



Shri Shivaji Education Society's

**Shri Shivaji Science & Arts College
Chikhli Dist. Buldana**

Accredited by NAAC B++ Grade (CGPA 2.82)



Add-on Course (2021-22)

20 Days Workshop on Communication Skills in English

Organised By

Department of English

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Introduction

Every year 20 Days Workshop on Communication Skills in English is organised by the Department of English.

Most of the students admitted to undergraduate classes in the college belong to rural area. They are not aware about the importance of Communication Skill in English. The workshop is organized to create awareness among the students about communication skill and its importance in the global world.

Objectives of the Workshop:

- i. To create awareness about importance of Communication Skills in the global world.
- ii. To make students know different ways of development of Communication skills.
- iii. To train students to use grammatically correct English by imparting knowledge of basic grammar.
- iv. To develop spoken English of the students.
- v. To teach students to correct their pronunciation by consulting pronunciation dictionary.
- vi. To teach students to compose e-mail, write job applications, CV/Resume Writing etc.
- v. To give equip students to become independent English language learner.

Organizing Committee

The following committee is formed under the supervision of honourable Principal Dr. Omraj S. Deshmukh and Dr. V. U. Pocchi, the IQAC Coordinator .

Sr. No	Name	Responsibility
1.	Dr. S. I. Jukkalkar	Coordinator & Resource person
2.	Miss. Vidya Popat	Member & Resource Person
3.	Mrs. Nita Ubhe	Member & Resource Person
4.	Dr. D. N. Bhoyar	Member for Technical Assistance

Special Invitee

Dr. Prithviraj Thakur from G. S. College Khamgaon as a Resource Person

Syllabus

Sr. No.	Modules
1.	Communication Skill : Introductory Lecture
2.	Interview Skills
3.	Basic Grammar
4.	Spoken English
5.	Job Applications
6.	CV/Resume Writing
7.	E-Mail Etiquettes
8.	Pronunciation, Introduction to IPA Symbols
9.	Nonverbal Communication
10.	How to Anchor a Programme

Time Table (Schedule)

Sr. No	Day	Time	Hours	Total Hours
1.	Day 1 : 13/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	30 Hours
2.	Day 2 : 14/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
3.	Day 3: 15/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
4.	Day 4 : 16/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
5.	Day 5 : 17/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
6.	Day 6 : 18/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
7.	Day 7: 20/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
8.	Day 8 : 21/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
9.	Day 9: 22/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
10.	Day 10 : 23/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
11.	Day 11 : 24/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
12.	Day 12: 25/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
13.	Day 13: 27/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
14.	Day 14: 28/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
15.	Day 15: 29/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
16.	Day 16 : 30/09/2021	12.00 pm to 1.30 pm	1.30 hrs.	
17.	Day 17 : 01/10/2021	12.00 pm to 1.30 pm	1.30 hrs.	
18.	Day 18 : 02/10/2021	12.00 pm to 1.30 pm	1.30 hrs.	
19.	Day 19 : 03/10/2021	12.00 pm to 1.30 pm	1.30 hrs.	
20.	Day 20 : 04/10/2021	12.00 pm to 1.30 pm	1.30 hrs.	



Shri Shivaji Education Society, Amravati's
Shri Shivaji Science & Arts College
Chikhli, Dist. Buldana
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**20 Days Workshop on
Communication Skills in English**
Organized By
Department of English



Duration: 13 Sept. to 02 Oct. 2021

Organizing Committee

Chief Organizer

Dr. Omraj S. Deshmukh
Principal

Convener

Dr. V. U. Pochhi
IQAC Coordinator

Course Coordinator

Dr. S. I. Jukkalkar
Head, Department of English

Member

Ku. Vidya Popat
Member

Mrs. Nita Ubhe
Member

Dr. D. N. Bhojar
Technical support

Contact : **Dr. S. I. Jukkalkar** 9860873841,
Mrs. Nita Ubhe 7397908719

Ku. Vidya Popat 9822698322,

20 Days Workshop on Communication Skills in English Duration: 13 Sept. to 02 Oct. 2021		
SCHEDULE OF WORKSHOP TIME: 12.00 TO 1.30 PM		
Date	Program/Topic	Resource Persons
13 Sept. 2021	Inauguration And Introductory Lecture on Communication Skills	Dr. P. P. Thakur, G. S. College, Khamgaon
14 Sept. 2021	How to Face an Interview	Dr. S. I. Jukkalkar
15-18 Sept. 2021	Basic Grammar	Dr. S. I. Jukkalkar
20-24 Sept. 2021	Spoken English	Miss. Vidhya Popat Mrs. Nita Ubhe
25 Sept. 2021	Job Application	Dr. S. I. Jukkalkar
27 Sept. 2021	C. V./Resume Writing	Dr. S. I. Jukkalkar
28 Sept. 2021	E-Mail Etiquettes	Dr. P. P. Thakur
29-30 Sept. 2021	Pronunciation, Introduction to IPA Symbols	Dr. S. I. Jukkalkar
01 Oct. 2021	Nonverbal Communication	Dr. S. I. Jukkalkar
02 Oct. 2021	How to Anchor a Programme	Dr. S. I. Jukkalkar

**20 Days Workshop on
Communication Skills in English
Duration: 13 Sept. to 02 Oct. 2021**

No Registration fees

Registration Link:- <https://forms.gle/QgKVkFk2EWmySeqP8>

Whats App link: <https://chat.whatsapp.com/KFEEfp5Xj2rqHz5p7V1x9im>

Note :-

- > The Workshop will be conduct on **Google Meet & You tube** both platform.
- > **Google Meet & You tube** link will be send on whats app.
- > Join the Telegram channel for link and other information of workshop.
- > E- Certificate will be issued for all active participants who attend the workshop.
- > Feedback link will be available after completion of the workshop.

