



# TARA GOVERNMENT COLLEGE

SANGAREDDY-T.S (A U T O N O M O U S)  
DEPARTMENT OF ENGLISH  
CERTIFICATE COURSE-2020-21



To improve Communication Skills among the students a One week Certificate Course is designed and conducted to the students of B.Com II Year (T/M) students as they wanted to improve their Communication Skills in English. They think that since they have come from Telugu medium back ground, they wanted to attend this certificate course. The course was conducted on online mode due to the Covid Pandemic.

### Schedule

S.NO	DATE / DAY	TIME	NAME OF THE LECTURER	TOPIC
1	25/3/2021	7pm to 8pm	Md. Jaleel	What is Communication?
2	26/3/2021	7pm to 8pm	Md. Jaleel	Importance and Purpose of Communication
3	27/3/2021	7pm to 8pm	Md. Jaleel	Process of Communication
4	30/3/2021	7pm to 8pm	Md. Jaleel	Types of Communication
5	31/3/2021	7pm to 8pm	Md. Jaleel	Non Verbal Communication
6	01/4/2021	7pm to 8pm	Md. Jaleel	Verbal Communication
7	02/4/2021	7pm to 8pm	Md. Jaleel	Interaction Session

- **Zoom online link is posted in the group in the morning on the scheduled dates**

### **DETAILS OF THE STUDENTS ENROLLED**

<b>S.NO</b>	<b>Hall Ticket No.</b>	<b>Name</b>	<b>Group</b>	<b>Year</b>
1	6058-19-405-502	AEMULA RAVI KUMAR	B.COM(T/M)	II Year
2	6058-19-405-504	ARPULA DINAKAR	B.COM(T/M)	II Year
3	6058-19-405-505	AVUSALI SURYAPRASAD	B.COM(T/M)	II Year
4	6058-19-405-506	AVUTI RAJENDAR	B.COM(T/M)	II Year
5	6058-19-405-509	BANOTH PAVAN KALYAN	B.COM(T/M)	II Year
6	6058-19-405-512	BIRADAR RAMESH	B.COM(T/M)	II Year
7	6058-19-405-515	BORANCHA HAREESHA	B.COM(T/M)	II Year
8	6058-19-405-516	BYAGARI SANDEEP	B.COM(T/M)	II Year
9	6058-19-405-520	CHOUHAN SRAVAN	B.COM(T/M)	II Year
10	6058-19-405-522	DAPPU MALLESHAM	B.COM(T/M)	II Year
11	6058-19-405-523	DEVALLA MANASA	B.COM(T/M)	II Year
12	6058-19-405-525	GANJI VASUNDHARA	B.COM(T/M)	II Year
13	6058-19-405-526	GANTHI SUREKHA	B.COM(T/M)	II Year
14	6058-19-405-527	GOGULAPATI EGAPPA	B.COM(T/M)	II Year
15	6058-19-405-528	GOLLA RAMESH	B.COM(T/M)	II Year
16	6058-19-405-530	JANMULA SURESH	B.COM(T/M)	II Year
17	6058-19-405-533	KARANAM KALYANI	B.COM(T/M)	II Year
18	6058-19-405-534	KATA SUDHAKAR	B.COM(T/M)	II Year
19	6058-19-405-535	KATIKE GHOSUDDIN	B.COM(T/M)	II Year
20	6058-19-405-537	KOTAGIRI GANESH	B.COM(T/M)	II Year

**COMMUNICATION SKILLS**  
**Certificate Course**

**MD. JALEEL**  
**Assistant Professor of English**  
**TARA Government College(A)**  
**Sangareddy**  
**Telangana, India**

**Communication Skills**

**Who is speaking?**



## Communication Skills

- “I SPEAK TO EVERYONE IN THE SAME WAY, WHETHER HE IS THE GARBAGE MAN OR THE PRESIDENT OF THE UNIVERSITY”

- ALBERT EINSTEIN

## Pause and ponder ...

- What is the best way of communication?



