



GOVERNMENT DEGREE COLLEGE

KARVETINAGARAM, Chittoor Dt. - 517582

Accredited by NAAC 'B' Grade

ISO Certified 9001 : 2015

Estd : 1995



Website : www.gdcknagaram.edu.in

E-Mail : knagaram.jkc@gmail.com

**Dr. S. Vijayulu Reddy, M.Com., M.Phil., Ph.D.,
Principal**

Date: 09-03-2023

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

1.2.2.1. Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years


HEI Input :

2021-22	2020-21	2019-20	2018-19	2017-18
110	25	80	55	46

CLARIFICATION:

As per DVV suggested:

- ❖ Provided the clearly scanned and signed documents of the certificate course for the last five years.
- ❖ Provided that a different batch of students are enrolled and benefitted in the Certificate Courses – **DCA, Tally and Communication Skills** in different years – 2017-18 to 2021-22. The enrolled list of certificate courses are enclosed for your consideration.
- ❖ Provided that even though the Title of the Certificate Course is same in different years but the batch of students enrolled and benefitted are different. Hence the total number of 12 Certificate courses may be considered.


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KARVETINAGAR - 517582
Chittoor Dt. A.P.

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KARVETINAGARAM, CHITTOOR (DT), A.P.



Criteria-1

1.2.1: Number of Add on /Certificate/Value added programs offered during the last five years

2017-18 to 2021-22

1.2.1: Number of Add on /Certificate/Value added programs offered during the last five years:

DETAILS OF CERTIFICATE COURSES FOR THE ACADEMIC YEAR WISE:

2021-22:

S.No.	Name of the Certificate Course	Organized by	Duration	No. of students enrolled
1	DCA	Computer Application	30 Hrs	25
2	House Energy Audit	Physics	30 Hrs	20
3	Computer Skills	Computer Science	30 Hrs	25
4	Spoken English & Communication Skills	English	30 Hrs	40

2020-21:

S.No.	Name of the Certificate Course	Organized by	Duration	No. of students enrolled
1	DCA	Computer Application	30 Hrs	25

2019-20:

S.No.	Name of the Certificate Course	Organized by	Duration	No. of students enrolled
1	DCA	Computer Application	30 Hrs	25
2	PGDCA	Computer Application	30 Hrs	25
3	Communication and Soft Skills	English	30 Hrs	30

2018-19:

S.No.	Name of the Certificate Course	Organized by	Duration	No. of students enrolled
1	Communication Skills	English	30 Hrs	30
2	Tally	Commerce	60 Hrs	25

2017-18:

S.No.	Name of the Certificate Course	Organized by	Duration	No. of students enrolled
1	Communication Skills	English	30 Hrs	26
2	Tally	Commerce	60 Hrs	20


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**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.**



Certificate Course On
DCA

Organized by

Department of Computer Applications



**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



**Certificate Course
on
DCA**

Eligibility	:	B.Com
Registration Fee	:	Free
Registration Start	:	08-11-2021
Registration End	:	11-11-2021
Duration of Course	:	30 Hrs
Course Start	:	12-11-2021

**Organized by
Department of Computer Applications**

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram

Date: 08-11-2021

CIRCULAR

All the B.Com students are hereby informed that the Department of Computer Applications is going to commence a certificate course on "DCA" from 12th November 2021 in the afternoon sessions.

Duration of the Course: Thirty Hours

only Course Fee: Free of cost

For further details contact: G. Bhargavi, Department of Computer Applications


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GOVERNMENT DEGREE COLLEGE: KARVETINAGARAM

2021-22

Certificate Course on DCA

S.No	Name of the Student	Class	Signature of the Student
1	A. Vinod Kumkar	III B.Com (Gen)	A. Vinod Kumkar
2	A.Dhanavelu	III B.Com (Gen)	A. Dhanavelu
3	A.Karthik	III B.Com (Gen)	A. Karthik
4	B.Muragaiah	III B.Com (Gen)	B. Muragaiah
5	C.Mahesh	III B.Com (Gen)	C. Mahesh
6	D.Nagarani	III B.Com (Gen)	D. Nagarani
7	D.Yuvaraju	III B.Com (Gen)	D. Yuvaraju
8	G.Sravanthi	III B.Com (Gen)	G. Sravanthi
9	G.Suneetha	III B.Com (Gen)	G. Suneetha
10	G.Hemalatha	III B.Com (Gen)	G. Hemalatha
11	G.Suresh Krishna	III B.Com (Gen)	G. Suresh Krishna
12	G.Sai Venkatesh	III B.Com (Gen)	G. Saivenkatesh
13	K. Parthiban	III B.Com (Gen)	K. Parthiban
14	K. Hareesh	III B.Com (Gen)	K. Hareesh
15	M.Ajith	III B.Com (Gen)	M. Ajith
16	M.Bhupathi	III B.Com (Gen)	M. Bhupathi
17	P. Karthik	III B.Com (Gen)	P. Karthik
18	P. Sarath Kumar	III B.Com (Gen)	P. Sarath Kumar
19	P. Anil Kumar	III B.Com (Gen)	P. Anil Kumar
20	K. Pavithra	III B.Com (Gen)	K. Pavithra
21	V. Pavithra	III B.Com (Gen)	V. Pavithra
22	R. Delli Prasad	III B.Com (Gen)	R. Delli Prasad
23	S. Kanchana	III B.Com (Gen)	S. Kanchana
24	M.Siva	III B.Com (Gen)	M. Siva
25	V. Chiranjeevi	III B.Com (Gen)	V. Chiranjeevi


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GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on "DCA"

SYLLABUS

TOTAL:30hrs

Introduction:

Computer Definition - Characteristics and Limitations of Computer— Generations of Computer, Classification of Computers, Applications of Computer, Basic Components of PC, Computer Architecture - Primary and Secondary Memories- Input and Output Devices- Operating System- Function of Operating System- Types of Operating System- Languages and its Types

MS word:

Word Processing – Features-Advantages and Applications- Parts of Word WindowToolbar-Creating, Saving, Closing, Opening and Editing of a Document-Moving and Coping a Text-Formatting of Text and Paragraph- Bullets and Numbering-Find and Replace - Insertion of objects-Headers and Footers- Page Formatting- Auto CorrectSpelling and Grammar- Mail Merge- Macros

MS Excel:

Features – Spread Sheet-Workbook – Cell-Parts of a window-Saving, Closing, Opening of a Work Book – Editing – Advantages – Formulas- Types of FunctionTemplates – Macros – Sorting- Charts – Filtering.

MS Power point:

Introduction – Starting – Parts-Creating of Tables- Create Presentation – TemplatesAuto Content Wizard-Slide Show-Editing of Presentation-Inserting Objects and charts.


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GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF COMPUTER APPLICATIONS

Brief Report on

"DCA"

A certificate course on DCA was inaugurated on 12th November 2021 in this college by the principal Dr. S. Vijayulu Reddy. The course duration was Thirty hours. This course was run free of cost to the students by the Department of Computer Applications. The course was run by G. Bhargavi. The course was conducted one hour per day. Twenty five students are enrolled in this course.


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Chittoor Dt. A.P.




Inauguration of Certificate Course: DCA



GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM

GOVERNMENT DEGREE COLLEGE

(Affiliated to S.V. University, Tirupathi)

KARVETINAGARAM-517582, CHITTOOR DIST., ANDHRA PRADESH

CERTIFICATE

This certificate is awarded to Mr. / Miss. G. HEMALATHA in our
institution for having completed in six Months **DCA/PGDCA** organized by the Department of
Commerce in Computer Application from 13-11-2021 to 10-12-2021

Place : Karvetinagaram

Date : 10-12-21

G. Bhargani
Course Co-ordinator

S. V. M. J.
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Govt. Degree College
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Chittoor Dt. A.P.

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GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.



Certificate Course
On

HOUSE ENERGY AUDIT

Organized by

Department of Physics



GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Date: 02-05-2022
Karvetinagaram

CIRCULAR

All the second and Final year B.Sc students are hereby informed that the Department of Physics is going to commence a certificate course on “**House Energy Audit**” from 6th May 2022 in the afternoon sessions.


Duration of the Course: Two months only

Course Fee: Free of cost


For further details contact M. Rajasekhar, Department of Physics



Lecturer- incharge



PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.



CERTIFICATE COURSE BROCHURE



**GOVTMENT DEGREE COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



Certificate Course
on

HOUSE ENERGY AUDIT

Eligibility : All B.Sc (MPC& MPCs)

Registration Fee : Free

Registration Start : 02-05-2022

Registration End : 05-05-2022

Duration of Course : Two Months

Course Start : 06-05-2022

Organized by
Department of Physics

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on “House Energy Audit”

SYLLABUS

Total: 30 hours

Unit- 1:


Volatage, Current, Resistance, Capacitance, Inductance, Electrical Conductors and Insulators, Ohm’s law, Series and Parallel Combinations of resistors, Galvanometer, Ammeter, Voltmeter, Multimeter, Transformers

Unit – 2:

Direct Current and Alternating Current, Single phase and three phase connections, Basics of house wiring, Electric shock, First aid for electric shock, Overloading, Earthing and its necessity, Short circuiting, Fuses, MCB.

Unit- 3:

Electrical Energy, Power, Kilowatt hour(KWh), Power values of different electrical appliances, Calculation of consumption of electrical power.


