

## **Add-on courses in ADP College**

Anandaram Dhekial Phookan College (ADP College), Nagaon, Assam is offering free three month long Add on courses about Personality Development & Spoken English classes for the Undergraduate students of Arts, Science and Commerce stream. They will be given certificates on successful completion of the courses. These Add on courses are Personality Development and Spoken English. These were launched from the 2019-20 session. The classes of these two Add on courses were started from 8<sup>th</sup> February, 2020 after proper planning. The courses are supervised by the IQAC, ADP College & supported by the Finishing School-RUSA. Dr Gangarani Das, the Convener of Curriculum aspect sub-committee of IQAC, ADP College is the overall co-ordinator of the courses. The committee is :

Mr Suranjan Bhowal, Advisor

Dr Gangarani Das, Convener

Dr Rajib Barua, Member

Dr Sabita Devi, Member

Dr Rajita Kalita, Member

Mr Parag Dutta, Member

Mrs Sulakshna Brahma Sarma, Member

### **Course on Personality Development**

The course on Personality Development covers different aspects like Effective communication, Group Discussion, Incorporating spirituality, Interim Assessment, Lateral Thinking, Personnel Interview, Mock Interview, Networking, Organizational Culture, Positive attitude towards work, Public speaking, Soft skills, Study material soft copy whole, Success traits, Technology importance in Education etc. The coaching sessions on Personality Development are offered on all Fridays and Saturdays of every week from 1.00 PM onwards under the guidance of experienced faculty and personalities with expertise. These classes are taken in the college auditorium, since the number of students happen to be very large. A projector as well as screen have also been fitted for this purpose. The content of the add-on course on Personality Development are delivered by the following faculty members :

1. Dr Kishor Shah
2. Mr Prasanta Gogoi
3. Dr Lakshmi Kumari Singh

4. Dr Rajib Barua
5. Dr Jalin P. Chetia
6. Dr Chittaranjan Nath
7. Dr Nitin Sharma
8. Dr Afifa Kausar
9. Mr Parag Dutta
10. Mr Bapan Banik

### **Course on Spoken English**

The course on Spoken English covers the following aspects :

1. English as a medium of communication
2. How to face an interview
3. Writing skill and how to write letters
4. Basic concepts of grammar
5. Spoken skills required for fluency
6. Vocabulary and word-recognition
7. Oral expression
8. Basic concepts of phonetics

The course on Spoken English is supervised by Mrs Archana Talukdar, HoD of the Department of English. The coaching sessions on Spoken English are offered on all working days from Monday to Thursday of every week from 12.00 noon onwards under the guidance of experienced faculties equipped with expertise and training. These theory classes are held in a large class room and the practical classes are held in the language laboratory having sophisticated software for speaking English. The content of the add-on course on Spoken English are delivered by the following faculty members :

1. Mrs Archana Talukdar
2. Mr Pyar M. Raina
3. Dr Chittaranjan Nath