| Sr. No | Certificate Course | Document Name | Page No |
| :---: | :---: | :---: | :---: |
| 1 | Spoken English Certificate | Syllabus | 2 |
|  |  | Attendance sheet | 3 |
|  |  | Mark sheet | 5 |
|  |  | Certificates | 9 |
| 2 | Tally with GST | Syllabus | 10 |
|  |  | Attendance sheet | 11 |
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| 3 | Talk in English | Syllabus | 17 |
|  |  | Attendance sheet | 19 |
|  |  | Certificates | 21 |
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|  |  | Attendance sheet | 23 |
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|  |  | Certificates | 26 |

## Spoken English : Syllabus

Report on the English Speaking Course Conducted for the Students of S.S. Maniar College of Computer \& Management, Nagpur

## ,

Duration: 30 Hours
No. of Sessions: 15 (2hrs./ Session)
Mode: Offline
Topics Covered

- Tips and Techniques to Develop Proficiency in English
- Vocabulary Development
- Functional English Grammar
- Speaking Practice with Immediate Feedback
- Typical English Expressions for the following common scenarios were shared with the students:
- English Expressions for Delivering Presentations
- English Expressions for Facing Job Interviews
- Story Telling Exercises were conducted regulariy for English Speaking Practice.
- Responsive and Adaptable Style of Training:
- The lectures and curriculum moved in a very fluid and flexible manner, in direct response to the needs of the students.


## Resource Person for this Course:

Dr. Shabbir Zakerya
Founder and Director
Learner's Academy for Skill Development, Nagpur


Officinting Princinal
Budhas sura ingo of


## 1. Spoken English : Students Attendance Sheet




## 1. Spoken English : Students Mark sheet

| 1 | Assessment Sheet: English Speaking Certificate Course |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| 2 | $\begin{aligned} & \text { Sr. } \\ & \text { No } \end{aligned}$ | Student Name | Class | Assessment <br> (Out of 5 ) |
| 3 | - | $\nabla$ |  | - |
| 4 | 1 | Aayush S. Bagde | BSC (IT) First Year | Not Attempted |
| 5 | 2 | Achal B. Rathore | BSC (IT) First Year | Not Attempted |
| 6 | 3 | Akansha Pandey | BSC (IT) | Not Attempted |
| 7 | 4 | Ankit Dongare | BSC (IT) | Not Attempted |
| 8 | 5 | Bushra Parveen | BSC (IT) | 3 |
| 9 | 6 | Diksha V. Bisen | BSC (IT) First Year | 3 |
| 10 | 7 | Dipanshu Meshram | BSC (IT) | Not Attempted |
| 1 | 8 | Faizan Ansari | BSC (IT) | Not Attempted |
| 1.2 | 9 | Kalyani Saratkar | BSC (IT) First Year | 4 |
| 13 | 10 | Khushbu G. Shahu | BSC (IT) | 4 |
| 14 | 11 | Khushi M. Khandait | BSC (IT) First Year | Not Attempted |
| 15 | 12 | Khushi R. Meshram | BSC (IT) | Not Attempted |
| 6 | 13 | Krushna Magare | BSC (IT) First Year | Not Attempted |
| 17 | 14 | Mahi P. Thakur | BSC (IT) First Year | Not Attempted |
| 18 | 15 | MD. Aman | BSC (IT) | Not Attempted |

