

To,

2nd of January 2018

The Principal,

Karnatak Arts, Science and Commerce College, Bidar.

Sub: Request to grant permission to start Spoken English Certificate Course.

Respected Sir,

As per the guidelines issued by IQAC, we would like to start the Spoken English Certificate Course in the department of English for the students of U.G. Hence, kindly permit us to start the same and do the needful.

The Objectives of Spoken English Certificate Course:

- To inculcate among students a flair for the language and enhance their Communication skills
- To induce reading habit in students
- To encourage students to become orators and display their intellectual, independent thinking skills and imbibe a sense of confidence
- To provide a platform for debating events
- To improve phonetic knowledge and its scope.

Thanking you.

Yours Faithfully



Ms. Geeta Raga

Head, Dept. of English (U.G)

Permitted to start
the spoken English certificate
course.


21/1/2018



Estd. 1942

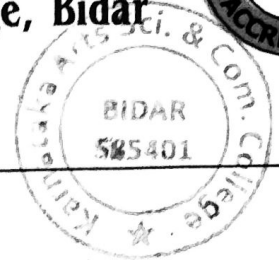
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Karnatak Arts, Science & Commerce College, Bidar

Estd 1970

(Affiliated to Gulbarga University)

College with Potential for Excellence



To,

Date 10/01/2018

Dr. Ravi P Metti,
HOD Dept of English,
Government First Grade College, Bhalki.

Sub:- Request to serve on Board studies for add on course.

Dear Sir,

I'm very happy to inform you that, our institution under department of English would like to start add-on course titled "Spoken English". In this context I am requesting you to serve as a Member of Institutional Board of Studies for the above mentioned course.

The meeting of institutional BOS for an add-on course on "Spoken English" is to be convened on 12th Jan 2018 at 12:00 noon to 01:00 pm in IQAC room, in our college.

I hope you will accept this invitation and provide your expertise in development of curriculum of the above mentioned course.



Handwritten signature of Principal and circular stamp of Principal, Karnatak Arts, Science & Commerce College, Bidar

K.R.E Society's
Karnatak Arts, Science and Commerce College
Department of Studies In English.
BOS Meeting
Date: 12.01.2018

Agenda-



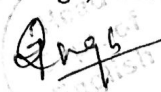


Approval of syllabus of certificate course titled "**Spoken English**".


Resolution-

The syllabus proposed by the Department of English for a certificate course titled "**Spoken English**" on 12th Jan 2018 is approved by the Board.

The following are the members of BOS present and approved the syllabus.

Dr.M.S Patil	: Principal
Dr.Mallikarjun Hangarge	: Vice principal and IAC coordinator
Dr. Ravi P Metti	: Assistant Professor, Govt First Grade College, Bhalki.
Smt.Geeta Raga	: Head, Department of English
Smt. Ashwini Kennedikar	: Assistant Prof, Dept of English
Mr.Masure Gautam	: Assistant Prof, Dept of English
Anand Malgekar	: Assistant Prof, Dept of English


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Dr. RAVI. P. METI
Assistant Professor of English
Government First Grade College
BHALKI Bidar Distric - 585 327



Dr. Kavi Meli, Asst. prof, Govt- First Grade College, Bhalkei.
attending BOS meeting

Add-on course on

Spoken English

(Syllabus) ~~60~~ hours

Unit 1: Remedial Grammar.

Week 1: Parts of Speech, Articles, Preposition, Pronouns.

Week 2: Verbs, Active and Passive, Direct and Indirect.

Week 3: Vocabulary, Antonyms and Synonyms, One Word Substitution, Gender, Spelling, Plurals.

Week 4: Comprehension Passage.

Unit 2: Spoken English

Week 1: Phonetics, Pronunciation, Stress, Accent, Intonation.

Week 2: Greetings, Self Introduction.

Week 3: Making Request, Accepting and Rejecting Requests.

Week 4: Dialogues, Play-acting, Role Model.

Unit 3: Composition Skills

Week 1: Paragraph Writing, Essay Writing.

Week 2: Letter- Personal and Official.

Week 3: Messages, Email, Filling up Application Forms.

Week 4: Job Application, Resume.



HOD





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K.R.E Society's

KARNATAK ARTS, SCIENCE AND COMMERCE COLLEGE, BIDAR.

