

### **CERTIFICATE COURSE**

in

### **Professional Proficiency in English**

From 03-02-2021 to 19-02-2021

Offered by

### DEPARTMENT OF ENGLISH

KAKATIYA GOVERNMENT COLLEGE, HANUMAKONDA

A Departmental meeting charried by Dr. D. Indown Devi in change was held in the English Department 15 discues the activities and other related programmes for effect Teaching a leaving process. It is recolved to condust conducte con dom 3/2/2021 to 12/2/2021 for 15 days and 20/2/2021 to 10/3/2021 for 15days. 1. Protestional preficiency in English 2. Commicative English All the fairly menter of its dependent take Classes by the course The course is open to all the Student of Bear and moninum 75 student on Best committeest serve to The Come are 15 days outer. The Tome Table provided to the Quentian the first service. 2 Dr E- Salyanarayan ( 4) D. F. Ra. Sharker s) M. Manojker Sauley My 4) K. Umakiras

Date: 1-2-2021

The Principal
Kakatiya Government College,
Hanumakonda.

Respected Sir

Sub: Dept of English- Conduct of Certificate course- Permission- Request -Regarding:

The Department of English has resolved to hold a certificate course in Professional Proficiency in English for the UG students from 3-2-2021 to 19-2-2021

I therefore request you to kindly accord permission to hold the course on the above said dates in the Seminar Hall of the college.

Thanking you.

Yours faithfully,

Department

In-charge

Kananya Government Carlory

Figurandondo

### DEPARTMENT OF ENGLISH

KAKATIYA GOVERNMENT COLLEGE HANAMAKONDA CERTIFICATE COURSE IN ENGLISH

Date: 02-02-2021

### NOTICE

This is to inform to all the students who registered their names for certificate course in English titled "Professional Proficiency in English" is scheduled to be conducted from 03-02-2021 to 19-02-

The inaugural function is scheduled on 03-02-2021 at 11.30 a.m. in 2021. the college seminar hall.

Course Director & Head

Dr. P. Indivadeur

KAKATIYA GOVT COLLEGE Hanamkonda.

### DEPARTMENT OF ENGLISH KAKATIYA GOVERNMENT COLLEGE HANAMAKONDA CERTIFICATE COURSE Professional Proficiency in English

From 03-02-2021 to 19-02-2021

### **SYLLABUS**

Unit I: (10 Hours)

Communication Skills

Unit II: (8 Hours)

Listening, Speaking

Unit III: (6 Hours)

Reading

Unit IV: (6 Hours)

Writing

K-UMAKIRAN

Organizers:

- Dr. E. Rouldwilleja

### CERTIFICATE COURSE IN PROFESSIONAL PROFICIENCY IN ENGLISH

#### **About the Course**

This course has been designed for advanced learners and business professionals who are in employment or seeking employment and need to improve their business and social English skills rapidly, effectively and efficiently. The course aims at developing language skills needed in the modern day business environment.

### **Course Highlights**

□ To improve communication technique
□ To develop and consolidate the target language
□ To develop an alert awareness of inter-cultural and cross-linguistic communicative
threats that is essential to safe communication.
□ To equip participants with the skills required for argumentation and persuasion
□ To provide an understanding of business etiquette
□ To enhance the four basic language skills - Listening, Speaking, Reading, and Writing
□ To equip the learners with strategies to improve their communication skills

### To ensure that the training is useful to the learners to succeed in the real world

### **Expected Learning Outcomes**

- Learners will develop confidence and fluency in the following areas:
- Socializing, Telephoning, Presenting information, Participating in meetings, and Handling negotiations
- Learners will be able to speed read articles
- Learners should be able to comprehend complex reports
- Learners should be able to write formal letters, resumes and informative and analytical reports
- Learners will learn to write emails and understand email etiquette
- Understanding cross cultural diversity for effective communication

- Learner should be able to engage in discussion with one or more people in a variety of different situations, making clear and effective contributions that produce outcomes appropriate to purpose and topic.
- Learners should be able to make effective presentations
- Learners should be able to use new media effectively

### **Teaching Methodology**

The Methodology shall include classroom teaching, assignments, viva-voce, practical work, seminar, workshop, project work, quiz, group discussion, role play, etc.

