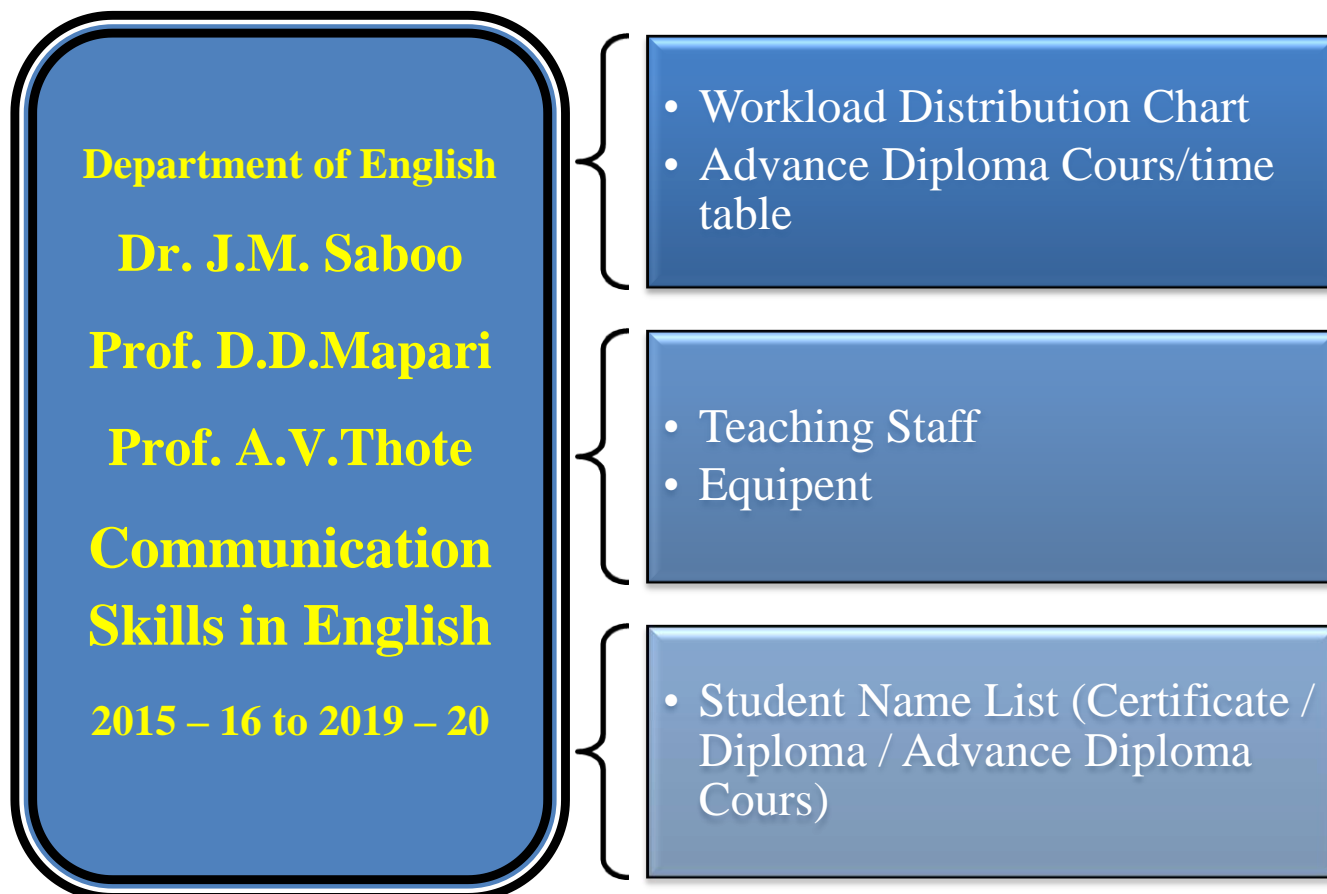


II. Communication skills in English (COP)



Communication Skills



Shankarlal Khandelwal Arts, Science & Commerce College, Akola



Department of English

**Career Oriented Course
Communication Skills in English**

Report 2015-2016

Course Coordinator

Mr. Avinash V. Thote

HoD

Miss. D. D. Mapari

Principal

Dr. J. M. Saboo

Notice

All the students of B. A I, B. Com I, B.Sc. I, B.B.A I, B.C.A I are hereby informed that the Course: 'Communication Skills in English' is being conducted by Department of English. Students are directed to contact us immediately.

