

From

Dr. Najila T Y
The Head of the Department
Department of English
MES Keveeyam College, Valanchery

To

The Principal
MES Keveeyam College, Valanchery

Sir,

Sub: Request for the Approval of Certificate Course

The Department of English is planning to conduct a Certificate Course on **Communication Skills in English** of 30 hours duration for the second year UG students. So kindly grant permission for the same.

Thanking you

Yours faithfully,

Dr. Najila T Y



Place: Valanchery

Date: 20/6/22

Head of the Department of English
MES Keveeyam College
Valanchery



SHAJID P P
ASSISTANT PROFESSOR
IN CHARGE OF PRINCIPAL
MES KEVEEYAM COLLEGE
VALANCHERY, PIN 676 552

From

Dr. Najila T Y
The Head of the Department
Department of English
MES Keveeyam College, Valanchery

To

The Principal
MES Keveeyam College, Valanchery

Sir,

Sub: Request for the Approval of Board of Studies for the certificate Course

The following academicians may be included in the Board of Studies for the Certificate Course on **Communication Skills in English** to be conducted by the Department of English with these members.

1. Dr. Sameera Haneef., Assistant Professor, MES Ponnani College.
2. Reena Muhammed, Assistant Professor, MES Asmabi College, Kodungallur
3. Dr Najiya T Y, HOD and Assistant Professor, MES KEVEEYAM COLLEGE, Valanchery
4. Sivya Vasudevan K K, Assistant Professor, MES KEVEEYAM COLLEGE, Valanchery
5. Shahil Mon P P, Assistant Professor, MES KEVEEYAM COLLEGE, Valanchery
6. Murshida Panchily, Assistant Professor, MES KEVEEYAM COLLEGE, Valanchery

Place: Valanchery

Date: 21/06/2022

Thanking you

Yours faithfully



Dr. Najila T. Y
Head, Dept of English

Head of the Department of English
MES Keveeyam College
Valanchery
ASSISTANT PROFESSOR
IN CHARGE OF PRINCIPAL
M.E.S KEVEEYAM COLLEGE



PRINCIPAL MES KEVEEYAM COLLEGE

Accredited by NAAC with A (3.28) Grade

(Affiliated to the University of Calicut)

Valanchery.P.O, Malappuram District, Kerala - 676552

Phone: 0494 - 2644380, 2642670, Fax: 0494 2641347

Email: pmohamedali1@gmail.com, principal@meskvmcollege.org
www.meskvmcollege.org

Order No. Acs/2022-23/....

Date: 21/06/2022

Proceedings of the Principal, MES Keveeyam College Valanchery

Ref: 1, Request from the Head of the Department of English for the Approval of Certificate Course dtd 23/06/2022

2, Request for the Constitution of Board of Studies for the Certificate Course, dtd 23/06/2022

ORDER

As per reference cited (1), a request was received from the HOD, Department of English, for the commencement of the Certificate Course on **Communication Skills in English** (CC/FEN/22-23/02). The Head of the Department has also proposed for a panel of academicians to be included in the Board of Studies (2).

The Department of English is hereby given sanction to carry out the Certificate Course on **Communication Skills in English** to the students of this institution.

The Board of Studies for the above mentioned course is constituted with the following members.

1. Sameera Haneef, Assistant Professor, MES Ponnani College
2. Reena Muhammed, Assistant Professor, MES Asmabi College, Kodungallur
3. Dr. Najila T Y, HoD & Assistant Professor, MES KEVEEYAM College, Valanchery
4. Sivya Vasudevan KK, Assistant Professor, MES KEVEEYAM College, Valanchery
5. Shahil Mon PP, Assistant Professor, MES KEVEEYAM College, Valanchery
6. Murshida Panchily, Assistant Professor, MES KEVEEYAM College, Valanchery

Order is issued accordingly.