SPOKEN ENGLISH (CERTIFICATE COURSE)

TIME TABLE

Days	12.45 1.15
Mon	AM
Tue	GR
Wed	GM
Thu	VS
Fri	AK
Sat	VS

V.S: Prof. V.S.Suryan

G.R:Ms. Geeta.Raga

A.K: Ms.Ashwini.k

A.M: Mr.Anand.M

G.M: Mr.Gautam.M


H.O.D




Principal

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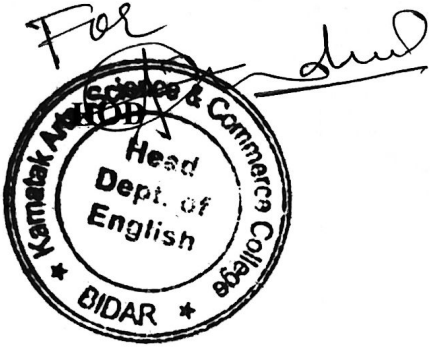
Karnatak Arts, Science and Commerce College, Bidar.

Student Enrollment List of Add-on Course for the year 2019-20

Course Title: - Spoken English.

Sl. No	Name of the Student	Class
1	Afshan Begum	B.A II Sem
2	Shilpa Vinod	B.A II Sem
3	Pratibha Shubhash	B.A II Sem
4	Rukmini Tukaram	B.A II Sem
5	Kaveri Ramesh	B.A II Sem
6	Deepika Sanmukayya	B.A IV Sem
7	Ambika Jagannath	B.A II Sem
8	PoojaShree Rajkumar	B.A II Sem
9	Prabhavati Kushalrao	B.A II Sem
10	Pallavi Shankar	B.A II Sem
11	Swati Rajkumar	B.A IV Sem
12	Shivkumar Kallappa	B.A II Sem
13	Ankush Jadhava	B.A II Sem
14	Ambika Sharanappa	B.A II Sem
15	Pooja Rajkumar	B.A II Sem
16	Asha Hanamanth	B.A II Sem
17	Renuka kallappa	B.A IV Sem
18	Shivkanta. S	B.A IV
19	Janaija Rajkumar	B.A II Sem
20	Bhuvaneshwari. S	B.A II Sem

21	Prarthana Ramanna	B.A II Sem
22	Nikita Sampatkumar	B.A II Sem
23	Amar Ashok	B.A II Sem




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ಕರ್ನಾಟಕ ಕಲಾ ವಿಜ್ಞಾನ ಹಾಗೂ
ಪುಸ್ತಕವಿದ್ಯಾಲಯ ಬಿ.



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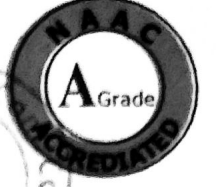
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ಕರ್ನಾಟಕ ಕಲಾ, ವಿಜ್ಞಾನ ಹಾಗೂ ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ, ಬೀದರ
Karnatak Arts, Science & Commerce College, Bidar

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College with Potential for Excellence




Date: 15/01/2018

NOTICE

All the students of B.A, B.Com, and B.sc who have enrolled themselves for spoken English certificate course are hereby informed to attend the classes of this course which start on 1st Feb 2018.


HOD
of
BIDAR


PRINCIPAL
Karnataka Arts Sci. & Com. College
BIDAR-585401

E-mail: principal@kascc.in.net
Fax : 08482-226503

Hyderabad Road, Karnataka State - 585 401.
Fax : 08482-226503

Cell: 9343834635
Visit us @ www.kascc.in.net

Save Environment, Save Eartha



ಕರ್ನಾಟಕ ಕಲಾ, ವಿಜ್ಞಾನ ಹಾಗೂ ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ, ಬೀದರ
KARNATAK ARTS, SCIENCE & COMMERCE COLLEGE, BIDAR

Estd 1970

(Affiliated to Gulbarga University, Kalaburagi)

College with Potential for Excellence Status Awarded by UGC New Delhi

ISO 9001 : 2015




Golden Jubilee Celebration - 1970-2020

Date:-16-4-2018

NOTICE

All the students of B.A, B.Com and B.Sc Ist year are hereby informed to attend the Spoken English Certificate Course Exam on 23rd of April 2018.




