

Five Components of TSKC curriculum

1 Communication skills

- Speaking Skills
- Writing skills & Vocabulary building in both English and Mother Tongue,

2 Technical Skills/ Computer Knowledge

- Basic knowledge of Computers
- SBTET Typing certificate
- MS office
- Internet Browsing
- MOOCs
- Certificate Courses

3 Analytical Reasoning & Aptitude

- Logical reasoning,
- Problem solving,
- Creative thinking and Arithmetic

4 Personality Development

- Knowing Oneself
- Relationships
- Right knowledge

5 Career Guidance & Job Preparedness

- Career opportunities
- Job requirements and Job preparedness
- Grooming

First Semester - 30 Hours				
1	Communication Skills (Bilingual/English & Mother tongue)	24 hours	Introducing Oneself Introducing Others Introducing likes & dislikes Knowing each other-introduction Basic Vocabulary	End of semester-I the student is expected to 1. speak and write about oneself, family, college, village, plan for future and knowledge about Computers 2. Decide on Career option and plan for it. 3. Speak individually and in a group. 4. Students should be enrolled in Spoken Tutorial.
2	Career guidance	2 hours	Expectations about Oneself - My dream, My ambition, My Interests, My hobbies, My strengths, My weaknesses	
3	Personality Development	2 hours	Inviting learned people from different departments to share their experiences	
4	Introduction to computers	2 hours	Computer Lab work	
Second Semester - 30 Hours				
1	Communication Skills (Bilingual English & Mother tongue)	16 hours	Reading skills/ Right Pronunciation Writing skills Presentation Skills Basics of JAM	End of semester- II expected to 1. Read given content with right pronunciation, present a topic, prepare a
2	Career Guidance	2 hours	Latest in career opportunities Listening to people from various profiles	

			and interacting	power point and present
3	Computer skills	12 hours	MS office - MS word, MS excel and Power point	2. Know and read a few famous books, poems and share their views. 3. Use library/Comp labs or extra classes

Third Semester - 30 Hours				
1	Communication Skills (Bilingual English & Mother tongue)	10 hours	Situational building Vocabulary Terminology (Bilingual) Group of students may compile a book of new coinages and terminological words, Group discussion, presentations, Team	End of semester-III expected to
2	Computer skills	06 hours	Internet browsing-effective use of internet-Important websites, online transactions, Department website, Introduction to e-Commerce	1. build vocabulary, team presentation, internet browsing, simple mathematics and reasoning
3	Analytical Reasoning & Aptitude	12 hours	Solving Basic Arithmetic Problems Verbal and Non verbal reasoning	
4	Career Focus (Mother tongue)	02 hours	Choice making- Planning to achieve the goal	

Fourth Semester – 30 Hours			
1	Communication Skills	08 Hours	Creative writing, screening – Writing or presenting a Review
2	Computer Skills	10 Hours	SBTET Typing Certificate Course
3	Analytical Reasoning & Aptitude	06 Hours	Abstract Reasoning – to draw logical conclusions based on information expressed through shapes, patterns and words Diagrammatic Reasoning – drawing logical conclusions based on visual representations
4	Personality development	06 Hours	Knowing the importance of Relationships – Right Knowledge, Right Understanding- Human Values
End of semester-IV expected to			
<ol style="list-style-type: none"> 1. get through the SBTET Exam 2. MOOC S/ Spoken Tut. course 3. Online tests like quizzes etc 			

Fifth Semester - 30 Hours			
1	Communication Skills (Bilingual English & Mother tongue)	08 Hours	Personal Monitoring of Students' speaking and writing skills while they express their views in any of the activity mentioned in this semester.
2	Computer Skills	06 Hours	Searching websites for data collection, Research writing
3	Analytical Reasoning & Aptitude	08 Hours	Solving Basic Arithmetic Problems, Verbal and Non verbal reasoning
End of semester- V expected to prepare CV/Resume			

4	Career Guidance & Job Preparedness	08 Hours	JAM sessions, Resume writing, Interview skills, Interaction with HRMs, Job survey	
Sixth Semester - 30 Hours				
1	Communication Skills (Bilingual English & Mother tongue)	05 Hours	Group Discussions, JAM sessions, Life skills	End of semester- VI expected to get a JOB
2	Computer Skills	02 Hours	Preparation of dossier	
3	Analytical Reasoning & Aptitude	18 Hours	Practicing Tests, Job readiness	
4	Career guidance & Job Preparedness	05 Hours	Showcasing talents, Promoting Oneself, Interview skills, Entrepreneur skills	

MKR GOVERNMENT DEGREE COLLEGE- DEVARAKONDA TELANGANA SKILLS & KNOWLEDGE CENTER (TSKC)

ASSESSMENT ON FIVE COMPONENTS FOR THE SEMESTER

SL.NO	SEMESTER-I	TYPE	MARKS
1	Self Introduction in Mother tongue	Oral(Mints)	3 5
2	Self Introduction in English	Oral(Mints)	3 5
3	My ambition & plan for future	Oral(Mints)	3 5
4	My strength & my weakness	Oral(Mints)	3 5

