



Taranath Shikshana Samsthe's
Soma Subhadramma Raman Goud Women's College
Station Road, Raichur-584101



(Affiliated to Akkamahadevi Women's University, Vijayapura)

Website: www.ssrarians.org

Email: ssrgwcr20@gmail.com

Fax: 08532-225770

Principal: **Smt. Geetha Badiger** M.A., M.Phil.

ADD ON COURSE

ON

GRAMMATICAL SKILLS

2019-20

Organized By

Smt. Gouri Pallakki

Department of English



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DEPARTMENT OF ENGLISH

Certificate course on GRAMMATICAL SKILLS

Academic Year: 2019-20

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IQAC Co-ordinator
S.S.R.G. Women's College,
RAICHUR-584 101.


PRINCIPAL
S.S.R.G. Women's College, RAICHUR



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Principal: **Smt. Geetha Badiger** M.A., M.Phil.

From,

Date : 02-12-2019

Smt. Gouri Pallakki
Assistant Professor Department of English
S.S.R.G Women's College, Raichur.

Through,
IQAC Coordinator
S.S.R.G Women's College, Raichur.

To,
The Principal
S.S.R.G Women's College, Raichur.



Respected Sir,

**Sub: -Request to permit to Introduce Certificate Course
"Grammatical Skills"**

With reference to above cited subject, the Department of English is intending to launch Add-on Course on "**Grammatical Skills**" for the academic year 2019-20. In order to guide students to utilize, analyze and demonstrate the Language and Learning skills required in Communication and all areas. Department of English is willing to provide a platform for "**Grammatical Skills**" for the betterment of our students. The comprehensive details of the course are enclosed with this requisition, kindly consider the request and permit to organize the course.

Thanking You,


Yours faithfully



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Date : 02-12-2019

Academic council /BOS meeting Resolution

Agenda

ESTABLISHMENT OF ACADEMIC COUNCIL /BOS 2019-2020



A meeting of all the heads of the Department was conducted to collect suggestions and regarding establishment of Academic council/Board of Studies in the college. The program intends to enhance the experiential learning students.

Outcomes of the meeting:

- It was approved that the Academic council comprise of all the heads of the departments.
- The heads were to frame an Add-on course syllabus and number of periods allotted for each course will be 30 hrs.
- Each Add-on course is to be assigned a course code for the purpose of evaluation
- Each head of the department is conduct meeting with their faculties and ensure that each student must enroll in any one of the Add-on courses available in the college.
- It was here by resolved that the Add-on course are to be conducted in the Academic year 2019-20

“Grammatical Skills”

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Principal: Smt. Geetha Badiger M.A., M.Phil.

Board of Advisory Committee on 02-12-2019

Chairman : **Geeta Badiger,**
Principal S.S.R.G Women's College, Raichur.

IQAC Co-ordinator : **Sri. Satyanarayan**
IQAC Coordinator
Principal S.S.R.G Women's College, Raichur.

Course Co-ordinator : **Smt. Gouri Pallakki**
Assistant Professor Department of English
Principal S.S.R.G Women's College, Raichur.

Members : 1. **Mr. Jaipaul**
Assistant Professor Department of English
Principal S.S.R.G Women's College, Raichur.

2. **Sri. Anil Apral**
Assistant Professor Department of English
Gnana Tunga, PG Centre, Gulbarga University,
Raichur.



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Institutional Regulations Governing the Add-on Course

On

“Grammatical Skills”



This course will equip the students with the “Grammatical Skills”. This course consists of topics like Tenses, Agreement between subject and verb, Phrasal verbs, the use of modals and Auxiliary and use of punctuations. These topics will give an insight in to the grammatical rules and its usages.

The Course “Grammatical Skills” is designed for the students to develop speaking, listening and pronunciation skills for more effective communication in trade, industries, journalism, tourism industry and related professional areas. This course will develop confidence in using English through conversation activities, public speaking and interview skills. The course aims at enhancing students overall development and to make an in depth study and knowledge of various representations in Communication world.

