



Shri Shivaji Education Society Amravati's
**SHRI SHIVAJI SCIENCE AND ARTS
COLLEGE**

Chikhli, Dist. Buldana- 443201.

NAAC Reaccredited with 'B++' Grade (CGPA 3.0)

Dr. Meena T. Nikam
Officiating Principal

Hon'ble Shri Harshvardhan P. Deshmukh
President

1.2.2 No. of Add on/Certificate programs offered during the year
How many Add on are added during the year.

- 1) Name and duration of the program.
- 2) List of students enrolled and Attendance.
- 3) Curriculum and Time Table
- 4) Assessment
- 5) Summery Report & Course Outcome

Sr. No.	Name of Department	Name of Add on Course
Arts		
1.	English	Certificate Course in Communication And Soft Skill Development (2023-24)
Science		
2.	Computer Science	Certificate Course in MS-Office Suite & Introduction to Internet (2023-24)



Indira
PRINCIPAL
Shri Shivaji Science & Arts
College, Chikhli, Dist. Buldana

Add on / Certificate / Value added Programs		
(2023-24)		
List of Add on / Certificate / Value added Programs		
Sr.No	Contents	Page No.
1	Add-on Course (2021-22) 20 Days Workshop on Communication Skills in English (English)	04
2	Certificate course in Introduction Internet of and MS-Office (Computer Science)	48

2023-24

Add-on/Certificate Programs

2023-24

English



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

**Certificate Course in Communication And Soft Skill
Development (2023-24)**

**Organized By
Department of English**

Sr. No.	Particular	Page No.
1)	Brochure	02
2)	Syllabus	03
3)	Evaluation (Marks Distribution)	04
4)	List of Enrolled Students	05 to 06
5)	Evaluation of Enrolled Students	07 to 08
6)	Feedback Analysis & Interpretation of Feedback	09 to 11
7)	List of Students Awarded Certificates	12 to 13
8)	Action Taken Report	14
9)	Sample of Question Paper	15 to 16
10)	Sample of Assignment	17 to 29
7)	Attendance Sheet	30 to 40
10)	Sample of Certificates awarded to Students	41 to 42
11)	Glimpses of the Activities	43 to 44



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English



Shri Shivaji Education Society Amravati's

Shri Shivaji Science & Arts College
Chikhli, Dist. Buldana- 443201(MS).



Department of English

Certificate Course in Communication And Soft Skill Development

DURATION OF THE COURSE : THREE MONTHS

Starts from: 10th August to 9th Nov. 2023

Time : 12.40 am to 1.40 pm

For Enrollment contact English Department

Syllabus :

Unit I : Nature And Scope of Communication And Soft Skills

Unit II : Business Communication And Job Skills

Unit III : Basic Grammar

Unit IV : Vocabulary Development

Contact :
9860873841

Eligibility for Admission
12th Pass from any faculty

Organizing Committee

Dr. M. T. Nikam
Principal (Officiating)

Dr. V. U. Pochhi
IQAC Coordinator

Dr. S. I. Jukkalkar
Course Coordinator

Mr. Sachin Morey
Member

Mr. Abhijeet Wadalkar
Member

Ms. Nita Ubhe
Member

Mrs. Archana Kharat
Member



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

SYLLABUS		
Sr. No.	Particulars	Teaching Hours
1)	Unit I : Nature And Scope of Communication And Soft Skills: (A) Nature And Scope of Communication (Theory) i) What is Communication ii) Directions of Communication in Organization : Downward Communication, Upward Communication, Horizontal Communication, Grapevine Communication	03 Hours
	(B) Soft Skill (Theory) i) What is Soft Skill & Importance of Soft Skill ii) Know Thyself/Self Discovery iii) Developing Positive Attitude iv) Forming Values v) Improving Perception vi) Career Planning vii) Body Language viii) Team Building & Team Work ix) Time Management x) Stress Management	10 Hours
	Practical i) Art of Listening, Reading & Speaking ii) Art of Writing, iii) E-mail Writing iv) Preparing CV/Resume	10 Hours
2)	Unit II : Business Communication And Job Skills Practical i) Notices, Agenda's & Minutes ii) Business Correspondence iii) Interview Skills iv) Presentations v) Group Discussion	10 Hours
3)	Unit III : Applied Grammar (Practical) Tense Sequence, Types of Sentences	10 Hours
4)	Unit IV : Vocabulary Development Parts of Speech, Suffix and Prefix, Synonyms, Antonyms, One Word Substitution, Use of Dictionary	02 Hours
	Total Teaching Hours	45 Hours
	Pronunciation (Assignment will be based on this topic) (Note : If required the Hours of Theory and Practical will be extended)	



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

EVALUATION

Maximum Marks : 100 Min. to Pass : 50

Distribution of Marks

Theory/ Practical	Maximum Marks		Total Marks	Minimum Passing Marks	Duration of theory & Practical Exam	Total Teaching Workload for theory and Practical Exam
	External Exam Marks	Internal Exam Marks				
Theory	30 (MCQ Test)	10 (Assignme nt)	40	20	2 Hrs	15 Hrs
Practical	50 Marks Dialogue : 10 GD : 10 Presentatio n:20	10 Marks Use of Language Lab to do the exercises of Practical	60	30	5 Hrs	30 Hrs
Total			100	50		45 Hrs



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

List of Enrolled Students

Sr. No.	Name of the Student	Class	Mobile No	Mail Id
1)	Gayatri Vishnu Patil	B. Sc. I (M)	7620036619	gp4605827@gmail.com
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)	7499316438	sakshilokhande6479@gmail.com
3)	Mohammad Sarosh Abdul Salam	B. Sc. I (M)	8788312924	sarosh0030@gmail.com
4)	Tanveer Nawrangi	B. Sc. I (M)		
5)	Pratiksha Ashok Sakhare	B. Com. I		pratikshasakhre@gmail.com
6)	Pooja Ganesh Deshmane	B. Com. I	9022304643	Pdeshmane192@gmail.com
7)	Pallavi Raju Bhutekar	B. Com. I	7758017156	pallavibhutekar@gmail.com
8)	Gayatri Uddhav Ingle	B. Com. I	8605321796	gayatriingle@gmail.com
9)	Sakshi Vilas Deshmukh	B. Com. I	8380010105	sakshideshmukh@gmail.com
10)	Nikita Ghanshyam Shinde	B. Com. I	7218648349	ns7218648349@gmail.com
11)	Renuka Dilip Sirsat	B. Com. I	8767842270	renukasirsat122@gmail.com
12)	Divya Balaji Deshmane	B. Com. I	7887378067	divyadeshmane244@gmail.com
13)	Mayuri Madan Khente	B. Com. I	8378907832	mayurikhente@gmail.com
14)	Dipali Kisan Katkar	B. Com. I	9595416341	divyakatkar195@gmail.com
15)	Gajanan R. Pande	B. Com. I	9529311435	Gpande864@gmail.com
16)	Kunal D. Jadhao	B. Com. I		
17)	Ashvini Vinayak Yevale	B. Sc. I (M)	7972037703	Ashiviniyeole329@gmail.com
18)	Vaishnavi Pandharinath Atole	B. Sc. I (M)	8010215717	pandharinathatole@gmail.com
19)	Komal Ashok Bhagat	B. Sc. I (M)	9529741668	Bhagatkomal683@gmail.com
20)	Urmila Vijay Kale	B. Sc. I (M)	7798017244	urmila161105@gmail.com
21)	Sakshi Kantilal Hanwate	B. Sc. I (M)	9529966093	hanwatesakshi3@gmail.com
22)	Dipali Dilip Wagh	B. Com. II	9307194055	dipaliwagh301@gmail.com
23)	Kajal Ravindra Jaiswal	B. Com. II	7218347216	shubhamji20121996@gmail.com
24)	Anuradha Atmaram Raut	B. Com. II	8975029819	anuradharaut45@gmail.com
25)	Vaishnavi Gulab Bhalerao	B. Com. II	9156498681	bvaishnavi315@gmail.com
26)	Pallavi Ramdas Ingle	B. Com. II	9021639166	pallavinglerajput@gmail.com
27)	Sakshi Dilip Keskar	B. Com. II	7666879748	dilipkeskar870@gmail.com
28)	Vrushali Ramkrushna Theng	B. Com. II	9699843562	thengvrushali@gmail.com
29)	Maya Gajanan Gore	B. Com. II	7038325068	mgore5340@gmail.com
30)	Vaishnavi Nandkishor Pauer	B. Com. II	8669052010	vaishnavipawar426@gmail.com
31)	Payal Navalsing Jadhao	B. Com. II	866987211	payaljadhao@gmail.com



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

32)	Divya Balaji Deshmane	B. Com. II		
33)	Sakshi Panjabrao Parihar	B. Com. II	8261887604	sakshiparihar@gmail.com
34)	Vrushali Dnyaneshwer Hoge	B. Com. I	9021310549	varushalihoge3397@gmail.com
35)	Arti Subash Dhandale	B. Com. I	8010376217	artighadale@gmail.com
36)	Samrin Parvin Sk Anwar	B. A. I		
37)	Vaishnavi Somnath Bansode	B. Com. II	7218867188	Vaishnavibansode248@gmail.com
38)	Sakshi Vishnu Jadhao	B. Sc. I (B)	8766767408	sakshi290805@gmail.com
39)	Kanchan Kishor Salve	B. Com. I	7972959596	Kanchansalve719@gmail.com



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

EVALUATION OF ENROLLED STUDENTS

Distribution of Marks

Maximum Marks		Minimum Marks to Pass	
Theory	Practical	Theory	Practical
40	60	20	30

Sr. No.	Name of the Student	Marks Scored by the Student		Result
		Theory	Practical	
1.	Gayatri Vishnu Patil	30	55	Pass
2.	Sakshi Sanjay Lokhande	32	55	Pass
3.	Mohammad Sarosh Abdul Salam	32	57	Pass
4.	Tanveer Nawrangi	30	55	Pass
5.	Pratiksha Ashok Sakhare	30	50	Pass
6.	Pooja Ganesh Deshmane	32	60	Pass
7.	Pallavi Raju Bhutekar	34	52	Pass
8.	Gayatri Uddhav Ingle	32	55	Pass
9.	Sakshi Vilas Deshmukh	30	58	Pass
10.	Nikita Ghanshyam Shinde	30	45	Pass
11.	Renuka Dilip Sirsat	34	50	Pass
12.	Divya Balaji Deshmane	32	50	Pass
13.	Mayuri Madan Khente	32	57	Pass
14.	Dipali Kisan Katkar	32	55	Pass
15.	Gajanan R. Pande	20	56	Pass
16.	Kunal D. Jadhao	20	55	Pass
17.	Ashvini Vinayak Yevale	22	58	Pass
18.	Vaishnavi Pandharinath Atole	24	55	Pass
19.	Komal Ashok Bhagat	32	50	Pass
20.	Urmila Vijay Kale	13	50	Pass
21.	Sakshi Kantilal Hanwate	20	60	Pass
22.	Dipali Dilip Wagh	32	55	Pass
23.	Kajal Ravindra Jaiswal	34	60	Pass
24.	Anuradha Atmaram Raut	32	55	Pass
25.	Vaishnavi Gulab Bhalerao	32	56	Pass
26.	Pallavi Ramdas Ingle	30	55	Pass
27.	Sakshi Dilip Keskar	32	57	Pass
28.	Vrushali Ramkrushna Theng	30	57	Pass
29.	Maya Gajanan Gore	28	58	Pass
30.	Vaishnavi Nandkishor	32	53	Pass



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

	Pawer			
31.	Payal Navalsing Jadhao	30	50	Pass
32.	Divya Balaji Deshmane	20	45	Pass
33.	Sakshi Panjabrao Parihar	32	60	Pass
34.	Vrushali Dnyaneshwer Hoge	32	55	Pass
35.	Arti Subash Dhandale	32	50	Pass
36.	Samrin Parvin Sk Anwar	34	55	Pass
37.	Vaishnavi Somnath Bansode	32	55	Pass
38.	Sakshi Vishnu Jadhao	30	55	Pass
39.	Kanchan Kishor Salve	26	56	Pass



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Feedback Analysis

Question-wise Analysis of the Feedback:

Sr. No.	Question	Response in Percent (%)			
		Very satisfied	Satisfied	Neutral	Dissatisfied
1)	How would you rate your overall satisfaction with the Certificate Course?	80.6%	12.9%	2%	0.00%
2)	Did the course content meet your expectations?	Yes, exceeded expectations 41.9	Yes, met expectations 48.4	Neutral 9.7%	
3)	How would you rate the effectiveness of the teachers in delivering the content?	Highly effective 64.5%	Effective 22.6%	Neutral 9.7%	Ineffective 3.2%
4)	Have you been able to apply the communication and soft skills you learned in real-life situations?	Yes, consistently 74.2%	Yes, occasionally 19.4%	Neutral 6.5%	No, rarely 0.00%
5)	How satisfied were you with the support and resources provided during the course?	Very satisfied 64.5%	Satisfied 29%	Neuter 6.5%	Dissatisfied 0.00%
6)	Would you recommend this course to others interested in improving their communication and soft skills?	Definitely 83.9%	Probably 9.7%	Neutral 3.2%	Definitely no 3.2%
7)	Suggestion students gave orally	No of PCs should be extended, more practice is needed, the course is very useful, I like to attend it.			

Remark: The students commented that course will be useful in their personal and professional life. The department will keep on improving the overall quality of the course.

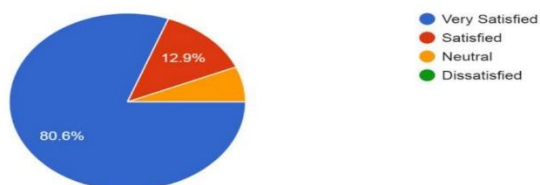


**Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English**

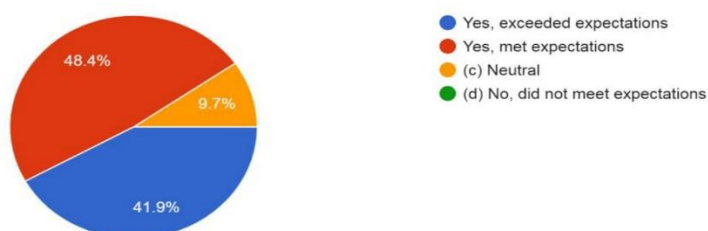
Feedback Analysis

<https://docs.google.com/forms/d/1pbiTcRJ56IoIPyr sdmN4yUY26oK6MF8mJ1hyvdqv mH8/edit#responses>

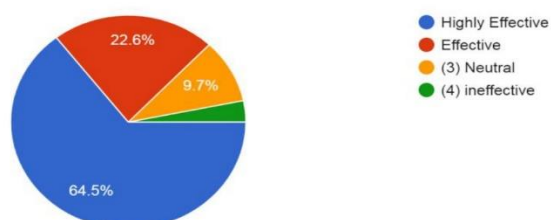
1) How would you rate your overall satisfaction with the Certificate Course ?
31 responses



2) Did the course content meet your expectations?
31 responses



3) How would you rate the effectiveness of the teachers in delivering the content?
31 responses





**Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English**

4) Have you been able to apply the communication and soft skills you learned in real-life situations?
31 responses



5) How satisfied were you with the support and resources provided during the course?
31 responses





Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

SKILL DEVELOPMENT COURSE
COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)

The following students who successfully completed certificate course were awarded certificates.