FIA Streot. Katemna Mkt

| 19 | Nikhil Gabhane | BSC (IT) | Not Attempted |
| :---: | :---: | :---: | :---: |
| 20 | Pranay Sonwane | BSC (IT) | Not Attempted |
| 21 | Qoufiya Y. Sheikh | BSC (IT) | 4 |
| 22 | Rahul Borghate | BSC (IT) | Not Attempted |
| 23 | Roshani D. Parihar | BSC (IT) First Year | Not Attempted |
| 24 | Sagir Ali | BSC (IT) Final Year | 4 |
| 25 | Sahil Sahu | BSC (IT) | Not Attempted |
| 26 | Sejal Kature | BSC (IT) | Not Attempted |
| 27 | Sejal S. Pal | BSC (IT) First Year | Not Attempted |
| 28 | Shraddha Badalwar | BSC (IT) First Year | 4 |
| 29 | Suhani B. Shende | BSC (IT) | 5 |
| 30 | Yash B. Banjare | BSC (IT) | 3 |
| 31 | Alpesh Gedekar | BCA First Year | 4 |
| 32 | Anas Zaid | BCA First Year | 3 |
| 33 | Arsha Sheikh | BCA First Year | 4 |
| 34 | Ataur Khan | BCA First Year | 4 |
| 35 | Ayan Ali Saiyyad | BCA First Year | 3 |
| 36 | Danish Khan | BCA Final Year | 4 |
| 37 | Geeta Kumari R. Thakur | BCA First Year | 2.5 |
| 38 | Harshal A. Wankhede | BCA First Year | Not Attempted |
| 39 | Jitesh P. Gurnule | BCA First Year | 3 |
| 40 | Kamna Sinha | BCA First Year | 3 |
| 41 | Karan Pimpal Shende | BCA First Year | 3 |
| 42 | Karishma Mate | BCA First Year | Not Attempted |
| 43 | Kiran S. Patil | BCA First Year | Not Attempted |
| 44 | Komal M. Shahu | BCA First Year | 4 |
| 45 | Lucky Mundele | BCA First Year | Not Attempted |
| 46 | Madhuri T. Suryawanshi | BCA First Year | Not Attempted |
| 47 | Mayank Sharma | BCA First Year | 2 |
| 48 | Mayur Gharjade | BCA First Year | 3 |


| 49 | Minakshi M. Hirwani | BCA First Year | 4.5 |
| :---: | :--- | :--- | :---: |
| 50 | Munandar Singh | BCA First Year | 1 |
| 51 | Opali Rana | BCA First Year | 3 |
| 52 | Pawan Jenaga | BCA First Year | 4 |
| 53 | Prachi D. Gajbhiye | BCA First Year | Not Attempted |
| 54 | Prerna Patil | BCA First Year | 5 |
| 55 | Priti Patle | BCA First Year | 5 |
| 56 | Rahina S. Sheikh | BCA First Year | 3 |
| 57 | Sakshi C. Rahandale | BCA First Year | 3 |
| 58 | Sakshi D.Bawne | BCA First Year | 3 |
| 59 | Sarvesh Vaishav | BCA First Year | 4 |
| 60 | Sejal R. Shende | BCA First Year | 4 |
| 61 | Suhani L. Burde | BCA First Year | Not Attempted |
| 62 | Umesh B. Sahu | BCA First Year | Not Attempted |
| 63 | Vaidehi G. Nakade | BCA First Year | 4 |


