

Rayat Shikshan Sanstha's

D. P. Bhosale College, Koregaon

Department of English

Short Term Course (STC)

in

Soft Skills & Spoken English

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Rayat Shikshan Sanstha's

D. P. Bhosale College, Koregaon

Department of English

STC in Soft Skills & Spoken English

11th To 18th October, 2021

Brief Report

English is a window to the world. As India is a country having unity in diversity, it English that unites the Indian people. The Department of English designed syllabus and conducted Short Term Course in Soft Skills & Spoken English with the following objectives:

- To introduce students with skills of spoken English and improve their speech competency
- To increase the confidence level of students in the use of English language for various purposes
- To train the students for formation of grammatically correct sentences
- To prepare students for competitive exams and face interviews successfully
- To inculcate soft skills among the students

The Board of Studies (BoS) of this course included the in-house as well as outside faculty. Dr. G. V. Jadhav from D. G. College of Commerce (Autonomous College), Satara and Mr. V. V. Ghadage from S. J. Arts & Commerce College, Wagholi designed the topics such as Soft Skills, Goal Setting and English for General Purposes, English for Specific Purposes respectively. The remaining units of the syllabi are designed by the in-house faculty i.e. Dr. B. S. Lokde, Dr. S. G. Saykar, Mr. S. U. Kasgawade, and Mr. R. T. Wadate.


The fast spread of COVID 19 in the academic year 2020-21 enforced the department to organize the course through online mode of teaching - learning. Accordingly, the course programme was prepared from 11th October to 18th October, 2021. The course was inaugurated on 11th October, 2021 by the scholarly

talk of Dr. Dnyandeo Kale who is the Head, at Department of English, Amdar Shashikant Shinde Mahavidyalaya, Medha. As per the schedule of the course, the Soft-Skill Trainer Dr. Sunil Fulsawange from Dr. Annasaheb Shinde College of Agricultural Engineering & Technology, Mahatma Phule Krushi Vidyapeeth, Rahuri instructed students on the topic Soft Skills in Group Discussion. The another Resource Person Mr. H. D. Aiwale from D. G. College of Commerce (Autonomous College), Satara introduced students with Soft Skills in Spoken English. The in-house faculty Dr. B. S. Lokde, Mrs. S. P. Mane, Mr. R. T. Wadate, Mr. S. U. Kasgawade and Mr. P. S. Kamble completed the portion of the syllabus conducting online lectures from 11th October to 16th October, 2021. The teaching of the course was finished with the valedictory talk of the Soft Skill Trainer Dr. Gulab Pathan, Head, Department of Sociology, Poona College of Arts, Science & Commerce, Pune. The online exam of the course was conducted on 18th October, 2021 in which 14 students appeared and passed successfully. Each student was provided with the e-Certificate after scoring expected marks in the examination.

The course was run smoothly and effectively with the special guidance of Prin. Dr. V. S. Sawant and the time-bound cooperation of the faculty from Department of English, D. P. Bhosale College, Koregaon. Special ICT assistance was provided by Mr. Ketan Jadhav, Head, Department of Computer Application, D. P. Bhosale College, Koregaon.


Head
Department of English
D. P. Bhosale College, Koregaon




Principal,
D. P. Bhosale College,
Koregaon.

Rayat Shikshan Sanstha
D.P.Bhosale College Koregaon

Tal-Koregaon Dist-Satara



Students Information (Roll Call List) - 2020-21 - B.A.-III

| Sr.NO | Roll No. | Students Name | Sex | Address | Email | Mo No |
|-------|----------|--------------------------|-----|------------|----------------------------------|------------|
| | | | | | | |
| | | English | | | | |
| 1 | 4201 | Bhosale Soham Manohar | M | Shaupuri | bhosalesoham2000@gmail.com | 9689642941 |
| 2 | 4202 | Chavan Sourabh Sambhaji | M | Nagewadi | so.rabhchavan0303@gmail.com | 7420830015 |
| 3 | 4203 | Inamdar Simran Sikandar | F | Kumthe | simran2004inamdar@gmail.com | 8805528837 |
| 4 | 4204 | Jadhav Pranjali Pravin | F | Khirkhandi | pranjali08jadhav@gmail.com | 8407975434 |
| 5 | 4205 | Kamble Sayali Balkrishna | F | Koregaon | | 7387146295 |
| 6 | 4206 | Khanderao Sagar Rutuja | F | Koregaon | rutujasagar@gmail.com | 7841994806 |
| 7 | 4207 | Machindra Rushikesh | M | Koregaon | rushikeshmochindar0608@gmail.com | 7721830026 |
| 8 | 4208 | Mane Vishal Pratap | M | Bhose | 9604064254v@gmail.com | 9604064254 |
| 9 | 4209 | More Suvidya Suresh | F | Koregaon | suvidyamore96@gmail.com | 8308267121 |
| 10 | 4210 | Pawar Kunal Vijay | M | Arvi | pawarkunalarvi10@gmail.com | 9156581149 |
| 11 | 4211 | Sankpal Rutuja Subhash | F | Sheliti | rutuja25sankpal@gmail.com | 7057672175 |
| 12 | 4212 | Sankpal Vishakha Anand | F | Shelti | vishankpal16@gmail.com | 9689492546 |
| 13 | 4213 | Jadhav Aniket Anandrao | M | Chimangaon | | 7038407771 |
| 14 | 4214 | Jadhav Narrendra Sunil | M | Chimangaon | narandrajadhav0101@gmail.com | 7776094780 |


Head
Department of English
D. P. Bhosale College, Koregaon


Principal,
D. P. Bhosale College,
Koregaon.



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D. P. Bhosale College, Koregaon

Department of English

STC in Soft Skills & Spoken English

Syllabus

Objectives:

- To introduce students with skills of spoken English and improve their speech competency
- To increase the confidence level of students in the use of English language for various purposes
- To train the students for formation of grammatically correct sentences
- To prepare students for competitive exams and face interviews successfully
- To inculcate soft skills among the students

Outcomes:

- The students are able to communicate in English at ease
- Confidence level of students is increased to hold dialogue in English
- Students are able to construct grammatically correct sentences
- Students are ready to face interviews
- Students use soft skills while communicating with others in English

Syllabus Topics:

1. English for General Purposes
2. English for Specific Purposes
3. Interview Techniques
4. Group Discussion
5. Use of Tenses
6. English Verbs: Auxiliary Verbs, Regular & Irregular Verbs
7. Identification & Use of Prepositions
8. Active & Passive Voice
9. Soft Skills
10. Goal Setting

Evaluation Method:

Theory exam of 50 Marks will be conducted. 5 MCQs are to be set on each topic of the syllabus.


Head

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Department of English

STC in Soft Skills & Spoken English


Course Particulars

1. **Eligibility** : Appearing Students of B. A. III / HSC Pass
2. **Duration of Course** : 3 Months
3. **No. of Students** : 12
4. **Pattern of Exam** : **Written Exam** (50 Marks)
5. **Faculty** : 1. Dr. B. S. Lokde
2. Dr. S. G. Saykar
3. Mr. P. S. Kamble
4. Mr. S. U. Kasgawade
5. Mr. R. T. Wadate
6. **Coordinator** : **Dr. B. S. Lokde**

Head, Department of English

D. P. Bhosale College, Koregaon


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D. P. Bhosale College, Koregaon

Department of English

STC in Soft Skills & Spoken English

Syllabus Designers 2020-21

| Sr. No. | Name of the Teacher | Name of the College | Topics Designed |
|---------|---------------------|--|---|
| 1 | Dr. G. V. Jadhav | D. G. College of Commerce | Soft Skills Goal Setting |
| 2 | Mr. Ghadage V. V. | S. J. Arts & Commerce College, Wagholi | English for General Purposes English for Specific Purposes |
| 3 | Dr. B. S. Lokde | D. P. Bhosale College, Koregaon | Interview Techniques Group Discussion |
| 4 | Dr. S. G. Saykar | D. P. Bhosale College, Koregaon | Active & Passive Voice Identification & Use of Prepositions |
| 5 | Mr. S. U. Kasgawade | D. P. Bhosale College, Koregaon | English Verbs: Auxiliary Verbs, Regular & Irregular Verbs |
| 6 | Mr. R. T. Wadate | D. P. Bhosale College, Koregaon | Use of Tenses |


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D. P. Bhosale College, Koregaon