#### **Course Content**

### **Unit 1: Communication Skills**

- Building confidence and fluency in spoken English
- Business Etiquette
- Telephone, Email, Video Conferencing, Texting skills
- Presentation skill
- Facing and Conducting interviews and Group Discussions
- Negotiation skills
- Use of infographics
- Phonology, Vocabulary and Syntax

### **Unit 2: Listening**

This component consists of teaching strategies to the learners to effectively respond to complex narratives, statements, questions, discursive explanations and instructions (both face-to face and on the telephone). It will focus on equipping the participants with techniques for note-taking, becoming an active listener and adapting response to speaker, medium and context.

### **Unit 3: Speaking**

The communicative element in the modules aims mainly at building confidence and fluency in spoken English. The students are taught language needed for conducting presentations, negotiations, facing interviews and telephone skills and to effectively communicate straightforward and detailed information, ideas and opinions clearly, adapting speech and content to take account of the listener(s), medium, purpose and situation.

### **Unit 4: Reading**

The reading component of the course enables the students to effectively read complex textand focuses on speed reading techniques and note taking from written discourse so as to effectively summarise, distinguish between facts and opinions, decipher facts and make inferences.

### **Unit 5: Writing**

The writing component of the course will provide the participants with the opportunity to be aware of the writing styles used in the modern day offices. They will be taught the formatsand the language structures of business documents such as letters, memos and reports.

#### **Course Materials**

Will be sourced from authentic discourse such as newspapers, audio-visuals, etc. Where required materials will be fabricated to teach the student a particular strategy.

Attendance Register	of Cen	上非	cali	a. C	01.0	ca	.,	0 11	-6	2 10	-0	0.51				E		0	407		
Attendance		01-	84	02 0	06 1	2 0	9 1	0 11	1:	2 1	30	1	3 3		60	02				-	-
