

GOVT. DEGREE COLLEGE (MEN), SRIKAKULAM



Department Of Telugu

2018-2019

Certificate Course On

TELUGU MANDALIKALU

(01-08-2018 to 06-09-2018)

Course Coordinator
Sri P Narayana Rao

CERTIFICATE COURSE BROCHURE: 2018-19



GOVERNMENT DEGREE COLLEGE (MEN)

ACCREDITED BY NAAC WITH B++ (CGPA 2.90)

Srikakulam - 532001, Andhra Pradesh, India

ph: 08942 222383 e-mail: info@gdcmsklm.ac.in website: <https://www.gdcmsklm.ac.in>



Statistical Mechanics

Offered by

Department of Physics, Govt. Degree College for Men, Srikakulam

About the Course: A certificate course in statistical mechanics for B.Sc students would typically cover fundamental concepts and techniques in statistical mechanics, which is a branch of physics and chemistry that uses probability theory to study the behaviour of large collections of particles. This course would provide B.Sc students with a solid foundation in statistical mechanics, preparing them for further study or applications in physics, chemistry, materials science, and related fields.

Number of Credits: Nil

Mode of Teaching: Offline

Course Contents: The course covers basic probability theory, classical and quantum statistical mechanics, thermodynamics, phase transitions, and advanced topics like fluctuations. It includes applications and hands-on components, preparing students for real-world problem-solving. Assessment is through regular evaluations and possibly a project.

References: 1. "Statistical Mechanics: A Set of Lectures" by Richard P. Feynman.

2. "Statistical Mechanics: A Set of Lectures" by Narayan R. Khusnood.

Eligibility Criteria: B.sc final year Mathematical Science students only.

Fee Structure: NIL

Important Dates

- ❖ Registration start date : 03.12.2018
- ❖ Last date for registration : 11.12.2018
- ❖ Commencement of classes : 12.12.2018
- ❖ Last class work : 24.01.2019
- ❖ Date of final examination : 25.01.2019

Paper Code: GCMPHY01

Admission Procedure: Interested participants can complete the registration process through the following registration forms for the above course is available at the department of Physics. Admission process for this course is on first-come-first-serve basis and the last date for registration to the courses 11.12.2018.

Class Duration: Classes will be held for 30 hours starting from 12.12.2018. Every week classes will be held on Monday to Friday (except for the national holidays/festivals). Final examination will be conducted on 25.01.2019. The class timings will be 4.30–5.30 hours IST (except for the day of the final examination).

Assessment: Assessment will be based on completion of assignments and performance in the test conducted at the end of the course. The participant must obtain at least 50% in the test to avail the course completion certificate.

Course Coordinator

Sri Kuna Srinivasa rao,
Lecturer in Physics,
Department of Physics



GOVT. DEGREE COLLEGE FOR MEN, SRIKAKULAM
DEPARTMENT OF CHEMICAL SCIENCES



CERTIFICATE COURSE ON
“DRINKING WATER ANALYSIS” -
(2018-19)

Govt. Degree College (Men), Srikakulam



Department of Commerce

2018-2019

Certificate Course On

BUSINESS COMMUNICATION SKILLS

(17-12-2018 to 20-02-2019)

Course Coordinator
Sri. L. KRISHNA RAO

GOVT. DEGREE COLLEGE (MEN), SRIKAKULAM

AFFILIATED TO DR B.R. AMBEDKAR UNIVERSITY

NAAC REACCREDITED WITH 'B++' GRADE

SRIKAKULAM – 532001, ANHRA PRADESH, INDIA



DEPARTMENT OF COMMERCE

Certificate Course On

BUSINESS COMMUNICATION SKILLS

*This is to certify that Mr./ Kum. **RAGAPU KEERTHI** , 3rd B.Com, has completed 'A Certificate Course On Business Communication Skills' organized by the Department of Commerce from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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DEPARTMENT OF COMMERCE

Certificate Course On

BUSINESS COMMUNICATION SKILLS

*This is to certify that Mr./ Kum. **KALA SURYA KUMARI**, 3rd B.Com, has completed 'A Certificate Course On Business Communication Skills' organized by the Department of Commerce from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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DEPARTMENT OF COMMERCE

Certificate Course On

BUSINESS COMMUNICATION SKILLS

*This is to certify that Mr./ Kum. **DASARI NAVEEN KUMAR**,
3rd B.Com, has completed 'A Certificate Course On Business
Communication Skills' organized by the Department of Commerce
from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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DEPARTMENT OF COMMERCE Certificate Course On

BUSINESS COMMUNICATION SKILLS

*This is to certify that Mr./ Kum. **RAVADA KALYANI**, 3rd B.Com, has completed 'A Certificate Course On Business Communication Skills' organized by the Department of Commerce from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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DEPARTMENT OF COMMERCE