Prof. Shajid P P

Principal

Copy to

1. HOD, Department of English
2. File

SHAJID P P
ASSISTANT PROFESSOR
IN CHARGE OF PRINCIPAL
MES KEVEEYAM COLLEGE
VALANCHERY, PIN 676 552

Minutes of Board of Studies Meeting Communication Skills in English

Date :23/06/2022

Venue: Department of English

Agenda: Approval of syllabus of the Certificate Course

Decisions:

1. Discussions were done on the prepared syllabus
2. Suggestions were incorporated
3. Approval can be given to syllabus.

Members Present:

Sameera Haneefa

Reena Muhammed

Dr. Najila TY

Dr. Sivya Vasudevan K K

Shahil Mon PP

Murshida Panchily

Head of the Department of English
MES Keveeyam College
Valanchery

SHAJID P P
ASSISTANT PROFESSOR
IN CHARGE OF PRINCIPAL
MES KEVEEYAM COLLEGE
VALANCHERY, PIN 076 522



MES KEVEEYAM COLLEGE

VALANCHERY | MALAPPURAM | KERALA | INDIA

NAAC RE-ACCREDITED WITH "A+" GRADE (3.44)

www.meskeveeyamcollege.ac.in

COMMUNICATION SKILLS IN ENGLISH

PG DEPARTMENT OF
ENGLISH

CERTIFICATE COURSE FOR
UNDERGRADUATE STUDENTS

**REGISTRATION
STARTS ON
25/06/22**

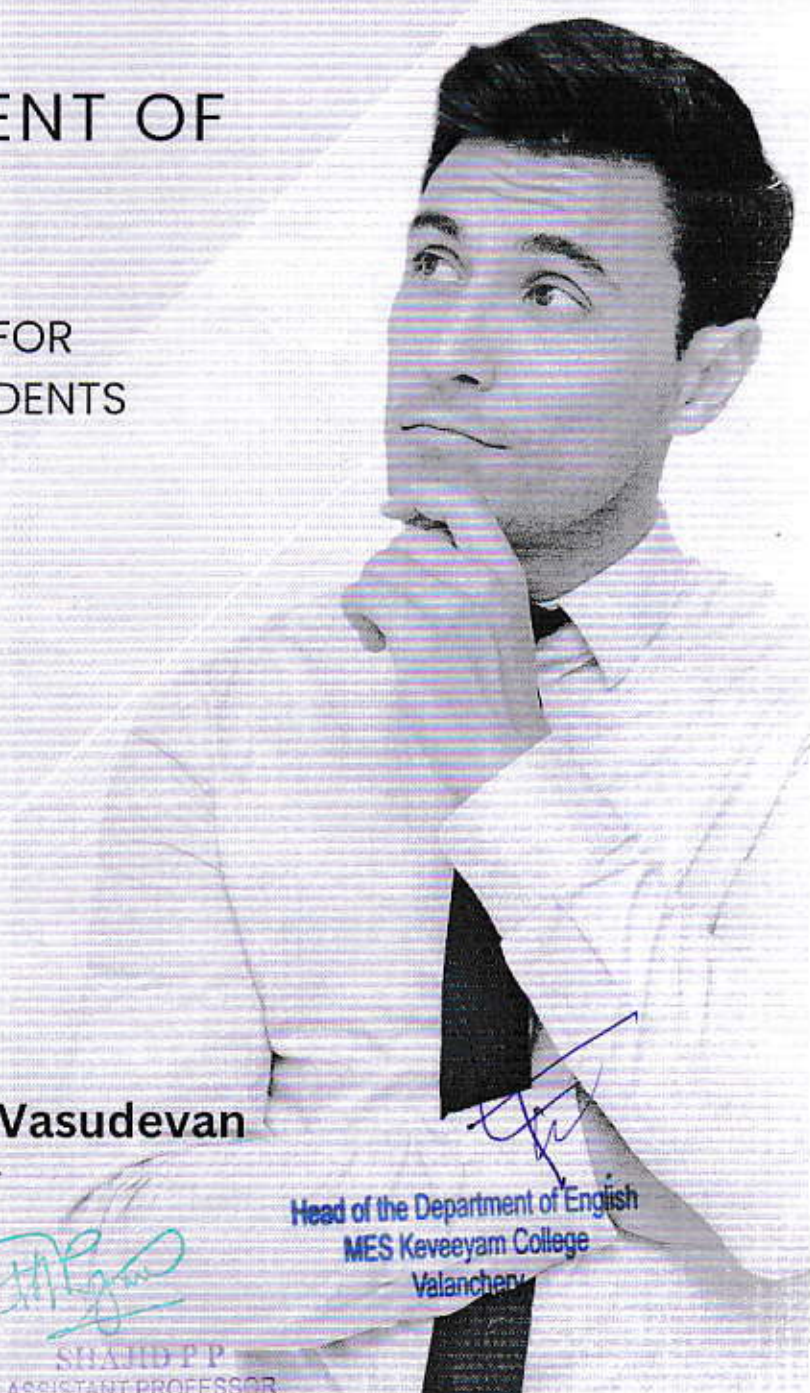
REGISTER NOW

For Details Contact: Sivya Vasudevan

Assistant Professor

Head of the Department of English
MES Keveeyam College
Valanchery

SHAJID P P
ASSISTANT PROFESSOR
IN CHARGE OF PRINCIPAL
M.E.S KEVEEYAM COLLEGE
VALANCHERY, PIN 676 552



MES KEVEEYAM COLLEGE VALANCHERY
DEPARTMENT OF ENGLISH
COMMUNICATION SKILLS IN ENGLISH

Credit 3

30 hrs.

Objectives

- To form clear and effective communication strategies
- To express ideas and feelings in an effective way
- Ensure the Practical Excellence & academic excellence
- To build strong relationships

Outcomes

- Achieving Personal and Professional Goals
- Non-Verbal Communication

Course Contents

- Theory: 20 Hrs.
- Practical: 10 Hrs.

Scheme of evaluation

- Written Examination (Conventional): 40 marks
- Practical : 10 marks
- Total : 50 marks

A Grade: 80% and above, B Grade: 60 – 79%, C Grade: 40 – 59%, below 40% D Grade

SYLLABUS

(2022- 2023)

MODULE 1: LISTENING AND ORAL COMMUNICATION SKILLS


SHAHEED P.P.
