



**V.S.R. GOVERNMENT DEGREE & PG COLLEGE
MOVVA, KRISHNA DT.**

Faculty:

Dr. J. Kalpana

Smt. Y. Suneetha

Dr. A.V.V.V.Malleswaramma

**DEPARTMENT OF ENGLISH
CERTIFICATE COURSE
on
ENGLISH LANGUAGE ESSENTIALS**

2022-2023

ENGLISH LANGUAGE ESSENTIALS

V.S.R. GOVERNMENT DEGREE & P.G.COLLEGE**MOVVA, KRISHNA DT****Certificate**

This is to certify that the department of English conducted a certificate course on English Language Essentials from 10-04-23 to 30-06-23 to IVth & VIIth Semester students of all programs. Time duration was 30hrs. The topics they covered are essential for all competitive examinations. A good number of 140 students have fruitfully completed the course. I appreciate all the faculty of department of English for the successful completion of the Certificate course.


Department In-charge


Principal
PRINCIPAL
V.S.R. Govt. Degree & P.G. College
Movva - 521 135, Krishna Dt., A.P.

Dear Students

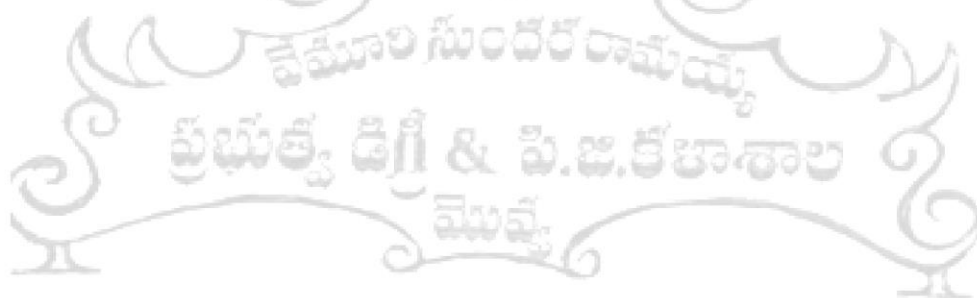
Welcome to the **English Language Essentials** Certificate Course! This course has been designed to provide you with a comprehensive understanding of the English language and help you improve your language skills. Throughout the course, you will learn essential grammar rules, gain a strong grasp of tenses, identify errors in written English, and develop the ability to read and write in English fluently.

The course is divided into 15 weeks, and each week covers a different topic, starting with Articles and ending with Direct and Indirect Speech. In the first week, you will learn about the types and usage of Articles, followed by Prepositions, Tenses, and Conditionals in the following weeks. The course will cover Voice, Phrasal Verbs, and Direct and Indirect Speech, among other topics.

Each week of the course includes an introduction to the topic, followed by practice exercises and assessments to help you solidify your understanding of the concepts. Additionally, the course includes reading comprehension exercises and strategies for improving your reading skills.

In the final week, you will have a final assessment to evaluate your understanding of the course concepts. After successfully completing the course, you will receive a certificate that acknowledges your accomplishment.

Whether you are a beginner or an intermediate English language learner, this course will help you develop a strong foundation in the English language, which will be useful for both academic and professional settings. We hope you find this course engaging and rewarding, and we look forward to supporting you as you learn and grow your language skills!

