



Shri Sarda Education Society's
(A Linguistic Minority Education Institute)

SMT RADHBAI SARDA ARTS, COMMERCE & SCIENCE COLLEGE
ANJANGAON SURJI, DIST AMRAVATI (MS)

NAAC Accredited 'A' with CGPA 3.21

AQAR DOCUMENTS

Department of English

Academic Session: 2023-2024
Add-on Course in
Basic Grammar



सा विद्या या विमुक्तये!



Shri Sarda Education Society's
(A Linguistic Minority Education Institute)


Smt Radhabai Sarda Arts, Commerce & Science College
Anjangaon Surji, Dist Amravati – 444705

NAAC Accredited 'A' with CGPA 3.21

Department of English
Add-on Course on Basic Grammar
(Academic Session: 2023-2024)

Summary Report

The Add-on Course entitled “**Basic Grammar**” was conducted by the **Department of English** in the academic Session **2023-24** from **04/09/2023** to **12/10/2023**. The duration of the course was **30 days (1 hour everyday)** in which **forty one** students were admitted. English, being the global language, grammar is the backbone of it, providing a set of rules and principles that govern the structure, formation, and usage of words and sentences. It is a vital aspect of communication, enabling students to convey meaning effectively and accurately. An optimal utilization of available resources had been made so as to provide a platform to the students for maximum practice and exposure to English. The course will prove beneficial for the students.


Head of the Department
Dr. Beena V. Rath
Professor & Head, Dept. of English
Smt S. College, Anjangaon Surji


Teacher-in-Charge


Principal
PRINCIPAL
Smt. Radhabai Sarda Arts,
Commerce & Science College
Anjangaon Surji



Permission Letter

Dr Chaturanand B Kedar
Assistant Professor, Dept of English
Date: 17th August 2023

To
The Principal
Smt Radhabai Sarda Arts, Commerce &
Science College, Anjangaon Surji

Subject: Request to start *An Add-on Course in Basic Grammar*.

Through: Head, Department of English

Hon'ble Sir,


This is to request you to kindly grant me permission to start *An Add-on Course in Basic Grammar* in the Department. I am sure that this course will help the UG students to learn and understand English with punctuation. It will boost them to speak confidently amongst themselves. The course is proposed to begin from 4th September 2023 and continue for 30 days. There shall be no hindrance in the regular classes and exams of the college.

Thanking you in anticipation,

With Regards,


PRINCIPAL
Smt. Radhabai Sarda Arts,
Commerce & Science College
Anjangaon Surji



Yours faithfully,

Dr Chaturanand Kedar

Sarda Education Society (Trust)'s
(A Linguistic Minority Educational Institute)

SMT RADHABAI SARDA ARTS, COMMERCE & SCIENCE COLLEGE

ANJANGAON SURJI- 444705, DIST- AMRAVATI (Maharashtra)
(Affiliated to Sant Gadge Baba Amravati University, Amravati)

NAAC Accredited 'A' with CGPA 3.21

Dr Bashisth Choubey
PRINCIPAL
Website: www.rscollge.ac.in
E-mail: smtscollge@gmail.com



Phone : 07224 - 295678
Cell No : 9423853815
Cell No : 7620541674

Date: 18th Aug. 2023

Department of English

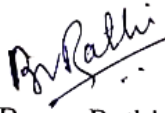
Add-on Course in Basic Grammar

30 Days

(Academic Year 2023 - 2024)

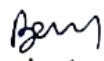
Notice

All the UG students offering English are hereby informed that **An Add-on Course in Basic Grammar** is being commenced in the college by the Department of English. All those interested students may forward their names to Dr Chaturanand Kedar, Assistant Professor of the Department till 30th August 2023.


Dr Beena Rath

Head, Department of English
Dr. Beena V. Rath
Professor & Head, Dept. of English
Smt. R.S. College, Anjangaon Surji




Principal
PRINCIPAL
Smt. Radhabai Sarda Arts,
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Department of English
Add-on Course on Basic Grammar
(Academic Session: 2023-2024)

Syllabus


Unit & Sessions	Topic	Distribution of Marks
I) Pronunciation (5 Sessions)	1. Words and utterances 2. Consonants and vowels 3. Word groups, stressed, unstressed 4. Pronunciation 5. Intonation	10 Marks
II) Basic Grammar (10 Sessions)	1. Parts of speech 2. Tenses	10 Marks
III) Basic Grammar -I (5 Sessions)	1. Types of sentences 2. Prepositions 3. Modal auxiliaries	10 Marks
IV) Developing Vocabulary (2 Sessions)	1. One word for group of words 2. Idioms and Phrases	10 Marks
V) Talking about oneself/others (3 Sessions)	1. Asking Questions 2. Short responses 3. Describing things/people	10 Marks
VI) General Conversation (5 Sessions)	1. Introducing Someone/yourself 2. Invitation 3. Thanking 4. Apologizing	10 Marks

