To,

The Principal, Karnatak Arts, Science and Commerce College, Bidar.

Sub: Request to Grant Permission to Start Add-on Course.

Respected Sir,

With the reference to the above cited subject, the department of English is going to start an Add-on Course with the intake of 60 B.C.A students. Therefore, kindly permit us to start the same and do the needful.

Thanking you.

Yours Faithfully

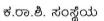
QXX

Ms. Geeta Raga

Head, Dept. of English

Head of Collings

ಸ್ರಾಂಶುಪಾಲರು ಪ್ರಾಂಶುಪಾಲರು ಕರ್ನಾಟಕ ಕಲಾ ವಿಜ್ಞಾನ ಹಾಗೂ ಹಾಣೆಜ್ಯ ತುಹಾವಿದ್ಯಾಲಯ ಜೀವರ





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



Estd 1970

(Affilated to Gulbarga University)

#### College with Potential for Excellence

To,

Date 02/01/2019

Dr. Vidya Patil, Head, Department of English, First Grade women's college, Bidar.

Sub:- Request to serve on Board Studies for add on course

Dear Madam,

I am very happy to inform you that, our institution under department of English would like to start an add-on-course title Functional 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 Functional inglish" is convened on 2nd Jan 2019 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.

Department of English

Warmatak Arts Science & Commerce College, BIDAN

Asst. Prof. of Englist. G.F.G. Women's College."

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.nel

## Karnatak Arts, Science and Commerce College

### Department of Studies in English.

#### **BOS Meeting**

Date: 02.01.2019

#### Agenda-

Approval of syllabus of certificate course titled "Functional English"

#### Resolution-

The syllabus proposed by the Department of English for a certificate course titled Functional Englishon 2nd Jan 2019 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 IQAC Coordinator

Dr. Vidya Patil

: Head, Dept of English, Government Women's College, Bidar.

Smt.Geeta Raga

: Head, Department of English

: Assistant Prof, Dept of English

Smt. Ashwini Kennedikar

Mr.Masure Gautam

: Assistant Prof, Dept of English

G.F.G.Women's College

3

#### Add-on Course

#### (Syllabus)

#### 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



Karnatak Arts, Science & Commerce College, BIDAR

## KARNATAK ARTS, SCIENCE AND COMMERCE COLLEGE, BIDAR.

#### Department of English

#### **Add-on Course**

#### **TIME TABLE – 2021-22**

DAYS	12:45 PM
MONDAY	Mrs. Rajani Satane
TUESDAY	Mrs. Rajani Satane
WEDNSDAY	Mrs. Rajani Satane
THURSDAY	Mrs. Ashwini K
FRIDAY	Mrs. Ashwini K
SATURDAY	Mrs. Ashwini K

Q XX HOD



PRINCIPAL PRINCIPAL

Karnatak Arts, Science & Commerce College, BIDAP



## ಕರ್ನಾಟಕ ಕಲಾ, ವಿಜ್ಞಾನ ಹಾಗೂ ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ, ಅಂದರ 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

24th of Dec 2022

#### **Notice**

All the students of B.C.A who have enrolled themselves for "Add-on Course" course are hereby informed to attend the classes of this course which starts on 1<sup>st</sup> of January 2022.

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PRINCIPAL PRINCIPAL

Karnatak Arts, Science & Commerce College, BID

E-mail: principalkascc@gmail.com

Fax: 08482-226503

Hyderabad Road, Karnataka State - 585401.

Fax: 08482-226503

V

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



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### Karnatak Arts, Science and Commerce College, Bidar.