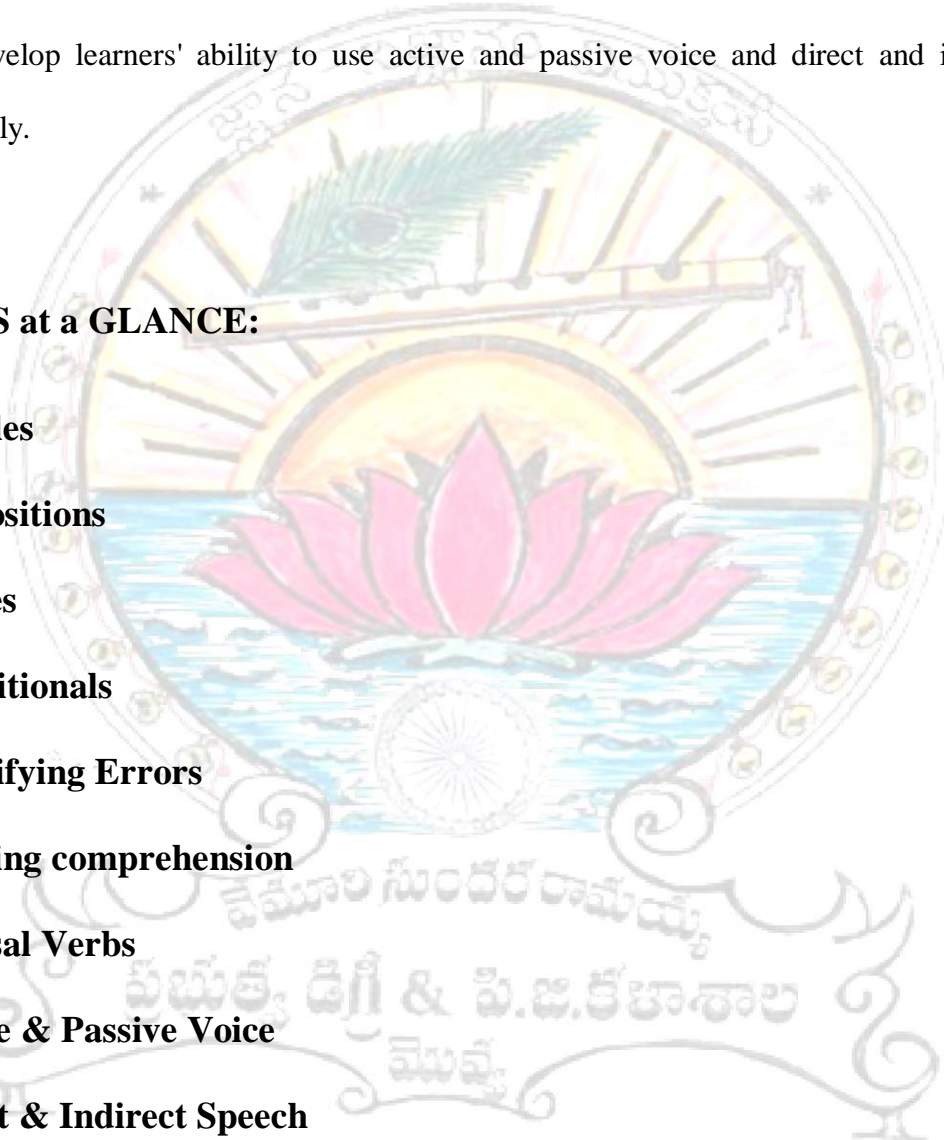


COURSE OBJECTIVES

- To enhance learners' ability to use articles, prepositions, tenses, conditionals, and phrasal verbs correctly in written and spoken English.
- To improve learners' ability to identify errors in written English.
- To improve learners' reading comprehension skills in English.
- To develop learners' ability to use active and passive voice and direct and indirect speech correctly.

SYLLABUS at a GLANCE:

- **Articles**
- **Prepositions**
- **Tenses**
- **Conditionals**
- **Identifying Errors**
- **Reading comprehension**
- **Phrasal Verbs**
- **Active & Passive Voice**
- **Direct & Indirect Speech**



Duration of the Course: 30 hours

COURSE OUTLINE

- **Pre-Test to assess the initial standard of students**

Week 1: Articles (2 hours)

- Introduction to articles, their types, and usage (1 hour)
- Practice exercises and assessments (1 hour)

Week 2: Prepositions (2 hours)

- Introduction to prepositions and their usage (1 hour)
- Practice exercises and assessments (1 hour)

Week 3: Tenses - Part 1 (2 hours)

- Introduction to tenses, their types, and usage (1 hour)
- Practice exercises and assessments (1 hour)

Week 4: Tenses - Part 2 (2 hours)

- Continued practice exercises and assessments (2 hours)

Week 5: Conditionals (2 hours)

- Introduction to conditionals and their types (1 hour)
- Practice exercises and assessments (1 hour)

Week 6: Identifying Errors- Part I (2 hours)

- Techniques for identifying errors in written English (1 hour)
- Practice exercises and assessments (1 hour)

Week 7: Identifying Errors (2 hours)

- Continued practice exercises and assessments (2 hours)

Week 8: Reading Comprehension (2 hours)

- Strategies for improving reading comprehension skills (1 hour)
- Reading comprehension exercises and assessments (1 hour)

Week 9: Phrasal Verbs (2 hours)

- Introduction to phrasal verbs and their usage (1 hour)

- Practice exercises and assessments (1 hour)

Week 10: Voice- Part 1 (2 hours)

- Introduction to active and passive voice and their usage (1 hour)
- Practice exercises and assessments (1 hour)

Week 11: Voice- Part 2 (2 hours)

- Continued practice exercises and assessments (2 hours)

Week 12: Direct & Indirect Speech - Part 1 (2 hours)

- Introduction to direct and indirect speech and their usage (1 hour)
- Practice exercises and assessments (1 hour)

Week 13: Direct & Indirect Speech - Part 2 (2 hours)

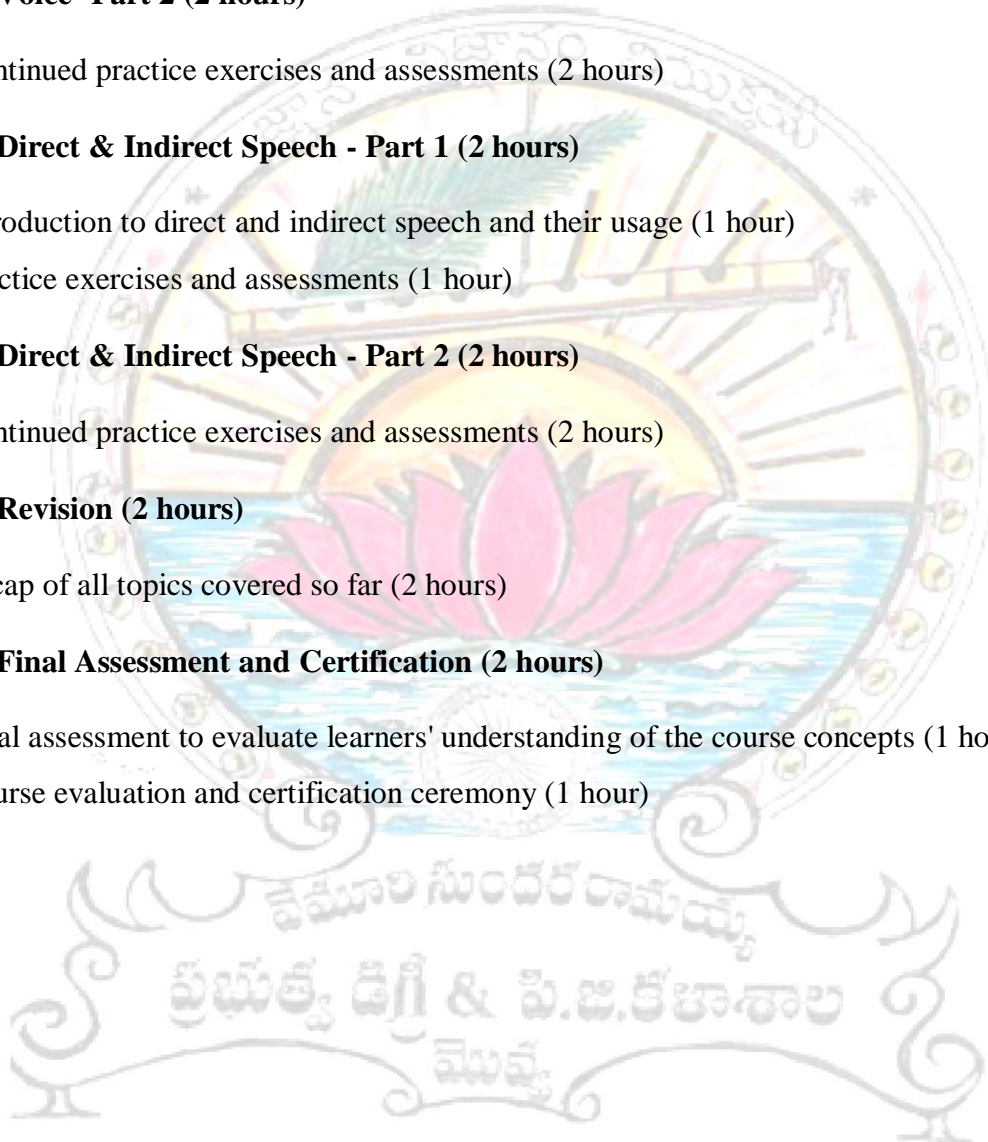
- Continued practice exercises and assessments (2 hours)

