

Training– Improving Language Competency through Capacity Building in Spoken English & Writing Skills 22nd Nov to 1st Dec 2021

Date of Training	22 nd Nov to 1 st Dec, 2021	Time	09:45a.m. – 11:45a.m.
Minutes Prepared by	Mr. Om Prakash Prajapati & Mr. Sumit Kakade	Location	CoAE, JNKVV, JABALPUR

1. Training Objective

To develop students' oral competency through various speaking activities based on workplace case scenarios and
To enhance students' level of confidence as they engage in different types of communicative events.

Improving Language Competency through Capacity Building in Spoken English & Writing Skills 22nd Nov to 1st Dec 2021, NAHEP-CAAST-CSDA Project.

2. Attendees

Coordinator - Dr. Deepak Rathi (Associate Professor – Agricultural Economics & Farm Management, CoA, Jabalpur)

Technical Coordinator - Om Prakash Prajapati (SRF – Crop Production) Dr. Arpna Bajpai (SRF – Agril. Engg.) Dr. Minakshi Meshram (SRF – Skill Development), & Sumit Kakade (SRF – Plant Protection)

Expert - Squadron Leader **Prashant Kumar Dubey** (Retd.) Strides Centre For Youth Empowerment, Jabalpur

Technical Support - Krishna Singh (YP – II Computer), Anjali Patel (YP – II Computer) & Rachit Nema (YP – II Computer).

Students- Jagrati Upadhyay, Bablu Yaduwanshi, Indrajeet Narendra Patel, Taruna Namdev, Garima Padwar, Shivani Agarwal, Malempati Subhash Sri Sanjay, Niyanta, Uday Chowkikar, J Himanshu Rao, Mohd Tabish, Rupali Koshti, Pratiksha Chouksey, Nikhil Sharma, Suwa Lal Yadav, Sadhna Dhakad, Nidhi Varma, Sumit Kushwah, Manish Gadekar and Rahul Kumar Kaushik.

Improving Language Competency through Capacity Building in Spoken English & Writing Skills

Category / Gender	Number of Participation					Percentage of Category			
	UR	SC	ST	OBC	Total	UR	SC	ST	OBC
Male	34	18	12	58	122	27.87	14.75	9.84	47.54
Female	24	12	7	25	68	35.29	17.65	10.29	36.76
	58	30	19	83	190	30.53	15.79	10.00	43.68

3. Agenda& Notes, Decision issue			
Speaker	Date	Time	Topic
Mr. Prashant Kumar Dubey, Director, Institute - Strides Centre For Youth Empowerment, Jabalpur	22 ⁿ d Nov 2021 (Day 1)	09:45 to 11:45am	Introduction - A talk on how English can be learned- What routine one needs to follow.
	23 rd Nov 2021 (Day 2)	09:45 to 11:45am	Basic Structure of English - <ul style="list-style-type: none"> • Parts of speech, Sentence • Structure/Syntax • Pronouns (Subject)
	24 th Nov 2021 (Day 3)	09:45 to 11:45am	Talking about the Present – <ul style="list-style-type: none"> • Verb 'To Be'
	25 th Nov 2021 (Day 4)	09:45 to 11:45am	Talking about the Present – <ul style="list-style-type: none"> • Simple Present • Present Continuous Tense & Combined Exercises
	26 th Nov 2021 (Day 5)	09:45 to 11:45am	Talking about the Present – <ul style="list-style-type: none"> • CAN • Have
	27 th Nov 2021 (Day 6)	09:45 to 11:45am	Writing Tips - <ul style="list-style-type: none"> • Writing Task Explanation
	28 th Nov 2021 (Day 7)	09:45 to 11:45am	Talking about the Future- <ul style="list-style-type: none"> • Will & Shall • Be going to
	29 th Nov 2021 (Day 8)	09:45 to 11:45am	Talking about the Past – <ul style="list-style-type: none"> • Simple Past • Present Perfect
	30 th Nov 2021 (Day 9)	09:45 to 11:45am	Possessive Case of Nouns <ul style="list-style-type: none"> • Apostrophe
	01 st Dec 2021 (Day 10)	09:45 to 11:45am	Closing Session - Question Tags "?"
4. Course Summary Day – 1 Day – 2	This session covered importance of routine to accelerate their learning, challenges and obstacles, one faces while learning English and how to overcome them. This session also covered the benefits of certain activities, i.e. loud reading and listening to English programs etc. Assessment test of their current understanding of the English language has also organized.		

