



Shikshanmaharshi Dr. Bapuji Salunkhe  
Birth Centenary Year 2018-19

Shri Swami Vivekanand Shikshan Sanstha, Kolhapur's  
**RAJE RAMRAO MAHAVIDYALAYA, JATH**

Dist. Sangli (Maharashtra) 416 404

U.G.C. Recognition under 2 F & 12 (B) UGC Act 1956

(Affiliated to Shivaji University, Kolhapur)

NAAC Reaccredited : "B" (Third Cycle)



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## Department of English

**ACADEMIC YEAR 2022-23**

**Report on**

### **CERTIFICATE COURSE IN EFFECTIVE COMMUNICATION IN ENGLISH**

**(September to October)**

CETIFICATE COURSE IN EFFECTIVE COMMUNICATION IN ENGLISH



**Submitted to**

**Internal Quality Assurance Cell**

**Raje Ramrao Mahavidyalaya, Jath,  
Dist-Sangli (MS)**

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## Brochure of Certificate Course

**Shri Swami Vivekanand Shikshan Sanshodhan Kollhapur's**  
**RAJE RAMRAO MAHAVIDYALAYA, JATH**  
**Tal-Jath, Dist. Sangli.**

**SKILL ENHANCEMENT BASED**

**CERTIFICATE COURSE IN**

**EFFECTIVE COMMUNICATION IN ENGLISH**

**Admission Open from 1<sup>st</sup> September 2022**

**Duration- 60 days**

**Eligibility 12<sup>th</sup> Pass**

**Objectives:**


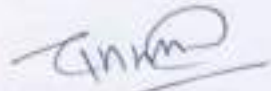
- To enable the students to develop oral and spoken skills in English
- To encourage the active involvement of the students in oral communication process
- To enhance learners Effective speaking skills
- To make learners familiar with the sub-skills of speaking

**Asst. Prof. T. U. Sannake**  
Course Coordinator  
9657081042

**Asst. Prof. R. S. Banasode**  
Head, Dept. of English  
9403183577

**Prof. (Dr.) Suresh S. Patil**  
I/C Principal

## Course Permission Letter

	<p>"Dissemination of Education for Knowledge, Science and Culture" Shikshanamaharshi Dr. Bapuji Satwarkhe Shri Swami Vivekanand Shikshan Sanstha Kolhapur's <b>RAJE RAMRAO MAHAVIDYALAYA, JATH</b> Dist- Sangli (Maharashtra) 416 404</p>
<p><b>DEPARTMENT OF ENGLISH</b> Academic Year 2021-22</p>	
<p>Date: 10/11/2021</p>	
<p>To, The Principal Raje Ramrao Mahavidyalaya, Jath</p>	
<p><b>Subject:</b> Permission to start a Certificate Course in Effective Communication in English</p>	
<p>Respected Sir,</p>	
<p>With reference to above-mentioned subject, our department wishes to start a Certificate Course in Effective Communication in English for degree students of our college under your support, motivation and guidance.</p>	
<p>So, please give us permission to start this course.</p>	
<p>Thanking you</p>	
<p>Yours faithfully,  (Asst. Prof. R S Banasode) Head, Department of English</p>	
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## Faculty Meeting Notice & Agenda

	<p>"Dissemination of Education for Knowledge, Science and Culture" Shikshanamaharshi Dr. Bapu Shri Swami Vivekanand Shikshan Sanstha Kolhapur's</p> <p><b>RAJE RAMRAO MAHAVIDYALAYA, JATH</b> Dist- Sangli (Maharashtra) 416 404</p> <p><b>DEPARTMENT OF ENGLISH Year 2021-22</b></p>	
		<b>Date: 15/11/2021</b>
<b>MEETING NOTICE</b>		
<p>All the faculty members of the Department of English are hereby informed that a meeting of department staff is convened on 18/11/2021 at 11.00 am in the Language Laboratory. All the respected members are requested to attend the meeting to discuss the following Agenda.</p>		
<b>AGENDA</b>		
<ol style="list-style-type: none"><li>1. Distribution of work and preparation for Certificate Course</li><li>2. Formation Board of Studies (BOS) of Certificate Course</li><li>3. BOS Meeting and accepting syllabus from BOS</li><li>4. Enrollment of Students for Certificate Course</li><li>5. Any other issues raised with prior permission of Chairperson</li></ol>		
<b>Sr. No</b>	<b>Name of Faculty</b>	<b>Signature</b>
1	Asst. Prof. R. S. Banasode	
2	Asst. Prof. T. U. Sannake	
3	Asst. Prof. O. D. Kudalkar	
4	Asst. Prof. V. N. Yamgar	
5	Asst. Prof. Dr. P. B. Thorbole	
		 (Asst. Prof. R. S. Banasode) Head
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## Faculty Meeting Minutes

"Dissemination of Education for Knowledge, Science and Culture"  
Shikshanamaharshi Dr. Bapuji Salunkhe  
Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

**RAJE RAMRAO MAHAVIDYALAYA, JATH**  
Dist- Sangli (Maharashtra) 416 404

**DEPARTMENT OF ENGLISH Year 2021-22**

Date: 18/11/2021

**MINUTES OF DEPARTMENTAL MEETING**

The meeting of the Department of English was held on 18/11/2021 at 11.00 am in the Language Laboratory.

**The minutes of the meeting are given below:**

1. Discussion was held on preparation for Certificate Course. It was decided to introduce a certificate course namely "Effective Communication in English" for all degree students from 01/12/2021.
2. Discussion was held on formation Board of Studies (BOS) of Certificate Course under the guidance of Principal.
3. Decided to conduct BOS Meeting and formation of syllabus from BOS
4. Decide that all interested students should enroll for Certificate Course for this year.
5. Asst. Prof. T. U. Sannake is assigned the work of the course coordinator
6. The meeting came to an end with a vote of thanks by Asst. Prof. O. D. Kudalkar

**Following Staff Members were present**

Sr. No	Name of Faculty	Signature
1	Asst. Prof. R. S. Banasode	
2	Asst. Prof. T. U. Sannake	
3	Asst. Prof. O. D. Kudalkar	
4	Asst. Prof. V. N. Yamgar	
5	Asst. Prof. Dr. P. B. Thorbole	

  
(Asst. Prof. R. S. Banasode)  
Head

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## **Certificate Course in Effective Communication in English**

### **❖ Course Objectives:**

1. To make learners familiar with the sub-skills of writing
2. To enhance learners writing skills
3. To train learners in the use of specific formats of the written discourse
4. To enable the students to develop oral and spoken skills in English
5. To help the students to enter the job market with confidence and the ability to work effectively.
6. To encourage the active involvement of the students in oral communication process.

### **❖ Course Outcomes:**

After successful completion of this course, the students will be able to:

- 1) Get acquainted with the basic concepts of reading, writing, speaking and listening
- 2) Improve the skills of reading, writing, speaking and listening.
- 3) Gain awareness of certain grammatical structures.
- 4) Manage daily interactions such as greetings, introductions, shopping and traveling and so on.
- 5) Apply to universities and communicate on campus and in their student life.
- 6) Communicate effectively at the College Campus and Job work place

### **❖ Course Evaluation Pattern:**

All students' performance will be evaluated through

- |                                  |            |
|----------------------------------|------------|
| 1) Attendance                    | : 10 Marks |
| 2) Assignments                   | : 10 Marks |
| 3) Unit Test                     | : 10 Marks |
| 4) Oral Communication Skill Test | : 20 Marks |
| 5) Written Test                  | : 50 Marks |

-----  
**100 Marks**

## Detailed Syllabus

### Units Prescribed:

Sr. No	Unit No	Title of the Topic
1	Unit-1	Important Aspects of Effective Communication in English
2	Unit-2	English for Written Communication
3	Unit-3	English for Oral Communication
4	Unit-4	Personality Development
5	Unit-5	Techniques of Body Language
6	Unit-6	Effective Body Language
7	Unit-7	Major Linguistic Concepts
8	Unit-8	Major Grammatical Concepts
9	Unit-9	Soft Skills for Effective Communication
10	Unit-10	Global Role of English Language

**Course Proposed for** : UG students

**Course Duration** : Two Month

**Division of teaching hours** : (Total 30 Periods)

Per Unit-03 Periods (10 x 03 = 30 periods)



### **Reference Books for further study**

1. Crystal, David. *English as a Global Language*: Cambridge University Press.1997.
2. Deal, Amanda & Melissa Rareshide. *Written Communication Manual*: Winston – Salem State University. 2013.
3. Hiremath, Saroj. *Life Skills and Personality Development*: Success Publications. 2016.
4. Pease, Allan & Barbara. *The Definite Book of Body Language*: Pease International.2004.
5. *Oxford Guide to English Grammar*: Oxford University Press.2002.
6. Santhi, Jeya. *Advanced Skills for Communication in English: Book I*: New Century Book House.2015.

### **❖ Board of the studies in English**

1. **Asst. Prof. R. S. Banasode (Chairman)**  
Raje Ramrao Mahavidyalaya, Jath,
2. **Asst. Prof. T. U. Sannake (Member & Course Coordinator)**  
Raje Ramrao Mahavidyalaya, Jath,
3. **Asst. Prof. (Dr.) S. M. Joshi (Member)**  
Vivekanand College (Autonomous), Kolhapur,
4. **Asst. Prof. R. B. Koli (Member)**  
Shikshanmaharshi Dr. Bapuji Salunkhe College, Karad.

