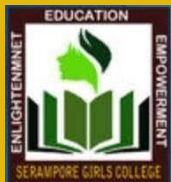


**CERTIFICATE/VALUE ADDED COURSE:**

**Certificate in “Communicative English  
(CICE)”**

**2022-2023**

## **CRITERIA 1.2.1**



## **Serampore Girls College**

13, T.C. Goswami Street,  
Serampore, Hooghly – 712201, West Bengal  
Re- Accredited by NAAC : Grade B (2nd Cycle)  
Email: [serampore\\_girls\\_college@yahoo.co.in](mailto:serampore_girls_college@yahoo.co.in)  
Website: [www.seramporegirlscollege.org](http://www.seramporegirlscollege.org)

# Serampore Girls' College

13, T.C. Goswami Street Serampore Hooghly - 712201 West Bengal

## NAAC Criteria 1.2.1



### REPORT ON CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH (CICE)

Academic Session: 2022-2023

**Certificate in “Communicative English (CICE)” Course in collaboration with Netaji Subhas Open University (NSOU) at Serampore Girls' College**

**a. Name of Course: Certificate in “Communicative English” (CICE)**

**b. Venue: Serampore Girls' College**

**b. Course Objective:**

Students will learn.

- The objective of the course is to train candidates in acquiring English language skills.
- The students are trained to use a number of communication strategies.
- To develop the listening, reading, speaking and writing skills of the students.
- Exposure of the students to an English speaking environment

**c. Admission fees:** Rs. 1000 (including examination fees)

**d. Date:** 19/12/2022 TO 18/04/2023

**e. Duration:** 3 months (42 hours) (ONLINE AND OFFLINE)

**f. Enrolled number of students:** 44

**g. No of students passed:** 31

**h. Date of exam:** 14th and 17th April (practical exam), 17th April and 18th April 2023 (Theory)

**i. Name of Teachers:**

- Dr Sumana Bandopadhyay (coordinator, NSOU)
- Dr Jay Sankar Basu (Faculty, NSOU)
- Prof. S. Mohanraj (Faculty, NSOU)
- Dr Suranjana Bhadra (Faculty and Coordinator, Dept of English Serampore Girls' College) ,
- Paramita Adhikary (SACT II, Dept of English ,Serampore Girls' College)
- Suchismita Dutta (SACT I, Dept of English ,Serampore Girls' College)

**j. Course Outcome:**

- The students will develop skills in survey taking, problem solving and negotiations in the classroom and outside.
- The students will develop English speaking, reading and writing skills that will provide them better job opportunities in future.
- The students can seek placement in various sectors.

Co-Ordinator, Serampore Girls' College

Soma Roy  
Principal  
Serampore Girls' College  
Serampore, Hooghly

Signature of Principal

Centre for Language, Translation and Cultural Studies  
School of Humanities



NETAJI SUBHAS OPEN UNIVERSITY

Website: www.eltcansou.in

Ref. No.: SoH-22/428

Date: 21/11/22

**ADMISSION NOTICE**

**Certificate in Communicative English (CICE)**

**For Serampore Girls' College Centre**

Applications are invited for admission in the following Short Term Self-Financed Training Programme:

Name of the Programme & Code	Duration	Eligibility	Study Centre/ Mode of teaching	Fees	Intake (Max)
Certificate in Communicative English (CICE)	3- Months	10 + 2 or its equivalent	Blended Mode/ for Serampore Girls' College students only	Rs.500/- and Exam fee: 200/-	50 per batch (max)

**Prospectus and admission Form:** e-Brochure is available at the website of NSOU and of the college

**Submission of Form:** Duly filled in admission form is to be submitted to the office of the Principal, Serampore Girls' College.

**N. B.** Sessions will be arranged in blended mode (i.e. both Online & Offline). Assignments and necessary exam will be conducted online/ offline as per schedule.

**Contact** Dr. Suranjana Bhadra 9748663590 only during office hours on all working days (Monday to Friday) for any query.

