



KTSP Mandal's

HUTATMA RAJGURU MAHAVIDYALAYA, RAJGURUNAGAR
Tal-Khed, Dist- Pune
Department of English
Short Term Course in Communicative Competence in English
2018-2019

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Title of the Programme: Short Term Course in Communicative Competence in English

Name of organizing Department: Department of English

Name of the Coordinator: Dr.V.Y.Raskar

Date of the program: 11th to 29th Dec, 2018

Venue: Functional English Lab

Target group: Special English students of S.Y.B.A. & T.Y.B.A.

No. of participants: 29 present out of 35

Name of Resource person: Prof. V.A.Aidale, Prof.A.G.Kulkarni, Prof.V.Y.Raskar,
Prof.S.S.Alhat & Prof.S.S.Dhore

Total expenditure of the Programme: 16,570/

Source of Funding: Hutatma Rajguru Mahavidyalaya, Rajgurunagar

Report -

Hutatma Rajguru Mahavidyalaya Rajgurunagar(Pune)- 410505

DEPARTMENT OF ENGLISH

SHORT TERM COURSE IN "COMMUNICATIVE COMPETENCE IN ENGLISH"

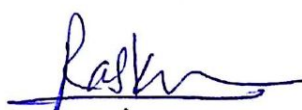
2018-19

REPORT

Department of English conducted a Short Term Course in "Communicative Competence in English 'from 11th Dec to 29th Dec,2018 at English Lab, Department of English, Hutatma Rajguru Mahavidyalaya, Rajgurunagar. Prof.V.Y.Raskar coordinated the said course. The course consists of 30 clock hours. 35 students enrolled their names but 29 students attended the course successfully. The exam of the said course was conducted on 29th Dec 2018. Out of 35 students, 29 students appeared for the exam and same numbers passed the exam successfully. Five teachers contributed their six clock hours each respectively to finish off the syllabus.

The course started on the 11th Dec 2018 with an inauguration ceremony and address by Principal Dr.S.B.Patil and Vice-Principal Dr.S.D.Shinde. Both expressed the importance of the said course and appreciated the initiative taken by the department in this regard. A valedictory function was arranged in the presence of Dr.S.B.Patil and Dr.S.D.Shinde. In valedictory function, participants shared their feedback. Thereafter, the certificates were distributed to the participants. Finally the convener of short term course proposed the vote of thanks. In short, the overall course was very satisfactory and learner-centric. The students received the extensive details on given syllabi along with practical knowledge.


Principal
Hutatma Rajguru Mahavidyalaya
(Arts, Science & Commerce)
Rajgurunagar.


Vikas Y. Raskar
Course Co-ordinator
Department of English

K.T.S.P.Mandal's

Hutatma Rajguru Mahavidyalaya, Rajgurunagar

Department of English

Short Term Course in

Communicative Competence in English

Course starts from 11th December, 2018

30 Hours Course

Seat Availability- 36

Fees Rs.500/- Only

For Admission Visit/Contact

Department of English

Hutatma Rajguru Mahavidyalaya, Rajgurunagar


PRINCIPAL
Hutatma Rajguru Mahavidyalaya
(Arts, Science & Commerce)
Rajgurunagar.

Hutatma Rajguru Mahavidyalaya, Rajgurunagar

Department of English


Date 01/12/2018

Notice

(For S.Y & T.Y.B.A Special English Students)

All the students of special English department studying in S.Y.B.A. and T.Y.B.A. are hereby informed that department of English is organizing a short term course on 'Communicative Competence in English' from 11th December, 2018. Those who are interested to participate in the course must submit their name before 8th December, 2018 to Dr. Vikas Y. Raskar.

Name of the Course	Duration	Intake Capacity	Course Fee
Communicative Competence in English	30 Hours	36 Students	Rs. 500/-



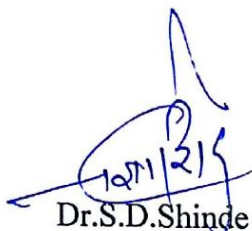
Dr. V. Y. Raskar

Course-Coordinator



Prof. A. G. Kulkarni

Head, Department of English



Dr. S. D. Shinde

Vice Principal



Dr. S. B. Patil

Dr. S. B. Patil

PRINCIPAL

Hutatma Rajguru Mahavidyalaya
(Autonomous)
Department of English
Rajgurunagar.