## Schedule of Lectures

### Certificate Course in “Effective Communication in English”

#### Schedule of Lectures

Dear Students,

The schedule of lectures of Certificate Course in “Effective Communication in English” is in the following:

**Total Hours of Lectures:** 30 hours

#### Time Table

Date	Time/Hours	Name of the Teacher	Title of the Topics
1,&2 September 2022	11.00am to 12.00pm	Asst Prof R S Banasode	Important Aspects of Effective Communication in English
5& 6 September 2022	11.00am to 12.00pm	Asst Prof T U Sannake	English for Written Communication
7 & 9 September 2022	11.00am to 12.00pm	Asst Prof V N Yamgar	English for Oral Communication
12& 13 September 2022	11.00am to 12.00pm	Asst Prof O D Kudalkar	Personality Development
15&16 September 2022	11.00am to 12.00pm	Asst Prof P B Thorbole	Techniques of Body Language
19&20 September 2022	11.00am to 12.00pm	Asst Prof R S Banasode	Effective Body Language
22&23 September 2022	11.00am to 12.00pm	Asst Prof T U Sannake	English for Written Communication

27&29 September 2022	11.00am to 12.00pm	Asst Prof V N Yamgar	Major Linguistic Concepts
30 September &3October 2022	11.00am to 12.00pm	Asst Prof O D Kudalkar	Major Grammatical Concepts
4 &6 October 2022	11.00am to 12.00pm	Asst Prof P B Thorbole	Soft Skills for Effective Communication
7 &10 October 2022	11.00am to 12.00pm	Asst Prof R S Banasode	Soft Skills for Effective Communication
11 &13 October 2022	11.00am to 12.00pm	Asst Prof T U Sannake	Global Role of English Language
14 &17 October 2022	11.00am to 12.00pm	Asst Prof V N Yamgar	Major Linguistic Concepts
18 & 20 October 2022	11.00am to 12.00pm	Asst Prof O D Kudalkar	Major Grammatical Concepts
21 & 28 October 2022	11.00am to 12.00pm	Asst Prof P B Thorbole	Soft Skills for Effective Communication

## Course Registration & Enrolment Record



"Discrimination of Education for Knowledge, Science and Culture"  
-Shikshanmaharshi Dr. Bapuji Salunkhe



**Shri Swami Vivekanand Shikshan Sanstha,**  
**RAJE RAMRAO MAHAVIDYALAYA, JATH**  
Dist. - Sangli, Maharashtra- 416404.

### DEPARTMENT OF ENGLISH

Academic Year 2022-23

### Enrolled Student's List of Certificate Course in EFFECTIVE COMMUNICATION IN ENGLISH

Sr. No.	Name of the Student	Roll No	Class	Sign
1	*Chavan Kusum Pandurang	1802	B.A.III	<i>[Signature]</i>
2	*Ballari Priyanka Sunkana	1804	B.A.III	<i>[Signature]</i>
3	*Waghmode Malati Shankar	1805	B.A.III	<i>[Signature]</i>
4	Shinde Vishal Popat	1809	B.A.III	<i>[Signature]</i>
5	Gheji Basgonda Ningappa	1810	B.A.III	<i>[Signature]</i>
7	*Solankar Sandhya Shivaji	1822	B.A.III	<i>[Signature]</i>
8	*Sutar Jyoti Balaso	1833	B.A.III	<i>[Signature]</i>
9	*Ghugare Savita Ishwar	1838	B.A.III	<i>[Signature]</i>
10	*Mali Shashikala Krishna	1847	B.A.III	<i>[Signature]</i>
11	*Thorat Arati Mohan	1858	B.A.III	<i>[Signature]</i>
12	Shaikh Sajit Kamal	1867	B.A.III	<i>[Signature]</i>
13	*Shiledar Geeta Huchchappa	1873	B.A.III	<i>[Signature]</i>
14	*Bhavikatti Komal Sanjay	1874	B.A.III	<i>[Signature]</i>
15	Hipparkar Prashant Laxman	1875	B.A.III	<i>[Signature]</i>
16	Shaikh Inamulhasan Mahamadali	1922	B.A.III	<i>[Signature]</i>
17	*Shiledar Vidyashri Rayappa	1928	B.A.III	<i>[Signature]</i>
18	*Shaikh Rabiya Shri Mahmmadali	1960	B.A.III	<i>[Signature]</i>
19	*Mane Pratidnya Vilas	1506	B.A.II	<i>[Signature]</i>
20	*Mane Ashwini Hanamant	1527	B.A.II	<i>[Signature]</i>
21	*Shinde Komal Pandurang	1532	B.A.II	<i>[Signature]</i>
22	*Sayyad Misba Sattar	1564	B.A.II	<i>[Signature]</i>
23	*More Priyanka Bandu	1575	B.A.II	<i>[Signature]</i>
24	*Mane Shubhangi Dashrath	1576	B.A.II	<i>[Signature]</i>

25	*Mali Ashwini Ananda	1581	B.A.II	Mali A.A.
26	*Fadatare Dipali Shrimant	1587	B.A.II	Dadatare
27	*Mali Ashwini Sanjay	1615	B.A.II	Ashwini
28	Jadhav Rushi Shankar	1626	B.A.II	Rushi
29	*Sapatal Rutuja Bharat	1572	B.A.II	R.B. Sapatal
30	*Ballari Dipali Sunkana	1535	B.A.II	D.S. Ballari

  
 - Asst. Prof. T. U. Sannake  
 Course Coordinator



## Record of Lectures Conducted by Teachers

**Record of Lectures Conducted by Teachers of Certificate Course in Effective Communication in English**  
**Academic Year-2022-23**

Sr. No	Name of the Teacher	Qualification	Date and Signs									
			11/9/2022	11/9/2022	12/9/2022	12/9/2022	13/9/2022	13/9/2022	14/9/2022	14/9/2022	15/9/2022	15/9/2022
1	Mr. R. S. Bhatnagar	B.A., M.A.	<i>[Signature]</i>	<i>[Signature]</i>								
2	Mr. Suresh T. U.	B.A., M.A.			<i>[Signature]</i>	<i>[Signature]</i>						
3	Mr. V. N. Yargar	M.A., M.T.					<i>[Signature]</i>	<i>[Signature]</i>				
4	Dr. O. D. Kulkarni	M.A., M.T.							<i>[Signature]</i>	<i>[Signature]</i>		
5	Dr. P. B. Thorbole	M.A., M.T.									<i>[Signature]</i>	<i>[Signature]</i>

Sr. No	Name of the Teacher	Qualification	Date and Signs									
			16/9/2022	16/9/2022	17/9/2022	17/9/2022	18/9/2022	18/9/2022	19/9/2022	19/9/2022	20/9/2022	20/9/2022
1	Mr. R. S. Bhatnagar	B.A., M.A.	<i>[Signature]</i>	<i>[Signature]</i>								
2	Mr. Suresh T. U.	B.A., M.A.			<i>[Signature]</i>	<i>[Signature]</i>						
3	Mr. V. N. Yargar	M.A., M.T.					<i>[Signature]</i>	<i>[Signature]</i>				
4	Dr. O. D. Kulkarni	M.A., M.T.							<i>[Signature]</i>	<i>[Signature]</i>		
5	Dr. P. B. Thorbole	M.A., M.T.									<i>[Signature]</i>	<i>[Signature]</i>

Sr. No	Name of the Teacher	Qualification	Date and Signs									
			21/9/2022	21/9/2022	22/9/2022	22/9/2022	23/9/2022	23/9/2022	24/9/2022	24/9/2022	25/9/2022	25/9/2022
1	Mr. R. S. Bhatnagar	B.A., M.A.	<i>[Signature]</i>	<i>[Signature]</i>								
2	Mr. Suresh T. U.	B.A., M.A.			<i>[Signature]</i>	<i>[Signature]</i>						
3	Mr. V. N. Yargar	M.A., M.T.					<i>[Signature]</i>	<i>[Signature]</i>				
4	Dr. O. D. Kulkarni	M.A., M.T.							<i>[Signature]</i>	<i>[Signature]</i>		
5	Dr. P. B. Thorbole	M.A., M.T.									<i>[Signature]</i>	<i>[Signature]</i>

Asst. Prof. T. U. Suresh  
Course Coordinator

## Lecture Attendance Record



"Dissemination of Education for Knowledge, Science and Culture"

