

St. Ann's College for Women

(Autonomous), Affiliated to Osmania University
Accredited by NAAC with A⁺ Grade (3rd cycle), CPE by UGC
Mehdipatnam, Hyderabad.



CRITERION V

STUDENT SUPPORT AND PROGRESSION

5.1.3

**Capacity development and Skills enhancement activities
Soft Skills, Language & Communication Skills and
Life Skills**



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Language and Communication skills

2018- 2019


S.No	Name Of the Capability Enhancement Program	Date Of Implementation (DD/MM/YY)	No. Of Students Enrolled	Name Of the Agencies / Consultants
1	COC- Communication skills for Personal and Professional Effectiveness	17.06.2018	57	Ms Beulah Supriya (TOEFL teacher) Ms Sangeetha (soft skills trainer) Mrs.Bharathi(soft skills trainer) Ms Sree Latha Shanker (HR) Ms Aishwarya Mr Melvin (Vista-Academy for spoken English) Ms Afifa
2	IDC - Creative Writing	26.06.2018	40	Ms Sunitha David (HOD, St. Ann's College for Women, Mehdipatnam)
3	Orientation - English for Competitive Examinations, STEPS-The Hindu	20.07.2018	251	Mr. Emmaneul RAj, Executive, STEPS-The Hindu
	Workshop on Creative Writing	27.08.2018	111	Ms Srilatha Sankar,Soft Skills Traininer.



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5	Workshop on Media Writing	29.08.2018	101	Mr.Arun Daniel, Faculty, Villa Marie College, Somajiguda,
6	Lecture series on Mass communication and Journalism	29.11.2018	24	Ms. Kanchan Kaur and Ms. Surekha Deepak, faculty, Indian Institute of Journalism New Media, Bengaluru
7	Session on grammar using Clarity Software in English Language Learning Lab	03.01.2019	68	Ms. Sreevani, Faculty, Department of English, St. Ann's College for Women
8	Career Oriented Course: Phonetics and Translation	27.06.2018	39	Dr. Mohammed Imaduddin, Asst. Prof. in Arabic AKM Oriental Collage, Kachiguda, Hyderabad.


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Career Oriented Courses -Communication for Personal and Professional effectiveness

Circular

Circular Dated: 17.06.2018

To: All Second Year Students


Subject: Career-Oriented Communication Skills Course

The Department of English is pleased to inform you about an upcoming course focused on enhancing your communication skills alongside the regular degree program. The course aims to equip you with essential tools to excel in the competitive job market.

Details:

- **Resource Persons:** Ms. Beulah Supriya, Ms. Sangeetha, Mrs. Bharathi, Ms. Sree Latha Shanker, Ms. Aishwarya, Mr. Melvin, Ms. Afifa
- **Venue:** English Lab
- **Objective:** Develop comprehensive communication skills vital for career success.
- **Activities:** Engaging role-plays, group discussions, presentations.
- **Teaching Methods:** Balanced mix of audio-visual and traditional approaches.
- **Outcome:** Enhanced interpersonal skills, effective conflict resolution, and adaptable communication styles.

We encourage all interested students to enrol promptly. For more details, kindly contact the English Lab coordinator.


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Report

Date: 17.06.2018

Name of the resource persons: Ms. Beulah Supriya (TOEFL teacher), Ms. Sangeetha (soft skills trainer), Mrs. Bharathi (soft skills trainer), Ms. Sree Latha Shanker (HR), Ms. Aishwarya, Mr. Melvin (Vista-Academy for spoken English), Ms. Afifa

Venue: English Lab


No. of Students: 57

Objective: The objective of the course is to enable the students to pursue a career oriented course simultaneously with their regular degree courses which will make them better equipped with a cutting edge to compete in the job market in future.

Summary: This course has a carefully crafted syllabus that aims to provide students with a comprehensive understanding of both theoretical and practical aspects of communication Skills. To facilitate active learning, the course includes various engaging activities such as role-plays, group discussions, and presentations. By participating in these activities, students have the opportunity to actively develop and improve their communication skills. The teaching methods in the course strike a balance between audio-visual and traditional approaches, creating an enriching learning experience for the students. The inclusion of both internal and guest faculties further enhances the learning process by offering diverse perspectives and expertise on the subject.

At the conclusion of the course, students undergo examinations in March to assess their knowledge and understanding of the material covered. This marks the successful completion of the program, providing students with a tangible measure of their progress and accomplishments.

Outcome: Students demonstrated positive interpersonal communication skills, adapting styles for different situations. Proficient in communication across mediums, fostering better relationships. Equipped with strategies to overcome obstacles and resolve conflicts effectively, enhancing overall personal effectiveness.


