

SKP Govt. Degree College, Guntakal
No. of Certificate Courses Conducted and No. of Students Benefitted

1.2.2 Number of Add on /Certificate programs offered during the last five years (47)

1.2.3 Average percentage of students enrolled in Add-on/Certificate programs as against the total number of students during the last five years (10)

2019-20

Name of Add on /Certificate programs offered	Course Code (if any)	Name of the Department	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Spoken English	NA	Department of English	1	45 Days	45	45
Telugu Typing	NA	Department of Telugu	1	40 Days	40	40
Basics of Stock market	NA	Department of Economics	1	45 Days	40	40
Tally	NA	Department of Commerce	1	45 Days	40	40
Percentage Problems on Ages & calendar	NA	Department of Mathametics	1	40 Days	30	30
Electrical Appliances	NA	Department of Physics	1	50 Days	28	28
Water Analysis	NA	Department of Chemistry	1	45 Days	45	45
Mushroom Cultivation	NA	Department of Botony	1	45 Days	40	40
MS - Office	NA	Department of Computer science	1	45 Days	40	40
Tailoring Course	NA	Women Empowerment Cell	1	45 Days	25	25



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S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (D)

S.K.P. GOVERNMENT DEGREE COLLEGE, GUNTAKAL

DEPARTMENT OF ENGLISH

Minutes of the Department meeting for the conduct of Certificate Course in Spoken English

Date: 20.07.2019

The English Department, a leader in addressing student needs, has made the decision to pave the way for our College's graduation class. Fresh graduates with English language fluency are in great demand due to the rising job market, which has been particularly evident in the software industry. The proportion of students who are proficient in English is rather low, it has been found. A Certificate Course in Spoken English is being offered by the English Department with the straightforward objective of giving graduating students the required communication abilities.

The Department of English held a meeting with its members on the college grounds on July 20, 2019. T N Masthanappa, the department head, presided over the meeting, which also included English instructors R Nagaraju and Dr. K Hanumnatha Reddy. The Head of Department and the Principal will preside over the organisation of the Certificate Course in Spoken English for our College's graduating final-year Degree students. The Certificate Course will last 30 hours, it was decided. Additionally, it was determined to concentrate more on Telugu-speaking rural kids whose primary language of instruction is Telugu.

1. Sri T N Masthanappa, Head of the Department

:

2. Sri R Nagaraju, Lecturer in English

3. Sri K. Hanumantha Reddy, Lecturer in English

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Guntakal
The Principal
Anantapur (Dist.)

S.K.P. GOVERNMENT DEGREE COLLEGE, GUNTAKAL

Proposal FOR THE INTRODUCTION OF CERTIFICATE COURSE IN SPOKEN ENGLISH

Date: 23.07.2019

From
T N Masthanappa,
Lecturer in English,
Head of Department
S.K.P. Govt. Degree College
GUNTAKAL₂

To
The Principal,
S.K.P. Govt. Degree College
GUNTAKAL₂


Respected Sir,

I'd like to make a recommendation to you about instituting a Spoken English Certificate Course for our College's BA final-year degree students. The English Department has become increasingly aware of the needs of departing students. English has become the common factor in all levels of employment, from the lowest to the highest. With all of these factors in mind, the Department of English would like to begin offering the course.

The details of the program are

- | | |
|---|--------------------------------|
| 1. Name of the proposed program | : Spoken English |
| 2. Duration and timings of the program | : 30 hrs; 3:30 pm to 4:30pm |
| 3. Start date of the program | : 2 nd August, 2019 |
| 4. Course fee | : Nil |
| 5. No. of students expected for admission | : 40 |

Yours faithfully


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S.K.P. Govt. Degree College
GUNTAKAL
Anantapur (Dist.)


Head of Department (English)

SKP GOVERNMENT DEGREE COLLEGE, GUNTAKAL
DEPARTMENT OF ENGLISH
CERTIFICATE COURSE 2017-2018
SPOKEN ENGLISH
SYLLABUS

Unit 1

Organs of speech
Sounds syllables
Weak forms & strong forms
Accent intonation

Unit 2

Public speaking
Self-introduction and of others greeting people
Invitation; accepting – declining
Making request
Expressing gratitude
Complimenting,
Congratulating
Expressing sympathy apologizing
Asking for information
Seeking permission
Complaining and expressing regret-

Unit 3


Basic grammar
Parts of speech
Prepositions

Unit 4

Subject verb agreement
Tenses types of sentences
Transformation of sentences

REFERENCES:

1. Bansal R.K and Harrison J.B. Spoken English for Indian
2. Katamba, F. An Introduction to Phonology, Longman, 1989
3. Bygate. M, Speaking. oxford: Oxford University Press.
4. K.S. Smitha Annie pothen English conversational Practice. Sterling Publication Pvt.Ltd
5. Geoffrey Leech, Margaret Dueshar. English Grammar Today.
6. W.S.Allen. Living English structure.
7. Thomson and Martinet. A Practical Grammar. OUP, 1986.


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SKP GOVERNMENT DEGREE COLLEGE, GUNTAKAL

(Affiliated to Sri Krishnadevaraya University)

Department of English

Certificate Course in Spoken English

Time: 10.00 AM to 11.00 AM

Max. Marks: 40M

Answer any Three of the following

- | | | |
|--|---------|----------|
| Unit 1: Long Answer Question in 100 words each | 2 out 1 | 1x10=10M |
| Unit 2: Long Answer Question in 100 words each | 3 out 2 | 2x10=20M |
| Unit 3: Grammar | | 1x5=5M |
| Unit4: Verb | | 1x5=5M |

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Anantapur (Dist.)



SKP GOVERNMENT DEGREE COLLEGE, GUNTAKAL
Department of English
Certificate Course in Spoken English

Time: 10.00 AM to 11.00 AM

Max. Marks: 40M

Answer any three of the following

(3X10=30)

Unit I

1. What is Phonetics?
2. Discuss briefly about different kinds of Tones used in Speech.


Unit II

3. Talk about a successful presentation you gave and why you think it did well.
4. Imagine you are seeking some information about getting an air- ticket to Mumbai.
Construct a conversation of 4-5 exchanges with the travel agent.
5. What are the various kinds of Tones used in Spoken English/

Unit III and IV

(1X10=10)

6. Write A/An/The or X in the blanks:
 - A) Have you had.....lunch?
 - B) She wants to become.....M.L.A.
 - C) Engineering isuseful career.
 - D) I've received.....email from my friend.
 - E) This isHCL product.
7. Fill in the blanks with suitable verb forms
 - a) Vegetable(sell) at high prices
 - b) I switched off the lights after he(sleeps)
 - c) My aunt and her son(eat) and apple everyday
 - d) The Moon..... (derive) light from the sun.
 - e) We cannot go out as it (rain).


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S.K.P. GOVERNMENT DEGREE COLLEGE, GUNTAKAL.

DEPARTMENT OF ENGLISH

Circular

Date: 25-07-2019


All B.A. final-year students are hereby notified that the Department of English will begin a certificate course in 'Spoken English.' The course will last 30 hours. The course is free of charge for students. The classes will begin on August 2, 2019. Students who are interested must register their names with the English Department. Students will receive a certificate upon successful completion of the course.


Coordinator

Copy to the Library Notice Board

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Copy for Circulation among the Students


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S.K.P. Government Degree College, Guntakal

Department of English


Final Report of Certification Course in Spoken English


The Department of English, under the direction of Principal Dr. K Ganeswar, devised the idea of a Spoken English Course for the College's students. The Department of English has made a modest start in imparting and enriching students' English proficiency by offering a 30 hrs certificate course in Spoken English. As previously agreed, the primary goal of the course was to instill spoken English skills in the departing students. The course's basic structure is designed with the needs of final-year students in mind. The aforementioned Course began on 02.08.2019 and ended on 15.10.2019.

The response from the students was overwhelming. In its introductory session the Seminar Hall was jam-packed and students enthusiastically wanted to be the part of it. Dr. K. Ganeswar, the principal, addressed the students intimating them about the importance of English in social and corporate realms. He also appreciated the effort of English Department and congratulated Sri T N Masthanappa, HOD, English Department, who was the guiding force behind the entire course. The number of students attended the Course was good. 39 Students regularly attended the Classes conducted from 3.30 P M to 4.30 PM.

The sessions were interactive, informative and interesting. The usage of videos, hand-outs, stories, comics, suggestive books and interesting worksheets helped the students to grasp the tips to learn and understand English language. There were brain-storming sessions, debates, group activities and impromptu presentations which enhanced the confidence level of the students. The Course ran its entire course of 30 hrs and also took informal inputs from the students for making the course better next time.


After the successful completion of the said Certificate course, a valedictory function was held on 15th October 2019. The Principal of the


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College, Sri Dr K. Gnaneswr , graced the occasion. The meeting was presided over by the HOD (English), Sri T N Masthanappa. In his opening remarks, the Head of the Department explained the need and necessity of introducing the Certificate course. The Principal advised the students to make use of the in-puts given by the Department of English. Certificates were distributed to the all 39 students.

At the end of program Sri R Nagaraju, Lecturer in English, proposed the vote of thanks.


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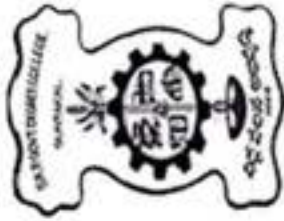


SKP GOVERNMENT DEGREE COLLEGE: GUNTAKAL
Registered Final B.A. Students for Spoken English Certificated Course
2019-20

S.No.	Register Number	Name of the Student
1	180153001	B PULI RANGADU
2	180153002	B SURENDRA BABU
3	180153003	B SURI
4	180153004	B VENKANNA
5	180153005	B VIJAY KUMAR
6	180153006	C MASTHAN
7	180153007	C PRASAD
8	180153008	C SURYA VARA PRASAD
9	180153009	CHUKKA RAJU
10	180153010	D FARID VALI
11	180153011	D RAMESH
12	180153012	D SUBHAN
13	180153013	G MANIKANTA
14	180153014	G PRASAD
15	180153015	G SURESH BABU
16	180153016	H RAVEENDRA
17	180153017	H SHAREEFA
18	180153018	K RAJU MUNENDRA
19	180153019	K RUPA
20	180153020	K SHIVA
21	180153021	K VEERESH
22	180153022	M CHANDU NAIK
23	180153023	M DEVENDRA NAIK
24	180153024	M RAMANJINEYULU
25	180153025	M RANGAIAH SWAMY
26	180153026	M THILAK BABU
27	180153027	M VARANESH
28	180153028	N JAYA RAJU
29	180153029	P AJAY KUMAR
30	180153030	P SHIVA KUMAR
31	180153031	R SHREYA
32	180153032	S DIWAN VALI
33	180153033	S SHAIKSHAVALI
34	180153034	S SURENDRA
35	180153035	T SHIVA
36	180153036	Y VEERENDRA
37	180153061	S KULLAI SWAMY
38	180153091	BARE RAJU
39	180153092	BEGARY UDAY KUMAR

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Coordinator

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 Anantapur (Dist.)



Estd: 1968

S.K.P. GOVERNMENT DEGREE COLLEGE

GUNTAKAL, ANANTAPURAM-515803, A.P.

Affiliated to Sri Krishnadevaraya University (SKU) Anantapuram

Re-accredited by NAAC with 'B' Grade-CGPA- '2.76'

Department of English

Certificate of Participation

This is to certify that Mr./Miss./Mrs. _____ studying _____ successfully completed 'Spoken English Certificate Course' Organized by Department of English, S.K.P. Government Degree College, Guntakal, held from _____ to _____.

Coordinator

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Anantapur (Dist.)

SKP GOVERNMENT DEGREE COLLEGE: GUNTAKAL
Registered Final B.A. Students for Spoken English Certificated Course
2019-20

S.No.	Register Number	Name of the Student	Signature
1	180153001	B PULI RANGADU	B. Puli Rangadu
2	180153002	B SURENDRA BABU	B. Surendra Babu
3	180153003	B SURI	B. Suri
4	180153004	B VENKANNA	B. Venkanna
5	180153005	B VIJAY KUMAR	B. Vijay Kumar
6	180153006	C MASTHAN	C. Masthan
7	180153007	C PRASAD	C. Prasad
8	180153008	C SURYA VARA PRASAD	C. Surya Vara Prasad
9	180153009	CHUKKA RAJU	Chukka Raju
10	180153010	D FARID VALI	D. Farid Vali
11	180153011	D RAMESH	D. Ramesh
12	180153012	D SUBHAN	D. Subhan
13	180153013	G MANIKANTA	G. Manikanta
14	180153014	G PRASAD	G. Prasad
15	180153015	G SURESH BABU	G. Suresh Babu
16	180153016	H RAVEENDRA	H. Raveendra
17	180153017	H SHAREEFA	H. Shareefa
18	180153018	K RAJU MUNEENDRA	K. Raju Muneendra
19	180153019	K RUPA	K. Rupa
20	180153020	K SHIVA	K. Shiva
21	180153021	K VEERESH	K. Veeresh
22	180153022	M CHANDU NAIK	M. Chandu Naik
23	180153023	M DEVENDRA NAIK	M. Devendra Naik
24	180153024	M RAMANJINEYULU	M. Ramanjineyulu
25	180153025	M RANGAIAH SWAMY	M. Rangaiah Swamy
26	180153026	M THILAK BABU	M. Thilak Babu
27	180153027	M VARANESH	M. Varanesh
28	180153028	N JAYA RAJU	N. Jaya Raju
29	180153029	P AJAY KUMAR	P. Ajay Kumar
30	180153030	P SHIVA KUMAR	P. Shiva Kumar
31	180153031	R SHREYA	R. Shreya
32	180153032	S DIWAN VALI	S. Divan Vali
33	180153033	S SHAIKSHAVALI	S. Shaikshalali
34	180153034	S SURENDRA	S. Surendra
35	180153035	T SHIVA	T. Shiva
36	180153036	Y VEERENDRA	Y. Veerendra
37	180153037	S KULLAI SWAMY	S. Kullai Swamy
38	180153091	BARE RAJU	Bare Raju
39	180153092	BEGARY UDAY KUMAR	Begary Uday Kumar

Coordinator

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GUNTAKAL

SKP GOVERNMENT DEGREE COLLEGE: GUNTAKAL
Spoken English Certificate Course (2019-20)
Participants Feedback Form

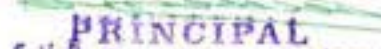
Date:

Instructions: Please indicate your level of agreement with the statements listed below.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The objectives of the training were clearly defined.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Participation and interaction were encouraged.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The topics covered were relevant to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The content was organized and easy to follow.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The materials distributed were helpful.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. This training experience will be useful in my work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The trainer was knowledgeable about the training topics.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. The trainer was well prepared.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. The training objectives were met.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. The time allotted for the training was sufficient.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11. The meeting room and facilities were adequate and comfortable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

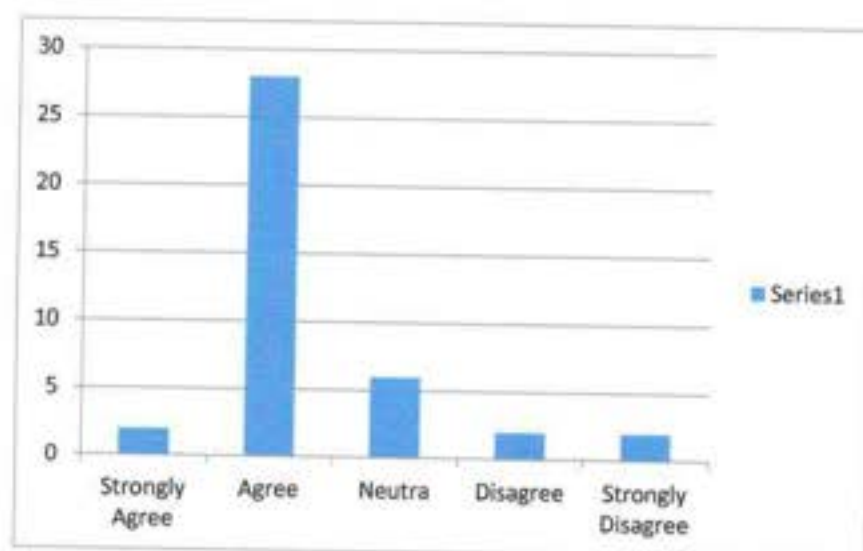
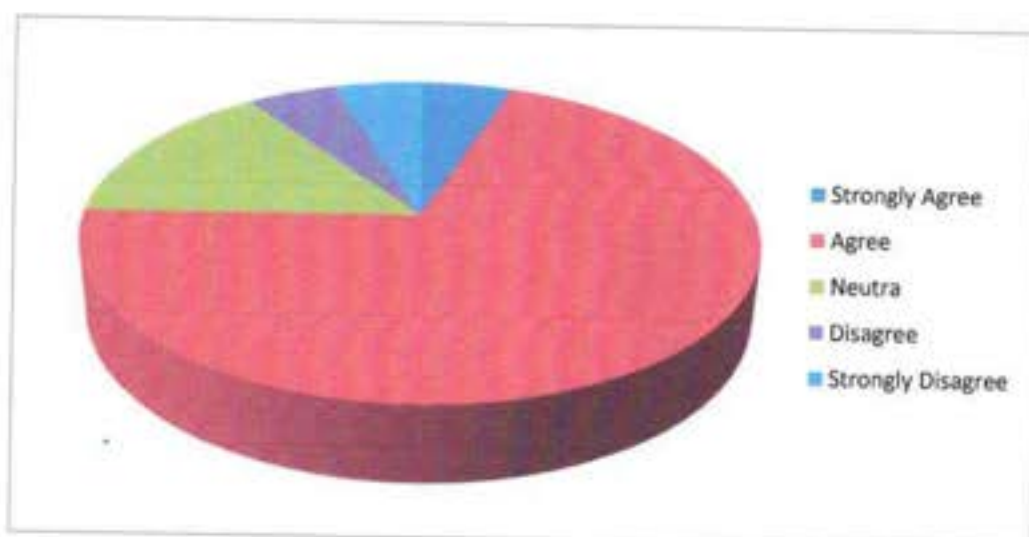
12. Please share other comments or expand on previous responses here:




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SKP GOVERNMENT DEGREE COLLEGE: GUNTAKAL
Spoken English Certificate Course (2019-20)
Participants Feedback Form

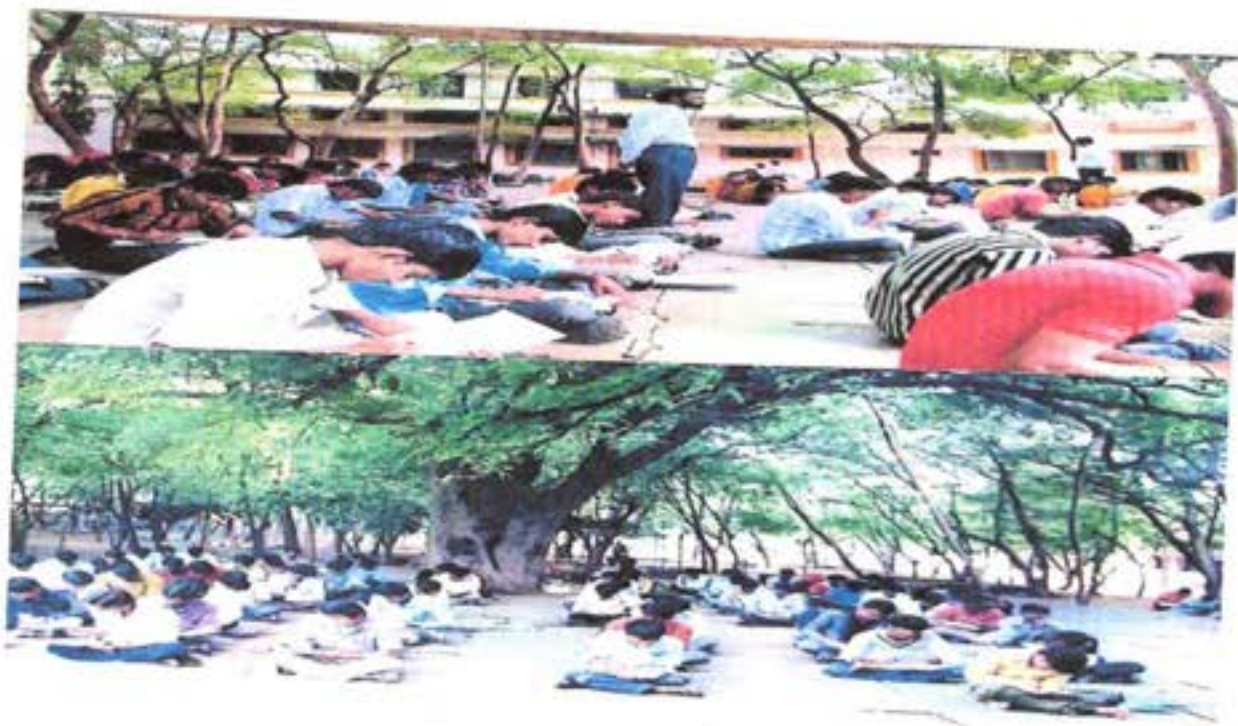
Total Students	39
Strongly Agree	2
Agree	28
Neutra	6
Disagree	2
Strongly Disagree	2



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Photos of Spoken English Certificate Course 219-20



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S.K.P. Govt. College
Guntur
Anantapur (Dist.)