Day – 3	This session covered details of parts of speech (Nouns, Pronouns and Verbs) with examples, sentence structure and Syntax. It also includes some exercises and seemed to have a good understanding of the lesson.
Day – 4	This session covered the detailed information of Personal Pronouns and Verb to “Be” and pronunciation of some words that they were pronouncing incorrectly. After the explanation, the students were given exercises for both the topics. The session was interactive and students were able to give correct answers. Students’ doubts and queries were also resolved by the faculty.
Day – 5	This session covered the detailed information about present tense: a) Simple Present and b) Present Continuous, as these tenses are very important for proper English communication. All the rules and uses of these tenses covered in this session, so that student can identify which tense to use while talking or writing. Resource person was encouraged them to answer the questions and ask their queries to clarify the doubts. Multiple exercises have also been covered for clearly understand about the tenses and it also increases the student confidence level towards the questioning and answering. Students grammatical and pronunciation mistakes were corrected by the faculty.
Day – 6	This session covered the detailed knowledge along with practice exercises of how to use Can and Could while speaking or writing, how “Can and Could” are used for making requests and seeking permissions and various uses of “them”, “To Have”. This session also covered right uses of common errors and their corrections.
Day – 7	This session covered “valuable tips on improving the writing skills” and “Do’s and don’ts” of writing emails. In this session, some writing tasks have also given to the students. Students queries were also resolved by the faculty
Day – 8	This session covered Future Tense in details. Another important concept called “am, is, are going to” and use of these concepts in different situations have also been covered. This session incorporated some exercises to make them practice the concept and they were able to give answers comfortably.
Day – 9	This session covered Past Tense, Present Perfect Tense and sentence structure and its functions in details. How and where to use these tenses and their different uses in speaking and writing have also covered in this session. During the session resource person also corrected students’ pronunciations to help them pronounce the words correctly. This session incorporated exercises to make students understanding clearer so that they were able to answer the questions correctly and confidently. At the end of the session concern resource person also clear their doubts.
Day – 10	This session covered the detailed knowledge of “Apostrophe”. Where and how to use it while writing and speaking has also covered in this session. This session incorporated exercises to make students understanding clearer. At the end of the session concern resource person also clear their doubts.
Day – 10	This session covered the detailed knowledge of “Question Tags” which is important to speak fluent English. How and where to use this concept has also be covered in this session. Post assessment test has also been organized for the

	students. The feedback session was conducted at the end of the session where everybody shared their views on the entire session.
Sum – up Discussion with participants	The 10 days training program from 23rd Nov to 1st Dec 2021 on “Improving Language Competency through Capacity Building in Spoken English & Writing Skills”, has been conducted virtually for the students. It has covered the different topics i.e. parts of speech (Nouns, Pronouns and Verbs), sentence structure and Syntax, Personal Pronouns, pronunciation of some difficult words, Tense (Simple Present, Present Continuous, Present Perfect, Past and Future Tense) and how and where to use these tenses during speaking and writing, use of can and could, right uses of common errors and their corrections, valuable tips on improving the writing skills, Do’s and don’ts of writing emails and use of Apostrophe & Question Tags. Students grammatical and pronunciation mistakes were also be corrected by the faculty. Pre-assessment test of their current understanding of the English language has organized. 48 participants appeared in test, out of which 25 participants obtained more than 50% marks while 7 obtained 50 to 60%, 7 obtained 61 to 70%, 7 obtained 71 to 80% and 4 obtained more than 81% marks. The whole sessions were very interactive and students were able to give correct answers. Students’ doubts and queries were also resolved by the faculty. After most of the sessions, the students were given exercises, it increases the student confidence level towards the questioning and answering. Resource person was encouraged them to answer the questions and ask their queries to clarify the doubts. Post assessment test has also been organized for the students. 24 candidates participated out of which 18 obtained more than 50% marks, 2 obtained 50 to 60%, 6 obtained 61 to 70%, 4 obtained 71 to 80% and 6 obtained more than 81% marks. The participants have shown improvement. In both the test 13 participants were common. 9 participants out of them have shown 10 to 30% increase in marks and remaining were within 10%. As for as feedback is concerned out of 28 responses recorded majority of them reported that the content of the module was Excellent (71.4%) and Good (28.6%). 92.9% of the participants found that this module is useful for their professional development.

Test I & II: Improvement in Performance of participants appeared in both test before & after capacity building in writing skill.

- I. The numbers of common participants in the examination of both tests are 13, with 48 participants in the first test and 24 participants in the second test.
- II. 13 participants appeared in both tests in which 9 participants improved.
- III. 6 out of 13 participants improved less than 10%.
- IV. 4 out of 13 participants improved between 10 to 20%.
- V. 3 out of 13 participants improved more than 30%.