| 64 | Vaishnavi R. Hedau | BCA First Year | 3 |
| :---: | :---: | :---: | :---: |
| 65 | Videsh Dongare | BCA First Year | 3 |
| 66 | Vinita R. Rajput | BCA First Year | 5 |
| 67 | Aarti Sahu | BBA-I | 3 |
| 68 | Sona Yadav | BBA-1 | 4 |
| 69 | Harshita Shete | BBA-1 | Not Attempted |
| 70 | Salman Khan | BBA-1 | 5 |
| 71 | Nirjala Varma | BBA-1 | 2.5 |
| 72 | Devika Amrute | BCCA-1 | Not Attempted |
| 73 | Samiksha Gawate | BCCA-1 | Not Attempted |
| 74 | Mahin Khan | BCCA-1 | Not Attempted |
| 75 | Nilesh Yerpude | BCCA-III | 4 |
| 76 | Sanket Bawangade | BCCA-III | Not Attempted |
| 77 | Meenal Tiwari | BCCA-1 | Not Attempted |
| 78 | Kajal Sahu | B.com.-1 | 3 |
| 79 | Abhishek Lanjewar | BCA First Year | 4 |
| 80 | Suraj Pardhi | BCA First Year | 3 |
| 81 | Bhavesh Yadav | BCA First Year | 5 |
| 82 | Wasim Ansari | BSC (IT)-II Year | 4 |
| 83 | Sufiyan Chishty | B.Sc.-II Year | 3 |
| 84 | Naved Ali | B.Sc.-II Year | 3 |
| 85 | Akash Neware | BSC (IT) First Year | 2 |
| 86 | Tanishsingh Bawangarh | BSC (IT) | 2 |
| 87 | Tarjinder Singh Matharu | BCA First Year | 4 |
| 88 | Pooja Katre | BCA First Year | 4 |
| 89 | Roshan Kuhikar | BSC (IT) First Year | 3 |
| 90 | Ayush Suryavanshi | BSC (IT) First Year | 2 |
| 91 | Rupesh Choudhary | BCA First Year | 4 |

## Stree Nagpur Gujarati Mandal's

SUDHA SURESHBHAI MANIAR College of Computer and Management Nagpur Certificate
This is to certify that Danish than
of Class........ BCA III $\qquad$ .. attended a 3. . .hens skill based certificate course in Spoken English from . $19.9 / 09 / 12022$ to .19/10/2022... conducted by the college.

## Nagpur

Date: $19 / 10 / 2022$



# Stree Nagpur Gujarati Mandal's <br> SUDHA SURESHBHAI MANIAR 

## College of Computer and Management

Nagpur
Centiffeate
This is to certify that Danish than
of Class....... BCA III $\qquad$ .. attended a 30 . .hens skill based certificate course in Spoken English from ..19/.09/2022. to . $19 / 10 / 2022$. conducted by the college.

Nagpur
Date: $19 / 10 / 2022$


## 2. Tally with GS : Syllabus

## Syllabus of Tally.ERP With GST For Add-On Course

1. Company Info Menu: - Introduction to Tally.ERP 9- Basics of Accounting-Types of accounts-Golden rules of accounting -Accounting principles -Features of Tally-Opening Tally.ERP 9, Components of the Tally.ERP 9 Window, Creating a Company. - Select Company - Shut company - Create company * Alter company• Security control- Change tally vault- Split company data- Backupe Restore Tally audit feature*
2. Accounting Information: -Accounting masters in Tally •Accounting Configuration • \& Features Group Creation• Multiple Group Creation• Ledger Creation• Multiple Ledger Creation• New Voucher Creation• Advance Ledger Creation•
3. Inventory Information: Inventory configuration \& features Inventory info. Menu* Stock groups• Stock categories• Stock item• Unit of measurement• Bills of materials• Locations / Godowns- Batches• \& Expiry Inventory voucher types- HSN Code Updates
) 4. Voucher Entry: Accounting voucher• Inventory voucher• optional• \& non-accounting voucher Order processing• Advanced voucher entry• Introducing Purchase Orders, Introducing a Sales Order
4. Advanced Accounting Features: Cost category* \& cost centres Budgets• Interest calculations* Cheque printing• Credit limits• Scenario management* Reorder levels॰ \& reorder quantity Price level- Bank Reconciliation
5. Quick setup Tally net: - Excise for manufactures• Excise for dealer• Value-Added Tax• Tax deducted at source• Tax collected at source-
6. Taxation : Excise for manufacture Service tax - Tax deducted at• source(TDS)\&TCS Value added $\operatorname{tax}(\mathrm{VAT}) \bullet$ Central state $\operatorname{tax}(\mathrm{CST}) \bullet$ Payroll features of Tally•
7. Data management \& Administration: Backup• \& Restore Split a company, export• \& Import of data E-Capabilities (E-mail a- report from tally. E.R.P9) Uploading the reports• generated from tally.E.R.P9 Tally ODBC, Inward• connectivity Security controls• Tally Audit Feature• Tally Vaulte
8. Reports: Display financial statements• (Display balance - sheet, configuring the balance sheet, Integrate accounts with inventory, setting closing stock manually in the balance sheet with different stock valuation methods) Display profit \& loss $\mathrm{A} / \mathrm{c}($ configuring profit \& loss $\mathrm{A} / \mathrm{c}$, income/expense statement instead of P\&L) Display trial balance* (configuring in trial balance) Display registers• \& ledgers (display sales register , purchase register, cash book, bank book, journal register, day book, statement of accounts $\bullet$ Working with Day Book Report.
9. Introduction to GST: Concept of GST• Rate of GST• GST in other countries• Categories of GST• Other concepts. -
10. GST (Goods \& Services Tax):Start Using Tally.ERP9 For GST Compliance Activating GST For Your• Company Setting Up GST Rates• Updating Stock Items• and Stock Groups for GST Compliance Updating a Service $\bullet$ Ledger for GST Compliance Updating Sales and• Purchase Ledgers for GST Compliance Updating Party GSTIN• Creating GST Ledgers• Creating Income and• Expense Ledgers Recording Sales and• Printing Invoices Recording Purchases• Recording a Tax• Payment Transferring Tax Credits of VAT, excise and service tax to GST