-Shri Swamiji Dr. Rajaji Sahasrabudhe

**Shri Swami Vivekanand Shikshan Sanstha, Kolhapur**  
**RAJE RAMRAO MAHAVIDYALAYA, JATH**



### DEPARTMENT OF ENGLISH

Academic Year 2022-23

**CERTIFICATE COURSE IN EFFECTIVE COMMUNICATION IN ENGLISH**

Lectures Attendance Record

Sr. No	Name of the Student	Class	Dates and Sign											
			1-5-22	2-9-22	5-3-22	6-3-22	7-3-22	8-3-22	13-3-22	13-3-22	15-3-22	16-3-22	17-3-22	18-3-22
1	Solankar Sandhya Shiksha	BA II	S.Solankar	S.Solankar	S.Solankar	S.Solankar	S.Solankar	S.Solankar	S.Solankar	S.Solankar	S.Solankar	S.Solankar	S.Solankar	S.Solankar
2	Meghade Malvi Shankar	BA II	MSL	MSL	MSL	MSL	Ab	MSL	MSL	MSL	MSL	MSL	MSL	MSL
3	Balsoni Priyanka .S.	BA II	PL	PL	Ab	PL	PL	PL	PL	PL	PL	PL	PL	PL
4	Shikh Smt. Kamal	BA II	Shikh	Shikh	Shikh	Shikh	Shikh	Shikh	Shikh	Shikh	Shikh	Shikh	Shikh	Shikh
5	Shukla Jyotsna Ramchandra	BA II	Shukla	Shukla	Shukla	Shukla	Shukla	Shukla	Shukla	Shukla	Shukla	Shukla	Shukla	Shukla
6	Gadgil Smita Ishwari	BA II	Gadgil	Gadgil	Gadgil	Gadgil	Gadgil	Gadgil	Gadgil	Gadgil	Gadgil	Gadgil	Gadgil	Gadgil
7	Mali Shashikala Kailash	BA II	S.K.Mali	S.K.Mali	S.K.Mali	S.K.Mali	S.K.Mali	S.K.Mali	S.K.Mali	S.K.Mali	S.K.Mali	S.K.Mali	S.K.Mali	S.K.Mali
8	Shankar Kamal Sanjay	BA II	Shankar	Shankar	Shankar	Shankar	Shankar	Shankar	Shankar	Shankar	Shankar	Ab	Shankar	Shankar
9	Thorat Anati Mohan	BA II	Thorat	Thorat	Thorat	Thorat	Thorat	Ab	Thorat	Thorat	Thorat	Thorat	Thorat	Thorat
10	Shinde Geeta Madhukar	BA II	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Ab	Shinde	Shinde	Shinde
11	Shinde Jyoti Prakash	BA II	Shinde	Shinde	Shinde	Shinde	Shinde	Ab	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde
12	Gurav Jyoti Balasa	BA II	J.Gurav	J.Gurav	J.Gurav	J.Gurav	J.Gurav	Ab	J.Gurav	J.Gurav	J.Gurav	J.Gurav	J.Gurav	J.Gurav



Sr. No	Name of the Student	Class	Dates and Sign									
13	Shalikh Rabiya binti M. Ali	B.A-III	Shalikh	Shalikh	Shalikh	Shalikh	Shalikh	Shalikh	Shalikh	Shalikh	Shalikh	Shalikh
14	Shamde Vighal Pored	B.A-III	Shamde	Shamde	Shamde	Shamde	Shamde	Shamde	Shamde	Shamde	Shamde	Shamde
15	Kameli. Pandurang Shinde	B.A-III	Kameli	Kameli	Kameli	Kameli	Kameli	Kameli	Kameli	Kameli	Kameli	Kameli
16	Kanjana Sachin Jagtap	B.A-III	Kanjana	Kanjana	Kanjana	Kanjana	Kanjana	Kanjana	Kanjana	Kanjana	Kanjana	Kanjana
17	Dipali Sankarappa Bhat	B.A-III	Dipali	Dipali	Dipali	Dipali	Dipali	Dipali	Dipali	Dipali	Dipali	Dipali
18	Ashtini Sanjay Mali	B.A-III	Ashtini	Ashtini	Ashtini	Ashtini	Ashtini	Ashtini	Ashtini	Ashtini	Ashtini	Ashtini
19	Mane Pratibha Vilas	B.A-III	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M
20	Mohi Prayanka Bhande	B.A-III	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M
21	Misogad Misba Salim	B.A-III	M.S.S	M.S.S	M.S.S	M.S.S	M.S.S	M.S.S	M.S.S	M.S.S	M.S.S	M.S.S
22	Chavhan Kusum P.	B.A-III	Chavhan	Chavhan	Chavhan	Chavhan	Chavhan	Chavhan	Chavhan	Chavhan	Chavhan	Chavhan
23	Mane Shubhangi Dattatray	B.A-III	Mane	Mane	Mane	Mane	Mane	Mane	Mane	Mane	Mane	Mane
24	Rutuja Bhagat Sagar	B.A-III	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S
25	Laxmya Multanna Dangi	B.A-III	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D
26	Dipali Shrinant Fadnis	B.A-III	Dipali	Dipali	Dipali	Dipali	Dipali	Dipali	Dipali	Dipali	Dipali	Dipali
27	Chagga Ravindra Nijga	B.A-III	Chagga	Chagga	Chagga	Chagga	Chagga	Chagga	Chagga	Chagga	Chagga	Chagga
28	Mane Ashwini, Parmanand	B.A-III	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini
29	Mali Ashwini Anand	B.A-III	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali
30	Jadhav Rushi Ganesh	B.A-III	Rushi	Rushi	Rushi	Rushi	Rushi	Rushi	Rushi	Rushi	Rushi	Rushi

Asst. Prof. T. U. Sannake  
Course Coordinator



"Dissemination of Education for Knowledge, Science and Culture"

-Shri Swamiji Maharshi Dr. Bapuji Sahukhe

Shri Swami Vivekanand Shikshan Sanstha, Kolhapur  
RAJE RAMRAO MAHAVIDYALAYA, JATH



### DEPARTMENT OF ENGLISH

Academic Year 2022-23

### CERTIFICATE COURSE IN EFFECTIVE COMMUNICATION IN ENGLISH

#### Lectures Attendance Record

Sr. No	Name of the Student	Class	Dates and Sign									
			12-2-22	19-2-22	26-2-22	5-3-22	12-3-22	19-3-22	26-3-22	2-4-22	9-4-22	16-4-22
1	Inamulha Son m. Shrivish	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
2	Sajit Kamal Shaikh	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
3	Sachin M. Sanchu Shrivish	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
4	Ballari. P. Vankar. S	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
5	Waghmode. Malti. Shrivish	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
6	Gajure. Sanchu. Shrivish	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
7	Mali. Shrivish. Shrivish	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
8	Shrivish. Kamal. Shrivish	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
9	Shrivish. Anant. Shrivish	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
10	Shrivish. Gajure. Shrivish	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
11	Shrivish. Vankar. Shrivish	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish
12	Shrivish. Gajure. Shrivish	BA III	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish	Shrivish



Sr. No	Name of the Student	Class	Dates and Sign									
13	Shalikh Babayabasi Mali	B.A.II	<u>Shalikh</u>	<u>Shalikh</u>	<u>Shalikh</u>	<u>Shalikh</u>	<u>Shalikh</u>	<u>Shalikh</u>	<u>Shalikh</u>	<u>Shalikh</u>	<u>Shalikh</u>	<u>Shalikh</u>
14	Nishal Popat G. Wankar	B.A.II	<u>Nishal</u>	<u>Nishal</u>	<u>Nishal</u>	<u>Nishal</u>	<u>Nishal</u>	<u>Nishal</u>	<u>Nishal</u>	<u>Nishal</u>	<u>Nishal</u>	<u>Nishal</u>
15	Komal Pandurang Sainde	B.A.II	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>
16	Erinno Sankar Waghmare	B.A.II	<u>Erinno</u>	<u>Erinno</u>	<u>Erinno</u>	<u>Erinno</u>	<u>Erinno</u>	<u>Erinno</u>	<u>Erinno</u>	<u>Erinno</u>	<u>Erinno</u>	<u>Erinno</u>
17	Neeli Sankarna Bhatnagar	B.A.II	<u>Neeli</u>	<u>Neeli</u>	<u>Neeli</u>	<u>Neeli</u>	<u>Neeli</u>	<u>Neeli</u>	<u>Neeli</u>	<u>Neeli</u>	<u>Neeli</u>	<u>Neeli</u>
18	Ashwini Sanjay M.	B.A.II	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>
19	Mane Anandhaji Vilas	B.A.II	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	Ab	Ab
20	Mane Anandhaji Vilas	B.A.II	R.B.M	Ab	R.B.M	R.B.M	R.B.M	R.B.M	R.B.M	R.B.M	R.B.M	R.B.M
21	Sagar Misha Sathar	B.A.II	M.S.S	M.S.S	M.S.S	M.S.S	M.S.S	M.S.S	M.S.S	Ab	M.S.S	M.S.S
22	Chowdhury Sushant Pandey	B.A.II	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab
23	Shubhang Dushmanti Mane	B.A.II	<u>Shubhang</u>	<u>Shubhang</u>	<u>Shubhang</u>	<u>Shubhang</u>	Ab	<u>Shubhang</u>	<u>Shubhang</u>	<u>Shubhang</u>	<u>Shubhang</u>	<u>Shubhang</u>
24	Rutuja Bhavesh Sopatal	B.A.II	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	Ab	R.B.S
25	Lavanya Muthaiah Dangi	B.A.II	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D	L.M.D	Ab
26	Dipali Shrivastava Fadnis	B.A.II	<u>Dipali</u>	Ab	<u>Dipali</u>	<u>Dipali</u>	<u>Dipali</u>	<u>Dipali</u>	<u>Dipali</u>	<u>Dipali</u>	<u>Dipali</u>	<u>Dipali</u>
27	Chagga Sankaraji Nigam	B.A.II	<u>Chagga</u>	<u>Chagga</u>	<u>Chagga</u>	<u>Chagga</u>	<u>Chagga</u>	Ab	<u>Chagga</u>	<u>Chagga</u>	<u>Chagga</u>	<u>Chagga</u>
28	Mane Ashwini Hanumanth	B.A.II	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	<u>Ashwini</u>	Ab	<u>Ashwini</u>	<u>Ashwini</u>
29	M.H. Ashwini Anandkar	B.A.II	M.H.A	M.H.A	M.H.A	M.H.A	M.H.A	M.H.A	M.H.A	M.H.A	Ab	M.H.A
30	Jalhar Rishi Shankar	B.A.II	<u>Rishi</u>	<u>Rishi</u>	<u>Rishi</u>	<u>Rishi</u>	<u>Rishi</u>	Ab	<u>Rishi</u>	<u>Rishi</u>	<u>Rishi</u>	<u>Rishi</u>

