

## CIRCULAR

Dt:11/02/2019

This is to inform all B.SC,B.COM &B.A students that the Department of English is going to organize a certificate course on “communication skills” for 21 days from 19/02/2019 to 10/03/2019.

Interested students may enroll their names in department of English on or before 15/02/2019.



INCHARGE

Dept of English



PRINCIPAL

PRINCIPAL  
Govt. Degree College for Women  
GAJWEL, Dist. Siddipet.

# GOVT.DEGREE COLLEGE FOR WOMEN-GAJWEL

## A CERTIFICATE COURSE

ON

## COMMUNICATION SKILLS

**ORGANIZATION:**The course was organized by the department of English of this college and this course was conducted for 37 students and the course has commenced on 19<sup>th</sup> feb 2019 and closed on 11<sup>th</sup> march,2019 with a duration of 21days

### **COURSE CONTENT:**

- 1.Use of auxiliary verbs
- 2.Concord –subject-verb agreement.
- 3.vocabulary.
- 4.Tenses
- 5.Application of grammer.
- 6.Some common situation in daily life.
- 7.comparisions in daily use.
- 8.Application questions and answers in day to day situations
- 9.Reporting others voice.
- 10.Soft skills.

**EXPECTED OUTCOMES:**After completion of the course, the students will be able to:

- Enhance communication skills
- Write proper reports.
- Acquire leadership skills and handle management conflict.
- Use effective expressions.

## REPORT OF THE PROGRAMME

It is observed that UG students are lagging behind in the job arena due to lack of communication skills

Keeping in the view significance of the required skills for students to obtain employment in both government and private sector.

The Department of English resolved to launch a 21 day certificate course on communication skills from 19/02/2019 to 10/3/2019. Forty students have enrolled for the course. We have incorporated the following components in the course.

The conduct of the course turned to be a successful one as many students acquired skills and are now able to face interviews and participate in GD'S confidently.





STATEMENTS SHOWING THE PARTICULARS OF ADMITTED STRENGTHS OF'

S.NO	H.T.NO	NAME	CORSE
1	602917111501	A.SANDHYA	B.A.(E.P.P)
2	602917111503	ASIA BEGUM	B.A.(E.P.P)
3	602917111507	D.MOUNIKA	B.A.(E.P.P)
4	602917111508	D.PRASHANTHI	B.A.(E.P.P)
5	602917111514	G.DEEPA	B.A.(E.P.P)
6	602917111516	K.PRATHIBA	B.A.(E.P.P)
7	602918468001	A.SANDHYA	MPCS
8	602918468002	A.NARMADA	MPCS
9	602918468005	A.NIHARIKA	MPCS
10	602918468012	B.ANJALI	MPCS
11	602918468024	D.TEJASWINII	MPCS
12	602918468015	B.AKANKSHA	MPCS
13	602918441001	A.RITHIKA	MPC
14	602918441008	B.MANEELA	MPC
15	602918441020	K.SHIRISHA	MPC
16	602918441026	M.RAJANI	MPC
17	602918441031	N.VANDANA	MPC
18	602918129501	B.VINODA	EHP
19	602918129504	G.DEEPIKA	EHP
20	602918129513	MD.SANIYA	EHP
21	602918129515	M.GEETHA	EHP
22	602918129520	T.BHAVANI	EHP
23	602918129004	M.VASANTHA	EHP
24	602918405007	B.VIJAYA	B.COM
25	602918405025	M.PAVANI	B.COM
26	602918405034	P.AKSHARA	B.COM
27	602918405047	T.RADHIKA	B.COM
28	602918405051	V.SOUMYA	B.COM
29	602917441032	P.RAJITHA	MPC
30	602917441037	V.SUMALATHA	MPC
31	602918441018	G.VENNELA	MPC
32	602918441027	M.ANUSHA	MPC
33	602918441032	N.NAGARANI	MPC
34	602918441039	S.ANNAPURNA	MPC
35	602918441044	Y.LAVANYA	MPC
36	602918468080	SANIA TABASSUM	MPCS
37	602918468072	P.RUKMINI	MPCS
38	602918468088	Y.VENKATAMOUNIKA	MPCS
39	602918468055	K.LAVANYA	MPCS
40	602918468073	P.RAJESHWARI	MPCS

# GOVT. DEGREE COLLEGE FOR WOMEN - GAJWEL

## DEPARTMENT OF ENGLISH

### CERTIFICATE

This is to certify that Miss.....D/o.....with  
Admin No.....has Successfully completed the Certificate course  
on "**COMMUNICATION SKILLS**" at Govt. Degree Collage for Women, Gajwel  
From 19th Feb 2019 to 10th March 2019 Passed with.....Grade.