	Sig. of Lecturer	W-		IL.	UA I	M	mil	1 m	21	MI	11	И	A STATE	13	18	19					1
NAME OF THE STUDENT	No. of	1	2	3	-	5		7 8	_			+	4	1		MM	1				
E C C C C C C C C C C C C C C C C C C C	Lecturs		*			X	× ;	XX	4	X	=	×	15 13	1	1			17	18	19	20
1 B. Rejkuman		×	-	-	-	X	-		20	5000	22	X	17			×				1	1
- Lave		1	×	X	A.	X	X		_		X	X	1	1	Y						
	_	×		X	X		×	XI	K	X	×	X	4	1	- 3	X .		1	1	1	1
W. THEN		X	X	-		×	X	XX	X	×	4	X	X	X	1	- I	4	1	1	1	1
Parlala Shara		X	X	X	X	X	X	. 7	5	X	X	X	X	A		C-3 III		-	-	1	1
D. Navin		X	X	X	X	*	×	×		×	×	X	X	1	100	-	-	+	+	-	1
7 Ch. Tysore		1	X	X	×	×	×		X	×	×	X	X	X	1		.				-
ch. Vinay		×	X	STREET, STREET	×	×	×		×	4	×		18	1		7	X				
md. Fayag		X	×	X	×	×		2000	×	×	×	X	X	1.	1	7	*				
o A. Swyne		X			X	×	×	×	*	×	X	×		X	1	X	X				
K Rahul			×	×	×	×	×	-	×	X	,	X	10	X	4		×				
m. Sumonth		X	¥.	×	×	×		×	×	-	×	×	-	X	4	×	×	1			
Bella Rakesh		X	X	X	×	×	×	4.	×		X	-	-	X	4	×	,				
Varala Sweth		X	X	X	•	X	X	X	X	X	1		X	X	-	×	×				
Pomela manoj	4	1.	X		X	×	X	X	×	X	X	1	1	18	-	X	>	0		1	
" Bale Jyothitha		×	×	×	X	X	×	X	×	×	×	5 >	5	XX	-		7	5			
k. Araveni		×	,	X	X	×	×	,	×	×	×	1	5	XI	-	X	. >	4		1	
B. Sheritha		×	×	×	×	*	×	×	×	X	1	1	X	X.		X	1	X			
a. Rajish		X	×	X	X		×	X		×	12	()	200	X.	×	×	1	×			
S. venas prathal		×	×		×	×	×		×	1>	42	X	×		K	×		X			
A- Ruelista		X	X	×	×	×		×	×	11 100	1	X.	X	k	X	- >	4	×			
I . Akash		X	X	×	×		×	×	×	-		X		X	-	>	4				
N- Karttuk		-	1.	X	X	×		×	×		-		×	X	-	- >	4	×			
k. mamake		X	-	1000	V.000	1	1	1.	-			×	X	(		7	~				
B. Kurthel		×		×	1	1			7				_	X	_	-	×				
Akuthota Dineth		X	X	X	-	1000	×	N THE STATE OF	×	-			X		1	1	×	×			
B. Akash		1		X	X	×	4 3 3	X	1	10	-	×	X	1	X	1	×	X		1	1
K- Sastya		X	X	X	X	×	X			×	×	X	大	-	X	+	×	1		1	1
V. Shivalenma		X	X		X	X	< X	×			X	×	×	X	1	_	X	1>	X	1	1
P. Pradag		X	X	×	×	X	X	x		- 3	K	X	X	X	X	1		1	X	1	+
P. mahender		X	X	X	X	×	X		1	17	X	大	×	X	X	1	×	1	1	+	1
B - Rejelle		X	X	-		( )		×		×	×	X		13	CX	-	×	1	X	1	-
m. pishwanya				-		-	1	X			火	100000	1	1	XX	1	•	- 1	X	-	-
Sd. Ferry Ahmas		X		and the same	1000	100	- '					-		-	Ty		×	1	X		
S- Roja		X		S 55.00				20 1		×	x	×		100					X		
B. Shirisha.		X			1		< >	-	×		×	×		300	X		>	4	X		
Bi signisha.			X		X	Y	5 7		1	X	X			X	X	1					