Asst. Prof. T. U. Sannake  
Course Coordinator





"Dissemination of Education for Knowledge, Science and Culture"

-Shikshanamaharshi Dr. Bapuji Salunkhe

Shri Swami Vivekanand Shikshan Sanstha, Kolhapur  
RAJE RAMRAO MAHAVIDYALAYA, JATH



### DEPARTMENT OF ENGLISH

Academic Year 2022-23

### CERTIFICATE COURSE IN EFFECTIVE COMMUNICATION IN ENGLISH

### Lectures Attendance Record


Sr. No	Name of the Student	Class	Dates and Sign									
			7-10-22	10-10-22	11-10-22	13-10-22	14-10-22	17-10-22	18-10-22	20-10-22	21-10-22	23-10-22
1	Waghmode Malti Shankar	B.A.III	MSH	MSH	MSH	MSH	MSH	MSH	MSH	MSH	MSH	MSH
2	Dallari Priyanka B	B.A.III	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL
3	Solankar Sandhya Shivaji	B.A.III	SSS	SSS	SSS	SSS	SSS	SSS	SSS	SSS	SSS	SSS
4	Shaikh Sajit Kamal	B.A.III	ASH	AL	ASH	ASH	ASH	ASH	ASH	ASH	ASH	ASH
5	Shaikh Zameer Hassan Mali	B.A.III	Amir	Amir	Amir	Amir	Amir	Amir	Amir	Amir	Amir	Amir
6	Shingare Sanita Ishwar	B.A.III	Shingare	Shingare	Shingare	Shingare	Shingare	Shingare	Shingare	Shingare	Shingare	Shingare
7	Mali Shashikata Keshavn	B.A.III	SK.M	SK.M	SK.M	AL	SK.M	SK.M	SK.M	SK.M	SK.M	AL
8	Phavikatti Kamal Sanjay	B.A.III	Phavikatti	Phavikatti	Phavikatti	Phavikatti	AL	Phavikatti	Phavikatti	Phavikatti	Phavikatti	Phavikatti
9	Thurast Anadi Mahesh	B.A.III	Thurast	Thurast	Thurast	Thurast	Thurast	Thurast	Thurast	AL	Thurast	Thurast
10	Shiradkar Geeta Anandappa	B.A.III	Shiradkar	Shiradkar	Shiradkar	Shiradkar	Shiradkar	AL	Shiradkar	Shiradkar	Shiradkar	Shiradkar
11	Shiradkar Vidyaashree Anandappa	B.A.III	Shiradkar	Shiradkar	AL	Shiradkar	Shiradkar	Shiradkar	Shiradkar	Shiradkar	Shiradkar	Shiradkar
12	Burde Tejesh Balasa	B.A.III	TBSet	TBSet	TBSet	TBSet	TBSet	TBSet	TBSet	TBSet	TBSet	TBSet

Sr. No	Name of the Student	Class	Dates and Sign											
13	Smriti Ralimphse Mavi	BA-IT	Smriti	Smriti	Smriti	Smriti	Smriti	Smriti	Smriti	Smriti	Smriti	Smriti	Smriti	Smriti
14	Vishal Popat Shinde	BA-IT	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde
15	Komal Pandurang Shinde	BA-IT	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde
16	Sanjana Sachin Waghmare	BA-IT	Waghmare	Waghmare	Waghmare	Waghmare	Waghmare	Waghmare	Waghmare	Waghmare	Waghmare	Waghmare	Waghmare	Waghmare
17	Arati Sankarappa Bhalani	BA-IT	Bhalani	Bhalani	Bhalani	Bhalani	Bhalani	AL	Bhalani	Bhalani	Bhalani	Bhalani	Bhalani	Bhalani
18	Ashwini Sanjay Mali	BA-IT	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali
19	Mane Pratibha Vikas	BA-IT	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M	P.V.M
20	Mohar Anilrao Barde	BA-IT	AL	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M
21	Satish Misha Sathav	BA-IT	M.Sathav	M.Sathav	M.Sathav	M.Sathav	AL	M.Sathav	M.Sathav	M.Sathav	M.Sathav	M.Sathav	M.Sathav	M.Sathav
22	Ujjwal Kusum D.	BA-IT	Ujjwal	Ujjwal	Ujjwal	Ujjwal	Ujjwal	Ujjwal	Ujjwal	Ujjwal	Ujjwal	Ujjwal	Ujjwal	Ujjwal
23	Mane Shubhangi Dhanraj	BA-IT	Mane	Mane	Mane	Mane	Mane	AL	Mane	Mane	Mane	Mane	Mane	Mane
24	Rutuja Bhonar Sapotai	BA-IT	R.B.S	R.B.S	R.B.S	R.B.S	AL	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S	R.B.S
25	Laxmika Mulharra Derga	BA-IT	AL	AL	AL	AL	AL	AL	AL	AL	AL	AL	AL	AL
26	Dipali Shriharish Fadnis	BA-IT	Fadnis	Fadnis	Fadnis	Fadnis	Fadnis	Fadnis	Fadnis	Fadnis	Fadnis	Fadnis	Fadnis	Fadnis
27	Ghagga Bhagwan Mishra	BA-IT	Ghagga	Ghagga	Ghagga	Ghagga	AL	Ghagga	Ghagga	Ghagga	Ghagga	Ghagga	Ghagga	Ghagga
28	Mane Ashwini Hanuman	BA-IT	Ashwini	Ashwini	AL	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini	Ashwini
29	Mali Ashwini Anand	BA-IT	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali	Mali
30	Jashvi Anil Shantam	BA-IT	Rishi	Rishi	Rishi	Rishi	Rishi	Rishi	Rishi	Rishi	Rishi	Rishi	Rishi	AL


Asst. Prof. T. U. Sannake  
Course Coordinator



## Certificate Course All Exam Notice



RAJARAMRAO MAHAVIDYALAYA, JATH  
Dist. Sangli (Maharashtra) 415 004  
U.G.C. Recognized under 2 F & 21 (W) VMC, New India  
(affiliated to Marathi University, Kolhapur)  
S.A.R.C. Mahanagar, Jath (Tahsil Cycle)




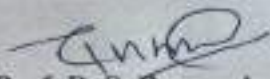
**DEPARTMENT OF ENGLISH**  
(Academic Year- 2022-23)  
**Certificate Course in Effective Communication in English**

**Exam Notice** Date: 02/10/2022

All the students of certificate Course in "Effective Communication in English" are hereby informed that the exam of Home Assignment, Unit Test, Main (Final) Exam and Oral Test are scheduled on the following dates. All the concerned students should present for the exam.

Sr. No	Exam Date	Name of the Exam	Marks
1	06/10/2022	Home Assignment	10
2	17/10/2022	Unit Test	10
3	01/11/2022	Main Exam	50
4	07/11/2022	Oral Test	20

  
Asst. Prof. T. U. Sannake  
Coordinator

  
Asst. Prof. R. S. Banasode  
Head,  
Department of English  
HEAD  
DEPARTMENT OF ENGLISH  
RAJARAMRAO MAHAVIDYALAYA, JATH (M.S.)

# Home Assignment Question Paper

“Dissemination of Education for Knowledge, Science and Culture”

- Shikshanmaharshi Dr. Bapuji Salunkhe

Shri Swami Vivekananda Shikshan Sanstha's,  
RAJE RAMRAO MAHAVIDYALAYA, JATH



DEPARTMENT OF ENGLISH

Certificate Course in “Effective Communication in English”

Academic Year- 2022-23

Day: Thursday

Date: 06/10/2022

Time: 11.00am to 12.00pm

Marks: 10

## Home Assignment of Certificate Course in “Effective Communication in English”

Q.1. Body Language refers to \_\_\_\_\_

- a) Verbal signals that we use to communicate.
- b) Verbal and nonverbal signals that we use to communicate.
- c) Verbal and semiotic signals that we use to communicate
- d) Nonverbal signals that we use to communicate.

2. In body language, we use \_\_\_\_\_

- a) Facial expressions      b) facial makeup.
- c) Facial kit                      d) facial steps

3. Use of physical behaviour, mannerism, and expressions means \_\_\_\_\_

- a) Message                      b) verbal communication
- c) Body language              d) body building

4. \_\_\_\_\_ percent of all communication is body language.

- a) 50                              b) 51
- c) 53                              d) 55

5. \_\_\_\_\_ percent of communication is in the use of words.

- a) 5                                b) 6
- c) 7                                d) 8

6. Face is the index of \_\_\_\_\_

- a) Life                          b) mind
- c) Body                          d) beauty

7. In communication, congested space makes any \_\_\_\_\_

- a) Happy                        b) joyous
- c) Comfortable                d) uncomfortable

8. \_\_\_\_\_ is an especially important type of body language.

- a) Eye coloring                b) Eye works
- c) Eye layouts                d) Eye contact

9. \_\_\_\_\_ helps to improve body language.

