

GOVERNMENT DEGREE COLLEGE, LUXETTIPET

DEPARTMENT OF ENGLISH

**CERTIFICATE COURSE ON FREE SPOKEN
ENGLISH**

Date: 18-10-2019

Government Degree College, Luxettipet

Department of English

Resolution

As part of the betterment of B.A, B.Com, B.Sc. students, we the Department of English decided to engage one month Certificate Course on Free Spoken English.

Department of English

Date: 18-10-2019

To
The Principal
Govt. Degree College
Luxettipet

Dear sir

Sub:- Permission for one month certificate course on Free
Spoken English request regarding.

* * *

Adverting to the subject cited, we the Department of English
decided to engage one month certificate course on Free Spoken
English for betterment of B.A, B.Com, B.Sc. students. We appeal for
your kind permission.

Thanking you sir

Yours faithfully

Permitted
T.K. J
18/10/2019
Principal
Govt. Degree College
Luxettipet-504 215, Dist: Mancherial.

P. Q. M
Department of English

Notice

All the students of BA, B.Com, B.Sc. are informed that the Department of English decided to engage one month Certificate Course on Free Spoken English for betterment of your future employment opportunities and Post Graduation courses. All the students should and make it success.

Department of English

Govt.Degree College,Luxettipet

Objectives of Short Term Spoken English course

The main aim of the course is to increase the command over spoken and written English. The methodology of teaching shall encompass and focus not only on the rules of grammar but also on conversation practices.

- To get job opportunities.
- To relinquish stage fear
- Enhances Self confidence
- Get job placements in MNCs
- Face interviews without hesitation.

Government Degree College, Luxettipet

Department of English

Syllabus for one month Certificate Course on Free Spoken English

- | | |
|----------------------------------------------------|---------|
| 1. Introduction to the course | |
| What is the use ? | 1 hour |
| 2. L.S.R.W. Skills | 4 hours |
| 3. Self Introduction | 2 hours |
| 4. Parts of Speech | 3 hours |
| 5. Prepositions | 3 hours |
| 6. Tenses | 6 hours |
| 7. Situational Conversation | 3 hours |
| (at the bank, at the bus station, Railway station) | |
| 8. Group Discussion | 3 hours |
| 9. J A M (Just A Minute) | 2 hours |
| 10. C.V. Preparation | 1 hour |
| 11. Interview Tips | 1 hour |
| 12. Valedictory Function | 1 hour |
| (Certificate Distribution) | |

GOVERNMENT DEGREE COLLEGE, LUXETTIPET

LIST OF STUDENTS ENROLLED

CERTIFICATE COURSE

Date: 22/10/2019

Sl.No	Name of the student	Course & registration no.	Course and Year	Signature of the students
1.	Ch. Mallesh	1001	BA I	Mallesha
2.	G. Sanjay	1002	BA I	Sanjay
3.	K. Prashanth	1003	BA I	Prashanth
4.	A. Sanjeev	1004	BA I	Sanjeev
5.	A. Premkumar	1005	BA I	Prem
6.	E. Sunitha	1006	BA I	Sunitha
7.	J. Rajakumar	1007	BA I	Rajakumar
8.	N. Raviteja	1008	BA I	Raviteja
9.	T. Gangamallu	1009	BA I	Gangamallu
10.	J. Anusha	1010	BA I	Anusha
11.	A. Murahari	1011	BA I	Murahari
12.	K. Punnamchandu	1012	BA I	Punnamchandu
13.	P. Anand	1013	BA I	Anand
14.	L. Vinod	1014	BA I	L. Vinod
15.	B. Roja	1015	BA I	B. Roja
16.	B. Shivakumar	1016	B.com I	B. Shivakumar
17.	K. Ranjith	1017	B.com I	K. Ranjith
18.	T. Rakesh	1018	B.com I	T. Rakesh
19.	D. Meghana	1019	B.com I	D. Meghana
20.	T. Aravind	1020	B.Com I	T. Aravind
21.	M. Ramya	1021	B.Com I	M. Ramya
22.	T. Charan	1022	B.Com I	T. Charan
23.	B. Swejasri	1023	B.Com I	B. Swejasri
24.	K. Susmitha	1024	B.Com I	K. Susmitha
25.	M. Swagath	1025	B.Com I	M. Swagath
26.	M. Harisha	1026	B.Com I	M. Harisha
27.	T. Manasa	1027	B.Com I	T. Manasa
28.	T. Balaji	1028	B.Com I	T. Balaji
29.	M. Satwikumar	1029	B.Com I	M. Satwikumar

