



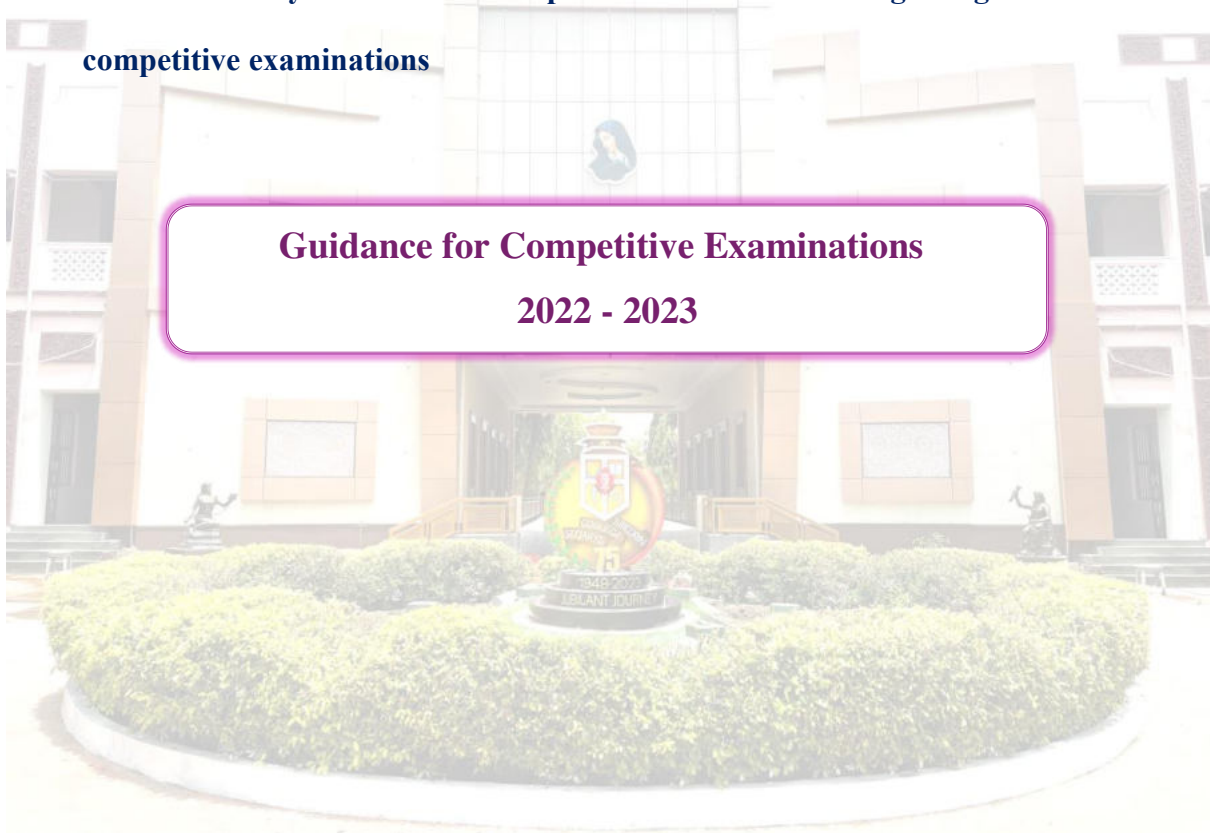
St. Mary's College (Autonomous)
Reaccredited with 'A+' Grade by NAAC (Cycle IV)
Thoothukudi



Criterion: V - Student Support and Progression
5.1 - Student Support
Year: 2018-2023



5.1.2 Efforts taken by the institution to provide career counselling and guidance for competitive examinations



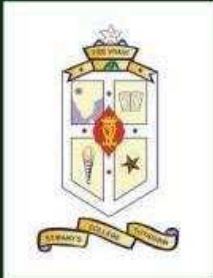
Guidance for Competitive Examinations
2022 - 2023

Lina Rose

Principal

St. Mary's College (Autonomous)
Thoothukudi-628 001.

St. Mary's College (Autonomous)



Re-accredited
with A + Grade by NAAC (4th Cycle)
Thoothukudi, Tamil Nadu

Department of English (SSC)

in Collaboration with
Million Hopes Academy
offers
A Certificate Course on
English Proficiency
For Competitive Exams
For the Academic Year
2022 - 2023

Course Code: 22CSEN51

Duration: 30 Hours

St. Mary's College (Autonomous), Thoothukudi

Department of English (SSC)

Certificate Course on English Proficiency for Competitive Exams

Aim

The course aims to help the students to develop their English language skills, particularly those planning to appear for competitive exams

Objective

- To encourage students for placement through better understanding of the language
- To develop students ability to use English in day-to-day life and real life situation

Course Outcome

Upon the completion of the course, the students will be able to

- Analyze the rhetoric and aesthetic effects in the use of language in various literary forms.
- ◆ Read with interpretive and analytical proficiency
- ◆ Enlarge their vocabulary by learning new words
- ◆ Develop their ability as critical readers
- ◆ Increase confidence in their ability to read, comprehend and interpret the passages
- ◆ Understand the vocabulary, syntax, structure, style in the language
- ◆ Develop English language skills for competitive exams
- ◆ Facilitate the aspects of grammar, writing and vocabulary

Learning Approach

- ◆ Logical Reasoning
- ◆ Intensive Reading Exercises
- ◆ Discussion
- ◆ Practical Comprehension Sessions
- ◆ Role plays

Take away of the Course

- ◆ Students get employed in different fields as trainers, teachers and editors in public relations
- ◆ Soft copy of the PPT and PDF will be shared with the students
- ◆ Worksheets and evaluation sheets used in the training are given to the students.

St. Mary's College (Autonomous), Thoothukudi
Department of English (SSC)
Certificate Course on English Proficiency for Competitive Exams

Course Code: 22CSEN51

Duration: 30 Hours

Unit I

Reading Comprehension

Literature and Reading Comprehension

Scientific passages and Reading Comprehension

Unit II

Vocabulary Enrichment

Uncommon words

Synonyms, Antonyms, Homonyms

Unit III

Spotting Errors

Unit IV

Verbal Reasoning

Verbal Analogy

Cause & Effect

Unit V

Test Techniques

St. Mary's College (Autonomous) Thoothukudi
Department of English (SSC)
III B.A. English Literature

Course Schedule

Course Title: English Proficiency for Competitive Exams

Course Instructor: Ms.S.Jebarathinam Nancy Juliet

Course In charge: Ms. A.Priyanka

Department: III BA English Literature (2022- 2023)

Time: 2.00-4.00 pm

S.No	Date
1	01.08.2022
2	02.08.2022
3	08.08.2022
4	10.08.2022
5	29.08.2022
6	05.09.2022
7	06.09.2022
8	07.09.2022
9	12.09.2022
10	13.09.2022
11	14.09.2022
12	16.09.2022
13	27.09.2022
14	28.09.2022
15	29.09.2022

Course Incharge Ms A Priyanka

REGISTER OF ATTENDANCE

FOR THE MONTH OF _____

2022-2023

[illegible]

Course Title: English Proficiency for Competitive Exams

Course Instructor: Ms.S.Jebarathinam Nancy Juliet

Course Incharge: Ms.A.Priyanka

Department: III BA English Literature (2022-2023)

S.No.	Name	Reg No.	Marks Obtained	Grade
1	ABISHA A	20SUEN01	10	A
2	AFRIN ASHA A	20SUEN02	08	A
3	ANIMA BAGE V	20SUEN03	13	A
4	ANTONY ABISHA Y	20SUEN04	18	A+
5	ANTONY ASHILA FERNANDO A	20SUEN05	13	A
6	AROCKIA JESSY SEPHIN S	20SUEN06	16	A
7	ARUNA@SANGEETHA M	20SUEN07	09	B
8	ASMI A	20SUEN08	13	A
9	BAVANI T	20SUEN10	16	A
10	BHARANILAKSHMI K	20SUEN11	13	A
11	CHRISTY K	20SUEN12	15	A
12	DEVARANJANI M	20SUEN13	09	B
13	HELAN MARY S	20SUEN15	15	A
14	HEMA M	20SUEN16	15	A
15	ISWARYA S	20SUEN18	13	A
16	JANIES C	20SUEN19	08	B
17	JESU JULISHA J	20SUEN21	17	A
18	KARPUTHA SELVI K	20SUEN22	17	A
19	MADHUMITHA R	20SUEN24	09	A
20	MARIA VIRISHMA T	20SUEN26	12	A
21	MISHA ANNE ROSELINE C	20SUEN27	12	A
22	MUTHUMALAI M	20SUEN29	15	A
23	NYILS JERNEY J	20SUEN31	19	A+
24	PRIYA DHARSHINI M	20SUEN32	16	A