# Equation

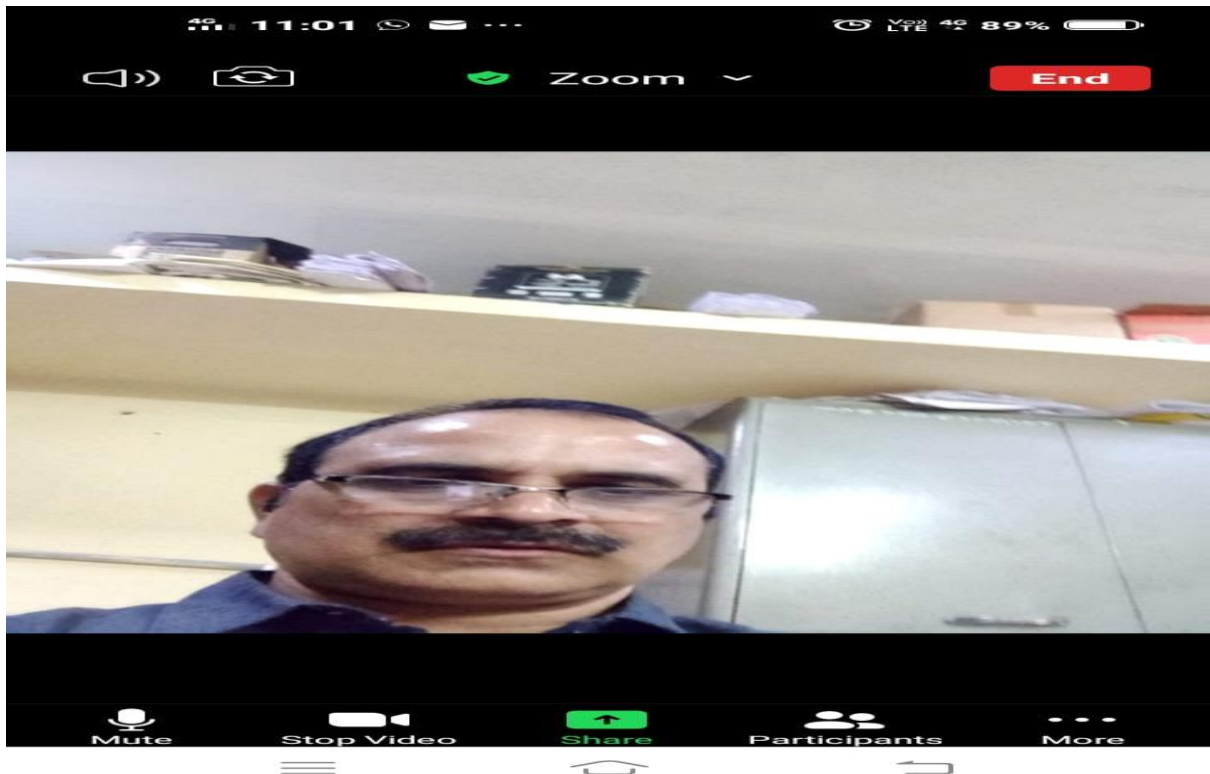
Sender



Message



























Receiver



Close

### Participants (11)

Search

- MJ** Md Jaleel (Host, me)  
- AS** Amena Siddiqui  
- AV** A V SHARMA  
- CT** Chandana Tammali  
-  Chandrakala Srd  
-  GHOUSE GHOUSUDDIN  
- KS** K sandhya  
- M** M.sujatha  
- MK** Mukthi kanth  
- PG** Pradum Gaikwad  
- V** V.padmavathi  

Invite

Mute All





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**CERTIFICATE COURSE-2020-21**



## CERTIFICATE OF PARTICIPATION

*This is to certify that, \_\_\_\_\_ studying  
\_\_\_\_\_ of Tara Government College (A),  
Sangareddy has successfully completed the Certificate Course in  
\_\_\_\_\_ conducted by the Department of  
English from \_\_\_\_\_ to \_\_\_\_\_.*

*This certificate is issued to the student as an acknowledgement of his/her  
participation in the programme.*

**Convener**

**Principal**