

PURBASTHALI COLLEGE

ESTD: 2009

VII - P.O.: Parulia, Dist: - Purba Bardhaman, Pin No-713513

Affiliated to the University of Burdwan

SUMMARY REPORT

OF

ADD-ON COURSE

FUNCTIONAL ENGLISH

DEPARTMENT OF ENGLISH

PURBASTHALI COLLEGE

NAME OF THE COURSE

Functional English

DURATION

Thirty (30) hours. The course started on 20.11.2021 and completed on 16.12.2021.

TOTAL NO. OF FACULTY MEMBERS TAKEN CLASSES

Dr. Soumya Mohan Ghosh and Mr. Biswanath Bhattacharyya took different modules/units of the course.

ADMITTED STUDENTS

28 (twenty eight) students were admitted to the course after admission.

ADMITTED STUDENTS

Interested students applied for the course through an application form to the course coordinator. Following a verification process, eligible individuals were granted permission to participate.

MODE OF EVALUATION

The personal interview served as a pivotal component of the assessment process for the add-on course on “English for Career Development”. It provided a platform to gauge the participants’ understanding, application, and proficiency in academic writing skills beyond mere theoretical knowledge. It served to understand the following:

1. Depth of Understanding:

The interview allowed instructor to assess the depth of participants' understanding of the academic writing process, essay structure, clarity, coherence, and plagiarism avoidance.

2. Practical Application:

Participants were expected to demonstrate their ability to apply the learned academic writing skills in real-world scenarios.

3. Communication Skills:

Effective communication is essential in academic writing. During the interview, participants were evaluated on their verbal communication skills, including clarity, coherence, and articulation.

4. Critical Thinking:

The interview also served as a platform to assess participants' critical thinking.

5. Feedback and Improvement:

Additionally, the interview provided a valuable opportunity for instructor to provide personalized feedback to participants. Constructive feedback on strengths, areas for improvement, and specific strategies for enhancing their academic writing skills could be communicated, facilitating continuous learning and growth.

Overall, the personal interview as a mode of evaluation enriched the assessment process by offering a dynamic and interactive platform to evaluate participants' academic writing skills, communication abilities, and critical thinking.

CERTIFICATION

It was stated that the college would provide Course Completion Certificate to every successful student. It was seen that 26 students attended the classes regularly and sat for the examination. All the 26 candidates qualified the examination, and accordingly, 26 (twenty six) certificates were issued to the successful candidates duly signed by the Principal and the course coordinator.

List of Certificates Provided

Sl No	Roll No.	Registration No.	Name
1	200413010005	202001018464	ACHINTYA MONDAL
2	200413010027	202001018493	ANISUR MONDAL
3	200413010042	202001018511	ASIF SK
4	200413010061	202001018531	BIKRAM PRAMANIK
5	200413010065	202001018537	CHANDAN GHOSH
6	200413010070	202001018544	DHANU MAJHI
7	200413010076	201801019719	DWIP DAS
8	200413010165	202001018651	MOSA KARIM SEKH
9	200413010178	202001018663	NANDITA MAHATO
10	200413010186	202001018670	NIJARUL MALLICK
11	200413010187	202001018671	NIKHIL BARUI
12	200413010201	202001018688	PARBATI PRAMANIK
13	200413010211	202001018698	PIYALI PAL
14	200413010227	202001018716	PRIYANKA HAZRA
15	200413010240	202001018729	PURNIMA BISWAS
16	200413010246	202001018739	RABIA KHATUN
17	200413010253	202001018746	RAJ ADHIKARY
18	200413010303	202001018802	SAHID SHAIKH
19	200413010313	202001018814	SANJANA DEY
20	200413010324	202001018826	SAYANIKA BHATTACHERJEE
21	200413010334	202001018839	SHIBAM PAL
22	200413010362	202001018873	SOYEL MALLICK
23	200413010364	202001018875	SUBHA DAS
24	200413010390	202001018905	SUPARNA MONDAL
25	200413010406	202001018922	TITHI DEY
26	200413010419	202001056179	SOUMEN CHATTERJEE

COURSE OBJECTIVES

The objective of the course is to equip students with the necessary language and communication skills to use English language efficiently, both in academic and professional settings. At the end of the course you will:

- i) Develop strong communication skills in speaking, listening, reading, and writing.
- ii) Expand your vocabulary and learn common phrases and expressions used in different situations.
- iii) Master essential grammar rules and apply them accurately in your speech and writing.
- iv) Gain insights into cultural nuances and customs to communicate respectfully in diverse settings.
- v) Build confidence in using English in practical scenarios such as social interactions, workplace communication, and everyday tasks.

LEARNING OUTCOME

Learning Outcomes Achieved:

- **Communication Skills Proficiency:** Participants demonstrated proficiency in speaking, listening, reading, and writing, allowing them to communicate effectively in diverse contexts.
- **Expanded Vocabulary:** Students expanded their vocabulary and acquired common phrases and expressions used in various situations, enhancing their ability to express themselves accurately and fluently.

- **Mastery of Grammar Rules:** Participants mastered essential grammar rules and applied them accurately in speech and writing, ensuring clarity and correctness in communication.
- **Confidence in Practical Scenarios:** Students built confidence in using English in practical scenarios such as social interactions, workplace communication, and everyday tasks, empowering them to navigate real-life situations with ease.
- **Enhanced Comprehension and Expression:** Participants developed proficiency in listening and reading comprehension, as well as refined their speaking and writing skills, allowing them to effectively comprehend and express ideas across a range of contexts and purposes.

Key Learnings:

Throughout the “Functional English” Add-On Course, participants gleaned invaluable insights and skills crucial for effective communication in both academic and professional settings. One of the primary learnings was the development of strong communication skills encompassing speaking, listening, reading, and writing. Participants improved their abilities to articulate ideas clearly, comprehend complex information, and express themselves fluently, enabling them to engage confidently in various communication scenarios. Additionally, participants expanded their vocabulary repertoire and acquired common phrases and expressions, enhancing their ability to communicate with precision and nuance in diverse contexts.

Another significant learning outcome was the mastery of grammar rules and the application of these rules in speech and writing. Participants gained a thorough understanding of essential grammar concepts, ensuring clarity and correctness in their communication. Overall, the “Functional English” Add-On Course empowered participants with the confidence and competence needed to navigate the intricacies of communication in today’s globalized world.

COURSE SUMMARY

The “Functional English” Add-On Course concluded with participants acquiring essential language and communication skills vital for success in academic and professional spheres. Through a comprehensive curriculum spanning speaking, listening, reading, and writing, participants developed proficiency in articulating ideas, comprehending complex information, and expressing themselves fluently and accurately.





Fig: Introductory class of the course

Additionally, the course emphasized vocabulary expansion, grammar mastery, and cultural sensitivity, equipping participants with the tools to communicate effectively in diverse contexts while fostering respect and understanding across cultures. Moreover, the course provided practical insights and strategies for navigating real-world communication scenarios, enhancing participants' confidence and competence in social interactions, workplace communication, and everyday tasks.

CONCLUSION

In conclusion, the "Functional English" course provided participants with a comprehensive foundation in effective communication and mastery of the English language. Through structured modules and practical exercises, participants gained valuable skills that are essential for success in both personal and professional life. The course equipped them with the confidence and proficiency needed to communicate effectively and articulate their ideas with clarity and impact. Overall, the course was instrumental in empowering participants to become confident and proficient communicators in English.


ADD-ON COURSE COORDINATOR
Department of English
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Parulia, Purba Bardhaman.


Principal
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