



# ST FRANCIS DE SALES COLLEGE

Permanently Affiliated to Bangalore University || AICTE Approved Electronic City, Bengaluru - 100

Reaccredited by NAAC with 'B++' Grade | Recognised under section 2(f) & 12(b) of the UGC Act | An ISO 9001:2015 Certified Institution

A FRANSALIAN INSTITUTE OF HIGHER LEARNING

## Revised Brochure content for Certificate Course

### Department of English

<b>Title of the Course</b>	<b>Effective English-Speaking Skills</b>
<b>Date of Registration (From- to)</b>	28 November 2021
<b>Date of Commencement</b>	06 Dec 2021
<b>Venue</b>	ONLINE
<b>Duration</b>	30 hours
<b>Who can Enroll?</b>	UG and PG
<b>Registration Fee</b>	NO FEES
<b>Course Facilitators</b>	Prof.Francis Lopez Dr.Madhuramozhi V Dr.Noor Nigar Dr.Tharini P Prof.Umamaheswari J
<b>Module 1</b>	Rudiments of English speaking Skills - Dr.Tharini and Prof.Francis Lopez
<b>Module 2</b>	Art of Effective English speaking- Prof.Umamaheswari J, Prof.Francis Lopez, Dr.Madhuramozhi V and Dr.Noor Nigar

<b>Objectives (in two sentences)</b>	This course has been designed to develop fluency, enhance oral proficiency, and train them in public speaking. It is important to enhance spoken communication of the college students as it will aid in their easy entry into various vocations.
<b>Outcome (in two sentences)</b>	Students will be able to enhance their oral proficiency. They can communicate fluently in English with confidence in different types of conversation.
<b>Name and Contact details of HoD and Coordinators</b>	Dr.Madhuramozhi V <a href="mailto:madhuramozhiv@sfscollege.in">madhuramozhiv@sfscollege.in</a> Prof. Francis Lopez <a href="mailto:francislopez@sfscollege.in">francislopez@sfscollege.in</a>
<b>Detailed Syllabus</b>  <b>Module 1</b>	<b>Module 1:</b> Rudiments of English-speaking skills  <b>Course Facilitator: Dr.Tharini P</b> <ol style="list-style-type: none"> <li>1. Speaking skills - Introduction</li> <li>2. Understanding the speaking environment</li> <li>3. Listening and speaking</li> <li>4. Non-verbal Communication</li> <li>5. Types of speech</li> <li>6. Group dynamics</li> <li>7. Presentation Skills</li> <li>8. Cross-cultural communication</li> </ol> <b>Course Facilitator: Prof. Francis Lopez</b> <ol style="list-style-type: none"> <li>9. Key principles to conquer public speaking</li> <li>10. Rhetoric of the classical (The basis of Communication)</li> <li>11. Public speaking for developing leadership skills</li> <li>12. Importance of motivational speech</li> </ol>
<b>Detailed Syllabus</b>  <b>Module 2</b>	<b>Module 2:</b> Art of Effective English speaking  <b>Course Facilitator: Prof.Umamaheswari J</b> <ol style="list-style-type: none"> <li>1. Phonetics- study of sounds</li> <li>2. Pronunciation</li> </ol>

	<p><b>Course Facilitator: Prof. Francis Lopez</b></p> <ol style="list-style-type: none"> <li>3. Telephone and Virtual communication etiquette</li> <li>4. Spoken English in daily Life</li> </ol> <p><b>Course Facilitator: Dr.Madhuramozhi V</b></p> <ol style="list-style-type: none"> <li>5. Nuts and bolts of story telling</li> <li>6. Words, voice, tone and expressions</li> <li>7. Constructing a story</li> <li>8. Types of story telling</li> <li>9. Storytelling to inspire and influence</li> <li>10. Storytelling to communicate, think critically and to excel</li> </ol> <p><b>Course Facilitator: Dr.Noor Nigar</b></p> <ol style="list-style-type: none"> <li>11. Expressions for Effective Communication: Idiomatic Expressions.</li> <li>12. Essentials of Spoken English: Commonly mispronounced words, Tips to Improve Spoken English.</li> </ol>
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**Points to Note:**

- **The main topic of each module should be mentioned. The sub topics may be decided later.**
- **Each module should have 12 recorded videos, one quiz and two assignments. 12+2+1=10**
- **Each recorded video should be a minimum of 30 minutes.**



### Letter of Appointment

The Curriculum Enrichment Committee is pleased to appoint the following faculty as the course facilitators of the Certificate/Add-On course **Effective English Speaking Skills** from the Department of **English – UG**. They will be responsible for designing and developing the curriculum for the Certificate/Add On course, conducting the courses, and evaluating the course for the odd semester 2021-2022.