Department of English

STC in Soft Skills & Spoken English

Schedule of the Course

| Sr. No. | Day & Date | Time | Teacher in Charge | Topic |
|---------|---|-----------------|----------------------|--------------------------------------|
| 1 | Monday 11 th Oct. 2021 | 5.00 to 6.00 pm | Dr. Dnyandeo Kale | Inaugural Talk |
| | | 6.00 to 7.00 pm | Mrs. S. P. Mane | English for General Purposes |
| 2 | Tuesday 12 th Oct. 2021 | 5.00 to 6.00 pm | Mrs. S. P. Mane | English for Specific Purposes |
| | | 6.00 to 7.00 pm | Mr. R. T. Wadate | Use of Tenses |
| 3 | Wednesday 13 th Oct. 2021 | 5.00 to 6.00 pm | Mr. R. T. Wadate | Active & Passive Voice |
| | | 6.00 to 7.00 pm | Mr. S. U. Kasgawade | Auxiliary Verbs |
| 4 | Thursday 14 th Oct. 2021 | 5.00 to 6.00 pm | Mr. S. U. Kasgawade | Regular & Irregular Verbs |
| | | 6.00 to 7.00 pm | Dr. B. S. Lokde | Identification & Use of Prepositions |
| 5 | Friday 15 th Oct. 2021 | 5.00 to 6.00 pm | Mr. H. D. Aiwale | Soft Skills |
| | | 6.00 to 7.00 pm | Dr. S. U. Fulsawange | Group Discussion |
| 6 | Saturday 16 th Oct. 2021 | 5.00 to 6.00 pm | Mr. P. S. Kamble | Interview Techniques |
| | | 6.00 to 7.00 pm | Dr. Gulab Pathan | Valedictory Talk: Goal Setting |
| 7 | Monday 18 th Oct. 2021 | 5.30 to 6.30 pm | Online Examination | |


Head

Department of English
D. P. Bhosale College, Koregaon





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Inaugural Function of STC in Soft Skills & Spoken English

Monday, October 11 · 5:00 – 7:00pm

Google Meet joining info

Video call link: <https://meet.google.com/nsg-cmgm-xtd>

Lectures of STC in Soft Skills & Spoken English

Wednesday, October 13 · 5:00 – 7:00pm

Google Meet joining info

Video call link: <https://meet.google.com/mam-rxwk-rpd>

Lectures of STC in Soft Skills & Spoken English

Thursday, October 14 · 5:00 – 7:00pm

Google Meet joining info

Video call link: <https://meet.google.com/hwq-uzat-pjv>

Lectures of STC in Soft Skills & Spoken English

Friday, October 15 · 5:00 – 7:00pm

Google Meet joining info

Video call link: <https://meet.google.com/ert-vspx-mvs>


Valedictory Function of STC in Soft Skills & Spoken English

Saturday, October 16 · 6:00 – 7:00pm

Google Meet joining info

Video call link: <https://meet.google.com/yxx-rcbg-qfb>


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Department of English

STC in Soft Skills & Spoken English

Notice

Date: 09/10/2021

The students are hereby informed that the Department of English has planned to conduct the online lectures of the Short Term Course in Soft Skills & Spoken English during the pandemic situation of COVID 19. The lectures of this course will start from 11th October, 2021 through Google Meet. The link will be shared everyday one hour before commencement of the lecture. All the students are expected to attend these lectures. Attendance is compulsory to appear the final exam of the course.


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Department of English

STC in Soft Skills & Spoken English


Notice

Date: 11/10/2021

The students are hereby informed that the Department of English has planned to organize **Online Inaugural Function** of the **Short Term Course in Soft Skills & Spoken English** on **Monday, 11th October, 2021** at 5.00 pm through Google Meet. All the students are instructed to join the function with the link <https://meet.google.com/nsg-cmgm-xtd>. Attendance is compulsory to appear the final exam of the course.


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Department of English

STC IN SOFT SKILLS & SPOKEN ENGLISH

Inaugural Function

Monday, 11th October, 2021 Time: 5:00 pm

Table Programme

❖ **Introduction : Mrs. S. P. Mane**

Faculty, Department of English
D. P. Bhosale College, Koregaon

❖ **Chief Guest : Dr. Dnyandeo Kale**

Head, Department of English
Amdar Shashikant Shinde Mahavidyalay,
Medha, Tal. Jawali, Dist. Satara

❖ **Chairperson : Dr. Bhagwan Lokde**

Head, Department of English
D. P. Bhosale College, Koregaon

❖ **Vote of Thanks : Mr. Sudarshan Kasgawade**

Department of English
D. P. Bhosale College, Koregaon

Estd: 1968



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Tal. Koregaon, Dist.- Satara, 415 501, Maharashtra (India)

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Arts, Commerce, Science, BCA, B.Voc. (Sust. Agri.)

NAAC Reaccredited: 'A' Grade with CGPA 3.12

ISO 9001: 2015 Certified

Affiliated : Shivaji University, Kolhapur * Uni. Affil. No. UKF/7569/11529-y

* Jr. College Index No. J21.05.001

Principal, Dr. Vijaysinh S. Sawant M.Sc. Ph.D.

Ref. No. : 449/2021-22

Date : 11/10/2021

Letter of Invitation

To

Dr. Dnyandeo Kale,

Head, Department of English

Amdar Shashikant Shinde Mahavidyalay, Medha

Tal. Jawali, Dist. Satara

Dear Sir,

It gives us pleasure to let you know that Department of English proposes to organize **Online Inaugural Function of Short Term Course in Soft Skills and Spoken English** for B. A. III students. The function is scheduled on **Monday, 11th October, 2021**. We wish to invite you as a Chief Guest of the event. You are expected to join the event with the link <https://meet.google.com/nsg-cmgm-xtd> by 5.00 pm on the same day.

Your expertise in this area and gracious presence will definitely be beneficial for our students.

Thank you.


Head

Department of English
D. P. Bhosale College, Koregaon



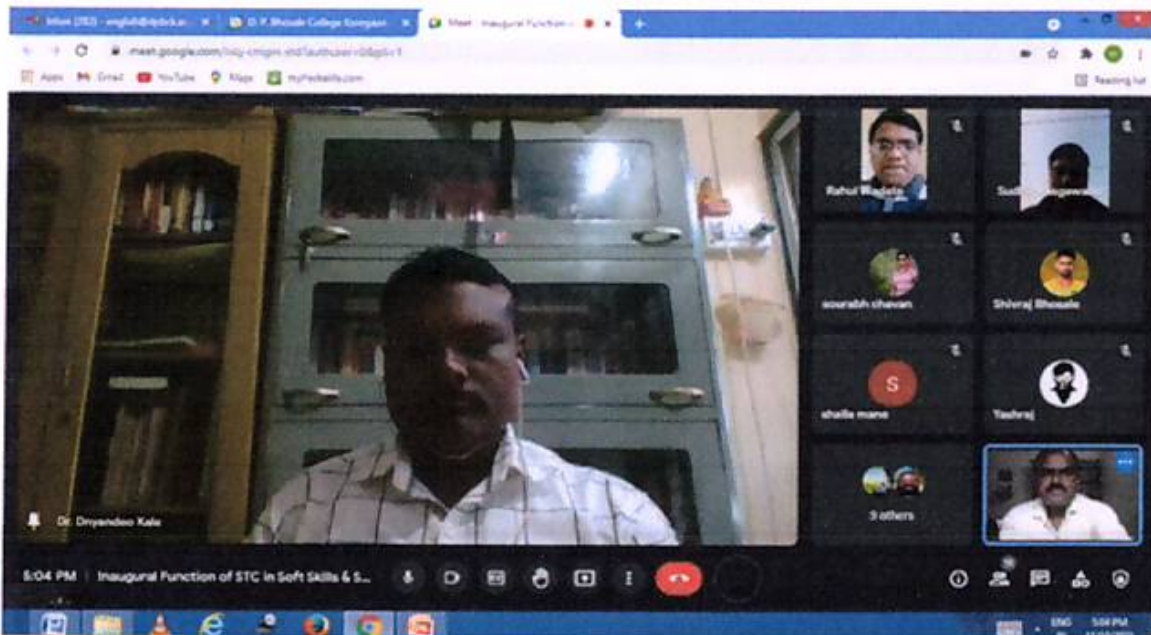
Principal,
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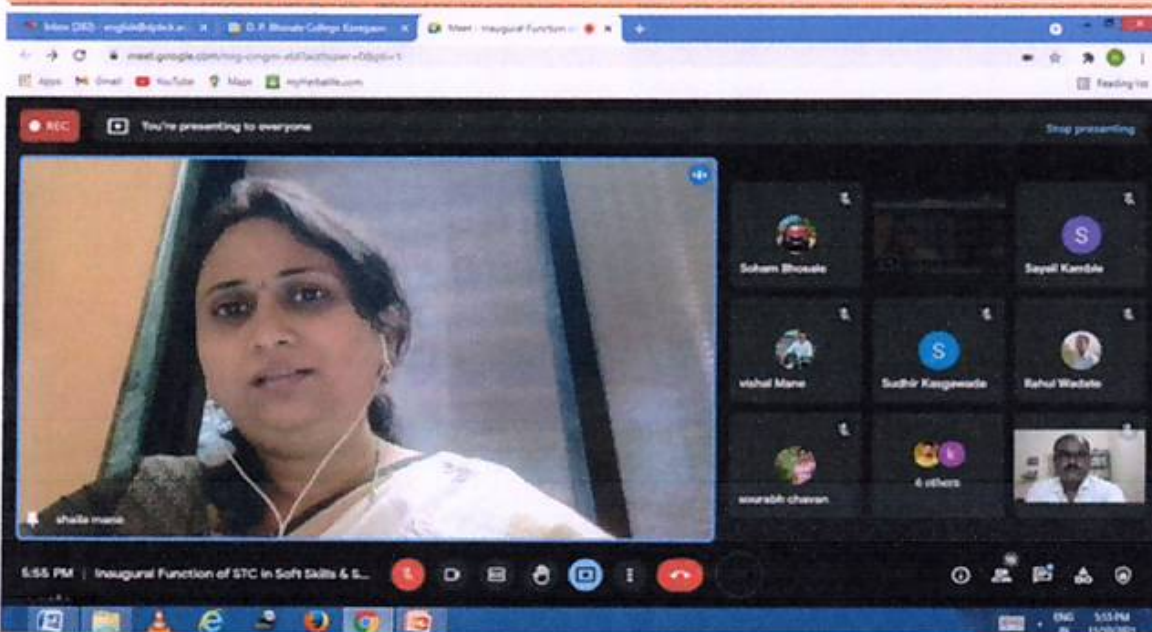
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Department of English