	Attendance Reg	Month	02	20	200	102	01	In	100	1	-								
		Date	03	3 0	105	-00	00	100	02	Ton			13	1	14	100			
	TUDENT	Sig. of	0	10	N				10	11	12			150					
Holl No.	NAME OF THE STUDENT	Lecturer	V	Tr	S	M	1	M	m	m	114	IMA	te	18	0	02	02		
Holl		No. of	1	2	3	4	5	6	7	-		TYM	M	111	4	18	19		
		Lecturs	11 ~		-					8	9	10		V	A STATE OF THE STA	1/2	m		ı
22	E. Rajesh		×	il Galleria	X		×	•	×	×	×	X		12	1	14		16	1
	le 11-Ni		17	X	X	X	X	X	×	X	X	X	-	X					
98	K. Hari			X	1	X	X	X	×	X			X	X	V	×	7		L
39	Ch. Aravno		X	X	X	X	×	X	X	X		X	X	X		×	X		
ho	D. Supriys G. Sheelam Rajin N. Sagar	4	×	X	-	×	X	No.	×	THE REAL PROPERTY.		X	X	X		×	1		
.41	G. Sheelam stage		1	X	X	×		×		X	X	×	X	X		×	*		ı
42	N. Sagar		7				X		×	×	×	×		1		*	×		ı
43	K. Srishylam		X	×	X	×	X	×	×	X	-	1	×	4		X	x		П
144	Chealan Caners		X	X		1	X	X	1	X	X	X	-	X	1				
MS	L. Tharum			X	X	X		X	X		X	X	-	4	1	X			Г
46	A- Saikeelt		X	X	×	X	X	X		_		_	X	1	1	*	4		T
Total I	H- Saycevin		1	X		X			/ /	-	-	X	,	X	7		×		Ħ
M7	A. Swella		1	X			*	•			X	X	×	XY		×			Ħ
48	p. Srikants		X			X			-	X	-	X	X	XI		7	×		Н
49	O. Bhargar		112	X	X		*	X	•	$\times$	×	X		XX	4	7	7		Н
80	m. Ajay		X	X	$\times$	X	X	X	X	X	100			X)		7	*		Н
51	J. Sandag		X	X		X			X	X.				-	4	*			Н
15211	K Sajkermen		X	X	X								1	XX	4	×	×		H
53	4					-	000			X	- 1	×  ;	X!	X .		×	×		ı
54	B. Vameli			X	/	_		X.	×.	X.	X.		X	X X	1	*	*		
15	m. Vinay		7	X	X	X	X	. /	× .	X	X	X	X;	XX	1	•	X		
51	Ch. Bransmel		X		X.	$\times$	× :	$\times$	$\times$	1	X.	×,	X	7	1	7	x		
57	Cz. Sweys		X	X		X	× ·	>	× :	X ;	×	X	4	XX	1		*		
54	D. Mamatha		X	X.	X	×	< >	</td <td>&lt; &gt;</td> <td>-</td> <td>-</td> <td>&lt;</td> <td>-</td> <td>s X</td> <td>1</td> <td>X</td> <td>*</td> <td>Tal</td> <td></td>	< >	-	-	<	-	s X	1	X	*	Tal	
69	J. Range 11			X	x >	COM THE			< >		,		K X		1	X	X		
	- Charan		X		-	100		100			^			1	1	X			Ī
60	S. Rajkuman		-						1			-	-	1	1	X	×		
61	N- Raghu		1	RESIDENCE IN				× >	<>	- '	× >	-	,	-	1	×	K		П
62	B. Chands		X :	×	.  >	× /	× >	< >	× '	` ×	1	5 3	XX		1	2	*		
	D. M-1		, >	× .	XX	۲ .	. >	1 >	< >	< >	4 >	< .	. X	X	1	X			f
64	D. Bindy		X	$\times$	× >	< >	××	< ×	: ×		>	4 >	( >	X	1	X	2		H
W	E. Caron		X.	K)	< >	< >		< >	< >	1/2	13	X 7	XX	X	1		メメ		
66	E. Gamesto				_	_	_					-	XX	X	A	X			
67	G. Raglenma		1	< /	, ,	1	۷ .			1	1		-		1		X		
(8	S. Sxivedya  Bhermanne  D. Venn		× /		× >			1 ×		4 7	13	XX	X		1	カ	×	(0)	
63	A BI				× >	X	×		< ×		1	( )	+3	310	1	X	XX		
76	D 16 conging		XX	1	××					X	>	< '	1		1	X			
71	C. Conn			× ·	×	< ×	< ×	×	X	×		X	X	100	1	X			
76	- Land		X	- >	< X	X	X				>	s ×	X	10			X		
73	9. Karyan		27	_	7	_	_	_	-	-	_	7		S		X	X		
4	M. Shive		X	X	. ,	(	1		1.	1	1 -	TX	X	1		X			
T	a prim	13000	1	4.1	1/	4 /	1/	4 /	1 7	Y	1	1		1 1		.,	~		

