



शुचिमाने विमिर जाणे !  
Shikshan Prasarak Mandal's

## JAWAHAR ART'S, SCIENCE & COMMERCE COLLEGE, ANADUR

Tq. Tuljapur, Dist. Osmanabad - 413 603

NAAC - GRADE - B++ (CGPA 2.81)

President : Shri. B. F. Kasture

Secretary : Shri. S. N. Alure Gurujl

Principal : Dr. Umakant Ghanshetti (Mob : 9420488874)  
(M.Sc., M.Phil. Ph.D.)

Ph.: (02471) 246037, 246737

Ref. : JMA/

Date : 12/07/2019

### Notice

All the faculty members of English Department are hereby informed that a meeting of our department will be held on day 15/07/2019 under the chairmanship of our head Dr Anita Mudkanna to discuss the following agenda. So everyone should attend on time.

#### **Agenda for meeting:**

1. To read and confirm the Proceeding of last meeting.
2. To read and confirm the certificate course.
3. To discuss and design the stricter of certificate course.
4. To prepare and frame the syllabus of certificate course.
5. To formulate the BOS.
6. To prepare the Time-Table of certificate course.
7. To conduct other activities regarding the course.
8. Timely topics with the permission of chairperson.

HOD

**Dr. Anita Mudkanna**  
Research Guide  
Former Principal & Associate Professor  
SC College, Anadur - 413603 (M.S.)

**PRINCIPAL**

Jawahar Arts, Science & Commerce  
College, Anadur,  
Tal. Tuljapur, Dist. Osmanabad.



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(M.Sc., M.Phil., Ph.D.)

Ph.: (02471) 246037, 246737

Ref: JMA

Date: 16/07/2019

### Proceeding of English Departmental Meeting

Today 15/07/2019 a meeting was held in department of English under the chairperson Dr. Anita Mudkanna (HOD). In this meeting discussion made on how to conduct the certificate course in Basic Grammar. All faculties are unanimously agreed to run this certificate course for all UG students. Discussion was successful regarding to construct the syllabus, timetable, the nature of Question paper and the said course admission form. All faculties assured each other to give healthy contribution for running this course and all other efforts needed. Finally, all faculties are firmly decided to construct the syllabus, timetable, sample question paper and admission form and to convey to Hon. Principal for further approval from College Development committee.

- Dr. A. K. Mudkanna
- Dr. M. G. Swami
- Mr. V. W. Wahule

*News Congr*

*V. W. Wahule*

*Dr. Umakant Chanshetti*

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Principal : Dr. Umakant Chanshotti (Mob.: 9420488874)  
(M.Sc., M.Phil. Ph.D.)

Ph.: (02471) 246037, 246737

Ref. JMA

Date : 16/07/2019

To,

Principal,

JASC College, Anadur.

Tq. Tuljapur, Dist. Osmanabad.

Sub: To get the permission to English department to conduct the certificate course in Basic Grammar for academic year 2019-20.

Dear Sir,

With reference to above cited subject, I am kindly informing you that a departmental meeting of English was held on date 15/07/2019, in this meeting all faculty are unanimously decided to conduct a certificate course in "Basic Grammar" during this academic year 2019-20. In this meeting we all faculty also make a action plan to run this certificate course with all necessary formalities. So we all the chemistry faculty are requesting to you give us approval for said courses.

Attached:

- ✓ Departmental proceeding
- ✓ Time-Table
- ✓ Syllabus
- ✓ Question Paper Pattern
- ✓ Admission form

Dr. A.K.Mudkanna

Dr. M. G. Swami

Mr.V.W.Wahule

**Dr. Anita Mudkanna**  
Research Guide  
Former Principal & Associate Professor  
ASC College, Anadur - 413603 (M.S.)

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Date :