STC in Soft Skills & Spoken English

11th To 18th October, 2021



11th October, 2021: Inaugural Talk by Dr. Dnyandeo Kale



11th October, 2021: Lecture by Mrs. S. P. Mane on English for General Purposes

S. P. Mane
Head

Department of English
D. P. Bhosale College, Koregaon

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Principal, Dr. Vijaysinh S. Sawant M.Sc. Ph.D.

Ref. No. : 425/21-22

Date : 12/10/2021

Letter of Appreciation

To

Dr. Dnyandeo Kale,

Head, Department of English

Amdar Shashikant Shinde Mahavidyalay, Medha,

Tal. Jawali, Dist. Satara

Dear Sir,

It's a matter of great pleasure to put on record our sincere thanks towards you for being virtually present as a Chief Guest for **Online Inaugural Function of Short Term Course in Soft Skills and Spoken English** organized by Department of English on **Monday, 11th October, 2021**. We are very grateful to you for your gracious presence and valuable guidance to our students. We expect same rapport and cooperation in the future also.

Thank you.

Head
Department of English
D. P. Bhosale College, Koregaon



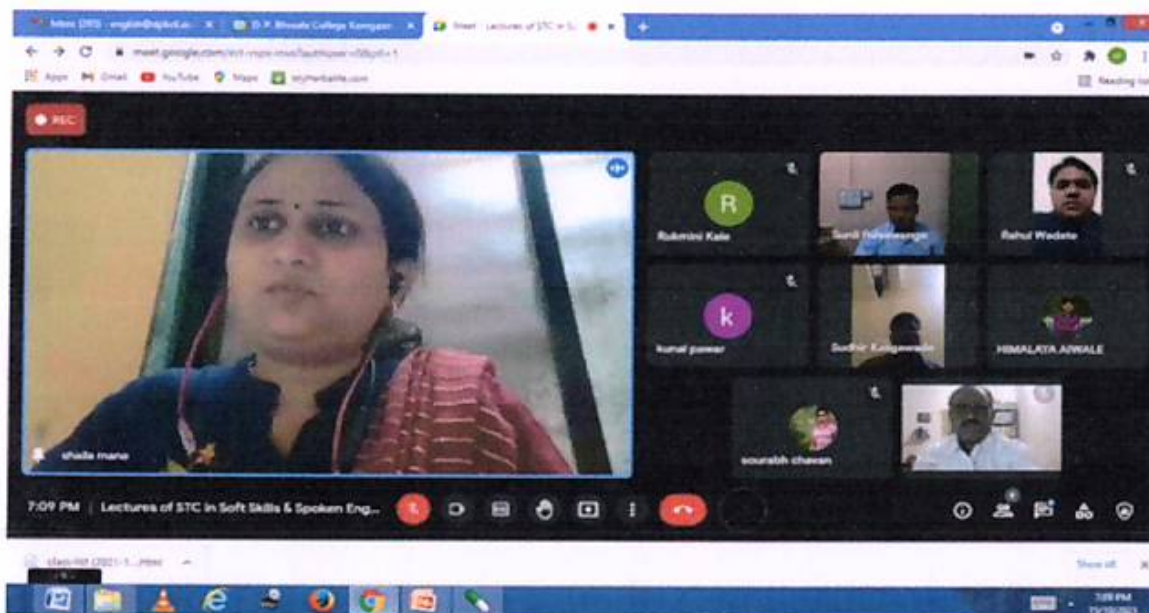
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Koregaon.



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Department of English

STC in Soft Skills & Spoken English

11th To 18th October, 2021



12th October, 2021: Lecture by Mrs. S. P. Mane on English for Specific Purposes



12th October, 2021: Lecture by Mr. R. T. Wadate on Use of Tenses

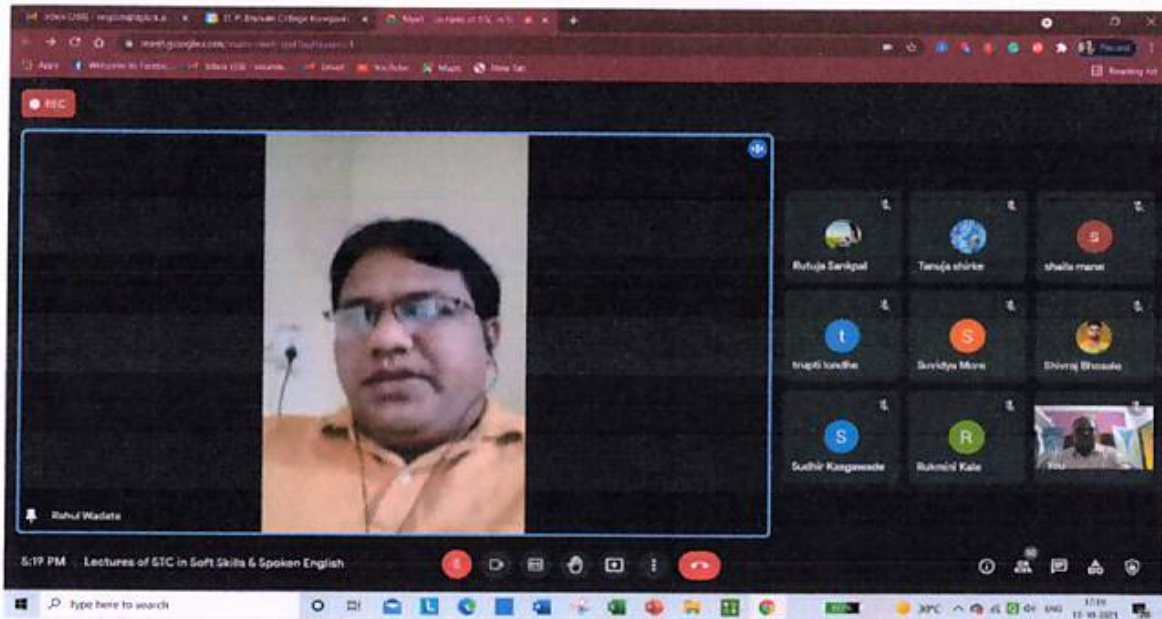
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Head
Department of English
D. P. Bhosale College, Koregaon



