

Rayat Shikshan Sanstha's
CHANDRAROOP DAKLE JAIN COLLEGE OF COMMERCE, SHRIRAMPUR
ACADEMIC YEAR: 2024-25
Department of English

Add on Course in Soft Skills

Report

S.N.	Particulars	Responses		
1	Title of the Event	Add on Course in Soft Skills		
2	Date and Time	Duration: 12 th February to 21 st March, 2025 (30 Contact Hours)		
3	Sponsor/Funded by	College		
4	Objectives	1. To boost students confidence in communication. 2. To make students familiar with soft skills. 3. To inculcate and instill among students the skills of speaking, presentation. 4. Develop the personality of the students		
5	Name of the Expert/Resource Person and Contact	Dr. S. D. Ghangale (7499904037)		
6	Outcomes	1. Boosted students confidence in communication. 2. Familiarized students with soft skills. 3. Incultated and instilled the skills of speaking, presentation among students. 4. Developed the personality of the students.		
7	Number of Beneficiaries - Students	Boys:43	Girls:35	Total :78
8	Number of Beneficiaries - Staff	Teaching: 00	Non- teaching: 00	Total : 00
9	Venue	Hall No. 22 English Language Laboratory		
10	Online/Offline	Offline		
11	Name of the Coordinator	Dr. S. D. Ghangale Mob: 7499904037		



I/O Principal

D. Jain College of Commerce
Shrirampur, Dist. Ahilyanagar

Rayat Shikshan Sanstha's,
CHANDRAROOP DAKLE JAIN COLLEGE OF COMMERCE
Department of B.B.A. (C.A.) CLASS - TYBBA (C.A.) 2024-25
Add on Course : Soft Skills
ATTENDANCE

S.N.	Name of the Student	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10	Day 11	Day 12	Day 13	Day 14	Day 15
1	AGHADE AKSHATA SAMBHAJI	AKshata	AKshata	AKshata	AKshata	AKshata	AKshata	AKshata	AKshata	AKshata	AKshata					
2	AHIRE SAKSHI RAKESH	Ahire	Ahire	Ahire	Ahire	Ahire	Ahire	Ahire	Ahire	Ahire	Ahire	Ahire	Ahire	Ahire	Ahire	Ahire
3	AMBHORE KIRTI SURESH	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti
4	ATTAR NILOFAR SHAFIQUE	Attar	Attar				Attar			Attar				Attar		
5	BAHULE MAYUR CHANDRAKANT	MBahule	MBahule	MBahule	MBahule	MBahule	MBahule	MBahule	MBahule	MBahule	MBahule	MBahule	MBahule	MBahule	MBahule	MBahule
6	BANKAR SANIKA BALASAHEB	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika
7	BAVISKAR SHREYES PANDURANG	Bz	Bz	Bz	Bz	Bz	Bz	Bz	Bz	Bz	Bz	Bz	Bz	Bz	Bz	Bz
8	BHARODKAR VAISHNAV NAMDEV										VB	VB	VB		VB	VB
9	BOBADE NIKHIL BHAUSAHEB	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil			Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil
10	CHARUDE ONKAR SUBHASH	Onkar	Onkar				Onkar		Onkar		Onkar	Onkar	Onkar			Onkar
11	CHAUDHARI SAMEER SALIM	Sameer		Sameer	Sameer		Sameer	Sameer		Sameer	Sameer					
12	CHAVAN PRAGATI GANGADHAR	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan	PGChavan
13	DHOKANE TEJAS SHARAD		Tejas	Tejas		Tejas	Tejas		Tejas	Tejas	Tejas					
14	DHORMARE OM GANGADHAR	Om	Om	Om		Om	Om		Om	Om	Om	Om	Om	Om	Om	Om
15	DIVE PRAJAKTA VASANT															
16	DOKHE POOJA RAVINDRA	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe	Poojadokhe
17	GADEKAR ROHIT SHRIRAM	Rohit	Rohit		Rohit		Rohit		Rohit		Rohit					
18	GADEKAR SAMRUDDHI DIPAK	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi	Samrudhi
19	GAIKWAD HARSH SURESH	Harsh	Harsh	Harsh				Harsh	Harsh		Harsh			Harsh		
20	GORANE TUSHAR BALASAHEB	GTB	GTB			GTB		GTB		GTB	GTB	GTB		GTB		
21	ILAG SAMADHAN BALASAHEB	Ilag			Ilag	Ilag			Ilag	Ilag	Ilag					
22	INAMDAR DISHAN MANSUR	Dishan	Dishan	Dishan		Dishan	Dishan		Dishan		Dishan					
23	JOSHI AJIT ANIL	Aj	Aj			Aj	Aj		Aj		Aj		Aj			
24	JOSHI KAVITA BABASAHEB	Bavita	Bavita	Bavita	Bavita	Bavita	Bavita	Bavita	Bavita	Bavita	Bavita	Bavita	Bavita	Bavita		
25	JOSHI SAHIL VITTHAL	Sah	Sah		Sah		Sah		Sah			Sah	Sah		Sah	