S.No.	Name	Reg No.	Marks Obtained	Grade
25	RAJAPUSHPA P	20SUEN34	16	A
26	ROSELIN CHELLAMMAL J	20SUEN36	04	A
27	SANTHANAMARI M	20SUEN37	08	B
28	SERINA K	20SUEN38	18	A+
29	SHALINI P	20SUEN39	15	A
30	SHARAN JEYA SHEKINA T	20SUEN40	16	A+
31	SHIYAMINI P	20SUEN41	17	A
32	SNOWSHINI M	20SUEN42	12	A
33	SUBIKSHA V	20SUEN43	16	A
34	SUGANYA T	20SUEN44	09	B
35	VALAN NAZRIN S	20SUEN45	07	A
36	VIJAYA BALA PRIYAA S	20SUEN46	17	A+
37	VINOLIA L	20SUEN47	12	A
38	YASMIN FATHIMA S	20SUEN49	10	A
39	YUVALAKSHMI A	20SUEN50	09	A

Report of the Certificate Course 2022-2023

Department of English (SSC)

III B.A. English Literature

English Proficiency for Competitive Exams

The English Proficiency for Competitive Exams helps the student to enhance their knowledge and skills relevant to their field of studies and it also helps in implementation of their career. The course is scheduled for thirty hours. The syllabus is divided into five units.

The class commenced on 01 August 2022, there were a total of 39 students from III B.A. English Literature who participated in this programme. The final class was on 29 September 2022.

The class was conducted on working days in the afternoon for two hours. During the classes the instructor (Ms.S.Jebarathinam Nancy Juliet) created awareness to the students about the various career opportunities. The students took part in various activities and they also shared their opinions and discussions were made on their queries.

Various assessments were conducted based upon their syllabus to test the knowledge gained by the students. The students performed well in the exams and certificates were issued according to their Grade levels and percentage of their attendance. At the end of the course, we received a positive feedback from the students.



ST. MARY'S COLLEGE (AUTONOMOUS), THOOTHUKUDI
(Re-accredited with 'A+' Grade by NAAC)

CERTIFICATE

This is to certify that

Ms. Y. Antony Abisha - 20SUEN04

III B.A English (SSC)

has successfully completed the Certificate Course on
ENGLISH PROFICIENCY FOR COMPETITIVE EXAMS
conducted during the academic year 2022 - 2023 with A+ Grade.

Instructor

Principal

ST. MARYS COLLEGE (AUTONOMOUS)



Re – accredited with 'A+' Grade by NAAC (4th Cycle)

Thoothukudi – 628001, Tamilnadu, India

Department of Zoology

Offers

A Certificate Course on

QUANTITATIVE APTITUDE AND NUMERICAL ABILITY

Course Code: 22CAZ051

For III UG students

Course Duration:
30 Hours

2 Hours/week



A Certificate Course on

QUANTITATIVE APTITUDE AND NUMERICAL ABILITY

Aim: To enhance the mental ability and skill of the students.

Objectives:

- To train the students for competitive and professional examinations.
- To build professional aptitude

COURSE OUTCOME:

After completing the course one can demonstrate various principles involved in solving mathematical problems and thereby reducing the time taken for performing job functions.

• Syllabus

Course name:

QUANTITATIVE APTITUDE AND NUMERICAL ABILITY

Course Code: 22CAZO51

Unit I Simplification – Average - Percentage – Number system - Highest Common Factor (HCF) – Lowest Common Multiple (LCM) – Square Root and Cube Root.

Unit II Ratio and Proportion – Clocks - Calendar – Trains – Area – Volume – Time and Work – Time and Distance – Pipes and Cistern.

Unit III Introduction to Data Interpretation - Simple Interest – Compound Interest – Profit and Loss.

Unit IV Line Graphs – Pie Charts – Bar Diagrams – Tabulation – Mixgraphpy.

Unit V Logical Reasoning – Puzzles – Dice – Visual Reasoning – Alpha Numeric Reasoning – Number Series – Basic Algebra – Concept of Geometry and Trigonometry.

Course Schedule

S.NO	DATE
1	02.08.2022
2	03.08.2022
3	10.08.2022
4	11.08.2022
5	18.08.2022
6	01.09.2022
7	06.09.2022

S.NO	DATE
8	07.09.2022
9	13.09.2022
10	14.09.2022
11	06.10.2022
12	10.10.2022
13	01.10.2022
14	12.10.2022
15	27.10.2022

ST. MARY'S COLLEGE REGISTER OF ATTENDANCE

III - B.Sc. Zoology		REGISTER OF ATTENDANCE									
S. No.	Name of Pupils	1	2	3	4	5	6	7	8	9	10
1	Asmitha Shri M.P	x	x	x	x	x	x	x	x	x	x
2	Bala Soumya M	x	x	x	x	x	x	x	x	x	x
3	Beaulin Mercy P	x	x	x	x	x	x	x	x	x	x
4	Chitra Devi CV	x	x	x	x	x	x	x	x	x	x
5	Gayathri S	x	x	x	x	x	x	x	x	x	x
6	Gnana Sobiya A	x	x	a	a	a	x	x	x	x	x
7	Ishwariya J	x	a	x	x	x	x	x	a	x	x
8	Jaya Abhirami J	x	x	x	x	x	x	x	x	x	x
9	Jeffina Gomez T	x	x	x	x	x	x	x	a	x	x
10	Jemina M	x	x	x	a	a	x	x	x	x	x
11	Joselin K	x	x	x	x	x	a	x	x	x	x
12	Karthika Esuvasi P	x	x	x	x	x	x	x	x	x	x
13	Karthika M	x	x	x	x	x	x	x	x	x	x
14	Lakshmi J	x	x	x	x	x	x	x	x	x	x
15	Lavanya M	x	x	x	x	x	x	x	x	a	a
16	Lipra J	x	x	x	x	x	x	x	x	x	x
17	Madhumitha M	x	x	x	x	x	x	x	x	x	x
18	Manimala M	x	a	x	x	a	x	x	x	x	x
19	Maria Clement Anushiya J	a	x	x	x	x	x	x	x	x	x
20	Maria Teja S	x	a	x	x	x	a	x	x	x	x
21	Maria priyuka A	x	a	x	x	x	a	a	a	x	x
22	Masha C	x	x	x	x	x	x	a	a	x	x
23	Muthumathi J	x	x	x	x	x	a	x	x	x	x
24	Natasha A	x	x	x	x	a	x	x	x	x	x
25	Nisha parthavi S	x	x	x	x	x	x	x	x	x	x
26	Nithya J	x	x	x	x	x	x	x	a	x	x
27	Prabha N	x	x	x	x	x	x	x	x	x	x
28	Rabika P	x	x	x	x	x	x	x	x	x	x
29	Sahayamerlin J	x	x	x	x	x	x	x	x	x	x
30	Samyuktha V	x	x	x	x	x	x	x	x	x	x
31	Selva Anitta Priya J	x	x	x	x	x	x	x	x	x	x
32	Shobana Devi T	x	x	x	x	x	x	x	x	x	x
33	Sivabharathi S	x	x	x	x	x	x	x	x	x	a
34	Sivasankari T	x	x	x	x	x	x	x	x	x	x
35	Sneha A	x	x	x	x	x	x	x	x	x	x
36	Sonali T	x	x	x	x	a	a	x	x	x	x
37	Subashini K	x	x	x	x	x	x	x	x	x	x
38	Subayya S	a	a	a	a	a	a	x	x	x	a
39	Thanga Roselin J	x	x	x	x	x	x	x	x	x	x
40	Vinothini P	x	x	x	x	x	x	x	x	x	x
		02.08.22	03.08.22	10.08.22	11.08.22	18.08.22	01.09.22	06.09.22	07.09.22	13.09.22	14.09.22

(Autonomous)
FOR THE MO

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Grade Sheet
ST.MARY'S COLLEGE (AUTONOMOUS), THOOTHUKUDI
III B.Sc. Zoology – Career Oriented Course
Quantitative Aptitude and Numerical Ability