Department of English

Shankarlal Khandelwal College, Akola

**Department of English
List of Students
Communication Skills in English
2015-16**

Sr.No	Students Name	Degree of Graduation	Remark
	Certificate Course		
1	Priyanka D. Dhawale	B.A I	
2	Priti G. Yelane	B.A I	
3	Pragati R. Kalpande	B.A I	
4	Shraddha R. Dangte	B.A I	
5	Dnyaneshwari V. Karale	B.A I	
6	Laxmi G. Pawar	B.A I	
7	Pooja M. Gawande	B.A I	
8	Rohit A. Kalyare	B.A I	
9	Ankush A. Raut	B.A I	
10	Shivkanya P. Kathole	B.A I	
11	Shushma Ahir	B.A I	
12	Roshni Dharaskar	B.A I	
13	Varsha Ugale	B.A I	
	Diploma course		
1	Ashwini Vele	B.A II	
2	Vishal pimpalkar	B.A II	
3	Shivani dasanpure	B.A II	
4	Kalyani Metange	B.A II	
5	Renuka Raje	B.A II	
6	Neha Ugale	B.A II	
7	Pallavi Tale	B.A II	
8	Snehal Mali	B.A II	

9	Sonal Dhani	B.A II	
10	Shivani Deshmukh	B.A II	
11	Aarti Shinde	B.A II	
12	Harsha Sirsat	B.A II	
	Advance diploma Course		
1	Deepa S. Ghune	B.Sc III	
2	Priyanka D.Kundalwal	B.Sc III	
3	Priyanka R. Gopnarayan	B.A III	
4	Dhanashri A. Borbade	B.A III	
5	Shubhangi M. Ambuskar	B.A III	

Shankarlal Khandelwal College, Akola

Career Oriented Programme
2015-2016

Department of English
Communication Skills in English

Workload Allotted

Sr. No	Name of the Teacher	Courses Offered	Workload/ Week Lectures/ Week	
1	Dr. J. M. Saboo	Diploma Practical	02	Total 04
		Diploma Theory	02	
2	Prof. D. D. Mapari	Certificate Practical	02	Total 04
		Adv. Diploma Practical	02	
3	Prof. A. V. Thote	Certificate Theory	02	Total 04
		Adv. Diploma Theory	02	
	Total Workload		12/ week	

Coordinator

Principal

SHANKARLAL KHANDELWAL COLLEGE, AKOLA

Communication Skills in English

Department of English

Time Table 2015-16

(Room Number 28, 29)

Day	Class	Time
MONDAY	<i>Certificate - DDM (Practical)</i>	11.00-11.48 am
	Diploma - JMS (Practical)	10.10-10.58 am
WEDNESDAY	Adv. Diploma- AVT (Theory)	9.10- 9.58 am
	Diploma - JMS (Theory)	10.10-10.58 am
THURSDAY	<i>Certificate - Avt (Theory)</i>	10.10-10.58 am
	Diploma - JMS (Theory)	10.10-10.58 am
FRIDAY	<i>Certificate -DDM (Practical)</i>	11.00-11.48 am
	Adv. Diploma -DDM (Practical)	10.10 – 10.58 am
	Certificate- AVT (Theory)	11.50- 12.38 am
SATURDAY	Adv. Diploma-AVT (Theory)	8.20 -9.08 am
	Adv. Diploma- DDM (Practical)	10.10 – 10.58 am
	Diploma - JMS (Practical)	10.10-10.58 am

Note: Tuesday is reserved for Project/Field Work

JMS = Dr. J. M. Saboo

DDM = Miss. D. D. Mapari

AVT = Mr. A. V. Thote

Dept. of English

SHANKARLAL KHANDELWAL COLLEGE, AKOLA

NOTICE

CAREER ORIENTED COURSES

COMMUNICATION SKILLS IN ENGLISH

All the students of Communication Skills in English are informed the exam of **Certificate Course, Diploma Course & Advance Diploma Course** is being scheduled on **Saturday, 9th April 2016.**