Contact : **Dr. S. I. Jukkalkar** 9860873841,
Mrs. Nita Ubhe 7397908719

Ku. Vidya Popat 9822698322,

LIST OF STUDENT ADMITTED FOR 20 DAYS WORKSHOP

Sr. No.	Name of the student	Class:	Faculty
1	Solanke Sukanya digambar	Bsc 1st year	Science
2	Suvarna sugadev Jadhav	Bsc 1 year	Science
3	Rahul Dipak Paraskar	Bsc 1	Science
4	Aniket Rajendra kolhe	B.com 3rd year	Commerce
5	Shubhangi sunil wankhade	B.com III year	Commerce
6	Muskan Mahek Shaikh Lukman	Bsc First year	Science
7	Radhika Milind Dasture	BSc 1st year	Science
8	Nikita	Ba first year	Humanities
9	Dipika Sanjay Galkwad	BSc 1 st year	Science
10	Hina Kausar Rauf Khan	Bsc 1st year	Science
11	Divya Suresh Bhamble	Bsc first year	Science
12	Divya dagduba salve	Bcom 1st year	Commerce
13	Vaishalisalok	Bsc computer first year	Science
14	Samadhan jagannath kalyankar	3rd year	Commerce
15	Archana Sanjay Padghan	Bsc	Science
16	Bhushan Vinayak kale	B.Sc.-I year	Science
17	Archana Sanjay Padghan	Bsc	Science
18	Sara sohail khan	BSC 1st year	Science
19	Tushar Dadarao Suste	BSc 1st year, Sem-II.	Science
20	Gauri Rajendra Bholane	B.Sc. 1st year (micro) sem 2	Science
21	Kamlesh Rajendra salve	Bcom part 2 sem 4	Commerce
22	Mahesh Gopal Bhavar	B.com 2nd	Commerce
23	Mahesh Gopal Bhavar	B.COM 2	Commerce
24	Umesh kishor nake	Bcom second year forth semes	Commerce
25	Prerna Vitthal Karwande	Bsc 1 st year	Science
26	Raj Deshmukh	B.Sc.1st	Science
27	Pavan Tulsidas Pawar	B A	Humanities
28	Tushar Bhagwan Jadhao	B.A.1 year's	Commerce
29	Vaibhav panjabrao pawar	Bsc-i	Science
30	Megha Mangulkar	Bsc first year	Science
31	Bundhe gopal	12	Commerce
32	Pooja dnyaneshwar mehetre	Bsc bio	Science
33	Ganesh Rameshwar Jadhao	12 science	Science
34	Rohan Santosh Thutte	BA.1 Year	Humanities
35	Masira Tabassum Sayyed Sallm	B.Sc first year	Science
36	Masira Tabassum Sayyed Sallm	B.Sc first year	Science
37	Dr. Sonali Shankar Galkwad	NA	Science
38	Shivani Rajesh Pasarkar	Bsc 1st micro	Science
39	Gopal Vijay Galkwad	B.sc 1 year	Science
40	Vishal Vishnu More	Bsc III	Science
41	Nilesh Ramesh Jadhao	Bsc 2 year	Science
42	Anil Ganesh Khare	BA first year	Humanities
43	Rupali Bharat Akal	B. Com 3year	Commerce
44	Vishal rameshrao deshmukh	B.A.I 2 year's	Humanities
45	Payal sanjay deshmane	1st year bio	Science
46	Kishori sangramsing golait	Bsc 1 year second sem	Science

97	Akshay Ramdas jadhao	BA2year	Humanities
98	Pallavi vinodrao padole	1st year	Science
99	Anil panjabrao mohod	B.com	Commerce
100	8'98',8''8'8'+8''8',8' 8',8'-8''8',8''8'Z8'8'8'©.8',8'8'Z 38''8'... 8'8'8'+8',8'	8'©.8',8'8'Z 38''8'... 8'8'8'+8',8'	Commerce
101	Vaibhav Bavaskar	B.com 3	Commerce
102	Akash bhosle	B. Com 3rd year	Commerce
103	Priti katyarsing suradkar	BSC 2nd year	Science