KTSP Mandal's
Hutatma Rajguru Mahavidyalaya, Rajgurunagar
Department of English
2018-2019
Syllabus for
Short Term Course in

Communication Competence in English

- **Course Contents—Total Clock Hours: 30**
 - I. **Conceptual Framework—4 Clock Hours**
 1. What is communication?
 2. Communication types
 3. Language learning processes
 4. Verbal & Non Verbal communication
 - II. **Phonology— 6 Clock Hours**
 - 1) The syllable
 - 2) The stress/accent
 - 3) The tones
 - III. **Essential grammar—8 Clock Hours**
 - 1) Parts of speech
 - 2) Tenses and their uses
 - IV. **Practicals —12 Clock Hours**
 - 1) Formal and informal communication
 - 2) Use of dictionary
 - 3) Introducing yourself and others
 - 4) Language in situations
 - 5) Reading dialogues
 - 6) Group Discussions
- **Evaluation(Question Paper Format)**

Examination will be conducted at the end of the course carrying 100 marks.
Pattern of Question Paper/Oral Exam

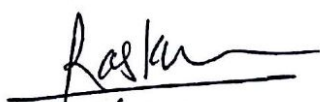
 1. Questions on Conceptual Framework -10
 2. Questions on Phonology- 20
 3. Questions on Essential Grammar- 20
 4. Practical Questions- 50


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Rajgurunagar.

KTSP Mandal's
HUTATMA RAJGURU MAHAVIDYALAYA, RAJGURUNAGAR
DEPARTMENT OF ENGLISH
SYBA & TYBA SPECIAL ENGLISH
SHORT TERM COURSE
'COMMUNICATIVE COMPETENCE IN ENGLISH'

1	Name of Department	Department Of English
2	Name of Course	<u>Communicative Competence in English</u>
3	Duration of Course	15 Days
4	Fees	500 Rs. per Student
5	No of Participants	29 Present out of 35
6	Syllabus	<p>♦ Course Contents—Total Clock Hours: 30</p> <p>I. Conceptual Framework—4 Clock Hours</p> <ol style="list-style-type: none"> 1. What is communication? 2. Communication types 3. Language learning processes 4. Verbal & Non Verbal communication <p>II. Phonology— 6 Clock Hours</p> <ol style="list-style-type: none"> 1) The syllable 2) The stress/accent 3) The tones <p>III. Essential grammar—8 Clock Hours</p> <ol style="list-style-type: none"> 1) Parts of speech 2) Tenses and their uses <p>IV. Practicals —12 Clock Hours</p> <ol style="list-style-type: none"> 1) Formal and informal communication 2) Use of dictionary 3) Introducing yourself and others 4) Language in situations 5) Reading dialogues 6) Group Discussions <p>♦ Evaluation(Question Paper Format)</p>


		<p>Examination will be conducted at the end of the course carrying 100 marks.</p> <p>Pattern of Question Paper/Oral Exam</p> <ol style="list-style-type: none"> 1. Questions on Conceptual Framework -10 2. Questions on Phonology- 20 3. Questions on Essential Grammar- 20 4. Practical Questions- 50
7	Course out come	<ol style="list-style-type: none"> 1. Students learned the actual process of communication 2. Students developed and nurtured a knowledge of phonetics. 3. Students learned the basic grammar of English Language. 4. Students were trained to use English language for practical purposes in various situations. 5. Students were enlighten to apply the comprehensive set of skills and knowledge of English language for life skills.


Dr. V. Y. Raskar

Coordinator


Prof. A. G. Kulkarni

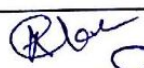

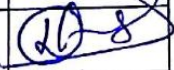
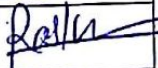
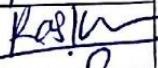




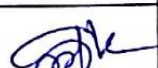

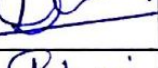
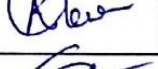
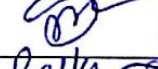
Head, Dept. of English

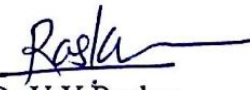

Dr. S. D. Shinde


Vice Principal

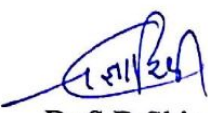

Dr. S. B. Patil
Principal
Hutama Rajwade Mahavidyalaya
(Arts, Science & Commerce)
K. S. Road, Warananagar.