Lecturer in Physics
Govt. Degree College
Karvetinagaram - 517 582
Chittoor (Dist.)
06/5/22

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

**DEPARTMENT OF PHYSICS
INAUGURATION FUNCTION FOR CERTIFICATE COURSE
“HOUSE ENERGY AUDIT”**



V. Balambur
Lecturer in Physics
Govt. Degree College
Karvetinagar - 517 582
Chittoor (Dist.)
06/5/22

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.
DEPARTMENT OF PHYSICS – 2021-22

Certificate Course on “HOUSE ENERGY AUDIT”

List of Student:

S.No.	Name of the Student	Class
1	MITTAPALLI RAVIKUMAR	III B.Sc(MPC)
2	NALIPI REDDY LOKANA DHA REDDY	III B.Sc(MPC)
3	NARAYANAVANA M VAJRAVELU	III B.Sc(MPC)
4	NARLAKATTA HEMALATHA	III B.Sc(MPC)
5	NEELAM CHANDINI PRIYA	III B.Sc(MPC)
6	NELLEPALLI LOKESH	III B.Sc(MPC)
7	P G KARTHIK	III B.Sc(MPC)
8	PATNAM BHAVYA	III B.Sc(MPC)
9	POKALA CHOLIKA	III B.Sc(MPC)
10	POMKKAM RAMA CHANDRA MAHESH	III B.Sc(MPC)
11	PONNALA CHENDU	III B.Sc(MPC)
12	POTHA SONIA	III B.Sc(MPC)
13	PUJALI SAMUVELU	III B.Sc(MPC)
14	PUNDERI OOHA	III B.Sc(MPC)
15	SATHRAWADA SIREESHA	III B.Sc(MPC)
16	DEEPITI KARTHIK	II B.Sc(MPCs)
17	MELAPUDI SWARNAMALA	II B.Sc(MPCs)
18	SINGANI SARANYA	II B.Sc(MPCs)
19	VARAMPATI GANESH	II B.Sc(MPCs)
20	CHAVARAMBAKAM MANOJ	II B.Sc(MPCs)

ATTENDANCE CERTIFICATE FOR CERTIFICATE COURSE

HOUSE ENERGY AUDIT

NAME OF THE INSTITUTE		PUPIL'S ATTENDANCE REGISTER																															
Sl. No.	Admission No.	Name of the Pupil	6/5	7/5	8/5	9/5	10/5	11/5	12/5	13/5	14/5	15/5	16/5	17/5	18/5	19/5	20/5	21/5	22/5	23/5	24/5	25/5	26/5	27/5	28/5	29/5	30/5	31/5					
			<div style="display: flex; justify-content: space-between;"> Certificate Course Place: _____ </div>																														
1		M. RAVIKUMAR	/	/	x	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	No. of Days Present	No. of Days Absent	Date of Birth	Remarks
2		N. LOKANMOHAREDDY	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
3		N. VATRAVELU	/	/	x	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
4		N. HEMALATHA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
5		N. CHANDINI PRIYA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
6		N. LOKESH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
7		P.G. KARTHIK	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
8		P. GHAVYA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
9		P. CHOLIKA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
10		P. RAMA CHANDRA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
11		P. CHENDU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
12		P. SONIA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
13		P. SAMUEL	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
14		P. ROJA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
15		S. SIRESHA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
16		D. KARTHIK	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
17		M. SWARNAMALA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
18		S. SARANYA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
19		V. GANESH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
20		C. MANOJ	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				

Number Present M _____

Daily E _____

Initials M _____

E _____

No. on Roll at the Beginning of month _____

Admitted during the month _____

Left No. on roll at end of month _____

No. of Working days _____

Average Attendance during the month _____

No. on Roll during month _____

Brief Report on
Certificate course on “HOUSE ENERGY AUDIT”

A certificate course on House Energy Audit was inaugurated on 6th May 2022 in this college by the principal Dr. S. Vijuyulu Reddy. The course duration was two months. This course was run free of cost to the student by the Department of Physics. The course was run by Dr. V. Balasubramanyam Achari and Sri. M. Rajasekhar. The course was conducted one hour per day including Practical's. Twenty students are enrolled in this course.

After completion of the course, Certificates were distributed to the students on 12-07-2022.



Certificate Distribution for “House Energy Audit” Certificate Course



Certificate Distribution for “House Energy Audit” Certificate Course

Outcomes of House Energy Audit:

The House Energy Audit will provide you with a complete electricity consumption and energy efficiency assessment.

The students have recommended some of the best saving tips by which they can save electrical energy and tariff without any investment by proper utilization and also reduce the tariff in their bills. These are some important tips to save energy at home.

- ❖ Unplug and switch off the entire electrical device of appliance that is not in used to reduce no-load losses.
- ❖ Clean the light fixtures regularly as a heavy coat of dust can block 50% of light output.
- ❖ Clean the fans regularly as heavy coat of dust in fan blades reduces motor efficiency and output.
- ❖ Set your refrigerators regularly and don't leave your fridge open 30% of cool air get escape as well as in microwave hot air is escaped.

- ❖ Run the washing Machine with full load.
- ❖ Clean the air conditioner dust and filter regularly to reduce the power consumption and increase cooling.
- ❖ Use the heavy load appliances in non-peak load conditions.
- ❖ It is suggested for replacement of Tube lights with Led lights.
- ❖ Recommended the use of different methods of Renewable energy sources, Tree Plantation around the building and changes in the installation procedure for an effective, efficient, Cleaner and greener environment.

V. Balambh
Lecturer in Physics
Govt. Degree College
Karvetinagar - 517 582
Chittoor (Dist.)
06/5/22

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GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.



CERTIFICATE COURSE
ON
COMPUTER SKILLS

Organized by

Department of Computer Science

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram
Date: 17-06-2022

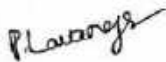
CIRCULAR

All the B.A B.Com & B.Sc students are hereby informed that the Department of Computer science is going to commence a certificate course on “**Computer Skills**” from 27th June 2022 in the afternoon sessions.

Duration of the Course: One month only

Course Fee: Free of cost

For further details contact P. Lavanya, Department of Computer Science



Lecturer- in charge



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Chittoor Dt. A.P.

PRINCIPAL



**GOVTMENT DEGREE COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



**Certificate Course
On
Computer Skills**

Eligibility: All B.Sc., B. Com, B.A.

Registration Fee: Free

Registration Start : 21-06-2022

Registration End : 25-06-2022

Duration of Course : One Month

Course Start : 27-06-2022

**Organized by
Department of Computer Science**

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on "Computer Skills"

SYLLABUS

Total Hours:30

Unit I

Introduction: What is Computer, Basic Applications of Computer; Components of Computer System, Central Processing Unit (CPU), input/output Devices, Computer Memory, Connecting keyboard, mouse, monitor and printer to CPU and checking power supply.

Unit II

Understanding Word Processing & Spread Sheets: Word Processing Basics; Opening and Closing of documents; Text creation and Manipulation; Formatting of text; Table handling; Spell check, language setting and thesaurus; Printing of word document, basics of Spreadsheet; Manipulation of cells; Formulas and Functions; Editing of Spread Sheet, printing of Spread Sheet.

Unit III

Making Small Presentation & Communication: Basics of power point presentation, Creating Presentation, Preparation and Presentation of Slides, Slide Show, Taking printouts of presentation / handouts, Basics of electronic mail, Getting an email account; Sending and receiving emails; Accessing sent emails; Using Emails.

P. Lavanya

S. M. J.
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Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF COMPUTER SCIENCE

INAUGURATION PROGRAM FOR CERTIFICATE COURSE ON COMPUTER SKILLS



Plavraj

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF COMPUTER SCIENCE 2021-22

CERTIFICATE COURSE ON "COMPUTER SKILLS"

List of Students Enrolled & Signatures:

GOVERNMENT DEGREE COLLEGE: KARVETINAGARAM

2021-22

Certificate Course on Computer Skills

S.No	Name of the Student	Class	Signature of the Student
1	M. Tharun	I st BSC(MPC)	M. Tharun
2	K. Kiran Sai	I st BSC(MPC)	K. Kiran Sai
3	K. Hari Krishna	I st BSC(MPC)	K. Hari Krishna
4	M. Katakiah	I st BSC(MPC)	M. Katakiah
5	J. Vijay	I st BSC(MPC)	J. Vijay
6	K. Chandrika	I st BSC(MPC)	K. Chandrika
7	M. Pavan Kalyan	I st BSC(MPC)	M. Pavan Kalyan
8	V. Tharun	I st BSC(MPC)	V. Tharun
9	V. Gautham	I st BSC(MPC)	V. Gautham
10	T. Sandhya	I st BSC(MPC)	T. Sandhya
11	K. Anitha	I st BA(HED)	K. Anitha
12	K. Muniguru Prasad	I st BA(HED)	K. Muniguru Prasad
13	N. Gopi	I st BA(HED)	N. Gopi
14	G. Ganesh	I st BSC(MPC)	G. Ganesh
15	M. Rajasekha	I st BSC(MPC)	M. Rajasekha
16	D. Sunil	I st BSC(MPC)	D. Sunil
17	V. Neela Prakash	I st BSC(MPC)	V. Neela Prakash
18	C. Ganesh	I st BSC(MPC)	C. Ganesh
19	B. Sandhya	I st BSC(MPC)	B. Sandhya
20	A. Lavani Kumar	I st BSC(MPC)	A. Lavani Kumar
21	T. Bhavana	I st BSC(MPC)	T. Bhavana
22	K. Deena	I st BSC(MPC)	K. Deena
23	K. Meena	I st BSC(MPC)	K. Meena
24	K. Kiran	I st BSC(MPC)	K. Kiran
25	V. Tejkumar	I st BSC(MPC)	V. Tejkumar


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.



GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF COMPUTER SCIENCE 2021-22

ATTENDANCE SHEET

FOR

CERTIFICATE COURSE ON "COMPUTER SKILLS"

Certificate Course on "Computer Skills"

REGISTER OF ATTENDANCE & FEES

FOR THE MONTH OF Dec - 2021

Name of the Institute G.D.C., Karvetinagaram Section _____ Place _____

Sl.No.	Admission No.	NAMES	Days																															No. of days present	FEE Rs. P.	Date of Payment	
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
1.		M. Harun	/	/	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
2.		K. Kiran Sai	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
3.		K. Haris Krishna	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
4.		M. Katalah	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
5.		J. Vijay	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
6.		K. Chandrika	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
7.		M. Pavan Kalyan	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
8.		V. Harun	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
9.		V. Gowtham	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
10.		T. Sandhya	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
11.		K. Anitha	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
12.		K. Manikumar Prasad	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
13.		N. Gopi	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
14.		M. Raja Sekha	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
15.		D. Sanil	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
16.		V. Neela Prakash	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
17.		C. Ganesh	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
18.		B. Sandhya	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
19.		A. Lavani Kumar	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
20.		T. Bhavana	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
21.		K. Deepa	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
22.		K. Meena	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
23.		K. Kiran	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
24.		V. Tej Kumar	/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
25.			/	/	0	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			

No. on roll at the beginning of month: _____ Admitted during the month: _____ Let No. on roll at end of month: _____ No. of working days: _____ Absences allowed during the month: _____ No. on roll during the month: _____

In Charge

P. Lakshmi

[Signature]
PRINCIPAL
 Govt. Degree College
 KARVETINAGAR - 517582
 Chittoor Dt. A.P.

Principal

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF COMPUTER SCIENCE

Brief Report on
Certificate course on “Computer Skills”

A certificate course on Computer Skills was inaugurated on 27th June 2022 in this college by the principal Dr. S. Vijuyulu Reddy. The course duration was one month. This course was run free of cost to the student by the Department of Computer Science. The course was run by Smt. P. Lavanya. The course was conducted one hour per day including Practical's. Twenty-five students are enrolled in this course.

After completion of the course, Certificate was given to the student on 12-08-2022.



