



Date: 24/12/2021

To,

The Principal,

Nutan Mahavidyalaya, Selu

Dist. Parbhani.

Subject :Organization of Certificate Course in Communication Skills

Respected Sir,

As per the subject highlighted above I, on the behalf of Department of English, hereby, feels glad to convey you that we are planning to organize thirty days Certificate Course in Communication Skills for all the interested students of our institution.

The course will run from 01/01/2022 to 30/03/2022. I request you to permit us for the successful organization of this course.

Yours Truly

Dr. N. S. Padmavat
Co-Ordinator

Nutan Mahavidyalaya, Selu (MS)



Nutan Mahavidyalaya, Selu, Dist. Parbhani

CERTIFICATE COURSE IN COMMUNICATION SKILLS

Inaugural Session

Introduction and Welcome	: Dr. M. S. Shinde
Introduction of the guest	: Gulab Shaikh
Key Speaker	: Dr. Archana Badne
President	: Dr. S. S. Kulkarni
Comparing	: Dr. N. S. Padmavat
Vote of thanks	: Makarand K. Bothe
Venue	: Language Lab



Nutan Mahavidyalaya, Selu, Dist. Parbhani

CERTIFICATE COURSE IN COMMUNICATION SKILLS

Aims and Objectives of the course:

The course entitled as 'Communication Skills in English' will be conducted for thirty hours. The following are the basic aims and objectives of the course.

1. Importance of Communication.
2. Significance of Communication Skills.
3. Various types of Communication.
4. Ways of Communication.



Nutan Mahavidyalaya, Selu, Dist. Parbhani

CERTIFICATE COURSE IN COMMUNICATION SKILLS

Evaluation / Assessment method:

1. Exam : 40 Marks
2. Project Notebook : 30 Marks
3. Seminar : 05 Marks

Total Marks : 75

Grade System:

65 – 75 : O

60 – 64 : A

55 – 60 : B

50 – 54 : C



Nutan Mahavidyalaya, Selu, Dist. Parbhani

CERTIFICATE COURSE IN COMMUNICATION SKILLS

Time Table

Sr. No.	Date	Time	Name of the Teacher	Topic
1	01/01/2022	3.30 to 4.15	Dr. N. S. Padmavat	What is communication?
2	02/01/2022	3.30 to 4.15	Dr. M.S. Shinde	Method of communication
3	07/01/2022	3.30 to 4.15	Dr. G.K. Shaikh	Barrier of communication
4	08/01/2022	3.30 to 4.15	Bothe M. K.	Multi-lingual communication
5	14/01/2022	3.30 to 4.15	Dr. N. S. Padmavat	What is communication?
6	15/01/2022	3.30 to 4.15	Dr. N. S. Padmavat	What is communication?
7	16/01/2022	3.30 to 4.15	Dr. M.S. Shinde	Method of communication
8	21/01/2022	3.30 to 4.15	Dr. G.K. Shaikh	Barrier of communication
9	22/01/2022	3.30 to 4.15	Bothe M. K.	Multi-lingual communication
10	28/01/2022	3.30 to 4.15	Dr. N. S. Padmavat	What is communication?
11	29/01/2022	3.30 to 4.15	Dr. M.S. Shinde	Method of communication
12	05/02/2022	3.30 to 4.15	Dr. G.K. Shaikh	Barrier of communication
13	06/02/2022	3.30 to 4.15	Bothe M. K.	Multi-lingual communication
14	11/02/2022	3.30 to 4.15	Dr. M.S. Shinde	Method of communication
15	12/02/2022	3.30 to 4.15	Dr. N. S. Padmavat	Types of communication.