You are directed to remain present in Research Room (Library) at **9.00 a.m.**

Prof. A. V. Thote

Coordinator

Shankarlal Khandelwal Arts, Science & Commerce College, Akola



Department of English

**Career Oriented Course
Communication Skills in English**

Report 2016-17

Course Coordinator

Mr. Avinash V. Thote

HoD

Miss. D. D. Mapari

Principal

Dr. J. M. Saboo

Shankarlal Khandelwal College, Akola

Department of English

List of Students

Communication Skills in English batch 2016-17

	Students Name	Degree of Graduation	Remark
Certificate Course			
1	Anuradha Shegokar	B.A I	
2	Prem Atote	B.A I	
3	Manisha Sardar	B.A I	
4	Dyaneshwari Thorat	B.A I	
5	Sheetal Sakare	B.Com I	
6	Komal Hage	B.Com I	
7	Pratiket Ghate	B.A I	
8	Apurva Suradkar	B.A I	
9		B.A I	
10		B.A I	
11		B.A I	
Diploma course			
1	Priyanka D. Dhawale	B.A II	
2	Priti G. Yelane	B.A II	
3	Pragati R. Kalpande	B.A II	
4	Shraddha R. Dangte	B.A II	
5	Dnyaneshwari V. Karale	B.A II	
6	Laxmi G. Pawar	B.A II	
7	Pooja M. Gawande	B.A II	
8	Rohit A. Kalyare	B.A II	
9	Ankush A. Raut	B.A II	
10	Shivkanya P. Kathole	B.A II	
11	Shushma Ahir	B.A II	
12	Roshni Dharaskar	B.A II	
Advance diploma Course			
1	Priti Damodar	B.A III	
2	Renuka Raje	B.A III	
3	Umesh Chandanshiv	B.A III	
4	Ashwini vele	B.A III	
5	Vishal Pimpalkar	B.A III	
6	Pallavi Tale	B.A III	
7	Bhagyashri Diwate	B.A III	
8	Shivani Deshmukh	B.Sc III	
9	Kalyani Metange	B.A III	
10	Sonal Dhani	B.A III	
11	Harsha Sirsat	B.A III	

Course Coordinator

Head of the Department

Principal

Shankarlal Khandelwal College, Akola

Career Oriented Programme

2016-17

Department of English

Communication Skills in English

Workload Allotted

Sr.No	Name of the Teacher	Courses Offered	Workload/ Week	
			Lectures/ Week	
1	Dr. J. M. Saboo	Diploma (Practical)	02	Total 04
		Certificate (Practical)	02	
2	Prof. D. D. Mapari	Diploma (Theory)	02	Total 04
		Adv. Diploma (Practical)	02	
3	Prof. A. V. Thote	Certificate (Theory)	02	Total 04
		Adv. Diploma (Theory)	02	
Total lectures / week			12	

Coordinator

Principal

SHANKARLAL KHANDELWAL COLLEGE, AKOLA

Communication Skills in English

Department of English

Time Table 2016-17

(Room Number 28)

Day	Class	Time
MONDAY	<i>Certificate</i> -----Avt (Theory) Diploma -----DDM (Theory)	12.30-1.18 11.42-12.30
TUESDAY	<i>Certificate</i> ----- Avt (Theory) Adv.Diploma ----- JMS (Theory)	12.30-1.18 11.42-12.30
WEDNESDAY	Diploma -----DDM (Theory) Adv.Diploma ----- JMS (Theory)	11.42-12.30 11.42-12.30
THURSDAY	Diploma -----DDM (Practical) Adv.Diploma ----- JMS(Practical)	11.42-12.30 11.42-12.30
FRIDAY	<i>Certificate</i> -----Avt (Practical) Diploma -----DDM (Practical)	11.42-12.30 11.42-12.30
SATURDAY	<i>Certificate</i> ----- Avt (Practical) Adv.Diploma -----JMS(Practical)	11.42-12.30 11.42-12.30

JMS = Dr J.M.Saboo.

DDM = Miss D.D.Mapari.

AVT = Mr A.V.Thote.

