



Government Degree College, Paderu
Affiliated to Andhra University
(Upgraded to Model Degree College under RUSA 2.0)
Paderu, Visakhapatnam -District, AP.



Est:1985 NAAC "C" Grade phone no: 08935 250013 Email.ID :Paderu.jkc@gmail.com.

Proposal for Add on Course in Spoken English

Academic Year 2018-2019

From
The Course Coordinators
Dept of English,
Government Degree College
Paderu

To
The Principal
Government Degree College
Paderu

Sir,

Sub: Proposal for starting Add on Course in Spoken English to B.A., B.Sc., B.Com. Students of our college – Request regarding.

Department of English is planning to start a Add on course in 'Spoken English' to the students of all groups choosing 107 among them. This course can enhance the skills of communication, personality and disciplinary attitude of a student at professional areas. It also makes the students self employable and entrepreneurs.

In this regard we humbly request your esteemed self to conduct staff council meeting for discussing the syllabus and course outcomes.

Thanking you sir,

Yours faithfully,
The Dept of English,
GDC, Paderu.

P.Koteswara Rao

C.Madanna

Course Coordinator

IQAC Coordinator

Principal

Principal
Govt. Degree College
PADERU-531024
Alluri Sitharama Raju Dist.



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Detailed Objectives of ‘Add on Course in ‘Spoken English’ for all B.A./B.Sc./ B. Com.,

Title: Spoken English

Eligibility: all Under Graduate students of our college
Duration: 35 days
/ 1 hr daily

Syllabus: as given below

System of Assessment: Internal

Introduction:

Add on Course in Spoken English: What is it all about?

This course will prepare the young Under Graduate student to have a good knowledge in English and could interact effectively with people at work place. At the end of this course will enable the student to speak fluently, confidently and naturally in wide range of everyday topics.

Upon completion of the course the student shall be able to

1. Understand the grammar that allows successful conversation among the people.
2. Communicate effectively.
3. Develop Public Speaking skills.
4. Develop interview skills.
5. Develop Leadership qualities and other soft skills.



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DEPARTMENT OF ENGLISH

Date: 9.08.2019

CIRCULAR

Sub: Add on Course for the academic year 2018-2019

The Department of English is planned to conduct the Add on Course for BA, B.COM, B.Sc students. The certificate course which are designed and offered by our department for the benefit of the students. Course will be conducted at free of cost and based on the performance of the participated students, the merit certificate will be issued after the successful completion of the course. Students those who are willing to attend the certificate course can enroll their names to the course coordinator.

Name of the Add on Course: Spoken English

Course Coordinator: C.Madanna , P.Koteswara Rao

Course duration : 12.08.2019 to 28.09.2019

Course Coordinator

IQAC Coordinator

Principal

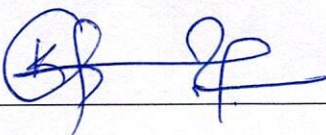


Minutes of the Meeting

The following are the minutes of the meeting is held on **08.08.2019** for starting a Add on course in 'Spoken English' for II & III year BA, B.Com & B.Sc students consisting of.

1. It is proposed to start a Add on course in 'Spoken English' for the students of I, II & III year BA, B.Com & B.Sc students during the academic year 2018– 2019.
2. It is proposed to endorse Sri P.Koteswara Rao and C.Madanna as course coordinators.
3. It is suggested to the coordinators to enroll maximum number of students for the certificate course.
4. It is also discussed how we can motivate the students towards the course.

Members of the committee during minutes

S NO	NAME OF THE LECT	DESIGNATION	SIGNATURE
1	P.Koteswara Rao	Lecturer in English., IQAC., Coordinator	
2.	C.Madanna	Lecturer in English	
3	Sri Gowri Shankar	Lecturer in English	
4	Sri B. Ambeth Kumar	Lecturer in English	



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Detailed Syllabus of 'Add on Course in Spoken English' for all B.A./B.Sc./ B. Com.,

Syllabus

UNIT I: Communication

- Introduction to Communication
- Basic Vocabulary & Sentence Construction
- Pronunciation (Phonetics, Modulation & Intonation)

UNIT II: Basic Conversation forms

UNIT III: English for the Real World

- Everyday Communication: Introduction, Shopping, Meeting Friends, Traveling, Telephonic Communication, Negotiation etc.