16	13/02/2022	3.30 to 4.15	Dr. M.S. Shinde	Effective tools of communication
17	18/02/2022	3.30 to 4.15	Dr. G.K. Shaikh	Inter-lingual communication
18	19/02/2022	3.30 to 4.15	Bothe M. K.	Communication for Common Purpose
19	25/02/2022	3.30 to 4.15	Dr. M.S. Shinde	Effective tools of communication
20	26/02/2022	3.30 to 4.15	Dr. N. S. Padmavat	Types of communication.
21	04/03/2022	3.30 to 4.15	Dr. M.S. Shinde	Effective tools of communication
22	05/03/2022	3.30 to 4.15	Dr. G.K. Shaikh	Inter-lingual communication
23	11/03/2022	3.30 to 4.15	Bothe M. K.	Communication for Common Purpose
24	12/03/2022	3.30 to 4.15	Dr. M.S. Shinde	Effective tools of communication
25	18/03/2022	3.30 to 4.15	Dr. N. S. Padmavat	Types of communication.
26	19/03/2022	3.30 to 4.15	Dr. G.K. Shaikh	Inter-lingual communication
27	25/03/2022	3.30 to 4.15	Dr. G.K. Shaikh	Inter-lingual communication
28	26/03/2022	3.30 to 4.15	Bothe M. K.	Communication for Common Purpose
29	29/03/2022	3.30 to 4.15	Dr. M.S. Shinde	Effective tools of communication
30	30/03/2022	3.30 to 4.15	Dr. N. S. Padmavat	Types of communication.



Nutan Mahavidyalaya, Selu, Dist. Parbhani

CERTIFICATE COURSE IN COMMUNICATION SKILLS

Syllabus

- a. What is communication?
- b. Types of communication.
- c. Method of communication.
- d. Effective tools of communication.
- e. Barrier of communication.
- f. Inter-lingual communication.
- g. Multi-lingual communication.
- h. Communication for Common Purpose



Nutan Mahavidyalaya, Selu, Dist. Parbhani

CERTIFICATE COURSE IN COMMUNICATION SKILLS

Question Paper

Marks : 40

- | | |
|--|----|
| a. What is communication ? | 15 |
| b. Explain various types of communication. | 15 |
| c. Discuss the barrier of communication. | 10 |



Nutan Mahavidyalaya, Selu, Dist. Parbhani

CERTIFICATE COURSE IN COMMUNICATION SKILLS

Project Book

Marks: 30

Write the project on any one of the following.

- Types of communication
- Verbal communication
- Channels of communication
- Barriers of communication
- Body language in communication
- Gesture in communication
- Communication tools
- Interpersonal communication
- Multi-lingual communication
- Communication for Common Purposes



Nutan Mahavidyalaya, Selu, Dist. Parbhani

CERTIFICATE COURSE IN COMMUNICATION SKILLS

List of students enrolled for the Certificate Course.

Sr. No.	Name of the Student	Class
1	Pawade Priyanka Uddhav	B.A. F.Y.
2	Shaikh Asma Noor	B.A. F.Y.
3	Bhubal Komal	B.A. S.Y.
4	Dhapse Utkarsh Dinesh	B. A. S.Y.
5	Babu Gayatri Rajesh	B. A. S.Y.
6	Mule Surekha Bhagwat	B.Com. F.Y.
7	Kulthe Sakshi Rajendra	B.Com. F.Y.
8	Raut Vishal Vishnu	B.Com. F.Y.
9	Pawar Vinayak Sanjay	B.Com. S.Y.
10	Fade Sanskriti Ashok	B.Sc. F.Y.
11	Shraddha Sopan Honarao	B.Sc. F.Y.
12	SAYali Dinkar Solanki	B. Sc. S.Y.
13	Gore Madhuri Shivaji	B. Sc. S.Y.
14	Jadhav Akash Ramesh	B. Sc. S.Y.
15	Hede Sagar Rambhau	B. Sc. S.Y.



Nutan Mahavidyalaya, Selu, Dist. Parbhani

CERTIFICATE COURSE IN COMMUNICATION SKILLS

Attendance

Sr. No	Date																		
	Name of Student	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
1	Pawade Priyanka	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	A	P	P
2	Shaikh Asma Noor	P	P	P	P	P	P	A	P	P	P	P	A	P	P	P	P	P	P
3	Bhubal Komal	P	P	P	P	A	P	P	P	P	A	P	P	P	P	P	A	P	P
4	Dhapse Utkarsh	P	P	P	A	P	P	P	P	P	P	P	P	P	P	A	P	P	P
5	Babu Gayatri	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
6	Mule Surekha	P	P	A	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P
7	Kulthe Sakshi	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P
8	Raut Vishal	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9	Pawar Vinayak	P	P	P	P	P	P	A	P	P	P	P	P	P	A	P	P	P	P
10	Fade Sanskriti	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	A	P	P
11	Shraddha Honarao	P	A	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P
12	SAYALI Solanki	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P
13	Gore Madhuri	P	P	P	P	A	P	P	P	P	P	P	P	A	P	P	P	P	P
14	Jadhav Akash	P	P	P	P	A	P	A	P	P	P	P	P	P	P	P	A	P	P
15	Hede Sagar	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P