ASSISTANT PROFESSOR
IN CHARGE OF PRINCIPAL
M.E.S KEVEEYAM COLLEGE
VALANCHERY, PIN 674 557

LISTENING-I(Listen and respond I)

Unit-01 Introduction to Listening, Listen for gist and respond

Unit-02 Listen for details and keywords to understand specific meaning

Unit-03 Listen and respond to questions and requests for personal information

LISTENING-II (Listen and respond II)

Unit-05 Listen to accuracy in language use: stress, intonation and problem sounds

Unit-06 Practice production of stress, intonation and problem sounds

LISTENING -III (Listen and respond III)

Unit-07 Listen to lectures, presentations and other suitable listening materials from electronic media, and take notes

Unit-08 Listen to telephone calls and respond; keep notes while listening

MODULE 2 ORAL COMMUNICATION -1

Unit-09 Use conversation starters: introducing oneself; introducing others; small talk: family, friends, hobbies, profession, studies etc

Unit-10 Pronunciation practice: Stress and syllables; word stress; contracted forms; utterance stress; uses of a dictionary for pronunciation practice

Unit-11 Summarize academic readings and lectures and make presentations

Unit-12 Pronunciation practice: Problem sounds

Unit-13 Use appropriate language to request and respond to requests

MODULE 3 ORAL COMMUNICATION-2

Unit-14 Pronunciation practice: Speech rhythms, breaking larger utterances into meaning chunks; Intonation patterns and their use

Unit-15 Describe graphs, tables, and charts


Head of the Department of English
MES Keveeyam College
Valanchery



SHAJID P P
ASSISTANT PROFESSOR,
IN CHARGE OF PRINCIPAL
M.E.S KEVEEYAM COLLEGE
VALANCHERY, PIN 676 502

COMMUNICATION SKILLS IN ENGLISH

2022-23

LIST OF STUDENTS

SL NO	NAME	REMARKS
1	HIBA SHAREEM	
2	HRISHIDHATH	
3	MUHAMMED SAFNAD	
4	MIDHUNA KT	
5	MUFEEDA	
6	MUHAMMED ASHIK KV	
7	MUHAMMED SHINAS MV	
8	NUBLA NAHAN	
9	RAHNA N	
10	RISANA MAISAN	
11	SANEESHA JASMIN	
12	SHIBILA SHERIN PS	
13	SREE VARSHA P	
14	SREESHNA PP	
15	THASLEENA CC	
16	THASNIYA BANU P	
17	THOYYIBATH KP	
18	VISMAYA VP	
19	VISMAYA	
20	SANOOP C	
21	SHAMNA JASMIN	


