

Y.A.GOV.T.DEGREE COLLEGE FOR WOMEN, CHIRALA

2018-19 Communication Skills

Report on Communication Skills FOR THE YEAR 2018-19

3 months training programme in communication skills was organized by Jawahar Knowledge Centre of this College. It was intended for B.A., B.Com and B Sc final year students. It was conducted in 3 batches during the academic year 2018-2019.

Details of Batch-3:

BATCH NO	DURATION	NO OF STUDENTS ATTENDED
III	1.12.2018 to 28.2.2019	62

The following topics were covered in the training programme.

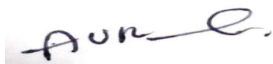
- Reading Skills
- Writing Skills
- Speaking Skills
- Voice based efficiency
- Internet Skills
- Communication skills

1. The following resource person Sri A.V.Ramana Rao & Sri K.Chandrasekhara Rao, Lecturers in English Conducted the training programme.

Certificates were issued to all the participants after the completion of each batch programme.

The candidates found the training very useful for studies and future career.

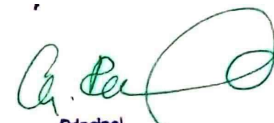
1.



2.



Signature of the Resource Persons



Principal
Y A Govt. Degree College for Women
CHIRALA - 523 155, Prakasam Dt. (A.P.)

Principal

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JKC Curriculum

S.No	Topic	No. of Hours allotted
1	Communication Skill	60 hrs
2	Soft Skill	30 hrs - Soft Skills 10 hrs - Ethical Values
3	Analytical Skill	60 hrs
4	Computer Skill	60 hrs
5	General Awareness	30 hrs
Total		250 hrs
(The duration of the training is 3 months/90 Days)		

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Communication Skills:

Self Introduction

Be', 'Do' and 'Have' Forms

Modal Auxiliaries - I

Modal Auxiliaries - II

Question Tags

Simple Present Tense

Present Progressive Tense

Present Perfect and Present Perfect

Progressive Tense

Simple Past : Questions and Negative

Simple Past and Present Perfect Tense

Simple Past and Past Progressive Tenses

The Future Time

Concord

Conditional Clauses

Voice

Reported Speech

Articles

Adjectives

Comparison of Adjectives

Prepositions

Use of Conjunctions in Simple, Compound and Complex Sentences

Speaking Skills

Vowel Sound

Consonant Sounds

Neutralization of Accent

Voice Based Efficiency

Making polite Requests

Asking for and giving permissions

Offering, Accepting and Denying Help

Asking for and Giving Directions

Extending Invitations

Expressing Sympathy

Agreeing and Disagreeing

Making Complaints

Reading Skills

Synonyms

Antonyms

Idiomatic Expressions

One Word Substitutes

Reading Skills-I (Skimming and Scanning)

Reading Skills-II

Reading Skills-III

Reading Skills-IV

Reading Comprehension

Writing Skills

Paragraph Writing

Essay Writing

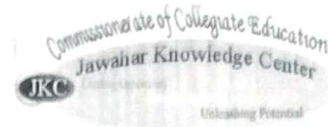
Note Making

Précis Writing

Resume Writing

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Y.A. GOVT. DEGREE COLLEGE FOR WOMEN, CHIRALA, PRAKASAM (DIST.)

Dr. CH. RAMANAMMA

M.Sc., M.Phil., Ph.D.

Principal

Office & Fax : 08594 - 234372

Principal : 08594 - 232204

E-Mail Id : gdcwchirala@gmail.com, chirala.jkc@gmail.com

Sri K.ChandraSekhara Rao

JKC Coordinator

CHIRALA,
Dt: 25-11-2018.

CIRCULAR

All the students of final year B.A, B.Com and B.Sc courses are hereby informed that they have to attend JKC Training classes' everyday from 9 a.m. – 10.00 a.m. and 4pm – 6pm as third batch from 01.12.2018. This training includes Communication, Soft skills, Analytical and Computer Skills for 3 months. Hence all the final year students register their names at JKC center. This training is very useful for competitive examinations. JKC training is mandatory for all final years.

III B.Com CA- 

III B.Com Gen- 

III B.A. HEP- 

III B.SC MPCS- 


III B.SC MSCS- 

III B.SC MCCS- 

III B.SC MPC- 

III B.SC BZC-

III B.SC MZC-


PRINCIPAL
Jawahar Knowledge Centre
PRINCIPAL
Govt Degree College for
CHIRALA-523 155

Y.A.GOV.T.DEGREE COLLEGE FOR WOMEN, CHIRALA

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Conducting Communication skills class to the jkc students on 06.01.2019