K.T.S.P.Mandal's
Hutatma Rajguru Mahavidyalaya, Rajgurunagar
Department of English
Short Term Course in
Communicative Competence in English
Schedule of the Course

Sr	Date	Time	Resource Person	Topics covered	Signature
1	11-12-2018	11.45 a.m.to 1.45 p.m	Prof.A.G.Kulkarni	Formal & informal communication	
2	12-12-2018	11.45 a.m.to 1.45 p.m	Prof.S.S.Dhore	Parts of speech	
3	13-12-2018	11.45 a.m.to 1.45 p.m	Prof.S.S.Dhore	Tenses	
4	17-12-2018	11.45 a.m.to 1.45 p.m	Prof.V.Y.Raskar	Language in situations	
5	18-12-2018	11.45 a.m.to 1.45 p.m	Prof.V.Y.Raskar	Reading dialogues	
6	19-12-2018	11.00 a.m.to 2.00 p.m	Prof. V.A.Aidale	The syllable, stress	
7	20-12-2018	11.00 a.m.to 2.00 p.m	Prof. V.A.Aidale	Accent & tones	
8	21-12-2018	11.45 a.m.to 1.45 p.m	Prof. V.Y.Raskar	Introducing yourself & others	
9	22-12-2018	11.45 a.m.to 1.45 p.m	Prof.A.G.Kulkarni	Use of dictionary	
10	24-12-2018	11.00 a.m.to 2.00 p.m	Prof. S.S.Alhat	Communication, Its types, Tenses & their uses	
11	26-12-2018	11.45 a.m.to 1.45 p.m	Prof. S.S.Dhore	Tenses & their uses	
12	27-12-2018	11.45 a.m.to 1.45 p.m	Prof.A.G.Kulkarni	Group discussions	
13	28-12-2018	11.00 a.m.to 2.00 p.m	Prof.S.S.Alhat	Language learning process, verbal & non-verbal	
14	29-12-2018	11.00 a.m.to 2.00 p.m	Prof.V.Y.Raskar Prof.S.S.Dhore	Exam conducted	


Dr.V.Y.Raskar
Course-Coordinator


Prof.A.G.Kulkarni
Head, Department of English


Dr.S.D.Shinde
Vice Principal


Dr.S.B.Patil
PRINCIPAL
Hutatma Rajguru Mahavidyalaya
(Arts, Science & Commerce)
Rajgurunagar.

KTSP Mandal's
Hutatma Rajguru Mahavidyalaya, Rajgurunagar
Department of English
Short term course in
Communicative Competence in English
Academic Year 2018-19
List of Students

Sr.	Name of students	Class	Contact No	Signature
1	Belhekar Vaishnavi K.	S.Y.B.A	7620894928	Belhekar
2	Dhumal Shubhada Suresh			
3	Gogawale Tushar Sanjay	S.Y.B.A	7038592208	Gogawale
4	Jawale Pooja Shankar			
5	Korde Shrutika Pandit	S.Y.B.A	7387615312	Korde
6	Kute Pratik Rajaram			
7	Medge Poonam Prabhakar	S.Y.B.A	9667296185	Medge
8	Naiknaware Pradnya Dattatray	SYBA	8379921175	Naiknaware
9	Pardeshi Pooja C.	S.Y.B.A	7083963361	Pardeshi
10	Patil Pranali Chandrakant	S.Y.B.A	8793604421	Patil
11	Patil Tejaswini Pravin	S.Y.B.A	9130092223	Patil
12	Sandhbor Vaishnavi Yashwant	S.Y.B.A	9850780424	Sandhbor
13	Sathe Shubhangi Macchindra			
14	Shingare Shubham Dattatray			
15	Thorat Prdnya Jivan	S.Y.B.A	9763618338	Thorat
16	Vighne Aarti Balasaheb	S.Y.B.A	9011337724	Vighne