S.No.	Register No.	Name	% of Marks	Grade
1.	20AUZO01	Asmitha Shri M P	85	D+
2.	20AUZO02	Bala Sowmya M	90	O
3.	20AUZO03	Beaulin Mercy P	55	B
4.	20AUZO04	Chithra Devi C	65	A
5.	20AUZO05	Gayathri S	55	B
6.	20AUZO06	Gnana Sobiya A	45	C
7.	20AUZO09	Ishwarya J	45	C
8.	20AUZO10	Jaya Abirami J	70	A+
9.	20AUZO11	Jeffina Gomez J	65	A
10.	20AUZO12	Jemina M	85	D+
11.	20AUZO14	Joselin K	65	A

Grade Sheet

12.	20AUZO15	Karthika Eswari P	70	A+
13.	20AUZO16	Karthika M	55	B
14.	20AUZO17	Lakshmi J	70	A+
15.	20AUZO18	Lavanya M	70	A+
16.	20AUZO19	Lispa J	70	A+
17.	20AUZO20	Madhumitha M	65	A
18.	20AUZO21	Manimala M	55	B
19.	20AUZO22	Maria Clament Anushiya J	60	A
20.	20AUZO23	Maria Jeya S	55	B
21.	20AUZO24	Maria Princika A	65	A
22.	20AUZO25	Masha C	80	D+
23.	20AUZO27	Muthumari J	80	D+
24.	20AUZO28	Nathisha A	55	B
25.	20AUZO29	Nisha Parkavi S	70	A+

Grade Sheet

26.	20AUZO30	Nithya J	70	A+
27.	20AUZO32	Prabha N	65	A
28.	20AUZO34	Rabika P	75	D
29.	20AUZO35	Sahayamerlin J	60	A
30.	20AUZO36	Samyuktha V	85	D+
31.	20AUZO38	Selva Anitta Priya J	60	A
32.	20AUZO39	Shobanadevi T	40	C
33.	20AUZO40	Siva Bharathi S	65	A
34.	20AUZO41	Sivasankari T	60	A
35.	20AUZO42	Sneha A	50	B
36.	20AUZO43	Sonali	80	D+
37.	20AUZO44	Subashini K	80	D+
38.	20AUZO46	Thanga Roselin J	80	D+
39.	20AUZO47	Vinothini P	80	D+

REPORT

The Certificate Course on Quantitative Aptitude and Numerical Ability (22CAZO51) was offered as a Certificate Course to III UG students from 02.08.2022 to 27.10.2022. A total of 40 students enrolled in the course. After the completion of the programme, the students took a written test and were given certificates with grade levels based on their performance. 40 students were benefitted through this programme. Out of which 39 students completed the course successfully.

CERTIFICATE



**ST. MARY'S COLLEGE (AUTONOMOUS),
THOOTHUKUDI**
(Re-accredited with 'A+' Grade by NAAC)
P.G. and Research Department of Zoology



CERTIFICATE
This is to certify that

Ms. Asmitha Shri M P
III B.Sc. Zoology

has successfully completed the Certificate Course on
Quantitative Aptitude and Numerical Ability conducted during the academic year 2022- 2023 with D+ Grade.

Instructor

Principal



***St.Mary's College (Autonomous),
Re-accredited with A+ Grade by, NAAC
Thoothukudi ,Tamil Nadu***

DEPARTMENT OF COMMERCE (SSC)

Put Forwards

***A Career Oriented Certified
Development Programme On***

TNPSC

Course code: 22CSCC51

***For the Academic year
2022-2023***



AIM

**To enhance the learner's understanding
on TNSPC Exams**

OBJECTIVES

- **To enable the students to have basic knowledge on TNPSC exams to help the learner make career choices**
- **To help the students by providing them a better career for a new normal life**

Certificate oriented programme on TNPSC gained a great opportunity in recent years and hence it has been applied to the students in the development of their career

COURSE OUTCOMES

- ***Develop the solving capacity in quantitative problems***
- ***provides ample career options in their future***
- ***Improve Strong knowledge on reasoning and current affairs***

TRAINING METHODOLOGY

- Comprehensive practice sessions
- Reading and writing Exercise
- Mock Test
- Aptitude and logical tests

TAKE AWAY OF THE COURSE

- Students get opportunities to appear for different competitive exams
- soft copy and hard copy of the materials used in the course will be shared with the students
- Worksheets and mock test sheets used in the training are given to the students.

COURSE CO-ORDINATOR

MS. MANUEL INFANY. T

ASSISTANT PROFESSOR OF COMMERCE (SSC)

ST.MARY'S COLLEGE(AUTONOMOUS),THOOTHUKUDI

COURSE INSTRUCTOR

Mr. PRAKASH.

SURESH IAS ACADEMY

Ph. No. 9894111189

ST.MARY'S COLLEGE (AUTONOMOUS)

CERTIFICATE COURSE

TNPSC

III B.Com (Department of Commerce-SSC)

ACADEMIC YEAR 2020-2022

UNIT-1 GENERAL SCIENCE

Physics - General Scientific laws, Mechanics and properties of matter, Heat, light and sound - Chemistry - Elements and Compounds - Botany - Main Concepts of life science, Classification of living organism - Zoology - Blood and blood circulation, Human diseases including communicable and non-communicable diseases

UNIT - 2 GENERAL STUDIES I

Current events - Geography - Earth and Universe, Solar system, Social geography - History and culture of India and Tamilnadu - Indus valley civilization, -Culture and Heritage of Tamil people

UNIT - 3 GENERAL STUDIES II

Indian Politics - Constitution of India- Indian Economy - Five-year plan models - Indian National Movement - Constitution of India

UNIT - 4 APTITUDE & MENTAL ABILITY TESTS

Data collection and Presentation - HCF and LCM - Ratio and Proportion - Logical Reasoning

UNIT-5 GENERAL ENGLISH

Grammar - Literature - Authors and their Literary Works

St. MARY'S COLLEGE (AUTONOMOUS), Thoothukudi

Department of Commerce (SSC)

Certificate Course – III Year

2022 -2023

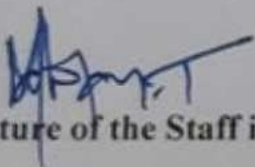
CERTIFICATE COURSE FOR TNPSC EXAM

Instructor Name: Suresh IAS Academy

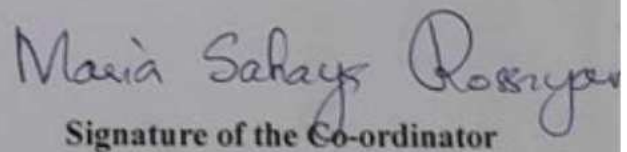
Time: 2.00 p.m.-4.00 p.m

Staff in-charge : Ms. T. Manuel Infany

Date	Day
08/08/22	Monday
10/08/22	Wednesday
11/08/22	Thursday
29/08/22	Monday
01/09/22	Thursday
05/09/22	Monday
06/09/22	Tuesday
08/09/22	Thursday
12/09/22	Monday
13/09/22	Tuesday
10/10/22	Monday
12/10/22	Wednesday
13/10/22	Thursday
17/10/22	Monday
18/10/22	Tuesday
19/10/22	Wednesday



Signature of the Staff in-charge



Signature of the Co-ordinator

(Autonomous) THOOTHUKUDI - 628 001.

FOR THE MONTH OF

[illegible][illegible]ST. MARY'S COLLEGE
REGISTER OF ATTENDANCE

(Autonomous) THOOTHUKUDI - 628 001.
FOR THE MONTH OF _____

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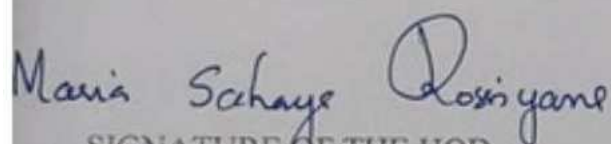
Name of Pupils	1	2	3	4	5	6	7	8	9	10
22000001 Shourin, S	A	x	x	x	x	x	x	x	x	x
22000002 Sri Dhanini, T	x	x	x	x	x	x	x	x	x	x
22000003 Thirumala, T	A	x	x	x	x	x	x	x	x	x
M & Lem										
22000004 E-mitha, Jayant, V	A	x	x	x	A	x	x	x	A	x
22000005 Jayaram, Upasana, R.	x	A	x	x	x	A	x	x	A	x
22000006 Manik, Nishad, S	x	x	x	x	A	x	x	x	x	x
22000007 Manu, Jayashree, M	x	x	x	A	x	x	x	x	x	x
22000008 Parthasaram, G	x	A	A	A	x	x	x	x	A	A
22000009 Raju, Shree, S	x	x	x	x	x	x	x	x	x	x
22000010 Raju, M	A	x	x	x	A	x	x	A	A	x
22000011 Sowmya, G	x	x	x	x	A	x	x	x	A	x
22000012 Sathish, S	x	x	x	x	A	x	x	A	x	x