## KAKATIYA GOVERNMENT COLLEGE, HANAMAKONDA DEPARTMENT OF ENGLISH

# A CERTIFICATE COURSE IN PROFESSIONAL PROFICIENCY IN ENGLISH

### **CERTIFICATE**

Date:

Principal

This is to α	ertify th	at				s/o				
attended the c	ourse enti	tled "A	Certifica	te Co	urse in	Profess	ional	Profi	cienc	y ir
E <b>nglish"</b> off	ered and	organ	nized by	the	Departn	nent of	Eng	glish,	Kaka	ıtiya
Government	College,	Hana	amkonda	from	03-0	2-2021	to	19-	02-20	021
orogrammed	for 15	Days	carrying	30	Hours	under	the	aegis	of	the
Commissione	rate of Co	llegiate	Education	n, Go	vernmen	t of Tela	angan	a, Hyd	leraba	ad.

Head & Course Director Course Coordinator





### **CERTIFICATE COURSE**

in

Communicative English

From 20-02-2021 to 10-03-2021

Offered by

# DEPARTMENT OF ENGLISH KAKATIYA GOVERNMENT COLLEGE HANAMKONDA

2/2/21 A Departmental meeting charried by Dr. A Indora Devi in charge was held in the English Department 15 discuss the activities and other related programmes for effect Teaching and leaving process. It is resolved to condut certificate con Iron 5/2/2021 to 19/2/2021 for 15 days and 20/2/2021 to 10/3/2021 for 15day. 1. Protessional professiony in English 2. Commicative English All the laculty mention The department take Classes - be - the course The co open to all the Student of Thesen and morining 75 Students on first come terest serve to The Comer are 15 days owill. The Town Table will provided to the swenty in the first serviou. 9 Dr. F. Salyanarayan 4 D. F. Ran Gharkae 5) M. Manejker Sauley M2 4) K. Uma Kiras -1

Date: 10-2-2021

The Principal
The Principal
Kakatiya Government College, Hanamkonda
Warangal.

Respected Sir

Sub: Conduct of certificate course-Permission- Request-Reg:

With reference to the subject cited above, the Department of English is planning to conduct a certificate course in Communicative English from 20-2-2021to10-3-2021

Therefore, I request you to kindly permit us conduct the same in the seminar hall on the above said dates.

Thanking you

Yours faithfully

In-charge

Department of Faglish

Ann Product of English

Kekenna Generican College
Handmannsk Telangans

Payther

# DEPARTMENT OF ENGLISH

KAKATIYA GOVERNMENT COLLEGE HANAMAKONDA CERTIFICATE COURSE IN ENGLISH

Date: 15-02-2021

This is to inform to all the students who registered their names for certificate course in English titled "Communicative English" is scheduled to be conducted from 20-02-2021 to 10-03-2021.

The inaugural function is scheduled on 93-02-2021 at 11.30 a.m. in the college seminar hall.

Course Director & Head

KAKATIYA GOVT COLLEGE

Henamkonda.

### DEPARTMENT OF ENGLISH KAKATIYA GOVERNMENT COLLEGE HANAMAKONDA CERTIFICATE COURSE Communicative English From 20-02-2021 to 10-03-2021

### **SYLLABUS**

Unit I: (8 Hours)

Rethinking Communication

Unit II: (8 Hours)

Group Development & Decision Making

Unit III: (8 Hours)

Conflict, Difference, & Diversity

Unit IV: (6 Hours)

Group Communication & Technology

Organizers:

### CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH

### **Objective of the Course:**

This program is mainly aimed at value add to any technical qualification, which help the students to acquire competence to secure jobs in any area related to IT & ITES & in other service industries. In this program modules like Soft Skills comprising of Personality Development, Interview facing techniques etc. along with Communicative English is included. This course would help students to groom their personality, improve upon spoken English, and techniques to face for job, this course can be taken by anyone willing to improve the said traits.

### **Learning Outcomes**:

After the completion of course, the students will

be able to:-

Improve their Communicative English and

English Speaking ability.

### **Outline of Course**

Brief introduction to: Spoken variety of English, the two chief spoken varieties-British and

American; Indian English and idea of a neutral accent.

Refresher classes on English Grammar and Vocabulary

Presentation and speech giving techniques

Module on Office Etiquette

Telephone handling Techniques

Power point Presentation

Module on Telemarketing and Prospecting

Interactive sessions.

### **Teaching Methodology**

The Methodology shall include classroom teaching, assignments, viva-voce, practical work, seminar, workshop, project work, quiz, group discussion, role play, etc.