- a) Writing                      b) Smile
- c) Anger                        d) Affection

10. For effective body language, one must avoid \_\_\_\_\_

- a) Fidget                        b) Cooperation
- c) Soft skills                    d) hard skills

\*\*\*\*\*

## Home Assignment Attendance Record



*"Dissemination of Education for Knowledge, Science and Culture"*

-Shikshanamaharshi Dr. Bapuji Salunkhe



**Shri Swami Vivekanand Shikshan Sanstha,  
RAJE RAMRAO MAHAVIDYALAYA, JATH**

**DEPARTMENT OF ENGLISH**

**Academic Year 2022-23**

**Home Assignment of Certificate Course in  
Effective Communication in English**


**Attendance Record**

**Date: 06/10/2022**


Sr. No.	Name of the Student	Roll No	Class	Sign
1	*Chavan Kusum Pandurang	1802	B.A.III	<i>[Signature]</i>
2	*Ballari Priyanka Sunkana	1804	B.A.III	<i>[Signature]</i>
3	*Waghmode Malati Shankar	1805	B.A.III	<i>[Signature]</i>
4	Shinde Vishal Popat	1809	B.A.III	<i>[Signature]</i>
5	Gheji Basgonda Ningappa	1810	B.A.III	<i>[Signature]</i>
7	*Solankar Sandhya Shivaji	1822	B.A.III	<i>[Signature]</i>
8	*Sutar Jyoti Balaso	1833	B.A.III	<i>[Signature]</i>
9	*Ghugare Savita Ishwar	1838	B.A.III	<i>[Signature]</i>
10	*Mali Shashikala Krishna	1847	B.A.III	<i>[Signature]</i>
11	*Thorat Arati Mohan	1858	B.A.III	<i>[Signature]</i>
12	Shaikh Sajit Kamal	1867	B.A.III	<i>[Signature]</i>
13	*Shiledar Geeta Huchehappa	1873	B.A.III	<i>[Signature]</i>
14	*Bhavikatti Komal Sanjay	1874	B.A.III	<i>[Signature]</i>
15	Hipparkar Prashant Laxman	1875	B.A.III	<i>[Signature]</i>
16	Shaikh Inamulhasan Mahamadali	1922	B.A.III	<i>[Signature]</i>



17	*Shiledar Vidyashri Rayappa	1928	B.A.III	ves
18	*Shaikh Rabiyaabri Mahmmadali	1960	B.A.III	Shaikh
19	*Mane Pratidnya Vilas	1506	B.A.II	P. V. M.
20	*Mane Ashwini Hanamant	1527	B.A.II	Mane
21	*Shinde Komal Pandurang	1532	B.A.II	Shinde-P.
22	*Sayyad Misba Sattar	1564	B.A.II	M.S. sayyad
23	*More Priyanka Bandu	1575	B.A.II	P.B. More
24	*Mane Shubhangi Dashrath	1576	B.A.II	Mane
25	*Mali Ashwini Ananda	1581	B.A.II	Ashwini
26	*Fadatare Dipali Shrimant	1587	B.A.II	Fadatare
27	*Mali Ashwini Sanjay	1615	B.A.II	Ashwini
28	Jadhav Rushi Shankar	1626	B.A.II	Rushi
29	*Sapatal Rutuja Bharat	1572	B.A.II	R.B. sapatal
30	*Ballari Dipali Sunkana	1535	B.A.II	D.S. Ballari

  
**Asst. Prof. T. U. Sannake**  
**Course Coordinator**

## Home Assignment Answer Sheet Model

Rajdhani	
DATE / /	
“Dissemination of Education for Knowledge, Science and Culture” - Shikshanamaharshi Dr. Bapuji Salunkhe	
Shri Swami Vivekananda Shikshan Sanstha's,	
RAJE RAMRAO MAHAVIDYALAYA, JATH	
DEPARTMENT OF ENGLISH	
Certificate Course in "Effective Communication in English"	
(2022-23)	
Day: Thursday	Date: 6/10/2022 Time: 11am to 12 pm Marks: 50
Student Name : Miss Shubhangi Dashrath Mane	
Roll No : 1576	
<div style="border: 1px solid black; border-radius: 50%; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center; margin: 10px auto;"><div style="text-align: center;">10 — 12</div></div>	
<div style="text-align: center;"> Teacher's Sign</div>	

## Home Assignment.

Q.1) Body Language refers to Nonverbal Signals that we use to Communicate.

1) In body language, we use Facial expressions.

2) Use of physical behaviour, mannerism, and expressions means Body language.

3) 55 percent of all Communication is body language.

4) 7 percent of Communication is in the use of words.

5) Face is the index of mind.

6) In Communication, Congested Space makes any uncomfortable.

7) Eye Contact is an especially important type of body language.

8) Smile help to improve body language.

9) For effective body language, one must avoid Fidget

(10)

## Unit Test Question Paper

“Dissemination of Education for Knowledge, Science and Culture”

- Shikshanmaharshi Dr. Bapuji Salunkhe

Shri Swami Vivekananda Shikshan Sanstha's,  
**RAJE RAMRAO MAHAVIDYALAYA, JATH**



**DEPARTMENT OF ENGLISH**

Certificate Course in “Effective Communication in English”

**Academic Year- 2022-23**

Day: Monday

Date: 17/10/2022

Time: 11.00am to 12.00pm

Marks: 10

### Unit Test of Certificate Course in “Effective Communication in English”

#### Unit 1: Important Aspects of Effective Communication Skills

##### 1. Communication means \_\_\_\_\_

- a) Process of transferring irrelevant ideas, knowledge from one person to another person
- b) Process of cashless transfer to our own bank account
- c) Process of transferring ideas, knowledge from one person to another person
- d) Process of transferring unnecessary ideas, knowledge from one person to another person

##### 2. Effective communication skill is a part of \_\_\_\_\_

- a) Practice skills.
- b) Life skills.
- c) Exercise skills.
- d) Scientific skills.

##### 3. The communication cycle ends with \_\_\_\_\_

- a) Message
- b) Encoding
- c) Decoding
- d) Feedback

##### 4. LSRW means \_\_\_\_\_

- a) Laughing, Swimming, Running, Walking
- b) Listening, Speaking, Reading, Writing
- c) Listening, Speaking, Running, Writing
- d) Listening, Speaking, Reading, Writing

##### 5. Conciseness in Communication means \_\_\_\_\_

- a) Communicating complete information in a bulky way
- b) Communicating complete information in a few way
- c) Communicating complete information in a fast way
- d) Communicating complete information in a smart way

##### 6. Posture is an important part of \_\_\_\_\_

- a) Body action
- b) Body language
- c) Body building

d) None of the above

**7. \_\_\_\_\_ is one of the keys of effective communication.**

a) Digression

b) Everything of something

c) Brooding

d) Confidence

**8. In effective communication, open-mindedness means \_\_\_\_\_**

a) Readiness to disagree with the views of other speaker

b) Readiness to hate the views of other speaker

c) Readiness to ignore the views of other speaker

d) Readiness to agree with the views of other speaker

**9. Time Management is a \_\_\_\_\_**

a) Life skill

b) Soft skill

c) People skill

d) Hard skill

**10. Creative thinking is a \_\_\_\_\_**

a) Life skill

b) Soft skill

c) People skill

d) Hard skill

\*\*\*\*\*



## Unit Test Attendance Record



*"Dissemination of Education for Knowledge, Science and Culture"*  
-Shikshanamaharshi Dr. Bapuji Salunkhe



**Shri Swami Vivekanand Shikshan Sanstha,  
RAJE RAMRAO MAHAVIDYALAYA, JATH**

**DEPARTMENT OF ENGLISH**

**Academic Year 2022-23**

**Unit Test of Certificate Course in  
Effective Communication in English  
Attendance Record**

**Date: 17/10/2022**

Sr. No.	Name of the Student	Roll No	Class	Sign
1	*Chavan Kusum Pandurang	1802	B.A.III	<i>Chavan</i>
2	*Ballari Priyanka Sunkana	1804	B.A.III	<i>Priyanka</i>
3	*Waghmode Malati Shankar	1805	B.A.III	<i>MSM</i>
4	Shinde Vishal Popat	1809	B.A.III	<i>Shinde</i>
5	Gheji Basgonda Ningappa	1810	B.A.III	<i>Gheji</i>
7	*Solankar Sandhya Shivaji	1822	B.A.III	<i>S.S. Solankar</i>
8	*Sutar Jyoti Balaso	1833	B.A.III	<i>J.A. Sutar</i>
9	*Ghugare Savita Ishwar	1838	B.A.III	<i>Shirur</i>
10	*Mali Shashikala Krishna	1847	B.A.III	<i>S.K. Mali</i>
11	*Thorat Arati Mohan	1858	B.A.III	<i>Arati Thorat</i>
12	Shaikh Sajit Kamal	1867	B.A.III	<i>Shaikh</i>
13	*Shiledar Geeta Huchchappa	1873	B.A.III	<i>Shiledar</i>
14	*Bhavikatti Komal Sanjay	1874	B.A.III	<i>Bhavikatti</i>
15	Hipparkar Prashant Laxman	1875	B.A.III	<i>Shaikh</i>
16	Shaikh Inamulhasan Mahamadali	1922	B.A.III	<i>Shaikh Inam</i>
17	*Shiledar Vidyashri Rayappa	1928	B.A.III	<i>VR</i>

