

# 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

23/01/2021  
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: Certificate course on Business English- Preliminary exam- reg.,**

Respected Sir,

With reference to subject mentioned above, the department proposes to conduct a value-added course titled: **Certificate course on Business English- Preliminary exam on 22/2/2021**. We kindly solicit your kind permission to commence the program.

Warm Regards,

  
Dr S Praveen Kumar

  
DEAN- Engineering

DEAN  
BHARATH INSTITUTE OF HIGHER EDUCATION & RESEARCH  
(Declared as Deemed to be University U/S 3 of UGC Act. 1956)  
Chennai-600 073. INDIA.



## School of Management Studies & Commerce

### Circular

23/01/2021

**Sub: Organising online Value-added Course: Certificate course on Business English- Preliminary exam- 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: Certificate course on Business English- Preliminary exam". 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 19<sup>th</sup> February 2021; application received after the mentioned date shall not be entertained under any circumstances.

  
Head of the Department

Encl: A copy of Syllabus & Registration form

<b>Bharath Institute of Higher Education &amp; Research</b>			
<b>School of Management Studies &amp; Commerce</b>			
<b>Participant List</b>			
<b>Value Added Course: Certificate course on Business English- Preliminary exam</b>			
<b>S.No</b>	<b>Register Number</b>	<b>Student Name</b>	<b>Remarks</b>
1	U15BC095	SANDHYA S	
2	U15BC096	SANGAVI S	
3	U15BC097	SANGEETHA M	
4	U15BC098	SANGEETHA R	
5	U15BC099	SASI KUMAR A	
6	U15BC100	SATHISH LINGAM K	
7	U15BC102	SHALINI P	
8	U15BC103	SHALINI V	
9	U15BC104	SHANMUGAM A	
10	U15BC105	SHARMILA T	
11	U15BC106	SHOBANA A	
12	U15BC107	SIVA SANKAR K	
13	U15BC108	SOBANRAJ A	
14	U15BC109	SRIDEVI M	
15	U15BC110	SRINIVASAN A	
16	U15BC111	SRINIVASAN R	
17	U15BC112	SUBBULAKSHMI V	
18	U15BC113	SUDHAKARAN P	
19	U15BC114	SURYA PRASANNA S	
20	U15BC115	SWATHILAKSHMI P	
21	U15BC116	T. R. VIGNESH	
22	U15BC118	THAMOTHIRAN S	
23	U15BC119	THERESA P	
24	U15BC120	THIRUKKUMARAN C	
25	U15BC121	THIRUVENGADAM M	
26	U15BC122	UDHAYA KUMAR M	
27	U15BC123	UMAMAHESWARI K	
28	U15BC125	VANI K	
29	U15BC126	VASANTHAKUMARA L	
30	U15BC127	VASANTHI S	
31	U15BC128	VEERA SURIYA P	
32	U15BC130	VENKATESAN D	
33	U15BC131	VIGNESH D	
34	U15BC132	VIGNESH K	
35	U15BC133	VIGNESH N	
36	U15BC134	VIJAY A	
37	U15BC135	VIJAY S	
38	U15BC136	VIJAYA KUMAR S	
39	U15BC137	VIMALRAJ R	

40	U15BC138	VINNARASI J	
41	U15BC139	VISHNUPRIYA M	
42	U15BC140	VIVEK D	
43	U15BC141	YAMUNA DEVI C	
44	U15BC143	YOGESH E	
45	U15BA031	YOGESHWARAN R	
46	U15BA032	NASIR MANZOOR PARAH	
47	U15BA033	THULASINGAM A	
48	U15BA034	SUBASH S J	
49	U15BA035	DASINI PAVAN KUMAR	
50	U15BA036	ARUN KUMAR A	
51	U15BA037	LOKESHWARVARMAN J	

## Course Feedback form

Date: 22-21

Course Title: Business English Preliminary exam.