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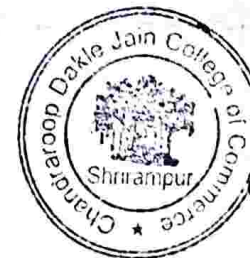
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Rayat Shikshan Sanstha's,
CHANDRARUP DAKLE JAIN COLLEGE OF COMMERCE
Department of B.B.A. (C.A.) CLASS - TYBBA (C.A.) 2024-25
Add on Course : Soft Skills
ATTENDANCE

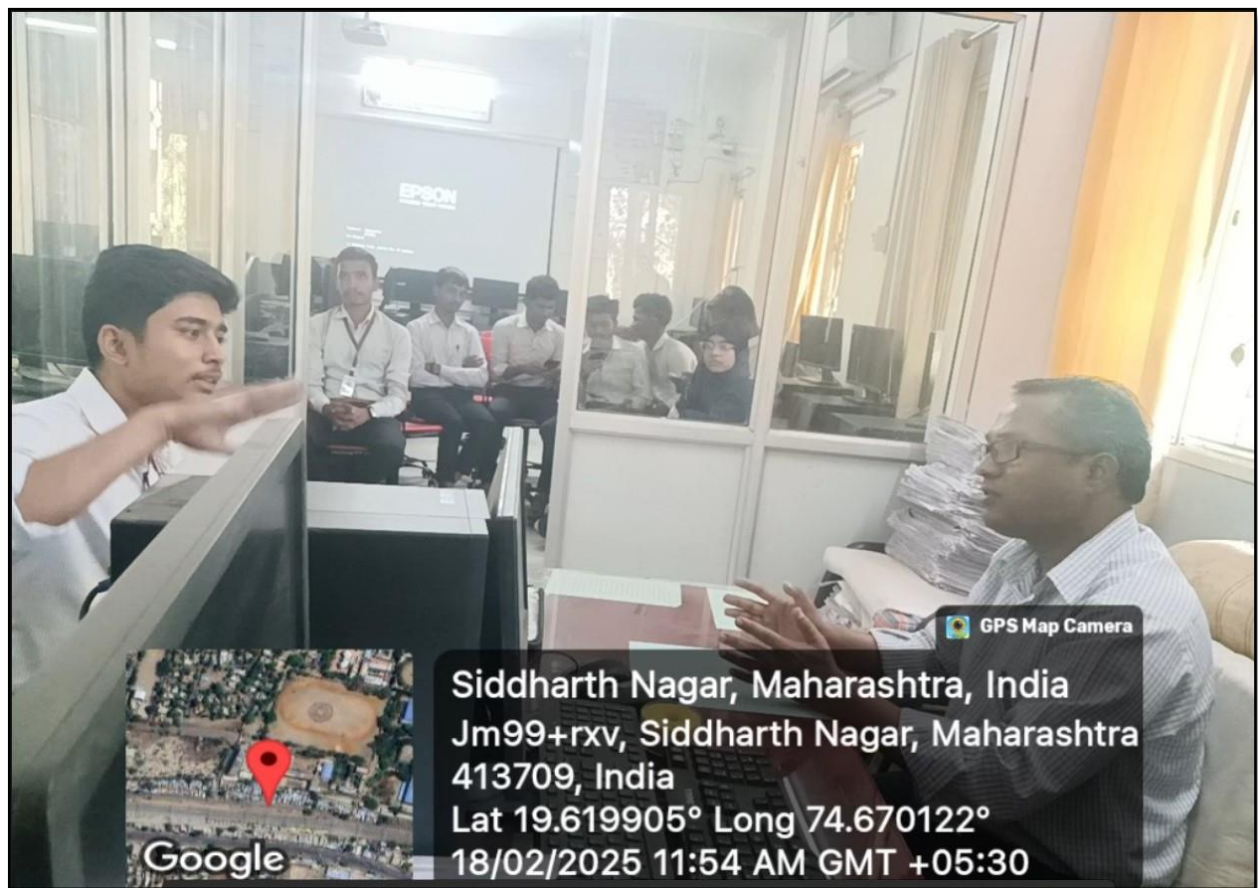
S.N.	Name of the Student	Day 16	Day 17	Day 18	Day 19	Day 20	Day 21	Day 22	Day 23	Day 24	Day 25	Day 26	Day 27	Day 28	Day 29	Day 30
1	AGHADE AKSHATA SAMBHAJI	Aksh		Aksh	Aksh		Aksh		Aksh		Aksh		Aksh			
2	AHIRE SAKSHI RAKESH	Anire	Anire	Anire	Anire	Anire	Anire	Anire	Anire	Anire	Anire	Anire	Anire	Anire	Anire	Anire
3	AMBHORE KIRTI SURESH	Kirti	Kirti	Kirti	Kirti	Kirti	Kirti									
4	ATTAR NILOFAR SHAFIQUE	Nilof	Nilof			Nilof		Nilof		Nilof			Nilof			
5	BAHULE MAYUR CHANDRAKANT	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur	Mbayur
6	BANKAR SANIKA BALASAHEB	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika	Sanika
7	BAVISKAR SHREYES PANDURANG	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes	Shreyes
8	BHARODKAR VAISHNAV NAMDEV	Vaishnav	Vaishnav	Vaishnav	Vaishnav	Vaishnav	Vaishnav									
9	BOBADE NIKHIL BHAUSAHEB	Nikhil		Nikhil	Nikhil		Nikhil		Nikhil		Nikhil					
10	CHARUDE ONKAR SUBHASH	Onkar	Onkar		Onkar		Onkar		Onkar		Onkar	Onkar				
11	CHAUDHARI SAMEER SALIM	Sameer	Sameer	Sameer	Sameer		Sameer	Sameer	Sameer	Sameer	Sameer	Sameer	Sameer	Sameer	Sameer	Sameer