#### Department of English.

#### **Students List for Add-on Course**

B.C.A Class (I Sem)

Sl. No	Roll. No	Name of the Students	Sign
1	1	Channaveer S/o Shivsharnappa	03
2	2	Sangamesh Motti	Sangma
3	3	Akash Reddy	Sangma
4	4	Biradar Pandurang	129.
5	5	Umesh Reddy	mech
6	6 _	Sandeep S/o Shivaji	Sandeet Vaishnaveni
7	7 _	Krishnaveni D/o Revansidayya	Varishmaneni
8 9	8 9	Altaf S/o Noorali	Aureb
9	9	Guru S/o Ishwar	Guy
10	10	Erica D/o Satishkumar	Raice
11	11	Piyush S/o Tukaram	Chyurh
12	12	Sanghendra Reddy S/o Narayanreddy	
13	13	Vishnu S/o Tukaram	Oistun
14	14	Prashanthi. G	poras
15	15	Gama guru Dattu	all for

HOD

HOD

Hop

Head

Head

Dest. of

English

BIDAN

PRINCIPAL PRINCIPAL Karnatak Arts, Science & Commerce College, BIDAL

#### Karnatak Arts, Science and Commerce College, Bidar.

#### Department of English.

#### **Students List for Add-on Course**

#### **B.C.A Class**

Sl. No	Roll. No	Name of the Students	Sign
16	16	Sangamesh S/o Jairaj	Sarganash
17	17	Avinash S/o Subhash	Avinost
18	18	Vaibhavi D/o Chandrakanth	
19	19	Mahesh Kaji	Vaibhani: Mahash
20	20	Akhilesh S/o Chandrashekhar	XX
21	21	Bhagyashree D/o Gundappa	Bhagyachee
22	22	Prem S/o Satish Prabhy	gold.
23	23	Veeresh Dukandar	Jeenest . k 1)
24	24	Satish S/o Ganapati	9
25	25	Vijaykumar	Vijaykumal
26	26	Amar S/o Dayanand	AB
27	27	Ravishankar S/o Chandrayya	BC
28	28	Shivkumar S/o Dhanraj	Ohi.
29	29	Rahul Reddy S/o Tukkareddy	Reddy
30	30	Basawaraj S/o Rajshekhar	<b>B</b> (Y)

HOD & Commercial College Control Contr

PRINCIPAL PRINCIPAL Karnatak Arts, Science & Commerce College, BIDAR

### Karnatak Arts, Science and Commerce College, Bidar.

#### Department of English.

#### **Students List for Add-on Course**

#### **B.C.A Class**

Sl. No	Roll. No	Name of the Students	Sign
31	31	Raghavendra Swamy S/o Omkar Swamy	Dalvendes
32	32	Veerendra S/o Limbaji	Ragnende
33	33	Ajeet S/o G Eshwarkumar	the
34	34	Abhishek S/o Mahesh	Abhishek
35	35	Nikita	Abhishek NIKITA. Asheshek
36	36	Abheshek Biradar S/o Rajshekhar	Defreshell
37	37	Suvarna S/o Sanjukumar	Suvanna
38	38	Ganesh Gaikwad	Carrier
39	39	Rohit Raj S/o Joshwa	D.
40	40	Mohammed Murtuza Hussen	ML
41	41	Raghvendra S/o Suryakanth	125
42	42	Nikita D/o Dayanand	
43	43	Uday S/o Hanumanth	Vacy
44	44	Faisal Hussen S/o Md. Younus	For Felon
45	45	Md. Navid S/o Md. Nayeem	Navigy/

HOD

Head of Dapt. of English &

PRINCIPAL

Karnatak Arts, Science & Commerce College Billian



ಕ.ರಾ.ಶಿ. ಸಂಸ್ಥೆಯ

## ಕರ್ನಾಟಕ ಕಲಾ, ವಿಜ್ಞಾನ ಹಾಗೂ ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ, ಜೀದರ

## Karnatak Arts, Science & Commerce College, Bidar



Estd 1970

(Affilated to Gulbarga University)

#### College with Potential for Excellence

24th of June 2022

#### **NOTICE**

All the students of B.C.A students, who have enrolled for Add-on Course, are hereby informed to attend the exam of Add-on Course (Functional English) which will be held on 1<sup>st</sup> of July 2022 at 12:30 PM.