Dept. of English

Shankarlal Khandelwal College, Akola
Career Oriented Courses 2013-14
Department of English
Communication Skills in English
Workload Allotted

Sr.No	Name of the Teacher	Courses Offered	Workload/ Week Lectures
1	Prof.A.V.Thote	Certificate Theory & Practical	04
2	Prof.D.D.Mapari	Diploma Theory & Practical	04
3	Dr.J.M.Saboo	Adv.Diploma Theory & Practical	04
	Total Lectures /Week		12

Coordinator

Principal

Photo Print



Interrogative Sentences



Mixed Exercise TENSES



Negative sentences



Present Continuous Tense



simple future tenses



Simple Past Tense



simple present tense



[아이엘츠] Essential grammar in use 이알피어학원



COP



Creating a News Report



do and does questions



English Conversation - simple past irregular



ENGLISH DRAMA ON TENSES



English Speaking Practice - Most Common Questions and ...



Future Perfect Progressive Tense



Future Perfect Tense in English Grammar



Future Progressive Tense



Past Perfect Progressive Tense



Past Perfect Tense English Grammar



Past Progressive Tense in English Grammar



pouch course schedule



Present Perfect in English Grammar



Present Perfect Progressive Tense



Present Progressive in English Grammar



Simple Future Tense



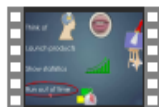
Simple Past Tense



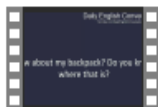
Simple Present Interrogative



Simple Present Tense



Simple present Interrogative sentences



Speaking English Fluently Basic English Conversation - ...



Speaking English Practice Conversation Questions and ...



SSC English Vocabulary Most frequently asked Words Hindi En...



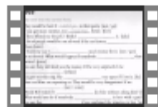
Synonyms & Antonyms - English Vocabulary



Synonyms and



Unit 8 Примеры



UNIT 36 If I do, If

Communication Skills in English

Activity of Interview of Eminent Personality



A handwritten signature in black ink, appearing to be 'Avinash Thote'.

Prof. Avinash Thote
Course Coordinator

A handwritten signature in blue ink, appearing to be 'J. M. Saboo'.

Dr. J. M. Saboo
Principal

Shankarlal Khandelwal Arts, Science & Commerce College, Akola



Department of English

**Career Oriented Course
Communication Skills in English**

Report 2017-18

Course Coordinator

Mr. Avinash V. Thote

HoD

Miss. D. D. Mapari

Principal

Dr. J. M. Saboo

Shankarlal Khandelwal College, Akola

Department of English

List of Students

Communication Skills in English

batch 2017-18

Sr.No	Students Name	Degree of Graduation	Remark
Certificate Course			
1	Manisha Nimje	B.A I	
2	Komal Thirat	B.A I	
3	Akanshya Pande	B.A I	
4	Rushikesh Punde	B.A I	
5	Sandesh More	B.A I	
6	Srutika Mesre	B.A I	
7	Mayuri	B.A I	
8	Shubhangi Adsud	B.A I	
Diploma course			
1	Anuradha Shegokar	B.A II	
2	Prem Atote	B.A II	
3	Manisha Sadar	B.A II	
4	Dyaneshwari Thorat	B.A II	
5	Sheetal Sakare	B.Com I	
6	Komal Hage	B.Com I	
7	Pratik Ghate	B.A II	
8	Apurva Suradkar	B.A II	
Advance diploma Course			
1	Roshni Dharaskar	B.A III	
2	Nikita Bajad	B.A III	
3	Shraddha Tambat	B.A III	
4	Pallavi Dandale	B.A III	
5	Pawan Wadatkar	B.A III	
6	Varsha Ugale	B.A III	
7	Pranali Tale	B.A III	
8	Pragati Kalpande		

Shankarlal Khandelwal College, Akola
Career Oriented Programme
2017-18
Department of English
Communication Skills in English

Workload Allotted

Sr.No	Name of the Teacher	Courses Offered	Workload/ Week	
			Lectures/ Week	
1	Dr.J.M.Saboo	Diploma (Practical) Certificate (Practical)	02 02	Total 04
2	Prof.D.D.Mapari	Diploma (Theory) Adv.Diploma (Practical)	02 02	Total 04
3	Prof.A.V.Thote	Certificate (Theory) Adv.Diploma (Theory)	02 02	Total 04
	total		12	

Coordinator

Principal

Photo Print



Interrogative Sentences



Mixed Exercise TENSES



Negative sentences



Present Continuous Tense



simple future tenses



Simple Past Tense



simple present tense



[아이엘츠] Essential grammar in use 이알피어학원



COP



Creating a News Report



do and does questions



English Conversation - simple past irregular



ENGLISH DRAMA ON TENSES



English Speaking Practice - Most Common Questions and ...



