

**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 40 Marks & Oral Exam of 10 will be conducted.

4 MCQs are to be set on each topic of the syllabus.

  
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Department of English  
D. P. Bhosale College, Koregaon



  
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**D. P. Bhosale College, Koregaon**

**Department of English 2021-22**

**STC in Soft Skills & Spoken English**

**Syllabus Designers**

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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**Department of English 2021-22**

**STC in Soft Skills & Spoken English**

**Syllabus Distribution**

Sr. No.	Name of the Teacher	Name of the College	Topics Allotted
1	Dr. B. S. Lokde	D. P. Bhosale College, Koregaon	Soft Skills
2	Mr. P. S. Kamble	D. P. Bhosale College, Koregaon	Goal Setting
3	Mr. S. U. Kasgawade	D. P. Bhosale College, Koregaon	Interview Techniques Group Discussion
4	Mrs. S. P. Mane	D. P. Bhosale College, Koregaon	English for General Purposes English for Specific Purposes
5	Mr. R. T. Wadate	D. P. Bhosale College, Koregaon	Use of Tenses English Verbs: Auxiliary Verbs, Regular & Irregular Verbs
6	Mr. R. V. Gaikwad	D. P. Bhosale College, Koregaon	Identification & Use of Prepositions Active & Passive Voice

  
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**Department of English 2021-22**

**STC in Soft Skills & Spoken English**

**Schedule of the Course**

Sr. No.	Day & Date	Time	Teacher in Charge	Topic
1	Friday 17 <sup>th</sup> June, 2022	09.00 am To 10.30 am	Mr. S. U. Kasgawade	Interview Techniques
		11.00 am To 12.30 pm	Mrs. S. P. Mane	English for General Purposes
2	Saturday 18 <sup>th</sup> June, 2022	09.00 am To 10.30 am	Mr. S. U. Kasgawade	Group Discussion
		11.00 am To 12.30 pm	Mrs. S. P. Mane	English for Specific Purposes
3	Monday 20 <sup>th</sup> June, 2022	09.00 am To 10.30 am	Mr. R. T. Wadate	Use of Tenses
		11.00 am To 12.30 pm	Dr. B. S. Lokde	Soft Skills Auxiliary Verbs
4	Tuesday 21 <sup>st</sup> June, 2022	09.00 am To 10.30 am	Mr. R. V. Gaikwad	Identification & Use of Prepositions
		11.00 am To 12.30 pm	Mr. R. T. Wadate	Regular & Irregular Verbs
5	Wednesday 22 <sup>nd</sup> June, 2022	09.00 am To 10.30 am	Mr. P. S. Kamble	Goal Setting
		11.00 am To 12.30 pm	Mr. R. V. Gaikwad	Active & Passive Voice
6	Thursday 23 <sup>rd</sup> June, 2022	10.00 am To 12.00 pm	Oral Examination	
7	Friday 24 <sup>th</sup> June, 2022	10.00 am To 12.00 pm	Written Examination	

  
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**Department of English 2021-22**

**STC in Soft Skills & Spoken English**

**Notice**

**Date: 11/06/2022**

The students are hereby informed that the Department of English has planned to conduct the lectures of the Short Term Course in Soft Skills & Spoken English from 17<sup>th</sup> June, 2022 in Hall No. A-0-4. All the students are expected to attend these lectures as per the Time-Table. Attendance is compulsory to appear the final exam of the course.

