



SREE NARAYANA COLLEGE, KOLLAM

**Affiliated to the University of Kerala
(Reaccredited by NAAC with 'A' Grade)**

**College Level Certificate Course
in
Communicative English (2018-2019)**

Course Title: English for Life

**Offered by
Postgraduate and Research Department of English**

**Course Coordinator: Geetu R Prasad
Contact Number: 9809036239**

Sree Narayana College, Kollam

Department of English

Certificate Course in Communicative English

Title of the Paper: English for Life. (2018-2019), Co-ordinator: Ms. Geetu Prasad

Duration : 30 Hours.

Board of Studies:-

Members: Mr. R Premkumar, Ms. Radhika B., Ms. Viji S., Ms. Geetu R. Prasad.

AIMS:-

1. To help the students attain high level proficiency in the four basic skills of language.
2. To equip them for competitive examinations and various International English Language Tests.
3. To enhance their career prospects and employability.
4. To help them develop their personality by fine tuning their communication and presentation skills.
5. To enrich their vocabulary in day to day interactions.

OBJECTIVES:-

On completion of the course, the students should be able to

1. use English in real life situations.
2. use English for international communication.
3. engage in all kinds of communication activities – informal, formal/business related and academic.
4. perform well in language tests and competitive examinations.

RELEVANCE

With English language acquiring a global status in the contemporary world, it has become a truism that adequate communication skill in that language is the necessity of an individual. Effective communication skill in English is the most desirable need of a person both at social and professional spheres of life. Moreover, the better career prospect of an individual is directly proportional to the competency in English language and how far they engage in the lifelong learning of that language. In such a backdrop, the relevance of the course lies in this course structure aiming to enhance the desired learners to communicate with confidence in real life situations and to develop them materially.

COURSE OUTLINE

Module 1. Listening Skills : Getting ready to listen- Following a Conversation- Recognizing paraphrase- Places and Direction- Listening for actions and processes- Attitude and opinion- Following a lecture or talk-contrasting ideas.

Module 2: Speaking Skills: Getting ready to speak- talking about familiar topics- using the right tense- Grammatical Range and Accuracy- Giving a talk- understanding the task- improving fluency and coherence-organizing your notes and your talk- Talking about abstract topics-agreeing and disagreeing.

Module 3: Reading Skills- Reading strategies- using the features of reading a passage- skimming a passage and speed reading- Descriptive passages- understanding the main idea- Locating and matching information.

Module 4: Writing Skills-Getting ready to write – e mails – preparing notes and reports based on visuals, graphs and diagrams – letters – informal, formal/official/business related – CV – Describing persons, places, incidents and events – writing ads –preparing catch phrases-film and book review.

Module 5: Soft Skills- Non-verbal Communication: body language : postures – orientation – eye contact – facial expression – dress – posture – self-concept – self-image – self-esteem – attitudes – values and perception- telephone etiquette- netiquette- interpersonal skills.

Tushar Haraji
Principal

Sree Narayana College
Kollam



Sree Narayana College, Kollam






Certificate Course in English

English for Life

2018-2019

Board of Studies Members

Members:

1. Ms. Radhika B. 
2. Ms. Indu R. 
3. Mr. R. Prem Kumar 
4. Ms. Viji S. 
5. Ms. Geetu R. Prasad 



HEAD
The Postgraduate & Research
Department of English
Sree Narayana College
Kollam


Principal
Sree Narayana College
Kollam



NOTICE

A meeting of the Board of Studies of Certificate Course of English will be held on 04/October/2018 at 01:30 PM. All the members are requested to attend the meeting without fail.

Agenda: -

1. Syllabus of the Course
2. Title of the Course
3. Duration of the Course.



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The Postgraduate & Research
Department of English
Sree Narayana College
Kollam

Minutes of the Certificate Course - English for Life

A meeting of the members of the Certificate Course of the Department of English was held on 04/October/2018 at 01:30 PM.