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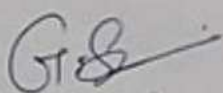
ST. MARY'S COLLEGE (AUTONOMOUS), THOOTHUKUDI
DEPARTMENT OF COMMERCE (SSC)
CAREER ORIENTED COURSE
TNPSC MARK SHEET

SL. NO	REGISTER NUMBER	NAME	MARKS	ATTENDANCE %	GRADE
1.	20SUCA010	AANIKA. A.R	29	73%	A ⁺
2.	20SUCA04	AJMA GOWSI. A	27	93%	O
3.	20SUCA07	ANU PITCHAI. N	29	93%	O
4.	20SUCA08	ANUSHIYA. M	25	93%	O
5.	20SUCA11	CHANDRAKALA SOWMIYA. E	27	80%	A ⁺
6.	20SUCA12	DAISY PRIYA. P	26	93%	A ⁺
7.	20SUCA13	DEEBA.K	28	100%	O
8.	20SUCA26	KAVITHA. M	27	80%	A ⁺
9.	20SUCA29	LOGA SUNDARA LAKSHMI. K	29	100%	O
10.	20SUCA30	MADHUMITHA.S	27	93%	A ⁺
11.	20SUCA32	MAHA LAKSHMI.P	28	80%	A ⁺
12.	20SUCA36	MARIA THERESH RESHMA.S	29	66%	A
13.	20SUCA39	MUTHUMARI.V	28	60%	A
14.	20SUCA40	PAMILA.P	25	93%	O
15.	20SUCA45	RESHMA.R	28	53%	A
16.	20SUCA49	SATHYA RANIJ	25	93%	O
17.	20SUCA52	SHALINI.A	29	93%	O
18.	20SUCA56	SRI GAYATHIRI.T	26	93%	O
19.	20SUCA58	VNUSHA.P	27	93%	O
20.	20SUCA59	VISHWA HARINI. S	26	86%	A ⁺
21.	20SUCB02	ANITHA. R	29	80%	A ⁺
22.	20SUCB03	ANTONY JEROFIN. D	29	86%	A ⁺
23.	20SUCB05	ANUSHIYA.K	28	86%	A ⁺
24.	20SUCB06	ASHIKA.S	29	93%	O

25	20SUCB07	ASLIN.A			
26	20SUCB08	ASVINI SWETHA.J	25	66%	A
27	20SUCB15	HASENA FATHIMA.A	26	66%	A
28	20SUCB17	JASMINE RISWANA.M	26	86%	A ⁺
29	20SUCB19	JEYA LAKSHMI.K	27	60%	A
30	20SUCB25	MARIA GOWSALYA. A	28	86%	O
31	20SUCB26	MARIA JENISHA.S	26	66%	A
32	20SUCB33	MUTHU SOWMIYA.M	26	80%	A ⁺
33	20SUCB36	NITHYA SREE.S	24	86%	A
34	20SUCB37	PAVIDHRA VENI.V	24	86%	A ⁺
35	20SUCB39	PUVISTA.S	25	100%	O
36	20SUCB42	SAHAYA JOFFINA.A	25	100%	O
37	20SUCB43	SASIMITHA.R.P	26	93%	O
38	20SUCB44	SATHYA. S	28	100%	O
39	20SUCB45	SHAHARIHA. S	25	86%	A ⁺
40	20SUCB51	SNOWIN.S	25	93%	A ⁺
41	20SUCB52	SRI DEEPTHU.T	26	93%	A ⁺
42	20SUCB53	THANGA ARTHI. T	26	100%	O
43	20SUCC08	EKMITH DAYONI. V	27	73%	A ⁺
44	20SUCC15	LAVANYA THANGAM.R	27	80%	A ⁺
45	20SUCC17	MARIA MIRACULIN.J	28	73%	A ⁺
46	20SUCC18	MUTHU LAKSHMI.M	26	86%	A ⁺
47	20SUCC23	RAJASHREE.S	28	80%	A ⁺
48	20SUCC24	RAMYA.M	27	93%	O
49	20SUCC32	SOWMIYA.G	27	60%	A
50	20SUCC35	TRIFENA.S	27	86%	A ⁺
			29	86%	O


 SIGNATURE OF THE HOD

Co-ordinator,
 Department of Commerce (SSC),
 St.Mary's College (Autonomous),
 Thoothukudi-628001


 SIGNATURE OF THE INSTRUCTOR



St. Mary's College (Autonomous), Thoothukudi

Department of Commerce (SSC)

Certificate Course on TNPSC Exams

TNPSC – competitive exams coaching was offered as certificate course by the Department of Commerce (SSC) from 8.8.22 to 19.10.22 for the III B.COM students. Mr. Prakash, Suresh IAS Academy, Thoothukudi was the instructor and the course was held after regular college hours from 2.00 -4.00 p.m. The students were made to appear for written test at the end of the programme and were issued Certificate with grade levels according to their marks and percentage of attendance. 60 students were benefitted out of this programme.



ST.MARY'S COLLEGE (AUTONOMOUS), THOOTHUKUDI

(Re-accredited with 'A+' Grade by NAAC)

Department of Commerce

CERTIFICATE



This is to certify that AANIKA A R III B.Com A (SSC) has successfully completed the Certificate Course on TNPSC conducted during the academic year 2022 - 2023 with A+ Grade.

Instructor

Principal





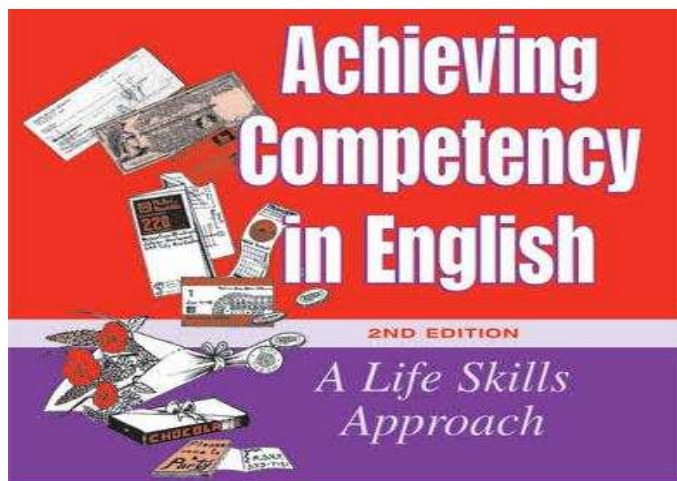
St. Mary's College (Autonomous)
Re-accredited with A+ Grade by NAAC
(4th Cycle),
Thoothukudi, Tamil Nadu, India
PG and Research Department of English



Offers

A Certificate Course on English for Professional Competence for the Academic Year 2022- 2023

Course Code
22CAEN51



Duration
30 Hours

PG and Research Department of English

Certificate Course on English for Professional Competence Course

Aim:

To enhance the learners' understanding of Professional Communication skills.

Objective:

- To heighten the standards of the speaking and the writing skills of the students by focusing on the correct usage of English Grammar.
- To help the students achieve mastery in the art of communication for different situations in day to day life.

Course Module

Unit I

Words often confused and misused One word substitutes

Unit II

Preparation of Agenda, Minutes

Preparing Resume, job application letter

Unit III

Blurb Writing

Drafting e-mail

Unit IV

Welcome Speech

Vote of thanks

Unit V

Creative Writing: short story, verse writing

Certificate Course on Professional Competence has occupied a significant place from over the last few decades. So the candidate pursuing the course can be benefited in these following ways:

Learning Outcomes:

Upon the completion of the course, the students will be able to:

- achieve strong Listening, speaking, reading and writing skills.
- develop a natural and accurate diction of English pronunciation.
- improve vocabulary and articulate their ideas and experiences freely. -
socialise confidently in English.
- provide ample career options in their future.

Training Methodology:

- Comprehension practice sessions - Rote Plays
- Reading and Writing Exercises
- Communicative Language Teaching - ICT for Communication Competence

Take Away of the Course:

- Students get employed in different fields as becoming Spoken English trainers, teachers, editors or executives in public relations.
- Soft Copy of the materials used in the course will be shared with the students in PDF Format.
- Work sheets & Personal Evaluation Sheets used in the training are given to the students.