Sr. No.	Name of the Student	Date	Certificates Received (Signature)
1.	Gayatri Vishnu Patil	28/02/2024	G. Patil
2.	Sakshi Sanjay Lokhande	28/02/2024	S. Lokhande
3.	Mohammad Sarosh Abdul Salam	28/02/2024	M. Sarosh
4.	Tanveer Nawrang	28/02/2024	T. Nawrang
5.	Pratiksha Ashok Sakhare	28/02/2024	P. Sakhare
6.	Pooja Ganesh Deshmane	28/02/2024	P. Deshmane
7.	Pallavi Raju Bhutekar	22/02/2024	P. Bhutekar
8.	Gayatri Uddhav Ingle	22/02/2024	G. Ingle
9.	Sakshi Vilas Deshmukh	28/02/2024	S. Deshmukh
10.	Nikita Ghanshyam Shinde	22/02/2024	N. Shinde
11.	Renuka Dilip Sirsat	22/02/2024	R. D. Sirsat
12.	Divya Balaji Deshmane	22/02/2024	D. Deshmane
13.	Mayuri Madan Khente	22/02/2024	M. Khente
14.	Dipali Kisan Katkar	28/02/2024	D. Katkar
15.	Gajanan R. Pande	9529311435 28/02/2024	G. R. Pande
16.	Kunal D. Jadhao	K. Jadhao 28/02/2024	K. Jadhao
17.	Ashvini Vinayak Yevale	28/02/2024	A. V. Yevale
18.	Vaishnavi Pandharinath Atole	28/02/2024	V. Atole
19.	Komal Ashok Bhagat	28/02/2024	K. Bhagat
20.	Urmila Vijay Kale	28/02/2024	U. Kale
21.	Sakshi Kantilal Hanwate	28/02/2024	S. Hanwate
22.	Dipali Dilip Wagh	28/02/2024	D. Wagh
23.	Kajal Ravindra Jaiswal	28/02/2024	K. Jaiswal
24.	Anuradha Atmaram Raut	28/02/2024	A. Raut
25.	Vaishnavi Gulab Bhalerao	22-02-2024	V. Bhalerao



**Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English**

26.	Pallavi Ramdas Ingle	22/02/2024	P.R. Ingle
27.	Sakshi Dilip Keskar	22/02/2024	S.D. Keskar
28.	Vrushali Ramkrushna Theng	22/02/2024	V.R. Theng
29.	Maya Gajanan Gore	22/02/2024	M.G. Gore
30.	Vaishnavi Nandkishor Paver	22/02/2024	V.N. Paver
31.	Payal Navalsing Jadhao	22/02/2024	P.N. Jadhao
32.	Divya Balaji Deshmene	22/02/2024	D.V. Deshmene
33.	Sakshi Panjabrao Parihar	22/02/2024	S.P. Parihar
34.	Vrushali Dnyaneshwer Hoge	22-02-2024	V.H. Hoge
35.	Arti Subash Dhandale Subhash Ghandale	22-02-2024	A.S. Dhandale
36.	Samrin Parvin Sk Anwar	22-02-2024	S.P. Anwar
37.	Vaishnavi Somnath Bansode	22/02/2024	V.S. Bansode
38.	Sakshi Vishnu Jadhao	22/02/2024	S.V. Jadhao
39.	Kanchan Kishor Salve	22/02/2024	K.K. Salve



**Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English**



Action Taken Report

- 1) It is decided to organize the 45 Hours Certificate Course on “Communication And Soft Skill Development” from 10th August to 9th Nov. 2023.
- 2) The brochure was prepared and posted on the Whats App Groups of all the classes. Students were informed to enroll for the course by visiting the Department.
- 3) The scheduled time of the course was 12.40 pm to 1.40 pm daily.
- 5) The topics of the course were allotted to Dr. Jukkalkar Syed Imtiaz, Course Coordinator, Mr. Sachin More, Mr. Abhijeet Wadalkar, Ms. Nita Ubhe and Mrs. Archana Kharat.
- 8) It was decided to conduct all the lectures and the performance based practical in the Language Lab of the Department.
- 9) During the coursework, evaluation was done time to time.
- 10) Out of Twenty-Six enrolled students, three students were unable to attend the Course. Twenty-Three students completed the Course successfully.
- 10) Feedback was taken and analysed for future improvement.
- 11) Students were given certificate at the end of the Course.



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Sample of Question Paper (Theory Exam)

Shri Shivaji Science And Arts College, Chikhli Dist. Buldana

CERTIFICATE COURSE (2023-24)
COMMUNICATION AND SOFT SKILLS DEVELOPMENT
Max Marks : 30 Time : 30 Minutes

Attempt all questions. Each question carries 05 Marks. Mark Right (✓) and underline to the correct option.

Name of the Student: Sakshi S. Lokhande Class : BSc 1st (Math)

Q. 1 : Soft Skill is a term which refers to b) personality traits, social graces, personal habits, friendliness, and optimism.
 (a) knowledge of particular subject
 (b) personality traits, social graces, personal habits, friendliness, and optimism.
 (c) IT Skills (d) drafting skills

Q. 2. SWOT stand for a) strengths, weaknesses, opportunities and threats.
 (a) Student With Outstanding Talent (b) Study Without Teacher
 (c) Strengths, Weaknesses, Opportunities and Threats
 (d) Staff Without Official Territory

Q. 3 : "Jumping to conclusions" is common obstacle to b) to develop negative attitude.
 (a) to develop positive attitude (b) to develop negative attitude
 (c) to develop personality (d) to develop passion for work

Q. 4 : "It's not my job" is an example of d) negative attitude.
 (a) right judgment (b) correct assertion (c) positive attitude (d) negative attitude

Q. 5 : Parents, Teachers, Friends, Peers, Role Models, Reference Groups and Culture are the major source of formation of c) values.
 (a) good habits (b) courage (c) values (d) mental health

Q. 6 : a) perception is an important mediating cognitive process through which persons make interpretations of the stimulus or situation they are faced with.
 (a) perception (b) interpretation (c) prejudice (d) manners

Q. 7 : "Positive, informative, evaluative and appreciative" are the d) listening Models
 (a) reading models (b) writing models (c) speaking models (d) listening models

Q. 8 : SQ3R is a proven technique to sharpen textbook reading skills.
 (a) RSQR (b) S3QR (c) 3SQR (d) SQ3R



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

- Q. 9: Reading is to eyes, what hearing is to ears.
 (a) knowledge, understanding (b) writing, speaking (c) eyes, ears
 alphabets, sounds
- Q. 10 : communication is an exchange of facts, ideas, opinions, or emotion
 by two or more persons.
 (a) Story Building (b) Role Play (c) Dialogue (d) Communication
- Q. 11 : "Brevity is the soul of wit" means say what you have to say in short.
 (a) say what you have to say in short (b) don't say anything, silence has its own language
 (c) brave people are witty (d) brave people possess great souls
- Q. 12: Paralinguistics refers to vocal communication that is separated from
 actual language.
 (a) written communication (b) vocal communication
 (c) communication through IT (d) body language
- Q. 13 : group discussion is a process of incorporating views of different
 members to reach a common goal.
 (a) Group Discussion (b) Public Speaking (c) Interview (d) Dialogue
- Q. 14 : Vilfredo Pareto, an Italian Economist discovered the principal of
80:20 for time management.
 (a) 20: 80 rule (b) 80:20 rule (c) 70: 30 rule (d) 30:70 rule
- Q. 15: The type of Communication that leads to rumor is grapevine communication.
 (a) downward communication (b) upward communication (c) downward
 (d) grapevine communication



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Sample of Assignment

	<p>Shri Shivaji Education Society's Shri Shivaji Science & Arts College Chikhli Dist. Buldana Accredited by NAAC B++ Grade (CGPA – 3.00)</p>	
2-1	<p>CERTIFICATE COURSE COMMUNICATION AND SOFT SKILLS DEVELOPMENT Assignment Academic Session : 2023-24</p>	(2-1) 10/10
<p>Submitted By Name of the Student: <u>Gayatri Vishnu Patil</u> Class : <u>B.S.C 1st (Math)</u></p>		
		<p> Course Coordinator</p>
<p>Date : 25-10-2023</p>		



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English



1. What do you mean by a barrier to Communication? List all the important barriers to effective Communication?

→ Any parameter that limits the purpose or channel of Communication between the transmitter & the receiver is a barrier to Communication. A Communication barrier may limit or reduce the ease at which we communicate & hence the name barrier. Although the barriers to effective Communication may be different for different situations, the following are some of the main barriers:

- Linguistic barriers.
- Psychological barriers
- Emotional barriers
- Physical barriers
- Cultural barriers
- Organisational structure barriers.
- Attitude barriers
- Perception barriers
- Physiological barriers
- Technological barriers
- Socio-religious barriers

2. Write phonetic symbols with example used in dictionary.

→ Phonetic symbols used in the dictionary

Consonants :-

(P) Pen /pen/

(d) did /did/

(b) bad /baed/

(k) Cat /kaet/

(t) tea /ti:/

(g) got /gat/



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

		2	
		CLASSMATE	
		Date _____	
		Page _____	
(tʃ) chain /tʃeɪn/	(f) fall /fɔ:l/	(θ) him /θɪm/	
(dʒ) jam /dʒæm/	(v) van /væn/	(ð) this /ðɪs/	
(s) so /səʊ/	(nɔ) no /nəʊ/		
(z) zoo /zu:/	(ŋ) sing /sɪŋ/		
(ʃ) shoe /ʃu:/	(l) leg /leg/		
(ʒ) vision /'vɪʒn/	(ʒ) zed /zed/		
(h) hat /hæt/	(j) yes /jes/		
(m) man /maen/	(w) wet /wet/		
<u>Vowels & diphthongs</u>			
(i:) see /si:/	(ʌ) Cup /kʌp/		
(ɪ) happy /'hæpi/	(ɜ:) bird /bɜ:d/		
(ɪ) sit /sɪt/	(ə) about /ə'baʊt/		
(e) ten /ten/	(eɪ) say /seɪ/		
(æ) cat /kæt/	(əʊ) go /gəʊ/		
(ɑ:) father /'fɑ:ðə(ɾ)/	(aɪ) five /faɪv/		
(ɒ) got /gɒt/	(aʊ) now /naʊ/		
(ɔ:) saw /sɔ:/	(ɔɪ) boy /bɔɪ/		
(ʊ) put /pʊt/	(ɪə) near /nɪə(ɾ)/		
(ʊ) actual /'æktʃʊəl/	(eə) hair /heə(ɾ)/		
(u) too /tu:/	(ʊə) pure /pjʊə(ɾ)/		
<p>(ɾ) indicates that British pronunciation will have /ɾ/ only if a vowel sound follows directly; otherwise it is omitted. In American pronunciation, every e of the ordinary spelling is retained.</p>			



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

③
 CLASSMATE
 Date _____
 Page _____

Q. 3 write a note on different types of sentences.

→ There are four types of English sentence, classified by their purpose:

- ① Declarative sentence (statement)
- ② Interrogative sentence (question)
- ③ Imperative sentence (command)
- ④ Exclamatory sentence (exclamation)

[I] Declarative Sentence :- It make a statement. They tell us something. They give us information, & they normally end with a full - stop/period.

The usual word order for the declarative sentence is:
 • (Subject) + (verb)

declarative sentence are the most common type of sentence. declarative sentence can be positive or negative look at these example:

Positive	Negative
• I like coffee.	I do not like coffee.
• we watched TV last night.	we did not watch TV last night.



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

4
 CLASSMATE
 Date _____
 Page _____

② Interrogative Sentence (question) :- It ask a question. they want information & they always end with a question mark.

The usual word order for the interrogative sentence is :

• (Wh- word) auxiliary + (subject) + (verb)

Positive	Negative
do you like coffee?	don't you like coffee?
why did you go?	why didn't you go?

③ Imperative Sentence (Command) :- it give a command. I tell us to do something & they end with a full stop / period (.) or exclamation mark / point (!).

The usual word order for the imperative sentence is,
 • base verb

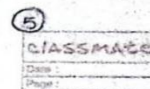
Now that there is usually no- subject because the sub understood it is YOU.

Imperative Sentence can be positive or negative. Look at these example.

Positive	Negative
stop	do not stop
Give her coffee	don't give her coffee.



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English



(iv) Exclamative Sentence (exclamation) :- it expresses strong emotion / surprise - an exclamation - & they always end with an exclamation mark / point (!)

The usual word order for the exclamative sentence is:

- what (+ adjective) + noun + subject + verb.
- How (+ adjective / adverb) + subject + verb.

Look at these examples:

- what a lie he is!
- what an exciting movie it was!
- How he lied!
- How exciting the movie was!

4. Write down some important suffixes & prefixes with example.

■ List of prefixes in English.

Prefix word	Meanings	Prefix Example.
A	without	amoral, apolitical, atypical.
Ante	before	antecedent, antedate.
Anti	against	anti-war.
Aech	more	aech-capitalist.
Auto	self	auto-dial.
bi	two, twice	bi-monthly
Circum	round	Circumnavigate, circumvent
Co	with	co-author, co-edit.



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

		⑥ CLASSMATE Date _____ Page _____
Col, Com, Con	with	Combine, connect.
Contra = Counter	against	Contraception, counter claim
de	opposite action	declassify, destroy
dia	across	diagonal diameter
dis	not, opposite of	disagree, distrust.
dys	abnormal	dyslexia, dysfunctional.
e	electronic	e-book, e-mail.
eco	related to environment	eco-tourism & eco-disaster
en (m)	cause to	encode, embrace
equi	equal	equidistant.
ex	previously	ex-president
extra	very	extra-height, extra-steps
extra	outside	extra-curricular, extra-div
fore	before	forecast
hyper	too much	hyperactive.
il, im, in, ie	not, opposite of	illogical, impossible etc.
in (m)	movement to, in	input, inset, import...
inter	between, connected	interrelated, & interact.
intra	within	intra-generational
kilo	thousand	kilogram, kilometers, etc.
macro	large	macro scale.
mal	bad, badly	malpractice
micro	small	micro scale.
mid (m)	middle	midway
equi mis	incorrect	mistake, misunderstanding
ex mano	one	mono-centric, monoculture
muti	many	multi-level.
neo	something old in new form	Neoclassical
non	not	Non-believer.



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

7
 CLASSMATE
 Date: _____
 Page: _____

Out	more to great extent	outnumber, outlive, & outage
over	over, above to much	overlook, overcook, etc.
Post	after	post examination, post modern.
Pre	before	pre industrial, preview, pre war.
Pro	in favour of	pro feminist & pro active
Pseudo	false,	pseudo - science.
quasi	almost, not quite	quasi - legal.
Re	again	rediscover, rename, return ---
Retro	backward	retrogressive, & retrospective
Semi	partly, half	semicircle, semifinals.
Sub	part of something	subway, subsection.
Super	above or bigger	superpower, superstar.
Trans	across	transport, transit.
Ultra	extreme	ultrasound, ultramodern.
Un	not	unusual, uncertain, unplug.
Under	under, & insufficient	underpower, underemployed.
Well	useful & successful.	well - written, well - designed.

■ List of Suffix in English:

Suffix word	Meaning	Suffix Example
-able, ible	can be done	doable, possible
-al, ial	has property of	personal, legal
-ant	having an effect	coolant, accelerant
-based	performing a major	oil - based, genetic based.
-cy	state or quality	accuracy, urgency
-ed	past tense of verb	turned, cooked, cleaned
-ee	persons affected by something	employee, interviewee.



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

		8
		CLASSMATE
-en	made of, being made	golden, lighten 2.5
-ee	Comparative	higher, lighter, sooner
-ee	one who perform / doing	doer, painter, singer
-est	superlative	slightest, best, biggest
-free	without	debt-free, pain free.
-ful	full of	Careful, joyful
-hood	condition, period, state	childhood, adulthood
-ic	having property of	photographic, electric
-ics	study of	genetics, electronics
-ify	giving quality to something	defy, pacify, classify
-ing	present participle	cooking, dancing
-ism	behaviour or belief	heroism.
-ist	one who follows certain behaviour	optimist, activist
-(t)ion	act or process	reaction, action.
-(i)ty	state of	extremity, sanity.
-(t)ive	adjective	active, motive
-ize, -ise	being about a condition	colonize / colonise
-less	without	fearless, careless
-like	resemble another	alike, bird like.
-ly, -y	having	wordy, handy
-ment	action, process	enjoyment, development
-ness	state of, quality	happiness, kindness.
-ocracy	type of ruling body	democracy, autocracy.
-ocrat	person ruling	autocrat.
-ology	study of	geology, biology.
-ous	having	callous, joyous
-proof	safe, protected against	stain-proof.
-ship	state or experience of specific position	partnership, leadership, professorship.



**Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English**

9
 CLASSMATE
 Date: _____
 Page: _____

Q.5 Write your C.V for the post of an accountant.

→

Name :- Anuja patil.

Address :- at post sawaragan dukaze Ta. chikhali
dist buldhana.

Telephone no :- 9620036619.

Personal statement ⇒ An extremely motivated individual with a natural ability to solve accounting & financial problem & An innovative thinker with impeccable attention to detail who is also a friendly & approachable individual. Anuja is qualified accountant looking to join a growing organization that's committed to hiring a diverse workforce.