HOD Commerce Colors of Commerce Colors of Commerce Colors of Color

PRINCIPAL PRINCIPAL Karnatak Arts, Science & Commerce College, BIDAR

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

#### Karnatak Arts, Science and Commerce College, Bidar. Add-on Course Exam, July -2022. Subject: Functional English.

Class: B.C.A		
Date: 01/07/2022	Time: 12:30 pm - 2:30 pm	Max Marks 60
I) Answer the following quest	ions.	
A) Identify the part of speech	of the underlined words in the following se	entence.
2		
1) Mohan bought a big house.	Noun, Adjective	
B) Fill in the blank with appro	opriate article.	1
1) The Sun rose and for	g disappeared.	
C) Fill in the blank with appr	opriate preposition.	1
1) Raju brought a sift	his friend.	
D) fill in the blank with the ap	ppropriate pronoun.	1
1) John will return to 🛣	house.	
II) Change the following sente	ence into passive voice.	2
1) Hindus celebrate Deepawal	i. Deepowali is celebrated by Hind	, reach
III) Change the following sent		3
1) Raju said to me, "I will com	the would come to my house now	t dan
IV) Answer the following ques	stions.	5
1) Give the Antonyms of 'Beau	utiful'. Ugly	
2) Give the Synonyms of 'Diffi	icult's tought tough"	
3) Give one word substitute fo	r "a period of hundred years". Centu	y.
4) Change the gender of 'Hors	e' Man	

sheep

5) Change the number of the word 'Sheep'

#### Unit-2

1) Write your self introduction in detail.	5
2) Send r 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
<u>Unit-3</u>	
1) Write a paragraph on the following topic. "Slow and Steady will win the race"	5
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
<u>Unit -4</u>	
I) 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?

ಹುಣಾವಿಧ್ಯಾಲಯ ಜೀದರ

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

## Student attendance list for the assessment of <u>ADD-ON-COURSE</u> 2021-22

#### **Functional English**

Time: 12:30PM - 2:30 PM

1st July 2022

Marks: 60

CLAZ			<del></del>	
Sl.No	Name of the Student	Class	Signature	Obtained Marks.
1	Uday.	BCATI	Delay. P	46
2	Virendra, Chauhan	1,	J.Charles	51
3	Sandeep. B	31	Sandeep	51
4		3)	BAN	49
5	Baswaraj R.M. Pradeep. J	))	Pradeep	43
6	Nagraj. N	71		46
7	Athilesh.	7)		45
8	Amar	١,	Asr	37
9	Shinkumar	71	Bhi	43
10	Guru	,,	G.S.	52
11	Raghvendra.	21	-1200	29
12	Prachanti.G.N	1,	porass	51
13	Cubhach.	11	Suman	52
14	Umesh. R	71	Unest.	47
15	Babarleiran.s	),	Bil	52
16	Vivek. H	))	Origon	48
17	Channaveer.	11	0.5/	47
18	Md Mustuza H	17	(1s)-l	40

19				
20	Achynt. k	BCAI	Add	45
21	Surarna, S	11	Suvarna	57
22	Shaikh Adnan	11	Spanan	45
23	Md Afraaz	11	Agranza	42
24	Md Naneed	/1	Naveed	5
	Veeresh D	1)	Deeresh. K.D	48
25	Faisal, Hussain	/1	Falkerleair	40
26	Bharani Raju	11	Bhavani	51
27	Pandurang. B	11	Pandusang	46
28	Akash. R	И	1 Ceddy	K)_
29	Sangamesh. M	),	Smarro	37
30	Gama Gury Dally	3,	GD -	49
31	Abhiehek P	11	Abhishek.	53
32	Prem. M	2(	The state of	50
33	Nikita B	5,	NB°	46
34	Shrasli.	71	Srashti	49
35	Mahesh. K	71	Makesh	55
36	Ravishankar	h	Rehankas	44
37	Avinash. 9	21	Avinast	50
38	Muraheed. S	1 :	Muzaheed	54
39	Krishnaveni. R	11	Vieshnaveni	53
40	Aiget .	1	AL.	54
41	Vichwesh was P	h	P	To
42	Vaibhaui.	1)	Vaibhan:	42