UNIT IV: Public Speaking

- Speech Preparation, Spell Check, Writing Presentation
- Reading Skill
- Personality Development



Course Outcomes

This program benefits participants in the following ways:

1. Enable the student to communicate effectively in spoken English.
2. Enable the student to communicate fluently.
3. The student could use appropriate vocabulary in any kind of spoken discourse.
4. The student can gain an ability to use basic structures in their oral communication.
5. Enable the student to use strategies for understanding the meanings of new words by guessing the meaning from the context.
6. Could use the strategies of scanning, skimming and reading closely to make the meaning clear.
7. Could read texts fluently.
8. Enhance the student to identify the main features in a text such as the topic, main idea and supporting sentences.
9. Enable the student recognize real life spoken English.
10. The student could recognize the basic structures in spoken discourse.
11. Could use basic structures in their writings.
12. Could write formal and informal letters and E-mails.
13. Could use correct and appropriate grammar structures by selecting relevant information and using stylistically and socially appropriate discourse patterns and vocabulary.



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DEPARTMENT OF ENGLISH

Name of the Certificate course: **Spoken English**

Total Hours: 35 hrs

Academic Year: **2018-2019**

Willing Student List

S.no	H.T NO	Name of the student
1	118125403021	KOTHAMNAIDU MANMADHARAO
2	118125403022	KUDA MANOJ KUMAR
3	118125403023	MADIREDDY NARENDRA
4	118125403024	MAJJI LALITHA KUMARI
5	118125403025	MANUGURI BUJJIBABU
6	118125403026	MARRI KAMESWARARAO
7	118125403027	MELLAHI PRAVEEN KUMAR
8	118125403028	MODHA CHANTI BABU
9	118125403029	MUKKI VAASU
10	118125403030	PADI RAMANI
11	118125403031	PALLASI SYAMSUNDAR
12	118125403032	PANGI MAHESH BABU
13	118125403033	PANGI SUPRAJA
14	118125403034	POTUKURI ELIYA
15	118125403035	RASULA ANITHA
16	118125403036	RAVI KUMAR PADI
17	118125403037	SEEDARI SANDEEP
18	118125403038	SEGGE SRAVANI
19	118125403039	SIVEERI CHINNATHALLI
20	118125403040	SUKURU NARENDRA
21	118125403041	TARADA ABBAINAIDU
22	118125403042	THUDUMU KRISHNA DEVA RAJU
23	118125403043	VANTHALA CHANDRA RAO
24	118125403044	VANTHALA JYOTHI
25	118125403045	VANTHALA KAMESH
26	118125403046	VANTHALA KRISHNA MOHAN
27	118125403047	VANTHALA KRISHNA RAO
28	118125403048	VANTHALA LAILA
29	118125403049	VANTHALA POWLU
30	118125403050	VEMBARI SRINIVASARAO
31	118125403051	VUDI MOHAN
32	718125405026	NOSURI RAJYALAKSHMI
33	718125405027	OLIBIRI MAHESH
34	718125405028	PANDIRI GUNADEEPIKA