### Syllabus of Certificate Course in "Basic Grammar"

- **Unit I:** Words: A. a. Noun: Types, Number, Gender, b. Verb: Types, Forms, c. Adjective: Types, Degrees d. Adverb: Types, Words: B. a. Articles: Definite, Indefinite b. Pronoun: Types, Cases c. Preposition: Types, d. Conjunction: Types, e. Interjection:
- **Unit II:** A. Subject-Verb Agreement B. Tenses. a. Tenses A: Simple (Present, Past & Future Time) Structures (V/Vs/Ves, Ved, Shall/Will V) b. Tenses B: Continuous (Present, Past & Future Time) Structures (to be Ving) c. Tenses C: Perfect (Present, Past & Future Time) Structures (hv Ven) d. Tenses D: Perfect Continuous (Present, Past, Future Time) Structures (hv been Ving) 5
- **Unit III:** a. Clauses: Types (Coordination, Subordination and Conditionals) Structures b. Sentences A: Types (Declarative, Interrogative, Imperative, Exclamatory) Structures c. Sentences B: Types (Direct, Indirect, Active, Passive, Affirmative, Negative) Structures
- **Unit IV:** a. Vocabulary: Word Formation: Prefix, Suffix, Conversion, Compounding, abbreviation. b. Punctuation: Comma, colon, semi-colon, hyphen, full-stop, parenthesis, exclamation mark, slash, apostrophe etc.

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(M.Sc., M.Phil. Ph.D.)

Ph.: (02471) 246037, 246737

Ref.: JMA

Date: 23/07/2019

To,

The Head,

Department of English,

Jawahar ASC College, Anadur,

Tq. Tuljapur, Dist. Osmanabad.

**Subject: Approval to Conduct the certified course for students of Commerce.**

As per the decision taken in College Development Committee, you are directed to conduct the Certificate course in Basic Grammar in your department for the students of our college. The course should be of 30 hours and be conducted in the academic year 2019-2020.

Convey your time-table of the said course to the timetable committee so as to avoid any overlapping of lecturers.

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(M.Sc., M.Phil., Ph.D.)

Ph.: (02471) 246037, 246737

Ref. JMA

Date : 25/07/2019

## Notice

All the students of Commerce faculty are hereby informed that the Department of English is going to conduct a value added / skill based certificate course in "Basic Grammar" during this academic year 2019-20 from 01/08/2019 to -13/09/2019 (30 hours).

The interested students may enroll their name with Mr. V. W. Wahule at department of English before 29/07/2019

Co-coordinator

Head

**Dr. Anita Mudkanna**  
Research Guide  
Former Principal & Associate Professor  
JASC College, Anadur - 413603 (M.S.)

**Principal**  
Principal  
Jawahar Arts, Science & Commerce  
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President : Shri. B. F. Kasture

Secretary : Shri. S. N. Alure Guruji

Principal : Dr. Umakant Chanshetti (Mob: 9420408874)  
(M.Sc., M.Phil, Ph.D)

Ph.: (02471) 248037, 246737

Ref: JMA

Date :

## Department of English

### Conducting Co-curricular course

### “Basic Grammar”

1. Name of Department: English
2. Type of Programme: value added / skill based certificate course
3. Title of Programme: Certificate course in “Basic Grammar”
4. Name of Co-ordinator: Mr. V. W. Wahule
4. Faculty offered: B.Com.
5. Name of Teachers:  
Dr. A.K.Mudkanna  
Dr. M.G.Swami  
Mr. V. W.Wahule
6. Duration: 30 Hours
7. Lectures: 30

Head

**Dr. Anita Mudkanna**  
Research Guide

Former Principal & Associate Professor  
JASC College, Anadur - 413603 (M.S.)

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Principal : Dr. Umakant Chanshetil (Mob.: 9420488874)  
(M.Sc., M.Phil., Ph.D.)

Ph.: (02471) 248037, 246737

Ref. JMA

Date : 30/03/2019

## Department of English

### Jawahar Arts, Science and Commerce College, Andur

#### Add on Course in Basic Grammar

#### Enrollment List of Students 2019-20

Sr. No	Roll Number	Name of Student	Class
1	BG-01	Karpe Pooja Manikprabhu	B.Com.-II
2	BG-02	KATTEKURE SHARANAPPA NAGNATH	B.Com.-II
3	BG-03	KORE AJAYKUMAR SHRISHAIL	B.Com.-II
4	BG-04	KUMBHAR SWATI RAMCHANDRA	B.Com.-II
5	BG-05	LANGADE SAYBA DATTU	B.Com.-II
6	BG-06	MADOLE MAYURI MANIK	B.Com.-II
7	BG-07	MALI JAYSHRI ABHIMANYU	B.Com.-II
8	BG-08	MALI ROHINI SOMNATH	B.Com.-II
9	BG-09	MALSHETTI SHIVRAJ GAJANAN	B.Com.-II
10	BG-10	MORE SRUSHTI RAJARAM	B.Com.-II
11	BG-11	MULE HARSHADA SOMNATH	B.Com.-II
12	BG-12	MULE SHANTESHWAR MAHADEV	B.Com.-II
13	BG-13	MULE SUNIL ASHOK	B.Com.-II
14	BG-14	MULUK KAJAL PRAKASH	B.Com.-II
15	BG-15	NURSE JAVIR MEHTAB	B.Com.-II
16	BG-16	PAILWAN GANESH BABURAO	B.Com.-II
17	BG-17	PATIL DIPALI VAJJEENATH	B.Com.-II

