



Government Degree College

Falaknuma Hyderabad-53

(Email: gdcfalaknuma@gmail.com)

Date: 5 Mar 2022

To

The Principal

Government Degree College

Falaknuma, Hyderabad-53

Sub: - ENGLISH Department- Permission for conducting an Certificate Course on Written Communication skills -Request- Regd.

Sir/ Madam

The ENGLISH Department is planning to conduct Certificate Course on topic Written Communication Skills

from 7 Mar 2022 to 26 Mar 2022
total 15 days and 15 hours.

I request you to permit us to conduct the course and sanction an amount

I shall be thankful to you for the same.

Sajid

Yours Truly

Head of the Department
Department of English
GDC, Falaknuma, Hyd.


Government Degree College
Falaknuma, Hyderabad-53

Department: ENGLISH From 7/11/22 to 26/11/22

Certificate Course: Written Communication Skills

List of Students

S.No	Name	Class	Roll No.	Signature
1	Abdullah bin Ali Jabri	Bcom 3 rd year	19119405005	Ali Jabri
2	Akula Rahul Yadav	Bcom 3 rd year	19119405008	Rahul
3	Huda Begum	Bcom 3 rd year	19119405033	Huda
4	Khadaori Ali Khan	Bcom 3 rd year	19119405013	Ali
5	Mohammed Faizan	Bcom 3 rd year	19119405081	Faizan
6	Mohammed Ziauddin	Bcom 3 rd year	19119405143	Zia
7	Asfiya Khatun	Bsc 3 rd year	19119445002	Asfiya
8	Rumana Begum	Bsc 3 rd year	19119445913	Rumana
9	Nikath Begum	Bsc 3 rd year	19119445019	Nikath
10	Syed Asad	Bsc 3 rd year	19119445023	Asad
11	Mohd Abdul Adil	Bsc 3 rd year	19119468010	Adil
12	Ayesha Fatima	Bsc 3 rd year	19119445004	Ayesha
13	S. Vinay	Bsc 3 rd year	19119468005	Vinay
14	G. Venkata Ratnam	BA 3 rd year	19119129012	Venkate
15	Zulega Rahil	BA 3 rd year	19119129049	Rahil
16	Mohd Altaf	BA 3 rd year	19119129022	Altaf
17	Younus-Abbas Khan	BA 3 rd year	19119156047	Younus
18	Wrooj Sultana	BA 3 rd year	19119129914	Wrooj
19	Syed Akram	BA 3 rd year	19119366043	Akram
20				


PRINCIPAL (FAC)
Principal
Govt. Degree College
Falaknuma, Hyderabad.


Organiser
Head of the Department
Department of English
GDC, Falaknuma, Hyd.

Government Degree College

Falaknema, Hyderabad-53

Certificate Course : *Written Communication Skills*

From: *7 Mar 2022* to *31 Mar 2022*

Attendance of Students

S.No	Name	7/3	8/3	9/3	10/3	11/3	14/3	15/3	16/3	17/3	18/3	21/3	22/3	23/3	24/3	25/3	26/3	28/3	29/3	30/3	31/3	Remarks	
1	Abdullah Ben Ali Sabri	1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
2	Akula Rahul Yadav	1	2	2	3	4	5	6	7	7	8	9	10	11	12	13	14	15	16	17	18	19	
3	Huda Begum	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
4	Khader Ali Khan	1	2	3	4	5	6	7	8	9	9	10	11	12	13	14	15	16	17	18	19	20	
5	Mohammed Faizan	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
6	Mohammed Zia Uddin	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
7	Asfiya Khatun	1	2	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
8	Rumana Begum	1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
9	Nikhath Begum	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
10	Syed Asad	1	2	3	4	5	6	7	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
11	Mohd Abdul Adil	1	2	3	3	4	5	6	7	8	9	10	11	12	13	14	14	15	16	17	18	19	
12	Ayesha Fatima	1	2	3	4	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
13	S. Vinay	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
14	G. Venkata Ratnam	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
15	Zulega Rohil	1	2	3	4	4	5	5	6	7	8	9	9	10	11	12	13	14	15	16	17	18	
16	Mohd Altaf	1	2	3	4	5	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
17	Jourus Abbas Khan	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
18	urooj Sultana	1	2	3	4	5	6	7	8	8	9	10	11	12	13	14	15	16	17	18	19	20	
19	Syed Akram	1	2	3	4	5	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	