Total: 30 Sessions


Total: 60 Marks

Books Recommended:

1. *Macmillan Foundation English* by R K Dwivedi A Kumar, Laxmi Publications (30 January 2005)
2. *English Grammar in Use* by Raymond Murph, Cambridge University Press (5th Edition)
2. *Communication Skills For Professionals and Students* by Dr. Amitabh Kishor Dwivedi
2. *Effective Communication and Soft Skills* by Bhatnagar, Pearson India
3. *Communication Skills* by Bretag, McGraw Hill
4. *Developing Communication Skills* by Krishna Mohan and Meera Banerji


Teacher-in-Charge




Head, Department of English
Dr. Beena V. Rathil
Professor & Head, Dept. of English
Smt. R.S. College, Anjangaon Surji



Smt Radhabai Sardar Arts, Commerce & Science College, Anjangaon Surji

Department of English

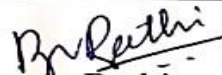
Add-on Course in Basic Grammar

(Academic Year 2023 - 2024)

Time-Table



Sr. No.	Date	Time
1	04.09.2023	4.00 pm
2	05.09.2023	4.00 pm
3	06.09.2023	4.00 pm
4	07.09.2023	4.00 pm
5	08.09.2023	4.00 pm
6	09.09.2023	4.00 pm
7	11.09.2023	4.00 pm
8	12.09.2023	4.00 pm
9	13.09.2023	4.00 pm
10	14.09.2023	4.00 pm
11	15.09.2023	4.00 pm
12	16.09.2023	4.00 pm
13	18.09.2023	4.00 pm
14	20.09.2023	4.00 pm
15	21.09.2023	4.00 pm
16	23.09.2023	4.00 pm
17	25.09.2023	4.00 pm
18	26.09.2023	4.00 pm
19	27.09.2023	4.00 pm
20	30.09.2023	4.00 pm
21	01.10.2023	4.00 pm
22	03.10.2023	4.00 pm
23	04.10.2023	4.00 pm
24	05.10.2023	4.00 pm
25	06.10.2023	4.00 pm
26	07.10.2023	4.00 pm
27	09.10.2023	4.00 pm
28	10.10.2023	4.00 pm
29	11.10.2023	4.00 pm
30	12.10.2023	4.00 pm


Dr Beena Rathi
Head, Department of English
Professor & Head, Dept. of English
Smt. R.S. College, Anjangaon Surji


(Dr C B Kedar)


Principal
PRINCIPAL
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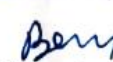
List of the Enrolled Students

Sr. No.	Name of the student	Class
1	Saniya Bano Isbah Khan.	Saniya
2	Munazza Fatema Ahmad Baig	Munazza
3	Shraddha Subhash Karale	Shraddha
4	Kshitija Rajesh Jain	Kshitija
5	Vedika Shaikoushna Aghalote	Vedika
6	Sanskruti Kisan Rao Thakare	Sanskruti
7	Poonam Rajesh Wankhade	Poonam
8	Asmita Vinod Abhyankar	Asmita
9	Ku. Bhumika Manoj Tambe	B.M. Tambe
10	Ku. Mira Shridhar Sawale	Mira Sawale
11	Ku. Dhanshai Dipak Khedkar	Dhanshai
12	Ku. Rutuja Narendra Khadse	Rutuja
13	Ku. Sakshi Gajanan Kule	Sakshi
14	Ku. Divya Vinod Lawhale	D.V. Lawhale
15	Ku. Rutika Anil Borekar	R.A. Borekar
16	Ku. Sameerudhi Sheidhat Harene	S.S. Harene
17	Ku. Komal Dipak Nivarekar	Komal
18	Ku. Kanchan Rajendra Kadam	Kanchan
19	Ku. Nikita Vilasrao Sheyokar	Nikita
20	Ku. Rina Tulidas Groule	Rina T. Groule
21	Ku. Shrawahi Anand Tarekhade	Shrawahi
22	Ku. Fatema Zohra Md. Zakir	Fatema