**Admission Opens:** 18.11.2022

**Last date of submission of filled in admission form & Fees :** 06.12.2022

**Commencement of Class through online Google meet:** 12.12.2022

**Course Coordinators:** Dr. Sumana Bandyopadhyay, Asst Professor in ELT, NSOU

([drsumanab@gmail.com](mailto:drsumanab@gmail.com)) & Dr Suranjana Bhadra, Associate Professor in English, Serampore Girls' College.

**Course advisor:** Dr Sharmistha Chatterjee, Professor in ELT, NSOU

Dr S. Mohanraj, Professor in ELT, NSOU

- For any assistance regarding NSOU class & other help, contact Gautam Samanta (9903198135) Office Assistant, SoH, NSOU

Sd/-

Professor Manan Kumar Mandal  
Director, SoH & Coordinator, CLTCS, NSOU

Head Office: Dd-26, Sector -I, Salt Lake City, Kolkata - 700064; Phone - 033-4066-3214  
Kalyani Campus: Ghoshpara Station Road, Kalyani, Nadia - 741235; Phone - 033-2582-0103

Soma Roy  
Principal  
Serampore Girls' College  
Serampore, Hooghly



**Centre for Language, Translation and Cultural Studies**  
**School of Humanities**  
**NETAJI SUBHAS OPEN UNIVERSITY**

Established By Act (W.B. Act (XIX) of 1997 and Recognised by U.G.C.)

*Accredited Grade A by NAAC (First cycle)*

Class Hours- 5:00 PM- 6:30 PM (twice a week, Saturday and any one week day )

Course Fees-INR 500 +Exam fees: INR 200

Submission of fees will be made to the competent authority of Serampore Girls' College only. NSOU is not responsible for any collection of fees and refund thereof.

**Class Timing - 5:30 PM- 6:30 PM**

**Evaluation Method:** Evaluation will be based on internal assessment and practical examination to be held on the completion of the course. There will also be a written examination based on the entire course content; weightage 20% internal, 80% external. Minimum marks required for passing is 40%.

**NSOU Counsellors:** Prof. Sathuvelli Mohanraj, Dr. Jaysankar Basu, Dr Sumana Bandyopadhyay, Ms Anindita Sarkar

**Course Advisor(s):**

Prof. S Mohanraj  
(Professor of ELT, School of Humanities, NSOU)

Prof. Sharmistha Chatterjee  
(Professor in ELT, School of Humanities, NSOU)

**Patron**

Dr Soma Roy,  
Principal, Serampore Girl's College

Prof. Manan Kumar Mandal  
Director, School of Humanities, NSOU

**Course Coordinator(s)**

Dr Sumana Bandyopadhyay  
Assistant Professor of English Language Teaching  
School of Humanities, NSOU

&

Dr Suranjana Bhadra  
HoD&Associate Professor of English  
Dept. of English, Serampore Girl's College

e-certificate of completion will be issued to the participants who will successfully complete and submit all assignments.



Centre for Language, Translation and Cultural Studies  
School of Humanities

NETAJI SUBHAS OPEN UNIVERSITY

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Accredited Grade A by NAAC (First cycle)



**E- Brochure for**  
3-months Online Short-Term Training Programme  
**Certificate in Communicative English (CICE)**

Session: December, 2022 to February 2023

Serampore Girls' College Centre

**About NSOU**

Netaji Subhas Open University (NSOU), a premier State Open University in India, is committed to the mission of imparting quality education to a vast majority of Learners across the State of West Bengal and beyond, started its maiden journey in July, 1998. The priority focus of its pedagogy is on the enhancement of the Learners' knowledge in different disciplines in Open and Distance Modes of Learning (ODL). It was established in fulfilment of the Chief Minister's vision of a State Open University of premier status that he articulated in a State Function way back in 1997, the year of Netaji Subhas Bose's birth centenary, with a desire to hallow it in Netaji's revered name and memory. West Bengal State Assembly's Act-XIX, 1997 was a holistic follow-up to give shape to the then Chief Minister's vision, and NSOU was founded in the house #of Sarat Chandra Bose in July, 1998. University Grants Commission was prompt enough to recognize NSOU vide Memo No.F.9-2-97, dt.26.08.1998. NSOU came under the ambit of Distance Education Council's recognition in April, 2008 vide its Memo No.F:DEC/ Recog/2008. As a centre of excellence in ODL (Open and Distance Learning) mode, NSOU was awarded the membership of AIU (Association of India Universities), New Delhi 110 002 and subsequently accredited as Grade A in first cycle of NAAC assessment.