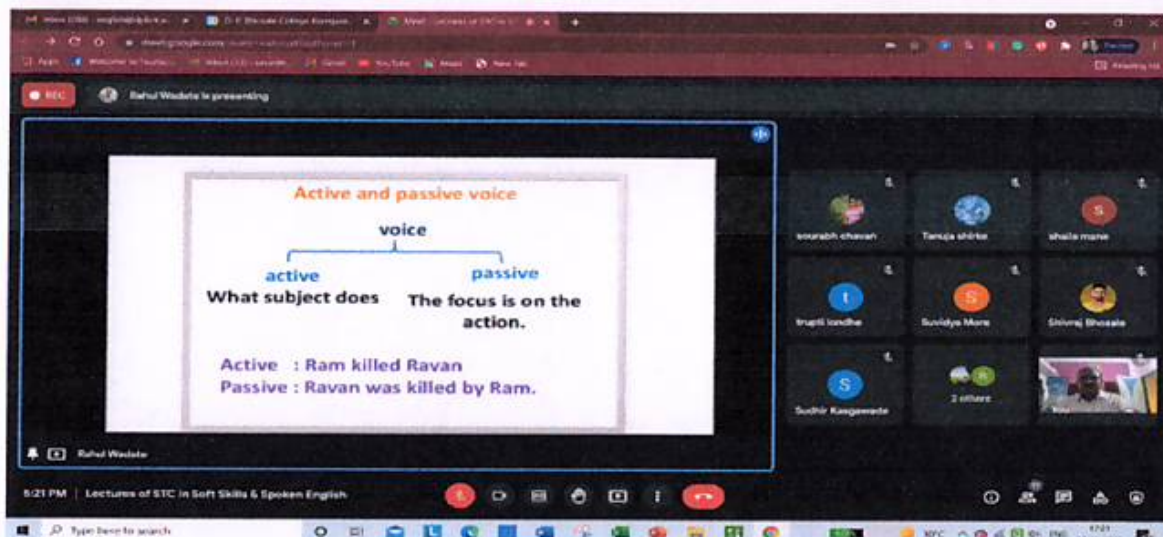
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Department of English

STC in Soft Skills & Spoken English

11th To 18th October, 2021



13th October, 2021: Lecture by Mr. R. T. Wadate on Active & Passive



R. T. Wadate
Head
Department of English
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Estd: 1968



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Principal, Dr. Vijaysinh S. Sawant M.Sc. Ph.D.

Ref. No. : 464 / 2021-22

Date : 14/10/2021

Letter of Invitation

To

Mr. H. D. Aiwale,

Faculty, Department of English

D. G. College of Commerce,

(Autonomous College), Satara

Dear Sir,

It gives us pleasure to let you know that Department of English proposes to organize **Online Lectures of Short Term Course in Soft Skills and Spoken English** for B. A. III students from Monday, 11th October, 2021 to Saturday, 16th October, 2021. We wish to invite you as a **Resource Person** on the topic **Soft Skills** on **Friday, 15th October, 2021** at **6 pm**. You are requested to join with the Google Meet Video call link: <https://meet.google.com/ert-vspix-mvs> by 6.00 pm on the same day.

Your expertise in this area and gracious presence will definitely be beneficial for our students.

Thank you.


Head
Department of English
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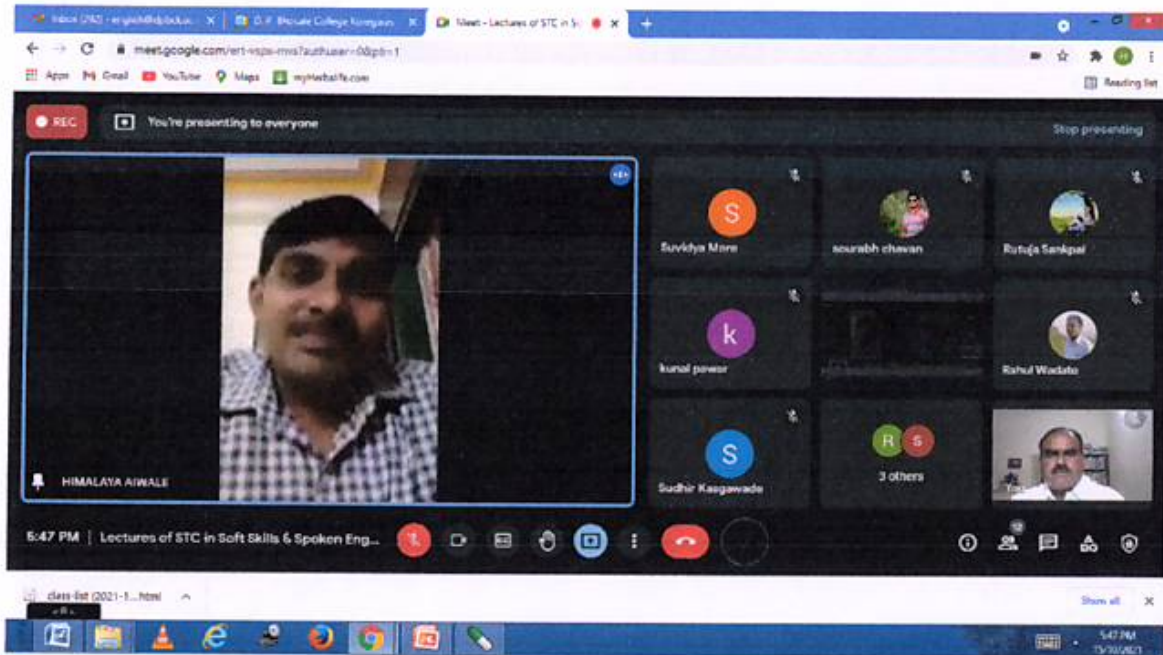


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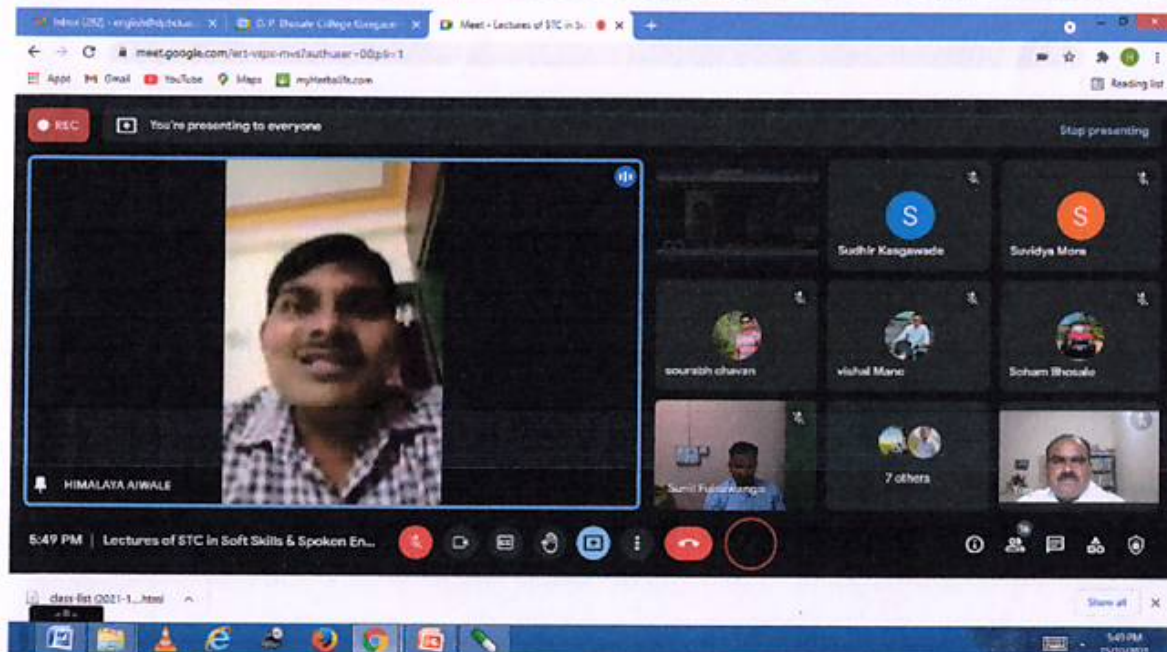
Department of English

STC in Soft Skills & Spoken English

11th To 18th October, 2021



15th October, 2021: Lecture by Mr. H. D. Aiwale on Soft Skills



H. D. Aiwale
Head

Department of English
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* Jr. College Index No. J21.05.001

Principal, Dr. Vijaysinh S. Sawant M.Sc. Ph.D.

