

B.L.D.E.A's

S.B. Arts and K.C.P Science College, Vijayapur.

Department of English

Value Added Course in Writing Skills

2019-2020

B.L.D.E A's
S.B. Arts and K.C.P Science College, Vijayapur.
Department of English (UG)


Value Added Course in Writing Skills 2019-20

Syllabus Prepared by:

1. Prof. S.S.Patil
H.O.D of the English Department

2. Dr. R. M.Mirde
BLDEA's SBS Arts and Commerce
College for Women Vijayapur.

3. Prof A H Lain
Faculty of the English Department


HOD of English
S.B. Arts and KCP Science College,
VIJAYAPUR


IQAC, Co-ordinator
S.B.Arts & K.C.P.Science College,
Vijayapur.


Principal,
S.B. Arts and KCP Science College
VIJAYAPUR

Contents

I) Notice
II) Name of the Faculty
III) Students List
IV) Time Table
V) About the Course
VI) Syllabus
VII) Examination Notice
VIII) Question Paper
IX) Result


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DEPARTMENT OF ENGLISH (UG)

NOTICE

It is hereby informed to all the BA students that the department of English is conducting value added course in writing skills from 08.07.2019 to 09.10.2019. So, interested students have to take their admission before 06.07.2019. The classes will be conducted every Monday and Tuesday afternoon from 3:00 to 4:00 in Room no-08.



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LIST OF FACULTY ACADEMIC YEAR 2019-20

SL.NO	NAME OF THE FACULTY
01	Prof.S.S.Patil
02	Prof.A.H.Lain
03	Prof.Bilal.Phaniband
04	Prof.Padmashree.Bagewadi
05	Prof.Deepanjali.Karki



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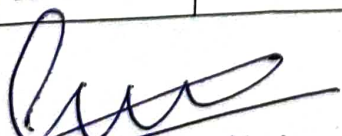
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Admission List BA I Sem 2019 - 20

Sl.No.	Name of the student
1	Sachinkumar.I.Patil
2	Sajan.R.Pattar
3	Asha.A.Shivanagi
4	Saraswati.S.Katti
5	Ashwini.I.Ivangi
6	Sagar.P.Hasabi
7	Shankargouda.S.Yalagi
8	Satish.S.Hittanalli
9	Dyavanna.S.Chigari
10	Sachin.S.Guddadini
11	Sudhakar.S.Kadam
12	Praveen.S.Dumaki
13	Sunil.A.Aigali
14	Soundarya.S.Mendagar
15	Akash.R.Kumbar
16	Goutam.R.Talwar
17	Shivkantabai.A.Udagi
18	Arunkumar.H.Belakki
19	Raghvendra.R.Deshpande
20	Malakari.A.Savukar
21	Mallikarjun.K.Kedadh
22	Mallikarjun.I.Mathapati
23	Gopal.N.Kolkar
24	Vijaykumar.B.Kokatnur
25	Shilpa.R.Pawar
26	Annapurna.A.Poojari
27	Savitri.N.Ambalazeri
28	Jeejabai.P.Lingadali
29	Manjunath.M.Chimalagi
30	Sunil.R.Pujari


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TIME TABLE FOR THE YEAR 2019-20

DAY	TIME
MONDAY	3.00 TO 4.00PM
TUESDAY	3.00 TO 4.00PM

Venue: Room No 08


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DEPARTMENT OF ENGLISH UG
Value Added Course in Writing Skills 2019-20

Max. Marks: 100 (Theory – 80 marks, Viva-Voice 20 marks)

Passing Marks: 40 %

Time allowed: 3 hours

1. Academic Year:

It is a course of three months period. Students of any semester can join the course.

2. Curriculum:

Curriculum is designed to provide learning opportunities to meet the requirements of value-added course in writing skill.

3. Course:

A unit of instruction or a segment of subject matter to be covered during 3 months duration and it will have a specific number and title.

4. Course Teacher:

A teacher who teaches a particular course in a semester is called a course teacher. He/she shall be responsible for conducting classes, completion of syllabus, conducting viva, practical, valuating the papers, maintaining attendance register and providing needed guidance to the students of the course.

5. Course Credit:

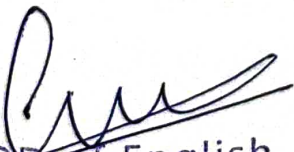
A measure of quality of work done in a course represents one-hour lecture and sometimes half an hour practical work. Total numbers of periods are 40 hours.


6. Program Offered:

The program offered by the college.

Department	Program offered	Duration
English	Value Added Course in Writing Skills	3 months

Continued.....