## 2．Tally with GST ：Students Attendance Sheet

| Cenfificate \＆Skill Based Course－2022－23 |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Attendance Sheet |  |  |  |  |  |  |  |  |  |  |
| Program Name：TALLY－GST |  |  |  |  |  |  |  |  |  |  |
| Session－2022－23 |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| $S_{r . M_{0}}$ | Student Name | Class | 19－099－22 21 | 20．09－22 21 | 21．19－22 2 | 22－19．222 23. | 23－09．22 24.00 | ．09922 22.009 | 22127－09 |  |
| $\begin{array}{\|l\|} \hline \frac{1}{2} \end{array}$ | Ashwini Pelkar | B．Com－1 | Bhaini A | Ashaini A |  | Iflewini As | AShum Ash | hwibidshain | ini Ash |  |
| $\frac{2}{3}$ | Privi Sisen | B．Com． 1 | Risit | Rish？ | Rishi | Rishi Ri | Ruhi nish | Shi Rini | ni |  |
| 4 | Payal Mule | 30 |  |  |  |  |  |  |  |  |
| 5 | Recha Pandit | 8．6om． 1 |  |  |  |  |  |  |  |  |
| 6 | Neha Gupta | B．Com． 1 | retra Ro | Retha R | Rosha | Rechno por | Reatho pork | tha．Rechn | a 8 |  |
| 7 | Laxmi Mastam | B．com． 1 | Asyusea |  |  |  |  |  |  |  |
| 8 | Mans Salare，Mansui | 8．Com． 1 | Prame | （xatay | framentand | $z^{2}$ |  |  |  |  |
| 9 | Punnima lirimani | 8．Com．1 |  |  |  |  |  |  |  |  |
| － 10 | Saksti Gupta | 8.60 m －1 |  |  |  |  |  |  |  |  |
| 11 | Yogesh Hatile | B．com． 1 | Fex |  | पesh | Jgesh प | Y095 | वxyesh पुo | Fsh |  |
| 12 | Kaial S Suu | 8.60 m .1 |  | （a） | （an） | toine | ， |  |  |  |
| 13 | Laxmi Pandey | 8．com． 1 |  |  |  | 边 | － |  |  |  |
| 14 | Shweta Satibawane | B．Com． 1 | Stuctas | Stuela |  |  |  |  |  |  |
| 15 | Neha Agre | B．com．l | $0_{4}$ | \％ | 0 | \％ | \％ | 的成 | anata | （1） |
| 16 | Neha Pelkar | B．Com．l | Al／biat | A | A 4 frac | Rehom | Neha | Nehos | Veha |  |
| 17 | Projual Thakur Techar | B．Com．1 | tanmar | timar． | Taluan | Calman． | Kalher | Tather． | （amhar． |  |
| 18 | Suprija Banbole | B．Com．1 |  |  |  |  |  |  |  |  |
| 19 | Trupti Dawle | B．com． 4 | Trane | Tamonde |  |  |  |  |  |  |
| 20 | Ashmin Shah | B．Com． 1 | I | $\bigcirc$ | 0 | ¢ | O | d |  |  |
| 21 | Shivan Shahu | B．Com．-1 | Zixa | Plinnat | Slina | Slinte | 5 Simen |  |  | rie |
| 22 | Simran Shahu | $8 . C$ com．-1 | Qeluz | Qsery | Sosau | 1 （Paby | 4 Qum | （Q）es） | S．adu |  |
| 23 | Nikita Dhote | B．Com． 1 |  |  |  |  | － |  |  |  |
| 24 | Ragini Gupta | B．Com． 1 |  |  |  |  |  |  |  |  |
| 25 | Sumedha Rokade | B．Com． 1 | Sumedha | Someda | S Smed | ，mella | han somedla | la Sumadha |  |  |
| 26 | Pooja Rajak | 8．com． 1 |  |  |  |  |  |  |  |  |
| 27. | Divyansh Pal | 8．Com． 1 | （1）429 | D＜204 | $4014 \times$ | ［1］ $2 \times 2 \mathrm{~T}$ |  | ，＋6S | 10， 220 | 4 |
| 28 | Vaishali Nirmalkar | B．Com． 1 |  |  |  |  |  |  |  |  |
| 29 | Khushbody Yadav | B．Com． 1 | khusstus | $1 / 14$ usht | Hkust | be－khish | tha Lunss | ske－kush | 2．Mund | 4 khe |