20 Days Workshop in Communication Skills in English
Day 1, 13/09/2021
Attendance

Timestamp	Name of the student/Staff	e-mail	Contact No.
2021/09/13 2:11:08 pm GMT+5:30	Samadhan kalyankar	Samadhankalyankar2025@gmail.com	7666949868
2021/09/13 2:12:10 pm GMT+5:30	Mahesh Gopal Bhavar	maheshbhavar751@gmail.com	9545034537
2021/09/13 2:12:45 pm GMT+5:30	Neha Baban dukre	nehadukre2@gmail.com	9579214690
2021/09/13 2:13:29 pm GMT+5:30	Megha vishnu mangulkar	meghamangulkar02@gmail.com	7020421458
2021/09/13 2:15:46 pm GMT+5:30	Gauri Rajendra Bholane	gauribholane02@gmail.com	9096867495
2021/09/13 2:17:12 pm GMT+5:30	Krisnha vaidya	krisnha_vaidya@154gmail.com	9096867495
2021/09/13 2:17:37 pm GMT+5:30	Kamlesh Rajendra salve	kamleshsalve15@gmail.com	7028445733
2021/09/13 2:18:46 pm GMT+5:30	Abdul Rashid Abdul Latif Qureshi	rashidqu@gmail.com	9860570230
2021/09/13 2:19:29 pm GMT+5:30	Muskan Mahek Shaikh Lukman	muskanmahekshaikh59@gmail.com	7709228342
2021/09/13 2:19:30 pm GMT+5:30	Shivganga ashok lokhande	Shivlokhande3010@gmail.com	7447360712
2021/09/13 2:19:45 pm GMT+5:30	Aniket Rajendra kolhe	aniketkolhe933@gmail.com	7249557626
2021/09/13 2:21:13 pm GMT+5:30	Punam prabhakar solunke	salunkepunam3@gmail.com	7774966048
2021/09/13 2:27:28 pm GMT+5:30	Snehal pramodkumar Jadhao	Snehaljadhao211@gmail.com	7774083986
2021/09/13 2:27:30 pm GMT+5:30	Rahul Dipak Paraskar	rahulparaskar2001@gmail.com	9689196295
2021/09/13 3:04:10 pm GMT+5:30	Nikita baban dukre	nikitadukre250302@gmail.com	9322461398
2021/09/13 3:40:39 pm GMT+5:30	Mangesh Abhimanyu Sonalkar	mangeshso2020@gmail.com	7448193203
2021/09/13 4:21:34 pm GMT+5:30	Roshani Santosh Ade	roshaniade19@gmail.com	9767228693
2021/09/13 4:59:38 pm GMT+5:30	Tushar Dadarao Suste	tusharsuste2511@gmail.com	7666311763
2021/09/13 7:20:03 pm GMT+5:30	Pooja Dnyaneshwar mehetre	Poojamehetre0603@gmail.com	8421847485
2021/09/13 9:04:23 pm GMT+5:30	Shivani Rajesh Pasarkar	shivaniapasarkar9@gmail.com	7038268842
2021/09/13 11:06:06 pm GMT+5:30	Masira Tabassum Sayyad Salim	tabbusummaseera@gmail.com	8624890174
2021/09/14 12:06:50 pm GMT+5:30	Divya dagduba salve	Divyasalve2510@gamil.com	7057082471
2021/09/14 1:20:40 pm GMT+5:30	Radhika Milind Dasture	radhikadasture@gmail.com	8550987971
2021/09/15 12:16:44 pm GMT+5:30	Solanke Sukanya digambar	sukanyasolanke2002@gmail.com	7219402115
2021/09/16 5:19:20 pm GMT+5:30	Vaishnavi Gajanan cheke	vaishnavicheke434@gmail.com	8975828783
2021/09/21 10:43:06 pm GMT+5:30	Aasamabi Kalim shaha	aasamashah219@gmail.com	7756982229
2021/09/23 6:33:25 pm GMT+5:30	Ku Gayatri Laxman Dombale	laxumandomle@gamil.com	8668266631

