

**V.V.GIRI GOVT. KALASALA**

**DUMPAGADAPA, W.G.Dist., (via) AKIVIDU - 534 235**

Accredited by NAAC @ B+

**College Code : AKNU323**



Dr. K. SUJATHA, M.Sc., Ph.D.,  
PRINCIPAL  
Cell : 9440230091

E-mail : [gcdumpagadapa.jkc@gmail.com](mailto:gcdumpagadapa.jkc@gmail.com)  
Website : [www.dumpagadapa.ac.in](http://www.dumpagadapa.ac.in)

**DEPARTMENT OF ENGLISH**

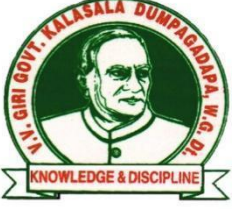
**CERTIFICATE COURSE**

**ON**

**“COMMUNICATIVE ENGLISH”**

**Course Duration: 34 Hours (04.11.2022 to  
05.01.2023)**

**Course Coordinator: Sri K. Balaguravaiah**



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Website : [www.dumpagadapa.ac.in](http://www.dumpagadapa.ac.in)

## CIRCULAR

Dt:28.10.2022

Ref: Minutes of the meeting of the IQAC point 4 held on 12.10.2022

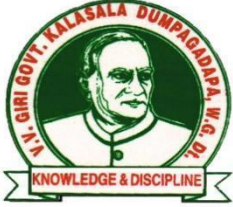
As per the reference cited above, our college IQAC resolved to approve the following certificate course for the following Telugu & English departments given in the table below. It has approved the course syllabus, course duration from 30-40 hours to be finished with in 3 months i.e (November, 2022 to January, 2023), Brochure to be circulated course and exam to be conducted, attendance and marks statement to be maintained and certificate of completion to be provide at the end of the course.

S.No.	Name of the department	Title of the certificate course	Course code	Remarks
1	Telugu	Journalism	TEL-CC-JLS	
2	English	Communicative English	ENG-CC-CE	
3	Library Science	Library & Society	LB-CC-LS	
4	Physical Education	Yoga for health and wellness	PED-CC-YHW	

*K. Balaji*

*K. Sujatha*

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## STUDENT ENROLLMENT LIST

Name of the department: ENGLISH

Duration of the course: 34hrs

Title of the certificate course: COMMUNICATIVE ENGLISH

Course code: **ENG-CC-CE**

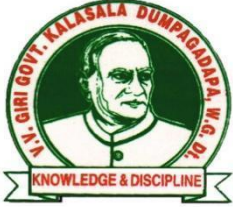
Course co-ordinator: K.BALA GURAVIAH

S.No.	Name of the student	Class	Roll Number	Signature
1	CH.PRADEEP	III B.COM	203238100002	C.H. pradeep
2	CH. KARTHIK	III B.COM	203238100003	CH. Karthik
3	D. LAVANYA	III B.COM	203238100004	D. Lavanya
4	G. SAIRAM	III B.COM	203238100005	G. SAIRAM
5	G. DURGA BHAVANI	III B.COM	203238100007	G. Durga Bhavani
6	G SANDHYA	III B.COM	203238100008	G. Sandhya
7	J. AKHIL	III B.COM	203238100009	J. AKHIL
8	K. YAMINI	III B.COM	203238100010	K. Yamini
9	K. RAKESH	III B.COM	203238100014	K. Rakesh
10	K.S.N.MAHESH	III B.COM	203238100016	K.S.N. Mahesh
11	M HARSHA VARDHAN GUPTA	III B.COM	203238100017	M. Harshavardhan Gupta
12	M. SIVAJI GANESH	III B.COM	203238100018	M. Sivaji Ganesh
13	P. KIRAN	III B.COM	203238100020	P. Kiran
14	P. KRANTHI	III B.COM	203238100021	P. kranthi
15	R. RAVINDRA	III B.COM	203238100023	R. Ravindra
16	S. PREM KUMAR	III B.COM	203238100024	S. PREM kumar
17	U. KAVERI	III B.COM	203238100025	U. Kaveri