43				
43	Hema Vnesh	BCAR	Hema	36
	Diksha. P			
		)(	Dikeha.	48
46	Sudeep. C	//	duder	47
47	Piynsh. J	t <sub>I</sub>	Cigusts	53
48	Ganesh 6	" ~	Quel Carrent	51
	Nikita. R	3)	Nikita.	48
49	Altaaf	1,	Audo	48
50	Sanghendra. R	4	Deddir	54
51	Robit.ly	11	A.	48
52	Bagyashree, G	71	Big.	39
53	Erua. S	"		Absent
54	Vijaykumar.	Fj	Vijaykuma?	42
55	Piyush, T	۲,	1	Absent
56	Satish. 9	1,		Assent
57	Pandurang-B.	71	Phindax	50
58	Sunanda.	11		51
59	Sushmita. M	1)		Absent
60	Manoj. K	1,	Manoj	46
	Q			

Room Invigilator

DIDAR

grass

Head Dept. of English Karnatak Arts, Science & Commerce College, BIDAR-585 401, Principal
PRINCIPAL
Karnatak Arts, Science &
Commerce College, BIDAR

#### **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.

Head Dept. of Command

Karnataka Arts Sci. & Com. College BIDAR-585401

## Karnatak Arts, Science and Commerce College, Bidar.

#### Department of English.

#### Report on Add-on Course (For B.CA)

#### Abstract:

The department of English had been given an opportunity to initialize add-on course for the students of B.C.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 "FUNCTIONAL ENGLISH".

#### Permission for the proposal:

The department had put the official proposal to seek permission on 10<sup>th</sup> December 2021 to start the programme on 1<sup>st</sup> Jan 2022. 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 60 students in B.C.A with the duration of 60 hours. The intake was quite possibly good for the number 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 "Functional 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 two staff Members, to carry out classes apart from their regular time schedule, named Ms. Rajani Satane and Mrs. Ashwini K. Classes were conducted all six days of the week at 12:45PM. Monday to Wednesday, Ms. Rajani Satane had engaged the classes and rest of the days Mrs. Ashwini. K had engaged.

#### Exam:

The department has conducted the exam by following the proper exam protocol to find out the outcome of our programme on 1<sup>st</sup> July 2022 at 12:30PM. The result of the prgoramme 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. It was fully satisfied to our department by reaching students who were in need of English language knowledge growth.

HŲD

Head Con Boar of Congress of English

PRINCIPAL

ಪ್ರಾಂಶುಪಾಲರು ಕರ್ನಾಟಕ ಕಲಾ ವಿಜ್ಞಾನ ಹಾಗೂ ವಾಣೆಜ್ನ ಹುಣಾವಿದ್ಯಾಲಯ ಜೀವರ

## Exams conducted for BCA & lems Students



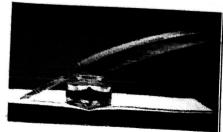




## KARNATAK ARTS, SCIENCE AND COMMERCE COLLEGE, BIDAR



## EPARIMENT OF ENGLISH



## ADD-ON COURSE ON FUNCTIONAL ENGLISH

## Preamble to the Course.

The functional 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

## Objectives of the Programme

- To enhance vocabulary and it's 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 it's transformation into other

#### Instructional Design

This course is of 90 - hour duration which includes theory classes, and group discussion,

Medium of Instruction: English

Course structure and Examination Scheme

Total Hours of Teaching

Theory classes:

90 Hours

Question types:

60 Marks

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

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

Total number of Intake: 50



## Karnatak Arts, Science and Commerce College, Bidar



ESTD: 1970

(Affiliated to Gulbarga University, Kalaburagi)
College with Potential for Excellence

Certificate/Value added/Skill Development/Diploma/Advance Diploma Courses	
IAS/IPS/NET/SET Coaching Classes  Name of the Department BCA Year 2021 - 22	
Name of the Student BASAVAKIRAN	
Father's/Guardian's Name SUBHASH	
Date of Birth Date Month Year	
211 111 2001	
Address for Correspondence:	
JoJana Tall Avorad Distll Bidar	
:	
Semester/Class: Ind Sero	
Register No : <u>U04AE21S0259</u>	
Percentage of previous semester :	
Contact No : 8123039241	
E-Mail ID: basavakiran digge @com.	
Course to be joined: Functional English	_
Jon & Command Land	L