**About the Centre**

The prime objective of CLTCS (Centre for Language, Translation & Cultural Studies) is the dissemination of the knowledge of language as part of cultural studies, as language is a powerful tool of the individual's integration with socioeconomic hierarchy and self-uplift. The introduction of Online Certificate in Communicative English course is a break away from the traditional, long drawn process of learning in close ended syllabi as followed by all variants of schooling in our country. The open-ended, intensely focused and interactive mode of learning in PCP models (Personal Contact Programme) is now almost a compulsion of the day. In tune with this perception and objective, CLTCS provides a motivational frame to induct a large cross-section of students and give shape to their dreams.

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Principel

Serampore Girls' College  
Serampore, Hooghly



**Centre for Language, Translation and Cultural Studies**  
**School of Humanities**

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*Accredited Grade A by NAAC (First cycle)*

This underscores the fact that a significant number of students in mainstream, conservative academics founders and is left wayside groveling as abjectly unemployable burden. NSOU, its University Campus and its Study Centres spread-sheeted all-over West Bengal are dedicated to sub serving the needs of an upcoming generation of Learners. Its outreach now encompasses a wide range of disciplines from short-term Certificate Courses to Bachelor and Postgraduate Programmes, alongside opening up avenues to Research fields. In online CICE course CLTCS's funneled focus is to promote a comprehensive understanding of English used for the purpose of communication. The curriculum is a basic introduction to the language through text and practical application of language forms in real life situations.

### About the Course

CICE was introduced as a three months Short-Term course by the Center from the session 2018-2019, at the Kalyani Campus of the University. The course had run for two semesters at the campus. The Center had collaborated with Serampore Girls College to run a parallel CICE course at the college premises during the same academic year. The Online CICE course is in continuation with the Short Term Program of the University. Students enrolled in the course will gain a comprehensive understanding of the language through practice. The curriculum provides introduction to the study of language forms and skills.

### Features of the Online CICE

- > Intensive Tutor-Learner Interface
- > Online Learning Materials as Learning Aids
- > Interactive sessions with experts

### Course Objectives

- > To help learners understand the use of language.
- > To introduce to the learners purposeful learning experiences.
- > To work on vocabulary, grammar, pronunciation and spelling exercises.
- > To help learners work on Language Skills
- > To expose the learners to English in life-like situations outside the classroom.

**Mode of Instructions:** Online classes will be arranged through Google Meet Platform.

Course Duration: 12 weeks of instruction + 3 weeks practicals and examinations [December 2022 to March 2022]

#### Course Structure:

Paper 1- Speaking and Listening Skills [12 hrs] + follow up practice

Paper 2- Reading and Writing Skills [22 hrs] + follow up practice

**Total marks: 200 (Tem End Exam: 100 + assignment & practical: 100)**

Medium of Instruction: English



**Centre for Language, Translation and Cultural Studies**  
School of Humanities

**NETAJI SUBHAS OPEN UNIVERSITY**

Established By Act (W.B. Act (XIX) of 1997 and Recognised by U.G.C.)  
Head Office: DD-26, Sector-I, Salt Lake City, Kolkata-700064; Phone: 033 40663214

Memo no: SoH 22/428

Date: 21/11/2022

To  
The Principal  
Serampore Girls' College  
Serampore, Hoogly

[Sub: Admission notice for CICE (Session: Dec 2022 to Feb 2023) offered by CLTCS, NSOU]

Madam,

Please find enclosed the admission notification for Short Term Course in CICE offered by the Centre for Language, Translation & Cultural Studies of NSOU. Course brochure along with soft copies of admission form & notice have been sent to your official e-mail ID already.