Certificate Distribution for the certificate Course “Computer Skills”

S. Vijayulu
PRINCIPAL
Govt. Degree College
KARVETINAGARAM - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF COMPUTER SCIENCE 2021-22

CERTIFICATE COURSE

ON

COMPUTER SKILLS



Certificate Issued to the Student

S. M. S. S. S.
PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.



Certificate Course
On
Spoken English & Communication
skills

Organized by
Department of English

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram
Date: 17-06-2022

CIRCULAR

All the B.A., B.Com.&B.Sc students are hereby informed that the Department of English is going to commence a certificate course on “**Spoken English & Communication Skills**” from 19th Jan 2022 in the afternoon sessions.

Duration of the Course: Thirty Hours only

Course Fee: Free of cost

For further details contact Dr. C.N.Latha, Department of English

C. N. Latha

Lecturer- in charge


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

PRINCIPAL



**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



Certificate Course
on
Spoken English & Communication skills

Eligibility: All B.Sc, B. Com. & B.A.
Registration Fee: Free
Registration Start : 17-01-2022
Registration End : 18-01-2022
Duration of Course : Thirty Hours
Course Start : 19-01-2022

Organized by
Department of English

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on "Spoken English & Communication Skills"

SYLLABUS

Total Hours:30

Unit I

Basic Grammar: Parts of Speech, Tenses, Concord, Articles and Prepositions, Voice, Speech, Vocabulary, Word formation, Collocations and One word substitutes.

Unit II

Functions of Language: Greetings, Introductions, Asking for Information, requests, Orders, Invitations, Suggestions, Seeking permission and Self Introduction.

Unit III

Presentation and Communication Skills: Public Speaking, Welcome Address, Vote of Thanks, Interview Skills, Body Language, Soft Skills, LSRW Skills, Oral and Written communication and Employability Skills

C. N. Latha


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

 Government of Andhra Pradesh

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM
DEPARTMENT OF ENGLISH
INAUGURATION PROGRAM FOR CERTIFICATE COURSE ON
SPOKEN ENGLISH & COMMUNICATION SKILLS



S. M. J.
PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

ICS
Sri Chaitanya
Sri Chaitanya

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF ENGLISH 2021-22

CERTIFICATE COURSE ON SPOKEN ENGLISH & COMMUNICATION SKILLS

List of Students Enrolled:

Govt. Degree College, Karvetinagaram, Chittoor Dist.			
Department of English - 2021-22			
Certificate Course on Spoken English & Communication Skills			
List of Students			
S.No	Name of the Student		Class
1	M Venkatadri	Male	III B.A
2	K Anitha	Female	I B.A
3	S Saranya	Female	II B.Sc
4	V Ganesh	Male	II B.Sc
5	C Manoj	Male	II B.Sc
6	M Ravi Kumar	Male	III B.Sc
7	N Lokanadha Reddy	Male	III B.Sc
8	N Vajra Velu	Male	III B.Sc
9	N Hemalatha	Female	III B.Sc
10	N Chandini Priya	Female	III B.Sc
11	N Lokesh	Male	III B.Sc
12	P G Karthik	Male	III B.Sc
13	P Bhavya	Female	III B.Sc
14	P Cholika	Female	III B.Sc
15	P Mahesh	Male	III B.Sc
16	P Chendu	Male	III B.Sc
17	P Soniya	Female	III B.Sc
18	P Samu Velu	Male	III B.Sc
19	P Ooha	Female	III B.Sc
20	S Shireesha	Female	III B.Sc
21	S Ameenulla	Male	III B.Sc

22	S Saifuddeen	Male	III B.Sc
23	S Gayathri	Female	III B.Sc
24	K Kusuma Latha	Female	III B.Sc
25	K Mounika	Female	III B.Sc
26	B Dhamu	Male	III B.Com
27	C Padma	Female	III B.Com
28	C Pavan Kumar	Male	III B.Com
29	C Dinesh	Male	III B.Com
30	C Krishna Prasad	Male	III B.Com
31	C Ramya	Female	III B.Com
32	C Akil	Male	III B.Com
33	D Vaishanvi	Female	III B.Com
34	G Jaya Prakash	Male	III B.Com
35	G Hemavathi	Female	III B.Com
36	A Lokesh	Male	III B.Com
37	A Hemanth	Male	III B.Com
38	A Sai Charan	Male	III B.Com
39	A Sukumar	Male	III B.Com
40	A Sathya	Female	III B.Com


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

CS Scanned with
CamScanner

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF ENGLISH 2021-22

ATTENDANCE SHEET

FOR

CERTIFICATE COURSE ON SPOKEN ENGLISH & COMMUNICATION SKILLS

Certificate course in ENGLISH-- REGISTER OF ATTENDANCE & FEES Name of the Institute: G.D.C. Karvetinagaram		SPOKEN ENGLISH & COMMUNICATION SKILLS FOR THE MONTH OF 19/01/22 TO 06/03/22 2022 Section: E.P.P.S. B.201 Place: Karvetinagaram																																		
S.No.	NAMES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	No. of days present	FEES Rs. x	Date of payment	
1	M. Venkatasai (BA)	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
2	K. Anitha	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
3	S. Saranya (BSC)	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
4	V. Ganesh	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
5	C. Manoj	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
6	M. Ravikumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
7	N. Lakshmi Reddy	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
8	N. Vajravelu	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
9	N. Heeralatha	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
10	N. Chandini Patya	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
11	N. Laksh	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
12	P. S. Karthik	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
13	P. Bhavya	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
14	P. Chellu	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
15	P. Chandira Mahesh	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
16	P. Chandu	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
17	P. Sonia	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
18	P. Samvelu	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
19	P. Doha	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
20	S. Sireesha	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
21	S. Anveshita	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
22	S. Sajjuddin	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
23	S. Gayathri	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
24	K. Kulkarni	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
25	K. Monika	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
26	S. Damu (Bcom)	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
27	C. Padma	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
28	C. Pavankumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
29	C. Divya	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
Number present M																																				
Daily E																																				
Initials M																																				
Initials E																																				

No. on roll at the beginning of month: Admitted during the month: LRR No. on roll at end of month: No. of working days: Average attendance during the month: No. on roll during the month: 100%

REGISTER OF ATTENDANCE & FEES													FOR THE MONTH OF <u>January, February, March 2022</u>																								
Name of the institute													Session <u>Certificate Course</u> Place <u></u>																								
Sl. No.	Admission No.	NAMES	Date											Month															No. of days present	FEES		Date of payment					
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26		27	28		29	30	31	Rs.	P.
30		C. Krishnaprasad	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
31		C. Ramya	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
32		C. Aksh	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
33		D. Vaishnavi	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
34		G. Jayadeviah	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
35		B. Hebbarvathi	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
36		A. Laksh	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
37		A. Hemant	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
38		A. Sri Charan	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
39		A. Sukumar	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
40		A. Satya	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
			b b																																		
		Number present M																																			
		Daily E																																			
		Initials M																																			
		E																																			

C. N. Latha

In Charge


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

CS Group with
eCastSystem

Principal

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF ENGLISH

Brief Report on
Certificate course on “Spoken English & Communication skills”

A certificate course on Spoken English & Communication skills was inaugurated on 19th Jan 2022 in this college by the principal Dr. S. Vijuyulu Reddy. The course duration was thirty hours. This course was run free of cost to the student by the Department of English. The course was run by Dr. C. N. Latha. The course was conducted one hour per day. Forty students are enrolled in this course.

After completion of the course, Certificate was distributed to the students on 04-03-2022.




PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

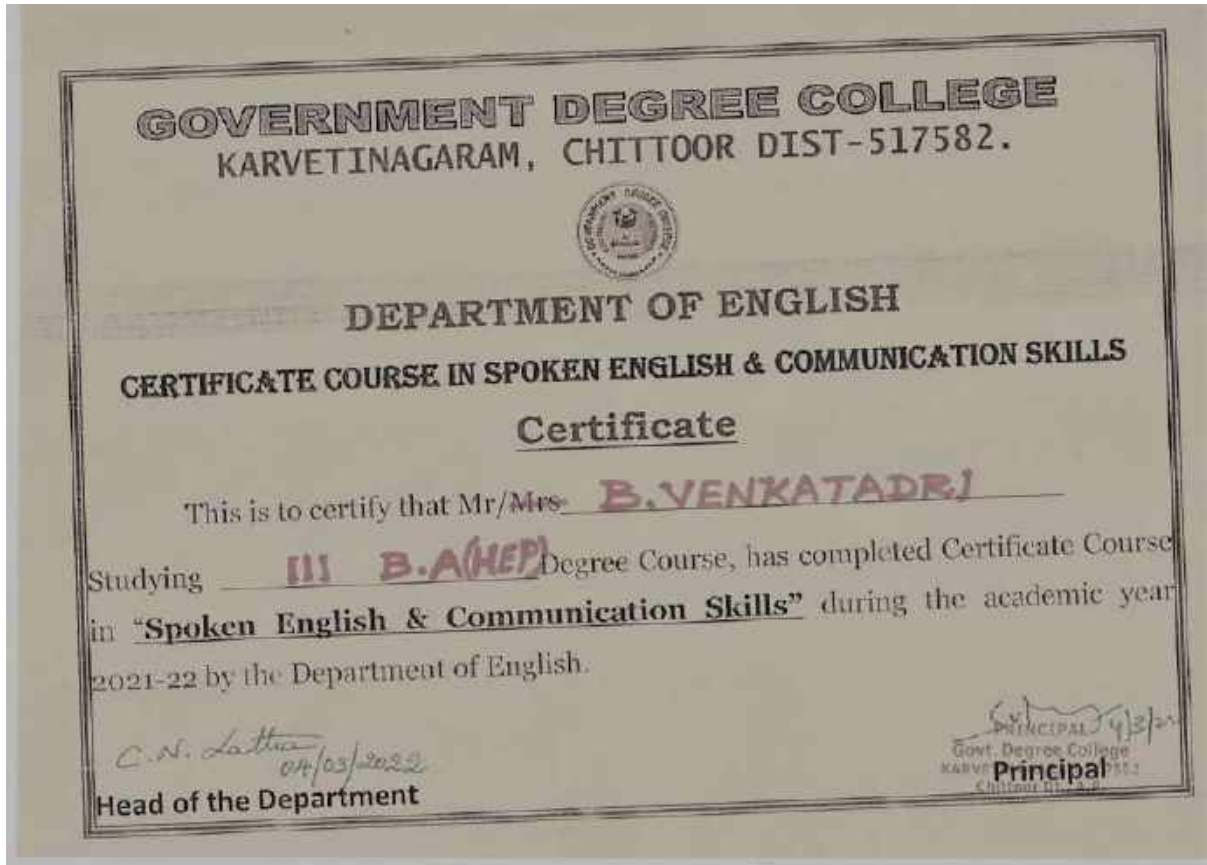
GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF ENGLISH 2021-22

CERTIFICATE COURSE

ON

SPOKEN ENGLISH & COMMUNICATION SKILLS



Certificate Issued to the Student

S. M. S.
PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.**



Certificate Course On
DCA

Organized by

Department of Computer Applications

GOVT DEGREE COLLEGE, KARVETINAGARAM

ప్రభుత్వ డిగ్రీ కళాశాల, కార్వేటినగరం



**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



Certificate Course
on

DCA

Eligibility	:	B.Com
Registration Fee	:	Free
Registration Start	:	27-01-2021
Registration End	:	28-01-2021
Duration of Course	:	30 Hrs
Course Start	:	01-02-2021

Organized by
Department of Computer Applications

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram

Date: 27-01-2021

CIRCULAR

All the B.Com students are hereby informed that the Department of Computer Applications is going to commence a certificate course on "DCA" from 1ST February 2021 in the afternoon sessions.