21	Shravanani Aravinda Tukhade	SATukhade
22	Fatema Zohra Md. Zakir	Fatema
23	Ajay Dilip Ingle	Ajay Ingle
24	Vicky Dipak Lawhale	Dicky
25	Anisha Dipak Mahurwagh	Anish
26	Pallavi Balkrushna Raybole	P.B. Raybole
27	Trivanka Sahebdev Tayade	T.Tayade
28	Sonal Manish Athawale	Sonal
29	Gayatri Raju Yeole	Gayatri
30	Bhavana Gopal Rokade	Bhokade
31	Renuka Sanjay Meshram	Rameshram
32	Rupali Dilip Rao Asware	Rupali
33	Divya Nandkishore Makode	Makode
34	Pranjali Anil Ghadekar	Bhaskar
35	Rohit Umesh Dhande	Dhande
36	Nikita Raju Thorat	Nikita R. Thorat
37	Vaishnavi Namdev Relchate	Anrekhate
38	Prajakta Gajanan Mokalkar	Pr
39	Sakshi Raju Kedar	Kedar
40	Vaishnavi Waghudev Malai	V. Malai
41	Vaibhavi Mahendra Iche	V.M. Iche
42	Asmita Rajendra Kumbhe	Asmita
43	Sonali Rameshwar Bundile	Bundile
44	Sanika Jitendra Khirkar	S. J. Khirkar
45	Vaishnavi Prabhakar Dhawale	Dhawale


Teacher-in Charge


Head, Dept. of English
Dr. Beena V. Rathi
Professor & Head, Dept. of English
Smt. R.S. College, Anjangaon Surji


Principal
PRINCIPAL
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(Academic Session: 2023-2024)


Mark Sheet

Sr. No.	Name of the Student	Class	Theory Exam (Out of 60)	Internal/ Practical (Out of 40)	Total (Out of 100)
1	Saniya Bano	BA-I	35	35	70
2	Munazza Fatema	BA-I	40	28	68
3	Shraddha Karale	BA-I	45	32	77
4	Kshitija Jain	BA-I	44	32	76
5	Vedika Aghalate	BA-I	40	35	75
6	Sanskriti Thakare	BA-I	44	35	79
7	Poonam Wankhade	BA-I	40	36	76
8	Asmita Abhyankar	BA-I	50	36	86
9	Bhumika Tambe	BA-I	48	32	80
10	Mira Sawade	BA-I	40	35	75
11	Dhanshri Kheulkar	BA-I	44	34	78
12	Rutuja Khadse	BA-I	45	35	80
13	Sakshi Kule	BA-I	40	35	75
14	Divya Lawhale	BA-I	48	36	74
15	Rutika Borcar	BA-I	45	35	80
16	Samruddhi Horne	BA-I	40	35	75
17	Komal Niwarkar	BA-I	38	32	70
18	Kanchan Kade	BA-I	44	34	78
19	Nikita Shergokar	BA-I	40	30	70



20	Pina Gouze.	BA-I	38	32	70
21	Shravanî Turkhode	BA-I	AB	AB	AB
22	Fatema Zohra Mo. Zahir	BA-I	44	36	80
23	Ajay D. Jogle	BA-I	42	32	74
24	Vicky D. Lawhale	BA-I	42	32	74
25	Anisha D. Waghmare	BA-II	44	34	78
26	Pallavi Ruybole	BA-II	45	34	79
27	Priyanka Teyade	BA-II	42	32	74
28	Sonal Athawale	BA-II	40	32	72
29	Gayatri Yeale	BA-II	42	32	74
30	Bharana Rokade	BA-II	45	36	81
31	Renuka Meshram	BA-II	42	36	78
32	Rupali Aswar	BA-II	40	36	76
33	Divya Mokode	BA-II	38	32	70
34	Poojals Ghadekar	BA-II	40	32	72
35	Rohit Dhande	BA-II	40	34	74
36	Nikita Thorat	BA-II	42	35	77
37	Vaishnavi Pethate.	BA-II	44	35	79
38	Poojanta Makalkote.	BA-II	42	32	72
39	Sakshi Kedkar	BA-II	40	30	70
40	Vaishnavi Malai	BA-II	44	34	78
41	Vaibhavi Zche	BA-II	40	35	75
42	Armita Kaware.	BA-II	40	32	72.


