi	29	09	38	
20	Laxmikanta Patil	29	08	37	
21	Shailaja Pujari	32	09	41	
22	Suhel M Mokashi	28	08	36	
23	Nilesh Walikar	28	09	37	
24	Aishwarya Biradar	30	09	39	
25	Iramma Padashetti	31	09	40	
26	Anusha Hiremath	32	09	41	
27	Akkamahadevi	31	09	40	
28	Bhagyashree Bannetti	31	09	40	
29	Bhimashankar	30	08	38	
30	Taskeen Kanameshwar	30	08	38	

  
Head  
Dept. of English  
G.P.P. Arts, Commerce & V.V.S. Science  
College, SINDAGI-586128.

  
Coordinator IQAC  
G. P. PORWAL ARTS, COM &  
V. V. SALIMATH Sc. College,  
SINDGI-586128..

  
Principal,  
G. P. Porwal Arts, Comm. &  
V. V. Salimath Sc. College,  
SINDGI-586128. College Code: 5734

2021-22

SPVVSS SINDGI



**G.P. PORWAL ARTS, COMMERCE &  
V.V. SALIMATH SCIENCE COLLEGE, SINDGI**

**TEST / INTERNAL TEST I / II**

Name : Roopa, S. Kesaratti

Roll No./Reg No : U25NB21A0007

**Total Marks**

Date : Certificate course

Subject : Development of communication skills

Semester : BA I Sem

Class / Section : \_\_\_\_\_

Invigilators Sign. : \_\_\_\_\_

Evaluator Sign. : \_\_\_\_\_

30  
40

8 PAGE / 8500

SHRI SHAKHAMBARI, ILKAL - 9448436533

I Fill in the blanks with suitable articles

1. A one rupee note has been withdrawn.
2. Radha married an American.
3. She was invited by the President of our nation.
4. Mount Abu is an excellent hill station.
5. He saw an elephant on the road.

II Fill in the blanks with suitable preposition.

1. The teacher complimented her on her success.
2. She is angry with her son.

V

From

Roopa, kesaratti

Sindagi, All Vijayapur

Email :- roopakesaratti@gmail.com

P.No :- 9972488457

To

KLE's college Belagavi

Belagavi

sub :- Application for the Assistant professor.

Dear Sir / ~~M~~ Mam

I wish to apply for the position of Assistant professor advertised. I have the necessary skills and qualifications for this post, as well as the necessary experience. I therefore believe that what I have to offer to KLE's college, Belagavi.

Thank you

Yours sincerely  
Roopa, sik

VI

prepare a News Report on inaugural function held at your college.

The Inaugural function of the Academic Year (2019-2020) for the first years held at JET college of Engineering and Technology. The ceremony started with a pray song and lighting of traditional Lamp. More than 400 students have come to step into Learning Portal of JETCET. Dr. P. Pitchandi Dean and Hod of S&H, welcomed the gathering. He encouraged the students to undertake the 4 years of course with discipline of 40 years of excellence.

The principal Dr. G. Ramesh has presided over the function. In his address, he elucidated the rules and regulations of the academic system and Anna University regulations to the students.

On the other hand, an introduction of Hod's was made by Dr. Anil Karthick, Vice principal. Hod's of all the departments briefed about the plan of activities and job opportunities to the budding Engineers.

The function concluded with the vote of thanks proposed by Dr. K. Gee. Dean Academics followed by the National Anthem.

### VIII dialogue between customer and shopkeeper

shopkeeper :- Good morning sir. How may I help ~~to~~ you today?

customer :- Good morning. I want to buy a book.

shopkeeper :- Oh, that is great. Do you have a budget?

customer :- Yes, my budget is around Rs. 2500. please show me books.

shopkeeper :- sure sir. Just a moment please, Here you go, sir. These ~~are~~ books are within your budget. I would suggest you to buy oxford Modern English Grammar book.

customer :- Is this a perfect book for grammar

shopkeeper :- Yes, you will find everything written in a simple and easy way in this book.

customer :- okey, what's the price of these two books.





SPVVSS

**G. P. Porwal Arts, Commerce & V. V. Salimath Science  
College, SINDGI- 586 128**



Dist: Vijayapur

State: Karnataka



(Accredited with 'B' Grade by NAAC)



(Affiliated to Rani Channamma University, Belagavi)

IQAC Initiative  
DEPARTMENT OF ENGLISH

**CERTIFICATE**

This is to certify that Kumar/ Kumari.....  
of B.A./B.Sc./B.Com has successfully completed 30 Hrs Certificate Course on  
" COMMUNICATION SKILLS " during the year 2021-22

  
HOD

  
Coordinator IQAC

  
Principal