Members Present:

1. Mr.R.Premkumar
2. Ms. Radhika B.
3. Ms. Viji S.
4. Ms.Geetu R. Prasad

Decisions taken in the meeting: -

1. An outline was formed for the syllabus and curriculum.
2. It was decided to commence the course on 22 October 2018.
3. The aims and objectives of the course was discussed in detail.



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NOTICE

A meeting of the Board of Studies of Certificate Course of English will be held on 17/October/2018 at 01:00 PM. All the members are requested to attend the meeting without fail.

Agenda: -

1. Time Schedule of the Course.
2. Selection of the students.



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The Postgraduate & Research
Department of English
Sree Narayana College
Kollam

Minutes: -

A meeting of the members of the Certificate Course of the Department of English was held on 17/October/2018 at 01:00 PM.

Members Present:

1. R.Premkumar
2. Ms. Radhika B.
3. Ms. Viji S.
4. Ms. Geetu R. Prasad



Decisions taken in the meeting: -

1. It was decided to conduct the class on week days from 3:15 to 4:00 pm, without affecting the regular classes of the students.
2. The meeting unanimously selected the final year students for the course.
3. The committee discussed in detail the importance of the course in the current scenario.



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Sree Narayana College
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Sree Narayana College, Kollam
Certificate Course in Communicative English

English for Life

2018- 2019

Sl no.	Candidate Code	Name of the Candidate	Department	Year	
1	13016132003	ARCHA T S	B A English	III	Arch
2	13016132005	ARYA VIJAY V R	B A English	III	Arch
3	13016132006	ASHA S	B A English	III	Arch
4	13016132007	ASWIN C S	B A English	III	Arch
5	13016132009	ATHUL DAS	B A English	III	Arch
6	13016132011	DEVI R	B A English	III	Arch
7	13016132015	KEERTHY PRASAD	B A English	III	Arch
8	13016132017	LITTY SABU	B A English	III	Arch
9	13016132018	NIBIN A KUMAR	B A English	III	Arch
10	13016132019	REVATHY R	B A English	III	Arch
11	13016132021	SARANYA UNMESH	B A English	III	Arch
12	13016132022	SUVARNA R	B A English	III	Arch
13	13016132029	AKHILA M S	B A English	III	Arch
14	13016132033	ANJANA S	B A English	III	Arch
15	13016132037	KARTHIK S	B A English	III	Arch
16	12916132001	ABIJA CHANDRA	B A Journalism	III	Arch
17	12916132005	AMALPRASAD	B A Journalism	III	Arch
18	12916132007	APARNA K.S	B A Journalism	III	Arch
19	12916132009	ASHA LEKSHMI S	B A Journalism	III	Arch
20	12916132010	ASWATHY RAJ	B A Journalism	III	Arch
21	12916132011	ASWATHY S	B A Journalism	III	Arch
22	12916132013	SAI JAYARAM S	B A Journalism	III	Arch
23	12916132014	SHEERIJAN B	B A Journalism	III	Arch
24	12916132015	VINAYAK V PILLAI	B A Journalism	III	Arch
25	12916132017	ABHIJITH K BABU	B A Journalism	III	Arch
26	12916132019	ADHUN S S	B A Journalism	III	Arch
27	12916132020	AKHIL CHANDRAN R P	B A Journalism	III	Arch
28	12916132048	SUCHITHRA SATHYAN	B A Journalism	III	Arch
29	12916132052	VARSHA R S	B A Journalism	III	Arch
30	12916132055	KARTHIK N	B A Journalism	III	Arch

(Handwritten Signature)

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SREE NARAYANA COLLEGE, KOLLAM

Affiliated to University of Kerala
NAAC Re-Accredited with 'A' Grade

DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Aicha TS

Permanent Address

: Rama Nilayam
Mamoodu, Chandanathope
691014

Name of Department and Class
In Which You Are Studying

: English, III B.A

Candidate Code

: 13016132003

Email Address

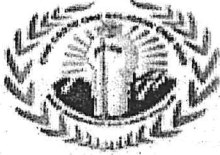
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Mobile No

: 9847634696

Signature of Candidate

:



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Anaya Vijay V.R.