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Interdisciplinary Course -Creative Writing

Circular

Circular Dated:26.06.2018

To: All Final Year Students


Subject: Interdisciplinary Creative- Writing Course

The Department of English is delighted to announce an upcoming Interdisciplinary Course - Creative Writing designed to enhance your writing abilities and creative thinking.

Details:

- Resource Person: Ms. Sunita David, Head of the Department of English
- Venue: English Lab
- Objective: Develop effective comprehension and critical thinking skills, and improve creative writing capabilities.
- Course Content: Explore various genres including fiction, short stories, poetry, and plays. Learn to write feature articles, screenplays, news reports, and travel writing.
- Outcome: Gain essential journalism skills, understand different writing styles and genres, and enhance critical thinking and content visualisation.

This course promises to be enriching and beneficial for students interested in honing their writing skills. For enrollment and further details, please contact the English Department.


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Report

Date: 26.06.2018

Name of the resource person: Ms. Sunita David, Head, Dept. of English

Venue: English lab

No. of Students: 40

Objective: To equip the students with effective comprehending and thinking skills. To make the students sharp in terms of brainstorming the creative ideas for writing, and to make them visualize content in their attempt of writing, and the features of creative writing.

Summary: The course content is a reading list of different genres of writing: fiction, short stories, poetry, and plays. Students were taught on how to write feature articles, screenplays, news reports, travel writing etc. The syllabus is specifically designed for those who wish to write creatively. This course taught the students to be avid readers and the skills to develop love into writing and make a literary world. The course was successful in making the students learn critical and creative tools for effective writing.

Outcome: Students were able to understand the necessity of the essential writing skills in journalism and acquired a working knowledge of these skills. Students successfully learnt the features of creative writing, the styles of writing and genres of writing. The course encouraged the students to be avid readers and that helped them in critical thinking and visualization of the content.

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English for Competitive Examinations, STEPS- The Hindu

Circular

Date:19.7.18

To: All Students

Subject: Workshop on English for Competitive Examinations by STEPS - The Hindu

The Department of English is excited to announce a workshop on "English for Competitive Examinations" organised by STEPS - The Hindu Group, conducted by Mr. Emmanuel Raj, Executive from STEPS - The Hindu.

Date: 20.7.18

Time: 10 am


Venue: A.V Room

Objectives:

- Introduce STEPS (Standardised Test of English Proficiency) and its importance in enhancing English skills.
- Highlight the 'English for Competitive Examinations' course for Government and Bank Exams.

This workshop is crucial for all students preparing for competitive exams. Your participation will be highly beneficial.

For more details and registration, please contact the Department of English.


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Report

Date: 20.7.18

Name of the resource person: Mr. Emmanuel Raj, Executive, STEPS-The Hindu

Venue: A.V Room

No. of Students: 251

Objective: The main objective of the session was to familiarize students with the concept of STEPS (Standardized Test of English Proficiency) from 'THE HINDU GROUP' and its significance in improving English proficiency. Additionally, the workshop aimed to highlight the 'English for Competitive Examinations' course, focusing on the Objective, Written, and Interview components of Government and Bank Exams.

Summary: The guest speaker, Mr. Emmanuel Raj, was introduced to the participants, and the Head of the English department welcomed him with green greetings, symbolizing appreciation for his presence. The main focus of the session was to introduce the concept of STEPS (Standardized Test of English Proficiency) from 'THE HINDU GROUP,' an innovative online English learning program aimed at improving students' language skills in Listening, Speaking, Reading, and Writing (LSRW). This program was designed to provide a comprehensive approach to language development, addressing different dimensions of communication.

Additionally, the discussion revolved around 'English for Competitive Examinations,' a specialized course offered by The Hindu. This course was tailored to prepare students for Objective, Written, and Interview components of Government and Bank Exams, which are crucial in their career pursuits.

Mr. Emmanuel, representing The Hindu, shared valuable insights and information about both the STEPS program and the 'English for Competitive Examinations' course. He likely explained the benefits and features of these offerings, emphasizing how they can assist students in improving their language proficiency and enhancing their chances of success in competitive exams.

Throughout the session, the attendees had the opportunity to engage with the material, ask questions, and share their feedback. This interactive element likely made the session more enriching and allowed the participants to express their thoughts and concerns.

In conclusion, the event aimed to equip students with the necessary knowledge and resources to enhance their English language skills and prepare effectively for competitive examinations. The



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combination of prayer, introduction, interactive discussions, and valuable information from Mr. Emmanuel contributed to a successful and enlightening workshop.

Outcome: The workshop culminated with appreciation from the participants and faculty. Students gained valuable insights into the benefits of The Hindu's STEP program and the 'English for Competitive Examinations' course, which motivated them to consider enrolling in the program to further develop their language skills. The session proved to be informative and enlightening, equipping the students with essential knowledge and resources for their language proficiency and exam preparation.