Teacher-in Charge


Head, Dept. of English
Dr. Beena V. Rath
Professor & Head, Dept. of English
Smt. R.S. College, Anjangaon Surji




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Department of English
Add-on Course on Basic Grammar
(Academic Session: 2023-2024)




Attendance Sheet

Sr. No	Name of the student	04/09/2023	05/09/2023	06/09/2023	07/09/2023	08/09/2023	09/09/2023	11/09/2023	12/09/2023	13/09/2023	14/09/2023	15/09/2023	16/09/2023	18/09/2023	20/09/2023	21/09/2023	23/09/2023	25/09/2023	26/09/2023	27/09/2023	30/09/2023	01/10/2023	03/10/2023	04/10/2023	05/10/2023	06/10/2023	07/10/2023	09/10/2023	10/10/2023	11/10/2023	12/10/2023
1	Saniya Bera	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya	Saniya
2	Munazza Fatema	Present	Present	Present	Present	Present	AB	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
3	Shradha Karale	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	AB	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent
4	Kshitija Jain	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
5	Vedika Aghalok	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	AB	Absent	Absent	Absent	Absent	Absent	Absent

38	Pratyakta Gajanan Mokalkar	<u>Pinar</u>	<u>Pinar</u>
39	Sakshi Raju Kedar	<u>Redar</u>	<u>Redar</u>
40	Vaishnavi Wasudev Malai	<u>V.Malai</u>	<u>V.Malai</u>
41	Varbhavi Mahendras Iche	<u>V.M.Iche</u>	<u>V.M.Iche</u>
42	Asmita Rajendra Kavathe	<u>A.Kavathe</u>	<u>A.Kavathe</u>


Teacher-in Charge


Head, Dept. of English
Dr. Berna V. P.
Professor & Head, Dept. of English
Smt. R.S. College, Angangon Surji




Principal
Smt. Rachana Surji
Commerce & Science College
Angangon Surji



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Department of English

Add-on Course on Basic Grammar

(Academic Session: 2023-2024)



Application Form No.: 1

1. Applicant's Name : Saniya Bano

2. Father's Name: Ishaq Khan.

3. Permanent Address: Bhuldespura Anjangaon
Surji



District: Amravati State: Maharashtra Pin Code: 444705

4. Email ID: SaniyaBano31@gmail.com

5. Phone No./Mobile No.:

8	2	6	1	0	0	6	4	5	4
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6. Gender: Male ☐ Female ☒ Date of Birth: 31/07/2006

7. Aadhaar Card No.

2	7	2	6	8	7	0	9	0	8	6	4
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8. Class: BA - I (sem) 1


9. Date of Admission in College: 28/06/2023


10. ID Number: 4,799

11. Category: OPEN ☐ OBC ☒ SC ☐ ST ☐ NT ☐ VJ ☐ SBC ☐

12. Languages Known: Marathi ☒ Hindi ☒ English ☒

N.B.: I declare that the information I have given in this application is complete and correct. I am aware that false information grounds for expulsion.


Teacher-in charge


Applicant's Signature



Shri Sardar Education Society's
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Department of English
Add-on Course on Basic Grammar
(Academic Session: 2023-2024)



Application Form No.: 4

1. Applicant's Name : Vedika Shaikrushi Aghalate

2. Father's Name: Shaikrushi Himmatrao Aghalate

3. Permanent Address: At. Po. Takarkheda more

Tq. Anjangaon Surji Dist. Amravati

District: Amravati State: Maharashtra Pin Code: 444705



4. Email ID: aghalatevedika@gmail.com

5. Phone No./Mobile No.: 7028688550

6. Gender: Male ☐ Female ☒ Date of Birth: 18/08/2006

7. Aadhaar Card No. 355191827724

8. Class: BA Part 1 Sem I

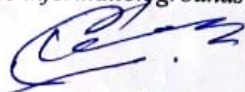
9. Date of Admission in College: 31/08/2023


10. ID Number: 5232

11. Category: OPEN ☐ OBC ☐ SC ☐ ST ☐ NT ☒ VJ ☐ SBC ☐

12. Languages Known: Marathi ☒ Hindi ☒ English ☒

N.B.: I declare that the information I have given in this application is complete and correct. I am aware that false information grounds for expulsion.


Teacher-in charge


Applicant's Signature



Shri Sarda Education Society's
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**SMT RADHABAI SARDA ARTS COMMERCE SCIENCE COLLEGE
ANJANGAON SURJI DIST AMRAVATI MAHARASHTRA**

Affiliated to Sant Gadge Baba Amravati University, Amravati

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Department of English

Certificate

This is to certify that Mr/Ms _____ of
Class _____ has successfully completed the “*Add-on Course in Basic Grammar*” held by
the Department of English from 4th September 2023 to 12th October 2023.

Dr Beena V Rath
Head, Dept of English

Course Coordinator
Dr Chaturanand Kedar

Principal
Dr Bashisth Choubey