Head of the Department of English
MES Keveeyam College
Valanchery


SHAJID P P
ASSISTANT PROFESSOR
IN CHARGE OF PRINCIPAL
M.E.S KEVEEYAM COLLEGE
VALANCHERY, PIN 676 512

MES KEVEEYAM COLLEGE VALANCHERY
DEPARTMENT OF ENGLISH
TIME TABLE FOR CERTIFICATE COURSE (27/06/22 TO 12/08/22)

Sl. no.	Date	Day	Name of the faculty engaging the class	time
1.	27/6/22	MONDAY	SIVYA VASUDEVAN	3.30-4.30
2.	28/6/22	TUESDAY	Dr.NAJILA T Y	3.30-4.30
3.	29/6/22	WEDNESDAY	SHAHIL MON PP	3.30-4.30
4.	30/6/22	THURSDAY	MURSHIDA PANCHILY	3.30-4.30
5.	1/7/22	FRIDAY	SHAHIL MON PP	3.30-4.30
6.	4/7/22	MONDAY	Dr.NAJILA T Y	3.30-4.30
7.	5/7/22	TUESDAY	MURSHIDA PANCHILY	3.30-4.30
8.	6/7/22	WEDNESDAY	SIVYA VASUDEVAN	3.30-4.30
9.	7/7/22	THURSDAY	SHAHIL MON PP	3.30-4.30
10.	8/7/22	FRIDAY	SIVYA VASUDEVAN	3.30-4.30
11.	11/7/22	MONDAY	DR.NAJILA T Y	3.30-4.30
12.	12/7/22	TUESDAY	MURSHIDA PANCHILY	3.30-4.30
13.	13/7/22	WEDNESDAY	SHAHIL MON PP	3.30-4.30
14.	14/7/22	THURSDAY	SIVYA VASUDEVAN	3.30-4.30
15.	15/7/22	FRIDAY	DR.NAJILA T Y	3.30-4.30
16.	18/7/22	MONDAY	MURSHIDA PANCHILY	3.30-4.30
17.	19/7/22	TUESDAY	SHAHIL MON PP	3.30-4.30
18.	20/7/22	WEDNESDAY	MURSHIDA PANCHILY	3.30-4.30
19.	22/7/22	FRIDAY	DR.NAJILA T Y	3.30-4.30
20.	25/7/22	MONDAY	SIVYA VASUDEVAN	3.30-4.30



SILAJID P P
 ASSISTANT PROFESSOR
 IN CHARGE OF PRINCIPAL
 M.E.S. KEVEEYAM COLLEGE
 VALANCHERY, PIN 676 552


 Head of the Department of English
 MES Keveeyam College
 Valanchery

21.	27/7/22	WEDNESDAY	MURSHIDA PANCHILY	3.30-4.30
22.	28/7/22	THURSDAY	SHAHIL MON PP	3.30-4.30
23.	29/7/22	FRIDAY	DR.NAJILA T Y	3.30-4.30
24.	2/8/22	TUESDAY	SHAHIL MON PP	3.30-4.30
25.	3/8/22	WEDNESDAY	MURSHIDA PANCHILY	3.30-4.30
26.	4/8/22	THURSDAY	SIVYA VASUDEVAN	3.30-4.30
27.	8/8/22	MONDAY	DR.NAJILA T Y	3.30-4.30
28.	9/8/22	TUESDAY	SHAHIL MON PP	3.30-4.30
29.	10/8/22	WEDNESDAY	MURSHIDA PANCHILY	3.30-4.30
30.	12/8/22	FRIDAY	SIVYA VASUDEVAN	3.30-4.30