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Name of the department: ENGLISH

Duration of the course: 34 hrs

Title of the certificate course: COMMUNICATIVE ENGLISH

Course code: **ENG-CC-CE**

## SYLLABUS

Course title: Communicative English

Duration: 40hrs

### COURSE OUTCOMES:

After completion of the course, the learners will be able to:

1. Learn different parts of speech and its importance in Communicative English
2. Improve vocabulary and grammatical ability
3. Use appropriate words and structures required for a situation
4. Write meaningfully on the topics of interest
5. Speak English meaningfully and correctly

### Unit-I

1. Parts of Speech
2. Types of Sentences – Structures

### Unit-II

3. Tense – its Implications
4. Articles & Prepositions – Usage

### Unit-III

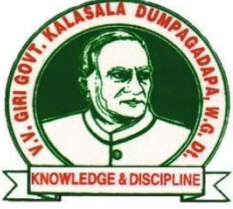
5. Transformation of Sentences
6. Reading Comprehension

### Unit-IV

7. Vocabulary Building
8. Conversation Skills

*K. Sujatha*

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Name of the department: ENGLISH

Duration of the course: 34 hrs

Title of the certificate course: COMMUNICATIVE ENGLISH

Course code: **ENG-CC-CE**

V.V. GIRI GOVERNMENT KALASALA, DUMPAGADAPA  
DEPARTMENT OF ENGLISH  
CERTIFICATE COURSE - ATTENDANCE REGISTER - NOVEMBER 2022

S.NO.	Regd.No	NAME OF THE STUDENT	YEAR/ PROGRAMME	4	5	7	10	11	14	15	16	21	22	23	24	25	26	28	29
1	203238100002	CH.PRADEEP	III B.COM	P	a	P	P	P	P	P	P	P	a	P	P	P	P	P	P
2	203238100003	CH. KARTHIK	III B.COM	P	P	P	P	P	P	a	P	P	P	P	a	P	P	P	P
3	203238100004	D. LAVANYA	III B.COM	P	P	a	P	P	P	P	P	a	P	P	P	P	P	P	P
4	203238100005	G. SAIRAM	III B.COM	P	P	P	P	a	P	P	P	P	P	a	P	P	P	P	P
5	203238100007	G. DURGA BHAVANI	III B.COM	P	P	P	P	P	a	P	P	P	P	P	P	a	P	P	P
6	203238100008	G SANDHYA	III B.COM	P	P	a	P	P	P	P	a	P	P	P	P	P	P	P	P
7	203238100009	J. AKHIL	III B.COM	P	a	P	a	P	P	P	P	P	P	P	P	P	P	P	P
8	203238100010	K. YAMINI	III B.COM	P	P	P	P	P	a	P	P	P	a	P	P	P	P	P	P
9	203238100014	K. RAKESH	III B.COM	P	P	P	P	P	P	a	P	P	P	P	P	a	P	P	P
10	203238100016	K.S.N.MAHESH	III B.COM	P	P	a	P	P	P	P	P	P	P	a	P	P	a	P	P
11	203238100017	M H VARDHAN GUPTA	III B.COM	P	P	P	a	P	P	P	a	P	P	P	P	P	a	P	P
12	203238100018	M. SIVAJI GANESH	III B.COM	P	P	a	P	P	P	P	P	P	a	P	P	P	P	a	P
13	203238100020	P. KIRAN	III B.COM	P	P	P	P	a	P	P	P	P	P	P	a	P	P	P	P
14	203238100021	P. KRANTHI	III B.COM	P	P	a	P	P	a	P	P	P	P	P	P	P	P	P	P
15	203238100023	R. RAVINDRA	III B.COM	P	P	P	P	a	P	P	P	P	P	P	P	a	P	P	P
16	203238100024	S. PREM KUMAR	III B.COM	P	a	P	P	P	P	a	P	P	P	P	a	P	P	P	P
17	203238100025	U. KAVERI	III B.COM	P	P	a	P	P	P	P	P	a	P	P	P	P	a	P	P