### **Syllabus**

### **Unit 1: Rethinking Communication**

Week 1 is all about communication. But not the common sense or taken-for-granted notions of communication you might expect. Instead, we're going to rethink communication and challenge some of the conventional wisdom about communication that is common in our society. We'll compare and contrast different theories or models of communication, and see if we can develop a more sophisticated understanding of communication to understand the complexities of human interaction in today's groups. We'll also explore some of the hidden forces of group communication, like context, systems and institutions, and design. These are all things that are "present" in any group situation, influencing how we interact with each other, but easy to miss if we're not looking. We want to expand our field of vision, so to speak, so we have a fuller understanding of what's happening in any group situation.

### **Unit 2: Group Development & Decision Making**

Week 2 focuses on group development and decision making. We'll look at how groups come together through socialization, how they develop norms, and how roles emerge. And we'll compare and contrast different models that explain these processes. We'll examine the various decision making traps that groups can fall into, while also developing better practices for making good group decisions. And we'll explore how groups can be more creative and innovative in their decision making.

### Unit 3: Conflict, Difference, & Diversity

Week 3 is all about conflict, difference, and diversity. We'll learn how groups can have a good fight and how you can choose the right words in a dispute...as well as how to negotiate with others when things get difficult. We'll also explore why difference and diversity are so important for group communication, and how understanding the concept of identity is critical for our involvement in groups. And we'll pay special attention to communication and gender, one of the most significant aspects of difference and diversity for groups to understand.

### **Unit 4: Group Communication & Technology**

Week 4 covers group communication and technology...an increasingly prevalent aspect of the modern landscape of group work we must understand. We'll look at the concept of virtual work and how groups are using technology, as well as various models and theories of media functionality and information processing. We'll cover several practical and conceptual issues we should always keep in mind when it comes to technology and group communication, and we'll explore some cutting-edge thinking about technology and group work through the fascinating theory of socio materiality.

### **Course Materials**

Will be sourced from authentic discourse such as newspapers, audio-visuals, etc. Where required materials will be fabricated to teach the student a particular strategy.