20 Days Workshop in Communication Skills in English
Day 10, 23/09/2021
Attendance

Timestamp	Name of the student/Staff	e-mail	Contact Number
2021/09/23 6:16:22 pm GMT+5:30	Aasamabi Kalim shaha	aasamashah219@gmail.com	7756982219
2021/09/23 6:18:01 pm GMT+5:30	Vaishnavi Gajanan Ghube	vaishnavighube2003@gmail.com	8623888519
2021/09/23 6:18:29 pm GMT+5:30	Snehal pramodkumar Jadhao	snehaljadhao211@gmail.com	7774083986
2021/09/23 6:19:25 pm GMT+5:30	Ku. Ashwini Gajanan Pathe	ashwinipathe2000@gmail.com	7841066103
2021/09/23 6:20:01 pm GMT+5:30	Srushti Dilip Shelke.	srushtishelke26@gmail.com	9921264312
2021/09/23 6:20:46 pm GMT+5:30	Rahul Dipak Paraskar	rahulparaskar2001@gmail.com	9689196295
2021/09/23 6:22:33 pm GMT+5:30	Divya dagduba salve	Divyasalve2510@gamil.com	7057082471
2021/09/23 6:28:03 pm GMT+5:30	Dipika Sanjay Gaikwad	dipikagaikwad2003@gmail.com	9359060261
2021/09/23 6:29:54 pm GMT+5:30	Ku Gayatri Laxman Dombale	laxumandomle@gamil.com	8668266631
2021/09/23 6:42:52 pm GMT+5:30	Aniket Rajendra kolhe	aniketkolhe933@gmail.com	7249557626
2021/09/23 6:46:49 pm GMT+5:30	Tushar Dadarao Suste	tusharsuste2511@gmail.com	7666311763
2021/09/23 6:47:47 pm GMT+5:30	Ku.Aditi Narayan Rindhe.	aditirin1312@gmail.com	9579743216
2021/09/23 6:53:25 pm GMT+5:30	Saiyyad Habib Saiyyad Rahlm	habibsaiyyad9@gmail.com	9130144731
2021/09/23 6:57:41 pm GMT+5:30	Srushti Dilip Shelke	srushtishelke26@gmail.com	9921264312
2021/09/23 7:02:31 pm GMT+5:30	Priti katyarsing suradkar	pritisuradkar132@gmail.com	7972766489
2021/09/23 7:09:34 pm GMT+5:30	Rohini Raju Patil	rajupatil69526@gmail.com	9322895730
2021/09/23 7:15:48 pm GMT+5:30	Nikita	nikitadukre250302@gmail.com	9322461398
2021/09/23 7:25:32 pm GMT+5:30	Kamlesh Rajendra salve	kamleshsalve15@gmail.com	7028445733
2021/09/23 7:54:27 pm GMT+5:30	Rupali Bharat Akal	akalrupali@gmail.com	9067901262
2021/09/23 7:59:51 pm GMT+5:30	Harshada Vasanta jadhav	harshadajadhao630@gmail.com	9067914067
2021/09/23 8:03:18 pm GMT+5:30	Punam prabhakar solunke	salunkepunam3@gmail.com	7774966048
2021/09/23 8:04:55 pm GMT+5:30	Vaishali salok	vaishalisalok@gmail.com	9322534052
2021/09/23 8:10:35 pm GMT+5:30	Shyam Asaram Jadhao	Jadhaoshyam93@gmail.com	9673044689
2021/09/23 8:56:11 pm GMT+5:30	Megha vishnu mangulkar	meghamangulkar02@gmail.com	7020421458
2021/09/23 9:50:24 pm GMT+5:30	Shubhangi sunil wankhade	Wankhadeshubhangi2@gmail.com	7470576737
2021/09/24 7:31:30 am GMT+5:30	Jaya Dipak Suradkar.	Jayasiradkar05@gmail.com	8554040742
2021/09/24 7:51:50 am GMT+5:30	Vijaya Santosh fulzade	vijayafulzade@gmail.com	7841098984
2021/09/24 8:41:56 am GMT+5:30	Shravani Gajanan Jadhao	jadhaosandhaya7@gmail.com	8999820304
2021/09/24 11:16:15 am GMT+5:30	Umesh kishor nake	umeshnake2019@gmail.com	8459886507
2021/09/24 12:03:04 pm GMT+5:30	Akash Maroti Bhosle	abhosle035@gmail.com	9370759865
2021/09/24 2:20:58 pm GMT+5:30	Vaishnavi Gajanan cheke	vaishnavicheke434@gmail.com	8975828783
2021/10/04 8:28:30 pm GMT+5:30	Sukanya digambar Solanke	sukanyasolanke2002@gmail.com	7219402115