Key skills :-

- Excellent organisational skills with the capacity to deal with multiple tasks at the same time.
- debtor & purchase ledger reconciliation.
- Experience in liaising with banks, auditors & legal departments.
- Account reconciliations bookkeeping, accrual accounting, budgeting process & payroll.
- Ability to deal with enormous quantities of financial data.
- Accurate recording of all cash activity on a daily basis.
- detailed knowledge of electronic banking system.
- Numeracy skills, credit control, updating spreadsheets & ms office & Excel.
- A team player with outstanding oral & written communication skills.



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

(10)
 CLASSMATE
 Code: _____
 Page: _____

Qualification / Educational History :-

- 2012 - 2013 : Master degree in accounting - SGBAU, Amravati.
- 2008 - 2011 : accounting degree - SGBAU, Amravati.
- 2003 - 2008 : St. Joseph high school, Buldhana.

Employment History :-

Head accountant
 Tata Consultancy, Nagpur : sept 2016 - present.

Responsible for driving the operational & financial performance of the organisation by using detailed management technique influence decision making in the upper echelons of the company.

Responsibilities :-

- Ensuring that the company's accounting records were accurate & complete through the maintenance of the framework of 6 internal controls.
- Explaining the intricacies of the organisation financial workings to individuals with no knowledge of finance.
- management & supervision of an accounts team consisting of 20 people with varying skill & ability levels.
- Improving the company's accounting control & processes to help the firm run efficiently & effectively.
- processing monthly staff related payroll & creating RTI submit & pay slips.

Accountant
 Nagwani Consultancy : sept - 2013 - sept - 2016

• Responsibilities :-



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English



- using clear professional yet easy to understand language to communicate effectively with fellow staff & clients.
- providing robust financial analysis of accounting result & comparing them to result from previous period.
- total understanding of accounting procedures process & system used in the context of company's wider business plan.
- discretion when handling sensitive client information.

Personal interests & Hobbies :-

As a member of National institute of accounts, I keep a keen eye on the latest information in the field of accountancy. I also enjoy attending events & conferences in a bid to learn more about the people in the industry.

- 6 write a note on Two case studies showing bad Time management & effective time management.

Bad time management

Sign of poor time management • if you fail at completing your tasks repeatedly or can't seem to finish anything on time.

perhaps you are not distributing your time accordingly.
 poor time management Anxiety can result from the pressure of bad time management habits. pending deadlines & unmet work quotas can make you anxious.

procrastination is the specific word for bad time management.



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

16
CLASSMATE
DATE _____
PAGE _____

- Some techniques are written given below for stop bad time mangment. →
 - ① start your tasks early.
 - ② give yourself break.
 - ③ prioritize your tasks.
 - ④ learn your pattern.

Effective time management

Time management means organizing your time intelligently so that you use it more effectively.

The benefits of good time management include: ~~Good~~ Greater productivity. less stress. more opportunities ---- etc.

know how you are spending your time it means effective time management.

^{tips}

- 5^{tips} better your time management :
 - ① set reminder for all your tasks.
 - ② create a daily planner
 - ③ give each task a time limit.
 - ④ block out distraction.

22/7



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Attendance Sheets

Shri Shivaji Science & Arts College, Chikhli
 COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)
 CONDUCTED BY DEPARTMENT OF ENGLISH
 Attendance Sheet, Month : August, 2023

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date						
1)	Gayatri Vishnu Patil	B. Sc. I (M)					10/08/23	11/08/23	12/08/23
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)					10/08/23	11/08/23	12/08/23
3)	Mohammad Sarosh Abdul Salam	B. Sc. I (M)					10/08/23	11/08/23	12/08/23
4)	Tanveer Nawrang	B. Sc. I (M)					10/08/23	11/08/23	12/08/23
5)	Pratiksha Ashok Sakhare	B. Com. I					10/08/23	11/08/23	12/08/23
6)	Pooja Ganesh Deshmane	B. Com. I					10/08/23	11/08/23	12/08/23
7)	Pallavi Raju Bhutekar	B. Com. I					10/08/23	11/08/23	12/08/23
8)	Gayatri Uddhav Ingle	B. Com. I					10/08/23	11/08/23	12/08/23
9)	Sakshi Vilas Deshmukh	B. Com. I					10/08/23	11/08/23	12/08/23
10)	Nikita Ghanashyam Shinde	B. Com. I					10/08/23	11/08/23	12/08/23
11)	Renuka Dilip Sirsat	B. Com. I					10/08/23	11/08/23	12/08/23
12)	Divya Balaji Deshmane	B. Com. I					10/08/23	11/08/23	12/08/23
13)	Mayuri Madan Khente	B. Com. I					10/08/23	11/08/23	12/08/23
14)	Dipali Kisan Katkar	B. Com. I					10/08/23	11/08/23	12/08/23
15)	Gajanan R. Pande	B. Com. I					10/08/23	11/08/23	12/08/23
16)	Kunal D. Jadhao	B. Com. I					10/08/23	11/08/23	12/08/23
17)	Ashvini Vinayak Yevale	B. Sc. I (M)					10/08/23	11/08/23	12/08/23
18)	Vaishnavi Pandharinath Atele	B. Sc. I (M)					10/08/23	11/08/23	12/08/23
19)	Komal Ashok Bhagat	B. Sc. I (M)					10/08/23	11/08/23	12/08/23
20)	Urmila Vijay Kale	B. Sc. I (M)					10/08/23	11/08/23	12/08/23
21)	Sakshi Kantilal Hanwate	B. Sc. I (M)					10/08/23	11/08/23	12/08/23
22)	Dipali Dilip Wagh	B. Com. II					10/08/23	11/08/23	12/08/23

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date						
23)	Kajal Ravindra Jaiswal	B. Com. II					10/08/23	11/08/23	12/08/23
24)	Anuradha Atmaram Raut	B. Com. II					10/08/23	11/08/23	12/08/23
25)	Vaishnavi Gulab Bhalerao	B. Com. II					10/08/23	11/08/23	12/08/23
26)	Pallavi Ramdas Ingle	B. Com. II					10/08/23	11/08/23	12/08/23
27)	Sakshi Dilip Kesar	B. Com. II					10/08/23	11/08/23	12/08/23
28)	Vrushali Ramkrushna Theng	B. Com. II					10/08/23	11/08/23	12/08/23
29)	Maya Gajanan Gore	B. Com. II					10/08/23	11/08/23	12/08/23
30)	Vaishnavi Nandkishor Pawar	B. Com. II					10/08/23	11/08/23	12/08/23
31)	Payal Navalsing Jadhao	B. Com. II					10/08/23	11/08/23	12/08/23
32)	Divya Balaji Deshmane	B. Com. II					10/08/23	11/08/23	12/08/23
33)	Sakshi Panjabrao Parihar	B. Com. II					10/08/23	11/08/23	12/08/23
34)	Vrushali Dnyaneshwar Hoge	B. Com. I					10/08/23	11/08/23	12/08/23
35)	Arti Subash Dhandale	B. Com. I					10/08/23	11/08/23	12/08/23
36)	Samrin Parvin Sk Anwar	B. A. I					10/08/23	11/08/23	12/08/23
37)	Vaishnavi Somnath Bansode	B. Com. II					10/08/23	11/08/23	12/08/23
38)	Sakshi Vishnu Jadhao	B. Sc. I (B)					10/08/23	11/08/23	12/08/23
39)	Kanchan Kishor Salve	B. Com. I					10/08/23	11/08/23	12/08/23



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Shri Shivaji Science & Arts College, Chikhli
 COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)
 CONDUCTED BY DEPARTMENT OF ENGLISH
 Attendance Sheet, Month : August, 2023

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	14/08/23	15/08/23	16/08/23	17/08/23	18/08/23	19/08/23
1)	Gayatri Vishnu Patil	B. Sc. I (M)		Patil			Patil	Patil	Patil
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)		Lokhande			Lokhande	Lokhande	Lokhande
3)	Mohammad Sarosh Abdul Salam	B. Sc. I (M)		Salam			Salam	Salam	Salam
4)	Tanveer Nawrangi	B. Sc. I (M)		Nawrangi			Nawrangi	Nawrangi	Nawrangi
5)	Pratiksha Ashok Sakhare	B. Com. I		Sakhare			Sakhare	Sakhare	Sakhare
6)	Pooja Ganesh Deshmane	B. Com. I		Deshmane			Deshmane	Deshmane	Deshmane
7)	Pallavi Raju Bhutekar	B. Com. I		Bhutekar			Bhutekar	Bhutekar	Bhutekar
8)	Gayatri Uddhav Ingle	B. Com. I		Ingle			Ingle	Ingle	Ingle
9)	Sakshi Vilas Deshmukh	B. Com. I		Deshmukh			Deshmukh	Deshmukh	Deshmukh
10)	Nikita Ghanshyam Shinde	B. Com. I		Shinde			Shinde	Shinde	Shinde
11)	Renuka Dilip Sirsat	B. Com. I		Sirsat			Sirsat	Sirsat	Sirsat
12)	Divya Balaji Deshmane	B. Com. I		Deshmane			Deshmane	Deshmane	Deshmane
13)	Mayuri Madan Khente	B. Com. I		Khente			Khente	Khente	Khente
14)	Dipali Kisan Katkar	B. Com. I		Katkar			Katkar	Katkar	Katkar
15)	Gajanan R. Pande	B. Com. I		Pande			Pande	Pande	Pande
16)	Kunal D. Jadhao	B. Com. I		Jadhao			Jadhao	Jadhao	Jadhao
17)	Ashvini Vinayak Yevale	B. Sc. I (M)		Yevale			Yevale	Yevale	Yevale
18)	Vaishnavi Pandharinath Atole	B. Sc. I (M)		Atole			Atole	Atole	Atole
19)	Komal Ashok Bhagat	B. Sc. I (M)		Bhagat			Bhagat	Bhagat	Bhagat
20)	Urmila Vijay Kale	B. Sc. I (M)		Kale			Kale	Kale	Kale
21)	Sakshi Kantilal Hanwate	B. Sc. I (M)		Hanwate			Hanwate	Hanwate	Hanwate
22)	Dipali Dilip Wagh	B. Com. II		Wagh			Wagh	Wagh	Wagh

3

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	14/08/23	15/08/23	16/08/23	17/08/23	18/08/23	19/08/23
23)	Kajal Ravindra Jaiswal	B. Com. II		Jaiswal			Jaiswal	Jaiswal	Jaiswal
24)	Anuradha Atmaram Raut	B. Com. II		Raut			Raut	Raut	Raut
25)	Vaishnavi Gulab Bhalerao	B. Com. II		Bhalerao			Bhalerao	Bhalerao	Bhalerao
26)	Pallavi Ramdas Ingle	B. Com. II		Ingle			Ingle	Ingle	Ingle
27)	Sakshi Dilip Keskar	B. Com. II		Keskar			Keskar	Keskar	Keskar
28)	Vrushali Ramkrushna Theng	B. Com. II		Theng			Theng	Theng	Theng
29)	Maya Gajanan Gore	B. Com. II		Gore			Gore	Gore	Gore
30)	Vaishnavi Nandkishor Pawar	B. Com. II		Pawar			Pawar	Pawar	Pawar
31)	Payal Navalsing Jadhao	B. Com. II		Jadhao			Jadhao	Jadhao	Jadhao
32)	Divya Balaji Deshmane	B. Com. II		Deshmane			Deshmane	Deshmane	Deshmane
33)	Sakshi Panjabrao Parihar	B. Com. II		Parihar			Parihar	Parihar	Parihar
34)	Vrushali Dnyaneshwer Hoge	B. Com. I		Hoge			Hoge	Hoge	Hoge
35)	Arti Subash Dhandale	B. Com. I		Dhandale			Dhandale	Dhandale	Dhandale
36)	Samrin Parvin Sk Anwar	B. A. I		Anwar			Anwar	Anwar	Anwar
37)	Vaishnavi Somnath Bansode	B. Com. II		Bansode			Bansode	Bansode	Bansode
38)	Sakshi Vishnu Jadhao	B. Sc. I (B)		Jadhao			Jadhao	Jadhao	Jadhao
39)	Kanchan Kishor Salve	B. Com. I		Salve			Salve	Salve	Salve

4



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Shri Shivaji Science & Arts College, Chikhli
 COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)
 CONDUCTED BY DEPARTMENT OF ENGLISH

Attendance Sheet, Month : August 2023

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	21/08/23	22/08/23	23/08/23	24/08/23	25/08/23	26/08/23
1)	Gayatri Vishnu Patil	B. Sc. I (M)		<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
3)	Mohammad Sarosh Abdul Salam	B. Sc. I (M)		<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>
4)	Tanveer Nawrang	B. Sc. I (M)		<i>Tanveer</i>	<i>Tanveer</i>	<i>Tanveer</i>	<i>Tanveer</i>	<i>Tanveer</i>	<i>Tanveer</i>
5)	Pratiksha Ashok Sakhare	B. Com. I		<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>
6)	Pooja Ganesh Deshmane	B. Com. I		<i>Pooja</i>	<i>Pooja</i>	<i>Pooja</i>	<i>Pooja</i>	<i>Pooja</i>	<i>Pooja</i>
7)	Pallavi Raju Bhutekar	B. Com. I		<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>
8)	Gayatri Uddhav Ingle	B. Com. I		<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>
9)	Sakshi Vilas Deshmukh	B. Com. I		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
10)	Nikita Ghanshyam Shinde	B. Com. I		<i>Nikita</i>	<i>Nikita</i>	<i>Nikita</i>	<i>Nikita</i>	<i>Nikita</i>	<i>Nikita</i>
11)	Renuka Dilip Sirsat	B. Com. I		<i>Renuka</i>	<i>Renuka</i>	<i>Renuka</i>	<i>Renuka</i>	<i>Renuka</i>	<i>Renuka</i>
12)	Divya Balaji Deshmane	B. Com. I		<i>Divya</i>	<i>Divya</i>	<i>Divya</i>	<i>Divya</i>	<i>Divya</i>	<i>Divya</i>
13)	Mayuri Madan Khente	B. Com. I		<i>Mayuri</i>	<i>Mayuri</i>	<i>Mayuri</i>	<i>Mayuri</i>	<i>Mayuri</i>	<i>Mayuri</i>
14)	Dipali Kisan Katkar	B. Com. I		<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>
15)	Gajanan R. Pande	B. Com. I		<i>Gajanan</i>	<i>Gajanan</i>	<i>Gajanan</i>	<i>Gajanan</i>	<i>Gajanan</i>	<i>Gajanan</i>
16)	Kunal D. Jadhao	B. Com. I		<i>Kunal</i>	<i>Kunal</i>	<i>Kunal</i>	<i>Kunal</i>	<i>Kunal</i>	<i>Kunal</i>
17)	Ashvini Vinayak Yevale	B. Sc. I (M)		<i>Ashvini</i>	<i>Ashvini</i>	<i>Ashvini</i>	<i>Ashvini</i>	<i>Ashvini</i>	<i>Ashvini</i>
18)	Vaishnavi Pandharinath Atole	B. Sc. I (M)		<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>
19)	Komal Ashok Bhagat	B. Sc. I (M)		<i>Komal</i>	<i>Komal</i>	<i>Komal</i>	<i>Komal</i>	<i>Komal</i>	<i>Komal</i>
20)	Urmila Vijay Kale	B. Sc. I (M)		<i>Urmila</i>	<i>Urmila</i>	<i>Urmila</i>	<i>Urmila</i>	<i>Urmila</i>	<i>Urmila</i>
21)	Sakshi Kantilal Hanwate	B. Sc. I (M)		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
22)	Dipali Dilip Wagh	B. Com. II		<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>