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BIDAR-585401

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Fax : 08482-226503

Cell : 9343834635
Visit us @ www.kascc.in.net



Save Environment Save Earth



K.R.E Society's

Karnatak Arts, Science and Commerce College, Bidar.

Add-on-certificate Course 23rd April 2018.

Subject: Spoken English.

MARKS - 60

I) Answer the following questions.

A) Identify the part of speech of the underlined words in the following sentence. 2

1) Mohan bought a big house.

B) Fill in the blank with appropriate article. 1

1) _____ Sun rose and fog disappeared.

C) Fill in the blank with appropriate preposition. 1

1) Raju brought a gift _____ his friend.

D) fill in the blank with the appropriate pronoun. 1

1) John will return to _____ house.

II) Change the following sentence into passive voice. 2

1) Hindus celebrate Deepawali.

III) Change the following sentence into indirect. 3

1) Raju said to me, "I will come to your house tomorrow".

IV) Answer the following questions. 5

1) Give the Antonyms of 'Beautiful'.

2) Give the Synonyms of 'Difficult'.

3) Give one word substitute for "a period of hundred years".

4) Change the gender of 'Horse'

5) Change the number of the word 'Sheep'

Unit-2

1) write your self introduction in detail. 5

- 2) Send a request to your friend to attend your birthday celebration. Then on behalf of your friend write a letter of acceptance. 5
- 3) A customer visits a car showroom to buy a new car. Write a dialogue between the customer and sales representative. 5

Unit-3

- 1) Write a paragraph on the following topic. 5
"Slow and Steady will win the race"
- 2) Write a letter to your friend describing your picnic last week. 5
- 3) Create and fill up an application form for admission to 1st standard. 5
- 4) Write an application for the post of high school teacher giving all necessary details. 5
- 5) Create your Resume to be used for applying for the post of high teacher. 5

Unit -4

- 1) Comprehension passage. Read carefully and answer questions that follow. 5X1=5

Weather in Wisconsin has been especially fierce this week. It all began on Tuesday, when a tornado swept through the St. Croix River Valley. Wednesday evening another tornado dropped down on the suburbs of Milwaukee. Then on Thursday evening, River Falls experienced a torrential rain that flooded the streets. Many are wondering what Wisconsin city will be next.

- 1) Where the weather is violent in the above passage?
2) When it happened?
3) What flooded the streets?
4) When another violent windstorm is fallen down?
5) What is St. Croix in the above passage?



(Signature)

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ಮಹಾವಿದ್ಯಾಲಯ, ಬೆಂಗಳೂರು

K.R.E Society's
Karnatak Arts, Science and Commerce College, Bidar.

Student attendance list for the assessment of ADD-ON-COURSE 2018-19

Spoken English.

Time: 11:30 am to 1:30 pm

Marks: 60

Sl.No	Name of the Student	Class	Signature	Obtained Marks.	
1	✓ Shivkanta . S	BA IV	Shivakanta	30	- Pass
2	✓ Renuka . K	BA IV	Renuka	33	- Pass
3	✓ Afshaan begum	BA IV	Afshaan	31	- Pass
4	✓ Januja . R	BA IV	Januja	33	- Pass
5	✓ Bhuvaneshwari . S	BA IV	Bhu	31	- Pass
6	✓ Prarthana . R	BA II	Prarthana	22	- Fail
7	✓ Nikita . S	BA II	Nikita	32	- Pass
8	✓ Amar . A	BA II	Amar	35	- Pass
9	✓ Shivkumar . K	BA II	Shivkumar	35	- Pass
10	✓ Ankush . J	BA II	Ankush	27	- Pass
11	✓ Ambika . S	BA II	Ambika	30	- Pass
12	✓ Pooja . R	BA II	Pooja	27	- Pass
13	✓ Asha . H	BA II	Asha	32	- Pass
14	✓ Swati . R	BA IV	Swati	32	- Pass
15	✓ Pallavi . S	BA II	Pallavi	28	- Pass
16	✓ Prabhavati . K	BA II	Prabhavati	29	- Pass
17	✓ Poojashree . R	BA II	Poojashree	32	- Pass
18	✓ Ambika . J	BA II	Ambika	28	- Pass
19	✓ Deepika . S	BA IV	Deepika	30	- Pass