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7. Eligibility for Admission:

The admission in the course shall be open to all the students of our college who have taken admission for B.A course.

8. Duration of the program:

Minimum duration of the program shall be 3 months.

9. Admission:

Intake capacity is 50 students.

10. Mode of Admission:

Admission to the course shall be made on the basis of merit and rest of the students.

11. Examination and Evaluation of the Program:

There shall be an examination at the end of the program. The program is evaluated for 100 marks.

Mode of the examination is mentioned below:

Descriptive- 80 marks

Viva Voice – 20 marks

Total - 100 marks

AIM:

To make the students competent in writing skills in English to face this challenging world/global world.

Objectives:

- (1) To identify the mistakes done by the students in parts of speech, tenses, spellings, and writing skills
- (2) To impart the correct use of writing skills among the students to enhance them to face this global world.
- (3) To acquaint the students with day to day knowledge in writing skills.

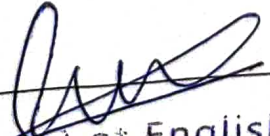

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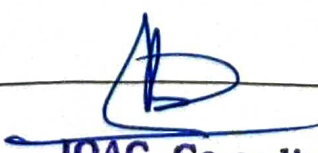

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Syllabus

Units	Topics	Teaching hours
I.	<ul style="list-style-type: none">▪ Letter Writing▪ Application Writing▪ Resume Writing▪ Complaints▪ Business Letters-ordering and purchasing	06
II.	<ul style="list-style-type: none">▪ Report Writing▪ Press Report▪ Function Report▪ Project Report	06
III.	<ul style="list-style-type: none">▪ Dialogue Report▪ Accepting and Rejecting Invitation▪ Agreeing and Disagreeing▪ At the Bank, At the Post Office▪ At the Railway station, At the Report	06
IV.	<ul style="list-style-type: none">▪ Essay Writing	03
V.	<ul style="list-style-type: none">▪ Comprehension▪ Passage▪ Paragraph Writing	06
VI.	<ul style="list-style-type: none">▪ Punctuation	03


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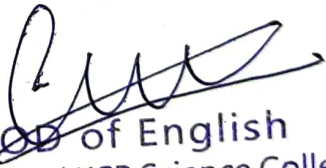
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Examination Notice

It is here by informed to all the students of Value-Added Course (English - UG) that we are conducting the theory examination on 14.10.2019 and Viva Voice on 15.10.2019.

Venue - Room No-08

Time - 10 AM - 01 PM


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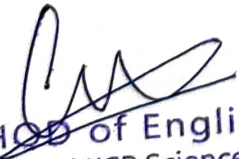

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 Attendance List-2019-20

Sl.No	Name Of the Student	08/07	09/07	15/07	16/07	22/07	23/07	29/07	30/07	05/08	06/08	12/08	13/08	19/08	20/08	26/08
01	Sachinkumar.I.Patil	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
02	Sajan.R.Pattar	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
03	Asha.A.Shivanagi	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓	✓	✓	✓	✓	✓
04	Saraswati.S.Katti	✓	✓	✓	✓	✓	AB	✓	✓	✓	AB	✓	✓	✓	✓	✓
05	Ashwini.I.Ivangi	✓	✓	✓	✓	✓	AB	✓	✓	✓	AB	✓	✓	✓	✓	AB
06	Sagar.P.Hasabi	✓	✓	AB	✓	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓	AB
07	Shankargouda.S.Yalagi	✓	✓	✓	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓	✓	AB
08	Satish.S.Hittanalli	✓	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓	✓	✓	✓	✓
09	Dyavanna.S.Chigari	✓	✓	AB	✓	AB	✓	AB	✓	✓	✓	✓	✓	✓	AB	✓
10	Sachin.S.Guddadini	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓
11	Sudhakar.S.Kadam	✓	✓	AB	✓	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓	✓
12	Praveen.S.Dumaki	✓	✓	✓	✓	AB	✓	✓	AB	✓	✓	✓	✓	✓	✓	✓
13	Sunil.A.Aigali	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓
14	Soundarya.S.Mendagar	✓	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓	✓	✓	✓	✓
15	Akash.R.Kumbar	✓	✓	✓	✓	AB	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓
16	Goutam.R.Talwar	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓	✓	✓	✓	✓	✓
17	Shivkantabai.A.Udagi	✓	✓	✓	AB	✓	✓	✓	✓	✓	AB	✓	✓	✓	✓	✓
18	Arunkumar.H.Belakki	✓	✓	✓	✓	AB	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
19	Raghvendra.R.Deshpande	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓	✓	AB	✓	✓	✓
20	Malakari.A.Savukar	✓	✓	✓	AB	AB	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓
21	Mallikarjun.K.Kedadh	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓	✓	AB	✓	✓	✓
22	Mallikarjun.I.Mathapati	✓	✓	✓	✓	✓	✓	✓	✓	AB	✓	✓	✓	✓	✓	✓
23	Gopal.N.Kolkar	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
24	Vijaykumar.B.Kokatnur	✓	✓	✓	✓	AB	✓	✓	✓	✓	✓	✓	✓	✓	✓	AB
25	Shilpa.R.Pawar	✓	✓	AB	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AB	✓
26	Annapurna.A.Poojari	✓	✓	✓	AB	✓	✓	AB	✓	✓	AB	✓	✓	✓	✓	✓
27	Savitri.N.Ambalazeri	✓	✓	✓	✓	AB	✓	✓	✓	AB	✓	✓	✓	✓	✓	✓
28	Jeejabai.P.Lingadali	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
29	Manjunath.M.Chimalagi	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
30	Sunil.R.Pujari	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