Permanent Address

: Maneecheriyil Veeda.
Kollam
TKMC

Name of Department and Class
In Which You Are Studying

: English - III BA -

Candidate Code

: 13016132005

Email Address

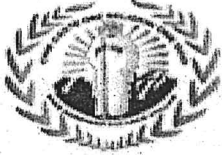
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Mobile No

: 9567543078

Signature of Candidate

: 



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant : Asha.S.


Permanent Address : Asha Nivas.
Keralapuram
Vellimou.

Name of Department and Class
In Which You Are Studying : III BA - English.

Candidate Code : 13016132006.

Email Address :

Mobile No : 9746681668

Signature of Candidate : 



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Aswan CS

Permanent Address

: Vettiyeil Thekkathi
Pampalil, Perinod PO
691601

Name of Department and Class
In Which You Are Studying

: III B.A English

Candidate Code

: 13016132007

Email Address

:

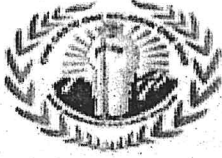
Mobile No

: 8891963116

Signature of Candidate

:

Aswan



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Devi. R.

Permanent Address

: Krishna krupa
Kuzhi mathi cada.
691509

Name of Department and Class
In Which You Are Studying

: English - III BA.

Candidate Code

: 13016132011

Email Address

:

Mobile No

: 9747915754

Signature of Candidate

: Devi



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Keerthy Prasad

Permanent Address

: Kuzhivil Peraiydam
Kaikulangara, Kacheri
691012

Name of Department and Class
In Which You Are Studying

: III B.A English

Candidate Code

: 13016132015

Email Address

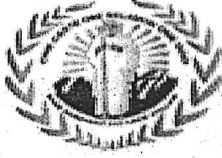
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Mobile No

: 98 95 26 4181

Signature of Candidate

: 



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant : Nibin A kumar


Permanent Address : Agasthya
Panipally, Puthenkulam
691302

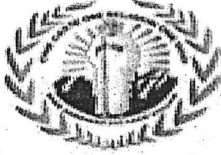
Name of Department and Class
In Which You Are Studying : III B.A English

Candidate Code : 13016132018

Email Address :

Mobile No : 8129934112

Signature of Candidate : 



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DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Surlanna R

Permanent Address

: Moolayil Veedu
Pattathanam, Kollam
691021

Name of Department and Class
In Which You Are Studying

: III B.A English

Candidate Code

: 13016132022

Email Address

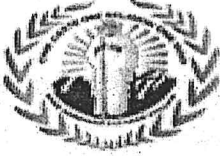
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Mobile No

: 9447060253

Signature of Candidate

:



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DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant : ANJANA S.

Permanent Address : Soumyam.
Pooyappally
691537.

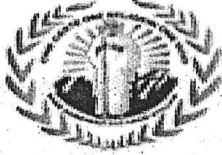
Name of Department and Class
In Which You Are Studying : III B.A. English.

Candidate Code : 13016132033

Email Address :

Mobile No : 9446016576

Signature of Candidate : Anjana S.



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APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant : Abijr Chandra

Permanent Address : Pezhummoodu Needu
Anakudy,
695606

Name of Department and Class
In Which You Are Studying : III B.A Journalism

Candidate Code : 12916132001

Email Address :

Mobile No : 97 476 77167

Signature of Candidate : Abijr



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APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant : Amal Prasad


Permanent Address : Kizhakkethottukara
Kadayil
Kothapuzha, Karalimal
Kareali. P.O.

