

**SOFTSKILL BASED CERTIFICATE COURSES
(2021-22)**

क्रीडा रसिक एज्युकेशन सोसायटी संचलित
अॅड.सिताराम (बबनभाऊ)आनंदरामजी बाहेती
कला, वाणिज्य व विज्ञान महाविद्यालय, जळगाव.

उद्योजकीय विकास प्रमाणपत्र अभ्यासक्रम

(२०२१-२२)

अभ्यासक्रम

अभ्यासक्रम कालावधी -
30 ता.

प्रकरण:- १) उद्योजकता-

- i) प्रस्तावना, संकल्पना, अर्थ, व्याख्या
- ii) महत्व आणि विकास, प्रकार
- iii) परिणाम करणारे घटक
- iv) व्यवसायासमोरील आव्हाने / समस्या

प्रकरण:- २) उद्योजकीय साधने-

- i) वित्तीय साधने
- ii) सरकारी साधने
- iii) मानवी साधने
- iv) सामाजिक मालमत्ता

प्रकरण:- ३) उद्योजकाचे नियोजन व प्रकल्प अहवाल-

- i) प्रस्तावना, संकल्पना आणि पद्धती
- ii) नियोजनाचे घटक व महत्व
- iii) मेक इन इंडिया
- iv) मुद्रा लोन आणि पंतप्रधान योजना

प्रकरण:- ४) उद्योजकता वाढीसाठी सरकारी धोरणे-

- i) उपयुक्त सरकारी धोरण
- ii) स्टार्टअप इंडिया
- iii) मेक इन इंडिया
- iv) मुद्रा लोन आणि पंतप्रधान योजना
- v) महिला उद्योजकीय धोरण

प्रकरण:- ५) प्रात्यक्षिक-

- i) प्रकल्प अहवाल तयार करणे
किंवा
- ii) स्थानिक व्यावसायिकाची मुलाख



Krida Rasik Education Society's
**Adv. Sitaram (Bababhau) Anandramji Baheti Arts, Commerce and
 Science College, Jalgaon**
Certificate Course in Entrepreneurship Development
 Academic Year.- 2021-22
List of the students enrolled

Sr. No.	Name of the Students	Gender	Category	Educational Qualification	Year of Passing
1	Gandhaav M. Patil	M	OBC	12 th	2021
2	shaeyas K. Kashit	M	SBC	12 th	2021
3	Jagauti N. shaama	F	Open	M.com	2021
4	Yagita V. shaama	F	Open	M.com	2021
5	Jagauti R. Jadhvani	F	Open	S.Y. B.com	2020
6	Mayua D. Tade	M	OBC	F.Y. B.com	2021
7	Rishikesh R. Pawaa	M	OBC	F.Y. B.com	2021
8	Ashwini R. Patil	F	Open	F.Y. B.com	2021
9	Ansaai Bushaa F. Husen	F	Open	F.Y. B.com	2021
10	Neha N. Rakshe	F	Open	12 th	2021
11	Sakshi K. Daakunde	F	OBC	12 th	2021
12	Vishal D. Wagh	M	SC	F.Y. B.com	2021

Al.
Principal

Adv. Sitaram (Bababhau) Anandramji Baheti
Arts, Commerce & Science College, Jalgaon



chhat
Co-ordinator
(Prof. Mrs. P.H. Bhat)

Krida Rasik Education Society's
Adv. S. A. Baheti Arts, Commerce and Science College, Jalgaon.
Certificate course in Personality Development & Life Skills

Duration:- 32 hours

Eligibility :- 10+2 or Equivalent

Aim:-

- 1) The course aim to cause a basic awareness about significance of soft skills in professional and inter-personal communications and facilitate an all rounder development of personality.
- 2) Hard or technical skills help securing a basic position in one's life and career.
- 3) It helps understand personality traits and formation and vital contribution in the world of business.

Objectives:-

- 1) To develop inter-personal skills and adopt good leadership behaviour for empowerment of self and others.
- 2) To set appropriate goals, manage stress and time effectively.
- 3) To manage competency-mix at all levels for achieving excellence with ethics.
- 4) Personality development helps to develop an impressive personality and makes you stand apart from the rest.
- 5) Life Skills helps to stress should be managed positively and build team working habits.
- 6) Personality test is self-reporting system that measures personality traits on a yes or no scale.