Test I: Number of students under different category of scores before capacity building in writing Skill.

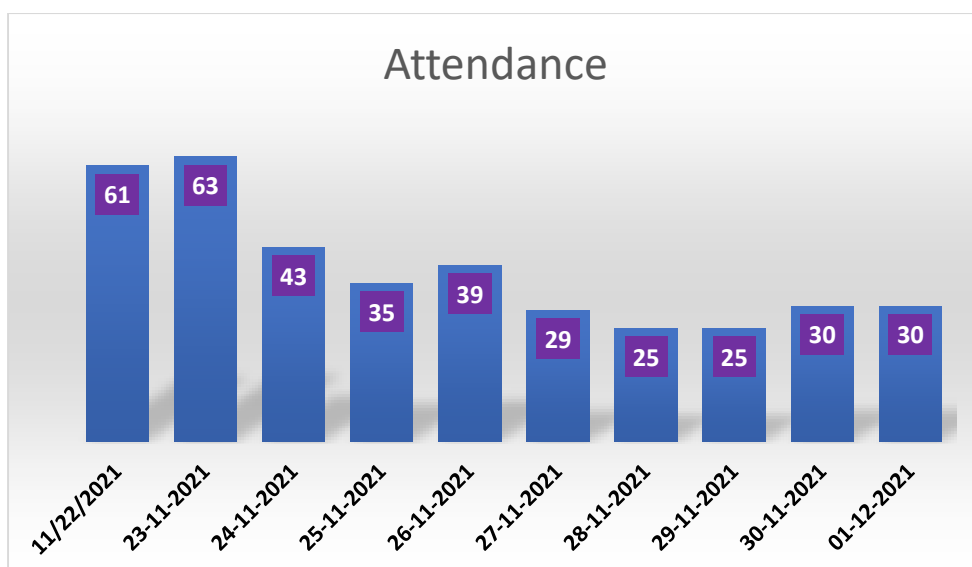
- I. 23 out of 48 participants have below less than 50%.
- II. 25 out of 48 participants have above More than 50%.
- III. 5 out of 48 participants have below less than 30%.
- IV. 9 out of 48 participants are between 30 to 40%.
- V. 9 out of 48 participants are between 41 to 50%.
- VI. 7 out of 48 participants are between 50 to 60%.
- VII. 7 out of 48 participants are between 61 to 70%.
- VIII. 7 out of 48 participants are between 71 to 80%.
- IX. 4 out of 48 participants have more than 81%.

Test II: Number of students under different category of score after capacity building in writing Skill.

- I. 6 out of 24 participants have below less than 50%.
- II. 18 out of 24 participants have above More than 50%.
- III. 1 out of 24 participants have below less than 30%.
- IV. 3 out of 24 participants are between 30 to 40%.
- V. 2 out of 24 participants are between 41 to 50%.
- VI. 2 out of 24 participants are between 50 to 60%.
- VII. 6 out of 24 participants are between 61 to 70%.
- VIII. 4 out of 24 participants are between 71 to 80%.
- IX. 6 out of 24 participants have more than 81%.

Students attendance list of Improving Language Competency through Capacity Building in Spoken English & Writing Skill 2020-21.

No. of Days	Attendance
22 nd Nov 21 (Day1)	61
23 rd Nov 21 (Day 2)	63
24 th Nov 21 (Day 3)	43
25 th Nov 21 (Day 4)	35
26 th Nov 21 (Day 5)	39
27 th Nov 21 (Day 6)	29
28 th Nov 21 (Day 7)	25
29 th Nov 21 (Day 8)	25
30 th Nov 21 (Day 9)	30
1 st Dec 21 (Day 10)	30



Improving Language Competency through Capacity Building in Spoken English & Writing Skills.

A program on Capacity-building on spoken English & Writing Skills was organized to develop student oral competency to various speaking and writing activities based on workplace case scenario and to enhance student level of confidence.

Online capacity building program was organized from Nov 22nd to Dec 01st 2021. 190 students registered for the program out of which 64% were male and 36% were female. They belong to OBC (43.68%), UR (30.53%), SC (15.79%) and ST (10.0%) categories. Cisco WebEx was used as an online platform.

The various topics such as Parts of speech, Sentence, Structure or Syntax, Pronouns (Subject), Verb 'To Be', Simple Present, Present Continuous Tense, CAN, Have, Writing Task Explanation, Will & Shall, be going to, Simple Past, Present Perfect, Apostrophe and Question Tags”?”. The detailed schedule is as below.