Signature of the Student

Principal
PRINCIPAL
Karnatak Arts, Science &
Commerce College, BIDAR



## Karnatak Arts, Science and Commerce College, Bidar



Principal PRINCIPAL Karnatak Arts, Science &

ESTD: 1970

(Affiliated to Gulbarga University, Kalaburagi) College with Potential for Excellence

AND MUSSION ENDING.
Certificate/Value added/Skill Development/Diploma/Advance Diploma Courses
IAS/IPS/NET/SET Coaching Classes
Name of the Department RCA Year 2021-22
Name of the Student UMIN Reddy.  Father's/Guardian's Name Mohoun Reddy.  Date of Birth Date Month Year  O'4 06 2002
Address for Correspondence:
chikli (J)
Age-Aurord, Dist : Bidas
SESU21
Semestar/Class: Ind Semester
Register No : UOUAE2ISDIOI
Percentage of previous semester :
Contact No : 00 9663746775
E-Mall ID: unesh mohen reddy agricul i com.
Course to be Joined: Functional English
Signature of the Student  Principal

To,

The Principal, Karnatak Arts, Science and Commerce College, Bidar.

Sub: Request to Grant Permission to Start Add-on Course.

Respected Sir,

With the reference to the above cited subject, the department of English is going to start an Add-on Course with the intake of 60 B.Com students. Therefore, kindly permit to start the same and do the needful.

Thanking you.

**Yours Faithfully** 

Ms. G

English

Principal



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



Estd. 1942

Estd 1970

(Affilated to Gulbarga University)

College with Potential for Excellence

To,

Date 02/01/2019

Dr. Vidya Patil, Head, Department of English, First Grade women's college, Bidar.

Sub:- Request to serve on Board Studies for add on course

Dear Madam,

I am very happy to inform you that, our institution under department of English would like to start an add-on-course title Functional 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 Functional English" is convened on 2nd Jan 2019 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.

Department of English

Earnatak Arts Science & Commerce College, BIDAR

Asst. Prof. of English G.F.G.Women's Coflege

E-mail:principal@kascc.in.net E-11: 08482-226503

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

Cell: 9343834635

## Karnatak Arts, Science and Commerce College

#### Department of Studies in English.

#### **BOS Meeting**

Date: 02.01.2019

#### Agenda-

Approval of syllabus of certificate course titled "Functional English"

#### Resolution-

The syllabus proposed by the Department of English for a certificate course titled Functional English on 2<sup>nd</sup> Jan 2019 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 IQAC Coordinator

Dr. Vidya Patil

: Head, Dept of English, Government Women's College, Bidar.

Smt.Geeta Raga

: Head, Department of English

Smt. Ashwini Kennedikar

: Assistant Prof, Dept of English

Mr.Masure Gautam

: Assistant Prof, Dept of English

Dr. Vidya Pati

G.F.G.Women's College

#### Add-on Course

#### (Syllabus)

#### 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





## KARNATAK ARTS, SCIENCE AND COMMERCE COLLEGE, BIDAR.

#### Department of English

#### **Add-on Course**

#### **TIME TABLE – 2021-22**

DAYS	12:45 PM
MONDAY	Mr. ANAND M
TUESDAY	Mr. ANAND M
WEDNSDAY	Mr. ANAND M
THURSDAY	MR. MASURE GAUTAM
FRIDAY	MR. MASURE GAUTAM
SATURDAY	MR. MASURE GAUTAM

HOD



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Karnatak Arts, Sci. & Com. College
BIDAR-585401



ಕ.ರಾ.ಶಿ. ಸಂಸ್ಥೆಯ

# ಕರ್ನಾಟಕ ಕಲಾ, ವಿಜ್ಞಾನ ಹಾಗೂ ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ, ಜೀದರ





Estd 1970

(Affilated to Gulbarga University )

College with Potential for Excellence

24th of Dec 2021

#### **NOTICE**

All the students of B.Com who have enrolled for Add-on-course hereby informed to attend the classes from 1st Jan 2022.