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S K P GOVERNMENT DEGREE COLLEGE GUNTAKAL

LIST OF FINAL B.A. STUDENTS ENROLLED FOR SPOKEN ENGLISH CERTIFICATE COURSE

ATTENDANCE SHEET FOR THE ACADEMIC YEAR 2019-20

S.N	Register Number	Name of the Student
1	180153001	B PULI RANGADU
2	180153002	B SURENDRA BABU
3	180153003	B SURI
4	180153004	B VENKANNA
5	180153005	B VIJAY KUMAR
6	180153006	C MASTHAN
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25	180153025	M RANGAIAH SWAMY
26	180153026	M THILAK BABU
27	180153027	M VARANESH

LIST OF FINAL B.A. STUDENTS ENROLLED FOR SPOKEN ENGLISH CERTIFICATE COURSE

ATTENDANCE SHEET FOR THE ACADEMIC YEAR 2019-20

28	180153028	N JAYA RAJU
29	180153029	P AJAY KUMAR
30	180153030	P SHIVA KUMAR
31	180153031	R SHREYA
32	180153032	S DIWAN VALI
33	180153033	S SHAIKSHAVALI
34	180153034	S SURENDRA
35	180153035	T SHIVA
36	180153036	Y VEERENDRA
37	180153061	S KULLAI SWAMY
38	180153091	BARE RAJU
39	180153092	B UDAY KUMAR

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యస్. కె. పి. ప్రభుత్వ డిగ్రీ కళాశాల, గుంతకల్

తెలుగు శాఖ

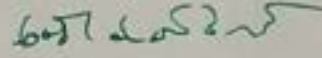
తెలుగు టైపింగ్ సర్టిఫికేట్ కోర్స్ నిర్వహించాలని తెలుగు శాఖ తీర్మానం.

తేది: 09/07/2019

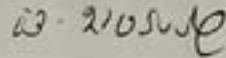
తెలుగు శాఖ ఆధ్వర్యం లో డిగ్రీ చిప్, చికాం, చియప్పి విద్యార్థులకు సర్టిఫికేట్ కోర్స్ నిర్వహించాలని తీర్మానించాము. అందులో భాగంగా విద్యార్థులకు ప్రింట్ మీడియా, ఏలక్ట్రానిక్ మీడియా, మరియు ప్రసారమాధ్యమాల్లో ఇంగ్లీషు నుండి తెలుగులో అనువదించడానికి ఉపయోగపడే విధంగా తెలుగు టైపింగ్ అనే సర్టిఫికేట్ కోర్స్ ను నిర్వహించాలని తీర్మానించుకున్నాము.

09-07-2019 తేదిన తెలుగు శాఖ ఆధ్వర్యం లో సమావేశం జరిగింది. ఈ సమావేశానికి అధ్యక్షులు గా అంకె మదన్ మొహన్ అధ్యాపకులు మరియు టి. జయమ్మ సీ. ఓబులేసు పాల్గొన్నారు. దీనిని కళాశాల ప్రెన్సిపాల్ గారి ఆదేశాల మేరకు 40 రోజుల కాలవ్యవధిలో సర్టిఫికేట్ కోర్స్ నిర్వహించాలని తీర్మానించుకున్నాము.

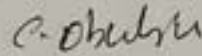
అంకె మదన్ మొహన్ (తెలుగు శాఖాధ్యక్షులు)




టి. జయమ్మ (తెలుగు అధ్యాపకులు)



సీ. ఓబులేసు (తెలుగు అధ్యాపకులు)




ప్రిన్సిపాల్
PRINCIPAL
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GUNTAKAL, Ananthapuramu (T.S.)

యస్. కె. పి. ప్రభుత్వ డిగ్రీ కళాశాల, గుంతకల్

తెలుగు కాఖ

ఎస్ కె పి ప్రభుత్వ డిగ్రీ కళాశాల గుంతకల్

కళాశాల ప్రెన్సిపాల్

ఎస్ కె పి ప్రభుత్వ డిగ్రీ కళాశాల గుంతకల్

విషయం: తెలుగు టైపింగ్ సర్టిఫికేట్ కోర్స్ ప్రారంభించడానికి అనుమతి కొరకు:

ఎస్ కె పి ప్రభుత్వ డిగ్రీ కళాశాల గుంతకల్ తెలుగు కాఖ ఆధ్వర్యంలో డిగ్రీ మూడవ సంవత్సరం విద్యార్థులకు తెలుగు టైపింగ్ సర్టిఫికేట్ కోర్స్ నిర్వహించాలని తెలుగు కాఖ తీర్మానించింది. నేటి సమాజంలో పత్రికల ప్రభావం ప్రాంత మీడియా ఎలక్ట్రానిక్ మీడియా ప్రసార మాధ్యమాల ప్రభావం ఎక్కువగా ఉంది. విద్యార్థులు వాటిలో అవకాశాలు పొందేలా తెలుగు కాఖ తెలుగు టైపింగ్ సర్టిఫికేట్ కోర్స్ నిర్వహించడానికి అనుమతించగలరు.

కోర్సు వివరాలు

కోర్స్ పేరు: తెలుగు టైపింగ్

కోర్సు కాల వ్యవధి సమయం: 40 రోజులు సా. 5 నుండి 6 గంటల వరకు

ప్రారంభ తేదీ: 2 ఆగస్టు 2019

కోర్స్ ఫీజు: ఏమీ లేదు

మొత్తం విద్యార్థుల సంఖ్య: 40



తెలుగు కాఖ
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యస్. కె. పి. ప్రభుత్వ డిగ్రీ కళాశాల, గుంతకల్

తెలుగు కాఖ

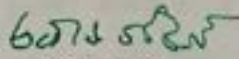
సర్క్యులర్

11-07-2019

కళాశాలలో బిఏ చదువుతున్న విద్యార్థులు అందరికీ తెలుగు కాఖ తెలియజేయునది ఏమనగా తెలుగు కాఖ తెలుగు టైపింగ్ అనే సర్టిఫికేట్ కోర్సులు నలభై రోజుల వ్యవధిలో ఎలాంటి రుసుము లేకుండా నిర్వహిస్తుంది. కోర్సు 02-08-2019 తేదీన ప్రారంభం అవుతుంది ఆసక్తిగల విద్యార్థులు ఏరు నమోదు చేసుకోండి. కోర్స్ పూర్తి అయిన తర్వాత సర్టిఫికేట్ కూడా జారీ చేయబడును కావున విద్యార్థులందరూ ఈ అవకాశాన్ని సద్వినియోగం చేసుకోగలరు.

ఇట్లు


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తెలుగు కాఖ
Dept. Of Telugu
S.K.P. GOVT. COLLEGE
GUNTAKAL - 515301

యస్. కె. పి. ప్రభుత్వ డిగ్రీ కళాశాల, గుంతకల్

తెలుగు కాఖ

తెలుగు టైపింగ్ సర్టిఫికేట్ కోర్స్ రుది నివేదిక

తెలుగు కాఖ ఆధ్వర్యంలో చిపి, చికాం, చివెస్సీ విద్యార్థులకు తెలుగు టైపింగ్ సర్టిఫికేట్ కోర్సు 40 రోజుల కాలవ్యవధిలో నిర్వహించాలని కళాశాల ప్రెసిసిపల్ జ్ఞానేశ్వర్ గారి ఆధ్వర్యంలో తీర్మానం జరిగింది. డిగ్రీ పైనలియర్ విద్యార్థులు కోర్స్ అయిపోయిన తర్వాత వారికి ఉపయోగపడే విధంగా బాషా సైపుడ్యాలను నేర్పించడం ఈ కోర్సు యొక్క ప్రధాన ఉద్దేశం ప్రింట్ మీడియా, ఎలక్ట్రానిక్ మీడియా, ప్రసార మాధ్యమాలను దృష్టిలో ఉంచుకొని కోర్స్ రూపొందించడం జరిగింది.

సర్టిఫికేట్ కోర్స్ ప్రారంభ సమావేశంలో విద్యార్థులు చాలా ఉత్సాహంగా పాల్గొన్నారు. ప్రెసిసిపల్ డా. కె. జ్ఞానేశ్వర్ గారు విద్యార్థులను ఉద్దేశిస్తూ నేటి సమాజం మీద మీడియా, పత్రిక రంగాలు అత్యంత ప్రభావాన్ని చూపిస్తున్నాయి ఈ రంగాల్లో ఉద్యోగ అవకాశాలు పొందేలా ఈ సర్టిఫికేట్ కోర్స్ మీకు చాలా ఉపయోగపడుతుంది కాబట్టి విద్యార్థులు ఈ అవకాశాన్ని ఉపయోగించుకుని ఆయా రంగాల్లో ముందుకెళ్లాలని విద్యార్థులకు సూచించారు.

విద్యార్థులు కోర్స్ నేర్చుకునే సమయంలో కంప్యూటర్ లో తెలుగును టైపింగ్ చేయడం, కి బోర్డు ను ఉపయోగించడం, ఇంగ్లీష్ నుండి తెలుగు అనువదించడం మొదలైన విషయాలన్నింటినీ బ్లాక్ బోర్డ్ ఉపయోగిస్తూ, ఐ సి టి క్లాసు ఉపయోగిస్తూ బోధించడం జరిగింది. తర్వాత విద్యార్థులను లాంగ్వేజ్ ల్యాబ్ కి తీసుకెళ్లి ప్రతి విద్యార్థి పైన ప్రత్యేక క్లర్క్ టైపింగ్ ప్రాక్టీస్ చేయించాము. రెండు వారాల తర్వాత విద్యార్థికి ఆంగ్ల వాక్యాలను ఇచ్చి తెలుగులో టైప్ చేయమని సూచించాము. మొత్తం 40 రోజుల పాటు కోర్సు కొనసాగింది. కోర్స్ పూర్తయిన తర్వాత విద్యార్థులకు ముగింపు సమావేశంలో ప్రెసిసిపల్ డా. కె. జ్ఞానేశ్వర్ గారి చేతుల మీదుగా సర్టిఫికేట్లు జారీ చేసి కోర్సును విజయవంతంగా ముగించాము.

యస్. కె. పి. ప్రభుత్వ డిగ్రీ కళాశాల, గుంతకల్

తెలుగు శాఖ

సర్టిఫికేట్ కోర్స్: ఆన్ లైన్ తెలుగు టైపింగ్

పాఠ్య ప్రణాళిక:

తెలుగు టైపింగ్ - పరిచయం

తెలుగు టైపింగ్ - ఆవశ్యకత

తెలుగు కీ బోర్డు

తెలుగు టైపింగ్ - అనువర్తనాలు

తెలుగు లేఖిని (Leekhini)

SKP Government Degree College, Guntakal

Registration form for Telugu Typing Certificate Program

Department of Telugu - Academic Year 2019-20

క్రమ సంఖ్య	Hall ticket no.	విద్యార్థి పేరు	సంరకం
1	190153091	A Simhadri	A. Simhadri
2	190153092	A Kishore	A. Kishore
3	190153093	A Kallamadi	A. Kallamadi
4	190153094	B Dileep	B. Dileep
5	190153095	B Divakar	B. Divakar
6	190153096	B Rajashekar	B. Rajashekar
7	190153097	B Ramu	B. Ramu
8	190153098	B Suresh	B. Suresh
9	190153099	B Suresh	B. Suresh
10	190153100	C Varaprasad	C. Varaprasad
11	190153101	C Aruna	C. Aruna
12	190153102	D Raghu	D. Raghu
13	190153103	K Kiran kumar	K. Kiran kumar
14	190153104	K Rakesh	K. Rakesh
15	190153105	K Shekar	K. Shekar
16	190153106	K Aravind	K. Aravind
17	190153107	K Balarangadu	K. Balarangadu
18	190153108	K Suresh	K. Suresh
19	190153109	M Murali Krishna	M. Murali Krishna
20	190153110	M Sruthi	M. Sruthi
21	190153111	M Ramanjineyulu	M. Ramanjineyulu
22	190153112	M Varaprasad	M. Varaprasad
23	190153113	N Ranjit kumar	N. Ranjit kumar
24	190153115	N Veerajaneyulu	N. Veerajaneyulu
25	190153116	P Srinivasulu	P. Srinivasulu
26	190153117	P Mahesh	P. Mahesh
27	190153118	P Yughandar	P. Yughandar
28	190153119	R Siva Krishna	R. Siva Krishna
29	190153120	R Harish Naik	R. Harish Naik
30	190153121	R Mahesh Naik	R. Mahesh Naik
31	190153122	R Pooja	R. Pooja
32	190153123	R Venkataramana Naik	R. Venkataramana Naik
33	190153124	T Pavan Kalyan	T. Pavan Kalyan
34	190153125	A Shekar	A. Shekar
35	190153126	A Hemalatha	A. Hemalatha
36	190153127	B Krishna	B. Krishna
37	190153128	C Mounika bhai	C. Mounika bhai
38	190153129	C Sreelakshmi	C. Sreelakshmi
39	190153130	C Amresh	C. Amresh
40	190153131	K Jyotshna	K. Jyotshna

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GUNTAKAL - 515801

S K P Government Degree College, Guntakal
Attendance sheet for the Academic year – 2019-20

S.No	Student Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
1	A Sumbadri	X																													
2	A Kishore	X																													
3	A Kallamadi	X																													
4	B Chelod	X																													
5	B Divakar	X																													
6	B Rajashakar	X																													
7	B Ramu	X																													
8	B Suresh	X																													
9	B Suresh	X																													
10	C Varaprasad	X																													
11	C Aruna	X																													
12	D Raghu	X																													
13	K Kiran Kumar	X																													
14	K Rakesh	X																													
15	K Shekar	X																													
16	K Aravind	X																													
17	K Balaramadu	X																													
18	K Suresh	X																													
19	M Murali Krishna	X																													
20	M Suresh	X																													
21	M Ramalingeswulu	X																													
22	M Varaprasad	X																													
23	N Ranjit Kumar	X																													
24	N Veerajanevulu	X																													
25	P Srinivasulu	X																													
26	P Mahesh	X																													
27	P Yugbhandar	X																													
28	R Siva Krishna	X																													
29	R Harish Naik	X																													
30	R Mahesh Naik	X																													
31	R Poosa	X																													
32	R Venkataramana Naik	X																													
33	T Pavan Kalyan	X																													
34	A Shekar	X																													
35	A Hemalatha	X																													
36	B Krishna	X																													
37	C Meenika thal	X																													
38	C Sreelakshmi	X																													
39	C Anuresh	X																													
40	K Jayashna	X																													

PRINCIPAL
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GUNTAKAL, Ananthapuramu (Ct.)

60274553235
60274553235
60274553235

S.No	Student Name	31	32	33	34	35	36	37	38	39	40	Remarks
1	A. Srinivas	X	X	X	X	X	X	X	X	X	X	
2	A. Kishore	X	X	X	X	X	X	X	X	X	X	
3	A. Kallanadi	X	X	X	X	X	X	X	X	X	X	
4	B. Othep	X	X	X	X	X	X	X	X	X	X	
5	B. Divakar	X	X	X	X	X	X	X	X	X	X	
6	B. Rajeshwar	X	X	X	X	X	X	X	X	X	X	
7	B. Ramu	X	X	X	X	X	X	X	X	X	X	
8	B. Suresh	X	X	X	X	X	X	X	X	X	X	
9	B. Suresh	X	X	X	X	X	X	X	X	X	X	
10	C. Varadaraj	X	X	X	X	X	X	X	X	X	X	
11	C. Aruna	X	X	X	X	X	X	X	X	X	X	
12	O. Rajhu	X	X	X	X	X	X	X	X	X	X	
13	K. Kiran Kumar	X	X	X	X	X	X	X	X	X	X	
14	K. Ramesh	X	X	X	X	X	X	X	X	X	X	
15	K. Shikhar	X	X	X	X	X	X	X	X	X	X	
16	K. Arvind	X	X	X	X	X	X	X	X	X	X	
17	K. Balaramudu	X	X	X	X	X	X	X	X	X	X	
18	K. Suresh	X	X	X	X	X	X	X	X	X	X	
19	M. Maruthi Krishna	X	X	X	X	X	X	X	X	X	X	
20	M. Sudhi	X	X	X	X	X	X	X	X	X	X	
21	M. Ramasrinivasulu	X	X	X	X	X	X	X	X	X	X	
22	M. Varadaraj	X	X	X	X	X	X	X	X	X	X	
23	M. Rangt Kumar	X	X	X	X	X	X	X	X	X	X	
24	N. Venkateswulu	X	X	X	X	X	X	X	X	X	X	
25	P. Srinivasulu	X	X	X	X	X	X	X	X	X	X	
26	P. Mahesh	X	X	X	X	X	X	X	X	X	X	
27	P. Vignandhar	X	X	X	X	X	X	X	X	X	X	
28	R. Siva Krishna	X	X	X	X	X	X	X	X	X	X	
29	R. Harish Naidu	X	X	X	X	X	X	X	X	X	X	
30	R. Mahesh Naidu	X	X	X	X	X	X	X	X	X	X	
31	R. Poole	X	X	X	X	X	X	X	X	X	X	
32	R. Venkateswara Naidu	X	X	X	X	X	X	X	X	X	X	
33	T. Pavani Karan	X	X	X	X	X	X	X	X	X	X	
34	A. Shikhar	X	X	X	X	X	X	X	X	X	X	
35	A. Hemalatha	X	X	X	X	X	X	X	X	X	X	
36	B. Krishna	X	X	X	X	X	X	X	X	X	X	
37	C. Meenakshi Devi	X	X	X	X	X	X	X	X	X	X	
38	C. Sreedeshvi	X	X	X	X	X	X	X	X	X	X	
39	C. Aravesh	X	X	X	X	X	X	X	X	X	X	
40	K. Jyothika	X	X	X	X	X	X	X	X	X	X	



S.K.P. GOVERNMENT DEGREE COLLEGE

GUNTAKAL, ANANTAPURAM-515803, A.P.

Affiliated to Sri Krishnadevaraya University (SKU) Anantapuram

Re-accredited by NAAC with 'B' Grade-CGPA- '2.76'

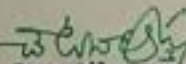
Department of Telugu

Certificate Of Participation

This is to certify that Mr./Miss./Mrs. _____ studying

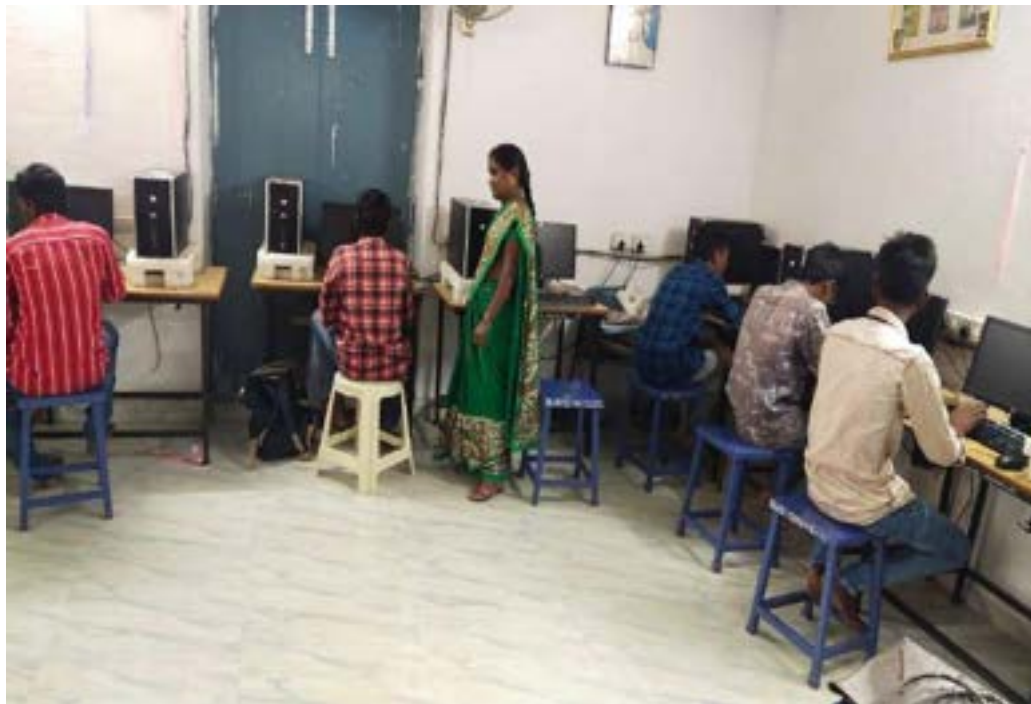
_____ successfully completed 'Telugu Typing Certificate Course'

Organized by Department of Telugu, S.K.P. Government Degree College, Guntakal, held
from _____ to _____.


