



## **Faculty Improvement Program**

**Department: -Department of Languages**

**Title of the programme: -‘Enhancing English Language Skills’**

**Guest: - Day wise List of Resource Persons**

**Day 1: Dr Pravin Joshi**

**Day 2: Dr Pravin Joshi**

**Day 3: Dr Pravin Joshi**

**Day 4: Dr Imtiyaz Shaikh (Gujrat)**

**Day 5: Dr Imtiyaz Shaikh**

**Day 6: DrImtiyaz Shaikh**

**Day 7: Dr Shraddha Deshpande (Nagpur)**

**Day 8: DrShraddha Deshpande**

**Day 9: Dr Shraddha Deshpande**

**Day 10: Dr Pravin Joshi**

**Day 11: Dr Asadulla Saiyad (Ahmedabad) and Prof. Shivaji Deshmukh (Buldhana)**

**Day 12: Dr Bhumika Agrawal (Nagpur)**

**Day 13: Dr T Ravindran (Chennai)**

**Day 14: Dr Kanwar Dinesh Singh, (Himachal Pradesh) Chief Guest (Valedictory function)**

**Chairman: - Dr. Pravin Joshi (Director, Prerna College of Commerce)**

**Day and Date: - From Thursday, 15<sup>TH</sup> APRIL 2021 To Wednesday, 28<sup>th</sup>**

**APRIL 2021.**

**Time: - from 10:30 am to 1:30 pm.**

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## **Objectives: -**

- 1.To make them update about using grammar in English language.
- 2.To allay the fears of teachers about English language.
3. To develop their intellectual, personal and professional abilities.
4. To acquire language skills (listening, speaking, reading and writing) in order to communicate with the speakers of English language.
5. To develop positive attitudes towards learning English.
- 6.To enable them to use English effectively and appropriately for study purpose as well as in real life situation.

## **Highlights: -**

1.On the first day Dr Pravin Joshi, Director, Prerna College of Commerce inaugurated the Faculty Improvement Program and addressed the teachers about the need of enhancing English language skills

Mrs Afsha Khan welcomed and introduced Dr Pravin Joshi, resource person of the program. Dr Pravin Joshi explained the Parts of speech and the uses of nouns, pronouns, singular and plural number. He also explained various definitions of the same and its importance in the English language.

2. On the second day of the faculty improvement program Ms Priya Godbole welcomed Dr Pravin Joshi, resource person of the program.

Dr Pravin Joshi explained the verbs, auxiliary verbs and its different kinds in a very simple manner. He suggested about the irregular verbs and its uses in sentences. He also gave information about the different forms of verbs i. e. Present form, past form, past participle, present participle and infinitive form.

3.On the third day of the faculty improvement program Mrs Afsha Khan welcomed Dr Pravin Joshi, resource person of the program.

Dr Pravin Joshi explained subject-verb agreement, the relation of subject and verb in the given tenses with various kinds of examples..

4. On the Fourth day of the faculty improvement program Ms Rutuja Budhe welcomed and introduced Dr Imtiyaz Shaikh, resource person of the program.



Dr Imtiyaz Shaikh explained the tenses and its various types. In his teaching he made teachers aware about the three main types of tenses i.e. Present tense, Past tense and Future tense and its subtypes and also added that tenses are the soul of language.

5. On the Fifth day of the faculty improvement program Ms Sakshi Shivhare welcomed and introduced the resource person of the program Dr Imtiyaz Shaikh.

Dr Imtiyaz Shaikh taught the subtypes of the tenses and its uses in communication by citing various examples with formulae. He also explained affirmative, negative and interrogative forms of the sentences.

6. On the Sixth day of the faculty improvement program Ms Rutuja Budhe welcomed and introduced Dr Imtiyaz Shaikh, resource person of the program.

Dr Imtiyaz Shaikh explained the uses and importance of modal auxiliary verbs in the sentences. Further he advised to practice tenses to develop communication skills.

7. On the Seventh day of the faculty improvement program Dr Liladhar Rewatkar welcomed and introduced Dr Shraddha Deshpande, the resource person of the program.

Dr Shraddha Deshpande introduced voices, its uses and importance in communication. She explained the two types of voices: active and passive voice with formulae in simple manner to the teachers.

8. On the eighth day of the faculty improvement program Mrs Shweta Mankar welcomed Dr Shraddha Deshpande, the resource person of the program.