SHAHIL MON PP - 8 hr

Dr.NAJILA T Y - 7 hr

SIVYA VASUDEVAN - 7hr

MURSHIDA PANCHILY- 8 hr+

Head of the Department of English
MES Keveeyam College
Valanchery



SHAJID P P
ASSISTANT PROFESSOR
IN CHARGE OF PRINCIPAL
M.E.S KEVEEYAM COLLEGE
VALANCHERY, PIN 670 562

Head of the Department of English
MES Keveeyam College
Valanchery

Sl No	Name of the students	Class	Date	6/10	6/11	6/12	6/13	6/14	6/15	6/16	6/17	6/18	6/19	6/20	6/21	6/22	6/23	6/24	6/25	6/26	6/27	6/28	6/29	6/30	6/31
1	HIBA SHAREEM		6/10	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba	Hiba
2	HRISHIDHATH		6/10	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH	HRISHIDHATH
3	MUHAMMED SAFNAD		6/10	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed
4	MIDHUNA K T		6/10	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna	Midhuna
5	MUFEEDA		6/10	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda	Mufeeda
6	MUHAMMED ASHIK K V		6/10	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed
7	MUHAMMED SHINAS M V		6/10	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed	Muhammed
8	NUBLA NAHAN		6/10	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla	Nubla
9	RAHNA N		6/10	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna	Rahna
10	RISANA MAISAN		6/10	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana	Risana
11	SANEESHA A P		6/10	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha	Saneesha
12	SANOOP C		6/10	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop	Sanoop
13	SHAMNA JASMIN		6/10	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna	Shamna
14	SHIBILA SHIRIN P S		6/10	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila	Shibila
15	SREE VARSHA P		6/10	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree	Sree
16	SREESHNA PP		6/10	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna	Sreeshna
17	THASLEENA C C		6/10	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena	Thasleena
18	THASNIYA BANU P		6/10	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya	Thasniya
19	THOYIBATH K P		6/10	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath	Thoyibath
20	VISMAYA V P		6/10	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya
21	VISMAYA K P		6/10	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya	Vismaya

Signature of teachers who had engaged the sessions:

Signature of HoD:

Department seal:

Signature of Principal:

SHAJITH P P

ASSISTANT PROFESSOR

IN CHARGE OF PRINCIPAL

MES KEVEEYAM COLLEGE

VALANCHERY, PIN: 676 552

1. Murshida Parvathy

2. Siva Varadachari

3. Shabil Mon PP

4. Dr Najila TY

Head of the Department of English
MES Keveeyam College
Valanchery

Sl No	Name of the students	Class	Date	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
1	HIBA SHAREEM		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
2	HRISHIDHATH		20/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8	
3	MUHAMMED SAFNAD		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
4	MIDHUNA K T		20/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8	
5	MUFEEDA		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
6	MUHAMMED ASHIK K V		20/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8	
7	MUHAMMED SHINAS M V		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
8	NUBLA NAHAN		20/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8	
9	RAHNA N		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
10	RISANA MAISAN		20/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8	
11	SANEESHA A P		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
12	SANOOP C		20/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8	
13	SHAMNA JASMIN		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
14	SHIBILA SHIRIN P S		20/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8	
15	SREE VARSHA P		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
16	SREESHA PP		20/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8	
17	THASLEENA C C		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
18	THASNIYA BANU P		20/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8	
19	THOYIBATH K P		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8
20	VISMAYA V P		20/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8	
21	VISMAYA K P		18/5	18/5	20/5	22/5	24/5	26/5	28/5	30/5	1/6	3/6	5/6	7/6	9/6	11/6	13/6	15/6	17/6	19/6	21/6	23/6	25/6	27/6	29/6	1/7	3/7	5/7	7/7	9/7	11/7	13/7	15/7	17/7	19/7	21/7	23/7	25/7	27/7	29/7	31/7	2/8	4/8	6/8	8/8	10/8	12/8

