



Pravara Medical Trust's

Arts, Commerce and Science College, Shevgaon

Tal: Shevgaon Dist: Ahmednagar 414502 Maharashtra, India
Tel: 02429 223031 Fax: 02429 223399 Email: pmt.acsc@gmail.com



College Code: 1481

College ID: PU/AN/Sci/136/2013

Website: www.pmtacscollege.com

Date: 05/07/2021

To,
The Principal,
Pravara Medical Trust's,
Arts, Commerce and Science College,
Shevgaon.

Subject: Permission for organizing syllabus framing workshop...

Respected Sir,

With the above reference subject, in our college Department of English want to run **Certificate Course on Spoken English** in the academic year 2021-22 (Sem. I) from the month July to September 2021. Therefore, the Department of English is planning to organize syllabus framing workshop for respective certificate course on 09th July 2021.

However it is our humble request to please allow us to organize the syllabus framing workshop of the said certificate course.

Syllabus framing committee as follows:

Sr. No.	Name of Person	Designation
1	Prof. Sajed S. Patel	IQAC Coordinator (H.O.D)
2	Prof. Rahul Take	Subject Expert
3	Prof. Vijay Husale	Subject Expert
4	Mrs. Sunita S. Bhamare	Coordinator (Certificate course)
5	Prof. Mohan B. Paratwagh	Coordinator (Skill Development center)

Attachments:

1) Proposal with Syllabus

Permitted
Pany



Your's Faithfully,

Bhamare S.S.

Bhamare S.S.

COORDINATOR



Arts, Commerce and Science College, Shevgaon

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College Code: 1481

College ID: PU/AN/Sci/136/2013

Website: www.pmtacscollege.com

Date: 07/07/2021

To,
Prof. Rahul Take
 Department Of English,
 New Arts, Commerce and Science College,
 Shevgaon.

Subject: Invitation about the Workshop of Syllabus framing for 'Certificate Course on Spoken English'...

Dear Sir,

With the above subject Department of English of our college would like to run a 'Certificate Course on Spoken English' in the Academic Year 2021-22. The said Certificate course will be having 45 Hours (90 Days). Theory and Practical lecture sessions during the month of July to September 2021.

You are nominated as a **Subject Expert-Member** of the Syllabus Framing Committee of the said course. Department of English organizes a Syllabus Framing Workshop of 'Certificate Course on Spoken English' on 09 July 2021. At PMT's Arts commerce and Science college Shevgaon

We request you to attend the said Workshop and cooperate us to frame the syllabus.


Syllabus framing committee as follows:

Sr. No.	Name of Person	Designation
1	Prof Sajed S. Patel	IQAC Coordinator (H.O.D)
2	Prof. Rahul Take	Subject Expert
3	Prof. Vijay Husale	Subject Expert
5	Mrs. Sunita Bhamare	Coordinator (Certificate course)
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Yours


COORDINATOR




Principal
 Arts, Comm. & Sci. College
 Shevgaon, Dist Ahmednagar

Pravara Medical Trust's



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Date:- 09/07/2021

To,
Prof. Rahul Take
Department Of English,
New Arts, Commerce and Science College,
Shevgaon.

Subject: Thanking Letter...

Respected Sir,

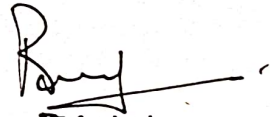
With the above mentioned subject, the department of English of our college has organized "Syllabus Framing Workshop on Certificate Course on Spoken English" for the Graduate Students on 9^h July 2021. We are thankful to you that you have attended the said workshop and help us to frame syllabus.

We wish you best wishes for future.

Thanking You


Course Coordinator
COORDINATOR




Principal
Arts, Comm. & Sci. College
Shevgaon, Dist Ahmednagar

Received

R. Take



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College Code: 1481

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Website: www.pmtacscollege.com

Date: 07/07/2021

To,
Prof. Vijay Husale
Department of English,
Nanasaheb Bharde Highschool & Jr.college
Shevgaon.

Subject: Invitation about the Workshop of Syllabus framing for 'Certificate Course on Spoken English'...

Dear Sir,

With the above subject Department of English of our college would like to run a 'Certificate Course on Spoken English' in the Academic Year 2021-22. The said Certificate course will be having 45 Hours(90 Days). Theory and Practical lecture sessions during the month of July to September 2021.

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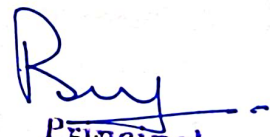
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2	Prof. Rahul Take	Subject Expert
3	Prof. Vijay Husale	Subject Expert
5	Mrs. Sunita Bhamare	Coordinator (Certificate course)
6	Prof. Mohan Paratwagh	Coordinator (Skill Development center)

Yours


Course Coordinator
COORDINATOR




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Shevgaon, Dist Ahmednagar

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To,
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Department of English,
Nanasaheb Bharde Highschool & Jr.college
Shevgaon.

Subject: Thanking Letter...