Future Perfect Progressive Tense



Future Perfect Tense in English Grammar



Future Progressive Tense



Past Perfect Progressive Tense



Past Perfect Tense English Grammar



Past Progressive Tense in English Grammar



pouch course schedule



Present Perfect in English Grammar



Present Perfect Progressive Tense



Present Progressive in English Grammar



Simple Future Tense



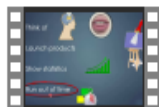
Simple Past Tense



Simple Present Interrogative



Simple Present Tense



Simple present Interrogative sentences



Speaking English Fluently Basic English Conversation - ...



Speaking English Practice Conversation Questions and ...



SSC English Vocabulary Most frequently asked Words Hindi En...



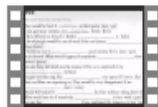
Synonyms & Antonyms - English Vocabulary



Synonyms and



Unit 8 Примеры



UNIT 36 If I do, If

Communication Skills in English

Activity: Elocution



Avinash

Prof. Avinash Thote

Course Coordinator

J.M. Saboo

Dr. J.M. Saboo

Principal

Shankarlal Khandelwal Arts, Science & Commerce College, Akola



Department of English

**Career Oriented Course
Communication Skills in English**

Report 2018-19

Course Coordinator

Mr. Avinash V. Thote

HoD

Miss. D. D. Mapari

Principal

Dr. J. M. Saboo

Shankarlal Khandelwal College, Akola

Department of English

List of Students

Communication Skills in English

batch 2018-19

Sr.No	Students Name	Degree of Graduation	Remark
Certificate Course			
1	Vivek Mankar	B.A I	
2	Abhishekh Diware	B.A I	
3	Rushikesh Ugale	B.A I	
4	Komal Langote	B.A I	
5	Vaishnavi Gawande	B.A I	
6	Aarti K Tayde	B.A I	
7	Nikita Khedkar	B.A I	
8	Mangesh Jawanjaj	B.A I	
9	Saloni Gite	B.A I	
10	Proyanka Sirsat	B.A I	
11	Vaishnavi Jogdand	B.A I	
12	Anuradha Jungade	B.A I	
13		B.A I	
Diploma course			
1	Manisha Nimje	B.A II	
2	Komal Thirat	B.A II	
3	Akanshya Pande	B.A II	
4	Rushikesh Punde	B.A II	
5	Sandesh More	B.A II	
6	Srutika Mesre	B.A II	
7	Mayuri	B.A II	
8	Shubhangi Adsud	B.A II	
9		B.A II	
10		B.A II	
11		B.A II	
12		B.A II	
Advance diploma Course			
1	Anuradha Shegokar	B.A III	
2	Prem Atote	B.A III	
3	Manisha Sardar	B.A III	
4		B.A III	
5	Mahi Sakare	B.com III	

Shankarlal Khandelwal College, Akola

Career Oriented Programme

2018-19

Department of English

Communication Skills in English

Workload Allotted

Sr.No	Name of the Teacher	Courses Offered	Workload/ Week	
			Lectures/ Week	
1	Dr.J.M.Saboo	Diploma (Practical) Certificate (Practical)	02 02	Total 04
2	Prof.D.D.Mapari	Diploma (Theory) Adv.Diploma (Practical)	02 02	Total 04
3	Prof.A.V.Thote	Certificate (Theory) Adv.Diploma (Theory)	02 02	Total 04
	total		12	

Coordinator

Principal

Photo Print



Interrogative Sentences



Mixed Exercise TENSES



Negative sentences



Present Continuous Tense



simple future tenses



Simple Past Tense



simple present tense



[아이엘츠] Essential grammar in use 이알피어학원



COP



Creating a News Report



do and does questions



English Conversation - simple past irregular



ENGLISH DRAMA ON TENSES



English Speaking Practice - Most Common Questions and ...