Duration of the Course: Thirty Hours

only Course Fee: Free of cost

For further details contact: G. Bhargavi, Department of Computer Applications



PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.


GOVERNMENT DEGREE COLLEGE: KARVETINAGARAM

2020-21

Certificate Course on DCA

S.No	Name of the Student	Class	Signature of the Student
1	Y. Vinod Kumar	III.B.Com (Gen)	Y. Vinod Kumar
2	T. Vinayaka	III.B.Com (Gen)	T. Vinayaka
3	TS Rabinson	III.B.Com (Gen)	TS Rabinson
4	M. Nagaraju	III.B.Com (Gen)	M. Nagaraju
5	C. Muni Babu	III.B.Com (Gen)	C. Muni Babu
6	P. Mohan Babu	III.B.Com (Gen)	P. Mohan Babu
7	K. Lokesh Reddy	III.B.Com (Gen)	K. Lokesh Reddy
8	N. Koteswar	III.B.Com (Gen)	N. Koteswar
9	P. Kiran	III.B.Com (Gen)	P. Kiran
10	M. Dinakara Babu	III.B.Com (Gen)	P. Ishwath
11	P. Bharath	III.B.Com (Gen)	P. Bharath
12	N. Viswanadham	III.B.Com (CA)	N. Viswanadham
13	P. Vinod Kumar	III.B.Com (CA)	P. Vinod Kumar
14	T. Venkatesulu	III.B.Com (CA)	Vinod Kumar
15	K. Tharun	III.B.Com (CA)	K. Tharun
16	P. Srividya	III.B.Com (CA)	P. Srividya
17	K. Shanmugam	III.B.Com (CA)	P. Sriwama
18	V. Sathesh	III.B.Com (CA)	V. Sathesh
19	K. Rakesh	III.B.Com (CA)	K. Rakesh
20	K. Rajesh	III.B.Com (CA)	K. Rajesh
21	V. Pratheep	III.B.Com (CA)	V. Pratheep
22	C.Pavithra	III.B.Com (CA)	C. Pavithra
23	K. Pavithra	III.B.Com (CA)	K. Pavithra
24	P. Pavan	III.B.Com (CA)	P. Pavan
25	K. Martin	III.B.Com (CA)	K. Martin


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on "DCA"

SYLLABUS

TOTAL:30hrs

Introduction:

Computer Definition - Characteristics and Limitations of Computer— Generations of Computer, Classification of Computers, Applications of Computer, Basic Components of PC, Computer Architecture - Primary and Secondary Memories- Input and Output Devices- Operating System- Function of Operating System- Types of Operating System- Languages and its Types

MS word:



Word Processing – Features-Advantages and Applications- Parts of Word WindowToolbar-Creating, Saving, Closing, Opening and Editing of a Document-Moving and Coping a Text-Formatting of Text and Paragraph- Bullets and Numbering-Find and Replace - Insertion of objects-Headers and Footers- Page Formatting- Auto CorrectSpelling and Grammar- Mail Merge- Macros

MS Excel:

Features – Spread Sheet-Workbook – Cell-Parts of a window-Saving, Closing, Opening of a Work Book – Editing – Advantages – Formulas- Types of FunctionTemplates – Macros – Sorting- Charts – Filtering.

MS Power point:

Introduction – Starting – Parts-Creating of Tables- Create Presentation – TemplatesAuto Content Wizard-Slide Show-Editing of Presentation-Inserting Objects and charts


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.




Inauguration of Certificate Course: DCA

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF COMPUTER APPLICATIONS

Brief Report on

"DCA"

A certificate course on DCA was inaugurated on 1ST February 2021 in this college by the principal Dr. S. Vijayulu Reddy. The course duration was Thirty hours. This course was run free of cost to the students by the Department of Computer Applications. The course was run by G. Bhargavi. The course was conducted one hour per day. Twenty five students are enrolled in this course.


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.


00A

REGISTER OF ATTENDANCE & FEES

FOR THE MONTH OF

Feb

Name of the Institute Govt. Degree College, KANAKACHIVARAM

Section

Place

SR NO	Admission No.	NAMES	Days												Days																		
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
01		Y. VINOD KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
02		T. VINAYAKA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
03		T.S. RABINDRAN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
04		M. NAGARAJU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
05		C. MUNIBABU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
06		P. MOHAN BABU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
07		K. LOKESH REDDY	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
08		N. KOTESWAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
09		P. KIRAN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
10		M. DINAKARA BABU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
11		D. BHARATH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
12		N. VISWANADHAM	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
13		P. VINOD KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
14		T. VENKATESULU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
15		K. THARUN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
16		P. SRIVIDYA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
17		K. SHANMUGAM	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
18		V. SATHESH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
19		K. RAJESH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
20		K. RAJESH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
21		V. PRATHEEP	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
22		G. PAVITHRA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
23		K. PAVITHRA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
24		P. PAVAN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
25		K. MARTIN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/

Number present M
Daily E



GOVERNMENT DEGREE COLLEGE
(Affiliated to S.V. University, Tirupathi)
KARVETINAGARAM-517582, CHITTOOR DIST., ANDHRA PRADESH

CERTIFICATE

This certificate is awarded to Mr. / Miss. P. SRIVIDYA in our
institution for having completed in six Months **DCA/PGDCA** organized by the Department of
Commerce in Computer Application from 01-02-2021 to 27-02-2021

Place : Karvetinagaram

Date : 27-02-2021

G. Bhargavi
Course Co-ordinator

S. V. M.
PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.



**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.**



Certificate Course

On

DCA

Organized by

Department of Computer Applications

GOVT DEGREE COLLEGE, KARVETINAGARAM

ప్రభుత్వ డిగ్రీ కళాశాల, కార్వేటినగరం



**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



Certificate Course
on
DCA

Eligibility	:	B.Com
Registration Fee	:	Free
Registration Start	:	27-06-2019
Registration End	:	29-06-2019
Duration of Course	:	30 Hrs
Course Start	:	01-07-2019

Organized by
Department of Computer Applications

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram

Date: 27-06-2019


CIRCULAR

All the B.Com students are hereby informed that the Department of Computer Applications is going to commence a certificate course on "DCA" from 1ST July 2019 in the afternoon sessions.

Duration of the Course: Thirty Hours

only Course Fee: Free of cost

For further details contact: G. Bhargavi, Department of Computer Applications


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE: KARVETINAGARAM

2019-20

Certificate Course on DCA

S.No	Name of the Student	Class	Signature of the Student
1	N. Vinod Kumar	III B.Com (Gen)	N. Vinod Kumar
2	P. Bhanu Prakash	III B.Com (Gen)	P. Bhanu Prakash
3	P. Babu	III B.Com (Gen)	P. Babu
4	S. Aadam Basha	III B.Com (Gen)	S. Aadam Basha
5	S. Bangaralah	III B.Com (CA)	S. Bangaralah
6	N. Chenchu Lakshmi	III B.Com (CA)	N. Chenchu Lakshmi
7	S. Chiran Jeevi	III B.Com (CA)	S. Chiran Jeevi
8	G. Dhana Sekhar	III B.Com (CA)	G. Dhana Sekhar
9	B. Ganesh	III B.Com (CA)	B. Ganesh
10	N. Dinesh Kumar	III B.Com (CA)	N. Dinesh Kumar
11	P. Ganapathi	III B.Com (CA)	P. Ganapathi
12	K. Krishna	III B.Com (CA)	K. Krishna
13	N. Hari Krishna	III B.Com (CA)	N. Hari Krishna
14	U. Jalaja	III B.Com (CA)	U. Jalaja
15	V. Hemadri	III B.Com (CA)	V. Hemadri
16	G. Janaki Ram	III B.Com (CA)	G. Janaki Ram
17	G. Kumar	III B.Com (CA)	G. Kumar
18	T. Madhu	III B.Com (CA)	T. Madhu
19	N. Mahendra	III B.Com (CA)	N. Mahendra
20	K. Muttu	III B.Com (CA)	K. Muttu
21	P. Nagarjuna	III B.Com (CA)	P. Nagarjuna
22	E. Nanda Kumar	III B.Com (CA)	E. Nanda Kumar
23	A. Pavan Kumar	III B.Com (CA)	A. Pavan Kumar
24	B. Pavan Kumar	III B.Com (CA)	B. Pavan Kumar
25	D. Purusotham	III B.Com (CA)	D. Purusotham

N.V. C
PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on "DCA"

SYLLABUS

TOTAL:30hrs

Introduction:

Computer Definition - Characteristics and Limitations of Computer— Generations of Computer, Classification of Computers, Applications of Computer, Basic Components of PC, Computer Architecture - Primary and Secondary Memories- Input and Output Devices- Operating System- Function of Operating System- Types of Operating System- Languages and its Types

MS word:

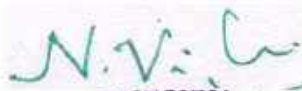
Word Processing – Features-Advantages and Applications- Parts of Word WindowToolbar-Creating, Saving, Closing, Opening and Editing of a Document-Moving and Coping a Text-Formatting of Text and Paragraph- Bullets and Numbering-Find and Replace - Insertion of objects-Headers and Footers- Page Formatting- Auto CorrectSpelling and Grammar- Mail Merge- Macros

MS Excel:

Features – Spread Sheet-Workbook – Cell-Parts of a window-Saving, Closing, Opening of a Work Book – Editing – Advantages – Formulas- Types of FunctionTemplates – Macros – Sorting- Charts – Filtering.

MS Power point:

Introduction – Starting – Parts-Creating of Tables- Create Presentation – TemplatesAuto Content Wizard-Slide Show-Editing of Presentation-Inserting Objects and charts


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.



Inauguration of Certificate Course: DCA


GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF COMPUTER APPLICATIONS

Brief Report on

"DCA"

A certificate course on DCA was inaugurated on 1ST July 2019 in this college by the principal Dr. N. Vijayasree. The course duration was Thirty hours. This course was run free of cost to the students by the Department of Computer Applications. The course was run by G. Bhargavi. The course was conducted one hour per day. Twenty five students are enrolled in this course.