For Further details Contact Course Co-ordinator

Dr.D.Shunmugajothi

Assistant Professor of English

PG and Research Department of English

St. Mary's College (Autonomous)

Thoothukudi, Tamil Nadu

Ph.No: 9790161194

Course Instructor - Ms.X.Angel, Thoothukudi.

St. Mary's College (Autonomous), Thoothukudi
P.G. & Research Department of English
III B.A. English Literature (2022)
Certificate Course - English for Professional Competence
Course Schedule

Total Duration: 30 Hours

(12.08.2022-12.10.2022)

Timing: 2p.m. to 4 p.m. (2 Hours)

No. of Hours	Date
1	12-08-2022
2	16-08-2022
3	30-08-2022
4	02-09-2022
5	09-09-2022
6	12-09-2022
7	13-09-2022
8	14-09-2022

9	16-09-2022
10	20-09-2022
11	29-09-2022
12	30-09-2022
13	06-10-2022
14	11-10-2022
15	12-10-2022

Staff-in-charge:

Ms.Dr.Shunmugajothi

Instructor: Ms. X. Angel

CERTIFICATE COURSE - ENGLISH FOR PROFESSIONAL COMPETENCE
ST. MARY'S COLLEGE

III YEAR

REGISTER OF ATTENDANCE

(Autonomous) T

FOR THE MONTH

2022-2023

S. No.	Name of Pupils	1	2	3	4	5	6	7	8	9	10
1	Abilasha M	X	X	X	X	X	X	X	X	X	X
2	Akshaya V	X	X	X	X	X	X	X	X	X	X
3	Anet Jency M	OP	X	X	a	X	X	X	X	X	a
4	Amika G	X	X	X	X	X	X	X	X	X	X
5	Arney Infancia A	X	X	OP	OP	X	X	X	X	X	X
6	Balsaraswathi B	ab	X	X	X	X	X	X	X	X	a
7	Belsith Diana B	X	a	X	X	X	X	X	X	X	X
8	Berneth Mistica P	X	X	X	X	X	a	a	a	X	X
9	Bhuvana S	OP	OP	X	OP	X	X	X	X	a	X
10	Blessi S	X	OP	X	X	X	a	X	X	X	OP
11	Esakki Thorunya R	X	X	X	X	a	X	X	X	X	X
12	Geelena R	OP	X	X	X	X	a	X	X	X	X
13	Gladys Rajitha RJ	X	X	X	X	a	X	X	X	a	X
14	Gods Spiritng B	X	X	X	X	X	X	X	X	X	X
15	Hannah Taflet Antonika M	X	X	X	X	a	X	X	X	X	X
16	Healthina Frobel A.J	X	X	X	X	a	X	X	X	X	X
17	Heavena S	X	OP	X	OP	X	X	X	X	X	X
18	Jaffrin M	X	X	X	X	X	X	X	X	X	a
19	Jemema J	X	X	X	OP	X	X	X	X	X	OP
20	Jenitta S	X	X	X	X	X	X	X	X	X	X
21	Jerlin S	X	X	X	X	X	X	X	X	X	X
22	Jeslin Brenuka B	OP	X	X	X	X	X	X	X	X	X
23	Joe Dishifa P	OP	X	X	X	a	X	X	X	X	X
24	Jona Sharon K	OP	OP	X	X	X	X	X	X	X	OP
25	Jordan Ruth Mikra N	OP	OP	X	X	X	X	X	X	X	OP
26	Jose Magrina J	X	X	X	X	a	a	X	X	X	X
27	Joy Liberna A	X	X	X	X	X	X	X	X	X	a
29	Jumana Hasin MH	OP	OP	X	X	X	X	X	X	X	OP
30	Kirtheeka M	X	X	X	X	X	X	X	X	X	a
32	Krithika K	X	X	X	X	X	X	X	X	X	X
33	Lily Princy D	OP	X	X	X	a	X	X	X	X	X
34	Lourde Tatiana L	X	X	X	X	X	X	X	X	X	X
35	Lourdhu Selcia J	X	a	X	X	X	X	X	X	X	a
36	Maria Jessica Janein B	X	X	X	X	X	X	X	X	X	X
38	Maria Kate Winslet V	X	X	X	X	X	X	X	X	X	X
39	Maria Remencia S	OP	X	a	X	X	X	a	X	a	a
40	Maria Thibursis Prasanna V	ab	X	X	X	X	X	X	X	X	OP
41	Maria Thrace Blesida J	X	X	X	X	X	X	X	X	a	X
42	Mariga Vinatha S	ab	X	X	X	X	X	X	X	X	a
43	Mary Herinta A	ab	X	X	X	X	X	a	X	X	X
44	Mary Franciba S	X	a	X	X	X	X	a	X	a	a
45	Mercy Daisy Lilly SJ	X	X	X	X	X	X	X	X	X	X
46	Mexlin Rebeka R	ab	a	X	X	X	X	X	X	X	a
47	Mookammal S	X	X	X	X	X	X	X	X	X	X
49	Packia Kegitha L	OP	OP	X	X	a	X	X	X	X	X
50	Pavithra E	ab	X	X	X	a	a	X	X	X	X
51	Rose Bella S	X	X	X	X	X	X	X	X	X	X

11	12	13	14	15	16	17	18		
X	X	X	X	X				15	A
X	X	X	X	X				15	
X	X	X	X	X				13	
a	a	X	X	X				13	
X	X	X	X	X				13	
X	X	a	X	X				12	
X	X	X	X	X				14	
X	X	X	X	X				13	
X	X	X	X	X				14	
OP	X	OP	X	X				14	
X	X	X	X	X				14	
a	a	X	X	X				12	
X	X	X	X	X				13	
X	X	a	X	X				14	
X	X	X	X	X				14	
X	X	X	X	X				15	
X	X	X	X	X				14	
OP	X	X	X	X				15	
a	a	X	X	X				13	
X	X	X	X	X				15	
X	X	a	X	X				12	B
OP	X	X	X	X				15	
OP	X	OP	a	X				14	
X	X	X	X	X				13	
X	X	X	X	X				14	
OP	a	X	X	X				14	
a	a	a	a	a				9	
X	X	X	X	X				15	
X	X	X	a	a				12	Examin
OP	X	X	X	X				15	Examin
a	a	X	a	a				9	Exam 2
X	X	X	X	X				15	Examin
X	a	X	X	X				14	
a	X	X	a	X				9	
OP	X	X	X	X				14	
X	X	a	X	X				13	
a	a	X	X	X				11	
a	X	a	a	X				10	B
X	a	X	a	X				10	B
OP	X	X	X	X				15	
a	a	X	X	X				10	
X	X	X	X	X				15	
a	a	a	X	X				11	B
X	X	X	X	X				11	
X	X	X	X	X				14	B

ST. MARY'S COLLEGE REGISTER OF ATTENDANCE

(Autonomous) THOOTHUKUDI 2022-2023
FOR THE MONTH OF _____ 2022-2023

S. No.	Name of Pupils	1	2	3	4	5	6	7	8	9	10
52	Sahaya Anbu S	x	x	x	x	x	a	a	a	x	x
53	Sahaya Raval R	x	x	x	x	a	x	a	a	x	x
54	Sakthi Priya K	x	x	x	x	x	o	o	o	o	x
55	Sathya C	x	x	x	a	x	x	x	x	x	x
56	Shiny Tharshana R	x	x	x	o	x	x	x	a	x	x
57	Shruthi Isha B	x	x	x	x	x	x	x	x	x	x
58	Sheha D	x	x	x	x	x	x	x	x	x	x
59	Sheha R	x	x	x	x	x	x	x	x	x	x
60	Shou Amitha Fernando A	x	x	x	x	x	x	x	x	x	x
61	Steena B	o	a	x	o	a	x	x	x	x	x
62	Suba Shree S	x	x	x	x	x	x	x	x	x	x
63	Suganthi A	x	a	x	x	x	x	x	x	x	x
64	Suethy S	x	x	x	x	x	x	x	x	x	x
65	Tharani P	x	a	x	x	x	x	x	x	x	x
66	Vaishnavi Panizhkodi V.B	a	x	a	x	a	x	x	x	x	x
68	Veronica Berlin H	x	x	x	x	x	x	x	x	o	o
69	Vesta Serapha T	a	x	x	x	x	x	x	x	a	o
70	Vikinsa B	x	x	x	x	x	x	x	x	x	x
71	Vidhya R	x	x	x	x	x	x	x	x	x	x
72	Vijayasri I	x	x	x	x	x	x	x	x	x	x
73	Wasiba Insha Y	x	x	x	o	x	x	x	x	x	x

