



**Bharath**  
INSTITUTE OF HIGHER EDUCATION AND RESEARCH  
(Declared as Deemed - to - be - University under section 3 of UGC Act 1956)  
ACCREDITED WITH 'A' GRADE BY NAAC

09/09/2020

Chennai

From  
Dr S Praveen Kumar,  
Professor & Head,  
Department of Management Studies,  
Bharath Institute of Higher Education and Research,  
Chennai

To  
The Dean Engineering  
Bharath Institute of Higher Education and Research,  
Chennai

**Sub: Permission to conduct online value-added course: Short term course on employability skills- reg.,**

Respected Sir,

With reference to subject mentioned above, the department proposes to conduct a value-added course titled: **Short term course on employability skills** on 09/10/2020. We kindly solicit your kind permission to commence the program.

Warm Regards,

Dr S Praveen Kumar

DEAN- Engineering

DEAN  
BHARATH INSTITUTE OF HIGHER EDUCATION & RESE  
(Declared as Deemed to be University U/S 3 of UGC Act  
Chennai-600 073. INDIA.



## School of Management Studies & Commerce

### Circular

09/09/2020

**Sub: Organising online Value-added Course: Short term course on employability skills- reg.,**

With reference to the above-mentioned subject, it is to bring it to your notice that School of Management Studies & Commerce, Bharath Institute of Higher Education & Research is organising "Value added course: Short term course on employability skills". The Course content and registration form is enclosed below.

The application must reach the institution along with all the necessary documents as mentioned. The hard copy of the application should be sent to the institution by registered/speed post only to reach on or before 5<sup>th</sup> October 2020; application received after the mentioned date shall not be entertained under any circumstances.

  
Head of the Department

Encl: A copy of Syllabus & Registration form

**Bharath Institute of Higher Education & Research****School of Management Studies & Commerce****Participant List****Value Added Course: Short term course on Employability skills**

<b>S.No</b>	<b>Register Number</b>	<b>Student Name</b>	<b>Remarks</b>
1	U15BC001	A. SIVA	
2	U15BC002	ABDUL RAHMAN S	
3	U15BC003	ABDULMUNAF A	
4	U15BC004	AJITH KUMAR B	
5	U15BC005	AJITH KUMAR R	
6	U15BC006	AJITH KUMAR S	
7	U15BC007	AJITH M	
8	U15BC008	AJITH M	
9	U15BC009	AKASH A	
10	U15BC010	AKASH E	
11	U15BC011	ANBUMURUGAN P	
12	U15BC012	ANUSUYA S	
13	U15BC013	B. RAJESWARI	
14	U15BC014	B. SHAFIULLAH	
15	U15BC015	BALAJI A	
16	U15BC016	BALAJI L	
17	U15BC017	BALAJI P	
18	U15BC018	BALAKRISHNAN M	
19	U15BC019	BHARATH PRAKASH S	
20	U15BC020	BHARATH RANJAN G	
21	U15BC021	CATHRIN S	
22	U15BC022	DEENADHAYALAN V	
23	U15BA017	MANOJ PRABHAKAR S	
24	U15BA018	NAGOOR MEERAN S	
25	U15BA019	PRABAKARAN P	
26	U15BA020	RAJESH K	
27	U15BA021	RAJESWARI B	
28	U15BA022	RAJKUMAR C	
29	U15BA023	RAJMANI VERMA	
30	U15BA024	S. NARESH	
31	U15BA025	SAMSAD AHAMED	
32	U15BA026	SHANKAR P	

## Course Feedback form

Date: 09-10-20

Course Title: employability skills

Name: Cathrin

RegNo: U15BC025

Department: Commerce

S.No	Particulars	1	2	3	4	5
(1. Very Unsatisfied 2. Unsatisfied 3. Neutral 4. Satisfied 5. Very Satisfied)						
1.	objectives of the course clear to you				✓	
2.	The course contents met with your expectations				✓	
3.	The lecture sequence was well planned					✓
4.	The lectures were clear and easy to understand				✓	
5.	The teaching aids were effective				✓	
6.	The instructors encourage interaction and were helpful					✓
7.	The level of the course					✓
(1. Very poor 2. Poor 3. Average 4. Good 5. Excellent)						
8.	Overall rating of the course:	1	2	3	4	5