Nutan Mahavidyalaya, Selu, Dist. Parbhani

CERTIFICATE COURSE IN COMMUNICATION SKILLS

List of top five students of the Certificate Course:

1. Shraddha Sopan Honarao - B.Sc. F.Y.
2. Pawar Vinayak Sanjay - B.com. S.Y.
3. Hede Sagar Rambhau - B.Sc. S.Y.
4. Sayali Dinkar Solanki - B.Sc. F.Y.
5. Shaikh Asma Noor - B.A. F.Y.

Course Coordinator

Co-Ordinator

Nutan Mahavidyalaya, Selu (MS)

Principal

I/C Principal

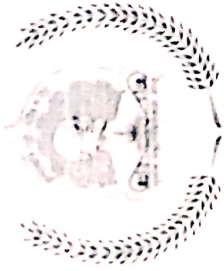
Nutan Mahavidyalaya
Sailu, Dist. Parbhani



NUTAN MAHAVIDYALAYA SELU

CERTIFICATE

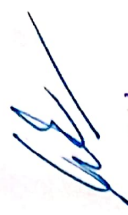
OF COMPLETION



This is to be certified that

Miss. Pawade Prityamkg Uddhav

has successfully completed certificate course entitled as
Communication Skills conducted by Department
of English from 01/03/22 with O/A/B/C/D grade.

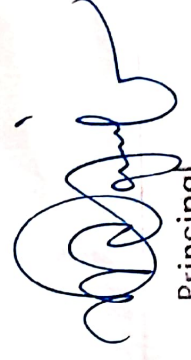

PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani



Coordinator certificate
course
Co-ordinator
Nutan Mahavidyalaya Selu(MS)



IIC
Nutan Mahavidyalaya, Selu



Principal
IIC Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani

NUTAN MAHAVIDYALAYA SELU


CERTIFICATE

OF COMPLETION

This is to be certified that

Miss. Shaikh Asma Noor.....

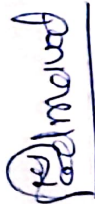
has successfully completed certificate course entitled as
Communication Skills..... conducted by Department
of English..... from 01-22-2023 to 30-03-2024 with O/A/B/C/D grade.


PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani



Coordinator certificate
course

Co-Ordinator
Nutan Mahavidyalaya, Selu (MS)



IOAC
Director
IQAC

Nutan Mahavidyalaya, Selu



IIC Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani



NUTAN MAHAVIDYALAYA SELU

CERTIFICATE

OF COMPLETION



This is to be certified that

Miss: Komal Bhujbal.....

PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani

has successfully completed certificate course entitled as
Communication Skills..... conducted by Department
of English..... from 11-12-2023..... with O/A/B/C/D grade.

Coordinator certificate
course
Co-Ordinator
Nutan Mahavidyalaya, Selu (MS)

IOAC
Director
IGAC
Nutan Mahavidyalaya, Selu

Principal
IIC Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani



NUTAN MAHAVIDYALAYA SELU

CERTIFICATE


OF COMPLETION



This is to be certified that

Dhapse Utkarsh Dinesh.....

has successfully completed certificate course entitled as
Communication Skills..... conducted by Department
of English..... from 01-01-22 to 30-3-22 with O/A/B/C/D grade.


PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani



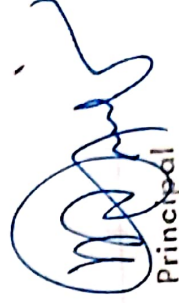
Coordinator certificate
course

Co-Ordinator,
Nutan Mahavidyalaya, Selu (MS)



IOAC
Director
IOAC

Nutan Mahavidyalaya, Selu



IIC Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani



NUTAN MAHAVIDYALAYA SELU

CERTIFICATE

OF COMPLETION



This is to be certified that

Miss. Gayatri Babu Rajesh

has successfully completed certificate course entitled as
 Communication Skills conducted by Department
 of English from 01-01-2022 to 30-3-22 with O/A/B/C/D grade.