Workshop on English for Competitive Examinations by STEPS - The Hindu, Dated 20.7.18


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Workshop on Creative Writing

Circular

To: B.Sc. II Year Students

Subject: Workshop on Creative Writing by Ms. Srilatha Sankar

The Department of English is pleased to announce an upcoming workshop on "Creative Writing" facilitated by Ms. Srilatha Sankar, a renowned Soft Skills Trainer and Head of HR at Amecaaz, a Cyber Security Company.

Date: 27.08.2018

Venue: English Lab

Objective: The workshop aims to help you grasp the fundamental aspects of creative writing and understand its significance in personal and academic growth.

We encourage all B.Sc. II Year students to participate in this enriching workshop and explore the world of creative expression.

**For more information and registration, please contact:
Department of English**

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Report

Date: 27.08.2018

Name of the resource person: Ms. Srilatha Sankar, Soft Skills Trainer

Venue: English Lab

Target Group: B.Sc. II year

Objective: The objective of this workshop is to help students grasp the fundamental aspects of creative writing and recognize its significance in their lives.

Summary: The session began with a prayer, setting a positive tone for the workshop. Ms. Srilatha Sankar, the esteemed Head of HR for Amecaaz, a Cyber Security Company, graced the event as the guest speaker. Our HOD extended green greetings to show appreciation for her valuable presence. The workshop proceeded with readings from The Bible, followed by a moment of prayer.

During the session, the guest speaker emphasized the immense benefits of creative writing, highlighting how it enhances one's imagination by creating new worlds, situations, and characters in their literary works. The act of thinking outside the box stimulates the brain, enabling individuals to discover alternative solutions to problems and approach issues from various perspectives. Moreover, creative writing plays a crucial role in nurturing the imaginative skills of students, allowing them to express their feelings, thoughts, and emotions effectively, thereby becoming an integral part of the English language.

Ms. Srilatha Sankar, who is also a poet, shared her personal experiences, providing practical insights and tips to develop the power of imagination and thinking. The workshop concluded with the members being invited to share their feedback through a form, ensuring continuous improvement and future success.

Overall, the session left a profound impact on the attendees, enlightening them about the immense potential of creative writing in fostering imagination, critical thinking, and self-expression. The participants were inspired to explore and embrace their creativity, understanding that it can positively influence their personal and professional lives.

Outcome: The workshop ended with great applause for the members, the faculty, and our honorable resource person. The session was informative and students were enlightened on the




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various aspects of creative writing. The workshop inspired the participants to feel more independent and to explore the styles of writing and to acquire them and keep up with writing what is righteous and faithful to them.



Workshop on Creative Writing by Ms. Srilatha Sankar, Dated on 27.08.2018


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Workshop on Media Writing

Circular

Date: 27.08.2018

To: BA I Year Students (Literature and Journalism)

Subject: Workshop on Media Writing by Mr. Arun Daniel

The Department of English is excited to announce an upcoming workshop on "Media Writing" facilitated by Mr. Arun Daniel, Faculty from Villa Marie College, Somajiguda.

Date: 29.08.2018

Venue: A.V Room


Objective:

The workshop aims to provide you with insights into the basic aspects of media writing and its importance in attracting young readers.

We encourage all BA I Year students (Literature and Journalism) to participate in this informative workshop.

For more information and registration, please contact:

Department of English


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Report

Date: 29.08.2018

Name of the resource person: Mr. Arun Daniel, Faculty, Villa Marie College, Somajiguda

Venue: A.V Room

Target group: BA I year, Literature and Journalism

Objective: To enable the students to understand the basic aspects of media writing and how it plays an important role towards attracting young readers.

Summary: The session started with prayer and was followed by the introduction of the guest person. Our HOD presented green greetings to the guest i.e., Mr. Arun Daniel in honor of his work. The workshop proceeded with the sayings of The Bible and Prayer. The workshop on Media writing started off with great excitement from the audience. Mr. Arun Daniel proceeded by showing the ability to use language correctly and precisely, accurate information, clarity, etc. He focused on stating the importance of good Media writing and further stating the important elements of Media writing. Mr. Arun Daniel gave students practical tips on writing for the print media. The workshop proceeded with the guest person stating how important Media writing is for the advancement in the field of literature and journalism. Further stating the benefits of good Media writing.

Outcome: The discussion ended with great applause for the members, faculty, and our honorable chief guest. The session was informative and the students were enlightened on knowing one of the best tips for Media writing and how to accurately write a media report flawlessly to attract the better audience for their Media writings. The students were encouraged to explore the various opportunities in the field of journalism and literature.