S.No	Name	Designation
1	Dr. Tharini	Assistant Professor
2	Prof. Francis	Assistant Professor
3	Prof. Uma Maheswari	Assistant Professor
4	Dr. Madhuramozhi	Assistant Professor
5	Dr. Noor Nigar	Assistant Professor

  
COORDINATOR

Curriculum Enrichment Cell  
St. Francis de Sales College

Bengaluru - 560100  
Date: 01.12.2022

Place: Bangalore

  
PRINCIPAL

St. Francis de Sales College  
Electronics City Post, Bangalore - 560 100

## **Certificate/Add-On Course Report**

**2021-2022**

<b>Title of the Course:</b>	<b>Effective English-Speaking Skills</b>
<b>Date of Commencement:</b>	<b>14.12.2021</b>
<b>Date of Completion:</b>	<b>01.03.2021</b>
<b>Number of hours:</b>	<b>30 hrs</b>
<b>Course Facilltator/s:</b>	<b>Dr. Tharini, Prof. Francis, Prof. Uma Maheaswari, Dr. Madhuramozhi and Dr. Noor Nigar, Assistant Professors of English, SFS College, Bangalore.</b>

### **Course Objective:**

The Objectives of the course are

1. To make the students speak fluently in English
2. Teach them the techniques and methods of speaking
3. To create confidence and boost their personality

### **Course Structure: Attached as PDF**

### **Report of the Course:**

The Department of English offered the Certificate Course "Effective English-Speaking Skills" to the second and third-year students of the College. The department in collaboration with the Certificate Enrichment Cell offered this certificate course. The registrations were welcomed by all the students and 74 students registered for the course.

The course module was prepared by the department and there were five-course facilitators – Dr. Tharini, Prof. Francis, Prof. Noor Nigar, Prof. Uma Maheswari and Dr. Madhuramozhi.

The platform for the course was Google Classroom. The course was divided into two modules and the total number of teaching hours was 30. The registered students were added to the google classroom and the videos for the modules were shared.

For each module, assignments were given and the students were evaluated based on their submissions. The mode of the exam was online quiz. Students who scored more than 40% were considered for awarding the certificate. Around 20 students completed the course during the odd semester 2021-2022.

**The outcome of the Course:**

The outcome of the certificate course was

1. The students were able to speak with confidence
2. The students learned the nuances of the speaking skills for their personality development.
3. The students understood the various techniques and methods of speaking skills to enhance their speaking skills

**No of the Students who registered for the Course (along with the Name List): 76 – Excel Attached**

**No of the Students who completed the Course (along with the Name List): 20 – Excel Attached**

**Attendance to be attached – Online Course**

**Effective English-Speaking Skills  
Course Structure**

**Module 1: Rudiments of English-speaking skills**

**Course Facilitator: Dr.Tharini P**

1. Speaking skills - Introduction
2. Understanding the speaking environment
3. Listening and speaking
4. Non-verbal Communication
5. Types of speech
6. Group dynamics
7. Presentation Skills
8. Cross-cultural communication

**Course Facilitator: Prof. Francis Lopez**

9. Key principles to conquer public speaking
10. Rhetoric of the classical (The basis of Communication)
11. Public speaking for developing leadership skills
12. Importance of motivational speech

**Module 2: Art of Effective English speaking**

**Course Facilitator: Prof.Umamaheswari J**

1. Phonetics- study of sounds
2. Pronunciation

**Course Facilitator: Prof. Francis Lopez**

3. Telephone and Virtual communication etiquette
4. Spoken English in daily Life

**Course Facilitator: Dr.Madhuramozhi V**

5. Nuts and bolts of story telling
6. Words, voice, tone and expressions
7. Constructing a story
8. Types of story telling
9. Storytelling to inspire and influence
10. Storytelling to communicate, think critically and to excel

**Course Facilitator: Dr.Noor Nigar**

11. Expressions for Effective Communication: Idiomatic Expressions. 12. Essentials of Spoken English: Commonly mispronounced words, Tips to Improve Spoken English.