You are requested to send a comprehensive statement for collection of admission fees along with a bank draft (of total amount) to the office of the Director, SoH accordingly. CLTCS bank details are as follows.

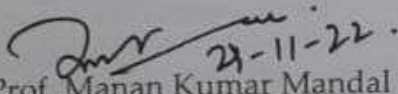
Account name: CLTCS-NSOU

Account no: 50375446309

Bank name: Indian Bank, Branch name: Salt lake City Branch, Kolkata

IFSC: IDIB000K770

Thanks & regards,

  
21-11-22  
Prof. Manan Kumar Mandal  
Director, School of Humanities &  
Coordinator, CLTCS, NSOU

Prof. MANAN KUMAR MANDAL

DIRECTOR

SCHOOL OF HUMANITIES

NETAJI SUBHAS OPEN UNIVERSITY

- Copy to: 1. Prof. Sharmistha Chatterjee, Professor in ELT, NSOU  
2. Dr Sumana Bandopadhyaya, Asst Professor in ELT, NSOU  
3. Guard file, CLTCS, NSOU

Soma Roy  
Principal  
Serampore Girls' College  
Serampore, Hoogly

# sample certificate cum mark sheet

Centre for Language, Translation  
and Cultural Studies (CLTCS)  
School of Humanities  
Netaji Subhas Open University  
Accredited by NAAC with Grade 'A' (1st cycle)



## Certificate in Communicative English (CICE)

In collaboration with  
Serampore Girls College

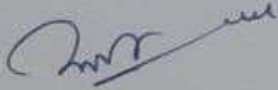
This is to certify that Smt. Tiyasa Paul with Roll No. CICE/SGC/B-22 D - 344 has successfully completed Short Term Course Certificate in Communicative English (CICE) (Online Class over Google Meet) conducted by Centre for Language, Translation and Cultural Studies (CLTCS) and offline classes by Serampore Girls College for the session December 2022 – March 2023.

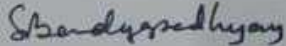
Marks Obtained in Paper 1 out of 50	Marks Obtained in Paper 2 out of 50	Total Marks	Grade	Assignment Marks	Assignment Grade
46	32	78	A	15	B+

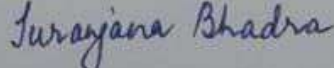
She Obtained the Credit Point/ Marks in the Examination of STC Certificate in Communicative English as indicated below ( Total 4 Credit/100 Marks)

Minimum Pass Marks: 50%

Grades: O = 90% and above A+ = 80% - 89% A = 70% - 79%  
B+ = 60% - 69% B = 50% - 59%  
C = 40% - 49% D = 30% - 39%

  
Prof. Manan Kumar Mandal  
Director, School of Humanities.

  
Dr. Sumana Bandyopadhyay  
Assistant Professor of ELT, NSOU  
Course Coordinator

  
Dr. Suranjana Bhadra  
Assistant Professor of English & HoD  
Serampore Girls College  
Course Coordinator

Kolkata

Date of Issue: 30 April



Paper 1: Grammar and Vocabulary  
Paper 2: Reading and Writing  
Assignment: Listening and Speaking

  
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Serampore, Hooghly



# Serampore Girls' College

13, T.C. Goswami Street Serampore Hooghly - 712201 West Bengal

## NAAC Criteria 1.2.1



### Classroom Teaching



### Distribution of Certificates



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Serampore Girls' College  
Serampore, Hooghly

Signature of Principel

sample questionnaire

9.	Were the learning materials difficult / easy?	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Sometimes difficult
10.	Do you need to take help of any resource/s other than the study material ? (Mention resources: dictionary/ mobile dictionary/ grammar book) dictionary, grammar book..... If yes, why?	<input checked="" type="radio"/> Yes <input type="radio"/> No
11.	Are counselors available to you whenever you need them?	<input checked="" type="radio"/> Yes <input type="radio"/> No
12.	Are/Were the contact sessions helpful for you? <input checked="" type="radio"/> Yes <input type="radio"/> No  If yes, which of the following reasons is most appropriate to describe online classes?	<input checked="" type="radio"/> Yes <input type="radio"/> No
13.	Which of the language skills/ areas have you improved on while you were in the program?	<input type="radio"/> Reading <input type="radio"/> Writing <input checked="" type="radio"/> Listening <input type="radio"/> Speaking
15.	Name a drawback of the course.	