Date	Time	Speaker	Topic
22 nd Nov 2021	09:45 to 11:45am	Mr. Prashant Kumar Dubey,	Introduction - A talk on how English can be learned- What routine one needs to follow.
23 rd Nov 2021	09:45 to 11:45am	Director, Institute - Strides Centre	Basic Structure of English - Parts of speech, Sentence, Structure/Syntax and Pronouns (Subject)
24 th Nov 2021	09:45 to 11:45am	For Youth	Talking about the Present – Verb 'To Be'
25 th Nov 2021	09:45 to 11:45am	Empowerment, Jabalpur	Talking about the Present – Simple Present, Present Continuous Tense & Combined Exercises
26 th Nov 2021	09:45 to 11:45am		Talking about the Present – CAN & Have

27 th Nov 2021	09:45 to 11:45am		Writing Tips - Writing Task Explanation
28 th Nov 2021	09:45 to 11:45am		Talking about the Future- Will & Shall & Be going to
29 th Nov 2021	09:45 to 11:45am		Talking about the Past – Simple Past & Present Perfect
30 th Nov 2021	09:45 to 11:45am		Possessive Case of Nouns- Apostrophe
01 st Dec 2021	09:45 to 11:45am		Question Tags ”?”

The students from almost all the streams and degree program registered themselves for this module. Out of 190 registered participants, 36% from B.Sc. Ag. /Horti. /Forestry followed by M.Sc. Ag. /Horti. /Forestry (31%), Ph. D. Ag/ Horti. /Forestry (16%), B. Tech (9%), M.Tech. Agril. Engg. (4%) and Ph.D. Agril. Engg. (4%) program.

Students were evaluated through a test prior to program through multiple choice question. Total 50 question were framed to evaluate the present level of knowledge of the candidates. Test was also conducted on the last day of the training to judge the performance in terms of improvements.

48 participants appeared in test prior to the program, out of which 25 participants obtained more than 50% marks while 7 obtained 50 to 60%, 7 obtained 61 to 70%, 7 obtained 71 to 80% and 4 obtained more than 81% marks. In post program test, 24 candidates participated out of which 18 obtained more than 50% marks, 2 obtained 50 to 60%, 6 obtained 61 to 70%, 4 obtained 71 to 80% and 6 obtained more than 81% marks. The participants have shown improvement.

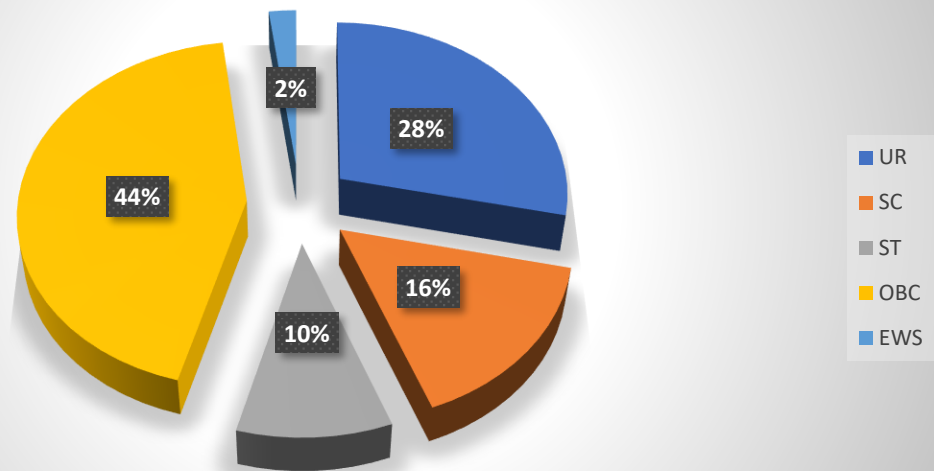
In both the test 13 participants were common. 9 participants out of them have shown 10 to 30% increase in marks and remaining were within 10%.

On the day one, out of 190 registered candidates only 61 attended the training and it was increased to 63 on second day and but later on the attendance was reduced to 30. this may be due to the fact that participants engaged themselves in other parallel online programs. The improvement observed among participants and enthusiasm shown by them indicates to organized such programs in future also.

As for as feedback is concerned out of 28 responses recorded majority of them reported that the content of the module was Excellent (71.4%) and Good (28.6%). This module was useful for their professional development (92.9%).