11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
x	x	a	x	x																	
x	x	a	x	x																	
x	x	a	x	x																	
o	x	a	x	x																	
x	x	a	x	x																	
o	x	x	x	x																	
o	o	x	x	x																	
x	x	a	x	x																	
x	x	x	x	x																	
x	x	x	x	x																	
x	x	x	x	x																	
o	o	o	x	x																	
x	a	x	x	x																	
o	o	o	x	x																	
o	x	x	x	x																	
x	x	x	x	x																	
x	x	x	x	x																	

Dr. D. Shunmuga Jothi
Staff-in-charge

A. Mary Shibu Fernandez
Dr. A. JUDY SHEELA DAMAYANTHI
END & ASSOCIATE PROFESSOR OF ENGLISH
ST. MARY'S COLLEGE (AUTONOMOUS)
THOOTHUKUDI

St. Mary's College (Autonomous), Thoothukudi

P.G. & Research Department of English

III B.A English Literature

Certificate Course - Grade Sheet

English for Professional Competence

2022-2023

S.No	Name	Assignment 25 Marks	Exam 20 Marks	Attendance 5 Marks	Total 50 Marks	Total 100 Marks	Grade
1	Abilasha. M	21.5	17.5	15/5	44	88	A
2	Akshaya. V	22.5	17.5	15/5	45	90	A
3	Anet Jency. M	24	17.5	13/4.3	46	92	A
4	Arcika. G	20	17	13/4.3	41	82	A
5	Arney Infancia. A	20.5	15.5	13/4.3	40	80	A
6	Balasaraswathi B	22	18	12/4	44	88	A
7	Belsith Diana. B	21.5	16.5	14/4.6	43	86	A
8	Berneth Mistica. P	25	17.5	13/4.3	47	94	A
9	Bhuvanaa. S	20.5	17.5	14/4.6	43	86	A
10	Blessi. S	24.5	20	14/4.6	49	98	A
11	Esakki Tharunya. R	25	19.5	14/4.6	49	98	A
12	Geolena. R	21	16.5	12/4	41	82	A
13	Gladys Rojitha. RJ	20	19.5	13/4.3	44	88	A
14	Gods Spiritny. B	20.5	16	14/4.6	41	82	A
15	Hannah Jaflet Antonika. M	22	20	14/4.6	47	94	A
16	Healthina Frobel. A.J	21.5	17.5	14/4.6	44	88	A
17	Heavena. S	20.5	17	15/5	43	86	A
18	Jaffrin. M	23	16.5	14/4.6	44	88	A
19	Jemema. J	21.5	18	15/5	45	90	A
20	Jenitta. S	24.5	18.5	13/4.3	47	94	A
21	Jerlin. S	22	16.5	15/5	44	88	A
22	Jeslin Brenuka. B	21	16	15/5	42	84	A
23	Joe Dishifa. P	19	15.5	12/4	39	78	B
24	Jona Sharon. K	22	15	15/5	42	84	A
25	Jordan Ruth Mitra. N	24	20	14/4.6	49	98	A
26	Jose Magrina. J	22.5	16.5	13/4.3	43	86	A
27	Joy Liberna. A	24.5	20	14/4.6	49	98	A
29	Jumana Hasin M.H	24.5	20	14/4.6	49	98	A
30	Kirtheeka. M	21.5	18.5	9/3	43	86	A
32	Krithika. K	21.5	18	15/5	45	90	A
33	Lily Princy. D	18	a	12/4	-	-	-
34	Lourde Tatina. L	21	16	15/5	42	84	A
35	Lourdhu Selcia. J	a	a	9/3	-	-	-

36	Maria Jessica Janin. B	24	18	15/5	47	94	A
38	Maria Kate Winslet. V	20.5	19	14/4.6	44	88	A
39	Maria Remencia S	19.5	17.5	9/3	40	80	A
40	Maria Thibursis Prasanna. V	20.5	17.5	14/4.6	43	86	A
41	Maria Thrace Blesida. J	21.5	15.5	13/4.3	41	82	A
42	Mariya Vinotha S	21	17	11/3.6	42	84	A
43	Mary Flerinta. A	19.5	15	10/3.3	38	76	B
44	Mary Franciba. S	18.5	15	10/3.3	37	74	B
45	Mercy Daisy Lilly S.J	25	18.5	15/5	49	98	A
46	Merlin Rebeka. R	21.5	16	10/3.3	41	82	A
47	Mookammal. S	20	17.5	15/5	43	86	A
49	Packia Kegitha. L	16.5	16.5	11/3.6	37	74	B
50	Pavithra. E	20.5	18.5	11/3.6	43	86	A
51	Rose Bella. S	19	15	14/4.6	39	78	B
52	Sahaya Anbu. S	20.5	18	11/3.6	42	84	A
53	Sahaya Raxal. R	20	18	14/4.6	43	86	A
54	Sakhthi Priya. K	20	19.5	11/3.6	43	86	A
55	Sathiya. C	18.5	16.5	9/3	38	76	B
56	Shiny Tharshana. R	20	18	12/4	42	84	A
57	Shruthi Lobo. B	22.5	20	13/4.3	47	94	A
58	Sneha. D	22	19	15/5	46	92	A
59	Sneha. R	20	19	14/4.6	44	88	A
60	Snow Amilda Fernando. A	22.5	18.5	15/5	46	92	A
61	Steenia. B	25	18	15/5	48	96	A
62	Suba Shree. S	a	a	8/2.6	-	-	-
63	Suganthi. A	18.5	16	15/5	40	80	A
64	Swethy. S	22.5	18	14/4.6	45	90	A
65	Tharani. P	21.5	18	15/5	45	90	A
66	Vaishnavi Tamizhkodi. V	23	20	13/4.3	47	94	A
68	Veronica Berlin. H	18.5	16.5	11/3.6	37	74	B
69	Vesta Serapha. F	23	20	15/5	48	96	A
70	Vibinsa. B	24.5	18.5	14/4.6	48	96	A
71	Vidhya. R	18	14.5	15/5	38	76	B
72	Vijayasri. I	21.5	18	14/4.6	44	88	A
73	Wasiba Insha. Y	21.5	16	15/5	43	86	A

*Attendance: No of days Present/ Marks.

Report of the Certificate Course 2022-2023
English for Professional Competence – III B.A. English Literature

English for Professional Competence was offered as a certificate course by the PG and Research Department of English from **12.08,2022 to 12.10.2022** to the III-year B.A. English Literature students. Ms. Angel was the instructor, and the classes were conducted online. The students were made to appear for an online written test at the end of the programme and were issued certificates with grade levels according to their percentage of attendance and their performance. **68 students** benefitted out of this programme.

A.Indir Sheela Damayanthi

Head of the Department

Head
Research Department of English
St.Mary's College (Autonomous)
Thoothukudi - 628001



ST. MARY'S COLLEGE (AUTONOMOUS) ,
THOOTHUKUDI
(Re-accredited with 'A+' Grade by NAAC)
P.G. and Research Department of English

CERTIFICATE
This is to certify that

Ms. M. Abilasha – 20AUEN01
III B. A English

has successfully completed the Certificate Course on
ENGLISH FOR PROFESSIONAL COMPETENCE from 12.08.2022 to 12.10.2022 for **30 Hrs** with '**A**' Grade .

X. Angel

Instructor

Lucia Rose

Principal



St. Mary's College, (Autonomous)

Re - accredited with A+ grade by NAAC (4th Cycle)

Thoothukudi, TamilNadu

Department of Business Administration

in Collaboration with

Edify Solutions

“Educate for change”

Offers

Value Added Course

“Connect”- Effective Communication Skills Programme

COURSE CODE-22CSBA51

DURATION- 30 Hours

Soft Skills Training Brochure

Learning Outcome

Upon the completion of the course, the students will be able to

1.	Articulate self-motivation to set and achieve goals
2.	Integrate impressive ways of self-introduction, body language, gestures and voice tones.
3.	Distinguish themselves to be appealing in the professional work climate.
4.	Apply practical tools & techniques to effectively manage time and completion of tasks.
5.	Structure a presentation with the effective usage of MS Power Point techniques.
6.	Illustrate how to make an effective presentation & grab audience's attention.
7.	Assert themselves in a Group Discussion by leading the talk and collaborate with the team members in mutual cohesion
8.	Appraise the manner of praise, appreciation & gratitude in their relationship with the society.
9.	Exemplify themselves in writing professional e-mails, letters and passages.
10.	Score well in placement tests with the proper understanding of vocabulary & grammar

Training Methodology

3.1. Learning Approach- *“Tell me and I forget, teach me and I may remember, involve me and I learn”*

- Facilitator led presentations
- Syndicate/ groupwork
- Individual action plans
- Games and Exercises
- Roleplays
- Videos & Audioclips

. 3.2. Take away of the Course

- ✓ Soft copy of the PPT (only in PDF format) will be shared with the students.
- ✓ Worksheets & personal evaluation sheets used in the training are given to the students.