12	CHAVAN PRAGATI GANGADHAR	Pragati	Pragati	Pragati	Pragati	Pragati	Pragati	Pragati	Pragati	Pragati	Pragati	Pragati	Pragati	Pragati	Pragati	Pragati
13	DHOKANE TEJAS SHARAD	Tejas	Tejas	Tejas		Tejas		Tejas		Tejas		Tejas		Tejas		
14	DHORMARE OM GANGADHAR	Om	Om	Om												
15	DIVE PRAJAKTA VASANT	Prajakta	Prajakta	Prajakta	Prajakta		Prajakta	Prajakta	Prajakta	Prajakta			Prajakta	Prajakta	Prajakta	
16	DOKHE POOJA RAVINDRA	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja				Pooja	Pooja	Pooja	Pooja
17	GADEKAR ROHIT SHRIRAM	Rohit	Rohit		Rohit		Rohit	Rohit	Rohit		Rohit	Rohit	Rohit	Rohit	Rohit	Rohit
18	GADEKAR SAMRUDDHI DIPAK	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi	Samruddhi
19	GAIKWAD HARSH SURESH	Harsh	Harsh	Harsh		Harsh		Harsh		Harsh		Harsh		Harsh		
20	GORANE TUSHAR BALASAHEB	Tushar	Tushar	Tushar	Tushar			Tushar		Tushar		Tushar	Tushar	Tushar	Tushar	Tushar
21	ILAG SAMADHAN BALASAHEB	Samadhan	Samadhan	Samadhan			Samadhan		Samadhan		Samadhan	Samadhan	Samadhan	Samadhan	Samadhan	Samadhan
22	INAMDAR DISHAN MANSUR	Dishan	Dishan	Dishan		Dishan	Dishan	Dishan	Dishan		Dishan	Dishan	Dishan	Dishan	Dishan	Dishan
23	JOSHI AJIT ANIL	Ajit	Ajit	Ajit												
24	JOSHI KAVITA BABASAHEB	Kavita	Kavita	Kavita	Kavita	Kavita	Kavita	Kavita	Kavita							
25	JOSHI SAHIL VITTHAL	Sahil	Sahil		Sahil		Sahil		Sahil			Sahil		Sahil		Sahil