5

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	21/08/23	22/08/23	23/08/23	24/08/23	25/08/23	26/08/23
23)	Kajal Ravindra Jaiswal	B. Com. II		<i>Kajal</i>	<i>Kajal</i>		<i>Kajal</i>	<i>Kajal</i>	<i>Kajal</i>
24)	Anuradha Amaram Raut	B. Com. II		<i>Anuradha</i>	<i>Anuradha</i>		<i>Anuradha</i>	<i>Anuradha</i>	<i>Anuradha</i>
25)	Vaishnavi Gulab Bhatara	B. Com. II		<i>Vaishnavi</i>	<i>Vaishnavi</i>		<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>
26)	Pallavi Ramdas Ingle	B. Com. II		<i>Pallavi</i>	<i>Pallavi</i>		<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>
27)	Sakshi Dilip Kekar	B. Com. II		<i>Sakshi</i>	<i>Sakshi</i>		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
28)	Vrushali Ramkrushna Theng	B. Com. II		<i>Vrushali</i>	<i>Vrushali</i>		<i>Vrushali</i>	<i>Vrushali</i>	<i>Vrushali</i>
29)	Maya Gajanan Gore	B. Com. II		<i>Maya</i>	<i>Maya</i>		<i>Maya</i>	<i>Maya</i>	<i>Maya</i>
30)	Vaishnavi Nandkishor Pawar	B. Com. II		<i>Vaishnavi</i>	<i>Vaishnavi</i>		<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>
31)	Payal Navalsing Jadhao	B. Com. II		<i>Payal</i>	<i>Payal</i>		<i>Payal</i>	<i>Payal</i>	<i>Payal</i>
32)	Divya Balaji Deshmane	B. Com. II		<i>Divya</i>	<i>Divya</i>		<i>Divya</i>	<i>Divya</i>	<i>Divya</i>
33)	Sakshi Panjabrao Parihar	B. Com. II		<i>Sakshi</i>	<i>Sakshi</i>		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
34)	Vrushali Dnyaneshwar Hoge	B. Com. I		<i>Vrushali</i>	<i>Vrushali</i>		<i>Vrushali</i>	<i>Vrushali</i>	<i>Vrushali</i>
35)	Arti Subash Dhandale	B. Com. I		<i>Arti</i>	<i>Arti</i>		<i>Arti</i>	<i>Arti</i>	<i>Arti</i>
36)	Samrin Parvin Sk Anwar	B. A. I		<i>Samrin</i>	<i>Samrin</i>		<i>Samrin</i>	<i>Samrin</i>	<i>Samrin</i>
37)	Vaishnavi Somnath Bansode	B. Com. II		<i>Vaishnavi</i>	<i>Vaishnavi</i>		<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>
38)	Sakshi Vishnu Jadhao	B. Sc. I (B)		<i>Sakshi</i>	<i>Sakshi</i>		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
39)	Kanchan Kishor Salve	B. Com. I		<i>Kanchan</i>	<i>Kanchan</i>		<i>Kanchan</i>	<i>Kanchan</i>	<i>Kanchan</i>

6



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Shri Shivaji Science & Arts College, Chikhli
 COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)
 CONDUCTED BY DEPARTMENT OF ENGLISH

Attendance Sheet, Month : August 2023

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	28/08/23	29/08/23	30/08/23	31/08/23		
1)	Gayatri Vishnu Patil	B. Sc. I (M)		Patil	Patil		Patil		
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)		Lokhande	Lokhande		Lokhande		
3)	Mohammad Sarosh Abdul Salam	B. Sc. I (M)		Sarosh	Sarosh		Sarosh		
4)	Tanveer Nawrang	B. Sc. I (M)		Nawrang	Nawrang		Nawrang		
5)	Pratiksha Ashok Sakhare	B. Com. I		Sakhare	Sakhare		Sakhare		
6)	Pooja Ganesh Deshmane	B. Com. I		Deshmane	Deshmane		Deshmane		
7)	Pallavi Raju Bhutekar	B. Com. I		Bhutekar	Bhutekar		Bhutekar		
8)	Gayatri Uddhav Ingle	B. Com. I		Ingle	Ingle		Ingle		
9)	Sakshi Vilas Deshmukh	B. Com. I		Deshmukh	Deshmukh		Deshmukh		
10)	Nikita Ghanshyam Shinde	B. Com. I		Shinde	Shinde		Shinde		
11)	Renuka Dilip Sirsat	B. Com. I		Sirsat	Sirsat		Sirsat		
12)	Divya Balaji Deshmane	B. Com. I		Deshmane	Deshmane		Deshmane		
13)	Mayuri Madan Khente	B. Com. I		Khente	Khente		Khente		
14)	Dipali Kisan Katkar	B. Com. I		Katkar	Katkar		Katkar		
15)	Gajanan R. Pande	B. Com. I		Pande	Pande		Pande		
16)	Kunal D. Jadhao	B. Com. I		Jadhao	Jadhao		Jadhao		
17)	Ashvini Vinayak Yevale	B. Sc. I (M)		Yevale	Yevale		Yevale		
18)	Vaishnavi Pandharinath Atole	B. Sc. I (M)		Atole	Atole		Atole		
19)	Komal Ashok Bhagat	B. Sc. I (M)		Bhagat	Bhagat		Bhagat		
20)	Urmila Vijay Kale	B. Sc. I (M)		Kale	Kale		Kale		
21)	Sakshi Kantilal Hanwate	B. Sc. I (M)		Hanwate	Hanwate		Hanwate		
22)	Dipali Dilip Wagh	B. Com. II		Wagh	Wagh		Wagh		

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	28/08/23	29/08/23	30/08/23	31/08/23		
23)	Kajal Ravindra Jaiswal	B. Com. II		Jaiswal	Jaiswal		Jaiswal		
24)	Anuradha Atmaram Raut	B. Com. II		Raut	Raut		Raut		
25)	Vaishnavi Gulab Bhalerao	B. Com. II		Bhalerao	Bhalerao		Bhalerao		
26)	Pallavi Ramdas Ingle	B. Com. II		Ingle	Ingle		Ingle		
27)	Sakshi Dilip Keskar	B. Com. II		Keskar	Keskar		Keskar		
28)	Vrushali Ramkrushna Theng	B. Com. II		Theng	Theng		Theng		
29)	Maya Gajanan Gore	B. Com. II		Gore	Gore		Gore		
30)	Vaishnavi Nandkishor Pawar	B. Com. II		Pawar	Pawar		Pawar		
31)	Payal Navalsing Jadhao	B. Com. II		Jadhao	Jadhao		Jadhao		
32)	Divya Balaji Deshmane	B. Com. II		Deshmane	Deshmane		Deshmane		
33)	Sakshi Panjabao Parihar	B. Com. II		Parihar	Parihar		Parihar		
34)	Vrushali Dnyaneshwer Hoge	B. Com. I		Hoge	Hoge		Hoge		
35)	Ari Subash Dhandale	B. Com. I		Dhandale	Dhandale		Dhandale		
36)	Samrin Parvin Sk Anwar	B. A. I		Anwar	Anwar		Anwar		
37)	Vaishnavi Somnath Bansode	B. Com. II		Bansode	Bansode		Bansode		
38)	Sakshi Vishnu Jadhao	B. Sc. I (B)		Jadhao	Jadhao		Jadhao		
39)	Kanchan Kishor Salve	B. Com. I		Salve	Salve		Salve		



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Shri Shivaji Science & Arts College, Chikhli
 COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)
 CONDUCTED BY DEPARTMENT OF ENGLISH

Attendance Sheet, Month : Sept 2023

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date						
1)	Gayatri Vishnu Patil	B. Sc. I (M)						01/09/23	02/09/23
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)						G.Patil	G.Patil
3)	Mohammad Sarosh Abdul Salem	B. Sc. I (M)						Bhoke	Bhoke
4)	Tanveer Nawrang	B. Sc. I (M)							
5)	Pratiksha Ashok Sakhare	B. Com. I						P. Sakhare	P. Sakhare
6)	Pooja Ganesh Deshmane	B. Com. I						P. Deshmane	P. Deshmane
7)	Pallavi Raju Bhutekar	B. Com. I						P. Bhutekar	P. Bhutekar
8)	Gayatri Uddhav Ingle	B. Com. I						G. Ingle	G. Ingle
9)	Sakshi Vilas Deshmukh	B. Com. I						S. Deshmukh	S. Deshmukh
10)	Nikita Ghanshyam Shinde	B. Com. I						N. Shinde	N. Shinde
11)	Renuka Dilip Sirsat	B. Com. I						R. Sirsat	R. Sirsat
12)	Divya Balaji Deshmane	B. Com. I						D. Deshmane	D. Deshmane
13)	Mayuri Madan Khente	B. Com. I						M. Khente	M. Khente
14)	Dipali Kisan Katkar	B. Com. I						D. Katkar	D. Katkar
15)	Gajanan R. Pande	B. Com. I						G. Pande	G. Pande
16)	Kunal D. Jadhao	B. Com. I						K. Jadhao	K. Jadhao
17)	Ashvini Vinayak Yevale	B. Sc. I (M)						A. Yevale	A. Yevale
18)	Vaishnavi Pandharinath Atole	B. Sc. I (M)						V. Atole	V. Atole
19)	Komal Ashok Bhagat	B. Sc. I (M)						K. Bhagat	K. Bhagat
20)	Urmila Vijay Kale	B. Sc. I (M)						U. Kale	U. Kale
21)	Sakshi Kantilal Hanwate	B. Sc. I (M)						S. Hanwate	S. Hanwate
22)	Dipali Dilip Wagh	B. Com. II						D. Wagh	D. Wagh

9

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date						
23)	Kajal Ravindra Jaiswal	B. Com. II						01/09/23	02/09/23
24)	Anuradha Atmaram Raut	B. Com. II						A. Raut	A. Raut
25)	Vaishnavi Gulab Bhalerao	B. Com. II						V. Bhalerao	V. Bhalerao
26)	Pallavi Ramdas Ingle	B. Com. II						P. Ingle	P. Ingle
27)	Sakshi Dilip Kesar	B. Com. II						S. Kesar	S. Kesar
28)	Vrushali Ramkrushna Theng	B. Com. II						V. Theng	V. Theng
29)	Maya Gajanan Gore	B. Com. II						M. Gore	M. Gore
30)	Vaishnavi Nandkishor Pawar	B. Com. II						V. Pawar	V. Pawar
31)	Payal Navalsing Jadhao	B. Com. II						P. Jadhao	P. Jadhao
32)	Divya Balaji Deshmane	B. Com. II						D. Deshmane	D. Deshmane
33)	Sakshi Panjabrao Parihar	B. Com. II						S. Parihar	S. Parihar
34)	Vrushali Dnyaneshwer Hoge	B. Com. I						V. Hoge	V. Hoge
35)	Arti Subash Dhandale	B. Com. I						A. Dhandale	A. Dhandale
36)	Samrin Parvin Sk Anwar	B. A. I						S. Anwar	S. Anwar
37)	Vaishnavi Somnath Bansode	B. Com. II						V. Bansode	V. Bansode
38)	Sakshi Vishnu Jadhao	B. Sc. I (B)						S. Jadhao	S. Jadhao
39)	Kanchan Kishor Salve	B. Com. I						K. Salve	K. Salve

10



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Shri Shivaji Science & Arts College, Chikhli
 COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)
 CONDUCTED BY DEPARTMENT OF ENGLISH
 Attendance Sheet, Month : Sept. 2023

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	4/9/23	5/9/23	6/9/23	7/9/23	8/9/23	9/9/23
1)	Gayatri Vishnu Patil	B. Sc. I (M)		<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
3)	Mohammad Sarosh Abdul Salam	B. Sc. I (M)		<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>
4)	Tanveer Nawangi	B. Sc. I (M)		<i>Tanveer</i>	<i>Tanveer</i>	<i>Tanveer</i>	<i>Tanveer</i>	<i>Tanveer</i>	<i>Tanveer</i>
5)	Pratiksha Ashok Sakhare	B. Com. I		<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>
6)	Pooja Ganesh Deshmane	B. Com. I		<i>Pooja</i>	<i>Pooja</i>	<i>Pooja</i>	<i>Pooja</i>	<i>Pooja</i>	<i>Pooja</i>
7)	Pallavi Raju Bhutekar	B. Com. I		<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>
8)	Gayatri Uddhav Ingle	B. Com. I		<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>	<i>Gayatri</i>
9)	Sakshi Vilas Deshmukh	B. Com. I		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
10)	Nikita Ghanshyam Shinde	B. Com. I		<i>Nikita</i>	<i>Nikita</i>	<i>Nikita</i>	<i>Nikita</i>	<i>Nikita</i>	<i>Nikita</i>
11)	Renuka Dilip Sirsat	B. Com. I		<i>R. D. Sirsat</i>	<i>R. D. Sirsat</i>	<i>R. D. Sirsat</i>	<i>R. D. Sirsat</i>	<i>R. D. Sirsat</i>	<i>R. D. Sirsat</i>
12)	Divya Balaji Deshmane	B. Com. I		<i>Divya</i>	<i>Divya</i>	<i>Divya</i>	<i>Divya</i>	<i>Divya</i>	<i>Divya</i>
13)	Mayuri Madan Khente	B. Com. I		<i>Mayuri</i>	<i>Mayuri</i>	<i>Mayuri</i>	<i>Mayuri</i>	<i>Mayuri</i>	<i>Mayuri</i>
14)	Dipali Kisan Katkar	B. Com. I		<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>
15)	Gajanan R. Pande	B. Com. I		<i>Gajanan</i>	<i>Gajanan</i>	<i>Gajanan</i>	<i>Gajanan</i>	<i>Gajanan</i>	<i>Gajanan</i>
16)	Kunal D. Jadhao	B. Com. I		<i>Kunal</i>	<i>Kunal</i>	<i>Kunal</i>	<i>Kunal</i>	<i>Kunal</i>	<i>Kunal</i>
17)	Ashvini Vinayak Yevale	B. Sc. I (M)		<i>Ashvini</i>	<i>Ashvini</i>	<i>Ashvini</i>	<i>Ashvini</i>	<i>Ashvini</i>	<i>Ashvini</i>
18)	Vaishnavi Pandharinath Atole	B. Sc. I (M)		<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>
19)	Komal Ashok Bhagat	B. Sc. I (M)		<i>Komal</i>	<i>Komal</i>	<i>Komal</i>	<i>Komal</i>	<i>Komal</i>	<i>Komal</i>
20)	Urmila Vijay Kale	B. Sc. I (M)		<i>Urmila</i>	<i>Urmila</i>	<i>Urmila</i>	<i>Urmila</i>	<i>Urmila</i>	<i>Urmila</i>
21)	Sakshi Kantil Hanwate	B. Sc. I (M)		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
22)	Dipali Dilip Wagh	B. Com. II		<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>	<i>Dipali</i>

11

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	4/9/23	5/9/23	6/9/23	7/9/23	8/9/23	9/9/23
23)	Kajal Ravindra Jaiswal	B. Com. II		<i>Kajal</i>	<i>Kajal</i>	<i>Kajal</i>	<i>Kajal</i>	<i>Kajal</i>	<i>Kajal</i>
24)	Anuradha Atmaram Raut	B. Com. II		<i>Anuradha</i>	<i>Anuradha</i>	<i>Anuradha</i>	<i>Anuradha</i>	<i>Anuradha</i>	<i>Anuradha</i>
25)	Vaishnavi Gulab Bhalerao	B. Com. II		<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>
26)	Pallavi Ramdas Ingle	B. Com. II		<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>	<i>Pallavi</i>
27)	Sakshi Dilip Keshkar	B. Com. II		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
28)	Vrushali Ramkrushna Theng	B. Com. II		<i>Vrushali</i>	<i>Vrushali</i>	<i>Vrushali</i>	<i>Vrushali</i>	<i>Vrushali</i>	<i>Vrushali</i>
29)	Maya Gajanan Gore	B. Com. II		<i>Maya</i>	<i>Maya</i>	<i>Maya</i>	<i>Maya</i>	<i>Maya</i>	<i>Maya</i>
30)	Vaishnavi Nandkishor Pawar	B. Com. II		<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>
31)	Payal Navalsing Jadhao	B. Com. II		<i>Payal</i>	<i>Payal</i>	<i>Payal</i>	<i>Payal</i>	<i>Payal</i>	<i>Payal</i>
32)	Divya Balaji Deshmane	B. Com. II		<i>Divya</i>	<i>Divya</i>	<i>Divya</i>	<i>Divya</i>	<i>Divya</i>	<i>Divya</i>
33)	Sakshi Panjabrao Paribar	B. Com. II		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
34)	Vrushali Dnyaneshwer Hoge	B. Com. I		<i>Vrushali</i>	<i>Vrushali</i>	<i>Vrushali</i>	<i>Vrushali</i>	<i>Vrushali</i>	<i>Vrushali</i>
35)	Arti Subash Dhandale	B. Com. I		<i>Arti</i>	<i>Arti</i>	<i>Arti</i>	<i>Arti</i>	<i>Arti</i>	<i>Arti</i>
36)	Samrin Parvin Sk Anwar	B. A. I		<i>Samrin</i>	<i>Samrin</i>	<i>Samrin</i>	<i>Samrin</i>	<i>Samrin</i>	<i>Samrin</i>
37)	Vaishnavi Somnath Bansode	B. Com. II		<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>	<i>Vaishnavi</i>
38)	Sakshi Vishnu Jadhao	B. Sc. I (B)		<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>	<i>Sakshi</i>
39)	Kanchan Kishor Salve	B. Com. I		<i>Kanchan</i>	<i>Kanchan</i>	<i>Kanchan</i>	<i>Kanchan</i>	<i>Kanchan</i>	<i>Kanchan</i>