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18	BG-18	PATIL POOJA ANANT	B.Com.-II
19	BG-19	PATIL VISHAKHA VIKRANT	B.Com.-II
20	BG-20	PAWAR RADHA POPAT	B.Com.-II
21	BG-21	PAWAR SUPRIYA SUNIL	B.Com.-II
22	BG-22	RATHOD PRADIP RAJENDRA	B.Com.-II
23	BG-23	SHAIKH ABBAS SARDAR	B.Com.-II
24	BG-24	SHAIKH IRFAN MUKHTYAR	B.Com.-II
25	BG-25	SHINDE NEHA MACHINDRA	B.Com.-II
26	BG-26	SHIVNECHARI POOJA RAJENDRA	B.Com.-II
27	BG-27	SONTAKKE RANI NAVNATH	B.Com.-II
28	BG-28	SURWASE GOVIND KALIDAS	B.Com.-II
29	BG-29	SURWASE SANGMITRA SUBHASH	B.Com.-II
30	BG-30	SURWASE SHARADA DIGAMBER	B.Com.-II
31	BG-31	SUTAR SHASHIKALA DILIP	B.Com.-II
32	BG-32	SWAMI LAXMAN MALLAYYA	B.Com.-II
33	BG-33	SWAMI SOMNATH RAJENDRA	B.Com.-II
34	BG-34	TAVASE ASHWINI ANIL	B.Com.-II
35	BG-35	TAVASE GHAYINATH MAHADEV	B.Com.-II
36	BG-36	VHALDURE DIPALI GAJANAN	B.Com.-II
37	BG-37	VHANASHETTI VIJAYARANI VISHWANATH	B.Com.-II
38	BG-38	VIJAPURE SIDDHARAM PARAMESHWAR	B.Com.-II

39	BG-39	ZINGARE MARUTI SHIVAJI	B.Com.-II
40	BG-40	ZINGARE PRIYANKA INDRAJIT	B.Com.-II

(Mr. V.W. Wahule)

Co-ordinator

Head

**Dr. Anita Mudkanna**  
Research Guide  
Former Principal & Associate Professor  
JASC College, Anadur - 413603 (M.S.)

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Principal : Dr. Umakant Chanshetti (Mob.: 9420486874)  
(M.Sc., M.Phil., Ph.D.)

Ph.: (02471) 246037, 246737

Ref.: JMA

Date : 30/07/2019

## Department of English

Jawahar Arts, Science and Commerce College, Anadur

Add on Course in Basic Grammar

Theory Time Table – 2019-20

Lecture	Time	Monday	Tuesday	Wednesday	Thursday	Friday
I	08.30 to 09.30	AKM	AKM	VWW	MGS	MGS

### List of Faculty Contributing for this Course

- AKM- Dr. A. K. Mudkanna
- MGS- Dr. M. G. Swami
- VWW- Mr. V. W. Wahule

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(M.Sc., M.Phil. Ph.D)

Ph.: (02471) 246037, 246737

Ref : JMA

Date : 16/07/2019

Ref.No.JASC/Eng/Syll/BOS/20 - 1

To,

1} Dr. A. K. Mudkanna

2} Prof. D.S. Birajdar

Ad-hoc Board in English

Ad-hoc Board in English

JASC College, Anadur,

S.M.P. College, Murum.

Tq. Tuljapur, Dist. Osmanabad

Tq. Omerga, Dist. Osmanabad.

Mob: 9970948873

Mob: 9404281698

*Birajdar*

3} Dr. M. G. Swami

Ad-hoc Board in English

JASC College, Anadur,

Tq. Tuljapur, Dist. Osmanabad.

Mob: 8329576779

**Subject: Constitution of Ad-hoc Board in English (Certificate Course-Basic Grammar)**

Sir/Madam,

I am to inform your that the Hon'ble Principal is pleased to nominate you as a Member/Chairman on the Ad-hoc Board in English for this previous year 2019-20 as per provision statute-159 of the university act.