Future Perfect Progressive Tense



Future Perfect Tense in English Grammar



Future Progressive Tense



Past Perfect Progressive Tense



Past Perfect Tense English Grammar



Past Progressive Tense in English Grammar



pouch course schedule



Present Perfect in English Grammar



Present Perfect Progressive Tense



Present Progressive in English Grammar



Simple Future Tense



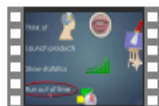
Simple Past Tense



Simple Present Interrogative



Simple Present Tense



Simple present Interrogative sentences



Speaking English Fluently Basic English Conversation - ...



Speaking English Practice Conversation Questions and ...



SSC English Vocabulary Most frequently asked Words Hindi En...



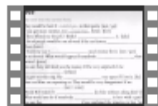
Synonyms & Antonyms - English Vocabulary



Synonyms and



Unit 8 Примеры



UNIT 36 If I do, If

Communication Skills in English

Activity: Know Thyself



z

Avinash V. Thote
Course Coordinator

Jmbkce

Dr. J. M. Saboo
Principal

Shankarlal Khandelwal Arts, Science & Commerce College, Akola



Department of English

**Career Oriented Course
Communication Skills in English**

Report 2019-20

Course Coordinator

Mr. Avinash V. Thote

HoD

Miss. D. D. Mapari

Principal

Dr. J. M. Saboo

Shankarlal Khandelwal College, Akola

Department of English

List of Students

Communication Skills in English

batch 2019-20

Sr.No	Students Name	Degree of Graduation	Remark
Certificate Course 2019-20			
1	Pallavi Subhash Nimbokar	B.A I	
2	Swati Ganesh Lokare	B.A I	
3	Shubham Madhukar Ugale	B.A I	
4	Shraddha Krishnaswami Jairaj	B.A I	
5	Shiva Namdeo Zadokar	B.A I	
6	Sanjana Sudhakar Daberao	B.A I	
7	Prasika Satyajit Ingle	B.A I	
8	Pooja Rajendra Dabhade	B.A I	
9	Komal Subhashji Devatwal	B.Com 1	
10	Kalyani Narendra Gawande	B.Com 1	
11	Aniruddha Arun Joshi	B.Sc I	
12	Shrutika Shriram Dhawale	B.Sc I	
13	Samiksha Dipak Bhakare	B.Sc I	
14	Vaishnavi Prakash Shelke	B.Sc I	
Diploma course 2019-20			
1	Vivek Mankar	B.A II	
2	Abhishekh Diware	B.A II	
3	Rushikesh Ugale	B.A II	
4	Komal Langote	B.A II	
5	Vaishnavi Gawande	B.A II	
6	Aarti K Tayde	B.A II	
7	Nikita Khedkar	B.A II	
8	Mangesh Jawanjal	B.A II	
9	Saloni Gite	B.A II	
10	Proyanka Sirsat	B.A II	
11	Vaishnavi Jogdand	B.A II	
12	Anuradha Jungade	B.A II	
13	Aman Nitin Jain	B.A II	
Advance diploma Course 2019-20			
1	Manisha Nimje	B.A III	
2	Komal Thorat	B.A III	
3	Akanksha Pande	B.A III	
4	Sandesh More	B.A III	
5	Srutika Mesre	B.A III	
6	Mayuri	B.A III	
7	Shubhangi Adsud	B.A III	

Course Coordinator

Head of the Department

Principal

Shankarlal Khandelwal College, Akola

Career Oriented Programme 2019-20

Department of English

Communication Skills in English

Workload Allotted

Sr.No	Name of the Teacher	Courses Offered	Workload/ Week	
			Lectures/ Week	
1	Dr. J. M. Saboo	Diploma (Practical)	02	Total 04
		Certificate (Practical)	02	
2	Prof. D. D. Mapari	Diploma (Theory)	02	Total 04
		Adv. Diploma (Practical)	02	
3	Prof. A. V. Thote	Certificate (Theory)	02	Total 04
		Adv. Diploma (Theory)	02	
Total Workload			12	

Coordinator

Principal

NEED AND IMPORTANCE

- Why COP?
- What will I get at the end of the course?
- I know English, but do I know accurate English with good pronunciation?
- Am I confident of my correspondence skills?
- One needs additional study of English because...

because the world is demanding that...

I WANT YOU



to speak english.