Week 14: Revision (2 hours)

- Recap of all topics covered so far (2 hours)

Week 15: Final Assessment and Certification (2 hours)

- Final assessment to evaluate learners' understanding of the course concepts (1 hour)
- Course evaluation and certification ceremony (1 hour)



COURSE MATERIALS

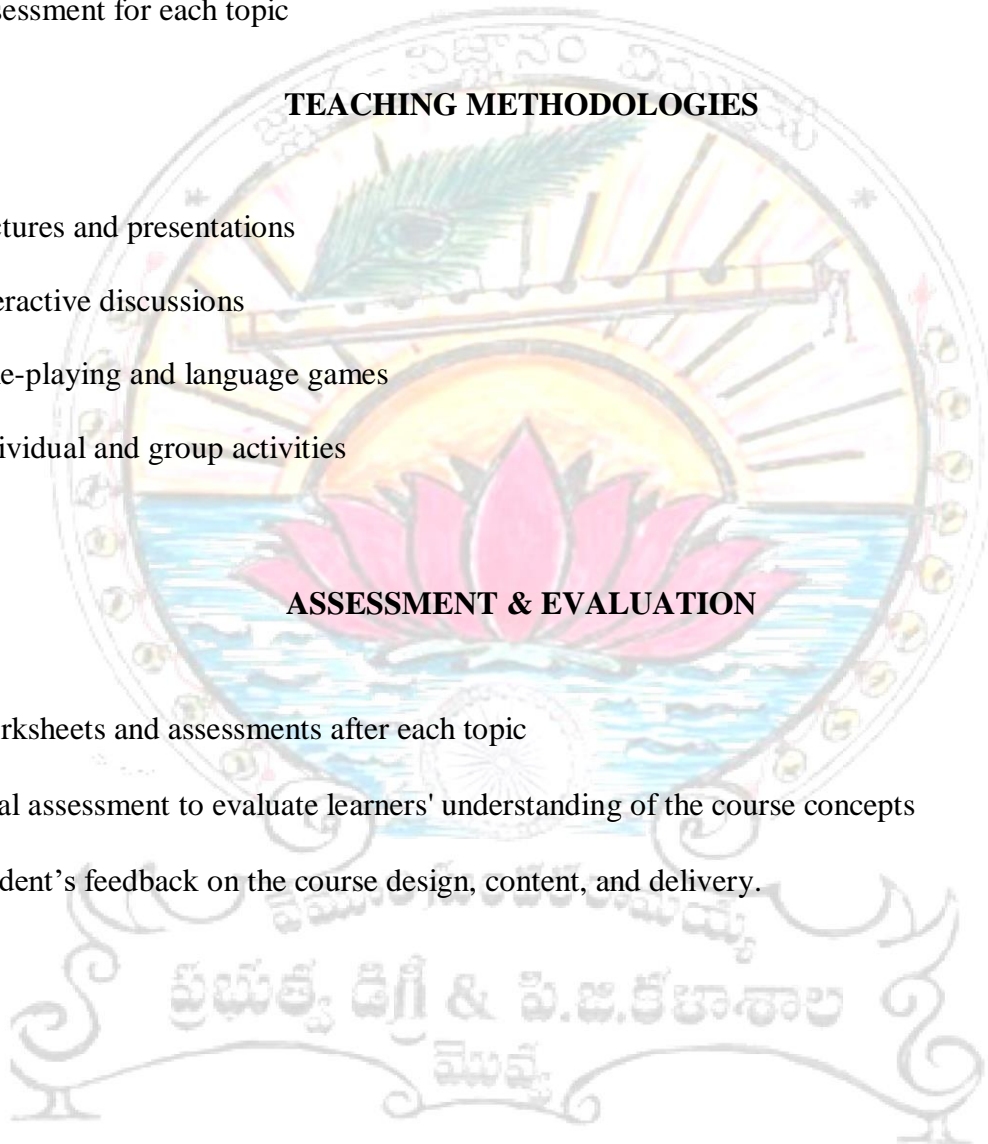
- Reading materials for each topic
- Worksheets for each topic
- Answer Keys for Worksheets
- Assessment for each topic

TEACHING METHODOLOGIES

- ❖ Lectures and presentations
- ❖ Interactive discussions
- ❖ Role-playing and language games
- ❖ Individual and group activities

ASSESSMENT & EVALUATION

- Worksheets and assessments after each topic
- Final assessment to evaluate learners' understanding of the course concepts
- Student's feedback on the course design, content, and delivery.