PRINCIPAL
 Nutan Mahavidyalaya
 SELU, Dist. Parbhani

IOAC
 Director
 IQAC
 Nutan Mahavidyalaya, Selu

Coordinator certificate
 course
 Co-Ordinator
 Nutan Mahavidyalaya, Selu (MS)

IIC Principal
 Nutan Mahavidyalaya
 Sailu, Dist. Parbhani



NUTAN MAHAVIDYALAYA SELU

CERTIFICATE


OF COMPLETION

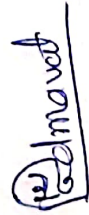



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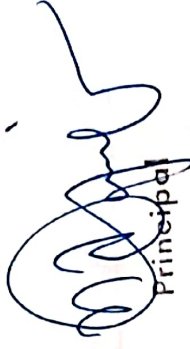
Miss. Surekha Bhagwat Mule

has successfully completed certificate course entitled as
Communication Skills conducted by Department
of English from 01-22-2023 to 03-22-2023 with O/A/B/C/D grade.


PRINCIPAL
Nutan Mahavidyalaya
SELU. Dist. Parbhani


Coordinator certificate
course
Co-Ordinator
Nutan Mahavidyalaya, Selu (MS)


IOAC
Director
IOAC
Nutan Mahavidyalaya, Selu


Principal
IIC Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani




NUTAN MAHAVIDYALAYA SELU CERTIFICATE OF COMPLETION



This is to be certified that

Miss. Sakshi Rajendra Kulkarni

has successfully completed certificate course entitled as
Communication Skills conducted by Department
of English from 01-01-2022 to 30-3-22 with O/A/B/C/D grade.


PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani



Coordinator certificate
course
Co-Ordinator
Nutan Mahavidyalaya Selu (MS)



IQAC
Director
IQAC
Nutan Mahavidyalaya, Selu



IIC Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani



NUTAN MAHAVIDYALAYA SELU CERTIFICATE OF COMPLETION

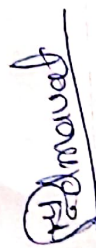


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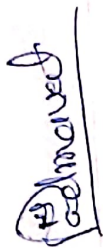
Raut Nishal Nishnu.....

has successfully completed certificate course entitled as
Communication Skills conducted by Department
of English from 01-12-22 to 30-12-22 with O/A/B/C/D grade.

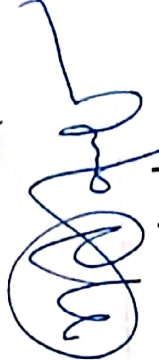

PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani



Coordinator certificate
course
Co-Ordinator
Nutan Mahavidyalaya, Selu (MS)



IOAC
Director
IOAC
Nutan Mahavidyalaya, Selu



Principal
IOAC Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani



NUTAN MAHAVIDYALAYA SELU

CERTIFICATE


OF COMPLETION

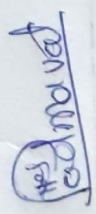


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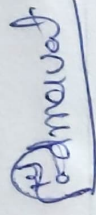
... Pawan Vinayak Santaji ...

has successfully completed certificate course entitled as
Communication Skills conducted by Department
of *English* from *01-12-2023* to *30-3-22* With O/A/B/C/D grade.

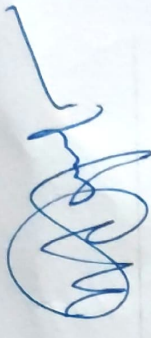

PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani


Coordinator certificate
course

Nutan Mahavidyalaya Selu (MS)
Co-Ordinator


IQAC
Director

Nutan Mahavidyalaya, Selu
IQAC



Principal
I/C Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani

NUTAN MAHAVIDYALAYA SELU

CERTIFICATE

OF COMPLETION



This is to be certified that

Miss. Sanskriti Rajesh Fadc

has successfully completed certificate course entitled as
Communication Skills..... conducted by Department
of English..... from 01/01/22 to 30/3/22 with O/A/B/C/D grade.

PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani

Coordinator certificate
course

Co-Ordinator
Nutan Mahavidyalaya Selu(MS)

IQAC
Director
IQAC

Nutan Mahavidyalaya, Selu

Principal
Nutan Mahavidyalaya
Saidu, Dist. Parbhani

NUTAN MAHAVIDYALAYA SELU
CERTIFICATE
OF COMPLETION



This is to be certified that

Miss. Shradha Sopanrao Honrao

PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani

has successfully completed certificate course entitled as
Communication Skills.....conducted by Department
of English..... from 01-01-22 to 30-3-22 with O/A/B/C/D grade.

Removed

Coordinator certificate
course
Co-Ordinator
Nutan Mahavidyalaya, Selu (MS)

Removed

IQAC
Director
IQAC
Nutan Mahavidyalaya, Selu

Removed

Principal
I/C Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani



NUTAN MAHAVIDYALAYA SELU

CERTIFICATE

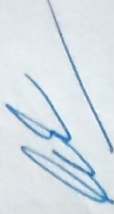
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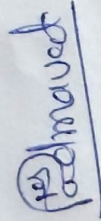


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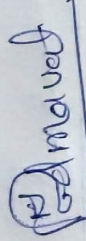
Miss. Sayali Dinkar Solanki..

has successfully completed certificate course entitled as
Communication Skills conducted by Department
of English from 01-01-22 to 30-3-22 with O/A/B/C/D grade.

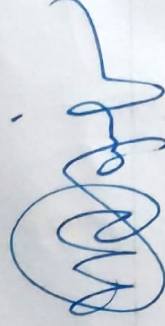

PRINCIPAL
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SELU, Dist. Parbhani



Coordinator certificate
course
Co-Ordinator
Nutan Mahavidyalaya Selu(MS)



IOAC
Director
IOAC
Nutan Mahavidyalaya, Selu



Principal
IIC Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani



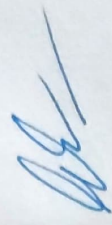
NUTAN MAHAVIDYALAYA SELU CERTIFICATE OF COMPLETION

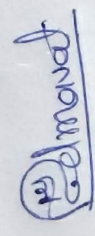


This is to be certified that

Miss. Madhvi Shivaji Gore.

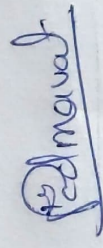
has successfully completed certificate course entitled as
Communication Skills conducted by Department
of English from 01-01-22 to 30-3-22 with O/A/B/C/D grade.


PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani



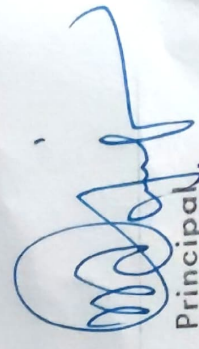
Coordinator certificate
course

Co-Ordinator
Nutan Mahavidyalaya, Selu (MS)



IQAC
Director
IQAC

Nutan Mahavidyalaya, Selu



Principal
IIC Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani



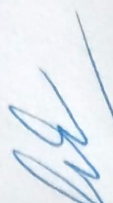
NUTAN MAHAVIDYALAYA SELU CERTIFICATE OF COMPLETION

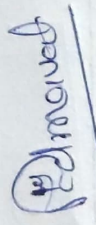


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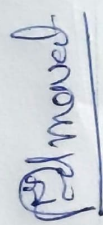
Jadgu Akash Ramesh.....

has successfully completed certificate course entitled as
Communication Skills.....conducted by Department
of English..... from 01.01.22 to 31.03.22 with O/A/B/C/D grade.

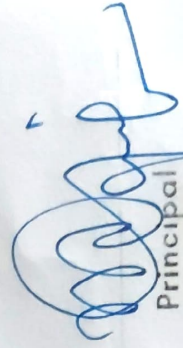

PRINCIPAL
Nutan Mahavidyalaya
SELU, Dist. Parbhani



Coordinator certificate
course
Co-Ordinator
Nutan Mahavidyalaya, Selu (MS)



IQAC
Director
IQAC
Nutan Mahavidyalaya, Selu



IIC Principal
Nutan Mahavidyalaya
Sailu, Dist. Parbhani

NUTAN MAHAVIDYALAYA SELU

CERTIFICATE

OF COMPLETION



This is to be certified that

..... Hede Sagar Rambhau

has successfully completed certificate course entitled as
Communication Skills conducted by Department
of *English* from *10/12/22 to 30/3/22* with O/A/B/C/D grade.

PRINCIPAL
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