K. Balaji

K. Sujatha

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DEPARTMENT OF ENGLISH  
CERTIFICATE COURSE - ATTENDANCE REGISTER - DECEMBER 2022

S.NO.	Regd.No	NAME OF THE STUDENT	YEAR/ PROGRAMME	1	5	6	7	12	13	14	15	20	21	22	27	28	29
1	203238100002	CH.PRADEEP	III B.COM	P	P	P	P	P	P	P	P	P	P	P	P	P	P
2	203238100003	CH. KARTHIK	III B.COM	P	a	P	P	P	P	P	P	P	P	P	P	a	P
3	203238100004	D. LAVANYA	III B.COM	P	P	P	a	P	P	P	P	P	P	P	a	P	P
4	203238100005	G. SAIRAM	III B.COM	P	P	P	P	P	P	P	P	P	P	P	a	P	P
5	203238100007	G. DURGA BHAVANI	III B.COM	P	P	P	P	P	P	P	P	P	P	P	a	P	P
6	203238100008	G SANDHYA	III B.COM	P	P	P	P	P	a	P	P	P	a	P	P	P	P
7	203238100009	J. AKHIL	III B.COM	P	P	P	P	P	P	a	P	P	P	P	a	P	P
8	203238100010	K. YAMINI	III B.COM	P	P	a	P	P	P	P	a	P	P	P	P	P	P
9	203238100014	K. RAKESH	III B.COM	P	P	P	a	P	P	P	P	P	a	P	P	P	P
10	203238100016	K.S.N.MAHESH	III B.COM	P	P	P	a	P	P	P	P	P	P	a	P	P	P
11	203238100017	M H VARDHAN GUPTA	III B.COM	P	a	P	P	a	P	P	P	P	P	P	P	P	P
12	203238100018	M. SIVAJI GANESH	III B.COM	P	P	a	P	P	a	P	P	P	P	P	P	P	P
13	203238100020	P. KIRAN	III B.COM	P	P	P	P	P	P	a	P	a	P	P	P	P	P
14	203238100021	P. KRANTHI	III B.COM	P	P	P	P	P	P	P	P	P	P	a	P	P	P
15	203238100023	R. RAVINDRA	III B.COM	P	P	a	P	P	P	P	a	P	P	P	P	P	P
16	203238100024	S. PREM KUMAR	III B.COM	P	P	P	a	P	P	P	P	a	P	P	P	P	P
17	203238100025	U. KAVERI	III B.COM	P	a	P	P	a	P	P	P	P	P	P	P	P	P

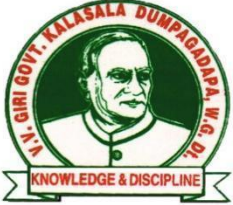
V.V. GIRI GOVERNMENT KALASALA, DUMPAGADAPA  
DEPARTMENT OF ENGLISH  
CERTIFICATE COURSE - ATTENDANCE REGISTER - JANUARY 2023

S.NO.	Regd.No	NAME OF THE STUDENT	YEAR/ PROGRAMME	2	3	4	5										
1	203238100002	CH.PRADEEP	III B.COM	P	a	P	P										
2	203238100003	CH. KARTHIK	III B.COM	P	P	P	P										
3	203238100004	D. LAVANYA	III B.COM	P	P	P	a										
4	203238100005	G. SAIRAM	III B.COM	P	P	a	P										
5	203238100007	G. DURGA BHAVANI	III B.COM	P	P	P	P										
6	203238100008	G SANDHYA	III B.COM	P	a	P	P										
7	203238100009	J. AKHIL	III B.COM	P	P	P	P										
8	203238100010	K. YAMINI	III B.COM	P	P	P	P										
9	203238100014	K. RAKESH	III B.COM	P	P	P	P										
10	203238100016	K.S.N.MAHESH	III B.COM	a	P	P	P										
11	203238100017	M H VARDHAN GUPTA	III B.COM	P	P	P	P										
12	203238100018	M. SIVAJI GANESH	III B.COM	P	P	a	P										
13	203238100020	P. KIRAN	III B.COM	P	a	P	P										
14	203238100021	P. KRANTHI	III B.COM	a	P	P	P										
15	203238100023	R. RAVINDRA	III B.COM	P	P	P	P										
16	203238100024	S. PREM KUMAR	III B.COM	P	P	P	P										
17	203238100025	U. KAVERI	III B.COM	P	P	P	P										