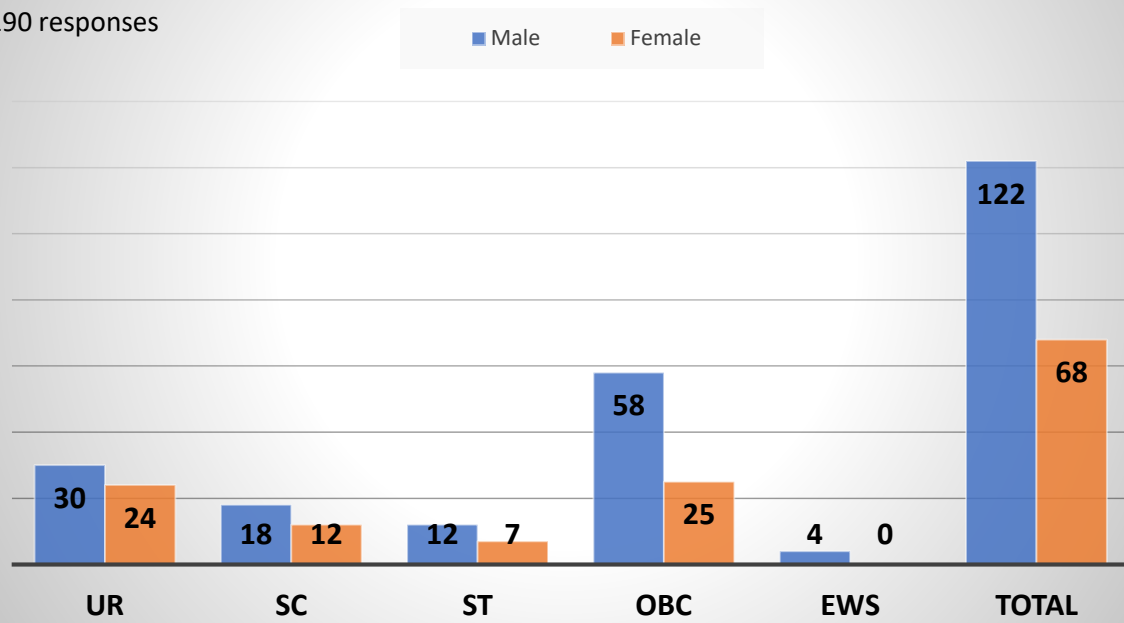
190 responses

Category



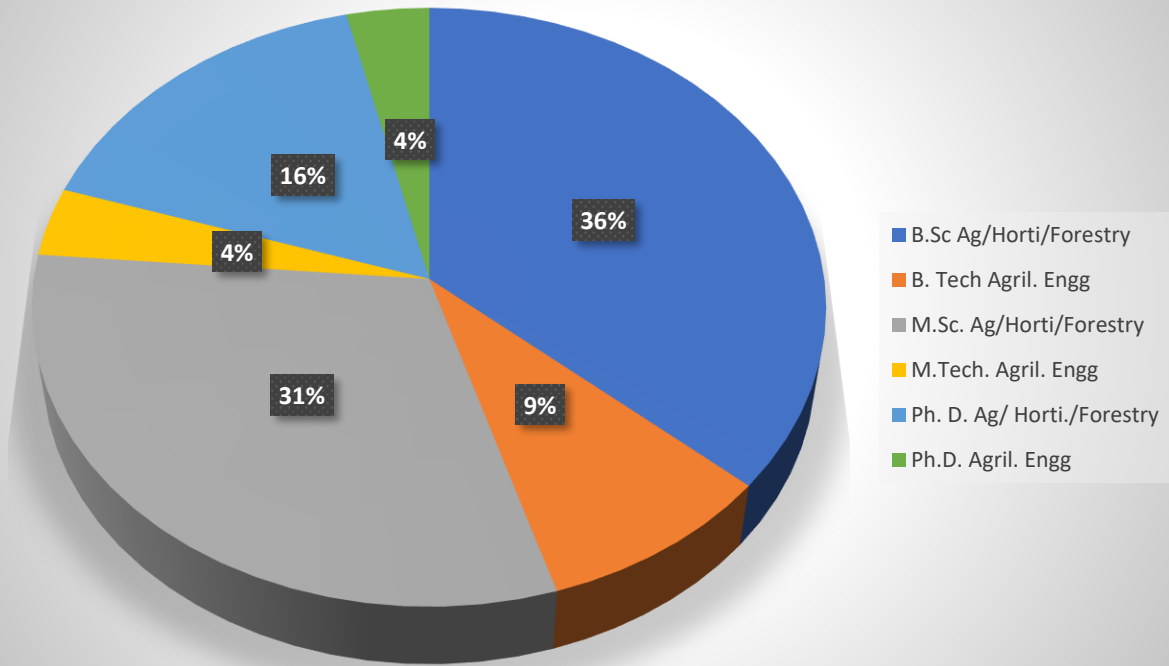
Category & Gender

190 responses



Qualification

190 responses



Collegewise