You will get...

- A Skill which is vital than the certificate.
- It is an asset in your archery of skills.
- It will bring that extra edge to your resume.
- It will enhance your interpersonal and intrapersonal communication.
- Over and above, You will be a good communicator!!!!

What you will learn?



Course contents

1. Have you ever wondered why there is color and colour, centre and center, honour and honor?
2. Heighted or tall?
3. What is a received pronunciation?
4. Can you read this? “'dɪkʃənri” how to read phonetic transcription and use a dictionary for correct pronunciation?



- Its *not what you speak* that is Important, *its what they listen and understand* that is important....!!!

Say what you mean and mean what you say!

An English professor wrote the words :

"A woman without her man is nothing"

on the chalkboard and asked his students to punctuate it correctly.

All of the males in the class wrote:

"A woman, without her man, is nothing."

All the females in the class wrote:

"A woman: without her, man is nothing."

Punctuation is powerful

Course contents

- Professional communication
- Journalistic writing
- Creative writing
- Public speaking
- Conducting seminars and conferences
- Non verbal communication (Body Language)
- Linguistics and phonetics, etc. And a lot more!!!!!!!!!!!!

The path that you will follow

B. A., B Sc. B. Com. BBA, BCA-
I Year- **COP Certificate**

B. A., B Sc. B. Com. BBA, BCA-
II Year- **COP Diploma**

B. A., B Sc. B. Com. BBA, BCA-
III Year- **COP Advance Diploma**

- So when you are taking that first step towards **SUCCESS...**



Shankarlal Khandelwal College, Akola. (ESTD 1969)

SHANKARLAL KHANDLWAL COLLEGE, AKOLA.

Established 1969 Recognized by Govt. of Maharashtra & Maharashtra Board of Secondary Education, Mumbai.

College Post: AKOLA-436 002, M.S. Phone No: 020-2433128, 2439918 College Code: 429
E-mail: shkol@rediffmail.com Website: www.shankarcollege.org

ADMISSION FORM

For Office use only

Space for Self Photograph

College Registration No. _____

Admitted _____

Date of Admission _____

Fee Paid No. _____

Date _____

Approved by: Name of Applicant & IN CAPITAL: BLOOD GROUP: _____

Address: Area _____

To: No. _____ Email: _____ Mobile No. _____

Address: _____

1. Subject: Please check with appropriate box (circle) in each case

2. Date of Birth: _____ 3. Age: _____ years

4. Name: _____ 5. Mother's Name: _____

6. Sex: Male Female 7. Marital Status: Single Married

8. Residence: Urban Rural Other _____

9. Reason for College: 10. Reason for College:

11. Concession: 12. Concession in respect of fee:

13. School: College:

14. School: College:

15. University Registration Number: _____

16. Admission Number: _____

Thank You!

Photo Print



Interrogative Sentences



Mixed Exercise TENSES



Negative sentences



Present Continuous Tense



simple future tenses



Simple Past Tense



simple present tense



[아이엘츠] Essential grammar in use 이알피어학원



COP



Creating a News Report



do and does questions



English Conversation - simple past irregular



ENGLISH DRAMA ON TENSES



English Speaking Practice - Most Common Questions and ...



Future Perfect Progressive Tense



Future Perfect Tense in English Grammar



Future Progressive Tense



Past Perfect Progressive Tense



Past Perfect Tense English Grammar



Past Progressive Tense in English Grammar



pouch course schedule



Present Perfect in English Grammar



Present Perfect Progressive Tense



Present Progressive in English Grammar



Simple Future Tense



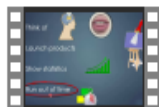
Simple Past Tense



Simple Present Interrogative



Simple Present Tense



Simple present Interrogative sentences



Speaking English Fluently Basic English Conversation - ...



Speaking English Practice Conversation Questions and ...



SSC English Vocabulary Most frequently asked Words Hindi En...



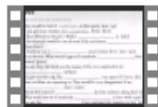
Synonyms & Antonyms - English Vocabulary



Synonyms and Antonyms



Unit 8 Примеры



UNIT 36 If I do, If

Wall Magazine Activity

28-02-2020



Prof. Avinash Thote
Course Coordinator

Dr. J. M. Saboo
Principal