20 Days Workshop in Communication Skills in English
Day 20, 04/10/2021
Attendance

Sr.No.	Timestamp	Name of the student/Staff	e-mail	Contact Number
1	2021/10/04 4:17:07 pm GMT+5:30	Jaya Dipak Suradkar	jayasuradkar05@gmail.com	8554040742
2	2021/10/04 4:17:46 pm GMT+5:30	Tushar Dadarao Suste	Tusharsuste2511@gmail.com	7666311763
3	2021/10/04 4:18:08 pm GMT+5:30	Punam prabhakar solunke	salunkepunam3@gmail.com	7774966048
4	2021/10/04 4:18:31 pm GMT+5:30	Dipika Sanjay Gaikwad	dipikagaikwad2003@gmail.com	9359060261
5	2021/10/04 4:18:44 pm GMT+5:30	Aniket Rajendra kolhe	aniketkolhe933@gmail.com	7249557626
6	2021/10/04 4:19:29 pm GMT+5:30	Kamlesh Rajendra salve	kamleshsalve15@gmail.com	7028445733
7	2021/10/04 4:23:54 pm GMT+5:30	Shyam Asaram Jadhao	Jadhaoshyam93@gmail.com	9673668369
8	2021/10/04 4:25:00 pm GMT+5:30	Shubhangi ankush Deshmukh	Sd6248899@gmail.com	8459134129
9	2021/10/04 4:25:20 pm GMT+5:30	Rupali Bharat Akal	akalrupali@gmail.com	9067901262
10	2021/10/04 4:25:34 pm GMT+5:30	Shravani Gajanan Jadhao	jadhaosandhaya7@gmail.com	8999820305
11	2021/10/04 4:27:56 pm GMT+5:30	Ku.Aditi Narayan Rindhe.	aditirin1312@gmail.com	9579743216
12	2021/10/04 4:35:09 pm GMT+5:30	Vaibhav Bavaskar	vaibhavbavaskar03@gmail.com	8999194779
13	2021/10/04 4:37:07 pm GMT+5:30	Umesh kishor nake	umeshnake2019@gmail.com	8459886507
14	2021/10/04 4:41:32 pm GMT+5:30	Priti katyarsing suradkar	pritisuradkar132@gmail.com	7972766489
15	2021/10/04 4:58:45 pm GMT+5:30	megha vishnu mangukar	meghamangukar02@gmail.com	7020421458
16	2021/10/04 5:02:34 pm GMT+5:30	Kamlesh Rajendra salve	kamleshsalve15@gmail.com	7028445733
17	2021/10/04 5:03:19 pm GMT+5:30	Akash Bhashkar Kasare	akashkasare191@gmail.com	9067607049
18	2021/10/04 5:06:12 pm GMT+5:30	vaishnavi Gajanan cheke	vaishnavicheke434@gmail.com	8975828783
19	2021/10/04 5:07:58 pm GMT+5:30	Vaishali Santosh salok	vaishalisalok@gmail.com	9322534052
20	2021/10/04 5:08:42 pm GMT+5:30	Ku ashwini Gajanan pathe	ashwinipathe2000@gmail.com	7841066103
21	2021/10/04 5:08:57 pm GMT+5:30	Bhushan Vinayak kale	bhushankale2002@gmail.com	8485092699
22	2021/10/04 5:10:54 pm GMT+5:30	Kishori sangrarsing golait	Kishori golaita@viva@gmail.com	8767543215
23	2021/10/04 5:16:42 pm GMT+5:30	Archana Padghan	archanapadghan22@gmail.com	9579901964
24	2021/10/04 5:20:46 pm GMT+5:30	Neha Baban Dukre	nehadukre2@gmail.com	9579214690
25	2021/10/04 5:23:38 pm GMT+5:30	Ku. Bhagyashri Ashok Dukare	dukarebhagyashri0@gmail.com	8766580371
26	2021/10/04 5:32:06 pm GMT+5:30	Sukanya digambar Solanke	sukanyasolanke2002@gmail.com	7219402115
27	2021/10/04 5:41:40 pm GMT+5:30	Akash Matoti Bhosle	abhosleo035	9370759865
28	2021/10/04 5:47:08 pm GMT+5:30	Snehal pramodkumar jadhao	snehaljadhao211@gmail.com	7774083986
29	2021/10/04 5:48:23 pm GMT+5:30	Srushti Dilip Shelke	srushtishelke26@gmail.com	9921264312
30	2021/10/04 6:04:16 pm GMT+5:30	Divya dagduba salve	Divyysalve2510@gmail.com	7057082471
31	2021/10/04 6:05:20 pm GMT+5:30	Divya dagduba salve	Divyysalve2510@gmail.com	7057082471
32	2021/10/04 6:21:57 pm GMT+5:30	Rahul Dipak Paraskar	rahulparaskar2001@gmail.com	9689196295
33	2021/10/04 6:34:37 pm GMT+5:30	Vaibhav Milind Dasture	renukadasture@gmail.com	9545609221
34	2021/10/04 6:36:44 pm GMT+5:30	Radhika Milind Dasture	radhikadasture@gmail.com	8550987971
35	2021/10/04 6:38:09 pm GMT+5:30	Krisna valdya	vaikrushna45@gmail.com	2
36	2021/10/04 6:38:59 pm GMT+5:30	Nikita baban dukre	nikitadukre250302@gmail.com	9322461398
37	2021/10/04 6:43:28 pm GMT+5:30	Neha Baban Dukre	nehadukre2@gmail.com	9579214690
38	2021/10/04 6:45:07 pm GMT+5:30	Neha Baban Dukre	nehadukre2@gmail.com	9579214690
39	2021/10/04 6:47:21 pm GMT+5:30	Nikita baban dukre	nikitadukre250302@gmail.com	9322461398
40	2021/10/04 6:50:31 pm GMT+5:30	Vaishnavi Gajanan Ghube	Vaishnavighube2003@gmail.com	8623888519
41	2021/10/04 7:20:59 pm GMT+5:30	Rohini Raju Patil	rajupatil69526@gmail.com	9322895730
42	2021/10/04 7:51:53 pm GMT+5:30	Harshada Vasanta jadhav	harshadajadhao630@gmail.com	9067914067
43	2021/10/04 8:06:48 pm GMT+5:30	Vaishnavi Vijay Gadekar	Vaishnavigdkr@com email	9322564241
44	2021/10/04 8:15:40 pm GMT+5:30	vaishnavi gajanan Deshmukh	vaishu622001@gmail.com	9021534526
45	2021/10/04 8:16:45 pm GMT+5:30	Roshani Santosh Ade	roshaniade19@gmail.com	9767228693
46	2021/10/04 8:33:32 pm GMT+5:30	Vijaya Santosh fulzade	vijayfulzade@gmail.com	7841098984
47	2021/10/04 11:07:57 pm GMT+5:30	Shubhangi sunil wankhade	Wankhadeshubhangi2@gmail.com	7470576737
48	2021/10/04 11:09:53 pm GMT+5:30	Shubhangi sunil wankhade	Wankhadeshubhangi2@gmail.com	7470576737
49	2021/10/05 7:23:26 am GMT+5:30	Suvarna sugadev jadhav	sjadhav902201@gmail.com	9022013890
50	2021/10/05 8:38:54 am GMT+5:30	Gopal vijay Gaikwad	gaikwadgopal845@gmail.com	93078215083
51	2021/10/05 8:48:45 am GMT+5:30	Gayatri Laxman Dombale	laxumandomle@gmail.com	8668266631