6WH7+879, Movva, Andhra Pradesh 521135, India

Movva

Andhra Pradesh

India

2022-11-22(Tue) 11:28(AM)



29°C

84°F



6WH7+879, Movva, Andhra Pradesh 521135, India

Movva

Andhra Pradesh

India

2022-11-05(Sat) 12:03(PM)

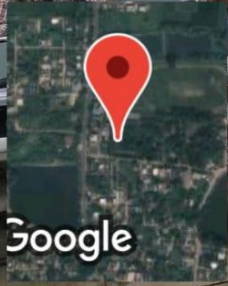


30°C

86°F



GPS Map Camera

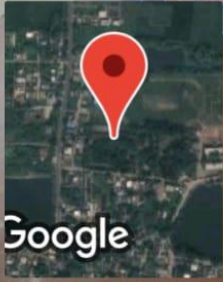


Movva, Andhra Pradesh, India
6WH7+879, Movva, Andhra Pradesh 521135, India
Lat 16.228365°
Long 80.913493°
19/04/23 03:36 PM GMT +05:30

Google



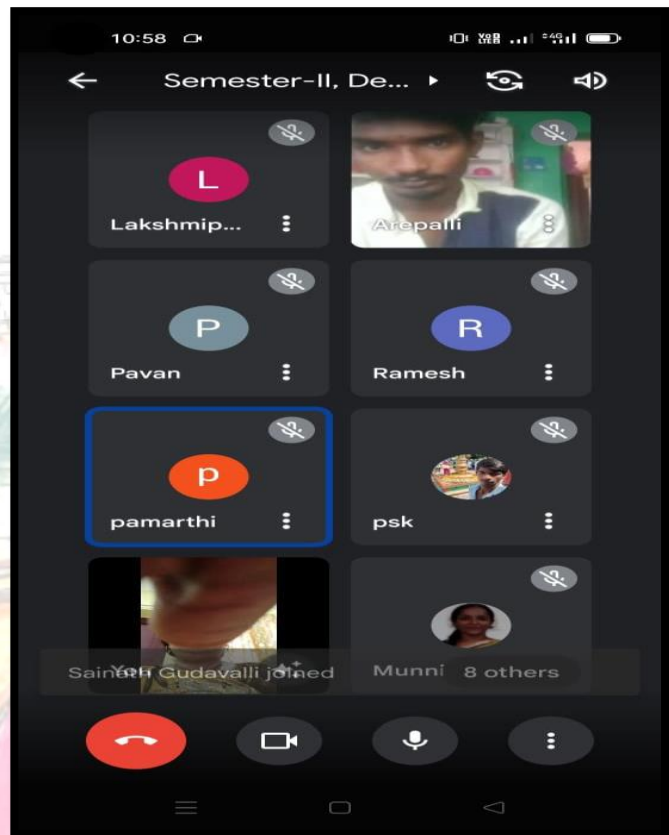
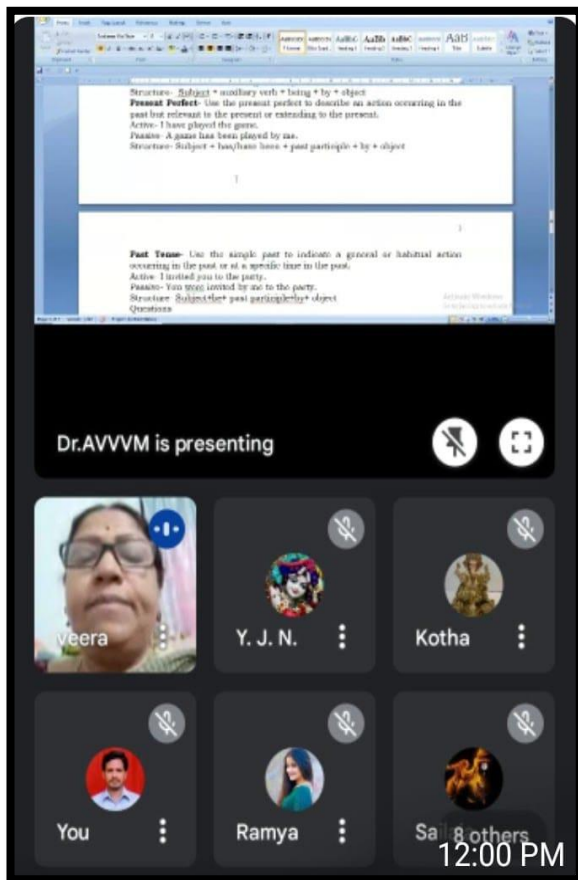
GPS Map Camera



Movva, Andhra Pradesh, India
6WH7+6PV, Movva, Andhra Pradesh 521135, India
Lat 16.228605°
Long 80.913872°
15/04/23 12:24 PM GMT +05:30

Google

Online class in the month of May



COURSE OUTCOMES

- Understand the different types of articles and their usage in English writing and speaking.
- Identify and use prepositions correctly in sentences to convey meaning accurately.
- Demonstrate proficiency in using various tenses to express different time frames in English.
- Recognize and use the different types of conditionals in writing and speaking.
- Identify common errors in written English and apply strategies to correct them.
- Develop strategies for improving reading comprehension skills in English.
- Identify and use phrasal verbs effectively in writing and speaking.
- Understand the difference between active and passive voice and use them correctly in sentences.
- Recognize and use direct and indirect speech correctly in writing and speaking.
- Synthesize and apply all the language concepts and skills covered in the course through final assessments and evaluations.