| Attendance Sheet |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Sr．No | Student Name | Class | 19－09－22 | 20－09－22 | 21－09－22 | 22－09－22 | 23－09－22 |  |  |  |
| $\frac{\text { Sr．No }}{30}$ | Gulshan Pandit | B．Com． 1 | frulshan | cuishan | Culshan | Gulshan | Inulshan | 24－09－22 | 26－09－22 | 27－09．22 |
| 31 | Raj Sahu | B．Com． 1 |  |  | numan | autshon | nulushan | bulshan | Culshan | Cualshand |
| 32 | Kavita Malekar | B．Com． 1 |  |  |  |  |  |  |  |  |
| 33 | Karan Patel | B．Com． 1 | karan | kewan | İaran． |  |  |  |  |  |
| 34 | Kushal Tripathi | B．Com． 1 |  |  | karan． | Kcıah | 1sixin | keran | Lesircha | Katala－ |
| 35 | Yash Patle | B．Com． 1 |  |  |  |  |  |  |  |  |
| 36 | Megha Chakole | B．Com． 1 |  |  |  |  |  |  |  |  |
| 37 | Mahek Varma | 8．Com． 1 |  |  |  |  |  |  |  |  |
| 38 | Rani Damahe | B．Com． 1 |  |  |  |  |  |  |  |  |
| 39 | Ktmendra Sihare，Sihore | B．Com．－1 | komers | ando-1 |  |  |  |  |  |  |
| 40 | Doman Sinha | B．Com－1 |  |  | 0 |  |  | comande | Rerm | Snmane |
| 41 | Divyani Satimeshram | B．Com． 4 |  |  |  |  |  |  |  |  |
| 42 | Madhuri Shahu | B．Com． 1 | Mechaus | chacthurb | Matchuri | ndh | n | ， | Pel | dhe |
| 43 | Renuka Sahu | B．Com． 1 |  |  |  |  |  |  |  |  |
| 44 | Dharmendra Shasu | B．Com． 1 | （6） | Et |  |  | 7 CH | $1 \pm$ | 18 |  |
| 45 | Gourav Hedau | B．Com．-1 | （2） |  | ＋ | a | （8） | LS | （8） | （4） |
| 46 | Shreya Gupta | B．Com－1 |  |  |  |  |  |  |  |  |
| 47 | Shruti Khandale | B．Com．-1 | Sny $4 i$ | Gbreti |  |  | Abrad | Glecuti | क）-4.1 | Styenj |
| 48 | Alfiya Sheikh | B．Com．-1 | 这至教 | chan |  | EAfon | $8 \mathrm{Cl}+\mathrm{S}^{2}$ | ATm4 | P1 | － 1 Fiy |
| 49 | Shahina Sheikh | B．Com． 1 |  |  |  |  |  |  |  |  |
| 50 | Shabana Sheikh | B．Com． 1 |  |  | 40 |  |  |  |  |  |
| 51 | Vaishali Sahu | B．Comial | Naidar | Daulat | Vathaly | Vousuati | Naunato | Vavja | Vaisidu | Vaulad |
| 52 | Pooja Bharti | B．Com． 1 |  | $\bigcirc$ | $\bigcirc$ |  |  |  |  |  |
| 53 | Rupali Pandey | B．Com． 1 |  |  |  |  |  |  |  |  |
| 54 | Divyanshu Singh | B．Com．-1 |  |  |  |  |  |  |  |  |
| 55 | Nirbhay Patle | B．Com．-1 | 8 | 8 B | \＄1． | QP | QP | QP． | dve． | DP |
| 56 | Dipali Shahu | B．Com．－1 | Doali | Prali | Mipali | Dindli | nipeli | iseral． | nipali | vived． |
| 57 | Mohan Pandit | B．Com．－1 | woven | suatal | Gathon | dehan | cechain | chover | kehan | cedata |
| 58 | Kesar Pandit | B．Com． 1 | Kesar | Kesas | kesar | Kesar | KCsap | keran | kosen | kesan |
| 59 | Vaishnavi Nirmalkar | B．Com．-1 |  |  |  |  |  |  |  |  |
| 60 | Saniya Sheikh | B．Com．－1 |  |  |  |  |  |  |  |  |
|  | karal pandit | $\text { B. } \omega \text { ons. I }$ | Kajal | Igigil | Kogial | Trejul | Kegal | Tajal | Kegial | Kajal |

