

**GOVT. DEGREE COLLEGE - GAMBHIRAOPET  
RAJANNA SIRCILLA DISTRICT**

**(2020-2021)**

**DEPARTMENT OF ENGLISH**

**CERTIFICATE COURSE IN**

**ENGLISH GRAMMAR AND COMMUNICATION SKILLS**



Gpvt. Degree College; Gambhiraopet

Department of English

(2020-2021)

1

Free Certificate Course in English Grammar

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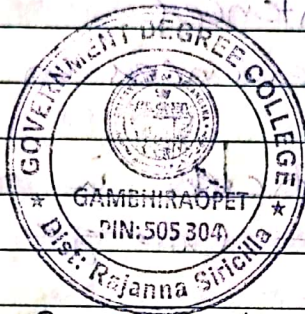
Communication Skills

To

Date: 01/01/2021

The Principal

Gpvt. Degree College,  
Gambhiraopet.



Respected Sir,

*Permitted*

Sub:- Department of English - Request  
to give permission for the  
conducting of certificate course -  
regarding.

*Prin. cipal*  
G.D.C. Gambhiraopet  
Dist: Rajanna Sircilla-505304

In the academic interest and providing  
environment of English to the students,  
the (Department of English) faculty are  
readily ~~come~~ coming forward to conduct  
a free certificate course in ~~English~~  
in English Grammar and Communicative  
English (Skills) from 04/02/2021 to 18/03/2021

Hence, I request you to accord  
permission to ~~go~~ conduct free Certificate  
Course in English Grammar & English Communicative  
Skills.

Yours faithfully,

*Anjaneyulu*

(Incharge of the dept)



# GDC - Gambhiraopet

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## Department of ENGLISH

### Syllabus

(2020 - 2021)

### Certificate Course in English Grammar

### Communicative Skills

- (1) Sentence
- (2) Types of Sentences
- (3) Usage of Sentences in Practical life.
- (4) Articles
- (5) Usage of Articles in reality
- (6) Prepositions - Usage
- (7) Tenses
- (8) Usage - Practice
- (9) Transformation of Sentences.
- (10) Common Errors in English.
- (11) Conversation Practice.
- (12) Role play.
- (13) Telephonic Conversation.
- (14) Self-Introduction
- (15) Inviting others / Introducing others



*Arjunapulle*

Course Co-ordinator cum:

Incharge of the dept

*[Signature]*  
Principal

G.D.C. Gambhiraopet  
Dist: Rajanna Sircilla-505304



Govt. Degree College: Gambhiraopet

Department of English

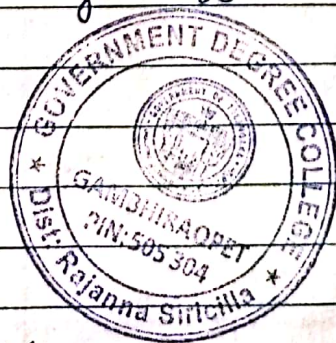
(2020-2021)

## Notice

Date: — 02/2/2021

Value of the } free Certificate course.  
Certificate course } in English Grammar and  
Communication Skills.

It is informed and instructed to the students of GDC Gambhiraopet that the Department of English is going to conduct free Certificate course in English Grammar and Communication Skills. All the interested students are hereby informed that they should register names in the department of English well before tomorrow evening. The course would be conducted in the college during zero hours for the benefit of the students.



*Ameyareddy*

Course Co-ordinator cum  
Incharge of the dept.

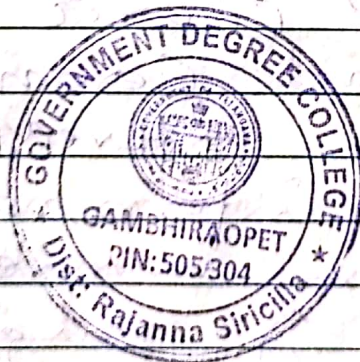
*[Signature]*  
Principal  
G.D.C. Gambhiraopet  
Dist: Rajanna Sircilla-505304



Govt. Degree College: Gambhiraopet  
(2020-2021)  
Department of English

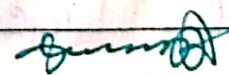
## Objectives of Certificate Course:

- to improve Spoken skills
- to develop written skills
- to strengthen their English Grammar
- to develop communication skills
- to allow to involve in English interaction
- to develop for General Aptitude for English
- to improve Competitive English
- to enhance general understanding of English
- to increase sound knowledge in English
- to develop methodical learning in English



Anjireddy

course co-ordinator cum  
Incharge of the dept

  
Principal  
G.D.C. Gambhiraopet  
Dist: Rajanna Sircilla-505304



Govt. Degree College: Gambhiraopet



Department of English 5

(2020-2021)

## Inaugural function of Free Certificate Course in English Grammar and Communication Skills

It is on 03/2/2021 the inauguration of Free Certificate Course in English Grammar and Communication Skills is celebrated under the chairmanship of the principal. The principal stressed the importance of English. He also mentioned that this is the high that they should learn English and develop command in it. The course coordinator explained the formalities of the course.



*Arjunreddy*

Course co-ordinators cum  
In-charge of the dept.