Ref. No. : 489/2021-22

Date : 16/10/2021

Letter of Appreciation

To

Mr. H. D. Aiwale,

Faculty, Department of English

D. G. College of Commerce,

(Autonomous College), Satara

Dear Sir,


It's a matter of great pleasure to put on record our sincere thanks towards you for being virtually present as a **Resource Person** on the topic **Soft Skills** in the online lecture series of **Short Term Course in Soft Skills and Spoken English** organized by Department of English on **Friday, 15th October, 2021**. We are very grateful to you for your gracious presence and valuable guidance to our students. We expect same rapport and cooperation in the future also.

Thank you.


Head

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* Jr. College Index No. J21.05.001

Principal, Dr. Vijaysinh S. Sawant M.Sc. Ph.D.

Ref. No. : 463/2021-22

Date : 14/10/2021

Letter of Invitation

To

Dr. Sunil U. Fulsawange,

Assistant Professor of English,

Dr. Annasaheb Shinde College of Agri. Engineering & Technology,

Mahatma Phule Krushi Vidyapeeth, Rahuri

Dear Sir,


It gives us pleasure to let you know that Department of English proposes to organize **Online Lectures of Short Term Course in Soft Skills and Spoken English** for B. A. III students from Monday, 11th October, 2021 to Saturday, 16th October, 2021. We wish to invite you as a **Resource Person** on the topic **Group Discussion on Friday, 15th October, 2021** at 6 pm. You are requested to join with the Google Meet Video call link: <https://meet.google.com/ert-vspj-mvs> by 6.00 pm on the same day.

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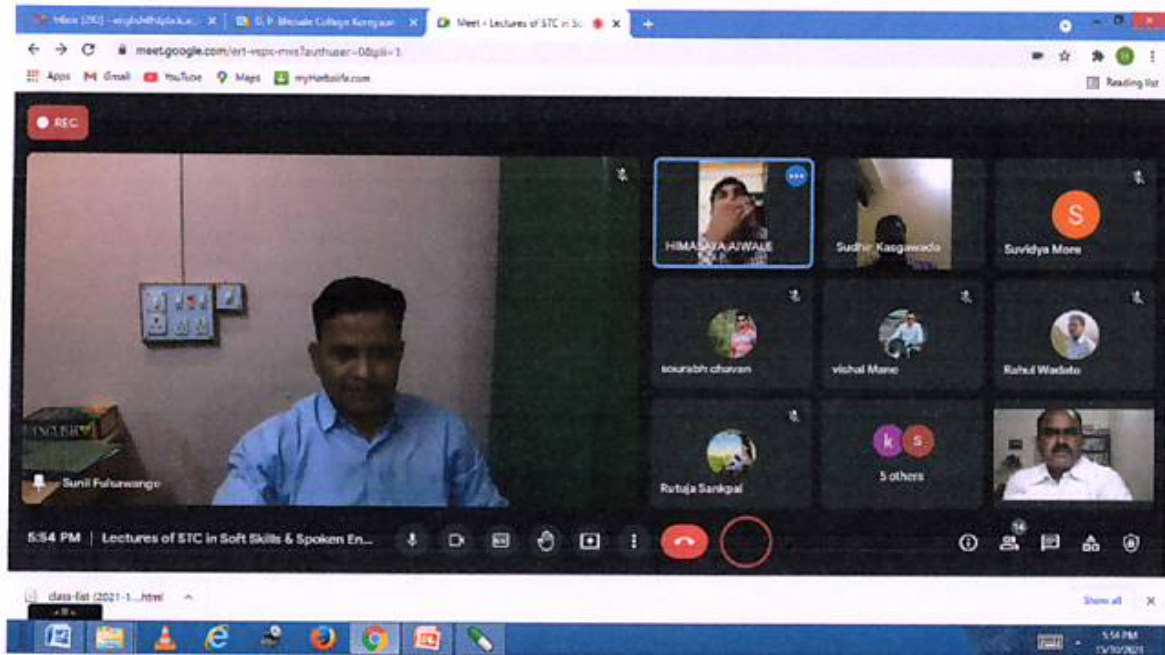


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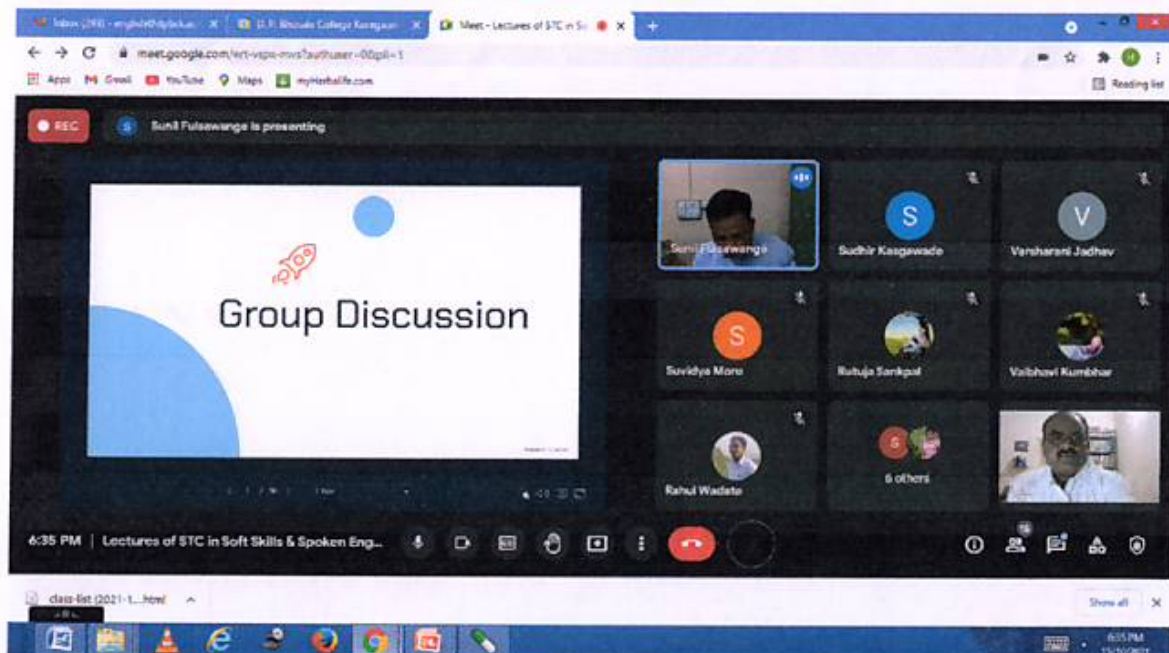
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11th To 18th October, 2021



