

Ahmednagar Jilha Maratha Vidya PrasarakSamaj's

# Shri Mulikadevi Mahavidyalaya, Nighoj

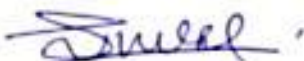
Tal-Parner, Dist-Ahmednagar

## DEPARTMENT OF ENGLISH

Certificate Course in Basic Skills in English Language  
(2020-2021)

### Syllabus

Sr no	Topics
1	Grammar-:
	Introduction
	Parts of speech
	Tenses
	Change the voice
	Direct & indirect speech
	Types of sentences
2	Communication Skill - Speaking skill
	Listening skill
	Reading skill
	Writing skill
	Types of communication-
	Formal & informal
	Verbal & non verbal
	One way or two way & mass communication
3	Writing skill
	Introduction
	Paragraph writing
	Report writing
	Letter writing
4	Presentation Skill
	Types of presentation
	Making presentation
5	Translation skill
	Introduction
	English paragraph translation- Marathi or Hindi

  
HEAD

Department of English  
Shri. Mulikadevi Mahavidyalaya, Nighoj  
Tal. Parner, Dist. Ahmednagar-414306



PRINCIPAL

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