

**POST GRADUATE AND RESEARCH DEPARTMENT OF  
ENGLISH**

**DEVA MATHA COLLEGE KURAVILANGAD**

**Affiliated to Mahatma Gandhi University, Kottayam**



**REPORT**

**ADD-ON COURSE**

**In**

**Communication Skills and Translation Studies**

**Academic Year: 2017-18**

# Add On Course in English

## Communication Skills and Translation Studies

Academic year	: 2017-18
Collaborating agency inside or outside the institute	: UGC
Beneficiaries	: Students of the Department of English
Name of the coordinator/coordinators	: Subin Varghese
Number of participants (Teachers and students separately)	: Students: <b>50</b>

### Report

Add on course was conducted in the department of English, Devamatha College Kuravilngad during the academic year 2017-18 titled Communications skills and translation studies. The course was funded by UGC and 50 students of the college successfully the Course Mahatma Gandhi University provided certificates to the students who have successfully completed the Course.

### Syllabus

#### Objectives of the Course:

The main objectives of the course are as follows:-

- To enable the student to eradicate grammatical errors in speech and writing.
- To enable the student to acquire phonetic skill.
- To teach them the mechanics of writing.
- To introduce different social situations and develop conversational skills.
- To introduce Translation concepts for practice and applications.

**Module I - Oral communication** (4 credits)

Body Language - Delivery Skill - Voice Modulation - Strategies to Communicate Ideas Effectively- Mock Interview – Debates - Telephone Skills

**Module II – Media and Translation** (4 Credits)

What is the Media? Role of Translation in the Media – Print Media – Electronic Media – Relation with Translation.

**Module III– Practical Translation** (4 Credits)

Source & Target Languages - Problem of Translating one from one language to another - From Hindi / Malayalam to English & vice versa - Use of dictionary – Hindi / Malayalam and English

**Outcomes:**

- The student will be able to avoid grammatical errors in speech and writing.
- The student can acquire phonetic skills and understand techniques of writing
- The student can understand concepts of conversational skills and Translation mechanisms for practice and applications.

**Grade Scheme**

Range of GPA	Grade	Remark
90 and above	A+	Outstanding
80 – 90	A	Excellent
70 – 80	B+	Very Good
60 – 70	B	Good
40 – 60	C	Satisfactory
Below 40	D	Failed

Overall performance at the end of the course shall be indicated by the Grade Point Average (GPA) which is calculated as follows  $GPA = \text{Total Grade Point} / \text{Total Credits}$ .

**Students List**

Sl No	Class No	Name of the Student	Course
1	601	AKSHAY SAJEEV	BA English
2	602	ALBERT DANY ASHISH JAYAMON	BA English
3	603	JOEL JOSEPH	BA English
4	604	JOPHY ALEX	BA English
5	605	MANU SIBY	BA English
6	606	NIDHIN PRADEEP	BA English
7	607	AMRITHA RAJU	BA English
8	608	ARCHANAMOL.P.G	BA English
9	609	ARSHA PRAKASH	BA English
10	610	ATHIRA RAJU	BA English
11	611	GLORIYA CHANDY	BA English
12	612	KAVYA VINOD	BA English
13	613	M.S.MALVIKA	BA English
14	614	MEDHA SAGARI	BA English
15	615	NIMMY ELIZABETH GEORGE	BA English
16	616	ROSE THOMAS	BA English
17	617	SWETHA.P.V	BA English
18	618	ABIN BABU	BA English
19	619	ALEXANDER JOSEPH	BA English
20	620	ANANDHU T.SATHYAN	BA English
21	621	ANANDU.TS	BA English
22	622	BIBI SHAJU	BA English
23	623	DIPU.T.D	BA English















Reg. No. DE.6062019

**CAREER ORIENTED ADD-ON PROGRAMME**

*Sponsored by*

**UNIVERSITY GRANTS COMMISSION**

*Approved by* **MAHATMA GANDHI UNIVERSITY**

*Conducted by*

Department of English  
**Deva Matha College Kuravilangad**

The Career Orientation Council for the UGC Career-Oriented Program of  
Deva Matha College Kuravilangad hereby makes known that  
Ms. Anila Sajin has been awarded  
Certificate/Diploma/Advanced Diploma in Communication Skills  
and Translation Studies conducted by the Department of  
English, he/she  
having been certified by the duly appointed examiners to be qualified to receive  
the same and having been placed by them in Grade A at the examination  
held in March 2021

**DIRECTOR**  
College Development Council  
Mahatma Gandhi University  
Kottayam, Kerala - 686 560

(Seal)



**PRINCIPAL**



Date: 13/07/2022

University Sl. No DMCK/2617/2022

Anand Mathew

Principal  
Deva Matha College  
Kuravilangad - 686 633



Brincy Mathew

Dr. Brincy Mathew  
Add-on Course General Coordinator