Feedback Analysis

I) Number of Students Registered & Admitted For the Workshop: 103

II) Number of Students attended the workshop and submitted the Feedback: 51

III) Question-wise Analysis of the Feedback:

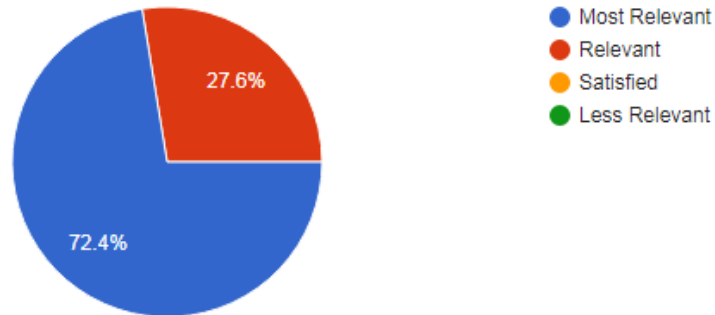
Sr. No.	Question	Response in Percent (%)			
		Most Relevant	Relevant	Satisfied	Less Relevant
1)	How do you rate the relevancy of the theme of the topic?	Most Relevant	Relevant	Satisfied	Less Relevant
		64.7%	23.5%	9.8%	2%
2)	How do you find the content of the module?	Excellent	Very Good	Good	Satisfactory
		52.9%	35.5 %	11.8%	--
3)	How do you rate the quality of the delivery of the module by the resource person?	Extremely Effective	Very Effective	Somewhat Effective	Slightly Effective
		56.9%	31.4%	11.8	—
4)	The session delivered the information as I expected.	Agree	Satisfied	Disagree	Strongly Disagree
		68%	27.5%	0.5%	—
5)	How relevant and helpful do you think it would be for your life?	Very relevant and Useful	Relevant and useful	Useful	Neither relevant nor useful
		64.7	25.5	9.8	—
6)	Any Suggestions	No Suggestions: 66.7% Excellent, Nice organization, Thank you for organizing the workshop etc.			

Remark: Even though students are satisfied and there not any special suggestion to be considered, the Department will try to make the content of the workshop the most relevant and most effective next year.

Feedback Analysis

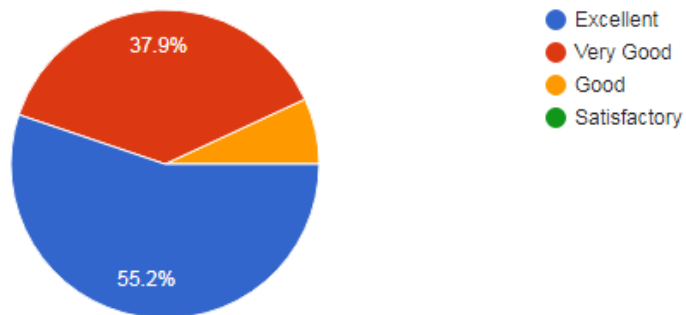
How do you rate the relevancy of the theme of the topic?

29 responses



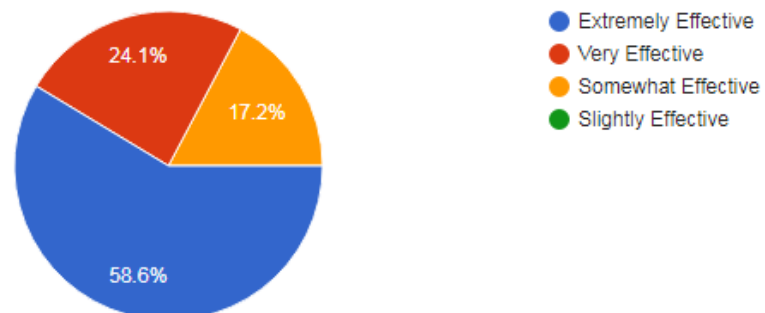
How do you find the content of this Module?

29 responses



How do you rate the quality of the delivery of the module by the resource person?

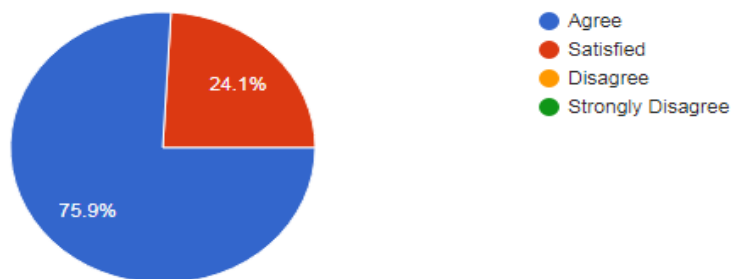
29 responses



The session delivered the information as I expected.