	Attendance Register (	of		-		-	02- 0 26 8	, (	lass		ox	02	0-2								-	-
	A	Month	02	0	10	02	02-0	201	03	01	103	1	9				7	T	T	I	-	-
		Date	20	2.2	23	24	26 3	3-1	2	3	4	100	0	3	10	2	+	T		+	-	
No.	NAME OF THE STUDENT	Sig. of Lecturer	V	D	V	X	1	18	12	16	1	10	6	7		10	+	T		1	-	-
Roll No.		No. of Lecturs	1	2	3	4	5	3. 7	8	9	10	1	4	2	7	4	1	+	B 1	9 20	21	22
		Lecture	X	×	X	X	XX	١.	×	×	10	=	12 13	1	14	15 1	0 1	1	-	+	T	
			×	X			XY		-	1	X	X	X.		1	*	I	+	+	+	T	
2	N. Sajkymer		×	X			۲.	X	-	1	X	X	X	1	1	1		+	+	+	T	
3	P. marutha Rig		X	X				4.	-	1	X	X	X	1	1	1	1	1	+	+	T	
4	D. Sajkumer		X				×.	×	X	X	X	X	X	1	1	t		1	+	+	T	
5	B. Kalyani		×		100	-	× ,	×	×	1	X	X	XX		1			1	+	+	+	
6	T. Magarajn		X	X	and the	200	Χ .	-		X	0	X	X	1	X.	X		+	+	+	T	
7	R. Duna			-			XX	- 100		X	1	X	X	1	1	+		-	+	+	+	T
8	m. Pravalle		×		X		XX			×	13	X	X	1	X	1		1	-	+	+	T
9	Ch. Archwarys					< >	X		X	×	X	10	X	1	*	4		1	+	+	+	1
(0	B. Chandy				XX		K Y		X	X		-	X	X	1	-			-	+	+	T
0	Ch. Robitto					<	· ×	10000		X	X		X,	,	1	7	1		-	+	+	+
12	B. Manish Kuhn	-	1000	X		. 4			-	1000	-	X	X	1	X	K			1	+	+	+
13	Banoth Navin			-	1;		XY	-	XX	X	X	X	X	1	X	X	1			+	+	+
14	Dodem Narell				5 >	_	-	X	X	X		X	X	1	1	X				+	+	+
15	V. Somsleyg		1		-	200					X	X		r	X	X				-	-	+
11/4 11	K. laymi pring	-	1	XI.		4/7	-		X	X	X	X	X	1	7	X	1				-	+
17	T. francetha				-	XX	-		X	X	X	X	X	-	X	7		1				4
13	M. Ram Singh		X	KY	ς X		×	100	X	X	×	X	X	-	*	-		1				4
19	Ambala Kamal		XX	x 7	X >	( >	۲.	X	X	X	X	×	X	×		X	1					
20	K. pawors kuma		X	× :	XX	X	×		X	X	×	×	X	-	X	X						
4	B. punya marky	1	XY		· >	X	X	X	,	X	X	X	X	X	X	_	-					
22	B. punya marky	)	XX	1 7	X	1	κ .	X	X	×	×	X	X	*	X	XX						
23	J. Vamshi		1	XX	< .	X	X	X		X	×	X	X	1	X							
24	B. Bharath	7	X	)	XX	X	×	X		X	X	X	X	X	X							
25	ch. Akhiel	7	( X	X	X	X	X		X	X	×	X	- 6	X	,	X						
6	G. Neeraj		¥	: >	( X	×		X	X	x		X	X	-	XX	X						
,	J. Rakesh	>		X		-		×	X	X	×	X	1	-		*						
	G. Ravali	×	_			×	-	×	X	X	X	×		X	X	,		1				
7	S. Sreekant	- (	7			×			×		X	-		X	n	×						
			-	20 100				X	No.	×	-	X	100	2	1	X						
			· ×		13000		X	X	X	X	X	X	ALCOHOL: N	X	X	X						
1	K. prashanth			X	Service of the last		X		×	X	X	×	X	X	X	X						
0	h. Venleatosh	*		×			X	X	X	X	×	X	X	X	X							
0	lalotk yakub	X		_	×	1		X	X	*	X	X	X	X	×	K						
P	· Madhulear	X		X	X	×	X	4	X	X		X	X		X	X						
-(	h. Akhij	X	1	,	X	X	×	×	X	X	X	X	1 -	X		X						
	/															1					-	-