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

REGISTER OF ATTENDANCE & FEES

FOR THE MONTH OF June 2019

Name of the Institute Govt. Degree College, Karvetnager

Section _____ Place _____

Sl No.	Admission No.	NAMES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	No. of Days Present	FEES Rs. P.	Date of
01		N. VINOD KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
02		P. BHANU PRAKASH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
03		P. BABU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
04		S. ADAM BASHA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
05		S. BANARAJAH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
06		N. CHENCHU LAKSHMI	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
07		S. CHIRAN JEEVI	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
08		G. DHANA SEKAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
09		B. GANESH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
10		N. DINESH KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
11		P. GANAPATHI	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
12		K. KREHNA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
13		N. BARI KRISHNA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
14		U. JALAJA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
15		V. HEMADRI	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
16		M. JANAKIRAM	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
17		G. KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
18		T. MADHU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
19		N. MAHENDRA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
20		K. MUTHU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
21		P. NAGARAJUNA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
22		E. NANDA KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
23		A. DAYAN KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
24		B. PAVAN KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			
25		D. PURUSOTHAM	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	31			



GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM

GOVERNMENT DEGREE COLLEGE

(Affiliated to S.V. University, Tirupathi)

KARVETINAGARAM - 517582, CHITTOOR DIST., ANDHRA PRADESH

CERTIFICATE

This certificate is awarded to Mr. / Miss. B. GANESH in our
institution for having completed in six Months **DCA/PGDCA** organized by the Department of
Commerce in Computer Application from 01-07-2019 to 31-07-2019

Place : Karvetinagaram

Date : 31/07/2019

G. Bhargavi
Course Co-ordinator

N.V.L.
PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.**



Certificate Course

On

PGDCA

Organized by

Department of Computer Applications

GOVT DEGREE COLLEGE, KARVETINAGARAM

ప్రభుత్వ డిగ్రీ కళాశాల, కార్వేటినగరం



**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



Certificate Course
on
PGDCA

Eligibility	:	B.Com
Registration Fee	:	Free
Registration Start	:	29-07-2019
Registration End	:	31-07-2019
Duration of Course	:	60 Hrs
Course Start	:	01-08-2019

Organized by
Department of Computer Applications

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram

Date: 29-07-2019


CIRCULAR

All the B.Com students are hereby informed that the Department of Computer Applications is going to commence a certificate course on "PGDCA" from 1ST August 2019 in the afternoon sessions.

Duration of the Course: Sixty Hours

only Course Fee: Free of cost

For further details contact: G. Bhargavi, Department of Computer Applications

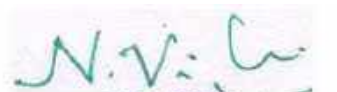

PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE: KARVETINAGARAM

2019-20

Certificate Course on PGDCA

S.No	Name of the Student	Class	Signature of the Student
1	P. Ganapathi	III B.Com (CA)	P. Ganapathi
2	K. Krishna	III B.Com (CA)	K. Krishna
3	N. Hari Krishna	III B.Com (CA)	K. Krishna
4	U. Jalaja	III B.Com (CA)	U. Jalaja
5	V. Hemadri	III B.Com (CA)	V. Hemadri
6	G. Janaki Ram	III B.Com (CA)	G. Janaki Ram
7	G. Kumar	III B.Com (CA)	G. Kumar
8	T. Madhu	III B.Com (CA)	T. Madhu
9	N. Mahendra	III B.Com (CA)	N. Mahendra
10	K. Muttu	III B.Com (CA)	K. Muttu
11	N. Vinod Kumar	III B.Com (Gen)	N. Vinod Kumar
12	P. Bhanu Prakash	III B.Com (Gen)	P. Bhanu Prakash
13	P. Babu	III B.Com (Gen)	P. Babu
14	S. Adam Basha	III B.Com (Gen)	P. Nagarjuna
15	P. Nagarjuna	III B.Com (CA)	P. Nagarjuna
16	F. Nanda Kumar	III B.Com (CA)	F. Nanda Kumar
17	C. Pavan Kumar	III B.Com (CA)	C. Pavan Kumar
18	D. Pavan Kumar	III B.Com (CA)	D. Pavan Kumar
19	D. Purusotham	III B.Com (CA)	D. Purusotham
20	S. Bangarajah	III B.Com (CA)	S. Bangarajah
21	N. Chenchu Lakshmi	III B.Com (CA)	N. Chenchu Lakshmi
22	S. Chiran Jeevi	III B.Com (CA)	Chiran Jeevi
23	G. Dhana Sekhar	III B.Com (CA)	G. Dhana Sekhar
24	C. Ganesh	III B.Com (CA)	C. Ganesh
25	N. Dinesh Kumar	III B.Com (CA)	N. Dinesh Kumar


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on "PGDCA"

SYLLABUS

TOTAL:60hrs

Introduction:

Computer Definition - Characteristics and Limitations of Computer— Generations of Computer, Classification of Computers, Applications of Computer, Basic Components of PC, Computer Architecture - Primary and Secondary Memories- Input and Output Devices- Operating System- Function of Operating System- Types of Operating System- Languages and its Types

MS word:

Word Processing – Features-Advantages and Applications- Parts of Word WindowToolbar-Creating, Saving, Closing, Opening and Editing of a Document-Moving and Coping a Text-Formatting of Text and Paragraph- Bullets and Numbering-Find and Replace - Insertion of objects-Headers and Footers- Page Formatting- Auto CorrectSpelling and Grammar- Mail Merge- Macros

MS Excel:

Features – Spread Sheet-Workbook – Cell-Parts of a window-Saving, Closing, Opening of a Work Book – Editing – Advantages – Formulas- Types of FunctionTemplates – Macros – Sorting- Charts – Filtering.

MS Power point:

Introduction – Starting – Parts-Creating of Tables- Create Presentation – TemplatesAuto Content Wizard-Slide Show-Editing of Presentation-Inserting Objects and charts

C' Programming:

C Fundamentals,Decision And Case-Control Structure,Loop Control Structure,Storage Classes,Arrays, Functions, Pointers, And Union

Data Structure and Algorithms:


Data Structure Concepts,Algorithm Concepts,Arrays, Stacks, Trees, Linked Lists, Graphs, Sorting and Searching Algorithms

Oracle:

Introduction,SQL Operators,Query Expression Operators,SQL Functions, Joins, Views and Synonyms, Cursor, Exception Handling, Composite Data Types And Packages

Web Designing:

Introduction,Hypertext Markup Language,Javascript And VB Script


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.



Inauguration of Certificate Course: PGDCA


GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF COMPUTER APPLICATIONS

Brief Report on

"PGDCA"

A certificate course on DCA was inaugurated on 1ST August 2019 in this college by the principal Dr. N. Vijayasree. The course duration was Sixty hours. This course was run free of cost to the students by the Department of Computer Applications. The course was run by G. Bhargavi. The course was conducted one hour per day. Twenty five students are enrolled in this course.


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

REGISTER OF ATTENDANCE & FEES

FOR THE MONTH OF

September 2019

Name of the Institute: G.V.K. Degree College, Karabidnager

Section: _____ Place: _____

Admission No.	NAMES	Days												Days										No. of days present	FEES		Date of payment							
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		23	24		25	26	27	28	29	30	Rs.
	P. GANAPATHI	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	K. KRISHNA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	N. HARILAKSHNA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	V. JALAJA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	Y. HEMADRI	/	/	/	a	a	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	G. JANAKI RAM	/	/	/	a	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	A. KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	T. MADHU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	N. MAHENDRA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	K. MUTTU	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	N. VINOD KUMAR	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	P. BHANU PRAKASH	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	P. BAEV	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
	S. ADAM BASHA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	N. NAGARJUNA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	F. NANDA KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	G. PAVAN KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	D. PAVAN KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	D. PURUSOTHAM	/	a	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	S. BANGARAJAN	/	a	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	N. CHENCHU LAKSHMI	/	a	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	S. CHIRAZ JEEVI	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	G. DHANA SEKIHAR	/	/	/	/	a	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	C. GANESH	/	/	/	/	a	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	N. DIMESH K	/	/	/	/	a	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				



GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM

GOVERNMENT DEGREE COLLEGE

(Affiliated to S.V. University, Tirupathi)

KARVETINAGARAM-517582, CHITTOOR DIST., ANDHRA PRADESH

CERTIFICATE

This certificate is awarded to Mr. / Miss. T. MADHU in our
institution for having completed in six Months **BCA/PGDCA** organized by the Department of
Commerce in Computer Application from 01-08-2019 to 30-09-2019

Place : Karvetinagaram

Date : 30-09-2019

G. Bhargavi
Course Co-ordinator

N.V.L.
PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.**



**CERTIFICATE COURSE
ON
COMMUNICATION & SOFT SKILLS**

Organized by

Department of English

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram

Date: 25-07-2019


CIRCULAR

All the B.A., B.Com.&B.Sc students are hereby informed that the Department of English is going to commence a certificate course on “**Communication & Soft Skills**” from 01st Aug 2019 in the afternoon sessions.

Duration of the Course: Thirty Hours only

Course Fee: Free of cost

For further details contact Sri K Sridhar, Department of English


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

PRINCIPAL



**GOVERNMENT DEGREE
COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



**CERTIFICATE COURSE
ON**

COMMUNICATION & SOFT SKILLS

Eligibility : All B.Sc. B. Com. & B.A.

Registration Fee : Free

Registration Start : 28-07-2019

Registration End : 30-07-2019

Duration of Course : Thirty Hours

Course Start : 01-08-2019

**Organized by
Department of English**

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on "**Communication & Soft Skills**"

SYLLABUS

Total Hours:30

Unit I

Basic Grammar: Parts of Speech, Tenses, Concord, Articles and Prepositions, Voice, Speech, Vocabulary, Word formation, Collocations and One word substitutes.

Unit II

Functions of Language: Greetings, Introductions, Asking for Information, requests, Orders, Invitations, Suggestions, Seeking permission and Self Introduction.