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Group Discussion

`Group Discussion` (GD), as the phrase suggests, is a group activity. It is now quite well known that these days, multi-national companies tests the personality traits of every employee before recruiting. It is mandatory on the part of every candidate to equip himself/herself with some skills to gain entry into employment. A Group Discussion can bring to the fore the candidate's skill such as leadership skills, communication skills, capability to work in a group, etc. It is an accepted fact that an organisation can progress only if its employees work in harmony with each other. A Group Discussion is a small way of assessing the skills of a candidate. It is one of the stages in the selection process of employees. In a GD, a group of five or six members sit together to discuss a topic assigned to them. Every candidate is free to interact with others and express his/her ideas. The candidates may have opinions that are different from the other members of the group.

The following characteristics are tested in a G.D.

1. The candidate's ability to express his opinions.
2. The candidate's ability to work with a team
3. His leadership skills and the ability to initiate and lead the discussion.
4. The communication skills.
5. Creativity and imagination.
6. The ability to convince others with his statements.
7. His acceptance of others' opinions.

Form a group and discuss the following

12-12-21

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Luxettipet- 504 215, Dist. Mancherial.

1. Merits and Demerits of mobile phones.
2. The role of media in society.
3. The merits and demerits of the withdrawal of 500 and 1000 rupee notes by the Reserve Bank of India.

7.11.15

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Self Introduction

My name is Rajitha Pendyala. I was born in Karimnagar District at kothapally on 01 Nov 1989. I am an Indian National. Whose mother tongue is Telugu. I stay at 10-02-289/123, Jyothinagar, Karimnagar . I am a student. I am studying in S.R.R. Degree College, Karimnagar. My father name is P. Prasad Rao. He is an Executive Engineer in P.W.D. My mother's name is P. Padmaja. She is a teacher. I have a brother and sister. My brother is an Electronic Engineer and my sister is studying her M.A. Sociology. I would love to read books and listen to music, in my free time.

Question Paper for Certificate Course on Spoken English

I Answer all the questions. Each carries one mark

Fill in the blanks with suitable articles

1. Rajesh is _____ Indian, John is _____ European
2. Shakespeare was _____ greatest dramatist in the world
3. He is _____ tallest of all boys in the village.
4. He is _____ honour to his profession.
5. _____ blind depend on others.

II Correct the following sentences.

6. One of my friend is a Tahsildar.
7. He walked with the corridor.
8. Sridevi was listening music now.
9. Birds flies in the sky.
10. If you pay money, I would bring the books.
11. In JAM, J means _____
12. In GD, G means _____
13. In LSRW, W means _____

III Fill in the blanks with suitable prepositions.

14. Sudha sits _____ Saroj and usman.
15. Father returned _____ 6 O' clock.
16. He is fond _____ Chocolates.

17. The child jumped _____ the tank.

18. Mathematics book is _____ the table.

19. They fetched water _____ the river.

20. Vijay cut the lemon _____ knife.

IV Write the parts of speech of underlined words in the sentences.

21. Road is blocked

22. Water the plants

23. Please fetch me a glass of water.

24. Sarala is a teacher.

25. Rose is a beautiful flower.

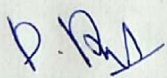
A.K.J.

Principal
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GOVERNMENT DEGREE COLLEGE, LUXETTIPET
FEEDBACK REPORT

Date:

Name of the student	B. Roja
Course and Academic year	B.A. 2019-20
Name of the programme	
Questionnaire for the programme	
1. Are you satisfied by the programme	yes
2. What did you learn from the Programme	learnt to speak in English
3. Is it useful to improve your skills	yes.
4. Can you apply this in generating self employment	yes.
4. Any suggestions by you regarding the programme	No.

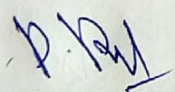

PROGRAMME COORDINATOR


PRINCIPAL
Govt. Degree College
Luxettipet - 504 215

GOVERNMENT DEGREE COLLEGE, LUXETTIPET
FEEDBACK REPORT

Date:

Name of the student	T. Manasa
Course and Academic year	B.Com 2019-20
Name of the programme	
Questionnaire for the programme	
1. Are you satisfied by the programme	yes
2. What did you learn from the Programme	I have learnt to speak in English
3. Is it useful to improve your skills	yes
4. Can you apply this in generating self employment	yes
4. Any suggestions by you regarding the programme	no


PROGRAMME COORDINATOR


PRINCIPAL

Principal
Govt. Degree College
Luxettipet-504 215, Dist: Mancherial.