20	✓ Kaveri, R	BA II	Kaveri	35	Pass
21	✓ Rukmini, T	BA II	Pray	21	Fail
22	✓ Pratibha, S	BA II	Pray	27	Pass
23	✓ Shilpa, V	BA II	Shilpa	31	Pass
24					
25					
26					

[Signature]
Room Invigilator



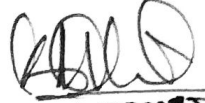
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Principal
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Outcome of certificate course

1. It provides coaching class to enhance students' ability to understand English Grammar.
2. It provides students to learn Functional English.
3. As far as English language is concerned, it helps students to achieve their goal.
4. It helps to develop students' personality.
5. It provides certificate to the students which helps in their future.



Geeta Raga
Head Dept. of English
Karnatak Arts, Science &
Commerce College, BIDAR-505 401.



ಕರ್ನಾಟಕ ಸರ್ಕಾರ
ಬಿಡಾರ್ ವಿಶ್ವವಿದ್ಯಾಲಯ
ಪುಸ್ತಕಾಲಯ, ಬಿಡಾರ್

K.R.E Society's
Karnatak Arts, Science and Commerce College, Bidar.

Department of English.

Report on Add-on Course (For B.A)

Abstract:

The department of English had been given an opportunity to initialize add-on course for the students of B.A in addition to their regular curriculum. In this regard the department stiffly undertook this program to make a schedule, curriculum, time table and staff for the same. It was the booster for those in need of English language knowledge. The program started under the title "SPOKEN ENGLISH".

Permission for the proposal:

The department had put the official proposal on 2nd Jan 2018 to seek permission to start the programme on 1st February 2018. The Principal and management were so kind enough towards our proposal and granted the permission to carry out this add-on course.

Intake:

The program started with the intake of 23 students in B.A with the duration of 60 hours. The intake was quite possibly good for the number of staff allotted for the programme.

Syllabus Formation:

The department under the chairmanship of HOD, the meeting was conveyed for framing the syllabus. Finally, after the deep discussion the syllabus for "Spoken English" was framed. The syllabus included the Grammar, Communication Skills and Spoken English.

Time-Table:

The department had set down the time schedule for this programme by allotting the staff Members, to carry out classes apart from their regular time schedule. Classes were conducted all six days of the week from Monday to Saturday at 12:45PM.

Exam:

The department has conducted the exam by following the proper exam protocol to find out the outcome of our programme on 23rd April 2018 at 12:30PM. The result of the programme was 100% and it was fully satisfaction towards our efforts.

Conclusion:

The complete programme had run for 60 hours with absolute and proper framework. The department was rather glad enough to serve for such programme to the students for their language development. Our department was fully satisfied by reaching students who were in need of English language knowledge growth.