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35	718125405029	PANGI CHANTIBABU
36	718125405030	PANGI MATYA RAJU
37	718125405031	SARABHA SATYANARAYANA
38	718125405032	SEEDARI KRISHNA BABU
39	718125405033	SOMELI SAROJINI DEVI
40	718125405034	VADDE PADMA RAO
41	117125403001	ADERI ANITHA
42	117125403002	AGATHAMBIDI SIREESHA
43	117125403003	ANGANAINI UPENDRA
44	117125403004	ARMA SAILAJA
45	117125403005	BADAGALA VISWANADHAM
46	117125403006	BAKURU UPENDRARAJU
47	117125403007	BATCHELI SURIBABU
48	117125403008	BATHIRI SAI KIRAN
49	117125403009	BODIGI ANAND
50	117125403010	BORA SAI LAKSHMI
51	117125403011	BURIDI SUSEELA
52	117125403012	DARAPARTI ESWARA PRASAD
53	117125403013	GADABARI RAMAKRISHNA
54	117125403014	GEMMELA SANTHOSH
55	117125403015	GEMMELI JAGADEESH
56	117125403016	GOLISSETTY VARUN KUMAR
57	117125403017	GOLLORI JAGANNADHAM
58	117125403018	GOMANGI RAM KUMAR
59	117125403019	GORI DURGA PRASAD
60	117125403020	JANNI JYOTHI
61	118125301020	JANNI BHAGYALAKSHMI
62	118125301021	JANNI RAMARAO
63	118125301022	JARSINGI RAMCHARANTEJA
64	118125301023	JARSINGI RAMESH BABU
65	118125301024	KADUTHULA RAVI BABU
66	118125301025	KONTELI RADHAKRISHNA
67	118125301026	KONTHELI BALAM NAIDU
68	118125301027	KOPPULA ASHOK KUMAR
69	118125301028	KORRA POUL
70	118125301029	KORRA RAVIKUMAR
71	118125301030	KORRA VASU
72	118125301031	KUNTHURU GANESH
73	118125301032	LIMIKYA NAVEEN KUMAR
74	118125301033	MAJJI ANIL KUMAR
75	118125301034	MANDI SURENDRA
76	118125301035	MANUGURU CHANTI BABU



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77	118125301036	MARRI RAMA RAO
78	118125301037	ONDRU MOUNIKA
79	118125301038	PALASI CHINNATHALLI
80	118125301039	PANGI CHALAPATHI
81	118125301040	PANGI LAXMAN KUMAR
82	118125301041	PANGI PURNO
83	118125301042	PANGI SATHI BABU
84	118125301043	PANGI VENKATA RAO
85	118125301044	PATHUNI VENKATA RAO
86	118125301045	RANDHI SUBBAMMA
87	118125301100	BAIRAGI RAGHUNADH
88	118125301101	BURIDI MOHAN RAO
89	118125301102	DALAI KRISHNARAO
90	118125301103	DESAGIRI SAMUYELU
91	118125301104	DHANASANI ASHOK KUMAR
92	118125301105	DURU RAMBABU
93	118125301106	GALLELA RAMESH PATEL
94	118125301107	GUNTI SANTHIKUMARI
95	118125301108	JARSINGI RAMAKRISHNA
96	118125301109	KANKIPATI SALOMANI
97	118125301110	KORAVANGI SATHISH KUMAR
98	118125301111	KORRA ANAND
99	118125301112	KORRA PURUSHOTHAM
100	118125301113	LOKUNAYAK VIJAYA KUMAR
101	118125301114	MARRI RAVI KUMAR
102	118125301115	NAIDU ANJIL KUMAR
103	118125301116	OLUGU DAMODHARAM
104	118125301117	PALASI SREENU
105	118125301118	PANGI ESWARA RAO
106	118125301119	PANGI HEMALATHA
107	118125301120	PANGI POORNIMA

V. H. 
Principal
Govt. Degree College
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ADD ON COURSE SPOKEN ENGLISH ,2018-2019

ATTENDANCE SHEET

SL. NO	NAME OF THE CANDIDATE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	DAY S PRES ENT
1	K MANMADHA RAO	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	29
2	K MANOJ KUMAR	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	30
3	M NARENDRA	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	31
4	M LALITHA MKUMARI	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	29
5	M BUJJI BABU	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	29
6	M KAMESWARA RAO	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	27
7	M PRAVEEN KUMAR	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	33
8	M CHANTI BABU	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	31
9	M VASU	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	31
10	P RAMANI	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	33
11	P SYAM SUNDAR	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	31
12	P MAHESH BABU	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	32
13	P SUPRAJA	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	31
14	P ELIYA	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	31
15	R ANITHA	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	30
16	RAVIKUMAR BPADI	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	32



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[illegible]

V.V.

Principal
Govt. Degree College
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OVERNEMENT DEGREE COLLEGE
Affiliated to Andhra University
PADERU, VISAKHAPATNAM, AP-531024



Certificate of Completion

This is to certify that Sri/Kum.....of SEM- of
BA/B.COM/BSC, successfully completed the Certificate Course in "Spoken English",
organized by the Department of English for the academic year 2018-2019.


Course Coordinator




Principal
Govt. Degree College
PADERU-531 024
Visakhapatnam