Please give Suggestion for the improvement of the course:

Weakness of the course:

Strength of the course:

practical explanation good

  
Signature

\*\*\* Thank you \*\*\*

## Course Feedback form

Date: 09/10/20

Course Title: *Employability Skills*

Name: *Siva. A*

RegNo: *V15BC001*

Department: *Commerce*

S.No	Particulars	1	2	3	4	5
(1. Very Unsatisfied 2. Unsatisfied 3. Neutral 4. Satisfied 5. Very Satisfied)						
1.	objectives of the course clear to you				/	
2.	The course contents met with your expectations				/	
3.	The lecture sequence was well planned					/
4.	The lectures were clear and easy to understand				/	
5.	The teaching aids were effective				/	
6.	The instructors encourage interaction and were helpful					/
7.	The level of the course					/
(1. Very poor 2. Poor 3. Average 4. Good 5. Excellent)						
8.	Overall rating of the course:	1	2	3	4	5

Please give Suggestion for the improvement of the course:

Weakness of the course:

Strength of the course:

*Excellent*

  
Signature

\*\*\* Thank you \*\*\*



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## SCHOOL OF MANAGEMENT STUDIES & COMMERCE

### CERTIFICATION OF PARTICIPATION

**ANUSUYA S**

has participated in the Value-added course: **Short term course on Employability Skills**, a unique and special programme held at **Bharath Institute of Higher Education & Research** on 09/10/2020

Mr. Bharathvajan

COURSE CO-ORDINATOR

Dr S Praveen Kumar

HEAD OF THE DEPARTMENT



Bharath Institute of Higher Education & Research				
School of Management studies and Commerce				
Value Added Course: Short Term Course on Employability skill Course				
Duration:30				
S.No	Date	Topic	Time	Hour
1	10/9/2020	Paragraphs Listening for sounds	4.00-5.00 Pm	1
2	10/10/2020	Paragraphs Listening for sounds	4.00-5.00 Pm	1
3	10/12/2020	Greeting, taking leave and introducing oneself and others Nouns Homonyms	4.00-5.00 Pm	1
4	10/13/2020	Essays Listening for theme Making requests Pronouns Homophones	4.00-6.00 Pm	2
5	10/14/2020	Descriptive essays	4.00-5.00 Pm	1
6	10/15/2020	Listening for theme	4.00-5.00 Pm	1
7	10/16/2020	directions Articles Homographs	4.00-5.00 Pm	1
8	10/17/2020	Vimala Narrative essays	4.00-6.00 Pm	2
9	10/19/2020	Listening for main ideas Inviting	4.00-5.00 Pm	1
10	10/20/2020	Adjectives Synonyms	4.00-5.00 Pm	1
11	10/21/2020	Sujatha Gidla Expository essays	4.00-5.00 Pm	1
12	10/22/2020	Listening for main ideas Apologising	4.00-6.00 Pm	2
13	10/23/2020	Kinds of verbs Antonyms	4.00-5.00 Pm	1
14	10/24/2020	Argumentative essays	4.00-5.00 Pm	1
15	10/26/2020	Listening for details Interrupting Tenses Prefixes	4.00-5.00 Pm	1
16	10/27/2020	Formal letters	4.00-6.00 Pm	2
17	10/28/2020	Listening for details Asking for and giving opinions Adverbs Suffixes	4.00-5.00 Pm	1
18	10/29/2020	Emails Listening for information	4.00-5.00 Pm	1
19	10/30/2020	Agreeing and disagreeing Declarative	4.00-5.00 Pm	1
20	10/31/2020	interrogative, interrogative, imperative	4.00-6.00 Pm	2
21	11/2/2020	exclamatory sentences Compound words	4.00-5.00 Pm	1
22	11/3/2020	Application letters and curricula vitae	4.00-5.00 Pm	1
23	11/4/2020	Making complaints Prepositions One-word substitutes	4.00-5.00 Pm	1
24	11/5/2020	Presentations Subject-verb agreement Commonly misspelt words	4.00-6.00 Pm	2