Dept of Engli

Dept. of English Principal

PRINCHPAL Karnatak Arrs, Sci. & Com. College BIDAR-585401

#### Karnatak Arts, Science and Commerce College, Bidar.

#### Department of English.

#### Students List for Add-on Course

#### **B.Com Class**

Sl. No	Roll. No	Name of the Students	Sign
1	1	Shankar. L	
2	2	Aishwarya. H	
3	3	Reena. H	
4	4	Pooja. N	
5	5	Shweta. S	
6	6	Sushilkumar. S	
7	7	Belakarani. N	
8	8	Rashmi. A	
9	9	Renuka. M	
10	10	Arvind. G	
11	11	Suryaprakash. R	
12	12	Shweta. M	-
13	13	Anjali. P	
14	14	Swati. S	+
15	15	Priyanka. T	J
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Karnatak Arts, Sci. & Com. College
BIDAR-585

## Karnatak Arts, Science and Commerce College, Bidar.

#### Department of English.

#### Students List for Add-on Course

#### **B.Com Class**

Sl. No	Roll. No	Name of the Students	Sign
16	16	Ambika. K	
17	17	Revati. M	
18	18	Vishal. K	
19	19	Deepak. C	
20	20	Chennaveer. B	
21	21	Pallavi. R	
22	22	Sandesh. H	
23	23	Abdul.	
24	24	Sushma. S	
25	25	Satish. R	,
26	26	Ashwini. V	
27	27	Tejaswini.	
28	28	Sonali. R	/
29	29	Shambhu Mahadev	
30	30	Nambrata. H	/ -

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PRINCIPAL Karnatak Arts, Sci. & Com. College BIDAR-585401

## Karnatak Arts, Science and Commerce College, Bidar.

### Department of English.

## Students List for Add-on Course

#### **B.Com Class**

Sl. No	Roll. No	Name of the Students	Sign
31	31	Prabhavati. R	1
32	32	Lokesh. S	
33	33	Maruti. N	
34	34	Naveenkumar. K	
35	35	Bhargavi. P	
36	36	Nikhilkumar.V	7
37	37	Sachin. G	
38	38	Ankita. S	
39	39	Vaishnavi. M	
40	40	Beerappa. N	
41	41	Sachin. S	1
42	42	Imran. P	
43	43	Samruddhi. P	
44	44	Bhagyalaxmi. M	
45	45	Sneha. V	V
a wh			

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#### Karnatak Arts, Science and Commerce College, Bidar.

#### Department of English.

#### **Students List for Add-on Course**

#### **B.Com Class**

Sl. No	Roll. No	Name of the Students	Sign
46	46	Srikanth. C	/
47	47	Umesheshwari. M	
48	48	Shruti Malge	
49	49	Sandhya. L	
50	50	Roshni. M	
51	51	Sonika. V	
52	52	Bhagyashree. S	
53	53	Veerabhushan. T	
54	54	Ashwini. B	
55	55	Ashish. S	
56	56	Blessina. M	
57	57	Pooja. S	
58	58	Bhavani. S	-
59	59	Sapna. S	
60	60	Rajendra	

HOD



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BIDAR-5



#### ಕ.ರಾ.ಶಿ. ಸಂಸ್ಥೆಯ

## ಕರ್ನಾಟಕ ಕಲಾ, ವಿಜ್ಞಾನ ಹಾಗೂ ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ, ಅೇದರ

## Karnatak Arts, Science & Commerce College, Bidar



Estd 1970

(Affilated to Gulbarga University)

#### College with Potential for Excellence

24th of June 2022

#### NOTICE

All the students of B.Com students, who have enrolled for Add-on Course, are hereby informed to attend the exam of Add-on Course (Functional English) which will be held on 1st of July 2022 at 12:30 PM.