12



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Shri Shivaji Science & Arts College, Chikhli
 COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)
 CONDUCTED BY DEPARTMENT OF ENGLISH

Attendance Sheet, Month : Sept 2023

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	11/9/23	12/9/23	13/9/23	14/9/23	15/9/23	16/9/23
1)	Gayatri Vishnu Patil	B. Sc. I (M)		<i>Patil</i>	<i>Patil</i>	<i>Patil</i>	<i>Patil</i>	<i>Patil</i>	<i>Patil</i>
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)		<i>Stole</i>	<i>Stole</i>	<i>Stole</i>	<i>Stole</i>	<i>Stole</i>	<i>Stole</i>
3)	Mohamma.J Sarosh Abdul Salam	B. Sc. I (M)		<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>	<i>Sarosh</i>
4)	Tanveer Nawrang	B. Sc. I (M)		<i>Nawrang</i>	<i>Nawrang</i>	<i>Nawrang</i>	<i>Nawrang</i>	<i>Nawrang</i>	<i>Nawrang</i>
5)	Pratiksha Ashok Sakhare	B. Com. I		<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>	<i>Pratiksha</i>
6)	Pooja Ganesh Deshmane	B. Com. I		<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>
7)	Pallavi Raju Bhutekar	B. Com. I		<i>Bhutekar</i>	<i>Bhutekar</i>	<i>Bhutekar</i>	<i>Bhutekar</i>	<i>Bhutekar</i>	<i>Bhutekar</i>
8)	Gayatri Uddhav Ingle	B. Com. I		<i>Ingle</i>	<i>Ingle</i>	<i>Ingle</i>	<i>Ingle</i>	<i>Ingle</i>	<i>Ingle</i>
9)	Sakshi Vilas Deshmukh	B. Com. I		<i>Deshmukh</i>	<i>Deshmukh</i>	<i>Deshmukh</i>	<i>Deshmukh</i>	<i>Deshmukh</i>	<i>Deshmukh</i>
10)	Nikita Ghanshyam Shinde	B. Com. I		<i>Shinde</i>	<i>Shinde</i>	<i>Shinde</i>	<i>Shinde</i>	<i>Shinde</i>	<i>Shinde</i>
11)	Renuka Dilip Sirsat	B. Com. I		<i>Sirsat</i>	<i>Sirsat</i>	<i>Sirsat</i>	<i>Sirsat</i>	<i>Sirsat</i>	<i>Sirsat</i>
12)	Divya Balaji Deshmane	B. Com. I		<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>
13)	Mayuri Madan Khente	B. Com. I		<i>Khente</i>	<i>Khente</i>	<i>Khente</i>	<i>Khente</i>	<i>Khente</i>	<i>Khente</i>
14)	Dipali Kisan Katkar	B. Com. I		<i>Katkar</i>	<i>Katkar</i>	<i>Katkar</i>	<i>Katkar</i>	<i>Katkar</i>	<i>Katkar</i>
15)	Gajanan R. Pande	B. Com. I		<i>Pande</i>	<i>Pande</i>	<i>Pande</i>	<i>Pande</i>	<i>Pande</i>	<i>Pande</i>
16)	Kunal D. Jadhao	B. Com. I		<i>Jadhao</i>	<i>Jadhao</i>	<i>Jadhao</i>	<i>Jadhao</i>	<i>Jadhao</i>	<i>Jadhao</i>
17)	Ashvini Vinayak Yevale	B. Sc. I (M)		<i>Yevale</i>	<i>Yevale</i>	<i>Yevale</i>	<i>Yevale</i>	<i>Yevale</i>	<i>Yevale</i>
18)	Vaishnavi Pandharinath Atole	B. Sc. I (M)		<i>Atole</i>	<i>Atole</i>	<i>Atole</i>	<i>Atole</i>	<i>Atole</i>	<i>Atole</i>
19)	Komal Ashok Bhagat	B. Sc. I (M)		<i>Bhagat</i>	<i>Bhagat</i>	<i>Bhagat</i>	<i>Bhagat</i>	<i>Bhagat</i>	<i>Bhagat</i>
20)	Urmila Vijay Kale	B. Sc. I (M)		<i>Kale</i>	<i>Kale</i>	<i>Kale</i>	<i>Kale</i>	<i>Kale</i>	<i>Kale</i>
21)	Sakshi Kantilal Hanwate	B. Sc. I (M)		<i>Hanwate</i>	<i>Hanwate</i>	<i>Hanwate</i>	<i>Hanwate</i>	<i>Hanwate</i>	<i>Hanwate</i>
22)	Dipali Dilip Wagh	B. Com. II		<i>Wagh</i>	<i>Wagh</i>	<i>Wagh</i>	<i>Wagh</i>	<i>Wagh</i>	<i>Wagh</i>

13

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	11/9/23	12/9/23	13/9/23	14/9/23	15/9/23	16/9/23
23)	Kajal Ravindra Jaiswal	B. Com. II		<i>Jaiswal</i>	<i>Jaiswal</i>	<i>Jaiswal</i>	<i>Jaiswal</i>	<i>Jaiswal</i>	<i>Jaiswal</i>
24)	Anuradha Atmaram Raut	B. Com. II		<i>Raut</i>	<i>Raut</i>	<i>Raut</i>	<i>Raut</i>	<i>Raut</i>	<i>Raut</i>
25)	Vaishnavi Gulab Bhalerao	B. Com. II		<i>Bhalerao</i>	<i>Bhalerao</i>	<i>Bhalerao</i>	<i>Bhalerao</i>	<i>Bhalerao</i>	<i>Bhalerao</i>
26)	Pallavi Ramdas Ingle	B. Com. II		<i>Ingle</i>	<i>Ingle</i>	<i>Ingle</i>	<i>Ingle</i>	<i>Ingle</i>	<i>Ingle</i>
27)	Sakshi Dilip Keskar	B. Com. II		<i>Keskar</i>	<i>Keskar</i>	<i>Keskar</i>	<i>Keskar</i>	<i>Keskar</i>	<i>Keskar</i>
28)	Vrushali Ramkrushna Theng	B. Com. II		<i>Theng</i>	<i>Theng</i>	<i>Theng</i>	<i>Theng</i>	<i>Theng</i>	<i>Theng</i>
29)	Maya Gajanan Gore	B. Com. II		<i>Gore</i>	<i>Gore</i>	<i>Gore</i>	<i>Gore</i>	<i>Gore</i>	<i>Gore</i>
30)	Vaishnavi Nandkishor Pawar	B. Com. II		<i>Pawar</i>	<i>Pawar</i>	<i>Pawar</i>	<i>Pawar</i>	<i>Pawar</i>	<i>Pawar</i>
31)	Payal Navalsing Jadhav	B. Com. II		<i>Jadhav</i>	<i>Jadhav</i>	<i>Jadhav</i>	<i>Jadhav</i>	<i>Jadhav</i>	<i>Jadhav</i>
32)	Divya Balaji Deshmane	B. Com. II		<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>	<i>Deshmane</i>
33)	Sakshi Panjabrao Parihar	B. Com. II		<i>Parihar</i>	<i>Parihar</i>	<i>Parihar</i>	<i>Parihar</i>	<i>Parihar</i>	<i>Parihar</i>
34)	Vrushali Dnyaneshwer Hoge	B. Com. I		<i>Hoge</i>	<i>Hoge</i>	<i>Hoge</i>	<i>Hoge</i>	<i>Hoge</i>	<i>Hoge</i>
35)	Arti Subash Dhandale	B. Com. I		<i>Dhandale</i>	<i>Dhandale</i>	<i>Dhandale</i>	<i>Dhandale</i>	<i>Dhandale</i>	<i>Dhandale</i>
36)	Samrin Parvin Sk Anwar	B. A. I		<i>Anwar</i>	<i>Anwar</i>	<i>Anwar</i>	<i>Anwar</i>	<i>Anwar</i>	<i>Anwar</i>
37)	Vaishnavi Somnath Bansode	B. Com. II		<i>Bansode</i>	<i>Bansode</i>	<i>Bansode</i>	<i>Bansode</i>	<i>Bansode</i>	<i>Bansode</i>
38)	Sakshi Vishnu Jadhav	B. Sc. I (B)		<i>Jadhav</i>	<i>Jadhav</i>	<i>Jadhav</i>	<i>Jadhav</i>	<i>Jadhav</i>	<i>Jadhav</i>
39)	Kanchan Kishor Salve	B. Com. I		<i>Salve</i>	<i>Salve</i>	<i>Salve</i>	<i>Salve</i>	<i>Salve</i>	<i>Salve</i>

14



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Shri Shivaji Science & Arts College, Chikhli
 COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)
 CONDUCTED BY DEPARTMENT OF ENGLISH
 Attendance Sheet, Month : Sept 2023

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	18/9/23	19/9/23	20/9/23	21/9/23	22/9/23	23/9/23
1)	Gayatri Vishnu Patil	B. Sc. I (M)		<i>Gayatri</i>		<i>Gayatri</i>	<i>Gayatri</i>		<i>Gayatri</i>
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)		<i>Sakshi</i>		<i>Sakshi</i>	<i>Sakshi</i>		<i>Sakshi</i>
3)	Mohammad Sarosh Abdul Salam	B. Sc. I (M)		<i>Sarosh</i>		<i>Sarosh</i>	<i>Sarosh</i>		<i>Sarosh</i>
4)	Tanveer Nawrang	B. Sc. I (M)		<i>Tanveer</i>		<i>Tanveer</i>	<i>Tanveer</i>		<i>Tanveer</i>
5)	Pratiksha Ashok Sakhare	B. Com. I		<i>Pratiksha</i>		<i>Pratiksha</i>	<i>Pratiksha</i>		<i>Pratiksha</i>
6)	Pooja Ganesh Deshmane	B. Com. I		<i>Pooja</i>		<i>Pooja</i>	<i>Pooja</i>		<i>Pooja</i>
7)	Pallavi Raju Bhutekar	B. Com. I		<i>Pallavi</i>		<i>Pallavi</i>	<i>Pallavi</i>		<i>Pallavi</i>
8)	Gayatri Uddhav Ingle	B. Com. I		<i>Gayatri</i>		<i>Gayatri</i>	<i>Gayatri</i>		<i>Gayatri</i>
9)	Sakshi Vinas Deshmukh	B. Com. I		<i>Sakshi</i>		<i>Sakshi</i>	<i>Sakshi</i>		<i>Sakshi</i>
10)	Nikita Ghanshyam Shinde	B. Com. I		<i>Nikita</i>		<i>Nikita</i>	<i>Nikita</i>		<i>Nikita</i>
11)	Renuka Dilip Sirsat	B. Com. I		<i>Renuka</i>		<i>Renuka</i>	<i>Renuka</i>		<i>Renuka</i>
12)	Divya Balaji Deshmane	B. Com. I		<i>Divya</i>		<i>Divya</i>	<i>Divya</i>		<i>Divya</i>
13)	Mayuri Madan Khente	B. Com. I		<i>Mayuri</i>		<i>Mayuri</i>	<i>Mayuri</i>		<i>Mayuri</i>
14)	Dipali Kisan Katkar	B. Com. I		<i>Dipali</i>		<i>Dipali</i>	<i>Dipali</i>		<i>Dipali</i>
15)	Gajanan R. Pande	B. Com. I		<i>Gajanan</i>		<i>Gajanan</i>	<i>Gajanan</i>		<i>Gajanan</i>
16)	Kunal D. Jadhao	B. Com. I		<i>Kunal</i>		<i>Kunal</i>	<i>Kunal</i>		<i>Kunal</i>
17)	Ashvini Vinayak Yevale	B. Sc. I (M)		<i>Ashvini</i>		<i>Ashvini</i>	<i>Ashvini</i>		<i>Ashvini</i>
18)	Vaishnavi Pandharinath Atole	B. Sc. I (M)		<i>Vaishnavi</i>		<i>Vaishnavi</i>	<i>Vaishnavi</i>		<i>Vaishnavi</i>
19)	Komal Ashok Bhagat	B. Sc. I (M)		<i>Komal</i>		<i>Komal</i>	<i>Komal</i>		<i>Komal</i>
20)	Urmila Vijay Kale	B. Sc. I (M)		<i>Urmila</i>		<i>Urmila</i>	<i>Urmila</i>		<i>Urmila</i>
21)	Sakshi Kantilal Hanwate	B. Sc. I (M)		<i>Sakshi</i>		<i>Sakshi</i>	<i>Sakshi</i>		<i>Sakshi</i>
22)	Dipali Dilip Wagh	B. Com. II		<i>Dipali</i>		<i>Dipali</i>	<i>Dipali</i>		<i>Dipali</i>

15

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	18/9/23	19/9/23	20/9/23	21/9/23	22/9/23	23/9/23
23)	Kajal Ravindra Jaiswal	B. Com. II		<i>Kajal</i>		<i>Kajal</i>	<i>Kajal</i>		<i>Kajal</i>
24)	Anuradha Atmaram Raut	B. Com. II		<i>Anuradha</i>		<i>Anuradha</i>	<i>Anuradha</i>		<i>Anuradha</i>
25)	Vaishnavi Gulab Bhalerao	B. Com. II		<i>Vaishnavi</i>		<i>Vaishnavi</i>	<i>Vaishnavi</i>		<i>Vaishnavi</i>
26)	Pallavi Ramdas Ingle	B. Com. II		<i>Pallavi</i>		<i>Pallavi</i>	<i>Pallavi</i>		<i>Pallavi</i>
27)	Sakshi Dilip Keskar	B. Com. II		<i>Sakshi</i>		<i>Sakshi</i>	<i>Sakshi</i>		<i>Sakshi</i>
28)	Vrushali Ramkrushna Theng	B. Com. II		<i>Vrushali</i>		<i>Vrushali</i>	<i>Vrushali</i>		<i>Vrushali</i>
29)	Maya Gajanan Gore	B. Com. II		<i>Maya</i>		<i>Maya</i>	<i>Maya</i>		<i>Maya</i>
30)	Vaishnavi Nandkishor Pawar	B. Com. II		<i>Vaishnavi</i>		<i>Vaishnavi</i>	<i>Vaishnavi</i>		<i>Vaishnavi</i>
31)	Payal Navalsing Jadhav	B. Com. II		<i>Payal</i>		<i>Payal</i>	<i>Payal</i>		<i>Payal</i>
32)	Divya Balaji Deshmane	B. Com. II		<i>Divya</i>		<i>Divya</i>	<i>Divya</i>		<i>Divya</i>
33)	Sakshi Panjabrao Parihar	B. Com. II		<i>Sakshi</i>		<i>Sakshi</i>	<i>Sakshi</i>		<i>Sakshi</i>
34)	Vrushali Dnyaneshwer Hoge	B. Com. I		<i>Vrushali</i>		<i>Vrushali</i>	<i>Vrushali</i>		<i>Vrushali</i>
35)	Arti Subhash Ghandale	B. Com. I		<i>Arti</i>		<i>Arti</i>	<i>Arti</i>		<i>Arti</i>
36)	Samrin Parvin Sk Anwar	B. A. I		<i>Samrin</i>		<i>Samrin</i>	<i>Samrin</i>		<i>Samrin</i>
37)	Vaishnavi Somnath Bansode	B. Com. II		<i>Vaishnavi</i>		<i>Vaishnavi</i>	<i>Vaishnavi</i>		<i>Vaishnavi</i>
38)	Sakshi Vishnu Jadhav	B. Sc. I (B)		<i>Sakshi</i>		<i>Sakshi</i>	<i>Sakshi</i>		<i>Sakshi</i>
39)	Kanchan Kishor Salve	B. Com. I		<i>Kanchan</i>		<i>Kanchan</i>	<i>Kanchan</i>		<i>Kanchan</i>

16



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Shri Shivaji Science & Arts College, Chikhli
 COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)
 CONDUCTED BY DEPARTMENT OF ENGLISH
 Attendance Sheet, Month : Sept. 2023