## 2. Tally with GST : Mark sheet



Priaveipas
Sudha surbatinnge Mervier Colleg-
FIA Streot. Kitam Ma Mkt $\mathbb{R}+1$

Exam Valuation Sheel
Expert Teacher: MIr. Atul II. Nistane

| Sr.mo | Name of student | Class | Internal Marks Max | Theory Marks Max | Total |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 18 | Sepriza Banbole | 8.comlyer | 50 | 50 | 100 |
| 19 | Trupil Dawle | Bcominet | 50 | 50 | 10 |
| 20 | Asthmin 5tah | 0.50 ml yer | 50 | 44 | 98 |
| 11 | Shivani Shala | Btomlyar | 50 | 30 | 100 |
| 22 | Simpan Sthlu | P.comlyent | 50 | 50 | 100 |
| ${ }^{23}$ | Nikita Diate | 8.coml yee | 50 | 42 | 92 |
| 24 | Ragini Gupta | 8.comi year | 50 | 50 | 100 |
| 25 | Sumitdar Roliade | Bcomlyez | 50 | 44 | 94 |
| 26 | Pooja Rajak | A.comi yeat | 30 | 50 | 100 |
| 27 | Divanah Pal | A.comlves | 50 | 50 | 100 |
| 28 | VaishaliNimalkat | Bcoml year | 50 | 44 | 94 |
| 29 | Khusthoo Yaday | 8, comilete | 50 | 48 | 98 |
| 30 | Guahan Pandit | 8.comi year | 50 | 50 | 100 |
| 31 | Raj Sahu | acoml year | 50 | 42 | 92 |
| 32 | Knita Materar | Bcoml year | 50 | 50 | 100 |
| 33 | Karan Prel | B.comlyeat | 50 | 50 | 100 |
| 34 | Kuhhal Tripath | D.comi yeat | 50 | 50 | 100 |


