

Report on Skill Development Course

IInd Batch

Course Name: Skill Development

Objectives of the Course:

1. To enhance the soft skill of the students
2. To teach practical skills for written communication
3. To Know the step involved in preparation of any letter writing

Course Content:

- Developing the four skills of language
- Basic grammar
- Soft skills
- Written communication

Name of instructor: Deepali Kadam

Batch size: 52 students

Duration: 30hrs

About the course:

The skill development course was started on 18th July, 2018 with 52 students. The course intended to enhance the soft skills of the students and to increase the confidence of the student's .Also to enhance verbal abilities of students. The Course was in tandem with the need of the hour that to teach practical skills for written communication. Personal attention was given to students by instructor. The course was conducted with all zeal and enthusiasm under the guidance of Principal Dr. A.P. Mahajan sir and Vice- Principal Dr.Avinash Shendre sir.



Exam for the course was conducted on 13th October, 2018. The course was successfully completed on 28th Sept, 2018. The Certificate distribution ceremony was held on 27th October 2018 in the presence of Principal and Vice principal.

Students passed with O grade - 07

Students passed with A grade - 17

Students passed with B grade. - 13

Students passed with C grade - 14

Absent student - 01

Prepared by

Tanya Ahuja

Course Coordinator