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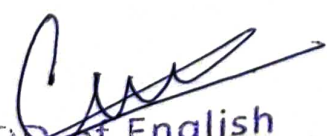

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Sl.No	Name Of the Student	27/08	02/09	03/09	09/09	10/09	16/09	17/09	23/09	24/09	30/09	01/10	07/10	09/10	14/10	15/10
01	Sachinkumar.I.Patil	Sach	Sach	Sach	Sach	AB	AB	Sach	Sach	Sach	Sach	Sach	Sach	Sach	Sach	Sach
02	Sajan.R.Pattar	SPP	SPP	SPP	SPP	SPP	SPP	SPP	AB	SPP	SPP	SPP	SPP	SPP	SPP	SPP
03	Asha.A.Shivanagi	Ash	Ash	Ash	AB	Ash	Ash	Ash	AB	Ash	AB	Ash	Ash	Ash	Ash	Ash
04	Saraswati.S.Katti	Srath	Srath	Srath	Srath	AB	Srath	Srath	Srath	Srath	AB	Srath	Srath	Srath	Srath	Srath
05	Ashwini.I.Ivangi	Agi	Agi	Agi	AB	Agi	Agi	Agi	AB	Agi	Agi	AB	Agi	Agi	Agi	Agi
06	Sagar.P.Hasabi	Spash	Spash	Spash	Spash	Spash	Spash	Spash	AB	Spash	Spash	Spash	Spash	Spash	Spash	Spash
07	Shankargouda.S.Yalagi	Ssy	Ssy	Ssy	AB	Ssy	AB	Ssy	Ssy	Ssy	Ssy	Ssy	Ssy	Ssy	Ssy	Ssy
08	Satish.S.Hittanalli	Sst	Sst	Sst	Sst	Sst	Sst	Sst	Sst	Sst	Sst	Sst	Sst	Sst	Sst	Sst
09	Dyavanna.S.Chigari	Dc	Dc	Dc	Dc	Dc	Dc	Dc	Dc	Dc	Dc	Dc	Dc	Dc	Dc	Dc
10	Sachin.S.Guddadini	Sach	Sach	Sach	Sach	Sach	Sach	Sach	Sach	Sach	Sach	Sach	Sach	Sach	Sach	Sach
11	Sudhakar.S.Kadam	Su	Su	Su	Su	Su	Su	Su	Su	Su	Su	Su	Su	Su	Su	Su
12	Praveen.S.Dumaki	Pd	Pd	Pd	Pd	Pd	Pd	Pd	Pd	Pd	Pd	Pd	Pd	Pd	Pd	Pd
13	Sunil.A.Aigali	Sa	Sa	Sa	Sa	Sa	Sa	Sa	Sa	Sa	Sa	Sa	Sa	Sa	Sa	Sa
14	Soundarya.S.Mendagar	Sd	Sd	Sd	Sd	Sd	Sd	Sd	Sd	Sd	Sd	Sd	Sd	Sd	Sd	Sd
15	Akash.R.Kumbar															
16	Goutam.R.Talwar															
17	Shivkantabai.A.Udagi	Sud	Sud	Sud	Sud	Sud	Sud	Sud	Sud	Sud	Sud	Sud	Sud	Sud	Sud	Sud
18	Arunkumar.H.Belakki															
19	Raghvendra.R.Deshpande	Rd	Rd	Rd	Rd	Rd	Rd	Rd	Rd	Rd	Rd	Rd	Rd	Rd	Rd	Rd
20	Malakari.A.Savukar	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M
21	Mallikarjun.K.Kedadh															
22	Mallikarjun.I.Mathapati	Mm	Mm	Mm	Mm	Mm	Mm	Mm	Mm	Mm	Mm	Mm	Mm	Mm	Mm	Mm
23	Gopal.N.Kolkar	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G
24	Vijaykumar.B.Kokatnur	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K	V.B.K
25	Shilpa.R.Pawar	Sp	Sp	Sp	Sp	Sp	Sp	Sp	Sp	Sp	Sp	Sp	Sp	Sp	Sp	Sp
26	Annapurna.A.Poojari	AAP	AAP	AAP	AAP	AAP	AAP	AAP	AAP	AAP	AAP	AAP	AAP	AAP	AAP	AAP
27	Savitri.N.Ambalazeri	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
28	Jeejabai.P.Lingadali	JPL	JPL	JPL	JPL	JPL	JPL	JPL	JPL	JPL	JPL	JPL	JPL	JPL	JPL	JPL
29	Manjunath.M.Chimalagi	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M
30	Sunil.R.Pujari	SRP	SRP	SRP	SRP	SRP	SRP	SRP	SRP	SRP	SRP	SRP	SRP	SRP	SRP	SRP