Coordinator
Dept. Of Telugu
S.K.P. GOVT. COLLEGE
GUNTAKAL - 515803


Principal
PRINCIPAL
S.K.P. Govt. Degree
GUNTAKAL

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Certificate course photos



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Certificate course photos



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DEPARTMENT OF ECONOMICS

MINUTES OF THE DEPARTMENT MEETING FOR THE CONDUCT OF
CERTIFICATE COURSE IN BASICS OF STOCK MARKET BY
DEPARTMENT OF ECONOMICS

The Department of Economics, a pioneer in meeting student needs, has chosen to set the bar for our college's first- and second-year students in a number of areas. a description of the certificate program me. There are many different kinds of stock markets, and this industry offers plenty of options for those wishing to advance their careers or make extra money. Anyone with a trading passion can readily learn about it and succeed. The courses are created in a way that makes learning and developing for everyone really simple. Classes are held both online and in person, and live question-and-answer sessions are held specifically for this purpose. The main benefits of taking a stock market course are that

On July 25, 2019, the department of Economics had a meeting with its staff members at the departmental staffroom. During the meeting, the Head of the Department and per the Principal's instructions. The department has unanimously decided to provide a certificate program me in water analysis to our college's first- and second-year degree candidates. The 45-day course schedule has been established. Additionally, it is decided to focus on students from rural backgrounds and limit the number of new students to less than 45. After the Principal's consent, a circular advising the students that the Certificate Course sessions will be held outside of the schedule of the



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DEPARTMENT OF ECONOMICS, S.K.P GDC, GUNTAKAL

N.V. Siva Kumar
Incharge
Dept. of Economics
S.K.P. Govt Degree College
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DEPARTMENT OF ECONOMICS

PROPOSAL FOR THE INTRODUCTION OF CERTIFICATE

COURSE IN BASICS OF STOCK MARKET

Dt : 26/07/2019

From

The In charge

Department of Economics

S.K.P. Government College

Guntakal

To

The Principal

S.K.P. Government College

Guntakal

Honored Sir,

I would like to make a suggestion to you to introduce a Certificate. course in economics for our college's first- and second-year B.A. students. Every student, not just those studying economics, needs to be aware of the stock market because of the rise in public knowledge of it. Please allow us to begin the Department of Economics' Certificate Course in BASICS OF STOCK MARKET, sir.

Thanking You Sir.

- Details of the Programmer are :
- Program duration : 45 Days
- Timings of the program : 9.00 AM to 10.00 AM
- Duration of the program : 01/08/2019 to 16/09/2019
- Course fee : -Nil-
- Number of students expected for admission : 45



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In charge
Dept. of Economics
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DEPARTMENT OF ECONOMICS

CIRCULAR

Dt : 27/07/2019

INTRODUCTION OF CERTIFICATE COURSE IN BASICS STOCK MARKET

This is to inform to All the First year and Second year Degree students of B.A.ECONOMICS, that the Department of ECONOMICS would like to start a "CERTIFICATE COURSE IN BASICS OF STOCK MARKET". The duration of course is 6 weeks/45 days. The students need not pay any fee for the course. The course shall be run by the Department of ECONOMICS off the college hours. All the interested students are required to give their names to Head of the Department. The Course shall enhance the knowledge of STOCK MARKET and shall be useful to their Career in ECONOMICS.

GROUP	I YEAR	II YEAR	III YEAR
1. MPC. TM		T.v.s	
2. MPC.EM	T.v.s		
3. BZC		T.v.s	
4. MECS			
5. MPCS			
6. MICRO BIOLOG			
7. BIO CHEMISTRY			
8. B.COM T.M	JBL		
9. B.COM E.M			
10. B.COM COMPUTER			
11. HEP			N.V. Sivakumar
12. HPT	Y.m.D		
13. HPE			

Signature of the lecturer

N.V. Sivakumar
Dept. of Economics
S.K.P Govt Degree College
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DEPARTMENT OF ECONOMICS S.K.P GDC, GUNTAKAL
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LIST OF THE STUDENTS ENROLLED FOR THE CERTIFICATE COURSE IN WATER ANALYSIS 2019-20

Reg.No	Name of the student	Signature of the student
200153001	S.RAJAK	S. Rajak
200153004	B.HANUMESH	B. Hanumesh
200153006	B. ASHOK BABU	B. Ashok Babu
200153009	C. SREEKANTH	C. Sreekanth
200153010	C.L MAHESH	C.L Mahesh
200153011	C, ANIL KUMAR	C. Anil Kumar
200153014	D.KRISHNAMA CHARI	D. Krishnama Chari
200153016	D.KULLAI	D. Kullai
200153017	D.RAFI	D. Rafi
200153018	G.SHIVA SANKAR	G. Shivabankar
200153021	K.SHIVA	K. Shiva
200153023	K.GADILINGA	K. Gadilinga
200153024	K.UPENDRA	K. Upendra
200153025	K.OBILESH	K. Obilesh
200153026	K.HARI PRASAD	K. Hari Prasad
200153027	M.GANESH	M. Ganesh
200153028	M. RAMANJINEYULU	M. Ramanjineyulu
200153030	M.RUPENDRA	M. Rupendra
200153033	P. ANJINI PRASAD	P. Anjini Prasad
200153034	P.ANIL KUMAR	P. Anil Kumar
200153035	R.ANIL KUMAR	R. Anil Kumar
200153036	S.YUGANDHAR	S. Yugandhar
200153037	S.IRFAN	S. Irfan
200153039	U.ANAND	U. Anand
190153002	SURESH	Suresh
190153003	UPENDRA	Upendra
190153004	SURESH	Suresh
190153005	RAGHU	Raghu
190153006	ANJINEYULU	Anjineyulu
190153007	RAKESH	Rakesh
190153008	BABU	Babu
190153009	CHANDRA	Chandra
190153011	JYOTHI	Jyothi
190153012	SREEKANTH	Sreekanth
190153013	GANGADHAR	Gangadhar
190153015	RAJESH	Rajesh
190153016	SALAMMA	Salamma
190153017	SURYANAİK	Surya Naik
190153019	NAGESWAR RAO	Nageswar Rao

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DEPARTMENT OF ECONOMICS

CERTIFICATE COURSE ON "BASICS OF STOCK MARKET"

SYLLABUS

Theory: 40h

Course Credit:2

Unit- I 8h

Primary Market vs Secondary Market Investment in Stock Market - The process to invest Initial Public Offering (IPO) How the Indian stock market works Economic and Industry Analysis Technical Analysis Company Analysis Interpretation of Financial Statements Cash Flow Analysis and Valuation of Equity Demat and Depository Introduction to Mutual Funds Insurance Mutual Funds.

Unit II 8h

Introduction to Derivatives and Futures Introduction to Option Introduction to Commodity Market Introduction to Currency Market Introduction to Technical Analysis Types of Charts Implementing Chart and Candlestick Patterns Trend analysis Technical theories Sentimental Indicators Inter market Technical Analysis Technical analysis indicators.

Unit III 8h

Financial Planning Investments Mutual Fund Insurance Initial Public Offering (IPO) Investment Psychology Corporate Actions and Announcements Fundamental Analysis Portfolio Management Investor Types, Delivery and Intraday Trading Equity - Cash and Derivative Market Introduction to Commodity Currency Markets Trading Platform Intro Trading Account and Free Demat Opening.

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Unit IV 8h

Basic of Investment and Investment Environment Risk and Return Instrument of Investment

Primary Market Secondary Market Market Participants Stock Exchanges in India Security

Market Indices: Nifty and Sen sex Sources of Financial Information.

Unit V 8h

Industry Analysis, Approaches and Economic Scenario Company Analysis Position Statement

Analysis History, Membership & Organization Governing body Functions of stock

Exchange Online trading Role of SEBI Recognized Stock Exchanges in India Derivatives on

stocks: Meaning, types Patterns of Trading & Settlement Speculations & Its Types

Activities of Brokers & Broker Charges Settlement Procedure National Securities

Depository Ltd Central Securities Depository Ltd .

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Model Question Paper 2019-2020

Certificate Course on "BASICS OF STOCK MARKET"

Name of the student _____ Reg. No _____

Time: 2hrs

Max marks: 50

SECTION – A

25X2= 50Marks

Answer any questions. Each question carries TWO marks. 1.

1. Where is the Headquarters of the Bombay Stock Exchange?

ANSWER:

2. How many Indices does the Bombay Stock Exchange has?

ANSWER:

3. What are the Indices of the Bombay Stock Exchange?

Answer:

4. What does S& amp; P mean in the S& amp; P 500?

Answer:

5. How many Indian Companies are included in the SENSEX?

Answer:

6. How many Indian Companies are included in the NIFTY 50?

Answer:

7. What is an IPO?

Answer:



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8. Full Form of LTP?

Answer:

9. CEO of Bombay Stock Exchange?

Answer:

10. What is NSE?

Answer:

11. CEO of National Stock Exchange?

Answer:

12. What are the Indices of the National Stock Exchange?

Answer:

13. Which country does NASDAQ Stock Exchange belong to?

Answer:

14. What is SEBI?

Answer:

15. Nikkei is a stock market index for which exchange?

Answer:

16. What are "Blue Chip" Companies?

Answer:

17. When was the National Stock Exchange of India Established?

Answer:



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18. Full Form of SENSEX?

Answer:

19. Full Form of NIFTY?

Answer: National Stock Exchange Fifty

20. Where is the Bombay Stock Exchange located?

Answer:

21. When was SEBI founded?

Answer:

22. Who does the registration of Brokers and Sub-Brokers?

Answer:

23. World's First Electronic Stock Exchange?

Answer:

24. Which Stock Exchange Nickname is Big Board?

Answer:

25. When was the SEBI Act launched?

Answer:



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BRIEF REPORT ON THE CONDUCTION OF THE CERTIFICATE COURSE IN "BASICS OF STOCK MARKET "

By launching a Certificate course in MACRO ECONOMICS for the B.A. First year and Second year students in 2019, the Department of Economics has made a modest start to impart and develop students with fundamental principles of BASICS OF STOCK MARKET. The academic year 2020-21 continues the same tale.

The course began on July 8, 2016, and ended on August 22, 2016. The Certificate course was place in the college from 3:00 PM to 4:00 PM outside of regular college hours and lasted 45 days. was planned as a practical component of the certificate program's economics course. The course was taught with participation from every member of the department. Students engaged in the course fully and successfully completed it.

The final day of the course is when the exam is given, and on Valedictory Day, the students are given their certificates. 42 of the 45 enrolled students who started the course eventually finished it. On the farewell event, the principal and departmental staff were present. Students' opinions about the course are gathered and evaluated for potential future improvements.


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In charge
Dept. of Economics
Dept. of ECONOMICS
S.K.P. Govt. Degree College
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S.K.P Government College, Guntakal

BASICS OF STOCK MARKET

Course Feedback Form 2019-2020

Course Title: _____

Dates: _____ Venue: _____

Please fill the short questionnaire to make the course better.

Please respond below with 1, 2, 3, 4 or 5, where 1 and 5 are explained.

THE DESIGN OF THE COURSE

- A. Were objectives of the course clear to you? ☐ Y / ☐ N
- B. The course contents met with your expectations ☐
1. Strongly disagree 5. Strongly agree
- C. The lecture sequence was well planned ☐
1. Strongly disagree 5. Strongly agree
- D. The contents were illustrated with ☐
1. Too few examples 5. Adequate examples
- E. The level of the course was ☐
1. Too low 5. Too high
- F. The course contents compared with your expectations ☐
1. Too theoretical 5. Too empirical
- G. The course exposed you to new knowledge and practices ☐
1. Strongly disagree 5. Strongly agree
- H. Will you recommend this course to your colleagues? ☐
1. Not at all 5. Very strongly

THE CONDUCT OF THE COURSE

- A. The lectures were clear and easy to understand ☐
1. Strongly disagree 5. Strongly agree
- B. The teaching aids were effectively used ☐
1. Strongly disagree 5. Strongly agree
- C. The course material handed out was adequate ☐
1. Strongly disagree 5. Strongly agree
- D. The instructors encouraged interaction and were helpful ☐
1. Strongly disagree 5. Strongly agree



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S.K.P Govt Degree College
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E. Were objectives of the course realized? ☐ / ☒

F. Please give overall rating of the course

90% - 100% ()
80% - 90% ()
70% - 80% ()

60% - 70% ()
50% - 60% ()
below 50% ()

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DEPARTMENT OF ECONOMICS

FEEDBACK ANALYSIS OF STUDENTS

From first-year, second-year, and academic year 2019-2020 students, we have gathered input on the curriculum. the examination of the pupils' suggestions and feedback.

Suggestions from students:

1. Few students felt that the syllabus should have more approach to competitive exams like UPSC and APPSC.
2. Few students suggested that curriculum should have still more practical approach especially in science faculty.
3. Few students suggested that there should be smart learning environment.

The chart provides a detailed report of the difficulties reported by students and the institution's response to those issues in 2019-2020.

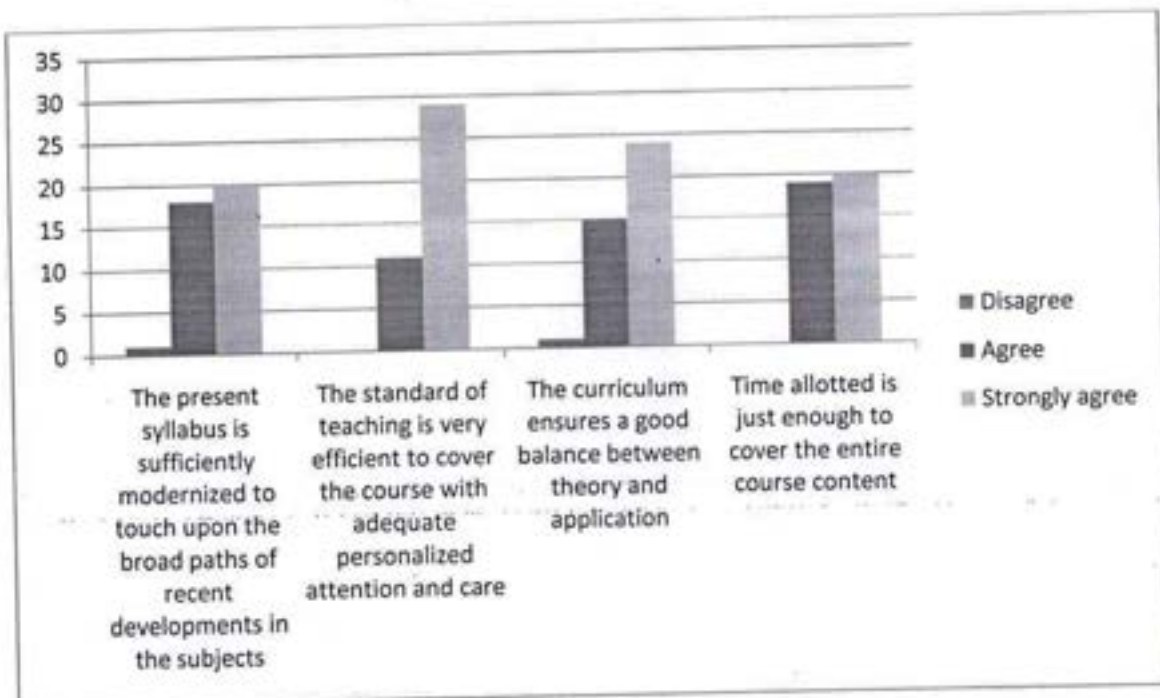
The graph displays the frequency distribution of the results that students provided on various

	components	1 (Strongly Disagree)	2 Disagree	3 Undecided	4 Agree	5 Strongly agree
1	The present syllabus is sufficiently modernized to touch upon the broad paths of recent developments in the subjects.	1	1	2	17	19
2	The standard of teaching is very efficient to cover the course with adequate personalized attention and care			1	17	22
3	The curriculum ensures a good balance between theory and application		1	1	11	27
4	Time allotted is just enough to cover the entire course content.		1	1	15	23



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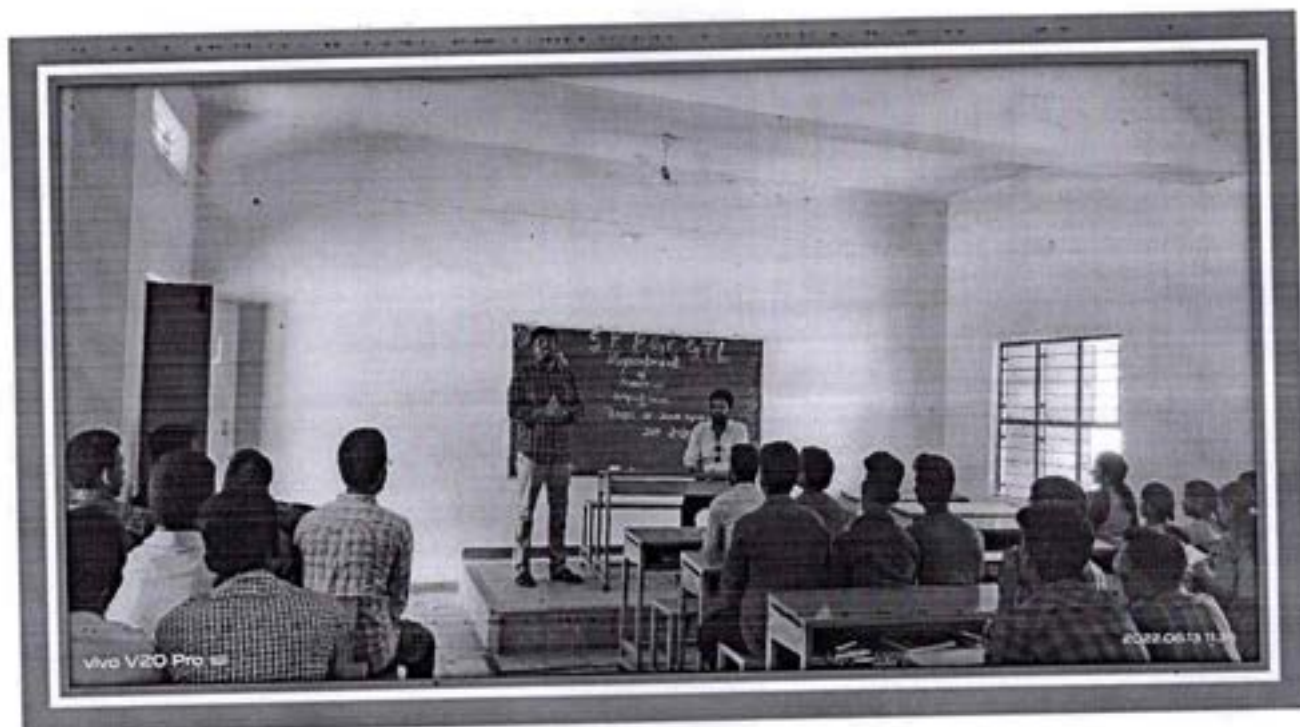


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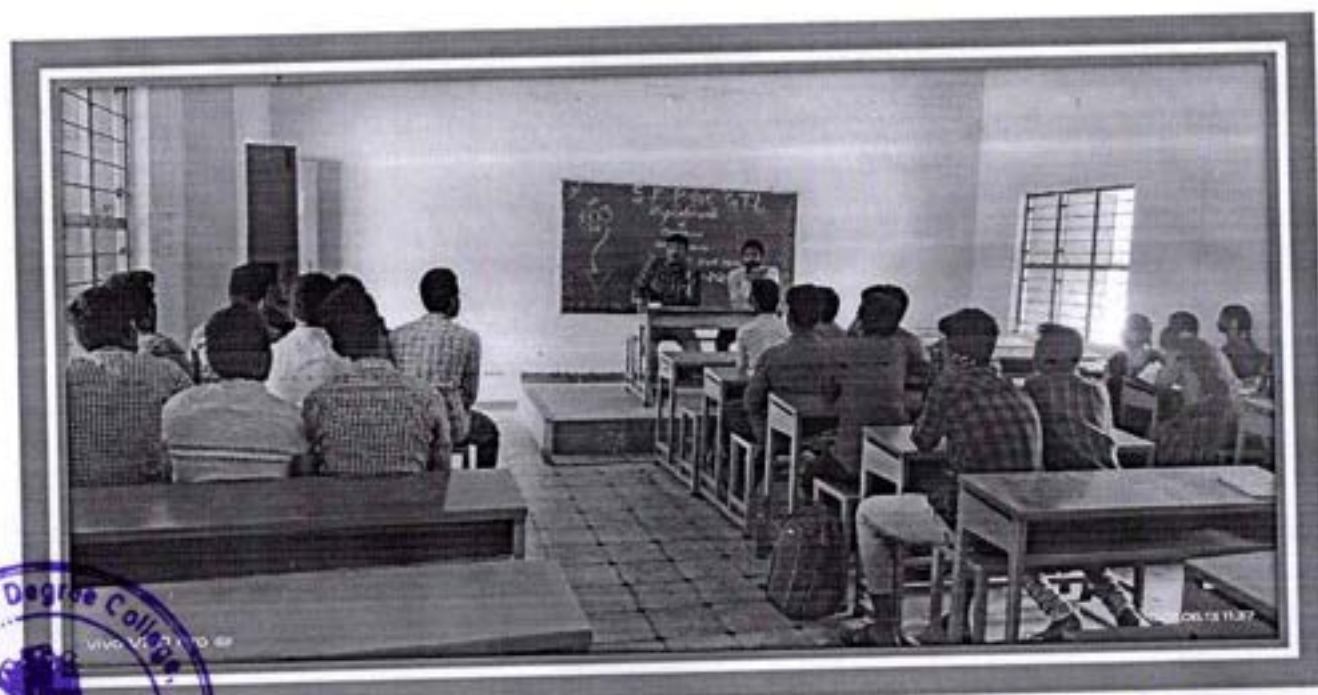
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BASICS OF STOCK MARKET CERTIFICATE COURSE 2019-2020



B.A HEP I YEAR & II YEAR



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 Dept. of Economics
 S.K.P. Govt Degree College
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Students at ICT Class in Certificate Course



B.A HEP I YEAR & II YEAR STUDENTS



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N.V. Siva Kumar
 Dept. of Economics
 S.K.P. Govt. Degree College
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**S.K.P GOVERNMENT DEGREE COLLEGE,
GUNTAKUL**

CERTIFICATE OF COMPLETION

This certificate is
presented to

BASICS OF STOCK MARKET

For completing her Certificate Course The department of
Economics.

form _____ to _____

Name of the student _____

Reg.No _____

Signature of the lecturer Signature of the Principal
Signature of the coordinate



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Dept. of Economics
S.K.P Govt Degree College
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Department of Commerce

Minutes of the Department meeting for the conduct of Certificate Course in Tally

Date: 4-12-2019

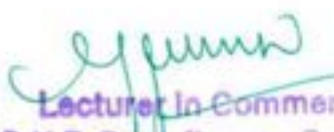
The Department of Commerce, a pioneer in meeting student needs, has decided to open doors for those leaving our College as graduates. The increasing job market, which has been particularly noticeable in the financial sector, has led to a high demand for recent graduates who have Tally skills. The Department of Commerce has taken the initiative to offer a Certificate Course in Tally with the simple goal of providing graduating students with the necessary practical skills on Tally.