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S.N.	Name of the Student	Day 16	Day 17	Day 18	Day 19	Day 20	Day 21	Day 22	Day 23	Day 24	Day 25	Day 26	Day 27	Day 28	Day 29	Day 30
53	RANANAWARE RAHUL RAOSAHEB	Ra	Ra	Ra	Ra	Ra	Ra	Ra	Ra	Ra	Ra	Ra	Ra	Ra	Ra	Ra
54	SADAVARTE GOPAL RAVINDRA	GopalR	GopalR	GopalR	GopalR	GopalR	GopalR	GopalR	GopalR	GopalR	GopalR	GopalR	GopalR	GopalR	GopalR	GopalR
55	SALUNKE SARTHAK ATUL	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
56	SARODE SIDDHARTH RAVINDRA	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod	S-R Sarod
57	SHAIKH SAHIL MAHEMUD	Sahil	Sahil	Sahil	Sahil	Sahil	Sahil	Sahil	Sahil	Sahil	Sahil	Sahil	Sahil	Sahil	Sahil	Sahil
58	SHELKE RUTUJA SHARAD	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja	Rutuja
59	SHINDE ANKITA BHARAT	Ankita	Ankita	Ankita	Ankita	Ankita	Ankita	Ankita	Ankita	Ankita	Ankita	Ankita	Ankita	Ankita	Ankita	Ankita
60	SHINDE KOMAL SUBHASH	Komal	Komal	Komal	Komal	Komal	Komal	Komal	Komal	Komal	Komal	Komal	Komal	Komal	Komal	Komal
61	SHINDE SIDDHI SUNIL	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde
62	SHIRSATH SANCHETI BALASAHEB	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti	Sancheti
63	SOLANKI SURAJ NANDKISHOR	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj
64	SURUSE ABHISHEK VIKAS	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek
65	TARAGE MAHESH VILAS	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh	Mahesh
66	TUWAR VAISHNAVI SHARAD	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar	Tuwar
67	VETAL SWATI DNYANDEV	Swati	Swati	Swati	Swati	Swati	Swati	Swati	Swati	Swati	Swati	Swati	Swati	Swati	Swati	Swati
68	WABALE ARPITA BAPUSAHEB	Arpita	Arpita	Arpita	Arpita	Arpita	Arpita	Arpita	Arpita	Arpita	Arpita	Arpita	Arpita	Arpita	Arpita	Arpita
69	WABALE NAYAN NILESH	Nayan	Nayan	Nayan	Nayan	Nayan	Nayan	Nayan	Nayan	Nayan	Nayan	Nayan	Nayan	Nayan	Nayan	Nayan
70	WAGH ADINATH VISHWANATH	Adinath	Adinath	Adinath	Adinath	Adinath	Adinath	Adinath	Adinath	Adinath	Adinath	Adinath	Adinath	Adinath	Adinath	Adinath
71	WAGH SAKSHI RAJENDRA	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi
72	WAGH SAYALI DILIP	Sayali	Sayali	Sayali	Sayali	Sayali	Sayali	Sayali	Sayali	Sayali	Sayali	Sayali	Sayali	Sayali	Sayali	Sayali
73	WALUNJ YADNYA YOGESH	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya	Yadnya
74	YADAV AMAN DEVNARAYAN	Aman	Aman	Aman	Aman	Aman	Aman	Aman	Aman	Aman	Aman	Aman	Aman	Aman	Aman	Aman
75	YADAV KHUSHBOO RAJBAHADUR	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo	Khushboo
76	YADAV KHUSHI SURENDRA	Khushi	Khushi	Khushi	Khushi	Khushi	Khushi	Khushi	Khushi	Khushi	Khushi	Khushi	Khushi	Khushi	Khushi	Khushi
77	YADAV UTKARSH MANOJ	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh	Utkarsh
78	ZAGADE ANIKET MAHADEV	Zagade	Zagade	Zagade	Zagade	Zagade	Zagade	Zagade	Zagade	Zagade	Zagade	Zagade	Zagade	Zagade	Zagade	Zagade



I/C Principal
C. D. Jain College of Commerce
Shrirampur, Dist. Ahilyanagar



Orientating students over interview skill (Mock Interview)



Students watching the English movie for learning pronunciation (Film Screening)



Rayat Shikshan Sanstha's

CHANDRAROOP DAKLE JAIN COLLEGE OF COMMERCE,

Shrirampur, Dist. Ahmednagar

Department of English

ADD-ON COURSE : SOFT SKILLS TRAINING (607-CA)

NOTICE

Date: 10th February, 2025

All students of T.Y.B.B.A. (C.A.) class are hereby informed that Department of English has scheduled Add on Course in Soft Skills Training from 12th February, 2025 at 11.00 a.m. in Hall No. 22 (Language Laboratory). All should actively participate in the course.