PRINCIPAL
Adv. Siteram (Babanshau) Anandramji Baheti
Arts, Commerce & Science College, Jalgaon

Syllabus

Chapter-1:- Define Personality Determinants of personality development, Perception-Definition, Perceptual Process.

Chapter-2:- Attitude- concepts- significance-factors affecting attributes-positive attitude-Advantages-Negative attitudes- Disadvantages.

Chapter 3:- Communication Skills:- Listening, communication barriers, building self esteem and self confidence, speaking, reading

Chapter4:- Leadership-Introduction-Leadership style, Group dynamics, team building

Chapter-5:- Interpersonal relationship, good manners and Etiquettes', Effective speech, Understanding body language, Majestic positive body language

Chapter-6:- Performance appraisal, Vertical & Horizontal & 360⁰ degree, Self introduction, Group discussion, Personal Interview session, Resume skills, Group discussion

Chapter-7:- Team Building:- Presentation skills, Trust and collaborating, Brain storming, Universal human values:- Love, Truth, Peace, Non-violence and Righteous -conduct.




PRINCIPAL
Adv. Sitaram (Bababhau) Anandramji Baheti
Arts, Commerce & Science College, Jalgaon

Krida Rasik Education Society's

Adv. Sitaram (Babanbhau) Anandramji Baheti Arts, Commerce and Science
College, Jalgaon

List of Students Enrolled for Certificate Course

Name of Course:- Certificate course in Personality
Development and Life Skills

Academic Year:- 2021-22

Sr.No.	Roll No.	Name	Class
1	A-60	Priyanka Pramod Sonawane	F.Y.B.Com.
2	97	Jayesh Vijay Bagul	F.Y.B.Com.
3	A-67	Rishikesh Ravindra Pawar	S.Y.B.Com.
4	B-35	Devyani Shirish Amrutkar	T.Y.B.Com.
5	B-91	Ansari Bushra Fatema Ejaz Husain	S.Y.B.Com.
6	B-92	Ashwini Ranjit Patil	S.Y.B.Com.
7	A-70	Chetan Vinod Koli	F.Y.B.Com.
8	A-83	Devendra Dnyaneshwar Sonawane	F.Y.B.Com.
9	B-78	Gandharva Madhukar Patil	F.Y.B.Com.
10	63	Harshal Dharmendra Ingale	F.Y.B.Com.
11	B-120	Nilesh Dnyaneshwar Jadhav	F.Y.B.Com.
12	B-28	Lalit Vijay Dhobi	F.Y.B.Com.
13	A-59	Harshal Dattatray Sapakar	F.Y.B.Com.
14	6	Raj Yogendrasing Patil	F.Y.B.Com.
15	A-5	Yogesh Narayan Patil	F.Y.B.Com.
16	B-5	Harshit Nandlal Jain	F.Y.B.Com.
17	B-120	Piyush Hukumchand Sankhala	F.Y.B.Com.




Co-ordinator


PRINCIPAL
Adv. Sitaram (Babanbhau) Anandramji Baheti
Arts, Commerce & Science College, Jalgaon

Krida Rasik Education Society's
Adv. Sitaram (Bababhau) Anandramji Baheti
Arts, Commerce & Science College, Jalgaon.
Certificate Course in Soft Skills in Business English
 Academic Year 2021-22

Objectives of the Course:-


- To introduce soft skills to the students.
- To enhance their character traits, social intelligence & Emotional Intelligence quotients that enable them to effectively navigate their environmental, work well, perform well & achieve their goals.
- To encourage them to achieve soft skills that are very important to become a successful person.

Syllabus

:-

Total: 35 hrs.