[Signature]
 PRINCIPAL
 V.S.R. Govt. Degree College
 MOVVA - 521138, Krishna Dt., A.P.

V.S.R. Government Degree & PG College, Movva, Krishna Dt

PRE TEST for Certificate Course on ENGLISH LANGUAGE ESSENTIALS

* Indicates required question

1. Email *

2. Name of the Student *

3. Year & Group *

Mark only one oval.

II B A

II B COM (G) II

B COM(CA)II

BSC

Mobile Number *

Choose the correct Preposition

4. I was born ----- July 4th , 1982. *

1 point

Mark only one oval.

in

on

at

since

5. We will meet -----the airport. *

1 point

Mark only one oval.

- in
 on
 at
 of

6. James went----- the room. *

Mark only one oval.

- into
 to
 for
 of

7. The cat is ----- the table. *

1 point

Mark only one oval.

- out by
 under
 of

8. The train passes -----the tunnel. *

1 point

Mark only one oval.

- from
 by
 through
 in

In the following questions, a phrase/clause/word/some part of the sentence is not correct. Identify the option that has error.

9. People are believing (1)/ in the medicine that (2)/ the government dispensaries have (3).

* 1 point

1 point

Mark only one oval.

 1

 2

 3

 1

 &

 2

* 1 point

10. The function was held (1)/ at Mumbai /and as a result (2) /not much of them (3)/ were able to attend it (4).

Mark only one oval.

 1

 2

 3

 4

11. Besides her friends, (1) / her wife and colleagues (2)/ also gets (3) / the invitation. (4)

* 1 point

Mark only one oval.

1 2 3 4

Fill in the blanks with appropriate phrasal verbs

12. I _____ hard work to succeed *

1 point

Mark only one oval.

 believe in believe with believe on

13. The purse was to the owner. *

1 point

Mark only one oval.

 handed over handed in handed out

14. The doctor advised him to smoking. *

1 point

Mark only one oval.

- give off
- give up
- give in

Transform the following sentences

15. Esha is singing a song. (change it into passive voice) *

1 point

Mark only one oval.

- A song is sung by Esha
- A song was sung by Esha
- A song is being sung by Esha
- A song was being sung by Esha

16. This masterpiece has been created by her. (change it into active voice) *

1 point

Mark only one oval.

- She created the master piece She
- has created the master pieceShe is
- creating the master piece She
- creates the master piece

17. The doctor said to the patient, "Don't smoke". (change it into indirect speech) * 1 point

Mark only one oval.

- The doctor advised the patient not to smoke. The
- doctor requested the patient not to smoke. The
- doctor ordered the patient not to smoke. The
- doctor wished the patient not to smoke.

18. He said that he was late. (change it into direct speech) * 1 point

Mark only one oval.

- He said, 'I was late'. He
- said, 'I am late'. He said,
- 'I will be late'. He said,
- 'he is late'.

Fill in the blanks with suitable Articles

19. _____ movie we watched last night was really good * 1 point

Mark only one oval.

- a
- an
- the
- no article

20. The doctor said to the patient, "Don't smoke". (change it into indirect speech) * 1 point

Mark only one oval.

- The doctor advised the patient not to smoke. The
- doctor requested the patient not to smoke. The
- doctor ordered the patient not to smoke. The
- doctor wished the patient not to smoke.

21. He said that he was late. (change it into direct speech) * 1 point

Mark only one oval.

- He said, 'I was late'. He
- said, 'I am late'. He said,
- 'I will be late'. He said,
- 'he is late'.

Fill in the blanks with suitable Articles

22. _____ movie we watched last night was really good * 1 point

Mark only one oval.

- a
- an
- the
- no article

23. My sister is _____ excellent cook *

1 point

Mark only one oval.

- a
- an
- the
- no article

24. I need to buy _____ new laptop for school. *

1 point

Mark only one oval.

- a
- an
- the
- no article

25. They live in _____ old house

1 point

Mark only one oval.

- a
- an
- the
- no article

24. Albert is _____ European *

1 point

- a
- an
- the
- no article

Fill in the blanks with appropriate tense forms

25. I _____ (watch) a movie when she called me yesterday. *

1 point

Mark only one oval.

- watching
- is watching
- was watching
- has been watching

26. By this time next year, I _____ (complete) my degree. *

1 point

Mark only one oval.