  
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**Department of English: 2021-22**

**STC in Soft Skills & Spoken English: Brief Report**

**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, Mr. P. S. Kamble, Mr. S. U. Kasgawade, and Mr. R. T. Wadate.

The in-house faculty Dr. B. S. Lokde, Mrs. S. P. Mane, Mr. R. T. Wadate, Mr. S. U. Kasgawade, Mr. R. V. Gaikwad and Mr. P. S. Kamble completed the portion of the syllabus conducting lectures from 17<sup>th</sup> June to 24<sup>th</sup> June, 2022. Total students enrolled to the course were **18**. The course was finished with the Oral Examination for 40 Marks and Written Exam of 60 Marks. The exam of the course was conducted on 24<sup>th</sup> June, 2022 which **11** students appeared and passed

successfully. Each student was provided with the 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



  
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# D. P. Bhosale College, Koregaon

Department of English 2021-22

## STC in Soft Skills & Spoken English





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Department of English 2021-22

### STC in Soft Skills & Spoken English





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**STC in Soft Skills & Spoken English: Written Exam**



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**Department of English 2021-22**

**STC in Soft Skills & Spoken English**

**Notice**

**Date: 20/06/2022**

The students of the Short Term Course in Soft Skills & Spoken English are hereby informed that the **Oral Exam** of the same course is scheduled on **Thursday, 23<sup>rd</sup> June, 2022** from 10.00 am. To 12.00 pm. All the students are instructed to appear this exam in time.



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Department of English  
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**Department of English 2021-22**

**Short Term Course in Soft Skills & Spoken English**

**Oral Examination: Attendance Sheet**

Thursday, 23<sup>rd</sup> June, 2022

Sr. No.	Roll No.	Name of the Student	Marks	Signature
1	21501	Chavan Abhishek Uttam		
2	21502	Chavan Kadambari Ashok		
3	21503	Chavan Nikita Rajendra		<u>N.R.Chavan</u>
4	21504	Dudhe Adarsh Jaywant		
5	21505	Gore Shrutika Santosh		<u>S.S.Gore</u>
6	21506	Gosavi Rutuja Minanath		<u>Rutuja</u>
7	21507	Jagadale Gaurav Hiralal		
8	21508	Kadam Omkar Sunil		<u>Omkar</u>
9	21509	Kamble Reshma Sandesh		<u>Kamble</u>
10	21510	Kashid Mohinee Mohan		<u>M.Kashid</u>
11	21511	Kharade Yash Mahesh		<u>Yash</u>
12	21512	Londhe Trupti Chandrakant		<u>T.C.Londhe</u>
13	21513	Mohite Priti Sanjay		<u>P.mohite</u>
14	21514	Nadaf Roshni Ansar		
15	21515	Raje Pradnya Ghansham		<u>Raje</u>
16	21516	Shinde Ganesh Haridas		
17	21517	Veer Ganesh Janardhan		
18	21518	Veerkar Vaishnavi Yadnyakant		<u>Vaishnavi</u>

Head  
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**Department of English 2021-22**

**STC in Soft Skills & Spoken English**

**Notice**

**Date: 22/06/2022**

The students of the Short Term Course in Soft Skills & Spoken English are hereby informed that the **Final Written Exam** of the same course is scheduled on **Friday, 24<sup>th</sup> June, 2022** from 10.00 am. To 12.00 pm. All the students are instructed to appear this exam in time.

  
Head

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**D. P. Bhosale College Koregaon**  
**Department of English 2021-22**

**Short Term Course in Soft Skills & Spoken English**

**Written Examination: Attendance Sheet**

**Friday, 24<sup>th</sup> June, 2022**

Sr. No.	Roll No.	Name of the Student	Signature
1	21501	Chavan Abhishek Uttam	
2	21502	Chavan Kadambari Ashok	
3	21503	Chavan Nikita Rajendra	<u>N.R.Chavan</u>
4	21504	Dudhe Adarsh Jaywant	
5	21505	Gore Shrutika Santosh	<u>S.S.Gore</u>
6	21506	Gosavi Rutuja Minanath	<u>Gosavi</u>
7	21507	Jagdale Gaurav Hiralal	
8	21508	Kadam Omkar Sunil	<u>Kadam</u>
9	21509	Kamble Reshma Sandesh	<u>Kamble</u>
10	21510	Kashid Mohinee Mohan	<u>M.Kashid</u>
11	21511	Kharade Yash Mahesh	<u>Yash</u>
12	21512	Londhe Trupti Chandrakant	<u>T.C.Londhe</u>
13	21513	Mohite Priti Sanjay	<u>P.mohite</u>
14	21514	Nadaf Roshni Ansar	
15	21515	Raje Pradnya Ghansham	<u>Raje</u>
16	21516	Shinde Ganesh Haridas	
17	21517	Veer Ganesh Janardhan	
18	21518	Veerkar Vaishnavi Yadnyakant	<u>Vaish</u>