5	Basic Knowledge about computers	Written	10
6	Basic operations of Computers	Practical	10
7	Submission of assignment on expectations about Oneself	Written	10
	TOTAL MARKS		50
	SEMESTER-II		
1	Speed reading with right pronunciation	Oral	5
2	Talk my Friend- speaking 2-3 Mints on any given topic	Oral	5
3	Writing 10 sentences on a given topic	Written	5
4	Calligraphy- Write a given paragraph	Written	5
5	Basic Knowledge about MS- Office & Enrollment in Online Courses	Written	10
6	Submission of assignment about Higher Education/ Carrere Opportunities	Written	10
7	Submission of Assignment on MS- Word	Written	10
	TOTAL MARKS		50
	SEMESTER-III		
1	Team Presentation on a topic	Oral	5
2	Group discussion on any given topic	Oral	5
3	Knowledge on Internet Banking & Cashless transactions	Oral	5
4	Exam on Arithmetic, verbal & Non-verbal questions	Written	20
5	Enrollment for certificate courses		5
6	Submission of Assignment on a compilation of a new coinages & terminology	Written	10
	TOTAL MARKS		50
	SEMESTER-IV		
1	Oral Presentation of review on a book	Oral	5
2	Written Presentation of review on a book/ Movie	Oral	5
3	Exam on Analytical Reasoning & Aptitude Questions	Written	30
4	Working on Certificate/ Online Courses		10
	TOTAL MARKS		50

SEMESTER-V			
1	Data collection on a given topic from internet	Written	10
2	Exam on Analytical Reasoning & Aptitude Questions	Written	20
3	Mode Resume Preparation	Written	5
4	Attending on any Skill / Entrepreneurial program		5
5	Enrollment for PG Coaching		5
6	Attending Model Interview Skills	Oral	5
TOTAL MARKS			50
SEMESTER - VI			
1	Group discussion & JAM	Oral	10
2	PG entrance preparation		10
3	Model Competitive Exam	Written	20
4	Preparation & submission of Dossier	Written	10
TOTAL MARKS			50
GRAND TOTAL		300	

5.1.3 English Language Lab

The intension of starting the English Language Lab is to train the students in their Communication Skills and to promote Soft Skills among the students to be forefront in their career and Employment Opportunities.

The syllabus we follow is:

- Phonetics & its transcription
- Accent (Word Accent & Sentence accent)
- Intonation
- JAM sessions
- Reading Skills
- Listening Skills
- Writing skills

Speaking skills
Interview Skills
Functional Grammar
Correction of Sentences

Soft skills such as: Team Work
Leadership
Time Management
Body Language
Negotiation Skills
Decision Making
Self-motivation
Adaptability

Each topic is exhaustively dealt with a number of examples, exhaustive articles and lectures. It is followed by testing tools. There is also a facility for students to answer a number of online tests made up of objective type tests. The English Language Lab is highly successful in imparting practical knowledge through hands on experience. Due to the establishment of this English Language lab, the most of the students have benefitted and passed in English Language subject in the university level comparatively to the previous years. So it has great useful to the students in this generation for their employability.

Chhannaraj
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DEVARAKONDA, NALGONDA DIST

Thank you for your interest in the Soft Skills session. As per your request, we confirm Campus to Corporate - C2C session at your college.

Topics to be covered for 2 days sessions are

1. Interview skills
2. Resume writing
3. Personal grooming and presentation
4. Email etiquette
5. Corporate etiquette

Training Dates:

27th & 28th January 2020

Training Duration:

As per the college hours but to cover 6 hours of the productive training session (example: 10 am to 4:00 pm)

Trainer details:

Mr. Hemanth - 9494971587

We will inform in advance in case of any change of the trainer

If there is any cancellation of this schedule from your side please let us know immediately.

Certificate Course on Basic Yoga

Syllabus

The course is designed on the basis of learning hours required by an average student.

Theory- 10 Hours

Unit 1 - Introduction to Yoga

- Yoga, definition, aims, and objectives.
- Rules and regulations to be followed by yoga practitioners.
- Introduction to yogic practices (Sukshama Vyayama, Surya Namaskar and Asanas)

Unit 2 - Yoga for Health Promotion

- Brief Introduction to human body
- Role of yoga for health promotion
- Yogic attitudes and practices
- Holistic approach of yoga towards the health and diseases
- Introduction to yoga diet and its relevance and importance in yoga Sadhana
- Dinacharya and Ruthucharya with respect of yogic Lifestyle

Practice- 20 Hours

1. Practice of Sukshma Vyayama
2. Practice of Surya Namaskar
3. Practice of Asanas
 - A. Practice of Halasana
 - B. Practice of Pawanmuktasana
 - C. Practice of Bhujangasana
 - D. Practice of Shalabhasana
 - E. Practice of Gomukhasana
 - F. Practice of Vakrasana
 - G. Practice of Ustrasana
 - H. Practice of Mandukasana
 - I. Practice of Shashankasana
 - J. Practice of Janu Sirasana
 - K. Practice of Vrikshasana
 - L. Practice of Padahasthasana
 - M. Practice of Paschimottasana

4. Practice of Nadi Shudhi
5. Practice of Mudras and Bandha
6. Pranayamas
7. Meditation

Reference Books:

1. Light on Yoga by B.K.S. Ayengar, HarperCollins India, 2006
2. The Yoga Sutras of Patanjali by Sri Swami Satchidananda, Integral Yoga Publications, 1999.

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S. M. S. S. S.

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