*Gur*  
Course Organizer

*Arushi*  
Incharge-Dept of English

*R. S. Sanyal*  
Academic co-ordinator

*N. V. Chavhan*  
Principal

PRINCIPAL  
Govt. Degree College for Women  
Gajwel, Dist. Siddharthnagar

2017-2018

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All the students are here by inform that  
the Department of History is going to Conduct a certificate  
Course 'yoga and Meditation form 01-09-2017  
24-10-2017.  
The interested students can give there name to Dr. P. Jayaraj  
Lecturer in History.

P. V. Cheluvani  
Principal  
Govt. Degree College for Women  
GAJWIL, Dist. Siddipet

Cheluvani  
(Dr. P. Jayaraj)

S.NO	Roll Number	Name of the student	Group
1	6029-15-405-401-501	K. Anusha	Bcom
2	502	N. Bujji	"
3	503	Ch. Madhavi	"
4	504	Ch. Manisha	"
5	505	J. Megamala	"
6	506	K. Sony	"
7	507	Ch. Sumalatha	"
8	508	M. Vasantha	"
9	6029-15-441-501	S. Anitha	BSC (mpc)
10	502	A. Anusha	"
11	503	T. Shyamala	"
12	504	D. Sulochana	"
13	505	K. Swetha	"
14	506	P. Vinoda	"
15	6029-15-129-501	B. Bhavani	BA. HEP/EP
16	502	P. Bhavani	"
17	503	A. Lavanya	"
18	504	G. Mangula	"
19	505	T. Nagamani	"
20	506	S. Nagma	"
21	507	K. Navanitha	"
22	508	K. Naveena	"
23	509	A - padma	"
24	510	K. pochamma	"
25	6029-15-445-501	A Freena Begum	Bsc (BZO)
26	502	B. Balamani	"
27	503	V. Bhagya	"
28	504	T. Bhavani	"
29	505	B. Divya	"
30	506	A. Geetha	"



UNIT-I

1. Pranayanam :-

- ① Nadi Sodhana
- ② Shitali pranayama
- ③ Ujjayi pranayama
- ④ Kapalabhati pranayama
- ⑤ Dirga pranayama
- ⑥ Viloma pranayama
- ⑦ Anuloma pranayama
- ⑧ Bhrami pranayama.

2. Yoga :-

- ① Kundalini yoga
- ② Vinyasa yoga
- ③ Hatha yoga
- ④ Ashtanga yoga
- ⑤ power yoga
- ⑥ Restorative yoga
- ⑦ prenatal yoga
- ⑧ Aerial yoga

3. Asanas :-

- ① ARDHA Chakrasana
- ② TADASANA (palm tree pose)
- ③ Trikonasana (Triangle posture)
- ④ Veerabhadrasana
- ⑤ Bhujangasana
- ⑥ padmasana



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Yoga Training given by Dr. Kumaraswamy  
Pathangali yoga Kendram - Gajwel







# GOVT. DEGREE COLLEGE FOR WOMEN - GAJWEL

SIDDIPET DIST, TELANGANA, INDIA



## CERTIFICATE OF COMPLETION

This is to certify is presented to Kumari.....Of

Class.....year.....for Successfully completed the Certificate course in

**"YOGA & MEDITATION"** From 2016-09-2017-2018-10-17 Department of History G.D.C(W), Gajwel

*Dr. P. Jayaraju*  
Convenor  
Dr. P. Jayaraju

*P. Rajitha*  
Organizing Secretary  
Smt. P. Rajitha

*P. V. Uma Sasi*  
Principal  
Smt. Dr. P.V Uma Sasi

## Report

A certificate course on "Yoga & meditation" was organised by department of History for 30 days from 01-09-2017 to 24-10-2017 with enrolment of students. Yoga trainer Kumara Swamy has given training for the students. At the end of the course students are able to do different yoga asanas & surya namaskaras. The course was ended by distribution of certificates to the students by the principal.

P. V. Uma Sain

PRINCIPAL  
Govt. Degree College for Women  
GAJWEL, Dist. Siddipet

Phyany  
(convener)