18	*Shaikh Rabiya Sree Mahmmadali	1960	B.A.III	Shaikh Rm.
19	*Mane Pratidnya Vilas	1506	B.A.II	P.V.M.
20	*Mane Ashwini Hanamant	1527	B.A.II	Armane
21	*Shinde Komal Pandurang	1532	B.A.II	Shinde K.P.
22	*Sayyad Misba Sattar	1564	B.A.II	M.S.Sayyad
23	*More Priyanka Bandu	1575	B.A.II	P.B.More
24	*Mane Shubhangi Dashrath	1576	B.A.II	Mane S.H.
25	*Mali Ashwini Ananda	1581	B.A.II	mali .A .A .
26	*Fadatare Dipali Shrimant	1587	B.A.II	Fadatare
27	*Mali Ashwini Sanjay	1615	B.A.II	Ashwini
28	Jadhav Rushi Shankar	1626	B.A.II	Rushi
29	*Sapatal Rutuja Bharat	1572	B.A.II	R.B.Sapatal
30	*Ballari Dipali Sunkana	1535	B.A.II	D.S.Ballari

  
**Asst. Prof. T. U. Sannake**  
**Course Coordinator**

## Unit Test Answer Sheet Model

Rajdhani DATE / /	
"Dissemination of Education for Knowledge, Science and Culture" - Shikshanmaharshi Dr. Bapuji Salunkhe.	
Shri Swami Vivekananda Shikshan Sanstha's, <b>RAJE RAMRAO MAHAVIDYALAYA, JATH</b> <b>DEPARTMENT OF ENGLISH</b> Certificate Course in "Effective Communication in English" (2022-23)	
Day: Monday	Date: 17/10/2022 Time: 11 to 12 pm Marks: 50
Student Name: Miss Mane Shubhangi Dashrath	
Roll No: 1576	
$\frac{10}{10}$	<u>Mane</u> Teacher's Sign

## Unit test

### Important Aspects of effective Communication skills.

- 1] Communication means process of transferring ideas, knowledge from one person to another person.
- 2] Effective Communication skill is a part of life skill
- 3] The Communication Cycle ends with Feedback
- 4] LSRW means Listening, Speaking, Reading, writing.
- 5] Conciseness in Communication means Communicating Complete information in a few way.
- 6] Posture is an important part of None of the above
- 7] Confidence is one of the keys of effective Communication.
- 8] In effective Communication, open-mindedness means Readiness to ignore the views of other speaker.
- 9] Time Management is a Life skill
- 10] Creative thinking is a people skill.

10



## Main Exam Question Paper

“Dissemination of Education for Knowledge, Science and Culture”

- Shikshanmaharshi Dr. Bapuji Salunkhe

Shri Swami Vivekananda Shikshan Sanstha's,  
**RAJE RAMRAO MAHAVIDYALAYA, JATH**



**DEPARTMENT OF ENGLISH**

Certificate Course in “Effective Communication in English”

**Academic Year- 2022-23**

Day: Tuesday

Date: 01/11/2022

Time: 11.00am to 1.00pm

Marks: 50

### Main (Final) Exam of Certificate Course in “Effective Communication in English”

1. What are the important aspects of effective communication?
2. Write a short note on 'English for Written Communication'.
3. Elucidate the term "Personality Development".
4. What are the main techniques of 'Body Language'?
5. Write a short note on 'Importance of Effective Communication'.

\*\*\*\*\*

## Main Exam Attendance Record



"Dissemination of Education for Knowledge, Science and Culture"  
-Shikshanamaharshi Dr. Bapsji Salunkhe



**Shri Swami Vivekanand Shikshan Sanstha,  
RAJE RAMRAO MAHAVIDYALAYA, JATH  
DEPARTMENT OF ENGLISH**

**Academic Year 2022-23  
Main (Final) Exam of Certificate Course in  
Effective Communication in English  
Attendance Record**

**Date: 01/11/2022**


Sr. No.	Name of the Student	Roll No	Class	Sign
1	*Chavan Kusum Pandurang	1802	B.A.III	<i>Amol</i>
2	*Ballari Priyanka Sunkana	1804	B.A.III	<i>PBS</i>
3	*Waghmode Malati Shankar	1805	B.A.III	<i>MSW</i>
4	Shinde Vishal Popat	1809	B.A.III	<i>Shinde</i>
5	Ghejji Basgonda Ningappa	1810	B.A.III	<i>Gheji</i>
7	*Solankar Sandhya Shivaji	1822	B.A.III	<i>S.S. Solankar</i>
8	*Sutar Jyoti Balaso	1833	B.A.III	<i>J.S. Sutar</i>
9	*Ghugare Savita Ishwar	1838	B.A.III	<i>SGH</i>
10	*Mali Shashikala Krishna	1847	B.A.III	<i>S.K. Mali</i>
11	*Thorat Arati Mohan	1858	B.A.III	<i>A.M. Thorat</i>
12	Shaikh Sajit Kamal	1867	B.A.III	<i>Sh</i>
13	*Shiledar Geeta Huchchappa	1873	B.A.III	<i>Shiledar</i>
14	*Bhavikatti Komal Sanjay	1874	B.A.III	<i>Bhavikatti</i>
15	Hipparkar Prashant Laxman	1875	B.A.III	<i>Sh</i>
16	Shaikh Inamulhasan Mahamadali	1922	B.A.III	<i>Sh</i>
17	*Shiledar Vidyashri Rayappa	1928	B.A.III	<i>VS</i>

18	*Shaikh Rabiya Sbsri Mahmudadali	1960	B.A.III	shaikh R.
19	*Mane Pratidnya Vilas	1506	B.A.II	P. V. M.
20	*Mane Ashwini Hanamant	1527	B.A.II	Mane.
21	*Shinde Komal Pandurang	1532	B.A.II	Shinde K.
22	*Sayyad Misba Sattar	1564	B.A.II	M.S. Sayyad
23	*More Priyanka Bandu	1575	B.A.II	P.B. More
24	*Mane Shubhangi Dashrath	1576	B.A.II	Mane S.
25	*Mali Ashwini Ananda	1581	B.A.II	Ashwini M.
26	*Padatane Dipali Shrimant	1587	B.A.II	Padatane
27	*Mali Ashwini Sanjay	1615	B.A.II	Ashwini M.
28	Jadhav Rushi Shankar	1626	B.A.II	Rushi J.
29	*Sapatal Rutuja Bharat	1572	B.A.II	R.B. Sapatal
30	*Ballari Dipali Sunkana	1535	B.A.II	D.S. Ballari

  
**Asst. Prof. T. U. Sannake**  
**Course Coordinator**



## Main Exam Answer Sheet Model

		DATE: <input type="text"/> <input type="text"/> <input type="text"/>				
	"Dissemination of Education for knowledge, Science and Culture -Shikshanmaharshi Dr. Bapuji Salunkhe."					
	Shri Swami Vivekanand Shikshan Sanstha's					
	RAJE RAMRAO MAHAVIDYALAYA, JATH					
	Department of English					
	Certificate Course in "Effective Communication in English"					
	Academic Year - 2022-23.					
	Main (Final) Exam					
	Student Name : Waghmode Malti Shankar					
	Roll no : 1805					
	Class : B.A.III (Special English)					
	<table border="1"><tr><th>Date</th><th>Mark..</th></tr><tr><td>1<sup>st</sup> Nov, 2022</td><td>45 50</td></tr></table>	Date	Mark..	1 <sup>st</sup> Nov, 2022	45 50	
Date	Mark..					
1 <sup>st</sup> Nov, 2022	45 50					
	<div style="text-align: right;"> Teacher's Sign</div>					

DATE:

1. What are the important aspects of effective communication?

For communication to be effective, it must be clear, correct, complete, concise and compassionate. We many of us communicate is the process of exchanging ideas, thoughts, opinions, knowledge, and data so that the message is recieved and understood with clarity and purpose. When we communicate effectively, both the sender and reciever feel satisfied.

Communication occurs in many forms, including verbal and non-verbal, written, visual, and listening. It can occur in person, on the internet, over the phone or by mail.

While the effectiveness of communication can be difficult to measure, its impact is hard to deny. According to one study, surveyed companies in the United states and United Kingdom with at least 10000 employees lost \$ 62.4 million per year on average due to poor communication. On the flip side companies led by effective communicators had nearly 50 percent higher total returns to shareholders over companies with less communications effect at the helm.

The benefits of of communication effectiveness can be witnessed in the workplace, in an educational setting, and in your personal life. Learning how to communicate well can be a boon in each of these areas.

In face to face conversation, body language plays an important role. Communication is 55 percent non verbal, 38 percent vocal and 7 percent words, According to Albert Mehrabian, a researcher who pioneered



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studies on the body language. Up to 93 percent of communication, then does not involve what are you actually saying.

Positive body language open your posture is upright and receptive, your palms are open, you lean in when speaking or listening and nod encouragingly. Negative body language can include biting your lip nervously, looking bored, crossing your arms, putting your hands on hips or tapping your foot.

Communication, like any other skill, is one of things that you can improve upon with practice. Here are a few ways to start improving your communication skills, whether at home or on the job. Who are you communicating with? Consider make sure you are aware of your audience, those who intend to communicate with may differ from those who actually receive your messages. Your chosen form of communication will depend on your dynamics with others.

Active listening practice of giving your full attention in a communication exchange. Once you have successfully identified your audience and listened to their intentions, needs, and desires, you may have something to communicate. To do this effectively, turn to the 5C's which are clear, correct, complete, concise and compassionate.

Using the right medium or platform to communicate matters. Effective communication matters, require you to consider whether you need to meet in person or if zoom would suffice.