While requesting you to accept this invitation to work on the Ad-hoc Board. I do realize your busy moments in your own field. Yet in view of your expertise in the subject. I shall be thankful if you accept the membership of the Ad-hoc Board for enriching the academic standards of the university through your valuable contribution.

Your appointment shall be governed by and subject to the provisions of the Maharashtra Public University Act, 2016 as amended from time to time.

Kindly communicate your acceptance at the earliest.

Principal  
Jawahar Art's, Science & Commerce  
College, Anadur,  
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(M.Sc., M.Phil, Ph.D)

Ph.: (02471) 246037, 246737

Ref. JMA

Date : 23/07/2019

### BOS Meeting Proceeding

As per requested all BOS member are gathered together to discuss the syllabus of certificate course in Basic Grammar to be conducted by department of English during the academic year 2019-20. In this meeting under the chairpersonship of the head of the department Dr. A. K. Mudkanna, discussion made on designing syllabus as well as how to implement the said course smoothly and fruitfully. All members put their views and finally decided the syllabus, duration of one month regular with day-to-day activities. After vote of thanks expressed by Mr. V. W. Wahule the said meeting is over.

Dr. A. K. Mudkanna

Prof. D.S. Birajdar

Dr. M. G. Swami

Head  
**Dr. Anita Mudkanna**  
Research Guide  
Former Principal & Associate Professor  
JASC College, Anadur - 413603 (M.S.)

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Ph.: (02471) 246037, 246737

Ref. JMA

Date: 13/09/2019


## Notice

All the students enrolled in certificate course in Basic Grammar run by department of English hereby informed that the Department of English is going to conduct a final test on "Basic Grammar" during this month on 23/09/2019

### Time-Table for Exam 2019-20

Sr. No	Roll. Number	Name of Student	Hall Number
1	BG-01	Karpe Pooja Manikprabhu	6
2	BG-02	KATTEKURE SHARANAPPA NAGNATH	
3	BG-03	KORE AJAYKUMAR SHRISHAIL	
4	BG-04	KUMBHAR SWATI RAMCHANDRA	
5	BG-05	LANGADE SAYBA DATTU	
6	BG-06	MADOLE MAYURI MANIK	
7	BG-07	MALI JAYSHRI ABHIMANYU	
8	BG-08	MALI ROHINI SOMNATH	

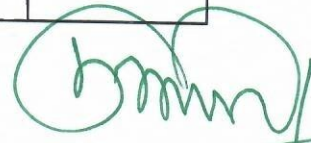
15

  
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9	BG-09	MALSHETTI SHIVRAJ GAJANAN
10	BG-10	MORE SRUSHTI RAJARAM
11	BG-11	MULE HARSHADA SOMNATH
12	BG-12	MULE SHANTESHWAR MAHADEV
13	BG-13	MULE SUNIL ASHOK
14	BG-14	MULUK KAJAL PRAKASH
15	BG-15	NURSE JAVIR MEHTAB
16	BG-16	PAILWAN GANESH BABURAO
17	BG-17	PATIL DIPALI VAJJEENATH
18	BG-18	PATIL POOJA ANANT
19	BG-19	PATIL VISHAKHA VIKRANT
20	BG-20	PAWAR RADHA POPAT
21	BG-21	PAWAR SUPRIYA SUNIL
22	BG-22	RATHOD PRADIP RAJENDRA
23	BG-23	SHAIKH ABBAS SARDAR
26	BG-26	SHIVNECHARI POOJA RAJENDRA

7

  
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27	BG-27	SONTAKKE RANI NAVNATH
28	BG-28	SURWASE GOVIND KALIDAS
29	BG-29	SURWASE SANGMITRA SUBHASH
30	BG-30	SURWASE SHARADA DIGAMBER
31	BG-31	SUTAR SHASHIKALA DILIP
32	BG-32	SWAMI LAXMAN MALLAYYA
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38	BG-38	VIJAPURE SIDDHARAM PARAMESHWAR
39	BG-39	ZINGARE MARUTI SHIVAJI
40	BG-40	ZINGARE PRIYANKA INDRAJIT

  
Co-coordinator

  
Head  
Department of English  
**Dr. Anita Mudkanna**  
Research Guide  
Former Principal & Associate Professor  
JASC College, Anadur - 413602 (M.S.)

  
PRINCIPAL  
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(M.Sc., M.Phil., Ph.D.)

Ph.: (02471) 246037, 246737

Ref: JMA

Date :

## Add on Course on "Basic Grammar"

Question Paper - 2019

Date: 23/09/2019

All questions are necessary

Each Question Carry 2 marks.