- will complete shall
- complete
- will have completed
- have completed

27. Look! She _____ her homework

1 point

- was doing
- is doing
- did
- done

28. She _____ (write) a novel for several months now *

1 point

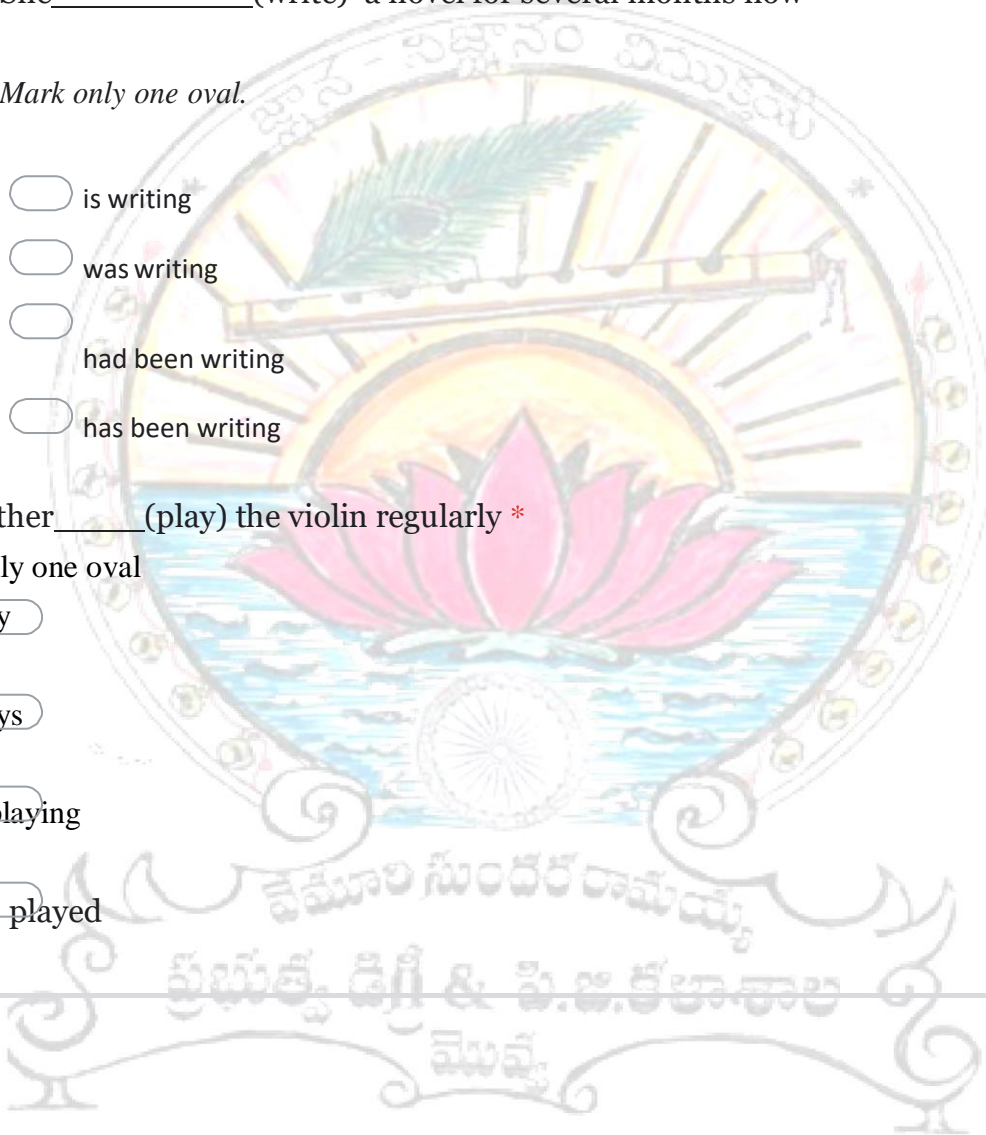
Mark only one oval.

- is writing
- was writing
- had been writing
- has been writing

29. My brother _____ (play) the violin regularly *

Mark only one oval

- Play
- Plays
- Is playing
- has played



V.S.R. GOVERNMENT DEGREE & P.G.COLLEGE

MOVVA, KRISHNA DT

Abstract of Certificate Course in English Language Essentials

Title of the Certificate Course	Faculty	Academic Year	Duration	Programme	No. of Students Enrolled	No. of Students Completed	Topics
English Language Essentials	1. Dr. J. Kalpana	2022-23	30 hrs	IIB.A.	160	140	1. Articles
	2. Smt. Y. Suneetha	From 10-04-23 to 30-06-23	April May June	IIBCOM II BSC – ALL III MPCS IIMECS			2. Prepositions 3. Tenses 4. Conditionals 5. Identifying Errors 6. Reading Comprehension 7. Phrasal Verbs 8. Active & Passive Voice 9. Direct & Indirect Speech
	Dr. A.V.V.V. Malleswaramma						

Topic

Phrasal Verbs

Phrasal verb is a combination of a verb and a preposition or an adverb. It has a different meaning than the original verb. Let's take an exercise of phrasal verbs for its better understanding.

1. The truth finally _____ me. (dawned on/dawned about)
2. He _____ as if nothing had happened. (carried on, carried through)
3. He _____ all struggle. (gave up / gave out)
4. _____ the light, please. (Switch on, switch for)
5. She _____ her mother. (takes in, takes after)
6. Children _____ whatever they hear. (blurt out, blurt about)
7. Junoon has just _____ a new winter collection. (brought up, brought out)
8. The Panda is in danger of _____. (drying out, drying in)
9. All the tickets of the Barcelona Cup have been _____. (sold away, sold out)
10. Why are you _____. (looking around, looking for)
11. Please, _____ your shoes. (take off, take out)
12. Have the factory workers _____ the strike? (called of, called off)
13. He did not _____ my request. (accede to, accede for)
14. He _____ drinking after his failure in love. (took to, took in)
15. You can _____ this deficiency. (make out, make up)
16. Girls _____ to greet their favorite teacher. (turned on, turned out)
17. He _____ book of all kinds. (deals in, deals of)
18. The government has _____ all projects. (cast by, cast aside)
19. All the fruit in the basket has _____. (gone off, gone out)
20. His oratory _____ the feelings of the crowd. (worked up, worked out)

Answers

1. dawned on,
2. carried on,
3. gave up
4. Switch on
5. takes after
6. blurt out

7. Worked up
8. brought out
9. drying out
10. sold out
11. looking around
12. take off
13. called off
14. accede to
15. took to
16. make up
17. turned out
18. deals in
19. cast aside
20. gone off

Vocabulary Quiz

You can do this vocabulary quiz **online** or **print it** on paper. It's based on our Phrasal Verbs List.