On December 4th 2019, the Department of Commerce held a meeting with its members on the College's property. The conference was led by the department head, P Janardhana Sastry, and attended by, K. Rajasekhar, M. Basavaraju, and S. Venkatesulu lecturers in commerce. The Department unanimously decided to organise the Certificate Course in Tally for degree-seeking students at our College, with the lecturers serving as the course instructors and the Department Head serving as chairman. As promised, the Certificate Course would span 45 days.

1. Sri P Janardhana Sastry, Head of the Department :

2. Sri TM Madhavaiah, Lecturer in Commerce

3. Sri Dr G. Pavan Kumar, Lecturer in Commerce


Lecturer in Commerce
S.K.P. Govt. Degree College
GUNTAKAL.


Principal
S.K.P. Govt. Degree College
GUNTAKAL (A.P.)

S.K.P. GOVERNMENT DEGREE COLLEGE, GUNTAKAL
PROPOSAL FOR THE INTRODUCTION OF CERTIFICATE COURSE IN TALLY

DATE: 06.12.2019

From
P Janardhana Sastry,
Lecturer in Commerce,
Department in charge,
S.K.P. Govt. Degree College
Guntakal


To
The Principal,
S.K.P. Govt. Degree College
Guntakal,

Respected Sir,

I would like to make a proposal to conduct Certificate Course in Accounting software "Tally" for B.com students in their final year of study at our College. The Department of Commerce is now more frequently made aware of the needs of departing students. For the commerce students, from the lowest to the highest levels of employment, Tally knowledge has become essential. Considering all of these aspects, the Department of Commerce is eager to begin the course.

The details or the program are

- | | |
|---|---------------------------------|
| 1. Name of the proposed program | : Tally |
| 2. Duration and timings of the program | : 45 days; 09.00 AM to 10:00 AM |
| 3. Start date of the program | : 9 th December 2019 |
| 4. Course fee | : Nil |
| 5. No. of students expected for admission | : 45 |


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Anantapur (Dist.)

Yours faithfully

Department of Commerce
S.K.P. Govt. Degree College
GUNTAKAL.
(Department in charge (commerce))


S.K.P. Government DEGREE COLLEGE, GUNTAKAL.

Department of Commerce

Circular

Date: 07-12-2019

All the B.Com final year degree students are hereby informed that the Department of Commerce is going to start a certificate course in 'Tally'. The duration of the course is 45 days. Students need not pay any fee for the course. The classes will commence from 09-12-2019. Interested students are required to register their names in the commerce Department. After successful completion of the course certificate will be provided to the students.


Coordinator
Lecturer in Commerce
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Copy to the Library Notice Board

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Copy for Circulation among the Students


Librarian


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TALLY CERTIFICATE COURSE (2019-20) SYLLABUS

Accounting – It is the most important feature of Tally ERP. the very first thing that comes to anyone's mind after listening about Tally is Accounting.

Billing – Billing is a significant part of any business. As and when you pass an accounting entry synchronously a bill is generated which you can use for raising or sending an invoice. Most people believe that Billing is a part of Accounting which is not true when it comes to business. Billing Option present in Tally eliminates the task of entering separate accounting.

Payroll – This feature can be used when you have a good number of employees. To maintain Payroll in Tally, functions such as employee groups, employee categories, pay heads, attendance, and course employees are used.

Banking – In this era of digitalization, no business can survive without Banking. With the help of Tally ERP, TDS GST both direct and indirect tax can be calculated automatically and its returns will be also be filed online.

Taxation – For any business to survive it shouldn't operate in isolation. The Business should work in cooperation with State as well as Central Government by paying appropriate Taxes. Calculation of Taxes based on the income, sale, and dispatch is quite hectic. Tally makes it easy for you to prepare any bill or invoice as it can give VAT, Income Tax, Excise, Customs, Service tax, etc.

Inventory – Maintenance of Stock is of utmost importance for any business. It's vital as it gives better control over business sales. Thus, the movement of stock is an integral part that can be kept in control.


Lecturer in Commerce
S.K.P. Govt. Degree College
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Model Question Paper (2019-20)

Tally Certificate Course

Time: 1.30 hrs

Maximum Marks: 50

Each question carries 5 marks (8*5=40)

1. Explain what is Tally and where it can be used?
2. Mention what features are available in Tally ERP 9 for Accounting?
3. Mention what are the types of ledger you can make in Tally ERP 9?
4. Mention what is the shortcut to repeat the narration on a voucher?
5. Mention what are the types of Tally ERP 9 vouchers? Also give the shortcut for creating these vouchers?
6. Mention what are the options available in Account Books Menu in Tally ERP 9?
7. What does the statement of Inventory be used for?
8. Explain what features you can use to convert data in encrypted form in Tally ERP9?


Each question carries 1 mark (10*1=10)


1. The shortcut used to activate calculator is
 - a. Ctrl + A
 - b. Ctrl + B
 - c. Ctrl + M
 - d. Ctrl + N
2. We can create multiple users in Tally activating
 - a. Tally Audit
 - b. Use Security Control
 - c. Both a and b
 - d. All of these
3. Single Entry mode is applicable for
 - a. Payment Voucher
 - b. Contra Voucher
 - c. Receipt Voucher
 - d. All of these



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4. Tally package is developed by
 - a. Microsoft
 - b. Adobe Software
 - c. Apple Software
 - d. Tally Solutions
5. What is MRP?
 - a. Minimum Retail Price
 - b. Maximum Retail Price
 - c. Marginal Price
 - d. Market Price
6. Voucher Class for Interest calculation created based on
 - a. Debit and Credit Note
 - b. Journal Voucher
 - c. Receipt and payment Voucher
 - d. Both a and b
7. We can cancel a voucher using
 - a. Alt + X
 - b. Ctrl + Shift + X
 - c. Ctrl + X
 - d. Shift + X
8. Transfer of materials from one godown to another godown, use
 - a. Stock Journal
 - b. Purchase Journal
 - c. Manufacturing Journal
 - d. Both a and b
9. To remove a line at all reports screen, shortcut is
 - a. Alt + R
 - b. Alt + S
 - c. Alt + 1
 - d. Alt + T
10. Multiple godowns are activated from
 - a. F11 > F1
 - b. F11 > F2
 - c. F11 > F3
 - d. F11



Lecturer in Commerce
S.K.P. Govt. Degree College
GUNTAKAL.


PRINCIPAL
S.K.P. GOVT DEGREE COLLEGE
GUNTAKAL-515 803

SKP Government Degree College, Guntakal
Students list registered for Tally certification course 2019-20

S.no	Roll numbers	Name of the students
1	180155001	S ASLAM BASHA
2	180155002	S MANSOOR BASHA
3	180155003	S SHAHANAZ PARVEEN
4	180155004	B DHANUNJAYA
5	180155005	B KIRAN KUMAR
6	180155006	B LOKESH
7	180155007	B M SOMA SEKHAR
8	180155008	B NARESH
9	180155009	B PURUSHOTHAM
10	180155010	B RAMBABU
11	180155011	B SRAVANI
12	180155012	B SWETHA
13	180155013	B TULASI
14	180155014	C GADILINAGAPPA
15	180155015	C HARI PRASAD
16	180155016	C MADHU
17	180155017	C MALLIKARJUNA
18	180155018	D NOOR BASHA
19	180155019	G ANIL KUMAR YADAV
20	180155020	G JYOTHI
21	180155021	G SATISH
22	180155022	G SUNDAR RAJU
23	180155023	G SURESH
24	180155025	G VIDYA
25	180155026	J RAJESWARI
26	180155027	K HEMALATHA
27	180155028	K JOHN
28	180155029	K PANDU
29	180155189	H ANAND KUMAR
30	180155190	J SREE AKSHAY
31	180155191	J SUNIL
32	180155192	K ANIL KUMAR
33	180155193	K ANIL KUMAR
34	180155194	K BHARATH
35	180155195	K M ANIL KUMAR
36	180155196	K MANJUNATH
37	180155197	K PARVATHI
38	180155198	K RAJA SEKHAR YADAV
39	180155217	S AYESHA
40	180155218	S MOHAMMED ANSAR
41	180155219	T ANJINEYULU
42	180155220	U PRAMEELA
43	180155221	V JYOTHI
44	180155222	Y DIVYA
45	180155223	Y PAVAN KALYAN


Department of Commerce
S.K.P. Govt. Degree College
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SKP Government Degree College, Guntakal
Attendance sheet certificate programme -2019-20

S.no	Roll numbers	Name of the students	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
1	180155001	S ASLAM BASHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2	180155002	S MANSOOR BASHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3	180155003	S SHAHANAZ PARVEEN	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4	180155004	B DHANUNJAYA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
5	180155005	B KIRAN KUMAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
6	180155006	B LOKESH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
7	180155007	B M SOMA SEKHAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
8	180155008	B NARESH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
9	180155009	B PURUSHOTHAM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
10	180155010	B RAMBABU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
11	180155011	B SRAVANI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
12	180155012	B SWETHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
13	180155013	B TULASI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
14	180155014	C GADILINAGAPPA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
15	180155015	C HARI PRASAD	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
16	180155016	C MADHU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
17	180155017	C MALLIKARJUNA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
18	180155018	D NOOR BASHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
19	180155019	G ANIL KUMAR YADAV	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
20	180155020	G JYOTHI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
21	180155021	G SATISH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

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Department of Commerce
S.K.P. Govt. Degree College
GUNTAKAL.

SKP Government Degree College, Guntakal
Attendance sheet certificate programme -2019-20

S.no	Roll numbers	Name of the students	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45
1	180155001	S ASLAM BASHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2	180155002	S MANSOOR BASHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3	180155003	S SHAHANAZ PARVEEN	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4	180155004	B DHANUNJAYA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
5	180155005	B KIRAN KUMAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
6	180155006	B LOKESH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
7	180155007	B M SOMA SEKHAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
8	180155008	B NARESH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
9	180155009	B PURUSHOTHAM	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
10	180155010	B RAMBABU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
11	180155011	B SRAVANI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
12	180155012	B SWETHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
13	180155013	B TULASI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
14	180155014	C GADILINAGAPPA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
15	180155015	C HARI PRASAD	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
16	180155016	C MADHU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
17	180155017	C MALLIKARJUNA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
18	180155018	D NOOR BASHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
19	180155019	G ANIL KUMAR YADAV	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
20	180155020	G JYOTHI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
21	180155021	G SATISH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X


Department of Commerce
S.K.P. Govt. Degree College
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S.K.P. Government Degree College, Guntakal


Department of Commerce - Final Report of Certification Course in commerce (2019-20)

Tally was created by the Department of Commerce with assistance from Dr. K. Gnaneswar, the College's principal, for the students. The Department of Commerce has made a modest start in its endeavour to teach and enrich the students with practical knowledge of the accounting software by giving a certificate course in Tally for 45 days. As previously decided, the course's main objective was to teach the departing students Tally. The course's main format was developed with the needs of the final year students in mind. The aforementioned course had a start date of 09/12/2019 and a finish date of 05/02/20.

The feedback from the students was extremely favourable. For the opening session, the Seminar Hall was packed with students who were eager to participate. Dr. K. Gnaneswar, the principal, addressed the students and explained the importance of technology in both the social and corporate realms. He also appreciated the efforts of the business department and paid tribute to Sri P Janardhan Sastry, HOD, who was responsible for designing the course. There were many pupils enrolled in the course. There were 45 students who regularly attended the 09.00 AM–10:00 AM courses. The lectures were interesting, instructive, and entertaining. Through interactive exercises, movies, handouts, seminars, quizzes, suggested readings, and films, the students were able to acquire and comprehend Tally. Brainstorming sessions, talks, group activities, and impromptu presentations helped the students feel more confident. The 45-day course was completed, and throughout that time, students were asked for unofficial input to help the course move forward. A farewell celebration was organised on 05/02/2019, following the successful conclusion of the aforementioned Certificate course. Sri Dr. K. Gnaneswar, the college's principal, attended the event.

The HOD presided over the meeting (commerce), Janardhan Sastry, Sri P. The Department Head explained the reason for and need of introducing the Certificate course in his introductory remarks. The Principal recommended that the students incorporate the input from the Department of Commerce. The 45 students were all given certificates. Sri G. Pavan Kumar, a lecturer in Commerce, proposed the vote of gratitude at the conclusion of the event.


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S.K.P. GOVT. DEGREE COLLEGE

GUNTAKAL, ANANTAPURAM-515803, A.P.

AFFILIATED TO SRI KRISHNADEVARAYA UNIVERSITY (SKU) ANANTHAPURAMU

RE-ACCREDITED BY NAAC WITH 'B' GRADE-CGPA- '2.76'




Department of Commerce

Certificate of Participation

This is to Certify that **Mr./Miss./Mrs.** _____

studying _____ bearing Hall Ticket No. _____

successfully completed 'Tally Certificate Course' Organized by Department of Commerce, S.K.P. Government Degree College, Guntakal, held from 12th September 2019 to 05th December 2020.



Coordinator
S.K.P. Govt. Degree College
GUNTAKAL.

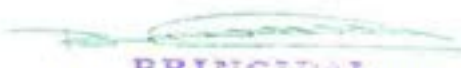

PRINCIPAL
S.K.P. Govt. Degree College
Principal
GUNTAKAL (Dist.)

SKP Government Degree College, Guntakal
Tally Certificate Course Feed Back (2019-20)
Participants Feedback Form

Instructions: Please indicate your level of agreement with the statements listed below.

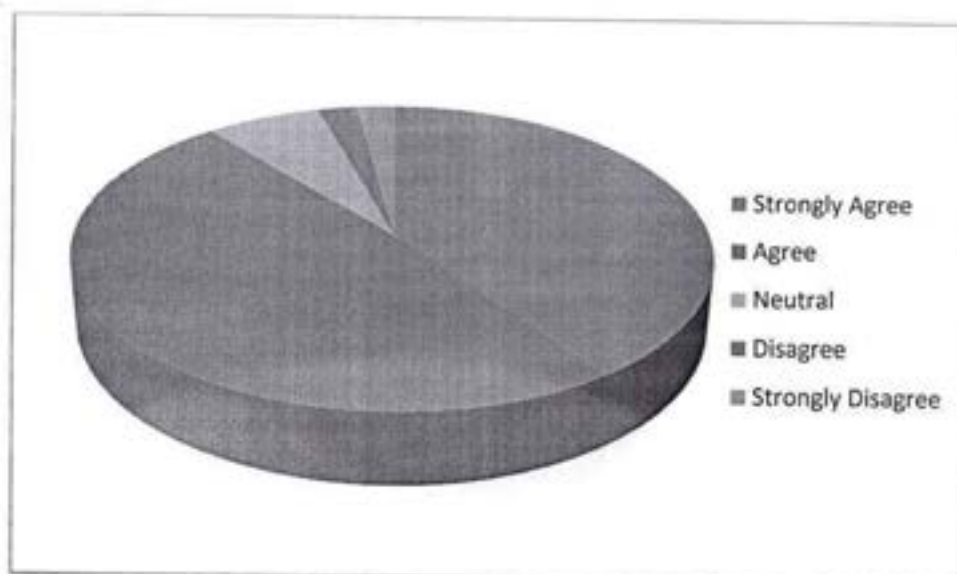
S.No	Particulars	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1	Participation and interaction were encouraged.					
2	The topics covered were relevant to me.					
3	The content was organized and easy to follow.					
4	The objectives of the training were clearly defined					
5	The training objectives were met.					
6	The trainer was knowledgeable about the training topics.					
7	The time allotted for the training was sufficient.					
8	The materials distributed were helpful.					
9	The trainer was well prepared.					
10	The meeting room and facilities were adequate and comfortable.					


Department of Commerce
S.K.P. Govt. Degree College
GUNTAKAL


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Anantapur (Dist.)


Feedback Analysis

Particulars	Respondents	Percentage
Strongly Agree	21	46.67
Agree	20	44.44
Neutral	2	4.45
Disagree	1	2.22
Strongly Disagree	1	2.22
Total	45	100



Approximately Forty seven percent of students strongly agreed certificate course is helpful to them followed by forty four percent agree course is beneficial to them. Four percent of the students are neutral and two percent of the students are disagree and strongly disagree the about certificate course programme.


Department of Commerce
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SKP Government Degree College, Guntakal

Certificate course -2019-20




Department of Commerce
S.K.P. Govt. Degree College
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SKP GOVERNMENT DEGREE COLLEGE, GUNTAKAL

DEPARTMENT OF MATHEMATICS

MINUTES OF DEPARTMENTAL MEETING FOR THE CONDUCT OF CERTIFICATE COURSE

2019-2020

The mathematics department has emerged as a guide to instil mathematical skills in students. The department has decided to offer a certificate course in mathematics as another step toward advancing the careers of final-year B.Sc students.

Young graduates with strong logical reasoning and analytical abilities are in high demand in today's competitive job market. The mathematics department has taken the initiative to provide outgoing students with the necessary mathematical skills.

The department met with department employees at the institution on July 3, 2019. The department chair, Sri. Y Purushotham Reddy, as well as faculty members Smt. Pavani ABL and Sri. K Anjaneyulu, were present during the meeting. The department unanimously resolves, under the direction of the principal, to hold a certificate course in mathematics for our college's outgoing final year degree students for a period of 40 days.

Sri. Dr. Y Purushotham Reddy (Incharge) : *y. purushotham Reddy*

Smt. Pavani ABL, (Faculty) : *pavani ABL.*

Sri. K Anjaneyulu, (Faculty) : *K. Anjaneyulu*



[Signature]
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S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuram (Dl.)

SKP GOVERNMENT DEGREE COLLEGE, GUNTAKAL

DEPARTMENT OF MATHEMATICS

PROPOSAL FOR THE INTRODUCTION OF CERTIFICATE COURSE

Date : 08/07/2019

2019-2020

From,

Y Purushotham Reddy (Incharge)

SKP Government degree college,
Guntakal

Respected Sir,

To,

The principal

SKP Government degree college,
Guntakal

I'd like to propose that our college's final-year degree students take a mathematics certificate course. The mathematics department is acutely aware of the increasing demands of departing students. Because mathematics has become the gateway to all types of employment, students must improve their logical thinking and reasoning skills in order to be hired. Keeping all of these factors in mind, the mathematics department would like to offer the course.

The details of the programme are :

- 1) Name of the proposed programme : Blood relations, Clock, Directions, Missing Numbers
- 2) Duration and timing of the programme : 40 Days & 3PM - 4PM
- 3) Start date of the programme : 18/07/2019
- 4) End date of the programme : 28/08/2019
- 5) Course fee : Nil
- 6) No. of students expected for admissions : 25

Y. Purushotham Reddy.
Yours faithfully
Lecturer in Mathematics
S.K.P. Govt. Degree College
Guntakal



[Signature]
PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)

SKP GOVERNMENT DEGREE COLLEGE, GUNTAKAL

DEPARTMENT OF MATHEMATICS

CIRCULAR

04/07/2019

This is to notify all final-year degree students that the department of mathematics intends to start a certificate course in " Blood relation, Clock & Directions, Missing Number ". The course will run for 40 days. A course fee is not required of students. Classes will start on July 23, 2019. Students interested in participating must submit their names to Smt. Pavani ABL, lecturer in mathematics, by July 19th, 2019.

y. purushotham Reddy
Incharge

Dept of Mathematics
Lecturer in Mathematics
S.K.P Govt. Degree College
Guntakal

Co-ordinator

Copy to the library notice board

Copy to the notice board

Copy for circulation among the students



[Signature]
PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dl.)