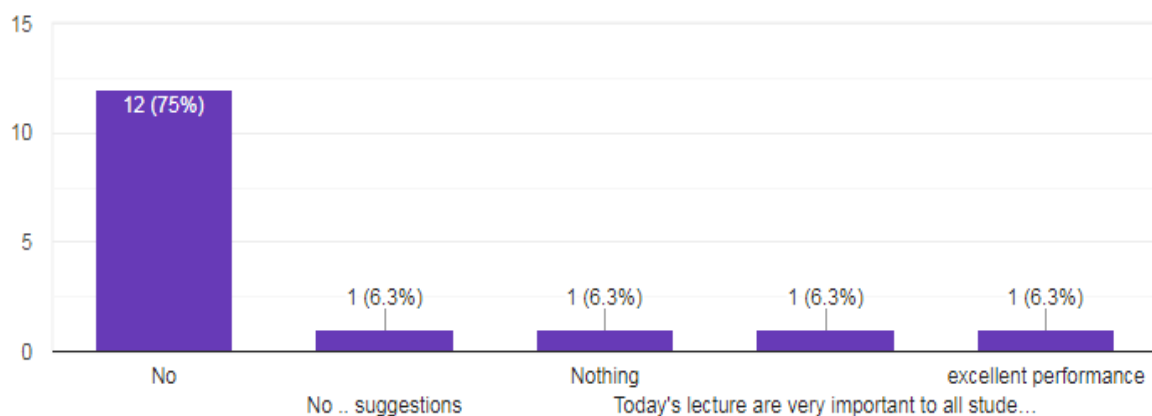


29 responses



Any Suggestions

16 responses

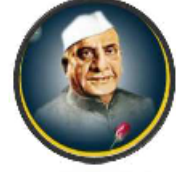


Certificate



Shri Shivaji Education Society Amravati

**Shri Shivaji Science and Arts College,
Chikhli, Dist. Buldana**



20 Days Workshop on Communication Skills in English

This is certified that Archana Padghan of Shri Shivaji Science and Arts College, Chikhli, Dist. Buldana, Class Bsc has participated in 20 Days Workshop on Communication Skills in English, organized by Department of English Shri Shivaji Science and Arts College, Chikhli, Dist. Buldana. Duration of the Workshop: 13 Sept. to 02 Oct. 2021

Dr. S. L. Jukkalkar
Course Coordinator

Dr. V. U. Pochhi
IQAC Coordinator

Dr. Omraj S. Deshmukh
Principal



Shri Shivaji Education Society Amravati

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Dr. S. L. Jukkalkar
Course Coordinator

Dr. V. U. Pochhi
IQAC Coordinator

Dr. Omraj S. Deshmukh
Principal

Report

20 Days Workshop on Communication Skills in English

Every year 20 Days Workshop on Communication Skills in English is organised by the **Department of English**. This year due to Covid 19 pandemic situation, the Workshop was organised online. The duration of the workshop was **13th Sept to 02 October, 2021, time 12.00 to 1.30pm. The workshop was of 30 Teaching Hours.**

The overall objective of the workshop was to create awareness among students about the importance of communication skills in English in the global world. The students were taught and demonstrated basic language skills. The details of the syllabus and resource persons of the workshop are as follows.

Sr. No	Topic	Resource person
1.	Lecture on Communication Skills	Dr. P. P. Thakur from G. S. College, Khamgaon
2.	How to Face An Interview	Dr. S. I. Jukkalkar
3.	Basic Grammar	
4.	Spoken English	
5.	Job Applications	
6.	CV/Resume Writing	
7.	E-Mail Etiquettes	Dr. P. P. Thakur from G. S. College, Khamgaon
8.	Pronunciation, Introduction to IPA Symbols	Dr. S. I. Jukkalkar
9.	Nonverbal Communication	
10.	How to Anchor a Programme	

One Hundred Three students registered for the workshop and on the final day fifty one students submitted their feedback form. Maximum students were of the opinion that the workshop was excellently organized and the topic taught to them was very relevant to present need.

Dr. P. P. Thakur was invited to deliver guest lecture on Communication skills and e-Mail Etiquettes. The Department will remain indebted for his cooperation. Dr. D. N. Bhojar offered his service as technical assistant. Dr. S. I. Jukkalkar worked as coordinator of the workshop. Honourable Principal Dr. Omraj S. Deshmukh and Dr. V. U. Pocchi gave valuable suggestion about the organization of the workshop.