G. S. J.  
Head  
Department of English  
D. P. Bhosale College, Koregaon

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Department of English 2021-22

**Short Term Course in Soft Skills & Spoken English**

**Feedback**

Name of the Student : Chavan Nikita Rajendra  
Roll No. : 21503  
Mobile No. : 7385126833  
Email Id : nikitachavan283@gmail.com

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus		✓		
3	Standard of the Contents	✓			
4	Topics Taught		✓		
5	Evaluation Pattern	✓			
6	Time -Table and Overall Management	✓			
7	Overall impression	✓			

Suggestions for improvement, if any-

No, suggestions

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Date: 24-06-2022

Place: Koregaon

N.R.Chavan  
Signature



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**Department of English 2021-22**

**Short Term Course in Soft Skills & Spoken English**

**Feedback**

Name of the Student : Gore Shrutika Santosh.  
Roll No. : 21505  
Mobile No. : 7887726604  
Email Id : shrutikagore2001@gmail.com

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus	✓			
3	Standard of the Contents	✓			
4	Topics Taught	✓			
5	Evaluation Pattern	✓			
6	Time -Table and Overall Management		✓		
7	Overall impression	✓			

Suggestions for improvement, if any-

No suggestions.

Date: 24 Jun. 2022

Place: D.P. Bhasale college, Koregaon

S.S. Gore.  
Signature

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Department of English 2021-22

**Short Term Course in Soft Skills & Spoken English**

**Feedback**

Name of the Student : Rutuja Mininath Gosavi  
Roll No. : 21506  
Mobile No. : 9915884819  
Email Id : gosavirutuja930@gmail.com

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus		✓		
3	Standard of the Contents		✓		
4	Topics Taught	✓			
5	Evaluation Pattern		✓		
6	Time -Table and Overall Management	✓	✓		
7	Overall impression				

Suggestions for improvement, if any-

Short term course in Soft Skills  
& Spoken English course very helpful  
for improve English

Date:

Place:

  
Signature

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Department of English 2021-22

**Short Term Course in Soft Skills & Spoken English**

**Feedback**

Name of the Student : Onkar Sunil Kadam  
Roll No. : 21508  
Mobile No. : 7083058240  
Email Id : Kadam Onkar 608@gmail.com

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus	✓			
3	Standard of the Contents	✓			
4	Topics Taught	✓			
5	Evaluation Pattern		✓		
6	Time -Table and Overall Management		✓		
7	Overall impression	✓			

Suggestions for improvement, if any-

Course is very good and all respective teacher's are very good at their topics and told some real life experience of their life overall course is very good. so no improvement from my side.

Date: 24/6/2022

Place: Koregaon

Signature



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**Department of English 2021-22**

**Short Term Course in Soft Skills & Spoken English**

**Feedback**

Name of the Student : Kambale Reshma Sandesh  
Roll No. : 21509  
Mobile No. : 9860854127  
Email Id : reshmakambale2001@gmail.com

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus		✓		
3	Standard of the Contents	✓			
4	Topics Taught	✓			
5	Evaluation Pattern		✓		
6	Time -Table and Overall Management	✓			
7	Overall impression	✓			

Suggestions for improvement, if any-

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No improvement, as this course is excellent.