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## V.V. GIRI GOVERNMENT KALASALA -DUMPAGADAPA

### DEPARTMENT OF ENGLISH – CERTIFICATE COURSE

#### TEST ON COMMUNICATIVE ENGLISH

**DATE:**

**TIME:** ½ hr

**Name:**

**Programme:**

**H.T.No:**

Answer the following questions as directed

15X1 = 15M

1. She was wearing really beautiful earrings. (Identify Parts of Speech)  
a. Adjective    b. Adverb    c. Noun    d. Verb    ( )
2. Wow, you have got a great score. (Identify Parts of Speech)  
a. Preposition    b. Conjunction    c. Interjection    d. Pronoun    ( )
3. The stars are shining bright tonight (Identify Parts of Speech)  
a. Conjunction    b. Adverb    c. Noun    d. Verb    ( )
4. She \_\_\_\_\_(be) unconscious since 4 O' clock (Suitable Verb form)  
a. Is    b. Was    c. Has been    d. Have    ( )
5. We \_\_\_\_\_ (finish) our breakfast half an hour ago (Suitable Verb Form)  
a. Finish    b. finished    c. had finished    d. have finished    ( )
6. He \_\_\_\_\_ (watch) T.V. every evening (Suitable Verb Form)  
a. Watch    b. watches    c. watched    d. has watched    ( )
7. My friend has been living in Canada \_\_\_\_\_ two years (Preposition)  
a. Since    b. on    c. for    d. in    ( )
8. I will have finished this essay \_\_\_\_\_ Friday (Preposition)  
a. By    b. on    c. for    d. in    ( )
9. We want to buy \_\_\_\_\_ umbrella (Articles)  
a. A    b. an    c. the    d. none    ( )
10. I have found \_\_\_\_\_ book I lost (Articles)  
a. A    b. an    c. the    d. none    ( )
11. I bought \_\_\_\_\_ pair of shoes (Articles)  
a. An    b. a    c. the    d. none    ( )
12. \_\_\_\_\_ national (Add a suitable Prefix)
13. \_\_\_\_\_ conduct (Add a suitable Prefix)
14. Bond \_\_\_\_\_ (Add a suitable Suffix)
15. Free \_\_\_\_\_ (Add a suitable Suffix)
16. Describe orally any one of the following:    1X5 = 5M
  - a. First day experience in the college
  - b. Your Favourite Person
  - c. Your Dream goal
  - d. Self Introduction
  - e. Your Native place

17. Read the following paragraph and answer the questions given below: 5X1 = 5M

A sparrow is a small bird which is found throughout the world. There are many different species of sparrows. Sparrows are only about four to six inches in length. Many people appreciate their beautiful song. Sparrows prefer to build their nests in low places-usually on the ground, clumps of grass, low trees and low bushes. In cities they build their nests in building nooks or holes. They rarely build their nests in high places. They build their nests out of twigs, grasses and plant fibres. Their nests are usually small and well-built structures.

Female sparrows lay four to six eggs at a time. The eggs are white with reddish brown spots. They hatch between eleven to fourteen days. Both the male and female parents care for the young. Insects are fed to the young after hatching. The large feet of the sparrows are used for scratching seeds. Adult sparrows mainly eat seeds. Sparrows can be found almost everywhere, where there are humans. Many people throughout the world enjoy these delightful birds.

The sparrows are some of the few birds that engage in dust bathing. Sparrows first scratch a hole in the ground with their feet, then lie in it and fling dirt or sand over their bodies with flicks of their wings. They also bathe in water, or in dry or melting snow. Water bathing is similar to dust bathing, with the sparrow standing in shallow water and flicking water over its back with its wings, also ducking its head under the water. Both activities are social, with up to a hundred birds participating at once, and is followed by preening and sometimes group singing.