15th October, 2021: Lecture by Dr. S. U. Fulsawange on Group Discussion



S. U. Fulsawange
Head

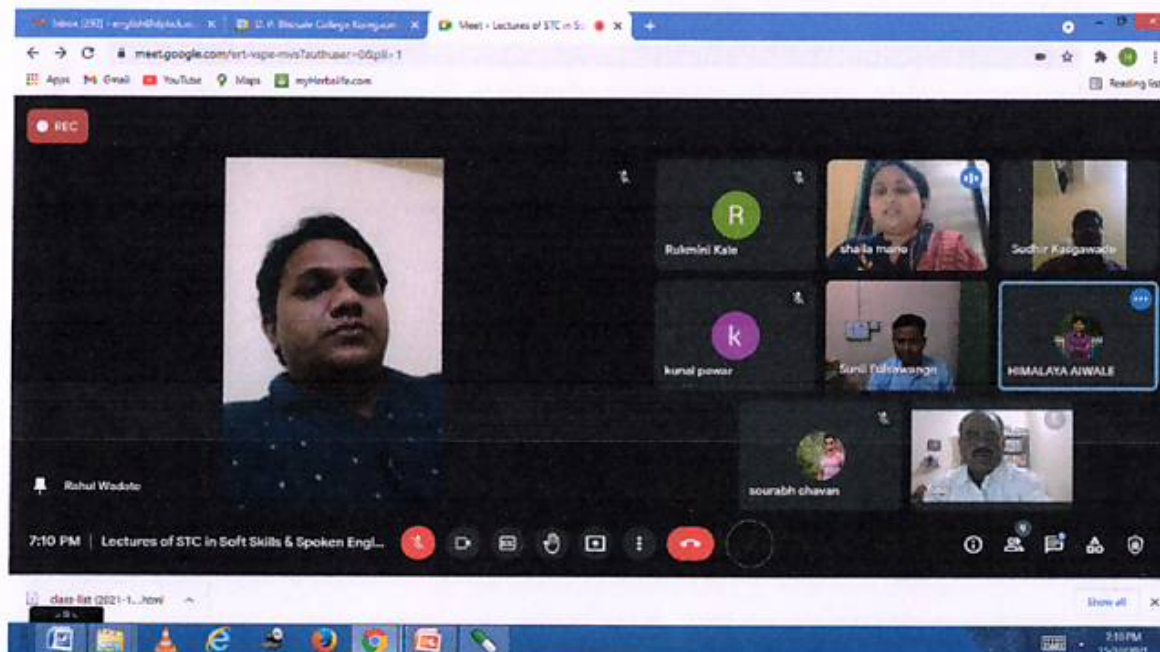
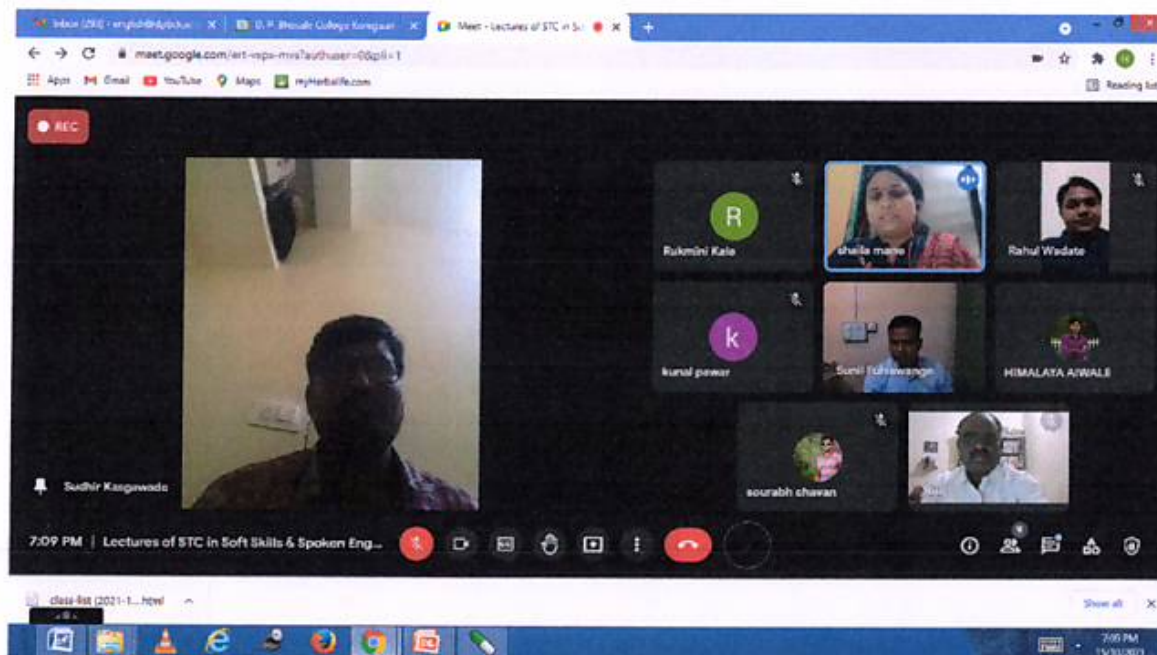
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STC in Soft Skills & Spoken English

11th To 18th October, 2021



Rahul Wadate
Head

Department of English
D. P. Bhosale College, Koregaon

Estd: 1968



"Education through self-help is our motto" – Karmaveer
Rayat Shikshan Sanstha's,

D.P. Bhosale College, Koregaon

Tal. Koregaon, Dist.- Satara, 415 501, Maharashtra (India)

☎ (02163) 220219 Email- dpbckoregaon@gmail.com Website - www.dpbck.in

Arts, Commerce, Science, BCA, B.Voc. (Sust. Agri.)

NAAC Reaccredited: 'A' Grade with CGPA 3.12

ISO 9001: 2015 Certified

Affiliated : Shivaji University, Kolhapur * Uni. Affil. No. UKF/7569/11529-y

* Jr. College Index No. J21.05.001

Principal, Dr. Vijaysinh S. Sawant M.Sc. Ph.D.

Ref. No. :

Date : / /20

Letter of Appreciation

Dr. Sunil U. Fulsawange,

Assistant Professor of English,

Dr. Annasaheb Shinde College of Agri. Engineering & Technology,

Mahatma Phule Krushi Vidyapeeth, Rahuri

Dear Sir,

It's a matter of great pleasure to put on record our sincere thanks towards you for being virtually present as a **Resource Person** on the topic **Group Discussion** in the online lecture series of **Short Term Course in Soft Skills and Spoken English** organized by Department of English on **Friday, 15th October, 2021**. We are very grateful to you for your gracious presence and valuable guidance to our students. We expect same rapport and cooperation in the future also.

Thank you.


Head
Department of English
D. P. Bhosale College, Koregaon

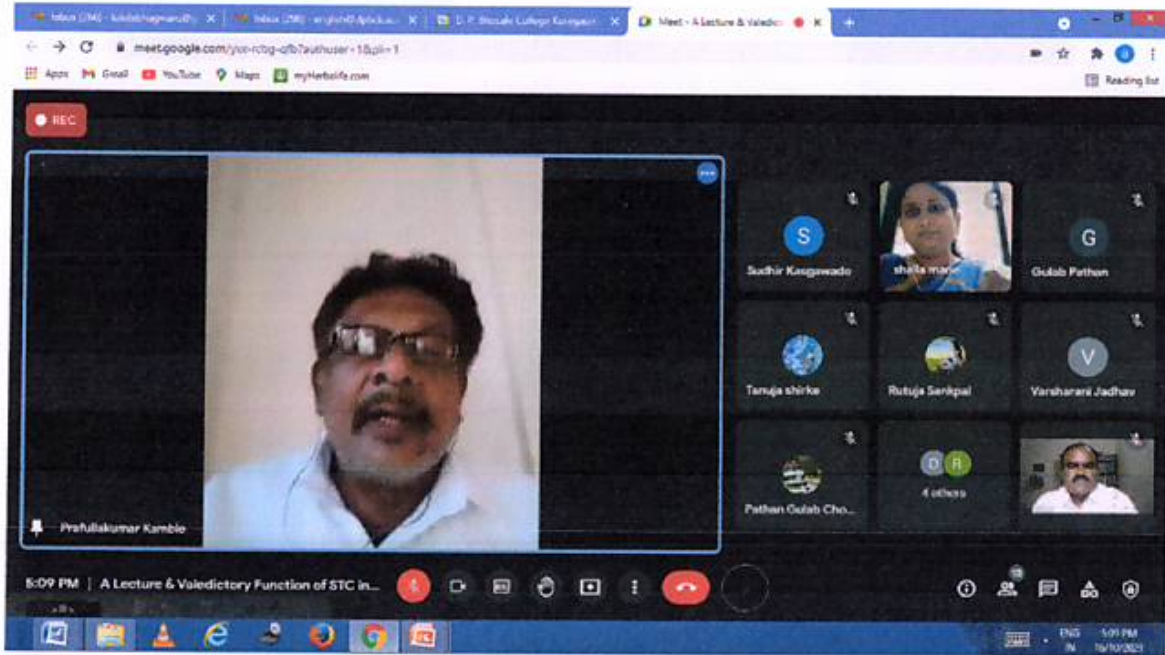



PRINCIPAL,
D. P. Bhosale College,
Koregaon.