Karnatak Arts, Sci. & Com. College BIDAR-585401

E-mail:principal@kascc.in.net E-111-08482-226503 Fax: 08482-226503

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

Cell: 9343834635

Visit us @ www.kascc.in.net

#### Karnatak Arts, Science and Commerce College, Bidar. Add-on Course Exam, July -2022. Subject: Functional English.

5) Change the number of the word 'Sheep'

Class: B.Com		
Date: 01/07/2022	Time: 12:30 pm - 2:30 pm	Max Marks 60
I) Answer the following questi	ions.	
A) Identify the part of speech 2	of the underlined words in the following	g sentence.
1) Mohan bought a big house.		
B) Fill in the blank with appro		1
1) Sun rose and for	g disappeared.	
C) Fill in the blank with appre	opriate preposition.	1
1) Raju brought a sift		•
D) fill in the blank with the ap	propriate pronoun.	•
1) John will return to		1
II) Change the following sente	ence into passive voice.	•
1) Hindus celebrate Deepawal		2
III) Change the following sent	ence into indirect.	_
1) Raju said to me, "I will com	ne to your house tomorrow".	3
IV) Answer the following ques	stions.	
1) Give the Antonyms of 'Beau	<u>utiful'</u> .	5
2) Give the Synonyms of 'Diffi	cult'.	
3) Give one word substitute for	r "a period of hundred years".	
4) Change the gender of 'Hors		

#### Unit-2

1) Write your self introduction in detail. 5 2) Send r request to your friend to attend your birthday celebration. Then on behalf of your friend write a letter of acceptance. 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 I) Comprehension passage.

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?

Read carefully and answer questions that follow.

- 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?

On the contract of the contrac

Principal

5X1=5

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

## Student attendance list for the assessment of <u>ADD-ON-COURSE</u> 2021-22

#### **Functional English**

Time: 12:30PM - 2:30 PM

1st July 2022

Marks: 60

Sl.No	Name of the Student	Class	Signature	Obtained Marks.
1	Shankay	Brom II	(Spul	54
2	Periganka -		ABSENT -	
3	Alshwarya	1,	A'Shwwyyw	58
4	Reena	/1	Reena	হ হ
5	Pooja	,,	Poor	58
6	Shweta	1,	Shueta	57
7	Sosheelkomoon	.,,	Shurfour	44
8	Belakamani	1,	Belakaran?	59,
9	Rashmi	11	Buth	59
10	Renuka	71	Kenuka.	54
11	Agrind G	11	San .	54
12	Suryaprakash G.	1,	Sunjapurkly	49
13	Shweta M	1,/	Chrielko	30
14	Anjali	1,	ANOL'	56
15	Swatt	7,	Swati	56
16	Polyanka J	t i	Parigantes	32
17	Ambika.	1,	Ambika	5.4
18	Revati N.	/1	Revoti	56.

Sagan P. B. com II. Sapar. 52.  Nishal. B. com II District. 57  Deepart S B. com II District. 52  chenna vee M B. com II Chima 52  Pallari B. com II pollari 57  24 Sandesh H. B. com II fortion 54	
21 Deepart s B. com II Down 57  22 Chennavees B. com II Chum 52  23 Pallavi B. com II pollar 57  24 Sandesh H. B. com II factoria 54	
22 chennavees B. com II Chum 52  23 Pallavi B. com II pollow 57  24 Sandesh H. B. com II cartone 54	
22 chennavees B. com I Chum 52  23 Pallavi B. com II pollar 57  24 Sandesh H. B. com II control 54	
23 Pallari O.com II pollari 57  24 Sandesh H B.com II Johnson 54	
24 Sandesh H B.com II afortown 54	
25 Abdul B. com I Dbdul 25	
26 Sushmas B.com I Sushma 30	
27 Satish Bicomy South	
28 ACLUSION CONTRACTOR	
29 Tejasuoini B. com I tejasuoini 53	
30	
31 Shambumahader 11 Statut. 32	
32 Mamerata H 8.com I Namerata 48	
33 Porabhavati 11 probhavati 56.	
24	
34 Lokesh 11 Solash 35 35 Manuti B.com II puntibul. 51 36 Naveen homan K 11 Bulkern 51	
36 Naveen homan K 1, Culture 51	
37 Abanaani	
38 NIKHILKUMON B. com D William 4A	
39 Paid avan Brown II (N R	
40 Sachin "Suy 52	
11 100000 6	
B. COMD. Touris	
42 Natshnave 55	1