HOD



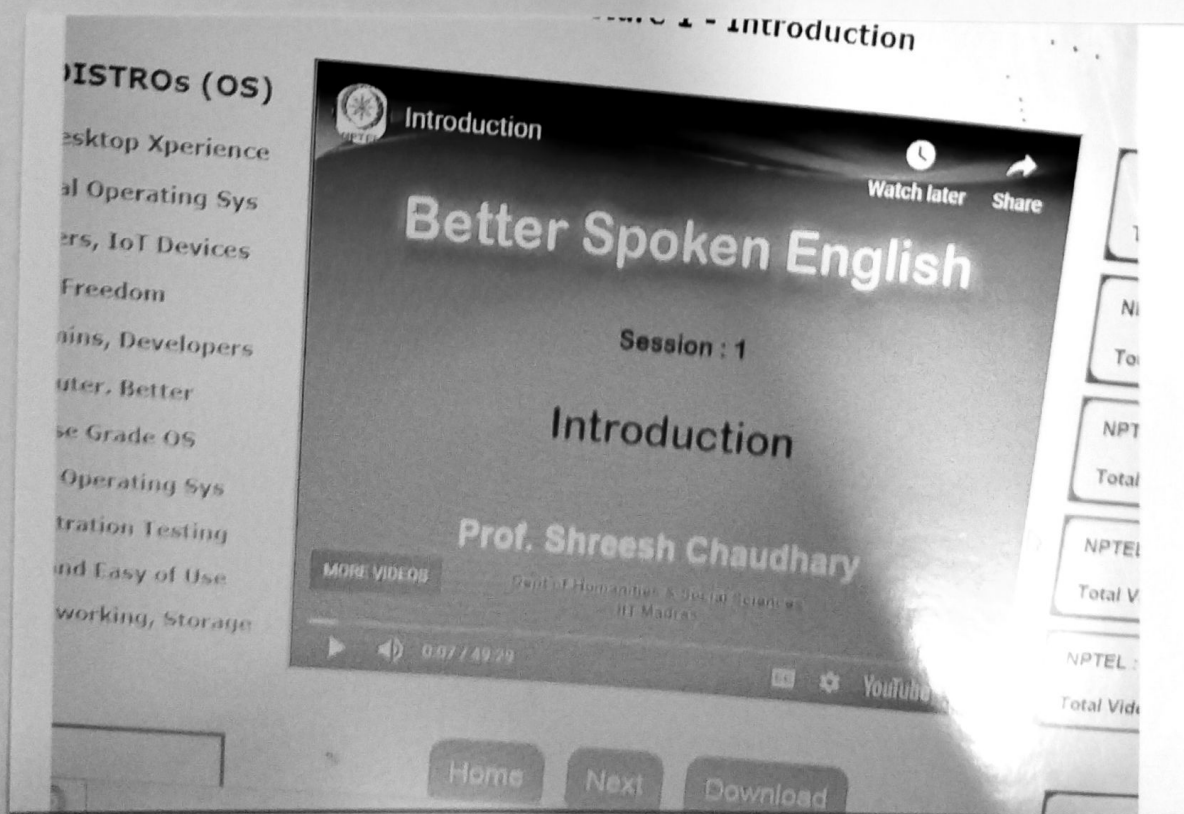
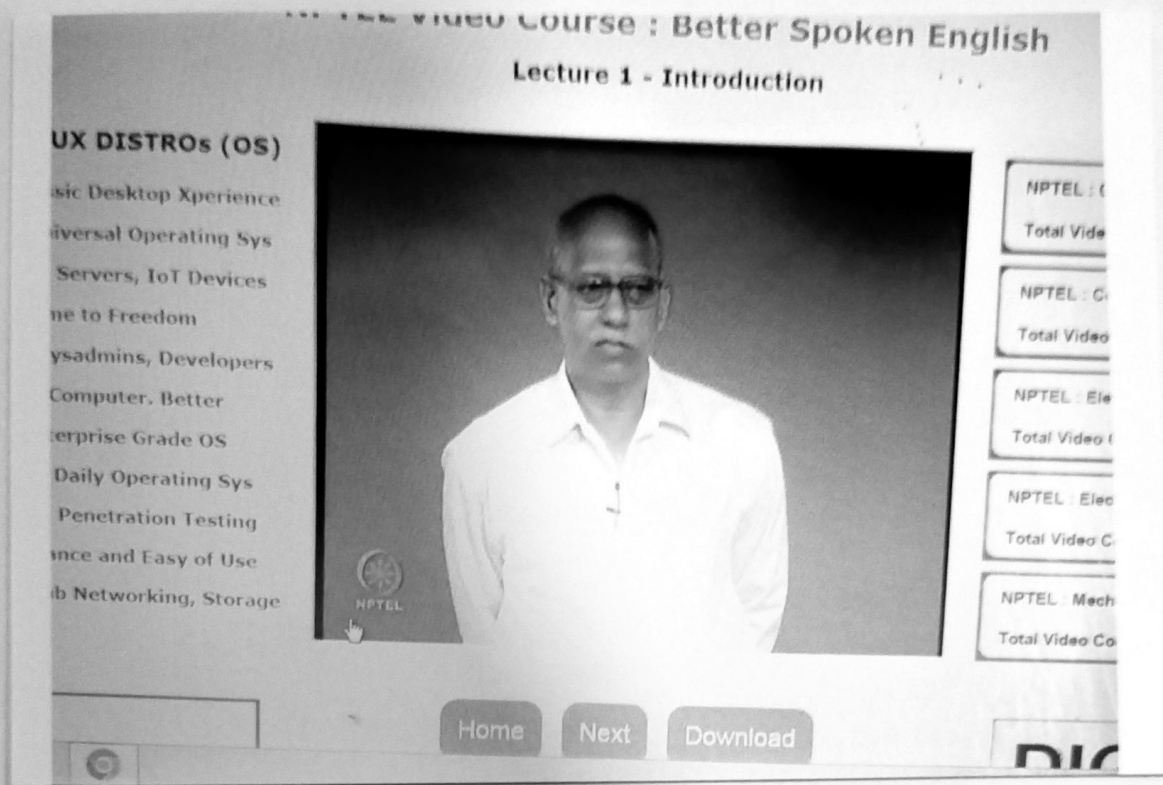
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ಕರ್ನಾಟಕ ಕಲಾ ವಿಜ್ಞಾನ ಹಾಗೂ ವಾಣಿಜ್ಯ,
ಮಹಾವಿದ್ಯಾಲಯ ಬೀದರ