Name of Department and Class
In Which You Are Studying : III BA Journalism &
Mass Communication

Candidate Code : 12916132005

Email Address :

Mobile No : 8547408098

Signature of Candidate : 



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DEPARTMENT OF ENGLISH

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APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Asha Lekshmi S

Permanent Address

: Sanas, Kilikolloor
PO Kilikolloor
691004

Name of Department and Class
In Which You Are Studying

: III B.A JMC

Candidate Code

: 12916132009

Email Address

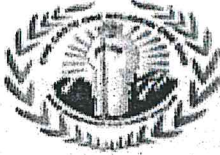
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Mobile No

: 9847 827830

Signature of Candidate

:



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant : Aswathy S


Permanent Address : Kala Nivasa
Uliyacovil, P.O Uliyacovil
691019

Name of Department and Class
In Which You Are Studying : III B.A Journalism

Candidate Code : 12916132011

Email Address :

Mobile No : 9495447401

Signature of Candidate : 



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: SAI JAYARAM S.

Permanent Address

: Sukamaramandiram
Athiyanoor
Aralumoodu. P.O.

Name of Department and Class
In Which You Are Studying

: Journalism - III BA.

Candidate Code

: 12916132013

Email Address

:

Mobile No

: 9020301845

Signature of Candidate

: 



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Vinayak V Pillai

Permanent Address

: Vinayakan
Prakkulam P.O Prakkulam
691602

Name of Department and Class
In Which You Are Studying

: III B.A Journalism

Candidate Code

: 12916 132015

Email Address

:

Mobile No

: 8943 866567

Signature of Candidate

:



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Abhijith k Babu

Permanent Address

: Gopalam, Ooruttukala
Neyyankankara
695121

Name of Department and Class
In Which You Are Studying

: III B.A Journalism & Mass Communica

Candidate Code

: 12916132017

Email Address

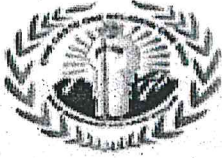
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Mobile No

: 9447471134

Signature of Candidate

:



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Suchitra Sathyan.

Permanent Address

: Aluvila Vadakkathil

Mynagapally
Mynagapally. P.O.
690519.

Name of Department and Class
In Which You Are Studying

: III Journalism - JMC

Candidate Code

: 12916132048.

Email Address

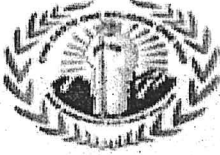
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Mobile No

: 9747623370.

Signature of Candidate

: Suchitra.



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Varsha P.S.

Permanent Address

: Venod Bhavan.
Thattamala.
691020

Name of Department and Class
In Which You Are Studying

: III JMC.

Candidate Code

: 129161 32052.

Email Address

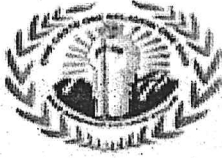
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Mobile No

: 99616 25440

Signature of Candidate

: Varsha



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DEPARTMENT OF ENGLISH

DEPARTMENT LEVEL CERTIFICATE COURSE 2018-2019

APPLICATION FORM

COURSE NAME: ENGLISH FOR LIFE

Name of Applicant

: Karthik. N

Permanent Address

: Devi karepa
Asthmudi . P.O
691602

Name of Department and Class
In Which You Are Studying

: III B.A JMC

Candidate Code

: 12916132055

Email Address

:

Mobile No

: 9744796555

Signature of Candidate

:

Time Table

22/10/2020 Monday	Ms.Viji S.
23/10/2020 Tuesday	Ms.Geetu R.Prasad
24/10/2020 Wednesday	Ms.Radhika B.
25/10/2020 Thursday	Ms.Viji S.
26/10/2020 Friday	Ms.Geetu R.Prasad



HEAD
The Postgraduate & Research
Department of English
Sree Narayana College
Kollam

Time Table

13/11/2018 Monday	Ms.Viji S.
14/11/2018 Tuesday	Ms.Geetu R. Prasad
15/11/2018 Wednesday	Ms.Radhika B.
16/11/18 Thursday	Ms.Geetu R. Prasad
17/11/2018 Friday	Ms.Radhika B.