43	Веенарра Н	&.com II	Beerapp	53
44	Sachun.s	),	Coerrin	30
45	Imran	ι,	8 years	30
46	Samorud hi	,,	Samueldhi	48
47	Bhagyalakshmi	1,	Blo	35
48	Sneha sherukar	B. com I		54
49	Solranth	B. Com II	Srikonth	হর.
50	Umamaheshwani	77	anadimal.	5 o
51	Shouti	٠,	Shrutin	5 <b>3</b>
52	Sandhya	11	Sandhya	59
53	Roshni	),	1 och	56
54	Sonika	11	·Sonika	58,
55	Bhagy ashree,	)1	Bhagyashoree	56
56	Veedbhushan	1,	Bhagyasheree	56
57	Ashwini	ν	Ashwini	55
58	Pooja	<i>)</i>	ABSENT	
59	Ashish.	"	Adustra	5 (
60	Blessina	BcomI	Blessing	40

Room Invigilator



Principal PRINCIPAL Karnatak Arts, Sci. & Com. College BIDAR-585401

## 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.

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BIDAR-585401

## Karnatak Arts, Science and Commerce College, Bidar.

#### Department of English.

#### Report on Add-on Course (For B.Com)

#### Abstract:

The department of English had been given an opportunity to initialize add-on course for the students of B.Com 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 "FUNCTIONAL ENGLISH".

#### Permission for the proposal:

The department had put the official proposal to seek permission on 10<sup>th</sup> December 2021to start the programme on 1<sup>st</sup> January 202**1**. 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 60 students of B.Com 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 "Functional 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 two staff Members, to carry out classes apart from their regular time schedule, named Mr. Anand Malgekar and Mr. Masure Gautam. Classes were conducted all six days of the week at 12:45PM. Monday to Wednesday, Mr. Anand Malgekar had engaged the classes and rest of the days Mr. Masure Gautam had engaged.

#### Exam:

The department has conducted the exam by following the proper exam protocol to find out the outcome of our programme on 1<sup>st</sup> July 2022 at 12:30PM. The result of the prgoramme 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. It was fully satisfied to our department by reaching students who were in need of English language knowledge growth.

HOD

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Students of Brown I sem writing exam, conducted on 1st of July.







## KARNATAK ARTS, SCIENCE AND COMMERCE COLLEGE, BIDAR



#### DEPARTMENT OF ENGLISH



# ADD-ON COURSE ON FUNCTIONAL ENGLISH

#### Preamble to the Course.

The functional 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 it's 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 it's transformation into other forms.

#### **Instructional Design**

This course is of 90 - hour duration which includes theory classes, and group discussion, project work etc.

Medium of Instruction: English

Course structure and Examination Scheme

Total Hours of Teaching

Theory classes:

90 Hours

Question types:

60 Marks

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

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

Total number of Intake: 50





## Karnatak Arts, Science and Commerce College, Bidar



ESTD: 1970

(Affiliated to Gulbarga University, Kalaburagi)
College with Potential for Excellence

## ADVISSION ROKW

Certificate/Value added/Skill Development/Diploma/Advance Diploma Courses &

IAS/IPS/NET/SET Coaching Classes

Name of the Departr	nent	Year_	2022-23
Name of the Student	: Tejaswini		
Father's/Guardian's N	^		
Date of Birth	Date Month	Year	
	1606	2003	
Address for Correspo	ndence :		
t	Mangalpet, B	iday	
			7
	1		
Semester/Class :	B.com II ser	n	
Register No :	UD4AE21006	2	
Percentage of previou	s semester :		
Contact No :	8088299799		
E-Mail ID :	swini tallapally1@g.	nail. com	
Course to be Joined: _	swini tallapally1@g.	I English	

Signature of the Student



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