1. Would you _____ my dog for me this weekend?

- look
- look after
- look up

2. My neighbour _____ eggs yesterday.

- ran
- ran out of
- ran into

3. John _____ his leg at the baseball game.

- broke
- broke down
- broke off

4. Our boss _____ our meeting until next week.

- put
- put off
- put down

5. Could you _____ the music while I'm on the phone?

- turn
- turn off
- turn around

6. I don't _____ my new science teacher.

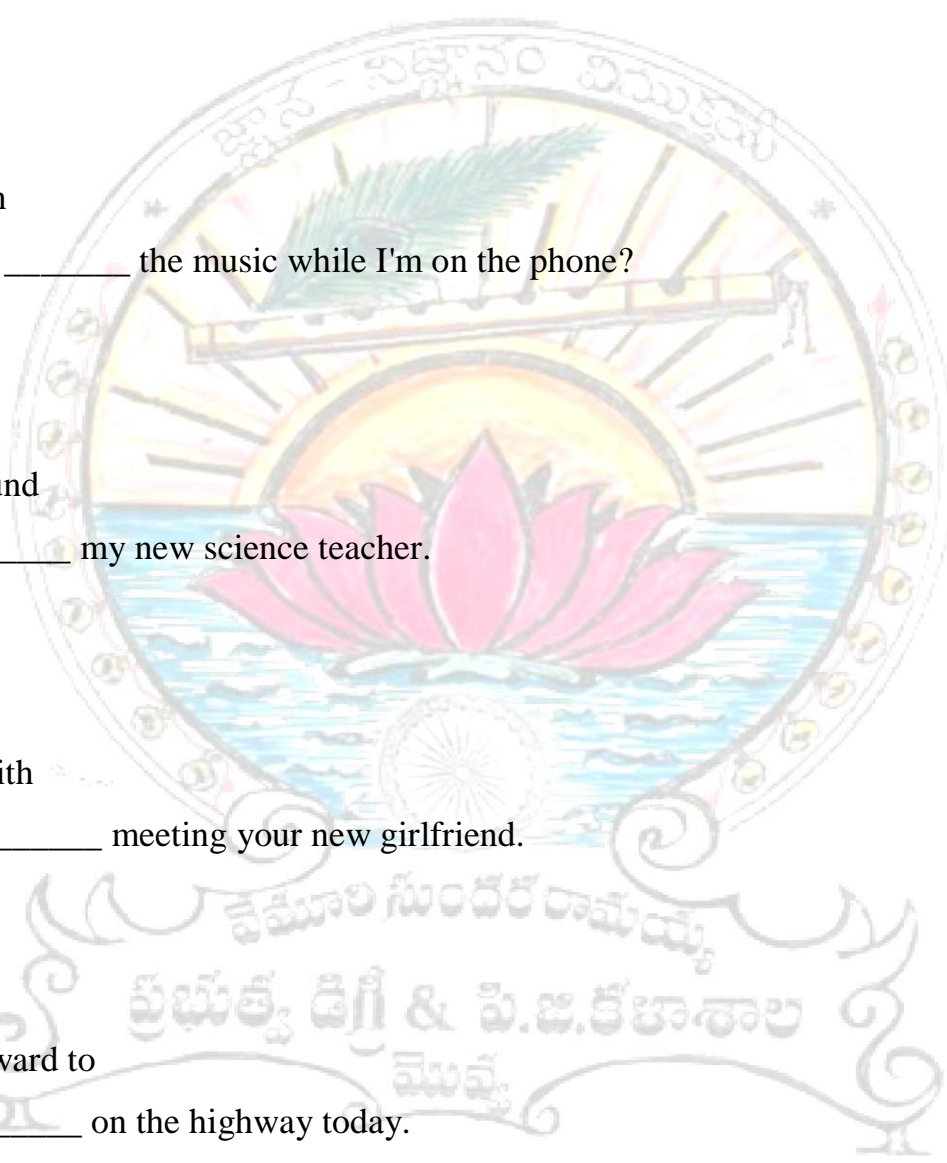
- get up
- get over
- get on with

7. We both _____ meeting your new girlfriend.

- look
- look up
- look forward to

8. My car _____ on the highway today.

- broke down
- broke off
- broke away



9. It will be easier to read if you _____ the lights.

- switch
- switch on
- switch over

10. I have to _____ to the finish line and back.

- run away
- run out of
- run



Attendance:

III. Complete the sentence by choosing the correct form of the verb given in brackets. 5M

1. The match had _____ (start) by the time I reached the stadium . []
A. start B. starting C. starts D. started
2. Ashish has _____ (eat) all the biscuits. []
A. eaten B. eats C. eating D. eat
3. The thief as well as the Policemen _____ present. []
A. was B. were C. are D. is
4. Either she or I _____ wrong. []
A. be B. am C. was D. is
5. The river _____ (flow) under the bridge. []
A. flew B. flows C. flown D. flowing

IV. Complete the sentence with suitable Phrasal Verb. 5M

1. I set my alarm clock because i have to _____ early tomorrow. []
A. get up B. come on C. make up D. look up
2. Hear's a chair. Please _____. []
A. break down B. go up C. sit down D. stand on
3. If you don't pass the exam this time don't _____. Try again! []
A. come in B. look out C. go on D. give up
4. Your room is so untidy! Please _____ the clothes and put them in the washing machine. []
A. stand up B. pick up C. get on D. turn off
5. _____ the TV. My favourite programme will start in a minute. []
A. grow up B. look for C. take off D. switch on