<ul style="list-style-type: none"> • Communication Skills 	06
Listening, Speaking, Reading & Writing – LSRW	
<ul style="list-style-type: none"> • Interpersonal Skills 	06
Deals with convincing ability Developing relations in an organization upward & downward	
<ul style="list-style-type: none"> • Time Management 	06
Planning of work Scheduling of personal & professional time Set specific goals Prioritize your events Fickleness of mind kills time	
<ul style="list-style-type: none"> • Attitude 	06
Positive & Negative Attitude Various things for change in attitude	
<ul style="list-style-type: none"> • Stress Management 	06
Internal & External Stress Various things for managing stress	
<ul style="list-style-type: none"> • Body Language 	06
Body postures, Movements, Facial Expressions, Eye Contact & Voice Modulations etc. Advantages of effective body language Improvisation in Body Language	
<ul style="list-style-type: none"> • Confidence Building 	06
Development of confidence Self Analysis Update yourself	
<ul style="list-style-type: none"> • Leadership Skills 	06
Improvisation in Communication skills Encouraging others to work Building Team Spirit Learn from mistakes	
<ul style="list-style-type: none"> • Etiquettes and Manners 	06
Social, Professional, Personal, Telephonic, Interviews, Work etiquettes, Professional, Social & Personal Manners	



Principal

Adv. Sitaram (Bababhau) Anandramji Baheti
 Arts, Commerce & Science College, Jalgaon

Krida Rasik Education Society's

**Adv. Sitaram (Babanbhau) Anandramji Baheti Arts, Commerce and Science College,
Jalgaon**

**Department of English
Certificate Course in Soft Skills in Business Management**

List of Students Enrolled for Certificate Course

Academic Year : 2021-22

Sr.No.	Roll No.	Name	Class
1	46	Songire Nikita Sunil	S.Y. B.A.
2	45	Badgujar Shubhangi Bhagwan	S.Y. B.A.
3	32	Zade Suraj Kisan	S.Y. B.A.
4	02	Janjalkar Devyani Sadanand	S.Y. B.A.
5	71	Bhardwaj Niraj Anil	S.Y. B.A.
6	96	Bari Gaurav Ramdas	S.Y. B.A.
7	101	Tadavi Payal Jamir	S.Y. B.A.
8	66	Sapkale Lina Sharad	S.Y. B.A.
9	89	Kharchane Harshal Rajendra	S.Y. B.A.
10	86	Tayde Suraj Santosh	S.Y. B.A.
11	53	Chaudhari Rina Bhagwan	S.Y. B.A.
12	54	Patil Komal Vishal	S.Y. B.A.
13	67	Koli Nayana Ramesh	S.Y. B.A.



N.K. Thambke
Co-ordinator
Prof. N.K. Thambke.

**COMMUNICATION BASED CERTIFICATE
COURSES (2021-22)**

क्रीडा रसिक एज्युकेशन सोसायटी संचलित
अॅड.सिताराम (बबनभाऊ)आनंदरामजी बाहेती
कला, वाणिज्य व विज्ञान महाविद्यालय, जळगाव.



मराठी व्याकरण कौशल्य प्रमापणपत्र अभ्यासक्रम
(२०२१-२२)

• कालावधी	:	३६ तास
• प्रवेश फी	:	रु.२००/-
• पात्रता	:	१० + २

कोर्सची उद्दिष्ट्ये:-

- १) विद्यार्थ्यांनी मराठी भाषेची कौशल्ये आत्मसात करुन आयोजन करणे.
- २) विद्यार्थ्यांचा भाषेविषयी आत्मविश्वास जागृत करणे.
- ३) विद्यार्थ्यांची शब्दसंपत्ती वाढविणे.
- ४) मराठीचा विविध क्षेत्रात होणारा वापर व गरज या विशेषांची माहिती करुन घेणे.
- ५) मराठी व्याकरणातील महत्वाच्या घटकांचा परिचय करुन घेणे.

अभ्यासक्रम

एकूण तासिका 36

1) मराठीची वर्णमाला

- ❖ स्वर
- ❖ व्यंजन

2 तासिका

2) संधी व संधीचे प्रकार

- ❖ स्वरसंधी
- ❖ व्यंजनसंधी
- ❖ विसर्गसंधी
- ❖ स्त्रीलिंग
- ❖ पुल्लिंग
- ❖ नपुंसकलिंग