| Cerrificate ant Skill Based Courses 2022-23 |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Course: Tally-GST |  |  |  |  |  |
| Exam Valuation Sheet |  |  |  |  |  |
| Expert Teacher: Mr. Atul Il. Nistase |  |  |  |  |  |
| Srno | Name of student | Class | Internal Marks Max | Theory Marks Max | Total |
| 35 | Yash Pate | B comlyear | 50 | 40 | \$0 |
| 36 | Metha Chakole | 8.toml year | 50 | 50 | 100 |
| 37 | Mahek Vatms | B.coml year | 50 | 48 | 98 |
| 38 | Aani Damahe | Broml year | 30 | 50 | 100 |
| 39 | Kamendra Sitare | 6.coml year | 50 | 50 | 100 |
| 40 | Doman Sinha | B.coml yeat | 50 | 46 | 95 |
| 41 | Owani Satimestram | 0.coml yent | 50 | 44 | 14 |
| 42 | Madhuri Shahu | B.coml year | 50 | 50 | 100 |
| 43 | Renuka Sahu | 0.conl year | 50 | 50 | 100 |
| 44 | Oharmendra Shahu | B.coml year | 50 | 42 | 92 |
| 45 | Gouraw Hedsu | B.condyear | 50 | 50 | 100 |
| 46 | Shreya Gupta | B.conl yeat | 50 | 50 | 100 |
| 47 | Shruti Khandale | B.coml year | 50 | 50 | 100 |
| 48 | Alfiyasheilh | Bcoml yeat | 50 | 50 | 100 |
| 49 | Shahina Sheidh | B.coml year | 50. | 44 | 84 |
| 50 | Shabana Shelkh | B.coml year | 50 | 48 | 98 |
| 51 | Vaishalisahu | 8.coml year | 50 | 48 | 98 |

This is to certify that ....Rishi.......Besen $\qquad$ of Class .. B. Cons. - $工$ $\qquad$ attended a 30 . hass skill based certificate course in J.cely)-...gs.7. $\qquad$
from .19-..99...2022... to .21.-1.1.-...20.2.2 conducted by the college.

## Nagpur <br> Date:

Director

Shree Nagpur Gujarati Mandal's
SUDHA SURESHBHAI MANIAR College of Computer and Management Nagpur
Cemtiffeate
This is to certify that ........Ripali....shahses. of Class .....B..COM1......-year... attended a 及R...has skill based certificate co.. J.aney:-byst.


Nagpur
Date:

Director

## 3.Talk In English: Syllabus

| Shri Nagpur Gujaratl Mandal's <br> SUDHA SURESHBHAI MANIAR COLLEGE OF COMPUTER AND <br> MANAGEMENT <br> (Formerly known as 'College of Computer and Management Studies and Research') Plot No. B, Khasra No. 103/1-2, Mouza Chikhall, EIA Street, Kalarnna Mkt.Rd. , Nagpur |  |  |
| :---: | :---: | :---: |
| Website: ฟnvv.maniarcollege.a <br> Email ID: maniarcollege@gma |  | College Code: 200 Office No: 2684775/76 |
| Everyday English Certificate Course |  |  |
| Syllabus |  |  |
| Mobile app contents: <br> English Speaking: <br> 1. Trips \& vacations | (7 categories) <br> (20 conversations) |  |
| 2. Easting related topics | (5 categories) <br> (14 conversations) |  |
| 3. Family and friends | (8 categories) <br> (24 conversations) |  |
| 4. Talking about kids | (7 categories) <br> (21 conversations) |  |
| 5. Daily life | (7 categories) <br> (21 conversations) |  |
| 6. Sports, music and events | (5 categories) <br> (18 conversations) |  |
| , 7. Holidays | ( 5 categories) <br> (15 conversations) |  |
| 8. Nature | (5 categories) <br> (15 conversations) |  |
| 9. School | (8 categories) <br> (24 conversations) |  |
| 10. Shopping | ( 8 categories) <br> (24 conversations) |  |
| 11. Special days | (4 categories) <br> (12 conversations) |  |
| 12. Work related | (4 categories) <br> (12 conversations) |  |