3.3. Infrastructural Support

- ✓ A classroom with projector and whitescreen.
- ✓ Whiteboard, markers and dusters.
- ✓ Stationary as needed for the individual workshop, as per the plan shared by the trainer.
- ✓ Audio system need to be in place (as video clips will be played during the session)

Thank you!

Training Module

Duration: 2 hours / week Course Code – 22CSBA51

Total: 30 Hours

S.No	Sessions
1.	Self realization
2.	Goal Setting
3.	Effective Public Speaking
4.	Speech Craft
5.	Business Body language
6.	Business Etiquettes
7.	Power Dressing
8.	Creating a Winning Resume
9.	Interview Skills
10.	Group Discussion
11.	Presentation Skills
12.	Spontaneous Speech
13.	Voice Toning & Feedback
14.	Self- introduction
15.	Communication Skills
16.	Writing Skills

S.No	Date
1.	2/8/2023
2.	3/8/2023
3.	8/8/2023
4.	10/8/2023
5.	16/8/2023
6.	17/8/2023
7.	29/8/2023
8.	5/9/2023
9.	6/9/2023
10.	7/9/2023
11.	13/9/2023
12.	14/9/2023
13.	19/9/2023
14.	28/9/2023
15.	29/9/2023

III BBA
(2020-2023)

		2/8	3/8	8/8	10/8	16/8	17/8	27/8	5/9	6/9
01.	A. Alaga Maansi	X	X	X	X	X	X	X	X	X
02.	K. Anushiya	X	X	a	X	X	X	X	X	a
03.	M. Benosha	X	X	X	X	X	a	a	X	X
04.	T. Dhanushree	X	a	X	X	X	X	X	X	X
05.	D. Divya Priya	X	X	X	X	X	X	X	X	X
06.	P. Emima	X	X	X	X	X	X	X	X	X
07.	G. Fssai pelchi Buvaneshtwani	X	X	X	X	X	X	X	X	X
08.	A. Gracy	X	X	a	a	X	X	X	X	a
09.	S. Jelsiya	X	X	a	X	X	X	X	X	a
10.	N. Jennifer	X	X	X	a	X	X	X	X	X
11.	A. Kavitha	X	X	X	a	X	X	X	X	X
12.	M. Lavanya	X	X	X	X	X	X	X	X	X
13.	D. Maria Infant Dfioro	X	X	X	X	X	X	X	X	X
14.	S. Maria Smila	X	X	X	a	X	X	a	a	X
15.	P. Monisha	X	X	a	X	X	X	X	a	X
16.	V. Munigammal	X	X	X	X	X	X	X	X	X
17.	J. Olive	a	X	X	X	X	X	X	X	X
18.	M. Petchi Panithra	X	X	X	a	a	a	X	X	X
19.	J. Poorani	X	X	a	X	X	X	X	X	X
20.	M. Priya	X	X	X	a	X	X	X	X	X
21.	K. B. Ribicka	X	X	X	X	X	X	X	a	a
22.	S. Roselin	X	X	X	X	X	X	X	X	X
23.	K. Sirthiya	X	X	X	X	X	X	X	X	X
24.	S. Snofar	a	a	X	X	X	a	X	a	X
25.	M. Vaijayanthi Mala	X	X	a	a	X	X	X	X	X



Name of the student		register number	grade
ALAGU MAANSI A.	B.B.A.	20SUBA01	D+
ANUSHIYA K	B.B.A.	20SUBA02	D+
BENOSHA M	B.B.A.	20SUBA03	O
DHANU SHREE T	B.B.A.	20SUBA04	D+
DIVYA PRIYA D	B.B.A.	20SUBA05	A
EMIMA P	B.B.A.	20SUBA06	D+
ESSAI PETCHIBUVANESWARI G	B.B.A.	20SUBA07	A
GRACY A	B.B.A.	20SUBA08	D+
JELCIYA S	B.B.A.	20SUBA09	D+
JENIFER N	B.B.A.	20SUBA10	D+
KAVITHA A	B.B.A.	20SUBA11	D+
LAVANYA M	B.B.A.	20SUBA12	O
MARIA INFANT DIFIONA D.	B.B.A.	20SUBA13	A
MARIA SMILA S	B.B.A.	20SUBA14	D+
MONISHA P.	B.B.A.	20SUBA15	D+
MURUGAMMAL V	B.B.A.	20SUBA16	D+
OLIVE EVANGELIN PEREIRA J	B.B.A.	20SUBA18	O
PETCHI PAVITHRA M	B.B.A.	20SUBA19	A
POORANI J	B.B.A.	20SUBA20	A
PRIYA M	B.B.A.	20SUBA21	D+
RITICKA K B	B.B.A.	20SUBA23	A
ROSELIN SOOSANNA S	B.B.A.	20SUBA24	D+
SINTHIYA K	B.B.A.	20SUBA26	D+
SNOFAR S	B.B.A.	20SUBA27	O
VAIJAYANTHIMALA M	B.B.A.	20SUBA28	D+

REPORT

No. Of Enrolment: 26

No. of Beneficiaries: 26

Connect Effective communication programme was offered as certificate course by the Department of Business Administration (SSC) from 2/8/2022 to 29/9/2022 to the III Year BBA students. Ms.Purnima was the instructor and the course was held through offline mode. The students were made to appear for a written test at the end of the programme and certificates were issued with Grade levels according to the percentage of attendance.



**ST. MARY'S COLLEGE (AUTONOMOUS),
THOOTHUKUDI
(Re-accredited with 'A+' Grade by NAAC)
CERTIFICATE**

THIS IS TO CERTIFY THAT

ALAGU MAANSI A. - 20SUBA01

III BBA

HAS SUCCESSFULLY COMPLETED THE

Certificate Course on CONNECT – “EFFECTIVE
COMMUNICATION SKILL PROGRAMME” conducted during
the academic year 2022 - 2023 with **D+** Grade.

INSTRUCTOR

PRINCIPAL



**ST.MARY'S COLLEGE
(AUTONOMOUS)
RE-ACCREDITED WITH
A+ GRADE BY NAAC**

**DEPARTMENT OF
COMMERCE (SSC)**



AIM

- To enhance the learner's understanding
of banking

OBJECTIVE

- To enable the students to have basic knowledge on banking theory
and to help the learner make career choices.

COURSE MODULE

UNIT-I QUANTITATIVE APTITUDE :

NUMBER SYSTEMS – RATIO & PROPORTION – PERCENTAGE & AVERAGES –
PROFIT & LOSS, MIXTURES – ALLIGATIONS – SIMPLE INTEREST – COMPOUND
INTEREST – SURDS – INDICES – TIME & DISTANCE – MENSURATION – CYLINDER

UNIT-II REASONING ABILITY :

SITTING ARRANGEMENTS – TABULATION – LOGICAL REASONING –
SYLLOGISM – CODING/DECODING – ALPHANUMERIC SERIES – RANKING /
DIRECTION / ALPHABET TEST – DATA SUFFICIENCY – CODED INEQUALITIES –
NON VERBAL REASONING

UNIT-III ENGLISH LANGUAGE :

READING COMPREHENSION – ERROR SPOTTING – SENTENCE CORRECTION –
PARA JUMBLES – VOCABULARY – MULTIPLE MEANING WORDS –
PARAGRAPH COMPLETION

UNIT-IV COMPUTERS :

NUMBER SYSTEM – HISTORY OF COMPUTERS – HARDWARE & SOFTWARE –
INTRODUCTION DATABASE – BASIC INTRODUCTION OF COMMUNICATION –
NETWORKING (LAN, WAN) – INTERNET (CONCEPT, HISTORY, WORKING
ENVIRONMENT, APPLICATION) – SECURITY TOOLS – VIRUS – HACKER – MS
WINDOWS & MS OFFICE

UNIT-V CURRENT AFFAIRS :

BANKS IN NEWS – ECONOMY RELATED CURRENT AFFAIRS – BUSINESS
NEWS, AGREEMENTS – NEW APPOINTMENTS – VISITS, GOVERNMENT
SCHEMES – AWARDS AND HONORS – SUMMITS – COMMITTEES – NATIONAL
AND INTERNATIONAL – OBITUARIES – REPORTS AND INDEXES – BOOKS AND
AUTHORS – DEFENSE & SPORTS

UNIT-VI BANKING :

RBI & ITS FUNCTION – BANKING ABBREVIATIONS – BANKING REGULATION
ACT 1949 – POLICY RATES – TYPES OF ACCOUNTS – NEGOTIABLE
INSTRUMENTS ACT 1881 – BANKING – OMBUDSMAN SCHEME 2006 –
FINANCIAL INCLUSION – PRIORITY SECTOR LENDING – MONEY MARKET
INSTRUMENTS – CAPITAL MARKET



**Certificate
Course for the
academic year
2022-2023**

BANKING

**COURSE CODE
22CSCO51**

**COURSE DURATION
30 HOURS**



LEARNING OUTCOMES

Upon the completion of the course the students will be able to:



develop the solving capabilities in quantitative problems.



achieve strong knowledge on reasoning and current affairs.



improve grammar, vocabulary and articulate their ideas and experience freely.



provide ample career options in their future.