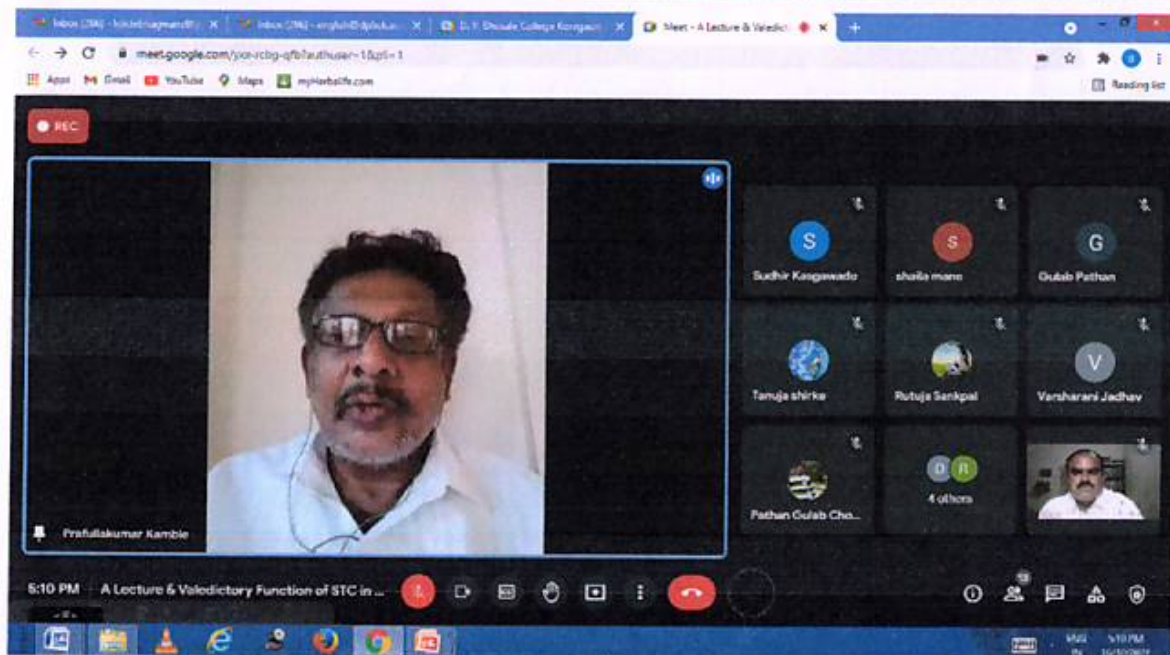
Rayat Shikshan Sanstha's
D. P. Bhosale College, Koregaon
Department of English

STC in Soft Skills & Spoken English

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16th October, 2021: Lecture by Mr. P. S. Kamble on Interview Techniques

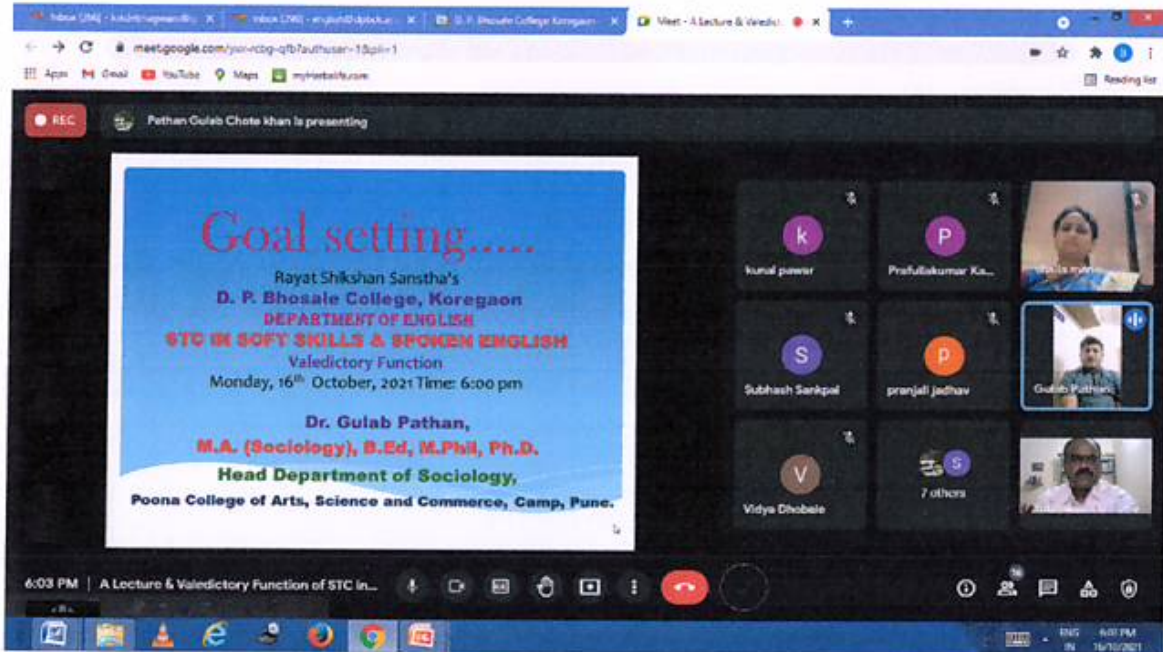


(Signature)
Head
Department of English
D. P. Bhosale College, Koregaon

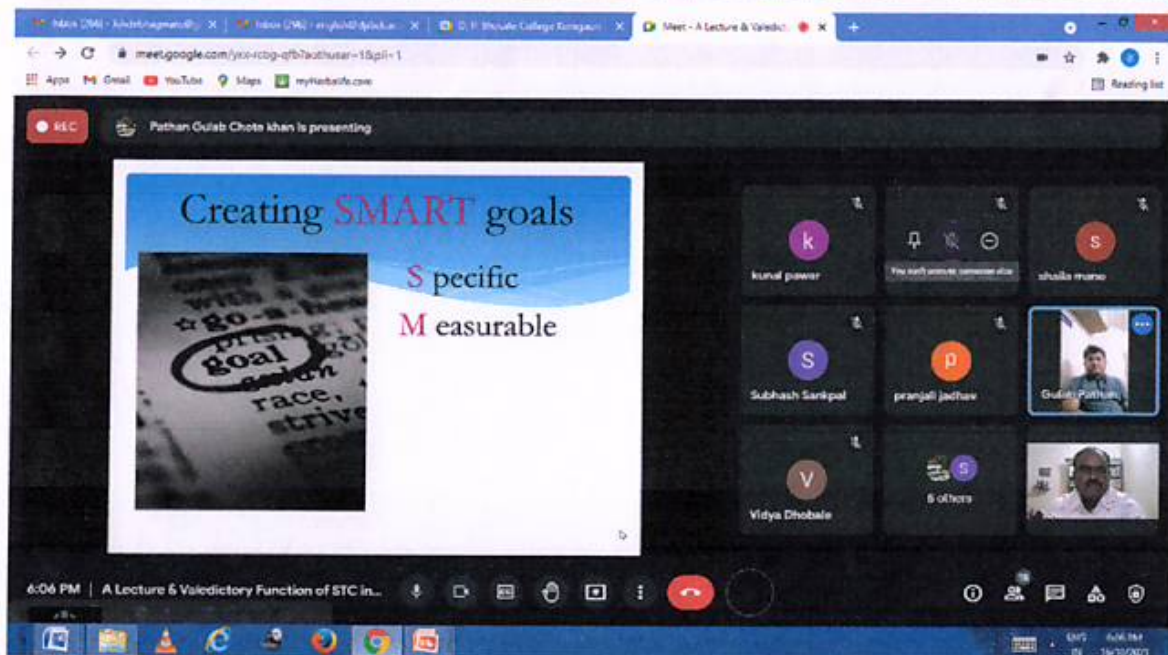
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16th October, 2021: Lecture by Dr. Gulab Pathan on Goal Setting