Exam conducted on "Spoken English". Students writing exams.



NPTEL Resources Videos for Spoken English course

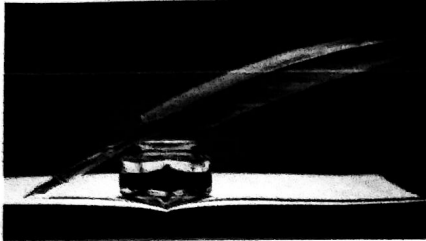




**Karnatak Arts, Science and
Commerce College, Bidar**



Department of English



Add-on Course on Spoken English

Preamble to the Course.

The function English course is an initiative program introduced to the students of our college in order to teach them Basic Grammar and Communication Skills. The department of English strongly believes that the course will boost the students' learning in the field of English Grammar, Communication Skills and also develop their Personality. The course can also be helpful for their future career in the competitive world.

Objectives of the Programme

- To enhance vocabulary and its usage.
- To be through with the functional usage of grammar.
- To enable and enhance the appropriate structuring of the sentence.
- To use the acquired vocabulary in formation of sentences.
- Use the appropriate tenses in spoken and written communication.
- To thoroughly be aware of the different sentence structure and its transformation into other forms.

Instructional Design

This course is of 60 – hour duration which includes theory classes, and group discussion, project work etc.

Medium of Instruction: <i>English</i>	
Course structure and Examination Scheme	
<i>Total Hours of Teaching</i>	
Theory classes:	<u>60 Hours</u>

Question types: 60 Marks

Short question, Long question, objective, Letter writing, Essay Type of Questions, paragraph reading

Eligibility: Students of BA./B.Sc./ B.Com / BCA having basic knowledge of English can enroll for this course

Total number of Intake: 50



KRE Society's

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ADMISSION FORM

Certificate/Value added/Skill Development/Diploma/Advance Diploma Courses
&
IAS/IPS/NET/SET Coaching Classes

Name of the Department English Year 2019

Name of the Student Prarthana

Father's/Guardian's Name Ramanna

Date of Birth

Date

Month

Year

21

01

2000



Address for Correspondence :

Christian house Sindol
Tq and dist Bidar

Semester/Class : BA II Sem

Register No : 1910122

Percentage of previous semester : _____

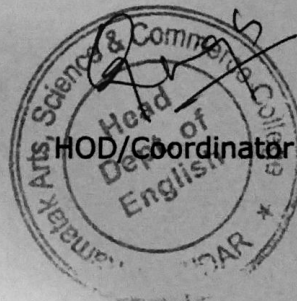
Contact No : 9980197685

E-Mail ID : prarthana.r.senai@gmail.com

Course to be Joined: Spoken English

Prarthana

Signature of the Student



[Signature]

Principal

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BIDAR-585401



KRE Society's

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College with Potential for Excellence

ADMISSION FORM

Certificate/Value added/Skill Development/Diploma/Advance Diploma Courses
&
IAS/IPS/NET/SET Coaching Classes

Name of the Department B.A English Year 2019

Name of the Student Amar

Father's/Guardian's Name Ashok

Date of Birth

Date

Month

Year

21

06

2000



Address for Correspondence :

Christian House Sindal
Tq and dist Bidar

Semester/Class : B.A II sem

Register No : 1910124

Percentage of previous semester : _____

Contact No : 9980737219

E-Mail ID : ~~Amar~~ amar.kamthane123@gmail.com

Course to be Joined: Spoken English

Amarthase
Signature of the Student



[Signature]

Principal

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