Title of the Programme : “Grammatical Skills”

Duration of the Course: 30 Hours

Eligibility: Candidates pursuing B.A VI Sem Students are eligible to join the course.

INTAKE: 30 students

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Soma Subhadarama Ramangoud Women's College,

Station Road, Raichur



Add-on Course GRAMMATICAL SKILLS

Learn to **SPEAK**
ENGLISH

ADMISSION OPEN

Aims and Objectives

- To enable students to tune and shape their grammatical skills.
- To teach correct usage of tenses, verbs and auxiliary modes.
- To enable them to learn correct use of punctuations in language writing.
- To enable them to attain accuracy in both writing and speaking skills.
- To enable students to write and speak standard language through use of phrasal verbs.

Course Outcomes

- To enable students to tune and shape their grammatical skills.
- To teach correct usage of tenses, verbs and auxiliary modes.
- To enable them to learn correct use of punctuations in language writing.

About Course

This course will equip the students with the "Grammatical Skills". This course consists of topics like Tenses, Agreement between subject and verb, Phrasal verbs, the use of modals and Auxiliary and use of punctuations. These topics will give an insight in to the grammatical rules and its usages.

Academic Year 2019-20

Duration : 30 Hours



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DEPARTMENT OF ENGLISH

Date: 10/12/ 2019

NOTICE TO STUDENTS



All the BA V Sem students are hereby informed that the Department of English is launching a new Add-on Course of 30 hours on "**Grammatical Skills**". Interested students are hereby informed to enroll their name to Program Coordinator **Smt. Gouri Pallakki**, on or before 12-12-2019. The classes will commence from 16-12-2019. On successful completion of the course, certificates will be issued to the students.

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S.S.R.G. Women's College,
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SYLLABUS OF THE COURSE

“Grammatical Skills”

Sl.No	Chapter / Topics
1	Tenses <ul style="list-style-type: none">• Present Tense• Past Tense• Future Tense
2	Agreement between subject and verb <ul style="list-style-type: none">• Verb patterns• To be forms of verbs• Helping verbs
3	Phrasal Verbs <ul style="list-style-type: none">• Transitive Phrasal Verbs• Intransitive Phrasal Verbs
4	The use of modals and Auxiliary <ul style="list-style-type: none">• Shall – should – can – could – will – would• Have – has – had
5	Use of Punctuations <ul style="list-style-type: none">• Full stop – comma – semi – colon – colon• Question mark – exclamatory marks etc.• Use of capital letters.



REFERENCES

- Murphy's English Grammar – Raymond Murphy – Cambridge University press.
- Essential English Grammar – Raymond Murphy – Cambridge University press.
- English phrasal verb in use – Michael McCarthy Felicity O' Dell – Cambridge University press.
- Oxford Learner's Pocket – Verbs and Tenses – Jon Hird.
- Cambridge Grammar and Writing Skills – Learner's Book 8 – Mike Gould and Eoin Higgins.
- Collins Webster's Easy Learning Grammar and Punctuations.
- A Hand Book for Tenses and Verbs – Dr. Avinash Pratap Shrivastava – Flipkart .

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ASSESSMENT METHOD

Continues testing indicators

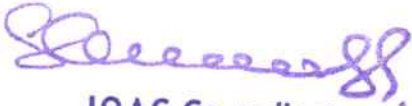
- Class attendance and participation – 75% to 100%
- Final Exam- 50 marks

Pattern of Examination:

Sl.No.	Criteria	Marks
1	Final examination	50

Final result will be announced on the notice board on the basis of their secured classes and distinctions.

The certificate will be distributed to each eligible candidate.


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- To enable students to tune and shape their grammatical skills.
- To teach correct usage of tenses, verbs and auxiliary modes.
- To enable them to learn correct use of punctuations in language writing.
- To enable them to attain accuracy in both writing and speaking skills.
- To enable students to write and speak standard language through use of phrasal verbs.



Learning Outcomes

- The students will be able to analyze various terms used in communication world.
- The process of preparation of drafting skills.
- Analyze information from communication world.