SKP GOVERNMENT DEGREE COLLEGE, GUNTAKAL

DEPARTMENT OF MATHEMATICS

FINAL REPORT OF CERTIFICATE PROGRAMME

(2019 - 2020)

The department of mathematics has made a modest start in imparting and enriching mathematical students by holding a certificate course for 40 days titled "Blood Relation, Clock & Directions, Missing Number." The certificate programme started on July 18, 2019 and ended on August 28, 2019. Because it was the first of its kind at the college, only a few students enrolled. From 3:00 to 4:00 p.m., 30 students regularly attended classes. A farewell ceremony was held on September 2, 2019. The meeting was presided over by Dr. K Ganeswar, the principal. Dr. Y Purushotham Reddy, the department head, explained the need and necessity of introducing the certificate course in his opening remarks and advised students to use the inputs provided by the department of mathematics. All 30 students received certificates. The vote of thanks is proposed by Smt. Pavani ABL, a mathematics lecturer.

Principal
PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)





S.K.P. GOVERNMENT DEGREE COLLEGE::GUNTAKAL

DEPARTMENT OF MATHEMATICS CERTIFICATE COURSE STUDENT LIST

2019-2020

S.No	Name of the student	University Reg. No.	Signature
1	KANAKAM KUSUMA KUMARI	170151052	K. Kusuma Kumari
2	AKUTHOTA SIVA KUMAR	170151053	A. Siva Kumar
3	ANANDAPPA GARI ANUSHA	170151054	A. G. Anusha
4	BARME PRAVEEN KUMAR	170151055	B. Praveen Kumar
5	BOGGU KOTESWARA RAJU	170151056	Boggu Koteswara Raju
6	AKKILI SREENIVASULU	170151101	A. Sreenivasulu
7	AKULA SAI RAM	170151102	A. Sai Ram
8	ARDHAGERI RAJESH	170151103	A. Rajesh
9	B SUSEELA	170151104	B. Suseela
10	BARME RAGHAVENDRA	170151105	B. Raghavendra
11	MULLA JEELAN BASHA	170151143	Mulla Jeelan Basha
12	NUNNA INDU	170151144	Nunna Indu
13	SHAIK KHADER VALI	170151145	S. Khader Vali
14	B ACHSAH LOIS	170151147	B. Achsa Lois
15	B SUNITHA	170151148	B. Sunitha
16	BESTHA RAMANJINEYULU	170151149	B. Ramanjineyulu
17	BOYA ASHOK	170151150	B. Ashok
18	GADEKALLU MANJUNATH	170151151	K. Suresh
19	KATHRIMALA KRISHNA	170151152	K. Krishna
20	KATIKA SURESH	170151153	K. Suresh
21	KATTUBADI IAMAM BAIG	170151209	S. Jafar Vali
22	SHAIK JAFAR VALI	170151210	S. Jafar Vali
23	ANGIDI PEALAHGARI DILEEP SAGAR	170151211	A. P. Dilip Sagar
24	GOLLA INDUKISHORE YADAV	170151212	G. Indukishore
25	GORANTLA VENKATESH	170151213	G. Venkatesh
26	JANGAM MAHESH	170151214	J. Mahesh
27	JOGINI SHIVA	170151215	J. Shiva
28	JONNAGIRI CHIRANJEEVI	170151216	J. Chiranjeevi
29	KONDAPALLI SHIVA KUMAR	170151217	K. Shiva Kumar
30	POLIMERA SAISARATHKUMAR	170151218	P. Sai Sarath Kumar

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GUNTAKAL, Ananthapuramu (D)



y. purushotham Reddy
Incharge
Lecturer in Mathematics
S.K.P. Govt. Degree College
Guntakal

Photography of The Programme
2019-2020



PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuram (Dl.)

Certificate Course Attendance Sheet 2019-20

Dear Sir,
 I am writing you to inform you that I have received your letter of the 10th inst. regarding the matter of the 1st of the month. I am sorry that I cannot give you a more definite answer at present, but I will try to do so as soon as possible.
 Yours truly,
 J. H. [Signature]

SKP GOVERNMENT DEGREE COLLEGE

GUNTAKAL

DEPARTMENT OF MATHEMATICS

FEEDBACK ON CERTIFICATE COURSE

TOPICS : BLOOD RELATIONS, CLOCK AND DIRECTIONS, MISSING NUMBERS
2019-2020

(PLEASE TICK (✓) ON ANY ONE OF THE FOLLOWING)

1. How do you rate the quality of teaching in the Certificate Course

a) Excellent b) Good c) Average d) Poor

2. How is the syllabus appropriate in covering the course

a) Excellent b) Good c) Average d) Poor

3. Whether the certificate course on on Blood Relations, Clock And Directions,
Missing Numbers

a) Excellent b) Good c) Average d) Poor

4. How do you rate the overall certificate course

a) Excellent b) Good c) Average d) Poor

5. Is the timing of conduct of classes to your satisfaction

a) Excellent b) Good c) Average d) Poor

Comments & Suggestions :



Signature of the Student

PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)

SKP GOVERNMENT DEGREE COLLEGE: GUNTAKAL

Certificate Course (2019-20)

Department of Mathematics

Participants Feedback Form

Total Students 30

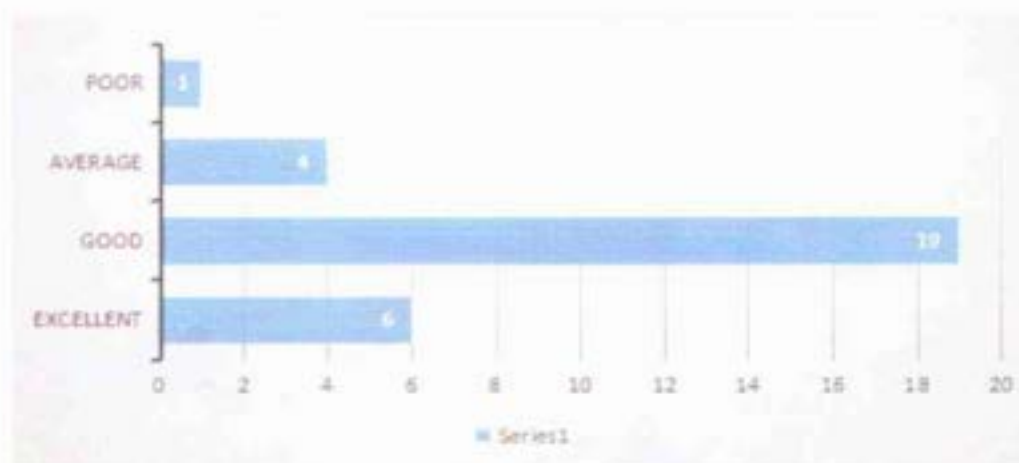
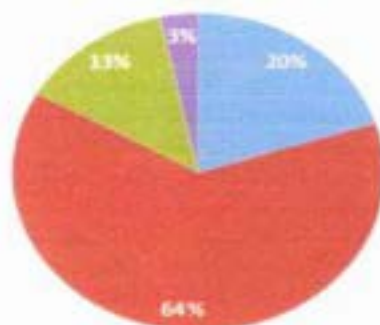
Excellent 6

Good 19

Average 4

Poor 1

■ Excellent ■ Good ■ Average ■ Poor



Principal
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu

Minutes of Department meeting for conduct of Certificate Course in "Electrical Appliances"

The Department of Physics a pioneer in catering to the needs of students, has decided to enrich the students with technical skills. The job market and Industry need skilled graduates It is learnt that most of the students are rich in theoretical knowledge and very poor in practical skills. Hence to impart practical experience and skills the department has initiated this activity.

The Department of Physics has convened a meeting with the members on 21-06-2019 in the departmental staff room. The meeting was chaired by lecturer in charge Sri C Sankar Reddy, and Sri M Bheem Prakash lecturer in Physics and L. Sreerama Reddy lecturer in Physics were also present. By the direction of our principal, the department unanimously resolved to conduct the Certificate course in Electrical Appliances, for the outgoing students of Physics department. It is also resolved to conduct the course for 50 hours for duration of 30 days. It is also resolved to arrange technical experts from neighboring professional colleges and more stress on imparting practical skills than to theoretical concepts.

- 1 Sri C Sankar Reddy , Lecturer in Charge of the Department *C-Sankar Reddy*
2. Sri .M Bheema Prakash, Lecturer in Physics *M. Bheem Prakash*
3. Sri .L Sreerama Reddy , Lecturer in Physics *L. Sreeram Reddy*



PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (D.)

S.K.P GOVERNMENT DEGREE COLLEGE, GUNTAKAL
PROPOSAL FOR INTRODUCTION OF CERTIFICATE COURSE IN
ELECTRICAL APPLIANCES

From
C Sankar Reddy
Lecturer in Physics
S.K.P Govt. Degree College

To
The Principal
S.K.P Govt Degree College
GUNTAKAL

Sir,

The department of Physics proposes to introduce a certificate course in "Electrical Appliances" for final year Physics of our college students. Our Physics department is very much cognizant of growing needs of the outgoing students to gain earning skills in servicing of electrical appliances will be a boon to young graduates to get employment in the industry and also promotes self employment. Keeping all these aspects in view our department would like to start the above said course.

The details of the programme are as detailed below

1. Name of the proposed programme :	Electrical Appliances
2. Duration and timings of the programme	50 hours and 3PM - 4.30PM
3. Proposed date of commencement	04-07-2019
4. Course fee	Nil
5. Number of students expected to join the course	30

Date :24-06-2019

Yours faithfully

C. Sankar Reddy
C Sankar Reddy

PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (A.P.)

S.K.P GOVT DEGREE COLLEGE, GUNTAKAL
DEPARTMENT OF PHYSICS
CIRCULAR

Date 25-06-2019

This is to inform all the Physics students of final year that Department of Physics proposes to start a certificate course in "Electrical Appliances". The duration of the course is 40 days. Students need not pay any fee for the course. The course commences from 04-07-2019. Interested students can register their names to Sri C. Sankar Reddy lecturer in Physics, and the course co-ordinator

C. Sankar Reddy
co-ordinator

Principal


PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dist)

Copy circulated to all III yr physics students

Copy to notice board

Copy to file

SYLLABUS

UNIT-I


Voltage, Current, Resistance, Capacitance, Inductance, Electrical conductors and Insulators, Ohm's law, Series and parallel combinations of resistors, Galvanometer, Ammeter, Voltmeter, Multimeter, Transformers, Electrical energy, Power, Kilowatt hour (kWh), consumption of electrical power

UNIT-II

Direct current and alternating current, RMS and peak values, Power factor, Single phase and three phase connections, Basics of House wiring, Star and delta connection, Electric shock, First aid for electric shock, Overloading, Earthing and its necessity, Short circuiting, Fuses, MCB, ELCB, Insulation, Inverter, UPS

UNIT-III

Principles of working, parts and servicing of Electric fan, Electric Iron box, Water heater; Induction heater, Microwave oven; Refrigerator, Concept of illumination, Electric bulbs, CFL, LED lights, Energy efficiency in electrical appliances, IS codes & IE codes.


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GUNTAKAL, Ananthapuramu (DL)

S.K.P GOVT. DEGREE COLLEGE .GUNTAKAL
DEPARTMENT OF PHYSICS
STUDENTS LIST OF CERTIFICATE COURSE
2019-2020

S.No	Name of the student	Hall Ticket No	Signature
1	Chakali Adilakshmi	170151058	C. Adilakshmi
2	Chanda Sunil Kumar	170151060	C. Sunil Kumar
3	Dasari Bhulakshmi	170151061	D. Bhulakshmi
4	Hathibelaal Patil Sowmya	170151065	H. Sowmya
5	Karide Mallikarjuna	170151066	K. Mallikarjuna
6	Kesari Hanumanthu	170151067	K. Hanumanthu
7	Kummari Veeresh	170151068	K. Veeresh
8	Kuntalakshmannagari Tabitha	170151069	K. Tabitha
9	Lasumannagari Prakash	170151070	L. Prakash
10	Peta Umamaheswar	170151072	P. Umamaheswar
11	Rangaswamygari Ajay Kumar	170151073	R. Ajay Kumar
12	Roshappagari Shiva Kumar	170151074	R. Shiva Kumar
13	Soma Vani	170151075	S. Vani
14	Thadakala Vannurvali	170151076	T. Vannurvali
15	Akula Sairam	170151102	A. Sairam
16	Ardhageri Rajesh	170151103	A. Rajesh
17	B Suseela	170151104	B. Suseela
18	Barme Raghavendra	170151105	B. Raghavendra
19	Beluguppa Venu	170151106	B. Beluguppa Venu
20	Boya Ravi Kumar	170151107	B. Ravi Kumar
21	Degalahal Anil Kumar	170151109	D. Anil Kumar
22	Gutti Anil Kumar	170151110	G. Anil Kumar
23	Maddierannagari Mallikarjuna	170151111	M. Mallikarjuna
24	Mala Surendra	170151112	M. Surendra
25	Rayachuru Karishma	170151113	R. Karishma
26	Uppara Nageswara Rao	170151114	U. Nageswara Rao
27	Vadde Somasekhar	170151115	V. Somasekhar
28	Yellanuru Srinivasulu	170151116	Y. Srinivasulu

PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)

S.K.P GOVT. DEGREE COLLEGE, GUNTAKAL
DEPARTMENT OF PHYSICS
CERTIFICATE COURSE IN ELECTRICAL APPLIANCES

ATTENDANCE SHEET FOR THE YEAR 2019-2020

S.No	Name of the student	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32
1	Chakali Adilakshmi	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
2	Chanda Sunil Kumar	/	/	a	/	/	/	/	a	/	/	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
3	Dasari Bhulakshmi	/	/	/	a	/	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
4	Hathibelaal Patil Sowmya	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
5	Karide Mallikarjuna	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
6	Kesari Hanumanthu	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
7	Kummari Veeresh	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
8	Kuntlakshmannagari Tabitha	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
9	Lasumannagari Prakash	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
10	Peta Umamaheswar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
11	Rangaswamygari Ajay Kumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
12	Roshappagari Shiva Kumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
13	Soma Vani	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
14	Thadakala Vannurvali	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
15	Akula Sairam	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
16	Ardhageri Rajesh	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
17	B Suseela	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
18	Barne Raghavendra	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
19	Beluguppa Venu	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
20	Boya Ravi Kumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
21	Degalahai Anil Kumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
22	Gutti Anil Kumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
23	Maddierannagari Mallikarjuna	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
24	Mala Surendra	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
25	Rayachuru Karishma	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
26	Uppara Nageswara Rao	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
27	Vadde Somasekhar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
28	Yellanuru Srinivasulu	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/

PRINCIPAL
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GUNTAKAL, Ananthapuramu (R)

MODEL QUESTION PAPER-1

Time: 1½ hrs (90 Minutes)

Max Marks 50

SECTION -A

4 X 5 =20 Marks

Answer any four questions. Each answer carries 5 marks
(At least 1 question should be given from each Unit)

1	Define current and write its importance
2	Write about Voltmeter
3	Explain conversion process of Ammeter
4	What is phase connection?
5	Write star type connection in brief.
6	Explain about Insulators or Insulation.
7	Write about energy efficiencies in Electrical Appliances.
8	Discuss the functions of Induction Heater and its uses

SECTION B

3x10M = 30 Marks

Answer any three questions. Each answer carries 10 marks
(At least 1 question should be given from each Unit)

1	What is current? Write about electric current and its importance.
2	What is ohm's law? Explain its role in current electricity.
3	Explain about Direct current(DC) and Alternating current (AC) in detail.
4	What are SRAR , DELTA connections? Explain them in detail.
5	Discuss about the principles, working, parts of an Electric Fan


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S.K.P GOVT. DEGREE COLLEGE , GUNTAKAL

DEPARTMENT OF PHYSICS

FINAL REPORT ON CERTIFICATE COURSE IN ELECTRICAL APPLIANCES

The Department of Physics has made a humble beginning to impart and enrich with practical knowledge on servicing of electrical appliances by conducting a course for duration of 40days. The motto of the course is to impart hands on experience like serving a electric fan electric iron, heater and so on for outgoing students..The course was started On 04-07-2019and completed on 10-08-2019.As it is the first of its kind in the college, the number of students enrolled was not encouraging. Only 28 students regularly attended the classes from 3PM to 4.30PM.After successful completion of the course a valedictory function was conducted on 10-08-2019from 3PM to 4 PM. Our principal Dr K. Gnaneswar graced the occasion. In his opening remarks, Principal insisted the students the need for certificate courses. Our lecturer in charge Sri C Sankar Reddy , insisted to make use of opportunities and utmost utilization of resources, available to them. Certificates were distributed to the students. Lastly Sri L Sreerama Reddy proposed vote of thanks for the programme



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S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)

S.K.P GOVT.DEGREE COLLEGE, GUNTAKAL
CETIFICATE OF COMPLETION

This is to certify that Sri/Miss/Mrs _____

Studying _____ successfully completed his/ /her

_____ conducted by Department of _____

held from _____ to _____

Coordinator

Dept.Incharge


Principal

S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)

S K P Government Degree College, Guntakal
Department of Physics
CERTIFICATE COURSE ON ELECTRICAL APPLIANCES 2019-2020
FEEDBACK FORM

S.No		Excellent	Good	Average	Poor
1	Presentation by the mentor				
2	Confidence levels of the mentor				
3	Hands on experience by the students				
4	Maintainance of the lab equipment				
5	How is the course material supplied				
6	Average understanding levels of the student				
7	Yours confidence levels after completion of the course				
8	Overall Performance on the course				
9	Do you feel this course to be continued further	Yes/No			
10	Suggestions for improvement				

Sig of the Student


HEMUTPAL
 S. K. P. Government Degree College
 Ananthapuramu (A.P.)

SKP GOVERNMENT DEGREE COLLEGE: GUNTAKAL

Certificate Course (2019-20)

Department of Physics

Participants Feedback Form

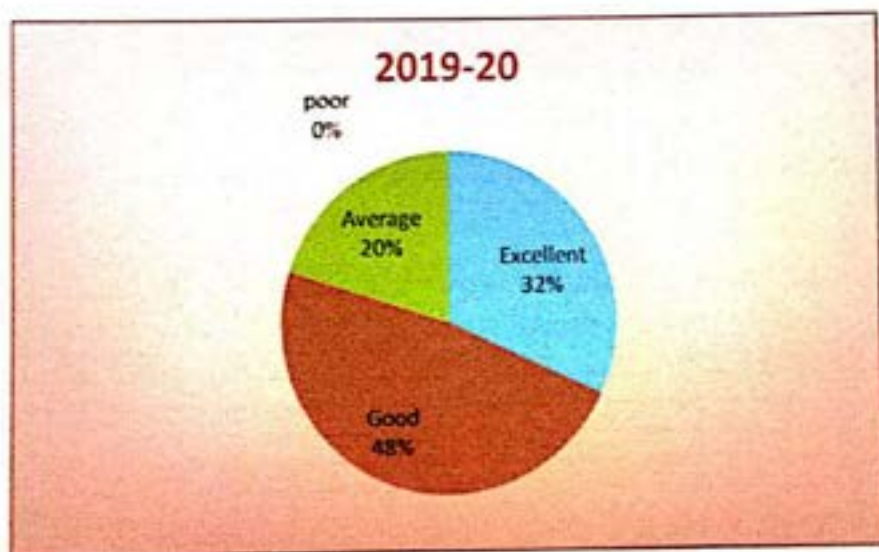
Total Students 28

Excellent 6

Good 16

Average 6

Poor 0



PRINCIPAL,
S.K.P. Govt. Degree College
GUNTAKAL, Anantapur Dist.

S.K.P.Government College

Guntakal:: Ananthapuram Dist



Department of Chemistry

CERTIFICATE COURSE IN CHEMISTRY

2019-20

S.K.P. GOVERNMENT COLLEGE :: Guntakal

DEPARTMENT OF CHEMISTRY

**MINUTES OF THE DEPARTMENT MEETING FOR THE CONDUCT OF
"CERTIFICATE COURSE IN WATER ANALYSIS"**

Poor water quality has its most direct impact on aquatic wildlife, particularly fish, bugs, and plants. Excess nutrients, sediment, road salt, and other contaminants can reduce the variety and hardness of organisms living in the state's waters. Monitoring water quality is very important for maintaining ecosystem health and the livelihood of the population. It reflects the health of surface water bodies as a snapshot in time (weeks, months, and years). Therefore, best practices and efforts are needed to monitor and improve water quality. The need for clean pure drinking water and awareness on quality and conservation of water is increasing day by day. Water is a source of several water born diseases. It is imperative and necessary to have practical knowledge on water quality.