*S. S. S.*

Principal  
G.D.C. Gambhiraopet  
Dist: Rajanna Sircilla-505304







Govt. Degree College: Gambhiraopet  
(2020-2021)

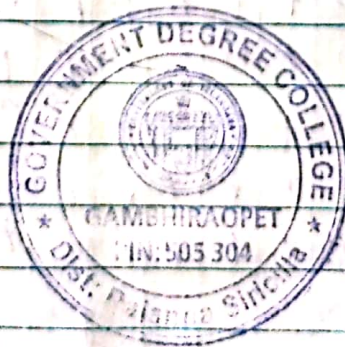
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Gambhiraopet  
Certificate course in English  
Department of English  
Valedictory Programme

Valedictory Programme of Certificate  
Course in English Grammar & Communication Skills

Date: 20/3/21

After the successful completion of Certificate course in English Grammar and Communication Skills — the Valedictory function is organised today i.e. 20/3/2021 under the chairmanship of the principal P. H. B. G. G. The principal expressed satisfaction and appraised the work of Department of English greatly. He also stated that the students should continue their sincere efforts and implement the inputs that he or she learned for all these days.



*Arjanjullu*

Course Co-ordinator cum  
Incharge of the dept.

*[Signature]*  
Principal  
G.D.C. Gambhiraopet  
Dist: Rajanna Sircilla-505304



Free Certificate Course in English Grammar and Communication Skills

Outcomes of the Certificate Course:-

- (1) improved Grammatical Knowledge in English
- (2) Able to write and speak in English
- (3) feel ease in communication when compared to the previous days.
- (4) learned the easy tips of Grammar
- (5) able to express their views in English
- (6) improved their presentation ways
- (7) developed thorough understanding of English Grammar
- (8) feel confident in communicating in English
- (9) learned the alternative usages for one situation
- (10) Developed interest in Communicative English



Anjaneyulu

Course Co-ordinator cum  
Incharge of the dept.



Principal  
G.D.C. Gambhiraopet  
Dist: Rajanna Sircilla-505304



Govt. Degree College: Gambhiraopet  
(2020-2021)

Department of English

SUMMARY OF  
Certificate Course in English Grammar  
and  
Communication Skills in English.

1) Name of the } Certificate course  
Certificate course } English Grammar and Communication  
Skills in English

2) Academic year → 2020 — 2021

3) No of Hours }  
conducted } → 30 Hours.

4) No. of Students }  
Attended } → 25 Students-

5) Dates of }  
Conduction of } → from 04/2/2021 To 18/3/2021  
Certificate course }



*Anyaneypal*

Course co-ordinator cum  
Incharge of the dept.

*[Signature]*  
Principal  
G.D.C. Gambhiraopet  
Dist. Rajanna Sircilla-505304



Govt. Degree College, Gambhiraopet  
(2020-2021)



Department of English<sup>11</sup>

Certificate Course  
in  
ENGLISH



Anjaneyulu

Course co-ordinator cum  
Incharge of the dept.

Principal

G.D.C.Gambhiraopet  
Dist:Rajanna Sircilla-505304





# GOVERNMENT DEGREE COLLEGE

GAMBHIRAO PET, Dist: RajannaSircilla -T.S.



## CERTIFICATE

*This is to Certify that Mr/Miss.....*

*B.A./B.Sc./B.Com.....Year bearing the Roll No.....*

*has successfully Completed the Certificate Course in.....*

*Organised by Department of.....*



Head of the Department

Co-ordinator

Principal





# GOVERNMENT DEGREE COLLEGE

GAMBHIRAOPET, Dist: RajannaSircilla -T.S.



## CERTIFICATE

This is to Certify that Mr/Miss *Saik Mubeen Nisha*.....

B.A./B.Sc./B.Com..... I..... Year bearing the Roll No. 2007-7086402087.....

has successfully Completed the Certificate Course in... *English Grammar and Communication*  
- Skills [04-02-2021 to 18-03-2021]

Organised by Department of *English*.....



*Angarappa*

Head of the Department

*Angarappa*

Co-ordinator

*Prasad*

Principal



**GOVERNMENT DEGREE COLLEGE - GAMBHIRAOPET**  
(Affiliated to Satavahana University)

**DEPARTMENT OF ENGLISH**

**Academic Year 2020-2021**

**Students Feed Back Analysis on Certificate Course in  
ENGLISH GRAMMAR AND COMMUNICATION SKILLS**

Name of the Lecturer: Y. ANJANEYULU		Subject: ENGLISH					
Sl. No.	Questionnaire	Excellent	Very Good	Good	Average	Poor	Total
1	Syllabus	10					10
2	Coverage of Syllabus	3	7				10
3	Explanation of the topics	5	5				10
4	Teaching Mehods	7	3				10
5	Interaction	5	5				10
6	Doubts Clarification	4	6				10
7	Teacher Presentation	6	4				10
8	Generating interest	5	5				10
9	Time Maintenance	7	3				10
10	Overal opinion	7	3				10
Remarks of the Principal on Certificate Course		<i>Excellent</i>					

  
Principal  
Principal  
G.D.C.Gambhiraopet  
Dist:Rajanna Sirilla-505304