Y.A.GOV.T.DEGREE COLLEGE FOR WOMEN, CHIRALA

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YA GOVT.DEGREE COLLEGE FOR WOMEN,CHIRALA JKC Batch III Registration Students 2018-19				
SI. No	Name	DOB	Social Status	Contact No
1	A. Manisha	10/5/1999	BC-B-Padmasali	9948135710
2	A. Divya Vani	15/08/1999	OC-Reddy	8143630208
3	B. Krupavathi	12/8/1999	SC-Mala	7330930719
4	B. Supriya	7/3/1999	OC-Reddy	9912640689
5	Ch. Triveni	4/6/1997	OC-Telaga	9652236802
6	E. Sravani	12/8/1999	BC-A-Valmiki	9550456966
7	G. Hema Priyanka	2/8/1997	BC-B-Padmasali	6300043754
8	G. Prasanthi	16/08/1998	SC-Mala	8008676740
9	G. Naga Lakshmi	21/06/1999	BC-B-Devanga	9666712661
10	J. Mounika	15/07/1999	SC-Mala	9573862277
11	M. Venkata Lakshmi	2/7/1999	ST-Yanadi	9676981052
12	M. Madhavi	4/1/1999	OC-Reddy	6300043754
13	M. Sravani	22/08/1997	ST-Erukula	9000148931
14	M. Supriya	9/8/1997	ST-Erukula	9553913658
15	M. Kavitha	8/7/1998	OC-Baliya	9515848975
16	M. Naga Lakshmi	14/06/1991	ST-Erukula	7386749783
17	M. Sandhya	10/6/1999	BC-D-Yadava	9989082472
18	N. Sarala Devi	20/07/1997	BC-B	7396903739
19	N. Aparna	1/8/1997	SC-Mala	9490335238
20	N. Ruthurani	7/5/1998	SC-Mala	9703995801
21	O. Mahima Sumanasri	19/06/1999	SC-Madiga	9666574132
22	P. Sri Lekha	20/06/1998	BC-B, Devanga	6300589849
23	P. Bramarambha	25/07/1999	BC-B-Devanga	9640160362
24	P. Koteswari	16/12/1997	BC-D, Yadava	9848217139
25	S. Sai Supraja	12/12/1997	OC-Reddy	9502488264
26	V. Surekha	12/8/1998	OC-Naidu	9642370331
27	Y. Anusha	15/07/1998	SC-Mala	9642777624
28	Y. Lakshmi Prasanna	11/09/1995	OC-Reddy	9553585285
29	K. Renuka	14/06/1999	ST-Erukula	9966922776
30	T. Naga Komali	12/6/1998	ST-Yanadi	9502652413
31	B. Anusha	3/6/1999	OC-Telaga	9989200771
32	B. Keerthi	8/6/1999	OC-Reddy	9618770927
33	B. Sireesha	5/6/1997	SC-Mala	7680067511
34	G. Swetha	30/08/1996	SC-Madiga	9704122174
35	G. Asha Jyothi	26/06/1997	SC-Mala	9502954177
36	G. Malleswari	5/7/1999	BC-B-Setti Baliya	8985317239
37	K. Tirupatamma	20/04/1999	BC-A-Pallekaru	9700222852
38	K. Sowjanya	12/1/1998	SC-Mala	9985531253
39	M. Supriya	4/1/1998	SC-Mala	9542733474
40	M. Anila Devi	18/06/1998	BC-B-Thogata	9502500602
41	M . Estheru Rani	10/10/1998	SC-Mala	9381687040

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42	N. Archana	22/05/1996	SC-Mala	7287056685
43	P. Salma	23/01/1999	OC-Muslim	9908974075
44	P. Nagaveni	7/8/1999	BC-B-Pattusali	9177420985
45	R. Chandra Kala	28/08/1998	BC-A-Rajaka	8978023494
46	Sk. Mahabunni	10/6/1999	BC-E-Muslim	9618515508
47	Sk. Vaheeda	24/07/1999	BC-E-Muslim	8977007200
48	S. Mubeena	27/07/1999	OC	8978920887
49	T. Triveni	25/12/1999	SC-Mala	9000615681
50	T. Anusha	4/6/1998	SC-Hindu-Madiga	9542222531
51	V.NAGALAKSHMI	7/8/1996	BC-A	8639893696
52	D.PRATHIMA	21/8/1997	ST	9959121253
53	G.PUJITHA	19/10/1997	BC	9959121253
54	D. Bhavana Sai	29/06/1999	SC-Hindu-Mala	9676146067
55	G. Pallavi	12/7/1997	BC-D-Yadav	8465097247
56	J. Lidia	4/5/1999	SC-Hindu-Mala	9666855611
57	K. Roja	14/05/1998	BC-A-Wadabalaji	7097955093
58	K. Yamini Lakshmi	28/12/1997	BC-B-Viswabrahmin	9032638939
59	K. Ambika NL Reddy	19/03/1997	OC-Reddy	9440250817
60	M. Jyothi	25/03/1997	BC-B-Padmasali	7660089235
61	N. Santhi Jinesh Suneela	18/04/2001	BC-C-Christian Mala	9949712420
62	P. Hima Chandrika	9/8/1999	SC	9440844814



Principal

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Certificate



This is to certify that

Mr. / Miss M. Perini Devi

D/o, S/o, Anki Reddy *With JKC ID No.* 21566JKC2019BatchI
17020582

has successfully completed the 400 hours Jawahar Knowledge Centre Training Program in

Communication & Soft Skills, Analytical Skills and Technical Skills

at Y.A. Govt. Degree College of Women, CHIRALA.

from 1.5.2018 *to* 30.7.2018.


JKC Coordinator




Principal & Chairman JKC
Govt. Degree College