You TubeLectures

20 Days Workshop on Communication Skills in English are given below:

You Tube Video Lecture Creator: Dr. Jukkalkar Syed Imtiaz

20 Days Workshop On Communication Skills in English		
Nonverbal Communication/Body Language Part I	1. https://www.youtube.com/watch?v=xGhTIDAUCAQ	Oct 7, 2021
Nonverbal Communication/Body Language Part II	2. https://www.youtube.com/watch?v=a-Oz8wMsZTc&t=26s	Oct 7, 2021
How to Face an Interview Part I	3. https://www.youtube.com/watch?v=ycWVvYyC4PM	Oct 7, 2021
How to Face an Interview Part II	4. https://www.youtube.com/watch?v=7swOVSVpDlc	Oct 7, 2021
Job Application Part I	5. https://www.youtube.com/watch?v=9i0EWqdKGx4	Oct 7, 2021
Job Application Part II	6. https://www.youtube.com/watch?v=LWXZfulS6z4	Oct 7, 2021
CV/Resume Writing	7. https://www.youtube.com/watch?v=Aa68uAOdfJE&t=25s	Oct 7, 2021
English Pronunciation I	8. https://www.youtube.com/watch?v=RbnqzSm9Iy4&t=62s	Oct 7, 2021
English Pronunciation II	9. https://www.youtube.com/watch?v=IEUhD9XW1O0	Oct 7, 2021
English Pronunciation III	10. https://www.youtube.com/watch?v=f8pgrl1PnwA	Oct 7, 2021
English Pronunciation IV	11. https://www.youtube.com/watch?v=raRpOCaDihI	Oct 7, 2021
English Pronunciation V	12. https://www.youtube.com/watch?v=UogDgfz7y_Y	Oct 7, 2021
English Pronunciation VI	13. https://www.youtube.com/watch?v=F6SSV1f0IRA	Oct 7, 2021
English Pronunciation VII	14. https://www.youtube.com/watch?v=IW14YJ6t2CM	Oct 7, 2021
Spoken English I	15. https://www.youtube.com/watch?v=yrYTQYeMAYc	Oct 7, 2021
Spoken English II	16. https://www.youtube.com/watch?v=KBCJVMewUac	Oct 7, 2021
Spoken English III	17. https://www.youtube.com/watch?v=oYsNFJn5Ui0	Oct 7, 2021
Spoken English IV	18. https://www.youtube.com/watch?v=M31US-j-n0A	Oct 7, 2021
Spoken English V	19. https://www.youtube.com/watch?v=UogDgfz7y_Y	Oct 7, 2021
Spoken English VI	20. https://www.youtube.com/watch?v=KgJtwhYNHh4	Oct 7, 2021
Spoken English VII	21. https://www.youtube.com/watch?v=JiBimkOF9i8	Oct 7, 2021
Spoken English IX	22. https://www.youtube.com/watch?v=BDuZAiRiCeE&t=117s	Oct 7, 2021
Spoken English X	23. https://www.youtube.com/watch?v=eIPGMJPE0NA&t=91s	Oct 7, 2021
Basic Grammar- Verb	24. https://www.youtube.com/watch?v=3GMidsLSQKw&t=77s	Oct 7, 2021
Tenses Part I	25. https://www.youtube.com/watch?v=2bf42JB-p4k&t=37s	Oct 7, 2021
Tenses Part II	26. https://www.youtube.com/watch?v=1Zj4ey3n3NQ&t=26s	Oct 7, 2021
Tenses Part III	27. https://www.youtube.com/watch?v=EEf4w6nfXTc&t=19s	Oct 7, 2021
Tenses Part IV	28. https://www.youtube.com/watch?v=lakgjjbF0X0&t=8s	Oct 7, 2021
Tenses Part V	29. https://www.youtube.com/watch?v=vPgqa3IGD2k&t=556s	Oct 7, 2021
Tenses Part VI	30. https://www.youtube.com/watch?v=5JI4F4oB5N0&t=50s	Oct 7, 2021



Shri Shivaji Education Society's

**Shri Shivaji Science & Arts College
Chikhli Dist. Buldana**

Accredited by NAAC B++ Grade (CGPA 2.82)



20 Days Workshop on Communication Skills in English

Action Taken Report

- 1) As per every year's academic schedule, it is decided to organize 20 Days Workshop on Communication Skills in English to make students aware about the growing importance.
- 2) It is decided to organize the Workshop Online. The Workshop commenced on 13th Sept and ended on 2nd Oct. 2021.
- 3) The brochure and the registration form (google form) was posted on the class wise Whats App groups.
- 4) The scheduled time of the Workshop was 12.00 (noon) to 1.30 pm (One & Half Hour Daily). Total teaching hours were 30.
- 5) It was decided with the consent of the IQAC Coordinator and Principal Sir to invite Dr. Privithiraj Thakur as Chief Speaker to inaugurate the Workshop and to give online lecture on Communication Skills in English. It is also decided to take his consent to deliver lectures on other relevant topics of the workshop.
- 6) The topics of the Workshop were allotted to Dr. Jukkalkar Syed Imtiaz, Miss Vidya Popat and Mrs. Nita Ubhe.
- 7) Dr. D. N. Bhojar, is given the responsibility to handle technical aspect of the workshop.
- 8) All the lectures were taken on Zoom Portal.
- 9) All the lectures in the Workshop were recorded and uploaded on You Tube for students. The students can watch the lectures after the workshop and the students who are unable to participate in the workshop can watch the lectures as per their free time.
- 10) Feedback was taken and analysed for future improvement.
- 11) Students were given e-certificate showing their participation in the workshop.

Enid
Head
Dept. of English
Shri Shivaji Sci. & Arts College
Chikhli Dist Buldan

Pradeshmukh
PRINCIPAL
Shri Shivaji Science & Arts
College, Chikhli, Dist Buldana