Unit III

Presentation and Communication Skills: Public Speaking, Welcome Address, Vote of Thanks, Interview Skills, Body Language, Soft Skills, LSRW Skills, Oral and Written communication and Employability Skills

N.V.L.
PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM
DEPARTMENT OF ENGLISH
CERTIFICATE COURSE
ON
COMMUNICATION & SOFT SKILLS



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Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF ENGLISH 2021-22

CERTIFICATE COURSE

ON


COMMUNICATION & SOFT SKILLS

Students Enrolled:

Govt. Degree College, Karvetinagaram, Chittoor Dist.
Department of English - 2019-20
Certificate Course on Communication & Soft Skills
List of Students

S.No	Name of the Student		Class
1	C Sandhya	Female	III B.Com(CA)
2	A Bala Kotaiah	Male	III B.Com(CA)
3	S Bangaraiah	Male	III B.Com(CA)
4	N Chenchu Lakshmi	Female	III B.Com(CA)
5	S Chiranjeevi	Male	III B.Com(CA)
6	G Dhanasekhar	Male	III B.Com(CA)
7	B Dinesh	Male	III B.Com(CA)
8	N Dinesh Kumar	Male	III B.Com(CA)
9	P Ganapathi	Male	III B.Com(CA)
10	K Gopala Krishna	Male	III B.Com(CA)
11	P Gurrappa	Male	III B.Com(CA)
12	N Hari Krishna	Male	III B.Com(CA)
13	V Hemadri	Male	III B.Com(CA)
14	U Jalaja	Female	III B.Com(CA)
15	G Kumar	Male	III B.Com(CA)
16	K Pragathi	Female	III B.Com(CA)
17	N Mahendra	Male	III B.Com(CA)
18	P Nagarjuna	Male	III B.Com(CA)
19	E Nandakumar	Male	III B.Com(CA)
20	D Purushotham	Male	III B.Com(CA)

21	P Rajesh	Male	III B.Com(CA)
22	P Raju	Male	III B.Com(CA)
23	C Robert	Male	III B.Com(CA)
24	K Shireesha	Female	III B.Com(CA)
25	K Vara Lakshmi	Female	III B.Com(CA)
26	G Venu	Male	III B.Com(CA)
27	K Vijay Kumar	Male	III B.Com(CA)
28	G Yuva Raju	Male	III B.Com(CA)
29	G Raja	Male	III B.Com(CA)
30	B Sambasiva Reddy	Male	III B.Com(CA)


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF ENGLISH 2021-22

ATTENDANCE SHEET

FOR

CERTIFICATE COURSE

ON

COMMUNICATION & SOFT SKILLS

REGISTER OF ATTENDANCE & FEES														FOR THE MONTH OF 01-8-19 TO 06-9-19 200														FEES		Date of payment												
Name of the institute Government Degree College														Communication & Soft Skills Section II B Com (CA) Place Karvetinagaram														Re. P.														
SERIAL	Admission No.	NAMES	01/8/19	02/8/19	03/8/19	04/8/19	05/8/19	06/8/19	07/8/19	08/8/19	09/8/19	10/8/19	11/8/19	12/8/19	13/8/19	14/8/19	15/8/19	16/8/19	17/8/19	18/8/19	19/8/19	20/8/19	21/8/19	22/8/19	23/8/19	24/8/19	25/8/19	26/8/19	27/8/19	28/8/19	29/8/19	30/8/19	No. of days present									
1		S. Pilliprasad																																								
2		R. Kotsay Reddy																																								
3		P. Dileep Kumar																																								
4		B. Prasad Reddy																																								
5		T. Venkatesulu																																								
6		B. Jagan Mohan																																								
7		D. Vijaya																																								
8		B. Ganesh																																								
9		T. Balachandras																																								
10		V. Bhargavakrishna																																								
11		T. Martin																																								
12		M. Purushothaman																																								
13		S. Musrathy Bhawan																																								
14		C. Menaka																																								
15		M. Thulasi Balu																																								
16		T. Chandu																																								
17		V. Sateesh																																								
18		K. Ganesh																																								
19		V. Satish Kumar																																								
20		P. Jayaram																																								
21		C. Naveen Kumar																																								
22		K. Panthra																																								
23		K. Laxminath																																								
24		T. Ganesh																																								
25		P. Chandu																																								
26		N. Ajith Kumar																																								
27		K. Shanmugam																																								
28		D. Madhub																																								
29		V. Pradeep																																								
30		P. Srivathya																																								

N.V.L
 PRINCIPAL
 Govt. Degree College
 KARVETINAGAR - 517582
 Chittoor Dt. A.P.


GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF ENGLISH

Brief Report on
“Communication & Soft Skills”

A certificate course on Spoken English & Communication skills was inaugurated on 01st Aug 2019 in this college by the Principal Dr. N. Vijayasree. The course duration was thirty hours. This course was run free of cost to the student by the Department of English. The course was run by Sri K. Sridhar. The course was conducted one hour per day. Twenty Six students are enrolled in this course.

After completion of the course, Certificates were distributed to the students on 13-09-2019.


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.**



**Certificate Course
On
Communication skills**

**Organized by
Department of English**

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram
Date: 18-07-2018

CIRCULAR

All the B.A., B.Com.&B.Sc students are hereby informed that the Department of English is going to commence a certificate course on “**Communication Skills**” from 23th Jul 2018 in the afternoon sessions.

Duration of the Course: Thirty Hours only

Course Fee: Free of cost

For further details contact Sri K Sridhar, Department of English


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

PRINCIPAL



**GOVERNMENT DEGREE
COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



**CERTIFICATE COURSE
ON**

COMMUNICATION SKILLS

Eligibility : All B.Sc, B. Com. & B.A.

Registration Fee : Free

Registration Start : 20-07-2018

Registration End : 23-07-2018

Duration of Course : Thirty Hours

Course Start : 23-07-2018

**Organized by
Department of English**

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on “Communication Skills”

SYLLABUS

Total Hours:30

Unit I


Basic Grammar: Parts of Speech, Tenses, Concord, Articles and Prepositions, Voice, Speech, Vocabulary, Word formation, Collocations and One word substitutes.

Unit II

Functions of Language: Greetings, Introductions, Asking for Information, requests, Orders, Invitations, Suggestions, Seeking permission and Self Introduction.

Unit III

Presentation and Communication Skills: Public Speaking, Welcome Address, Vote of Thanks, Interview Skills, Body Language, Soft Skills, LSRW Skills, Oral and Written communication and Employability Skills


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM
DEPARTMENT OF ENGLISH
CERTIFICATE COURSE
ON
COMMUNICATION SKILLS



N.V. C.
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Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF ENGLISH

CERTIFICATE COURSE

ON

COMMUNICATION SKILLS

Students Enrolled

Govt. Degree College, Karvetinagaram, Chittoor Dist.

Department of English - 2018-19

Certificate Course on Communication Skills

List of Students

S.No	Name of the Student		Class
1	N Prasad	Male	I B.Com (CA)
2	A Rakesh	Male	I B.Com (CA)
3	A Govinda Rajulu	Male	I B.Com (CA)
4	B Bhaskar Reddy	Male	I B.Com (CA)
5	B Ganesh	Male	I B.Com (CA)
6	B Joga Rao	Male	I B.Com (CA)
7	C Naveen Kumar	Male	I B.Com (CA)
8	C Menaka	Female	I B.Com (CA)
9	C Pavithra	Female	I B.Com (CA)
10	D Makbul	Male	I B.Com (CA)
11	D Dhanasekhar	Male	I B.Com (CA)
12	K Martin	Male	I B.Com (CA)
13	K Koteswar Reddy	Male	I B.Com (CA)
14	K Pavithra	Female	I B.Com (CA)
15	K Annamayya	Male	I B.Com (CA)
16	K Gopinath	Male	I B.Com (CA)
17	K Kalyan	Male	I B.Com (CA)
18	K Rajesh	Male	I B.Com (CA)
19	L Kamalesh	Male	I B.Com (CA)
20	M Arunachalam	Male	I B.Com (CA)

21	M Arun Kumar	Male	I B.Com (CA)
22	M Purushotham	Male	I B.Com (CA)
23	N Viswanadham	Male	I B.Com (CA)
24	N Ajith Kumar	Male	I B.Com (CA)
25	P Jayaram	Male	I B.Com (CA)
26	P Vinod Kumar	Male	I B.Com (CA)
27	P Srividya	Female	I B.Com (CA)
28	S Avinash	Male	I B.Com (CA)
29	T Chandu	Male	I B.Com (CA)
30	V Pradeep	Male	I B.Com (CA)


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF ENGLISH 2021-22

ATTENDANCE SHEET

FOR

CERTIFICATE COURSE

ON

COMMUNICATION SKILLS

CERTIFICATE COURSE		2018-19																																	
REGISTER OF ATTENDANCE & FEES		II B.Sc. I A																																	
Name of the Institute <u>Government Degree College</u>		FOR THE MONTH OF <u>August - 2018</u>																																	
Section _____		Place <u>Karvetinagaram</u>																																	
Sl. No.	Admission No.	NAMES	Aug-7-18	Aug-8-18	Aug-9-18	Aug-10-18	Aug-11-18	Aug-12-18	Aug-13-18	Aug-14-18	Aug-15-18	Aug-16-18	Aug-17-18	Aug-18-18	Aug-19-18	Aug-20-18	Aug-21-18	Aug-22-18	Aug-23-18	Aug-24-18	Aug-25-18	Aug-26-18	Aug-27-18	Aug-28-18	Aug-29-18	Aug-30-18	No. of days present	FEE	Date of payment						
			Rs.	P.	Rs.	P.	Rs.	P.	Rs.	P.	Rs.	P.	Rs.	P.	Rs.	P.	Rs.	P.	Rs.	P.	Rs.	P.	Rs.	P.	Rs.	P.									
1		A. SAIKUMAR II BA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X										
2		K. HEMACHANDRA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
3		B. PAVAN KUMAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
4		B. INDRASEKHAR REDDY	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
5		P. RATESH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
6		C. MANESWARI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
7		K. LAKESH BABU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
8		K. SIVASANKAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
9		A. LAKSHMAN	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
10		A. SASIKUMAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
11		K. DEVA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
12		N. VENKATESH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
13		M. CHANDRAKALA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
14		D. BHANUPRAKASH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
15		T. VIJAY	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
16		S. ISMAIL	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
17		N. SEKAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
18		K. BREENIVASULU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
19		K. BHARATAKUMAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
20		T. BHUVANESHWARI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
21		D. RAVANKUMAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
22		A. REVATHI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
23		B. DEEPA KUMAR II BA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
24		P. PREM Kumar	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
25		P. PRASANNA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
26		R. DIWAKAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
27		G. KOWSALYA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
28		N. DINESH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
29		M. RAJAKUMAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
30		M. MAHESH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
Number present			30																																
Daily E			30																																
Initials																																			
M																																			
E																																			

N.V.C.
PRINCIPAL
 Govt. Degree College
 KARVETINAGAR - 517582
 Chittoor Dt. A.P.

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF ENGLISH

Brief Report on
“Communication skills”

A certificate course on Spoken English & Communication skills was inaugurated on 23rd Jul 2018 in this college by the principal Dr. N. Vijayasree. The course duration was thirty hours. This course was run free of cost to the student by the Department of English. The course was run by Sri K. Sridhar. The course was conducted one hour per day. Twenty Six students are enrolled in this course.

After completion of the course, Certificates were distributed to the students on 06-09-2018.