Various important aspects of voices regarding with present tense and its subtypes were explained in detailed in her lecture.

9. On the Ninth day of the faculty improvement program Mrs Shweta Mankar welcomed Dr Shraddha Deshpande, the resource person of the program.

Dr Shraddha Deshpande introduced various aspects of voices regarding with past and future tense with their subtypes, examples and formulae.

10. On the Tenth day of the faculty improvement program Ms Pooja Gadwe welcomed and introduced Dr Pravin Joshi, resource person of the program.



Dr Pravin Joshi explained the importance of proper tenses and verbs in conditional clauses. He made teachers realized about the need of conditional clauses to fulfil the communication process.

**11.** On the Eleventh day of the faculty improvement program Ms Pooja Gadwe welcomed and introduced the resource persons of the program Shri Shivaji Deshmukh and Dr Asadulla Saiyad.

On the eleventh day there were two sessions. In the first session Shri Shivaji Deshmukh introduced prepositions, its various kinds and uses. He also explained how prepositions look similar but different in use by citing examples of on and upon. Below, under and beneath. In and into.

**12.** On the Twelfth day of the faculty improvement program Ms Roshani Mahajan welcomed and introduced Dr Bhumika Agrawal the resource person of the program.

Dr Bhumika Agrawal introduced formal letter writing, report writing and thanks giving writing. She explained the difference between formal and informal letter and also she spoke on how formal letters have universally accepted standard.

She enlightened the faculty members through her teaching the ten important components and techniques of letter writing.

**13.** On the Thirteenth day of the faculty improvement program Ms Reena Urkande welcomed and introduced Dr T Ravindran the resource person of the program.

Dr T. Ravindran introduced business correspondence and explained importance of official correspondence and how to communicate effectively through letter. Further he explained the importance of English language in official correspondence and in general communication.

**14.** On the Fourteenth day the entire faculty improvement program was concluded with the valedictory function.

On this occasion Ms Rutuja Budhe welcomed and introduced Dr Kanwar Dinesh Singh the hon'ble chief guest of the valedictory function. Dr S.C. Gulhane, Secretary, Prerna Sewa Mandal and chairman of the function, the guests of honor Dr Imtiyaz Shaikh, Dr Dashrath Jadhao and Dr Pravin Joshi, Director, Prerna College of Commerce, all the eminent speakers and faculty members.



## Outcome: -

- It has learnt by the faculty members how to identify different forms of verb.
- Faculty members enhanced their knowledge about making past form as well as past participle
- The participants learnt the importance of tenses and its use in the communication.
- They also learned about the subtypes of present, past and future tenses.
- They became aware of the formulas of tenses to be used while constructing a sentence.
- The participants got a clear idea of how the verb and voice form changes while using the tenses.
- The faculty have learnt about the concept of present perfect progressive tenses.
- They have also learnt about use of various words in framing sentences.
- They got to know the correct way of framing sentences in various tenses.
- They learned about the meaning and importance of conditional clauses, its various types, functions and the rules for formation of various conditional clauses.
- The participants learned about the meaning of articles, its importance, types and correct use in sentences.
- The participants learnt importance of letter writing in personal and professional life.
- They also learned about the various types of letter writing.
- They became aware with the different component of letter writing.
- They came to know the key elements used in news papers report writing including (headline, place line, date line, credit line, lead sentence, body, conclusion etc.)
- The participants learnt importance of letter writing in personal and professional life.
- They became aware with key elements used in news paper report writing including (headline, place line, date line, credit line, lead sentence, body, conclusion etc.)



**No. of Beneficiaries: - 41**

**Anchoring and Vote of Thanks By:**

**Day 1:** Mrs Afsha Khan

**Day 2:** Ms Priya Godbole

**Day 3:** Mrs Afsha Khan

**Day 4:** Ms Rutuja Budhe

**Day 5:** Ms Sakshi Shivhare

**Day 6:** Ms Rutuja Budhe

**Day 7:** Dr Liladhar Rewatkar

**Day 8:** Mrs Shweta Mankar

**Day 9:** Dr Liladhar Rewatkar

**Day 10:** Ms Pooja Gadwe

**Day 11:** Ms Pooja Gadwe

**Day 12:** Ms Roshani Mahajan

**Day 13:** Ms Reena Urkande

**Day 14:** Ms Rutuja Budhe

Dr. Bharati Deshmukh  
Coordinator