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	25/9/23	26/9/23	27/9/23	28/9/23	29/9/23	30/9/23
1)	Gayatri Vishnu Patil	B. Sc. I (M)		G.Patil	G.Patil	G.Patil		G.Patil	G.Patil
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)		S.Lokhe	S.Lokhe	S.Lokhe		S.Lokhe	S.Lokhe
3)	Mohammad Sarosh Abdul Salam	B. Sc. I (M)		S.Sarosh	S.Sarosh	S.Sarosh		S.Sarosh	S.Sarosh
4)	Tanveer Nawrang	B. Sc. I (M)		T.Nawrang	T.Nawrang	T.Nawrang		T.Nawrang	T.Nawrang
5)	Pratiksha Ashok Sakhare	B. Com. I		P.Sakhare	P.Sakhare	P.Sakhare		P.Sakhare	P.Sakhare
6)	Pooja Ganesh Deshmane	B. Com. I		P.G.Deshmane	P.G.Deshmane	P.G.Deshmane		P.G.Deshmane	P.G.Deshmane
7)	Pallavi Raju Bhutekar	B. Com. I		P.Bhutekar	P.Bhutekar	P.Bhutekar		P.Bhutekar	P.Bhutekar
8)	Gayatri Uddhav Ingle	B. Com. I		G.Ingle	G.Ingle	G.Ingle		G.Ingle	G.Ingle
9)	Sakshi Vilas Deshmukh	B. Com. I		S.Deshmukh	S.Deshmukh	S.Deshmukh		S.Deshmukh	S.Deshmukh
10)	Nikita Ghanshyam Shinde	B. Com. I		N.Shinde	N.Shinde	N.Shinde		N.Shinde	N.Shinde
11)	Renuka Dilip Sirsat	B. Com. I		R.D.Sirsat	R.D.Sirsat	R.D.Sirsat		R.D.Sirsat	R.D.Sirsat
12)	Divya Balaji Deshmane	B. Com. I		D.Deshmane	D.Deshmane	D.Deshmane		D.Deshmane	D.Deshmane
13)	Mayuri Madan Khente	B. Com. I		M.Khente	M.Khente	M.Khente		M.Khente	M.Khente
14)	Dipali Kisan Katkar	B. Com. I		D.Katkar	D.Katkar	D.Katkar		D.Katkar	D.Katkar
15)	Gajanan R. Pande	B. Com. I		G.Pande	G.Pande	G.Pande		G.Pande	G.Pande
16)	Kunal D. Jadhao	B. Com. I		K.Jadhao	K.Jadhao	K.Jadhao		K.Jadhao	K.Jadhao
17)	Ashvini Vinayak Yevale	B. Sc. I (M)		A.Yevale	A.Yevale	A.Yevale		A.Yevale	A.Yevale
18)	Vaishnavi Pandharinath Atole	B. Sc. I (M)		V.Atole	V.Atole	V.Atole		V.Atole	V.Atole
19)	Komal Ashok Bhagat	B. Sc. I (M)		K.Bhagat	K.Bhagat	K.Bhagat		K.Bhagat	K.Bhagat
20)	Urmila Vijay Kale	B. Sc. I (M)		U.Kale	U.Kale	U.Kale		U.Kale	U.Kale
21)	Sakshi Kantilal Hanwate	B. Sc. I (M)		S.Hanwate	S.Hanwate	S.Hanwate		S.Hanwate	S.Hanwate
22)	Dipali Dilip Wagh	B. Com. II		D.Wagh	D.Wagh	D.Wagh		D.Wagh	D.Wagh

17

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	25/9/23	26/9/23	27/9/23	28/9/23	29/9/23	30/9/23
23)	Kajal Ravindra Jaiswal	B. Com. II		K.Jaiswal	K.Jaiswal	K.Jaiswal		K.Jaiswal	K.Jaiswal
24)	Anuradha Atmaran Raut	B. Com. II		A.Raut	A.Raut	A.Raut		A.Raut	A.Raut
25)	Vaishnavi Gubh Bhalerao	B. Com. II		V.Bhalerao	V.Bhalerao	V.Bhalerao		V.Bhalerao	V.Bhalerao
26)	Pallavi Ramdas Ingle	B. Com. II		P.Ingle	P.Ingle	P.Ingle		P.Ingle	P.Ingle
27)	Sakshi Dilip Keskar	B. Com. II		S.Keskar	S.Keskar	S.Keskar		S.Keskar	S.Keskar
28)	Vrushali Ramkrushna Theng	B. Com. II		V.Theng	V.Theng	V.Theng		V.Theng	V.Theng
29)	Maya Gajanan Gore	B. Com. II		M.Gore	M.Gore	M.Gore		M.Gore	M.Gore
30)	Vaishnavi Nandkishor Pawar	B. Com. II		V.Pawar	V.Pawar	V.Pawar		V.Pawar	V.Pawar
31)	Payal Navalsing Jadhao	B. Com. II		P.Jadhao	P.Jadhao	P.Jadhao		P.Jadhao	P.Jadhao
32)	Divya Balaji Deshmane	B. Com. II		D.Deshmane	D.Deshmane	D.Deshmane		D.Deshmane	D.Deshmane
33)	Sakshi Panjabrao Parihar	B. Com. II		S.Parihar	S.Parihar	S.Parihar		S.Parihar	S.Parihar
34)	Vrushali Dnyaneshwer Hoge	B. Com. I		V.Hoge	V.Hoge	V.Hoge		V.Hoge	V.Hoge
35)	Arii Subash Dhandale	B. Com. I		A.Dhandale	A.Dhandale	A.Dhandale		A.Dhandale	A.Dhandale
36)	Samrin Parvin Sk Anwar	B. A. I		S.Anwar	S.Anwar	S.Anwar		S.Anwar	S.Anwar
37)	Vaishnavi Somnath Bansode	B. Com. II		V.Bansode	V.Bansode	V.Bansode		V.Bansode	V.Bansode
38)	Sakshi Vishnu Jadhao	B. Sc. I (B)		S.Jadhao	S.Jadhao	S.Jadhao		S.Jadhao	S.Jadhao
39)	Kanchan Kishor Salve	B. Com. I		K.Salve	K.Salve	K.Salve		K.Salve	K.Salve

18



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Shri Shivaji Science & Arts College, Chikhli
 COMMUNICATION AND SOFT SKILL DEVELOPMENT (2023-24)
 CONDUCTED BY DEPARTMENT OF ENGLISH

Attendance Sheet, Month : October 2023

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	2/10/23	3/10/23	4/10/23	5/10/23	6/10/23	7/10/23
1)	Gayatri Vishnu Patil	B. Sc. I (M)			<i>Gayatri Patil</i>	<i>Gayatri Patil</i>	<i>Gayatri Patil</i>	<i>Gayatri Patil</i>	<i>Gayatri Patil</i>
2)	Sakshi Sanjay Lokhande	B. Sc. I (M)			<i>Sakshi Lokhande</i>	<i>Sakshi Lokhande</i>	<i>Sakshi Lokhande</i>	<i>Sakshi Lokhande</i>	<i>Sakshi Lokhande</i>
3)	Mohammad Sarosh Abdul Salam	B. Sc. I (M)			<i>Mohammad Sarosh</i>	<i>Mohammad Sarosh</i>	<i>Mohammad Sarosh</i>	<i>Mohammad Sarosh</i>	<i>Mohammad Sarosh</i>
4)	Tanveer Nawrangi	B. Sc. I (M)			<i>Tanveer Nawrangi</i>	<i>Tanveer Nawrangi</i>	<i>Tanveer Nawrangi</i>	<i>Tanveer Nawrangi</i>	<i>Tanveer Nawrangi</i>
5)	Pratiksha Ashok Sakhare	B. Com. I			<i>Pratiksha Sakhare</i>	<i>Pratiksha Sakhare</i>	<i>Pratiksha Sakhare</i>	<i>Pratiksha Sakhare</i>	<i>Pratiksha Sakhare</i>
6)	Pooja Ganesh Deshmane	B. Com. I			<i>Pooja Deshmane</i>	<i>Pooja Deshmane</i>	<i>Pooja Deshmane</i>	<i>Pooja Deshmane</i>	<i>Pooja Deshmane</i>
7)	Pallavi Raju Bhutekar	B. Com. I			<i>Pallavi Bhutekar</i>	<i>Pallavi Bhutekar</i>	<i>Pallavi Bhutekar</i>	<i>Pallavi Bhutekar</i>	<i>Pallavi Bhutekar</i>
8)	Gayatri Uddhav Ingole	B. Com. I			<i>Gayatri Ingole</i>	<i>Gayatri Ingole</i>	<i>Gayatri Ingole</i>	<i>Gayatri Ingole</i>	<i>Gayatri Ingole</i>
9)	Sakshi Vilas Deshmukh	B. Com. I			<i>Sakshi Deshmukh</i>	<i>Sakshi Deshmukh</i>	<i>Sakshi Deshmukh</i>	<i>Sakshi Deshmukh</i>	<i>Sakshi Deshmukh</i>
10)	Nikita Ghanshyam Shinde	B. Com. I			<i>Nikita Shinde</i>	<i>Nikita Shinde</i>	<i>Nikita Shinde</i>	<i>Nikita Shinde</i>	<i>Nikita Shinde</i>
11)	Renuka Dilip Sirsat	B. Com. I			<i>Renuka Sirsat</i>	<i>Renuka Sirsat</i>	<i>Renuka Sirsat</i>	<i>Renuka Sirsat</i>	<i>Renuka Sirsat</i>
12)	Divya Balaji Deshmane	B. Com. I			<i>Divya Deshmane</i>	<i>Divya Deshmane</i>	<i>Divya Deshmane</i>	<i>Divya Deshmane</i>	<i>Divya Deshmane</i>
13)	Mayuri Madan Khente	B. Com. I			<i>Mayuri Khente</i>	<i>Mayuri Khente</i>	<i>Mayuri Khente</i>	<i>Mayuri Khente</i>	<i>Mayuri Khente</i>
14)	Dipali Kisan Katkar	B. Com. I			<i>Dipali Katkar</i>	<i>Dipali Katkar</i>	<i>Dipali Katkar</i>	<i>Dipali Katkar</i>	<i>Dipali Katkar</i>
15)	Gajanan R. Pande	B. Com. I			<i>Gajanan Pande</i>	<i>Gajanan Pande</i>	<i>Gajanan Pande</i>	<i>Gajanan Pande</i>	<i>Gajanan Pande</i>
16)	Kunal D. Jadhao	B. Com. I			<i>Kunal Jadhao</i>	<i>Kunal Jadhao</i>	<i>Kunal Jadhao</i>	<i>Kunal Jadhao</i>	<i>Kunal Jadhao</i>
17)	Ashvini Vinayak Yevale	B. Sc. I (M)			<i>Ashvini Yevale</i>	<i>Ashvini Yevale</i>	<i>Ashvini Yevale</i>	<i>Ashvini Yevale</i>	<i>Ashvini Yevale</i>
18)	Vaishnavi Pandharinath Atole	B. Sc. I (M)			<i>Vaishnavi Atole</i>	<i>Vaishnavi Atole</i>	<i>Vaishnavi Atole</i>	<i>Vaishnavi Atole</i>	<i>Vaishnavi Atole</i>
19)	Komal Ashok Bhagat	B. Sc. I (M)			<i>Komal Bhagat</i>	<i>Komal Bhagat</i>	<i>Komal Bhagat</i>	<i>Komal Bhagat</i>	<i>Komal Bhagat</i>
20)	Urmila Vijay Kale	B. Sc. I (M)			<i>Urmila Kale</i>	<i>Urmila Kale</i>	<i>Urmila Kale</i>	<i>Urmila Kale</i>	<i>Urmila Kale</i>
21)	Sakshi Kantulal Hanwate	B. Sc. I (M)			<i>Sakshi Hanwate</i>	<i>Sakshi Hanwate</i>	<i>Sakshi Hanwate</i>	<i>Sakshi Hanwate</i>	<i>Sakshi Hanwate</i>
22)	Dipali Dilip Wagh	B. Com. II			<i>Dipali Wagh</i>	<i>Dipali Wagh</i>	<i>Dipali Wagh</i>	<i>Dipali Wagh</i>	<i>Dipali Wagh</i>

19

Sr. No.	Name of the Student	Class	Signature of the Students						
			Day	MON	TUE	WED	THU	FRI	SAT
			Date	2/10/23	3/10/23	4/10/23	5/10/23	6/10/23	7/10/23
23)	Kajal Ravindra Jaiswal	B. Com. II			<i>Kajal Jaiswal</i>	<i>Kajal Jaiswal</i>	<i>Kajal Jaiswal</i>	<i>Kajal Jaiswal</i>	<i>Kajal Jaiswal</i>
24)	Anuradha Atmaram Raut	B. Com. II			<i>Anuradha Raut</i>	<i>Anuradha Raut</i>	<i>Anuradha Raut</i>	<i>Anuradha Raut</i>	<i>Anuradha Raut</i>
25)	Vaishnavi Gulab Bhalerao	B. Com. II			<i>Vaishnavi Bhalerao</i>	<i>Vaishnavi Bhalerao</i>	<i>Vaishnavi Bhalerao</i>	<i>Vaishnavi Bhalerao</i>	<i>Vaishnavi Bhalerao</i>
26)	Pallavi Ramdas Ingole	B. Com. II			<i>Pallavi Ingole</i>	<i>Pallavi Ingole</i>	<i>Pallavi Ingole</i>	<i>Pallavi Ingole</i>	<i>Pallavi Ingole</i>
27)	Sakshi Dilip Keskar	B. Com. II			<i>Sakshi Keskar</i>	<i>Sakshi Keskar</i>	<i>Sakshi Keskar</i>	<i>Sakshi Keskar</i>	<i>Sakshi Keskar</i>
28)	Vrushali Ramkrushna Theng	B. Com. II			<i>Vrushali Theng</i>	<i>Vrushali Theng</i>	<i>Vrushali Theng</i>	<i>Vrushali Theng</i>	<i>Vrushali Theng</i>
29)	Maya Gajanan Gore	B. Com. II			<i>Maya Gore</i>	<i>Maya Gore</i>	<i>Maya Gore</i>	<i>Maya Gore</i>	<i>Maya Gore</i>
30)	Vaishnavi Nandkishor Pawar	B. Com. II			<i>Vaishnavi Pawar</i>	<i>Vaishnavi Pawar</i>	<i>Vaishnavi Pawar</i>	<i>Vaishnavi Pawar</i>	<i>Vaishnavi Pawar</i>
31)	Payal Navalsing Jadhao	B. Com. II			<i>Payal Jadhao</i>	<i>Payal Jadhao</i>	<i>Payal Jadhao</i>	<i>Payal Jadhao</i>	<i>Payal Jadhao</i>
32)	Divya Balaji Deshmane	B. Com. II			<i>Divya Deshmane</i>	<i>Divya Deshmane</i>	<i>Divya Deshmane</i>	<i>Divya Deshmane</i>	<i>Divya Deshmane</i>
33)	Sakshi Panjabrao Parihar	B. Com. II			<i>Sakshi Parihar</i>	<i>Sakshi Parihar</i>	<i>Sakshi Parihar</i>	<i>Sakshi Parihar</i>	<i>Sakshi Parihar</i>
34)	Vrushali Dnyaneshwer Hoge	B. Com. I			<i>Vrushali Hoge</i>	<i>Vrushali Hoge</i>	<i>Vrushali Hoge</i>	<i>Vrushali Hoge</i>	<i>Vrushali Hoge</i>
35)	Arti Subash Dhandale	B. Com. I			<i>Arti Dhandale</i>	<i>Arti Dhandale</i>	<i>Arti Dhandale</i>	<i>Arti Dhandale</i>	<i>Arti Dhandale</i>
36)	Samrin Parvin Sk Anwar	B. A. I			<i>Samrin Anwar</i>	<i>Samrin Anwar</i>	<i>Samrin Anwar</i>	<i>Samrin Anwar</i>	<i>Samrin Anwar</i>
37)	Vaishnavi Somnath Bansode	B. Com. II			<i>Vaishnavi Bansode</i>	<i>Vaishnavi Bansode</i>	<i>Vaishnavi Bansode</i>	<i>Vaishnavi Bansode</i>	<i>Vaishnavi Bansode</i>
38)	Sakshi Vishnu Jadhao	B. Sc. I (B)			<i>Sakshi Jadhao</i>	<i>Sakshi Jadhao</i>	<i>Sakshi Jadhao</i>	<i>Sakshi Jadhao</i>	<i>Sakshi Jadhao</i>
39)	Kanchan Kishor Salve	B. Com. I			<i>Kanchan Salve</i>	<i>Kanchan Salve</i>	<i>Kanchan Salve</i>	<i>Kanchan Salve</i>	<i>Kanchan Salve</i>

20



Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English

Samples of Certificates Awarded to Students



Shri Shivaji Education Society, Amravati's
Shri Shivaji Science & Arts College
Chikhli, Dist- Buldhana

Certificate

This is Certify that Mr./Miss Mayuri Madan Khente
of B.Com.I has Participated in the following
activities conducted by Department of English in the Academic Session 2023-24

☒ Certificate Course in Communication & Soft Skill Development
☐
☐
☐

 Principal
  IQAC Coordinator
  Head of the Dept.
  Coordinator



Shri Shivaji Education Society, Amravati's
Shri Shivaji Science & Arts College
Chikhli, Dist- Buldhana

Certificate

This is Certify that Mr./Miss Gayatri Vishnu Patil
of B.Sc.I has Participated in the following
activities conducted by Department of English in the Academic Session 2023-24

☒ Certificate Course in Communication & Soft Skill Development
☐
☐
☐

 Principal
  IQAC Coordinator
  Head of the Dept.
  Coordinator





**Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English**

Glimpses of Activities



Students listening to lessons from Language Learning Software



Students listening to lessons from Language Learning Software



**Certificate Course in Communication And Soft Skill Development (2023-24)
Organised by Department of English**



Students engrossed in reading study material.