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.**



Certificate Course

On

TALLY

Organized by

Department of Commerce

GOVT DEGREE COLLEGE KARVETINAGARAM

ప్రభుత్వ డిగ్రీ కళాశాల, కార్యవినగరం



**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



Certificate Course
on
TALLY

Eligibility	:	B.Com
Registration Fee	:	Free
Registration Start	:	19-07-2018
Registration End	:	21-07-2018
Duration of Course	:	60 Hrs
Course Start	:	23-07-2018

Organized by
Department of Commerce

GOVERNMENT DEGREE COLLEGE: KARVETINAGARAM

2018-19

Certificate Course on Tally ERP

S.No	Name of the Student	Class	Signature of the Student
1	A. Govardhan	III B.Com (CA)	A. Govardhan
2	B. Veneeth	III B.Com (CA)	B. Veneeth
3	C. Siva	III B.Com (CA)	C. Siva
4	G. Swathi	III B.Com (CA)	G. Swathi
5	G. Madhavi	III B.Com (CA)	G. Madhavi
6	K. Balu	III B.Com (CA)	K. Balu
7	M. Ramya	III B.Com (CA)	M. Ramya
8	N. Naveen	III B.Com (CA)	N. Naveen
9	N. Pavan Kumar	III B.Com (CA)	N. Pavan Kumar
10	P. Sireesha	III B.Com (CA)	P. Sireesha
11	P. Sowndarya	III B.Com (CA)	P. Sowndarya
12	S. Deva	III B.Com (CA)	S. Deva
13	T. Roja	III B.Com (CA)	T. Roja
14	T. Triveni	III B.Com (CA)	T. Triveni
15	V. Surekha	III B.Com (CA)	V. Surekha
16	V. Kumar Raja	III B.Com (CA)	V. Kumar Raja
17	K. Sankar	III B.Com (CA)	K. Sankar
18	K. Sai	III B.Com (Gen)	K. Sai
19	K. Hemadri	III B.Com (Gen)	K. Hemadri
20	L. Desamma	III B.Com (Gen)	L. Desamma
21	M. Arunachalam	III B.Com (Gen)	M. Arunachalam
22	M. Munivelu	III B.Com (Gen)	M. Munivelu
23	P. Supriya	III B.Com (Gen)	P. Supriya
24	P. Hemanth	III B.Com (Gen)	P. Hemanth
25	R. Anil Kumar	III B.Com (Gen)	R. Anil Kumar

11
12/02/2018

N.V.C.
PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram

Date: 19-07-2018

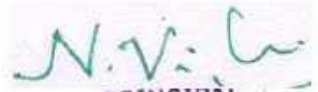
CIRCULAR

All the B.Com students are hereby informed that the Department of Commerce is going to commence a certificate course on "Tally" from 23rd July 2018 in the afternoon sessions.

Duration of the Course: Sixty Hours only

Course Fee: Free of cost

For further details contact: AM Narendra Kumar, Department of Commerce


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on "Tally"

Syllabus

Total Hours:60

UNIT I

1. Introduction; 2. Accounting System; 3. Inventory Control System; 4. Payroll System

UNIT II

1. Starting with Tally 7.2; 2. Creating Accounts Masters; 3. Creating Inventory Masters; 4. Entering Accounts Vouchers;

UNIT III


5. Entering Inventory Vouchers; 6. Introduction to VAT (Value Added Tax); 7. Ledgers and VAT; 8. More on VAT;

UNIT IV

9. VAT Documents and Reports; 10. Introduction to TDS; 11. Display/Reports in Tally; 12. The Collaborative Tally;

UNIT V

13. The Administrative Tally A. Fundamentals of Accounting; B. Fundamentals of Inventory


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.



Inauguration of Certificate Course: TALLY


GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF COMMERCE

Brief Report on

"TALLY"

A certificate course on Tally was inaugurated on 23rd July 2018 in this college by the principal Dr. N. Vijayasree. The course duration was Sixty hours. This course was run free of cost to the student by the Department of Commerce. The course was run by AM Narendra Kumar. The course was conducted one hour per day. Twenty students are enrolled in this course.


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.



GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM

GOVERNMENT DEGREE COLLEGE

(Affiliated to S.V. University, Tirupathi)

KARVETINAGARAM-517582, CHITTOOR DIST., ANDHRA PRADESH

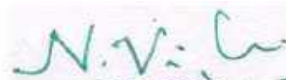
CERTIFICATE

This certificate is awarded to Mr. / ~~Miss~~ M. RAMYA in our
institution for having completed in six Months TALLY ERP organized by the Department of
Commerce in Computer Application from 23-07-2018 to 29-10-2018

Place : Karvetinagaram

Date : 29/10/2018


Course Co-ordinator


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

REGISTER OF ATTENDANCE & FEES

FOR THE MONTH OF

Aug

2018

Name of the Institute: Govt. Degree College, Karvetinagara

Section: _____ Place: _____

Sl. No.	Admission No.	NAMES																																No. of days present	FEES		Date of payment	Payment											
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		Rs.	P.													
1		G. GOVARDHAN	✓	✓	✓	✓	✓	✓	✓	✓	a			a	✓	✓	a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓												
2		B. VENKETH	✓	✓	✓	✓	✓	✓	✓	✓	a			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓											
3		C. SIYA	✓	✓	✓	a	✓	✓	✓	✓				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓											
4		G. SWATHI	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓										
5		G. MADHAVI	✓	✓	a	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓										
6		K. BALU	✓	✓	✓	✓	✓	✓	✓	✓	✓			a	✓	✓	a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓									
7		M. RAMYA	✓	a	✓	✓	✓	✓	✓	✓	✓			a	✓	✓	a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓									
8		N. NAVEEN	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓									
9		N. PAVAN KUMAR	a	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓								
10		P. SIREESHA	✓	a	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓								
11		P. SONNDARYA	✓	✓	✓	✓	a	a	✓	✓	✓			✓	✓	a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓							
12		S. DEVA	a	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓							
13		T. ROJA	✓	✓	✓	a	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓							
14		T. TRIVENI	✓	a	a	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓							
15		V. SUREKHA	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓							
16		V. KUMAR RAJA	✓	✓	✓	✓	✓	✓	✓	✓	a			✓	✓	✓	a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓							
17		K. SANKAR	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	a	a	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓							
18		K. SAI	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓						
19		K. HEMADRI	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓						
20		L. PESADIMA	✓	✓	✓	a	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓							
21		M. ARUNACHALAM	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓							
22		M. MUNIVELU	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓						
23		P. SUPRIYA	✓	✓	a	✓	a	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓						
24		P. HEMANTH	a	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
25		R. ANIL KUMAR	✓	✓	✓	✓	✓	✓	✓	✓	a			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓						
			✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓						
			✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
			✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
			✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
			✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
			✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
			✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
			✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				

Number present M
Daily E

Initials M
E

No. on roll at the beginning of month Admitted during the month Left No. on roll at end of month No. of working days Average attendance during the month No. on roll during the month

REGISTER OF ATTENDANCE & FEES

Name of the Institute Govt. Degree College, Karvetinagara

FOR THE MONTH OF

SEP

2018

Section _____

Place _____

Sl No.	Admission No.	NAMES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	No. of days present	FEES Rs. P.	Date of payment
			(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)	(25)	(26)	(27)	(28)	(29)	(30)			
1		A GOVARDHAN	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
2		B. VENEETH	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
3		C. SIYA	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
4		G. SWATHI	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
5		G. MADHAVI	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
6		K. BALU	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
7		M. RAMYA	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
8		N. NAVIEN	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
9		N. PAVAN KUMAR	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
10		P. SIRESHA	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
11		P. SOWNDARYA	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
12		S. DEVA	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
13		T. ROJA	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
14		T. TRIVENI	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
15		V. SUREKHA	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
16		V. KUMAR RAJA	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
17		K. SANKAR	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
18		K. SAI	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
19		K. HEMADRI	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
20		L. DESAMMA	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
21		M. ARUNA CHALAM	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
22		M. MUNIVELU	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
23		P. SUPRIYA	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
24		P. HEMANTH	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
25		R. ANIL KUMAR	✓		✓	✓	✓	✓	✓			✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				

Number present M
Daily E
Initials M
E

No. of working days Average attendance during the month No. of roll during the month

N.V.L.
PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.



Certificate Course
On
Communication skills

Organized by
Department of English

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram

Date: 20-02-2017

CIRCULAR

All the B.A., B.Com.&B.Sc students are hereby informed that the Department of English is going to commence a certificate course on “**Communication Skills**” from 24th Feb 2017 in the afternoon sessions.

Duration of the Course: Thirty Hours only

Course Fee: Free of cost

For further details contact Sri K Sridhar, Department of English



PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.



**GOVERNMENT DEGREE
COLLEGEKARVETINAGARAM
CHITTOOR DIST. AP. 517582**



**CERTIFICATE COURSE
ON
COMMUNICATION SKILLS**

Eligibility : All B.Sc, B. Com. & B.A.

Registration Fee : Free

Registration Start : 22-02-2017

Registration End : 21-02-2017

Duration of Course : Thirty Hours

Course Start : 21-02-2017

**Organized by
Department of English**

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST

Certificate Course on "**Communication Skills**"

SYLLABUS

Total Hours:30

Unit I

Basic Grammar: Parts of Speech, Tenses, Concord, Articles and Prepositions, Voice, Speech, Vocabulary, Word formation, Collocations and One word substitutes.

Unit II

Functions of Language: Greetings, Introductions, Asking for Information, requests, Orders, Invitations, Suggestions, Seeking permission and Self Introduction.

Unit III

Presentation and Communication Skills: Public Speaking, Welcome Address, Vote of Thanks, Interview Skills, Body Language, Soft Skills, LSRW Skills, Oral and Written communication and Employability Skills



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KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM
DEPARTMENT OF ENGLISH
CERTIFICATE COURSE
ON
COMMUNICATION SKILLS



GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF ENGLISH 2017-18

CERTIFICATE COURSE

ON

COMMUNICATION SKILLS

Student List

Govt. Degree College, Karvetinagaram, Chittoor Dist.