Government Degree College

Falaknuma, Hyderabad-53

Department: ENGLISH

Certificate Course: Written Communication From: 7/11/2022 to 26/11/2022

S.No	Roll Number	Name	Feedback of Students
1	191119405005	Abdullah Bin Ali Jabri	Thank you for always expressing your thoughts or concern to me
2	191119405008	Akula Rahul Yadav	I have noticed that you have strong communication skill
3	191119405033	Huda Begum	with this course our skills improved.
4	191119405043	Khadar Ali Khan	I appreciate your ability to listen to others.
5	191119405081	Mohammed Faizan	Very excellent communication course
6	191119405143	Mohammed Zia Uddin	I have noticed that you have strong c/s
7	191119445008	Asfiya Khatun	communication that recognizes another strengths/success.
8	191119445913	Rumana Begum	This course is very helpful to understand English.
9	191119445019	Nikhath Begum	Very excellent communication course
10	191119445023	Syed Asad	with this course our skills improved
11	191119468010	Mohd Abdul Adil	the response, reaction, or information given by recipient.
12	191119445004	Ayesha Fatima	Thank you for always expressing your thoughts or concern
13	191119468005	S. Vinay	communication that recognizes another success
14	191119129012	Gr. Venkata Ratnam	Very excellent communicational course
15	191119129049	Zulega Rahil	with this course our skills improved
16	191119129022	Mohd Attaf	Thank you for always expressing your thought
17	191119156047	Younus Abbas Khan	I appreciate your ability to listen to others
18	191119129914	Urooj Sultana	communication that recognizes another strength/success
19	191119365043	Syed Akram	Very excellent communication course


Government Degree College
Falaknuma, Hyderabad-53

Department: ENGLISH

From 9/11/22 to 26/11/22

Certificate Course: *written communication skills*

S.No	Roll No	Name	Qualified or not	Certificate Signature
1	191119405005	Abdullah Bin Ali Jabri	Qualified	Abdullah
2	191119405008	Akula Rahul Yadav	Qualified	Rahul
3	191119405033	Huda Begum	Qualified	Huda
4	191119405043	Khadeer Ali Khan	Qualified	Mohd Khadeer
5	191119405081	Mohammed Faizan	Qualified	Faizan
6	191119405143	Mohammed Ziauddin	Qualified	Zia
7	191119405002	Ashifa Khatoon	Qualified	Ashifa
8	191119445913	Rumana Begum	Qualified	Rumana
9	191119445019	Nikhath Begum	Qualified	Nikhath
10	191119445023	Syed Asad	Qualified	Asad
11	191119468010	Mohd Abdul Adil	Qualified	Adil
12	191119445004	Ayesha Fatima	Qualified	Ayesha
13	191119468005	S. Vinay	Qualified	S. Vinay
14	191119429012	G. Venkata Ratnam	Qualified	Venkata
15	191119429049	Zulega Rohil	Qualified	Zulega
16	191119429022	Mohd Altaf	Qualified	M. Altaf
17	191119456049	Younus Abbas Khan	Qualified	Abbas
18	191119429914	Usroj Sultana	Qualified	Usroj
19	1911194366043	Syed Akram	Qualified	Akram
20				


PRINCIPAL (FAC)
Principal
Govt. Degree College
Falaknuma, Hyderabad.


Organiser
Head of the Department
Department of English
GDC, Falaknuma, Hyd.

Government Degree College
Falaknuma, Hyderabad-53

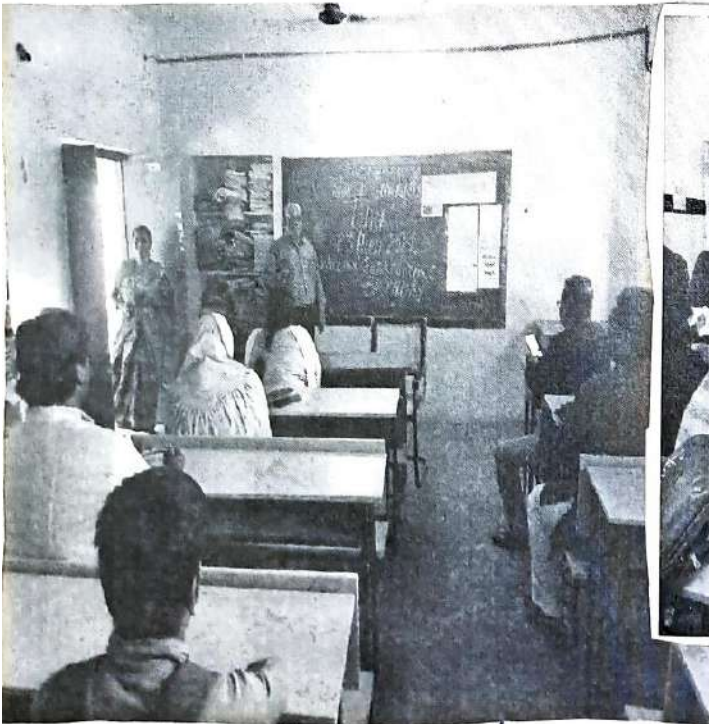
Department: ENGLISH

Certificate Course: *Written Communication Skills*

Report

The ENGLISH Department has conducted Certificate Course on the topic *Written Communication Skills*. The students of B.com, B.sc, and B.A have participated. The course started on 7th of March 2022 and ended on 26th March 2022. The course had duration of 15 days and 15 hours.

Photos (4) Small Size



Inaugural session - certificate course

Pr PRINCIPAL(FAC)
Principal
Govt. Degree College
Falaknuma, Hyderabad.



*Sessions conducted by
the faculty - Dept. of English*

Head of the Department
Department of English
GDC, Falaknuma, Hyd.