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Time Table for Add-on Course with effect from 16-12-2019 to 20-01-2020

Course: "Grammatical Skills" in Language Lab



Time → Days ↓	10:00 to 10:50	10:50 to 11:40	11:50 to 12:40	12:40 to 1:30	1:30 to 2:30	2:30 to 3:20	3:20 to 4:30	4:30 to 5:10	5:10 to 6:10
Mon					LUNCH BREAK				Grammatical Skills
Tue									
Wed									
Thu									
Fri									
Sat									

[Signature]
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[Signature]
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Principal: Smt. Geetha Badiger M.A., M.Phil.

List of Students Enrolled for Certificate Course

on

GRAMMATICAL SKILLS



Sl. No	Students Name	Class	Signature
1.	Aliya noor	B.A. VI Sem	Aliya noor
2.	Ahmedi Begum	B.A. VI Sem	Ahmedi begum
3.	Aisha Fathimka	B.A. VI Sem	Aisha Fathimka
4.	Anjali	B.A. VI Sem	Anjali
5.	Girija	B.A. VI Sem	Girija
6.	Hasliya Kousar	B.A. VI Sem	Hasliya Kousar
7.	Kousar Khanam.	B.A. VI Sem	Kousar
8.	M.M. Lavanya	B.A. VI Sem	M.M. Lavanya
9.	Madhuri	B.A. VI Sem	Madhuri
10.	Maheshwari. G.	B.A. VI Sem	Maheshwari
11.	Mamatha	B.A. VI Sem	Mamatha
12.	Muskan.	B.A. VI Sem	Muskan
13.	Nandini.k.	B.A. VI Sem	Nandini.k
14.	Nazmeen Farha	B.A. VI Sem	Nazmeen Farha
15.	Nazmeen Sultana	B.A. VI Sem	Nazmeen Sultana
16.	Nikhat Begum.	B.A. VI Sem	Nikhat
17.	Ruth	B.A. VI Sem	Ruth
18.	Sandhya	B.A. VI Sem	Sandhya
19.	Shamshad Begum	B.A. VI Sem	Shamshad begum
20.	Shashisekha	B.A. VI Sem	Shashisekha
21.	Shravani	B.A. VI Sem	Shravani
22.	Siddamma	B.A. VI Sem	Siddamma
23.	Syeda Bilqis Fathima	B.A. VI Sem	Syeda Bilqis
24.	Tasneem	B.A. VI Sem	Tasneem
25.	Tasneem Begum	B.A. VI Sem	Tasneem
26.	Vaseema Begum	B.A. VI Sem	Vaseema
27.	Shamshad. B.	B.A. VI Sem	Shamshad
28.	Annapurna.	B.A. VI Sem	Annapurna
29.	Rakshanda kausar.	B.A. VI Sem	Rakshanda
30.	Amatul Aleem Zainab.	B.A. VI Sem	Amatul Aleem

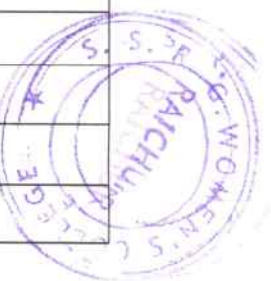
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Certificate Course on: GRAMMATICAL SKILLS

STUDENTS ATTENDANCE LIST

Sl. No	Students Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
1.	Aliya noor	P	P	P	P	P	P	P	P	P	P	P	P	A	A	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P
2.	Ahmedli Begum	P	P	A	P	P	P	P	P	P	P	P	P	A	A	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P
3.	Aisha Fathima	P	P	P	P	P	P	P	P	P	P	P	P	A	A	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P
4.	Amjali	P	P	P	A	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
5.	Geetha	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P
6.	Pradiya kousal	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
7.	Kousal khamar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
8.	n.m. Lavanya	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9.	Madhusi	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P
10.	maheshwari G	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
11.	mamatha	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12.	Muskan	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13.	Namini. K.	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14.	Nazmeen sathya	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
15.	Nihal Begum	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P
16.	Ratha	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P




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Report and Outcome Analysis of Add on Course on Grammatical Skills

2019-20

Name of the Course: Grammatical Skills

Name of the Department: English

Number of Students enrolled: 30

BOS Meeting Date: 03-12-2019

Start date of the Course: 16-12-2019

End date of the Course: 20-01-2020



The department of English has conducted an add-on course on "Grammatical Skills" for students from 16-12-2019 to 20-01-2020. The course dealt with the core aspects of grammar. It includes tenses, agreement between subject and verb, phrasal verbs, the use Modals and Auxiliary and usage of punctuation.