Department of English - 2017-18

Certificate Course on Communication Skills

List of Students

S.No	Name of the Student	Gender	Class
1	B. Dileep Kumar	Male	I B.A
2	K Naveen	Male	I B.A
3	P Prasanna	Female	I B.A
4	K Nandhini	Female	I B.A
5	O Kowsalya	Female	I B.A
6	T Nandhini	Female	I B.A
7	N Dinesh	Male	I B.A
8	M Raja Kumari	Female	I B.A
9	D Rajasekhar	Male	I B.A
10	T Ganesh	Male	I B.A
11	P Prem Kumar	Male	I B.A
12	D Jayalakshmi	Female	I B.A
13	C Ajith	Male	I B.A

14	M Mahesh	Male	I B.A
15	R Diwakar	Male	I B.A
16	V Pavan Kumar	Male	I B.A
17	M Vimala	Female	I B.A
18	B Shunmugam	Male	I B.A
19	N Keerthi Priya	Female	I B.A
20	S Sai Krishna	Male	II B.A
21	S Kavitha	Female	II B.A
22	P Prabhakar	Male	II B.A
23	S Thirumalesh	Male	II B.A
24	N Vamsi	Male	II B.A
25	D Srinivasulu	Male	II B.A
26	T Vinod	Male	II B.A



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KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVERNMENT DEGREE COLLEGE, KARVETINAGARAM

DEPARTMENT OF ENGLISH 2017-18

ATTENDANCE SHEET

FOR

CERTIFICATE COURSE

ON

COMMUNICATION SKILLS

Certificate course in English 2017-18
REGISTER OF ATTENDANCE & FEES
 Name of the Institute

2017-18
FOR THE MONTH OF *June*
 Government Degree College, Karvetinagaram 200-

Sl No.	Admission No.	NAMES	Date																															No of days present	Fees	Date of Payment
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
1		G. PRIYA - 101 00	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
2		G. RUPA	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
3		S. LAKSHMANA	/	/	/	/	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
4		K. INDRATA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
5		M. AJITH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
6		M. BALARATHU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
7		M. PRASANNA	/	/	/	/	/	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
8		M. MOHAN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
9		N. NAOHAN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
10		N. VIDYAKUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
11		P. G. UYADATHI	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
12		P. PRAMEELA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
13		P. VIJAYAM	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
14		T. LAVANYA	/	/	/	/	/	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
15		V. THANIKACHALAM	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
16		V. VAMSIKRISHNA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
17		V. SIVAJINDA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
18		V. MUNIKRISHNAIAH	/	/	/	/	a	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
19		C. EKAMBARAN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
20		E. NAVEEN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
21		I. MOHAN BABU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
22		I. SRINIVASULU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
23		M. VENKATESULU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
24		N. VAMSI	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
25		N. PARVATHI	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
26		P. PRABHAKAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				

PRINCIPAL
 Govt. Degree College
 KARVETINAGAR - 517582
 Chittoor Dt. A.P.

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF ENGLISH

Brief Report on
“Communication skills”

A certificate course on Spoken English & Communication skills was inaugurated on 24th Feb 2017 in this college by the principal Dr. M. Subramanyam. The course duration was thirty hours. This course was run free of cost to the student by the Department of English. The course was run by Sri K. Sridhar. The course was conducted one hour per day. Twenty Six students are enrolled in this course.



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Chittoor Dt. A.P.

**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM, CHITTOOR (DT), A.P.**



Certificate Course

On

TALLY

Organized by

Department of Commerce

GOVT DEGREE COLLEGE KARVETINAGARAM

ప్రభుత్వ డిగ్రీ కళాశాల, కార్యవినగరం



**GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM
CHITTOOR DIST. AP. 517582**



Certificate Course
on
TALLY

Eligibility	:	B.Com
Registration Fee	:	Free
Registration Start	:	18-07-2017
Registration End	:	20-07-2017
Duration of Course	:	60 Hrs
Course Start	:	21-07-2017

Organized by
Department of Commerce

GOVERNMENT DEGREE COLLEGE: KARVETINAGARAM

2017-18

Certificate Course on Tally ERP

S.No	Name of the Student	Class	Signature of the Student
1	A. Vamsi Krishna	III B.Com (CA)	A. vamsi krishna
2	A. Naveen	III B.Com (CA)	A. Naveen
3	G. Arunkumar	III B.Com (CA)	G. Arunkumar
4	K. Sai Prasad	III B.Com (CA)	K. Sai Prasad
5	M. Guru Sasidhar Reddy	III B.Com (CA)	M. Guru Sasidhar Reddy
6	K. Harsha Vardhan	III B.Com (CA)	K. Harshavardhan
7	P. Manoj	III B.Com (CA)	P. Manoj
8	S. Rajasekhar Reddy	III B.Com (CA)	S. Rajasekhar Reddy
9	T. Praveen	III B.Com (CA)	T. Praveen
10	T. Ganesh	III B.Com (CA)	T. Ganesh
11	A. Venu Gopal	III B.Com (Gen)	A. Venu Gopal
12	B. Sonia	III B.Com (Gen)	B. Sonia
13	G. Vijetha	III B.Com (Gen)	G. Vijetha
14	K. Pavithra	III B.Com (Gen)	K. Pavithra
15	N. Sai Ram	III B.Com (Gen)	N. Sai Ram
16	P. Rudraiah	III B.Com (Gen)	P. Rudraiah
17	P. Rajasekhar	III B.Com (Gen)	P. Rajasekhar
18	P. Dharma	III B.Com (Gen)	P. Dharma
19	R. Mohan	III B.Com (Gen)	R. Mohan
20	V. Surya Babu	III B.Com (Gen)	Surya Babu

Handwritten signature
21/09/2017

Handwritten signature

PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

Karvetinagaram

Date: 18-07-2017

CIRCULAR

All the B.Com students are hereby informed that the Department of Commerce is going to commence a certificate course on "TALLY" from 21st July 2017 in the afternoon sessions.

Duration of the Course: Sixty Hours only

Course Fee: Free of cost

For further details contact: AM Narendra Kumar, Department of Commerce


PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST
Certificate Course on "Tally"

Syllabus

Total Hours:60

UNIT I

1. Introduction; 2. Accounting System; 3. Inventory Control System; 4. Payroll System

UNIT II

1. Starting with Tally 7.2; 2. Creating Accounts Masters; 3. Creating Inventory Masters; 4. Entering Accounts Vouchers;

UNIT III

5. Entering Inventory Vouchers; 6. Introduction to VAT (Value Added Tax); 7. Ledgers and VAT; 8. More on VAT;

UNIT IV

9. VAT Documents and Reports; 10. Introduction to TDS; 11. Display/Reports in Tally; 12. The Collaborative Tally;

UNIT V

13. The Administrative Tally A. Fundamentals of Accounting; B. Fundamentals of Inventory



PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.



Valedictory of Certificate Course: TALLY

GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.

DEPARTMENT OF COMMERCE

Brief Report on

"TALLY"

A certificate course on Tally was inaugurated on 21st July 2017 in this college by the principal Dr. M. Subramanyam. The course duration was Sixty hours. This course was run free of cost to the student by the Department of Commerce. The course was run by AM Narendra Kumar. The course was conducted one hour per day. Twenty students are enrolled in this course.



GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM

GOVERNMENT DEGREE COLLEGE

(Affiliated to S.V. University, Tirupathi)

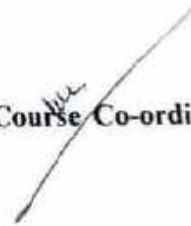
KARVETINAGARAM-517582, CHITTOOR DIST., ANDHRA PRADESH.

CERTIFICATE

This certificate is awarded to Mr. / Miss. A. NAVEEN in our
institution for having completed in six Months TALLY ERP organized by the Department of
Commerce in Computer Application from 21-07- 2017 to 30-10- 2017

Place : Karvetinagaram

Date : 30/10/2017


Course Co-ordinator

REGISTER OF ATTENDANCE & FEES

Name of the Institute

FOR THE MONTH OF

Section

Place

Sl. No.	Sl. No.	Admission No.	NAMES	1	2	3	4	5	6	7	8	9	10	11
1			A. VARASI KRISHNA	1	a	1	a	1	a	1	a	1	a	1
2			A. NAVEEN	1	1	1	1	1	1	1	1	1	1	1
3			G. ARUN KUMAR	1	1	1	1	1	1	1	1	1	1	1
4			K. SAI PRASAD	1	1	1	1	1	1	1	1	1	1	1
5			M. GURU SASIDHAR REDDY	1	1	1	1	1	1	1	1	1	1	1
6			K. HARSHA VARDHAN	1	1	1	1	1	1	1	1	1	1	1
7			P. MAADU	1	1	1	1	1	1	1	1	1	1	1
8			S. RAJA SEKHAR REDDY	1	1	1	1	1	1	1	1	1	1	1
9			T. PRAVEEN	1	1	1	1	1	1	1	1	1	1	1
10			T. GANESH	1	1	1	1	1	1	1	1	1	1	1
11			A. VENU GOPAL	1	1	1	1	1	1	1	1	1	1	1
12			B. SONIA	1	1	1	1	1	1	1	1	1	1	1
13			G. VIJETHA	1	1	1	1	1	1	1	1	1	1	1
14			K. PAVITHRA	1	1	1	1	1	1	1	1	1	1	1
15			N. SAI RAM	1	1	1	1	1	1	1	1	1	1	1
16			P. RUDRATAH	1	1	1	1	1	1	1	1	1	1	1
17			P. RAJA SEKHAR	1	1	1	1	1	1	1	1	1	1	1
18			P. DHARMA	1	1	1	1	1	1	1	1	1	1	1
19			R. MOHAN	1	1	1	1	1	1	1	1	1	1	1
20			V. SURYA BABU	1	1	1	1	1	1	1	1	1	1	1

13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Hours days present	FEES Rs. P.
1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
3	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
4	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
5	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
6	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
7	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
8	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
9	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
10	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
11	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
12	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
13	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
14	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
15	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
16	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
17	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
18	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
19	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
20	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		

Number present M
Daily E

Initials M
E

No. on roll at the beginning of month Admitted during the month Left No. on roll at end of month

No. of working days Average attendance during the month No. on roll at end of month

REGISTER OF ATTENDANCE & FEES

Name of the Institute

FOR THE MONTH OF

2017

Section

Place

Sl. No.	Admission No.	NAMES	Days																															No. of days present	FEES		Date of payment	
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		Rs.	P.		
1		A. VAMSI KRISHNA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
2		A. NAVEEN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
3		G. ARUN KUMAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
4		K. SAI PRASAD	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
5		M. GURU SASIDHAR REDDY	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
6		K. HARSHA VARDHAN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
7		P. MANOJ	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
8		S. RAJASEKHAR REDDY	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
9		T. PRAVEEN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
10		T. GANESH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
11		A. VENUGOPAL	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
12		B. SONIA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
13		G. VIJETHA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
14		K. PAVITHRA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
15		N. SAI RAM	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
16		P. RUDRALAH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
17		P. RAJASEKHAR	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
18		P. DHARMA	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
19		R. MOHAN	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
20		V. SURYA BABU	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/			
Number present M																																						
Daily E																																						
Initials M																																						
E																																						

No. of ... on roll at the beginning of month ... Admitted during the month ... Left No. on roll at end of month ... No. of working days ... Average attendance during the month ... No. on roll during the month

PRINCIPAL
Govt. Degree College
KARVETINAGAR - 517582
Chittoor Dt. A.P.