17	Ahire Shubham Vishnu	T.Y.B.A	9765313253	<u>A. Ahire</u>
18	Dahatonde Snehal Shivaji	T.Y.B.A	9689548379	<u>Snehal</u>
19	Daphal Priyanka Eknath	TYBA	9665502701	<u>Daphal</u>
20	Dherange Abhijeet Ramdas	TYBA	992306536	<u>A.R.D.</u>
21	Gade Vaishnavi Arjun	T.Y.B.A	9763848513	<u>Gade</u>
22	Garole Suraj Kiran	TYBA	8408079913	<u>Garole</u>
23	Gawale Shweta Arvind	T.Y.B.A	9158777279	<u>Gawale</u>
24	Karande Vishal Dyaneshwar	TYBA	7888111504	<u>Karande</u>
25	Kathe Vrushali Baban	TYBA	7558523851	<u>Kathe</u>
26	Kudekar Vitthal Sopan	TYBA	9075063859	<u>Kudekar</u>
27	Mechkar Ashwini Maruti	TYBA	9552715794	<u>Mechkar</u>
28	Mechkar Mahesh Pandurang	TYBA	9075320565	<u>Mechkar</u>
29	Nimse Sai Rajendra	TYBA	8791043381	<u>Nimse</u>
30	Pawar Sayali Santosh	T.Y.B.A	8329276371	<u>Pawar</u>
31	Saindane Pooja Suresh			
32	Shinde Amit Sopan	TYBA	9011158519	<u>Amit Shinde</u>
33	Thorat Sanket Rajendra	T.Y.B.A	7028520025	<u>Thorat</u>
34	Wadekar Saloni Suraj	TYBA	8087447469	<u>Wadekar</u>
35	Thosar Rushikesh Kundlik	TYBA	7709205997	<u>Thosar</u>

Raskar
Dr. V. Y. Raskar

Course-Coordinator

Prof. A. G. Kulkarni
Prof. A. G. Kulkarni

Head, Department of English

Dr. S. B. Patil
Dr. S. B. Patil

PRINCIPAL
Principal
Hutatma Rajguru Mahavidyalaya
(Arts, Science & Commerce)
Painurmanar

HUTATMA RAJGURU MAHAVIDYALAYA, RAJGURUNAGAR

Short Term Course Exam-(2018-2019)

Communicative Competence in English

Oral (Practical) Exam

Time-2 hours

Marks-100

Instructions to the Candidates:

1) All questions are compulsory.

2) Figures to the right indicate full marks.

- | | |
|---|----|
| 1.) How does non-verbal communication complement verbal communication? Give some instances? | 10 |
| 2. Read any paragraph with appropriate stress/accent and intonation. | 20 |
| 3. Explain types of tenses with examples of each type | 20 |
| 4. Introduce yourself and others in formal and informal situations | 20 |
| 5. Read dialogues from any play. | 10 |
| 6. Group discussion on any current issue. | 20 |

K.T.S.P.Mandal's

Hutatma Rajguru Mahavidyalaya

Rajgurunagar, Tal. Khed, Dist. Pune

Short Term Course in 'Communicative Competence in English'

organized by Department of English

Feedback Form

Name of the student: Aarti Balasahel Vighne.

Class: S.Y.B.A.

Email Id: avighne077@gmail.com.

Contact No: 9011887724.

As regard to the short term course, how would you rate the following

Sr. No	Particulars	Excellent	Good	Average
1	The course contents met with your expectations	✓		
2	The course exposed you to new knowledge and practices	✓		
3	The course was well organized within stipulated time	✓		
4	The course emphasized on practical part	✓		
5	Were the objectives of the course fulfilled	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
6	Any suggestions to improve the effectiveness of the course We get stage is For effective Communication skills. and I hope we It will be beneficial For us in future.			


Signature

Miss Aarti B Vighne.



K.T.S.P. Mandal's

HUTATMA RAJGURU MAHAVIDYALAYA

RAJGURUNAGAR, TAL. KHED, DIST. PUNE

CERTIFICATE

This is to certify that


Mr./Ms. _____ of S. Y./T. Y. B.A.

*has successfully completed Short Term Course in 'Communicative Competence
in English' organized by Department of English in the academic year 2018-2019.*


Dr. V.Y. Raskar
Course- Coordinator


Prof. A.C. Kokarni
Head, Department of English


Dr. S.D. Shinde
Vice-Principal


Dr. S.B. Patil
Principal



Inaugural function of Short Term Course, inaugurated by Vice-Prin.Dr.S.D.Shinde & compered/anchored by Prof.S.S.Dhore



Prof.V.A.Aidale is guiding the students



Prof.V.A.Aidale is explaining the given topic



Prof.A.G.Kulkarni is sharing his stimulating ideas



Prof.V.Y.Raskar is delivering his speech



Discourse on a given topic being delivered by Prof.S.S.Alhat



Review of the course at valedictory function



Professor.(Dr)T.G.Gite is guiding the students & extending his best wishes



Vice-Prin. Dr.Sanjay Shinde's motivational speech at Valedictory Function



Certificate distribution ceremony



Short Term Course Certificates being distributed