2 तासिका

- 3) लिंग विचार 2 तासिका
- ❖ स्त्रीलिंग
 - ❖ पुल्लिंग
 - ❖ नपुंसकलिंग
- 4) वचन 2 तासिका
- ❖ एकवचन
 - ❖ अनेकवचन
- 5) समास व त्याचे प्रकार 3 तासिका
- ❖ अव्ययीभाव
 - ❖ व्दिगू
 - ❖ कर्मधारय
 - ❖ बहुव्रीही
 - ❖ द्वंद्व
- 6) शब्दांच्या जाती सव्यय - नाम 5 तासिका
- ❖ सर्वनाम
 - ❖ विशेषण
 - ❖ क्रियापद
- 7) मराठी शब्दसिद्धी 3 तासिका
- ❖ उपसर्गघटित शब्द
 - ❖ प्रत्ययघटित शब्द
 - ❖ अभ्यस्त शब्द
- 8) विभक्ती व विभक्तीचे प्रकार 2 तासिका
- 9) भाषेचे अलंकार 5 तासिका
- ❖ स्वभावोक्ती
 - ❖ चेतनागुणोक्ती
 - ❖ दृष्टांत
 - ❖ अनुप्रास
 - ❖ रूपक
 - ❖ उपमा

10) प्रयोग व प्रयोगाचे प्रकार	3 तासिका
❖ कर्तरी प्रयोग	
❖ कर्मणी प्रयोग	
❖ भावे प्रयोग	
11) आख्यात विचार	1 तास
12) शब्दशक्ती	3 तासिका
❖ अभिदा	
❖ लक्षणा	
❖ व्यंजना	
13) काव्यगुण	2 तासिका
❖ प्रसाद	
❖ माधुर्य	
❖ ओज	
14) वाक्प्रचार व म्हणी	2 तासिका



(Handwritten signature)

Principal
Adv. Sitaram (Bababhau) Anandramji Baheti
Arts, Commerce & Science College, Jalgaon

Krida Rasik Education Society's
Adv. Sitaram (Bababhau) Anandramji Baheti Arts, Commerce and Science College, Jalgaon
Department of Marathi

मराठी व्याकरण कौशल्य प्रमाणपत्र अभ्यासक्रम

Admission List for Certificate Course

Academic Year 2021-22

Sr.No.	Name of the Students	Gender	Category	Educational Qualification	Year of Passing
1	Wandole Ajay Anil	M	OPEN	F.Y.B.A.	2020-21
2	Shimpi Priyanka Santosh	F	OBC	F.Y.B.A.	2020-21
3	Wani Paresh Gopal	M	OBC	F.Y.B.A.	2020-21
4	Chauvhan Ajay Ganesh	M	OBC	F.Y.B.A.	2020-21
5	Dhangar Jitendra Sunil	M	NT-2(NT-C)	F.Y.B.A.	2020-21
6	Wani Karan Sanjay	M	OBC	XIth	2020-21
7	Bhoi Pravin Santosh	M	NT-1(NT-B)	F.Y.B.A.	2020-21
8	Sonawane Vivek Sanjay	M	OBC	F.Y.B.A.	2020-21
9	Sapkale Hashal Jagannath	M	S.C.	F.Y.B.A.	2020-21
10	Dhangar Chetan Rajendra	M	NT-2(NT-C)	F.Y.B.A.	2020-21
11	Sonawane Sagar Babu	M	SBC	F.Y.B.A.	2020-21
12	Kharchane Harshal Rajendra	M	OBC	F.Y.B.A.	2020-21
13	Patil Jayesh Anil	M	OBC	F.Y.B.A.	2020-21
14	Tayade Suraj Santosh	M	S.C.	F.Y.B.A.	2020-21
15	Patil Kapil Nana	M	OBC	F.Y.B.A.	2020-21
16	Patil Narendra Sanjay	M	OBC	F.Y.B.A.	2020-21
17	Sapkale Ganesh Ashok	M	S.C.	S.Y.B.A.	2020-21
18	Gopal Yogesh Namdev	M	NT-1(NT-B)	S.Y.B.A.	2020-21
19	Dixit Ayush Sanjay	M	OBC	S.Y.B.A.	2020-21
20	Sonawane Raj Sanjay	M	S.C.	S.Y.B.A.	2020-21
21	Halde Mayur Ravindra	M	S.C.	S.Y.B.A.	2020-21
22	Koli Ankit Vishwanath	M	SBC	S.Y.B.A.	2020-21
23	Sonawane Gaurav Samadhan	M	SBC	S.Y.B.A.	2020-21



Principals
Co-ordinator
Prof. P. R. Zambare

PRINCIPAL

Adv. Sitaram (Bababhau) Anandramji Baheti
Arts, Commerce & Science College, Jalgaon