Hence, Department of Chemistry has decided to introduce certificate course in Water Analysis to enhance proficiency and practical knowledge in Water Chemistry, with the humble intention of imparting necessary knowledge on water analysis and quality parameters of water to the outgoing students. The Department of Chemistry has conducted a meeting with the members of the department in the Departmental Staffroom on 03/7/2019. The meeting is chaired by the Incharge of the Department and on the instruction by The Principal. The department has unanimously resolved to conduct certificate course in Water Analysis for the outgoing Final year degree students of our college.

The course is designed to be for a duration of 45 days. Further it is resolved to concentrate on students with rural background and total intake of the students shall be 45. Circular, After approval by the Principal, the classes of the Certificate Course shall be conducted off the time table of the college.

Date : 03/07/2019

Dept of Chemistry, SKP Govt. College, Guntakal



P. Jithender
Incharge
Incharge
Department of Chemistry
S.K.P. Govt. College
Guntakal, Anantapur (Dt.)

S.K.P. GOVERNMENT COLLEGE :: Guntakal

DEPARTMENT OF CHEMISTRY

PROPOSAL FOR THE INTRODUCTION OF CERTIFICATE COURSE IN WATER ANALYSIS

Dt : 04/07/2019

From
The Incharge
Department of Chemistry
S.K.P. Government College
Guntakal

To
The Principal
S.K.P. Government College
Guntakal

Respected Sir,

With reference to the Departmental resolution dated 03/07/2021, to conduct Certificate Course in Water Analysis, I would like to put forth a proposal for your approval and consent to introduce a Certificate course in Chemistry for B.Sc. final year students of our college for 2019-20. Due to increase in awareness of water born diseases, it is imperative for the students of Chemistry and in general every student to have awareness on parameters of Water Quality. I request you Sir, to permit us to conduct Certificate Course in Water Analysis in the Dept. of Chemistry.

Thanking You Sir.

Details of the Programme are :

- 4/2/19
- > Program duration : 45 Days
 - > Timings of the program : 4.00 to 5.00 PM
 - > Starting date of the program : 05/07/2019
 - > Course fee : -Nil-
 - > Number of students expected for admission : 45
- permitted

**PRINCIPAL
K.P. GOVERNMENT COLLEGE
GUNTAKAL-515 801.**

Dept of Chemistry, SKP Govt. College Guntakal



T. J. H. S. S.
Incharge

**Incharge
Department of Chemistry
S.K.P. Govt. College
Guntakal, Anantapur (Dt.)**

S.K.P. GOVERNMENT COLLEGE :: Guntakal

DEPARTMENT OF CHEMISTRY

CIRCULAR

Dt : 04/07/2019

INTRODUCTION OF CERTIFICATE COURSE IN WATER ANALYSIS

This is to inform to All the Final year Degree students of B.Sc. Chemistry, that the Department of Chemistry is offering a "CERTIFICATE COURSE IN WATER ANALYSIS". The duration of course is 6 weeks/45 days. There is NO Course Fee and the course is offered as value addition to the Students of Chemistry. The course shall be run by the Department of Chemistry after the college hours. All the interested students are required to give their names to Incharge of the Department. The Course shall enhance the knowledge of Analytical Chemistry and shall be useful to their Career in Chemistry. Certificate will be awarded to All students who complete the course.

Details of the Programme are :

- | | |
|---|----------------------------|
| ➤ Program duration | : 45 Days |
| ➤ Timings of the program | : 4.00 to 5.00PM |
| ➤ Starting date of the program | : 05/07/2019 to 20/08/2019 |
| ➤ Course fee | : -Nil- |
| ➤ Number of students expected for admission | : 45 |

- Copy to Departmental Notice Board
- Copy to College Library Notice Board
- Copy to College Office
- Departmental Copy

Dept of Chemistry, S.K.P. Govt. College, Guntakal



T. J. H. S. R.
Incharge
Department of Chemistry
S.K.P. Govt. College
Guntakal, Anantapur (D.L.)

S.K.P. GOVERNMENT COLLEGE

Guntakal :: Anantapuram dist

DEPARTMENT OF CHEMISTRY

CERTIFICATE COURSE ON "WATER ANALYSIS"

SYLLABUS

Theory: 30h

Course Credits:2

Unit- I

6h

Importance and unique properties of water

Types of water pollutants:

- Organic pollutants: Oxygen demanding wastes, disease causing agents.
- Inorganic pollutants: Inorganic salts, mineral acids, finely divided metals and trace elements, metal complexes

Unit II

8h

Water quality standards: Quality of ground water, water quality criteria given by CPCB for drinking water, test characteristics of drinking water (colour, odour, taste, pH, total dissolved salts, alkalinity, total hardness)

Significance of testing: Different tests (temperature, pH, total dissolved salts, salinity, hardness), Reasons for testing.

Different methods of expressing concentration: Weight percentage, volume percentage, molarity, normality, mole fraction, molality and ppm.

Unit III

6h

Theory on preparation of reagents and standard solutions for water analysis: Standard H_2SO_4 , Standard KCl Solution, EDTA solution, Standard MgSO_4 solution, NaOH solution, Buffer Solution, Eriochrome Black-T indicator solution, Standard NaCl Solution, Standard AgNO_3 Solution, Potassium chromate indicator solution, Standard Na_2SO_4 solutions.



Practicals 15h

1. Determination of physical parameters of water: Color, Odor, pH, Conductivity.
2. Estimation of Total Dissolved Solts (TDS)
3. Determination of Alkalinity of water sample.
4. Estimation of carbonate and bicarbonate in water.
5. Determination of Total hardness of water by EDTA method -

Reference books for practicals:-

1. APHA (American Public Health Association) Handbook, 1999.
2. Soil, Plant and Water Analysis - P. C. Jainmal
3. Chemical and Biological Analysis of Water - Dr. R. K. Tripathy and P. K. Gosh.
4. Practical Biochemistry - J. Jayaraman
5. FSSAI manual for Water Analysis.



S.K.P. Government College :: Guntakal

Model Question Paper

Certificate Course on "Water Analysis"

Time: 2hrs

Max marks: 50

SECTION - A

3X10= 30Marks

Answer any Three questions. Each question carries Ten marks.

- 1.
- 2.
- 3.
- 4.
- 5.

SECTION - B

4X5= 20Marks

II Answer any Four questions. Each question carries Five marks

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

Dept of Chemistry, SKP Govt. College, Guntakal



T. J. H. S.
In-charge
Dept. of Chemistry
S.K.P. Govt. College
Guntakal, Anantapur (Dt.)

CERTIFICATE COURSE IN "WATER ANALYSIS"

BRIEF REPORT

The water quality management in India is performed under the provision of Water (Prevention and Control of Pollution) Act, 1974. The basic objective of this Act is to maintain and restore the wholesomeness of national aquatic resources by prevention and control of pollution. • The act prescribes various functions for the Central Pollution Control Board (CPCB).

Poor water quality has its most direct impact on aquatic wildlife, particularly fish, bugs, and plants. Excess nutrients, sediment, road salt, and other contaminants can reduce the variety and hardiness of organisms living in the state's waters. Monitoring water quality is very important for maintaining ecosystem health and the livelihood of the population. It reflects the health of surface water bodies as a snapshot in time (weeks, months, and years). Therefore, best practices and efforts are needed to monitor and improve water quality. The need for clean pure drinking water and awareness on quality and conservation of water is increasing day by day. Water is a source of several water born diseases. It is imperative and necessary to have practical knowledge on water quality.

Hence, Department of Chemistry has decided to introduce certificate course in Water Analysis to enhance proficiency and practical knowledge in Water Chemistry, with the humble intention of imparting necessary knowledge on water analysis and quality parameters of water to the outgoing students. The Department of Chemistry has made humble beginning to impart and enrich students with basic concepts of Water Quality and parameters of Water Testing by introducing Certificate course in Water Analysis for the B.Sc. Final year outgoing students of 2019-20. The course started on 05/07/2019 and completed on 20/08/2019. The Certificate course was conducted for a period of 45 days with 30 hours of Theory and 15 hours of Practicals from 3.00Pm to 4.00PM off the college hours. After the successful completion of the course,

- | | |
|--------------------------------|----------------------------|
| ➤ Program duration | : 45 Days |
| ➤ Timings of the program | : 3.00 to 4.00PM |
| ➤ Starting date of the program | : 05/07/2019 to 20/08/2019 |
| ➤ Course fee | : -Nil- |

Dept of Chemistry, SKP Govt. College, Guntak



➤ Number of students completed the course/joined : 40/45

There is NO Course Fee and is offered as value addition to the Students of Chemistry.

The Course shall enhance the knowledge of Analytical Chemistry and shall be useful to their Career in Chemistry. Certificate will be awarded to All students who complete the course.

Further, A Field trip and extension Lecture were organized as a part of course to practically acquaint the Students of Certificate course. Extension Lectures by Sri S.Khaja Vali, Assistant Professor, Department of Chemistry, SSGS Aided Degree College, Guntakal, is arranged to the students as a part of Certificate Programme.

The Students were taken to "Guntakal Municipal water works" and Summer Storage Tanks at G.Kottala Village along with Water Treatment Plant. The students were taken to water treatment plant and visited Sedimentation tank, Filtration Tank, Chlorination tank and Bleaching process. The water quality parameters like pH, particulate matter, TDS were demonstrated to students. Raw water collection point from HNSS To SS tank-1 and SS tank-2, Pump house: From SS tanks to water treatment plant, Chlorination process, Alum addition process, Water quality test, distribution of water to towers were demonstrated on field trip day.

Examination was conducted on the last day of the course and Certificates were distributed to the students on the Valedictory Day function. Principal and Departmental Staff present on the occasion and feedback is collected on the course from the students. Students actively participated in the course and completed the course successfully.


Incharge, Dept. of Chemistry


PRINCIPAL
S.K.P. GOVERNMENT COLLEGE
GUNTAKAL-515 801.



Incharge
Dept. of Chemistry
S.K.P. Govt. College
Guntakal, Anantapur (Dt.)

Dept of Chemistry, SKP Govt. College, Guntakal

Students in the Field Trip as a part of Certificate Course



Students at ICT Class in Certificate Course



S.K.P. GOVERNMENT COLLEGE :: Guntakal

DEPARTMENT OF CHEMISTRY

Certificate Course in Water Analysis

This is to Certify that Mr/Ms _____ of

B.Sc., (MPC/BZC/Microbiology/Biochemistry), 2019-20 : Semester –V has completed the

“Certificate Course in Water Analysis” conducted by

Department of Chemistry, S.K.P. Government College and acquired _____ grade.

**Incharge
Department of Chemistry**

The Principal



Department of chemistry

List of students enrolled in certificate course
in chemistry - 2019-2020

S.NO	Name of the student	Group	H.NO	Signature of student
①	G. Tashlim Banu	BZCTM	180151001	G. Tashlim Banu.
②	A. Userbee	BZCTM	180151002	A. Userbee.
③	B. Anjineyulu	BZCTM	180151003	B. Anjineyulu
④	B. Manikanta	BZCTM	180151004	B. Manikanta
⑤	C.H Lavanya	BZCTM	180151005	C.H Lavanya
⑥	C.H Ravi Kumar	BZCTM	180151006	C.H Ravi Kumar
⑦	C.H Ravi prakash	BZCTM	180151007	C.H Ravi prakash
⑧	D. Eswaramma	BZCTM	180151008	D. Eswaramma
⑨	G. Laxmivaralli	BZCTM	180151009	G. Laxmivaralli
⑩	J. Devi Rani	BZCTM	180151010	J. Devi Rani
⑪	J. Latha	BZCTM	180151011	J. Latha
⑫	J. Syamala	BZCTM	180151012	J. Syamala
⑬	K. Loknath choudary	BZCTM	180151013	K. Loknath choudary
⑭	M. Anjali	BZCTM	180151014	M. Anjali
⑮	M. Vyshnavi	BZCTM	180151015	M. Vyshnavi
16.	M. Vija Kumar	BZCTM	180151016	M. Vija Kumar
⑰	N. Linga Raju	BZCTM	180151017	N. Linga Raju
18.	N. Mathu baba	BZCTM	180151018	N. Mathu baba
19.	N. Sai Shiksha	BZCTM	180151019	N. Sai Shiksha
20.	P. Lakshmi	BZCTM	180151020	P. Lakshmi
21.	P. Mahesh	BZCTM	180151021	P. Mahesh
22.	P. Raj Kumar	BZCTM	180151022	P. Raj Kumar



S.NO	Name of the student	Group	H.NO	Signature
23	S. Mastani	BZCTM	180151023	S. Mastani
24	T. Mallikarjuna	BZCTM	180151024	T. Mallikarjuna
25	Y. Ganesh	BZCTM	180151025	Y. Ganesh
26	A. Ezaz Ahmad	MIBC	180151301	A. Ezaz Ahmad
27	S. Heera Bhai	MIBC	180151302	S. Heera Bhai
28	B. Gangamma	MIBC	180151303	B. Gangamma
29	B. Manjula	MIBC	180151304	B. Manjula
30	B. Patamesh	MIBC	180151305	B. Patamesh
31	D. Eswaramma	MIBC	180151306	D. Eswaramma
32	D. Preethi	MIBC	180151307	D. Preethi
33	G. Raju	MIBC	180151308	G. Raju
34	J. Raju	MIBC	180151309	J. Raju
35	K. Keerthana	MIBC	180151310	K. Keerthana
36	K. Shobha	MIBC	180151311	K. Shobha
37	K. Sumithra	MIBC	180151312	K. Sumithra
38	K. Vijaya Lakshmi	MIBC	180151313	K. Vijaya Lakshmi
39	K. Anitha	MIBC	180151314	K. Anitha
40	M. Umamaheswar Reddy	MIBC	180151315	M. Umamaheswar Reddy
40	M. Naveen Kumar	MIBC	180151315	M. Naveen Kumar
41	M. Umamaheswar Reddy	MIBC	180151316	M. Umamaheswar Reddy
42	M. Umar Farook	MIBC	180151317	M. Umar Farook
43	A. Dharmaj	BIZC	180151361	A. Dharmaj
44	G. Ganesh	BIZC	180151362	G. Ganesh
45	Zveed Akthar	BIZC	180151363	Zveed Akthar

T. Jithu
S.K.P. Govt. College
Guntakal, Anantapur (D.A.)

Incharge
Dept. of Chemistry
S.K.P. Govt. College
Guntakal, Anantapur

REGISTER OF ATTENDANCE & FEES

FOR THE MONTH OF

2019-20

20

Name of the Institute S.K.P. Govt. College, Guwahati

Section Certificate Course in Chemistry Place Dept. of Chemistry, S.K.P.C.

Sl. No.	Admission No.	NAMES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	No. of days present	FEES Rs. P.	Date of payment		
1	1301	A. Tahsinbano	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
2	1302	A. Usenbet	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
3	1303	B. Anjineyulu	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
4	1304	B. Manikanta	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
5	1305	C.H. Lavanya	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
6	1306	C.H. Prati Kumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
7	1307	C.H. Prati Prakash	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
8	1308	D. Eswaramma	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
9	1309	L. Venkateswari	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
10	1310	T. Devi Rani	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
11	1311	T. Latha	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
12	1312	T. Samala	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
13	1313	K. Loknath Choudhary	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
14	1314	M. Anjali	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
15	1315	M. Vyshnavi	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
16	1316	M. Vijakumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
17	1317	N. Lingaraju	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
18	1318	N. Madhubabu	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
19	1319	N. Sai Shristha	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
20	1320	P. Lakshmi	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
21	1321	P. Mahesh	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
22	1322	P. Prakash Kumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
23	1323	S. Mastani	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
24	1324	T. Mallikarjuna	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
25	1325	Y. Anurag	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
26	1326	A. Fiaz Ahmad	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
27	1327	S. Heena Rani	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
28	1328	B. Gangamoni	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
29	1329	B. Manjula	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
Number present M																																						
Daily E																																						
Initials M																																						
E																																						

No. on roll at the beginning of month

Admitted during the month

Left No. on roll at end of month

No. of working days

Average attendance during the month

No on roll during the month

100%

REGISTER OF ATTENDANCE & FEES

Name of the Institute St. P. Govt. College, Guntur

FOR THE MONTH OF 2-19-20 20

Section Bach. B.A. Course in Chem. Place Dept. of Chemistry, St. P.

Sl. No.	Admission No.	NAMES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	No. of days present	FEES Rs. P.	Date of payment
30	1305	D. paramesh	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
31	1306	D. Eswaramma	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
32	1307	D. preethi	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
33	1308	K. Raju	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
34	1309	J. Raju	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
35	1310	K. Keerthana	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
36	1311	K. Shobha	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
37	1312	K. Suresh	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
38	1313	K. vijayalakshmi	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
39	1314	K. Smitha	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
40	1315	M. Naveenkumar	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
41	1316	M. Umamaheswar Reddy	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
42	1317	M. Umar Farook	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
43	1361	A. Dhanraj	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
44	1362	K. Ganesh	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
45	1363	Zayed Akhtar	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
Number present M			a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
Daily E			a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a			
Initials M																																				
E																																				

No. on roll at the beginning of month

Admitted during the month

Left roll on roll at end of month

No. of working days

Average attendance during the month

No. on roll during the month

13/10/20

Academic year - 2019 - 2020

Date - 24/1/19

The Department meeting was conducted and the following matters were discussed and have been resolved to follow the following below mentioned objectives.

1. To analyze the even semesters II, IV & VI results of A.Y. 2018-19, and to tabulate and analyze the result analysis of the student and staffwise.
2. To take up the I year admission work of I BSc. (BZO) & (MB) courses and to do student counselling.
3. To distribute the workload of ~~even~~ ^{odd} Semesters I, III & V among the staff for the A.Y. 2019-20.
4. To make the class rooms and lab's clean and ready work for the A.Y. 2019-20 and ready to use.
5. To maintain the teaching notes and diary of the staff members for A.Y. - 2019-2020.
6. To arrange a Certificate Course Programme for III year life science students' Members.

① ASVK - (Animal)

② J8L - ~~40~~

Principal
S.K.R. Govt. College
Runtakal, Anantapur (A.)

Local In-charge
Department of
S.K.R. Govt. College
Runtakal-515 803

19-20

S.K.P. GOVERNMENT DEGREE COLLEGE, GUNTAKAL
PROPOSAL FOR THE INTRODUCTION OF CERTIFICATE COURSE IN
"MUSHROOM CULTIVATION"

Date: 22.07.2019

From
P. Sashikiran
Lecturer in Botany
Department of Botany
S.K.P. Govt. College
GUNTAKAL₂

To
The Principal,
S.K.P. Govt. College
GUNTAKAL₂

Sub :--- Proposal for introduction of Certificate course in Botany request regarding--

Respected Sir,

I'd like to make a proposal to you regarding the introduction of a Certificate Course in Botany for our College's B.Sc.(BZC & MB) final year degree students. The Department of Botany with a special interest on out going students of BZC & MB, Conducting this certificate course for the betterment of departing students. . With all of these considerations in mind, the Department of Botany would like to launch the course.

The details or the program are

1. Name of the proposed program
2. Duration and timings of the program
3. Start date of the program
4. Course fee
5. No. of students expected for admission

: Mushroom cultivation
: 45 days; 1:30 pm to 3:00pm
: 5th August, 2019
: Nil
: 40


PRINCIPAL

S.K.P. Govt. College
GUNTAKAL, Ananthapuramu (Dt.)

PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)



Yours faithfully,
Department of Botany
S.K.P. Govt. Degree College
Guntakal, Ananthapuramu (Dt.)

S.K.P. Government DEGREE COLLEGE, GUNTAKAL.

DEPARTMENT OF BOTANY

Circular

Date: 01-08-2019

All the B.Sc (BZC, BIO-CHEM, MICRO-BIO) final year degree students are hereby informed that the Department of BOTANY is going to start a certificate course in MUSHROOM CULTIVATION. The duration of the course is 45 days. Students need not pay any fee for the course. The classes will commence from 05-08-2019. Interested students are required to register their names in the Botany Department. After successful completion of the course certificate will be provided to the students.



PRINCIPAL
S.K.P. Govt. College
GUNTAKAL, Ananthapuramu (T.N.)
PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (T.N.)