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Workshop on Media Writing by Mr. Arun Daniel, Dated on 29.08.2018

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Lecture series on Mass communication and Journalism

Report

Date: 28.11.2018

Name of the resource person: Ms. Kanchan Kaur and Ms. Surekha Deepak, faculty, Indian Institute of Journalism New Media, Bengaluru



NATIONAL LECTURE - SERIES



St. Ann's College for Women, 28 Sept 2018

Department of English

with
Indian Institute of Journalism and New Media
(Bengaluru)

SO YOU WANT TO BE A JOURNALIST?

INFORMATION

ANN MUSE

Student Editors

The Department of
English, St. Ann's
College for Women,
Mehdiapatnam

organises a National
Lecture - series on
28th Sept 2018.

Time: 12:00-2:30pm

WHAT IT'S LIKE TO
HAVE A CAREER IN
PRINT, BROADCAST
AND MULTIMEDIA
BY VETERAN
JOURNALISTS
KANCHAN KAUR &
SUREKHA DEEPAK.



Students are invited to
participate in the short
video competition
presenting 'Campus
News' (your campus).



Submit your entries to
ann.muse2018@gmail.com. On
the spot registrations Rs 100/- only

Venue: A.V Room

No. of Students: 24

Objective: To make students understand what is new media. To know if differences exist between the print and new media, to analyze writing for both. To learn about the types of communication on different platforms in the current media scenario. To know the different job roles in the media.



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Summary: Indian Institute of Journalism and New Media, Bengaluru in collaboration with St. Ann's College for Women brings seasoned journalists to give valuable inputs on Careers in the Print and New Media. Mr. Kanchan Kaur, Dean and Ms. Surekha Deepak, gave informative sessions on their areas of expertise.

Outcome: Students got insights of the differences in the print and new media. Students were enlightened on the Career openings in the real scenario of journalism. Case studies were an aid to theoretical knowledge. Students also learnt the difference between communication platforms and social media platforms in new Media. Students also learnt about various opportunities online to work.

Feedback link:

https://drive.google.com/file/d/1ywhGrcunLQeuUOPaIVC_6B5XemMMrIGa/view?usp=drivesdk


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Session on grammar using Clarity Software in English Language Learning Lab

Report

Date: 03.10.2019

Name of the resource person: Ms. Sree Vani, Faculty, Dept. of English, St. Ann's College for Women

Venue: English Lab

No. of Students: 68

Objective: To make the students learn about English Grammar. To introduce the audio related exercises to the students. To Practically involve students in enhancing effective listening skills, as it also helps them in learning the software and usage of ICT.

Summary: The Language Learning Lab is well-equipped with 30 systems, headphones, an LCD, and a wall-mounted sound system, offering a conducive environment for language learning and soft skills development. It caters to both individual learners and classes, providing access to language learning software and resources. With Wi-Fi connectivity, students have additional resources at their disposal for effective language learning.

In addition to its well-equipped facilities, the Language Learning Lab offers a range of engaging activities using English language software to enhance students' language proficiency and soft skills:

The Clarity software was successfully used in the classroom to engage students in various activities to enhance their grammar knowledge. Students confidently identified adjectives in different sentences and paragraphs during the session. This exercise helped them grasp the significance of adjectives in conveying precise meaning and improving the overall clarity of their writing.

Outcome: Students practiced Grammar activities through clarity software. The Language Learning Lab ensures a dynamic and comprehensive learning experience, empowering students to become confident and effective communicators in English.

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Session on grammar using Clarity Software in English Language Learning Lab


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Career Oriented Course: Phonetics and Translation

Report

Date: 27.06.2018

Name of the resource person: Dr. Mohammed Imaduddin, Asst. Prof. in Arabic AKM Oriental College, Kachiguda, Hyderabad

Objective: To learn human speech effectively. To learn the way humans make sounds and their perception of different ways of speech. To learn the communicative modality of a language, to understand the language in the perceived ways-writing, speaking, listening.

Summary: The Department of Arabic has successfully completed phonetic and translation courses. The Program at phonetic and translation was of 26 Classes for two semesters. The department offered 13 different levels from beginner to advanced, plus accelerated. Classes were conducted once a week in the afternoon. Resource person spoke in Arabic and was experienced. The Arabic language program integrates speaking, listening, reading, and writing. We maintain small classes to enable adequate time for conversation in every class to find the level of students.

Outcome: The course taught the students how to pronounce, read and understand the true meaning of the Quran. They also learnt about the difficult terminology of the language in communication. Students also recommended this course to their juniors. Students learnt the script and sounds of modern and classical standard Arabic and basic communication, reading and listening skills.




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**Session on Phonetics and Translation by Dr. Mohammed Imaduddin, Asst. Prof. in Arabic
AKM Oriental College, Kachiguda, Hyderabad, Dated on 27.06.2018**


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