Certificate course on Banking has occupied a significant place from over the last few years. So the candidates pursuing can be benefited in these following ways

TRAINING METHODOLOGY

- Comprehension practice sessions
- Role Plays
- Reading and Writing Exercises
- Communicative Language Teaching
- ICT for Communication Competence

TAKEAWAY OF THE COURSE :

- . Students get employed in banking fields
- . Soft Copy of the materials used in the course will be shared with the students in PDF Format.
- . Worksheets & Personal Evaluation Sheets used in the training are given to the students

COURSE CO-ORDINATOR

MS.S. MEENA PATTU REVATHY
 ASSISTANT PROFESSOR OF
 COMMERCE, ST.MARY'S
 COLLEGE (AUTONOMOUS)
 THOOTHUKUDI

COURSE INSTRUCTOR

MR. PRINCE
SAM ACADEMY



St. Mary's College (Autonomous),
CERTIFICATE COURSE
DEPARTMENT OF COMMERCE (SSC)
ACADEMIC YEAR 2022-2023

Quantitative aptitude

Number Systems, Ratio & Proportion, Percentage & Averages Profit & Loss
Mixtures & Alligations, Simple Interest & Compound
Interest, Surds & Indices, Time & Distance, Mensuration -
Cylinder, Cone, Sphere, Sequence & Series, Permutation &
Combination & Probability, Quadratic Equations, Data, Interpretation.

Reasoning Ability

Sitting Arrangements, Tabulation, Logical Reasoning, Syllogism, Input
Output, Coding, Decoding, Alphanumeric Series,
Ranking/Direction/Alphabet Test, Data Sufficiency, coded Inequalities, Non verbal
reasoning.

St. MARY'S COLLEGE (AUTONOMOUS), Thoothukudi

Department of Commerce (SSC)

Certificate Course – III Year

2022 -2023

BANKING

Instructor Name: Suresh IAS Academy

Time: 2.00 p.m.-4.00 p.m

Staff in-charge : Ms. S.Meena PattuRevathi

Date	Day
08/08/22	Monday
10/08/22	Wednesday
11/08/22	Thursday
29/08/22	Monday
01/09/22	Thursday
05/09/22	Monday
06/09/22	Tuesday
08/09/22	Thursday
12/09/22	Monday
13/09/22	Tuesday
10/10/22	Monday
12/10/22	Wednesday
13/10/22	Thursday
17/10/22	Monday
18/10/22	Tuesday
19/10/22	Wednesday

S. Meena Pattu Revathi.

Signature of the Staff in-charge

Maen's Sahaya Rosnying

Signature of the Co-ordinator

Co-ordinator,
Department of Commerce (SSC),
St. Mary's College (Autonomous),
Thoothukudi-628001

FOR THE MONTH OF

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ST. MARY'S COLLEGE
REGISTER OF ATTENDANCE

(Autonomous) THOOTHUKUDI - 628 001.

202 - 2

FOR THE MONTH OF

[illegible][illegible]

ST.MARY'S COLLEGE, (Autonomous) THOOTHUKUDI -628001

DEPARTMENT OF COMMERCE (SSC)

CERTIFICATE COURSE MARK & GRADE LIST

S.NO	NAME	REG.NO	MARKS	ATTENDANCE	GRADE
			100	%	
1	Anitha Priya Dharshini.P	20SUCA05	82	100	O
2	Anna Sukitha.T	20SUCA06	85	88	A+
3	S.Ashika Juliet	20SUCA10	82	88	A+
4	V.Delphine Shiny Derose	20SUCA14	77	81	A+
5	J.Denisha	20SUCA15	88	94	A+
6	M.Divya	20SUCA16	82	100	O
7	C.Evangline Esther	20SUCA17	85	100	O
8	A.Janosha	20SUCA20	85	94	A+
9	G.Jaya Sree	20SUCA21	80	81	A+
10	F.Joyce Merlin	20SUCA24	85	94	A+
11	M.KanagaValli	20SUCA25	80	100	O
12	J.Kenya	20SUCA29	85	81	A+
13	K.Madhuritha	20SUCA31	85	88	A+
14	P.Malthika	20SUCA35	80	100	O
15	T.Maria Shiny	20SUCA05	85	75	A+
16	H.Rasmi	20SUCA43	82	81	A+
17	M.Selva Priya	20SUCA50	80	88	A+

18	R.Sutha	20SUCA57	85	82	A+
19	J.Abi.Shibiksha	20SUCB01	85	94	A+
20	R.Anu Priya	20SUCB04	85	94	A+
21	M.Essaki Meena	20SUCB13	85	81	A+
22	M .Esther Rani	20SUCB14	82	75	A+
23	G.Kamatchi.	20SUCB21	85	63	A
24	S.Krishna Veni	20SUCB22	85	94	A+
25	S.Kruthika Sree	20SUCB23	85	94	A+
26	B. Lurth Anisha	20SUCB24	82	94	A+
27	N.Maria Sahaya Prathiksha	20SUCB28	82	88	A+
28	A.Navis Jerina	20SUCB35	82	100	O
29	T.Princy Sophia	20SUCB38	85	88	A+
30	S.Renifa Emogen	20SUCB40	80	88	A+
31	S,Shirly Ruth	20SUCB48	85	94	A+
32	G.Shobana	20SUCB49	77	88	A+
33	S.Sri Santhya	20SUCB53	60	100	O
34	P.Stanika	20SUCB54	85	88	A+
35	M.Subha Athisha	20SUCB55	85	94	A+
36	R.Thulasi Ratna	20SUCB57	82	88	A+
37	V.RVaishnavi	20SUCB58	77	88	A+
38	V.Varsha	20SUCB59	88	100	O

39	M.Xavier Infanta	20SUCB60	85	100	O
40	Afrin Banu	20SUCC02	82	94	A+
41	J.Arokiya Amija	20SUCC03	85	100	O
42	E.Nivetha	20SUCC19	82	94	A+
43	C.Parameshwari	20SUCC20	85	94	A+
44	P.Ponrathi	20SUCC20	80	94	A+
45	J.Reeta	20SUCC25	82	94	A+
46	K.Ruthira	20SUCC26	80	81	A+
47	K.Uma maheshwari	20SUCC36	82	94	A+
48	S.Varsha	20SUCC37	88	94	A+

Sadas

Instructor



Marie Sahaya Rosnyan

Signature of the Co-ordinator

Co-ordinator,
Department of Commerce (SSC)
St. Mary's College (Autonomous)

ST. MARY'S COLLEGE (Autonomous), Thoothukudi
DEPARTMENT OF COMMERCE (SSC)
CERTIFICATE COURSE ON BANKING

Report on Certificate Course 2022– 2023

Certificate course on Banking was offered by the department of Commerce (SSC), from 8.8.2022 to 19.10.2022 to the III year B. Com Corporate students .Mr.Prince from Sam Academy Thoothukudi was the instructor and the course was held after the regular college hours. 30 hours were offered as per the schedule enclosed. The students were given assignments and were made to appear for a written test at the end of the program. The students were issued certificate with grade levels according to their marks and their percentage of attendance. 48 students were benefitted from this program.



ST.MARY'S COLLEGE (AUTONOMOUS), THOOTHUKUDI

(Re-accredited with 'A+' Grade by NAAC)

Department of Commerce

CERTIFICATE



This is to certify that ABI SHIBIKSHA J III B.Com B (SSC) has successfully completed the Certificate Course on Banking conducted during the academic year 2022 - 2023 with A+ Grade.

Instructor

Principal