Copy to the Library Notice Board

Copy to the Notice Board

Copy for Circulation among the Students

Coordinator

Lecturer-in-Charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 801



REGISTRATION FORM

2019-20

III B.Sc. (BZC & MB)

Sl.No	Reg.No	Name of the Student	Group	Sec	Signature
1	180151001	G TASLIM BANU	BSC	BZC	G. Taslim Banu
2	180151002	A USEN BEE	BSC	BZC	A. Usen Bee
3	180151003	B ANJINEYULU	BSC	BZC	B. Anjineyulu
4	180151005	C LAVANYA	BSC	BZC	C. Lavanya
5	180151006	C RAVI KUMAR	BSC	BZC	C. Ravi Kumar
6	180151007	C RAVI PRAKASH	BSC	BZC	C. Ravi Prakash
7	180151008	D ESWARAMMA	BSC	BZC	D. Eswaramma
8	180151010	G VANNUR VALI	BSC	BZC	G. Vannur Vali
9	180151011	J DEVIKA RANI	BSC	BZC	J. Devika Rani
10	180151012	J LATHA	BSC	BZC	J. Latha
11	180151013	J SYAMALA	BSC	BZC	J. Syamala
12	180151014	K LOKNATHA CHOWDARY	BSC	BZC	K. Loknatha Chowdary
13	180151015	M ANJALI	BSC	BZC	M. Anjali
14	180151016	M VAISHANAVI	BSC	BZC	M. Vaishnavi
15	180151017	M VIJAY KUMAR	BSC	BZC	M. Vijay Kumar
16	180151018	N LINGARAJU	BSC	BZC	N. Lingaraju
17	180151019	N MADHU BABU	BSC	BZC	N. Madhu Babu
18	180151020	N SAI SIRISHA	BSC	BZC	N. Sai Sirisha
19	180151021	P LAKSHMI	BSC	BZC	P. Lakshmi
20	180151022	P MAHESH	BSC	BZC	P. Mahesh
21	180151023	P RAJ KUMAR	BSC	BZC	P. Raj Kumar
22	180151024	S MASTHANI	BSC	BZC	S. Masthani
23	180151025	T MALLIKARJUNA	BSC	BZC	T. Mallikarjuna
24	180151026	Y GANESH	BSC	BZC	Y. Ganesh
25	180151301	A EZAZ AHAMED	BSC	MB	A. Ezaz Ahamed
26	180151303	B GANGAMMA	BSC	MB	B. Gangamma
27	180151304	B MANJULA	BSC	MB	B. Manjula
28	180151305	B PARAMESH	BSC	MB	B. Paramesh
29	180151306	D PREETHI	BSC	MB	D. Preethi
30	180151308	J RAJU	BSC	MB	J. Raju
31	180151309	K KEERTHANA	BSC	MB	K. Keertana
32	180151312	K VIJAYA LAKSHMI	BSC	MB	K. Vijaya Lakshmi
33	180151313	M ANITHA	BSC	MB	M. Anitha
34	180151314	M NAVEEN KUMAR	BSC	MB	M. Naveen Kumar
35	180151315	M UMA MAHESWAR REDDY	BSC	MB	M. Uma Maheswar Reddy
36	180151316	M UMMAR FAROOK	BSC	MB	M. Ummar Farook
37	180151320	N S POORNIMA	BSC	MB	N. S. Poornima
38	180151321	P RAMYA	BSC	MB	P. Ramya
39	180151322	S LAHARI PRIYA	BSC	MB	S. Lahari Priya
40	180151323	S MUSKAN ANJUM	BSC	MB	S. Muskan Anjum



Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

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GUNTAKAL, Ananthapuramu (A.P.)

S.K.P. GOVERNMENT COLLEGE, GUNTAKAL
SYLLABUS FOR CERTIFICATE COURSE IN
MUSHROOM CULTIVATION

Mushroom Cultivation Syllabus			
1	Commercial Mushroom Cultivation <ul style="list-style-type: none"> • Present scenario and prospects for Mushroom Cultivation • Description of edible types, natural growth aspects and climatic requirements 	Lecture, PPT, Discussion Video	2 hrs
2	Selection of types of Mushroom and Sites <ul style="list-style-type: none"> • Selection of important types of Mushroom • Selection of appropriate Mushroom cultivation sites • Design and construction of Mushroom farm 	Lecture, PPT, Discussion Video	2 hrs
3	Composting in Mushroom cultivation <ul style="list-style-type: none"> • Role of composting in Mushroom cultivation • Appropriate materials to prepare different types of compost • Methods of composting – preparation and pasteurization • Determination of quality of compost • Hazards & risks associated with composting and how to control injury to self 	Lecture, PPT, Demonstration, Video	8 hrs
4	Mushroom cultivation - methods <ul style="list-style-type: none"> • Selection of commercially important types of Mushroom • Purpose and process of using spawn and selection of correct spawn • Different types of Mushroom growing facilities and fixtures • Package of practices of White button Mushroom and Oyster Mushroom 	Lecture, PPT, Demonstration Video	8 hrs
5	Disease control and pest Management <ul style="list-style-type: none"> • Inspection of Mushroom bags or beds for early detection of pests and diseases • Using sterilized casing to control nematodes • Spraying fungicide after casing to check dry bubble • Spraying insecticide for control of mites • Use of caustic chemicals to keep rodents away 	Lecture, PPT, Exercise, Demonstration	6 hrs
6	Harvesting of Mushroom <ul style="list-style-type: none"> • Identification of right stage of Mushroom • Methods of harvesting • Using approved cutting techniques for harvesting 	Lecture, PPT, Exercise, Demonstration	2 hrs
7	Packaging storing and grading of Mushroom & post harvest procedures <ul style="list-style-type: none"> • Sorting the Mushrooms on the size and quality • Packaging Mushrooms with labels containing month and year of harvesting, quantity and type of Mushroom etc • Use of spent Mushroom in vermin-composting and in organic farming • Preparation of value added products of Mushroom 	Lecture, PPT, Exercise, Demonstration	10 hrs

8	Field Visit & Interaction with Mushroom cultivators and other Support Agencies	Field Visit, Lecture, Interaction	6 hrs
Assessment & Evaluation Test			2 hrs
Feedback & Valedictory			2 hrs
Total			48 hrs

References

1. Marimuthu, T. et al. (1991). Oster Mushroom. Department of Plant Pathology. Tamil Nadu Agricultural University, Coimbatore.
2. Nita Bhal. (2000). Handbook on Mushrooms. 2nd ed. Vol. I and II. Oxford and IBH Publishing Co. Pvt. Ltd., New Delhi
3. Pandey R.K, S. K Ghosh, 1996. A Hand Book on Mushroom Cultivation. Emkey Publications.
4. Pathak, V. N. and Yadav, N. (1998). Mushroom Production and Processing Technology. Agrobios, Jodhpur.
5. Tewari Pankaj Kapoor, S. C. (1988). Mushroom Cultivation. Mittal Publication, New Delhi.
6. Tripathi, D.P. (2005) Mushroom Cultivation, Oxford & IBH Publishing Co. PVT.LTD, New Delhi.
7. V.N. Pathak, Nagendra Yadav and Maneesha Gaur, Mushroom Production and Processing Technology/ Vedams Ebooks Pvt Ltd., New Delhi (2000)

[Signature]
 Lecturer in Charge
 Department of Botany
 S.K.P. Govt. Degree College,
 GUNTAKAL-515 803



PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (DL)

LIST OF STUDENTS

2019-20

III B.Sc. (BZC & MB)

Sl.No	Reg.No	Name of the Student	Group	Sec
1	180151001	G TASLIM BANU	B.Sc.	BZC
2	180151002	A USEN BEE	B.Sc.	BZC
3	180151003	B ANJINEYULU	B.Sc.	BZC
4	180151005	C LAVANYA	B.Sc.	BZC
5	180151006	C RAVI KUMAR	B.Sc.	BZC
6	180151007	C RAVI PRAKASH	B.Sc.	BZC
7	180151008	D ESWARAMMA	B.Sc.	BZC
8	180151010	G VANNUR VALI	B.Sc.	BZC
9	180151011	J DEVIKA RANI	B.Sc.	BZC
10	180151012	J LATHA	B.Sc.	BZC
11	180151013	J SYAMALA	B.Sc.	BZC
12	180151014	K LOKNATHA CHOWDARY	B.Sc.	BZC
13	180151015	M ANJALI	B.Sc.	BZC
14	180151016	M VAISHANAVI	B.Sc.	BZC
15	180151017	M VIJAY KUMAR	B.Sc.	BZC
16	180151018	N LINGARAJU	B.Sc.	BZC
17	180151019	N MADHU BABU	B.Sc.	BZC
18	180151020	N SAI SIRISHA	B.Sc.	BZC
19	180151021	P LAKSHMI	B.Sc.	BZC
20	180151022	P MAHESH	B.Sc.	BZC
21	180151023	P RAJ KUMAR	B.Sc.	BZC
22	180151024	S MASTHANI	B.Sc.	BZC
23	180151025	T MALLIKARJUNA	B.Sc.	BZC
24	180151026	Y GANESH	B.Sc.	BZC
25	180151301	A EZAZ AHAMED	B.Sc.	MB
26	180151303	B GANGAMMA	B.Sc.	MB
27	180151304	B MANJULA	B.Sc.	MB
28	180151305	B PARAMESH	B.Sc.	MB
29	180151306	D PREETHI	B.Sc.	MB
30	180151308	J RAJU	B.Sc.	MB
31	180151309	K KEERTHANA	B.Sc.	MB
32	180151312	K VIJAYA LAKSHMI	B.Sc.	MB
33	180151313	M ANITHA	B.Sc.	MB
34	180151314	M NAVEEN KUMAR	B.Sc.	MB
35	180151315	M UMA MAHESWAR REDDY	B.Sc.	MB
36	180151316	M UMMAR FAROOK	B.Sc.	MB
37	180151320	N S POORNIMA	B.Sc.	MB
38	180151321	P RAMYA	B.Sc.	MB
39	180151322	S LAHARI PRIYA	B.Sc.	MB
40	180151323	S MUSKAN ANJUM	B.Sc.	MB

G. Taslim banu
A. usen bee
B. Anjineyalu
C. Lavanya
C. ravi prakash
C RAVI PRAKASH
D. Eswaramma
G. Vannur Vali
J. Devika Rani
J. Latha
J. syamala
K. Loknatha chowdary
M. ANJALI
M. Vaishnavi
M. vijay kumar
N. LINGARAJU
N. Madhubabu
N. Sai Sirisha
P. Lakshmi
P. Mahesh
P. Raj kumar
S. masthani
T. Mallikarjuna
Y. Ganesh
Y. Ganesh
B. Gangamma
B. Manjula
B. paramesh
D. PREETHI
J. Raju
K. Keethana
K. Vijaya lakshmi
M. Anitha
M. Naveen Kumar
M. Uma maheswar Reddy
M. Ummar Farook
NS POORNIMA
P. Ramya
S. Lahari priya
S. muskan Anjum



[Signature]
Department of Botany

S.K.P. Govt. Degree College
GUNTAKAL-516 803

Principal
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (DL)

S.K.P. Government Degree College, Guntakal
Department of Botany
Final Report of Certification Course in Mushroom Cultivation

Dt : 22-10-2019

From
P. Sashikiran
Lecturer in Botany
Department of Botany
S.K.P. Govt. College
GUNTAKAL₂

To
The Principal,
S.K.P. Govt. College
GUNTAKAL₂

Department of Botany, under the guidance of the Principal Dr. K Ganeswar, came up with idea of Mushroom Cultivation Course for the students of the College. The Department of Botany has made a humble beginning to impart and enrich the students with self employment ideas conducting a certificate course in Mushroom Cultivation for the duration of 45 days. As it was resolved earlier, the main thrust of the course was to inculcate self employment skills for the out-going students. The basic structure of the course is prepared keeping in view the needs of the final year students. The said Course was started on 05.08.2018 and completed on 22.10.2019.

The response from the students was very good. In its introductory session the area was filled with students, who enthusiastically wanted to be the part of it. Dr. K. Ganeswar, the principal, addressed the students intimating them about the importance of self-employment in present society. He also appreciated the effort of Botany Department and congratulated Sri P Sashikiran, HOD, Botany Department, who was the guiding force behind the entire course. The number of students attended the Course was god. 36 Students regularly attended the Classes conducted from 1.30 P M to 3.00 PM.

The sessions were interactive, informative and interesting. The usage of videos, field visits and practicals helped the students to grasp the tips to learn and understand the Cultivation of Mushrooms. There were debates, group activities and presentations regarding

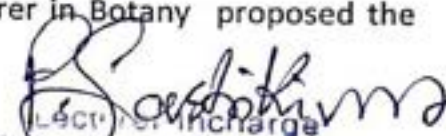

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marketing of the product, which enhanced the confidence level of the students. The Course ran its entire course of 45 days and also took informal inputs from the students for making the course better next time.

After the successful completion of the said Certificate course, a valedictory function was held on 22nd October 2019. The Principal of the College, Sri Dr K. Gnaneswr , graced the occasion. The meeting was presided over by the HOD(Botany) Sri P Sashikiran, In his opening remarks, the Head of the Department explained the need and necessity of introducing the Certificate course. The Principal advised the students to make use of the in-puts given by the Department of Botany. Certificates were distributed to the all 36 students.

At the end of program Dr A.S. VIJAYAKUMAR, Lecturer in Botany proposed the vote of thanks.




Lecturer in Charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803


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GUNTAKAL, Ananthapuramu (DL)

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Model Paper
CERTIFICATE COURSE IN MUSHROOM CULTIVATION
Commercial Cultivation of Mushroom

Time : 3 hrs

Max.Marks : 100

Section A

Answer all questions

(4X15=60)

1. a. List out the material required for milky mushroom cultivation
or
b. Describe the different methods used for commercial mushroom cultivation
2. a. Write about the different methods used in compost preparation
or
b. Give an account of the sterilization protocols in mushroom cultivation
3. a. Explain the spawn culture preparation
or
b. Detail the process of mother spawn production
4. a. What are the different strategies used in mushroom harvesting
or
b. Illustrate the grading, packaging and storing of mushrooms

Section B

Answer any 5 questions

(5X8=40)

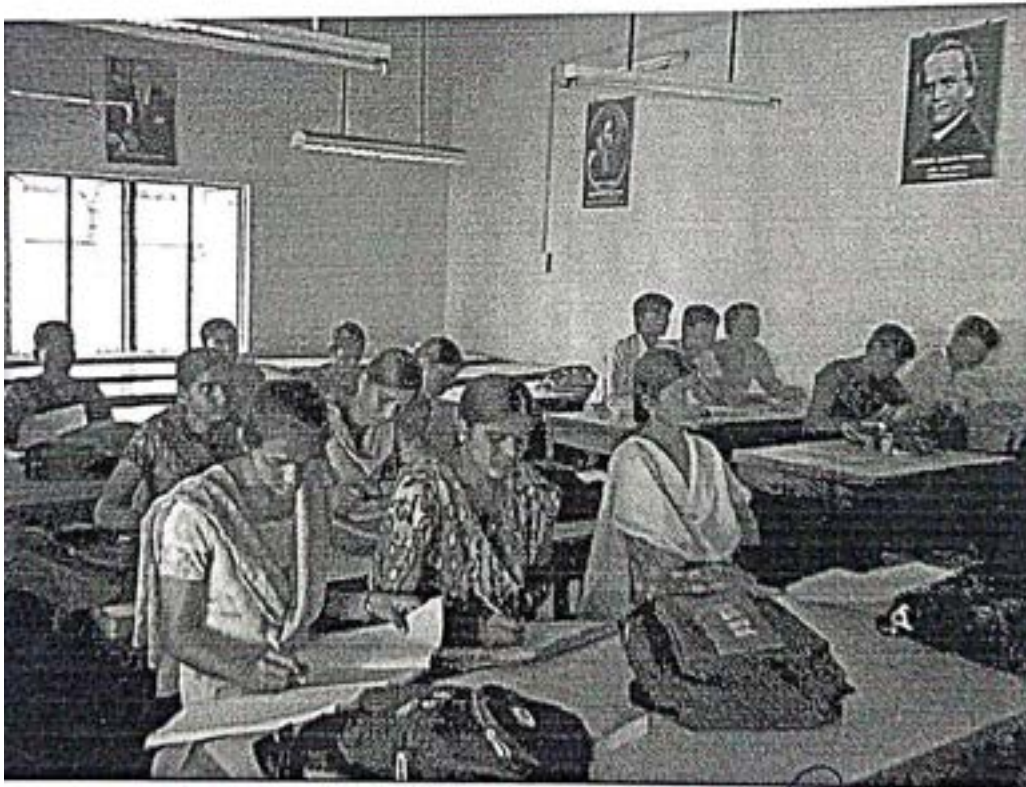
5. Bulk Chamber
6. Substrate selection
7. Design of farm
8. Spawn selection
9. Incubation
10. Pasteurization
11. Grading
12. Mushroom packaging
13. Storage strategies




Lecturer in charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

Principal
S.K.P. Govt. Degree College
GUNTAKAL, Andhra Pradesh (DL)

MUSHROOM CULTIVATION PHOTOS 2019-20



P. Suresh Reddy

Lecturer-Microbiology
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803



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GUNTAKAL, Ananthapuramu (Dc)

S K P COLLEGE GUNTAKAL
LIST OF FINAL B.Sc.(BZC & MB) STUDENTS ENROLLED FOR AUGUST

ATTENDANCE SHEET FOR THE ACADEMIC YEAR 2019-20

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P. Sathiyamoorthy
 Lecturer in Charge
 Department of Pottery
 M.P. Govt. Degree College
 GUNTAKAL-517 802

S.K.P. GOVERNMENT DEGREE COLLEGE, GUNTAKAL

Department Of Computer science & Applications

**Minutes of the Department meeting for the conduct of Certificate Course in
MS-OFFICE**

Date: 02.01.2020

The Department of Computer science & Applications, a pioneer in meeting the needs of students, has decided to be a trailblazer for our College's graduating students. The job market, particularly in the financial area, has been booming, and fresh graduates with Msoffice knowledge are in high demand. The Department of Computer science & Applications has taken the initiative to conduct a Certificate Course in Msoffice, with the simple goal of providing necessary hands on knowledge on Msoffice to outgoing students.

On the 2 of Jan, 2020, the Department of Computer science & Applications had a meeting with its members on the College premises. The meeting was chaired by the Head of the Department, P.Dharmendra in Computer science & Applications. The Department unanimously resolved to organize the Course in MS-OFFICE for our College's outgoing final year Degree students under the chairmanship of the Head of Department and under the direction of the principal. It was resolved that the Certificate Course will be held for 30 days. It was also decided to focus more on students from rural backgrounds, and their medium of instruction is Telugu.

1. P Dharmendra, Head of the Department :

Dharmendra

2. DC. Sowjanya, Lecturer in computer science

Sowjanya

3. D SivaSankar , Lecturer in Computer science

D. SivaSankar

The Principal

[Signature]
PRINCIPAL
S.K.P. Govt. College
GUNTAKAL, Ananthapuramu (Dt.)



[Signature]
PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)

S.K.P. GOVERNMENT DEGREE COLLEGE, GUNTAKAL
PROPOSAL FOR THE INTRODUCTION OF CERTIFICATE COURSE IN Msoffice

DATE: 02.01.2020

From
P Dharmendra,
Head of Department Computer science & Applications
S.K.P. Govt. Degree College
Guntakal,

To
The Principal,
S.K.P. Govt. Degree College
Guntakal

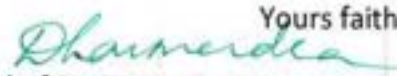
Respected Sir,

I'd like to make a proposal to you regarding the introduction of a Msoffice Certificate Course for our College's final year NON Computer degree students. The Department of Computer science & Applications has been increasingly aware of the requirements of departing students. From the lowest to the greatest levels of employment, Knowledge in Msoffice has become the important factor for the NON Computer students. With all of these considerations in mind, the Department of Computer science & Applications would like to launch the course.

The details or the program are

- | | |
|---|------------------------------|
| 1. Name of the proposed program | : Msoffice |
| 2. Duration and timings of the program | : 45 days; 2:30 pm to 4:00pm |
| 3. Start date of the program | : 04 JAN, 2020 |
| 4. Course fee | : Nil |
| 5. No. of students expected for admission | : 40 |

Yours faithfully


P. Dharmendra
Head of Department Computer science
Dept. of Computer Science
S.K.P. Govt. College,
GUNTAKAL, Ananthapuramu Dist.


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S.K.P. Government DEGREE COLLEGE, GUNTAKAL.

DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS

Circular

Date: 02-1-2020

All the Non computer groups (Bcom, BA, BZC) degree students are hereby informed that the Department of Computer science & applications is going to start a certificate course in 'MSOffice'. The duration of the course is 45 days. Students need not pay any fee for the course. The classes will commence from 04-01-2020. Interested students are required to register their names in the computer science & applications Department. After successful completion of the course certificate will be provided to the students.


Coordinator

Dept. of Computer Science
S.K.P. Govt. College,
GUNTAKAL, Ananthapuramu Dist.