R. Radhika B.

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The Postgraduate & Research
Department of English
Sree Narayana College
Kollam

Time Table

26/11/2018 Monday	Ms. Radhika B.
27/11/2018 Tuesday	Ms. Geetu R. Prasad
28/11/2018 Wednesday	Ms. Radhika B.
29/11/2018 Thursday	Ms. Geetu R. Prasad
30/11/2018 Friday	Ms. Viji S.



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The Postgraduate & Research
Department of English
Sree Narayana College
Kollam

Time Table

07/01/2019 Monday	Ms. Viji S.
08/01/2019 Tuesday	Ms. Geetu R. Prasad
09/01/2019 Wednesday	Ms. Radhika B.
10/01/2019 Thursday	Ms. Viji S.
11/01/2019 Friday	Ms. Radhika B.

R. K. S.

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The Postgraduate & Research
Department of English
Sree Narayana College
Kollam

Time Table

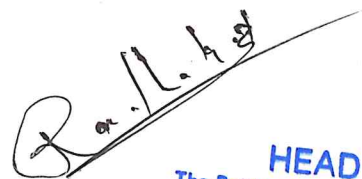
04/02/2019 Monday	Ms. Radhika B.
05/02/2019 Tuesday	Ms. Geetu R. Prasad
06/02/2019 Wednesday	Ms. Radhika B.
07/02/2019 Thursday	Ms. Viji S.
08/02/2021 Friday	Ms. Viji S.

HEAD
The Postgraduate & Research
Department of English
Sree Narayana College
Kollam

Radhika B.

Time Table

01/03/2019 Friday	Ms. Viji S.
05/03/2019 Tuesday	Ms. Geetu R. Prasad
06/03/2019 Wednesday	Ms. Radhika B.
07/03/2019 Thursday	Ms. Geetu R. Prasad
08/03/2019 Friday	Ms. Radhika B.



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The Postgraduate & Research
Department of English
Sree Narayana College
Kollam

Sree Narayana College, Kollam.

Certificate Course

English for Life

2018-2019

Time: 3 Hours.

Max.Marks: 40

I Answer **any four** questions, each in a word or a sentence.

1. Name any two things you should keep in mind while attending an interview.
2. What does a green tree symbolize?
3. Give one word substitute for "life history written by someone else"
4. Reading text quickly to find specific information is known as.....
a. skimming b. scanning c. perusing d. selective reading.
5. In the study of body language, biting one's nail is associated with the feeling of.....
a. nervousness b. anger c. grief d. affection
6. "A cat and dog life" means....
a. live together b. always quarrelling c. to be selfish d. end the quarrell
7. The complementary close of a business letter is.....
a. yours affectionately b. yours faithfully c. yours forever d. yours lovingly.
8. The question 'what is he?' seeks information regarding.....of a person. **(4X1= 4 Marks)**

II. Answer **any five**, each in a **short paragraph not exceeding 50 words**:

9. Nonverbal communication.
10. Explain source language and target language.

11. Advantages of E-mail.
12. What is R.P.?
13. Explain a few basic techniques of starting a conversation.
14. Extensive and Intensive Reading.
15. Mention a few non-verbal cues which suggest that a session is boring.
16. Write two sentences to introduce others.

(5x2=10Marks)

III. Answer any four, each in a paragraph not exceeding 100 words.

21. Write a report on an inter-collegiate dance festival organized in your college.
22. Write a letter to the district collector complaining about the unethical waste disposal practiced by people in your locality.
23. Prepare a C.V. for applying to the post of an English teacher in a school.
24. Write an e-mail to your network provider complaining about poor network quality.
25. Discuss the different types of group discussion.
26. Prepare a welcome speech to be delivered at the inaugural function of a seminar organized by your respective department in the college.
27. Prepare an agenda for the meeting of the magazine committee of your college.
28. Prepare an advertisement for a health drink.