Respected Sir,

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We wish you best wishes for future.

Thanking You



[Signature]
COORDINATOR

[Signature]
Principal
Arts, Comm. & Sci. College
Shevgaon, Dist Ahmednagar

Received
V. Husale

Detail Syllabus Of Certificate Course On Spoken English

Unit no	Topic	Content
Unit 1	Parts Of Speech	<ul style="list-style-type: none"> • Noun • Pronoun • Adjective • Verb • Preposition • Conjunction
Unit 2	Tense	<ul style="list-style-type: none"> • Past tense • Presentence • Future tense
		<ul style="list-style-type: none"> • Active Voice • Passive voice
Unit 4	Spelling and errors	<ul style="list-style-type: none"> • Rules • spot errors
Unit 5	Subject And Agreement	<ul style="list-style-type: none"> • Rules • Example
Unit 6	Direct and Indirect Speech	<ul style="list-style-type: none"> • Rules • Charts • Exercise
Unit 7	Body language	<ul style="list-style-type: none"> • Physical Expression • Tone of voice • Attitude
Unit 8	Communication Skill	<ul style="list-style-type: none"> • Importance of communication • Communication process • Reading Skill • Writing Skill
Unit 9	Social conversion skill	<ul style="list-style-type: none"> • Produce and resound • Oral Description and presentation
Unit 10	Presentation	<ul style="list-style-type: none"> • Types of presentation • Define goal • Nonverbal communication

N. Kulkarni
Subject Expert



P. Take
Subject Expert

Shenkar
Course Coordinator
COORDINATOR

P. Patil
Courses Coordinator
Coordinator
Skill Development Centre
PMT's ACSC, Shevgaon

[Signature]
HEAD
Dept. of English
Pravara Medical Trust's
Arts, Commerce and Science College
Shevgaon, Dist. Ahmednagar

[Signature]
Principal
Arts, Comm. & Sci. College
Shevgaon, Dist. Ahmednagar

Certificate Course on Spoken English

Syllabus Framing Workshop

Date: 9 July 2021

Pravara Medical Trust's Arts, Commerce, and Science College, Shevgaon, Department of English, Certificate Course on Spoken English was organized. A syllabus framing workshop for on July 9, 2021. Subject experts, including Prof. Rahul Take and Prof. Vijay Husale, contributed to designing an effective and student-centric syllabus for the course. The efforts were overseen by the Course Coordinator, Prof. Bhamare S.S. ensuring the curriculum aligns with current pedagogical standards and linguistic needs.

The workshop aimed to enhance the quality of the Spoken English course, equipping learners with essential communication skills. Courses Coordinator Prof. Partwagh M.B. provided guidance and support for the initiative, emphasizing its importance in fostering English proficiency among students.

The collaborative efforts of the faculty and subject experts were instrumental in creating a comprehensive and practical curriculum, marking the workshop as a significant step toward academic excellence. **There were 05 members present for Workshop.**

Syllabus framing committee as follows:

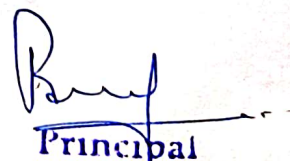
Sr. No.	Name of the Expert	Designation
1	Prof. Rahul Take	Subject Expert
2	Prof. Vijay Husale	Subject Expert
3	Mr. Sajed Patel	HoD & IQAC Coordinator
4	Prof. Bhamare S.S.	Coordinator
5	Mr. Mohan B. Paratwagh	Skill Development Centre Coordinator



COORDINATOR



HEAD
Dept. of English
Pravara Medical Trust's
Arts, Commerce and Science College
Shevgaon, Dist. Ahmednagar



Principal
Arts, Comm. & Sci. College
Shevgaon, Dist Ahmednagar

Workshop Photos

Certificate Course on Spoken English



Syllabus Framing Workshop for "Certificate Course on Spoken English". Dated on 9th July 2021



Pratibha
For Principal
Arts, Comm. & Sci. College
Shevgaon, Dist Ahmednagar



Shamuel



Pravara Medical Trust's,
Arts, Commerce and Science College Shevgaon
Ayurved College Campus, Tal- Shevgaon, Dist- Ahmednagar
Skill Development Centre Organized


**One Day Workshop on
Syllabus Framing for Certificate Course 2021-22**



This certificate is awarded to

Prof. Vijay Husale We appreciate your participation and rich
Contribution in designing of the syllabus for Certificate Course -Entitled Certificate
Course on Spoken English on 9th July 2021


Co-ordinator
(Skill Development Centre)


IQAC
(Co-ordinator)


Principal



Pravara Medical Trust's,
Arts, Commerce and Science College Shevgaon
Ayurved College Campus, Tal- Shevgaon, Dist- Ahmednagar
Skill Development Centre Organized

**One Day Workshop on
Syllabus Framing for Certificate Course 2021-22**



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Co-ordinator
(Skill Development Centre)


IQAC
(Co-ordinator)


Principal