### Online/ Offline CICE Learner's Questionnaire

Email\* tanushreekumar2005@gmail.com Contact Number 624411584

Batch CICE/SGC /B-22 D- 2022 Name of the Learner Tanushree Kumar

Educational Qualification 10+2 (Pursuing English, honours course)

1.	Reasons for joining the Short Term course	<input checked="" type="checkbox"/> To enhance own skills. <input type="checkbox"/> To get a better job <input type="checkbox"/> Promotion <input type="checkbox"/> Any other reason.....
2.	Di you attend the induction program after joining the course?  If yes, was it helpful?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3.	Did you receive the learning materials on time?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4.	Did you attend all the sessions- Online and Offline classes?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5.	Were you informed about the Online sessions well in advance?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6.	Were you given any guidelines or instructions on using the materials effectively (i.e. for understanding content and completing assignments)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Any other answer-----
7.	If yes, were the instructions in the form of;	<input type="checkbox"/> Interactions on the learning apps <input checked="" type="checkbox"/> Instruction within the sessions <input type="checkbox"/> Telephonic communications <input type="checkbox"/> Through Learner Management System
8.	Did you learn from the materials without taking help of the counselors/tutors?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe

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 Principal  
 Serampore Girls' College  
 Serampore, Hooghly

16. Is your performance in the assessment satisfactory?

Yes, ~~no~~

17. What is your level of satisfaction with the training received through the course of study?

- a) Very satisfactory
- b) Satisfactory
- c) Not sure
- d) Unsatisfactory
- e) Very unsatisfactory

18. Did you attend the special lecture on English Pronunciation: An Introduction?

- Yes
- No

19. What did you learn from the lecture?

- a) English consonant sounds
- b) English vowels
- c) Sound combinations

20. Is the following statement true?

Polysyllabic words end with a suffix. Suffixes are not stressed.

- Yes
- No

Soma Roy  
Principal  
Serampore Girls' College  
Serampore, Hooghly

## Feedback and result distribution

44 students registered  
31 students completed  
the course  
*Sudra*

SERAMPORE GIRLS' COLLEGE

LIST OF STUDENTS REGISTERED FOR CICE 2022-23



Date of Result & Certificate Distribution: 16 May, 2023

CICE 2022-23					
Sr	NAME	DEPARTMENT	Email	Grade & Signature	Feedback
1	Mashkuratun Namira	ENGA	mashkuratunnamira7@gmail.com	Absent	
2	Priti Kumari Yadav	ENGA	pritiyadv502@gmail.com	A+ Priti Kumari Yadav	It's good to improve speaking.
3	Sneha Sarkar	ENGA	snehasarkar365@gmail.com	A+ Sneha Sarkar	It was good
4	Samriddhi Sarkar	ENGA	samriddhisarkar89@gmail.com	A Samriddhi Sarkar	It helped me to improve
5	Ananya Adak	ENGA	ananyaadak2004@gmail.com	B+ Ananya Adak	It's good to improve speaking
6	Tanaya Ghosh	ENGA	gtanaya648@gmail.com	B+ Tanaya Ghosh	It's help me to improve speaking
7	Tiyasa Paul	ENGA	tiyasapaul221020@gmail.com	A	
8	Ishita Das	ENGA	ishitad395@gmail.com	B+ Ishita Das	It's helpful
9	Priti Kumari Shaw	ENGA	priti2005shaw@gmail.com	B+ Priti Kumari Shaw	It's good to improve my speaking and writing
10	Tina Malik	ENGA	tinamalik086@gmail.com	Absent	
11	Koyel Roy	ENGA	koyelroy20192019@gmail.com	Absent	
12	Diya Das	ENGA	diyad4490@gmail.com	B+ Diya Das	It's good
13	Moupriya Bhul	ENGA	moupriyabhul311@gmail.com	A+ Moupriya Bhul	It helped me to improve language skills
14	Ritoja Dey	ENGA	ritojadey@gmail.com	O Ritoja Dey	It helped me improve my reading and writing skills
15	Riya Dhara	ENGA	riyadhara554@gmail.com	B	
16	Dipanwita Biswas	ENGA	dipanwitabdy@gmail.com	A+ Dipanwita Biswas	It helped me improve
17	Sneha Dolui	ENGA	doluisneha04@gmail.com	Sneha Dolui	It's good to improve speaks.
18	Sneha Das	ENGA	das028311@gmail.com	B	
19	Lopamudra Jaiswal	ENGA	jaiswalranjit414@gmail.com	A Lopamudra Jaiswal	It was helpful