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Date: 24<sup>th</sup> June 2022  
Place: Koregaon

  
Signature



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**Department of English 2021-22**

**Short Term Course in Soft Skills & Spoken English**

## Feedback

**Name of the Student** : kashid Mohinee Mohan  
**Roll No.** : 21510  
**Mobile No.** : 7558349061  
**Email Id** : kashidmohinee@gmail.com

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus	✓			
3	Standard of the Contents		✓		
4	Topics Taught	✓			
5	Evaluation Pattern	✓			
6	Time -Table and Overall Management	✓			
7	Overall impression	✓			

Suggestions for improvement, if any-

No improvement.

**Date:** 24-6-2022  
**Place:** koregaon

  
**Signature**

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Department of English 2021-22

**Short Term Course in Soft Skills & Spoken English**

**Feedback**

Name of the Student : Kharade Yash Mahesh  
Roll No. : 21511  
Mobile No. : 9890448609  
Email Id : yashkharade@gmail.com

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus	✓			
3	Standard of the Contents		✓		
4	Topics Taught	✓			
5	Evaluation Pattern	✓			
6	Time -Table and Overall Management	✓			
7	Overall impression	✓			

Suggestions for improvement, if any-

All the topics covered in course were well explained so no improvement is needed from my point of view.

Date: 24-6-22

Place: Koregaon.

Signature

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**Department of English 2021-22**

**Short Term Course in Soft Skills & Spoken English**

**Feedback**

**Name of the Student** : Londhe Trupti chandrakant  
**Roll No.** : 21512  
**Mobile No.** : 7499945532  
**Email Id** : Truptilondhe2@gmail.com.

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus	✓			
3	Standard of the Contents	✓			
4	Topics Taught	✓			
5	Evaluation Pattern	✓			
6	Time -Table and Overall Management	✓			
7	Overall impression	✓			

Suggestions for improvement, if any-

No.

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**Date:** 24-06-2022

**Place:** Koregaon

T.C.Londhe.  
**Signature**



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**Department of English 2021-22**

**Short Term Course in Soft Skills & Spoken English**

**Feedback**

Name of the Student : Mohite Prati Sanjay,  
Roll No. : 21513  
Mobile No. : 7517601738  
Email Id : mohiteprati71@gmail.com,

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus	✓			
3	Standard of the Contents	✓			
4	Topics Taught	✓			
5	Evaluation Pattern	✓			
6	Time -Table and Overall Management		✓		
7	Overall impression	✓			

Suggestions for improvement, if any-

No improvement.  
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\_\_\_\_\_  
\_\_\_\_\_

Date: 24/06/2022

Place: D.P. Bhosale college, Koregaon,

  
Signature

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**D. P. Bhosale College Koregaon**  
Department of English 2021-22

**Short Term Course in Soft Skills & Spoken English**

**Feedback**

Name of the Student : Raje Pradnya Ghansham  
Roll No. : 21515  
Mobile No. : 9529363047  
Email Id : pradnyaraje@gmail.com

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus		✓		
3	Standard of the Contents	✓			
4	Topics Taught		✓		
5	Evaluation Pattern		✓		
6	Time -Table and Overall Management		✓		
7	Overall impression		✓		

Suggestions for improvement, if any-

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Date: 24/06/2022

Place: D.P.B.college Koregaon.

  
Signature

Rayat Shikshan Sanstha's  
**D. P. Bhosale College Koregaon**  
Department of English 2021-22

**Short Term Course in Soft Skills & Spoken English**

## Feedback

**Name of the Student** : Veerkar Vaishnavi Yadnyakant.  
**Roll No.** : 21518  
**Mobile No.** : 7666565531  
**Email Id** : VaishnaviVeerkar6@gmail.com

Give your valuable feedback marking the Appropriate Option with ✓:

Sr. No.	Course Particulars	Excellent	Good	Satisfactory	Poor
1	Transparency in conduct of the course	✓			
2	Syllabus	✓			
3	Standard of the Contents	✓			
4	Topics Taught		✓		
5	Evaluation Pattern	✓			
6	Time -Table and Overall Management	✓			
7	Overall impression	✓			

Suggestions for improvement, if any-

No improvement.

**Date:** 24-6-2022

**Place:** Koregaon

Vaishnavi  
Signature