A total of 30 students enrolled in this course and have received good insights into the significance of theoretical concepts of basics grammar and its contextual usages. Beside, these core aspects enabled the students to tune their writing and speaking skills. The course wound up with final examination and distribution of certificate.

Outcome of the course

- The student learnt the various grammatical aspects and its accurate usage.
- Gained proficiency in framing accurate structure of sentence.
- The students development the ability of transferring their knowledge of structure into effective, concise and grammatically correct types of writing such as letters, essays & articles for journals and magazines.
- Helped them to correct common errors in conversation and discussion.
- The student learnt the correct usage of tenses and punctuation.
- Helped them refined, shaped and tuned their language skills and made them to understand form, meaning and use of words in particular context.

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This is to certify that Kum..... of

..... has completed the certificate course on "**GRAMMATICAL SKILLS**" Organized by Department of English,

Soma Subhadramma Raman Goud Women's College, Raichur, from 16-12-2019 to 17-01-2020.

Course convener

IQAC Coordinator

Principal

Anjali

B.A VIth Sem

DEPARTMENT OF ENGLISH

ADD-ON COURSE EXAMINATION IN GRAMMATICAL SKILLS

MCQ QUESTION PAPER

Duration: 1 Hour

Marks : 50

2x25=50

42
50
Open

I. Choose the correct answer from the given options.

- 1) The polices caught..... four thieves last night.
A. Catch B. Caught C. Catching D. Will catch 2
- 2) I was cooking..... food when he came in.
A. Cooking B. Cook C. Cooked D. do Cook 2
- 3) I certainly may help..... my colleague if I had been there.
A. Helped B. Would have helped 2
C. can help D. may help
- 4) It has been raining Since 9 0' clock.
A. Rains B. was raining 2
C. has been ranging D. Will rain
- 5) Stars twinkle..... In the sky at night.
A. Will twinkle B. twinkle 2
C. twinkle D. have been twinkling
- 6) Water evaporated on heating.
A. Evaporate B. Evaporates C. Evaporated 0 D. Is evaporating
- 7) Shantanu ate..... all the chocolates.
A. Ate B. Eating C. Eaten 2 D. Have eaten
- 8) Farmers ploughs..... the field. 2 0
A. Has ploughed B. ploughing C. ploughs D. plough
- 9) If I were..... you, I would not repeat that mistake. 2
A. Were B. Is C. had been D. are
- 10) I have been writing..... this book for last four year. 2
A. Write B. Writing C. have been writing D. has writing
- 11) You should put on the light on when you are not in the room. 20
A. Out B. On C. Up D. Off

- 12) He will put on in the hotel in the coming week. 2
 A. Out B. On C. Up D. Off
- 13) You should not put out the insult. 2
 A. Out B. On C. Up D. Up with
- 14) The meeting has been put off till tomorrow. 2
 A. Out B. Off C. Up D. On
- 15) Smoking and tobacco tell out our health. 2
 A. Out B. On C. Upon D. Off
- 16) We must hurry, up we are already late. 2
 A. Ough B. Must C. Need D. Used to
- 17) Candidates need not write their names on the answer-sheets. 2
 A. Must B. Used to C. Need D. Ought
- 18) Students must to obey their teachers. 2
 A. Ought B. Must C. Need D. Used
- 19) He does not dare to go against the wishes of this father. 2
 A. Dare B. Need C. Ought D. Must
- 20) I would arrived in time, if I had not lost my way. 2
 A. Would have B. Will have C. Would D. Could
- 21) You must put a space before every comma in a sentence. 2
 A. Before B. Around C. after D. before and after
- 22) What the punctuation mark indicating a question called? 2
 A. a question tag B. a question mark C. a question sign D. None
- 23) Which can be used to express strong feeling in written English? 2
~~A. an exclamation mark~~ B. a quotation mark
 C. a backslash D. a question mark
- 24) Quotation marks are put before & after the words being quoted. 2
 A. Before B. After C. before and after D. None
- 25) In British English, () are called "round brackets", but in American English they're often called. 2
 A. Round bracket B. oval brackets
 C. parentheses D. Square brackets