*Sumana Bandyopadhyay*  
16.5.2023  
*Kuranyama Bhadra* 16/5/2023

Soma Roy  
Principel  
Serampore Girls' College  
Serampore, Hooghly

16 May, 2023

Pg 2

20	Sayanti Das	ENGA	Sayantidas987@gmail.com	B+ Sayanti Das Absent	It helps me to improve my reading skill.
21	Prakiti Das	ENGA	prakiti.das15@gmail.com	Absent	
22	Ankita Das	ENGA	ad5519121@gmail.com	B+ Ankita Das Absent	It is very helpful
23	Mousumi Patra	ENGA	mousumipatra924@gmail.com	Absent	
24	Dhatri Biswas	ENGA	dhatribiswas2004@gmail.com	B+ Dhatri Biswas Absent	It helped me to improve my listening skills.
25	Sayani Das	ENGA	sayanidas533@gmail.com	A+ Sayani Das	It helps me to improve my own skill.
26	Sudipta Ghosh	ENGA	sudiptaghosh20031123@gmail.com	B+ Sudipta Ghosh	It was great experience and also helps me to learn many things.
27	Megha Giri	ENGA	meghagiri890@gmail.com	A+ Megha Giri	It helped to enhance my speaking.
28	Tanushree Kumar	ENGA	tanushreekumar2005@gmail.com	<del>Tanushree</del> A+ Tanushree Kumar	It helped me to gain confidence.
29	Arpita Mondal	ENGA	arpitamondal5433@gmail.com	A+ Arpita Mondal	It helps me to improve my own skill.
30	Ruma Banduri	ENGA	banduriruma@gmail.com	B+ Ruma Banduri	It helps me to improve my reading skill.
31	Shreya Roy	ENGA	roys95531@gmail.com	B+ Shreya Roy	It helps me to improve my speaking skill.
32	Piyasa Nandi	ENGG	piyasanandi723@gmail.com	B+ Piyasa Nandi	It helps me to improve my learning skill.
33	Piu Shaw	PLSA		Absent	
34	Sharmila Majhi	PLSA	sharmilamajhi312005@gmail.com	Absent	
35	Riya Dutta	ENGG	duttariya764@gmail.com	Absent	
36	Payel Bhar	ENGG	bharpayel0@gmail.com	Absent	
37	Ashmita Som	ENGG	somasmi2005@gmail.com	A+ Ashmita Som	It's really helps me to learning.
38	Soumill Mondal	ENGA		Absent	
39	Sneha Santra	HISA		Absent	
40	Suman Shaw	ENGA	sumanshawn04@gmail.com	A, Suman Shaw	It's helps me to improving my learning.
41	Saheli Ghosh	ENGA		B Saheli Ghosh Absent	It helps me to improve my reading skill.
42	Anushree Das	ENGA		Absent	
43	Sarmin Yeasmin	ENGA		Absent	
44	Roopkatha Sinha	PLSA	roopkathasinha03@gmail.com	A, Roopkatha Sinha	It helps me to improving my reading and communication.

Musanjana Bhadra 16/5/2023

Signature of the Coordinators

Sumana Bandyopadhyay

16.5.2023

Soma Roy

Principel

Serampore Girls' College  
Serampore, Hooghly