Head of the Department of English
ME & KESIDE, 10 July 2023
Valanchery

Signature

NIHAJID P P
ASSISTANT PROFESSOR
IN CHARGE OF PRINCIPAL
ME & KESIDE COLLEGE
VALANCHERY, PIN 676 552

COMMUNICATION SKILLS IN ENGLISH

2022-23

MARKLIST

SL NO	NAME	MARKS (40)
1	HIBA SHAREEM	31
2	HRISHIDHATH	36
3	MUHAMMED SAFNAD	30
4	MIDHUNA KT	33
5	MUFEEDA	37
6	MUHAMMED ASHIK KV	34
7	MUHAMMED SHINAS MV	32
8	NUBLA NAHAN	32
9	RAHNA N	36
10	RISANA MAISAN	33
11	SANEESHA JASMIN	30
12	SHIBILA SHERIN PS	37
13	SREE VARSHA P	38
14	SREESHNA PP	31
15	THASLEENA CC	34
16	THASNIYA BANU P	30
17	THOYYIBATH KP	32
18	VISMAYA VP	37
19	VISMAYA	35
20	SANOOP C	34
21	SHAMNA JASMIN	33

18/8/2022.
Dr. Nayla T.Y.
Head, Department of
English.

Head of the Department of English
MES Keveeyam College
Valanchery

SHAJID P P
ASSISTANT PROFESSOR
IN CHARGE OF PRINCIPAL
M.E.S. KEVEEYAM COLLEGE
VALANCHERY, PIN 676 552



Name:.....

Roll. No.:

MES KEVEEYAM COLLEGE, VALANCHERY

UG CERTIFICATE COURSE EXAMINATION, 2022-2023

Communication Skills in English

Time: 1.15 hrs

Marks: 40

I. Answer the following questions in two or three sentences. All questions can be answered. Each question carries 3 marks (Ceiling 15 marks):

1. Define non verbal communication.
2. How a debate is different from group discussion?
3. You are at a restaurant. You are about to rush to home. How will you make polite questions to pay the bill?
4. You are waiting at the bus station for the bus to arrive. You want some water. The person sitting next to you has a bottle full of water. Make a request starting with 'could'.
5. You are asked to exercise everyday and you wish to go for a walk with your friend. Make a suggestion using 'how about'.
6. In a group discussion on Drug Abuse, you wanted to disagree with your friend's view. Write a sentence which expresses your polite disagreement.

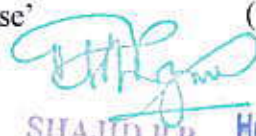
II Answer the following questions in a paragraph. All questions can be answered. Each question carries 5 marks. (Ceiling 15 marks):

7. Types of Non-verbal communication.
8. Differentiate Verbal and Non-verbal communication.
9. Prepare a conversation between doctor and patient about the health condition and do's and don'ts to improve his health condition. Frame sentences using instructions and suggestions.
10. You are in a new place to attend an interview. Write a conversation about asking location and giving directions to reach the venue.

III. Write any one of the following in not more than 250 words:

11. Prepare a debate on the topic "Gender Equality".
12. Draft a short skit on the topic 'Mobile Misuse'

(1*10=10 marks)


SHAJID P P Head of the Department of English
ASSISTANT PROFESSOR
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MES KEVEEYAM COLLEGE
VALANCHERY, PIN 576 552



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Certificate

This is to certify that

KVM/CC/22-23/FEN 22-23/02

HIBA SHAREM

has successfully completed the certificate course on "Communication Skills in English (UG)
-----" conducted by the Department of English -----, MES

Keveeyam College, Valanchery during the period 2022-23.

Klinee

CO-ORDINATOR

[Signature]

HEAD OF DEPARTMENT

[Signature]

Dr. K.P. VINOD KUMAR
PRINCIPAL



Head of the Department of English
MES Keveeyam College
Valanchery



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Certificate

This is to certify that

KVM/CC/22-23/ FEN/ 22-23/62

NUBLA NAHAN

has successfully completed the certificate course on "Communication Skills in English (UG)

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Keveeyam College, Valanchery during the period 2022-23.

Kline

CO-ORDINATOR

[Signature]

HEAD OF DEPARTMENT

[Signature]

Dr. K.P. VINOD KUMAR
PRINCIPAL



Head of the Department of English
MES Keveeyam College
Valanchery