(4X4=16 Marks)

IV. Answer any one in about 300 words:

30. Write a review of a film that you have seen recently.
31. Write an essay on audio-visual aids in communication.
32. An interview with a celebrity.

(10X1=10 Marks)

Sree Narayana College, Kollam

Certificate Course in Communicative English

English for Life

Marklist

2018- 2019

Sl no.	Candidate Code	Name of the Candidate	Marks (40)
1	13016132003	ARCHA T S	36
2	13016132005	ARYA VIJAY V R	35
3	13016132006	ASHA S	33
4	13016132007	ASWIN C S	36
5	13016132009	ATHUL DAS	35
6	13016132011	DEVI R	33
7	13016132015	KEERTHY PRASAD	35
8	13016132017	LITTY SABU	34
9	13016132018	NIBIN A KUMAR	35
10	13016132019	REVATHY R	34
11	13016132021	SARANYA UNMESH	32
12	13016132022	SUVARNA R	33
13	13016132029	AKHILA M S	35
14	13016132033	ANJANA S	34
15	13016132037	KARTHIK S	33
16	12916132001	ABIJA CHANDRA	33
17	12916132005	AMALPRASAD	36
18	12916132007	APARNA K.S	37
19	12916132009	ASHA LEKSHMI S	36
20	12916132010	ASWATHY RAJ	35
21	12916132011	ASWATHY S	36
22	12916132013	SAI JAYARAM S	35
23	12916132014	SHEERIJAN B	35
24	12916132015	VINAYAK V PILLAI	32
25	12916132017	ABHIJITH K BABU	33
26	12916132019	ADHUN S S	32
27	12916132020	AKHIL CHANDRAN R P	34
28	12916132048	SUCHITHRA SATHYAN	35
29	12916132052	VARSHA R S	36
30	12916132055	KARTHIK N	34

Archana S.
 Anu Vijay
 Asha S
 Aswin CS
 Athul DA
 Devi R
 Keerthy Prasad
 Litty Sabu
 Nibin A
 Revathy R
 Saranya Unmesh
 Suvarna R
 Akhila MS
 Anjana S
 Karthik S
 Abija Ch
 Amal Prasad
 Aparna KB
 Asha Lekshmi S
 Aswathy Raj
 Aswathy S
 Sai Jayaram S
 Sheerijan B
 Vinayak V
 Abhijith K Babu
 Adhun SS
 Akhil RP
 Suchithra S
 Varsha RS
 Karthik N



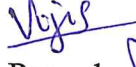

HEAD
 The Postgraduate & Research
 Department of English
 Sree Narayana College
 Kollam



Sree Narayana College, Kollam
Certificate Course in Communicative English
Department of English
English for Life
2018- 2019 Report

Certificate course in Communicative English- “English for Life”, offered by the Department of English, aims to help the students attain high proficiency in the four basic skills of language.

Members of the Board of Studies

- 1) R.Premkumar 
- 2) Ms. Radhika B. 
- 3) Ms. Viji S. 
- 4) Ms. Geetu R. Prasad. 

Three meetings of the members of the Board of Studies were held to discuss the syllabus, curriculum, duration and plan of action of the programme. As per the decisions taken in the meetings, it was decided to commence the programme on 22 October 2018 at 3:15 pm. The final year UG students were selected for the course. The students are also informed of the guidelines to be followed regarding the smooth conduct of the course.

The classes were taken on week days after the regular college time, that is after 3:15 pm. Thirty students enrolled for the course, all the students were regular in attending the classes. 30 hours of dedication from the teachers and students saw such fruitful sessions from 22 October 2018 to 08 March 2019.


Principal
Sree Narayana College
Kollam