	Attendance Register of					,	Year	r, (	Cla	SS			203	(0 -	21						
	Attendance Register	Month	02	02	52	02	02	02	03	03	03	03	03	100			-1	T	T	1	I
7		Date	-			_	26	92	01	62	03	64	at	0	03	1/3	21	T			J
6	INTAIT	Sig. of		0	b	1	0	2	8	4	2	2	E	1	2	PA	18				
Holl No.	NAME OF THE STUDENT	Lecturer			- 00	4	5	6	7	8	9	-	-	1	L	Y	10	+	17	18	19
T.		No. of Lecture	1	5	3	4						10	11	12	13	1	1 15	16	1	100	
	- 11		X	X	1	X	X	X	X	X		X	X	X	×	0	14	1	-	-	
37	7: Sharangs			X	X	X	X	X	×	×	X	×	X	X	10	T	1	1	1	1	
40	J. Anjaran		X	X	X	X	X	×		X	×	-	×	X	TA	V	1	1	+	+	-
41	g. Dily		X	X	×	×	×	×	×	×	×	X	X	X	TA	1	7	1	+	+	H
42	mp. Imran		X	×	X	×	×	×	×	×		X	×	5 4	C X	V	1	1	+	+	+
43	S. Harika		X	X	×	×	×	×		×	X	7	7	< ×	to	V	X	1	+	+	4
44	B. Chansu		,	X	X	×	X	X	K	×	X	X	X	×	10	~	1	7	1	+	4
45	IC Sanjay		X	×	X	×	,	×	X	×	7	5 >	K /	X	ST.	1	7	X	1	+	
16	B. Lambaby		X	X	X	X	×	×	X	×	7	5 7	× /	K)	K X	1	X	1		1	
17	T. Saites		X	X	×	×	×	×	×	×		. 7	X	×	X)	-	X	17		1	
B	Bairedly Mary		1	×	×	X		×	-	×	< 7	4;	X	×	X	, ·	F	1-7			
9	J. Rachang		1	X	X	×	X	7	X	17	1 7	×		X	×	A.	T	1.			
0	S. At Shay Kuhn	2	X	X	X	-	100		×		-	V3 13		X	×!	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	7	tx	T		
9	D. Sajkymar		X	-	1 100	Victoria.	×	X	+			101	-	X	X	-	1				
52	K. Mahender		X	X			+	X		-		-		×	-	X		过	6		1
3	p. Shalini		X	X	X		×	-	1	, />	01 0		×	X			-	Ty	AT		1
7411	Bondi Delip	1	117	17	1	X	-	×				1000			X	X	1		X		1
	C. Suman			X	X	. ×	4	7	47	-	000	×	X	×	X	1	8	4	-	1	
3	1k. Shiva Krish		X	-	7	Y	X	×	47		OB		X	×	×	X		+	X	1	n
52	0 1 1	19	X	-	4.	4 7	K -	7	XX	17	<	X	×	×	X	X		-	X	1	Ī
57	Atla Rahul		+	X		×	×	X	1	4>	4	X	×	X	×	X		X		1	
9	P. Hjay		×			X	X	7	4 7	X	4	X	7	×	×	X		-	X	1	ī
9	Ajmera dunga		1	-	7	100	XX		4	X	X	X	×	*	X	X		X	X	H	i
60	2 Shirisha		7	100		47	XX		1	X	X	•	X	×	×			X	X	-	-
51	T. Kalidas				200		5.	+	-	1	X	X	×	×	14	X	1	*	X	1	+
62	Banath pawas		X	-		-		-		+		大	1	1	×	X		X	X	1	1
63	T. Shijana		X	7	8 8	47		A11 000			,	-	10.00	-	_	-		X	. 17		1
34	G. Mahender		X	X	17	47		4.	- 10	X	7	X	7	17	7		-	1.	- TO	X	I
5	L. Tulass Das		Y	1	5	XX	< 7	4 7	4	1	1	_			1			+>		X	
4	K. Protti			1	KIT	K Y	1 7	1	X	X	X	*		1	17	100		1000	THE RESERVE THE	X	Ī
-11	K. preethi G. Akshitha		X	920			4 7	X -	1		X	X	*	17	47	XX	_	-	-		i
7	G. Appliana		X		1	×7	X -			X	1	1	1	7	17	4 '		_	X		ı
8	N. Anvish		X		_	K 7	1	,		X	*	+	-	201		XX	_		X	X	H
9	T. Kaveri		100	_	_	-				1	*			- B		XX		-		X	
6	ch. Ravitesa	,	X		1	100	1000		1000	*		+	_	-		X			X		1
11	Allam Shivaman	4						_	_	-			-	100 III		- N			X	17	1
2	E. Sarala		X				× 7				-	+		X		X			X	X	
3	Ch. Azunajyott	4	7	X ;	X		X.		_			_	. 7	_		X.	-	-	×	X	_
4	G. Rajesh			X	A	X	X	X	X		X	1	X	K	X	X		-	1	-	
5	m. Raghy		31		×							,	1	J	1	X	X		X	7	1

# KAKATIYA GOVERNMENT COLLEGE, HANAMAKONDA DEPARTMENT OF ENGLISH

### A CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH

Head & Course Director

### **CERTIFICATE**

	Date:	
This is to certify that	s/o	
attended the course entitled "A Cer	tificate Course in Comr	nunicative English"
offered and organized by the De	partment of English, K	akatiya Government
College, Hanamakonda from <b>20-02-</b>	<b>2021</b> to <b>10-03-2021</b> prog	rammed for 15 Days
carrying 30 Hours under the aegis of	the Commissionerate of C	Collegiate Education,
Government of Telangana, Hyderaba	ıd.	

**Course Coordinator** 

Principal