Name: Subbu Lakshmi

RegNo: U15BC112

Department: Commerce

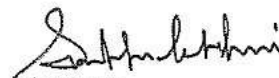
S.No	Particulars	1	2	3	4	5
(1. Very Unsatisfied 2. Unsatisfied 3. Neutral 4. Satisfied 5. Very Satisfied)						
1.	objectives of the course clear to you				✓	
2.	The course contents met with your expectations				✓	
3.	The lecture sequence was well planned				✓	
4.	The lectures were clear and easy to 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:

Session very speed.

Strength of the course:

  
Signature

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

## Course Feedback form

Date: 22-2-21

Course Title: Business english Preliminary exam

Name: Shalini P

RegNo: U15BC102

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.

P. Shalini  
Signature

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



INSTITUTE OF HIGHER EDUCATION AND RESEARCH  
(Deemed as University) - 60-0105, Aranyikur, Aranyikur, Tamil Nadu 605 006

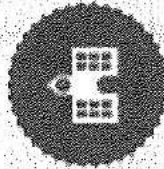
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## SCHOOL OF MANAGEMENT STUDIES & COMMERCE

### CERTIFICATION OF PARTICIPATION

## SANGAVI S

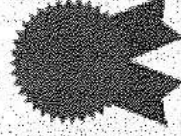
has participated in the Value-added course: **Certificate course on Business English - Preliminary Exam**, a unique and special programme held at Bharath Institute of Higher Education & Research on 22/02/2021



*J. Pavithra*

Ms. J Pavithra

COURSE CO-ORDINATOR



*S. Praveen Kumar*

Dr S Praveen Kumar

HEAD OF THE DEPARTMENT

Bharath Institute of Higher Education & Research				
School of Management studies and Commerce				
Value Added Course: Certificate course on Business English - Preliminary				
Exam Course Duration:30				
S.No	Date	Topic	Time	Hour
1	2/22/2021	An article Listening	4.00-5.00 Pm	1
2	2/23/2021	Listening for detail. TV shows Speaking:	4.00-5.00 Pm	1
3	2/24/2021	Talking about likes and dislikes Grammar	4.00-5.00 Pm	1
4	2/25/2021	Stories on personal experiences	4.00-6.00 Pm	2
5	2/26/2021	Writing: Stories Skill Activity	4.00-5.00 Pm	1
6	2/27/2021	Ways of organising ideas	4.00-5.00 Pm	1
7	3/1/2021	Listening: Extracts on different subjects Speaking	4.00-5.00 Pm	1
8	3/2/2021	Speculating. Using appropriate vocabulary Grammar	4.00-6.00 Pm	2
9	3/3/2021	Modal verbs to express certainty and possibility	4.00-5.00 Pm	1
10	3/4/2021	Reporting on extreme situations Writing	4.00-5.00 Pm	1
11	3/5/2021	: Reports on improvements. Making suggestions and recommendations	4.00-5.00 Pm	1
12	3/7/2021	Listening: Intensive listening Speaking: Speculating Grammar:	4.00-6.00 Pm	2
13	3/8/2021	Modals expressing ability. As and Like. Look, seem, appear	4.00-5.00 Pm	1
14	3/9/2021	Modern lifestyles and health explanation	4.00-5.00 Pm	1
15	3/10/2021	Attitudes to health Speaking	4.00-5.00 Pm	1
16	3/11/2021	Discussing health issues Grammar:	4.00-6.00 Pm	2
17	3/12/2021	Relative pronouns and relative clauses	4.00-5.00 Pm	1
18	3/14/2021	On advice and recommendations Writing	4.00-5.00 Pm	1
19	3/15/2021	Descriptions: new homes Writing:	4.00-5.00 Pm	1
20	3/16/2021	An article Listening:	4.00-6.00 Pm	2
21	3/17/2021	Describing experiences with host families Speaking: Language of description.	4.00-5.00 Pm	1
22	3/18/2021	Expressing obligation and permission	4.00-5.00 Pm	1
23	3/19/2021	: Reading tourist information Writing	4.00-5.00 Pm	1
24	3/21/2021	E-mail giving information, inviting and accepting Listening: Festivals Speaking	4.00-6.00 Pm	2