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Final Examination Test September: 2019
Sub: Value Added Course in writing Skills.

Time: 03 hours

Max Marks: 80

Q I) Rearrange the following Sentences to make a story. 1x10=10

1. Once, a boy was eating a bun on the roof.
2. As soon as he opened his mouth, the bun got down.
3. A fox was passing from there.
4. The crow went away and sat on the branch of a tree.
5. Suddenly a crow came and snatched the bun from his hand.
6. He flattered the crow by saying that his voice was wonderful.
7. Immediately, the fox picked the bun and disappeared.
8. He saw the bun in the peak of the crow and got an idea.
9. He requested the crow to sing a song and the crow started singing.

10A Fox and a Crow

Q II) Correct the following sentences.

1x5=05

- 1) We are only five on our team.
- 2) She love listening music.
- 3) I am afraid to the dark.
- 4) How much restaurants are in your neighborhood?
- 5) I don't have no money.

Q III) Identify the sentence pattern.

2x5 = 10

- 1) Sita Comes.
- 2) Ravi took a pen.
- 3) Lata is an artist.
- 4) He lost the game to him.
- 5) His dance is marvelous.

[SVIDO, SV, SCV, SVO, SVDO]

Q IV) Punctuate the following sentences with appropriate punctuation mark

1x5=05

- 1) Have you finished writing
- 2) Gandhiji who was the Father of the Nation died on 30th January 1948.
- 3) Geeta went with vimalavinayriya and jyoti
- 4) smita is beautiful attractive rich and polite.
- 5) Tanaya said to radha he is a nice guy

1x10=10

Q V) Write an essay on

"Village Life."

OR

"Violence against women"

Q VI) Write an application for the post of Teacher in a school and attach Resume. **1x10=10**

Q VII) Expand the Proverb: "A friend in need is a friend indeed". **1x10=10**

Q VIII) Imagine that you are the secretary of the Students Association and you have been asked to give a report about the Youth festival held in your college.

OR

Q IX) Construct the dialogue between the customer and the sales executive regarding the purchase of a car **1x10=10**

Q X) Read the following passage and answers the questions given below.

2x5=10

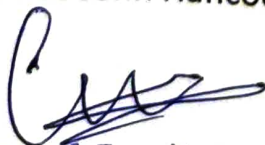
In the late 1700s the American colonists were unhappy with King George III of England. They didn't think he was doing what a good leader should do. He charged unfair taxes, would not allow trade with other countries and made colonists open their homes for soldiers to live with them. Colonists felt very far away from their king. Something needed to change. The colonists began to rebel.

The Second Continental Congress formed in 1775 after fighting began in the American Revolution. Made up of delegates from the 13 American colonies, the Congress met in Philadelphia to lead the colonies toward independence. In 1776, a committee of the Congress selected Thomas Jefferson to write a letter to King George III. Jefferson had already proven himself to be an honorable and knowledgeable man. He was also an excellent writer.

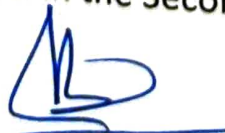
The letter was a dangerous thing, because it would be considered treason by the king. The Congress was opposing their lawful ruler. People who were associated with this letter could be imprisoned or killed for saying they wanted to be independent from the king. Jefferson's historic letter became known as the Declaration of Independence. It listed all the reasons that the colonists thought the king was not a very good king. It said that the king and the colonists should break their relationship with each other, and each should go their own way. Congress approved the Declaration of Independence on July 4, 1776. All the members of the Second Continental Congress signed it at the bottom. One of the men would become famous for his signature. John Hancock, president of the Second Continental Congress, signed in large, bold letters. His name has become a synonym for signature.