  
COORDINATOR  
Curriculum Development Cell,  
St. Francis de Sales College  
Bengaluru - 560100



  
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Curriculum Enrichment  
St. Francis de Sales College  
Bengaluru - 560100

  
PRINCIPAL  
St. Francis de Sales College  
Electronics City Post, Bangalore - 560100

COURSE NAME: EFFECTIVE ENGLISH SPEAKING SKILLS				
FULL NAME OF THE STUDENT	E-MAIL ID	CLASS (only for 2nd and 3rd year students)	COLLEGE ROLL NO.	UNIVERSITY REGISTRATION NO.
SYED FARDEEN	Syed_3358@sfscollege.in	B COM - 3rd Sem - E	20T003H	20NCC42018
Jyoti Singh	jjyoti_1484@sfscollege.in	BSc - 5th Sem - PCM	19PCM015E	19NCS85088
Kevin P Joseph	Kevin3406@gmail.com	BCA - 3rd Sem	20B039 E	20NCC26021
Santhosha	Santhosha_1497@sfscollege.in	BSc - 5th Sem - PCM	19PCM022K	19NCS85101
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SAGAR B NALATAWADA	sagar_1495@sfscollege.in	BSc - 5th Sem - PCM	19PCM020K	19NCS85099
Prince Kumar M	prince_3331@sfscollege.in	B COM - 3rd Sem - E	20C353H	20NCC41247
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Jobin Abraham	jobin_3379@sfscollege.in	BBA - 3rd Sem - A	20B006K	20NCC26018
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Sindhushree. I	Sindhushree_3188@gmail.com	B COM - 3rd Sem - C	20NCC41280	20NCC41280
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Yuvashree A	Yuvashree_3203@sfscollege.in	B COM - 3rd Sem - C	20C222K	20NCC41354
Yuvashree A	Yuvashree_3203@sfscollege.in	B COM - 3rd Sem - C	20C222K	20NCC41354
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Shravani M	shravani_3114@sfscollege.in	B COM - 3rd Sem - B	20C124K	20NCC41273
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Manojkumar. A	Manoj_3097@sfscollege.in	B COM - 3rd Sem - B	20C106K	20NCC41162
Sagar.c.k	Sagar_2999@sfscollege.in	B COM - 5th Sem - C	T19C229K	192FC41047
Arunkumar Eranna kumbara	Arunkumar_2998@sfscollege.in	B COM - 5th Sem - C	T19c230k	192FC41008
Shravani	shravani_951@sfscollege.in	BBA - 5th Sem - B	19B075K	19NCC26043



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## CERTIFICATE OF MERIT

This is to certify that Abishek J Angello of  
2ND YEAR has successfully  
completed the Certificate Course on *Effective Writing Skills* offered by the  
Department of English during the academic year 2020-21.

**IQAC Coordinator**

**Principal**



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## CERTIFICATE COURSE BROCHURE

### DEPARTMENT OF HINDI

FREE  
REGISTRATION FOR  
2021 -22 COURSES

**Title of the Course: HINDI SAHITYA KA ITIHAS**

**Duration : 30 Classes**

**Venue : Online Platform**

**Fees : No Registration Fees**

**Eligibility : UG and PG Students of any streams**

**Course Facilitators : DR. REVA PRASAD**

**DR. MADHURI RAJEEV KSHIRSAGAR**

**PROF. DEVIDAS**

**Objectives :**

To Motivate Students To Learn And Understand  
History Of Hindi Literature

**Outcome :**

Students will understand about history of the Hindi  
literature.

**Registration Link :**

[https://docs.google.com/forms/d/1Pz6b-5BvDBCgel2y-w\\_eGtBrcxAfK-2AcGbqp63ea0E/edit](https://docs.google.com/forms/d/1Pz6b-5BvDBCgel2y-w_eGtBrcxAfK-2AcGbqp63ea0E/edit)

**Date of Commencement of Course: 08<sup>th</sup> December,  
2021**

REGISTRATION  
DATES  
4<sup>th</sup> DEC to 6<sup>th</sup> DEC, 2021