DATE:

2. Write a short note on 'English for written communication'.

Written communication involves any type of interaction that makes use of the written word. Communication is the key to any endeavor involving more than one person. Communicating through writing is essential in the modern world and is becoming ever more so as we participate in what is now commonly called the information age. In fact, written communication is the most common form of business communication. It is essential for small business owners and managers to develop effective written communication skills and to encourage the same in all employees. The information age has altered the ways in which we communicate and placed an increasing emphasis on written versus oral communications.

The written communication refers to be the process of conveying a message through the written symbols. In other words any message exchanged between two or more persons that make use of written words is called as written communication. It is the most common and effective mode of business communication. Such communication is used when the information to be transmitted is lengthy and includes some complex terms that cannot be explained verbally. Also the organizations maintain their documents in writings such that case can be used as reference and evidence of any transaction anytime in future. Thus it is very essential for every business organization to develop effective writing skills.

The effectiveness of written content



DATE:

depends on the correct choice of words, their organization into correct sentence sequence and the cohesiveness in the sentences. The information in the writing is considered more legal and valid than the spoken words. Also people rely on the written content than that has been said orally. But however, unlike verbal communication the feedback of written communication is not immediate since its not spontaneous and requires time to get into the understandable form.

DATE:

3. Elucidate the term 'Personality development.'

Personality is concerned with the psychological pattern of an individual. the thoughts, emotions and feelings that are unique to a person. In fact, the totality of character, attributes and traits of a person are responsible for molding his personality.

These inherent personality traits and the different (soft skills) interact with each other and make a person what he or she is. It helps bring out a number of intrinsic qualities of a person, which are a must in any responsible position. In simple words, personality is a set of qualities that make a person distinct from another. The word 'personality' originates from the Latin word 'persona', which means a mask. In the theatre of the ancient Latin-speaking world, the mask was just a conventional device to represent or typify a particular character. It is the sum of the characteristics that constitute the mental and physical being of a person including appearance, manners, habits, taste and even moral character. The personality of a person is how he presents himself to the world; it is how others see him.

Reputation is what people think you are. Personality is what you seem to be. Character is what you really are. When we do something again and again, we form a habit. Ultimately these habits form a habit. Ultimately these habits form a particular behaviour. If they recur frequently, they become a part of our psyche. They are reflected in all our activities-what we say, what we do, how we behave in certain



DATE:

circumstances and even in how we think. They become the core of our personality.

Personality analysis is thus a methodology for categorizing the character and behaviour of a person. Personality is made up of a person. Personality is made up of some characteristic pattern of thoughts, feelings and behaviour that make one person different from others.

According to theory expostulated by Carl Jung a contemporary of Freud, all personal characteristics are a by product of two fundamental attitude types: introversion and extroversion. Extroverts are optimistic, outgoing and confident, while introverts are averse to going out and facing the world outside. Besides introversion and extroversion, different temperaments of individuals play an important role in determining their personality. Long ago, Greek physician Hippocrates put forward the theory of that the temperament of a person is dependent on certain fluids present in the human body.

Personality is a multidimensional issue with the following key characteristics:

i) One's personality sends out a signal that others read.

(10) ii) Consciously different personalities can be powerful.

iii) There is no 'one right personality'; it differs by role.

DATE:

4. What are the main techniques of 'Body Language'?

Body language is a type of communication in which physical behaviors, as opposed to words, are used to express or convey information. Such behaviour includes facial expressions, body posture, gestures, eye movement, touch and the use of space. The term body language is usually applied in regard to people but may also be applied to animals. The study of body language is also known as kinesics.

Although body language is an important part of communication, most of it happens without conscious awareness. Body "language" must not be confused with sign language. Sign languages are literally languages: they have their own complex grammar systems, and they also are able to exhibit the fundamental properties that are considered to exist as in all languages. Body language, on the other hand, does not have a grammar system and must be interpreted broadly. Instead of having an absolute meaning corresponding with a certain movement, so it is not a language, and is simply termed as a language due to popular culture.

In a society, there are agreed upon interpretations of particular behavior. Interpretations may vary from country to country, or culture to culture. Body language, a subset of nonverbal communication, complements verbal communications, complements verbal communication in social interaction. In fact, some researchers conclude that nonverbal communication accounts for the majority of information transmitted during interpersonal interactions.



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It helps to establish the relationship between two people and regulates interaction, yet it can be ambiguous.

Body language is kind of non verbal communication, where thoughts, intentions, or feelings are expressed by physical behaviors, such as facial expressions, body posture, gestures, eye movement, touch and the use of space. Body language exists in both animals and humans, but this article focuses on interpretations of human body language. It is also known as kinesics. Personal appearance: appearance can alter physiological reactions, judgments and interpretations. as it is rightly said that the first impression is the last impression.

DATE:

5. Write a short note on Importance of effective communication.

As humans, we are drawn to one another and communicate with each other in a variety of capacities. There are several roles that each individual fills on a daily basis, depending on the context of an interaction. What every interaction has in common is ~~the~~ the need for clear and effective communication. There are several elements that are involved in creating and maintaining lasting genuine relationships through communication, two of which are recognizing body language cues and using effective listening skills. In correctly making use of these elements, one can see an improvement in the quality of social interactions, as well as increased confidence in engaging with others in a social capacity. These benefits can be essential tools in securing job or building lasting relationships.

When communication is effective it is easy to do social activities. One of the most important factors in communicating with other is our non-verbal communication. We are aware and in control of the words that we speak, but often the nonverbal cues we send may go unnoticed. According to an article by Amy Lucas on [Livestrong.com](https://www.livestrong.com), "We can reinforce, contradict, substitute, complement, or emphasize our verbal communication with non verbal cues such as gestures, expressions and vocal inflection. Nonverbal cues are strong because they communicate to others on a subconscious level, causing individuals to regard nonverbal communication as true communication because it provides real cues and emotions."



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Communication goes beyond the messages we send- it also includes how we receive messages. If we simply "hear" what individuals tell us, then we miss out on a vast array of messages directed at us. Listening is an active process that involves analysis and processing. There are key verbal elements that can alert us to an individual's feelings, such as the cadence of their voice, the specific words that they use, and the tonal quality of their voice. When listening, it is important to consider both verbal and nonverbal cues as they lead to true understanding of the message that being delivered.

When communication is effective, it leaves all parties involved satisfied and feeling accomplished. By delivering messages clearly, there is no room for misunderstanding or alteration of messages, which decreases the potential for conflict. In situations where conflict does arise, effective communication is a key factor to ensure that the situation is resolved in a respectful manner. How one communicates can be a make or break factor in securing a job, maintaining a healthy relationship, and healthy self expression.

## Student Oral Presentation Test Snapshots







## Final Result Sheet of Certificate Course



*"Dissemination of Education for Knowledge, Science and Culture"*

-Shikshanmaharshi Dr. Bapuji Salunkhe



**Shri Swami Vivekanand Shikshan Sanstha,  
RAJE RAMRAO MAHAVIDYALAYA, JATH**

**DEPARTMENT OF ENGLISH**

**Academic Year 2022-23**

**Certificate Course in Effective Communication in English**

**Final Mark Sheet & Result Sheet**

Sr. No.	Name of the Student	Home Assignment	Unit Test	Main (Final) Exam	Oral Presentation	Lecture Attendance	Total Marks	Grade
		10 Marks	10 Marks	50 Marks	20 Marks	10 Marks	100 Marks	A/B
1	*Chavan Kusum Pandurang	09	08	32	16	09	74	B
2	*Ballari Priyanka Sunkana	10	10	40	18	09	87	A
3	*Waghmode Malati Shankar	10	10	45	19	09	93	A
4	Shinde Vishal Popat	09	08	38	15	09	79	B
5	Ghejji Basgonda Ningappa	09	08	32	16	09	74	B
7	*Solankar Sandhya Shivaji	10	10	42	18	09	89	A
8	*Sutar Jyoti Balaso	09	08	32	16	09	74	B
9	*Ghugare Savita Ishwar	10	09	40	17	09	85	A
10	*Mali Shashikala Krishna	10	10	42	18	09	89	A
11	*Thorat Arati Mohan	09	08	30	17	09	73	B
12	Shaikh Sajit Kamal	10	09	43	18	09	89	A
13	*Shiledar Geeta Huchchappa	10	09	44	17	09	89	A
14	*Bhavikatti Komal Sanjay	10	09	42	18	09	88	A
15	Hipparkar Prashant Laxman	09	08	30	16	09	72	B
16	Shaikh Inamulhasan Mahamadali	10	10	44	19	09	92	A
17	*Shiledar Vidyashri Rayappa	10	09	40	18	09	86	A
18	*Shaikh Rabyasbsri Mahmmadali	09	08	32	16	09	74	B



19	*Mane Pratidnya Vilas	09	08	32	15	09	73	B
20	*Mane Ashwini Hanamant	10	10	36	18	09	83	A
21	*Shinde Komal Pandurang	10	10	40	18	09	87	A
22	*Sayyad Misba Sattar	10	09	42	19	09	89	A
23	*More Priyanka Bandu	10	10	44	19	09	92	A
24	*Mane Shubhangi Dashrath	10	10	42	18	09	89	A
25	*Mali Ashwini Ananda	10	09	41	16	09	85	A
26	*Fadatare Dipali Shrimant	10	09	39	18	09	85	A
27	*Mali Ashwini Sanjay	10	09	38	19	09	85	A
28	Jadhav Rushi Shankar	10	09	36	18	09	82	A
29	*Sapatat Rutuja Bharat	10	10	40	19	09	88	A
30	*Ballari Dipali Sunkana	10	10	42	18	09	89	A

  
**Asst. Prof. T. U. Sannake**  
**Course Coordinator**



## Outcomes of the Certificate Course

### Outcomes of the Certificate Course

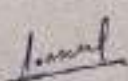
The Department of English, Raju Ramrao Mahavidyalaya, Jath has introduced a certificate course in "Effective communication in English" for the Academic Year 2022-23 to all the interested students of senior wings of the college. The certificate course in Effective Communications in English is specially design for those interested students in developing skills to communicate effectively and efficiently both in writing and orally present themselves professionally and communicate confidently in any situation.