Evaluation:

Assignment (20 Marks) + Online Test (20 Marks) + Practical (10 Marks) = Total out of 50

N.B.:

Failing this, internal marks will not be communicated to the university.

Head
Department of B.B.A.(C.A.)



I/C Principal
C. D. Jain College of Commerce
Shrirampur, Dist. Ahilyanagar

Rayat Shikshan Sanstha's
C. D. JAIN COLLEGE OF COMMERCE, SHRIRAMPUR
 Dist – Ahilyanagar
Academic Year : 2024-25
Skill Based Short Term Course in
Add on Course in Soft Skills
Class: TYBBA (C.A.)

Duration:30 hr.

Objectives:1) To boost students confidence in communication. 2) To make students familiar with English pronunciations.3) To inculcate and instill among students the skills of writing, reading, and speaking.

Curriculum:

Unites	No of Period	Total No of Period	
A) Basics of English Language :		Theory	Practical
1) English Alphabets and their pronunciation.	1	2	2
2) Framing words: Word Formation Affixation, Compounding, Blending and Acronyms	1		
3) Word Families: Word families based on Nouns Word families based on Verbs Word families based on Adjectives	2		
B) Pronunciation:			
1) Basic sounds 2) Letter and sounds 3) Utterances and words.	2	4	2
4) Sounds and sound groups 5) Consonants and vowels 6) Intonation	2		
7) Pronunciation	1		
8) Word groups, stressed, unstressed	1		
Unites	No of Period	Total No of Period	
C) Grammar :		Theory	Practical
1) Parts of Speech 2) Basic sentence patterns. 3) Tenses	2	3	1
1) Direct and Indirect speech. 2) Active passive voice 3) Common Mistakes in English	2		
D) Developing Vocabulary.			
1) Synonyms Hyponyms Antonyms	2	6	4
2) Homonyms Homographs, Homophones.	2		
3) One word for many	1		
4) Parts of the body and connected words.	1		
5) Words in daily use- Ornaments, vegetables, Occupations.	1		
6) Idioms and Phrases	2		
7) Proverbs	1		

E) 1) Difference between British and American English 2) Current words 3) words often confused		2	1	1
F) Conversation :				
a) Greeting /Manners 1) Introducing oneself/ others / 2) Thanking 3) Apologizing		1	2	1
4) Inviting 5) Giving Compliments 6) Showing Direction		2		
7) Telephone Conversation		1		
G) Role Playing				
1) At the Bank 2) At the Railway station		2	6	2
3) Helping Classmates 4) Making inquiry at the hospital/ Bus stand		2		
5) Conversation at social places 6) Casual Meetings		2		
7) General Discussion at social places 8) At the Bank/post office		1		
9) Importance of English language in the Global era. 10) Role of English language in personality development		1		
Unites	No of Period	Total No of Period		
H) Interview Techniques		Theory	Practical	
Mock Interviews Job interviews	4	5	3	
Group Discussion Speeches	4			
I) Writing skills – Creative writing , Essay writing,Letter writing ,Paragraph writing	4	2	1	
J) Drilling / Practice and practical in Classroom , classroom discussion.	4	2	1	
K) Projects- Vocabulary Building Informal Letter writing formal letter writing parts of speech	2	1	1	
Total Lectures = 50		Theory 30 Lect. Practical 20 Lect.		

- **Teaching Methodology:**

Lectures, audio /video Sessions, Group Discussion, Drilling and practical.

- **Evaluation:** is based on written and oral performance of the students.

- **Reference Books:-**

- 1) Bansal& Harrison Spoken English for India.
- 2) Greenbaum'Z Quirk University Grammar of English
- 3) Shaikh B.M. Business Communication
- 4) Tylor Grant Conversational Skill

- **Board of Studies:**

- | | |
|----------------------------------|---------------------------|
| 1) Principal Dr. S. A. Nimbalkar | -Chairman |
| 2) Dr. S. D. Ghangale | -Course Co-coordinator |
| 3) Prof. Kailas Dair | -Member |
| 4) Dr. Sunil Deokar | -Member (External Expert) |