Copy to the Library Notice Board

Copy to the Notice Board

Copy for Circulation among the Students


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S.K.P. GOVERNMENT DEGREE COLLEGE::GUNTAKAL
DEPARTMENT OF COMPUTERSCIENCE

CERTIFICATE COURSE STUDENT LIST 2019-20

S.No	Name of the student	University Reg. No.	Signature
1	N.PARAMESH NAIK	190151202	N. Paramesh Naik
2	A.SEKHAR	190151203	A. Sekhar
3	G.MOUNIKA	190151204	G. Mounika
4	K.MASTHAN VALI	190151205	K. Masthan
5	K.SUDHAKAR	190151206	K. Sudhakar
6	K.VAMSI KUMAR	190151207	K. Vamsi Kumar
7	P.SOWJANYA	190151208	P. Sowjanya
8	R.RAJESH	190151209	R. Rajesh
9	B.MALLIKARJUNA	190511131	B. Mallikarjuna
10	B.SURI RAJU	190511132	B. Suri Raju
11	S.DADA KHALANDAR	190151133	S. Dada Khalandar
12	S.MANSOOR BASHA	190151134	S. Mansoor Basha
13	A.YASASWAINI	190151135	A. Yasaswaini
14	A.SUNKANNA	190151136	A. Sunkanna
15	B.M.KARTHIK KUMAR	190151137	B. M. Karthik Kumar
16	B.MURALI	190151138	B. Murali
17	B.VEERANJANEYULU	190151139	B. Veeranjaneyulu
18	B.AJAY KUMAR	190151140	B. Ajay Kumar
19	B.SUPRIYA	190151141	B. Supriya
20	B.SUDHAKAR	190151142	B. Sudhakar
21	B.CHANDRA SEKHAR	190151143	B. Chandra Sekhar
22	B.CHINNA	190151144	B. Chinna
23	B.ANJUNATH	190151145	B. Anjunath
24	B.SWETHA RANI	190151146	B. Swetha Rani
25	C.SRINIVASULU	190151147	C. Srinivasulu
26	C.HARIKRISHNA	190151148	C. Harikrishna
27	C.KULLAIAH	190151149	C. Kullaiah
28	D.SURENDRA	190151150	D. Surendra
29	D.MAHAMMAD RAFI	190151151	D. Mahammad Rafi
30	D.NABI RASOOL	190151152	D. Nabi Rasool
31	G.SREENIVASULU	190151154	G. Sreenivasulu
32	H.VIJAY	190151155	H. Vijay
33	K.CHAITANYA KUMARI	190151157	K. Chaitanya Kumari
34	K.RAVINDRA BABU	190151158	K. Ravindra Babu
35	K.NETTIKANTAIAH	190151159	K. Nettikantiah
36	K.RAGHAVENDRA	190151160	K. Raghavendra
37	A.SANTHOSH	190151091	A. Santhosh
38	B.RAVI KUMAR	190151092	B. Ravi Kumar
39	B.SURESH	190151094	B. Suresh
40	C.VINOD KUMAR	190151095	C. Vinod Kumar

PRINCIPAL

S.K.P. Govt Degree College
GUNTAKAL, Ananthapuramu (DL)



S.K.P. Government Degree College, Guntakal
Department of Computer science & applications
Final Report of Certification Course in Computer science & applications

Department of Computer science & applications, under the guidance of the Principal Dr. K Ganeswar, came up with idea of Msoffice for the students of the College. The Department of Computer science & applications has made a humble beginning to impart and enrich the students with hands on Msoffice by conducting a certificate course in Msoffice for the duration of 45 days. As it was resolved earlier, the main thrust of the course was to inculcate knowledge in Msoffice for the out-going students. The basic structure of the course is prepared keeping in view the needs of the final year students. The said Course was started on 04.01.2020 and completed on 18.02.2020.

The response from the students was overwhelming. In its introductory session the Seminar Hall was jam-packed and students enthusiastically wanted to be the part of it. Dr. K. Ganeswar, the principal, addressed the students intimating them about the importance of Technology in social and corporate realms. He also appreciated the effort of Computer science & applications Department and congratulated Sri P Dharmendra, HOD, Computer science & applications Department, who was the guiding force behind the entire course. The number of students attended the Course was good. 40 Students regularly attended the Classes conducted from 2.30 P M to 4.00 PM.

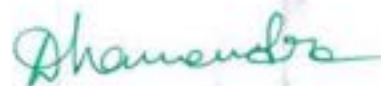
The sessions were interactive, informative and interesting. The usage of hands on, videos, hand-outs, seminars, quiz's, suggestive books and interesting worksheets helped the students to grasp the tips to learn and understand Msoffice. There were brain-storming sessions, debates, group activities and impromptu presentations which enhanced the confidence level of the students. The Course ran its entire course of 45 days and also took informal inputs from the students for making the course better next time.


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After the successful completion of the said Certificate course, a valedictory function was held on 18 FEB 2020. The Principal of the College, Sri Dr K. Gnaneswar, graced the occasion. The meeting was presided over by the HOD (Computer science & applications),

Sri P Dharmendra. In his opening remarks, the Head of the Department explained the need and necessity of introducing the Certificate course. The Principal advised the students to make use of the in-puts given by the Department of Computer science & applications. Certificates were distributed to the all 40 students.

At the end of program DC Sowjanya, Lecturer in Computer science & applications, proposed the vote of thanks.



INCHARGE
Dept. of Computer Science
S.K.P. Govt. College,
GUNTAKAL, Ananthapuramu Dist.



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GUNTAKAL, Ananthapuramu Dist.



S.K.P. GOVT. DEGREE COLLEGE, GUNTAKAL

The Department of Computer Science

Minutes of Departmental Meeting for the conduct of Certificate Course in Computer Science

The Department of Computer Science, a pioneer in meeting the needs of students, has decided to be a trailblazer for our College's graduating students. The job market, particularly in the software area, has been booming, and fresh graduates with Computer proficiency are in high demand. It has been discovered that the percentage of students who are proficient in Computers is remarkably low. The Department of Computer Science has taken the initiative to conduct a Certificate Course in Ms-Office, with the simple goal of providing necessary communication skills to Non-Computer students.

On the 21st of March, 2022, the Department of Computer Science had a meeting with its members on the College premises. The meeting was chaired by the Head of the Department, Smt.S.Pavani, and the lecturers in Computer Science D.C.Sowjanya and P.Sreenivasulu are present. The Department unanimously resolved to organize the Certificate Course in Ms-Office for our College's Non-Computer students under the chairmanship of the Head of Department and under the direction of the principal. It was resolved that the Certificate Course will be held for 35 days. It was also decided to focus more on students from rural backgrounds, and their medium of instruction is English.

1. Smt.S.Pavani, Head of the Department : *S. Pavani*
2. Smt.D.C.Sowjanya, Lecturer in Computer Science : *Sowjanya*
3. Sri P.Sreenivasulu, Lecturer in Computer Science : *P. Sreenivasulu*

S. Pavani
INCHARGE
Dept. of Computer Science
S.K.P. Govt. College,
GUNTAKAL, Ananthapuramu Dist.

[Signature]
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GUNTAKAL-515 801.

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GUNTAKAL, Ananthapuramu (Dt.)

S.K.P. GOVERNMENT DEGREE COLLEGE, GUNTAKAL
Department Of Computer science

2019-20





S.K.P. GOVERNMENT DEGREE COLLEGE, GUNTAKAL

DEPARTMENT OF COMPUTER SCIENCE

FEED BACK ON CERTIFICATE COURSE

GRAPHICAL ANALYSIS

(PLEASE TICK (✓) ON ANY ONE OF THE FOLLOWING)

1. How do you rate the quality of teaching in the Add on course

- a) Excellent b) Good c) Average d) Poor

2. How is the syllabus appropriate in covering the course

- a) Excellent b) Good c) Average d) Poor

3. Whether the certificate course on Ratio&Proportion, Time & Work is useful to you

- a) Excellent b) Good c) Average d) Poor

4. How do you rate the overall certificate course

- a) Excellent b) Good c) Average d) Poor

5. Is the timing of conduct of classes to your satisfaction

- a) Excellent b) Good c) Average d) Poor

Comments & Suggestions :

Signature of the Student

(P. Amatesh)


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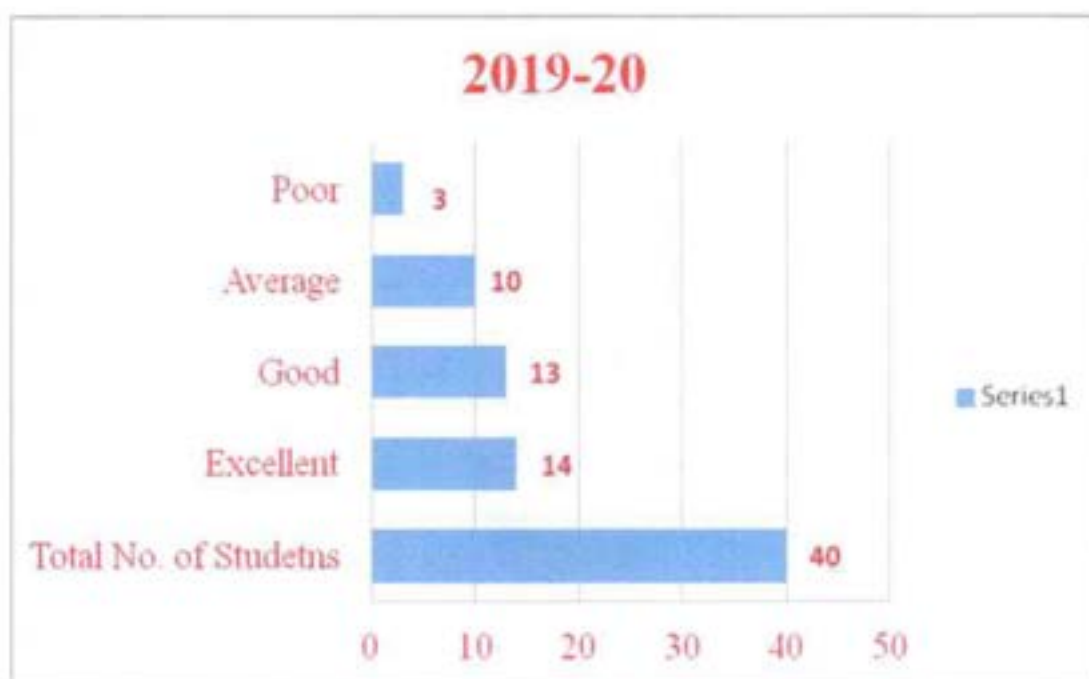
S.K.P. GOVERNMENT DEGREE COLLEGE, GUNTAKAL

DEPARTMENT OF COMPUTER SCIENCE

FEED BACK ON CERTIFICATE COURSE

GRAPHICAL ANALYSIS

Total No. of Studetns	Excellent	Good	Average	Poor
40	14	13	10	3




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**CERTIFICATE COURSE
IN BEAUTICIAN
2019-2020**

SKP GOVERNMENT DEGREE COLLEGE GUNTAKAL 2019-2020

RESOLUTION

The women Empowerment cell has initiated short-term course, i.e CERTIFICATE IN MAKE-UP AND MEHANDI DESIGN with a span of 45 days for catering to the needs of the girls students by providing the basic skills in the present competitive needs.

The Beautician course was a short -term certificate course started on 3.9.20 , with a span of 45 days, and a nominal amount of Rs200 was charged from students to meet the provisions required to start the course. The resource person was Ramya .

Women empowerment cell promotes "sense of self worth" developing the students ability to determine their own choices and their right to influence social change for themselves.

NEED OF THE COURSE : Along with education every student should have skills to support themselves and to their families

.As cosmetology is always been a good career option for the students who have got a sound aesthetic sense over a past of 6-8 years, the beauty industry of Indian Republic has witnessed a rapid expansion.

OUTCOMES: Beautician skills provide self employment and can give a daily income and can enable to develop independently .

With Beautician skills student will be self reliant and boosting their self esteem and self worth. After all true beauty and well being are also about how better you feel rather than how you look.

Importance of learning beauty course is helping ourselves to feel better and feel others better


PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (D.C.)

WEC Incharge
S.K.P. Govt. College
GUNTAKAL

SKP GOVERNMENT DEGREE COLLEGE GUNTAKAL

PERMISSION LETTER

Guntakal
29.8.2020

From

To

The Incharge
WEC cell
SKP Government Degree college
Guntakal

Principal
SKP Government Degree college
Guntakal

Sir,

Sub: WEC.Request your permission to start certificate course in
BeauticianSkills-Request-Reg -

Ref: WEC resolution dated 21-8-2020 with reference of women
empowerment cell.

As per the resolution of the college department of WEC met on
19.8.2020 and resolved anonymously to conduct certificate course Tailoring
for girl students of our college. Hence I request to put forth your proposal for
kind consideration and necessary approval or permission to introduce
certificate course in tailoring.

BRIEF DETAILS OF THE COURSE

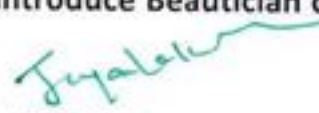
TITLE OF THE COURSE: CERTIFICATE COURSE IN BEAUTICIAN SKILLS

DURATION OF THE COURSE: 45 Days

NUMBER OF GIRL STUDENTS: 40

NEED OF THE COURSE : Most of the college students hail from rural
background particularly biological background students and unable to tap
the job market. Most of the students are from poor and agricultural
background . Hence to enable them to expertise and empower in Beautician
skills ,Women empowerment cell has decided to introduce Beautician course
certificate


PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL. Ananthapur District 1521


Incharge
WEC Incharge
S.K.P Govt. College
GUNTAKAL

SKP GOVERNMENT DEGREE COLLEGE GUNTAKAL

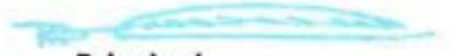
CIRCULAR

Date
1.9.2020

This is to inform all the girl students of this college that Women Empowerment Cell would like to start Beautician course certificate .The duration of the course will be 45 days .Interested students are required to their names to Incharge of WEC .The students names will be displayed in college notice board.



Incharge WEC Incharge
S.K.P Govt. College
GUNTAKAL
Copy to college library
Copy to college Notice Board
Copy for circular among students




Principal
PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)



PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)

BEAUTICIAN COURSE SYLLABUS

- Grooming, Hygiene & Safety
- Keratin
- Manicure & Pedicure
- Basic Haircuts
- Understanding Skin Type & Analysis
- Hair Art & Bridal Hair Styling
- Hair Spa & Hair Treatments
- Grey Coverage and Root Touchups
- Cleansing & Toning practice
- Treatments for Hair Fall and Dandruff
- Exfoliation & Extraction
- Blow drying and Heat Styling
- Massage Manipulation
- Creative Haircuts and Colouring
- Hands & Feet Massage
- Perm
- Anti-Pigmentation Treatment
- Straightening
- Hair Spa/ Hair Oil Massage
- Men's Hair Cuts
- Colors
- Brow shaping


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GUNTAKAL, Ananthapuramu (DL)


WEC Incharge
S.K.P. Govt. College
GUNTAKAL

**SKP GOVERNMENT DEGREE COLLEGE -GUNTAKAL2019-
2020**

LIST OF THE STUDENTS ENROLLED FOR CERTIFICATE COURSE IN BEAUTICIAN

S.NO	NAME OF THE STUDENT	COURSE	HALL TICKET NUMBER Signature
01	MONDLA JYOTHSNA	B.A.	200153088 M. Jyothsna
02	PULACHINTHABABY	B.A.	200153141 Pulachinthababy
03	SATHYALA KALYANI	B.A.	200153147 Sathyala kalyani
04	VAGALA SAI HARSHITHA	B.A.	200153135 V.sai Harshitha
05	MALA MAMATHADEVI	B.Sc.	200151014 m.mamathaDevi
06	SHAIK APSAANA	B.Sc	200151003 S. Apsana
07	BOYA PRAMILA	B.Sc	200151005 B. Pramila
08	BOYA SRAVANI	B.Sc	200151006 B. Sravan
09	DEVARINTI USENBI	B.Sc	200151008 D. Usenbi
10	GUNDALA SUPRIYA	B.Sc	200151009 G. Supriya
11	HAMPI INDU	B.Sc	200151010 H. Indu
12	HARIJANA LAVANYA	B.Sc	200151011 H. Lavanya
13	MANTAKANTI SHRAVANI	B.Sc	200151015 M. Shrivani
14	REPALLI AKHILA	B.Sc	200151018 R. Akhila

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15	SHAIK NAJMUNNISA	B.Sc.	200151022 S. Najmunnisa
16	POLATH ROOPA	B.Sc.	200151052 P. Roopa
17	BOYA HEMAVATHI	B.Sc	200151059 B. Hemavathi
18	MASANURU RADHIKA	B.Sc	200151067 m. Radhika
19	RAMAGOWNIPAVANI	B.Sc	200151071 R. G. Pavani
20	POLATH RAMYA	B.Sc	200151051 P. Ramya
21	GAJULA VAISHNAVI	B.Sc	200151211 G. Vaishnavi
22	KASHANNAGARI SANDHYA RANI	B.Sc	200151218 K. Sandhya Rani
23	SHAIK WAHEEDABEGUM	B.Sc	200151148 S. Waheda Begum
24	GAJULA AKHILA	B.Sc	200151160 G. Akhila
25	CHAKALI SRAVANI	B.Sc	200151293 C. Sravani

Incharge

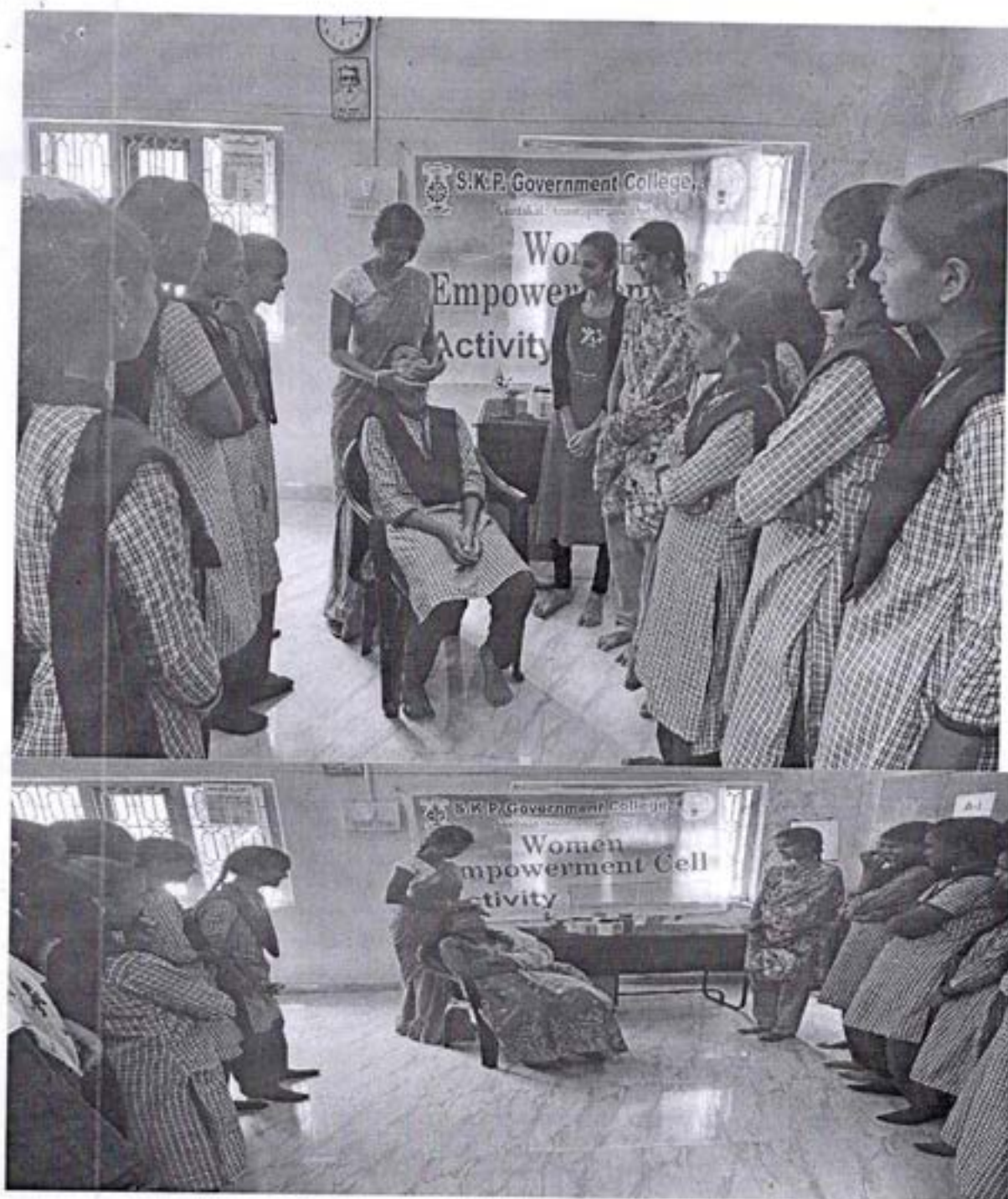
WEC Incharge
S.K.P. Govt. College
GUNTAKAL

PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (DL)

SKP GOVERNMENT DEGREE COLLEGE GUNTAKAL 2019-2020

ATTENDENCE

S.N O	NAME OF THE STUDENT	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
01	MONDLA JYOTHSNA	X	X	A	X	X	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
02	PULACHINTHA BABY	X	X	X	X	X	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
03	SATHYALA KALY ANI	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
04	VAGALA SAI HARSHI THA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
05	MALA MAMATHA DEVI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
06	SHAIK APSAANA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
07	BOYA PRAMILA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
08	BOYA SRAVANI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
09	DEVARINTI USENBI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
10	GUNDALA SUPRIYA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
11	HAMPI INDU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
12	HARIJANA LAVANY A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
13	SHRAVANI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X



PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (Dt.)

Jeyalakshmi
WEC Incharge
S.K.P. Govt. College
GUNTAKAL