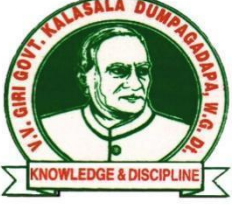
- a. The chief food for the adult sparrow is \_\_\_\_\_
- b. Sparrows live wherever \_\_\_\_\_
- c. The word, 'species' means \_\_\_\_\_
- d. Sparrows in high places. \_\_\_\_\_
- e. \_\_\_\_\_ take care of the young sparrows.

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## Exam-Absentee statement

Name of the department: ENGLISH

Duration of the course: 36 hrs

Title of the certificate course: COMMUNICATIVE ENGLISH

Course code: **ENG-CC-CE**

Date of Exam: 06-01-2023

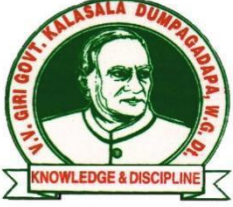
Total Marks: 25

S.no	Name of the student	Roll number	Signature of the student
1	CH.PRADEEP	203238100002	Ch. pradeep
2	CH. KARTHIK	203238100003	ch. karthik.
3	D. LAVANYA	203238100004	D. Lavanya
4	G. SAIRAM	203238100005	G. SAIRAM
5	G. DURGA BHAVANI	203238100007	G. Durga Bhavani
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7	J. AKHIL	203238100009	J. AKHIL
8	K. YAMINI	203238100010	k. Yamini
9	K. RAKESH	203238100014	k. Rakesh
10	K.S.N.MAHESH	203238100016	K.S.N Mahesh
11	M HARSHA VARDHAN GUPTA	203238100017	M Harsha vardhan gupta
12	M. SIVAJI GANESH	203238100018	M. sivaji ganesh
13	P. KIRAN	203238100020	P. Kiran
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15	R. RAVINDRA	203238100023	R. Ravindra
16	S. PREM KUMAR	203238100024	S. Prem kumar
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Website : [www.dumpagadapa.ac.in](http://www.dumpagadapa.ac.in)

## Student Marks Statement

Name of the department: English

Duration of the course: 34hrs

certificate course: Communicative English

Course code: **ENG-CC-CE**

Date of Exam: 06-01-2023

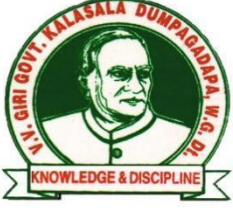
Total Marks:

S.No.	Name of the student	Class	Roll number	Marks Obtained	Signature
1	CH.PRADEEP	III B.COM	203238100002	21	CH. Pradeep
2	CH. KARTHIK	III B.COM	203238100003	20	ch. Karthik
3	D. LAVANYA	III B.COM	203238100004	23	D. Lavanya
4	G. SAIRAM	III B.COM	203238100005	22	G. SAIRAM
5	G. DURGA BHAVANI	III B.COM	203238100007	23	G. Durga Bhavani
6	G SANDHYA	III B.COM	203238100008	19	G. Sandhya
7	J. AKHIL	III B.COM	203238100009	21	J. AKHIL
8	K. YAMINI	III B.COM	203238100010	23	K. Yamini
9	K. RAKESH	III B.COM	203238100014	22	K. Rakesh
10	K.S.N.MAHESH	III B.COM	203238100016	20	K.S.N. mahesh
11	M HARSHA VARDHAN GUPTA	III B.COM	203238100017	24	M. Harsha Vardhan Gupta
12	M. SIVAJI GANESH	III B.COM	203238100018	22	M. Siveji Ganesh
13	P. KIRAN	III B.COM	203238100020	24	P. Kiran
14	P. KRANTHI	III B.COM	203238100021	23	P. Kranthi
15	R. RAVINDRA	III B.COM	203238100023	22	R. Ravindra
16	S. PREM KUMAR	III B.COM	203238100024	23	S. Prem Kumar
17	U. KAVERI	III B.COM	203238100025	25	U. Kaveri