V. Complete the sentence selecting the correct answer of the 'voice' 3M

1. This house _____ by my father. []
[A. Built](#) B. Was built C. [Was build](#) D. [Has built](#)
2. She _____ for long now. []
[A. Are ailing](#)
[B. Is ailing](#)
C. Has been ailing
[D. Have been ailing](#)

Feedback:

V.S.R. GOVERNMENT DEGREE & P.G.COLLEGE
MOVVA, KRISHNA DT

Department of English

STUDENT FEED BACK ON THE CERTIFICATE COURSE CONDUCTED
FROM 10-04-23 to 30-06-23

TITLE: Certificate Course in English Language Essentials

1. Did the objectives of the course clear to you? Yes (✓) no ()
2. Did the Lecture sequence is well planned? Yes (✓) no ()
3. Did the Lectures were clear and easy to understand? Yes (✓) no ()
4. Did the Course material handed out is sufficient? Yes (✓) no ()
5. Did the Lecturers encouraged interaction and were helpful? Yes (✓) no ()
6. Did the lecturer cleared up the points of confusion? Yes (✓) no ()
7. Did the instructor inspire interest in the topics of the course? Yes (✓) no ()
8. Did you receive feedback on your performance on tests conducted? Yes (✓) no ()
9. Are you satisfied with the content of the course? Yes (✓) no ()
10. Did you receive the Certificate at the end of the course? Yes (✓) no ()



PRINCIPAL
V.S.R. Govt. Degree & P.G. College
MOVVA-521135, Krishna Dt., A.P.

K. Vava lakshmi
Signature of the Student

Reg NO: 2129223051011

class: MECS (IV sem)

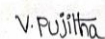
V.S.R. GOVERNMENT DEGREE & P.G.COLLEGE
MOVVA, KRISHNA DT

Department of English

STUDENT FEED BACK ON THE CERTIFICATE COURSE CONDUCTED
FROM 10-04-23 to 30-06-23

TITLE: Certificate Course in English Language Essentials

1. Did the objectives of the course clear to you? Yes (✓) no ()
2. Did the Lecture sequence is well planned? Yes (✓) no ()
3. Did the Lectures were clear and easy to understand? Yes (✓) no ()
4. Did the Course material handed out is sufficient? Yes (✓) no ()
5. Did the Lecturers encouraged interaction and were helpful? Yes (✓) no ()
6. Did the lecturer cleared up the points of confusion? Yes (✓) no ()
7. Did the instructor inspire interest in the topics of the course? Yes (✓) no ()
8. Did you receive feedback on your performance on tests conducted? Yes (✓) no ()
9. Are you satisfied with the content of the course? Yes (✓) no ()
10. Did you receive the Certificate at the end of the course? Yes (✓) no ()



PRINCIPAL
V.S.R. Govt. Degree & P.G. College
MOVVA-521135, Krishna Dt., A.P.

V. Pujitha
Signature of the Student

Reg No: 2129223051030

class: MECS (IV sem)


V.S.R. GOVERNMENT DEGREE & P.G.COLLEGE
MOVVA, KRISHNA DT

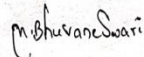
Department of English

STUDENT FEED BACK ON THE CERTIFICATE COURSE CONDUCTED
FROM 10-04-23 to 30-06-23

TITLE: Certificate Course in English Language Essentials

1. Did the objectives of the course clear to you? Yes (✓) no ()
2. Did the Lecture sequence is well planned? Yes (✓) no ()
3. Did the Lectures were clear and easy to understand? Yes (✓) no ()
4. Did the Course material handed out is sufficient? Yes (✓) no ()
5. Did the Lecturers encouraged interaction and were helpful? Yes (✓) no ()
6. Did the lecturer cleared up the points of confusion? Yes (✓) no ()
7. Did the instructor inspire interest in the topics of the course? Yes (✓) no ()
8. Did you receive feedback on your performance on tests conducted?
Yes (✓) no ()
9. Are you satisfied with the content of the course? Yes (✓) no ()
10. Did you receive the Certificate at the end of the course? Yes (✓) no ()


PRINCIPAL
V.S.R. Govt. Degree & P.G. College
MOVVA-521135, Krishna Dt., A.P


Signature of the Student
M Bhuvaneswari - 06
IInd year Mpuet
2129223048011


V.S.R. GOVERNMENT DEGREE & P.G.COLLEGE
MOVVA, KRISHNA DT

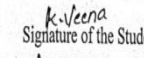
Department of English

STUDENT FEED BACK ON THE CERTIFICATE COURSE CONDUCTED
FROM 10-04-23 to 30-06-23

TITLE: Certificate Course in English Language Essentials

1. Did the objectives of the course clear to you? Yes (✓) no ()
2. Did the Lecture sequence is well planned? Yes (✓) no ()
3. Did the Lectures were clear and easy to understand? Yes (✓) no ()
4. Did the Course material handed out is sufficient? Yes (✓) no ()
5. Did the Lecturers encouraged interaction and were helpful? Yes (✓) no ()
6. Did the lecturer cleared up the points of confusion? Yes (✓) no ()
7. Did the instructor inspire interest in the topics of the course? Yes (✓) no ()
8. Did you receive feedback on your performance on tests conducted?
Yes (✓) no ()
9. Are you satisfied with the content of the course? Yes (✓) no ()
10. Did you receive the Certificate at the end of the course? Yes (✓) no ()


PRINCIPAL
V.S.R. Govt. Degree & P.G. College
MOVVA-521135, Krishna Dt., A.P


Signature of the Student
H.No: 2129223548007
IInd year Mpuet