Certificate Course On

BUSINESS COMMUNICATION SKILLS

*This is to certify that Mr./ Kum. **VALUROUTU SREEDHAR**,
3rd B.Com, has completed 'A Certificate Course On Business
Communication Skills' organized by the Department of Commerce
from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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*This is to certify that Mr./ Kum. **AKULA SANGEVARAO**, 3rd B.Com, has completed 'A Certificate Course On Business Communication Skills' organized by the Department of Commerce from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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*This is to certify that Mr./ Kum. **GUDLA SANTOSH KUMAR**, 3rd B.Com, has completed 'A Certificate Course On Business Communication Skills' organized by the Department of Commerce from 17-12-2018 to 20-02-2019.*

Course Coordinator

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DEPARTMENT OF COMMERCE

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*This is to certify that Mr./ Kum. **SAVARA CHANDU**, 3rd B.Com, has completed 'A Certificate Course On Business Communication Skills' organized by the Department of Commerce from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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*This is to certify that Mr./ Kum. **S.MANIKATA**, 3rd B.Com, has completed 'A Certificate Course On Business Communication Skills' organized by the Department of Commerce from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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DEPARTMENT OF COMMERCE Certificate Course On

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*This is to certify that Mr./ Kum. **S CHANDRA KALA**, 3rd B.Com, has completed 'A Certificate Course On Business Communication Skills' organized by the Department of Commerce from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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DEPARTMENT OF COMMERCE

Certificate Course On

BUSINESS COMMUNICATION SKILLS

*This is to certify that Mr./ Kum. **MALLA NAGA SIREESHA**,
3rd B.Com, has completed 'A Certificate Course On Business
Communication Skills' organized by the Department of Commerce
from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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*This is to certify that Mr./ Kum. **KOMMA NA LOKESH**, 3rd B.Com, has completed 'A Certificate Course On Business Communication Skills' organized by the Department of Commerce from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

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DEPARTMENT OF COMMERCE

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*This is to certify that Mr./ Kum. **KOLLI PADHMA**, 3rd B.Com, has completed 'A Certificate Course On Business Communication Skills' organized by the Department of Commerce from 17-12-2018 to 20-02-2019.*

Course Coordinator

Principal

Business Communication skills

Syllabus

Objectives: This syllabus aims to cover a broad spectrum of communication skills for personal, academic, and professional contexts.

I. Introduction to Communication

- Definition and importance of communication
- Types of communication (verbal, non-verbal, written)
- Importance of active listening
- Techniques for improving listening skills

II. Types of communication

Verbal Communication - Clear and concise expression - Public speaking basics

Non-Verbal Communication - Body language - Facial expressions and gestures

III. E-Communication

- Email etiquette - Business writing skills- Building professional relationships
- Job interview communication

IV. Presentation Skills

Structuring a presentation - Visual aids and slides

V. Technology and Communication

- Online communication etiquette
- Social media professionalism



**GOVERNMENT DEGREE COLLEGE (MEN),
SRIKAKULAM
DEPARTMENT OF COMMERCE**



10-12-2018

Minutes of the meeting

Department of Commerce meeting was organized on 10-12-2018 under the chairmanship of the Head Of the Department to discuss the following agenda.

Agenda:

1. To discuss on organizing Certification Course on **Business Communication skills**

After a brief discussion on the agenda the following resolutions have been passed by the committee.

1. To seek permission from the Principal to organize Business Communication Skills Certification Course From 17-12-2018 to 20-02-2019 (45 Days)
2. To prepare a circular and circulate it among all the classes.

Signatures:-

Request Letter

Srikakulam.

Date : 11-12-2018

From
Head Of The Department,
Department of Commerce,
Govt. Degree College (Men),
Srikakulam.

To
The Principal,
Government Degree College (Men),
Srikakulam.

Sir,

The Department Of Commerce meeting held on 10-12-2018 in the Department passed a resolution to conduct a Certification Course on Business Communication Skills During 17-12-2018 to 20-02-2018 (45 days) For benefit of students. Hence we request you to kindly grant the permission to organize the Certification Programme.

Thanking you madam,

Yours Sincerely,

*O/o The Principal,
Government Degree College (M),
Srikakulam.*

Circular

This is to inform all the students Department of Commerce of our college is going to Organize 45 Days certification Course on **Business Communication Skills** during 17-12-2018 to 20-02-2018. So, all the Interested Commerce Students are informed to enroll their names For the Course and utilize this Opportunity.

Principal

Date: 12-02-2018.
Station: Srikakulam.

Signatures :