Answer the following questions based on the passage

- 1) Who wrote the Declaration of Independence?
- 2) What was the Second Continental Congress?
- 3) Why would sending the letter be considered treason?
- 4) Name one thing King George was doing that the colonists considered unfair.
- 5) What was John Hancock's position in the Second Continental Congress?



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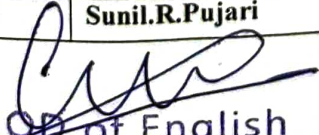
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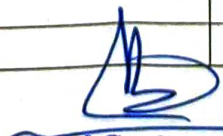
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DEPARTMENT OF ENGLISH (UG)

Value Added Course in Writing Skills

Result

Sl.No.	Name of the student	Theory	Vive voice	Total
1	Sachinkumar.I.Patil	45	15	60
2	Sajan.R.Pattar	52	16	68
3	Asha.A.Shivanagi	56	16	72
4	Saraswati.S.Katti	45	15	60
5	Ashwini.I.Ivangi	53	15	68
6	Sagar.P.Hasabi	54	16	70
7	Shankargouda.S.Yalagi	55	17	72
8	Satish.S.Hittanalli	59	18	77
9	Dyavanna.S.Chigari	62	17	79
10	Sachin.S.Guddadini	54	16	70
11	Sudhakar.S.Kadam	53	14	67
12	Praveen.S.Dumaki	45	15	60
13	Sunil.A.Aigali	52	16	68
14	Soundarya.S.Mendagar	58	16	74
15	Akash.R.Kumbar	60	15	75
16	Goutam.R.Talwar	56	14	70
17	Shivkantabai.A.Udagi	53	14	67
18	Arunkumar.H.Belakki	62	17	79
19	Raghvendra.R.Deshpande	54	16	70
20	Malakari.A.Savukar	53	14	67
21	Mallikarjun.K.Kedadh	45	15	60
22	Mallikarjun.I.Mathapati	45	15	60
23	Gopal.N.Kolkar	52	16	68
24	Vijaykumar.B.Kokatnur	56	16	72
25	Shilpa.R.Pawar	45	15	60
26	Annapurna.A.Poojari	53	15	68
27	Savitri.N.Ambalazeri	54	16	70
28	Jeejabai.P.Lingadali	55	17	72
29	Manjunath.M.Chimalagi	62	17	79
30	Sunil.R.Pujari	60	15	75


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DEPARTMENT OF ENGLISH UG
Value Added Course in Writing Skills 2019-20

Report/Outcome

Value added course in writing skills is designed and offered by the English department (UG) for the benefit of the students. This course is conducted after the regular college hours. The course is conducted by the department to complement students' knowledge and skills in their field of study. The course is chosen based on current trends, relevance and value in the job market.


In our education system writing skill is considered as the most important skill to learn English. Writing is a prolific skill; it holds more significance. But most of the students are not capable to write coherently. Students have knowledge of their subject but as they have to convey their knowledge in English, they hesitate to do so. Students feel that they do not possess sufficient vocabulary and grammatical aspects of English writing skills, so they fear about making mistakes in writing. Sometimes they have been feeling themselves inferior in terms of English communication skills.

This course will definitely help the students to face any competitive exams, in job market, in private or govt sectors or in their professional life.

This course will definitely improve students writing skill by adopting the relevant syllabus. Writing skill is an important skill for the communication in professional world.

Effective strategies and communicative tasks will motivate students in enhancing their communication skills, language proficiency and life-long learning paths in general and writing skill in particular.


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- Book – Intermediate Grammar Usage and Composition
- “Strengthen Your Writing” by Prof. N . Narayanswami
- “Improve Your Written English” by Marion Field Jaico
- “English Grammar and Usage” by R.P.Sinha



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Certificate




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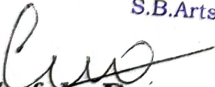
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This is to certify that Mr./Ms. Jeejabai P. Lingadalli
has Completed the Value Added Course on Writing skills
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This is to certify that Mr./Ms. Annapurna H - Pojari
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This is to certify that Mr./Ms. Shilpa R. Pawar

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This is to certify that Mr./Ms. Vijaykumar - B - Kokatnur

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This is to certify that Mr./Ms. Gopal N. Kolkar
has Completed the Value Added Course on Writing skills
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has Completed the Value Added Course on Writing skills

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