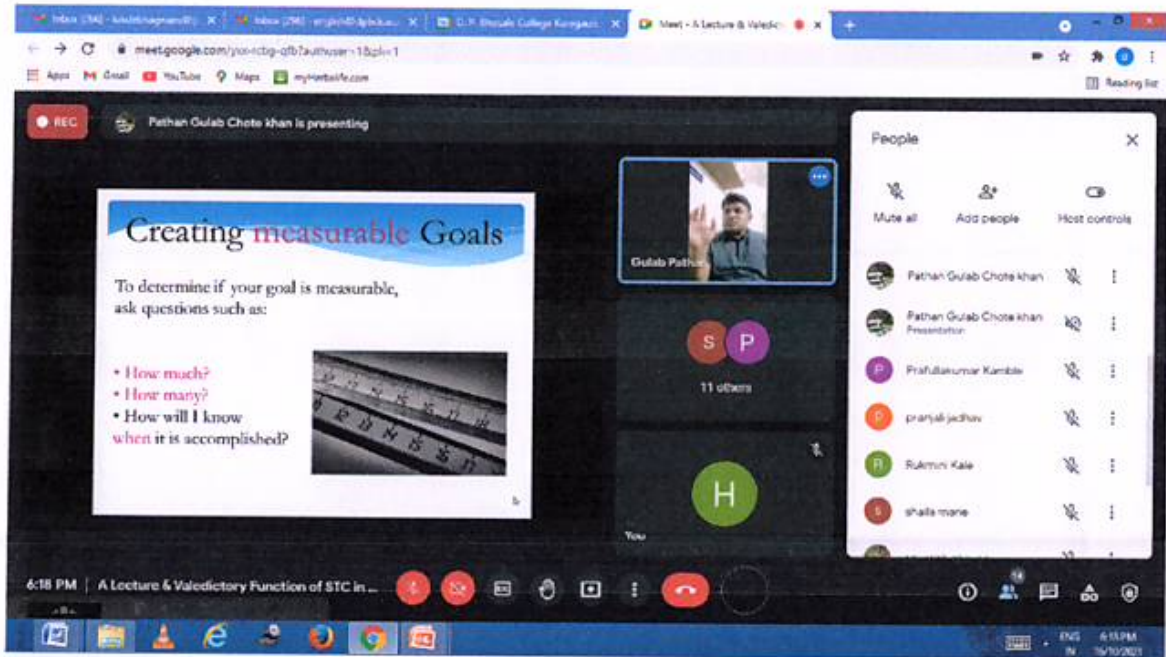



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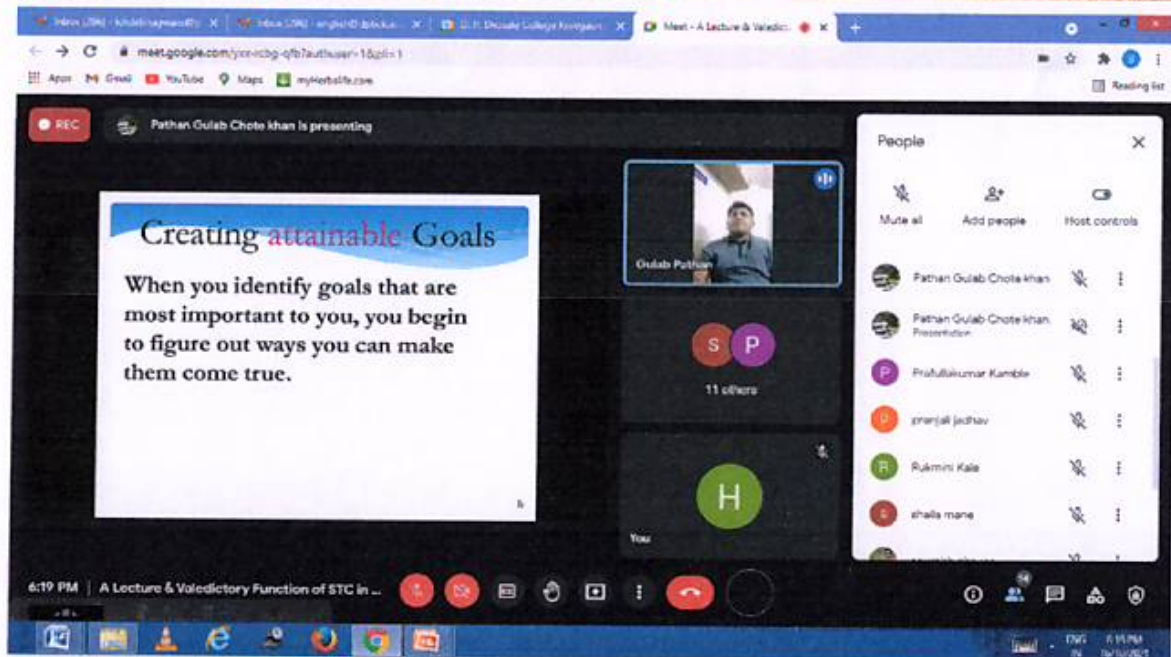
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Department of English

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16th October, 2021: Lecture by Dr. Gulab Pathan on Goal Setting




Head
Department of English
D. P. Bhosale College, Koregaon

Rayat Shikshan Sanstha's

D. P. Bhosale College, Koregaon

Department of English

STC IN SOFT SKILLS & SPOKEN ENGLISH

Valedictory Function

Monday, 16th October, 2021 Time: 6:00 pm

Table Programme

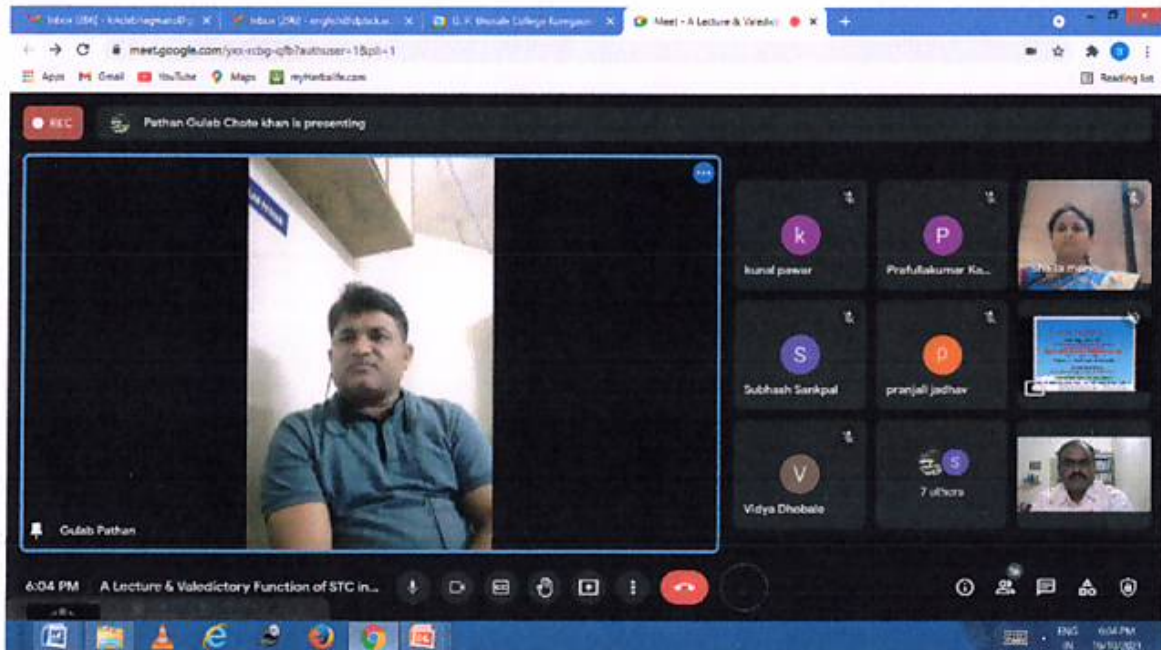
- ❖ **Introduction : Mr. Sudarshan Kasgawade**
Faculty, Department of English
D. P. Bhosale College, Koregaon
- ❖ **Chief Guest : Dr. Gulab Pathan**
Head, Department of Sociology,
Poona College of Arts, Science & Commerce,
Pune
- ❖ **Chairperson : Dr. Bhagwan Lokde**
Head, Department of English
D. P. Bhosale College, Koregaon
- ❖ **Vote of Thanks : Mr. Prafullakumar Kamble**
Department of English
D. P. Bhosale College, Koregaon
- ❖ **Announcement : Mrs. S. P. Mane**
Department of English
D. P. Bhosale College, Koregaon



Rayat Shikshan Sanstha's
D. P. Bhosale College, Koregaon
Department of English

STC in Soft Skills & Spoken English

11th To 18th October, 2021



16th October, 2021: Valedictory Function



Gulab Pathan
Head

Department of English
D. P. Bhosale College, Koregaon

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Principal, Dr. Vijaysinh S. Sawant M.Sc. Ph.D.

Ref. No. : 510 / 2021 - 22

Date : 22 / 10 / 2021

Letter of Appreciation

To

Dr. Gulab Pathan,

Head, Department of Sociology,

Poona College of Arts, Science & Commerce,

Pune

Dear Sir,

It's a matter of great pleasure to put on record our sincere thanks towards you for being virtually present as a Chief Guest for **Online Valedictory Function of Short Term Course in Soft Skills and Spoken English** organized by Department of English on **Saturday, 16th October, 2021**. We are very grateful to you for your gracious presence and valuable guidance on the topic '**Goal Setting**' to our students. We expect same rapport and cooperation in the future also.

Thank you.


Head

Department of English
D. P. Bhosale College, Koregaon



PRINCIPAL,
D. P. Bhosale College,
Koregaon.

Rayat Shikshan Sanstha's
D. P. Bhosale College, Koregaon

Department of English

STC in Soft Skills & Spoken English

Notice

Date: 16/10/2021

The students of the Short Term Course in Soft Skills & Spoken English are hereby informed that the **Online Exam** of the same course is scheduled on **Monday, 18th October, 2021**. The link will be shared one hour before commencement of the exam. All the students are instructed to appear this exam in time.


Head
Department of English
D. P. Bhosale College, Koregaon


Principal,
D. P. Bhosale College,
Koregaon.