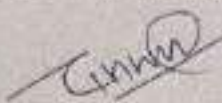
The ability to communicate effectively and present ideas clearly is perhaps the most important skill you need to have in order to be successful in any career. Good communication skill is a key in many situations - whether you are making a presentation in front of college students, giving speeches at business events or having an individual meeting with your senior friends. The present certificate course in effective communication in English is specially design to help students to become a better more effective present a future learning outcome.

**Outcomes of the Certificate course in Effective Communication in English are as follows:**

At the completion of the certificate the learner will learn to:

1. Develop vocabulary and improve the accuracy in grammar.
2. Produce words with right pronunciation.
3. Improve (LSRW) listening speaking reading and writing skills.
4. Demonstrate positive group communication exchanges.
5. Speak with more confidence and listen carefully to build report.
6. Analysis and utilise body language to their advantages.
7. Steer conversations and influence people.
8. Have the confidence to make more of an impact on their audience.
9. Enhance their professionalism at work.
10. Understand the extract the essential information from a return or spoken text on a family topic etc.

  
Asst. Prof. T. U. Sannake  
Coordinator

  
Asst. Prof. R S Banasode  
HEAD  
DEPARTMENT OF ENGLISH  
RAJU RAMRAO MAHAVIDYALAYA, JATH (M.R.)

“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~ / Miss. chavan Kusum pandurang

has Successfully completed the certificate course in effective communication in at the  
English

Department of English with B in the academic

year 2022-2023

Lomakul  
Co-ordinator



Sabit  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साखुंबे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~ / Miss. Ballari priyanka Sunkand

has Succesfully completed the certificate Course in effective Communication in at the  
Department of English with A English in the academic  
year 2022- 2023

Mannak  
Co-ordinator



Satish  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~ / Miss. Waghmode Malati Shankar

has Successfully completed the Certificate Course in effective Communication inat the  
English

Department of English with A in the academic

year 2022-2023

Namaly  
Co-ordinator



Sahil  
Principal

“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that Mr. / Miss. Shinde Vishal popat

has Successfully completed the Certificate Course in effective Communication at the  
in English

Department of English with B in the academic

year 2022-2023

Namaly  
Co-ordinator



Batil  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांचाही शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that Mr. / ~~Miss~~ Gheji Basgonda Ningappa

has Successfully completed the Certificate Course in effective Communication in at the English

Department of English with B in the academic

year 2022-2023

Nannal  
Co-ordinator



Bahil  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~/Miss. Solankar Sandhya Shivaji

has Successfully completed the Certificate Course in effective Communication in at the  
English

Department of English with A in the academic

year 2022 - 2023

Namaki  
Co-ordinator



Satish  
Principal

“ ज्ञान, विज्ञान आणि सुसंस्कार यांच्याशी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~/Miss. Sutas Jyoti Balaso

has Successfully completed the certificate Course in effective Communication in at the English

Department of English with B in the academic

year 2022-2023

Lannal  
Co-ordinator



Satish  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that *Mr. / Miss.* Ghugare Savita Ishwar

has Successfully completed the certificate course in effective Communication in at the English

Department of English with A in the academic

year 2022- 2023

*Annakul*  
Co-ordinator



*Sahil*  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~ / Miss. Mali Shashikala Krishna

has Successfully completed the certificate Course in effective communication in at the English

Department of English with A in the academic

year 2022 - 2023

Monika  
Co-ordinator



Satish  
Principal

“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that Mr. / Miss. Thorat Arati Mohan

has Successfully completed the Certificate Course in effective Communication in at the English

Department of English with B in the academic

year 2022-2023

Nannabai  
Co-ordinator



Katf  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that Mr. / Miss. Shaikh Sajit Kamal

has Successfully completed the Certificate Course in effective Communication at the  
Department of English with A English in the academic

year 2022-2023

Lannath  
Co-ordinator



Batil  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~ / Miss. Shiledar Geeta Huchhappa

has Successfully completed the Certificate Course in effective Communication at the  
In English

Department of English with A in the academic

year 2022 - 2023

Lamaky  
Co-ordinator

Sahf  
Principal

“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~ / Miss. Bhavikatti Komal Sanjay

has Successfully completed the Certificate Course in effective Communication at the  
in English

Department of English with A in the academic

year 2022-2023

Nannal  
Co-ordinator



Isatil  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that Mr. / Miss. Hipparkar prashant Laxman

has Successfully completed the Certificate Course in effective communication at the  
in English

Department of English with B in the academic

year 2022-2023

Nomally  
Co-ordinator



Katip  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणनदर्शी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

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## Certificate

This is to certify that Mr. / Miss. Shaikh Inamulhasan Mahamadali

has Successfully completed the Certificate Course in effective Communication in at the English

Department of English with A in the academic

year 2022-2023

Namatal  
Co-ordinator



Katf  
Principal

“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~ / Miss. Shiledar Vidyashree Rayappa

has Successfully completed the Certificate Course in effective Communication in the English

Department of English with A in the academic

year 2022-2023

Nonakul  
Co-ordinator



Isahf.  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~ / Miss. Shaikh Rabiyaabsoni Mahmmadalali

has Succesfully completed the Certificate Course in effective Communication at the  
Department of English with B English in the academic  
year 2022- 2023

Nammi  
Co-ordinator



Sahil  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

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## Certificate

This is to certify that *Mr. / Miss.* Mane pratidnya Vilas

has Successfully completed the Certificate Course in effective Communication at the  
in English  
Department of English with B in the academic

year 2022-2023

*Nonncily*  
Co-ordinator



*Satish*  
Principal

“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

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# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that *Mr. / Miss.* Mane Ashwini Hanamant

has Successfully completed the Certificate Course in effective Communication at the  
Department of English with A in English in the academic

year 2022-2023

*Manan*  
Co-ordinator



*Sahil*  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

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# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that *Mr. / Miss.* Shinde Komal pondurang

has Successfully completed the Certificate Course in effective Communication at the  
in English

Department of English with A in the academic

year 2022 - 2023

*Lonnall*  
Co-ordinator



*Satish*  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

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Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

**RAJE RAMRAO MAHAVIDYALAYA, JATH**

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that Mr. / Miss. Sayyad Misab Sattar

has Successfully completed the Certificate Course in effective Communication in the  
Department of English with A English in the academic

year 2022-2023

Nonnall  
Co-ordinator



Bahl  
Principal

“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that *Mr. / Miss.* More priyanka Bandu

has Successfully completed the Certificate Course in effective Communication at the  
in English

Department of English with A in the academic

year 2022 - 2023

*Annal*  
Co-ordinator



*Sahil*  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that Mr. / Miss. Mane Shubhangi' Dashrath

has Successfully completed the Certificate Course in effective Communication at the  
Department of English with A in English in the academic

year 2022-2023

Namul  
Co-ordinator



Satish  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that Mr. / Miss. Mali Ashwini Ananda

has Successfully completed the Certificate Course in effective Communication ~~at the~~ in English  
Department of English with A in the academic

year 2022-2023

Jamall  
Co-ordinator



Batil  
Principal

“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

**RAJE RAMRAO MAHAVIDYALAYA, JATH**

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that Mr. / Miss. Fadare Dipali Shrimant

has Successfully completed the Certificate Course in Effective Communication at the  
In English

Department of English with A in the academic

year 2021 - 2023

Nannal  
Co-ordinator



Sahil  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पृ. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

**RAJE RAMRAO MAHAVIDYALAYA, JATH**

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~/Miss. Mali Ashwini Sanjay

has Successfully completed the Certificate Course in Effective Communication at the  
in English

Department of English with A in the academic

year 2022 - 2023

  
Co-ordinator



  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that Mr. / ~~Miss~~ Jadhav Rushi Shankar

has Successfully completed the Certificate Course in Effective Communication at the  
in English

Department of English with A in the academic

year 2022-2023

Namdev  
Co-ordinator



Bahl.  
Principal

“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पु. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that ~~Mr.~~ / Miss. Sapatal Rutuja Bhasat

has Successfully completed the Certificate Course in Effective Communication at the in English

Department of English with A in the academic

year 20 - 20

Co-ordinator



Satf.  
Principal



“ ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार ”

शिक्षणमहर्षी प. पू. डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

# RAJE RAMRAO MAHAVIDYALAYA, JATH

Dist-Sangli.

(Affiliated to Shivaji University, Kolhapur)



## Certificate

This is to certify that *Mr. / Miss.* Ballam<sup>o</sup> Dipali Sunkana

has Successfully completed the Certificate Course in Effective Communication at the  
Department of English with A In English in the academic

year 2022-2023

*Nannal*  
Co-ordinator



*Satish*  
Principal