K. Balaji

K. Sujatha

PRINCIPAL  
V.V. Giri Government Kalasala  
DUMPAGADAPA



# V.V.GIRI GOVT. KALASALA

DUMPAGADAPA, W.G.Dist., (via) AKIVIDU - 534 235

Accredited by NAAC @ B+

College Code : **AKNU323**



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## V.V. GIRI GOVERNMENT KALASALA- DUMPAGADAPA

### DEPARTMENT OF ENGLISH

### CERTIFICATE COURSE - Communicative English

### BRIEF-REPORT (2022-2023)

The Department of English has conducted a thirty four hour certificate course on “Communicative English” for the final year BCOM General students from 04.11.2022 to 05.01.2023. Seventeen students are registered for the course, attended the classes and attempted the objective type exam. The English Faculty Sri K. Balaguravaiah engaged the classes. During the course, internal assessment in the form of exercises is given. In order to realize the objectives set at the starting of the course, a final objective type exam consisting of twenty multiple choice questions and an oral presentation for five marks has been conducted. Majority of the students out of seventeen scored more than twenty marks.

*K. Balaji*

*K. Sujatha*

PRINCIPAL  
V.V. Giri Government Kalasala  
DUMPAGADAPA



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(DUMPAGADAPA) W.G.DT (VIA AKIVIDU A.P, 534 235 Accredited by NAAC@B+



DEPARTMENT OF ENGLISH

## CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT MR / MS CHEKKA KARTHIK  
CLASS 3<sup>RD</sup> B.COM (GEN) REGISTERED NO: 203238100003 HAS  
SUCCESSFULLY COMPLETED A CERTIFICATE COURSE OF 34 HOURS ON  
"COMMUNICATIVE ENGLISH" CONDUCTED BY DEPARTMENT OF ENGLISH  
FROM 04-11-2022 TO 05-01-2023

*K. Balaji*

COURSE CO-ORDINATOR

*Cijji Anil Dni*

IQAC CO-ORDINATOR

*K. Sujatha*  
PRINCIPAL  
V.V. Giri Government Kalasala  
DUMPAGADAPA  
PRINCIPAL



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DEPARTMENT OF ENGLISH

## CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT MR / MS CHABATTINA PRADEEP  
CLASS 3<sup>RD</sup> B.COM (GEN) REGISTERED NO: 203238100002 HAS  
SUCCESSFULLY COMPLETED A CERTIFICATE COURSE OF 34 HOURS ON  
"COMMUNICATIVE ENGLISH" CONDUCTED BY DEPARTMENT OF ENGLISH  
FROM 04-11-2022 TO 05-01-2023

*K. Balaji*

COURSE CO-ORDINATOR

*Cijji Anil Dni*

IQAC CO-ORDINATOR

*K. Sujatha*  
PRINCIPAL  
V.V. Giri Government Kalasala  
DUMPAGADAPA  
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DEPARTMENT OF ENGLISH

## CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT MR / MS DOBBIDI LAVANYA  
CLASS 3<sup>RD</sup> B.COM (GEN) REGISTERED NO: 203238100004 HAS  
SUCCESSFULLY COMPLETED A CERTIFICATE COURSE OF 34 HOURS ON  
"COMMUNICATIVE ENGLISH" CONDUCTED BY DEPARTMENT OF ENGLISH  
FROM 04-11-2022 TO 05-01-2023

*K. Balaji*

COURSE CO-ORDINATOR

*Cijji Anil Dni*

IQAC CO-ORDINATOR

*K. Sujatha*

PRINCIPAL  
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DEPARTMENT OF ENGLISH

## CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT MR / MS GORRELA DURGA BHAVANI  
CLASS 3<sup>RD</sup> B.COM (GEN) REGISTERED NO: 203238100007 HAS  
SUCCESSFULLY COMPLETED A CERTIFICATE COURSE OF 34 HOURS ON  
"COMMUNICATIVE ENGLISH" CONDUCTED BY DEPARTMENT OF ENGLISH  
FROM 04-11-2022 TO 05-01-2023

*K. Balaji*

COURSE CO-ORDINATOR

*Cijji Anil Dni*

IQAC CO-ORDINATOR

*K. Sujatha*

PRINCIPAL  
V.V. Giri Government Kalasala  
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