Certificates distributed to the students who successfully completed the Course

**Certificate Course in Communication And Soft Skill Development 2023-24
Page 44**



Principal
PRINCIPAL
Shri Shivaji Science & Arts
College, Chikhli, Dist. Buldana

Computer Science



Shri Shivaji Education Society, Amravati's

Shri Shivaji Science & Arts College

Chikhli, Dist. Buldana



NAAC Reaccredited by B++ Grade (CGPA 3.00)

Department of Computer Science Organizes
Certificate Course in MS-Office Suite & Introduction to Internet
2023-24



glance within.....

Ten Days Transformation....



17 January 2024 to 30 January 2024

For more details Contact following

Prof. (Dr.) M. T. Nikam – 9890844050

Dr. A. B. Kadam – 8796336088

Dr. M. E. Jadhav – 9921274072

Dr. S. S. Gaikwad – 9422206128

Who Can Attend?

Graduate Arts, Commerce and Science Students.

Registration Fee: NIL

Registration Start from: -05/01/2024

Last Date for Registration: -16/01/2024

Phone No.07264-242088

Course E-mail:- sssac.cs.cert.21@gmail.com

College Website:- <https://www.shivajichk.ac.in>



Shri Shivaji Science & Arts College, Chikhli


Department of Computer Science

Certificate Course in MS-Office Suite & Introduction to Internet Academic Year 2023-24

Certificate Course in MS-Office Suite & Introduction to Internet for Academic Year 2023-24

Timing: - 08:00 AM To 11:00 AM.

Sr.No.	Class	Date	Subject	Name of the Teacher	Time
1	B.Sc. B.Com B.A.	17/01/2024	Inauguration & Introduction Related to course	Principal Prof. (Dr.) M. T. Nikam and Dr. M. E. Jadhav	12:00 PM to 03:00 PM
2	B.Sc. B.Com B.A.	18/01/2024	MS Word	Dr. S. S. Gaikwad	08:00 AM to 11:00 AM
3	B.Sc. B.Com B.A.	19/01/2024	MS Word	Dr. S. S. Gaikwad	08:00 AM to 11:00 AM
4	B.Sc. B.Com B.A.	20/01/2024	MS PowerPoint	Dr. M. E. Jadhav	08:00 AM to 11:00 AM
5	B.Sc. B.Com B.A.	22/01/2024	MS Excel	Dr. S. S. Gaikwad	08:00 AM to 11:00 AM
6	B.Sc. B.Com B.A.	23/01/2024	MS PowerPoint	Dr. M. E. Jadhav	08:00 AM to 11:00 AM
7	B.Sc. B.Com B.A.	24/01/2024	MS PowerPoint	Dr. M. E. Jadhav	08:00 AM to 11:00 AM
8	B.Sc. B.Com B.A.	25/01/2024	MS Excel	Dr. S. S. Gaikwad	08:00 AM to 11:00 AM
9	B.Sc. B.Com B.A.	29/01/2024	Introduction to Internet	Dr. A. B. Kadam	08:00 AM to 11:00 AM
10	B.Sc. B.Com B.A.	30/01/2024	Exam/Evaluati on & Valedictory	Dr. A. B. Kadam Dr. M. E. Jadhav Dr. S. S. Gaikwad	08:00 AM to 11:00 AM


 HOD
 (Dr. A. B. Kadam)
 Dept. Of Computer Science
 Shri Shivaji Sci. & Arts College
 Chikhli, Dist - BULDANA (M.S.)

Shri Shivaji Education Society Amravati's
Shri Shivaji Science & Arts College, Chikhli, Dist Buldana.
Department of Computer Science
Syllabus for Certificate Course in MS-Office Suite & Introduction to Internet
Academic Year 2023-24

Sr.No.	Subject	Content
1	Introductions to Computers	Characteristics, Generation & classification of computers, block diagram of computer, Memory and their types: Primary and secondary, Flash & Serial access memory, Peripheral devices: Keyboard, Mouse, scanner, Printers: Impact, Non-Impact, DMP, inkjet, Laser.
2	MS WORD	Creating, editing, saving and printing text documents Font and paragraph formatting, Simple character formatting, inserting tables, smart art, page breaks, using lists and styles Working with images, Using Spelling and Grammar check, Understanding document properties, Mail Merge.
3	MS EXCEL	Spreadsheet basics, Creating, editing, saving and printing spreadsheets, working with functions & formulas, modifying worksheets with colour & autoformats, graphically representing data: Charts & Graphs, speeding data entry: Using Data Forms Analysing data: Data Menu, Subtotal, Filtering Data, formatting worksheets, Securing & Protecting spreadsheets.
4	MS POWERPOINT	Opening, viewing, creating, and printing slides, applying auto layouts, adding custom animation Using slide transitions, graphically representing data: Charts & Graphs Creating Professional Slide for Presentation.
5	Introduction to Internet	Web browser: Internet Explorer, Netscape navigator, search engines, E-mail address.



HOD

(Dr. A. B. Kadam)

Head

Dept. Of Computer Science
Shri Shivaji Sci. & Arts College
Chikhli, Dist - BULDANA (M. S.)



**Shri Shivaji Education Society, Amravati's
Shri Shivaji Science & Arts College
Chikhli, Dist. Buldana
NAAC Reaccredited by B++ Grade (CGPA 3.00)**



Department of Computer Science

Action taken report on

**Certificate Course in MS-Office Suite & Introduction to Internet
Academic Year 2023-24**

Date: 17/01/2024 to 30/01/2024

Action Taken Report

Activity: The course for undergraduate and postgraduate students for science, arts and commerce faculty on Awareness and able the claim with proficiency and advanced tricks and ideas in MS-Office Suite.

Aim: - To aware Our students in MS-Office course helping the students in their job marketability, improve academic performance and enhanced confidence and productivity in the workplace.

Notice: - Leaflet is attached with this action taken report

Date: -17/01/2024 to 30/01/2024

Name of Organizer: - Prof. (Dr.) M. T. Nikam, Principal, Shri Shivaji Science and Arts College, Chikhli.

Convener: - Dr. A. B. Kadam, HOD, Department of Computer Science

Organizing Secretary: - Dr. M. E. Jadhav

Coordinator: - Dr. S. S. Gaikwad

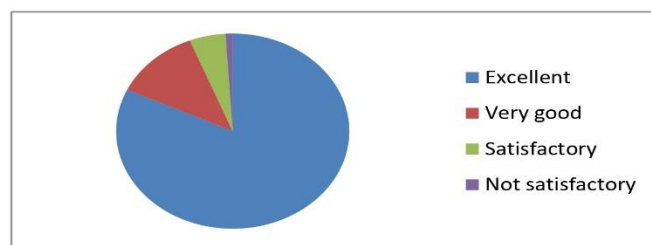
Number of student participants: 60

Action Taken: -Department of Computer Science of Shri Shivaji Science and Arts College, Chikhli, organized on Certificate Course in MS-Office Suite and Introduction to Internet on 17th January 2024 to 30th January 2024. About 60 Undergraduate students from our college are registered for this program. The first session of the program starts at 12:00 P.M. and President of the program was Prof. (Dr.) M. T. Nikam, Principal, Shri Shivaji Science and Arts College Chikhli, Dist-Buldana. In Inauguration, Introductory speech by Dr. A. B. Kadam explained the importance of the course awareness and proficiency and advanced tricks and ideas in MS-Office Suite. Our MS-Office course helping the students in their job marketability, improve academic performance and enhanced confidence and productivity in the workplace. President also shared their point of view with students and focused on the awareness and importance about the course. At the end of the inauguration program Dr. M. E. Jadhav had given the vote of thanks.

During the certificate course work which started from 17th January 2024 to 30th January 2024 students learned MS-Word, MS-Excel, MS-PowerPoint from MS-Office Suite and gained the knowledge about Introduction to Internet. Overall, all in one package program was done by all students/participants in which they have submitted assignments and successfully completed the examination with good marks.

On 17th January 2024 at 12.00 P.M. Valedictory program was started by department of computer science where HOD Dr. A. B. Kadam had given whole summery of the certificate course and motivate students to complete the course by explaining its importance and future outcome. At last Vote of thanks given by Dr. S. S. Gaikwad.

Feedback: - Overall feedback about the Certificate Course in MS-Office Suite and Introduction to Internet on 17th January 2024 to 30th January 2024 of the participants as follows.




 HOD
 (Dr. A. B. Kadam)
 Head
 Dept. Of Computer Science
 Shri Shivaji Sci. & Arts College
 Chikhli, Dist - BULDANA (M. S.)


 Principal
 PRINCIPAL
 Shri Shivaji Science & Arts
 College, Chikhli, Dist. Buldana

Students Signature

Shri Shivaji Education Society Amravati's
Shri Shivaji Science & Arts College, Chikhli, Dist Buldana.
 Department of Computer Science
Certificate Course in MS-Office Suite & Introduction to Internet
 Academic Year 2023-24
 List of Admitted Students For Certificate Course in MS-Office Suite & Introduction to Internet

Sr.No.	Name of the Student	Class	Sign
1	Aaditya Kailas Dundyar	B.Sc. I st Year	A.K. Dundyar
2	Ankita Gajanan Zagare	B.Sc. I st Year	A.G. Zagare
3	Apeksha Vilas Ingle	B.Sc. I st Year	A.V. Ingle
4	Ashvini Vinayak Yevale	B.Sc. I st Year	A.V. Yevale
5	Bhagwan Sharad Ingle	B.Sc. I st Year	B.S. Ingle
6	Devendra Vinayak Jadhao	B.Sc. I st Year	D.V. Jadhao
7	Gajendra Rajendra Jumde	B.Sc. I st Year	G.R. Jumde
8	Gaurav Gulabrao Mhaske	B.Sc. I st Year	G.G. Mhaske
9	Gaurav Sunil Chaware	B.Sc. I st Year	G.S. Chaware
10	Gayatri Gopalrao Deshmukh	B.Sc. I st Year	G.G. Deshmukh
11	Gayatri Ramesh Shelke	B.Sc. I st Year	G.R. Shelke
12	Gayatri Vishnu Patil	B.Sc. I st Year	G.V. Patil
13	Hariom Sanjay Thutte	B.Sc. I st Year	H.S. Thutte
14	Harshal Sanjay Nikalje	B.Sc. I st Year	H.S. Nikalje
15	Hasib Ullah Khan Asmat Ullah Khan	B.Sc. I st Year	H.U. Khan
16	Janhavi Vikas Gunjalkar	B.Sc. I st Year	J.V. Gunjalkar
17	Kartik Sunil Kurhade	B.Sc. I st Year	K.S. Kurhade
18	Komal Ashok Bhagat	B.Sc. I st Year	K.A. Bhagat
19	Maheboob Salim Hiriwale	B.Sc. I st Year	M.S. Hiriwale

Shri Shivaji Education Society Amravati's
Shri Shivaji Science & Arts College, Chikhli, Dist Buldana.
 Department of Computer Science
Certificate Course in MS-Office Suite & Introduction to Internet
 Academic Year 2023-24

List of Admitted Students For Certificate Course in MS-Office Suite & Introduction to Internet

Sr.No.	Name of the Student	Class	Sign
20	Mahesh Balkrushna Zalte	B.Sc. I st Year	M. B. Zalte
21	Mayuresh Shrivaniand Mahimane	B.Sc. I st Year	M. S. Mahimane
22	Mohammad Saroj Abdul Salam	B.Sc. I st Year	Mohammad
23	Nayan Damodhar Mhalsane	B.Sc. I st Year	N. D. Mhalsane
24	Nikita Vinodsing Jadhao	B.Sc. I st Year	N. V. Jadhao
25	Om Digambar Tayade	B.Sc. I st Year	O. D. Tayade
26	Om Vilas Raut	B.Sc. I st Year	O. V. Raut
27	Pallavi Rajesh Ingle	B.Sc. I st Year	P. Ingle
28	Pankaj Bharat Parihar	B.Sc. I st Year	P. Parihar
29	Pavan Nandkishor Lende	B.Sc. I st Year	P. N. Lende
30	Payal Ramesh Ghewande	B.Sc. I st Year	P. R. Ghewande
31	Aachal Sudhakar Dhage	B.A. I st Year	A. S. Dhage
32	Aakash Siddharth Shejoi	B.A. I st Year	A. S. Shejoi
33	Aarti Ganesh Shelke	B.A. I st Year	A. G. Shelke
34	Abhishek Bhikaji Pakhare	B.A. I st Year	A. B. Pakhare
35	Aditya Ambadas Mukalwar	B.A. I st Year	A. A. Mukalwar
36	Aditya Bhagvat Kadam	B.A. I st Year	A. B. Kadam
37	Aditya Gajanan Pote	B.A. I st Year	A. G. Pote
38	Aditya Satyanand Jadhav	B.A. I st Year	A. S. Jadhav

Shri Shivaji Education Society Amravati's
Shri Shivaji Science & Arts College, Chikhli, Dist Buldana.
Department of Computer Science

Certificate Course in MS-Office Suite & Introduction to Internet
Academic Year 2023-24

List of Admitted Students For Certificate Course in MS-Office Suite & Introduction to Internet

Sr.No.	Name of the Student	Class	Sign
39	Afajal Rahim Shaikh	B.A. I st Year	A.R.Shaikh
40	Ajay Ashok Jadhao	B.A. I st Year	A.A.Jadhao
41	Ajay Dilip Dongardive	B.A. I st Year	A.D.Dongardive
42	Akash Prakash Kakde	B.A. I st Year	A.P.Kakde
43	Akash Vijay Gavai	B.A. I st Year	A.V.Gavai
44	Akshay Sanjay Shinde	B.A. I st Year	A.S.Shinde
45	Amar Sagar Ingle	B.A. I st Year	A.S.Ingle
46	Abhishek Rameshwar Theng	B.Com. Ist Year	A.R.Theng
47	Afroj Hafiskhan Pathan	B.Com. Ist Year	A.H.Pathan
48	Akshay Bhagwan Dandge	B.Com. Ist Year	A.B.Dandge
49	Amar Dashrath Kusalkar	B.Com. Ist Year	A.D.Kusalkar
50	Avinash Bhagwat Surushe	B.Com. Ist Year	A.B.Surushe
51	Bhavesb Bhaskar Rudraksha	B.Com. Ist Year	B.B.Rudraksha
52	Dhanraj Gajanan Nikalje	B.Com. Ist Year	D.G.Nikalje
53	Dipali Kisan Katkar	B.Com. Ist Year	D.K.Katkar
54	Divya Balaji Deshmene	B.Com. Ist Year	D.B.Deshmane
55	Dnyaneshwar Ram Gujnalkar	B.Com. Ist Year	D.R.Gujnalkar
56	Gauri Kailas Kathale	B.Com. Ist Year	G.k.Kathale
57	Gopal Bandu Patole	B.Com. Ist Year	G.B.Patole

Shri Shivaji Education Society Amravati's
Shri Shivaji Science & Arts College, Chikhli, Dist Buldana.
Department of Computer Science

Certificate Course in MS-Office Suite & Introduction to Internet
Academic Year 2023-24

List of Admitted Students For Certificate Course in MS-Office Suite & Introduction to Internet

Sr.No.	Name of the Student	Class	Sign
58	Harshl Shivdas Solanki	B.Com. Ist Year	H.S. Solanki
59	Kanchan Kishor Salave	B.Com. Ist Year	K.K. Salave
60	Kiran Ramdas Kadam	B.Com. Ist Year	K.R. Kadam

(Dr. A. B. Kadam)

Head
Dept. Of Computer Science
Shri Shivaji Sci. & Arts College
Chikhli, Dist - BULDANA (M.S.)