DEPARTMENT OF ENGLISH

ADD-ON COURSE EXAMINATION IN GRAMMATICAL SKILLS

MCQ QUESTION PAPER

Duration: 1 Hour

Marks : 50

2x25=50

40
50
92

I. Choose the correct answer from the given options.

- 1) The polices caught four thieves last night. ✓ 2
A. Catch B. Caught C. Catching D. Will catch
- 2) I was cooking food when he came in. ✓ 2
A. Cooking B. Cook C. Cooked D. do Cook
- 3) I certainly may help my colleague if I had been there. ✓ 2
A. Helped B. Would have helped
C. can help D. may help
- 4) It has been raining Since 9 0' clock. ✓ 2
A. Rains B. was raining
C. has been ranging D. Will rain
- 5) Stars twinkle In the sky at night. ✓ 2
A. Will twinkle B. twinkle
C. twinkle D. have been twinkling
- 6) Water evaporates on heating. ✓ 2
A. Evaporate B. Evaporates C. Evaporated D. Is evaporating
- 7) Shantanu eating all the chocolates. ✗ 0
A. Ate B. Eating C. Eaten D. Have eaten
- 8) Farmers has ploughed the field. ✗ 0
A. Has ploughed B. ploughing C. ploughs D. plough
- 9) If I were you, I would not repeat that mistake. ✓ 2
A. Were B. Is C. had been D. are
- 10) I have been writing this book for last four year. ✓ 2
A. Write B. Writing
C. have been writing D. has writing
- 11) You should put off the light on when you are not in the room. ✗ 0
A. Out B. On C. Up D. Off

- 12) He will put On in the hotel in the coming week. / 2
 A. Out B. On C. Up D. Off
- 13) You should not put up the insult. / 0
 A. Out B. On C. Up D. Up with
- 14) The meeting has been put off till tomorrow. / 2
 A. Out B. Off C. Up D. On
- 15) Smoking and tobacco tell out our health. / 2
 A. Out B. On C. Upon D. Off
- 16) We must..... hurry, up we are already late. / 2
 A. Ough B. Must C. Need D. Used to
- 17) Candidates need..... not write their names on the answer-sheets. / 2
 A. Must B. Used to C. Need D. Ought
- 18) Students need..... to obey their teachers. / 0
 A. Ought B. Must C. Need D. Used
- 19) He does not dare..... to go against the wishes of this father. / 2
 A. Dare B. Need C. Ought D. Must
- 20) I would..... arrived in time, if I had not lost my way. / 2
 A. Would have B. Will have C. Would D. Could
- 21) You must put a space before... every comma in a sentence. / 2
 A. Before B. Around C. after D. before and after
- 22) What the punctuation mark indicating a question called?
 A. a question tag ✓ B. a question mark C. a question sign D. None / 2
- 23) Which can be used to express strong feeling in written English?
 ✓ A. an exclamation mark B. a quotation mark / 2
 C. a backslash D. a question mark
- 24) Quotation marks are put before & after the words being quoted.
 A. Before B. After C. before and after D. None / 2
- 25) In British English, () are called "round brackets", but in American English they're often called.
 A. Round bracket ✓ B. oval brackets / 2
 C. parentheses D. Square brackets



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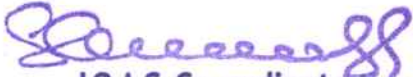
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