Total Marks: 50

1. (A) Complete the sentences using I/me/he/him etc. (05)

- Who is that woman? Why are you looking at -----.
- 'Do you know that man?' Yes, I work with -----.
- I'm talking to -----, Please listen to -----.
- We're going out. You can come with -----.
- I don't like dogs. I'm afraid of -----.

11

(B) Put in a/an or some.

(05)

- I read -----book and listened to -----music.
- I need -----money. I want to buy -----food.
- I'm going to open -----window to get ----- fresh air.
- She didn't eat much for lunch, only -----apple and -----bread.
- I want to write a letter. I need-----paper and -----pen.

(C) Choose proper adjective or adverb.

(05)

- Don't eat so quick/quickly. It's not good for you.
- Can you speak slow/slowly, please?
- Bill is a very careful /carefully driver.
- Those oranges look nice/nicely. Can I have one?
- Please be quiet /quietly. I'm studying.

2. (A) Which is the right form of verb?

(05)

- I phone/I'll phone you tomorrow, OK?
- I haven't done the shopping yet. I do/I'll do it later.
- I like sport. I watch / I'll watch a lot of sport on TV.
- Jim is going to buy / will buy a new car. He told me last week.
- I need some exercise. I think I go/I'll go for a walk

(B) Choose the correct alternative:

(05)

- My favourite film is *Three Idiots*. -----it four times.
- I'm seeing b. I see c. I saw d. I've seen
- My friend -----for me when I arrived.  
a. waited b. has waited c. has been waiting d. was waiting
- I----- out last night. I was too tired.  
a. didn't go b. didn't went c. don't go d. haven't gone
- 'How long ----- English?  
a. do you learn b. are you learning c. you are learning d. have you been learning

12



v. What ----- when you saw her?

a. did Reena wear b. was Reena wearing c. has Reena worn d. was wearing Reena

3. (A) I Complete these sentences with a negative verb (isn't/haven't/don't etc) (05)

i. They aren't rich. They -----got much money.

ii. I----- find my glasses. Have you seen them?

iii. Suresh -----write letters very often. He prefers to use phone.

(A) II Put the words in the right order. These are questions.

i. (has/gone/where/David?)

ii. (the/ children/what/are/ doing)

(B) Change the following sentences as directed: (05)

i. The old man being weak could not walk properly. (Simple to Compound)

ii. I don't know the way leading to his house. (Simple to Complex)

iii. I am confident that he is innocent in this matter. (Complex to Compound)

iv. Keep quiet or you will repent. (Compound to Complex)

v. Our teacher is popular among students for his diligence. (Simple to Compound)

4. (A) I Identify the root word: (05)

i. internationally

ii. handkerchiefs

(A) II Add the appropriate prefix/suffix:

i. Be careful or you might -----interpret the translation.

ii. He fought the robber brave-----.

iii. I didn't expect such -----responsible behavior from you.

(B) I Give noun form of following words: (05)

i. accuse

ii. subsidies

13

(B) II Give verb form of following words:

i. strength

ii. succeed

iii. mass

(C) Punctuate the following paragraph (05)

Our solar system includes the sun and all the planets moons dwarf planets and asteroids that orbit around it the four planets closest to the sun include mercury venus earth and mars these inner planets are made of rock and metals they are quite small compared to the outer planets the four outer planets are called the gas giants because they are made mostly of gases the outer

planets include jupiter saturn uranus and neptune the most well-known dwarf planet in our solar system is pluto

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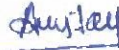
### Certificate Course Final Report On "Basic Grammar-2019-20"

Certificate course in Basic Grammar is completed successfully with fruitful result. As per notice issued by department of English for students to made registration for this course, within little time 40 students registered their names on first come first serve basis. Meanwhile we have completed all the required formalities like CDC approval, syllabus design, and lecture distribution and also to nominate BOS members too. We have engaged 30 hours. We have conducted the doubt sessions also. Finally after syllabus completion, we held final examination for said course and all the students enrolled for Basic Grammar certificate course successfully passed with good percentage of marks. The nature of question paper was of 50 marks. (25 question carry 2 marks each). The result of the certificate course was 100%. After result declaration we have organized a certificate distribution and award function for the students of course in the presence of Hon./Principal. Dr. Umakant Chanshetti and our staff members' of English department.



Co-ordinator

(Mr. V. W. Wahule)



Head of Department

Dr. Anita Mudkanna  
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