Shri Shivaji Education Society Amravati's
Shri Shivaji Science & Arts College, Chikhli, Dist Buldana.
Department of Computer Science
Certificate Course in MS-Office Suite & Introduction to Internet
Academic Year 2023-24

Attendance Sheet For Certificate Course in MS-Office Suite & Introduction to Internet

Sr. No.	Name of the Student	Class	23-01-2024 09:30AM to 10:30AM	24-01-2024 09:30AM to 10:30AM	25-01-2024 09:30AM to 10:30AM	29-01-2024 09:30AM to 10:30AM	30-01-2024 09:30AM to 10:30AM
1	Aaditya Kailas Dundyar	B.Sc. Ist Year	AKDundyar	AKDundyar	AKDundyar	AKDundyar	AKDundyar
2	Ankita Gajanan Zagare	B.Sc. Ist Year	AGZagare	AGZagare	AGZagare	AGZagare	AGZagare
3	Apeksha Vilas Ingle	B.Sc. Ist Year	AVIngle	AVIngle	AVIngle	AVIngle	AVIngle
4	Ashvini Vinayak Yevale	B.Sc. Ist Year	AVYevale	AVYevale	AVYevale	AVYevale	AVYevale
5	Bhagwan Sharad Ingle	B.Sc. Ist Year	BSIngle	BSIngle	BSIngle	BSIngle	BSIngle
6	Devendra Vinayak Jadhao	B.Sc. Ist Year	DVJadhao	DVJadhao	DVJadhao	DVJadhao	DVJadhao
7	Gajendra Rajendra Jumde	B.Sc. Ist Year	GRJumde	GRJumde	GRJumde	GRJumde	GRJumde
8	Gaurav Gulabrao Mhaske	B.Sc. Ist Year	GRMhaske	GRMhaske	GRMhaske	GRMhaske	GRMhaske
9	Gaurav Sunil Chaware	B.Sc. Ist Year	GSChaware	GSChaware	GSChaware	GSChaware	GSChaware
10	Gayatri Gopalrao Deshmukh	B.Sc. Ist Year	GGDeshmukh	GGDeshmukh	GGDeshmukh	GGDeshmukh	GGDeshmukh
11	Gayatri Ramesh Shelke	B.Sc. Ist Year	GRShelke	GRShelke	GRShelke	GRShelke	GRShelke
12	Gayatri Vishnu Patil	B.Sc. Ist Year	GVPatil	GVPatil	GVPatil	GVPatil	GVPatil
13	Hariom Sanjay Thutte	B.Sc. Ist Year	HSThutte	HSThutte	HSThutte	HSThutte	HSThutte

Certificate Course in MS-Office Suite & Introduction to Internet
Academic Year 2023-24
Attendance Sheet For Certificate Course in MS-Office Suite & Introduction to Internet

Sr. No.	Name of the Student	Class	23-01-2024 09:30AM to 10:30AM	24-01-2024 09:30AM to 10:30AM	25-01-2024 09:30AM to 10:30AM	29-01-2024 09:30AM to 10:30AM	30-01-2024 09:30AM to 10:30AM
14	Harshal Sanjay Nikalje	B.Sc. Ist Year	<i>Harshal Nikalje</i>	<i>Harshal Nikalje</i>	<i>Harshal Nikalje</i>	<i>Harshal Nikalje</i>	<i>Harshal Nikalje</i>
15	Hasib Ullah Khan Asmat Ullah Khan	B.Sc. Ist Year	<i>Hasib Khan</i>	<i>Hasib Khan</i>	<i>Hasib Khan</i>	<i>Hasib Khan</i>	<i>Hasib Khan</i>
16	Janhavi Vikas Gunjalkar	B.Sc. Ist Year	<i>Janhavi Gunjalkar</i>	<i>Janhavi Gunjalkar</i>	<i>Janhavi Gunjalkar</i>	<i>Janhavi Gunjalkar</i>	<i>Janhavi Gunjalkar</i>
17	Kartik Sunil Kurhade	B.Sc. Ist Year	<i>K.S. Kurhade</i>	<i>K.S. Kurhade</i>	<i>K.S. Kurhade</i>	<i>K.S. Kurhade</i>	<i>K.S. Kurhade</i>
18	Komal Ashok Bhagat	B.Sc. Ist Year	<i>K.A. Bhagat</i>	<i>K.A. Bhagat</i>	<i>K.A. Bhagat</i>	<i>K.A. Bhagat</i>	<i>K.A. Bhagat</i>
19	Maheboob Salim Hiriwale	B.Sc. Ist Year	<i>M.S. Hiriwale</i>	<i>M.S. Hiriwale</i>	<i>M.S. Hiriwale</i>	<i>M.S. Hiriwale</i>	<i>M.S. Hiriwale</i>
20	Mahesh Balkrushna Zalte	B.Sc. Ist Year	<i>M.B. Zalte</i>	<i>M.B. Zalte</i>	<i>M.B. Zalte</i>	<i>M.B. Zalte</i>	<i>M.B. Zalte</i>
21	Mayuresh Shivanand Mahimane	B.Sc. Ist Year	<i>M.S. Mahimane</i>	<i>M.S. Mahimane</i>	<i>M.S. Mahimane</i>	<i>M.S. Mahimane</i>	<i>M.S. Mahimane</i>
22	Mohammad Saroj Abdul Salam	B.Sc. Ist Year	<i>M.S. Abdul Salam</i>	<i>M.S. Abdul Salam</i>	<i>M.S. Abdul Salam</i>	<i>M.S. Abdul Salam</i>	<i>M.S. Abdul Salam</i>
23	Nayan Damodhar Mhalsane	B.Sc. Ist Year	<i>N.D. Mhalsane</i>	<i>N.D. Mhalsane</i>	<i>N.D. Mhalsane</i>	<i>N.D. Mhalsane</i>	<i>N.D. Mhalsane</i>
24	Nikita Vinodsing Jadhao	B.Sc. Ist Year	<i>Nikita Jadhao</i>	<i>Nikita Jadhao</i>	<i>Nikita Jadhao</i>	<i>Nikita Jadhao</i>	<i>Nikita Jadhao</i>
25	Om Digambar Tayade	B.Sc. Ist Year	<i>Om Tayade</i>	<i>Om Tayade</i>	<i>Om Tayade</i>	<i>Om Tayade</i>	<i>Om Tayade</i>
26	Om Vilas Raut	B.Sc. Ist Year	<i>Om Raut</i>	<i>Om Raut</i>	<i>Om Raut</i>	<i>Om Raut</i>	<i>Om Raut</i>
27	Pallavi Rajesh Ingle	B.Sc. Ist Year	<i>Pallavi Ingle</i>	<i>Pallavi Ingle</i>	<i>Pallavi Ingle</i>	<i>Pallavi Ingle</i>	<i>Pallavi Ingle</i>

Certificate Course in MS-Office Suite & Introduction to Internet
Academic Year 2023-24

Attendance Sheet For Certificate Course in MS-Office Suite & Introduction to Internet

Sr. No.	Name of the Student	Class	23-01-2024 09:30AM to 10:30AM	24-01-2024 09:30AM to 10:30AM	25-01-2024 09:30AM to 10:30AM	29-01-2024 09:30AM to 10:30AM	30-01-2024 09:30AM to 10:30AM
28	Pankaj Bharat Parihar	B.Sc. Ist Year	P.B.Parihar	P.B.Parihar	P.B.Parihar	P.B.Parihar	P.B.Parihar
29	Pavan Nandkishor Lende	B.Sc. Ist Year	P.N.Lende	P.N.Lende	P.N.Lende	P.N.Lende	P.N.Lende
30	Payal Ramesh Ghewande	B.Sc. Ist Year	P.R.Ghewande	P.R.Ghewande	P.R.Ghewande	P.R.Ghewande	P.R.Ghewande
31	Aachal Sudhakar Dhage	B.A. Ist Year	A.S.Dhage	A.S.Dhage	A.S.Dhage	A.S.Dhage	A.S.Dhage
32	Aakash Siddharth Shejol	B.A. Ist Year	A.S.Shejol	A.S.Shejol	A.S.Shejol	A.S.Shejol	A.S.Shejol
33	Aarti Ganesh Shelke	B.A. Ist Year	A.Shelke	A.Shelke	A.Shelke	A.Shelke	A.Shelke
34	Abhishek Bhikaji Pakhare	B.A. Ist Year	A.Pakhare	A.Pakhare	A.Pakhare	A.Pakhare	A.Pakhare
35	Aditya Ambadas Mukalwar	B.A. Ist Year	A.Mukalwar	A.Mukalwar	A.Mukalwar	A.Mukalwar	A.Mukalwar
36	Aditya Bhagvat Kadam	B.A. Ist Year	A.Kadam	A.Kadam	A.Kadam	A.Kadam	A.Kadam
37	Aditya Gajanan Pote	B.A. Ist Year	A.G.Pote	A.G.Pote	A.G.Pote	A.G.Pote	A.G.Pote
38	Aditya Satyanand Jadhav	B.A. Ist Year	A.Jadhav	A.Jadhav	A.Jadhav	A.Jadhav	A.Jadhav
39	Afajal Rahim Shaikh	B.A. Ist Year	A.Shaikh	A.Shaikh	A.Shaikh	A.Shaikh	A.Shaikh
40	Ajay Ashok Jadhao	B.A. Ist Year	A.Jadhao	A.Jadhao	A.Jadhao	A.Jadhao	A.Jadhao
41	Ajay Dilip Dongardive	B.A. Ist Year	A.D.Dongardive	A.D.Dongardive	A.D.Dongardive	A.D.Dongardive	A.D.Dongardive

Certificate Course in MS-Office Suite & Introduction to Internet
Academic Year 2023-24
Attendance Sheet For Certificate Course in MS-Office Suite & Introduction to Internet

Sr. No.	Name of the Student	Class	23-01-2024 09:30AM to 10:30AM	24-01-2024 09:30AM to 10:30AM	25-01-2024 09:30AM to 10:30AM	29-01-2024 09:30AM to 10:30AM	30-01-2024 09:30AM to 10:30AM
42	Akash Prakash Kakde	B.A. 1st Year	APKale	APKale	APKale	APKale	APKale
43	Akash Vijay Gavai	B.A. 1st Year	AVGavai	AVGavai	AVGavai	AVGavai	AVGavai
44	Akshay Sanjay Shinde	B.A. 1st Year	ASShinde	ASShinde	ASShinde	ASShinde	ASShinde
45	Amar Sagar Ingle	B.A. 1st Year	ASIngle	ASIngle	ASIngle	ASIngle	ASIngle
46	Abhishek Rameshwar Theng	B.Com. Ist Year	ABTheng	ABTheng	ABTheng	ABTheng	ABTheng
47	Afroj Hafiskhan Pathan	B.Com. Ist Year	AHPathan	AHPathan	AHPathan	AHPathan	AHPathan
48	Akshay Bhagwan Dandge	B.Com. Ist Year	ABDandge	ABDandge	ABDandge	ABDandge	ABDandge
49	Amar Dashrath Kusalkar	B.Com. Ist Year	ADKusalkar	ADKusalkar	ADKusalkar	ADKusalkar	ADKusalkar
50	Avinash Bhagwat Sureshe	B.Com. Ist Year	ABSureshe	ABSureshe	ABSureshe	ABSureshe	ABSureshe
51	Bhavesh Bhaskar Rudraksha	B.Com. Ist Year	BBRudraksha	BBRudraksha	BBRudraksha	BBRudraksha	BBRudraksha
52	Dhanraj Gajanan Nikalje	B.Com. Ist Year	DGNikalje	DGNikalje	DGNikalje	DGNikalje	DGNikalje
53	Dipali Kisan Katkar	B.Com. Ist Year	DKKatkar	DKKatkar	DKKatkar	DKKatkar	DKKatkar
54	Divya Balaji Deshmane	B.Com. Ist Year	DBDeshmane	DBDeshmane	DBDeshmane	DBDeshmane	DBDeshmane
55	Dnyaneshwar Ram Gujnalkar	B.Com. Ist Year	DAGujnalkar	DAGujnalkar	DAGujnalkar	DAGujnalkar	DAGujnalkar

Certificate Course in MS-Office Suite & Introduction to Internet
Academic Year 2023-24
Attendance Sheet For Certificate Course in MS-Office Suite & Introduction to Internet

Sr. No.	Name of the Student	Class	23-01-2024 09:30AM to 10:30AM	24-01-2024 09:30AM to 10:30AM	25-01-2024 09:30AM to 10:30AM	29-01-2024 09:30AM to 10:30AM	30-01-2024 09:30AM to 10:30AM
56	Gauri Kailas Kathale	B.Com. Ist Year	GKKathale	GKKathale	GKKathale	GKKathale	GKKathale
57	Gopal Bandu Patole	B.Com. Ist Year	GBPatole	GBPatole	GBPatole	GBPatole	GBPatole
58	Harshl Shivdas Solanki	B.Com. Ist Year	HSSolanki	HSSolanki	HSSolanki	HSSolanki	HSSolanki
59	Kanchan Kishor Salave	B.Com. Ist Year	KKSsalave	KKSsalave	KKSsalave	KKSsalave	KKSsalave
60	Kiran Ramdas Kadam	B.Com. Ist Year	KRKadam	KRKadam	KRKadam	KRKadam	KRKadam

(Dr. A. B. Kadam)

Head
 Dept. Of Computer Science
 Shri Shivaji Sci. & Arts College
 Chikhli Dist. - BULDANA (M.S.)

Feedback Form

Shri Shivaji Science and Arts College, Chikhli, Dist. Buldana
Department of Computer Science
Academic Year 2023 – 24
Certificate Course in MS-Office Suite & Introduction to Internet
Date: 17/01/2024 to 30/01/2024
Feedback Form

- 1) Name of Student:- Aaditya Kailas Dundyas
- 2) Class :- B.Sc 1st Year
- 3) College:- Shri. Shivaji Science and Arts college
chikhli.
- 4) How was your opinion about Certificate Course?
- Excellent ☐ Very Good ☒ Good ☐ Poor ☐
- 5) Was the all conducted lectures is relevant to the Certificate Course?
- Excellent ☐ Very Good ☒ Good ☐ Poor ☐
- 6) Was the information beneficial to your work?
- Excellent ☐ Very Good ☒ Good ☐ Poor ☐
- 7) The overall conduction of program of Certificate Course.
- Excellent ☒ Very Good ☐ Good ☐ Poor ☐
- 8) Valuable Suggestions:- No suggestion.

A. Dundyas
Signature of Student

Teaching Session Photo





**Shri Shivaji Education Society, Amravati's
Shri Shivaji Science & Arts College
Chikhli, Dist. Buldana**

Reaccredited by NAAC B++ Grade (CGPA 3.00)



**Department of Computer Science Organized
Certificate Course in MS-Office Suite & Introduction to Internet**

17.01.2024 to 30.01.2024

CERTIFICATE OF PARTICIPATION

This is to certify that Mr./MS. **Dipali Kisan Katkar** studying in class **B.Com Ist Year** from Shri Shivaji Science & Arts College, Chikhli. Has successfully completed the **Certificate Course in MS-Office Suite and Introduction to Internet** during on **17/01/2024 to 30/01/2024**.

Dr. A. B. Kadam
Head & Convener
Department of Computer Science

Dr. M. E. Jadhav
Organizing Secretary
Department of Computer Science

Dr. S. S. Gaikwad
Coordinator
Department of Computer Science

Pro. (Dr.) V. U. Pochhi
IQAC Coordinator

Prof. (Dr.) M. T. Nikam
Principal



PRINCIPAL

**Shri Shivaji Science & Arts
College, Chikhli, Dist. Buldana**