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## 2. Talk In English: Students Attendance



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Stree Nagpur Gujarati Mandal's
SUDHA SURESHBHAI MANIAR College of Computer and Management Nagpur Certificate

This is to certify that Nandni sharma of Class $\qquad$ BCCA-I $\qquad$ attended a 3 . $\mid$ tho rs skill based certificate course in Talk In Fnguish
from ....19.9.99/2022 to .1.71.10/2022..... conducted by the college.

## Nagpur

Date: $17 / 10 / 2022$

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SUDHA SURESHBHAI MANIAR College of Computer and Management

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This is to certify that Nikhil Mohadikar of Class ..........BCCA.- I............. attended a 3. Hontrkill based certificate course in Talk In English from .... $19 / 09 / 2022$ to $17.7 / 10 / 2022$. conducted by the college.

Date: $17 / 10 / 2022$


## 3. Karate : Syllabus



COACH: SHEFALI SAHU

## 4．Karate ：Students Attendance Sheet

| CERTIFIACTE COURSE in Karate |  |  |  |  |  |  |  |  |  |  |  |
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## 4. Karate : Students Mark sheet



Karate Certificate Course
GRADE LIST


## SUDHA SURESHBHAI MANIAR College of Computer and Management Nagpur

## certificate

This is to certify that Shiuani \& Sake of Class B. COM- I .......attended a 30. has skill based certificate course in Karate (Self Refance) from 22 sep 2022. to 22 oct 2022. conducted by the college.

## Director


[^0]:    Computet software contents:
    1 Enghsh bastes ( 90 tessons)

    2 Regular foghish lessons:

    3 Business English lessons:
    4. Interview English lessons:
    5. Travel English Iessons:
    6. English listening lessons:
    7. Pronunciation lessons:
    3. English grammar lessons:

    | 1. Greetlings Iv. Future tense vil. Small talk | II. Bored <br> v. Past tense <br> vill. Movies | III. Prosent tense <br> vl. Weather <br> ix. Friends |
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    | I. Office basles iv. Business emall vii. Business phon | II. Late or no show <br> v. Presentatlons | iii. Computer related <br> vi. Meeting |
    | 1. Basic interview | II. School related | iii. Work interview |
    | i. Airport iv. Restaurant | ii. Car rental <br> v. Directions | iii. Hotel <br> vi. Store and more |

    vii. Talking to strangers

    1. Basic listening ii. Intermediate listening
    iii. Advanced listening
    i. Pronouncing letters $B$ and $P$
    ii. Pronouncing letters $D$ and $T$
    iii. Pronouncing letters $G$ and $K$
    iv. Pronouncing letters CH and $J$
    v. Pronouncing letter H
    vi. Pronouncing the letters F and V
    i. Singular and plural nouns
    ii. Count nouns vs. non-count nouns
    iii. Possessive nouns
    iv. Pronouns
    v. 'Be' verbs
    vi. Action verbs
    vii. Adjectives
    i. Top 2000 English vocabulary words
    ii. Used in speaking (2265)
    iii. Top 1500 nouns (1524)
    iv. Top 1000 verbs (1010)
    v. Top 500 adjectives (528)
    vi. Top 250 adverbs (252)
    vii. Top 60 pronouns (58)
    viii. Top 50 preposition (46)
